



**City of Lilburn  
City Council Meeting Agenda**

**January 10, 2022 at 7:30 p.m.  
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

*Council Members:  
Tim Dunn, Mayor  
Yoon-Mi Hampton, Post 1  
Scott Batterton, Post 2  
Mike Hart, Post 3  
Emil Powella, Post 4*

- I. Executive Session (if necessary)**
- II. Swearing in of Councilmember Mike Hart**
- III. Call to Order**
- IV. Roll Call**
- V. Pledge to the Flag**
- VI. Approval of Agenda**
- VII. Announcements**
- VIII. Ceremonial Matter**
- IX. Public Comment**
- X. Approval of Minutes**
  - 1. City Council Meeting Draft Minutes from December 13, 2021**

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 13, 2021.
Department Head Approval:	J. Simpkins

Documents:

## 2. Executive Session Meeting Draft Minutes from December 13, 2021

Public Hearing (Y/N) N  
Department: City Clerk  
Presenter: Melissa Penate, City Clerk  
Staff Recommendations: Motion to approve the Executive Session meeting draft minutes from December 13, 2021.  
Department Head Approval: J. Simpkins

Documents:

[EXECUTIVESESSION MINUTES 12-13-2021.PDF](#)

## XI. Public Hearing

### 1. Public Hearing Item No. 1 - Text Amendments to Zoning Ordinance, Article 5, Sec. 501 and 502, proposed to address signage standards within the Main Street Hospitality Zone and larger Town Center Overlay District, and related text amendments to Lilburn Sign Ordinance, for which no public hearing is required.

This item was tabled in December 2021, for additional review by the city attorney. Subsequent edits recommended by the city attorney do not warrant re-review by the Planning Commission.

The Lilburn Zoning Ordinance Article 10, Section 1002 provides for text amendments initiated by the Planning Department, Planning Commission or City Council. Planning Department recommends Article 5, Section 501 and 502 be amended to reference Chapter 113-Signs and add sign standards specific to anticipated redevelopment in the Historic Main Street Hospitality Zone within the larger Town Center Overlay District.

The proposed amendments aim to reflect the goals of the City to accommodate unique developments typical of downtown or main street corridors, with pedestrian scale architecture that may have smaller building setbacks and front yards, more narrow and vertical building construction, multiple floors and tenant spaces, and possibly multiple uses. New code section in Article 5 addresses building sign area calculations based on street frontage, sign types, location, height, and lighting and amendments to Chapter 113.

Cross referencing the ordinance requirements supports businesses and residential properties, provides more efficient review of sign applications, and assists with code compliance which contributes positively to the public health, safety and general welfare.

Public notice was provided, and the Planning Commission recommended approval during Public Hearing October 28, 2021.

Public Hearing (Y/N) Y  
Department: Planning  
Presenter: Joellen Wilson, Planning Director  
Staff Recommendations: Approval of Ordinance No. 2021-575 providing for text amendments to Article 5 of Lilburn Zoning Ordinance and text

amendments to the Chapter 113, Lilburn Sign Ordinance.

Department Head Approval: J. Simpkins  
Mayor's Signature Required: Yes  
Budgeted: N/A

Documents:

[PH ITEM NO. 1 - AGENDA FORM - ZONING ORD \(SEC 501 AND 502\) TEXT AMENDMENTS.PDF](#)

[PH ITEM NO. 1 - ATTACH 2 - PC MINUTES OCTOBER 28 2021 DRAFT.PDF](#)

2. **Public Hearing Item No. 2 - RZ-2021-02 and SUP-2021-04. City initiated rezoning of 57 Railroad Avenue containing approximately 1.76 acres recorded as District 6, Land Lot 135, Parcel 031 and owned by the Lilburn Downtown Development Authority to revert from MU Mixed Use zoning to CB Commercial Business according to Zoning Ordinance, Article 10. City initiated rezoning and map amendment will concurrently consider Special Use Permit for a brewery as part of a multi-tenant commercial development proposal.**

In accordance with Zoning Article 10, Section 1003, City Council may initiate map amendments to the Official Zoning Map of Lilburn. The subject site was zoned MU in 2020 via City initiated action (RZ-2020-02) to accommodate flexibility in an anticipated development proposal. The successful development group, Fire Brigade Development Company, LLC is now working with the Lilburn Downtown Development Authority to finalize plans for an 29,112 square foot multi-tenant commercial space, whose primary tenant will be a new brewery. The space is proposed to also include restaurants and retail/commercial uses but does not include residential uses.

In addition, the brewery use requires a Special Use Permit according to provisions established in Article 7, Section 737. The city-initiated map amendment and rezoning with Special Use Permit accommodates the accepted development proposal and supports the City's goal in redeveloping the previous industrial site.

All public notice requirements were met, no public comments in support of or in opposition to have been received. Staff analysis recommended approval and Planning Commission public hearing was held December 16, 7:30 p.m. wherein the commission recommended approval of the rezoning, special use permit, and map amendment.

Public Hearing (Y/N) Y  
Department: Planning  
Presenter: Joellen Wilson, Planning Director  
Staff Recommendations: A motion to approve Ordinance No. 2022-578, Rezoning Case RZ-2021-02 and associated map amendments with Special Use Permit SUP-2021-04 for a brewery.  
Department Head Approval: J. Simpkins  
Mayor's Signature Required: Yes  
Budgeted: N/A

Documents:

[PH ITEM NO. 2 - AGENDA FORM - CITY INITIATED REZONING.PDF](#)

[PH ITEM NO. 2 - ATTACH 1 - RZ-2021-02 AND SUP-2021-04 STAFF ANALYSIS.PDF](#)

[PH ITEM NO. 2 - ATTACH 2 - 2021-12-16 MEETING MINUTES PC DRAFT1.PDF](#)

[PH ITEM NO. 2 - ATTACH 3 - ORD 2021-578-RZ AND SUP 57 RR DRAFT.PDF](#)

**3. Public Hearing Item No. 3 - Text Amendments to city code Art. 4, Sec. 406 and Art.7, Sec. 736 Mixed Use, to add and amend definitions, clarify text, and address the mix of permitted uses and guide the construction phasing of an MU development.**

City Zoning Ordinance Article 10, Section 1002 provides for text amendments initiated by Planning Department, Planning Commission, or City Council. Based on feedback from City Council, Planning Department recommends the 2011 Lilburn Zoning Ordinance text be amended within Art. 4, Sec. 406 and Art.7, Sec. 736 to address Mixed-Use Districts and developments.

The intent of changing the applicable code sections is to add specific criteria to ensure minimum acreage, land areas and floor areas of compatible residential and non-residential uses and construction phasing to ensure non-residential uses are provided to support residential uses. The amendments reflect the goals of City Council and Planning Department to maintain flexibility in the Master Concept Plan but provide clarity to applicants and more efficient review of mixed-use proposals. The amendments reinforce city's development goals for areas identified as suitable for MU, including but not limited to interparcel connectivity, pedestrian access, shared open space and encourage cohesive architectural elements.

Public notice was provided and no comments were recorded. Planning Commission recommended approval of text amendments with discussion.

Public Hearing (Y/N)	Y
Department:	Planning
Presenter:	Joellen Wilson, Planning Director
Staff Recommendations:	Approval of Ordinance No. 2022-579 providing for text amendments to Zoning Ordinance Article 4 and Article 7 regarding Mixed Use Districts and developments.
Department Head Approval:	J. Simpkins
Mayor's Signature Required:	Yes
Budgeted:	N/A

Documents:

[PH ITEM NO. 3 - AGENDA FORM - ZONING ORD \(MU\) TEXT AMENDMENTS.PDF](#)

[PH ITEM NO. 3 - ATTACH 1 - EXHIBIT A - TEXT AMENDMENTS SECTION 406 AND 736 MU DRAFT.PDF](#)

[PH ITEM NO. 3 - ATTACH 2 - 2021-12-16 MEETING MINUTES PC DRAFT.PDF](#)

[PH ITEM NO. 3 - ATTACH 3 - ORD 2022-579 MU TEXT AMENDMENTS DRAFT.PDF](#)

## **XII. Agenda**

### **1. Agenda Item No. 1 - City of Lilburn 2022 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: presented.	Motion to approve the various appointments as presented.
Department Head Approval:	J. Simpkins
Mayor's Signature Required:	No
Budgeted:	N/A

Documents:

[AGENDA ITEM 1 - AGENDA FORM - 2022 BOARDS AND APPOINTMENTS.PDF](#)  
[AGENDA ITEM 1 - ATTACH 1 - 2022 APPOINTMENTS.PDF](#)  
[AGENDA ITEM 1 - ATTACH 2 - 2022 BOARD AND COMMISSION APPOINTMENTS.PDF](#)

## **XIII. Consent Agenda**

## **XIV. 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](tel:770-921-2210).*