

AGENDA
CITY COUNCIL REGULAR MEETING
G.L. Gilleland Council Chambers on 2nd Floor
Monday, November 3, 2025
5:00 P.M.

1. Call to Order
2. Roll Call
3. Invocation and Pledge
4. Announcements
5. Approval of the Agenda
6. Public Input
7. Consent Agenda
 - a. Approve Minutes
 - Regular Meeting and Work Session held October 20, 2025
8. Proclamation: Love Your Lawyer Day, November 7, 2025

PUBLIC HEARING

9. ZA-C260056: Davis Engineers & Surveying – c/o Payton Anderson has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units. Tax map parcel D02 017 (67 Stegall Place), tax map parcel D02 018 (“0” Stegall Place), tax map parcel D02 019 (17 Stegall Place), and tax map parcel D02 019 001 (258 Maple Street). Public Hearing Dates: Planning Commission Monday, October 13, 2025, at 5:30 PM. Mayor and City Council Monday, November 3, 2025, at 5:00 PM.

BUSINESS

10. ZA-C2500169: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing Dates: Planning Commission on September 15, 2025 at 5:30 p.m.; City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025
11. VAR-C2500170: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for a variance from Sec. 2103.9. Specifically, they request a reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines, applicable to the properties below. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing: City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025.
12. Request to Award RFP #25-RFP-001: IT Managed Services – Tabled from October 20, 2025
13. Health Insurance: December 2025 – November 2026 – Tabled from October 20, 2025
14. Request for Road Closure: Christmas Parade, November 22, 2025

MAYOR AND COUNCIL REPORTS

EXECUTIVE SESSION, IF NEEDED: Pending or Potential Litigation, Real Estate Acquisition and/or Personnel

RESERVED FOR POTENTIAL ACTION ON EXECUTIVE SESSION ITEMS, IF NEEDED

ADJOURNMENT

The next regularly scheduled City Council meeting is Monday, November 17, 2025.

Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 7

SUBJECT: CONSENT AGENDA

CITY COUNCIL MEETING DATE: 11/03/2025

PURPOSE FOR REQUEST:

**CONSIDERATION AND APPROVAL OF ITEMS BELOW; SEE ATTACHED
SUPPORTING DOCUMENTS**

- a. Approve Minutes
 - Regular Meeting and Work Session held October 20, 2025
-



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 7a

SUBJECT: APPROVE MINUTES

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # NA

☐ Funds Available from: Annual Budget Capital Budget Other

☐ Budget Amendment Request from Reserve: Enterprise Fund General Fund

PURPOSE FOR REQUEST:

TO APPROVE THE MINUTES FROM:

- REGULAR MEETING AND WORK SESSION OCTOBER 20, 2025
-

HISTORY/ FACTS / ISSUES:

OPTIONS:

AMEND OR APPROVE AS PRESENTED

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: Beverly Banister, City Clerk

MINUTES
CITY COUNCIL REGULAR MEETING AND WORK SESSION
G.L. Gilleland Council Chambers on 2nd Floor
Monday, October 20, 2025
5:00 P.M.

1. **CALL TO ORDER:** Mayor John Walden called the meeting to order at 5:00 pm.
2. **ROLL CALL:** Councilmember William Illg, Councilmember Caleb Phillips, Councilmember Sandy Sawyer, Councilmember Mark French, City Attorney Kevin Tallant, City Manager Jacob Evans, City Clerk Beverly Banister, Public Works Director Trampas Hansard, Utility Operations Manager Blake Croft, Finance Director Robin Gazaway, Director of Downtown Development Amanda Edmondson, Zoning Administrative Assistant Stacy Harris and CPL Representative Sarah McQuade.
3. **INVOCATION AND PLEDGE:** Invocation and pledge were led by Councilmember Sawyer.
4. **ANNOUNCEMENTS:** Mayor Walden announced the Moonshine Festival is this weekend on October 25 and 26, 2025; he asked for everyone to drive safely with increased traffic and pedestrians. Councilmember Illg reported early voting has begun and concludes on October 31, 2025.
5. **APPROVAL OF THE AGENDA:** Mayor Walden reported Item #11 ZA-C2500171 will be postponed at the request of the applicant to the December 15, 2025 City Council meeting.

Motion to approve the agenda as presented made by W. Illg; second by S. Sawyer. Vote carried unanimously in favor.
6. **PUBLIC INPUT:** Michael Miller, 285 Parkway 575, Woodstock – He stated the reasons for requesting postponement of ZA-C2500171 was due to questions asked during the public hearing of the request which they want to address. He also stated they are considering building the road prior to developing the subdivision and understands they cannot develop until the wastewater treatment plant is completed. Lastly, he stated the property across the street is zoned CIR which allows sawmills, textile manufacturing, and truck and cargo transfer terminals among other things pointing out the potential traffic from these types of businesses versus their development. He stated they are looking to solve a traffic problem, not create one.
7. **CONSENT AGENDA:** Motion to approve the consent agenda for the following items (a, b, c) made by M. French; second by C. Phillips. Vote carried unanimously in favor.
 - a. Approve Minutes
 - Regular Meeting and Work Session held September 22, 2025
 - Executive Session held September 22, 2025
 - Special Called Meeting held October 13, 2025
 - b. Approve FY 2026 Local Maintenance and Improvement Grant (LMIG): **Total grant amount is \$75,491.82; approved project is to mill, soil cement, pave and stripe Robinson Road and Elliott Village**
 - c. Approve to Ratify Action of Door Installation Between Granddaddy Mimms and Dawsonville History Museum
8. **EMPLOYEE RECOGNITION:** The Mayor and Council recognized Blake Croft as the September Employee of the Month and the Summer Employee of the Quarter; Amanda Edmondson received a three year service award and Clay Moss received a seven year service award. City Manager Jacob Evans also reported Clay Moss received his renewal as a Certified Playground Safety Instructor (CPSI).

PUBLIC HEARING

9. **ZA-C2500169:** Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing Dates: Planning Commission on September 15, 2025 at 5:30 p.m.; City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025

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CPL Representative Sarah McQuade provided the details regarding the zoning amendment request. She stated they are requesting to exceed the maximum heated floor area of the cottages. The ordinance permits 1,000 square feet and their model is 1,350 square feet. She stated the staff recommendation is to deny since there is no variance procedure to allow an increase to the cottage size above 1,000 square feet. She said if the zoning amendment request were to get approved, the department could not issue building permits for more than 1,000 square feet.

Motion to open the public hearing made by W. Illg; second by C. Phillips. Vote carried unanimously in favor. Mayor Walden conducted the public hearing. No one spoke in favor of or opposition to the zoning amendment request. Motion to close the public hearing made by M. French; second by S. Sawyer. Vote carried unanimously in favor.

- 10. VAR-C2500170:** Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for a variance from Sec. 2103.9. Specifically, they request a reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines, applicable to the properties below. Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010. Public Hearing: City Council – Tabled to October 20, 2025 at 5:00 p.m. City Council for a decision on November 3, 2025.

CPL Representative Sarah McQuade provided the details regarding the variance request. She stated if the Council approved the zoning amendment, they could consider approval of the variance based on the hardship criteria due to the lot layout; however, if the zoning amendment was denied then the variance request would also need to be denied since the project would not be moving forward.

Motion to open the public hearing made by W. Illg; second by M. French. Vote carried unanimously in favor. Mayor Walden conducted the public hearing. No one spoke in favor of or opposition to the zoning amendment request. Motion to close the public hearing made by S. Sawyer; second by W. Illg. Vote carried unanimously in favor.

BUSINESS

- 11. ZA-C2500171:** Applicant exercised their right to postpone; item will be considered at the December 15, 2025 City Council meeting.
- 12. REQUEST TO AWARD RFP #25-RFP-001: IT MANAGED SERVICES – TABLED FROM SEPTEMBER 22, 2025:** Councilmember Illg asked if anyone has spoken with ACNS; the response was no. He stated he thinks the Council should speak with ACNS since they spoke with Syclone and these are the top two firms.
- Motion to table the item to the November 3, 2025 City Council meeting made by W. Illg; second by M. French. Vote carried unanimously in favor.
- 13. 2026 MEETING CALENDAR:** Motion to approve the 2026 Meeting Calendar as presented made by C. Phillips; second by M. French. Councilmember Sawyer stated the 2026-2027 school calendar is not yet available and if any changes were needed the Council could do so at a later date. Vote carried unanimously in favor. (Exhibit “A”)
- 14. PROPERTY PARKING AGREEMENT WITH ENVIRONMENTAL MANAGEMENT SERVICES:** Motion to approve the agreement as presented made by W. Illg; second by C. Phillips. Vote carried unanimously in favor.
- 15. AMENDMENT TO EMPLOYEE PERSONNEL POLICY TO ADD A CDL LICENSE POLICY:** City Manager Evans explained there are instances when Public Works and/or Utilities is performing field work and the total combined weight of truck, trailer and equipment exceeds 26,000 pounds. A CDL license is required when traveling with the equipment and there are not enough staff members who hold a CDL license, hence the proposed policy. He discussed the cost of obtaining a CDL license (approximately \$5,000) and a repayment agreement for staff who obtain a CDL license and end up

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leaving the City within two years. Councilmember Illg asked City Attorney Tallant if he has reviewed the policy; he stated he has and it is not an uncommon practice. Councilmember French asked how many employees will go through the program; City Manager Evans said he'd like to have two per department.

Motion to approve as presented made by W. Illg; second by C. Phillips. Vote carried unanimously in favor. (Exhibit "B")

- 16. HEALTH INSURANCE: DECEMBER 2025 – NOVEMBER 2026:** Motion to table the item to the November 3, 2025 City Council meeting made by S. Sawyer; second by M. French. Vote carried unanimously in favor.

STAFF REPORTS

- 17. JACOB EVANS, CITY MANAGER:** He reported there was one leak adjustment for the month totaling \$149.95.
- 18. ROBIN GAZAWAY, FINANCE DIRECTOR:** Financial reports were provided to represent fund balances and activity through September 30, 2025.

MAYOR AND COUNCIL REPORTS

Mayor Walden reported he held the first Community Board Meeting with local leaders and wanted to publicly thank everyone who was able to attend; he looks forward to continuing working with everyone for the benefit of the community. He also reported he attended the September GMRC Board meeting in White County. He shared that White County has built a new gym in which the State provided the land and ended up at no cost to White County to build the gym through funding from the State. Additionally, he was invited to speak to the 2nd grade at Robinson Elementary and also at the Head Start program; he appreciates the invitation and said it was a great experience. Lastly he appreciated Councilmembers Sawyer and French attending the Chat with the Mayor event and all of the citizens who attended. He stated he wanted the citizens to know that he has heard their concerns and his door is always open.

Councilmember Sawyer gave a shout out to the Dawson County Lady Tigers who are in the State playoffs for both softball and volleyball and will advance to the next round. She also said the first Flag Football in Dawson County has started. Lastly, she said Youth Leadership with the Dawson County Chamber has begun and expressed the importance of investing in our youth and the future leaders of our community.

Councilmember French asked the Council if they would like to participate in going through the Employee Personnel Policy to strengthen disciplinary actions and be certain they are handled to the very best stating there is always room for improvement. He feels the employees are the Council's responsibility even though they do not have direct management over them.

ADJOURNMENT

At 5:33 p.m. a motion to adjourn the meeting was made by W. Illg; second by C. Phillips. Vote carried unanimously in favor.

Approved this 3rd day of November, 2025

By: CITY OF DAWSONVILLE

John Walden, Mayor

MINUTES
CITY COUNCIL REGULAR MEETING AND WORK SESSION
G.L. Gilleland Council Chambers on 2nd Floor
Monday, October 20, 2025
5:00 P.M.

Caleb Phillips, Councilmember Post 1

William Illg, Councilmember Post 2

Sandra Sawyer, Councilmember Post 3

Mark French, Councilmember Post 4

Attest: _____
Beverly A. Banister, City Clerk



City of Dawsonville 2026 Meeting Calendar

January

Monday, January 5	5:00 pm	City Council Regular Meeting
Monday, January 12	5:30 pm	Planning Commission
Thursday, January 22	5:00 pm	City Council Regular Meeting & Work Session
Monday, January 26	5:30 pm	Downtown Development Authority

July

Monday, July 13	5:30 pm	Planning Commission
Monday, July 20	5:00 pm	City Council Regular Meeting & Work Session
Monday, July 27	5:30 pm	Downtown Development Authority

February

Monday, February 2	5:00 pm	City Council Regular Meeting
Monday, February 9	5:30 pm	Planning Commission
Monday, February 16	5:00 pm	City Council Regular Meeting & Work Session
Monday, February 23	5:30 pm	Historic Preservation Commission

August

Monday, August 3	5:00 pm	City Council Regular Meeting
Monday, August 10	5:30 pm	Planning Commission
Monday, August 17	5:00 pm	City Council Regular Meeting & Work Session
Monday, August 24	5:30 pm	Historic Preservation Commission

March

Monday, March 2	5:00 pm	City Council Regular Meeting
Monday, March 9	5:30 pm	Planning Commission
Monday, March 16	5:00 pm	City Council Regular Meeting & Work Session
Monday, March 23	5:30 pm	Downtown Development Authority

September

Thursday, September 3	5:00 pm	City Council Regular Meeting
Monday, September 14	5:30 pm	Planning Commission
Monday, September 21	5:00 pm	City Council Regular Meeting & Work Session
Monday, September 28	5:30 pm	Downtown Development Authority

April

Monday, April 13	5:30 pm	Planning Commission
Monday, April 20	5:00 pm	City Council Regular Meeting & Work Session
Monday, April 27	5:30 pm	Historic Preservation Commission

October

Thursday, October 1	5:00 pm	City Council Regular Meeting
Monday, October 12	5:30 pm	Planning Commission
Monday, October 19	5:00 pm	City Council Regular Meeting & Work Session
Monday, October 26	5:30 pm	Historic Preservation Commission

May

Monday, May 4	5:00 pm	City Council Regular Meeting
Thursday, May 7	5:30 pm	Downtown Development Authority
Monday, May 11	5:30 pm	Planning Commission
Monday, May 18	5:00 pm	City Council Regular Meeting & Work Session

November

Monday, November 2	5:00 pm	City Council Regular Meeting
Thursday, November 5	5:30 pm	Downtown Development Authority
Monday, November 9	5:30 pm	Planning Commission
Monday, November 16	5:00 pm	City Council Regular Meeting & Work Session

June

Monday, June 1	5:00 pm	City Council Regular Meeting
Monday, June 8	5:30 pm	Planning Commission
Monday, June 15	5:00 pm	City Council Regular Meeting & Work Session
Monday, June 22	5:30 pm	Historic Preservation Commission

December

Thursday, December 3	5:30 pm	Historic Preservation Commission
Monday, December 7	5:00 pm	City Council Regular Meeting
Monday, December 14	5:30 pm	Planning Commission

10/20/2025 Adopted by City Council

Addendum for Employee Personnel Policy

Addendum #1 – CDL

The City of Dawsonville may, at its discretion, pay for the costs associated with an employee obtaining a CDL, including but not limited to training, course fees, testing, licensing, and related expenses. In consideration of this financial investment, any employee who receives CDL funding agrees to remain employed with the City for a minimum of two (2) years from the date they obtain their CDL. If the employee voluntarily resigns, is terminated for cause, or otherwise separates from employment before completing two (2) years of continuous service following the date the CDL is obtained, the employee will be required to reimburse the City for the cost of the CDL on a pro-rated basis.

- 1) Pro-Rated Repayment Schedule (24 Months)
 - a) Separation within 0-6 months: 100% repayment
 - b) Separation within 7-12 months: 75% repayment
 - c) Separation within 13-18 months: 50% repayment
 - d) Separation within 19-24 months: 25% repayment
 - e) Separation within 24 months or longer: 0% repayment (no obligation)

The total reimbursable amount will be calculated based on actual costs paid by the City for CDL training and related expenses. Any repayment owed by the employee shall be deducted from their final paycheck where legally permitted. Any outstanding balance beyond what may be withheld will be the responsibility of the employee, and the City will issue an invoice payable within 30 days. The employee will acknowledge these repayment terms in writing prior to the City's payment of any CDL-related expenses.

- 1) The following are automatically exempt from CDL reimbursement:
 - a) Layoff or reduction in force.
 - b) Separation due to medical incapacity or disability preventing continued employment.

This policy shall take effect on _____ and apply to any CDL-related reimbursement processed on or after said date.

City of Dawsonville Commercial Driver's License (CDL) Training Repayment Agreement

Employee Name: _____

Position Title: _____

Department: _____

1. Agreement Purpose

The City of Dawsonville is investing in your professional development by covering the costs associated with obtaining your Commercial Driver's License (CDL). This agreement confirms your obligation to remain employed with the City for two (2) years after obtaining your CDL or to repay the City for the expenses on a pro-rated basis as outlined.

2. Repayment Obligation

If I (the employee) voluntarily resign, am terminated for cause, or otherwise separate from employment with the City before completing two (2) years of service following the date my CDL is obtained, I agree to repay the City of Dawsonville the full or partial cost of expenses paid on my behalf for the CDL, according to the following schedule: Repayment Schedule (from date of CDL issuance):

- Within 0–6 months: 100% repayment
- Within 7–12 months: 75% repayment
- Within 13–18 months: 50% repayment
- Within 19–23 months: 25% repayment
- After 24 months: 0% repayment (no obligation)

3. Covered Costs

I understand that the repayment calculation will be based on the actual costs paid by the City for my CDL, including training, examination fees, course materials, and license issuance fees.

4. Repayment Method

I agree that:

- Any repayment owed may be deducted from my final paycheck where legally permissible.
- If the amount owed exceeds my final paycheck, I am responsible for paying the remaining balance to the City within thirty (30) days of separation.
- Failure to repay may result in further collection action as permitted by law.

5. Exceptions

I acknowledge that repayment is exempt in the following cases:

- Layoff or reduction in force.
- Separation due to medical incapacity or disability preventing continued employment.

6. Acknowledgment

By signing below, I confirm that I have read and agreed to the terms of this CDL Training Repayment Agreement. I understand my obligations and agree to comply fully with the repayment requirements if I separate from employment before completing two (2) years of service following receipt of my CDL.

Employee Signature: _____

Date: _____

Print Name: _____

Witness/HR Representative Signature: _____

Date: _____

Print Name/Title: _____



DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 8

SUBJECT: PROCLAMATION: LOVE YOUR LAWYER DAY, NOVEMBER 7, 2025

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

TO READ THE LOVE YOUR LAWYER DAY PROCLAMATION

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: John Walden, Mayor



Proclamation

Love Your Lawyer Day

November 7, 2025



WHEREAS, the City of Dawsonville's appointed law firm of Tallant Howell provides indispensable legal support, expertise, and guidance to the Mayor and Council and all City departments; and

WHEREAS, the attorneys of Tallant Howell are responsible for managing the municipality's legal affairs, which includes but is not limited to litigation, drafting and interpreting local ordinances, negotiating and drafting agreements, handling land use and zoning issues, overseeing real estate acquisition, advising on public finance and personnel matters; and

WHEREAS, their commitment and professionalism ensure the smooth and fair operation of our local government and protect the interests of the community; and

WHEREAS, collectively, attorneys Kevin Tallant and Jonah Howell, bring over thirty years of dedicated service and invaluable contributions to the City of Dawsonville; and

WHEREAS, it is fitting to set aside a day to honor and celebrate the hard work and tireless efforts of these individuals;

NOW THEREFORE, I, John Walden, Mayor of Dawsonville, Georgia do hereby proclaim the 7th day of November, 2025, as

LOVE YOUR LAWYER DAY

and encourage all elected officials, staff and citizens to join in recognizing their commitment and service to the City.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Dawsonville to be affixed this 3rd day of November, 2025.

John Walden, Mayor

Attest:

Beverly A. Banister, City Clerk



DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 9

SUBJECT: ZA-C260056 DAVIS ENGINEERS & SURVEYING

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST: **PUBLIC HEARING**

ZA-C260056: Davis Engineers & Surveying – c/o Payton Anderson has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units. Tax map parcel D02 017 (67 Stegall Place), tax map parcel D02 018 (“0” Stegall Place), tax map parcel D02 019 (17 Stegall Place), and tax map parcel D02 019 001 (258 Maple Street). Public Hearing Dates: Planning Commission Monday, October 13, 2025, at 5:30 PM. Mayor and City Council Monday, November 3, 2025, at 5:00 PM.

HISTORY/ FACTS / ISSUES:

- +/- 2.15 acres
 - 12 dwelling units / 5.58 density per acre
 - Planning Commission approved the request on October 13, 2025
-

OPTIONS:

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: CPL, Planning & Zoning Department



CITY OF DAWSONVILLE

Planning Staff Report

Request to Amend the Zoning Map (Rezone)

APPLICANTDavis Engineering & Surveying – c/o Payton Anderson

CASE NUMBERZA-C260056

REQUESTAmend the zoning map to rezone a 2.15 +/- acre assemblage from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units.

CURRENT ZONING DESIGNATIONR-2: Single Family Residential

SITE AREA.....+/- 2.15 acres

LOCATION67 Stegall Pl, “O” Stegall Pl, 17 Stegall Pl, 258 Maple St

TAX MAP PARCELS.....D02 017, D02 018, D02 019, D02 019 001

FUTURE LAND USE DESIGNATIONResidential

PLANNING COMMISSION PUBLIC HEARING DATE...October 13, 2025

MAYOR & COUNCIL PUBLIC HEARING DATENovember 3, 2025

MAYOR & COUNCIL DECISION MEETING DATE * November 25, 2025

INTRODUCTION

The applicant is petitioning to amend the zoning map to rezone four (4) parcels for the development of a 12-unit townhouse subdivision. The current zoning designation is R-2: Single-Family Residential District, which the applicant proposes be changed to R-6: Multiple-Family Residential District. If the request is approved, the applicant may construct 12 front-loaded townhouses, each on a fee-simple lot with shared driveways to Stegall Place.

PROPOSAL

The subject 2.15 +/- assemblage is in a primarily residential area, currently developed with two manufactured homes. Both residences would be removed as part of the subject proposal. The site is on a corner, facing Stegall Place to the north and Maple Street to the east. The overall residential density would be 5.58 units per acre. According to the land survey submitted with this application, there is no 100-year flood zone present on the site. The table below summarizes key Code requirements and development specifications.

*Hearing and meeting dates are subject to change

Specification	Proposed Townhouse Development	R-6 Code Requirement
Maximum Residential Density	5.58 du/acre	6.00 du/acre
Maximum Unit Count per Building	6 dwelling units	6 dwelling units
Minimum Front Yard Setback	> 30 ft.	30 ft.
Minimum Side Yard Setback	> 10 ft.	10 ft.
Minimum Rear Yard Setback	> 20 ft.	20 ft.
Minimum Heated Floor Area (HFA)	1,700 sq. ft.	1,200 sq. ft.
Minimum Lot Area	4,400 sq. ft. (30 feet wide & > 100 feet deep)	2,800 sq. ft. (28 feet wide & 100 feet deep)
Minimum Landscaped Open Space	32% of total project area	25% of total project area

The applicant proposes each townhouse have a heated floor area no less than 1,700 square feet. The front and rear facades of each unit would be offset, adding depth to each building. Each townhouse lot would front Stegall Place for at least 30 feet, and continue backward to the common open space, providing individual front and rear yards. Additionally, all residences would have a rear patio. Beyond the rear yards, a 0.82-acre landscape open space is depicted per the concept plan, which would also contain a stormwater management area.

Access to each unit would occur from shared driveway stemming from Stegall Place. Two units would be served per driveway, measuring approximately 19 feet wide at the right-of-way line, before splitting into individual nine-foot driveways divided by a landscaped or raised paved area. The driveways are conceptually sized for at least two cars on each lot; garage details are not provided in the submittal. The applicant would install five-foot sidewalks along the entire development frontage and dedicate five feet of right-of-way to Stegall Place to facilitate construction and maintenance. This would increase Stegall Place right-of-way width to 45 feet, and place the entirety of the proposed sidewalk on City property.

The development would be served by City of Dawsonville water and sewerage, with extensions to be installed by the applicant as necessary. A communal mail kiosk is conceptualized near the center of the site, in an easement shared between the front yards of proposed lots 6 and 7. A small parking area is depicted here, stemming from Stegall Place, which may be subject to further review prior to Land Disturbance Permitting. A 10-foot landscaped buffer is depicted at every property line, except for along Stegall Place.

The applicant has not submitted any variance requests alongside this rezoning application.

SURROUNDING PROPERTIES

<i>Direction from Site</i>	<i>Existing Zoning</i>	<i>Existing Land Use</i>
North	RCT (application pending), R-2	Single-family residential, vacant land
South	R-6	Attached single-family residential (townhouses)
East	R-3	Single-family residential
West	R-2	Single-family residential

COMPREHENSIVE PLAN

Pursuant to the 2023 Dawsonville Comprehensive Plan, the subject assemblage is in the Residential Character Area.

The Residential Character Area “represents the outlying residential portions of the city to the northwest, northeast and south. There are no immediate plans to alter their general form or land use, and long term plans suggest these areas will remain residential. Present levels of agricultural activity will continue as development pressures will allow, but neither the city nor the county will pursue capital improvements in this region to facilitate new development.

This area will be fostered as a haven for larger residential uses and rural/conservation subdivisions to facilitate a buffer between the higher densities of Dawsonville and the rest of Dawson County. Most development should entail large lots, with an average approaching or, preferably, surpassing five acres per unit [0.2 du/acre]. Nonresidential activity should be kept to a minimum and compliment the rural character of the area, such as churches, neighborhood scale markets and services with limited parking and traffic generation.”

Permissible land use types in Residential Character Area are Residential, Agricultural, and Conservation.

The proposed development lacks alignment with the intent of the Residential Character Area because of its form and density. However, the site’s location near Stegall Place and Maple Street places it in an area “in need of redevelopment and/or significant improvements (pg. 38).”

ANALYSIS

(1) Sec. 909 – Criteria to consider for map amendments (rezonings).

Any proposed amendment to the zoning map shall be submitted by application with a copy of the plat and payment of a fee set by the governing body for the application and review of the proposed amendment to the zoning map. Applicants shall submit six copies of any proposed zoning map amendment and plat to the planning director or designee for distribution to the applicable bodies and/or review agencies. The planning director or designee may require more or less copies depending on the nature and extent of required review. Applications which require action by the governing body shall require disclosure of any conflicts of interest as specified in the Georgia Zoning Procedures Act.

The applicant, staff, planning commission and governing body should review an application for zoning map amendment with regard to the following criteria:

(Language in bold is from the City of Dawsonville Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

1. The existing uses and zoning of nearby property and whether the proposed zoning will adversely affect the existing use or usability of nearby property.

- Most nearby properties are zoned residential (R-2: Single-family Residential, R-3: Single-family Residential, and R-6: Multiple-family Residential).
 - i. These properties are developed with townhouses or detached residences, if not vacant.
- Staff do not anticipate any adverse effects on the use or habitability of nearby properties resulting from the proposal.

- 2. The extent to which property values are diminished by the particular zoning restrictions.**
 - As currently zoned, the assemblage is developed with low-density manufactured housing.
 - i. Two of the parcels each host a manufactured house; the other lots are vacant.
 - Absent a formal market analysis, staff is unable to determine the impact of the existing zoning classifications on the sites' property values.
- 3. The extent to which the destruction of property values promotes the health, safety, morals or general welfare of the public.**
 - Absent a formal market analysis, staff is unable to determine the impact of the development proposal on local property values.
- 4. The relative gain to the public, as compared to the hardship imposed upon the individual property owner.**
 - The applicant has voluntarily presented the subject application to the City.
- 5. The physical suitability of the subject property for development as presently zoned and under the proposed zoning district.**
 - The assemblage current consists of four parcels in the R-2: Restricted Single-family Residential district.
 - i. Presently, each parcel is suitable for detached single-family residential development.
 - The applicant proposes to rezone the site to R-6: Multiple-Family Residential; the letter of intent reflects this zone "is appropriate given the property's size, location, and surrounding context."
 - i. The location of utilities, streets, and local topography appear suitable for R-6 development.
- 6. The length of time the property has been vacant, considered in the context of land development in the area in the vicinity of the property, and whether there are existing or changed conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the rezoning request.**
 - Parts of the site have a history of manufactured housing development, dating back to the 1990s or earlier.
 - i. However, the two presently vacant parcels have no record of development.
 - Staff has not identified any existing or changing conditions that inherently support the approval or disapproval of the subject rezoning request.
- 7. The zoning history of the subject property.**
 - The current site zoning configuration has been maintained for many years.
- 8. The extent to which the proposed zoning will result in a use, which will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, schools, parks, or other public facilities.**
 - The applicant proposes the dedication of a five-foot strip along Stegall Place as to widen this City street.
 - i. This dedication would allow for infrastructure improvements and expansion, like the proposed five-foot sidewalk.

- The proposal is not anticipated to burden location utilities, school, parks, or other public facilities.

9. Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan, land use plan, or other adopted plans.

- The zoning proposal lacks conformity with the 2023 Dawsonville Comprehensive Plan.
 - i. The calculated gross residential density of 5.58 du/acre exceeds the intended 0.2 du/acre intent of the Residential Character Area (pg. 45).
 - ii. The Area is envisioned for detached single-family development, not townhouses.
- The subject site is in the Stegall Place and Maple Street areas, which are identified for “redevelopment and/or significant improvements” (pg. 38).
 - i. The assemblage contains two manufactured homes. Manufactured housing is not a permitted land use in the R-2: Single-family Residential zone nor the R-6: Multiple-family Residential zone.

The staff, planning commission and governing body may consider other factors deemed relevant before formulating recommendations and taking action on a particular request.

DAWSON COUNTY FIRE MARSHAL

On September 10, Jeffrey Bailey provided the following comment:

We do not have any fire comments based on the concept drawing provided. The IFC calls for a fire hydrant within 500 hundred feet, but I suspect the closest one on Maple St might cover that. We'll see for sure when [development plans] are submitted.

DEPARTMENT OF DOWNTOWN DEVELOPMENT

On September 29, Amanda Edmondson provided the following comment:

The parcels are outside of the historic district overlay and are not contiguous with the future town center property, yet architectural consistency should be considered.

- Inclusion of any of the following architectural styles are preferred by the community: Craftsman, Italianate, Folk Victorian, or Colonial Revival for placemaking purposes. Application of design guidelines and landscape patterns found in pages 75-91 of the Comprehensive Downtown Dawsonville Strategic Plan are encouraged.
- The establishment of new sidewalks along Stegall Place and Maple Street, joining with existing sidewalks provide desirable additional pedestrian connectivity between residential infill and downtown civic and commercial establishments consistent with Downtown Development Goal #4 - Connectivity & Accessibility: Improve connectivity and accessibility throughout downtown by expanding multi-modal facilities and safely linking vehicular routes, whenever possible planning for larger connectivity throughout the community.

DEPARTMENT OF PUBLIC WORKS

On September 30, Trampas Hansard expressed that entrances at the rear would be preferred, and that Stegall Place would require upgrades to meet City standards.

PLANNING COMMISSION RECOMMENDATION

At their public meeting on October 13, 2025, the Planning Commission recommended **approval** of the requested zoning map amendment to rezone a 2.15 +/- acre assemblage from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units.

The Planning Commission did not include any zoning conditions during their motion.

STAFF RECOMMENDATION

Staff recommends **denial** of the requested zoning map amendment to rezone a 2.15 +/- acre assemblage from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units. The subject request would result in a development type and density that does not align with the Residential Character Area pursuant to the Comprehensive Plan of Dawsonville.

However, should the Mayor and City Council choose to approve the subject rezoning request, staff recommend the following conditions of approval:

1. The development shall be constructed in substantial compliance with the submitted application and conceptual plan, except as may be modified to meet applicable Codes, requirements, and conditions of approval.
2. All townhouse units shall be rear loaded, so that overhead garage doors face the rear of the property instead of Stegall Place. A private alley system shall be constructed to provide access to the units; the alleys shall have no greater than two (2) total intersections with public streets.
3. No portions of the minimum required ten-foot landscaped buffers shall be situated on any townhouse lot.



City of Dawsonville
415 Highway 53 East, Suite 100
Dawsonville, GA 30534
(706) 265-3256

Zoning Amendment Application

Application#: 2A-C26 00056

Applicant Name(s): Davis Engineering & Surveying - C/O: Payton Anderson

Address: 24 Dawson Village Way South City: Dawsonville Zip: 30534

Cell Phone: [REDACTED] Email: [REDACTED]

Signature(s): [Signature] Date: 8/7/25

Property Address: 17 & 67 Stegall Place, 258 Maples Street, Dawsonville, GA 30534

Directions to Property from City Hall: Take Allen Street to Highway 53 W 2 min (0.3 mi), Turn right onto Highway 53 W 20 sec (0.1 mi), Continue on Academy Ave. Drive to Stegall Place.

Tax Map Parcel #: D02-019, D02-017, D02-019-001, D02-018 Current Zoning: R2

Land Lot(s): 446 District: 4th Section: 1st

Subdivision Name: Stegall Manor Subdivision Lot # 33,34,35,36

Acres: 2.15 Current use of property: 2 single family residential homes

Has a past request of Rezone of this property been made before? No If yes, provide ZA #

The applicant request:

Rezoning to Zoning category: R6 (Residential Multi-Family) Conditional Use permit for:

Proposed use of property if rezoned: 12 townhome units (1,700 sf minimum) with concrete driveways, sidewalks, and all necessary additional improvements

Residential # of lots proposed: 12 Minimum lot size proposed 4,400 sf. (Include Conceptual Plan)

Amenity area proposed Yes, if yes, what Landscaped Open Space (±29,794 sf)

If Commercial: total building area proposed: (Include Conceptual Plan)

Utilities: (utilities readily available at the road frontage): X Water X Sewer X Electric Natural Gas

Proposed Utilities: (utilities developer intends to provide) X Water X Sewer X Electric Natural Gas

Road Access/Proposed Access: (Access to the development/area will be provided from)

Road name: Stegall Place Type of Surface: Existing Road

- ♦ Failure to complete all sections will result in rejection of application and unnecessary delays.
- ♦ I understand that failure to appear at a public hearing may result in the postponement or denial of this application.

[Signature]
Signature of Applicant

8/7/25
Date

Office Use Only	
Date Completed Application Rec'd:	Amount Paid: \$ <u>591.50</u> <u>1333</u> <u>CK</u> Cash CC
Date of Planning Commission Meeting: <u>10.13.2023</u>	Dates Advertised: <u>9.24.2023</u>
Date of City Council Meeting: <u>11.3.2023</u>	Rescheduled for next Meeting:
Date of City Council Meeting:	Approved by City Council: YES NO
Approved by Planning Commission: YES NO	Postponed: YES NO Date:

Property Owner Authorization

I / We STEGALL PLACE, LLC. hereby swear that I / we own the property located at (fill in address and/or tax map & parcel #) D02-019, D02-017, D02-019-001, D02-018 as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by the request.

I hereby authorize the person(s), or entity(ies) named below to act as the applicant or agent in pursuit of the rezoning requested on this property. I understand that any rezone granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The undersigned is aware that no application or reapplication affecting the same land shall be acted upon within 6 months from the date of the last action by the City Council.

Printed Name of Property Owner STEGALL PLACE, LLC.

Signature of Property Owner Shon Meddes - Owner Date Aug 8, 2025

Mailing Address 4085 Copper Leaf Lane

City Cumming State GA Zip 30040

Sworn and subscribed before me on this

8th day of August 2025


Notary Public, State of Georgia

My Commission Expires: 8/8/27

Notary Seal

PAYTON ANDERSON NOTARY PUBLIC Lumpkin County State of Georgia My Comm. Expires <u>8/8</u> , 20 <u>27</u>
--

**Disclosure of Campaign Contributions
Applicant(s) and Representative(s) of Rezoning**

Pursuant to OCGA, Section 36-67 A-3. A, the following disclosure is mandatory when an applicant or any representation of application for rezoning has been made with two years immediately preceding the filing of the applicant's request for rezoning, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application for rezoning.

It shall be the duty of the applicant and the attorney representing the applicant to file a disclosure with the governing authority of the respective local government showing the following:

1. Name of local official to whom campaign contribution was made:

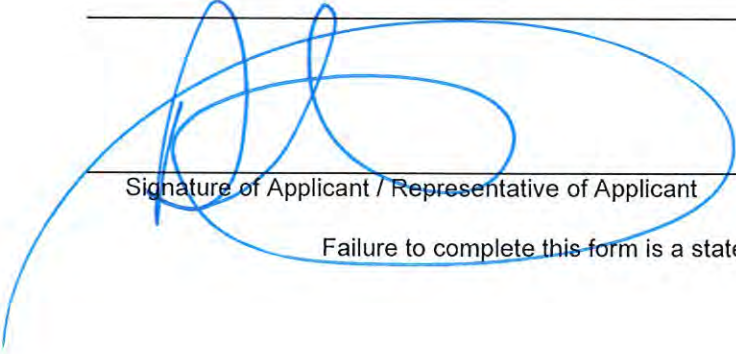
N/A

2. The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.

Amount \$

Date:

Enumeration and description of each gift when the total value of all gifts is \$250.00 or more made to the local government official during the 2 years immediately preceding the filing application for rezoning:



Signature of Applicant / Representative of Applicant

8-18-25

Date

Failure to complete this form is a statement that no disclosure is required.



DAVIS ENGINEERING
& SURVEYING

Est. 2009

CIVIL ENGINEERING | LAND SURVEYING | CONSTRUCTION LAYOUT

August 7, 2025

Letter Of Intent

Rezoning Application - Stegall Place Townhomes Development

City Of Dawsonville, Georgia

Property Address(s): 17 & 67 Stegall Place, and 258 Maple Street, Dawsonville, GA 30534

Current Zoning: R2 (Single Family Residential)

Proposed Zoning: R6 (Residential Multi-Family)

Tax Parcel IDs: D02-019, D02-017, D02-019-001, D02-018

Acreage: ±2.15 acres

Dear Planning Department,

On behalf of the property owner, Stegall Place, LLC, we respectfully submit this Letter of Intent to accompany the rezoning application for the subject parcels listed above. These properties are currently zoned R2 (Single Family Residential), and the request is to rezone them to R6 (Residential Multi-Family) to allow for the development of a 12-unit townhome community as depicted in the attached conceptual site plan.

The proposed development will feature:

- 12 townhome units with a minimum of 1,700 square feet per unit
- Concrete driveways and internal sidewalks
- All necessary site improvements to meet City standards
- Open Space (approximately 29,794 sf) accessible to residents through the rear of each lot

The requested rezoning is in line with the City's objective to support quality residential growth and increased housing variety. The proposed layout utilizes the land efficiently, offers a desirable product for the market, and enhances the surrounding neighborhood's character without overburdening existing infrastructure.

Utilities including water, sewer, and electric are available at the site and will be extended into the development. Access to the site is provided from Stegall Place, an existing paved public road. We are dedicating ± 1,860 sf of the existing right-of-way (s), located on Stegall Place and Maple Street, and will be 1 foot behind the proposed sidewalk.

We believe the R6 zoning designation is appropriate given the property's size, location, and surrounding context. We appreciate your consideration of this request and look forward to working with the City of Dawsonville throughout the review and approval process.

If any additional information is needed, please feel free to contact us at 706.265.1234 or submittals@davisengineers.com.

Sincerely,

Payton Anderson

Davis Engineering & Surveying, LLC | 24 Dawson Village Way S | Dawsonville, GA 30534

Ph: 706.265.1234 | Web: www.DavisEngineers.com

21-170 Legal Description – 2.16 ACRES

All that tract or parcel of land lying and being in Land Lot 446, 4th District, 1st Section, Dawson County, Georgia, being inside the City Limits of Dawsonville and being all of Lots 33, 34, 35 and 36 of Stegall Manor Subdivision and being more particularly described as follows:

BEGINNING at a ½" rebar found at the intersection of the southern right-of-way of Stegall Place (a 40' right-of-way) and the western right-of-way of Maple Street (a 50' right-of-way);

THENCE, following the western right-of-way of Maple Street, S 01°05'35" E a distance of 108.11' to a ½" rebar found;

THENCE, S 00°36'44" E a distance of 100.09' to a 60D nail found;

THENCE, leaving the aforementioned right-of-way, N 89°49'48" W a distance of 15.90' to a 60D nail found;

THENCE, S 89°15'51" W a distance of 48.52' to a capped ½" rebar found;

THENCE, S 89°20'25" W a distance of 29.23' to a capped ½" rebar found;

THENCE, S 89°22'05" W a distance of 29.33' to a capped ½" rebar found;

THENCE, S 89°09'08" W a distance of 29.22' to a capped ½" rebar found;

THENCE, S 89°26'04" W a distance of 29.24' to a ½" rebar found;

THENCE, S 89°14'45" W a distance of 39.23' to a capped ½" rebar found;

THENCE, S 89°29'50" W a distance of 39.16' to a capped ½" rebar found;

THENCE, S 89°01'27" W a distance of 29.25' to a capped ½" rebar found;

THENCE, S 88°48'21" W a distance of 29.27' to a capped ½" rebar found;

THENCE, S 89°45'36" W a distance of 29.33' to a capped ½" rebar found;

THENCE, S 89°15'32" W a distance of 12.15' to a capped ½" rebar set;

THENCE, S 89°15'32" W a distance of 17.10' to a capped ½" rebar found;

THENCE, S 89°11'50" W a distance of 39.20' to a capped ½" rebar found;

THENCE, S 89°33'42" W a distance of 39.26' to a capped ½" rebar found;

THENCE, S 89°06'13" W a distance of 4.45' to a capped ½" rebar set;

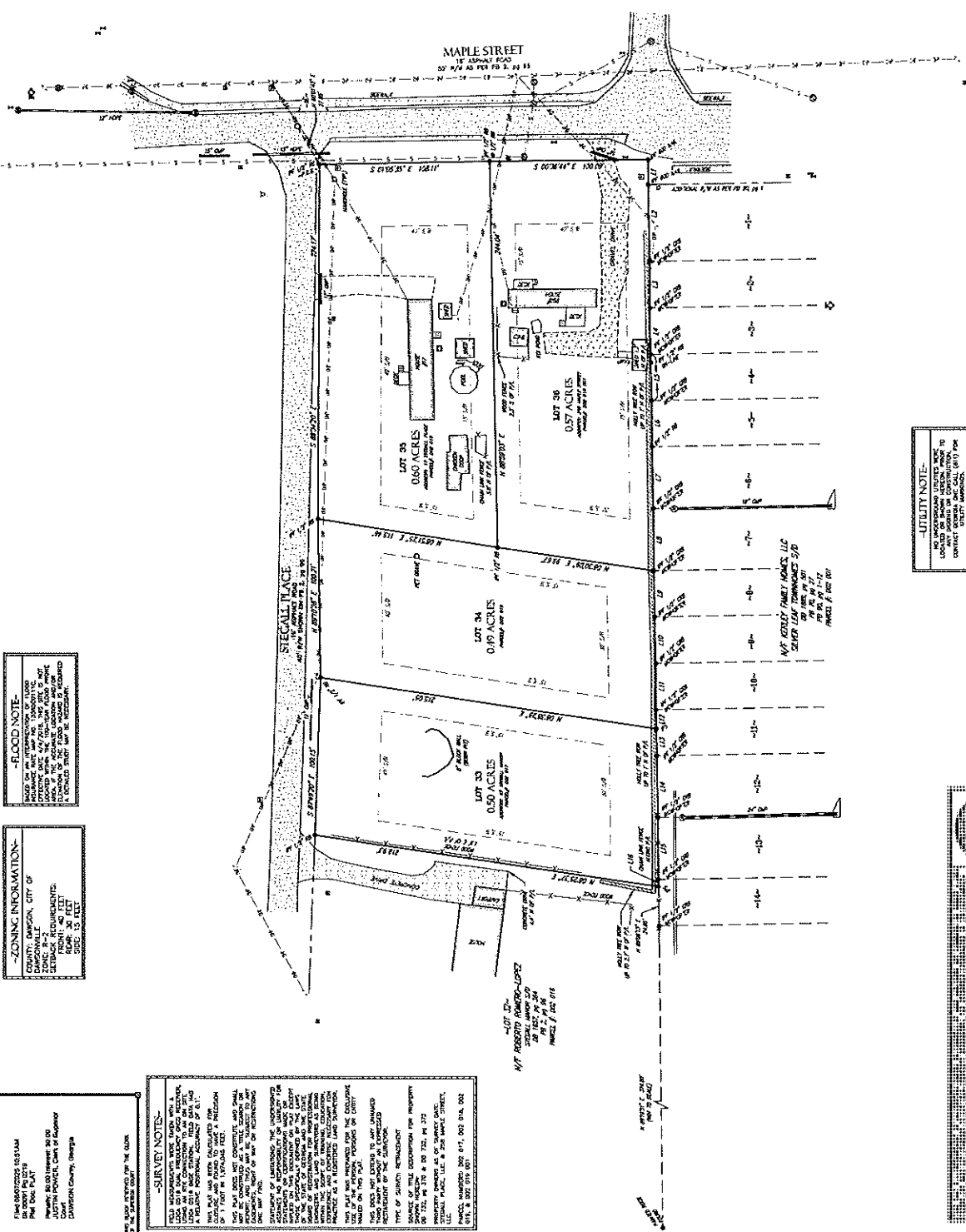
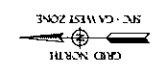
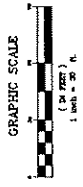
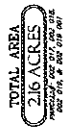
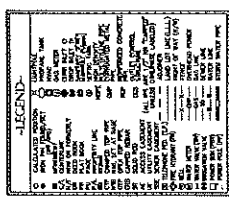
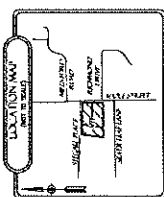
THENCE, N 08°25'37" E a distance of 219.93' to a ½" rebar found on the Sothern right-of-way of Stegall Place;

THENCE, following the aforementioned right-of-way, S 87°49'20" E a distance of 100.15' to a ½" rebar found;

THENCE, N 89°10'28" E a distance of 100.21' to a ½" rebar found;

THENCE, S 89°34'20" E a distance of 224.17' to a ½" rebar found at the intersection of the southern right-of-way of Stegall Place (a 40' right-of-way) and the western right-of-way of Maple Street (a 50' right-of-way), said ½" rebar found being the POINT OF BEGINNING.

Said parcels having a total area of 2.16 Acres as shown on a plat prepared by Davis Engineering and Surveying dated 07-30-2025



-FLOOD NOTE-

BASED ON AN INTERPRETATION OF FLOOD
INSURANCE RATE MAP AND 15-MINUTE
EXTENSION DATE 4/4/78, THIS SITE IS NOT
LOCATED WITHIN THE 100-YEAR FLOOD ZONE
AREA. IF THE EXACT LOCATION AND/OR
ELEVATION OF THE FLOOD HAZARD IS REQUIRED,
A DETAILED STUDY MAY BE NECESSARY.

-ZONING INFORMATION-

COUNTY: DAWSON, CITY OF
DAMONSVILLE
ZONE: R-2
SETBACK REQUIREMENTS:
FRONT: 40 FEET
SIDE: 30 FEET
REAR: 15 FEET

FILE# 200770025 \$0.00
 BK 00091 Pg 0218
 Plat Doc: PLAT
 REMARKS: \$0.00 Interest: \$0.00
 JUSTIN POWER, Clerk of Superior
 Court
 DAWSON County, Georgia

[illegible]

-UTILITY NOTE-
NO UNDERGROUND UTILITIES WERE
LOCATED OR SHOWN HEREON PRIOR TO
ANY GRADING OR CONSTRUCTION.
CONTACT GEORGIA ONE CALL (811) FOR
UTILITY MARKINGS.

GEORGIA 811
www.Georgia811.com

Notice of Public Hearing

The City of Dawsonville Planning Commission and the City of Dawsonville Mayor and City Council will each conduct a public hearing at the respective dates and times provided below, regarding a certain matter itemized herein. Public hearings will be conducted in the Council Chambers on the second floor of City Hall located at 415 Hwy. 53 East, Dawsonville Georgia 30534. The public is invited to attend.

ZA-C260056: Davis Engineers & Surveying – c/o Payton Anderson has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to R-6: Multiple-Family Residential District, for the construction of 12 town house units.

Tax map parcel D02 017 (67 Stegall Place), tax map parcel D02 018 ("0" Stegall Place), tax map parcel D02 019 (17 Stegall Place), and tax map parcel D02 019 001 (258 Maple Street).

Public Hearing Dates:
Planning Commission
Monday, October 13, 2025,
at 5:30 PM. Mayor and City
Council Monday, November
3, 2025, at 5:00 PM.

If you wish to speak on the request, please contact City Hall for a CAMPAIGN DISCLOSURE form. **This form is only needed if you have made campaign contributions in the amount of \$250.00 or more within 2 years prior to this date.**

Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the

City Council:
Caleb Phillips, Post 1
William Illg, Post 2
Sandy Sawyer, Post 3
Mark French, Post 4



John Walden
Mayor

Jacob Evans
City Manager

Beverly Banister
City Clerk

Planning Commission:

Dr. Saba Hareinger, At-Large
Madison Eiberger, Post 1
Vacant, Post 2
Randy Davis, Chairperson Post 3
Ashley Stephenson, Post 4

415 Highway 53 East, Suite 100
Dawsonville, GA 30534
Office (706)265-3256
www.dawsonville-ga.gov

Stacy Harris
Zoning Admin

PUBLIC HEARING NOTICE

The City of Dawsonville Planning Commission and the City of Dawsonville Mayor and City Council will each conduct a public hearing at the respective dates and times provided below, regarding a certain matter itemized herein. Public hearings will be conducted in the Council Chambers on the second floor of City Hall located at 415 Hwy. 53 East, Dawsonville Georgia 30534. The public are invited to attend.

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Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.

PUBLIC NOTICE ON ZONING

AN APPLICATION HAS BEEN FILED WITH THE CITY OF
DAWSONVILLE IN REGARDS TO THE ZONING
REGULATIONS AS THEY APPLY TO THIS PROPERTY.

THE APPLICATION IS FOR:

ZA C260056
Zoning Request R-2 to R6

HEARINGS WILL BE HELD BY:

PLANNING COMMISSION:

DATE: 10.13.2025

TIME: 5:30pm

CITY COUNCIL:

DATE: 11.03.2025

TIME: 5:00pm

HEARING LOCATION:

DAWSONVILLE MUNICIPAL COMPLEX
415 HIGHWAY 53 E SUITE 100
DAWSONVILLE, GA 30534

FOR ADDITIONAL INFORMATION CALL
CITY PLANNING & ZONING DEPT AT 706-265-3256

THIS SIGN NOT TO BE REMOVED WITHOUT AUTHORIZATION

ARCHITECTURE STYLES

CRAFTSMAN



Credits: Google Earth



Credits: Google Earth



ITALIANATE



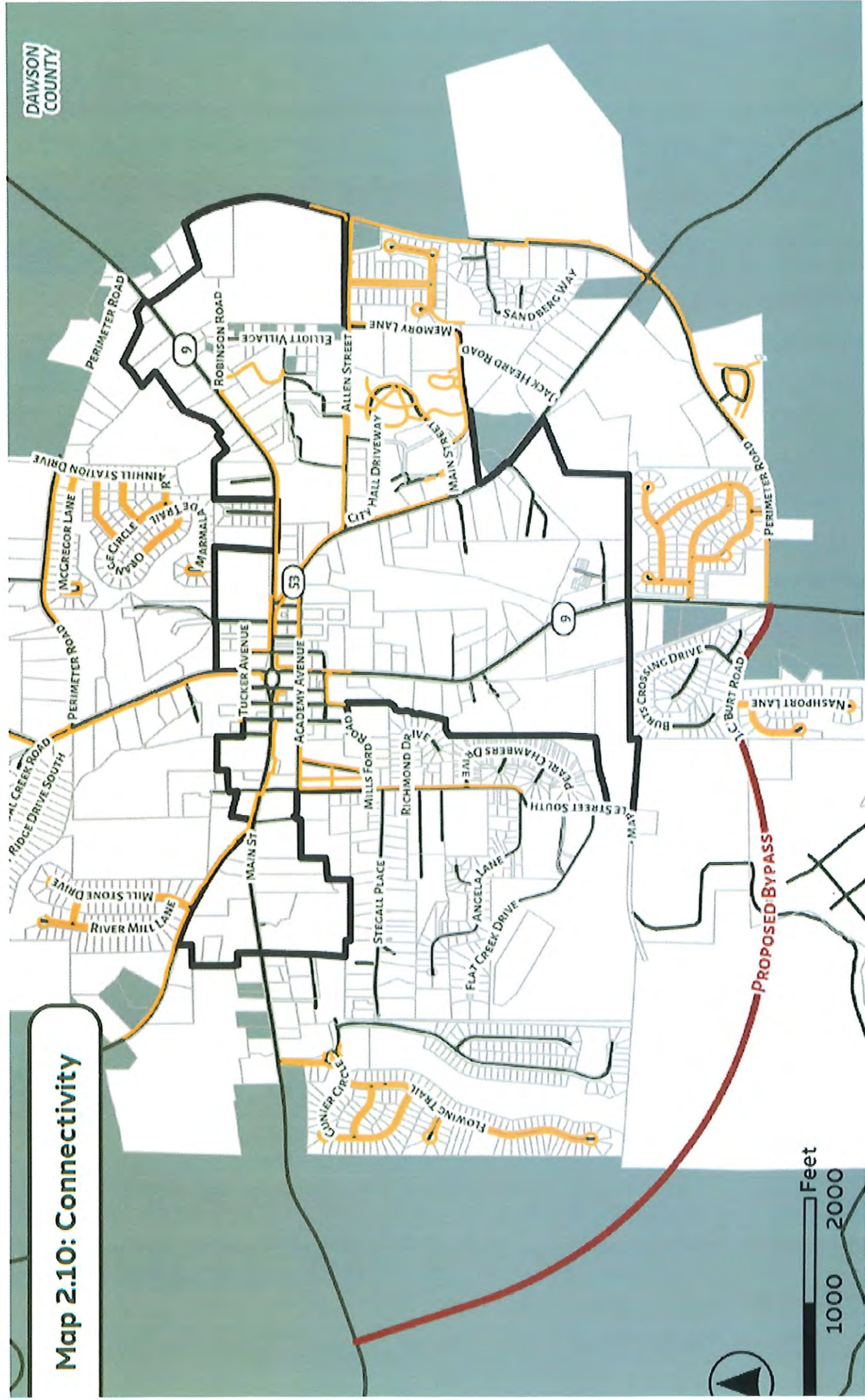
FOLK VICTORIAN



COLONIAL REVIVAL



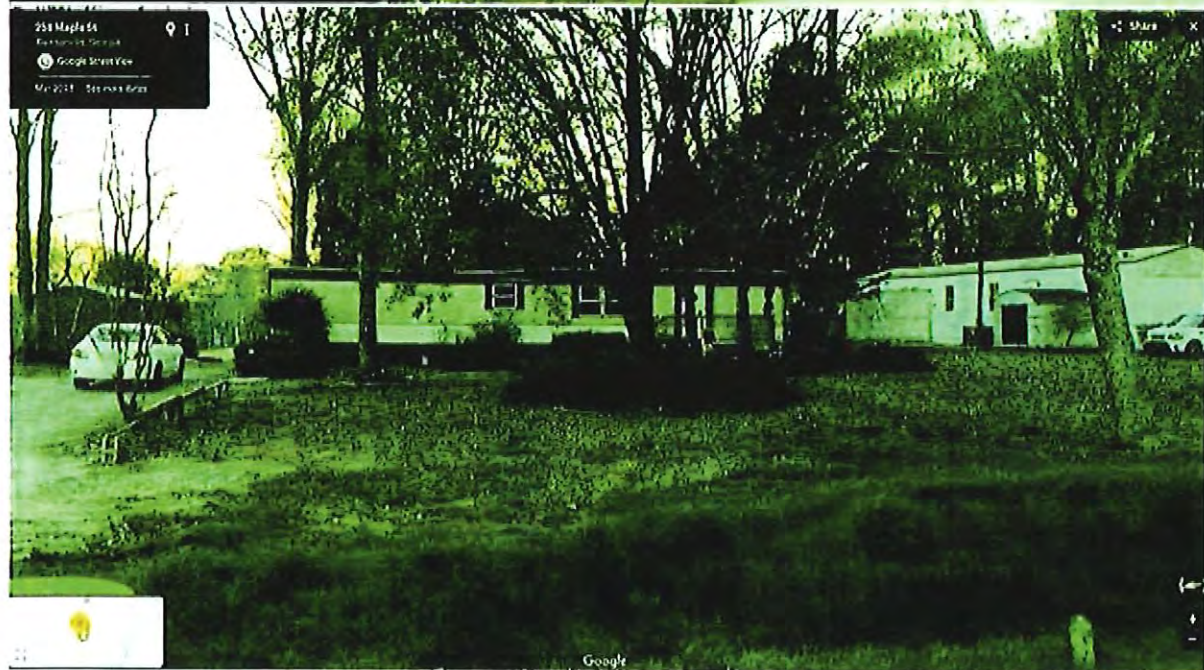
Map 2.10: Connectivity



DOWNTOWN DAWSONVILLE // CONNECTIVITY

- ROADS
- SIDEWALKS
- PROPOSED BYPASS
- STUDY AREA
- UNINCORPORATED DAWSON COUNTY









E. Areas Requiring Special Attention

The Georgia Department of Community Affairs has identified the following seven special conditions and requires that they be addressed in the partial plan update where they exist within the community:

- Natural or cultural resources.
- Areas where rapid development or change of land use is likely to occur.
- Areas where the pace of development has and/or may outpace the availability of community facilities and services.
- Areas in need of redevelopment and/or significant improvements to aesthetics or attractiveness.
- Large, abandoned structures or sites.
- Infill development opportunities.
- Areas of significant disinvestment, levels of poverty, and/or substantially higher unemployment.

The city has reviewed existing conditions and has identified areas that require special attention. These areas have been indicated on the enclosed map entitled "City of Dawsonville Areas Requiring Special Attention."

A. Areas of Significant Natural or Cultural Resources

The City of Dawsonville contains numerous streams which are a valuable natural resource and have identified in their Needs and Opportunities analysis:

- the need for greenspace/ improved management of greenspace
- improved resources for natural resource management
- continue plans to revitalize downtown/ coordinate new development within the existing community that could include greenways and pathways.

B. Areas Where Rapid Development or Change of Land Use Is Likely to Occur

1. Downtown Connector: 17-acre Parcel which can connect the City Hall/Main Street Part area and the historic district.
2. Airport
3. Lanier Technical College/Education area
4. Proposed GDOT 2030 Bypass/exact route location still TBD

C. Areas Where the Pace of Development has and/or may outpace the availability of Community Facilities and Services (*Not Applicable*)

D. Areas In Need of Redevelopment and/or Significant Improvements to Aesthetics or Attractiveness

1. Specific areas that require significant improvements to aesthetics or attractiveness notated on the Areas Requiring Special Attention Map include:
 - a. Maple Street

- b. Stegall Place
- c. Pearl Chambers
- d. Flat Creek Drive
- e. Hwy 9 South Apartments

E. Large Abandoned Structures or Sites *(Not Applicable)*

F. Areas with Significant Infill Development Opportunities *(Not Applicable)*

G. Areas of Significant Disinvestment, Levels of Poverty, and/or Unemployment Substantially Higher than levels for the Community as a Whole

1. Specific areas of significant disinvestment, levels of poverty and/or unemployment substantially higher than levels for the community as a whole and notated on the Areas Requiring Special Attention Map include:
 - a. Maple Street
 - b. Stegall Place
 - c. Pearl Chambers
 - d. Flat Creek Drive
 - e. Hwy 9 South Apartments



DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 10

SUBJECT: ZA-C2500169 SPICER GROUP INC.

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

ZA-C2500169: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development. Tax Map Parcels: D01 047 005 (Stegall Place), D01 047 006 (Stegall Place), D01 047 007 (Stegall Place), D01 047 008 (Stegall Place), D01 047 009, and D01 047 010. Public Hearing Dates: Planning Commission on September 15, 2025, at 5:30 PM; City Council – Tabled to October 20, 2025, at 5:00 p.m.

HISTORY/ FACTS / ISSUES:

- **+ / - 3.13 acres**
- **12 dwelling units / 3.84 density per acre**
- **Vacant land**
- **Planning Commission denied the request on October 13, 2025**

OPTIONS: Approval, Deny or Table

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: CPL, Planning & Zoning Department



CITY OF DAWSONVILLE

Planning Staff Report

Request to Amend the Zoning Map (Rezone)

APPLICANTSpicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG

CASE NUMBERZA-C2500169

REQUESTAmend the zoning map to rezone the assemblage from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development.

CURRENT ZONING DESIGNATIONR-2: Single-Family Residential District

SITE AREA.....+/- 3.13 acres

LOCATIONStegall Place

TAX MAP PARCELS.....D01 047 005, D01 047 006, D01 047 007, D01 047 008, D01 047 009 & D01 047 010

FUTURE LAND USE DESIGNATIONS.....Residential

PLANNING COMMISSION PUBLIC HEARING DATE...September 15, 2025

CITY COUNCIL MEETING DATE PUBLIC HEARING: October 20, 2025

INTRODUCTION

The applicant is petitioning to amend the zoning map to rezone six (6) parcels from R-2: Single-Family Residential District to RCT: Residential Cottage for the development of a 12-unit planned cottage development. If the proposal is approved as presented, the vacant site would be developed with 12 single-family detached “cottage” residences, resulting in 3.84 dwelling units per acre.

PROPOSAL

The subject 3.13 +/- assemblage is in a primarily residential area, and property tax records show no history of development. The applicant proposes the rezoning and combination of the parcels for a planned development of detached cottage homes. A common access drive stemming from Stegall Place would serve the site, with amenity and stormwater management areas at the rear. The table below summarizes development specifications:

Specification	Proposed RCT Development	Code Standard (Article XXI)
Maximum Heated Floor Area (HFA)	1,350 sq. ft.*	1,000 sq. ft.
Maximum Residential Density	3.84 du/acre	8.00 du/acre
Cluster Unit Count	12 cottages	6 to 12 cottages
Residential Lot Area	0.048 to 0.053 acres	N/A
Minimum Parking Count	2.08 spaces per residence (25 total)	2 spaces per residence
Minimum Exterior Buffer Width	40 ft.*	50 ft.
Minimum Open/Green Space	57.5% of development site	50% of development site
Minimum Private Area Open Space	403 sq. ft.	300 sq. ft.
Note: Items marked with an asterisk (*) do not meet the Code requirement as presented.		

If the Mayor and City Council approve the subject rezoning request, the site would become the first RCT: Residential Cottage zone in Dawsonville. This district is intended to provide “smaller more economic house[s]” through “single-family cottages” in a planned development setting (Sec. 2101). Cottages are envisioned to be located on individual lots, proximate to a central common area equipped with resident amenities (Sec. 2103). The submitted concept plan incorporates a main access drive that bisects the development, an alley way, and a common parking area. Internal sidewalks are depicted, interconnecting every cottage lot, the amenity area, and the Stegall Place right-of-way. The site would be served by City water and sewerage.

Vehicle parking would be split between the proposed alley and common parking lot. The alley would accommodate proposed cottages 1 through 8, serving eight (8) parking spaces, one on each cottage lot. The parking spaces would be deep enough to “stack” two vehicles in each (the first parked car would be trapped by the car parked afterward). However, stacked parking spaces cannot satisfy parking count requirements as each space is definitionally required to have “maneuvering space” (Sec. 301). The proposed common parking lot would contain 16 parking spaces and provide access to one (1) parking space on the cottage 9 lot. Cottages 10 through 12 would be served only by the communal parking area.

Beyond the proposed internal sidewalks, the concept plan also shows sidewalk construction along the entire development frontage, spanning east to the northwest corner of Maple Street. The amenity area, at a minimum, would include a playground and a community building. The function of the proposed community building is unclear, as is the location of the required communal mail kiosk. Each cottage would front a portion of the vegetated common area, in which new tree plantings are conceptualized. A 40-foot exterior buffer is shown at the sides (east and west) and rear (north) of the assemblage in lieu of the Code-required 50-foot exterior buffer (Sec. 2103.9). Independent from this request to amend the zoning map, the applicant has requested a zoning variance (case VAR-C2500170) to reduce the exterior buffer depth from 50 feet to 40 feet, subject to review and approval by the Mayor and City Council.

Each cottage in the development is conceptualized with 403 square feet of private open space. This is separate from the common area, as private space is located directly on each cottage parcel. Each cottage would also be equipped with a private, covered porch. The concept plan notes a setback of “10’ between walls of buildings without windows;” however, the plan shows all cottages separated from each other by at least 20 feet. Cottage windows must be positioned “so that no window peers into the living space of adjacent dwellings closer than 30 feet apart” (Sec. 2103.7). The applicant has not demonstrated compliance with this requirement at this time, but compliance is theoretically possible based on site layout. This requirement would be enforced before the issuance of a building permit.

The concept plan provides a typical building footprint of 735 square feet per cottage. Cottage lot sizes would range from 0.048 acres (2,095 square feet) to 0.053 acres (2,318 square feet). Some or all of the cottages would have a second story, as the maximum heated floor area (HFA) proposed is 1,350 square feet. This exceeds the 1,000 square foot heated floor area maximum established by Sec. 2102.1 by thirty-five percent (35%) margin. Pursuant to the authority to grant variances per Sec. 907.II.A, a variance from the 1,000 square foot heated floor area maximum cannot be issued. Therefore, the proposed cottage heated floor areas directly violate the provisions of the RCT: Residential Cottage district.

The submitted concept plan would be used as the basis for site development, subject to the approval of the Mayor and City Council. In their letter of intent, the applicant requests site development flexibility, to avoid future public hearings (by the Planning Commission and/or Mayor and City Council) and keep approval of said changes at the administrative level. The applicant describes “incidental” changes as those regarding “size and shape of home,” “configuration and orientation of driveways and parking,” and “a decrease in the number of houses” with further context provided in the letter of intent. The Dawsonville legal team and City staff do not find this request to be acceptable; changes to the site/concept plan and layout would be processed at the time of submittal, and depending on their nature, may or may not require public hearings by the Planning Commission and Mayor and City Council for further approval.

In November of 2025, Habitat for Humanity initiated a request to rezone the subject properties to RCT: Residential Cottage to construct 22 cottages. Prior to the January 9, 2025, Mayor and City Council public meeting, the applicant withdrew the application.

SURROUNDING PROPERTIES

<i>Direction from the Site</i>	<i>Existing Zoning</i>	<i>Existing Land Use</i>
North	CBD, HB, R-2	Single-family residential, agriculture, government office
South	R-2	Single-family residential, vacant land
East	R-2	Single-family residential, multi-family residential
West	CBD, R-2	Single-family residential, agriculture

COMPREHENSIVE PLAN

Pursuant to the 2023 Dawsonville Comprehensive Plan, the subject assemblage is in the Residential Character Area.

The Residential Character Area “represents the outlying residential portions of the city to the northwest, northeast and south. There are no immediate plans to alter their general form or land use, and long term plans suggest these areas will remain residential. Present levels of agricultural activity will continue as development pressures will allow, but neither the city nor the county will pursue capital improvements in this region to facilitate new development.

This area will be fostered as a haven for larger residential uses and rural/conservation subdivisions to facilitate a buffer between the higher densities of Dawsonville and the rest of Dawson County. Most development should entail large lots, with an average approaching or, preferably, surpassing five acres per unit [0.2 du/acre].

Nonresidential activity should be kept to a minimum and compliment the rural character of the area, such as churches, neighborhood scale markets and services with limited parking and traffic generation.”

Permissible land use types in Residential Character Area are Residential, Agricultural, and Conservation.

The proposed development generally aligns with the intent of the Residential Character Area. However, the proposed gross density of 3.84 du/acre surpasses the intended 0.2 du/acre density of the Area.

ANALYSIS

(1) Sec. 909 – Criteria to consider for map amendments (rezonings).

Any proposed amendment to the zoning map shall be submitted by application with a copy of the plat and payment of a fee set by the governing body for the application and review of the proposed amendment to the zoning map. Applicants shall submit six copies of any proposed zoning map amendment and plat to the planning director or designee for distribution to the applicable bodies and/or review agencies. The planning director or designee may require more or less copies depending on the nature and extent of required review. Applications which require action by the governing body shall require disclosure of any conflicts of interest as specified in the Georgia Zoning Procedures Act.

The applicant, staff, planning commission and governing body should review an application for zoning map amendment with regard to the following criteria:

(Language in bold is from the City of Dawsonville Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

1. The existing uses and zoning of nearby property and whether the proposed zoning will adversely affect the existing use or usability of nearby property.

- Most of the properties near the subject assemblage are zoned R-2: Single-family Residential District.
 - i. Most of these sites are developed with single-family residences.
- The other nearby zones (HB: Highway Business and CBD: Central Business District) accommodate civic, single-family residential, and agricultural land uses.
- Staff does not anticipate any adverse effects on the use or habitability of nearby properties as a result of the proposal.

2. The extent to which property values are diminished by the particular zoning restrictions.

- As currently zoned, the assemblage is vacant and has no recorded history of development, according to the Dawson County tax assessor’s data.
 - i. The site is zoned similarly to most abutting properties, which are predominantly developed with single-family residences.
- Absent a formal market analysis, staff is unable to determine the impact of the existing zoning classifications on the sites’ property values.

3. The extent to which the destruction of property values promotes the health, safety, morals or general welfare of the public.

- Absent a formal market analysis, staff is unable to determine the impact of the development proposal on local property values.
- 4. The relative gain to the public, as compared to the hardship imposed upon the individual property owner.**
- The rezoning proposal may result in a development that is beneficial to the community.
 - i. The proposed cottages would introduce new “entry-level” housing to the area, fulfilling Community Need and Opportunity C.1 pursuant to the Comprehensive Plan (pg. 22).
 - The applicant has voluntarily presented the subject application to the City.
- 5. The physical suitability of the subject property for development as presently zoned and under the proposed zoning district.**
- The assemblage is currently zoned R-2: Single-family Residential.
 - i. The site appears suitable for single-family residential development at densities of up to 2.0 units per acre as presently zoned.
 - The applicant proposes rezoning the site to RCT: Residential Cottage, to develop 12 single-family cottages. The following proposal specifications deviate from the existing R-2 zone:
 - i. The proposed residences would measure no greater than 1,350 square feet. The *minimum* floor area for residences in the R-2 zone is 1,400 square feet.
 - ii. The gross residential density for the development would be 3.84 units per acre. In the R-2 zone, density must not exceed 2.0 dwelling units per acre.
 - iii. The proposed minimum lot area is 2,095 square feet (0.048 acres). In the R-2 zone, parcels must measure no less than 20,000 square feet (0.459 acres).
 - iv. The proposed cottages would be individually platted on lots oriented around common areas, as opposed to each fronting a public street. In the R-2 zone, each parcel must front a public street for no less than 30 feet.
- 6. The length of time the property has been vacant, considered in the context of land development in the area in the vicinity of the property, and whether there are existing or changed conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the rezoning request.**
- The assemblage has been vacant for all recorded history.
 - i. Property tax records do not indicate any past development of the assemblage.
 - Staff has not identified any existing or changing conditions that inherently support the approval or disapproval of the subject rezoning request.
- 7. The zoning history of the subject property.**
- The current zoning configuration of the site has been maintained for many years.
 - On January 8, 2025, an application to rezone the subject assemblage to RCT: Residential Cottage was withdrawn on behalf of the applicant.
- 8. The extent to which the proposed zoning will result in a use, which will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, schools, parks, or other public facilities.**

- The proposal is not anticipated to burden local streets, utilities, schools, parks, or other public facilities.

9. Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan, land use plan, or other adopted plans.

- The zoning proposal somewhat meets the intent of the 2023 Dawsonville Comprehensive Plan.
 - i. The calculated gross residential density of 3.84 du/acre exceeds the 0.2 du/acre intended for the Residential Character Area.
 - ii. The introduction of smaller, relatively lower-priced housing units to the City furthers housing goals (pg. 22).

The staff, planning commission and governing body may consider other factors deemed relevant before formulating recommendations and taking action on a particular request.

(2) Sec. 2103 – Micro-planned/pocket development regulations.

(Language in bold is from the City of Dawsonville Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

1. Site plan approval by the planning commission and the mayor and council is required. Site lots should be designed and laid out in a clusters and shall have a central common area.

- The applicant has submitted a concept plan as part of the rezoning application. The plan visualizes a cluster of 12 cottage homes that share a connected common area.

2. Each cottage shall be located on its own lot of record, and subdivision plat approval shall be required in accordance with the City of Dawsonville Regulations. All other land areas within the micro-development shall be under common ownership.

- The applicant intends to subdivide the assemblage to provide an individual parcel for each cottage.

3. Clusters shall consist of six to 12 cottage units. There shall be a minimum separation between clusters of 50 maintained in an undisturbed buffer.

- The proposed cottage cluster would contain 12 units.

4. All streets within a micro-planned development shall be built to city specifications as provided in the city development regulations and dedicated to the city.

- A street, an alley, and a common parking lot are proposed to serve the development.
 - i. Street design specifications would be assessed at the time of Land Disturbance Permitting (LDP).

5. Insofar as practicable, common parking areas comprised of pervious pavement shall be provided with walkways to a central common area as well as to each cottage. Parking facilities shall be grouped with no less than three spaces each. Minimum parking required shall be two per cottage unit.

- The surface composition of the common parking lot is unspecified.
- Sidewalks and walkways are depicted, connecting each cottage to the common parking area.
- The common parking area is shown to contain 16 spaces, in addition to 9 spaces located on individual cottage lots. In total, 2.08 parking spaces would be provided per cottage.

6. **All structures must be either site built or industrialized (modular) homes and placed on a permanent foundation. Structures shall not be placed in a way which would block the occupants' view of the central common area.**
 - Each cottage would be built upon a slab foundation per the letter of intent.
7. **Privacy between cottage units: Dwellings shall be designed so that no window peers into the living space of adjacent dwellings closer than 30 feet apart.**
 - The current site layout and design would allow for privacy between cottage units as required.
 - i. Compliance with this requirement would be confirmed at the time of permitting.
8. **The site shall be at a minimum 50 percent greenspace for micro-planned developments. Each unit shall have 300 square feet of private open space and a minimum of 3,000 square feet of common area open space. Additionally, At least 75 percent of the dwelling units of each cluster shall abut the common open space; and all of the dwelling units shall be within 60 feet walking distance measured from the nearest entrance of the dwelling along the shortest safe walking route to the nearest point of the common open space. The common open space shall have dwellings abutting at least two sides.**
 - Approximately 57.5% of the assemblage would consist of vegetated space (not covered with buildings or pavement).
 - Each cottage is conceptualized with 403 square feet of private open space, and all would abut and share 5,500 square feet of landscaped open space.
9. **A 50-foot undisturbed buffer shall be required along the property lines where a residential cottage micro-planned development abuts a zoning district other than RCT.**
 - Separate from this application to amend the zoning map, the applicant has requested a variance (case VAR-C2500170) from this provision, to reduce the undisturbed buffer depth to 40 feet (a 20% decrease).
10. **Amenity areas such as a community center, central gazebo, playgrounds, etc. are required.**
 - A playground and community building are proposed. The function of the proposed community building is unknown.

DOWNTOWN DEVELOPMENT AUTHORITY COMMENTS

The subject parcels are within the City of Dawsonville Downtown Development Authority District boundary. The parcels are outside of the historic district overlay, are not contiguous with the future town center property, yet fall in a nearby transitional zone primarily identified in the comprehensive strategic plan as desirable for residential infill development or redevelopment, particularly where the final product results in enhancement of blighted property and architectural character.

- The establishment of new sidewalks along Stegall Place, joining with existing sidewalks on Maple Street, provide desirable additional pedestrian connectivity between residential infill and downtown civic and commercial establishments consistent with Downtown Development Goal #4 - Connectivity & Accessibility: Improve connectivity and accessibility throughout downtown by expanding multi-modal facilities and safely linking vehicular routes, whenever possible planning for larger connectivity throughout the community.
- Inclusion of any of the following architectural styles are preferred by the community: Craftsman, Italianate, Folk Victorian, or Colonial Revival for placemaking purposes. Application of design guidelines

and landscape patterns found in pages 75-91 of the Comprehensive Downtown Dawsonville Strategic Plan are encouraged.

STAFF RECOMMENDATION

Note: The Mayor and City Council are procedurally required to **table** the subject map amendment request, pending a recommendation from the Planning Commission (Sec. 913).

Staff recommends **denial** of the request to amend the zoning map to rezone a 3.13 +/- acre assemblage from R-2: Single-Family Residential District to RCT: Residential Cottage. The rationale for this recommendation of denial is provided below:

1. The proposed construction of cottages in a RCT zone with 1,350 square feet of heated floor area (HFA) violates the provisions of Zoning Ordinance Sec. 2102.1. The maximum allowable cottage HFA is 1,000 square feet; this requirement cannot be relieved by a zoning variance.
2. The proposal does not substantially conform to the Comprehensive Plan's Residential Character Area due to incompatible residential density.

PLANNING COMMISSION RECOMMENDATION

Planning Commission **denied** the subject map amendment on October 13, 2025, at 5:30 PM.

ARCHITECTURE STYLES

CRAFTSMAN



Credits: Google Earth



Credits: Google Earth



ITALIANATE



FOLK VICTORIAN



COLONIAL REVIVAL



Map 2.10: Connectivity



DOWNTOWN DAWSONVILLE // CONNECTIVITY

- ROADS
- SIDEWALKS
- PROPOSED BYPASS
- STUDY AREA
- UNINCORPORATED DAWSON COUNTY



City of Dawsonville
415 Highway 53 East, Suite 100
Dawsonville, GA 30534
(706) 265-3256

**Zoning Amendment
Application**

Application#: 2A-C2500169

Applicant Name(s): Habitat for Humanity - NCG

Address: 814 Mimosa Blvd Bldg C City: Roswell, GA Zip: 30075

Cell Phone: [REDACTED] Email: [REDACTED]

Signature(s): [Signature] Date: 7-22-25

Property Address: Stegall Pl.

Directions to Property from City Hall: Take a right out of city hall onto Hwy 53. Follow Hwy 53 until you get to Maple St. Take a left and follow until you get a Stegall Pl. Site is located on your right.

Tax Map Parcel #: D01 047 010, D01 047 009, D01 047 008 Current Zoning: R-2
D01 047 007, D01 047 006, D01 047 005

Land/Lot(s): 439 & 446 District: 4th Section: 1st

Subdivision Name: Dawsonville Commons Lot#: _____

Acres: 3.128 ac Current use of property: Undeveloped and wooded

Has a past request of Rezone of this property been made before? yes If yes, provide ZA # C2500044

The applicant request:

Rezoning to Zoning category: RCT Conditional Use permit for: _____

Proposed use of property if rezoned: Cottage Style community

Residential # of lots proposed: 12 Minimum lot size proposed: 2,095 sq/ft (Include Conceptual Plan)

Amenity area proposed: Yes, if yes, what Community Center

If Commercial: total building area proposed: _____ (Include Conceptual Plan)

Utilities: (utilities readily available at the road frontage): ☒ Water ☒ Sewer ☒ Electric ☐ Natural Gas

Proposed Utilities: (utilities developer intends to provide) ☒ Water ☒ Sewer ☒ Electric ☐ Natural Gas

Road Access/Proposed Access: (Access to the development/area will be provided from)

Road name: Stegall Pl Type of Surface: Asphalt

☒ Failure to complete all sections will result in rejection of application and unnecessary delays.

☒ I understand that failure to appear at a public hearing may result in the postponement or denial of this application.

[Signature]
Signature of Applicant

7-22-25
Date

Office Use Only	
Date Completed Application Rec'd:	Amount Paid: \$ CK Cash CC
Date of Planning Commission Meeting:	Dates Advertised:
Date of City Council Meeting:	Rescheduled for next Meeting:
Date of City Council Meeting:	Approved by City Council: YES NO
Approved by Planning Commission: YES NO	Postponed: YES NO Date:



EXHIBIT 'A'

ALL THAT TRACT OR PARCEL OF LAND, LYING AND BEING IN LAND LOT 446, 4TH DISTRICT, 1ST SECTION, DAWSON COUNTY, GEORGIA, AND BEING FULLY DESCRIBED ON A PLAT PREPARED BY RICHARD H. HOLCOMB, GEORGIA REGISTERED LAND SURVEYOR, DATED JULY 14, 2001: AND AS PER SAID PLAT, THE PROPERTY CONTAINS 3.13 ACRES, MORE OR LESS, BEING LOTS A, B, C, D, E AND F, SUBJECT PLAT RECORDED IN PLAT BOOK 51, PAGE 157, DAWSON COUNTY RECORDS. SAID PLAT IS HEREBY INCORPORATED BY REFERENCE.

THIS CONVEYANCE IS MADE TOGETHER WITH AND SUBJECT TO EASEMENTS FOR PUBLIC ROADS AND UTILITIES NOW IN USE.

THIS CONVEYANCE IS MADE TOGETHER WITH AND SUBJECT TO ANY EASEMENTS OF RECORDS OR EASEMENTS LOCATED ON THE PROPERTY ABOVE DESCRIBED.

24RE-327

CLH
BM
BA

Property Owner Authorization

I / We Habitat for Humanity - NCG hereby swear that I / we own the property located at (fill in address and/or tax map & parcel #) D01 047 010, D01 047 009, D01 047 008, D01 047 007, D01 047 006, D01 047 005 as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by the request.

I hereby authorize the person(s), or entity(ies) named below to act as the applicant or agent in pursuit of the rezoning requested on this property. I understand that any rezone granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The undersigned is aware that no application or reapplication affecting the same land shall be acted upon within 6 months from the date of the last action by the City Council.

Printed Name of Property Owner

Dede Allen - Habitat for Humanity NCG

Signature of Property Owner

Dede Allen

Date

7-22-25

Mailing Address

814 Mimosa Blvd

City

Roswell

State

GA

Zip

30075

Sworn and subscribed before me on this

7-22 day of July 2025

[Signature]

Notary Public, State of Georgia

My Commission Expires:

01/13/29



Notice of Residential-Agricultural District (R-A) Adjacency

Agricultural districts include uses of land primarily for active farming activities and result in odors, noise, dust, and other effects, which may not be compatible with adjacent development. Future abutting developers which are not in R-A land use districts shall be provided with this "Notice of R-A Adjacency" prior to administrative action on either the land use district or the issuance of a building or occupancy permit.

Prior to administrative action the applicant shall be required to sign this waiver which indicates that applicant understands that a use is ongoing adjacent to his use which will produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent R-A use, the applicant agrees by executing this form to waive any objection to those effects and understands that his district change and / or his permits are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the R-A district constitute a nuisance against local governments and adjoining landowners whose property is located in an R-A district.

This notice and acknowledgement shall be public record.

Dede Allen
Signature of Applicant / Representative of Applicant

7-22-25
Date

Sworn to and subscribed before me on this

22 day of July, 2025.

Matthew Akins
Notary Public, State of Georgia

My Commission Expires: 01/13/29



**Disclosure of Campaign Contributions
Applicant(s) and Representative(s) of Rezoning**

Pursuant to OCGA, Section 36-67 A-3. A, the following disclosure is mandatory when an applicant or any representation of application for rezoning has been made with two years immediately preceding the filing of the applicant's request for rezoning, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application for rezoning.

It shall be the duty of the applicant and the attorney representing the applicant to file a disclosure with the governing authority of the respective local government showing the following:

1. Name of local official to whom campaign contribution was made:

2. The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.

Amount \$

0

Date:

Enumeration and description of each gift when the total value of all gifts is \$250.00 or more made to the local government official during the 2 years immediately preceding the filing application for rezoning:



Signature of Applicant / Representative of Applicant

7-22-25

Date

Failure to complete this form is a statement that no disclosure is required.





LETTER OF INTENT

Applicant	Spicer Group Inc. on behalf of Habitat for Humanity
Subject Property	3.128 total acres, consisting of Parcels D001 047 005-010 on Stegall Place
Current Zoning:	R-2
Proposed Zoning:	RCT (Residential Cottage)
Proposed Use:	Develop a cottage community with 12 individual cottages, a Community Center, common area and other amenities.
Application:	Rezone to RCT to allow for a cottage community and make available housing attainable to the workforce in our community.
ROW Access:	Stegall Place

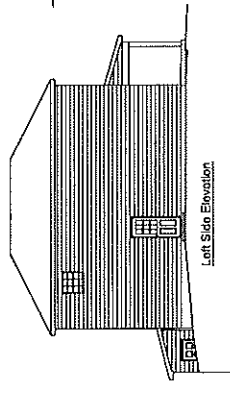
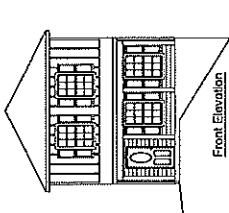
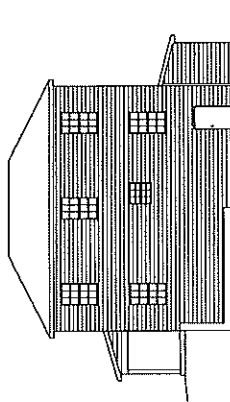
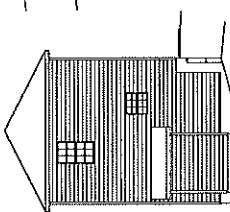
PROPOSED USE

The applicant proposes to rezone the existing zoning of RA to RCT for Parcels D001 047 005-010. There is an extreme need for housing in general, but especially housing that is attainable for those working hard to serve our community, whether that be first responders, healthcare professionals, teachers and others who are struggling to find quality housing they can afford on their salaries. Habitat for Humanity vets all applicants and supports them in the journey towards home ownership. By proposing a small, innovative, cottage community with a community center, common areas and other amenities, while connecting directly to the City's pedestrian friendly network, this proposed community plans to bring a sense of place and purpose to those who cannot find such an option in our growing community. With this rezoning request, the applicant would request additional variances:

1. RCT calls for a 50' Maintained undisturbed buffer, per city approval we would like to amend this to allow for a 40' Maintained exterior buffer. A 50' exterior buffer around the 3.128 ac property restricts more than half the property. A 40' buffer will still provide the intended effect of providing a natural screen from adjoining properties, while also providing for a more significant common area central to this proposed community.
2. RCT states that individual houses may not exceed 1000 sq/ft. We respectfully request the City to allow for a maximum 1,350 sq/ft homes, which will provide 3-bedroom options for families.



SITE DATA	
Permit No.	015 010 015 025 030 031 047 058 071 081 007
Issued Zoning	R-2
Issued Date	015 010 015 047 005
Trailing Zone Area	3.128 ac.
Proposed Zoning: R2 (Residential Cottage)	
Max. House Size Common Area Total Cottages	12 Cottages with 250 sq. ft. of private open space. +/- 5,500 sq. ft. (0.000 Req.) 12 Cottages with 250 sq. ft. of private open space.
Density Proposed	18 Cottages per Acre
Proposed Parking	10 Additional Spaces
Streets Cul-de-sacs	18 Additional Streets 10 Cul-de-sacs
Sidewalks 10' Between sides of buildings without, sidewalks 20' Between sides of buildings with, sidewalks	34 (Including 1 ADA compliant space)
Max. House Size Max. House Proposed	1,000 sq. ft. 1,343 sq. ft. (Variances Applied for.)
WATER & SEWER: TO BE PROVIDED BY CITY OF DAVENPORT.	

Cover Page 6220 Sammy Drive Gainesville, GA 30506		January 1, 2025 Not to Scale	House Model: 2-Story, 3 Bedroom Kitchen Left, Shotgun on Crawlspace	The Licensed Builder & Construction Manager are responsible for ensuring that these plans and the house built from them comply with the current mandatory and permissive state codes and local amendments as specified in The Uniform Codes Act of Georgia. No changes may be made to these plans without the approval of the Licensed Builder.	 Left Side Elevation  Front Elevation  Right Side Elevation  Back Elevation		Title Page Current Version Cover Page January 1, 2025 Foundation Walls Plan Page 1 January 1, 2025 Porch-Shed Slabs Plan Page 2 January 1, 2025 J-Bolts Plan Page 3 January 1, 2025 1st Floor Plan Page 4 January 1, 2025 2nd Floor Plan Page 5 January 1, 2025 1st FL Walls Plan Page 6 January 1, 2025 2nd FL Walls Plan Page 7 January 1, 2025 Elevations Plan Page 8 January 1, 2025 Components Plan Page 9 January 1, 2025 Details Plan Page 10 January 1, 2025
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1st Floor Plan (Page 4)

6220 Sammy Drive
Gainesville, GA 30506

January 1, 2025

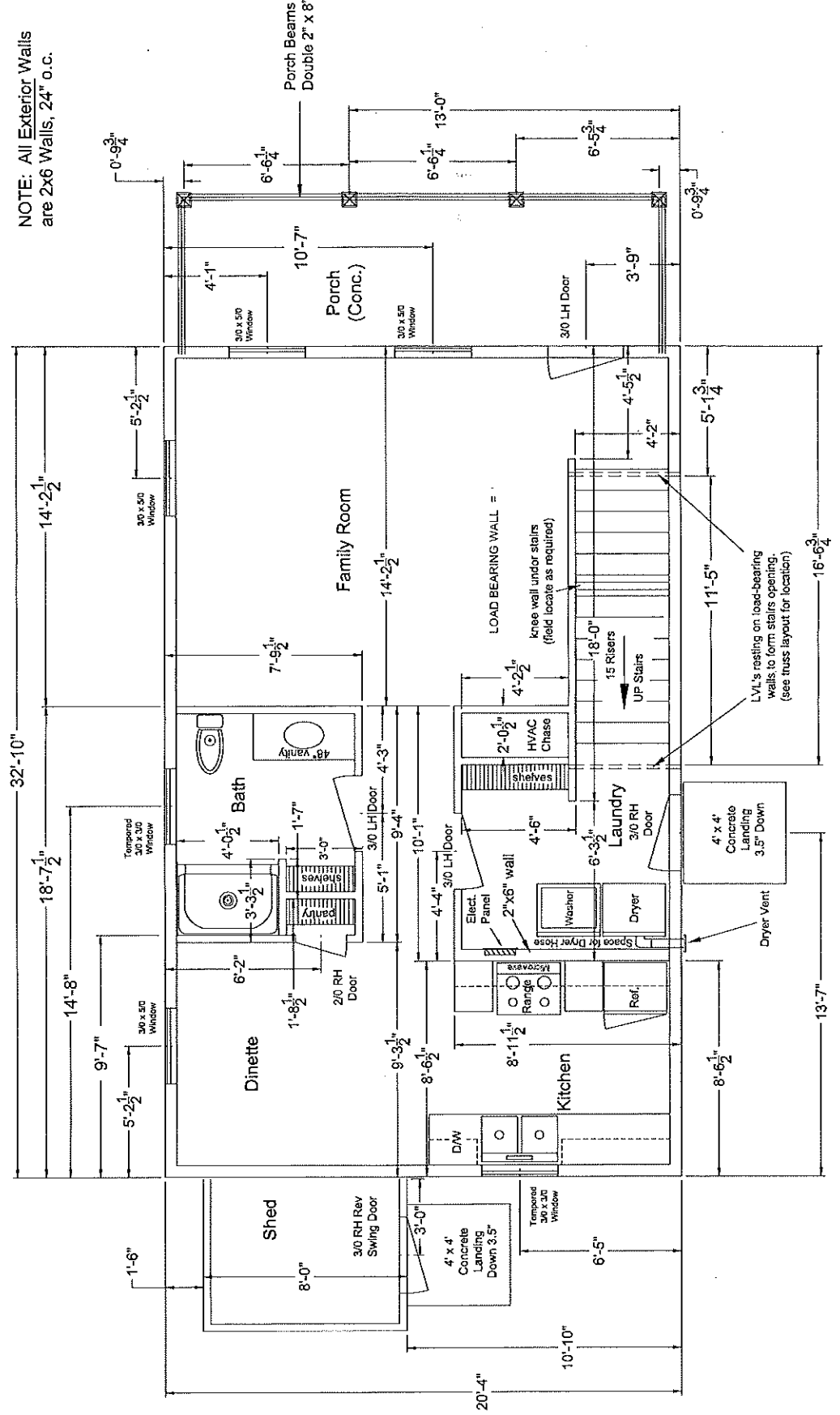
SCALE: 1/2" = 1'-0"

House Model:

2-Story, 3 Bedroom
Kitchen Left, Shotgun
on Crawlspace

The Licensed Builder & Construction Manager are responsible for ensuring that these plans and the house built from them comply with the current mandatory and permissive state codes and local amendments as specified in The Uniform Codes Act of Georgia. No changes may be made to these plans without the approval of the Licensed Builder.

Habitat for Humanity-NGC
814 Mimosa Blvd, Building C
Roswell GA 30075
Construction Manager: David Dease
Phone: 770.512.2417
Email: ddease@habitatngc.org



2nd Floor Plan (Page 5)

6220 Sammy Drive
Gainesville, GA 30506

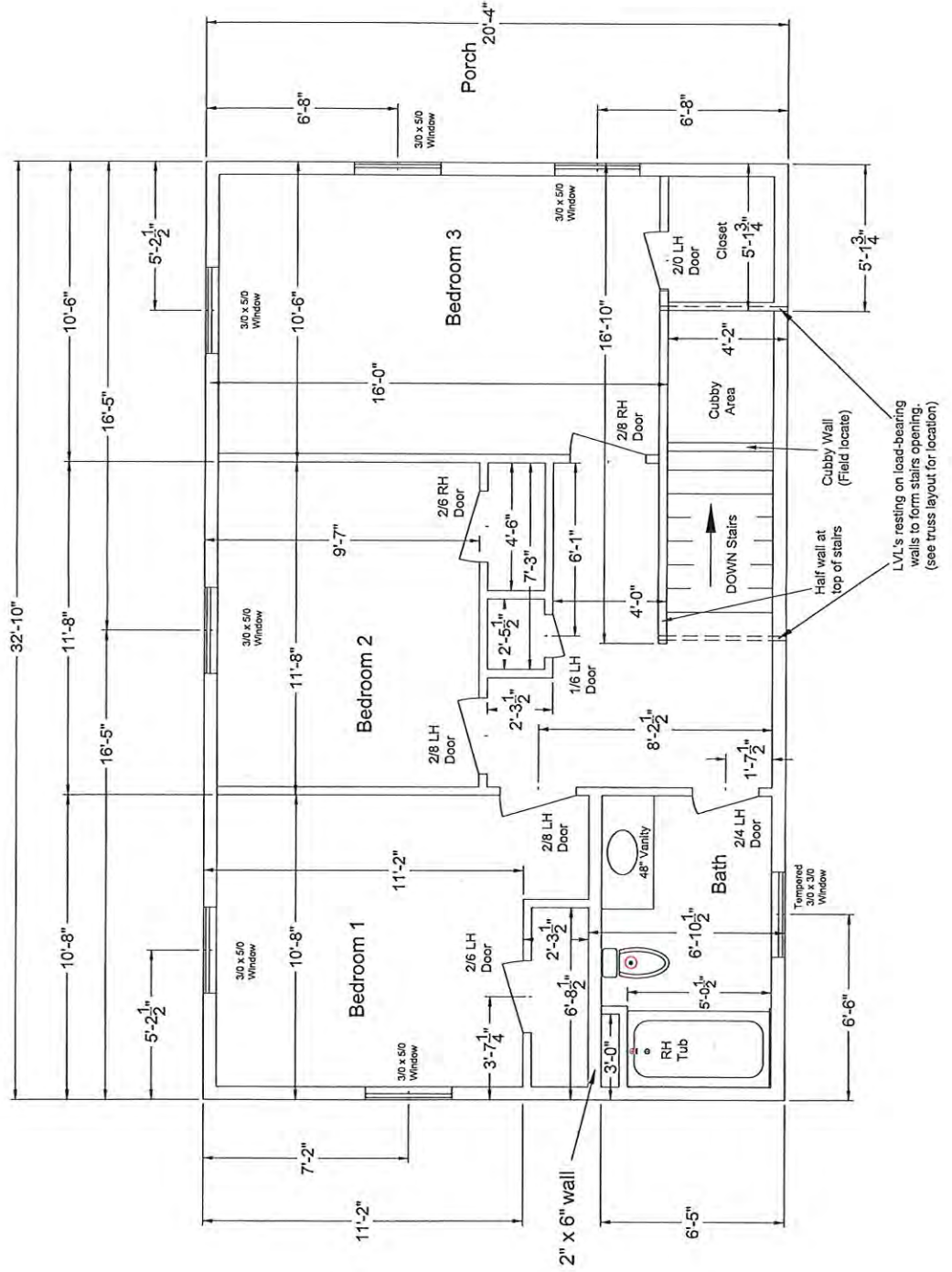
January 1, 2025

House Model:
2-Story, 3 Bedroom
Kitchen Left, Shotgun
on Crawlspace

SCALE: 1/2" = 1'-0"

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Habitat for Humanity-NCG
814 Mimosa Blvd. Building C
Roswell GA 30075
Construction Manager: David Deese
Phone: 706.612.2417
Email: ddeese@habitat-ncg.org



Public Hearings

Notice of Public Hearing

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ZA-C2500169: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for an amendment to the official zoning map applicable to the properties provided below. The applicant proposes the properties be rezoned from R-2: Single-Family Residential District to RCT: Residential Cottage, for the development of a micro-planned/pocket cottage development.

Tax map parcel D01 047 005 (Stegall Place), tax map parcel D01 047 006 (Stegall Place), tax map parcel D01 047 007 (Stegall Place), tax map parcel D01 047 008 (Stegall Place), tax map parcel D01 047 009, and tax map parcel D01 047 010.

Planning Commission public hearing date: September 15, 2025, at 5:30 PM.

Mayor and City Council public hearing date: September 22, 2025, at 5:00 PM.

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City Council:
Caleb Phillips, Post 1
William Illg, Post 2
Sandy Sawyer, Post 3
Mark French, Post 4



John Walden
Mayor

Jacob Evans
City Manager

Beverly Banister
City Clerk

Planning Commission:

Dr. Saba Hareinger, At-Large
Madison Eiberger, Post 1
Vacant, Post 2
Randy Davis, Chairperson Post 3
Ashley Stephenson, Post 4

415 Highway 53 East, Suite 100
Dawsonville, GA 30534
Office (706)265-3256
www.dawsonville-ga.gov

Stacy Harris
Zoning Admin

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DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 11

SUBJECT: VAR-C2500170

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST

VAR-C2500170: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for a variance from Sec. 2103 (9). Specifically, they request a reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (North) and side (East and West property lines, applicable to the properties below. Tax Map Parcels: D01 047 005 (Stegall Place), D01 047 006 (Stegall Place), D01 047 007 (Stegall Place), D01 047 008 (Stegall Place), D01 047 009, and D01 047 010. Public Hearing Date: - *City Council Tabled until October 20, 2025*

HISTORY/ FACTS / ISSUES:

- **+ / - 3.13 acres**
 - **12 dwelling units / 3.84 density per acre**
 - **Vacant land**
-

OPTIONS: Approval, Deny or Table

RECOMMENDED SAMPLE MOTION:

REQUESTED BY: CPL, Planning & Zoning Department



CITY OF DAWSONVILLE

Planning Staff Report

Variance Request

APPLICANT Dede Allen, Habitat for Humanity - NCG

CASE NUMBER VAR-C2500170

REQUEST Vary from Sec. 2103.9 to reduce the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines.

CURRENT ZONING DESIGNATION R-2: Single-Family Residential District

SITE AREA +/- 3.13 acres

LOCATION Stegall Place

TAX MAP PARCELS D01 047 005, D01 047 006, D01 047 007, D01 047 008, D01 047 009 & D01 047 010

CITY COUNCIL PUBLIC HEARING DATE* September 22, 2025

CITY COUNCIL DECISION MEETING DATE* October 20, 2025

INTRODUCTION

The applicant has requested to vary from the micro-planned/pocket development buffer regulations (Sec. 2103.9). Specifically, they propose the reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet along the rear (north) and side (east and west) property lines. Separate from this request, the applicant has initiated a zoning map amendment request (case ZA-C2500169) to rezone the subject parcels to RCT: Residential Cottage. If the requested variance is approved, the undisturbed exterior buffer with all abutting properties would be reduced by twenty percent (20%) to 40 feet.

PROPOSAL

The subject 3.13 +/- assemblage, which fronts Stegall Place to the south, is in a primarily residential area, and property tax records show no history of development. The site is heavily wooded, and many existing trees would be removed to enable the proposed cottage development.

Pursuant to Sec. 2103.9, an undisturbed buffer no less than 50 feet in width shall be maintained where an RCT zone abuts a different zoning district. For the subject site, this applies to the western, northern, and eastern property lines. The submitted variance application states that a 50-foot buffer "is too large for a [3-acre] parcel,"

*City Council hearing and meeting dates are subject to change

and when “factoring in stormwater accommodations and grading, a proposed 40’ buffer would still provide a visual barrier.” Further, they report that “a 50’ exterior buffer would restrict more than half of the property.” If the variance were to be denied, “drainage from upstream and downstream properties can’t be properly accommodated without walls, which would increase the risk for injury” according to the submittal. The conceptualized site design, which provides for 40-foot exterior buffers rather than 50-foot-wide iterations, has necessitated this variance request.

SURROUNDING PROPERTIES

<i>Direction from the Site</i>	<i>Existing Zoning</i>	<i>Existing Land Use</i>
North	CBD, HB, R-2	Single-family residential, agriculture, government office
South	R-2	Single-family residential, vacant land
East	R-2	Single-family residential, multi-family residential
West	CBD, R-2	Single-family residential, agriculture

COMPREHENSIVE PLAN

Pursuant to the 2023 Dawsonville Comprehensive Plan, the subject assemblage is in the Residential Character Area.

The Residential Character Area “represents the outlying residential portions of the city to the northwest, northeast and south. There are no immediate plans to alter their general form or land use, and long term plans suggest these areas will remain residential. Present levels of agricultural activity will continue as development pressures will allow, but neither the city nor the county will pursue capital improvements in this region to facilitate new development.

This area will be fostered as a haven for larger residential uses and rural/conservation subdivisions to facilitate a buffer between the higher densities of Dawsonville and the rest of Dawson County. Most development should entail large lots, with an average approaching or, preferably, surpassing five acres per unit [0.2 du/acre]. Nonresidential activity should be kept to a minimum and compliment the rural character of the area, such as churches, neighborhood scale markets and services with limited parking and traffic generation.”

Permissible land use types in Residential Character Area are Residential, Agricultural, and Conservation.

ANALYSIS

Sec. 907 – Variances, conditional uses and map amendments.

Subsection I. Purpose. The purpose of a variance is to provide relief when a strict application of the district requirements would impose unusual practical difficulties or unnecessary physical hardships on the applicant. Practical difficulties and unnecessary hardships may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or other conditions on the site or in the immediate vicinity. No variance shall be granted to allow the use of property for a purpose not authorized within the district in which the proposed use would be located. A variance should be granted only after evidence is presented and accepted that enforcement of all of the required standards on the property in question would render the property useless. This article establishes conditions; criteria for granting variances; public hearings on proposed variances; variances to road requirements; variance procedures; compliance with conditions of approval; vested interest in approved variances; investigations and reports; revocation; limitations on re-applications; and use variance. A variance may be granted, upon specific findings that all of the following

conditions exist. The absence of any one of the conditions shall be grounds for denial of the application for variance.

(Language in bold is from the City of Dawsonville Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

- 1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other land or structures in the same district; and,**
 - The subject site is similar in size and topography to neighboring parcels; however, it's relatively deep and rectangular in shape.
 - Site geometry results in a greater portion being devoted to undisturbed buffers compared to sites with differing shapes and dimensions.
 - i. Pursuant to the survey provided, the assemblage perimeter totals 1,555 feet. Of this, 1,296 feet (83.3%) of the perimeter directly abuts adjacent properties, and 259 feet (16.7%) abuts Stegall Place. Accordingly, 83.3% of the lot perimeter is subject to exterior buffer requirements.
 - ii. By comparison, a square lot would have 75% of its perimeter subject to buffering, and a rectangular-shaped site wider than it is deep would have even less. In both cases, the share of the site devoted to buffering would be lower than the applicant's circumstance.
- 2. A literal interpretation of the provisions of these zoning regulations would create an unnecessary hardship and would deprive the applicant of rights commonly enjoyed by other property owners within the district in which the property is located; and,**
 - Staff *do not* anticipate that a literal interpretation of Residential Cottage buffer standards, commanding a 50-foot undisturbed buffer along all adjacent property lines, would create unnecessary hardship for the applicant.
 - i. Absent an approved variance, the applicant could construct a micro-planned/pocket development with fewer cottages and/or a different arrangement, as to accommodate 50 feet of buffering along all property lines.
 - ii. However, due to the geometry of the lot, the 50-foot buffer requirement might be more impactful and restrictive than for similar sites in the City.
 - The associated zoning map amendment proposal (ZA-C2500169) to rezone the site to RCT: Residential Cottage, if approved, would create the first RCT zone in Dawsonville.
- 3. Granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located; and,**
 - If City Council finds that exceptional conditions exist upon the subject lot, granting the requested variance would not confer any special privileges.
- 4. Relief, if granted, will be in harmony with the purpose and intent of these regulations and will not be injurious to the neighborhood or general welfare in such a manner as will interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value; and,**
 - If the request is approved, the map amendment request to rezone the site to RCT: Residential Cottage, must also be approved for the variance to be realized.

- 5. The special circumstances are not the result of the actions of the applicant; and,**
 - The circumstances which substantiate this variance request are the direct result of the applicant.
 - i. The applicant has initiated a request to rezone and develop the presently vacant assemblage, which has prompted this variance request.
- 6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure; and,**
 - Staff defer to the associated rezoning case (ZA-C2500169) for this criterion.
- 7. The variance is a request to permit a use of land, building or structures which is permitted by right in the district involved.**
 - If the variance request is approved, it would enable a cottage development, which is permitted by-right in the RCT: Residential Cottage district.

Subsection II.C Basis for approval. No variance may be granted under this paragraph for an application for a variance that has been heard by the planning commission within one year or if the application is for the expansion of a non-conforming use or structure. The following criteria shall be considered by the planning commission (or City Council) before granting a variance under this paragraph:

(Language in bold is from the City of Dawsonville Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

- 1. The variance neither interferes with the rights of others as provided in this chapter nor is injurious to the public health, safety, general welfare;**
 - Staff do not anticipate that granting the subject variance would be detrimental to the rights, health, or welfare of others.
- 2. A strict interpretation and enforcement of the standards or requirement would result in practical difficulty or unnecessary hardship;**
 - A strict interpretation of Residential Cottage buffer standards, which require a 50-foot undisturbed buffer along all adjacent property lines, is unlikely to create unnecessary hardship for the applicant.
 - i. However, due to lot geometry, the 50-foot buffer requirement might be more impactful and restrictive than for similar sites nearby.
- 3. Exceptional or extraordinary circumstances applicable to the subject property exist that do not generally apply to other properties in the same district;**
 - There are no exceptional or extraordinary circumstances applicable to the subject site in the context of nearby properties.
 - The subject variance request has been necessitated by a separate application to rezone the assemblage to RCT: Residential Cottage. If approved, this site would be the first RCT zone in Dawsonville.
- 4. The variance provides for reasonable use under the specified circumstances of each application;**
 - If the variance request is approved, it would enable a cottage development, which is permitted by-right in the RCT: Residential Cottage district.

5. The variance achieves the general intent of this ordinance;

- Staff cannot determine whether the subject variance request may aid or detract from the intent of the Zoning Ordinance.

6. The variance is the minimum possible variance under the specific circumstances; and

- Pursuant to the submitted concept plan, the requested buffer reduction to 40 feet is likely the minimum possible along the side (east and west) property lines.
- Reducing the minimum exterior buffer to 40 feet along the northern property line may exceed the minimum possible variance based on the depicted stormwater management facility.
 - i. The facility is shown to maintain approximately 52 feet from the rear property line.

7. The variance does not exceed the scope of the authority set forth in subsection (A) hereof.

- The requested variance represents a 20% decrease in the minimum required exterior buffer width. Therefore, the request does not exceed the scope of authority as established in Sec. 907.II.A.

STAFF RECOMMENDATION

Staff recommends **approval with conditions** of the variance request to reduce the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines. Staff recommends the following **conditions** be adopted as part of the approval:

1. Approval of this variance request is contingent upon the approval of zoning map amendment request ZA-C2500169, to rezone the subject property to RCT: Residential Cottage.
2. The undisturbed buffer at the rear (northern) property line shall only be reduced by five (5) feet, to 45 feet.



City of Dawsonville
415 Highway 53 East, Suite 100
Dawsonville, GA 30534
Phone: (706) 265-3256

Variance Application

VAR- C2500170

Application for: ☐ Appeal ☒ Special Exception ☐ Adjustment

Variance Requested: Reduce exterior buffer from 50' to 40' (Letter of Intent must fully describe this request)

Applicant Name: Dede Allen Company: Habitat for Humanity - NCG

Address: 814 Mimosa Blvd - Bldg C City: Roswell, GA Zip: 30075

Cell Phone: _____ Email: _____

Owner Name(s): Same as Above

Address: _____ City: _____ Zip: _____

Cell Phone: _____ Email: _____

Exact Location and Description of Subject Property:

Address: Stegall Pl Lot # _____

Present/Proposed Zoning: R-2 to RCT Parcel # D01 047 005-010

District: 4th Land Lot: 439 & 446 Tax Map # D01 047 005-010

Present and/or Proposed Use of Property: Presently wooded, proposed cottage community

Required Items:

- A completed signed application.
- A detailed Letter of Intent of your request along with any supporting maps, survey's and/or documents requested by the Planning Director.
- The Letter of Intent shall address the criteria specified in Article IX. Sec. 907. Variances, conditional uses and map amendments (see page 2 & 3).
- Sign Variance authorized by City Council only per Chapter 105 Sec 105-8.

FEE SCHEDULE

Variance Per Ordinance Amendment	\$300.00
Administrative fee	\$100.00
Appeals and Change of Zoning Conditions	\$500.00
Public Notice Certified Mail	**per adjacent property owner

**price is determined by USPS

Dede Allen

Signature of Applicant

7-22-25

Date

Office Use Only	
Date Completed Application Rec'd:	Amount Paid: \$ <u>400</u> <u>CK</u> Cash CK
Date of Planning Commission Meeting: <u>NA</u>	Dates Advertised: <u>8.20.2025</u>
Approved by Planning Commission: <u>YES</u> <u>NO</u>	Approved by City Council: YES NO
	Postponed: YES NO Date:



City of Dawsonville Land Use and Zoning Ordinance: Article IX Variances.

Does This Proposal Qualify For A Variance?

The purpose of a variance is to provide relief when a strict application of the district requirements would impose unusual practical difficulties or unnecessary physical hardships on the applicant. Practical difficulties and unnecessary hardships may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or other conditions on the site or in the immediate vicinity. No variance shall be granted to allow the use of property for a purpose not authorized within the district in which the proposed use would be located. A variance should be granted only after evidence is presented and accepted that enforcement of all of the required standards on the property in question would render the property useless. This Article establishes conditions; criteria for granting variances; public hearings on proposed variances; variances to road requirements; variance procedures; compliance with conditions of approval; vested interest in approved variances; investigations and reports; revocation; limitations on re-applications; and use variance. **A variance may be granted, upon specific findings that all of the following conditions exist. The absence of any one of the conditions shall be grounds for denial of the application for variance.**

Please Answer The Following In Addition to Providing A Letter Of Intent

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other land or structures in the same district; and,

Answer:

As the first proposed RCT project, we feel the 50' exterior buffer is too large for a 3ac parcel. To accomodate a Cottage Community factoring in stormwater accomodations and grading, a proposed 40' buffer would still provide a visual barrier to adjoining parcels.

and,

2. A literal interpretation of the provisions of these zoning regulations would create an unnecessary hardship and would deprive the applicant of rights commonly enjoyed by other property owners within the district in which the property is located;

Answer:

Again, due to the size and shape of the combined parcel, a 50' exterior buffer would restrict more than half of the property. To be able to provide a cottage community with houses, streets, sidewalks, parking and open areas, a reduced buffer is necessary.

and,

3. Granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located;

Answer:

This is the first RCT, the first in this district and therefore there are no other properties to compare to.

and,

4. Relief, if granted, will be in harmony with the purpose and intent of these regulations and will not be injurious to the neighborhood or general welfare in such a manner as will interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value;

Answer:

If relief were granted, we feel the intent of a cottage community, one with sidewalks, parking, open spaces and common areas, will be met and in harmony with the purpose and intent of these regulations. Without the variance, drainage from upstream and downstream properties can't be properly accomodated wihtout walls, which would increase the risk for injury.

and,

5. The special circumstances are not the result of the actions of the applicant;

Answer:

These special circumstances are due to little to no history applying RCT zoning criteria onto a parcel of this shape and size.

and,

6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure;

Answer:

After previous meetings with the Dawson County planning staff, we have worked to minimize the variance request to an exterior buffer of 40' instead of 50', which will make it possible to build a Cottage Community in the spirit of the code.

and,

7. The variance is a request to permit a use of land, building or structures which is permitted by right in the district involved.

Answer:

Correct, specifically the variance will allow the residential cottages to be constructed in a way that offsite drainage and slopes can be tied to without having to add walls, while still providing for a visual barrier.

The applicant, or designated agent, **MUST*** attend the public hearings for the variance request to be considered.

***NOTE:** If the applicant of a petition before the Planning Commission fails to attend the public hearing, then the Planning Commission may deny the subject petition or may require re-advertisement of the subject petition at the expense of the applicant.

VAR# _____ TMP# _____ Applicant's Name: _____

Property Owner Authorization

I / We Habitat for Humanity - NCG hereby swear that I / we own the property located at (fill in address and/or tax map & parcel #) 001-047(005-010)
Stegall Place as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by this request.

I hereby authorize the person(s) or entity(ies) named below to act as the applicant or agent in pursuit of the variance requested on this property. I understand that any variance granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The undersigned is aware that no application or reapplication affecting the same land shall be acted upon within 6 months from the date of the last action.

Printed Name of Owner

Dede Allen - Habitat for Humanity NCG

Signature of Owner

Dede Allen

Date 7-22-25

Mailing Address

814 Mimosa Blvd

City

Roswell

State

GA

Zip

30075

Telephone Number

[REDACTED]

Sworn to and subscribed before me.

this 22 day of Jul 2025.

[Signature]

Notary Public, State of Georgia

My Commission Expires: 01/13/29



(The complete names of all owners must be listed, if the owner is a partnership, the names of all partners must be listed, if a joint venture, the names of all members must be listed. If a separate sheet is needed to list all names, please have the additional sheet/sheets notarized also.)

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John Walden
Mayor

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City Clerk

Planning Commission:

Dr. Saba Hareinger, At-Large
Madison Eiberger, Post 1
Vacant, Post 2
Randy Davis, Chairperson Post 3
Ashley Stephenson, Post 4

415 Highway 53 East, Suite 100
Dawsonville, GA 30534
Office (706)265-3256
www.dawsonville-ga.gov

Stacy Harris
Zoning Admin

PUBLIC HEARING NOTICE

The City of Dawsonville Planning Commission and the City of Dawsonville Mayor and City Council will each conduct a public hearing at the respective dates and times provided below, regarding a certain matter itemized herein. Public hearings will be conducted in the Council Chambers on the second floor of City Hall located at 415 Hwy. 53 East, Dawsonville Georgia 30534. The public are invited to attend.

.....

VAR-C2500170: Spicer Group Inc. on behalf of Dede Allen, Habitat for Humanity - NCG has petitioned for a variance from Sec. 2103.9. Specifically, they request a reduction of the minimum required undisturbed buffer width for the proposed RCT: Residential Cottage zone from 50 feet to 40 feet at the rear (north) and side (east and west) property lines, applicable to the properties below.

Tax Map Parcels: D01 047 005 (Stegall Place), D01 047 006 (Stegall Place), D01 047 007 (Stegall Place), D01 047 008 (Stegall Place), D01 047 009, and D01 047 010.

Mayor and City Council Public Hearing Date: September 22, 2025, at 5:00 PM.

If you wish to speak on the request, please contact City Hall for a CAMPAIGN DISCLOSURE form. ***This form is only needed if you have made campaign contributions in the amount of \$250.00 or more within 2 years prior to this date.***

Those persons with disabilities who require reasonable accommodations in order to allow them to observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting, should contact the Clerk at Dawsonville City Hall at 706-265-3256 at least two (2) business days prior to the meeting.

PUBLIC NOTICE ON ZONING

AN APPLICATION HAS BEEN FILED WITH THE CITY OF
DAWSONVILLE IN REGARDS TO THE ZONING
REGULATIONS AS THEY APPLY TO THIS PROPERTY.

THE APPLICATION IS FOR:

VAR-C2500170

Reduce Buffer 50ft - 40ft

HEARINGS WILL BE HELD BY:

CITY COUNCIL:

DATE: 09.22.2025

TIME: 5:00 pm

HEARING LOCATION:

DAWSONVILLE MUNICIPAL COMPLEX
415 HIGHWAY 53 E SUITE 100
DAWSONVILLE, GA 30534

FOR ADDITIONAL INFORMATION CALL
CITY PLANNING & ZONING DEPT AT 706-265-3256

THIS SIGN NOT TO BE REMOVED WITHOUT AUTHORIZATION



DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 12

SUBJECT: REQUEST TO AWARD RFP #25-RFP-001: IT MANAGED SERVICES

CITY COUNCIL MEETING DATE: 11/03/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

TO REQUEST TO AWARD RFP #25-RFP-001 FOR IT MANAGED SERVICES TO ANDERSON COMPUTER & NETWORK SERVICES, INC. (ACNS) AND APPROVE THE AGREEMENT

HISTORY/ FACTS / ISSUES: **TABLED FROM 10/20/2025**

- CITY ISSUED THE RFP EARLIER THIS YEAR AND RECEIVED THIRTY-EIGHT RESPONSES; A MAJORITY OF RESPONSES WERE REJECTED DUE TO NOT MEETING THE SPECIFICATIONS AS REQUIRED IN THE RFP.
- THE REMAINDER OF THE RFPS WERE EVALUATED BY A COMMITTEE ACCORDING TO SPECIFIC CRITERIA. THREE FIRMS SCORED AN AVERAGE OF 75+ POINTS AND THE COMMITTEE HELD INPERSON INTERVIEWS WITH EACH FIRM.
- COMMITTEE RECOMMENDS ACNS AS THE CANDIDATE TO AWARD THE RFP BASED ON HIGH SCORING FOR THEIR OVERALL CAPABILITIES AND GOVERNMENT EXPERIENCE, PROJECT COST, AND THEIR LOCATION. ADDITIONALLY, THE COMMITTEE DETERMINED THROUGH THE INTERVIEW PROCESS THAT ACNS BEST REPRESENTED THE CITY'S NEEDS AS IT'S MANAGED IT VENDOR.
- CITY ATTORNEY REVIEWED AND APPROVED THE CONTRACT
- CRITERIA USED FOR SCORING RFPS IS PROVIDED

OPTIONS:

RECOMMENDED SAMPLE MOTION:

STAFF RECOMMENDS AWARDING RFP #25-RFP-001 TO ANDERSON COMPUTER & NETWORK SERVICES, INC. AND APPROVING THE AGREEMENT

REQUESTED BY: Beverly A. Banister, City Clerk

COMPUTER CONSULTING AGREEMENT

THIS AGREEMENT is made this _____ day of _____, _____ by and between Anderson Computer & Network Services, Inc. ("Consultants") and City of Dawsonville ("Customer").

Company: **Anderson Computer & Network Services, Inc.**

Customer Company: **City of Dawsonville**

Offices Included: All City of Dawsonville Offices

Agreements

In consideration of the mutual covenants set forth in this Agreement, Customer and Consultants hereby agree as follows:

1. **Services.** The Consultants shall, during the Term (as defined below) provide to the Customer the computer consulting services described below (the "Services" or "Work Product"), at such times as the Customer may reasonably request.

Services include, but are not limited to evaluating and recommending IT hardware and software, purchase and installation of hardware and software for Customer's IT functions and maintenance and support for software and hardware as follows:

A. Workstations

1. Maintain Service Pack Updates and Security Updates on all Workstations.
2. Develop and deploy security software solution to include anti-virus, network and firewall security as well as ransomware protection.
3. Develop standardization of desktop and network related hardware.
4. Develop computer life cycling for regular replacement of all workstations, servers and network infrastructure.
5. Maintain Service Pack Updates and Security Updates on all Servers.
6. Develop backup strategies for both onsite and offsite backups. This service includes planning and recommendations for hardware and software. Purchase of hardware and software shall be by separate agreement.
7. ACNS, Inc. will manage and exercise all administrator activities including administrator passwords, creating user accounts, server administrator, working with software vendors for needed upgrades, etc. Having a single entity responsible for the activities is paramount to maintaining a secure environment for all users as well as the integrity of the cities' network.

B. Network Operations

1. Maintain Routers and Switches and ensure firmware is updated.
2. Ensure that all Servers, Network Switches, Routers and Internet Links are properly optimized.
3. Periodic network check for CRC errors, duplex mismatch, utilization, etc.
4. Ensure that all firewalls are properly configured and functioning properly. Software-based firewalls shall be updated according to service contract with firewall vendor.

C. Miscellaneous Activities

1. Develop Network Documentation for support purposes.
2. Technical Phone Support for Issues through the ACNS helpdesk / ticketing system.
 - a. This would include issues deemed IT related / technical support that can be accessed directly or indirectly by the ACNS staff.
3. Develop relationships with software vendors to ensure proper access, data integrity and functionality. This would also include any support of subsystems needed to assist the vendors with providing their solutions to the customer.
4. Periodic security audits to ensure proper files access and usage by employees.

5. Purchasing of any and all IT functions, hardware, software, etc., would need to be approved by ACNS or directly purchased by ACNS, excluding any governmental software packages required by the State for certain functions. ACNS provides competitive pricing for hardware, software, etc.

2. Items NOT Included in Services:

1. **Onsite service.** For this specific agreement, all helpdesk / remote support functions will be supported by ACNS. Anything that requires onsite service would be charged as outlined in section 2. If onsite service needs to be included, it can be quoted and this agreement amended at any time.

2. Charges.

Charges will be as follows to be billed monthly on or around the 1st of each month and will be on a NET30 terms policy:

- a. **\$ 97.00 per month per user.** This includes the remote support agent as well as cyber security protection and patch/security management.
- b. **\$150.00 per month per server.** This includes remote support as well as cyber security protection and any maintenance needed.
- c. **\$100.00 per month per site for network support.** This includes network devices such as switches, firewalls, and/or wireless access points.
- d. **Onsite services would be billed at \$175.00 per hour and would be pre-approved by a designated person before work is performed.** This would include any onsite work not covered by projects or computer installations.
- e. **Projects would be assigned a fixed fee and would be any one item of work 6 hours or more.** Projects are pre-approved, budgeted and events are planned.
- f. **Computer onboarding (new computers) would be billed a fixed fee of \$400.00.** This would include purchasing (if needed), setup, configuration and completing the end user move of data.
- g. **Computers that are NOT assigned to a user will be billed at \$36.00 per month per computer.** This will cover cyber security services for that computer since it is attached to the network at customer site.
- h. **Currently Mimecast is being used for email security.** ACNS would either use this solution or propose to onboard the City to our security solution, which is Graphus. Either way, this would be billed at \$7 per month per mailbox to be protected.
- i. **The client would be onboarded to our Security and Awareness Solution.** This is included in this agreement.
- j. **Image Based backups of servers would be billed at \$425.00 per month in the beginning.** If data storage or the number of servers were to grow, the solution and/or pricing would be reviewed to support the additions.
- k. **For Office 365, ACNS would transition services over to our CSP plan:**
 - a. **Office 365 Business Standard - \$15.00 per month per user.**
 - b. **Office 365 Business Basic - \$7.20 per month per user.**
 - c. **Office 365 Exchange Online Plan 1 - \$4.80 per month per user.**
 - d. **Office 365 Exchange Online Plan 2 - \$9.60 per month per user.**
 - e. **Any other plans needed for different uses would be quoted by ACNS and approved by the client.**

3. **Term of Service.** The term of this Agreement shall commence on October 1, 2025 and shall continue until September 30, 2026 and will be in full force or until terminated by either party upon at least (30) days prior written notice. Absent a termination notice, in no event (except breach) may this Agreement be terminated prior to September 30, 2026. Upon termination of this Agreement, the Consultants shall transfer and make available to the Customer all property and materials in Consultant's possession or subject to Consultant's control that are the rightful property of the Customer. The Consultant shall make every reasonable effort to secure all written

or descriptive matter which pertains to the Services or Work Product and agrees to provide reasonable cooperation to arrange for the transfer of all property, contracts, agreements, supplies and other third party interests, including those not then utilized, and all rights and claims thereto and therein. In the event of loss or destruction of any such material or descriptive matter, the Consultants shall immediately notify the Customer of the details of the loss or destruction in writing and provide the necessary information for a loss statement or other documentation to the Customer.

4. Ownership Rights. The Consultant shall have ownership to all Consultants' Materials. "Consultant's Material" consists of all copyrighted:

- (a) Materials that do not constitute Services or Work Product (as defined in Sect 1, Services, Specifications)
- (b) Materials that are solely owned by the Consultants or licensed to the Consultants.
- (c) Materials that are incorporated into the Work Product or a part of the Services.

Additional material shall include, but are not limited to:

Consultant shall hold all right, title, and interest in and to Consultant's Material. Customer shall not do anything that may infringe upon or in any way undermine Consultants' right, title, and interest in the Consultant's Material, as described in this Section 4. Notwithstanding the above, Consultant hereby grants Client an unrestricted, nonexclusive, perpetual, fully paid-up worldwide license for the use or for the sublicense of the use of Consultant's Material for the purpose of client's website and IT systems.

5. Compensation. For all of Consultants' services under this Agreement, Customer shall compensate Consultants, in cash, pursuant to the terms of Section 2. In the event Customer fails to make any of the payments referenced in Section 2 by the deadline set forth in Section 2, Consultants have the right, but are not obligated, to pursue any or all of the following remedies: (1) terminate the Agreement (breach), (2) immediately stop all services, (3) bring legal action.

6. Mutual Confidentiality. Customer and Consultants acknowledge and agree that the Specifications and all other documents and information related to the performance, production, creation or any expression of the services or work product are the property of the Customer. Materials provided between Consultants and Customer (the "Confidential Information") including, but not limited to, documentation, product specifications, drawings, pictures, photographs, charts, correspondence, supplier lists, financial reports, analyses and other furnished property shall be the exclusive property of the respected owner (the "Owning Party") and will constitute valuable trade secrets. Both parties shall keep the Confidential Information in confidence and shall not, at any time during or after the term of this Agreement, without prior written consent from the owning party, disclose or otherwise make available to anyone, either directly or indirectly, all or any part of the Confidential Information.

By virtue of this Agreement, the parties may have access to information that is confidential to one another ("Confidential Information"). The Customer is a local government of the State of Georgia and is subject to the Open Records Act, O.C.G.A. § 50-18-70, et. seq. ("ORA"). The Open Records Act requires disclosure of contracts, communications, data, and other records, in any format, including electronic formats, except as provided under the Act. Confidential Information

required to be kept private under any federal or state law, including income tax information, is exempted in most circumstances as are trade secrets. Contract pricing information, general terms and conditions are not protected from disclosure. Consultants may specify to Customer any trade secret or other private information it believes protected under the ORA at the time the information is submitted to Customer. In all circumstances, Customer shall comply with the ORA for records related to Consultants which have been marked as Confidential. Consultants may exercise its rights under the ORA to petition the Superior Court for protection from disclosure. Excluded from the "Confidential Information" definition is anything that can be seen by the public or had been previously made available by the owning party in a public venue.

7. Limited Warranty and Limitation on Damages. Consultants warrant the Services or Work Product(s) will conform to the Specifications. If the Services or Work product do not conform to the Specifications, Consultants shall be responsible to correct the Services or Work Product without unreasonable delay, at Consultants' sole expense and without charge to Customer, to bring the Services or Work Product into conformance with the Specifications. This warranty shall be the exclusive warranty available to the Customer. Customer waives any other warranty, express or implied. Customer acknowledges that Consultants are not responsible for the results obtained by the Customer when using any Services or Work Product produced by Consultants. Customer waives any claim for damages, direct or indirect, and agrees that its sole and exclusive remedy for damages (either in contract or tort) is the return of the consideration paid to Consultants as set forth in Section 2. No action, regardless of form, arising out of the Services rendered or Work Product, under the Agreement, may be brought by either party more than one year after the cause of action has occurred. In no event shall Consultants be held liable for consequential damages.

8. Independent Contractor. Consultants are retained as independent contractors. Consultants will be fully responsible for payment of their own income taxes on all compensation earned under this Agreement. Customer will not withhold or pay any income tax, social security tax, or any other payroll taxes on Consultants' behalf. Consultants understand that they will not be entitled to any fringe benefits that Customer provides for its employees generally or to any statutory employment benefits, including without limitation worker's compensation or unemployment insurance.

9. Insurance. The Consultants shall maintain general liability insurance throughout the entire term of this Agreement, in at least \$1,000,000.00 coverage limits providing against liability for bodily injury, death and property damage that may arise out of or based upon any act or omission of the Consultants or any of its employees, agents or subcontractors under this Agreement. Upon written request, the Consultants shall provide certificates from its insurers indicating the amount of insurance coverage, the nature of such coverage and the expiration date of each applicable policy. Consultants shall name Customer as an additional insured, on any public liability policy.

10. Equipment. Customer agrees to make available to Consultants, for Consultants' use in performing the services required by this Agreement, such items of hardware and software as Customer and Consultants may agree are reasonably necessary for such purpose.

Customer agrees to make the following equipment and/or services available to Consultants

(a) **Any Unknown Passwords or Accounts (ISP, Recently Configured Equipment)**

(b) **Any Software CD's installed on Supported Computers or Servers**

(c) **Support Numbers for Hardware, Software or Internet Connection Support (ISP)**

10.1 Expenses. Consultants will not be reimbursed for any expenses incurred in connection with the Services or Work Product, whether direct or indirect, without the express written approval of the Customer.

11. General Provisions

11.1 Entire Agreement. This Agreement contains the entire agreement between the parties relating to the subject matter hereof and supersedes any and all prior agreements or understandings, written or oral, between the parties related to the subject matter hereof. No modification of this Agreement shall be valid unless made in writing and signed by both of the parties hereto.

11.2 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia. Exclusive jurisdiction and venue shall be in Dawson County, Georgia Superior Courts.

11.3 Binding Effect. This Agreement shall be binding upon and inure to the benefit of Customer and Consultants and their respective successors and assigns, provided that Consultants may not assign any of his obligations under this Agreement without Customer's prior written consent.

11.4 Waiver. The waiver by either party of any breach or failure to enforce any of the terms and conditions of this Agreement at any time shall not in any way affect, limit, or waive such party's right thereafter to enforce and compel strict compliance with every term and condition of this Agreement.

11.5 Good Faith. Each party represents and warrants to the other that such party has acted in good faith, and agrees to continue to so act, in the negotiation, execution, delivery, performance, and any termination of this Agreement.

11.6 No Right to Assign. Consultants have no right to assign, sell, modify or otherwise alter this agreement, except upon the express written advance approval of Customer, which consent can be withheld for any reason. Client may freely assign its rights and obligations under this agreement.

11.7 Payments. In the event Customer fails to make any of the payments set forth in Section 2 within the time prescribed in Section 2, Consultants have the right to withhold Services, remove work product from Consultant owned resources, or seek legal remedy until payment in full is paid, plus accrued late charges of 1 ½% per month. **Late charges would be assessed at the 1st of the next month if an invoice is not paid in the month it is due.**

11.8 Indemnification. Customer warrants that everything it gives Consultants in the execution or performance of services, or the creation of any and all Work Product is legally owned or licensed to Customer. To the extent allowed by Georgia Law, Customer agrees to indemnify and hold Consultants harmless from any and all claims brought by any third party relating to any aspect of the Services or Work Product, including, but without limitation, any and all demands, liabilities, losses, costs and claims including attorney's fees arising out of injury caused by Customer's products/services, material supplied by Customer or copyright infringement.

11.9 Use of Descriptions of Services or Work Product for Promotional Purposes. Customer grants Consultants the right to use descriptive text, testimonials, performance metrics, and other images, photos and/or graphics that demonstrate the Services or Work Product for promotional purposes and/or to cross-link it with other promotional resources developed by Consultants.

11.10 No Responsibility for Theft. Consultants have no responsibility for any third party taking all or any part of the Services or Work Product, results of Services or Work Performed, or the improper use of any Services or Work Product produced by Consultants by any third party.

11.11 Right to Make Derivative Works. Consultants have the exclusive rights in making any derivative works of any Services, Methodology, or Work Product.

11.12 Attorney's Fees. In the event any party to this Agreement employs an attorney to enforce any of the terms of the Agreement, the prevailing party shall be entitled to recover its actual attorney's fees and costs, including expert witness fees.

11.13 No responsibility for loss. Consultants are not responsible for any down time, lost files, equipment failures, acts of nature, or any damage resultant from activities considered beyond the control of the consultants such as war, riots, natural disasters, vandalism and other events.

Each party represents and warrants that, on the date first written above, that they are authorized to enter into this agreement in entirety and duly bind their respective principals by their signature below:

EXECUTED as of the date first written above

Approved as to form:

By: _____
City Attorney

CUSTOMER

City of Dawsonville

By: _____

Title: _____

Date signed: _____

Attest:

By: _____
City Clerk

CONSULTANTS

By: _____

Title: _____

Date signed: _____

City of Dawsonville RFP for Managed Services #25-RFP-001
RFP REVIEW CRITERIA

Name of Firm:	Reviewer's Name: Date:
---------------	-----------------------------

	Max. Score Avail.	Awarded Score	Comments
UP TO 35 PTS			
1. Firm and Team Member Experience and Capabilities:			
Capacity to complete the project based upon education, training and experience:			
a. Firm experience qualifications:			
i. Includes projects of similar services and scope			
ii. Possesses ability to deliver full project scope			
10 PTS TOTAL SUBCATEGORY			
	UP TO 5 PTS		
	UP TO 5 PTS		
	Subtotal		
25 PTS TOTAL SUBCATEGORY			
b. Team members experience qualifications			
i. Individual team members capabilities: Possesses ability to deliver full project scope			
ii. Individual team members experience: Cyber security qualifications/skills/solutions			
iii. Individual team members experience: Includes projects of similar concept and scope			
	UP TO 10 PTS		
	UP TO 10 PTS		
	UP TO 5 PTS		
	Subtotal		
UP TO 35 PTS			
2. Project cost			
a. Value: Extent and quality of services offered for the proposed price.			
i. Firms ability to provide full scope of project items requested for proposed prices.			
ii. Level of team member qualifications and experience in relation to proposed price.			
	UP TO 10 PTS		
	UP TO 10 PTS		
	Subtotal		
20 PTS TOTAL SUBCATEGORY			
b. Affordability of proposed pricing.			
i. Price reasonableness in relation to other bids			
ii. Price reasonableness in relation to existing costs			
	UP TO 5 PTS		
	UP TO 5 PTS		
	Subtotal		
10 PTS TOTAL SUBCATEGORY			
c. Proposed fee structure			
i. Pricing structure is clear, understandable and meets RFP standards			
	UP TO 5 PTS		
	Subtotal		
5 PTS TOTAL SUBCATEGORY			
UP TO 15 PTS			
3.Firm's Location			
a. Firm's location in proximity to City Hall			
i. Assign higher points for firms closer to the City			
- 60 miles seems reasonable for same day service or emergencies if needed			
	UP TO 15 PTS		
	Subtotal		
15 PTS TOTAL SUBCATEGORY			

Name of Firm:	Reviewer's Name:	Date:
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4. Project Execution and Completion:	UP TO 10 PTS
Capacity to complete the project in a timely manner based upon staffing, training and experience:	
a. Proposal approach demonstrates ability to apply relevant credentials and experience to successfully perform the services outlined in the scope of work.	
b. Proposed project timeline establishes availability and efficiency of implementation	
10 PTS TOTAL SUBCATEGORY	
UP TO 5 PTS	
UP TO 5 PTS	
Subtotal	
5. Understanding and Completion of RFP Materials	UP TO 5 PTS
Understanding of the project and proper completion of RFP materials	
a. Overall quality of proposed application and/or presentation demonstrates a high level of capability and project understanding	
b. Proposal demonstrates an ability to interpret and follow instructions.	
UP TO 3 PTS	
UP TO 2 PTS	
Subtotal	
TOTAL SCORE:	



DAWSONVILLE CITY COUNCIL EXECUTIVE SUMMARY FOR AGENDA ITEM # 13

SUBJECT: HEALTH INSURANCE: DECEMBER 2025 – NOVEMBER 2026

CITY COUNCIL MEETING DATE: 11/3/2025

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: X Enterprise Fund X General Fund

PURPOSE FOR REQUEST:

TO PRESENT THE RENEWAL(S) FOR THE HEALTH INSURANCE FOR DEC 2025 TO NOV 2026.

HISTORY/ FACTS / ISSUES:

THE CURRENT PLAN IS NOT GOING TO RENEW. WE BUDGETED FOR AN 8% INCREASE.

OPTIONS:

See attached.

RECOMMENDED SAMPLE MOTION:

MY RECOMMENDATION IS: Benefit Support, INC

MY RECOMMENDATION FOR DENTAL (MOO). VISION (EYEMED) IS TO STAY THE SAME. LTD, STD AND LIFE GO WITH THE STANDARD SINCE THEY GAVE US A 3-YEAR RATE GUARANTEE.

I believe the employer and employee costs are not correct but those won't effect the renewal rate. (at the bottom of the page)

REQUESTED BY: Robin Gazaway, Finance Director

Prepared For: City of Dawsonville, GA

Effective Date: 12/1/2025

MEDICAL SCHEDULE:

	Benefit Support	Current	UHG
ANNUAL MAXIMUM	Unlimited	Unlimited	Unlimited
TRANSPLANT MAXIMUM	Unlimited	Unlimited	Unlimited
OFFICE VISIT COPAYMENT			
PCP	\$20 Copay	\$20 Copay	\$ 25
Specialist	\$40 Copay	\$40 Copay	\$ 75
Urgent Care	\$50 Copay	\$50 Copay	\$ 50
PLAN YEAR DEDUCTIBLE			
Individual	\$1,000	\$1,000	\$ 1,000
Family	\$2,000	\$2,000	\$ 2,000
EMERGENCY ROOM VISIT COPAYMENT			
Emergency Services in ER	\$500 Copay	\$500 Copay	\$ 500
COINSURANCE			
Hospital/Surgical	0% after Deductible	0% after Deductible	\$ 1,250
Outpatient Surgery	0% after Deductible	0% after Deductible	30% after Deductible
All Other Expenses	0% after Deductible	0% after Deductible	30% after Deductible
OUT OF POCKET LIMIT - Including Deductibles, Coinsurance, Office Visit Copays, and Prescription Copays			
Individual	\$4,500	\$4,500	\$ 6,000
Family	\$9,000	\$9,000	\$ 12,000
MENTAL NERVOUS & SUB ABUSE			
Outpatient Visits	\$40 Copay	\$40 Copay	
Inpatient Days	0% after Deductible	0% after Deductible	
PREVENTIVE/WEALTH/ROUTINE/EXAMS	0% Deductible Waived	0% Deductible Waived	0% Deductible Waived
PREScription DRUG CARD*			
Retail (30 Day Supply)		CVS and Mail order	
Generic		\$10.00	
Formulary Brand		\$35.00	
Non-Formulary Brand		\$50.00	
Specialty Drugs		Not Covered	

*Personal Importation Program Formulary: Certain Medications can be obtained internationally, from Canada. When medications are obtained this way, the cost to the Plan Participant is \$0 Copay. If the Plan Participant chooses *not* to participate in the PIP program and to fill prescriptions at a retail pharmacy the cost to the Plan Participant is 50% of the cost of the medication and will not apply to the maximum out-of-pocket amount as shown in the schedule of benefits. Specialty drugs are not covered under this plan. For more information on specialty drugs, please go to www.veracity-rx.com and complete the "Enrollment Form". Once completed, a VeracityRx Specialty team member will be in touch.

\$449,588

\$700,684

\$781,995

\$731,276

Medical Coverage

	KAUFER PERMANENTE		UnitedHealthcare		UnitedHealthcare		UnitedHealthcare	
	Kaiser Permanente SF Gold 100/250/100 SF Plan HMO - gold		UnitedHealthcare Choice Plus Open Access w/ Care Cash 100/250/100 (SF) HMO ACCESS POS - gold		UnitedHealthcare Choice Plus Open Access w/ Care Cash 100/250/100 (SF) HMO ACCESS POS - platinum		Aetna Gold Plus Open Access POS 100/250/100 (SF) HMO POS - gold	
Benefit Comparison	In Network	Out Of Network	In Network	Out Of Network	In Network	Out Of Network	In Network	Out Of Network
Deductible Individual	\$1,000	See SBC	\$1,000	\$5,000	\$1,000	\$5,000	\$1,000	\$0
Deductible Family	\$1,000	See SBC	\$2,000	\$10,000	\$2,000	\$10,000	\$2,000	\$0
Out-of-Pocket Max Individual	\$6,500	See SBC	\$4,000	\$15,000	\$7,500	\$15,000	\$7,000	\$0
Out-of-Pocket Max Family	\$17,000	See SBC	\$12,000	\$50,000	\$5,000	\$30,000	\$14,000	\$0
Coinsurance	20%	20%	0%	30%	0%	30%	20%	See SBC
Doctor Visit	\$30		\$25		\$25		\$35 per visit, ded waived	
Virtual Visit	Not Applicable		\$0		\$0		See SBC	
Specialty Visit	\$60		\$75		\$50		\$70 per visit, ded waived	
X-ray/Lab	Lab: No Charge / X-ray: \$60		X-ray: 30% after ded (ded: \$100 \$750 (ded: \$500))		X-ray: 30% after ded (ded: No 30% (ded: \$0))			
Imaging	\$100		\$50		\$50		\$70 per visit, ded waived	
Urgent Care	\$550		\$500		\$500		\$500 per visit after ded	
Hospital Stay	20% after ded		\$1250		\$0		20% after ded	
Prescription Drugs	\$10/\$40 after ded/\$60 after ded/25% after ded		\$10/\$40/\$150/\$300		\$10/\$40/\$150/\$300		\$20/\$60/\$110/25%	
Rx Deductible	See SBC		See SBC		See SBC		See SBC	
HSA	No		No		No		No	
Cost Comparison								
Expected Enrolling Employees (21)	25 employees		25 employees		25 employees		25 employees	
Employee Only (12)	\$1,208.60		\$1,492.91		\$1,809.47		\$2,103.61	
Employee & Spouse (4)	\$2,417.20		\$2,985.82		\$3,618.94		\$4,207.22	
Employee & Child (2)	\$2,235.91		\$1,761.88		\$3,347.52		\$3,893.08	
Employee & Family (7)	\$1,444.51		\$4,254.79		\$5,156.39		\$5,995.29	
Total Monthly Cost	\$62,726.39		\$66,186.49		\$78,863.37		\$91,822.59	
Employer Cost	\$15,102.10		\$19,161.50		\$22,418.50		\$26,301.25	
Employee Cost	\$33,647.89		\$16,103.99		\$16,364.87		\$16,512.34	
Total Annual Cost	\$633,064.68		\$781,085.88		\$947,800.44		\$1,101,871.08	
Perks								
Disability & Premium Admin Fee	N/A		N/A		N/A		N/A	
Max Employee Contribution	N/A		N/A		N/A		N/A	
Plan Documents	SBC		SBC Kaiser Permanente Plan Documents		SBC UnitedHealthcare Plan Documents		SBC Aetna Plan Documents	

Prepared For: City of Dawsonville, GA

Effective Date: 12/1/2025

MEDICAL SCHEDULE:

YOUR COSTS

	In Network Benefits	Out of Network
ANNUAL MAXIMUM	Unlimited	Unlimited
TRANSPLANT MAXIMUM	Unlimited	Unlimited
OFFICE VISIT COPAYMENT		
PCP	\$20 Copay	N/A
Specialist	\$40 Copay	N/A
Urgent Care	\$50 Copay	N/A
PLAN YEAR DEDUCTIBLE		
Individual	\$1,000	\$2,000
Family	\$2,000	\$6,000
EMERGENCY ROOM VISIT COPAYMENT		
Emergency Services in ER	\$500 Copay	\$500 Copay
COINSURANCE		
Hospital/Surgical	0% after Deductible	50% after Deductible
Outpatient Surgery	0% after Deductible	50% after Deductible
All Other Expenses	0% after Deductible	50% after Deductible
OUT OF POCKET LIMIT - Including Deductibles, Coinsurance, Office Visit Copays, and Prescription Copays		
Individual	\$4,500	\$12,000
Family	\$9,000	\$36,000
MENTAL NERVOUS & SUB ABUSE		
Outpatient Visits	\$40 Copay	50% after Deductible
Inpatient Days	0% after Deductible	50% after Deductible
PREVENTIVE/WELLNESS/ROUTINE/EXAMS	0% Deductible Waived	50% after Deductible
PRESCRIPTION DRUG CARD*		
Retail	(30 Day Supply)	
Generic		\$10.00
Formulary Brand		\$35.00
Non-Formulary Brand		\$50.00
Specialty Drugs		Not Covered

*Personal Importation Program Formulary: Certain Medications can be obtained internationally, from Canada. When medications are obtained this way, the cost to the Plan Participant is \$0 Copay. If the Plan Participant chooses *not* to participate in the PIP program and to fill prescriptions at a retail pharmacy the cost to the Plan Participant is 50% of the cost of the medication and will not apply to the maximum out-of-pocket amount as shown in the schedule of benefits. Specialty drugs are not covered under this plan. For more information on specialty drugs, please go to www.veracity-rx.com and complete the "Enrollment Form". Once completed, a VeracityRx Specialty team member will be in touch.

Robin Gazaway

From: Tim Taylor <ttaylor@benefitsupport.biz>
Sent: Monday, October 27, 2025 1:18 PM
To: Robin Gazaway
Cc: CMatthews@CMAAgency.com; landrews@benefitsupport.biz
Subject: Registered: City of Dawsonville
Attachments: 1225 City of Dawsonville 015.xls; Schedule of Benefits - City of Dawsonville, GA.xls

 REGISTERED EMAIL™ | CERTIFIED DELIVERY

This is a Registered Email™ message from Tim Taylor.

Good afternoon, Robin.

Attached you will find our proposal for your upcoming 12/1/25 renewal. It is based on the current benefits as attached, and utilization of the Health Partners and First Health PPO Networks. Network coverage does include Northeast Georgia Medical Center and Northside Hospital. Our Annualized Maximum Costs are coming in at +/- 2.7% above your current rates with Aetna.

Please let me know if you need anything else or have any questions.

Thanks!

Best Regards,



Timothy M. Taylor, Sr., HIA, MHP, RHU, MA
Licensed Counselor
Director of Marketing and Account Management/CIO
Benefit Support, Inc.

(770) 532-2690 x2270
(770) 534-7878 – Direct
(770) 532-2318 – Fax



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**DAWSONVILLE CITY COUNCIL
EXECUTIVE SUMMARY FOR
AGENDA ITEM # 14**

SUBJECT: **REQUEST FOR ROAD CLOSURES: 13TH ANNUAL DAWSONVILLE CHRISTMAS PARADE**

CITY COUNCIL MEETING DATE: **11/3/2025**

BUDGET INFORMATION: GL ACCOUNT # _____

☐ Funds Available from: _____ Annual Budget _____ Capital Budget Other _____

☐ Budget Amendment Request from Reserve: _____ Enterprise Fund _____ General Fund

PURPOSE FOR REQUEST:

TO REQUEST APPROVAL FOR ROAD CLOSURES TO ACCOMMODATE THE SET UP AND PROCESSION OF THE CHAMBER OF COMMERCE CHRISTMAS PARADE ON NOVEMBER 22ND FROM 1:00 PM - 5:00 PM:

- **SHOAL CREEK (STARTING AT DAWSON CO COURTHOUSE) TO TUCKER AVE**
 - **HIGHWAY 53 E TO MAIN ST**
 - **MAIN ST TO MEMORY LANE**
 - **PARADE WILL END ON ALLEN ST / ROBINSON ELEMENTARY**
-

HISTORY/ FACTS / ISSUES:

OPTIONS:

RECOMMENDED SAMPLE MOTION:

STAFF RECOMMENDS APPROVAL

REQUESTED BY: Jacob Evans, City Manager

L2600075



City of Dawsonville
415 Hwy 53 E, Suite 100
Dawsonville, GA 30534
Phone (706)265-3256
Fax # (706)265-4214
Email: permit.tech@dawsonville-ga.gov

Permit Application for:
Parades, Public Assemblies,
Demonstrations, and Rallies
in Public Places

Permit Fee: ☒ Nonprofit: \$50.00 ☐ For-Profit: \$100.00

A completed application with Permit Fee must be received a minimum of 15 days prior to event.

* Events with alcohol or food Require additional forms & time to process

* ALL Road Closures must be approved by CC (3 hours or over)

- Name of Event: 13th Annual Dawsonville Christmas Parade ☒ PARADE ☐ RALLY ☐ OTHER _____
- Location of Event: Downtown Dawsonville / City Hall ☐ PUBLIC DEMONSTRATION
- Date(s) of Event: November 22nd, 2025 ☐ PUBLIC ASSEMBLY
Time of Event: Start: 4 a.m./p.m. ☒ End: 5 a.m./p.m. ☒ ROAD CLOSING 3 Hrs.
☐ NON-PROFIT (please provide 501 (c)(3) Information) ☐ PROFIT
- Provide information listed below for the main contact person responsible for the organization of this event:

Name: <u>Anna Graefen</u>	Title: <u>Director of Marketing & Events</u>
Organization: <u>Dawson County Chamber</u>	Telephone #: <u>706-265-6278</u>
Email Address: [REDACTED]	Cell Phone #: [REDACTED]
Address: <u>44 Commerce Dr</u> City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>	

- Provide information listed below for any key personnel involved in coordinating this event. Also, provide information listed below on each officer of the club, organization, corporation, or partnership requesting this event. Attach a separate sheet if necessary.

Name: <u>Mandy Power</u>	Title: <u>President & CEO</u>
Organization: <u>Dawson County Chamber</u>	Telephone #: <u>706-265-6278</u>
E-Mail Address: [REDACTED]	
Address: <u>44 Commerce Dr</u> City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>	

Name: <u>Jessica Grigsby</u>	Title: <u>Membership Director</u>
Organization: <u>Dawson County Chamber</u>	Telephone #: <u>706-265-6278</u>
E-Mail Address: [REDACTED]	
Address: <u>44 Commerce Dr</u> City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>	

What participation, if any, have you arranged from Dawson County Emergency Services? None

What participation, if any, have you arranged from the Dawson County Sheriff Department? _____

Traffic Control Support

What participation, if any, have you arranged from the Dawsonville History Museum (GRHOF)? _____

NONE

What participation, if any, have you arranged from the Environmental Health? (Any food service requires inspection from the health department.) NONE

Insurance Requirements: (circle that apply)

Sec. 10-25(c) "An applicant for a permit under this ordinance shall obtain liability insurance from an insurer licensed in the State of Georgia for a special event, parade, public assembly, demonstration, rally, footrace, fun run, bicycle race or filming in a public place if one or more of the following criteria exists:"

- (1) The use, participation, exhibition, or showing of live animals;
- (2) The use, participation, exhibition, or showing of automobiles of any size or description, motorcycles, tractors, bicycles, or similar conveyances;
- (3) The use of a stage, platform, bleachers or grandstands that will be erected for the event;
- (4) The use of inflatable apparatus used for jumping, bouncing or similar activities;
- (5) A special event, parade, demonstration, rally, road closing, or other such activity, for which primary attendance (that is, attendance primarily for said special event, parade, demonstration, rally, road closing, or other such activity, and not attendance which is the result of another event) is reasonably expected to meet or exceed one hundred (100) persons;
- (6) The use of roller coasters, bungee jumping or similar activities;
- (7) The use of vendors or concessions; or
- (8) The use of public streets and rights of way. (Required for public street closure or making certain areas exclusively available to the applicant like Main Street Park, City Hall parking lot etc.)

Any applicant required to provide insurance in accord with this section shall provide the City of Dawsonville with a copy of the Certificate of Insurance from an insurer authorized and licensed by the State of Georgia. The City of Dawsonville shall be added as an additional named insured party for the event on the Certificate of Insurance by the carrier. The minimum policy limits shall be \$1,000,000 (one million) per incident and \$2,000,000 (two million) aggregate for the entire event. All cost for insurance and naming the City of Dawsonville as an additional named insured party shall be borne solely by the applicant. Such insurance shall protect the City of Dawsonville from any and all claims for damages to property and/ or bodily injury or death.

Is the Certificate of Liability Insurance attached? ☒ Yes ☐ No ☐ Not applicable to this event

Additional information/comments about liability insurance: _____

Additional information/comments about this application: Parade will be in conjunction with the City of Dawsonville Tree lighting

6. Expected number of participants: 50-60
7. Physical description of materials to be distributed: N/A
8. How do participants expect to interact with public? Parade
9. Route of event: (attach a detailed map of the route) See Attached

9.a. Number and type of units in parade: 50-60 floats, cars, & walking groups

9.b. Size of the parade: 50-60 entries

10. Will any part of this Event take place outside the City Limits of Dawsonville? No

If YES, do you have a permit for the event from Dawson County? _____ Date Issued: _____ * Attach Copy

11. Do you anticipate any unusual problems concerning either police protection or traffic congestion as a consequence of the event? _____ If YES, please explain in detail: _____

12. If road closures are needed, which roads do you anticipate closing and for how long would each be closed? Shoal Creek Rd between Tucker Ave & Perimeter Rd - 3hrs (set up until parade starts)

Rolling Stop Hwy 53, Memory Ln & part of Allen St (when parade starts thru end, Allen St - may be longer for safety)

13. List all Prior parades or public assemblies, demonstrations, or rallies in a public place within the city limits of

Dawsonville for which you obtained a permit in the last 12 months: (Include dates (month/year) – attach separate sheet, if necessary).

12th Annual Christmas Parade - November 23, 2024

Details: Please outline what your event will involve: (number of people – life safety issues – vendors – cooking – tents – rides – handicap parking – egress) attach separate sheet if necessary. Also in event outline please include setup, teardown and clean up.

Please attach a Detailed Route, Lay Out and Site plan.

What participation, if any, do you expect from the City of Dawsonville? None

APPLICANT'S SIGNATURE FOR THE PERMIT APPLICATION; RELEASE & WAIVER OF LIABILITY; AND AGREEMENT FOR FINANCIAL RESPONSIBILITY. PRIOR TO SIGNING, PLEASE READ THE FOLLOWING OR HAVE IT READ TO YOU:

APPLICATION:

OATH: I hereby swear and affirm that the information provided within this application for parade, public assembly, demonstration, or rally is true and correct to the best of my knowledge. In addition, I agree to abide by all regulations of the ordinance and to advise all participants of the conditions of the permit.

RELEASE & WAIVER OF LIABILITY:

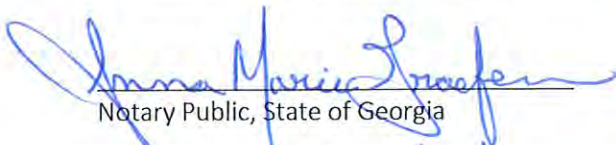
The permit holder shall indemnify and hold the City of Dawsonville, Georgia harmless from any claim, demand, or cause of action that may arise from activities associated with the event, including attorney's fees. I acknowledge that I understand this Release, and I hereby agree for myself and on behalf of the Applicant to indemnify and hold harmless the City of Dawsonville, Georgia and its agents, officers, and employees, individually and jointly, from and against any claim for injury (including, but not limited to, personal injury and property damage), loss, inconvenience, or damage suffered or sustained by any individual, including, but not limited to, business owners, patrons, participants of the parade, public assembly, demonstration, or rally, and spectators participating in and/or occurring during the event, unless the claim for injury is caused by intentional misconduct of an individual, agent, officer, or employee of the City of Dawsonville.

AGREEMENT FOR FINANCIAL RESPONSIBILITY:

The undersigned agrees to be solely responsible for cleaning affected areas littered during the activity, provide sufficient parking and storage areas for motor vehicles, provide temporary toilet facilities, and provide other similar special and extraordinary items deemed necessary for the permitted activity by the City of Dawsonville to keep the area of the event safe and sanitary. In no event shall the City of Dawsonville, Georgia requires individuals, organizations or groups of persons to provide personnel for normal governmental functions, such as traffic control, police protection, or other expenses associated with the maintenance of public order. If additional requirements are placed on applicants in accordance with this subsection, and those requirements are not met despite assurances by the applicant, then failure to comply with the aforementioned requirements shall be grounds for revocation of the issued permit and/or denial of any subsequent permit requested by the applicant. The City of Dawsonville, Georgia shall be entitled to recover from the applicant the sums expended by the City of Dawsonville, Georgia for extraordinary expenses agreed to but not provided by the applicant.

I further understand that false statements or omission within the application may result in the denial or disqualification of application.

Sworn to and subscribed before me
this _____ day of _____ 2025


Notary Public, State of Georgia

My Commission Expires: 3/03/2029

Mandy Power
Applicant's Printed Name


Applicant's Signature

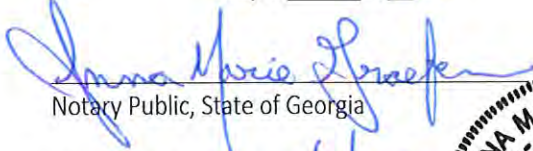


APPLICANT'S SIGNATURE FOR CERTIFICATION AND ACKNOWLEDGEMENT OF ROAD CLOSURE(S), TRASH CLEANUP, PARKING PROVISIONS AND PROVIDING TOILET FACILITIES. PRIOR TO SIGNING, PLEASE READ THE FOLLOWING OR HAVE IT READ TO YOU:

ROAD CLOSURES:

Applicant certifies and acknowledges that any road closures scheduled as part of an event will only take place during the time designated for the road closure and that the applicant will not arrive early, fail to clean up or fail to leave promptly after the event so as to interfere with the normal flow of traffic.

Sworn to and subscribed before me
this _____ day of _____ 2025


Notary Public, State of Georgia

My Commission Expires: 3/3/2029



Mandy Power

Applicant's Printed Name

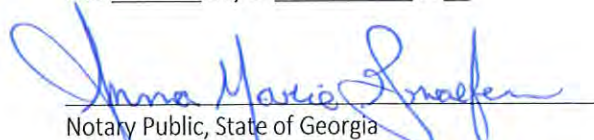

Applicant's Signature

TRASH CLEANUP, PARKING PROVISION AND TOILET FACILITIES:

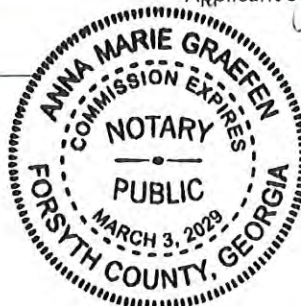
The applicant shall be responsible for trash cleanup of affected areas littered during the activity and the provision of temporary toilet facilities, as needed.

Based upon review of the application, the city may require that the applicant be responsible for trash cleanup of affected areas littered during the activity for which a permit is sought, the provision of sufficient parking and storage areas for a large influx of motor vehicles occasioned by the permitted activity, provision of temporary toilet facilities, and other similar special and extraordinary items determined to be necessary for the permitted activity based upon the application's contents. In no event shall the city require individuals, organizations or groups of persons to provide personnel for normal governmental functions, such as traffic control, police protection, or other expenses associated with the maintenance of public order. If additional requirements are placed on applicants in accordance with this subsection, and those requirements are not met despite assurances by the applicant, then failure to comply with the aforementioned requirements shall be grounds for revocation of the issued permit and/or denial of any subsequent permit requested by the applicant. The city shall be entitled to recover against the applicant the sums expended by the city for those extraordinary expenses agreed to but not provided by the applicant.

Sworn to and subscribed before me
This _____ day of _____ 20____


Notary Public, State of Georgia

My Commission Expires 3/3/2029



Mandy Power

Applicant's Printed Name


Applicant's Signature



City of Dawsonville
415 Hwy 53 E, Suite 100
Dawsonville, GA 30534
Phone (706)265-3256
Fax # (706)265-4214

Permit Application for:
Parades, Public Assemblies,
Demonstrations, and Rallies in Public Places
(Dawson County Emergency Services)

Emergency Services: Please complete this sheet and return it to the City of Dawsonville.

Name of Event: 13th Annual Dawsonville Christmas Parade Date(s) of Event: 11/22/2025

Any anticipated problems with proposed route? _____

Any anticipated problems with the designated location for participants to assemble? _____

How many personnel will be required for this event? _____

Estimated cost for personnel: _____

Number and type of vehicles required: _____

Type of procedures or equipment needed for the health and safety needs of the participants and the viewing public: _____

Estimated cost for equipment: _____

Additional comments/concerns: _____

EMERGENCY SERVICES

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____



City of Dawsonville
415 Hwy 53 E, Suite 100
Dawsonville, GA 30534
Phone (706)265-3256
Fax # (706)265-4214

Permit Application for:
Parades, Public Assemblies,
Demonstrations, and Rallies in Public Places
(Dawson County Sheriff Department)

Sheriff Department: Please complete this sheet and return it to the City of Dawsonville.

Name of Event: 13th Annual Dawsonville Christmas Parade Date(s) of Event: 11/22/2025

Any anticipated problems with proposed route? _____

Any anticipated problems with the designated location for participants to assemble? _____

How many officers will be required for this event? _____

Estimated cost for officers: _____

Number of vehicles required: _____

Type of procedures or equipment needed for the health and safety needs of the participants and the viewing public: _____

Estimated cost for equipment: _____

Additional comments/concerns/recommendations: _____

SHERIFF DEPARTMENT: (ALSO PROVIDE A WRITTEN STATEMENT FOR EVENTS ON DOT ROADS/ROW'S)

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____



City of Dawsonville
415 Hwy 53 E, Suite 100
Dawsonville, GA 30534
Phone (706)265-3256
Fax # (706)265-4214

Permit Application for:
Parades, Public Assemblies,
Demonstrations, and Rallies in Public Places
(Public Works – Environmental Health)

Name of Event: 13th Annual Dawsonville Christmas Parade Date(s) of Event: 11/22/2025

PUBLIC WORKS:

Additional comments/concerns/recommendations: _____

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____

CITY MANGER:

Additional comments/concerns/recommendations: _____

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____



City of Dawsonville
415 Hwy 53 E, Suite 100
Dawsonville, GA 30534
Phone (706)265-3256
Fax # (706)265-4214

Permit Application for:
Parades, Public Assemblies,
Demonstrations, and Rallies in Public Places
(Public Works – Environmental Health)

Name of Event: 13th Annual Dawsonville Christmas Parade Date(s) of Event: 11/22/2025

DAWSONVILLE HISTORY MUSEUM (GRHOF):

Additional comments/concerns/recommendations: _____

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____

ENVIRONMENTAL HEALTH:

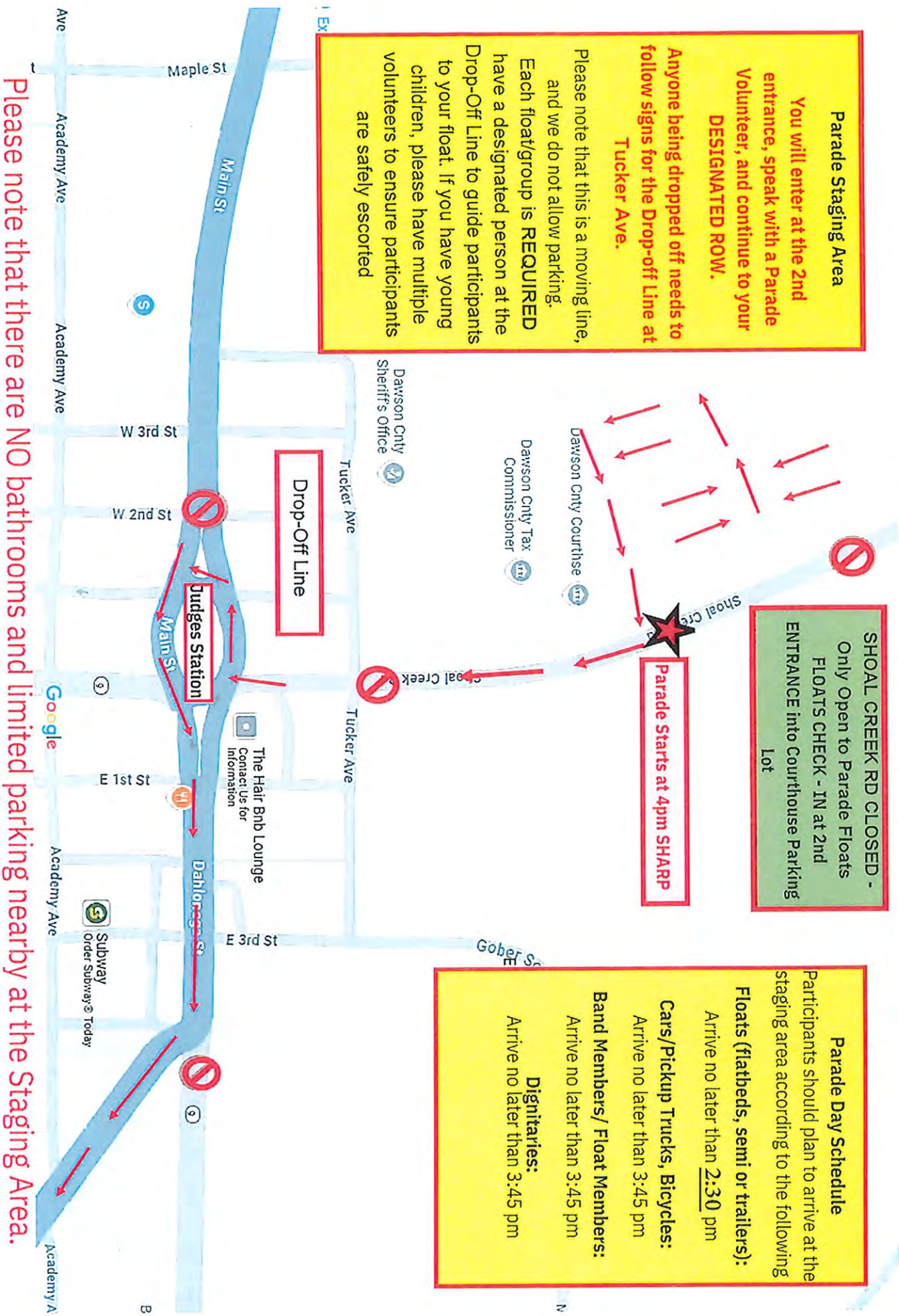
Additional comments/concerns/recommendations: _____

APPROVED: ☐ YES ☐ NO

By: _____ Date: _____

Parade Start and Beginning Route

Dawson County Sheriff's Department will be present



Parade Ending Route

Dawson County Sheriff's Department will be present

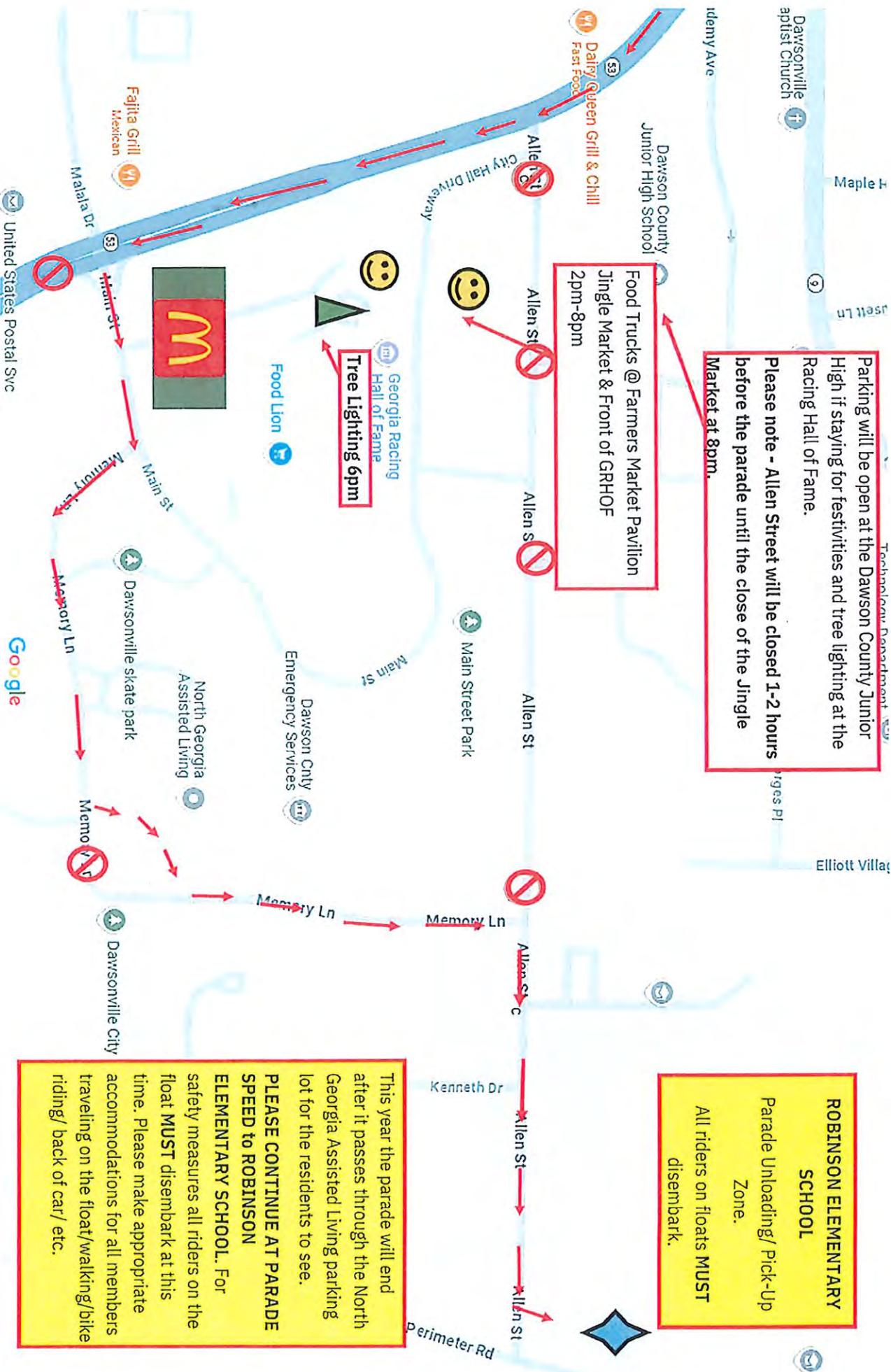
Parking will be open at the Dawson County Junior High if staying for festivities and tree lighting at the Racing Hall of Fame.

Please note - Allen Street will be closed 1-2 hours before the parade until the close of the Jingle Market at 8pm.

Food Trucks @ Farmers Market Pavilion
Jingle Market & Front of GRHOF
2pm-8pm

ROBINSON ELEMENTARY SCHOOL
Parade Unloading/ Pick-Up Zone.
All riders on floats **MUST** disembark.

This year the parade will end after it passes through the North Georgia Assisted Living parking lot for the residents to see.
PLEASE CONTINUE AT PARADE SPEED to ROBINSON ELEMENTARY SCHOOL. For safety measures all riders on the float **MUST** disembark at this time. Please make appropriate accommodations for all members traveling on the float/walking/bike riding/ back of car/ etc.





Drop-off Line:

If you have participants riding on a float/ in a group, they must be dropped off at this location.

Anyone being dropped off needs to follow signs for the Drop-off Line. **Please note that this is a moving line, and we do not allow parking.** *If someone is wishing to park, they will need to park nearby (Tucker Ave has limited parking in the dirt parking lot and it fills up fast.)

Each float/group is **REQUIRED** to have a designated person stationed at Drop-Off to assist participants and direct them where to walk to meet their float.

Candy &

Promotional Items:

When throwing out items be sure to throw them far enough off of the road, so it is safe for spectators to pick up. Save candy for the end or bring extra.

Parade Starts at 4pm SHARP