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City of Lilburn

City Hall
76 Main Street
Lilburn, GA 30047

City Council Meeting

Meeting Minutes – Approved

Auditorium
Monday, June 13, 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

A work session was held prior to the regular scheduled meeting, at 6:30 p.m., to allow the elected officials to discuss this evening's agenda items. No other items were discussed and no actions were taken.

I. **CALL TO ORDER** – Mayor Crist called the meeting to order at **7:30 p.m.**

II. **ROLL CALL**

PRESENT: Mayor Johnny Crist, Council members Dunn, Batterton, Burchik, and Price, City Manager Johnsa, Department Heads, City Attorney, City Clerk.

III. **PLEDGE TO THE FLAG**

IV. **APPROVAL OF AGENDA**

➤ Consideration of the City Council Agenda for June 13, 2016, meeting – **Motion to approve as presented, with no additions, was made by Council member Dunn, seconded by Council member Batterton. Motion passed with 4-0 Vote.**

V. **ANNOUNCEMENTS – NONE**

VI. **CEREMONIAL MATTER**

➤ Officer Mathew Legerme was recognized by the Mayor and Council as the Employee of Quarter at the Lilburn Police Department.

VII. **PUBLIC COMMENT – NONE**

VIII. **APPROVAL OF MINUTES**

➤ **A motion to approve as presented, with no additions the following minutes:** City Council Regular meeting minutes from May 9, 2016; Executive Session Minutes from May 17, 2016; City Council Special Called meeting minutes from May 17, 2016; and City Council Special Called meeting minutes from May 19, 2016, **was made by Council member Price, Seconded by Council member Burchik. Motion passed with 4-0 Vote.**

IX. **PUBLIC HEARING**

1. **CITY OF LILBURN FY2016/2017 BUDGET AND ADOPTION OF BUDGET, ORDINANCE # 2016-502 – CITY MANAGER**

As part of the FY 2016/2017 Budget Process, staff requests Mayor and Council to conduct a public hearing prior to the adoption of the FY 2016/2017 budget ordinance. A public hearing was held on May 17, 2016 at City Hall.

The FY 2016/2017 annual budgets for the City of Lilburn are:

General Fund - \$8,059,886

Confiscated Assets Fund - \$20,000

Capital Projects Fund - \$1,732,000

Special Purpose Local Option Sales Tax (2005 SPLOST) - \$428,668

Special Purpose Local Option Sales Tax (2009 SPLOST) - \$265,120

Special Purpose Local Option Sales Tax (2014 SPLOST) - \$1,858,000

As discussed in our budget meeting on May 17, 2016, the millage rate will remain at 4.43 mills and is scheduled to be adopted at the Council meeting on July 11, 2016. This budget includes a Sanitation fee of \$13.12/mo for each residential property owner.

Mayor Crist opened floor for public hearing for those in favor and those against. Hearing none, Mayor Crist closed the public hearing and called for a motion.

A motion to approve Ordinance #2016-502 for the City of Lilburn, Georgia FY 2016/2017 annual budgets in amount of \$8,059,886 for General Fund, \$20,000 for Confiscated Assets Fund, \$1,732,000 for Capital Projects Fund, \$428,668 for 2005 SPLOST Fund, \$265,120 for 2009 SPLOST Fund and \$1,858,000 for 2014 SPLOST Fund was made by Council member Batterton, seconded by Council member Burchik. Motion passed with 4-0 vote.

2. ZONING ORDINANCE TEXT & MAP AMENDMENT – DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT

During the process of reading, interpreting, and enforcing the 2011 Lilburn Zoning Ordinance, notes are made regarding typos, clarification, and changing conditions that need to be made to the text and zoning map. Below is a synopsis of what was presented to the Planning Commission at their May 26th meeting.

Article 3, General Provisions

Clarity, typos, and modifications to allow flexibility in design as intended.

Article 4, Zoning Districts

Modified height and setbacks for consistency. Added architectural standards to commercial districts.

Article 5, Overlay Districts – edit title page- reads Overlay “Zoning” Districts

Edit verbiage to allow for expansion of Lawrenceville Highway (U.S. 29) Overlay District and generally refer to it as the “Corridor Overlay District”.

Expand to include commercial corridors illustrated on the proposed zoning map.

Clarify permitted uses not intended to undermine existing zoning and design requirements

Correct typos, remove redundancies.

Article 6 – Use and Supplemental Conditions

Edit text/table(s) for clarity, reduce redundancy,

Article 7, Specific Use Provisions

Clarify, remove redundancy/excessive wording,

Article 8 – Access, Parking and Loading

Clarify use of gravel – not decorative, some parking requirements

Article 9 – Nonconformities, Section 903. Nonconforming Use

Edit text to require rebuild/ alteration/ repair to be substantially complete within 1 yr. of damage.

Article 10, Zoning Amendments and Applications

Add Planning Commission to notice requirements, delete redundancy, remove unnecessary requirements, clarify Administrative Variance items

Article 11 – Site and Design Review – title should match header “Site and Design Plan Review”

Article 12 – Permits and Certificates - updated to reflect the way city processes permits and issues CO's.

Article 13 – Administration and Enforcement – Considering updates to Building Code to adopt state's recommended Administrative Procedures with exceptions that suit the City of Lilburn.

Article 14 – Definitions

Edit to clarify.

The Planning Commission recommended approval.

A motion to adopt Ordinance No. 2016-503 Approving text and map amendments as submitted, with the exception of Sec. - 721 Mobile Vending, was made by Council member Dunn, seconded by Council member Batterton. Motion passed with 4-0 vote.

Mayor Crist opened the floor for public hearing for those in favor or against. Hearing none, Mayor Crist closed the public hearing and called for a new motion.

A new motion to adopt Ordinance No. 2016-503 Approving text and map amendments as submitted, with the exception of Sec. 721 - Mobile Vending, was made by Council member Price, seconded by Council member Dunn. Motion passed with 4-0 vote.

3. LAN 2016-02 – ANNEXATION REQUEST – FLORA EVANS HARMONY GROVE RD. 3.4 ACRES – DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT

The Applicant seeks approval to annex her property into the city. The property joins the city along its northern boundary and has road frontage on Harmony Grove Road.

No zoning change is requested.

Mayor Crist opened the floor for public hearing for those in favor or against. Hearing none, Mayor Crist closed the public hearing and called for a motion.

A motion to adopt Ordinance No. 2016-504 approving the annexation as submitted was made by Council member Dunn, seconded by Council member Batterton. Motion passed with 4-0 vote.

X. AGENDA

4. GOLF CART DESIGNATION – ORDINANCE #2016-505 – CITY MANAGER

As discussed last month, please find attached a proposed golf cart ordinance as provided by the City Attorney.

A motion to table this item until the July City Council Meeting was made by Council member Price, seconded by Council member Burchik. Motion passed with 4-0 vote.

5. SPEED TABLES - PROVIDENCE CHRISTIAN ACADEMY, WYNNE RUSSELL ROAD & SHADY DRIVE – DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT

As part of their athletic complex expansion, PCA has proposed to construct a total of 3 speed tables on Wynne Russell Road (2) and Shady Drive (1) to help facilitate pedestrian crossing and safety.

The tables will measure 22 feet. The “table” measures up to 4” in height and is 10 feet across the full width of the street. There are 6-foot slopes from the table. The attached exhibit shows the proposed locations and includes a detail.

The typical process of approval involves a petition of residents on subdivision streets. Since these are not subdivision streets, the request is being considered by you without a petition. As proposed, these will be installed and maintained by PCA.

A motion to approve the installation as submitted, along with Providence Christian Academy will maintain the road, was made by Council member Burchik, seconded by Council member Dunn. Motion passed with 4-0 vote.

6. LILBURN COMMUNITY IMPROVEMENT DISTRICT – APPROVAL OF CID EXPANSION – RESOLUTION #2016-03 – CITY MANAGER

Please find attached a list of properties to be added to the Lilburn CID. In order to be added to the tax billing, the City must formally approve the CID expansion/addition(s) by Resolution.

A motion to approve Resolution #2016-03 consenting to the expansion of the Lilburn Community District, and authorize Mayor to execute all documents on behalf of the City of Lilburn, was made by Council member Batterton, seconded by Council member Dunn. Motion passed with 4-0 vote.

7. RESOLUTION #2016-04 - SPECIAL PURPOSE LOCAL OPTION SALES TAX (SPLOST) REFERENDUM – CITY MANAGER

Staff recommends approval of Resolution #2016-04 which authorizes the City of Lilburn to designate qualified projects and enter into intergovernmental agreement(s) with Gwinnett County regarding projects and appropriation of funds.

Eligible categories:

- 1. Public Safety facilities and equipment
- 2. Roads, Streets and Bridges
- 3. Parks and Recreation

A motion to approve Resolution #2016-04 designating City project categories and approval to enter into an intergovernmental agreement(s) with Gwinnett County for the distribution of SPLOST proceeds, and authorize the Mayor and City Attorney to execute all documents on behalf of the City of Lilburn, was made by Council member Price, seconded by Council member Burchik. Motion passed with 4-0 vote.

XI. ADJOURNMENT

There being no further business, Council member Burchik made a motion to adjourn at 8:01 p.m., seconded by Council member Price. Motion carried unanimously.

Approved this 11 day of July, 2016.



 Johnny D. Crist, Mayor
 TIMOTHY DUNN, PRO TEM

ATTEST:



 Melissa L. Penate, City Clerk