

CITY OF DACULA

442 Harbins Rd.
P. O. Box 400
Dacula, Georgia 30019

Planning & Zoning Board

MINUTES
November 25, 2019

I. CALL TO ORDER AND ROLL CALL OF THE MEMBERS:

The Planning and Zoning Board met on Monday, November 25, 2019, in the Council Chambers at Dacula City Hall, Dacula, Georgia.

Chairman Mark Chandler, called the meeting to order at 6:30 p.m. and conducted a roll call of the members. A quorum was present.

Members Present:

Mark Chandler, Chairman
Gene Greeson, Member
Donna Barber Peairs, Member
Lisa Bradberry, Member

Monica Francis, Member - Absent

City Staff Present:

Trey King, Mayor
Heather Coggins, Finance Director
Brittini Nix, City Planner
Amy White, City Marshal

II. INVOCATION:

Invocation was given by Mayor Trey King.

III. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Mark Chandler.

IV. MINUTES:

1. Minutes of Previous Meeting of Monday, July 29, 2019.

Member Peairs motioned to adopt the July 29, 2019 minutes. Member Greeson seconded the motion. Motion passed unanimously.

V. **OLD BUSINESS:**

1. None

VI. **NEW BUSINESS:**

1. **PUBLIC HEARING: Case # 2019-CD-SUP-01**, Applicant: Butler Properties and Development, LLC, Owner: Hebron Baptist Church, Inc. request a special use permit for a quick oil change center. The property is located in Land Lot 303 & 304 of the 5th District and contains 1.12 acres more or less.

Member Peairs motioned to open the Public Hearing. Member Bradberry seconded. Motion passed unanimously.

City Planner, Brittini Nix, presented the application for a special use permit for a quick oil change center located on this property in conjunction with a retail center. Ms. Nix stated that staff recommended denial of this application. If approved by the Commission, Ms. Nix was prepared with twenty-two (22) conditions for the property.

Travis Butler, Butler Properties and Development, 297 Prince Avenue, Suite 19, Athens, GA, spoke in favor of the application. Mr. Butler felt this would keep with the esthetic of the area and would be a good addition to the City.

John David, Express Oil Change, Birmingham, Alabama, spoke on behalf of Express Oil Change. Mr. David stated the oil change center would be an excellent addition to the community. He also requested that condition number two be revised to allow for a pitched roof that is the branding for Express Oil Change.

Member Greeson motioned to close the Public Hearing. Member Bradberry seconded. Motion passed unanimously.

2. **Special Use Permit Application: 2019-CD-SUP-01**, Applicant: Butler Properties and Development, LLC, Owner: Hebron Baptist Church, Inc. request a special use permit for a quick oil change center. The property is located in Land Lot 303 & 304 of the 5th District and contains 1.12 acres more or less.

Ms. Nix read the twenty-two (22) proposed conditions to the Planning Commission.

Member Greeson motioned to approve the special use permit application with an amendment to condition number two as follows:

2. All building exteriors shall be constructed of brick, stone or stucco. All buildings shall have architectural treatments to include canopies and parapets. Mechanical, HVAC and like systems shall be screened from street level on all sides by an opaque wall of brick, stucco, or split faced block. Architectural design shall lend the appearance of multi-tenant occupancy; facades of multi-tenant buildings shall be varied in depth and parapet height. Final architectural plans and color palate shall be submitted to the City for approval.

Member Bradberry seconded the motion. Motion passed unanimously with the twenty-two conditions as amended [listed below]:

1. The property shall be developed in accordance with the conceptual site plan titled PROJECT Dacula GA and dated October 11, 2019. Any substantial deviation from the approved conceptual plan and/or conditions of zoning shall be resubmitted to the Mayor and City Council for consideration. The City Administrator shall determine what constitutes substantial deviation.
2. All building exteriors shall be constructed of brick, stone or stucco. All buildings shall have architectural treatments to include canopies and parapets. Mechanical, HVAC and like systems shall be screened from street level on all sides by an opaque wall of brick, stucco, or split faced block. Architectural design shall lend the appearance of multi-tenant occupancy; facades of multi-tenant buildings shall be varied in depth and parapet height. Final architectural plans and color palate shall be submitted to the City for approval.
3. A 15-foot wide landscape strip shall be provided along the commercial tract frontage of Dacula Road. The landscape strip shall be planted so as to not impede sight distance along Dacula Road. A landscape plan shall be submitted to the City for approval prior to the issuance of a development permit.
4. Provide a 10-foot wide landscaped strip along the side and rear property lines. Landscape strips shall be planted with a single row of Leyland Cypress trees, planted 30-foot on center.
5. A parking lot landscape plan shall be submitted to the City for approval. At a minimum, the landscape plan shall include monument sign location and should insure that each parking island/strip will have a minimum of two (2) ornamental shade trees. All parking area trees shall be a minimum of 2-inch dbh caliper.

6. Ground signage shall be limited to one monument-type sign for each commercial lot fronting Dacula Road. Each sign is limited to a maximum 50-square foot of advertising space. Monument signs shall not exceed a maximum of 6-foot in height and shall be constructed with a brick base (minimum two feet in height) matching the materials of the buildings. Neon signs shall be prohibited. Signs shall be set back 15-feet from right-of-way of Dacula Road and located so as to not impede site distance along Dacula Road. Sign location and design subject to review and approval by the City of Dacula.
7. No outdoor storage shall be permitted on site.
8. The required 75-foot undisturbed buffer on the northern side property line shall be eliminated as proposed and replaced with a 10-foot wide landscape strip. The required 75-foot buffer on the eastern property line (rear) may be graded and replanted to facilitate installation of stormwater ponds and utilities.
9. A 5-foot wide sidewalk shall be constructed/replaced on the property frontage of Dacula Road.
10. Provide a sight distance verification for each driveway. The number, location and design of all access driveways will be subject to review and approval by GCDOT Traffic Engineering and the City Of Dacula.
11. Prior to the issuance of a development permit, the developer shall complete a Traffic Impact Study for the site. The study shall be submitted to the City of Dacula and GCDOT Traffic Engineering for review and approval. Recommended improvements shall be completed at the owners/developers expense prior to the issuance of any certificates of occupancy for the development.
12. Widening/entrance plans shall be submitted for review and approval by the City of Dacula and Gwinnett County Department of Transportation. It shall be the responsibility of the applicant to secure at no cost to Gwinnett County all necessary right-of-way to implement the required improvements.
13. Provide pedestrian street lights along Dacula Road utilizing decorative light poles/fixtures. The lights shall be placed adjacent to (not on) the public right-of-way. Light source shall be high-pressure sodium and installed 150-feet on center. Light poles shall be black and maximum 25-feet high. Pedestrian street light design and placement shall be subject to review and approval by the City of Dacula.
14. Parking lot lighting shall be directed in toward the property so as not to shine directly onto adjacent properties.

15. All trash dumpsters shall be screened by an enclosure using the same exterior building material as the adjacent occupied buildings. Pickup shall be limited to the hours of 7:00 a.m. to 9:00 p.m. Monday through Saturday.
16. No tents, canopies, temporary banners, streamers or roping decorated with flags, tinsel, or other similar material shall be displayed, hung, or strung on the site without appropriate permit(s). No decorative balloons or hot-air balloons shall be displayed on the site.
17. Site grading adjacent to Dacula Road will be consistent in elevation to the right-of-way of Dacula Road to ensure adequate sight distance.
18. Human sign spinners and/or twirlers shall be prohibited.
19. Interparcel access drive shall be provided to the parking area of parcel #5304 287 (AutoZone).
20. Automotive service, repair, and tire sales and installation shall be allowed on-site as a special use. Auto body repair shall be prohibited. The use shall be limited to the SUP Tract building (4,700 sf) as shown on the concept plan dated October 11, 2019.
21. All automotive services shall be contained within the proposed structure.
22. Outdoor storage/display of parts, new or used tires, junked vehicles or other materials is prohibited. No outside loudspeakers shall be allowed.

VII. ADJOURNMENT:

Member Bradberry motioned to adjourn. Member Peairs seconded. Motion passed unanimously. Meeting adjourned at 7:01 p.m.

Minutes approved

February 24, 2020
Date
Chetha Coggins
Signature