GWINNETT COUNTY
DEPARTMENT OF PLANNING AND DEVELOPMENT
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Gwinnett County Development Advisory Committee
Wednesday February 17, 2021 at 12:00 p.m.

WebEx teleconference

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FEBRUARY 17, 2021 DAC MEETING MINUTES

COMMITTEE MEMBERS PRESENT
Carol Hassell
Corbitt Woods
Jeffery Cleveland
John McHenry
Louis Tseng
Michael Johnson
Mike Lant
Stephanie Brady

COMMITTEE MEMBERS ABSENT
Allen Mendenhall
Alyssa Davis
Austin Thompson
Greg Beadles
Jeff Tullis
Kimberly Steele
Latabia Woodward
Marvin Aikerson
Matt Peevy
William Edwards

STAFF PRESENT
Susan Canon, Planning & Development, Assistant Director
Matt Dickison, Planning & Development, Deputy Director
Adena Fullard, Planning & Development, Division Director
Chris Hayward, Planning & Development, Deputy Director
Marcus Canada, Planning & Development, Section Manager
Cyndi Sloan, Planning & Development, Planning Director
Maria Serban, Planning & Development, Development Review Manager
Catherine Long, Planning & Development, Planning Manager (Presenter)
Tyler Lasser, Planning & Development, Planner III

Glenn Boorman, Community Services, Deputy Division Director
Sandra Hawkins, Planning & Development, Administrative Support Associate II
Michelle Phulps, Planning & Development, Administrative Support Associate II

1. **Call to Order**
   Meeting called to order by Corbitt Woods at 12:05 pm.

2. **Determination of a Quorum**
   Quorum was present (8 members were present)

3. **Announcements**
   - Corbitt Woods, Chairman, introduced Susan Canon as the new Director of Planning and Development
   - Corbitt Woods, Chairman, introduced Matt Dickison as the new Deputy Director of Planning and Development
   - Corbitt Woods, Chairman, introduced Stephanie Brady as the newest member of the DAC, serving as the Homeowner's Association representative.

4. **Adoption of the Agenda**
   Stephanie Brady motioned to approve the agenda. Carol Hassell seconded the motion. Approved (8-0).

5. **Approval of the Minutes (November 18, 2020)**
   Jeffery Cleveland motioned to approve the minutes. Mike Lant seconded the motion. Approved (8-0).

6. **New Business**
   Catherine Long, Long Range Planning Manager, gave a brief overview of the five themes of the 2040 Unified Plan. How the staff works to accomplish the implementation of the plan through the Community Work Program (CWP) was explained and included a few examples from current projects. The Long-Range Planning Team meets twice a year with key department staff to track the progress of the aligned projects.

   Corbitt Woods asked Cyndi Sloan, Planning Director, about the recent R-TH amendment and if there was an available memo touching on the basic concepts of the amendment. Cyndi Sloan explained that a memo will be available on the Gwinnett County website.

Corbitt woods then asked about that status of the required pre-application meetings mentioned at the November DAC meeting. Cyndi Sloan explained that Planning and Development is actively using the new process and that any request for change in conditions, rezoning and special use permits will require the pre-application meeting going forward.

7. **Other Business**
   Tyler Lasser, Planner III, asked for DAC members to reach out to staff if they have anything they would like to be considered for next meeting agenda items. The next meeting will be held on May 19, 2021

8. **Adjournment (12:30 pm)**
   John McHenry motioned to adjourn. Jeffery Cleveland seconded the motion. Approved (8-0).