

MINUTES
CITY COUNCIL RETREAT
Professional Development Center
28 Main Street, Dawsonville, GA
Saturday, February 21, 2026 - Sunday, February 22, 2026
9:00 A.M.

1. **CALL TO ORDER:** Mayor John Walden called the meeting to order at 9:01 am.
2. **ROLL CALL:** Councilmember William Illg, Councilmember Sandy Sawyer, Councilmember Mark French, City Attorney Kevin Tallant, City Manager Jacob Evans, City Clerk Beverly Banister, Public Works Director Trampas Hansard, Utility Director Russ Chambers, Finance Director Robin Gazaway, Director of Downtown Development Amanda Edmondson and Planning & Zoning Stacy Harris.
CPL staff included Sarah McQuade and Dana Spayde.
3. **INVOCATION AND PLEDGE:** Invocation and pledge were led by Councilmember Sawyer.
4. **APPROVAL OF THE AGENDA:** Motion to approve the agenda as presented made by W. Illg; second by M. French. Vote carried unanimously in favor. (3-0)
Councilmember Phillips arrived at 9:10 am
City Manager Evans presented questions needing clarification from Attorney Tallant on Sections 107-53, Section 108 and Section 109-2.
5. **CHAPTERS 110 – 113:**
 - **WATER AND SEWAGE SYSTEMS – CHAPTER 110:** Reviewed commons terms, best practices and recommendations. Council agrees to have the standard specifications referenced in the ordinance. Further discussion included updating the fee schedule, having capacity limits with a sunset date and consideration of requiring developers to install a distribution meter.
 - **GRADING AND DRAINAGE – CHAPTER 111:** Review common terms, best practices and recommendations. Discussion held on drainage/drainage easements on private property versus common areas.
 - **LOT AND BLOCK STANDARDS – CHAPTER 112:** Reviewed best practices and recommendations. Discussed House Location Plan requirements for single home development with discretion to request survey/additional plans if needed. Discussed clarification on Section 112-38 and discussion held on flag lots. CPL will provide the pros and cons of flag lots for further consideration.
 - **PLAT SPECIFICATIONS – CHAPTER 113:** Reviewed and discussed plat procedures. Discussed clarification needed on Sections 113-34, 113-37, 113-38 and 113-32. Discussion was also held on the need of GIS mapping within the City.
6. **ARTICLES I – VI:**
 - **ARTICLES I & II:** No comments
 - **ARTICLE III – DEFINITIONS OF TERMS:** Reviewed definitions of terms, consolidation of definitions and the addition and/or removal of definitions; Council prefers defining terms would be best practice.
 - **ARTICLE IV – OFFICIAL ZONING MAP:** Reviewed current zoning map; recommended to update the map more frequently. Discussion of authorization regarding interpretation of district boundaries and whether split zoning parcels need more restrictive standards.
 - **ARTICLE V – NONCONFORMING LOTS, BUILDINGS AND USES:** Reviewed Senate Bill 213 and how it relates to our ordinances. Reviewed fix it list to add sections and provisions for clarification.
 - **ARTICLE VI – OFF STREET PARKING. LOADING AND ACCESS REQUIREMENTS:** Reviewed current and recommended landscaping for parking lots. Discussed consideration of shared parking ordinance.

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7. ARTICLES VII - VIII:

- **ARTICLE VII – GENERAL PROVISIONS**

- **ACCESSORY STRUCTURES:** Reviewed residential and commercial accessory structures. Brief discussion was held on subdivision pools and amenities; more regulation and clarification were needed. Discussion on placement of drive-thru's for businesses, unmanned retail structures, peddler's licenses and determination on restrictions for home occupations.

- **ARTICLE VIII – BUFFER, LANDSCAPE, SCREENING AND OPEN SPACE REQUIREMENTS:** Reviewed and discussed buffers, landscape buffers and undisturbed buffers with recommended additions. Also discussed differences between buffers and landscape strips.

- **OUTDOOR STORAGE:** Reviewed outdoor storage on properties and how to be screened. Discussed new requirements for legal non-conforming properties when triggered by change of ownership. Such issues include types of screens for dumpsters, HVAC systems and walk-in coolers. Additional requests included oil and grease containment for new construction requests. Reviewed best practices and recommendations and discussed pedestrian-scale lighting, landscaped zoned and benches, etc.

8. ARTICLE IX – POWERS OF THE PLANNING DIRECTOR, ADMINISTRATIVE VARIANCES, COMPOSITION AND POWERS OF THE PLANNING COMMISSION, AUTHORITY OF MAYOR AND COUNCIL, VARIANCES AND PUBLIC HEARINGS

- Reviewed powers of Planning Commission, Planning Director and Mayor and Council and best practices and recommendations. Discussed administrative variances and how to handle. Also discussed clarifying the powers of the Planning Director.

9. ARTICLES X - XIII: Review of perceived "missing middle housing" types and definitions and benefits of net density versus gross density; discussion held.

- **ARTICLE X – RESTRICTED AGRICULTURE (RA) DISTRICT:** Reviewed intent, best practices and recommendations. Brief discussion on renaming this zoning category.

- **ARTICLE XI – R1, RESTRICTED SINGLE-FAMILY RESIDENTIAL DISTRICT:** Reviewed intent, best practices and recommendations. Discussed needing clarification on setbacks and minimum square footage.

- **ARTICLE XII – R2, SINGLE-FAMILY RESIDENTIAL DISTRICT:** Reviewed intent and recommendations. Discussion held and consideration of reviewing existing data from a preference survey and possibly creating a new one.

- **ARTICLE XIII – R3, SINGLE-FAMILY RESIDENTIAL DISTRICT:** Reviewed intent, best practices and recommendations. Consideration of increasing diversity of housing by adding "missing middle housing" types.

10. ARTICLES XIV - XXI:

- **ARTICLE XIV – R6, MULTIPLE-FAMILY RESIDENTIAL DISTRICT:** Council requested to retire this zoning category.

- **ARTICLE XV – R3R, MANUFACTURED HOME SUBDIVISION DISTRICT:** Council requested to retire this zoning category as recommended.

- **ARTICLE XVI – RMM, RESIDENTIAL MANUFACTURED/MOVED:** Council requested to retire this zoning category as recommended.

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- **ARTICLE XVII – RHMT, MANUFACTURED HOUSING TEMPORARY DISTRICT:** Council requested to retire this zoning category as recommended.
- **ARTICLE XVIII – RPC, RESIDENTIAL PLANNED COMMUNITY AND ARTICLE XX – PCS, PLANNED CONSERVATION SUBDIVISION:** Defined differences on these zonings and how they can be used as a subdivision type instead of a zoning district. CPL could develop supplemental standards. Reviewed best practices and recommendations on RPC and discussed density.
- **ARTICLE XIX – PLANNED UNIT DEVELOPMENT DISTRICT:** This zoning category has already been retired.
- **ARTICLE XXI – RCT, RESIDENTIAL COTTAGE:** Reviewed intent and recommendations. Discussed defining and changing the square footage to a range and creating a general development requirements table. Discussion held on buffers.

Motion to amend the agenda to include the items on the Sunday, February 21, 2026 agenda and to include Public Input made by W. Illg; second by M. Franch. Vote carried unanimously in favor.

PUBLIC INPUT: None

11. ARTICLES XXII – XXIV:

- **ARTICLE XXII – COMMERCIAL ZONING DISTRICTS IN GENERAL:** Reviewed intent, best practices and recommendations. Council agrees with recommendations.
- **ARTICLE XXIII – NB, NEIGHBORHOOD BUSINESS DISTRICT:** Reviewed intent, best practices and recommendations. Discussion of types of uses that are allowed and how to regulate them.
- **ARTICLE XXIV – HB, HIGHWAY BUSINESS DISTRICT:** Reviewed descriptions and goals. Discussion of gateway corridor. Reviewed best practices and recommendations.

12. ARTICLES XXV - XXVII

- **ARTICLE XXV – TB, TOWN BUSINESS DISTRICT:** Reviewed intent, best practices and recommendations. Noted this district would be served well by a shared parking ordinance as previously mentioned.

At 5:01 p.m. a motion was made by C. Phillips to recess the meeting; second by M. French. Vote carried unanimously in favor.

Mayor Walden resumed the meeting at 9:01 am on Sunday, February 22, 2026.

Present at the meeting were Councilmember William Illg, Councilmember Sandra Sawyer, Councilmember Caleb Phillips, Councilmember Mark French, City Clerk Beverly Banister, City Attorney Kevin Tallant, City Manager Jacob Evans and Planning & Zoning Admin Stacy Harris. Sarah McQuade and Dana Spayde from CPL were also present. Councilmember Illg lead the invocation and pledge.

Council reviewed and discussed the uses allowed in the NB, HB and TB districts and will need to evaluate further.

- **ARTICLE XXVI – CBD, CENTRAL BUSINESS DISTRICT:** Reviewed intent and recommendations. Discussed recommendation to delete Section 2605; Council agrees.

13. ARTICLES XXVIII – XXX:

- **ARTICLE XXVII – INST, INSTITUTIONAL DISTRICT AND ARTICLE XXVIII – O, OFFICE DISTRICT:** Both districts were discussed together. Reviewed intent and permitted uses in both and the overlap within these categories. Consideration of combining both districts or

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changing INST to a Civic district because of the overlap. Reviewed recommendations and discussed maximum building height requirements and screened areas for certain businesses.

- **ARTICLE XXIX – LI, LIGHT INDUSTRIAL DISTRICT:** Reviewed intent and recommendations. Discussed if any businesses would apply to this district. Also considered creating a new district to accommodate the County's project. Council agrees with recommendation.
- **ARTICLE XXX – CIR, RESTRICTED INDUSTRIAL COMMERCIAL DISTRICT:** Previously reviewed.

14. ARTICLES XXXI – XXXVII:

- **ARTICLE XXXI – C-PCD, COMMERCIAL PLANNED COMPREHENSIVE DEVELOPMENT DISTRICT:** Council concurs with recommendation to retire this district.
- **ARTICLE XXXII – MUV, MIXED USE VILLAGE DISTRICT:** Council concurs with recommendation to retire this district.
- **ARTICLE XXXIII – AP, ANNEXED PROPERTY DISTRICT:** Reviewed criteria; brief discussion.
- **ARTICLE XXXIV – AIR, AIRPORT OVERLAY DISTRICT:** Provided general information and current permitted uses. Discussed overlay map near Elliott Field.
- **ARTICLE XXXV – IBD, INCENTIVIZED BUSINESS DISTRICT OVERLAY ZONES:** Reviewed intent, current code and recommendations. Discussed potential incentives. Council concurs with recommendation to retire this district.
- **ARTICLE XXXVI – ADMINISTRATION, INTERPRETATION, ENFORCEMENT, PENALTIES AND REMEDIES:** Recommends to update and align with State law regulations. Discussed third party inspections and adding a sub-section in the ordinance.
- **ARTICLE XXXVII – LEGAL STATUS PROVISIONS:** Reviewed fix it list.

Further discussion included clarifying setbacks concerning driveway lengths and suggestions; prohibiting coin operated amusement machines; allowing Personal Transportation Vehicles (PTV) such as golf carts within the downtown or the future town district area; signs located within the City's ROW; and developing the fee schedule.

City Council and staff discussed how to handle future meetings to further clarify areas of the ordinances.

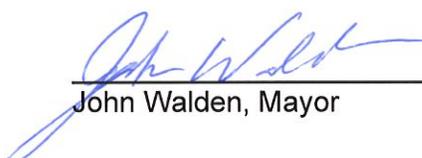
Brief discussion of taking in subdivision roads and issues concerning them. Council also discussed transportation project within the City.

ADJOURNMENT

At 12:45 p.m. a motion to adjourn the meeting was made by W. Ilg; second by M. French. Vote carried unanimously in favor.

Approved this 2nd day of March, 2026

By: CITY OF DAWSONVILLE



John Walden, Mayor

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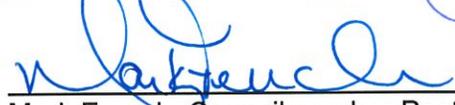
Caleb Phillips, Councilmember Post 1



William Illg, Councilmember Post 2



Sandra Sawyer, Councilmember Post 3



Mark French, Councilmember Post 4

Attested:



Beverly A. Banister, City Clerk

