



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
CITY COUNCIL BUSINESS MEETING AGENDA
Auburn Municipal Complex
1 Auburn Way
Auburn, GA 30011
November 13, 2025
6:00 P.M.**

INVOCATION

PLEDGE

COUNCIL REPORTS AND ANNOUNCEMENTS

PUBLIC HEARING

1. Alcohol License Application—Transfer and issuance of license for package store Hill’s Shop Road/Hwy 324.

CITIZEN COMMENTS ON AGENDA ITEMS

VOTING ITEMS

2. Consent Agenda
 - a. Council Business Meeting Minutes- October 9, 2025
 - b. Council Workshop Meeting Minutes- October 23, 2025
 - c. Three-way stop sign at the intersection of Autry Road and Autry Pines.
 - d. Ordinance amendment to adopt Gwinnett County septic regulations by reference for consistency.
 - e. Alcohol License Application—Transfer and issuance of license for package store Hill’s Shop Road/Hwy 324 including condition for construction timing.

CITIZEN COMMENTS

ADJOURN

Agenda subject to change prior to meeting



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AGENDA ITEM: 1 & 2e

TO: Mayor and Council

FROM: Jack Wilson
City Attorney

DATE: November 7, 2025

PURPOSE: Alcohol License Application—Transfer and issuance for package store
Hill’s Shop Road/Hwy 324

BACKGROUND: In 2021, City voters approved a referendum to permit retail package sales of alcohol within the City. The City adopted an ordinance to govern such sales. In 2022, the City appointed a committee to evaluate applications for licenses. The committee recommended approval for two licenses. The City Council approved the two licenses at two locations, imposing conditions regulating the timing of opening of the two stores. This application relates to the location approved at Highway 324 (Hill’s Shop Road) (Tax Parcel AU01 004A). The originally approved licensee, CDC Endeavors, LLC seeks to transfer its license to Nimishaben Properties, LLC and Paresh Patel, which will construct and operate the store at this location.

RECOMMENDATION: From Council discussion at the work session, staff recommends approval of the transfer and issuance of the license to Namishaben Properties, LLC. with the following conditions: Applicant shall pay all fees associated with the permitting and plans, and Applicant shall commence construction within 60 days of receipt of a building permit.

FUNDING: N/A

ATTACHMENTS: Application and Proposed Site Plan

NOTICE OF APPLICATION FOR ALCOHOL LICENSE

CITY OF AUBURN, GEORGIA

An application for transfer and issuance of an alcohol license has been presented to the City of Auburn. The application is being made by Nimishaben Properties, LLC and Paresh Patel for a retail package store proposed to operate at Hill's Shop Road/Highway 324 (a portion of Tax Parcel AU01 004A). The application is for package sales of distilled spirits under Section 5.50 of the City Code. The location was previously approved by the City Council. A public hearing will be held on Thursday November 13, 2025 at 6:00 p.m. at City Hall, 1 Auburn Way, Auburn, Georgia 30011. Public comment is invited and encouraged.



KENTMERE BARREL

-Hills Shop Road Auburn GA-

A NEW LIQUOR STORE DEVELOPMENT
BY INFRPROP CO.



WWW.A1PLANDSIGNBUILD.COM



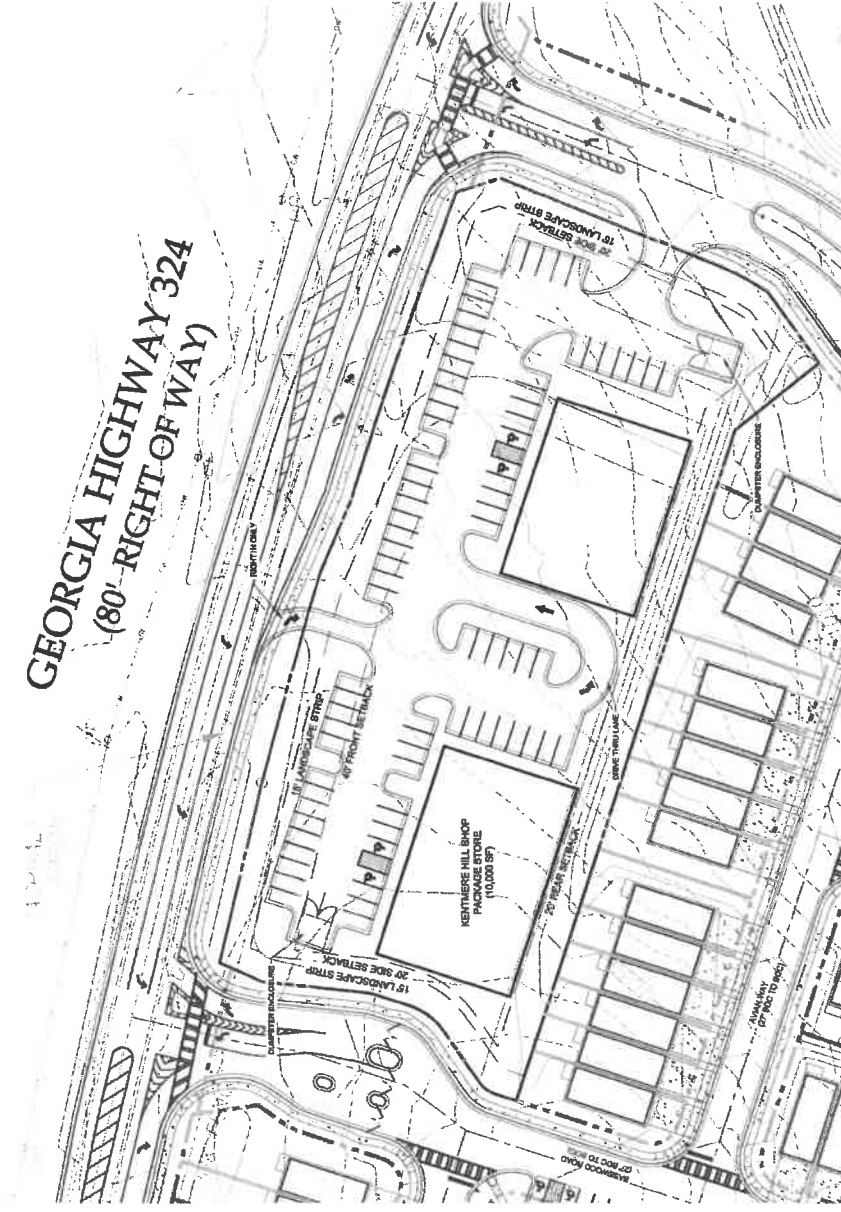
SITE LOCATION & INFO

HILLS SHOP RD. AUBURN GA 30019

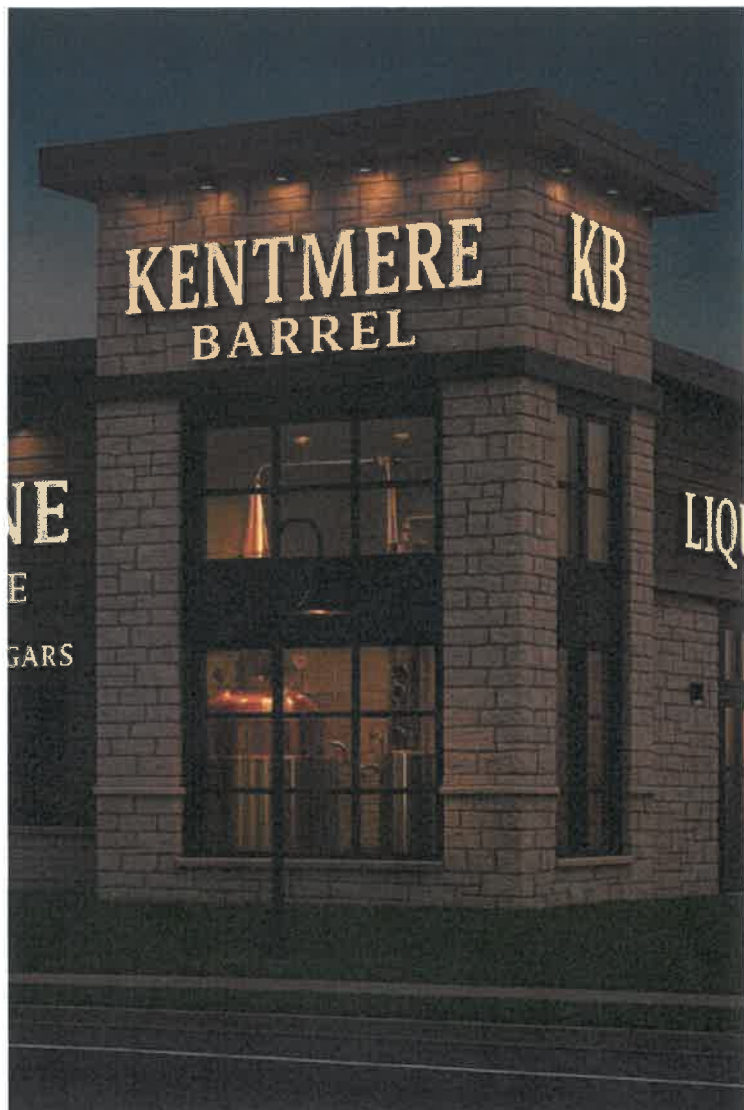
BARROW COUNTY

PARCEL ID AU01 004A



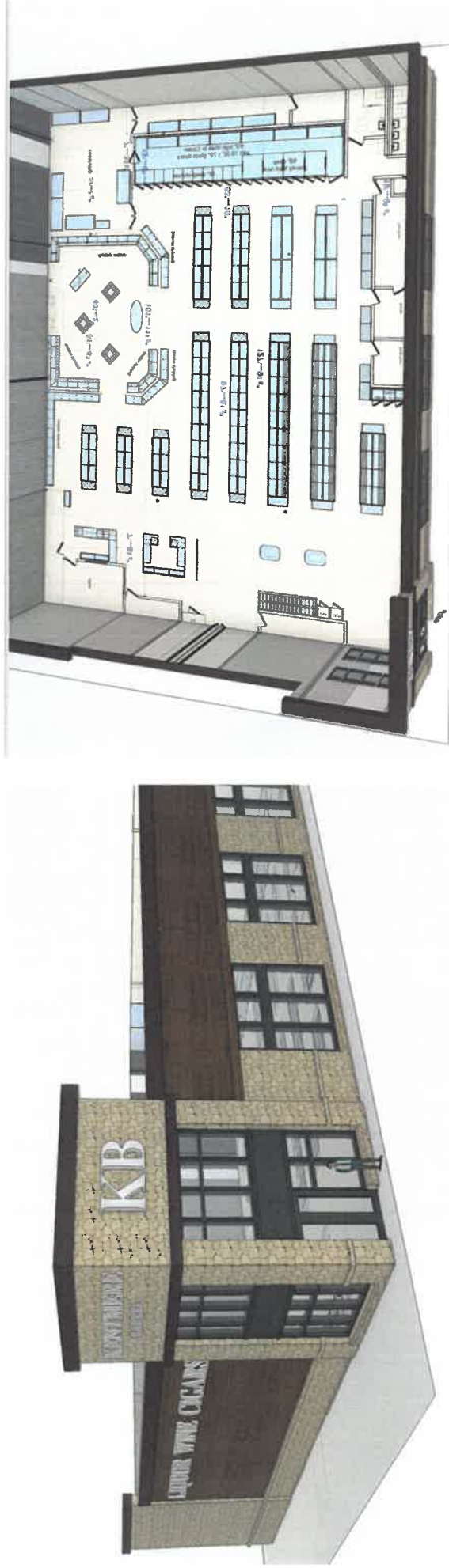








PROPOSED BUILDING & FLOOR PLAN



**WHISKY/
WINE ROOM**

**WALK-IN
BEER
CAVE**

**SEASONAL/
PROMOTIONAL
DISPLAY**

RETAIL SALES FLOOR

STOCKROOM

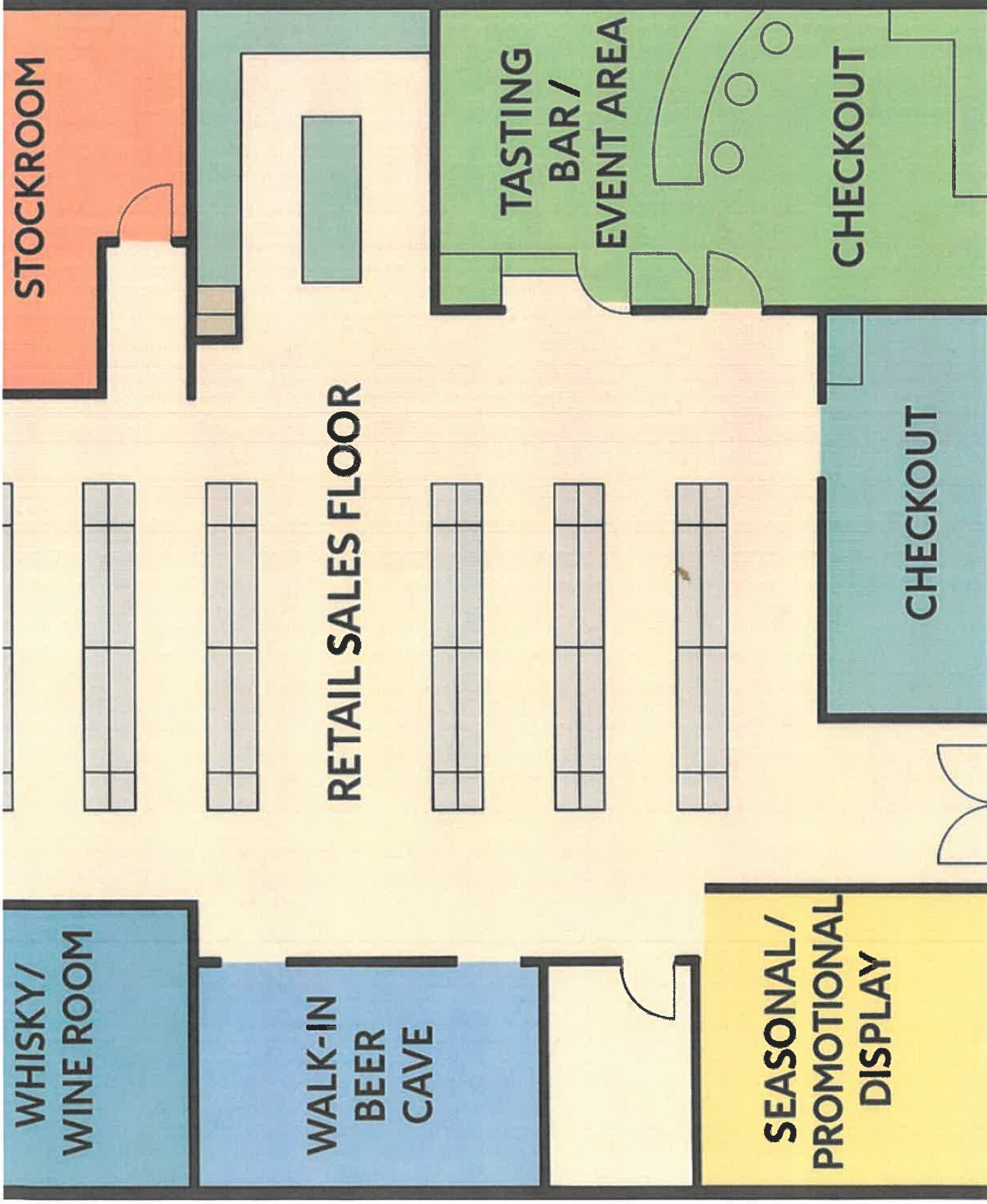
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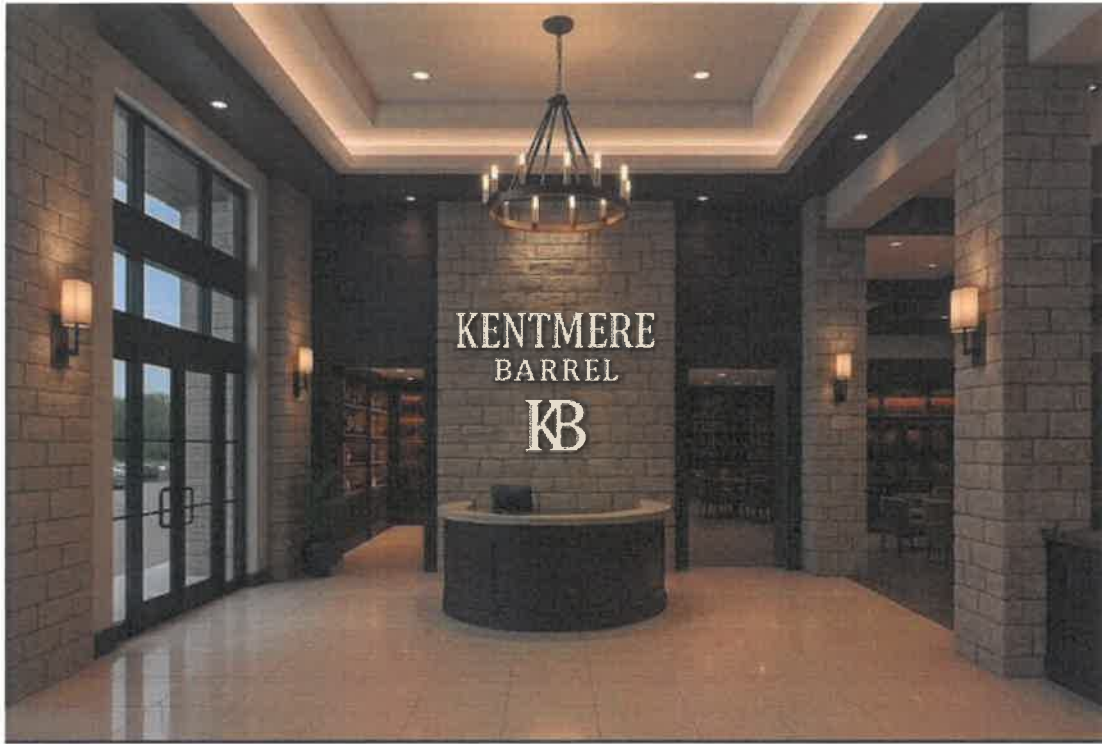
BAR /

EVENT AREA

CHECKOUT

CHECKOUT













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**CITY OF AUBURN
MAYOR AND COUNCIL
MEETING IN COUNCIL CHAMBERS
October 9, 2025
6:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor: **Richard Roquemore**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie Bradley**
Council Member: **Joshua Rowan**

Council Member Bob Vogel was absent.

City Staff in Attendance: Michael Parks, Chief Hodge, Brooke Haney, Staci Waters

Also in Attendance: Jack Wilson

Mayor Roquemore called the meeting to order at 6:00 pm.

Pastor Daniel Morgenroth gave the Invocation.

Mayor Roquemore gave the pledge.

Council Reports and Announcements

Staci Waters announced the follow events Winters Farmers Market, Food Truck Friday, Great American Clean up, Car Show, Auburnfest, and Truck or treat.

Council Member Bradley announced that the Museum would be open on October 25, 2025, for Auburnfest and would love for people to come tell stories about Auburn.

Council Member Sisk announced tomorrow was the last day being single.

Mayor Roquemore introduced children of the community to present an updated City flag.

Mayor Roquemore asked if anyone had any comments on agenda items. There were none.

Item 1: Consent Agenda

- a. Council Business Meeting Minutes- September 11, 2025
- b. Council Workshop Meeting Minutes- September 25, 2025
- c. Council Special Called Meeting Minutes- September 25, 2025

Mayor Rocquemore asked for a motion to approve the consent agenda.

Motion: Made by **Council Member Sisk** to approve the consent agenda.

Second: by **Council Member Rowan**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all

members present voting yes.

Voting Items

Item 2.: Construction Phase Services, Raw Water Storage Pond Infrastructure

Michael Parks Presented

Mayor Roquemore asked for a motion to approve the Construction Phase Services, Raw Water Storage Pond Infrastructure.

Motion: Made by **Council Member Rowan** the Construction Phase Services, Raw Water Storage Pond Infrastructure.

Second: Made by **Council Member Sisk**

Mayor Roquemore asked for any discussion. There was none. Votes were taken with all members present voting yes. Meeting adjourned.

Mayor Roquemore asked for any Citizen Comments.

Layla Conteriras- Asked for a traffic Study be done on Browns Bridge Road and/or lowering the speed limit.

ADJOURNMENT: **Mayor Roquemore** called for a motion to adjourn.

Motion: Made by **Council Member Sisk** to adjourn.

Second: By **Council Member Bradley**.

Mayor Roquemore asked for any discussion. There was none. Votes were taken with all members present voting yes. Meeting adjourned.

Respectfully submitted,

Read and approved this _____ Day of November 2025

Attest:

Mayor Richard E. Roquemore



MAYOR

Rick E. Roquemore

CITY ADMINISTRATOR

Michael Parks

CITY COUNCIL

Robert L. Vogel III

Taylor J. Sisk

Jamie L. Bradley

Joshua Rowan

CITY COUNCIL WORKSHOP MEETING

October 23, 2025

6:00 PM

Council Chambers

1 Auburn Way

Auburn, GA 30011

Present: Mayor: **Richard Roquemore**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie L. Bradley**
Council Member: **Joshua Rowan**

City Staff in Attendance: Michael Parks, Staci Waters, Chief Hodge

Also in Attendance: Jack Wilson

Mayor Roquemore called the meeting to order at 6:00 pm.

Council Reports and Announcements

Mayor Roquemore asked for Council Reports and Announcements.

Staci Waters reminded citizens of AuburnFest this Saturday and Truck or Treat on the 28th.

Motion made by Councilman Rowan for Agenda Items comments section to an Open Citizen comments due to the number of those in attendance.

Second by Councilman Sisk.

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Councilwoman Bradley spoke regarding the city flag. **Mayor Roquemore** asked for the record to reflect that Councilwoman Bradley spoke out of order.

NEW BUSINESS

Item 1: Three-way stop sign at the intersection of Autry Road and Autry Pines

Chief Hodge Presented and answered questions from Council members.

Placed on November 13, 2025, Council Business Agenda.

Item 2: Ordinance amendment to adopt Gwinnett County septic regulations by reference for consistency.

Jack Wilson Presented and answered questions from Council members.

Placed on November 13, 2025, Council Business Agenda

Item 3: Alcohol License Application—Transfer and issuance for package store Hill's Shop Road/Hwy 324

Jack Wilson Presented.

Councilman Sisk requested adding a condition that the building to be erected within 18 months of the transfer. If not, the applicant will need to return to the city and reapply.

Gregory Jay, attorney representing the applicant, and representative from A1 Construction group spoke to confirm that there will not be an issue depending on the length of time it takes to get permits.

Placed on November 13, 2025, Council Business Agenda

Mayor Roquemore asked if there were any citizen comments.

Sharon Donahue- 3655 Shrewsbury Ct. Snellville, GA- Declined to speak

Bel Outwater- 305 Bradford Ct, Auburn, GA- Cede her time

Daniel Reese- 1369 4th Ave, Auburn, GA- Cede his time

Melissa Osorto- 1220 Dianna Dr, Winder, GA- Declined to speak

Jennifer Vengas- 1369 4th Ave Shop #7, Auburn, GA- Cede her time

Demona Mills- 2074 Crosswater Dr Dacula, GA- Declined to speak

Layla Contreras- 303 Bradford Ct. Auburn, GA- Declined to speak

Respectfully submitted,

Read and approved this _____ Day of November 2025

Attest:

Mayor Richard E. Roquemore



City of Auburn Police Department



A Community Oriented Law Enforcement Agency

Chris Hodge
Chief of Police

1 Auburn Way Auburn, Georgia 30011
Telephone 770-513-8657 Fax 770-682-4428

Rick Roquemore
Mayor

Agenda Item No. 2c

To: Mayor and Council
From: Chief Chris Hodge
Date: October 23rd, 2025

Purpose

Consider approving the placement of three-way stop signs at the intersection of Autry Road and the Autry Pines private entrance

Background

The Police Department is petitioning the City Council to allow for a three-way stop sign to be erected at the intersection of Autry Road and the private entrance to the Autry Pines community. This measure would potentially limit the speed of vehicles on Autry Road as the city prepares for increased traffic from the new townhome development. This measure would also aid vehicles entering and exiting the Autry Pines community by limiting the speed of vehicles on the roadway

Funding

No funding necessary

Recommendation

Approve the placement of additional stop signs on Autry Road at the Autry Pines community private entrance

Attachments

1. Ariel view of the Autry Road



Stop sign



Autry Road



Autry Pines



Stop sign



Stop sign

Not to scale



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AGENDA ITEM: 2d

TO: Mayor and Council

FM: Jack Wilson
City Attorney

DATE: October 23, 2025

PURPOSE: Amendment to adopt Gwinnett County Septic regulations by reference for consistency for City of Auburn properties located in Gwinnett County.

BACKGROUND: Gwinnett County Government has requested that the City update certain uniform regulations related to the operation and maintenance of onsite sewer and septic systems for properties located within Gwinnett County. The rules and regulations promulgated and adopted by Gwinnett County promote the best interest of the health, safety and welfare of the citizens and encourage proper maintenance and preparation of onsite sewer management systems.

RECOMMENDATION: To approve Ordinance---- amending the City of Auburn code of ordinance regarding onsite sewage management for Gwinnett County properties as presented by staff.

FUNDING: N/A

ORDINANCE NO. __25-009__

AN ORDINANCE TO AMEND THE CITY OF AUBURN
CODE OF ORDINANCES REGARDING
ONSITE SEWAGE MANAGEMENT FOR GWINNETT COUNTY PROPERTIES

WHEREAS, the City of Auburn has established regulations for on site sewage management, water supply, and watershed protection; and

WHEREAS, the Gwinnett County Government has requested that the City update certain uniform regulations related to the operation and maintenance of onsite sewer and septic systems for properties located within Gwinnett County; and

WHEREAS, the rules and regulations promulgated and adopted by Gwinnett County promote the best interest of the health, safety and welfare of the citizens and encourage proper maintenance and preparation of onsite sewer management systems;

NOW THEREFORE, THE COUNCIL OF THE CITY OF AUBURN HEREBY ORDAINS that the following Section 15.04.210 Gwinnett County Onsite Sewer Management be and is adopted as follows:

1.

Section 15.04.210 Gwinnett County Onsite Sewer Management

- (a) *Rules and regulations of the state department of public health; adopted.* The regulations of the county board of health, adopted by resolution February 12, 2024, based upon rules of the state's department of public health, as referenced in chapter 511-3-1, as now or hereafter amended, as now or hereafter amended, and having been adopted by resolution of the board of commissioners on May 14, 2024, as the health regulations governing on-site sewage management systems for the county are made a part of this Code as though fully set out at length in this section. Copies of the on-site sewage management systems regulations are on file in the office of the clerk of the board of commissioners.
- (b) *Rules and regulations of the state department of public health; enforcement.*
 - (1) The rules and regulations cited in subsection (a) of this section shall be enforced by the county board of health as a duly adopted ordinance of the county and City of Auburn.
 - (2) Violations of this section may be prosecuted upon citations issued by officers of the county police department, the county department of water resources, or by designated employees of the county board of health or City Code Enforcement. Any person violating any provision in these regulations shall be guilty of violating a duly adopted ordinance of the county, and upon conviction by a court of competent jurisdiction shall be punished either by a fine not to exceed \$1,000.00, or by confinement in the county jail for a total term not to exceed 60 days, or both. The court shall have the power and authority to place any person found guilty of a violation of this regulation on probation and to suspend or modify any fine or sentence. As a condition of

such suspension, the court may require payment of restitution or impose other punishment allowed by law.

(c) *New community sewage treatment systems prohibited.*

- (1) A community sewage treatment system shall mean a privately owned sewage treatment system which collects sewage from two or more residents or other establishments and which may consist of collector lines, pumps, sewage tanks and/or soil treatment units. Community sewage treatment systems are characterized by having relatively few residents or establishments which contribute flow and are not staffed by qualified operators licensed by the state 24 hours a day, seven days a week.
- (2) New community sewage treatment systems are prohibited in the county and the City of Auburn, notwithstanding any and all provisions of Ga. Comp. R. & Regs., chapter 511-3-1 that may otherwise allow such systems to be permitted.
- (3) Upon the effective date of the ordinance from which this section is derived, no new community sewage treatment facilities that may be permitted in any municipality in the county shall be permitted to send sewage flows to the POTW.

(d) *Authority to disconnect water service.*

- (1) The director of the county department of water resources (DWR director), the DWR director's designee, the City Administrator or his designee is authorized to disconnect water service from any property where a pattern of repeated refusal to repair a failed septic tank system has resulted in harm to public health, safety, welfare, the environment or the public interest, as set forth herein. Three bacteriological tests showing 200 or more colony forming units of fecal coliform bacteria taken from affected surface water shall be presumptive evidence of harm to public health, safety, welfare, the environment or the public interest.
- (2) The DWR director, City Administrator or designee is authorized to work with the county health department, an agency of the state, to coordinate measures to protect public health, safety, welfare, the environment or the public interest from contamination caused by failed septic tanks.
- (3) The DWR director, City Administrator or designee is directed to work with the county health department and with the owners of property affected by failed septic tanks to repair the maximum possible number of such systems, giving due regard to protecting health, safety, welfare, the environment or the public interest.
- (4) Upon following the notification procedures established by the county health department directing a property owner of the need to repair a failed septic tank system, the DWR director, City Administrator or designee is authorized to disconnect water service connected to that failing septic tank system whether

or not the property owner has paid any civil penalties or whether or not the property owner or occupant is current with any bills from the City or County sewer utility.

2.

The City Administrator and City Clerk are further authorized to correct typographical errors in the text of this Ordinance and the existing City Code and to produce and publish a final codified version of the City Code with the amendments and revisions outlined herein.

3.

In the event any Court of competent jurisdiction determines that any portion of the foregoing amendment is invalid, unconstitutional, or otherwise illegal, such rulings shall not impair the validity of the rest and remainder of this amendment.

4.

All laws and parts of laws in conflict with this Ordinance are hereby repealed.

5.

This Ordinance shall be effective immediately upon its adoption by the Mayor and City Council.

SO ORDAINED this _____ day of November, 2025.

Richard E. Roquemore, Mayor

Joshua Rowan, Council Member

Robert L. Vogel, III Council Member

Jamie L. Bradley, Council Member

Taylor J. Sisk, Council Member

ATTEST:

Brooke Haney, City Clerk