



**City of Lilburn  
City Council Meeting Agenda**

**September 14, 2020 at 7:30 p.m.  
Zoom Meeting**

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

**I. Zoom Meeting Information**

Join Zoom Meeting

[HTTPS://ZOOM.US/J/97079473726?PWD=WJQ4ZG1AMNPIMLLIM0TQT2NDBEQYDZ09](https://zoom.us/j/97079473726?pwd=WJQ4ZG1AMNPIMLLIM0TQT2NDBEQYDZ09)

Meeting ID: 970 7947 3726

Password: 837263

One tap mobile

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Meeting ID: 970 7947 3726

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**II. Executive Session (If Necessary)**

**III. Call To Order**

**IV. Roll Call**

**V. Pledge To The Flag**

**VI. Approval Of Agenda**

**VII. Announcements**

## 1. City Events

- Community Yard Sale  
September 19, 2020, 9:00 AM - 1:00 PM @ NEW LOCATION- Railroad Avenue parking lot at Lilburn City Park
- Rock the Park - September 26th CANCELLED  
September 26, 2020, 6:00 PM - 9:30 PM @ City Park
- City of Lilburn National Night Out-EVENT CANCELLED  
October 6, 2020, 6:00 PM - 8:30 PM @ To be announced
- Lilburn Daze Arts & Crafts Festival- CANCELLED  
October 10, 2020, 9:00 AM - 5:00 PM @ City Park
- Lilburn Food Truck Tuesday  
October 13, 2020, 5:00 PM - 8:00 PM @ City Park

## VIII. Ceremonial Matter

1. Bucket Brigade Day Proclamation - November 15, 2020

Documents:

[BUCKET BRIGADE DAY PROCLAMATION .PDF](#)

## IX. Public Comment

### X. Approval Of Minutes

1. City Council Meeting Draft Minutes From August 10, 2020

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 August 10, 2020.
Department Head Approval:	J. Simpkins
Mayor's Signature Required:	Yes

Documents:

[8\\_10\\_2020 - CC DRAFT MEETING MINUTES.PDF](#)

## XI. Public Hearing

1. PH Item 1 - RZ-2020-01 And SUP-2020-03 -R-2 For Residential Subdivision -Single-Family Detached Homes With SUP For Attached Townhomes.

The applicant intends to combine portions of three parcels to result in 27.37 acres to develop a new residential subdivision with overall density (6.8 units/acre) that requires R-2 zoning, as well as Special Use Permit for attached residential townhomes in accordance with recently amended site and architectural standards for attached dwelling units.

The proposed subdivision exhibit includes a mix of approximately 82 single family detached lots and 104 fee-simple (for sale) attached townhome lots for a total of 187 lots. Site plan indicates two access points from Killian Hill Road., a centrally located

active recreation area and smaller pocket parks proposed as greenspace.

2019 Comprehensive Plan Character Area Map designates the parcels with frontage on Killian Hill Road as Established Residential. The site plan proposes residential uses but has no abutting residential uses to establish a pattern or average lot size. Zoning Ordinance (Section 402. - R-2) Medium Density Residential district "is intended to provide land areas devoted to moderate density uses consisting primarily of detached single-family uses. Attached single-family dwellings townhomes, duplexes, clustered and cottage housing types and other creative, flexible small lot development designs, and multi-family residential uses may be appropriate where similar uses or densities exist or adjacent to higher density districts. Land areas zoned R-2 are also intended to provide a transition between lower density single-family residential districts and: the MU District; higher density multi-family, and commercial business uses within the U.S. 29 Corridor Overlay, and other non-residential areas. The R-2 district is to be located where there is convenient access to collector streets, major thoroughfares, and the state/interstate highway system.

The attached townhomes proposed are also subject to Special Use Permit with additional architectural and development standards recently established in Article 7, Section 734:

734-1 Standards for all attached residential dwellings.

A minimum of 20 percent of attached units within a building or 20 percent of units within each phase of new development shall accommodate aspects of visitability as a condition of Concept Plan, Development Plan and building plan approval. Examples of visitable homes criteria include but shall not be limited to: a master bedroom with bathroom on the ground floor; or guest bedroom and full bathroom on the ground floor, and one "no-step" entrance into the home. Clear passage through doors and hallways shall be provided according to current GA building code.

734-2 Additional standards for townhomes.

1. Architectural standards.

- a. A minimum of three and a maximum of eight units shall be allowed in each row of townhouses
- b. Each building shall consist of a minimum of two alternating roof types, specifically, open gable, boxed gable, dormer, hip, or flat roof lines
- c. No more than two contiguous units shall have the same elevations for the front facade and roofline. Alternating exterior treatments such as porches, balconies, awnings, chimneys, stoops, decks, patios, or terraces shall be required.
- d. Required exterior cladding materials shall consist of a combination of brick, stone, natural wood or cement-based artificial wood siding such as hardiplank, or alternate industry standard durable material.
- e. In addition to the above requirements, townhome developments shall include at least two of the façade features below:
  - 1) Material or color changes at each change in vertical plane
  - 2) Decorative patterns on exterior finishes (such as shingles, wainscoating, window box, and similar ornamental features)
  - 3) A dormer window, cupola, turret, tower, or canopy
  - 4) A covered porch or balcony
  - 5) A box or bay window with a minimum 12-inch projection from the façade plane

2. Development standards.

- a. A 5-foot sidewalk is required and shall be 2 feet off the back of the curb.
- b. All townhomes must be rear entry.
- c. Rear entry garages:
  - 1) Shall be 20 feet wide
  - 2) May not be converted into heated interior space without another garage within the building
  - 3) Require a minimum 18-foot alley width
  - 4) Shall be 20 feet off required alley

- 5) Driveway must provide two external parking spaces (9 ft x 20 ft)
- d. A centralized mail kiosk shall provide an overhead canopy to provide protection from the elements. The kiosk shall be located to accommodate three-cars stacking without blocking a driveway, street, or intersection, or provide three on-street parking spaces for every 100 units served.
- e. Dumpsters whether for trash or recycling shall be screened on three sides and not visible from right of way or private street.
- f. A 30-foot wide landscape strip shall be provided along all exterior street frontages. The landscape strip shall be planted as a no-access easement or enhanced landscape strip in accordance with the Landscape Ordinance and may include a decorative fence/wall and entrance monument.
- g. All utilities shall be underground and located within the right of way or private access/egress/utility easements.
- h. Gas, power, and HVAC utilities and meters shall be located along a side or rear elevation and shall be screened from view from the right of way or private street.

The applicant has proposed a mix of 82 detached and 104 townhomes resulting in an overall density of 6.8 units per acre, below the maximum allowable eight (8) dwelling units per acre in R-2. The proposed plan proposes townhomes adjacent to existing commercial and light industrial uses to the north. Buffers, landscape strips, green space, and setbacks appear to be provided, and all dwelling units are proposed to exceed the minimum 1,400 sf heated area.

The plan seems to demonstrate compliance with most R-2 and SUP development standards. Most detached lots meet minimum lot size (5,000 sf) but a variance is proposed to reduce lot width by 5' for interior lots. Lot information for townhomes is not conclusive but development review will confirm 2,000 sf lot sizes. An alley is proposed for rear access to approximately forty townhomes (38%) and building elevations illustrate a variety of materials and facades and double-car garages.

Required public notice was provided. Several comments in opposition were recorded during the Planning Commission Public Hearing and a public petition was submitted electronically. Planning Commission recommends denial. Lilburn Police and Public Works anticipate no significant adverse impacts.

Based upon the above considerations, staff recommends APPROVAL of RZ-2020-01 for R-2 Zoning and APPROVAL of SUP-2020-03 for fee simple attached townhomes WITH CONDITIONS attached in Exhibit A.

Public Hearing (Y/N)	Y
Department:	Planning Department
Presenter:	Joellen Wilson, Planning Director
Staff Recommendations:	Motion to adopt Ordinance #2020-552 to approve RZ-2020-01 and SUP-2020-03 with conditions as proposed in Exhibit A.
Mayor's Signature Required:	Yes

Documents:

- [PH ITEM 1 - AGENDA FORM - RZ-2020-01 AND SUP-2020-03.PDF](#)
- [PH ITEM 1 - ATTACH 1 - RZ-2020-01 AND SUP-2020-03 APPLICATION AND SUPPLEMENTS.PDF](#)
- [PH ITEM 1 - ATTACH 2 - RZ-2020-01 AND SUP-2020-03 STAFF ANALYSIS.PDF](#)
- [PH ITEM 1 - ATTACH 3 - 8-27-2020 DRAFT PC MINUTES.PDF](#)
- [PH ITEM 1 - ATTACH 4 - REVISEDPUBLICPETITION9.2.20.PDF](#)

2. PH Item 2 - 2020 Text Amendments To Zoning Ordinance To Address Breweries

City initiated amendment to Articles 6, 7 and 14, to update uses and conditions in Commercial Business (CB) and Mixed Use zoning districts, and within the Town Center Overlay District to accommodate a brewery with a Special Use Permit. New criteria to be established to allow for outdoor seating and entertainment.

Appendix A – Zoning Ordinance -

Article 6 – Use and Supplemental Conditions, Section 602 Use Table.

Light Industrial Uses – Production and Processing – Breweries and Soft Drink Bottling.

SPECIFIC USES	R1	R2	MU	TC	CB	O-I	IA	U.S. 29	Section Reference	Comment/Condition
Breweries and Soft Drink Bottling			<u>S</u>	<u>S</u>	S		P	S	<u>Art. 7, Sec. 737 provisions, city licensing and State law</u>	May include commercial production facilities.

Article 7, Specific Use Provisions.

Section 737. Brewery

In addition to SUP required in select zoning districts according to 602. Use Table, a brewery in all districts is subject to the following standards:

737-1. Licensing. No person shall be permitted to own or operate a brewery without first obtaining a brewery license from the City Clerk, and each brewery license holder shall comply with all other applicable federal, state and local license requirements. A licensed brewer shall abide by all federal, state, and local laws, regulations, and rules and the failure to comply with such laws, regulations, or rules may serve as the basis for revocation of the license issued by the City.

737-2. Hours of Operation. Where Special Use Permit is required, a licensed brewer shall be subject to provisions related to hours and days of sale as set forth by the SUP approved by City Council. In all districts, on-premise service must end no later than 11:00 PM.

737-3. Outdoor activity.

1. A licensed brewer is permitted to allow consumption on the brewery premises and within a designated outdoor seating area which shall be outside of any public right of way, required parking, or driveway, and delineated using fixtures such as walls, railings, planters or similar decorative fixtures that do not present a safety hazard.
2. A licensed brewer may provide outdoor entertainment within a designated area shown on a site plan, which must be outside of any public right of way, required parking or driveway. The establishment and outdoor entertainment shall be subject to the Noise Control Ordinance and any amendments that may follow the adoption of this ordinance.

Article 14. Definitions

Brewery, craft: An industrial use that brews ales, beer, or similar beverages on site. Any maker, producer, or bottler of an alcoholic beverage, specifically malt beverages.

Public Hearing (Y/N) Y  
Department: Planning Department  
Presenter: Joellen Wilson, Planning Director  
Staff Recommendations: Motion to adopt Ordinance #2020-553 to approve the Zoning Ordinance Text Amendments as proposed.  
Mayor's Signature Required: Yes

Documents:

[PH ITEM 2 - AGENDA FORM - ZONING TEXT AMENDMENTS.PDF](#)  
[PH ITEM 2 - ATTACH 1 - ZONING TEXT AMENDMENTS-STAFF REPORT.PDF](#)  
[PH ITEM 2 - ATTACH 2 - 8-27-2020 DRAFT PC MINUTES.PDF](#)  
[PH ITEM 2 - ATTACH 3 - ORD 2020-553-ZONING TEXT AMENDMENTS 2020-02.PDF](#)

3. PH Item 3 - RZ-2020-02 Official Zoning Map Amendments – CB To MU In Town Center

City initiated rezoning of approximately 3.2 total non-contiguous acres including parcels in District 6, Land Lot 135 being further identified as Parcels 022, 031, 032A, and 200 in the Town Center Overlay District from Commercial Business (CB) to Mixed Use (MU) Zoning, in accordance with Zoning Article 10, Section 1003.

City anticipates potential redevelopment and is taking action to rezone parcels to accommodate more flexibility and require a Master Concept Plan in accordance with code articles and sections recently amended. The four parcels are owned by the City or Downtown Development Authority and are currently zoned CB within the Town Center Overlay. Each is proposed for rezoning to MU.

Public notice was provided, and Planning Commission recommended approval in August, 2020. No public opposition was recorded.

Public Hearing (Y/N) Y  
Department: Planning Department  
Presenter: Joellen Wilson, Planning Director  
Staff Recommendations: Motion to adopt Ordinance #2020-554 to approve the Zoning Map Amendments as proposed.  
Mayor's Signature Required: Yes

Documents:

[PH ITEM 3 - AGENDA FORM - ZONING MAP AMENDMENTS.PDF](#)  
[PH ITEM 3 - ATTACH 1 - RZ-2020-02 ZONING MAP AMENDMENTS-STAFF REPORT.PDF](#)  
[PH ITEM 3 - ATTACH 2 - 8-27-2020 DRAFT PC MINUTES.PDF](#)

**XII. Agenda**

**XIII. 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 35.107 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.*