

Gwinnett County Development Advisory Committee**Wednesday, November 20, 2024, at 12:00 pm**

One Justice Square

446 West Crogan Street, 1st floor, Conference Room 106

Lawrenceville, GA 30046

Present: Allen Mendenhall, Alyssa Davis, Corbitt Woods, Derrick “DA” Williams (virtual), Imran Niazi, Jeffery Cleveland, Joseph Santoro, Marvin Aikerson, Michael Johnson, Mike Lant, Nicola McIntyre

Absent: Amy Bray, Bess Walthour, John McHenry, Louis Tseng, William Edwards

Staff Members: Chris Hayward, Cyndi Sloan, Rinda Grooms, Marcus Canada, Sharon Cook, James Hornbeck, Dan Robinson, Sandra Hawkins

I. Call to Order

The meeting was called to order by Corbitt Woods at 12:06pm

II. Determination of a Quorum (7+ Members)

A quorum was present

III. Announcements

Corbitt Woods, Chairman, welcomed everyone.

Joseph Santoro announced he accepted a new position and will step down from his role as Council for Quality Growth.

Corbitt Woods congratulates Gwinnett County’s Planning Department for winning the ARC Regional Excellence Award for the 2045 Unified Plan.

IV. Adoption of Agenda

{Action: Approved Motion: Marvin Aikerson; Second: Mike Lant Vote: 10-0}

Members present: Approved (10-0).

V. Approval of Minutes

August 21, 2024

{Action: Approved Motion: Mike Lant; Second: Nicola McIntyre Vote: 10-0}

Members present: Approved (10-0).

VI. Old Business**VII. New Business**

a) Tree Advisory Committee Appointment

Nicola McIntyre volunteered as the Development Advisory Committee representative

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{Action: Approved Motion: Allen Mendenhall; Second: Marvin Aikerson Vote: 10-0}
Members present: Approved (10-0).

b) Introduction to Tree Ordinance Rewrite

Rinda Grooms, Development Division Director, presented an overview of the tree ordinance rewrite project. CPL, Architecture, Engineering, Planning, Landscape Architecture and Surveying was awarded the contract and began the tree canopy assessment in September for unincorporated portions of the county as task one of the project with the first of three community events held in October to gain ideas and input from citizens. The Gwinnett County Tree Advisory Committee, several stakeholder groups, individual stakeholders, and the tree ordinance technical review committee serve as the body of the project. Research of similar size jurisdictions both regionally and nationally for successes and challenges continues while information is gathered from an online survey featured on Gwinnett's website [Planning and Development - Gwinnett | Gwinnett County](#)
The summary of above efforts will conclude in last quarter of 2025 with an amendment to the tree and landscape sections of the ordinance.

c) Development Information Forum

Rinda Grooms, Development Division Director, stated the Developers Information Forum was scheduled on October 23rd and how this meeting first started focusing on field operations and has grown into an overview with County updates and presentations given by different departments. The goal is to have more information out into the communities and receive feedback to see what people are interested in and schedule this meeting quarterly in person and sometimes virtually.

d) Electronic Submittal Process for PC/BOC applications

Dan Robinson, Planning Deputy Division Director shared a presentation on the Land Use Application ZIP Portal Process. Back in September the submittal process was switched from a PDF email application system to a portal system. All communication is now going through the portal, making it a more streamlined process and less chance of an error.

VIII. Other Business

None

IX. Adjournment

{Action: Approved Motion: Nicola McIntyre; Second: Alyssa Davis: 10-0}
Members present: Approved (10-0).