



City Council Meeting & Public Hearing

FEBRUARY 24, 2025

OFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL
COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

OFFICIAL MINUTES

The public is advised that the following minutes are not a verbatim transcription of business presented at the Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the video recording for said meeting is a matter of public record and is available to be viewed at the City Clerk's office during normal business hours or viewed online at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 6:30 p.m.

2. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Donald F. Mitchell
- Brian Will
- John Hipes
- Fergal M. Brady
- Douglas J. DeRito

• Council Members Absent

- Mayor Pro Tem Dan Merkel

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney
- Lauren Shapiro, City Clerk
- Charlie Jewell, Director of Economic Development
- John Robison, Director of Public Safety
- Kathi Cook, Director of Community Development
- Morgan Rodgers, Director of Recreation, Parks, and Cultural Services
- Pete Sewczwicz, Director of Public Works
- Tom Harris, Director of Finance

- Deanna McKay, Public Communication & Engagement Coordinator
- Michael Woodman, Planning and Development Services Manager
- Suzanne Swain, Community Services Manager

3. PLEDGE TO THE FLAG

4. BOARDS & COMMISSIONS

A. Recreation Commission Appointment by Mayor Gilvin at the request of Council Member Hipes

- Mayor Gilvin announced the appointment of Cameron Kline to the Recreation Commission, at the recommendation of Council Member Hipes.

B. Swearing in of New Recreation Commissioner

- Mayor Gilvin swore in Cameron Kline to serve the Recreation Commission.

5. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 1/27/2025)

Consideration of approval of the City Council meeting minutes from the meeting of January 27, 2025.

B. City Council Meeting Minutes (Meeting of 2/10/2025)

Consideration of approval of the City Council meeting minutes from the meeting of February 10, 2025.

C. Warranty Deed: Thompson Street Right of Way

Consideration of approval of the acceptance of the Thompson Street right of way dedication related to Park Walke Phase 1 Subdivision and with authorization for the Mayor to execute all necessary documents.

D. Financial Management Report (Month Ending December 31, 2024)

Consideration of approval of the Financial Management Report for the month ending December 31, 2024.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the Consent Agenda.
 - Council Member Will seconded the motion.
 - The motion was approved (5-0-1; with Council Member Mitchell in abstention).

6. PUBLIC HEARING

A. Announcement of Public Hearing Procedures

- City Attorney, Molly Esswein, announced the City's Public Hearing Procedures.

B. MP-25-03/CU-25-04 Lotus Animal Hospital / Oxford Green MP Pod A

Consideration of a master plan amendment and conditional use to allow a 'Animal Hospital, Small Animals (Veterinarian)' business in the Windward Square shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animal (Veterinarian)' to the Oxford Green Master Plan Tract A and a conditional use and a conditional use is requested to allow 'Animal Hospital, Small Animal (Veterinarian)' for Lotus Animal Hospital. The property is located at 5215 Windward Parkway, Suite B2 and is legally described as being located in Land Lots 1120 & 1121, 2nd District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Alissa Stephens, DVM, is requesting a master plan amendment and conditional use to allow an 'Animal Hospital, Small Animals' for Lotus Animal Hospital in a 2,761 square foot suite within an existing shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animals' to the Oxford Green Master Plan Tract A and a conditional use is requested to allow 'Animal Hospital, Small Animal' for Lotus Animal Hospital. The subject property is located at 5215 Windward Parkway, Suite B2 in the Windward Square shopping center.
- This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 6-0).
- Staff is recommending that Mayor and Council approve MP-25-02/CU-25-04 Lotus Animal Hospital/Oxford Green MP Tract A, subject to the following conditions:
 1. 'Animal Hospital, Small Animals' shall be added as a conditional use in the Oxford Green Master Plan Tract A.
 2. 'Animal Hospital, Small Animals' shall be added as a conditional use at 5215 Windward Parkway, Suite B2 and limited to no more than 2,761 square feet.
 3. Conditional use approval shall be limited to Lotus Animal Hospital; no additional 'Animal Hospital, Small Animals' businesses or subleasing shall be permitted in the approved space.
 4. Business shall be permitted to operate Monday – Sunday 8:00 AM – 6:00 PM.
 5. Boarding of animals shall be limited to short-term care incidental to the hospital use.
 6. A pet waste station with waste bags and trash shall be installed in the pet relief area. The business shall be responsible to maintain the pet relief area and waste station, including daily removal of trash and regular cleaning and replenishing of waste bags.

7. As submitted by the applicant, interior tenant improvements shall include noise attenuation measures.
 8. Mobile resources supporting the business, such as a mobile MRI or X-ray, shall not be visible from the public right-of-way.
- The property is zoned O-I (Office-Institutional) subject to the Oxford Green Master Plan Tract A. Surrounding properties are zoned O-I. City of Milton is located to the east, Georgia Banking Company is located to the south, Costco is located to the west and Bank of America is located to the north. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's proposal.
 - The Windward Square shopping center is a 1.38-acre property developed with a one (1) story, 11,270 square foot building. A variety of businesses operate in the center, including Verizon, Willow Orthodontics, Heavenly Pet Spa, Eye Level Learning Center, and Bombay BBQ Co. The applicant's business is proposed in Suite B2 of the shopping center.
 - UDC Section 1.4.2 defines 'Animal Hospital, Small Animals' as, "A place where dogs, cats, birds or other animals normally kept as household pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use." The use is permitted by-right in the LI (Light Industrial) district and as a conditional use in the AG (Agriculture), CUP (Community Unit Plan), C-1 (Neighborhood Commercial), C-2 (General Commercial), O-I (Office-Institutional) and PSC (Planned Shopping Center) districts.
 - According to the application, Lotus Animal Hospital is a new boutique veterinary clinic providing personalized care for pets, including cats and dogs. The business does not provide boarding services and overnight stays will be limited to pets under observation after surgery or other treatment. Hours of operation will be Monday – Sunday from 8:00 AM to 6:00 PM. The applicant estimates the business will include six (6) employees. Noise attenuation measures are proposed within the proposed suite. Clinic staff and customers will have access to a pet relief area located at the rear of the building, which will be maintained by the business.
 - There are eleven (11) animal hospitals operating or approved in the City. The applicant's business would be approximately 2,000' away from the nearest animal hospital, which is EasyVet Clinic at 12850 Highway 9.
 - Staff estimates that the 2,761 square foot animal hospital would generate nine (9) AM Peak Hour trips and six (6) PM Peak Hour trips.
 - The Citizen Participation Plan report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
 - The Community Zoning Information Meeting was held on January 8, 2024. There were no public comments.

- Staff has reviewed the applicant's proposal against the review criteria for a master plan amendment and conditional use. The proposed use would be compatible with surrounding uses and other locations for this business type, which are similarly situated along commercial corridors. If approved, it is recommended that conditions be established that regulate and limit any expansion of the business.
- Dr. Alissa Stephens (, came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve MP-25-02/CU-25-04 Lotus Animal Hospital/Oxford Green MP Tract A, subject to the following conditions:
 1. 'Animal Hospital, Small Animals' shall be added as a conditional use in the Oxford Green Master Plan Tract A.
 2. 'Animal Hospital, Small Animals' shall be added as a conditional use at 5215 Windward Parkway, Suite B2 and limited to no more than 2,761 square feet.
 3. Conditional use approval shall be limited to Lotus Animal Hospital; no additional 'Animal Hospital, Small Animals' businesses or subleasing shall be permitted in the approved space.
 4. Business shall be permitted to operate Monday – Sunday 8:00 AM – 6:00 PM.
 5. Boarding of animals shall be limited to short-term care incidental to the hospital use.
 6. A pet waste station with waste bags and trash shall be installed in the pet relief area. The business shall be responsible to maintain the pet relief area and waste station, including daily removal of trash and regular cleaning and replenishing of waste bags.
 7. As submitted by the applicant, interior tenant improvements shall include noise attenuation measures.
 8. Mobile resources supporting the business, such as a mobile MRI or X-ray, shall not be visible from the public right-of-way.
 - Council Member DeRito seconded the motion.
 - The motion was approved (6-0).

C. MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R

Consideration of a master plan amendment and conditional use to allow a 'School, Academic' to re-use an existing office building on a 4.48-acre property in the North Point Overlay. A master plan amendment is requested to add 'School, Academic' to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The property is located at 8995 Westside Parkway and is

legally described as being located in Land Lot 691, 1st District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Fulton Science Academy, is requesting a master plan amendment and conditional use to allow an existing two (2) story office building to be re-used for pre-K and elementary school with an overall enrollment of 600 students on 4.48-acres in the North Point Overlay. The Fulton Science Academy main campus operates a pre-K through 12th grade private school at 3035 Fanfare Way. A master plan amendment is requested to add 'School, Academic' as a permitted use to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The subject property is located at 8995 Westside Parkway, at the signalized intersection of Westside Parkway and Hembree Road.
- This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 6-0).
- Staff is recommending that Mayor and Council approve MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R, subject to the following conditions:
 1. 'School, Academic' shall be listed as a permitted use in the Cousins Westside Master Plan Pod R.
 2. 'School, Academic' shall be added as a permitted use at 8995 Westside Parkway and limited to no more than the area within the existing building, which is approximately 53,110 gross square feet.
 3. Conditional use approval shall be limited to Fulton Science Academy; no additional 'School, Academic' uses or subleasing shall be permitted in the approved space.
 4. School shall be in session Monday – Friday with drop-off beginning at approximately 7:00 AM and pick-up beginning at approximately 3:00 PM. Staff will arrive before 7:00 AM and leave after 3:00 PM. Aftercare programs, clubs, parent teacher nights, meet and greets, or other normal after school programs will occur when school is not in session. FSA shall have flexibility in modifying the daily schedule based on the needs of the FSA community.
 5. Site shall be developed substantially similar to the site plan labeled Exhibit A – Site Plan. Site shall be limited to 'School, Academic' use for pre-K and elementary school, except that the 2nd floor of the building may be used for a professional office. School enrollment shall not exceed 300 students until such time that the 2nd floor office tenant ceases operation, upon which school enrollment may be increased to no more than 600 students.
 6. Exterior modifications to the building or site shall be consistent with the North Point Overlay Unified Development Code regulations and the North Point Design

Guidelines, subject to final approval by Staff and DRB. Primary colors shall not be used on the exterior of the building or site, including on awnings, canopies, signage, and playground equipment.

7. To safely accommodate entering vehicular movements at the signalized intersection's left turn lane along Morrison Parkway, the existing left turn lane storage and taper lengths of 110' and 85', respectfully, shall be restriped to 210' storage and 50' taper lengths, as approved by Staff.
8. A pick-up and drop-off circulation plan and traffic management plan shall be approved by the City at LDP, or prior to a Certificate of Occupancy if no LDP, and may deviate from the circulation pattern currently proposed on the site plan, labeled Exhibit A. Fulton Science Academy shall provide personnel at the intersection(s) of the easement access road and the pick-up/drop off lane to direct traffic. Fulton Science Academy shall install a stop sign at both the eastbound and westbound approaches to the intersection of the easement access road and the pick-up/drop off lane, where the "FSA STAFF POSITION TO MAINTAIN EASEMENT ACCESS" call-out is depicted on the site plan, labeled Exhibit A. If traffic problems from the school are observed, the school shall implement corrective measures which may include phased arrival and dismissal schedule times, stationing a police officer in the vicinity and/or improving signalized intersection timing plans, as approved by Staff.
9. Temporary traffic control devices, such as safety cones or other like devices, shall be placed and removed at the beginning and end of each pick-up and drop-off timeframe. Permanent traffic control devices shall be inconspicuous as viewed from the public right-of-way, as approved by DRB.
10. Wayfinding signage shall be provided throughout the site to direct entering/exiting vehicles through the proposed pick-up/drop-off circulation lane, as approved by Staff.
11. To properly accommodate exiting vehicular movements at the signalized intersection, pick-up and drop-off location shall be adjusted to provide a minimum 200' of exiting stacking distance, as approved by Staff.
12. EcoDistrict measures shall be similar to the description and exhibit provided in the applicant, as approved by Staff. Developer shall provide detailed information at LDP and building permit regarding compliance with the proposed EcoDistrict measures. Conditional EcoDistrict measures based on needed improvements and upgrades may not be implemented until such time that a need or upgrade is identified by the property owner.
13. Property owner shall assess site landscaping and replace missing, dead or dying landscape material, with final approval by DRB.

14. Property owner shall make reasonable efforts to save trees in the areas labeled 'Play Area' on the site plan, including altering the play area layout to work around and save trees, as approved by Staff.
15. Playground area(s) shall be heavily screened from the public right-of-way, with final approval by DRB.
16. All previous master plan regulations and conditions of zoning shall remain in effect.
- The 4.48-acre property is zoned CUP (Community Unit Plan) and is subject to the Cousins Westside Master Plan Pod R. Surrounding properties are zoned CUP to the north, west and south, and LI (Light Industrial) to the east. Firefly subdivision is located to the north, an undeveloped commercial property is located to the west, 9005 Westside Parkway office building is located to the south, and Honda is located to the east.
 - The 220-acre Cousins Westside Master Plan was approved in 2003 and includes a horizontal mix of uses, including residential, office, retail/restaurant, senior living, education, community center, and performing arts. Permitted uses and development regulations are established for each pod within the master plan. The Fulton Science Academy main campus is located in Pod O within the same master plan. Pod R allows Office as the primary use and Community Center as the secondary use.
 - Fulton Science Academy has their main campus on a nearby property located at 3035 Fanfare Way, which is approximately 1,800' south of the subject property. The private school current offers pre-K through 12th grade classes at the main campus with an overall enrollment of 935 students. The main campus is current under construction related to an expansion of the school's athletic program which will include four (4) tennis courts, a soccer field, field house and concessions and parking. The applicant proposes a phased approach to converting the office building to a school, with the school sharing the building with an existing office tenant, MiLend, to remain on the 2nd floor of the building until 2028.
 - The submitted site plan depicts re-use of the existing two (2) story, 53,110 square foot office building for a school. Access to the site will continue from two (2) existing curb cuts on Westside Parkway, including the main entrance at the signalized intersection of Westside Parkway and Hembree Road. A pick-up/drop-off canopy is depicted along the frontage of the existing office building. The site plan depicts entry stacking for approximately 59 cars, as well as exit stacking of four (4) cars at the signalized intersection and thirteen (13) cars at the right-in/right-out driveway. The stacking queue winds through the existing parking lot, except for the center north-south drive aisle which has a shared access easement for the two (2) office buildings to the south.
 - The site plan depicts removal of thirteen (13) parking spaces on the north side of the building, leaving approximately 197 parking spaces to serve the school and 2nd floor office tenant. As shown in the parking requirement table below, the City's Unified Development Code (UDC) requires 131 parking spaces in Phase 1 where the existing

office user remains on the 2nd floor and the school uses the 1st floor. Once the school expands to the entire building, 48 parking spaces will be required.

- It appears that the only trees that could be impacted by the applicant's proposal are the trees in and around the proposed play areas, which are located on the north and east sides of the building. The existing stormwater pond at the rear of the building will remain in its current configuration. A play area consisting of a deck overhanging the stormwater pond is proposed at the rear of the building. However, the City's stormwater regulations would not permit the play deck to overhang the stormwater pond.
- The applicant's proposal does not trigger compliance with North Point open space or EcoDistrict measures. However, the applicant proposes to convert existing parking on the north side of the building to open space for a play area, as well as commitments to several EcoDistrict measures, including Building Energy Efficiency, Bio-retention, Building Water Efficiency, Heat Island Reduction, Transportation Demand Management, Pervious Pavement, Sustainable Landscaping, and Alternative Transportation. Some of the EcoDistrict measure commitments made by the applicant are conditional based on whether certain upgrades are needed.
- The applicant submitted a traffic study and trip generation report. The trip generation estimates that an elementary school with an initial enrollment of 300 students (Phase 1) would generate 292 AM Peak Hour trips, 183 School Dismissal Peak Hour trips, and 78 PM Peak Hour trips. In Phase 2, it is estimated that 625 AM Peak Hour trips, 361 School Dismissal Peak Hour trips, and 156 PM Peak Hour trips would be generated by an elementary school with an enrollment of 600 students.
- The applicant provided a pick-up and drop-off circulation plan, as well as commitments to provide traffic control devices and station school personnel in the parking lot to assist with traffic management. Staff believes that the circulation plan provides more than sufficient entering stacking length. However, it is recommended that the plan be adjusted to provide a minimum 200' of exiting stacking length at the signalized intersection.
- The traffic study concludes that all study intersections will continue to operate at an acceptable level of service in the AM, School Dismissal and PM peak hours. The study recommends that the existing access configuration of the two (2) site driveways remains the same.
- The Citizen Participation Plan report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
- The Community Zoning Information Meeting was held on January 8, 2025. There were no public comments.
- Jim Winer (1075 Brady Avenue, Atlanta, Georgia 30318) came forward to speak on behalf of this application.

- Abdul Amer (traffic engineer for the applicant) came forward to speak on behalf of this application.

PUBLIC COMMENT

IN OPPOSITION

- Amy Hennick (410 Briars Bend, Alpharetta, GA 30004)
- Siddarth Krishnan (240 Fieldstone Path, Alpharetta, GA 30005)
- ❖ Council Member Will offered a motion to defer MP-25-01 /CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R until March 24, 2025 and request that they work with staff to work on a traffic plan.
 - Council Member Mitchell seconded the motion.
 - The motion was approved (5-1; with Council Member DeRito in opposition).
 - During the motion, Council Member Will also requested that the city's traffic engineer and fire marshal attend the Council meeting.

D. CU-25-06 Activate Games Alpharetta/Windward MP Pod 4

Consideration of a conditional use to allow an interactive gaming business in an existing building. A conditional use is requested to allow 'Recreation Facilities, Indoor' for Activate Games Alpharetta. The property is located at 3020 Windward Plaza and is legally described as being located in Land Lots 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

- Director of Community Development Services Manager, Kathi Cook, came forward to present this item.
- The applicant, Dylan Tighe, is requesting a conditional use to allow 'Recreation Facilities, Indoor' in a 10,965 square foot existing building for Activate Games Alpharetta. The building was formerly occupied by CVS and is currently vacant. According to the application, Activate Games is a new form of active entertainment gaming experience blending fitness with re-playable custom games. The subject property is located at 3020 Windward Plaza at the northeast corner of Windward Plaza and Windward Parkway.
- This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 6-0).
- Staff is recommending that Mayor and Council approve CU-25-06 Activate Games Alpharetta/Windward MP Pod 4, subject to the following conditions:
 1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 3020 Windward Plaza and limited to no more than 10,965 square feet.

2. Conditional use approval shall be limited to Activate Games; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
 3. 'Recreation Facilities, Indoor' shall be limited to an indoor active entertainment gaming business.
 4. Hours of operation shall be Monday – Sunday 9:00 AM – 11:00 PM.
 5. Applicant shall assess site landscaping and replace any missing, dead, or dying landscape material, as approved by Staff. The area to be assessed shall consist of the approximately 1.5-acre property associated with the building at 3020 Windward Plaza.
 6. Existing shrubs around the base of the 2 monument signs shall be removed and replaced with decorative planting beds, as approved by Staff.
 7. Landscaping along the east and west sides of the property shall be cleaned up to reflect a well-manicured condition, as approved by Staff.
 8. Existing shrubs along Windward Parkway shall be removed and replaced with a row of shrubs to screen the detention pond. Natural grasses shall be planted between the row of shrubs and back of sidewalk, as approved by Staff.
 9. Dumpster enclosure and back of house area on the east side of the building shall have updated (replaced where needed and painted) wooden gates, as approved by Staff.
 10. Existing retaining walls shall be pressure washed and fencing shall be repaired or replaced where needed, as approved by Staff.
- The property is zoned CUP (Community Unit Plan) subject to the Windward Master Plan Pod 4, which is designated Commercial. The property is developed with a strip shopping center (The Terraces at Windward) and two (2) out buildings, including the former CVS building. Surrounding properties are zoned CUP and subject to the Windward Master Plan. Windward Fairways office complex is located to the south and west, a two (2) story office building is located to the north, The Terraces at Windward is located to the east, and a one (1) story retail building is located to the south. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's proposal.
 - The property is located in the Windward Parkway & Highway 9 Livable Centers Initiative (LCI), which was recently updated in 2024. While the LCI does not identify specific projects or development concepts related to the subject property, the Windward Parkway streetscape design recommends natural grasses along the streetscape and extending through the front building setback in order to keep with the agrarian heritage of the City. In 2023, an Urban Land Institute (ULI) Technical Assistance Panel (TAP) report was prepared for the Windward Tech District. The report focused on the Windward Plaza commercial node and included a set of recommendations related to

repositioning the area's underutilized commercial corridor and office campuses. Branding and placemaking were identified as strategies for drawing in visitors and raising the visibility of the area, with the report recommending that a public art program be established for the area.

- According to the application, Activate Games is a new form of active entertainment gaming experience blending fitness with re-playable custom games. The business offers interactive challenges, gaming options, and amenities that promote physical fitness and social interaction among customers. The business has several locations around the world including an existing location in Atlanta at 4540 Roswell Road, Suite A, Atlanta, GA 30342. Hours of operation are proposed to be Monday – Sunday 9:00 AM – 11:00 PM. The applicant anticipates approximately fifteen (15) to twenty (20) employees.
- Activate Games proposes to re-use the former CVS building which is 10,965 square feet and located in the northwest corner of The Terraces at Windward shopping center. The applicant does not propose any changes to the site or building. There are approximately 546 parking spaces on the property. Unified Development Code (UDC) parking requirements for the shopping center and the applicant's proposed use are a total of 312 spaces. The applicant's proposal is supported by a sufficient amount of parking.
- Staff estimates that the proposed use will generate approximately nine (9) AM Peak Hour trips and thirteen (13) PM Peak Hour trips.
- The Citizen Participation Plan report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no public comments were received.
- The Community Zoning Information Meeting was held on January 8, 2025. There were no public comments.
- Chase Torgerson (Representing Activate Games) came forward to speak on behalf of this application.

PUBLIC HEARING

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve CU-25-06 Activate Games Alpharetta/Windward MP Pod 4, subject to the following conditions:
 1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 3020 Windward Plaza and limited to no more than 10,965 square feet.
 2. Conditional use approval shall be limited to Activate Games; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
 3. 'Recreation Facilities, Indoor' shall be limited to an indoor active entertainment gaming business.

4. Hours of operation shall be Monday – Sunday 9:00 AM – 11:00 PM.
 5. Applicant shall assess site landscaping and replace any missing, dead, or dying landscape material, as approved by Staff. The area to be assessed shall consist of the approximately 1.5-acre property associated with the building at 3020 Windward Plaza.
 6. Existing shrubs around the base of the 2 monument signs shall be removed and replaced with decorative planting beds, as approved by Staff.
 7. Landscaping along the east and west sides of the property shall be cleaned up to reflect a well-manicured condition, as approved by Staff.
 8. Existing shrubs along Windward Parkway shall be removed and replaced with a row of shrubs to screen the detention pond. Natural grasses shall be planted between the row of shrubs and back of sidewalk, as approved by Staff.
 9. Dumpster enclosure and back of house area on the east side of the building shall have updated (replaced where needed and painted) wooden gates, as approved by Staff.
 10. Existing retaining walls shall be pressure washed and fencing shall be repaired or replaced where needed, as approved by Staff.
- Council Member Brady seconded the motion.
 - The motion was approved unanimously (6-0).

E. CLUP-24-05/Z-24-17/PH-24-20 Mayfair at Haynes Bridge

Consideration of a comprehensive land use plan amendment, rezoning, change of conditions, and public hearing to allow for a 2nd phase of a residential development including 10 single-family detached homes on 1.53 acres in the Downtown. A comprehensive land use plan amendment is requested from Medium Density Residential to High Density Residential and a rezoning is requested from O-I (Office-Institutional) to DT-R (Downtown Residential). Changes to conditions of zoning is requested for the adjoining 2.83-acre property (Phase 1) approved for a single-family residential subdivision. A public hearing is requested to bring the subject property into the Downtown Overlay. The property is located at 0 Norcross Street and is legally described as being located in Land Lot 747, 1st District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Mayfair Residential, LLC, is requesting a comprehensive land use plan amendment, rezoning, change of conditions, and public hearing to allow for a 2nd phase of a residential development including an additional ten (10) 'For-Sale' single-family detached homes on 1.53 acres. Phase 1 of the development was approved for ten (10) single-family detached homes, four (4) semi-detached homes, and five (5) townhomes on 2.84 acres. A comprehensive land use plan amendment is requested

from 'Medium Density Residential' to 'Downtown Residential Density', as well as a request to bring the property into the Downtown Overlay. A rezoning is requested from O-I (Office-Institutional) to DT-R (Downtown Mixed-Use). Changes to conditions of zoning related to Phase 1 of the development are requested. The subject property is located at 340, 350 & 360 Jon Scott Drive, 0 Haynes Bridge Road, and 0 Norcross Road at the southwest corner of Haynes Bridge Road and Devore Road.

- This request was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 6-0).
- Staff is recommending that Mayor and City Council approve CLUP-24-05/Z-24-17/PH-24-20 MAYFAIR AT HAYNES BRIDGE, subject to the following conditions:
 1. Approximately 4.37 acres shall be rezoned to DT-R and developed substantially similar to site plan prepared by Paradigm, revised 12/20/24, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
 2. Architecture and materials shall be developed substantially similar to the renderings prepared by Lew Oliver, labeled Exhibit A, subject to final approval by the Downtown Consultant and DRB. Homes shall have 4-sided architecture, materials and details.
 3. Density on the 4.37-acre property shall not exceed 6.17 dwelling units per acre and shall be limited to 'For-Sale' single-family detached homes, as depicted on the site plan prepared by Paradigm, revised 12/20/24.
 4. Developer shall provide a Downtown focal point feature at the southwest corner of Haynes Bridge Road and Devore Road, with final approval by the Cultural Arts Commission and installation prior to the 1st CO. The HOA shall be responsible for regular maintenance of the focal point feature.
 5. Developer shall provide decorative entrance landscaping (ornamental tree, shrubs and flowering planting bed) at the southeast and southwest corners of Devore Road and Jon Scott Drive, as approved by Staff. The HOA shall be responsible for regular maintenance of the entrance landscaping.
 6. Location of development signage shall be limited to the project entrance on Jon Scott Drive.
 7. Minimum 20' planted buffer shall be provided along the south property line where the property abuts 11681 Haynes Bridge Road, as depicted on the site plan prepared by Paradigm, revised 12/20/24. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved unless removal is necessary for the construction of the underground detention facility, as approved by Staff.

8. Minimum 10' planted buffer shall be provided where the property abuts 370, 380, 390 & 400 Jon Scott Drive, as approved by Staff. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved, except where adjacent to the proposed underground stormwater facility, as approved by Staff.
9. New streets and alleys shall be constructed as depicted on the site plan prepared by Paradigm, revised 12/20/24, with final approval by Staff.
10. Developer shall improve the Jon Scott Drive streetscape as follows: minimum 6' planter planted with street trees, 6' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
11. Developer shall improve the Devore Road streetscape as follows: minimum 4' planter (existing 2' planter to be expanded by 2' into the existing sidewalk with tree grate to accommodate street trees) planted with street trees, 8' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff and construction completed prior to the 1st CO. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
12. Developer shall construct a 12' concrete, accessible multi-use trail (Alpha Loop) through the Haynes Bridge Road right-of-way as depicted on site plan prepared by Paradigm, revised 12/20/24, with final alignment, design and materials approved by Staff and construction completed prior to the 1st CO. Alpha Loop shall include lighting (pedestrian and bollards), landscaping, hardscape and amenities. Shade trees shall be planted between Haynes Bridge Road and the Alpha Loop. Wayfinding signage shall be provided at key location(s) along the Alpha Loop, as approved by Staff. Alpha Loop improvements constructed by the developer in excess of Downtown sidewalk requirements shall be eligible for impact fee credits, as approved by Staff.
13. Developer shall remove the existing sidewalk along Haynes Bridge Road. The planter along Haynes Bridge Road (area between the road and Alpha Loop) shall be planted with street trees and shrubs, as approved by Staff.
14. Landscape strips along Haynes Bridge Road, Devore Road and Jon Scott Drive shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by Staff.
15. Project entrance shall include a decorative paver entrance (min. 20' deep with concrete banding on each end), landscaping and low wall, as approved by Staff.
16. Front yards shall be framed with a decorative low wall, metal fencing or hedge with columns, as approved by Staff.

17. Amenity areas shall be developed with a park-like setting with decorative landscaping, hardscape, low walls and seating, as approved by Staff.
 18. Creeping vines shall be planted to cover retaining walls and low walls, as approved by Staff.
 19. Trees shall be saved in the area labeled Open Space/Tree Save #1, as depicted on the landscape plan prepared by Frawley Associates, LLC, dated 4/6/2022, with final approval by Staff. Tree grouping of Oaks and Magnolias located at the southeast corner of Devore Road and Jon Scott Drive shall be saved, as approved by Staff. Tree save areas shall be thinned out, cleaned up and re-planted, as approved by Staff.
 20. Stormwater management facilities may be placed underground within the proposed private street turnaround, with final approval by Staff. Facilities shall be indicated on the recorded plat, clearly describing the underground facilities, their function, purpose, ownership, and granting access for inspection, maintenance and repair rights to the HOA and the City of Alpharetta. These facilities and associated maintenance responsibilities shall also be included in the recorded covenants with all costs to be borne by the HOA and Homeowners of the subdivision. The detention facility access and maintenance easement can extend into the landscape buffer, as necessary. The HOA is responsible for replacing any landscape material damaged or removed due to maintenance access to the detention facility.
 21. Fences and walls visible from the public right-of-way shall be decorative and shall compliment the architecture of the dwelling, as approved by Staff.
 22. Unfinished wood fences and decks shall not be visible from the street.
 23. HVAC and similar equipment shall not be visible from the public right-of-way.
 24. Garbage pickup shall be from within the development.
 25. No more than 10% of the residential units shall be permitted to be rented (long-term and short-term rentals), as recorded in the HOA's declarations and covenants.
 26. The conditions above shall replace conditions of zoning related to file# CLUP-21-06/Z-21-10/PH-21-20/V-22-04 Alcovy Haynes Bridge Road & Jon Scott Drive.
- Barry Dunlop (Paradigm Engineering, 903 Bombay Lane, Roswell, GA 30076) came forward to speak on behalf of this application.
 - Jason Joseph (6260 Avalon Blvd., Alpharetta, GA 30009) came forward to speak on behalf of this application.
- ❖ Council Member Hipes offered a motion to approve CU-25-06 Activate Games Alpharetta/Windward MP Pod 4, subject to the following conditions:
1. Approximately 4.37 acres shall be rezoned to DT-R and developed substantially similar to site plan prepared by Paradigm, revised 12/20/24, except for

modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.

2. Architecture and materials shall be developed substantially similar to the renderings prepared by Lew Oliver, labeled Exhibit A, subject to final approval by the Downtown Consultant and DRB. Homes shall have 4-sided architecture, materials and details.
3. Density on the 4.37-acre property shall not exceed 6.17 dwelling units per acre and shall be limited to 'For-Sale' single-family detached homes, as depicted on the site plan prepared by Paradigm, revised 12/20/24.
4. Developer shall provide a Downtown focal point feature at the southwest corner of Haynes Bridge Road and Devore Road, with final approval by the Cultural Arts Commission and installation prior to the 1st CO. The HOA shall be responsible for regular maintenance of the focal point feature.
5. Developer shall provide decorative entrance landscaping (ornamental tree, shrubs and flowering planting bed) at the southeast and southwest corners of Devore Road and Jon Scott Drive, as approved by Staff. The HOA shall be responsible for regular maintenance of the entrance landscaping.
6. Location of development signage shall be limited to the project entrance on Jon Scott Drive.
7. Minimum 20' planted buffer shall be provided along the south property line where the property abuts 11681 Haynes Bridge Road, as depicted on the site plan prepared by Paradigm, revised 12/20/24. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved unless removal is necessary for the construction of the underground detention facility, as approved by Staff.
8. Minimum 10' planted buffer shall be provided where the property abuts 370, 380, 390 & 400 Jon Scott Drive, as approved by Staff. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved, except where adjacent to the proposed underground stormwater facility, as approved by Staff.
9. New streets and alleys shall be constructed as depicted on the site plan prepared by Paradigm, revised 12/20/24, with final approval by Staff.
10. Developer shall improve the Jon Scott Drive streetscape as follows: minimum 6' planter planted with street trees, 6' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

11. Developer shall improve the Devore Road streetscape as follows: minimum 4' planter (existing 2' planter to be expanded by 2' into the existing sidewalk with tree grate to accommodate street trees) planted with street trees, 8' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff and construction completed prior to the 1st CO. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
12. Developer shall construct a 12' concrete, accessible multi-use trail (Alpha Loop) through the Haynes Bridge Road right-of-way as depicted on site plan prepared by Paradigm, revised 12/20/24, with final alignment, design and materials approved by Staff and construction completed prior to the 1st CO. Alpha Loop shall include lighting (pedestrian and bollards), landscaping, hardscape and amenities. Shade trees shall be planted between Haynes Bridge Road and the Alpha Loop. Wayfinding signage shall be provided at key location(s) along the Alpha Loop, as approved by Staff. Alpha Loop improvements constructed by the developer in excess of Downtown sidewalk requirements shall be eligible for impact fee credits, as approved by Staff.
13. Developer shall remove the existing sidewalk along Haynes Bridge Road. The planter along Haynes Bridge Road (area between the road and Alpha Loop) shall be planted with street trees and shrubs, as approved by Staff.
14. Landscape strips along Haynes Bridge Road, Devore Road and Jon Scott Drive shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by Staff.
15. Project entrance shall include a decorative paver entrance (min. 20' deep with concrete banding on each end), landscaping and low wall, as approved by Staff.
16. Front yards shall be framed with a decorative low wall, metal fencing or hedge with columns, as approved by Staff.
17. Amenity areas shall be developed with a park-like setting with decorative landscaping, hardscape, low walls and seating, as approved by Staff.
18. Creeping vines shall be planted to cover retaining walls and low walls, as approved by Staff.
19. Trees shall be saved in the area labeled Open Space/Tree Save #1, as depicted on the landscape plan prepared by Frawley Associates, LLC, dated 4/6/2022, with final approval by Staff. Tree grouping of Oaks and Magnolias located at the southeast corner of Devore Road and Jon Scott Drive shall be saved, as approved by Staff. Tree save areas shall be thinned out, cleaned up and re-planted, as approved by Staff.

20. Stormwater management facilities may be placed underground within the proposed private street turnaround, with final approval by Staff. Facilities shall be indicated on the recorded plat, clearly describing the underground facilities, their function, purpose, ownership, and granting access for inspection, maintenance and repair rights to the HOA and the City of Alpharetta. These facilities and associated maintenance responsibilities shall also be included in the recorded covenants with all costs to be borne by the HOA and Homeowners of the subdivision. The detention facility access and maintenance easement can extend into the landscape buffer, as necessary. The HOA is responsible for replacing any landscape material damaged or removed due to maintenance access to the detention facility.
21. Fences and walls visible from the public right-of-way shall be decorative and shall compliment the architecture of the dwelling, as approved by Staff.
22. Unfinished wood fences and decks shall not be visible from the street.
23. HVAC and similar equipment shall not be visible from the public right-of-way.
24. Garbage pickup shall be from within the development.
25. No more than 10% of the residential units shall be permitted to be rented (long-term and short-term rentals), as recorded in the HOA's declarations and covenants.
26. The conditions above shall replace conditions of zoning related to file# CLUP-21-06/Z-21-10/PH-21-20/V-22-04 Alcovy Haynes Bridge Road & Jon Scott Drive.
27. The applicant will provide at least 8 elevations, all subject to DRB for approval.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (6-0).

7. NEW BUSINESS

A. Memorandum of Understanding: Johns Creek and City of Alpharetta Parks Renewal

Consideration of approval of the renewal of a Memorandum of Understanding with the City of Johns Creek for Parks Without Borders.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- The cities of Alpharetta and Johns Creek offer exceptional recreation programs and, throughout the years, have each experienced a high level of citizen engagement in recreational youth softball, baseball, soccer, and lacrosse. As resident participation continued to grow, eventually exceeding either city's bandwidth, the adjoining cities discovered that sharing certain programs and facilities would permit both cities to meet the increased demand.
- Formalized as the "Parks Without Borders" Memorandum of Understanding (MOU), the agreement permits residents in either city to enjoy the neighboring city's recreational

youth softball, baseball, soccer, and lacrosse programs as the respective city's resident rates, provided space is available. Residents of each city would have priority to register for their city's programs, after which residents of the other city will have priority. Lastly, an open registration period for non-Alpharetta and non-Johns Creek residents will begin. Additionally, the MOU has permitted full-time employees of each partner city and their immediate family members living in the same household to be considered residents of the city in which they are employed, granting access to youth softball, baseball, soccer, and lacrosse programs at the respective city's resident rates. It is important to note the MOU is limited to the recreational sports programs only and does not include travel programs.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the renewal of a Memorandum of Understanding with the City of Johns Creek for Parks Without Borders and for the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (6-0).

B. Request For Proposals 25-105: Park Wayfinding and General Signage

Consideration to approve the award of a contract for RFP 25-105 for Parks Wayfinding and General Signage to Roswell Signs LLC (dba Signarama of Roswell) and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff recommends Roswell Signs LLC (dba Signarama of Roswell) for this RFP.
- The award of this Request-for-Proposals (RFP) is for a full-service sign vendor to produce, construct, and install park signage specified in the City's Wayfinding and Sign Replacement Initiative for our parks. This contract will be a continuation of the park signage plan which is to complete updating the regulatory and informational signage along the Greenway as well as updating the park rules signs to reflect the current city's park rules ordinance. In addition, the on-call contract will also be utilized to complete general signage replacement and installation such as for playground guidelines, amenity identification and general information in city parks.
- To update the current park signage to its new logo and branding initiative, the City of Alpharetta adopted a parks wayfinding and sign guide in 2017 to reflect these changes.
- The intent of this contract is to complete the remaining park wayfinding phases. In addition, City Council adopted a new park rule ordinance which charged the Recreation, Parks and Cultural Services director to post the updated ordinance in all existing and new parks within the city. Capital funding has been requested for that

directive along with the completion of the wayfinding plan. Once these bulk tasks are completed, funding for parks signage updates and replacement will be planned through the annual operating budget.

- The Department of Recreation, Parks and Cultural Services, with guidance from the Finance Department, prepared RFP 25-105 which was issued on October 24, 2024.
- RFP 25-105 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 796 vendor invites and 42 document takers. RFP 25-105 responses were received on November 21, 2024, and included proposals from three (3) firms.
- An example of each sign with its specifications was presented for pricing in the scope of work. Vendors priced these specifications to include the production and installation of each example. The cost is reflective of the total cost for each sign example. The selected vendor will be required to use this pricing once a specific sign is ordered per terms of the contract. The funding of the signage will be through a combination of available capital and operating funds.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the award of a contract for RFP 25-105 for Parks Wayfinding and General Signage to Roswell Signs LLC (dba Signarama of Roswell) and authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (6-0).

C. Ordinance: Fiscal year 2025 Mid-Year Budget Amendment

SECOND READING

The first reading of this item occurred during the February 10, 2025 City Council meeting.

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

- City Attorney, Molly Esswein, read the ordinance title aloud.
- Director of Finance, Tom Harris, came forward to present this item.
- There have been no changes to this item since the First Reading.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to adopt a Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in

each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

- Council Member DeRito seconded the motion.
- The motion was approved unanimously (6-0).

D. Contract Approval: RightSite Telehealth for Fire

Consideration of approval of a contract with RightSite Health Physicians PLLC to provide Telehealth EMS Services for Alpharetta Fire & EMS and with authorization for the Mayor to execute all necessary documents.

- Director of Public Safety, John Robison, came forward to present this item.
- Alpharetta Department of Public Safety would like to partner with Right Site Health to provide on-scene telehealth services. Currently, our response model is one-size-fits-all, regardless of patient acuity. This often leads to our personnel responding to low-acuity calls that do not require a visit to the emergency department. However, due to limited options, our citizens are frequently transported, incurring a hefty ambulance fee, for an issue that could be handled in the home with little and sometimes no charge. Additionally, these low-acuity calls can rapidly deplete the number of ambulances in our area, making them unavailable for high-acuity emergencies.
- Right Site Health gives our responders the option of allowing our citizens instant access to an ER Telehealth Doctor and Patient Navigator who can possibly handle these lower acuity patients. The program is voluntary, meaning our citizens are given the option to use Telehealth only after a medical assessment on scene by responders and additional questions via the Patient Navigator and ED Doctor, and they can refuse this service and request transport if they choose. Patients must meet specific criteria for the Telehealth option, and any emergent findings will disqualify a patient from even activating this program.
- Another area we believe Right Site Telehealth could enhance the services we provide would be in our Community Paramedic program, My Watch Alpharetta. The Right Site Doctors have the ability to order prescription refills, arrange transportation to physician offices and many other services that our citizens need.
- When we researched telehealth services, we found Right Site to be the only service that would not charge the municipality to access their program. Additionally, Right Site Medical only charges the patient's insurance and will not charge the uninsured. Grady EMS, Sandy Springs Fire Dept, and Milton Fire Dept all use Right Site, and when speaking with the EMS Chiefs in those departments, they were very satisfied with the program. I believe this will give us another tool to serve our citizens and help lessen the strain on our 911 system.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve a contract with RightSite Health Physicians PLLC to provide Telehealth EMS Services for Alpharetta Fire & EMS and authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved (6-0).

8. PUBLIC COMMENT

The following individuals came forward to speak out against the renovation of Alpharetta Business "The Cooler" from ice skating rink to pickleball.

- Natasha Cary (11890 Wexford Club Drive, Roswell, GA 30075)
- Michelle Scherer (145 Parkside Close, Alpharetta, GA 30022)
- Christina Loncto (740 Old Saddle Lane, Alpharetta, GA 30004)
- Joshua Schafer (394 Charles Place, Roswell, GA 30075)

9. REPORTS

- Mayor Gilvin reported that he is sympathetic towards the proposed change at The Cooler, but the City and the City Council do not have the ability to do what you are asking us to do.

10. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

11. ADJOURNMENT

- ❖ Council Member Mitchell offered a motion to adjourn the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (6-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 9:33 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk