



**City of Flowery Branch
City Council Meeting
Thursday, January 06, 2022, 6:00 PM
City of Flowery Branch City Hall
5410 West Pine Street, Flowery Branch, GA 30542**



CALL TO ORDER ORGANIZATIONAL MEETING:

PLEDGE OF ALLEGIANCE:

ADMINISTER OATHS

- Administer Oath to Mayor Edward Asbridge
- Administer Oath to Councilman Oliver McClellan
- Administer Oath to Councilman William McDaniel

ELECTION OF MAYOR PRO-TEM

ADJOURN ORGANIZATIONAL MEETING

EXECUTIVE SESSION:

CALL WORK SESSION TO ORDER:

PUBLIC HEARING:

- Public hearing and first read of ordinances 625-630, a request from Stark Land Development for the rezoning of six (6) parcels of land totaling 118 +/- acres of land from M-1 (Light Industrial) to R3 (Residential Multi-Family).
[20085 - 500 Site Plan-Conceptual Land Plan 02102021\[36677\] BOTH PHASES.pdf](#)
- Public hearing for the rezoning application submitted by NNP-Looper Lake, LLC. to rezone tax parcel 15047 000885 from Planned Unit Development (PUD) to Planned Unit Development (PUD) with modified conditions.
- Public hearing for ordinance 659, a variance request from the requirements set forth in the City of Flowery Branch Zoning Ordinance;
Article 10, Development Requirements and Guidelines section 10.9 (f):
Convenience stores shall locate gas pumps behind the principal structure in order to effectively screen the pumps from view of the street.

[Variance Application FILLED OUT \(1\).pdf](#)
[Survey .pdf](#)

UNFINISHED BUSINESS - WORK SESSION:**NEW BUSINESS -WORK SESSION:**

- Public hearing and first read of ordinances 625-630, a request from Stark Land Development for the rezoning of six (6) parcels of land totaling 118 +/- acres of land from M-1 (Light Industrial) to R3 (Residential Multi-Family).
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- Public hearing for ordinance 659, a variance request from the requirements set forth in the City of Flowery Branch Zoning Ordinance;
Article 10, Development Requirements and Guidelines section 10.9 (f):
Convenience stores shall locate gas pumps behind the principal structure in order to effectively screen the pumps from view of the street.

[Variance Application FILLED OUT \(1\).pdf](#)
[Survey .pdf](#)
- Consider Resolution 21-022 - To Change Signor on All Bank Accounts with the Election of New Mayor
[Executive Summary Resolution 21-022.pdf](#)
[Resolution 21-022.pdf](#)
- Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.
[Grocery Express New Alcohol License Application.doc](#)
[Grocery Express New Alcohol License Application.doc](#)

DEPARTMENT REPORTS: -

- a. City Manager Report
- b. City Clerk Report
- c. Finance Director Report
- d. Planning Department Report
- e. Police Report
- f. Attorney Report
- g. Council Report

ADJOURNMENT WORK SESSION:**VOTING SESSION AGENDA****CALL VOTING SESSION TO ORDER:****PUBLIC COMMENTS:** - Please limit to two minutes**CONSENT AGENDA:**

- Consider December 16, 2021 Council Meeting Minutes

[Council Meeting Minutes December 16, 2021.pdf](#)

- Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.
[Grocery Express New Alcohol License Application.doc](#)
[Grocery Express New Alcohol License Application.doc](#)

UNFINISHED BUSINESS - VOTING SESSION:

NEW BUSINESS - VOTING SESSION:

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ADJOURNMENT:

If you have a disability or impairment and need special assistance please contact the City Clerk prior to the meeting at 770-967-6371 - Meeting agenda is subject to change



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Administer Oath to Mayor Edward Asbridge

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

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FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Administer Oath to Councilman Oliver McClellan

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

OPTIONS:

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Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

•



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Administer Oath to Councilman William McDaniel

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

OPTIONS:

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Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

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FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



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HISTORY:

FACTS AND ISSUES:

OPTIONS:

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No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve as submitted and conditioned.

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

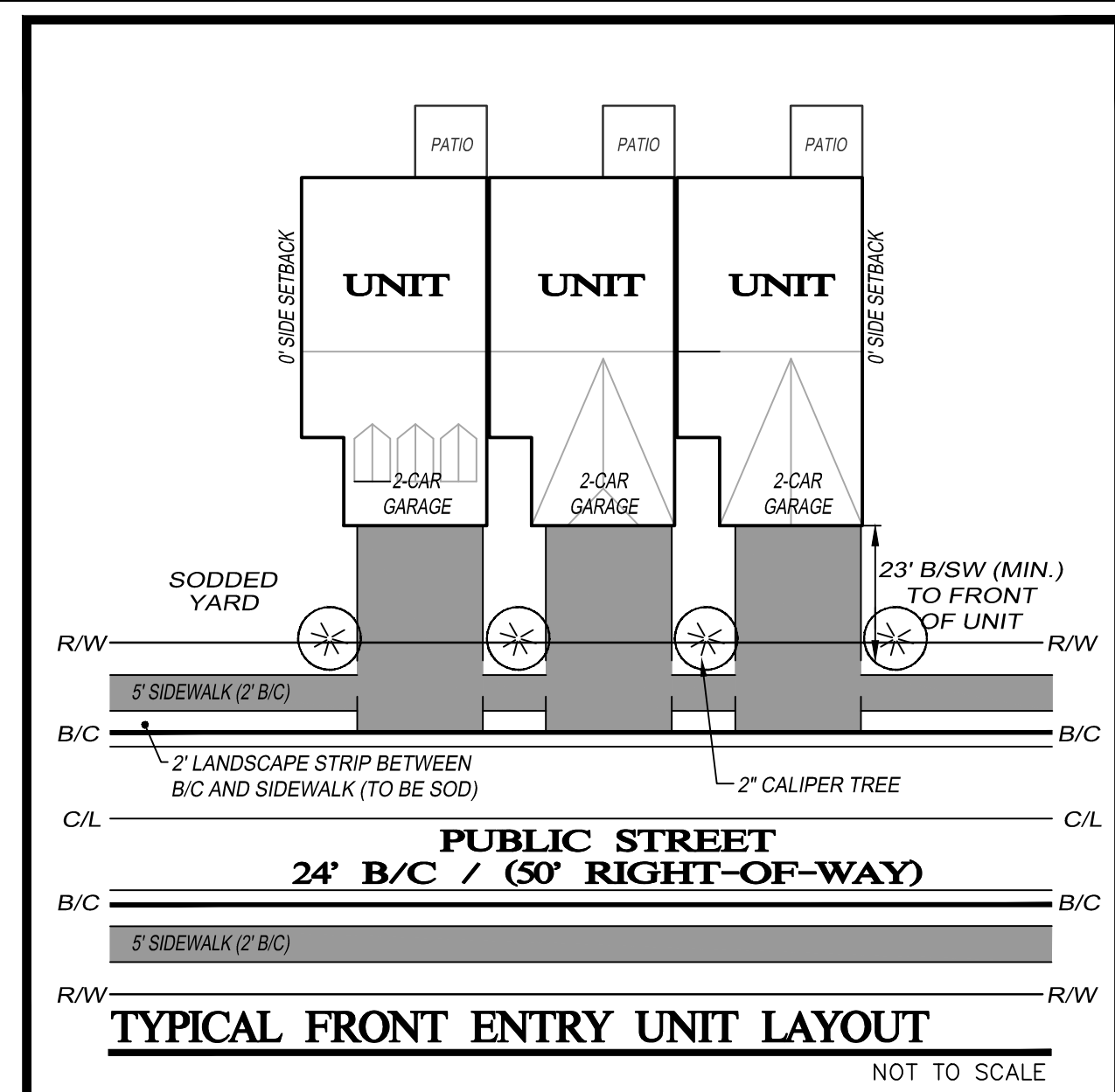
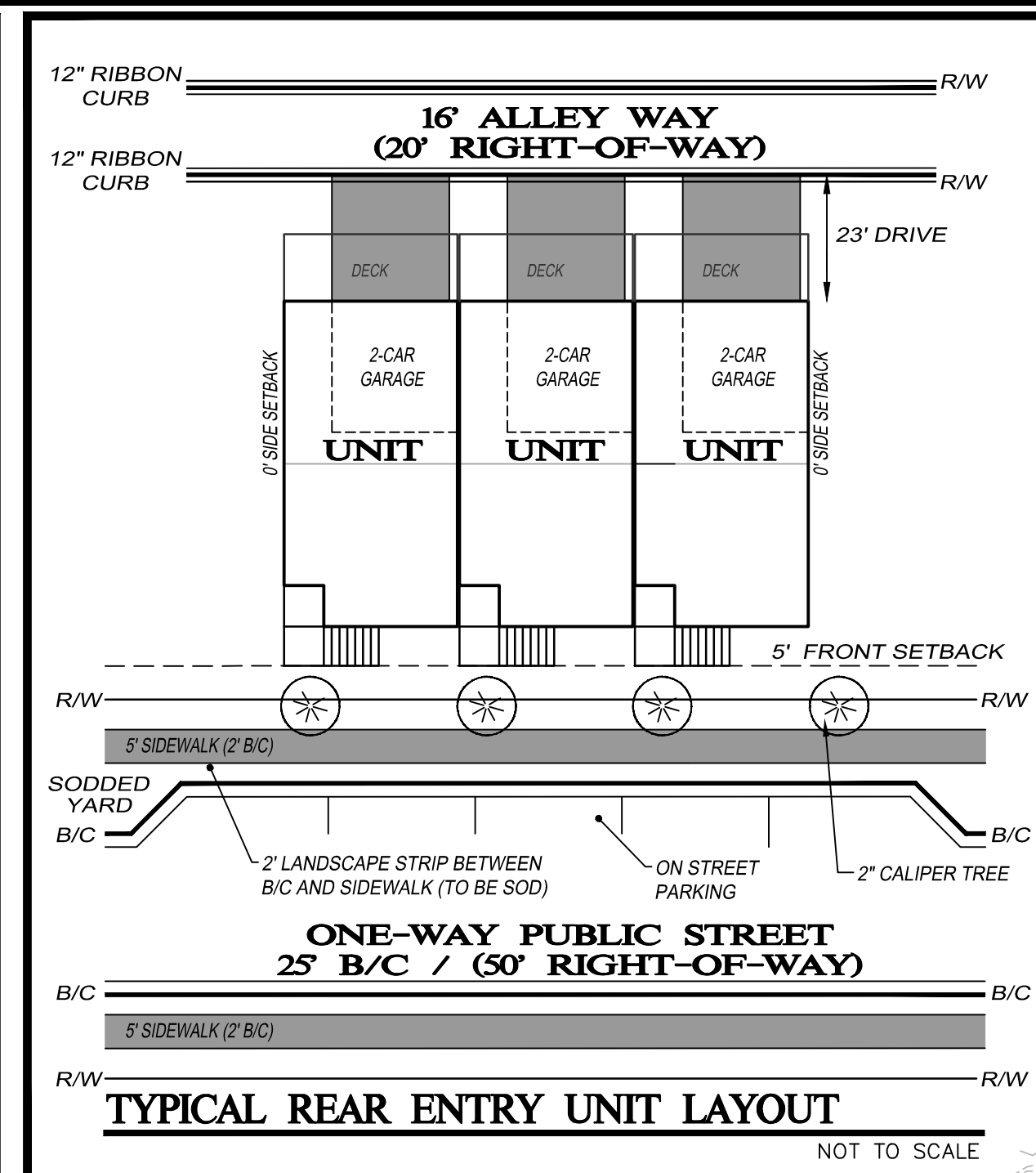
DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

- [20085 - 500 Site Plan-Conceptual Land Plan 02102021\[36677\] BOTH PHASES.pdf](#)

1. EXISTING BOUNDARY ACRES: ±117,962 ACRES
2. TAX PARCEL: 08117 002008A, 08117 002016D, 08117 002016B, 08117 002061, 08117 002001 and M134 000006
3. EXISTING ZONING: M1
4. PROPOSED ZONING: R3
5. PHASE 1 DEVELOPMENT SUMMARY:
 - BOUNDARY ACRES: ±48.156 ACRES
 - TOTAL No. PROPOSED SINGLE-FAMILY DETACHED LOTS: 49
 - TOTAL No. PROPOSED TOWNHOME UNITS: 140
 - GROSS DENSITY: 3.92 LOTS/ACRE
 - NET DENSITY: 4.19 LOTS/ACRE (±6.17 AC. FLOODPLAIN)
 - OPEN SPACE/Common Area PROVIDED = ±19 AC. (39%)
 - TOTAL LENGTH OF STREETS: ±5,850 L.F.
6. PHASE 2 DEVELOPMENT SUMMARY:
 - BOUNDARY ACRES: ±69,806 ACRES
 - TOTAL No. PROPOSED SINGLE-FAMILY DETACHED LOTS: 138 (LOT #S 100-237)
 - GROSS/NET DENSITY: 1.97 LOTS/ACRE
 - OPEN SPACE/Common Area PROVIDED = ±34 AC. (49%)
 - TOTAL LENGTH OF STREETS: ±6,775 L.F.
7. MINIMUM SINGLE-FAMILY DETACHED LOT SIZE: (SEE TYPICAL LOT DETAIL)
8. PROPOSED SETBACKS SINGLE-FAMILY DETACHED:
 - FRONT - 20'
 - REAR - 25'
 - SIDE - 5'
12. BOUNDARY INFORMATION BASED ON SURVEY PROVIDED BY CLIENT.
 - 13. A PORTION OF THE SUBJECT PROPERTY IS LOCATED WITHIN A FLOOD HAZARD AREA AS PER CITY OF FLOWERY BRANCH F.I.R.M. COMMUNITY PANEL NO. 13139C0291G, DATED APRIL 4, 2018.
14. TOPOGRAPHIC AND UTILITY INFORMATION BASED ON HALL COUNTY GIS. DATUM IS MEAN SEA LEVEL.
15. WATER AND SANITARY SEWER SERVICE TO BE PROVIDED BY THE CITY OF FLOWERY BRANCH.
16. ALL PROPOSED UTILITIES SHALL BE UNDERGROUND.
17. SITE PLAN IS CONCEPTUAL IN NATURE AND IS SUBJECT TO CHANGE BASED ON ACTUAL FIELD CONDITIONS.



DEVELOPMENT SUMMARY

- EXISTING BOUNDARY ACREAGE: ±117.962 ACRES
- TAX PARCEL: 08117 00200A, 08117 00201B, 08117 00201C, 08117 00201D, 08117 00201E, 08117 00201F and 08134 000006
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PHASE 1 DEVELOPMENT

PHASE 2 DEVELOPMENT

PHASE 3 DEVELOPMENT

COMPASS POINT PHASE 2-C COMMON AREA

PROPOSED GREEN ISLANDS (TYP.)

PROPOSED GREEN SPACE

PROPOSED STORMWATER MANAGEMENT AREAS

PROPOSED ENTRY UNIT 22' x 55' FOOTPRINT

PROPOSED REAR ENTRY UNIT 22' x 55' FOOTPRINT

PROPOSED FRONT ENTRY UNIT 24' x 50' FOOTPRINT

PROPOSED PHASE II SEWER ACCESS

PROPOSED PHASE 2 ENTRANCE

PHASE 1 TYPICAL LOT LAYOUT N.T.S.

PHASE 2 TYPICAL LOT LAYOUT N.T.S.

R-3 BUFFER REDUCTIONS:

- REMOVE 40' NATURAL BUFFER ADJACENT TO PARCELS'S 08117 002016E, 08117 002050, 08117 002051, 08117 002052, 08117 002053.

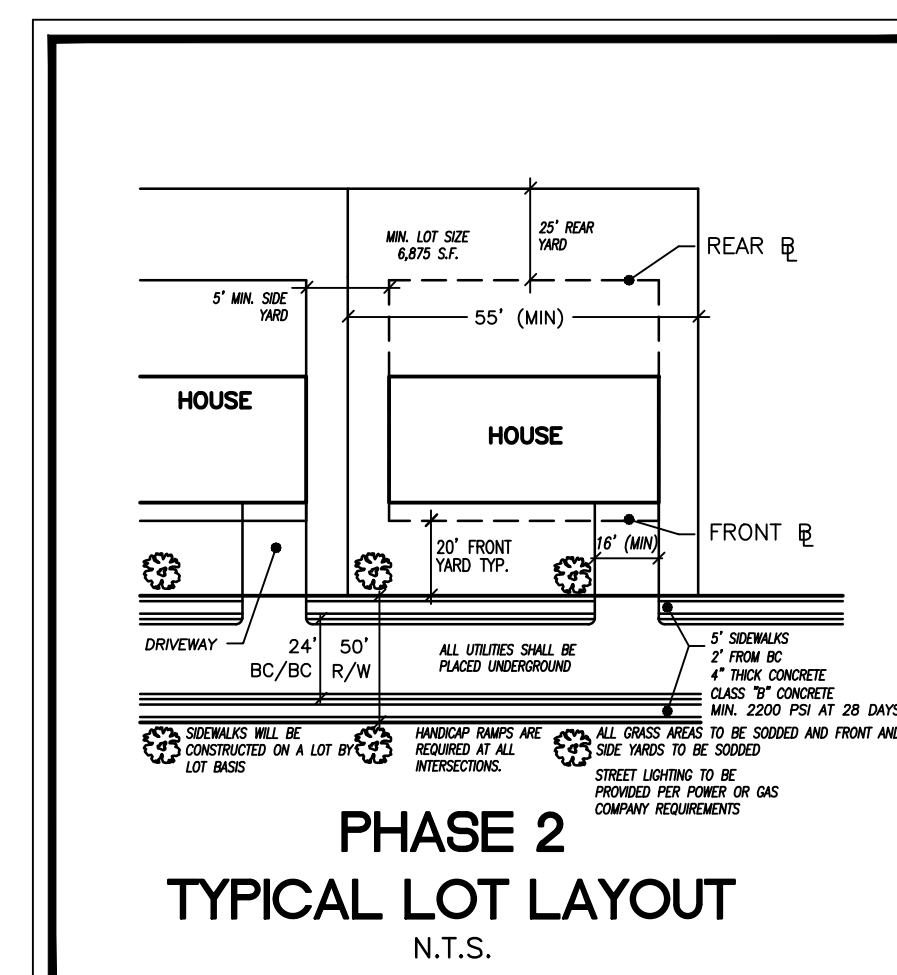
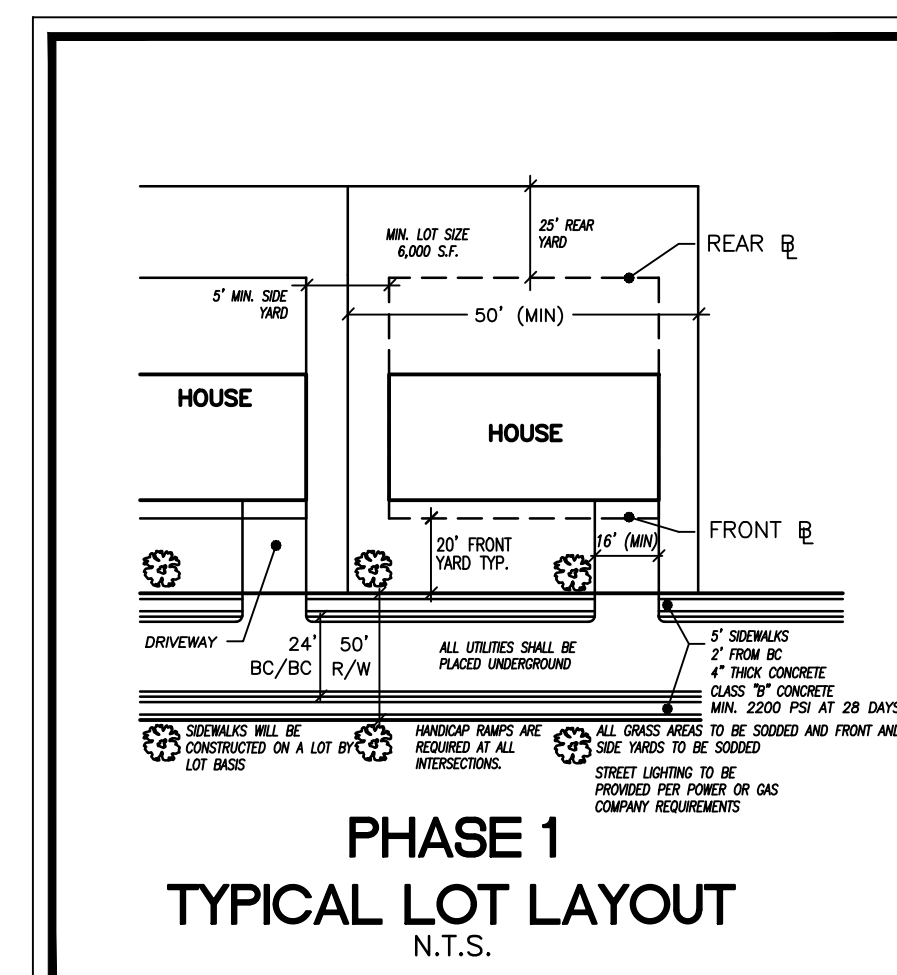
R-3 VARIANCE REQUESTED:

- BUILDING SETBACKS PER TYPICAL SINGLE-FAMILY DETACHED LOT LAYOUTS.
- NO MINIMUM SETBACKS REQUIRED FOR TOWNHOMES. TOWNHOMES PER TYPICAL LAYOUT DETAIL PROVIDED.

VICINITY MAP - N.T.S.

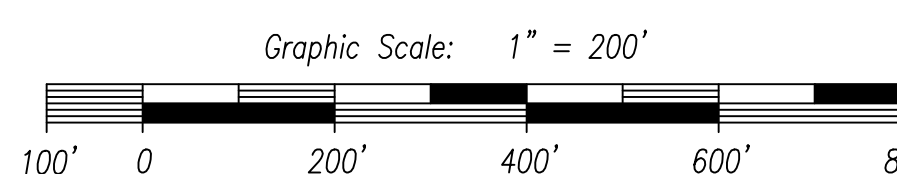
Graphic Scale: 1" = 200'

100' 0 200' 400' 600' 800'



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08117 002050, 08117 002051, 08117 002052, 08117 002053.

1. BUILDING SETBACKS PER TYPICAL SINGLE-FAMILY DETACHED LOT LAYOUTS.
2. NO MINIMUM SETBACKS REQUIRED FOR TOWNHOMES. TOWNHOMES PER TYPICAL LAYOUT DETAIL PROVIDED.

[illegible]



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Public hearing for the rezoning application submitted by NNP-Looper Lake, LLC. to rezone tax parcel 15047 000885 from Planned Unit Development (PUD) to Planned Unit Development (PUD) with modified conditions.

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

This is a proposal to alter an approved PUD zoned project (Sterling on the Lake) by rezoning said project from PUD to PUD with modified conditions of zoning. The ordinances were originally approved as 239 and 240. Each additional request to alter the original approval retains the original ordinance number adding letters alphabetically to ease in the tracking of this project and its many changes over the years. The ordinances will be 239-L & 240-L.

FACTS AND ISSUES:

This is a proposal to alter the approved Sterling on the Lake subdivision by rezoning said project from PUD to PUD with modified conditions of zoning. The proposed modification would decrease the size of the current commercial/retail portion from 12+/- acres to 4 +/- acres allowing for the construction of 65 townhomes on the approximate 8 acre tract.

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Applicant requests the public hearing be tabled until the January 20, 2022 City Council meeting.

SAMPLE MOTION:

No vote at this time.

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

-



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Public hearing for ordinance 659, a variance request from the requirements set forth in the City of Flowery Branch Zoning Ordinance;
Article 10, Development Requirements and Guidelines section 10.9 (f):
Convenience stores shall locate gas pumps behind the principal structure in order to effectively screen the pumps from view of the street.

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

The proposed variance is scheduled as follows:

Public hearing - January 20

Work session (if requested) - February 3

First vote- February 17

Work session (if requested) March 3

Second vote - March 17

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Staff requests the variance application public hearing be tabled until the January 20, 2022 City Council meeting.

SAMPLE MOTION:

No vote at this time.

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

- [Variance Application FILLED OUT \(1\).pdf](#)
- [Survey .pdf](#)



VARIANCE APPLICATION

Address of Request:

0 McEver Road, Flowery Branch GA 30542 - Parcel # 08140 000215

Type of Variance Requested

Complete requirements for variances can be found in the Flowery Branch Code of Ordinances; Appendix C, "Zoning Ordinance", Article 37;

Please verify all the requirements of the Flowery Branch Code of Ordinances; Appendix C, "Zoning Ordinance", Article 37, section 37.5 are being met. Explain below:

Requirements under Sec 37.5 have been met; request is in harmony with the purpose and intent of the ordinance and will not be injurious to the surrounding neighborhood or the general welfare

Applicant: STEVE KELLY KELLY FAMILY INVESTMENTS LLC

Address: 14260 SADDLESPRINGS LN MILTON GA 30004

E-mail address: KELLYSR6@BELLSOUTH.NET

Phone number: 404-202-1494

Signature: SKelly

Notary Seal:

LP

Lori Paige Garner
NOTARY PUBLIC
Gwinnett County, GA
My commission expires on
February 14, 2022



Property owner information (if different than the applicant)

Property owner (please print):

STEVE KELLY

KELLY FAMILY
INVESTMENTS LLC

Signature of property owner:

SKelly

Notary Seal:

LPK

Lori Paige Garner
NOTARY PUBLIC
Gwinnett County, GA
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Please provide the following at time of submittal:

- Payment of \$325.00
- Legal description – one hard copy and on a flash drive
- Current survey of property – one hard copy and on a flash drive
- Site plan – one hard copy and on a flash drive
- Detailed description of request
- Conflict of interest disclosure (attached)
- Disclosure of campaign contributions (attached)



Conflict of Interest Disclosure

Identify all members of the City Council of the City of Flowery Branch and Employees of the City of Flowery Branch Community Development Department who

Have a property interest in the real property affected by this request

none

Have a financial interest (direct ownership interest) of the total assets or capital stock of a business entity where such ownership interest is more than 10% in any business entity which has a property interest in the real property affected by this request

none

Have a member of the family (spouse, mother, father, brother, sister, son or daughter) having a property financial interest as herein defined, in the real property affected by this request

none

Disclosure of Campaign Contributions

List below the names of local government officials of the City of Flowery Branch to whom campaign contributions were made, within two (2) years immediately preceding the filing of this application, which campaign contributions total \$250.00 or more or to whom gifts were made having a total value of \$250.00 or more.

Elected Officials Name

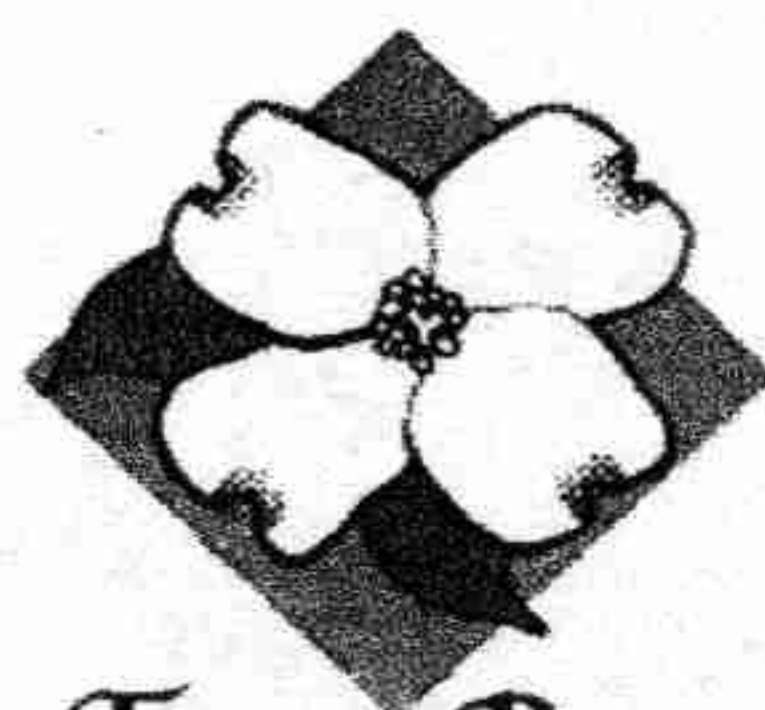
Amount of Description of Gift

n/a

N/A

n/a

N/A



Flowery Branch



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Public hearing and first read of ordinances 625-630, a request from Stark Land Development for the rezoning of six (6) parcels of land totaling 118 +/- acres of land from M-1 (Light Industrial) to R3 (Residential Multi-Family).

COUNCIL MEETING DATE: January 6, 2022

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AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve as submitted and conditioned.

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

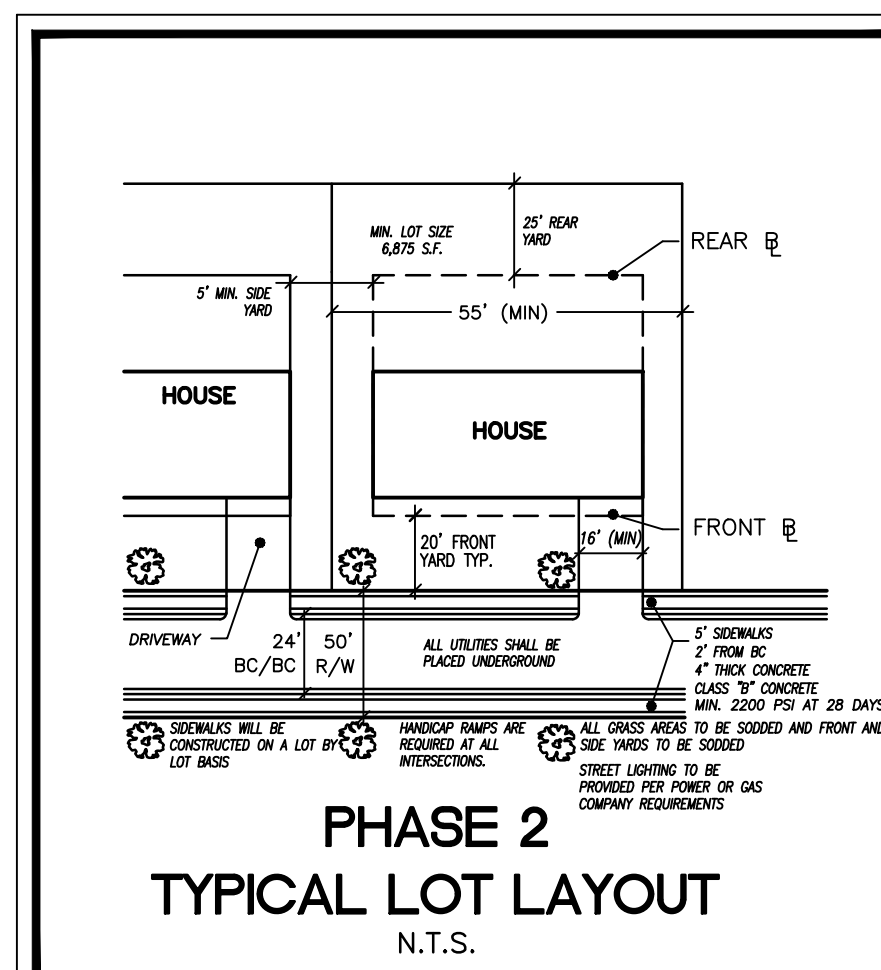
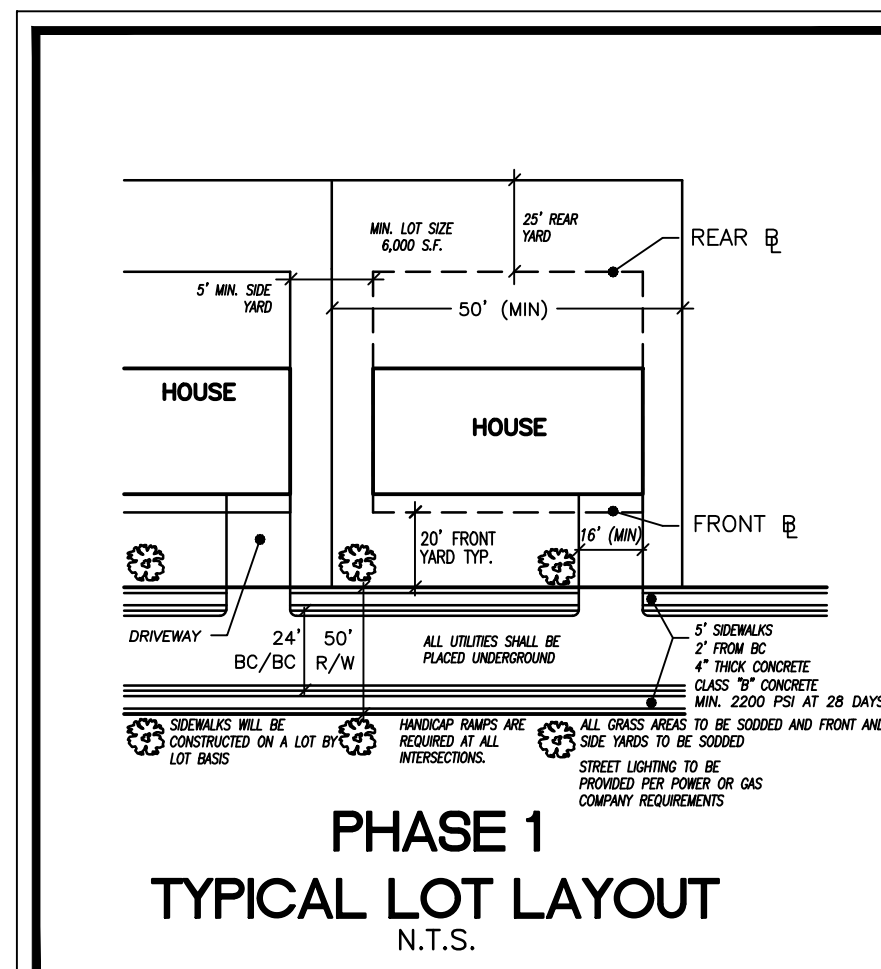
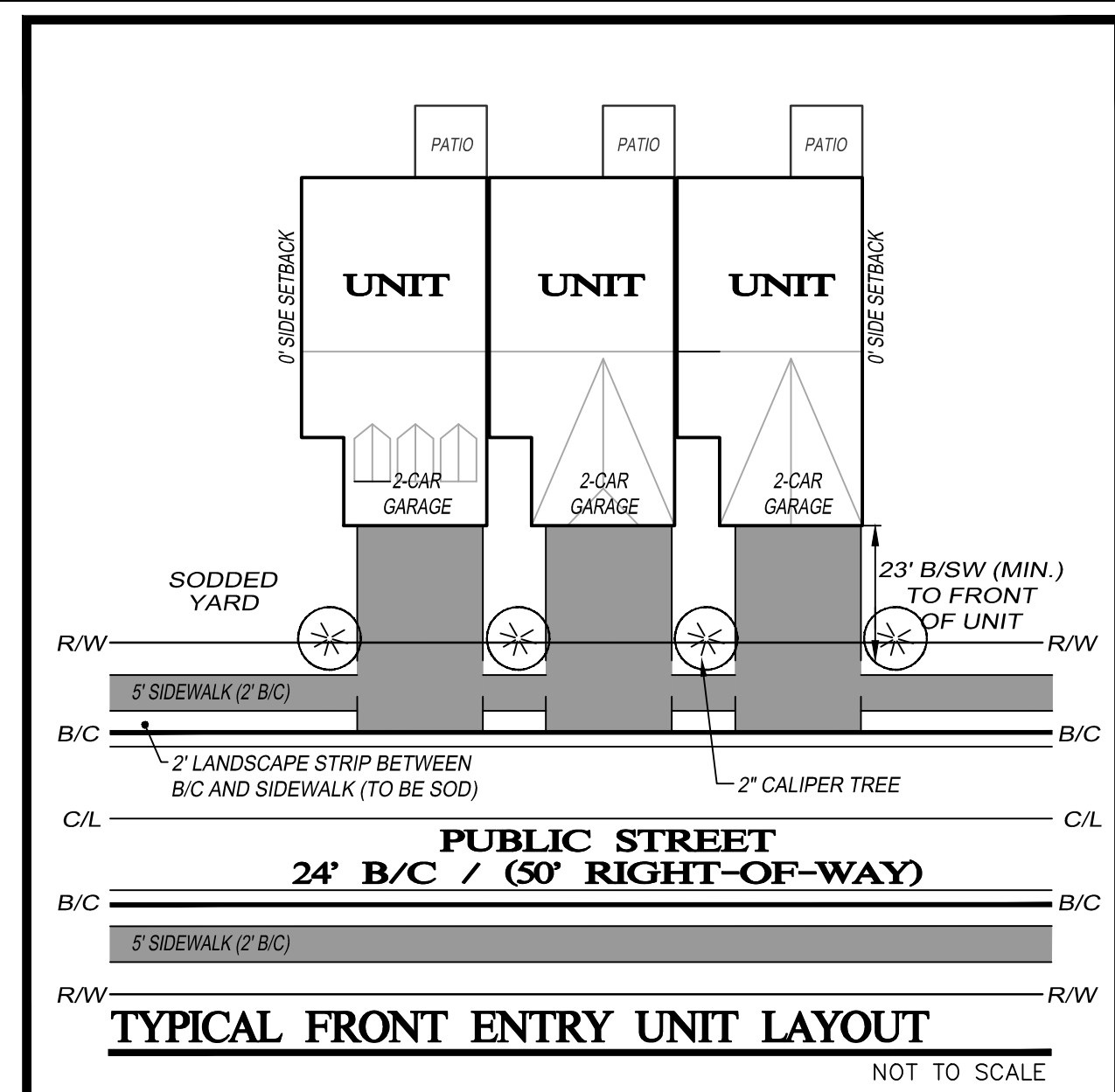
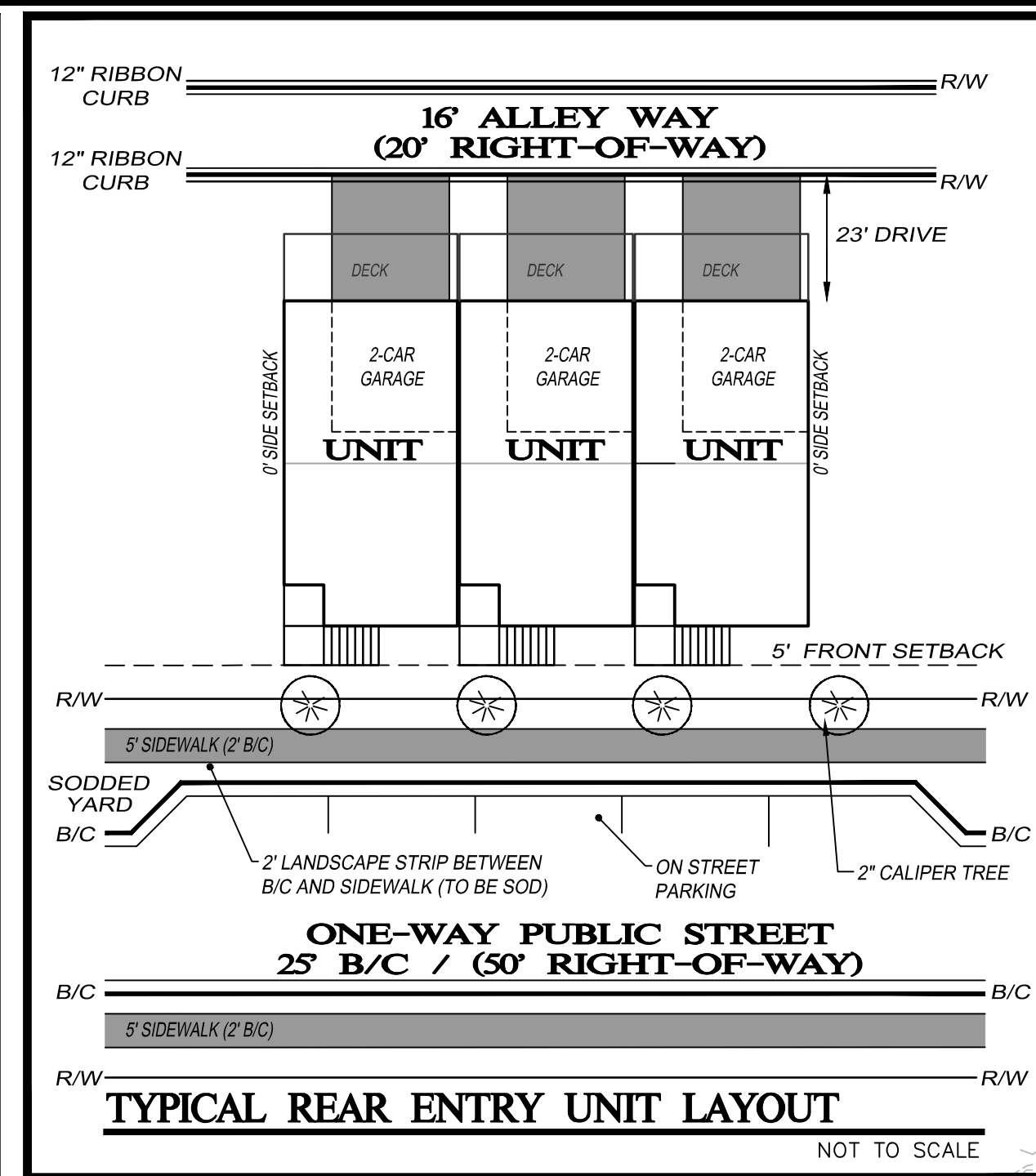
Prepared by: Shelia Cooper

ATTACHMENTS

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PHASE 1 DEVELOPMENT

PHASE 2 DEVELOPMENT

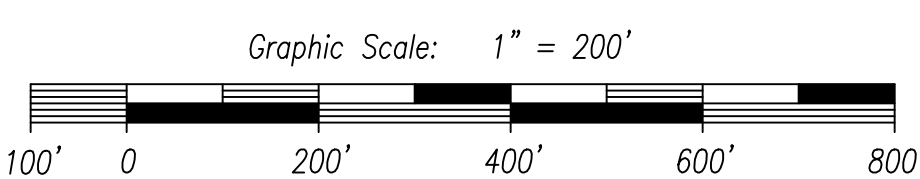
**PROPOSED
PHASE 2 ENTRANCE**

R-3 BUFFER REDUCTIONS:

1. REMOVE 40' NATURAL BUFFER ADJACENT TO PARCEL's 08117 002016E, 08117 002050, 08117 002051, 08117 002052, 08117 002053.

R-3 VARIANCE REQUESTED:

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2. NO MINIMUM SETBACKS REQUIRED FOR TOWNHOMES. TOWNHOMES PER TYPICAL LAYOUT DETAIL PROVIDED.



5074 BRISTOL INDUSTRIAL WAY
SUITE A
BUFORD, GEORGIA 30518
(770) 271-2868
www.dpengr.com

PREPARED FOR:

**STARK LAND
DEVELOPMENT
3719 WINDER HWY.
FLOWERY BRANCH
GEORGIA 30542**

PROJECT NAME:

MULBERRY STREET

TASK:

CONCEPTUAL
LAND
PLAN

PROJECT INFORMATION:

MULBERRY STREET

Project Name

20-085

Project Number

MUI BERRY STREET

Project Address

116 AND 117

Land Lot No.(s)

District
CITY OF FLOWERY BRANCH
HALL COUNTY, GA
County, State

[illegible]



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Public hearing for the rezoning application submitted by NNP-Looper Lake, LLC. to rezone tax parcel 15047 000885 from Planned Unit Development (PUD) to Planned Unit Development (PUD) with modified conditions.

COUNCIL MEETING DATE: January 6, 2022

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FACTS AND ISSUES:

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OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Applicant requests the public hearing be tabled until the January 20, 2022 City Council meeting.

SAMPLE MOTION:

No vote at this time.

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

-



FLOWERY BRANCH CITY COUNCIL



EXECUTIVE SUMMARY

SUBJECT: Public hearing for ordinance 659, a variance request from the requirements set forth in the City of Flowery Branch Zoning Ordinance;
Article 10, Development Requirements and Guidelines section 10.9 (f):
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COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

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SAMPLE MOTION:

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COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

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- [Survey .pdf](#)



VARIANCE APPLICATION

Address of Request:

0 McEver Road, Flowery Branch GA 30542 - Parcel # 08140 000215

Type of Variance Requested

Complete requirements for variances can be found in the Flowery Branch Code of Ordinances; Appendix C, "Zoning Ordinance", Article 37;

Please verify all the requirements of the Flowery Branch Code of Ordinances; Appendix C, "Zoning Ordinance", Article 37, section 37.5 are being met. Explain below:

Requirements under Sec 37.5 have been met; request is in harmony with the purpose and intent of the ordinance and will not be injurious to the surrounding neighborhood or the general welfare

Applicant: STEVE KELLY KELLY FAMILY INVESTMENTS LLC

Address: 14260 SADDLESPRINGS LN MILTON GA 30004

E-mail address: KELLYSR6@BELLSOUTH.NET

Phone number: 404-202-1494

Signature: SKelly

Notary Seal:

LP

Lori Paige Garner
NOTARY PUBLIC
Gwinnett County, GA
My commission expires on
February 14, 2022



Property owner information (if different than the applicant)

Property owner (please print):

STEVE KELLY

KELLY FAMILY
INVESTMENTS LLC

Signature of property owner:

SKelly

Notary Seal:

LPK

Lori Paige Garner
NOTARY PUBLIC
Gwinnett County, GA
My commission expires on
February 14, 2022

Please provide the following at time of submittal:

- Payment of \$325.00
- Legal description – one hard copy and on a flash drive
- Current survey of property – one hard copy and on a flash drive
- Site plan – one hard copy and on a flash drive
- Detailed description of request
- Conflict of interest disclosure (attached)
- Disclosure of campaign contributions (attached)



Conflict of Interest Disclosure

Identify all members of the City Council of the City of Flowery Branch and Employees of the City of Flowery Branch Community Development Department who

Have a property interest in the real property affected by this request

none

Have a financial interest (direct ownership interest) of the total assets or capital stock of a business entity where such ownership interest is more than 10% in any business entity which has a property interest in the real property affected by this request

none

Have a member of the family (spouse, mother, father, brother, sister, son or daughter) having a property financial interest as herein defined, in the real property affected by this request

none

Disclosure of Campaign Contributions

List below the names of local government officials of the City of Flowery Branch to whom campaign contributions were made, within two (2) years immediately preceding the filing of this application, which campaign contributions total \$250.00 or more or to whom gifts were made having a total value of \$250.00 or more.

Elected Officials Name

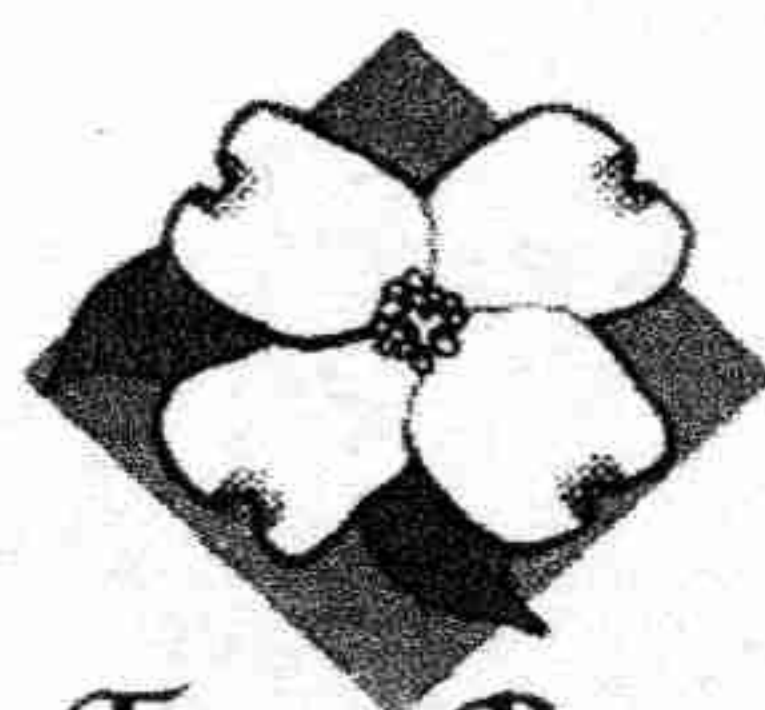
Amount of Description of Gift

n/a

N/A

n/a

N/A



Flowery Branch



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Resolution 21-022 - To Change Signor on All Bank Accounts with the Election of New Mayor

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

Per City Charter Section 2.4(c) states the Mayor shall sign all contracts, ordinances, instruments, and other documents authorized by the city council and which are required to be in writing.

FACTS AND ISSUES:

With the appointment of Edward R. Asbridge as Mayor, management is requesting signature changes on all bank accounts effective January 6, 2022.

OPTIONS:

Approve Resolution 21-022 as presented.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

Not applicable

RECOMMENDATION:

Approve Resolution 21-022 - To Change Signor on All Bank Accounts with the Election of New Mayor

SAMPLE MOTION:

I make a motion to approve Resolution 21-022, updating the signor on all bank accounts by removing James M. Miller and adding Edward R. Asbridge, effective January 6, 2022.

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary Resolution 21-022.pdf](#)
- [Resolution 21-022.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Consider Resolution 21-022; To Change Signor on All Bank Accounts with the Election of Mayor

DATE: December 21, 2021

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

☒ **RECOMMENDATION**
☐ **POLICY DISCUSSION**
☐ **STATUS REPORT**
☐ **OTHER**

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: Update signor on all bank accounts with the Election of Edward R. Asbridge.

HISTORY: City Charter Section 2.4(c) states the Mayor shall sign all contracts, ordinances, instruments, and other documents authorized by the city council and which are required to be in writing.

FACTS AND ISSUES: This resolution is needed to provide official approval documentation to the bank to change signor on all bank accounts.

OPTIONS: Approve Resolution 21-022; To Change Signor on All Bank Accounts with the Election of Mayor.

RECOMMENDED SAMPLE MOTION: I make a motion to approve Resolution 21-022, updating the signor on all bank accounts by removing James M. Miller and adding Edward R. Asbridge, effective January 6, 2022.

DEPARTMENT: Finance
Prepared by: Alisha Gamble

RESOLUTION NO.: 21-022

**TO CHANGE SIGNATURE ON ALL RENASANT BANK ACCOUNTS WITH THE
ELECTION OF NEW MAYOR**

WHEREAS, Mayor James M. Miller's term for his position ended effective December 31, 2021;
and

WHEREAS, the citizens of Flowery Branch elected Edward R. Asbridge as the Mayor, effective
January 1, 2022; and

WHEREAS, the City of Flowery Branch Charter Section 2.4(c) states the Mayor shall sign all
contracts, ordinances, instruments, and other documents authorized by the city council and which are
required to be in writing; and

WHEREAS, all city bank accounts require two signors.

NOW, THEREFORE, BE IT RESOLVED by the governing body for the City of Flowery
Branch as follows with respect to all Renasant bank accounts:

- (1) James M. Miller shall be removed as signor; and
- (2) Edward R. Asbridge shall be added as signor.

SO RESOLVED this 6th day of January 2022.

Edward R. Asbridge, Mayor

ATTEST:

Shelia R. Cooper, City Clerk

APPROVED AS TO FORM:

E. Ronald Bennett, Jr., City Attorney



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County.

The application has been processed and reviewed and is in order for Council's approval.

OPTIONS:

Approve or Deny

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve

SAMPLE MOTION:

No motion required - on the Consent Agenda.

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

- [Grocery Express New Alcohol License Application.doc](#)
- [Grocery Express New Alcohol License Application.doc](#)

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

DATE: January 6, 2022

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL- No expenditure – Revenue Only

() OTHER

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: To allow the new owner of the gas station at 6168 Gaines Ferry Road to sell packaged beer and wine.

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County. The application has been processed and reviewed and is in order for Council's approval.

OPTIONS: Approve or Deny

DEPARTMENT: Administration

Prepared by: Shelia Cooper

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

DATE: January 6, 2022

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL- No expenditure – Revenue Only

() OTHER

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: To allow the new owner of the gas station at 6168 Gaines Ferry Road to sell packaged beer and wine.

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County. The application has been processed and reviewed and is in order for Council's approval.

OPTIONS: Approve or Deny

DEPARTMENT: Administration

Prepared by: Shelia Cooper



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider December 16, 2021 Council Meeting Minutes

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

- [Council Meeting Minutes December 16, 2021.pdf](#)



**City of Flowery Branch
City Council Meeting
Thursday, December 16, 2021, 6:00 PM
City of Flowery Branch City Hall
5410 W. Pine Street, Flowery Branch, GA 30542**



CALL WORK SESSION TO ORDER:

Mayor Miller called the meeting to order at 6:02 pm.

Present: Mayor Mike Miller and Council Members Joe Anglin, Amy Farah, Leslie Jarchow and Chris Mundy.

Also present were Vickie Short, Interim City Manager, Shelia Cooper, City Clerk, Ron Bennett, City Attorney, Alisha Gamble, Finance Director, Rich Atkinson, Planning Director, Bill Whidden, Public Works Director and Chris Hulsey, Interim Police Chief.

PLEDGE OF ALLEGIANCE:

Mayor Miller led the Pledge of Allegiance.

AMEND THE ORDER OF THE AGENDA:

There was a motion made to amend the agenda to move the second item under New Business, the “Public Hearing and First Reading of a rezoning request submitted by Mr. Bill Stark” to place it after Special Recognition and prior to the Audit Presentation.

MOTION: Joe Anglin
SECOND: Leslie Jarchow
AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

SPECIAL RECOGNITION:

Mayor Miller presented Chris Hulsey with an award for fifteen years of service to the City of Flowery Branch Police Department.

Public Hearing and First Reading of a rezoning request submitted by Mr. Bill Stark. Request is to rezone six parcels totaling 118 +/- acres from M-1 (Light Industrial) to R-3 (Multi-Family) with the intention to construct a residential community consisting of single family detached

homes and townhomes. The request includes six (6) parcels and therefore requires six (6) corresponding ordinances.

There was a motion made to table this public hearing and the first reading of a rezoning request submitted by Mr. Bill Stark, and to take it up at the first meeting in January, on January 6, 2022, 6 pm in Flowery Branch City Hall, and that the Public Hearing advertised for today, December 16, 2021 be adjourned and reconvened at that time and location.

MOTION: Joe Anglin

SECOND: Leslie Jarchow

AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

FY2021 AUDIT PRESENTATION BY WAYNE TUCK, CPA, CFE (WALKER, PIERCE AND TUCK)

FY2021 Audit Presentation by Wayne Tuck, CPA, CFE (Walker, Pierce, and Tuck)

Mr. Tuck presented the FY2021 audit and reported the audit outcome issued an unqualified opinion, which means the gold standard. The financial statement was reported in a good standing. The general fund has a good unrestricted fund balance.

UNFINISHED BUSINESS - WORK SESSION:

Consider Second Reading of Ordinance 658 – Call for Special Election

Clerk Cooper presented the second reading of Ordinance 658, Call for Special Election. Edward Asbridge resigned Post 2 to run for Mayor of Flowery Branch. This special election will fill the balance of his unexpired term which ends December 31, 2023.

Ordinance 657 an update to the zoning ordinance ensuring the code coincides with the recently adopted comprehensive plan and to increase, clarify and further codify building standards.

Page Hatley presented an update to Ordinance 657. The purpose is to improve consistency between the zoning ordinance and the 2021 comprehensive plan and to set the stage for the 2022 Unified Development Code. The purpose is to update and streamline zoning district descriptions, remove redundant or outdated text, cross-reference design requirements, and to make preliminary minor adjustments to the Use Table.

There were no questions.

NEW BUSINESS -WORK SESSION:

Consider Resolution 21-021 - To Change Signor on All Bank Accounts with the Appointment of New City Manager.

Mrs. Gamble presented Resolution 21-021 to change the signor on all bank accounts with the appointment of the new City Manager, Tonya Parrish.

DEPARTMENT REPORTS:

Police Report: Interim Chief Hulse reported there were 23 children that were provided with the opportunity to Shop with a Cop.

ADJOURNMENT WORK SESSION:

Mayor Miller adjourned the work session at 6:43 pm.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Miller called the voting session to order at 6:43 pm.

PUBLIC COMMENTS:

Kelly McLincha, 5628 Church Street, Flowery Branch, GA 30542

Mr. McLincha said Merry Christmas.

Ed Asbridge, Flowery Branch, Georgia 30542

Mayor-Elect Asbridge spoke about the future of the City of Flowery Branch.

CONSENT AGENDA:

Consider November 4, 2021, Council Meeting Minutes
Consider November 18, 2021, Council Meeting Minutes
Consider December 2, 2021, Council Meeting Minutes
Consider Mayor Mike Miller Per Diem

There was a motion made to approve the consent agenda.

MOTION: Leslie Jarchow
SECOND: Chris Mundy
AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

UNFINISHED BUSINESS - VOTING SESSION:

Consider - Second Reading of Ordinance 658 - Call for Special Election

Mr. Bennett read the caption to Ordinance 658.

There was a motion made to approve the Second Reading of Ordinance 658, Call for Special Election.

MOTION: Chris Mundy
SECOND: Leslie Jarchow
AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Ordinance 657 an update to the zoning ordinance ensuring the code coincides with the recently adopted comprehensive plan and to increase, clarify and further codify building standards.

Mr. Bennett read the caption to Ordinance 657.

There was a motion made to approve the Second Reading of Ordinance 657, an update to the zoning ordinance ensuring the code coincides with the recently adopted comprehensive plan and to increase, clarify and further codify building standards to include amendment of the band board language.

MOTION: Amy Farah
SECOND: Chris Mundy
AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

NEW BUSINESS - VOTING SESSION:

Consider Resolution 21-021 - To Change Signor on All Bank Accounts with the Appointment of New City Manager

Mr. Bennett read the caption for Resolution 21-021.

There was a motion made approve Resolution 21-021 to change signor on all bank accounts with the appointment of the new City Manager.

MOTION: Amy Farah
SECOND: Leslie Jarchow
AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

There was a motion made to adjourn at 6:53

MOTION: Leslie Jarchow

SECOND: Amy Farah

AYES: Joe Anglin, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

Mayor – Ed Asbridge

Date

City Clerk – Shelia R. Cooper



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County.

The application has been processed and reviewed and is in order for Council's approval.

OPTIONS:

Approve or Deny

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve

SAMPLE MOTION:

No motion required - on the Consent Agenda.

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

- [Grocery Express New Alcohol License Application.doc](#)
- [Grocery Express New Alcohol License Application.doc](#)

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

DATE: January 6, 2022

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL- No expenditure – Revenue Only

() OTHER

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: To allow the new owner of the gas station at 6168 Gaines Ferry Road to sell packaged beer and wine.

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County. The application has been processed and reviewed and is in order for Council's approval.

OPTIONS: Approve or Deny

DEPARTMENT: Administration

Prepared by: Shelia Cooper

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

SUBJECT: Consider Beer and Wine License for Gaines Ferry Business, LLC dba Grocery Express, located at 6168 Gaines Ferry Road, Flowery Branch, GA.

DATE: January 6, 2022

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL- No expenditure – Revenue Only

() OTHER

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: To allow the new owner of the gas station at 6168 Gaines Ferry Road to sell packaged beer and wine.

HISTORY:

SM Rashmi Enterprises, Inc. dba Grocery Express has sold the gas station located at 6168 Gaines Ferry Road to Gaines Ferry Business, LLC dba Grocery Express. The name will remain as Grocery Express.

FACTS AND ISSUES:

Siraj Ali, owner of SM Rashmi Enterprises, Inc dba Grocery Express sold the gas station to Raineesh Surani under the trade name of Gaines Ferry Business, LLC dba Grocery Express. Mohammed Alam is listed as the Registered Agent and Aziz Lokhandwala is listed as the manager of this location. The registered currently lives in Flowery Branch within Hall County. The application has been processed and reviewed and is in order for Council's approval.

OPTIONS: Approve or Deny

DEPARTMENT: Administration

Prepared by: Shelia Cooper



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Public hearing and first read of ordinances 625-630, a request from Stark Land Development for the rezoning of six (6) parcels of land totaling 118 +/- acres of land from M-1 (Light Industrial) to R3 (Residential Multi-Family).

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve as submitted and conditioned.

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Planning

Prepared by: Shelia Cooper

ATTACHMENTS

- [20085 - 500 Site Plan-Conceptual Land Plan 02102021\[36677\] BOTH PHASES.pdf](#)



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider Resolution 21-022 - To Change Signor on All Bank Accounts with the Election of New Mayor

COUNCIL MEETING DATE: January 6, 2022

HISTORY:

Per City Charter Section 2.4(c) states the Mayor shall sign all contracts, ordinances, instruments, and other documents authorized by the city council and which are required to be in writing.

FACTS AND ISSUES:

With the appointment of Edward R. Asbridge as Mayor, management is requesting signature changes on all bank accounts effective January 6, 2022.

OPTIONS:

Approve Resolution 21-022 as presented.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

Not applicable

RECOMMENDATION:

Approve Resolution 21-022 - To Change Signor on All Bank Accounts with the Election of New Mayor

SAMPLE MOTION:

I make a motion to approve Resolution 21-022, updating the signor on all bank accounts by removing James M. Miller and adding Edward R. Asbridge, effective January 6, 2022.

COLLABORATING DEPARTMENT:

Administration

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary Resolution 21-022.pdf](#)
- [Resolution 21-022.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Consider Resolution 21-022; To Change Signor on All Bank Accounts with the Election of Mayor

DATE: December 21, 2021

BUDGET INFORMATION:
ANNUAL-
CAPITAL-

☒ **RECOMMENDATION**
☐ **POLICY DISCUSSION**
☐ **STATUS REPORT**
☐ **OTHER**

COUNCIL ACTION REQUESTED ON: January 6, 2022

PURPOSE: Update signor on all bank accounts with the Election of Edward R. Asbridge.

HISTORY: City Charter Section 2.4(c) states the Mayor shall sign all contracts, ordinances, instruments, and other documents authorized by the city council and which are required to be in writing.

FACTS AND ISSUES: This resolution is needed to provide official approval documentation to the bank to change signor on all bank accounts.

OPTIONS: Approve Resolution 21-022; To Change Signor on All Bank Accounts with the Election of Mayor.

RECOMMENDED SAMPLE MOTION: I make a motion to approve Resolution 21-022, updating the signor on all bank accounts by removing James M. Miller and adding Edward R. Asbridge, effective January 6, 2022.

DEPARTMENT: Finance
Prepared by: Alisha Gamble

RESOLUTION NO.: 21-022

**TO CHANGE SIGNATURE ON ALL RENASANT BANK ACCOUNTS WITH THE
ELECTION OF NEW MAYOR**

WHEREAS, Mayor James M. Miller's term for his position ended effective December 31, 2021;
and

WHEREAS, the citizens of Flowery Branch elected Edward R. Asbridge as the Mayor, effective
January 1, 2022; and

WHEREAS, the City of Flowery Branch Charter Section 2.4(c) states the Mayor shall sign all
contracts, ordinances, instruments, and other documents authorized by the city council and which are
required to be in writing; and

WHEREAS, all city bank accounts require two signors.

NOW, THEREFORE, BE IT RESOLVED by the governing body for the City of Flowery
Branch as follows with respect to all Renasant bank accounts:

- (1) James M. Miller shall be removed as signor; and
- (2) Edward R. Asbridge shall be added as signor.

SO RESOLVED this 6th day of January 2022.

Edward R. Asbridge, Mayor

ATTEST:

Shelia R. Cooper, City Clerk

APPROVED AS TO FORM:

E. Ronald Bennett, Jr., City Attorney