



**City of Lilburn
City Council Meeting Agenda**

**January 13, 2020 at 7:30 p.m.
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

*Council Members:
Johnny Crist, Mayor
Lindsay Voigt, Post 1
Scott Batterton, Post 2
Eddie Price, Post 3
Tim Dunn, Post 4*

I. Executive Session (If Necessary)

II. Call To Order

1. Swearing In Of Mayor Johnny Crist, Council Member Lindsay Voigt, And Council Member S. Scott Batterton.

III. Roll Call

IV. Pledge To The Flag

V. Approval Of Agenda

VI. Announcements

VII. Ceremonial Matter

VIII. Public Comment

IX. Approval Of Minutes

1. City Council Meeting Draft Minutes From December 9, 2019

Public Hearing (Y/N)	N
Department:	City Clerk
Presenter:	Melissa Penate, City Clerk
Staff Recommendations:	Motion to approve the City Council Meeting Draft Minutes from December 9, 2019.
Department Head Approval:	B. Johnsa
Mayor's Signature Required:	Yes

Documents:

[CC 12 9 2019 - MINUTES.PDF](#)

X. Public Hearing

XI. Agenda

1. 2020 City Of Lilburn Special Election Schedule

The City of Lilburn will be conducting a Special Election to fill a vacancy on May 19, 2020. The city is required by state law to advertise these post positions, the qualifying fees and election schedule by February 1.

Mayor – Johnny D. Crist

Post 4 – Tim Dunn

** Legal ad will be published on January 17, 2020

Public Hearing (Y/N)	N
Department:	City Clerk
Presenter:	Melissa Penate, City Clerk
Staff	Motion to approve Resolution #2020-01 providing for the 2020
Recommendations:	City of Lilburn Special Election Schedule and Qualifying Fees.
Mayor's Signature	Yes
Required:	

Documents:

[AGENDA ITEM 1 - AGENDA FORM 2020 CITY OF LILBURN SPECIAL ELECTION SCHEDULE.PDF](#)
[AGENDA ITEM 1 - ATTACH 1 -RES 2020-01 SPECIAL ELECTION SCHEDULE 2020.PDF](#)
[AGENDA ITEM 1 - ATTACH 2 - PUBLIC NOTICE- CALL FOR 2020 SPECIAL ELECTION.PDF](#)

2. Adoption Of Ordinance No. 2020-546 - City Of Lilburn Small Cell Ordinance – Amending Chapter 58, Streets, Sidewalks, And Other Public Places By Adding Article IV, Utilities Of The City Of Lilburn Relating To The Regulations Of Small Cell Wireless Facilities And Antennas In Public Rights-Of-Way

The Streamlining Wireless Facilities and Antennas Act (O.C.G.A. § 36-66C), effective October 1, 2019, establishes a statewide, streamlined process covering all aspects of the permitting of small cell poles, antennas, and equipment in local governments' rights-of-way. The City of Lilburn Small Cell Ordinance establishes requirements, specifications, and reasonable conditions regarding the placement of small wireless facilities in the City's rights-of-way. Adoption of this Ordinance ends the moratorium barring the issuance of permits for wireless communication devices imposed by Resolution No. 2019-08.

Public Hearing (Y/N)	N
Department:	City Manager
Presenter:	Jenny Simpkins, Assistant City Manager

Staff Recommendations: Motion to adopt Ordinance # 2020-546, amending Chapter 58, Streets, Sidewalks, and other Public Places, adding Article IV, Utilities of the City of Lilburn Relating to the Regulations of Small Cell Wireless Facilities and Antennas in Public Rights of Way.

Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 2 - AGENDA FORM - ORDINANCE NO. 2020-546 SMALL WIRELESS FACILITIES AND ANTENNAS.PDF](#)
[AGENDA ITEM 2 - ATTACH 1 - 2019-546 SMALL CELL WIRELESS TECHNOLOGY.PDF](#)
[AGENDA ITEM 2 - ATTACH 2 - 2019-546 SMALL CELL WIRELESS TECH APPLICATION EDITABLE.PDF](#)

3. Hookah/Vapor Bar Or Lounge Ordinance #2020-547

This ordinance modifies Chapter 14, Businesses, to add regulations on businesses with that permit the smoking of hookah or vapor to protect health, safety, and welfare of the public. The policy prohibits the sale of food and alcohol and defines the operating hours and age restrictions of patrons of hookah/vapor bars or lounges. The ordinance is similar to Gwinnett County's restrictions on hookah/vapor bars or lounges.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins, Assistant City Manager
Staff Recommendations: A motion to approve Ordinance #2020-547 adding Article XIII – Hookah/Vapor Bar or Lounge to Chapter 14 – Businesses.
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 3 - AGENDA FORM - HOOKAH VAPOR BAR OR LOUNGE ORD.PDF](#)
[AGENDA ITEM 3 - ATTACH 1 - ORDINANCE HOOKAH VAPOR BAR OR LOUNGE.PDF](#)

4. Adoption Of Resolution No. 2020-02, To Establish A 2020 Fee Schedule For The Planning Department By Adding Certain Fees For Telecommunications Devices And Punitive Fees For Building Without A Permit

The proposed Resolution adopts a 2020 Planning Department Fee Schedule. The schedule includes the following additions to the current fee schedule adopted in 2016: (1) punitive fee for building without a permit; (2) fee for plan review of an engineered retaining wall; and (3) fees for telecommunications facilities including tall structure permits and small wireless facilities.

Public Hearing (Y/N) N

Department: Planning
Presenter: Joellen Wilson, Director of Planning
Staff Recommendations: Motion to adopt Resolution No. 2020-02, to establish a 2020 Fee Schedule for the Planning Department.
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 4 - AGENDA FORM - FEE SCHEDULE.PDF](#)
[AGENDA ITEM 4 - ATTACH 1 - RESOLUTION FOR FEE SCHEDULE.PDF](#)
[AGENDA ITEM 4 - ATTACH 2 - FEE SCHEDULE 2020 PROPOSED.PDF](#)

5. City Of Lilburn 2020 Mayor And Council Appointments

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards.

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve the various appointments as presented.

Documents:

[AGENDA ITEM 5 - AGENDA FORM - 2020 BOARDS AND APPOINTMENTS.PDF](#)
[AGENDA ITEM 5 - ATTACH 1 - 2020 APPOINTMENTS .PDF](#)
[AGENDA ITEM 5 - ATTACH 2 - 2020 BOARD AND COMMISSION APPOINTMENTS.PDF](#)

6. Adoption Of Resolution No. 2020-03, Moratorium Barring The Acceptance Of Applications For Townhome Developments In The City Of Lilburn

Townhome developments are currently permitted by right in zoning districts R2 and MU. The MU district was established to encourage mixed use development in our city center at a higher density of up to 22 units per acre. However, staff requests additional time to develop additional standards for MU development to regulate the explosion of townhomes in the city. Additionally, this resolution will prevent additional townhome developments in the R2 zoning district until further regulations are established.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins, Assistant City Manager
Staff Recommendations: Motion to adopt Resolution No. 2020-03, Moratorium Barring the Acceptance of Applications for Townhome Developments in the City of Lilburn.
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 6 - AGENDA FORM - MORATORIUM ON TOWNHOMES.PDF](#)
[AGENDA ITEM 6 - ATTACH 1 - RESOLUTION FOR TOWNHOME](#)
[MORATORIUM.PDF](#)

XII. Adjournment

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. City Clerk, 340 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 City Clerk, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.