



Planning Commission Public Hearing

Monday, March 31, 2025 at 6:00 PM

Dacula City Hall, Council Chambers

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

Minutes

I. CALL TO ORDER AND ROLL CALL OF MEMBERS:

The Planning Commission met on Monday, March 31, 2025 in the Council Chambers at Dacula City Hall, Dacula, Georgia.

Chairman Mark Chandler called the meeting to order at 6:00 p.m. and conducted a roll call of the members. A quorum was present.

Members Present:

Chairman Mark Chandler
Member Myra Montalbano
Member Lisa Bradberry
Member Gene Greeson
Member Trannon Thomas

City Staff Present:

Jack Wilson, City Attorney
Courtney Mahady, Administrative Clerk
Hayes Taylor, City Planner
Dana Stump, Administrative Assistant for Planning & Zoning
Amy White, Chief Marshal

II. INVOCATION:

Mayor Trey King gave the invocation.

III. PLEDGE OF ALLEGIANCE:

Chairman Chandler led the Pledge of Allegiance.

IV. MINUTES:

1. Approval of the Minutes from the meeting on Monday, January 27, 2025

Motion to approve made by Member Greeson, Seconded by Member Bradberry.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

V. OLD BUSINESS:

None

VI. NEW BUSINESS:

- 2. PUBLIC HEARING: 2025-CD-RZ-01 & 2025-CD-SUP-01**, Applicant: Dan Rankin, Owner: Dacula Pool Properties, LLC requests rezoning from C-2 General Business District to C-3 Central Business District and Heavy Commercial District and requests a special use permit for pawn shop use. The property is located in Land Lot 302 of the 5th District and contains 1.71 acres more or less.

Motion to open the public hearing made by Member Greeson, Seconded by Member Montalbano.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

City Planner, Hayes Taylor, presented the staff case report for the rezoning and special use permit applications. The applicant is requesting to rezone the property from C-2 General Business District to C-3 Central Business and Heavy Commercial District and requests a special use permit for pawn shop use. Mr. Taylor stated staff recommend approval with staff conditions.

Applicant representative, Jesse Rankin, 2827 Peachtree Road, Ste. 300, Atlanta, Georgia 30305, stated the intended use is appropriate to further the City's 2050 Comprehensive Plan. Mr. Rankin stated the applicant is requesting approval of the applications.

No comment in favor or in opposition.

Motion to close the public hearing made by Member Greeson, Seconded by Member Thomas.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

- 3. Rezoning & Special Use Permit Applications: 2025-CD-RZ-01 & 2025-CD-SUP-01**, Applicant: Dan Rankin, Owner: Dacula Pool Properties, LLC requests rezoning from C-2 General Business District to C-3 Central Business District and Heavy Commercial District and requests a special use permit for pawn shop use. The property is located in Land Lot 302 of the 5th District and contains 1.71 acres more or less.

Motion to recommend approval with staff's recommended conditions [listed below] made by Member Greeson, Seconded by Member Thomas.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

Condition Set #1:

Land Use and Concept Plan

1. Any modifications to the existing property improvements (ex: redevelopment, paint, repairs, additions, concrete, asphalt, etc.) shall be reviewed and approved by the Planning & Development Department.
2. The site shall be limited to the following uses:
 - a. Animal Hospital or Veterinary Clinic
 - b. Bakery
 - c. Cafe
 - d. Medical Office
 - e. Professional Office

- f. Retail
 - g. Restaurant
 - h. Pawn Shop with council approved special use permit
3. The Special Use Permit shall be deemed abandoned by the Property Owner if pawn shop use ceases for more than ninety (90) days, per Article 17, Section 1706.
 4. The Special Use Permit shall be valid for a period of two years from the date of approval at which time the Special Use Permit must be reapplied for and approved by the Mayor and Council for continued use.
 5. No outdoor storage shall be permitted on site.
 6. No drive-thru or gas station uses shall be permitted.
 7. Hours of operations shall be limited to 9:00 a.m. to 9:00 p.m.
 8. 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 between the hours of 7:00 a.m. to 9:00 p.m. Monday through Saturday. Dumpster enclosures shall remain closed, locked, and in good repair at all times. Sanitation services must be provided by a third-party provider.

Sign and Advertisement

9. Oversized signs or billboards shall not be permitted.
10. Should the existing monument sign be removed, future ground signage shall be limited to one monument-type sign and shall not be located within the right-of-way. The monument sign shall not exceed a maximum of 8-foot in height and shall be constructed with a brick base (minimum two feet in height) matching the materials of the buildings. Neon signs and electronic message boards shall be prohibited. The monument sign shall be indirectly lit. The monument sign shall not impede site distance along Winder Hwy. Sign location and design are subject to review and approval by the City of Dacula.
11. 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.
12. Live human advertisement shall be prohibited within the subject area. This includes, but is not limited to, sign spinners, twirlers, dancers, clowns, and / or other similar temporary advertising methods commonly provided by costumed or animated humans.
13. Blinking, exposed neon, electronic messaging, scrolling, portable, and inflatable signage shall be prohibited.

Landscape and Parking

14. All parking spaces shall be striped in accordance with City Development Regulations. All vehicles must be parked in a striped space on a paved surface.
15. Parking lot and security lighting shall be directed towards the property to minimize the adverse impact on neighboring properties.
16. Permeable pavement alternatives must be reviewed and approved by the City prior to development permit issuance.
17. Stormwater maintenance / bioretention areas are encouraged to include practices from the Georgia

Stormwater Management Manual green standards. The areas may include lower maintenance grass alternatives, such as Blue Star Creeper, Corsican Mint, Micro-Clover, Fescue, or native grasses, native shrubs, and native trees as approved by the City Administrator.

Condition Set #2:

Should the property be redeveloped or is no longer considered a lawful non-conforming building or use, the parcel is subject to the following conditions:

Infrastructure

1. Provide interparcel vehicle access points between all contiguous commercial, office, industrial or attached residential tracts. This requirement may be waived by the City only if it is demonstrated that an interparcel connection is not feasible due to traffic safety or topographic concerns.
2. All new utility lines shall be located underground.
3. The Applicant shall include the required sidewalk in accordance with the City's Development Regulations.
4. Provide streetlights along all public rights-of-way utilizing decorative light poles/fixtures. Light source shall be high-pressure sodium. Streets lights shall be staggered, 150 feet on-center, along both sides of the roadway. All street lighting shall be subject to review and approval of the City of Dacula, Gwinnett County D.O.T or Georgia Department of Transportation depending on who owns the subject right-of-way. Where applicable, streetlights shall be placed adjacent to required pedestrian amenity sidewalk pads.
5. Provide lighting throughout all parking areas utilizing decorative light poles/fixtures. Light source shall be metal halide, not exceeding an average of 4.5 foot-candles of light output throughout the parking area. Other than pedestrian light fixtures which will be less than 14 feet tall, light fixtures shall be hooded. All lighting will be metal halide. Lighting shall be directed to avoid intrusion on adjacent properties and away from adjacent thoroughfares.
6. Prior to the issuance of a Development Permit, the developer must satisfy Gwinnett County Department of Transportation requirements. The Developer shall also provide a traffic impact study, as required by Article 4 of the Development Regulations. Subject to final approval by Gwinnett County Department of Transportation, the developer shall make any improvements required by the submitted traffic impact study.
7. Sidewalks shall be required adjacent to all public rights-of-way. The location of sidewalks shall be reviewed and approved by the City of Dacula, Gwinnett County D.O.T or Georgia Department of Transportation depending on who owns the subject right-of-way. It is required that a minimum five-foot wide sidewalk connection be provided from public rights-of-way to the entrance(s) of buildings.
8. Sidewalks shall be constructed with an additional 2-foot by 8-foot pad approximately every 300 linear feet to accommodate future pedestrian amenities such as benches, planters, and trash containers. All such required amenities shall be decorative, commercial-quality fixtures. Sidewalk design and placement of any of these amenities shall be reviewed and approved by the City of Dacula, Gwinnett County D.O.T or Georgia Department of Transportation depending on who owns the subject right-of-way.

Parking & Landscaping

9. Provide non-ornamental shade trees spaced 50-feet on-center along the right of way Highway 29. All street trees shall be a minimum 4-inch caliper (dbh) at the time of planting. Street trees shall be planted six-feet from back-of-curb subject to review and approval of the City of Dacula, Georgia, or Gwinnett Department of Transportation.

Street trees shall be of one or a combination of the following species:

- a. American Hornbeam
 - b. Bloodgood Japanese Maple
 - c. Carolina Silverbell
 - d. Eastern Redbud
 - e. Georgia Oak
 - f. Japanese Zelkova
 - g. North Red Oak
 - h. Nuttall Oak
 - i. Red Maple
 - j. Shumard Oak
 - k. Southern Sugar Maple
 - l. Sweet Bay Magnolia
10. Parking lots shall be located to the side and rear yard of the primary structure and shielded from view from public right-of-way.
11. Side parking is limited to 25% of the total parking area provided. All parking lots shall be screened from view from the right-of-way with vegetation and/or fencing. Screening trees shall be selected from the tree list from condition #7 and be supplemented with understory shrubs in the absence of opaque fencing. The fence shall be black wood, black chain link or wrought iron in style. Fence / understory shrubs shall be a minimum of 42 inches in height. The parking lot screening plan is subject to the approval of the Planning & Development Department.
12. The landscaping plan shall include one (1) shade tree for every ten (10) parking spaces.

Architectural Design

13. Architectural design shall conform with the Dacula Downtown Overlay District (DOD) architectural design guidelines. The proposed elevation, building materials, and colors shall be approved by the City prior to building permit issuance. The submitted elevations should include a variety of colors, and a variation in architectural features.
14. All building exteriors shall be constructed of brick, stone, glass, or stucco. All buildings shall have flat roofs with 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.
15. Primary building entrances shall open onto the sidewalk or a path that connects directly to the sidewalk.

VII. ADJOURNMENT:

Motion to adjourn made by Member Thomas, Seconded by Member Greeson.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

Meeting adjourned at 6:20 p.m.