

**CITY OF DACULA
PLANNING COMMISSION**

**November 25, 2019
6:30 p.m.**

**442 Harbins Rd
P. O. Box 400
Dacula, GA, 30019**

SUMMARY MINUTES

This document is tentative, has not been ratified or approved by the Chairman and Planning Commission of the City of Dacula, and is not binding on the City or any officer.

Minutes scheduled for approval at next Planning Commission Meeting

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

Chairman Mark Chandler 6:30 p.m.

Planning Commission Present:

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

Monica Francis, Member - Absent

City Staff Present:

Mayor Trey King
Joey Murphy, City Administrator
Heather Coggins, Finance Director
Brittni Nix, City Planner
Amy White, City Marshal

II. INVOCATION:

Mayor Trey King

III. PLEDGE OF ALLEGIANCE:

Lead by Chairman Chandler

IV. MINUTES:

1. Approval of the Minutes from the Meeting of Monday, July 29, 2019.

Motion to Approve: Member Peairs
Second: Member Greeson
Vote: Unanimous

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.

Motion to open the public hearing: Member Peairs
Second: Member Bradberry
Vote: Unanimous

Motion to close the public hearing: Member Greeson
Second: Member Bradberry
Vote: Unanimous

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.

Motion to approve with 22 conditions [listed below]: Member Greeson
Second: Member Bradberry
Vote: Unanimous

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 palette 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-foot 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

Motion to Approve: Member Bradberry

Second: Member Peairs

Vote: Unanimous

Meeting adjourned at 7:01 p.m.