



**CITY OF RICHMOND HILL
ACTION SUMMARY
MEETING OF THE MAYOR AND COUNCIL**

**Tuesday, January 5, 2021
7:00 P.M.**

**Richmond Hill City Hall Council Chambers
40 Richard Davis Drive
Richmond Hill, Georgia 31324**

Present from City Council: Russ Carpenter, *Mayor*; *Councilmembers:* Kristi Cox, Steve Scholar, and Robbie Ward

Staff Present: Chris Lovell, *City Manager*; Scott Allison, *Assistant City Manager*; Dawnne Greene, *City Clerk*.

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION AND PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA - **Approved, Vote Unanimous (3:0)**
5. CONSENT AGENDA - **Approved, Vote Unanimous (3:0)**
 - a. Approval of Minutes of meeting December 1, 2020.
 - b. Approval of Minutes of workshop December 15, 2020.
 - c. Approval of Council and Staff Retreat Summary October 16 & 17, 2020.
 - d. Approval of 2021 Qualifying Fees.
 - e. Approval of administrative assistant job description.
 - f. Approval of financial institution resolutions.
 - g. Approval of 2021 CVB Board.
6. PLANNING, ZONING, AND CODE ENFORCEMENT
 - a. Approval/Disapproval - Petition filed by the City of Richmond Hill to amend the following articles and appendices of the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia; Article 7 – Commercial Districts; Article 8 – Industrial District; Article 9 – Mixed Use Districts; Article 10 – Planned Unit Development Districts; Article 12 – General Provisions; Article 13 – Conditional Uses; Article 14 – Parking and Loading; Article 15 – Landscaping and Tree Protections; Article 16 – Signs; Article 17 – Site Development Plan; Article 21 – Subdivision - Purpose and Procedures; Article 32 – Definitions; Appendix A – Combined Table of Uses; and Appendix D – Review Authority, and to repeal

conflicting ordinances; to provide for an effective date; and for other purposes. - **Approved, Vote Unanimous (3:0)**

- b. Approval/Disapproval - Petition filed by the City of Richmond Hill to amend Article 11 – Overlay Districts and Article 28 – Architectural Review Board of the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia, to add Appendix E – Ford Avenue Historic District Design Guidelines to the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia; for the purpose of providing for Historic Preservation Commission review authority, Ford Avenue Historic District, and Historic District Design Guidelines; to repeal conflicting ordinances; to provide for an effective date; and for other purposes. First Reading - Petition filed by the City of Richmond Hill to adopt a new, revised Official Zoning Map of The City of Richmond Hill, which includes the Ford Avenue Historic District; to provide for an effective date; and for other purposes. – **Approved, Vote Unanimous (3:0)**
 - c. Approval/Disapproval - Petition filed by the City of Richmond Hill to adopt a new, revised Official Zoning Map of The City of Richmond Hill, which includes the Ford Avenue Historic District; to provide for an effective date; and for other purposes. – **Approved, Vote Unanimous (3:0)**
 - d. Approval/Disapproval - Preliminary Plat for Ogeechee Station to be located at Kroger Drive and US 17 adjacent to Ways Station Senior Apartment. – **Approved, Vote Unanimous (3:0)**
 - e. Approval/Disapproval - Preliminary Plat for Raydient Places Phase 1A located off of Great Ogeechee Parkway and Belfast Keller. – **Approved, Vote Unanimous (3:0)**
 - f. Approval/Disapproval - Payment of fee in lieu of tree mitigation to City Tree Fund for Buttonwood Subdivision. – **Approved, Vote Unanimous (3:0)**
 - g. Approval/Disapproval - Department of Planning and Zoning Inspections Division proposed reorganization to add a Chief Building Official position, add a Building Inspector B3 position, revise the Senior Building Inspector position, and revise the Building Inspector BI and B2 position. – **Approved, Vote Unanimous (3:0)**
7. CITY MANAGER TOPICS
- a. Approval/Disapproval - Intergovernmental Agreement (IGA) automatic aid agreement with Bryan County (RHFD AND BCES) Approval/Disapproval – SPLOST VII allocation of \$27,608 for the Boles Park ADA parking area and entrance paving, drainage, and accessibility improvements. - **Approved, Vote Unanimous (3:0)**
 - b. Approval/Disapproval - SPLOST VII allocation of \$16,867.50 for the Richmond Heights Drainage Improvements Project Change Order #1. – **Approved, Vote Unanimous (3:0)**
 - c. Executive session for legal matters.
8. NEW BUSINESS
- a. None
9. COMMUNICATIONS
- a. Due to COVID-19 concerns, the annual Martin Luther King, Jr. Parade will be held virtually on Saturday, January 16th at 10:00 am on the RHMLK parade Facebook and YouTube pages. More information can also be found on the City of Richmond Hill’s social media.
10. PUBLIC COMMENTS
- a. None
11. ADJOURNMENT