



City Council Meeting & Public Hearing

SEPTEMBER 22, 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 Present**
 - Mayor Jim Gilvin
 - Mayor Pro Tem Dan Merkel
 - John Hipes
 - Fergal M. Brady
 - Douglas J. DeRito
- **Council Members Absent**
 - Donald F. Mitchell
- **Staff**
 - Chris Lagerbloom, City Administrator
 - John Robison, Assistant City Administrator
 - Molly Esswein, City Attorney
 - Lauren Shapiro, City Clerk
 - Adam Montgomery, Director of Information Technology

- Charlie Jewell, Director of Economic Development
- 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
- Trent Lindgren, Police Chief
- Deanna McKay, Communication & Engagement Manager
- George Doyle, Transportation Planner
- Phillip Seabolt, Fire Administrative Chief

3. PLEDGE TO THE FLAG

4. WORK SESSION ITEMS

A. Wills Park Update Prior to Construction

City Council review and discussion of the construction and improvement plans for Wills Park.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present an overview of the new Wacky World Playground 2.0 planning to go under construction in the next few weeks.
- Additionally, about 50 trees will be removed from the playground footprint, however, only 3 specimen trees will be removed.
- Director Rodgers also shared that there will be extreme updates to the restroom in Wills Park, improved drainage, and fencing at Waggy World Dog Park.

CITY COUNCIL DISCUSSION

- Council Member DeRito asked about the communication plan for construction and park closures.
- Council Member Brady asked about the construction timeline.
 - Director Rodgers shared that the last day to play will be on Sunday, September 28th and the goal is to have the playground built and opened in May of 2026.

B. Wills Park Equestrian Center Update

City Council review and discussion of the planned improvements for the Wills Park Equestrian Center.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present an overview of the future updates of the Wills Park Equestrian Center and tree removal necessary to complete the future improvements.

CITY COUNCIL DISCUSSION

- Council Member Brady asked about the memorial trees for families who have plaques near the Equestrian Center parking.

5. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 9/8/2025)

Consideration of approval of the City Council meeting minutes from the meeting of September 8, 2025.

B. Ratification of a New National Opioid Settlement

Consideration of council ratification of the settlement opt-in for a New National Opioid Settlements with Secondary Manufacturers Settlements and with authorization for the Mayor to execute all necessary documents.

C. Financial Management Report (Month Ending July 31, 2025)

Consideration of approval of the Financial Management Report for the month ending July 31, 2025.

D. Consent Order and Final Judgment: Cumming Street - Parcel 9

Consideration and approval of the ratification of a Final Order and Judgment in the amount of \$43,000 for Tax Parcel No. 22 498212540108 / Parcel 9 of the Cumming Street Project (Parcel Owner: Richard Skuse and Ashleigh Skuse).

E. Public Access Easement Agreement: Dogwood Square

Consideration of approval of acceptance of a Public Access Easement Agreement between CSHF of Georgia, Inc., Dogwood Square, and the City of Alpharetta for a future Alpha Loop connection across Janis Lane to Old Milton Parkway and with authorization for the Mayor to execute all necessary documents.

- ❖ Mayor Pro Tem Merkel offered a motion to approve the Consent Agenda.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

6. PUBLIC HEARING

A. Announcement of Public Hearing Procedures

- City Attorney, Molly Esswein, announced the public hearing procedures.

B. CU-25-14 Image Studios – Windward MP Pod 4

Consideration of a conditional use to allow 'Spa Services' for Image Studios. The property is located at 3070 Windward Plaza and is legally described as being located in Land Lots 1048, 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

- Director of Community Development, Kathi Cook, came forward to present this item.
- The applicant, Dele Oladeji, is requesting a conditional use to allow 'Spa Services' businesses to operate in Image Studios which will occupy a 8,304 square foot suite in the Terraces at Windward shopping center. Image Studios leases suites to a variety of beauty, health, and wellness personal services providers. The applicant requests the following 'Spa Services': massage, waxing/sugaring/laser hair removal, spray tanning, body treatment, body wrap/scrub, body contouring, lymphatic drainage, acupuncture, facials, hydrotherapy, cool sculpting, and cellulite removal. The subject property is located at 3070 Windward Plaza, Suite T & U.
- This item was considered at the September 4, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to the staff recommended conditions (vote 7-0).
- Staff recommends approval of CU-25-14 Image Studios – Windward Master Plan Pod 4, subject to the following conditions:
 1. 'Spa Services' shall be added as a conditional use at 3070 Windward Plaza, Suite T & U and limited to no more than 4,000 square feet.
 2. Conditional use approval shall be limited to Image Studios.
 3. 'Spa Services' shall be limited to massage, waxing/sugaring/laser hair removal, spray tanning, body treatment, body wrap/scrub, body contouring, lymphatic drainage, acupuncture, facials, hydrotherapy, cool sculpting, and cellulite removal services.
 4. Hours of operation shall be Monday – Sunday 8:00 AM – 9:00 PM.
 5. Window signage shall be limited to no more than 10% of the window area and window area shall not be covered or blacked out. No lighted window trim.
- The property is zoned CUP (Community Unit Plan), subject to the Windward Master Plan Pod 4, which is designated Commercial. 'Spa Services' was previously added to Pod 4 with the approval of a master plan amendment and conditional use for Hanna Day Spa in 2013. That business has since vacated the premises. All surrounding properties are zoned CUP subject to the Windward Master Plan. Travelers Insurance office building is located to the north, Activate Games and a small retail building are located to the west, Hilton Garden Inn and three (3) office buildings are located to the south, and the former Wells Fargo is located to the east. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's request.
- Terraces at Windward shopping center is an 8-acre property developed with a one (1) story, 64,000 square foot retail strip center with two (2) retail outbuildings. A variety of

businesses operate in the retail center, including Mellow Mushroom, J.Christopher's, The UPS Store, Helium Comedy Club, Activate Games, and Firefly to name a few. The applicant's business is located in Suites T & U of the shopping center.

- Unified Development Code (UDC) Section 1.4.2 defines 'Spa Services' as, "A business that provides services, which may include non-medical massage, other personal services such as skin, nail, hair treatments, and hair removal/waxing, and may have the sale of associated retail products. Such business shall be located within a retail center, shall not occupy more than 4,000 sq. ft. and shall not be closer than 2,000 ft. to a comparable business." The use is allowed as a permitted use in the LI (Light Industrial) zoning district and as a conditional use in the CUP, O-I (Office-Institutional), O-P (Office-Professional), C-1 (Neighborhood Commercial), C-2 (General Commercial), PSC (Planned Shopping Center), and MU (Mixed Use) zoning districts.
- Image Studios leases suites to cosmetologists, hair stylists, estheticians, and other similar personal service providers. The business will have 40 suites for lease. The zoning of the property and underlying master plan allow Image Studios to offer a variety of beauty, health, and wellness personal services that do not require a customer to disrobe. The applicant requests a conditional use to allow 'Spa Services' for the following services: massage, waxing/sugaring/laser hair removal, spray tanning, body treatment, body wrap/scrub, body contouring, lymphatic drainage, acupuncture, facials, hydrotherapy, cool sculpting, and cellulite removal.
- Hours of operation for the business are Monday – Sunday 8:00 AM – 9:00 PM.
- 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 applicant provided several letters of support, including from existing tenants operating in the Terraces at Windward shopping center.
- The Community Zoning Information Meeting was held on August 13, 2025. There was one (1) sign-in on the public comment sheet from the owner of Marble Nail Salon & Spa listing the services offered by that business.
- Staff has reviewed the applicant's proposal against the review criteria for a conditional use. The use would be compatible with the surrounding uses and other locations for this business, which are similarly situated in retail corridors and shopping centers. The proposed use would complement the beauty services offered at the applicant's business. If approved, conditions should be established that regulate and limit an expansion of services and signage.
- The applicant, Dele Oladeji (6100 Willoughby Drive), came forward to speak on behalf of this application.

CITY COUNCIL DISCUSSION:

- Council Member Hipes asked about types of services provided, who manages the space, and the types of licenses required for each tenant.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve CU-25-14 Image Studios – Windward MP Pod 4, subject to the following conditions:
 1. 'Spa Services' shall be added as a conditional use at 3070 Windward Plaza, Suite T & U and limited to no more than 4,000 square feet.
 2. Conditional use approval shall be limited to Image Studios.
 3. 'Spa Services' shall be limited to massage, waxing/sugaring/laser hair removal, spray tanning, body treatment, body wrap/scrub, body contouring, lymphatic drainage, acupuncture, facials, hydrotherapy, cool sculpting, and cellulite removal services.
 4. Hours of operation shall be Monday – Sunday 8:00 AM – 9:00 PM.
 5. Window signage shall be limited to no more than 10% of the window area and window area shall not be covered or blacked out. No lighted window trim.
 - Council Member DeRito seconded the motion.
 - The motion was approved (4-1, with Council Member Hipes in opposition).

C. PH-25-14 Spirit of God Church – Change of Condition

Consideration of changes to conditions of zoning related to Spirit of God Church. The requested changes to conditions of zoning related to site layout, building design, retaining walls, tree removal, and stormwater. The property is located at 1200 Upper Hembree Road and is legally described as being located in Land Lots 552 & 553, 1st District, 2nd Section, Fulton County, Georgia.

- Director of Community Development, Kathi Cook, came forward to present this item.
- The applicant, Pastor Randall Knighton, is requesting changes to conditions of zoning related to a conditional use approved to allow a 'Church, Synagogue' for Spirit of God Christian Church on a 2.92-acres. The applicant requests changes to conditions related to site layout, building design, retaining walls, and tree removal. The subject property is located at 1200 Upper Hembree Road at the northeast corner of Upper Hembree Road and Harris Road
- Staff recommends approval of PH-25-14 Spirit of God Church – Change of Condition, subject to the following conditions related to CU-20-03/V-20-10 Spirit of God Church/1200 Upper Hembree Road (Original 2020 conditions are included below with amended conditions depicted in RED):
 1. 'Church, Synagogue' shall be a permitted use at 1200 Upper Hembree Rd and shall be limited to Spirit of God Christian Church. The principal assembly room shall be limited to no more than 170 seats. Church-related services shall be limited to Sunday

worship service, weekday bible study, administrative office, and occasional church-related services such as, weddings, baptisms, funerals, or similar. Residential use of the building shall be prohibited. Occasional overnight stays in accordance with religious practices shall be permitted.

2. Property shall be developed substantially similar to plans by Foresite Group, LLC, revised 8/13/25, except for modifications required to comply with the conditions below.
3. Developer shall install minimum 6' planting strip with street trees, 6' sidewalk and curb and gutter along the property frontage on Upper Hembree Road and Harris Road. In addition, pedestrian lighting shall be provided at approximately 120' on center, as approved by Staff.
4. Building shall be limited to no more than 1 story, with mezzanine, over a basement and no more than 22,211 SF.
5. Building shall be primarily brick or stone on 3 sides with a pitched roof and compatible with the residential character of the area, as approved by DRB.
6. Church building shall connect to the public sidewalk.
7. Corner of Harris Rd and Upper Hembree Rd shall have heavy decorative landscaping, as approved by DRB.
8. Required landscape strips shall be exclusive of overhead utilities and easements.
9. Dumpster enclosure shall be masonry to match the church with a metal opaque gate, as approved by DRB.
10. Retaining walls visible from the street and from off-site properties shall be decorative, as approved by DRB. Retaining walls shall maintain a min. 5' setback from the undisturbed buffer and shall not impact trees within the buffer. Retaining walls exceeding 6' in height shall be screened with evergreen trees, as approved by DRB.
11. All required parking shall be provided onsite and applicant shall work with Staff to connect the two parking areas onsite. Rear parking area shall be screened from Harris Road including supplementing with evergreens, if existing vegetation does not provide a screen, as approved by DRB.
12. Deleted.
13. There shall be no outside speakers or broadcasts, including music that is audible from outside the building or off the property.
14. A police officer shall be utilized for services in order to manage and direct traffic.
15. Tree save areas shall be as depicted on the plan prepared by Foresite Group, LLC, revised 8/13/25.
16. Developer shall make every effort to tie into the existing storm drainage system on Harris Court. Proof of correspondence shall be provided to the City explaining to

the affected property owner the benefits of tying release points directly into pipe systems. If unsuccessful, developer shall provide a stormwater outfall design that distributes stormwater into sheet flow discharge or makes every effort to conform to the existing condition flow patterns. Stormwater facilities shall not encroach upon the undisturbed buffer, except that a drainage easement may cross the buffer in order to tie into the system on Harris Court. Location of drainage easement shall minimize impacts to existing trees and shall be replanted where necessary, as approved by Staff. Outfalls, swales, and ditches shall be lined with river rock where visible to adjacent properties.

- The 2.92-acre property is zoned O-I (Office-Institutional) and is developed with a single-family detached home. Surrounding properties are zoned R-10 (Dwelling, 'For-Sale', Residential) to the north, R-15 (Dwelling, 'For-Sale', Residential) to the west, PSC (Planned Shopping Center) to the south and O-P (Office-Professional) to the east. Creekside at Hembree Subdivision is located to the north, two (2) unplatted residential lots are located to the west, the former Harry's Market (Whole Foods) is located to the south, and Alpharetta Medical Center to the east.
- The submitted site plan depicts a two (2) story over basement, 14,563 square foot church building with 101 parking spaces. Access to the site is depicted from Upper Hembree Road and Harris Road. According to the site plan, the principal assembly room of the church would accommodate 170 seats. The Unified Development Code (UDC) requires one (1) parking space for every two (2) seats in the principal assembly room for a church, or 85 spaces for the proposed 170-seat sanctuary. The proposed parking exceeds the City's minimum parking requirements.
- Ten-foot (10') landscape strips are depicted along Upper Hembree Road and Harris Road and a five-foot (5') landscape strip is depicted along the eastern property line. A 50' undisturbed buffer is depicted on the north side of the property adjacent to the Creekside at Hembree subdivision.
- The property is heavily wooded, primarily consisting of hardwoods. The site plan depicts tree save areas on the east, north, and west sides of the property, which include specimen trees, trees of quality and smaller tree groupings. The submitted site plan depicts an underground stormwater system in the rear parking lot. Stormwater discharge is depicted by way of a level spreader in the northeast corner of the property outside of the 50' undisturbed buffer.
- 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 a public comment was received regarding the size of the church being larger than originally intended.
- The Community Zoning Information Meeting was held on August 13, 2025. There was one (1) public comment in opposition to the request.

- Staff has reviewed the applicant's proposal for changes to conditions of zoning. The proposed changes necessary to provide the full complement of parking spaces on the subject property can be supported. However, the requested change to condition #5 is not supported. Development along Upper Hembree Road requiring a public hearing has been approved with conditions requiring buildings to have a residential character, including pitched rooftops.
- This applicant, Pastor Randall Knighton (7197 Belcrest Drive, Duluth, GA 30097) came forward to speak on behalf of this application.

PUBLIC COMMENTS:

IN FAVOR

- Jim Macht, 215 West Cherokee Road, Cartersville, GA (architect for project)
- Dennis Rice, 4204 Harris Ridge Court, Roswell, GA 30076
- ❖ Mayor Pro Tem Merkel offered a motion to approve PH-25-14 Spirit of God Church - Change of Condition, subject to the following conditions:
 1. 'Church, Synagogue' shall be a permitted use at 1200 Upper Hembree Rd and shall be limited to Spirit of God Christian Church. The principal assembly room shall be limited to no more than 170 seats. Church-related services shall be limited to Sunday worship service, weekday bible study, administrative office, and occasional church-related services such as, weddings, baptisms, funerals, or similar. Residential use of the building shall be prohibited. Occasional overnight stays in accordance with religious practices shall be permitted.
 2. Property shall be developed substantially similar to plans by Foresite Group, LLC, revised 8/13/25, except for modifications required to comply with the conditions below.
 3. Developer shall install minimum 6' planting strip with street trees, 6' sidewalk and curb and gutter along the property frontage on Upper Hembree Road and Harris Road. In addition, pedestrian lighting shall be provided at approximately 120' on center, as approved by Staff.
 4. Building shall be limited to no more than 1 story, with mezzanine, over a basement and no more than 22,211 SF.
 5. Building shall be primarily brick or stone on 3 sides with a pitched roof and compatible with the residential character of the area, as approved by DRB, with final approval by City Council for architecture.
 6. Church building shall connect to the public sidewalk.

7. Corner of Harris Rd and Upper Hembree Rd shall have heavy decorative landscaping, as approved by DRB.
 8. Required landscape strips shall be exclusive of overhead utilities and easements.
 9. Dumpster enclosure shall be masonry to match the church with a metal opaque gate, as approved by DRB.
 10. Retaining walls visible from the street and from off-site properties shall be decorative, as approved by DRB. Retaining walls shall maintain a min. 5' setback from the undisturbed buffer and shall not impact trees within the buffer. Retaining walls exceeding 6' in height shall be screened with evergreen trees, as approved by DRB.
 11. All required parking shall be provided onsite and applicant shall work with Staff to connect the two parking areas onsite. Rear parking area shall be screened from Harris Road including supplementing with evergreens, if existing vegetation does not provide a screen, as approved by DRB.
 12. There shall be no outside speakers or broadcasts, including music that is audible from outside the building or off the property.
 13. A police officer shall be utilized for services in order to manage and direct traffic.
 14. Tree save areas shall be as depicted on the plan prepared by Foresite Group, LLC, revised 8/13/25.
 15. Developer shall make every effort to tie into the existing storm drainage system on Harris Court. Proof of correspondence shall be provided to the City explaining to the affected property owner the benefits of tying release points directly into pipe systems. If unsuccessful, developer shall provide a stormwater outfall design that distributes stormwater into sheet flow discharge or makes every effort to conform to the existing condition flow patterns. Stormwater facilities shall not encroach upon the undisturbed buffer, except that a drainage easement may cross the buffer in order to tie into the system on Harris Court. Location of drainage easement shall minimize impacts to existing trees and shall be replanted where necessary, as approved by Staff. Outfalls, swales, and ditches shall be lined with river rock where visible to adjacent properties.
- Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

D. V-25-19 Tesla EV Charging Stations at Kroger Shopping Center

Consideration of a setback variance to allow Tesla EV charging stations in the Kroger shopping center parking lot. A variance is requested to Unified Development Code (UDC) Subsection 2.2.15(D) to reduce the front setback along Windward Parkway to allow for Tesla EV charging stations and associated equipment. The property is located at 12870 Highway 9 and is legally described as being located in Land Lots 1049 & 1112, 2nd District, 2nd Section, Fulton County, Georgia.

- Director of Community Development, Kathi Cook, came forward to present this item.
- The applicant, Dewberry Engineers, Inc., is requesting consideration of an exception to allow sixteen (16) Tesla EV Chargers and associated equipment in a commercial parking lot. An exception is requested to allow the EV Chargers and associated equipment in the 50' front building setback along Windward Parkway. The subject property is located at 12870 Highway 9 at the northeast corner of Windward Parkway and Highway 9 in the Windward Commons (Kroger) shopping center.
- Staff recommends approval of V-25-19 Tesla EV Chargers at Kroger Setback Exception, subject to the following conditions:
 1. Site shall be developed substantially similar to the site plan prepared by Dewberry Engineers, Inc., revised 7/9/25, and with a reduced building setback for the EV Chargers and associated equipment along Windward Parkway.
 2. EV charging equipment shall be substantially similar to the construction drawings prepared by Dewberry Engineers, Inc., revised 7/9/25, with final approval by Staff.
 3. Developer shall plant a row of Peach Drift Rose and a row of evergreen shrubs, such as Otto Luyken, Loropetalum, or similar, planted behind the row of roses. Evergreen shrubs shall be maintained at a height between 4' to 6' and shall be located in the 10' landscape strip adjacent to the EV Chargers and associated equipment, as approved by Staff. If needed, roses may be placed in the right-of-way to allow for proper spacing, as approved by Staff.
- The 10.95-acre property is zoned C-2 (General Commercial) and is developed with a one (1) story, 125,181 square foot retail shopping center. Surrounding properties are zoned C-1 (Neighborhood Commercial) to the west, C-2 to the south, and City of Milton to the north, east and south. Kensley subdivision is located to the north, Windward Way shopping center is located to the east, Wells Fargo and Navy Federal Credit Union are located to the south, and QuikTrip, The First Bank and a retail building are located to the west.
- Unified Development Code (UDC) Subsection 2.2.15(D), C-2 General Commercial, District Regulations requires a front setback that is conditional (based on prevailing development patterns). The approved land disturbance permit (LDP) for the shopping center established a 50' setback along Windward Parkway. In addition, UDC Subsection 2.3.1 (D)(1) states that, "No building or structure or projection thereof, including porch, deck, terrace or chimney, shall be erected closer to a property line than the applicable setback regulation prescribed herein allows. However, uncovered steps, patio slabs, driveways, walkways, retaining walls of no more than 4' in height, and roof overhangs of up to 18" may be located within setback areas." The proposed Tesla EV Chargers and equipment constitute structures subject to building setbacks. According to the applicant, the location of the EV Charging stalls were mutually agreed upon between

Tesla and the property owner as they are out of the way of normal traffic patterns and occupied spaces in the shopping center.

- The Tesla Supercharger EV charging stations are the fast-charging facilities which are owned and operated by Tesla. According to the applicant, the typical charging session lasts between ten (10) to 30 minutes. The Tesla NACS Superchargers work for all Tesla vehicles, as well as other electric vehicle manufacturers, including Acura, Ford, General Motors, Genesis, Honda, Hyundai, JLR, Kia, Lucid, Mercedes, Nissan, Polestar, Rivian, and Volvo. Additional vehicle manufacturers, such as BMW, Toyota, Subaru, Volkswagen, Audi and Porsche, will soon have access to the Tesla NACS Superchargers.
- The City's UDC requires electric vehicle charging stations (EVCS) with all new non-residential developments requiring 100 or more vehicle parking spaces. One (1) Level 2 EVCS for every 25 required spaces or one (1) Level 3 EVCS (fast chargers) for every 100 required spaces. If the Windward Commons shopping center was constructed today, it would require approximately five (5) Level 3 EVCS. The applicant's proposal for sixteen (16) Tesla Supercharging stations exceeds the City's minimum requirements for EVCS.
- The site plan depicts sixteen (16) Tesla EV charging posts, four (4) Tesla Supercharger cabinets, a switchboard, and a utility transformer within the shopping center parking lot along Windward Parkway. The area is currently improved with 23 parking spaces and one (1) parking lot tree island. The EV chargers and equipment are located outside of the ten-foot (10') landscape strip along Windward Parkway, but within the 50' building setback. A 72 square foot concrete utility pad is depicted in the middle of the sixteen (16) EV charging spaces which is the location of the utility transformer, switchboard, and supercharger cabinets. The EV charging posts and switchboard are approximately 6.5' tall and the supercharger cabinet is approximately 7.5' tall. The utility transformer will be sized by the utility provider.
- A landscape plan and photo simulations were provided by the applicant depicting a Wax Myrtle hedge in the landscape strip along Windward Parkway, as well as three (3) Willow Oaks in newly created parking lot tree islands between the EV charging spaces. Based on feedback from the City Arborist, the applicant updated the landscape plan to change the Wax Myrtle hedge to a mix of Dwarf Yaupon Holly, 'Nick's Compact' Juniper, and Peach Drift Rose.
- The applicant notified all properties within 500' of the subject property regarding the request for exception and intent for the property. The applicant's Citizen Participation Plan report states that questions were received regarding the type of vehicles that can use the chargers, how long a charge takes, if vehicles can be left while charging, safety concerns and traffic.
- The Community Zoning Information Meeting was held on August 13, 2025. There were no public comments on the sign-in sheet.

- Staff has reviewed the applicant's proposal and finds that the exception does not conflict with the established review criteria. The proposal represents retrofitting an existing commercial parking lot with EV charging equipment. If approved, landscape screening material is recommended in the landscape strip along Windward Parkway.
- Olivier Kioko (Tesla Deployment Manager) came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve V-25-19 Tesla EV Chargers at Kroger Setback Exception, subject to the following conditions:
 1. Site shall be developed substantially similar to the site plan prepared by Dewberry Engineers, Inc., revised 7/9/25, and with a reduced building setback for the EV Chargers and associated equipment along Windward Parkway.
 2. EV charging equipment shall be substantially similar to the construction drawings prepared by Dewberry Engineers, Inc., revised 7/9/25, with final approval by Staff. Light fixtures shall compliment existing lighting and require staff approval.
 3. Developer shall plant a row of Peach Drift Rose and a row of evergreen shrubs, such as Otto Luyken, Loropetalum, or similar, planted behind the row of roses. Evergreen shrubs shall be maintained at a height between 4' to 6' and shall be located in the 10' landscape strip adjacent to the EV Chargers and associated equipment, as approved by Staff. If needed, roses may be placed in the right-of-way to allow for proper spacing, as approved by Staff.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (5-0).

E. Z-25-04/V-25-07 Madewell/Milton Avenue Tract

This request has been withdrawn by the applicant. The request will not be considered at the September 22, 2025 City Council meeting.

Consideration of a rezoning and variance to allow for a 1.34-acre property to be subdivided into 2 single-family detached lots. A rezoning is requested from SU (Special Use) to R-12 (Dwelling, 'For-Sale', Residential) and variances are requested to Unified Development Code (UDC) Subsection 2.2.6(D) to reduce the front and side building setbacks and UDC Subsection 3.3.2 to reduce the stream buffer and impervious setback required for a perennial stream. The property is located at 0 Milton Avenue and is legally described as being located in Land Lots 1251 & 1270, 2nd District, 2nd Section, Fulton County, Georgia.

F. THE FOLLOWING ITEMS HAVE BEEN DEFERRED:

1. Z-25-07/CU-25-15/V-25-20 Alpharetta District Places

DEFERRED: This item has been deferred by staff to the October 27, 2025 City Council Meeting. This item will not be heard or considered.

Consideration of a rezoning, conditional use, and variances to allow for 195 'Dwelling, 'For-Rent' units, 20,000 square feet of retail, and 10,000 square feet of restaurant on 3.02 acres in the Downtown. A rezoning is requested from C-2 (General Commercial) to DT-C (Downtown Core) and a conditional use is requested to allow 'Dwelling, 'For-Rent'. Variances are requested to Unified Development Code (UDC) Appendix A: Alpharetta Downtown Code Subsection 2.3.3(E) to modify the Collector Street Commercial/Mixed-Use streetscape requirements and Subsection 3.5.5 to increase the maximum building footprint. The property is located at 0 South Main Street and 131 South Main Street and is legally described as being located in Land Lot 695, 1st District, 2nd Section, Fulton County, Georgia.

2. MP-25-05/CU-25-07 Northwinds Summit Vertiport

DEFERRED: This item has been deferred by staff to the October 27, 2025 City Council Meeting. This item will not be heard or considered.

Consideration of a master plan amendment and conditional use to allow a 'Vertiport' in the Northwinds Summit mixed-use development. A master plan amendment is requested to the Northwinds Summit Master Plan to add 'Vertiport' as conditional use and a conditional use is requested to allow 'Vertiport' for the applicant's proposed Vertiport. The property is located at 1000 Summit Place and is legally described as being located in Land Lots 753 & 798, 1st District, 2nd Section, Fulton County, Georgia.

7. NEW BUSINESS

A. Resolution: City of Alpharetta Arts & Culture Master Plan

Consideration of adoption of a resolution to approve the Arts & Culture Master Plan.

- City Attorney, Molly Esswein, read the Resolution title aloud.
- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- In January 2024, the Cultural Services Division of the Recreation, Parks & Cultural Services Department initiated the development of an informal Request for Proposals (iRFP) to select a qualified consultant for the creation of a new Arts & Culture Master Plan. Following a competitive review process and multiple submissions, the Division selected Tunnell-Spangler & Associates, Inc. (TSW) to lead the project. TSW had previously developed the City of Alpharetta's Recreation, Parks & Cultural Services Master Plan in 2018, and the Department was highly satisfied with the quality and results of that work. Given their strong performance and familiarity with the community, TSW was considered an ideal partner for this initiative.
- In May 2024, a contract was finalized, and work officially began on the Arts & Culture Master Plan.

- Extensive community outreach and research efforts followed, including surveys, stakeholder meetings, and data collection to assess Alpharetta's current needs and future aspirations in arts and culture. TSW gathered valuable input from City leadership, staff, the Cultural Arts Commission, and community members to ensure the Master Plan was comprehensive and community-driven.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to adopt a Resolution adopting the Arts & Culture Master Plan and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

B. Intergovernmental Agreement: Fulton County Schools for Participation in Community Agricultural Programming

Consideration of approval of an Intergovernmental Agreement between the City of Alpharetta and Fulton County Schools on behalf of Cambridge High School, Alpharetta High School, Milton High School, and Innovation Academy for Community Agricultural Programming 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.
- This City's community agriculture program has partnered with multiple schools in North Fulton since 2018, and in 2023 the partnership was formalized in an IGA. The partnering schools include Cambridge High School, Alpharetta High School, Milton High School, and Innovation Academy. The IGA, attached herein, outlines the program parameters for each school.
 - **Cambridge High School**
 - In concurrence with the academic school year 2025/26, the City will be the host site for a senior-level educational course at Old Rucker Farm entitled "Agricultural Business" for students enrolled in the Agricultural Track at Cambridge High School. This course will be taught in collaboration with a Fulton County School teacher and can be taught at Old Rucker Farm Monday through Friday.
 - The Agricultural Business course will be conducted five (5) days per week for a minimum of seven (7) hours each week. Specific days and times will be worked out between City staff and designated FCS teacher(s) at Cambridge High School based on scheduling availability.

- The City will create and provide a curriculum for the course to include a workbook and textbook for on-farm lessons which will correlate with in-classroom topics.
- The course will also feature a sales program known as the "AGaretta Box," which includes the sale of produce and preserved items generated from the harvest cultivated at Old Rucker Farm.
- The city will provide the following supplies needed for on-farm lessons and the sale of AGaretta Boxes:
 1. Egg Cartons and labels
 2. Seed starting equipment (soil, trays, water, lights, greenhouse, etc.)
 3. Dehydrator for food preservation (herb drying, etc.)
 4. Packaging of "AGaretta Box" (paper/plastic bags, jars, etc.)
 5. General office supplies
 6. Other supplies, as needed and available with the budget set for the program.
- The City will implement rotational plantings to ensure a seasonal harvest for AGaretta Box sales.
- The City will host a website for the AGaretta Box sales and financially manage the program's sales.
- The City will donate fifty percent (50%) of the gross sales generated from the AGaretta Box program to Cambridge High School Agricultural Business students at the end of the academic school year to be utilized as a college or university scholarship.
- City Staff at Old Rucker Farm will collaborate with a designated FCS teacher(s) at Cambridge High School to identify additional engagement, volunteer, work-based learning, and other learning opportunities during the school year including field trips, presentations during City Council meetings, program promotion via an informational booth during the City's Taste of Alpharetta and the Alpharetta Farmer's Market events.
- **Alpharetta High School**
 - The City will partner with Alpharetta High School's CTAE culinary program for the preservation of harvested items from Old Rucker Farm into added-value items such as jam, salsa, and pickled goods, as well as the use of the culinary classroom at Alpharetta High School for classes organized and promoted by City, and taught by the education staff at Alpharetta High School.
 - The preserved items will become the products sold through the AGaretta Box program.

- The City will provide recipes, ingredients for provided recipes, four-ounce (4 oz) and six-ounce (6 oz) jars, and frozen produce harvested from Old Rucker Farm to Alpharetta High School to produce the jam, salsa, and pickled goods.
- The City will provide labels to be affixed to the jars. The labels shall include the jars' content and state the added-value food product was created by students through the Alpharetta High School culinary program.
- Upon completion of the finished products, the City will pick up the preserved items for labeling.
- **Milton High School**
 - The City will partner with Milton High School's Community Based Instruction (CBI) program with activities connected to the City's Community Agriculture Program, planned and executed by the City program staff and the Milton High School CBI teachers.
 - The City's Community Agriculture Program staff will provide Milton High School CBI students with plants and seeds for growing year-round in support of the CBI program's class garden.
 - City Staff at Old Rucker Farm will collaborate with a designated teacher(s) at Milton High School to identify additional engagement, volunteer, and learning opportunities during the school year including presentations during City Council meetings, program promotion via an informational booth during the City's Taste of Alpharetta and Alpharetta Farmer's Market events.
- **Innovation Academy**
 - The City will partner with Innovation Academy for the tracking and study of honeybee travel patterns through the RFID system implemented at the honeybee hives at Old Rucker Farm.
 - Innovation Academy students will regularly collect data from the Old Rucker Farm RFID system to analyze and compare the data collected with the information provided via the RFID system implemented at the honeybee hives on campus at Innovation Academy.
 - The City agrees to share study findings on the Old Rucker Farm social media platforms.
 - Innovation Academy students will conduct additional studies at Old Rucker Farm such as the study and analysis of compost, soil, and/or other areas of interest to the science and biology students.
- For all four (4) participating schools, City staff at Old Rucker Farm will collaborate with a designated teacher(s) at each school to identify additional engagement, volunteer, work-based learning programming, and other learning opportunities during the school

year, including presentations during City Council meetings, program promotion via an informational booth during the City's Taste of Alpharetta and Farmer's Market events.

- This IGA shall be valid for one (1) year, and will automatically renew for three (3) additional one-year terms absent either party's written notification to the other.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve an Intergovernmental Agreement between the City of Alpharetta and Fulton County Schools on behalf of Cambridge High School, Alpharetta High School, Milton High School, and Innovation Academy for Community Agricultural Programming and to authorize the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

C. Invitation to Bid 26-003: Pine Shavings

Consideration to approve the award of Invitation to Bid 26-003 to Queen Wood Products for Pine Shavings at the Equestrian Center in an amount totaling \$123,000.00 and authorize the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Per the Georgia Department of Agriculture, GDA regulates licensed Equine Stables ensuring proper animal treatment and living conditions, which includes rules for bedding. Wills Park Equestrian Center is focused on sanitation, safety, and humane treatment of stabled horses during scheduled events. WPEC requires a minimum of two bales of shavings per stall for a stabled horse.
- Shavings are available for purchase from the facility and generate revenue. The current price per bale of shavings charged to stall renters is \$8.00 per bale (revenue) for scheduled equine events. The winning bid below was priced out at \$4.80 per bale plus delivery charges (expense).
- The City advertised ITB 26-003 on July 3, 2025 with a due date of July 31, 2025. Two vendors submitted proposals. Proposals were reviewed and graded with Queen Wood Products providing the best cost proposal. Both companies have the capabilities of providing a quality product. Queen Wood Products was the selected vendor due to the scoring summary.

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Council Member Hipes offered a motion to award ITB 26-003 to Queen Wood Products for Pine Shavings at the Equestrian Center in an amount totaling \$123,000.00 and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

D. Resolution: Development Impact Fee Advisory Committee Appointments

Consideration of adoption of a resolution approving appointments for a Development Impact Fee Advisory Committee as part of the City's Impact Fee Program Update and authorize the Mayor to sign all necessary documents.

- City Attorney, Molly Esswein, read the Resolution title aloud.
- Transportation Planner, George Doyle, came forward to present this item.
- As part of the State's current Development Impact Fee Act, a municipality that is either adopting an impact fee program or is updating and established program shall establish a 5 to 10-member Development Impact Fee Advisory Committee prior to the adoption of a development impact fee ordinance. The Development Impact Fee Advisory Committee serves in an advisory capacity to assist and advise the governing body of the City with regard to the adoption of a development impact fee ordinance, once established or updated. Since the committee is structured in an advisory capacity, no action of the committee shall be considered a necessary prerequisite for municipal action in regard to adoption of such an ordinance.
- Staff requests the following appointments to be made for the City's Development Impact Fee Advisory Committee, such that the State's definition and requirements for committee compositions are met:
 - Morgan Smith, Development Authority Member
 - Jake Meek, Toll Brothers
 - Mike Smith, Providence Group
 - Paul Corley, Empire Homes
 - Dennis Mitchell, Planning Commission, Resident
 - Vikram Mehra, Hines
 - David Chatham, Development Authority Member

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Mayor Pro Tem Merkel offered a motion to adopt a resolution approving appointments for a Development Impact Fee Advisory Committee as part of the City's Impact Fee Program Update and to authorize the Mayor to sign all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

8. PUBLIC COMMENT

- There were no public comments.

9. REPORTS

- Mayor Gilvin shared that we had a wonderful Mayor's 5K this past week and wanted to thank all volunteers, the Rotary Club, and all corporate sponsors in our community. Additionally, if you are in Senate District 21 (Brandon Beach's former seat) the last day to vote is tomorrow. Please vote if you have not already.

10. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

11. ADJOURNMENT

- ❖ Council Member Hipes offered a motion to adjourn the meeting.
 - Council Member Merkel seconded the motion.
 - The motion was approved unanimously (5-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 8:35 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk