

TRANSPORTATION & AIR QUALITY

39. COMMUTE OPTIONS

DESCRIPTION OF MEASURE

The local government discourages employees from driving alone by offering and subsidizing alternatives, such as a vanpool or carpool program, or subsidizing transit at a greater value than parking. The local government also offers incentives to reduce employee commutes during peak hours such as compressed work weeks, telecommuting, and/or flexible work schedules. To meet the intent of this measure, the local government must offer its employees one primary option and three supporting options.

Primary Options:

1. At least \$30 per month towards a transit pass or vanpool pass to each employee who commutes using transit or a vanpool. If the local jurisdiction offers a parking subsidy more than \$30/month, this option's value must be greater than that of the parking subsidy.
2. At least \$30 per month to each employee who carools with two or more passengers. If the local jurisdiction offers a parking subsidy more than \$30/month, this option's value must be greater than that of the parking subsidy.
3. A significant telecommuting or compressed work week program that reduces by at least 5 percent the number of employee commuting trips.

Supporting commute options:

1. active participation in a voluntary regional air quality program through a local employer service organization or Georgia Commute Options program
2. active participation in carpool, vanpool and biking partner matching (such as through Georgia Commute Options)
3. pre-tax transit subsidy or vanpool subsidy deducted from employee paycheck
4. transit benefit of less than \$30 per month
5. vanpool benefit of less than \$30 per month
6. shuttles from transit stations
7. preferred parking for carpools and vanpools
8. reduced parking fees for carpools and vanpools
9. employer-provided membership in a car-sharing program
10. secure bicycle parking or lockers
11. having an employee commuting awards and recognition program

DOCUMENTATION REQUIRED FOR CREDIT

A copy of the employee manual, policy, or other official document that explains the trip reduction programs and incentives offered to employees

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide an update on the implementation of the Commute Options program that demonstrates employees are actively taking advantage of the incentives offered through the program. Provide data on employee participation for the primary option and each of the three supporting options. If possible, provide any information on the estimated fuel savings, reduction in pollution, or other measurable environmental benefits.

Our Achievements

- We are pursuing Item 2 of the primary options and items 2, 7, and 10 of the supporting options. The Commute Options Program is advertised by the of the Clean Air Campaign staff to employees as part of the Health and Wellness Fair each fall.
- As referenced in the employee handbook, “The City of Norcross participates in the Clean Air Campaign in an effort to do our part in protecting the air that we breathe. Georgia Commute Options is one of the areas that we participate in. Guidelines for participation in that program are:
 - Only eligible employees may telecommute one day per pay period.
 - The day prior to taking the telecommuting, an email should be sent to the City Manager advising him of your plans.
 - A “Request for Leave” form should be included with your timesheet in the pay period that the day was taken.
 - Extenuating circumstances can be approved by the City Manager.”
- Carpool-reserved parking spaces are available at City Hall and Public Works. There are two spaces at City Hall in the employee parking lot near the big tree entrance on the right and one space at Public Works front near the designated accessible parking. All spaces have “Reserved” stenciled on the pavement and signage reading “Reserved Parking for Car Pooling.”
- Secure Bicycle parking is also provided at City Hall





City of Norcross Carpooling Initiative

Mission Statement

The mission of City of Norcross is to support and promote the Georgia Commute Options initiatives. We strive on a daily basis to provide:

- Programs and services that support the City of Norcross' sustainability goals
- Programs that support the Clean Air Act initiatives.
- Designated priority parking for carpoolers.

Carpool Incentive Program

Carpooling is an ideal cost-saving arrangement, particularly for those individuals who commute long distances to and from work each day, have limited access to public transit, and arrive and depart from work on a relatively set schedule. Three or more City of Norcross employees can organize a carpool and register to receive incentives.

Eligibility

To qualify for City of Norcross sponsored incentives, carpoolers must be either:

- Active full-time regular employee or
- Active part-time regular employee (work a minimum of twenty hours per week).
- Both drivers and passengers are eligible for incentives, provided they are City of Norcross employees.

Incentives and Registration

Each participant will be reimbursed \$30 per month as a pre-tax benefit. In order to qualify, participant must carpool a minimum of 10 times per month (this is subject to change). Drivers are to park in the designated carpool only parking space (City Hall/Public Works). Participants may sign up for additional incentives through the Georgia Commute Options program. Drivers and passengers must apply for the carpool program in a 2-step process:

1. Contact HR to obtain and submit a Carpool Participation form and instructions for monthly reporting.
2. Register online with Georgia Commute Options (GCO) which will be the portal for tracking your commute: www.mygacommuteroptions.com. The City of Norcross is a listed work site in the GCO Work Site Finder.

Ride Matching

City of Norcross encourages employees to carpool - or rideshare - to and from the worksite. After registering with GCO www.mygacommuteroptions.com, you can search for convenient carpool matches from a dataset of individuals who have expressed a desire to commute via carpool or vanpool. The GCO database uses a person's home address, work address, and work hours to find others who live and work near them and who have similar schedules.

*If you have been provided a City vehicle you are exempt from the program.

From: Camille Washington
Sent: Thursday, January 23, 2020 7:51 AM
To: Hannah Knab
Subject: RE: Commute Options for Employees

Only 5 employees participated in the program over the years and today we are down to 1.

Camille Washington, CHRM
Payroll & Benefits Specialist
Human Resources Department

City of Norcross
65 Lawrenceville Street · Norcross, Georgia 30071
(Direct Line) 770.274.0317
[p] 770.448.2122 Ext 2109
[f] 770.662.0405
www.norcrossga.net



NOTE: Email is provided to employees for the administrative needs of the city. Email correspondence to/from a city email account is considered public information and subject to release under Georgia laws or pursuant to subpoena.

From: Hannah Knab
Sent: Wednesday, January 22, 2020 8:59 AM
To: Camille Washington <cwashington@norcrossga.net>
Subject: RE: Commute Options for Employees

Can you provide me a number of employees that have utilized this opportunity within the last 4 years?

We need to provide data that the program is being used.

Best Regards,

Hannah Knab
Planner
City of Norcross
65 Lawrenceville Street
Norcross, Georgia 30071
[p] 678.421.2027
[f] 770.242.0824
www.norcrossga.net

40. GOVERNMENT GREEN FLEET POLICY

DESCRIPTION OF MEASURE

The local government has adopted a vehicle purchase policy that favors the purchase of alternative fuel vehicles and/or hybrids. An alternative fuel vehicle is defined as a vehicle that is powered by a fuel that is not petroleum based (i.e. ethanol, biodiesel, electricity, compressed natural gas, etc.).

DOCUMENTATION REQUIRED FOR CREDIT

A copy of the green fleet policy with date of adoption

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the ordinance or policy and a description of any changes that have occurred since the local government's most recent Green Communities certification. Provide a description of how the policy is being implemented, including the number of alternative fuel vehicles and/or hybrids the local government has purchased for its fleet since its most recent Green Communities certification.

Our Achievements

- There have been no updates to the policy since its adoption 2010 and the amendments of 2015. All patrol vehicles purchased are V-6, flex-fuel or multi-fuel vehicles which have lower emissions and higher fuel efficiency. Norcross just purchased a fully electric trolley bus for tours and events at the end of 2019. We have 12 Flex Fuel vehicles, 1 hybrid Toyota Prius, and 1 fully electric bus. We currently have 8 Flex Fuel vehicles on order, as well. According to the Energy Policy Act of 1992, Flex Fuel vehicles are considered alternative fuel vehicles.



Phone: (904) 247-1818
 Fax: (904) 247-2229
 Web: <http://motoelectricvehicles.com>

Electro Transit Buddy 15 Passenger Hard Door ADA Shuttle
 Product Code: **ETB- 15PadaHD**
 Full Nationwide Warranty - Nationwide Delivery - Flexible Lease/Loan Programs

ALL of Our Vehicles Contain the Following Standard Features

- Head, Tail, and Brake Lights
- Side and Rear View Mirrors
- Windshield Wiper
- Parking Brake
- Charging Unit
- Turn Signals
- Horn
- Toughened Glass Windshield
- 12 Inch Tires
- Curtis Controller
- Reverse Alarm
- Floor: Non-slip plastic
- Cup Holders
- Dashboard
- Forward/Reverse Switch
- Headlight Indicators
- Ignition Key
- Voltmeter
- Emergency Cut-off Switch
- Rack & Pinion Steering
- Rear & Front Pneumatic Braking System
- Independent Suspension
- Rear Steel Plate Suspension
- Rear Wheel Drive
- Front/Rear Plate with Springs
- Mechanical Brakes on Rear Wheel

- Wheelchair Ramp
- Wheelchair Ramp Lighting
- Wheelchair Tie Downs
- Ambulatory Barriers
- Built In Tie Down Storage Box

[ACCESSORIES PAGE](#)

Electro Transit Buddy 15 Passenger Hard Door ADA Shuttle

Technical Specifications

<p>Passengers: 11 + 1 WC Occupant Speed: Up to 25 MPH Range: 50-60 miles (full capacity) Climb: 20% grade (full capacity) Electric Motor: 7 KW Batteries: Trojan T105 Plus Controller: Curtis Min. Turning Radius: 18 ft. Overall Dimensions: 16.7 ft L x 4.9 ft W x 6.75 ft H Maxload: 3,000lbs. Gross Vehicle Weight: 3,500 lbs. Ground Clearance: 7" Body: Steel Framework + Fiberglass Doors: Aluminum Roof: Fiberglass Windshield: AS1 DOT Approved</p>	<p>11 + 1 WC Occupant Up to 25 MPH 50-60 miles (full capacity) 20% grade (full capacity) 7 KW Trojan T105 Plus Curtis 18 ft. 16.7 ft L x 4.9 ft W x 6.75 ft H 3,000lbs. 3,500 lbs. 7" Steel Framework + Fiberglass Aluminum Fiberglass AS1 DOT Approved</p>
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© Copyright 2011 Moto Electric Vehicles



Vehicle Description

MotoEV Electro Transit Buddy 15 Passenger LE Hard Door Shuttle

The MotoEV Transit Buddy line of vehicles are for those shuttle chores required around your Campus, Parking Lot, Town Center, Resort, or Facility. Some of these models may hold up to 28 passengers when our tag along trailer is purchased! With this option, a second bank of batteries can be installed within the trailer to increase travel distances greatly! On your MotoEV Transit Buddy, we can add many options such as back up cameras, DVD Players, heaters, fans and even air conditioning when necessary! Smaller shuttles have a 48-volt system as a power source with a single battery charger. Our larger shuttles (12-28 Passenger Shuttles) contain two 48 volt systems for the longer range and quicker charging than a 72 volt "series" battery system. Our shuttles come standard with two chargers not one and each charger is responsible to charge only one bank of 48 volts of batteries. This decreases necessary charging time by half versus having one charger responsible for charging all batteries. Several models will qualify for the Low Speed Vehicle standards necessary to drive them on public roadways as well. Please consult a Moto Electric Salesperson for more specific



View details on this requirement.
Accessories

At costs 2 cents per mile to operate

<https://motoelectricvehicles.com/electric-vehicle/motoev-electro-transit-buddy-15-passenger> 11/1/2010



58 W 9th St • Atlantic Beach, FL 32233
(904) 247-1818 • Fax (904) 247-2229
www.motoelectricvehicles.com

NEW VEHICLE – 3 YEAR LIMITED WARRANTY – NATIONAL

Company Name (If Personal put N/A): City of Norcross

Client Name Filling Out Form: Cate Kitchen

VIN (Serial If Not Street Legal): 19060033

Vehicle Model: etb-15pass Color: White/Silver

Year: 2020

Mileage: UNDER 50 MILES

1. This limited warranty covers new vehicles and equipment furnished by Moto Electric Vehicles ("the company") in or upon a shuttle or passenger vehicle.
2. Manufacturer's warranties are covered by the manufacturer of the component, not by Moto Electric Vehicles.
 - a. Eagle brand chargers are covered for a period of three (3) years.
 - b. Curtis Instruments brand controllers are covered for a period of two (2) years.
 - c. Trojan batteries are covered for a period of twelve (12) months.
3. The company warrants to original purchaser that any defects in materials or workmanship, except as listed in paragraph 5 below, that occur within the time periods listed below ("the warranty period"), starting from date of delivery, will be corrected by the company at its expense, in a manner described:
 - a. First 12 months or 6,000 miles all replacement parts will be furnished at no charge, "except where a manufacturer's warranty supercedes this," in which case that period becomes the warranty period (copy of manufacturer's warranty available upon request).
 - b. Company will warranty the frame and all structure welds of the vehicle for a period of two years. Paint and rust are excluded.
4. Warranty replacement parts will be sent only:
 - a. After the original purchaser notifies the company that a defect exists and the company determines, as a result of its inspection or investigation, that the defect was caused by improper material or workmanship.
5. This warranty does not cover:
 - a. Any Labor
 - b. Any costs or charges INVOLVED IN TRANSPORTING OR SHIPPING a vehicle or part to or from the authorized facility.
 - c. Damages to any items caused by improper use or operation, unauthorized repairs or modifications, attempts to operate any equipment beyond its rated capacities, or damage caused by lack of proper and reasonable maintenance.
 - d. Any equipment furnished by the buyer (for installation by the company).
 - e. Any failure associated with modifying the vehicle or installing accessories unauthorized by Moto Electric Vehicles.
 - f. Normal wear and tear of all batteries, tires, belts, bulbs, etc.
 - g. Corrosion of battery terminals.
 - h. Driving through water deep enough to cause electrical system damage.
 - i. Any defects in options or similar items (such as radio or video equipment, heating & air, etc.) which are covered by the individual appliance manufacturer's warranty.
 - j. Any repairs causing lost revenues to customer.
 - k. Any rental or replacement vehicle charges or costs associated with the need for warranty repair at our authorized facility.
 - l. While company attempts to present the best vehicles for the price, minor blemishes within the body and minor blemishes within the paint sometimes in unavoidable and not covered under warranty.
 - m. Replacement parts if original parts not returned to Moto Electric Vehicles @ owner's expense.
 - n. Customer has the option and is encouraged to inspect their completed vehicle at our facility prior to delivery. Pictures are also available for use to inspect vehicle. Any issues and concerns that may arise can be handled to your satisfaction. Once delivery is confirmed all provisions of our signed warranty and contract take precedence.
6. It is understood that your vehicle will perform up to 50 miles on a full charge and up to a 20% grade climbing ratio.
7. All disputes that may arise, will be resolved in Duval County, Florida.
8. Warranty repairs listed above constitute the full extent of the company's warranty. There are no warranties which extend beyond those described herein, and the foregoing warranty is exclusive and is in lieu of all other warranties, whether written, oral, implied or statutory. No warranty of merchantability or fitness for purpose shall apply. In no event shall the company be liable for special or consequential damages or of the loss of use of the vehicle or loss of time or inconvenience of the buyer. Warranties are non-transferable.

DELIVERY DATE

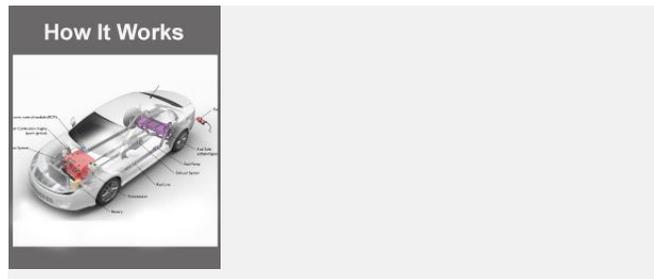
Client: *City of Norcross*
Cate Kitchen

Date: *1/16/2020*

Moto Electric Vehicles Representative: *Brett D. Jackrel*

Date:

Flexible Fuel Vehicles



Flexible fuel vehicles (FFVs) have an internal combustion engine and are capable of operating on gasoline and any blend of gasoline and ethanol up to 83%. **E85** (or flex fuel) is a gasoline-ethanol blend containing 51% to 83% ethanol, depending on geography and season. According to [IHS Markit](#), as of 2017, there were more than 21 million FFVs in the United States. Because flex fuel vehicles are factory made and are capable of operating on gasoline and gasoline-ethanol blends, many vehicle owners don't realize their car is an FFV and that they have a choice of fuels to use.

Other than an ethanol-compatible fuel system and a different powertrain calibration, FFVs are similar to their conventional gasoline counterparts. While fuel economy (miles per gallon) is generally lower with increased levels of ethanol (due to the lower energy content in ethanol as compared to gasoline and because the engines are optimized for gasoline), many FFVs have improved acceleration performance when operating on higher ethanol blends. For additional information on the fuel economy and performance of FFVs, see [Effects of High-Octane Ethanol Blends on Four Legacy Flex-Fuel Vehicles, and a Turbocharged GDI Vehicle \(PDF\)](#).

For fleets that have to comply with federal acquisition regulations, flexible fuel vehicles are considered alternative fuel vehicles (AFVs) under the [Energy Policy Act of 1992](#).

Flex-Fuel & Emissions

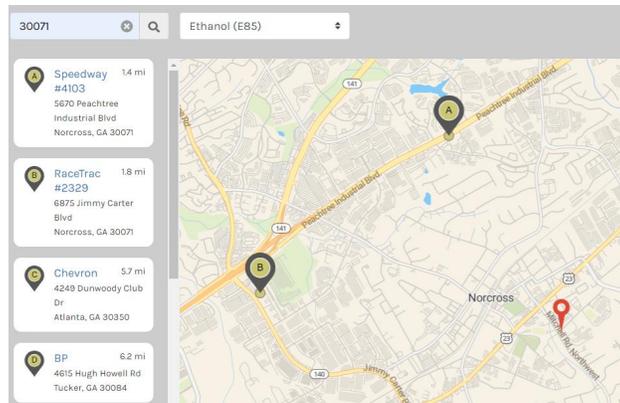
https://afdc.energy.gov/vehicles/flexible_fuel_emissions.html

FFVs running on high-level blends of ethanol produce less net CO₂ than conventional vehicles per mile traveled.

E85 (or flex fuel)—a high-level, gasoline-ethanol blend—is less volatile than gasoline and low-level ethanol blends and results in lower evaporative emissions.

Use link to find E85 gas locations near you...

https://afdc.energy.gov/fuels/ethanol_locations.html#/find/nearest?fuel=E85&location=30071



https://afdc.energy.gov/laws/key_legislation#epact92

Energy Policy Act of 1992

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Enacted October 24, 1992

The Energy Policy Act (EPA) of 1992 ([Public Law 102-486 \(PDF\)](#)) aims to reduce U.S. dependence on petroleum and improve air quality by addressing all aspects of energy supply and demand, including alternative fuels, renewable energy, and energy efficiency. EPA 1992 encourages the use of alternative fuels through both regulatory and voluntary activities and approaches the U.S. Department of Energy (DOE) carries out. It requires federal, state, and alternative fuel provider fleets to acquire alternative fuel vehicles. EPA 1992 also defines "alternative fuels" as: methanol, ethanol, and other alcohols; blends of 85% or more of alcohol with gasoline (E85); natural gas and liquid fuels domestically produced from natural gas; propane; hydrogen; electricity; biodiesel (B100); coal-derived liquid fuels; fuels, other than alcohol, derived from biological materials; and P-Series fuels, which were added to the definition in 1999. Under EPA 1992, DOE has the authority to add more alternative fuels to the list of authorized alternative fuels if certain criteria are met. DOE's Clean Cities initiative was established in response to EPA 1992 to implement voluntary alternative fuel vehicle deployment activities. For more information, visit the [EPA](#) website.

Case Study – Cobb County Government

<https://afdc.energy.gov/case/2670>

ADDITIONAL ADVANCED FUEL INFORMATION



Flexible-Fuel Vehicles (FFV) are designed to operate the internal combustion engine for a range of gasoline and ethanol blends. FFVs are capable of burning any blend, ranging from 100% gasoline (E0) up to 85% ethanol/15% gasoline (E85). Fuel injection and spark timing are automatically adjusted according to the specific blend detected by electronic sensors. E85 is the most common flex fuel and many Ford engines are equipped to handle this fuel type.

Advantage – Ethanol/E85 is clean-burning and substantially reduces CO and CO₂ emissions. Compared to gasoline, E85 has a higher octane rating, provides the same or more horsepower and burns cooler. Corn and other cellulosic plant sources are readily available.

Consideration – E85 produces less energy by volume than gasoline. One gallon of gasoline is the energy equivalent of 1.3 gallons of E85. The superior octane of E85 will allow the vehicle to operate more efficiently than would be expected for the lower energy content.

Nearly all ethanol producers add a corrosion inhibitor at a level sufficient to treat a gallon of E85.

Biodiesel is a renewable, sustainable, clean-burning diesel replacement used in existing diesel engines. Made from an increasingly diverse mix of domestic resources such as recycled cooking oil, soybean oil, and animal fats, biodiesel is the nation's first domestically produced, commercially available advanced biofuel to meet the EPA's definition as an Advanced Biofuel. According to the EPA, biodiesel reduces greenhouse gas emissions by 57% to 86% compared with petroleum diesel.

Biodiesel contains no petroleum, but can be blended with petroleum diesel, typically in blends of 5 to 20% (B5 to B20). Any diesel engine can run on biodiesel blends without modification, according to manufacturers' recommendations, making biodiesel an easy and cost-effective way to green your fleet. All Ford diesels are capable of running on any blend of biodiesel up to and including B20.

Advantage – U.S. biodiesel on average provides an 80% reduction in carbon emissions compared to petroleum diesel. Biodiesel also has higher cetane than U.S. diesel fuel, while also offering superior lubricity and the highest BTU content of any advanced fuel. B20 (20% blend of biodiesel with diesel fuel) provides similar fuel economy, horsepower, torque and haulage rates as diesel fuel.

Consideration – Just like No. 2 diesel fuel, biodiesel can gel in very cold temperatures. Although pure biodiesel has a slightly higher cloud point than No. 2 diesel, blends of 20% biodiesel are usually managed with similar techniques as diesel fuel. Blends of 5% and below have virtually no impact on cold weather operability.

Compressed Natural Gas (CNG) is a fossil fuel substitute for gasoline or diesel. CNG is domestically sourced and reduces our dependence on foreign oil. Landfills and biologic waste also provide CNG through digesters and emission recapture turning waste into fuel. It is stored and distributed, in hard containers at a pressure of 2,900–3,600 psi. It is safer than other fuels in the event of a spill (natural gas is lighter than air, and disperses quickly when released). CNG is made by compressing natural gas, which is mainly composed of methane.

Advantage – CNG is an extremely clean-burning fuel and significantly reduces greenhouse gases such as CO, CO₂, and NO_x on a well-to-wheels basis compared to gasoline. CNG is typically less expensive than gasoline and the fuel price is also less volatile. CNG has an octane rating of 130 and has the potential to optimize the engine's thermodynamic efficiency by utilizing a higher compression ratio.

Consideration – CNG has slightly less energy than gasoline per unit volume. CNG at 3,600 psi occupies about 3.5 times the volume that gasoline does for the equivalent amount of energy and, therefore, requires a larger fuel tank to maintain the same range. Refueling time and infrastructure are also considerations.

<https://epact.energy.gov/fuel-conversion-factors>

Public Works Dept. Currently has 11 Flex-Fuel Vehicles & 1 Hybrid Vehicle
8 Flex-Fuel 2020 Vehicles on order.

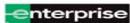


FLEET MANAGEMENT

Vehicle	Cust Name	Driver**	VIN	Year	Make	Model	Series	Flex-Fuel
235CPJ	Public Works	Various	1FBAX2CM9KKA65015	2019	Ford	Transit-350	XLT w/Sliding Pass-Side Cargo Door Medium Roof Passenger Van 147.6 in. WB	Flex-Fuel
2223SB	Electric/Norcross Power	STEVE GAINES	1FTEW1E57KFB04435	2019	Ford	F-150	XLT 4x4 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
22JDJG	Parks and Recreation	MICHAEL JONES	1FTEW1CG2JKC15467	2018	Ford	F-150	XL 4x2 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
22JDJ9	Electric/Norcross Power	JOE BRISCOE	1FTEW1E53JFA64627	2018	Ford	F-150	XLT 4x4 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
227B6K	Public Works	MARYBETH BENDER	3FA6P0G70HR150331	2017	Ford	Fusion	S 4dr Front-wheel Drive Sedan	
22GPR7	Public Works	MARVIN RUTLEDGE	1FT7X2BT1HEE08809	2017	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 148 in. WB SRW	
22GTJ8	Public Works	various	JTDKBRFU0H3052238	2017	Toyota	Prius	One 5dr Hatchback	Hybrid
22HKFF	Public Works	Various	1FD8W3GT8HEE48693	2017	Ford	F-350 Chassis	XL 4x2 SD Crew Cab 179 in. WB DRW	
22GPR6	Parks and Recreation	T JACKSON	1FT7X2BTXHEE08808	2017	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 148 in. WB SRW	
227FPQ	Electric/Norcross Power	MARTIN BRYANT	1FT8W3DT2HEB17942	2017	Ford	F-350	XL 4x4 SD Crew Cab 8 ft. box 176 in. WB DRW	
22GV5J	Electric/Norcross Power	TIM SUTTON	1FT8W3DT4HEE26909	2017	Ford	F-350	XL 4x4 SD Crew Cab 8 ft. box 176 in. WB DRW	
227D7G	Stormwater	RAPHAEL MCDOLE	1FT7X2BT7HEB17943	2017	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 148 in. WB SRW	
22RX8P	Stormwater	DONALD MAXWELL	1FD8W3HT2HEF29445	2017	Ford	F-350 Chassis	XL 4x4 SD Crew Cab 179 in. WB DRW	
2229QV	Public Works	Sonya Isaac	1N6BD0CT9GN710205	2016	Nissan	Frontier	S (A5) 4x2 King Cab 6 ft. box 125.9 in. WB	
2229R4	Public Works	TRAVEL VEHICLE 2	1FA6P0G70G5121249	2016	Ford	Fusion	S 4dr Front-wheel Drive Sedan	
2229R5	Public Works	TRAVEL VEHICLE 1	1FA6P0G77G5121250	2016	Ford	Fusion	S 4dr Front-wheel Drive Sedan	
2229RA	Public Works	LAMONT WATKINS	1FT7X2A61GEB16491	2016	Ford	F-250	XL 4x2 SD Super Cab 6.75 ft. box 142 in. WB SRW	
2229RC	Public Works	CRAIG LOKEY	1FT7X2A63GEB16492	2016	Ford	F-250	XL 4x2 SD Super Cab 6.75 ft. box 142 in. WB SRW	
2229RD	Public Works	BRYANT JACKSON	1FT7X2BTXGEB16493	2016	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 142 in. WB SRW	
227B6C	Public Works	Erica	1FTEX1C85GFC60703	2016	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
227B6J	Public Works	Davis, John	1FTEW1EF5GFC60702	2016	Ford	F-150	XLT 4x4 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
2229R7	Parks and Recreation	BILLY PARKS	1FT7W2A6XGEB25807	2016	Ford	F-250	XL 4x2 SD Crew Cab 6.75 ft. box 156 in. WB SRW	
227B6B	Electric/Norcross Power	BOBBY GLAZE	1N6BD0CT2GN769824	2016	Nissan	Frontier	S (A5) 4x2 King Cab 6 ft. box 125.9 in. WB	
2229QZ	Public Works	JOHNNY JANVIER	1FTEX1C87FKF07872	2015	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
2232JV	Public Works	Rudolph Smith	1FTEW1EF9FFA31020	2015	Ford	F-150	XL 4x2 Regular Cab Styleside 6.5 ft. box 122 in. WB	Flex-Fuel
2229QX	Police	KEITH DAMPIER	1FTEX1C87FKF07483	2015	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
2229R2	Stormwater	Eleazer Lundy	1FTEX1E82FKF07484	2015	Ford	F-150	XL 4x4 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
2232JN	Public Works	AMIRAH MORRIS	1FTFW1CF1CFC81872	2012	Ford	F-150	XL 4x2 Regular Cab Styleside 6.5 ft. box 126 in. WB	Flex-Fuel
2232JF	Public Works		1FD8X3HT0BEA42250	2011	Ford	F-350	XL 4x2 SD Regular Cab 8 ft. box 137 in. WB DRW	

Vehicles on order

23CZV9				2020	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZVC				2020	Ford	F-150	XLT 4x4 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
23CZVD				2020	Ford	F-150	XLT 4x4 SuperCrew Cab Styleside 5.5 ft. box 145 in. WB	Flex-Fuel
23CZWD				2020	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZWF				2020	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZWH				2020	Ford	F-150	XL 4x2 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZXB				2020	Ford	F-150	XL 4x4 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZXM				2020	Ford	F-150	XL 4x4 SuperCab Styleside 6.5 ft. box 145 in. WB	Flex-Fuel
23CZVF			1FT7X2AT0LEC73509	2020	Ford	F-250	XL 4x2 SD Super Cab 6.75 ft. box 148 in. WB SRW	Flex-Fuel
23CZVH			1FT7X2AT7LEC73510	2020	Ford	F-250	XL 4x2 SD Super Cab 6.75 ft. box 148 in. WB SRW	
23CZVL			1FT7X2BT3LEC72448	2020	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 148 in. WB SRW	
23CZVP			1FT7X2BT1LEC72447	2020	Ford	F-250	XL 4x4 SD Super Cab 6.75 ft. box 148 in. WB SRW	



FLEET MANAGEMENT

City of Norcross Georgia (505100) Electric/Hybrid Public Works Dept.

Vehicle	Master Cust	Master Cust Name	Cust Num	Cust Name	Vehicle ID**	VIN	Year	Make	Model	Series	License Num	Delivery Date	Lease Term	Months In Service*
22GTJ8	505100	City of Norcross Georgia	563249	Public Works	unit 25	JTDKBRFU0H3052238	2017	Toyota	Prius	One 5dr Hatchback	GV5179L	11/20/2017	48	22

City of Norcross Green Fleet Policy

Purpose:

The purpose of this policy is to purchase the most fuel efficient and least polluting vehicle that will meet the intended use of the vehicle (appropriate size and type), and to give preference to the purchase of alternative fuel and/or hybrid fleet vehicles as additions and replacements to the fleet of the City of Norcross when these technologies are appropriate for the application.

This policy should ultimately result in money savings, reduced greenhouse gas emissions, reduced toxic air pollution and associated health impacts, and increased energy security.

Alternative fuel vehicles are defined as vehicles that are powered by a fuel that is not petroleum based (i.e. electricity, natural gas, etc.).

Specifically it will be the policy of the City of Norcross to:

1. Purchase non-emergency fleet vehicles that provide the best available net reduction in vehicle fleet emissions, including but not limited to the purchase of alternative fueled and hybrid vehicles;
2. Consider purchasing lower emission emergency fleet vehicles for emergencies with comparable specifications for performance, safety, and fuel availability during emergencies as conventionally-powered emergency fleet vehicles

Scope:

The policy applies to additions and replacements to the fleet of the City of Norcross undertaken after the date of adoption of this policy.

Exceptions:

Emergency vehicles, including police vehicles, are not required to follow this policy but are encouraged to do so as noted above in 2.

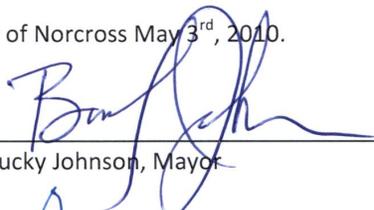
Life cycle costs anticipated to be more than 20% above traditional vehicle purchases. Life cycle costs include:

- a. initial cost of the vehicle plus
- b. the price of fuel calculated at the current rate times the total number of miles estimated to be driven over the useful life of the vehicle plus
- c. estimated annual maintenance costs as published by the manufacturer.

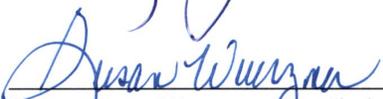
Responsibility:

The responsibility to ensure implementation of this policy is delegated to the City Manager and city staff.

Adopted by Mayor and Council of the City of Norcross May 3rd, 2010.



Bucky Johnson, Mayor



Attest: Susan Wuerzner, City Clerk

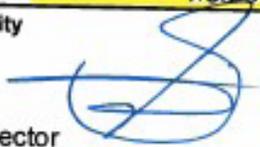


Department Procedures

Effective Date	Number
1/5/2015	15-001

Subject	Green Fleet Policy	Pages
		1

Reference(s)	Date of Issue
Department of Public Works, Utilities & Parks	1/5/2015

Amends/Rescinds/New	Distributing Authority
Amends	Craig A. Mims, Director 

Green Fleet Policy

Effective January 5, 2015, it is the intent of the Department of Public Works, Utilities & Parks to convert 10% of the overall fleet to Compressed Natural Gas, Electric or other cost effective fuel alternative. It is the City's intent to achieve this goal by the end of year 2018.

These efforts will begin during the 2016 Budget Cycle. If approved by governing body, the Department of Public Works, Utilities & Parks will move forward with the purchase of one alternative fuel vehicle. Efforts to continue converting 10% of the overall fleet to alternative fuel will continue as approved by the governing body through 2018. The Department of Public Works, Utilities & Parks will give preference to the purchase and use of fuel efficient and lowest emission vehicles and equipment.

41. GOVERNMENT NO-IDLING POLICY

DESCRIPTION OF MEASURE

The local government has adopted a policy or ordinance regarding local government vehicle idling times. The policy restricts the allowed time that local government vehicles may idle when not directly engaged in the line of duty. The local government may identify vehicles exempt from the policy, such as emergency vehicles. The local government has a procedure in place to ensure employees are educated about the policy or ordinance.

DOCUMENTATION REQUIRED FOR CREDIT

- A copy of the policy or ordinance with date of adoption
- A description of the procedure followed to ensure all employees are educated on the policy and any additional documents provided to employees

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the ordinance or policy and a description of any changes that have occurred since the local government's most recent Green Communities certification. Provide a description of how the policy is being implemented including how employees are educated on the policy. If possible, please provide any information the local government has on the estimated fuel savings, reduction in greenhouse gas emissions, or other measurable benefits achieved as a result of this policy.

Our Achievements

- There have been no changes to the policy since its adoption in 2010. Policy is still in effect.
- Signs are posted and all new employees receive training on the policy when given vehicle keys.
- No financial savings or reduction in greenhouse gas emissions have been reported.

CITY OF NORCROSS
NO IDLING POLICY

In order to reduce fuel costs, reduce air pollution emitted by city vehicles and be a good environmental steward, the City of Norcross hereby establishes this policy for all employees.

Policy:

1. City vehicles will not be parked with the engine operating for more than 30 seconds unless the operation of the engine is essential for the performance of the employee's work.
2. Initial "warm up" idling shall be minimized. If the vehicle's windows are clear, driving should be started after no more than 30 seconds of idling. Employees are reminded that the citizens are paying for the vehicle and the fuel and citizens expect the city's employees to set the example.
3. Initial "warm up" for diesel vehicles should be limited to 3-5 minutes or as recommended by the vehicle's manufacturer in the owner's manual.
4. If a vehicle is going to be stopped for more than 30 seconds, except as required while operating the vehicle in routine traffic, the engine should be turned off because idling for more than ten seconds uses more fuel than it takes to restart the vehicle. Safety should never be sacrificed in order to adhere to this policy. Use good judgment as you would operate your own vehicle.

Exceptions:

1. Emergency vehicles, such as police and public works vehicles engaged in operational activities or emergencies, as needed to carry out necessary activities to protect the public or city or privately owned resources.
2. Vehicles that are required to idle in order to power ancillary equipment mounted on the vehicle without risking damage to the battery.
3. Public safety vehicles performing emergency operations, but only when the vehicle must be operating for the warning devices or emergency systems to function.
4. Vehicles equipped with temperature sensitive equipment.
5. Public safety vehicles transporting prisoners, victims, witnesses, or when performing traffic control.
6. The primary propulsion engine of a motor vehicle providing a power source necessary for mechanical operation of equipment required for the job performance.
7. A motor vehicle forced to remain motionless because of traffic conditions over which the operator has no control.
8. The primary engine of a motor vehicle being operated for maintenance or diagnostic purposes.
9. The primary engine of a motor vehicle when necessary to operate defrosters, heaters, air conditioners or other equipment to prevent a safety or health emergency, but not solely for comfort of the operator or passengers not in custody or being transported as outlined in No. 5 above.
10. Other situations dictated by good judgment for the situation at hand or being experienced.

42. GOVERNMENT ALTERNATIVE FUEL VEHICLE RETROFITS

DESCRIPTION OF MEASURE

The local government has retrofitted at least two gasoline-powered fleet vehicles to use alternative fuels. An alternative fuel vehicle is defined as a vehicle that is powered by a fuel that is not petroleum based (i.e. ethanol, biodiesel, electricity, compressed natural gas, etc.)

DOCUMENTATION REQUIRED FOR CREDIT

- Documentation on the total number of gasoline-powered government fleet vehicles retrofitted to date
- Description of the environmental and economic benefits resulting from the retrofits

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide an update on the number of alternative fuel fleet vehicle retrofits the local government has completed since its most recent Green Communities certification. Provide any information the local government has on the estimated fuel savings, reduction in greenhouse gas emissions, or other measurable benefits achieved as a result of the retrofits.

Response

- The City of Norcross will not pursue this measure.

43. GOVERNMENT ALTERNATIVE FUELS

DESCRIPTION OF MEASURE

The local government has a fueling station that provides alternative fuel(s) for its fleet. An alternative fuel vehicle is defined as a vehicle that is powered by a fuel that is not petroleum based (i.e. ethanol, biodiesel, electricity, compressed natural gas, etc.). The local government can produce the alternative fuel or purchase it for the fueling station. Dedicated charging stations for plug-in hybrids and electric vehicles (EV) must be, at a minimum, Level II (220-240V) or greater and compatible with national standards.

DOCUMENTATION REQUIRED FOR CREDIT

- A description of the local government's alternative fueling station(s), including the location, fuel supplied, vehicles that use the alternative fuel, etc.
- A description of how the fuel is produced by the local government, or a copy of the alternative fuel purchases for the fleet vehicles for the most current year

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide an update on the number of alternative fueling stations operated by the local government. For each fueling station, provide the address (including street and zip code), type of alternative fuel provided, and whether the alternative fuel is purchased or produced by the local government. Also please provide the number of alternative fuel vehicles owned by the local government that use these fueling stations.

Our Achievements

- Norcross has two Level II type electric vehicle charging stations located on either side of City Hall. One is provided at the police parking lot and the other is provided for the general public in the General Government Administration parking lot.
- The electric bus will have it's own electrical charger at the Fire Museum.
- The power is provided by the City of Norcross which is bought from MEAG.



44. COMMUNITY COMPLETE STREETS

DESCRIPTION OF MEASURE

The local government has adopted a policy or ordinance to require complete streets elements. Complete streets are defined as streets designed and operated to enable safe access for all users and all modes; this includes ensuring that pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move along and across a complete street. A functional complete streets policy should include the following elements:

- Definition of “all users” to include pedestrians, bicyclists, transit passengers of all ages and abilities, as well as trucks, buses and automobiles
- Applicability to both new and retrofit projects and covers all roads with noted exceptions
- Clear guidelines for exceptions and a procedure that requires high-level approval of exceptions
- Makes the use of the latest and best design criteria, and directs implementation of complete streets in a context-sensitive manner; this is best done through adoption of complete streets-friendly Street and Roadway Design Guidelines; or could be done through designating several “typical street” design templates
- Includes specific next steps for implementation of the policy

DOCUMENTATION REQUIRED FOR CREDIT

- A copy of the policy or ordinance with date of adoption
- Description of how policy will be implemented
- Revised Street Design Guidelines or “typical street” design templates, if applicable; or an implementation example of a corridor designed to the complete streets standards

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the ordinance or policy that requires complete streets and a description of any changes that have occurred since the local government’s most recent Green Communities certification. Provide a description of how the policy is being implemented and one or two examples of corridors where the complete streets policy was followed since the most recent Green Communities certification.

Our Achievements

- The City of Norcross adopted a complete streets policy on September 12, 2011. The purpose of the policy was to confirm the City would apply the complete streets design criteria, developed in the Redevelopment Area Overlay District, wherever site conditions made the adjustments possible.
- The City of Norcross has been planning and actively retrofitting existing streets with additional multi-modal amenities. For example, the Safe Route to School project along Beaver Ruin Road is a widened sidewalk section intended for use by cyclists and pedestrians. The Phase 1 of the Beaver Ruin Creek Greenway is in the design phase, and will include additional segments of multi-use path for cyclists and pedestrians and will connect to the Safe Route to School path. A sidewalk is under construction along South Peachtree Street from Stevens Road to Holcomb Bridge to link the new Broadstone multi-family development to the Downtown District. Also, zoning conditions on the Broadstone project required widened sidewalk sections along their road frontage to better accommodate pedestrians and strollers. No new public streets have been constructed in Norcross since the Complete Street policy was adopted.
- The full complete streets design will be applied to the major arterial streets in the City such as Buford Highway and Beaver Ruin Road. The City has partnered with the Gwinnett Village CID to develop a pedestrian/bike trail along Beaver Ruin Road. The project has a GDOT approved design and has just begun the necessary right-of-way acquisition. On Buford Highway, the City has partnered with GDOT in a redevelopment of the highway from a five-lane, vehicle-oriented highway to a more urban boulevard design, which incorporates enhanced pedestrian facilities and streetscape elements and removes the center suicide-lane and replaces it with a landscaped median. The final design will also incorporate enhanced pedestrian crossings with safety islands in the median areas, landscape enhancements along the street and new street lighting.
- The City has incorporated the complete streets philosophy into new infill developments. This policy has resulted in an increase of pedestrian-oriented streetscapes throughout the City in new developments

A RESOLUTION TO ADOPT A COMPLETE STREETS POLICY

STATE OF GEORGIA

CITY OF NORCROSS

Adopted on September 12, 2011

WHEREAS the Charter of the City of Norcross, Section 7.10, vests responsibility for the construction, operation and maintenance of roadways and streets within the corporate boundaries of the City with Mayor & Council; and

WHEREAS the health, safety and welfare of the citizens of Norcross will be enhanced by the adoption of a policy that ensures that such roadways and streets meet the needs and expectations of all users of such roadways and streets:

NOW THEREFORE the Mayor & Council of the City of Norcross hereby resolve that the following Complete Streets Policy is adopted:

I. Purpose

This Complete Streets Policy is written to empower and direct citizens, elected officials, government agencies, planners, engineers and architects to use an interdisciplinary approach to incorporate the needs of all users into the design and construction of roadway projects funded by and located within the city limits of the City of Norcross. Furthermore, this policy is written to encourage those who provide improvements on non-City owned roadways to also incorporate Complete Streets methodologies into their design and construction plans on roadways located within the City of Norcross.

The goals of the Complete Streets Policy are:

- To ensure that the safety and convenience of all users of the transportation system are accommodated, including pedestrians, bicyclists, users of mass transit, people with disabilities, the elderly, motorists, emergency responders, and adjacent land users;
- To incorporate the principles of this policy into all aspects of the transportation project development process, including project identification and design approvals, as well as design manuals and performance measures;
- To create a comprehensive, integrated, and connected transportation network throughout the City of Norcross that supports compact, sustainable development;
- To ensure the use of the latest and best design standards, policies and guidelines;
- To recognize the need for flexibility to accommodate different types of streets and users; and
- To ensure that the Complete Streets design solution fit within the context(s) of the community.

The adoption of a Complete Streets Policy by the City of Norcross follows the revision of the American Association of State Highway Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities as well as a recommendation from the Atlanta Regional Commission's Atlanta Region Bicycle and Pedestrian Walkways Plan which states:

...(i)ncorporate the concepts of routine accommodation and Complete Streets into planning, design and construction of all future roadways and adopt development review regulations requiring developers to build bicycle and pedestrian facilities as integral components of their transportation infrastructure.

II. Policy

The Complete Streets Policy should apply to all new construction and reconstruction of roadways under the jurisdiction of the City of Norcross. Specifically:

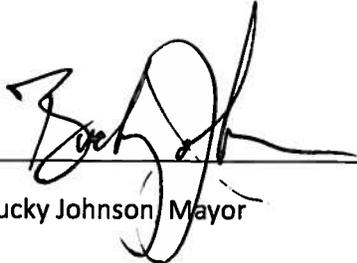
- Roadways projects should accommodate all users of transportation system including pedestrians, bicyclists, users of mass transit, people with disabilities, the elderly, motorists, emergency responders, and adjacent land users;
- Roadway projects should make use of the latest and best design standards, policies and guidelines; and
- Complete Streets solution shall be developed to fit within the context(s) of the community and those solutions shall be flexible so that the needs of the corridor can be met.

III. Exemption

Exceptions to the Complete Streets Policy include:

- Ordinary maintenance activities designed to keep assets in serviceable condition (i.e. Mowing, cleaning, sweeping, pothole repair, resurfacing and other regular maintenance);
- Projects involving a roadway where bicyclists and pedestrians are expressly prohibited by law from using;
- There are extreme topographic or natural resources restraints including Federal or State Lands or Waterways; and
- The project is along a roadway that is not a City of Norcross owned street. In such cases, the City shall encourage the appropriate agencies to design and construct their project(s) based on this Policy.
- Where staff reports that funding constraints prohibit the implementation of the project.

This 12th day of September 2011



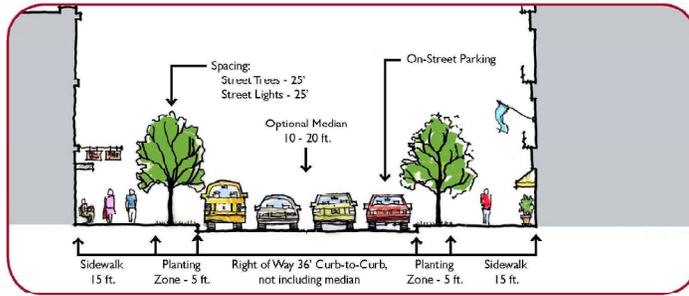
Bucky Johnson, Mayor

Attest:

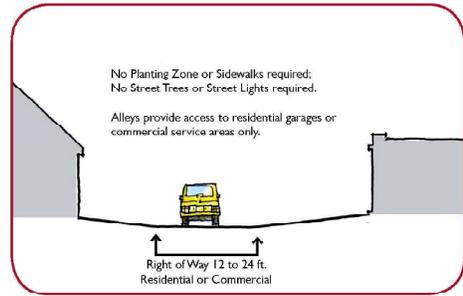

Susan Wuerzner, City Clerk

Susan Wuerzner, City Clerk

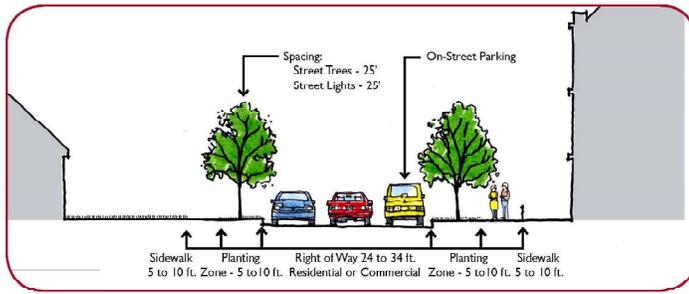
Adopted Complete Streets Design Guidelines



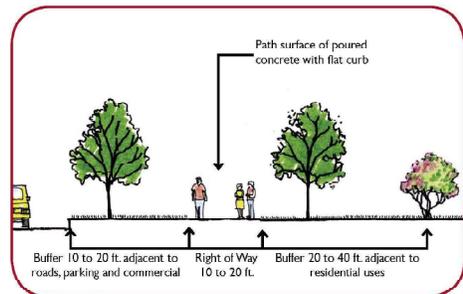
A.5.1 Avenue



A.5.3 Alley



A.5.2 Local Street

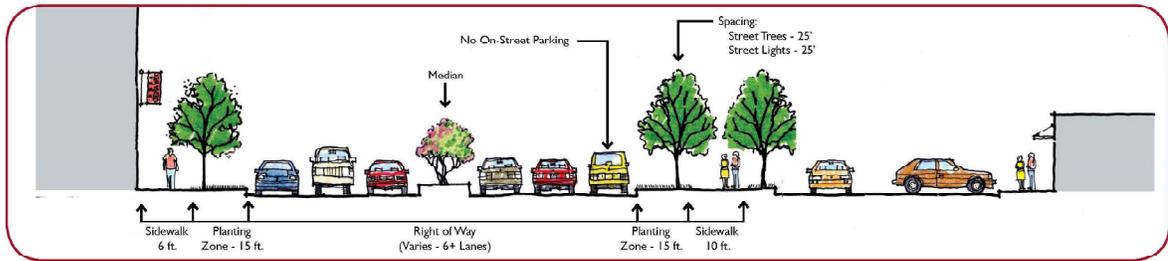


A.5.4 Multi-Use Path

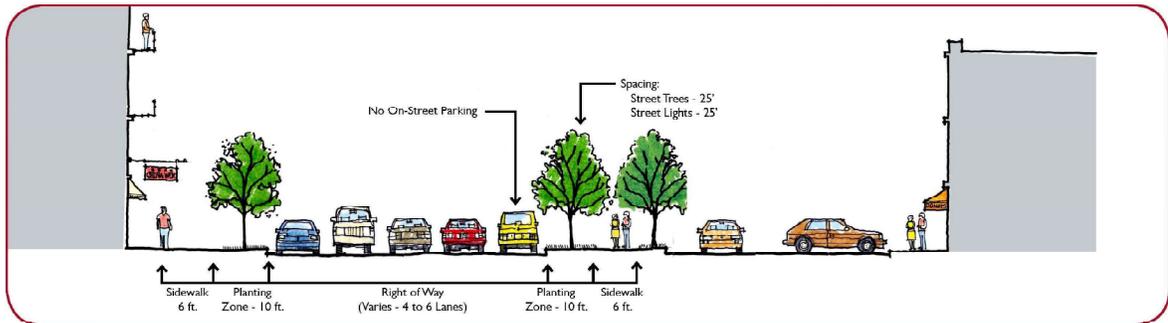
Design Guidelines
April 2008

Street Designation
Cross-Sections

A.5



A.4.1 Boulevard



A.4.2 Thoroughfare

Design Guidelines
April 2008

Street Designation
Cross-Sections

A.4

45. COMMUNITY TRAFFIC SIGNAL SYNCHRONIZATION

DESCRIPTION OF MEASURE

The local government has developed and implemented a plan to improve traffic signal synchronization for traffic signals within its jurisdiction. This plan can be an Intelligent Transportation System Plan, guidelines in the jurisdiction's transportation plan, part of the jurisdiction's public works plan to install, maintain, and synchronize traffic signals, or another document that meets this purpose. If a local government does not own and maintain all of its traffic signals, the requirements of this measure can be met if the local government can demonstrate that traffic signal synchronization efforts are being achieved through a partnership with another entity (GDOT, a county or other cities.)

DOCUMENTATION REQUIRED FOR CREDIT

- A copy of the plan being implemented
- Information on the estimated fuel savings and pollution reduction from the program

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the plan to improve traffic signal synchronization. Also provide a description of how the plan is actively being implemented, including the estimated fuel savings and pollution reduction from the program.

Our Achievements

- Majority of all traffic lights in Norcross are owned and operated by Gwinnett County. All traffic signals have been converted to LED technology which uses less energy and have a longer operational life than incandescent bulbs.
- The Gwinnett County ITS Master Plan was updated in June 2017, and the County continues to maintain an intelligent transportation system and traffic control center. The County completed a Signal System Evaluation in 2018 to identify regular review timeframes for traffic signal systems and additional upgrades to improve efficiency. Through the implementation of these plans, Gwinnett County DOT estimates that annual fuel consumption can be lowered by 7 percent, and CO and VOC can be lowered by 17 percent and 12 percent, respectively.
 - **Supporting documents that are available under Appendix D:**
 - a. Gwinnett County ITS Master Plan Update
 - b. Gwinnett County Signal System Evaluation

Gwinnett County Signal System Evaluation

January 5, 2018

Prepared For:

gwinnettcounty

Prepared by:

Kimley»Horn

46. COMMUNITY “SAFE ROUTES TO SCHOOL PROGRAM”

DESCRIPTION OF MEASURE

The local government has developed a Safe Routes to School Program (SRTS) that it actively promotes to the elementary and middle schools located within the jurisdiction. According to the U.S. Department of Transportation, a SRTS program is a comprehensive program that includes the 5 Es: Evaluation, Encouragement, Education, Engineering, and Enforcement. More detailed information on the 5 Es can be found on the Federal Highway Authority website for SRTS programs listed below.

The goal of the measure is to foster a SRTS program in the local government’s school districts. The local government should work with individual schools and/or districts to implement these programs. If a city is a partner in the county’s Safe Routes to School Program/Plan, to receive credit for this measure the city must submit documentation demonstrating how the city actively coordinates with the county on a regular basis to further the SRTS program, specific outreach efforts the city has initiated for schools within its jurisdiction, and the name and contact information for the person at the city who works with schools on the SRTS program.

DOCUMENTATION REQUIRED FOR CREDIT

- A description of the SRTS program that includes how the 5 E’s are addressed and how the program is promoted to schools
- A list of currently participating schools

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide an update on the progress and implementation of the local government’s SRTS program, including how the 5 E’s are being addressed, how the program is promoted to schools, and a list of currently participating schools (including street address and zip code).

Our Achievements

- The Safe Routes to School Program is only offered at Summerour Middle School within the City limits of Norcross. It begins at the intersection of Beaver Ruin Rd and Price Place, and runs all the way down Beaver Ruin Rd to Indian Trail Lilburn Road. The project is 90% complete. We are waiting for Comcast and AT&T to move their wires on a few of the poles that are blocking the sidewalk. Once the wires are moved, we will be able to move the poles and complete the project. Once the sidewalk is open, we plan on hosting a “Grand Opening” event to promote students to begin walking to and from school.
- Education:
- Encouragement:
- Engineering:
- Enforcement:
- Evaluation:

47. COMMUNITY BICYCLE FACILITIES

DESCRIPTION OF MEASURE

The local government has adopted an ordinance or policy that requires end-of-trip bicycle facilities at each new and existing community facility. Community facilities are the buildings that the local government provides to community residents for business, recreation or learning; this includes parks, recreational centers, senior centers, community gardens, libraries, city halls, courthouses, and other similar facilities. End-of-trip bicycle facilities are comprised of bike parking or lockers, and newly constructed facilities can include showers. To receive credit for this measure, at least 50 percent of the existing community facilities must have end-of-trip bicycle facilities installed when the application is submitted for Green Communities Certification. Additionally, a plan must exist to ensure all existing facilities will have end-of-trip bicycle facilities within two years.

DOCUMENTATION REQUIRED FOR CREDIT

- A copy of the ordinance or policy for requiring end-of-trip bicycle facilities at all community facilities with date of adoption
- A list of all community facilities and whether end-of-trip bicycle facilities are at each location
- A plan that outlines the implementation schedule

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the ordinance or policy that requires end-of-trip bicycle facilities at all community facilities and a description of any changes that have occurred since the local government’s most recent Green Communities certification. Also provide an updated version of the list of community facilities (including street address and zip code) that have end-of-trip bicycle facilities installed. If an end-of-trip bicycle facility has not been installed at a community facility, please explain why, since all community facilities are to have bicycle facilities installed within 2 years of the local government’s Green Communities certification.

Our Achievements

- The City of Norcross adopted an ordinance in 2009 that requires end-of-trip bicycle facilities at each new and existing community facility. The resolution has not changed since inception. Every facility has a bike rack as of Spring 2020.

City of Norcross Bike Racks Jan. 2020		
Location	Address	Notes
1	Rossie Brundage Park 350 Autry St, Norcross, GA 30071	
2	Thrasher Park 93 Park Dr, Norcross, GA 30071	
3	Betty Mauldin Park & City Hall 65 Lawrenceville St. Norcross GA 30071	Multirack shared by both locations
4	Welcome Center, Heritage Park, Norcross Cultural Arts and Community Center, The	
5	Rectory, 10 College St. Norcross GA 30071	Multirack shared by all locations
6	Lillian Webb Park 5 College St NW, Norcross, GA 30071	
7	Veteran's Park 160 N Norcross Tucker Rd, Norcross, GA 30071	New Park Nov. 2019 - Installed Dec. 2019
8	Johnson-Dean Park 145 N. Barton St. Norcross, GA 30071	
9	Historic Cemetery 211 South Cemetery St. Norcross GA 30071	New Rack installed Dec. 2019, replaced vandalized rack
10	Discovery Garden Park 189 Lawrenceville St. Norcross GA 30071	
11	Pinnacle Park 250 Pinnacle Way, Norcross, GA 30071	
12	Summerour Park 250 Price Place, Norcross, GA 30071	
13	Public Works Building 345 Lively Ave., Norcross, GA 30071	
14	Kudzo Art Zone 116 Carlyle St NW, Norcross, GA 30071	
15	Downtown Norcross 32 Jones St., Norcross, GA 30071	

RESOLUTION FOR CITY OF NORCROSS

WHEREAS, the City of Norcross desires to promote healthy living, decrease motorized traffic congestion and make the city facilities accessible to all who live, work or play in the city, and

WHEREAS, the City of Norcross desires to become a sustainable city by its policies and actions, and

WHEREAS, the City of Norcross desires to be certified by the Atlanta Regional Commission as a Green Community that is leading the way to sustainable living, and

WHEREAS, the City of Norcross believes that providing end of trip bicycle facilities at all community venues will support the declared public policy 12-9-2 of the State of Georgia "to preserve, protect, and improve air quality and to control emissions to prevent the significant deterioration of air quality and to attain and maintain ambient air quality standards so as to safeguard the public health, safety, and welfare consistent with providing for maximum employment and full industrial development of the state."

WHEREAS, the City of Norcross desires to adopt a policy of transportation options that positively affect air quality at all city facilities constructed or renovated after the date of the adoption of this policy,

NOW BE IT THEREFORE RESOLVED THAT, the City of Norcross will require the installation of end of trip bicycle facilities at all municipal facilities where people congregate including new facilities constructed by the city and in all facility refurbishment undertaken by the city henceforth.

Approved this 4th day of May, 2009


Bucky Johnson, Mayor


Attest: Susan Wuerzner, City Clerk

48. COMMUNITY BICYCLE AND PEDESTRIAN PLAN

DESCRIPTION OF MEASURE

The local government has adopted bike and pedestrian friendly policies through the adoption of a bicycle and pedestrian plan or a transportation plan that includes a bicycle and pedestrian section. Bicycle and pedestrian plans include policies, standards, evaluation of current infrastructure needs, a list of proposed and/or ongoing projects, and assessment of future system requirements for bicyclists and pedestrians. The plan must be up-to-date and currently being used by the local government. For a city located in a county with an adopted bicycle and pedestrian plan, the city may receive credit for this measure by submitting documentation demonstrating that the plan has been adopted by the city and providing one or more examples of bicycle and pedestrian projects from the plan that the city has implemented.

DOCUMENTATION REQUIRED FOR CREDIT

- A copy of the plan, with date of adoption
- An example of how the plan is being used by the local government (i.e. updated in the last 10 years, example of an implemented project, etc.)

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the adopted plan with bicycle and pedestrian friendly policies. Also provide a description of how the plan is actively being implemented, including whether the plan has been updated since the local government's most recent Green Communities certification. Provide an example of an implemented project since the most recent Green Communities certification.

Our Achievements

- Community Development Department is working with the Public Works Department to develop a "Sharrow" (a shared street and bike lane) bike trail from Beaver Ruin, Down Price to Mitchell. The trail will extend west to Lawrenceville Street to downtown and East along Mitchell to Brook Hollow Parkway then North to Indian Trail. This will be designed to tie into the Indian Trail/ Beaver Ruin trail project that is part of the Safe Routes to School initiative. The City has adopted a variety of bicycle and pedestrian friendly policies, initiatives and strategies including those in cooperation with Gwinnett County government and Gwinnett Village Community Improvement District (CID). They are the basis of projects addressing the issues of multimodal connectivity. Information about these projects can be found here:
 - Gwinnett County 2030 Unified Plan February 17, 2009 - Coordinates the county wide Comprehensive Plan, the Consolidated Plan, and the Comprehensive Transportation Plan. <http://www.Gwinnett County.com/portal/gwinnett/Departments/2030UnifiedPlan>
 - Gwinnett County Parks and Recreation Open Space and Greenways Master Plan May 21, 2002. <http://www.Gwinnett County.com/portal/gwinnett/Departments/CommunityServices/ParksandRecreation/OpenSpaceandGreenways/MasterPlan>

- The City of Norcross is also working closely with the Gwinnett Village CID to implement improvements to Indian Trail. The Indian Trail improvements include pedestrian sidewalks connecting the existing sidewalks at Beaver Run Road with the proposed sidewalks along Indian Trail Road. The 2008 LCI Activity Center identified areas that need improvements. On-going projects are addressing the issues of multimodal connectivity. The City of Norcross has begun the process of producing a Parks and Green Space Master Plan. The intent of the plan is to identify recreation needs of the City of Norcross as well as provide Greenway connectivity to the park and green spaces throughout the City. The study is to be a guide for the City improvements for the next 20 years. Information about these improvements can be found below:
 - http://www.norcrossga.net/user_files/1269869521_MeetingMinutes01-Mar-2010-11-06-54.pdf Acceptance of Parking Study Report and recommendations. This is being worked on for implementation in 2010.
 - http://www.norcrossga.net/user_files/MeetingMinutes08-Sep-2008-04-57-26.pdf
 - http://www.norcrossga.net/user_files/MeetingMinutes01-Dec-2008-05-47-33.pdf
- Other measures to promote a bicycle friendly City are as follows:
 - In addition, over the last several years, multiple LCI studies (including Norcross LCI Activity Center 2008 adopted December 1, 2008) have been completed and include bicycle friendly items. The recommendations are summarized in the 5 Year Action Plan [here](#)
 - [City 2030 Comprehensive Plan](#) adopted September 8, 2008 including recommended policies for Transportation
 - [Parking Study](#) adopted March 1, 2010, especially pages 117-122 and 126 at
 - The Norcross UDO Sec. 203-15 Bicycle Parking

Sec. 203-15. Bicycle Parking

- A. Developments in all commercial, mixed-use and industrial districts shall provide bicycle parking spaces at a ratio of at least one bicycle parking space for every 20 automobile parking spaces.
- B. No development shall have fewer than three bicycle parking spaces nor be required to exceed a maximum of 20 spaces.
- C. Bicycle parking shall provide an inverted U steel frame or decorative rack approved by the Development Director. The rack shall be anchored to a concrete pad.
- D. Each required bicycle parking space must be at least 2 feet by 6 feet. Where a bike can be locked on both sides of a bicycle rack without conflict, each side can be counted as a required space. 2' wide by 2' 6" long
- E. Bicycle racks must be securely anchored, be easily usable with both U-locks and cable locks, and support a bicycle at 2 points of contact to prevent damage to the bicycle wheels and frame.
- F. Bicycle racks must be publicly accessible and be located no more than 100 feet from the building entrance the bicycle rack is intended to serve.
- G. Bicycle parking must be provided in a well-lit area.
- H. Spacing of the bicycle racks must provide clear and maneuverable access.
Bicycle facilities may be placed within the public right-of-way, provided the encroachment is approved by the Director

49. BICYCLE FRIENDLY COMMUNITY

DESCRIPTION OF MEASURE

The local government has received the Bicycle Friendly Community designation from the League of American Bicyclists. To obtain this certification, the jurisdiction has met the requirements of the certification program, which includes taking steps to address essential elements across five categories:

- Engineering: Creating safe and convenient places to ride and park
- Education: Giving people of all ages and abilities the skills and confidence to ride
- Encouragement: Creating a strong bike culture that welcomes and celebrates bicycling
- Enforcement: Ensuring safe roads for all users
- Evaluation & Planning: Planning for bicycling as a safe and viable transportation option

DOCUMENTATION REQUIRED FOR CREDIT

A copy of the Bicycle Friendly Community award certificate dated within the past 4 years

RECERTIFICATION SUBMISSION REQUIREMENTS

A copy of the Bicycle Friendly Community award certificate dated within the past 4 years.

Response

- The City of Norcross will not pursue this measure.

50. WALK FRIENDLY COMMUNITY

DESCRIPTION OF MEASURE

The local government has received the Walk Friendly Community designation from the Walk Friendly Communities program, sponsored by the U.S. Department of Transportation Federal Highway Administration and FedEx. To obtain this certification, the jurisdiction has met the requirements of the program across several areas:

- Community Profile
- Status of Walking
- Planning
- Education and Encouragement
- Engineering
- Enforcement
- Evaluation

DOCUMENTATION REQUIRED FOR CREDIT

A copy of the Walk Friendly Community award certificate dated within the past 5 years

RECERTIFICATION SUBMISSION REQUIREMENTS

A copy of the Walk Friendly Community award certificate dated within the past 5 years.

Response

- The City of Norcross will not pursue this measure.

51. COMMUNITY SHARED/REDUCED PARKING

DESCRIPTION OF MEASURE

A local government has development regulations that encourage shared parking, joint parking and/or reduced parking requirements for commercial and retail facilities within its jurisdiction. Shared parking is a parking facility that allows parking for patrons of two or more businesses based on different peak hours; whereas, joint parking is a common parking facility designed for simultaneous use by patrons of two or more businesses. Reduced parking means either a local government has decreased its original minimum parking requirement or they have implemented a maximum parking requirement for facilities.

DOCUMENTATION REQUIRED FOR CREDIT

A copy of the parking regulation with date of adoption

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide a copy of the most recent version of the development regulations that encourage shared parking, joint parking and/or reduced parking requirements for commercial and retail facilities within its jurisdiction. Also provide one or two examples of properties where shared, joint, or reduced parking has been implemented since the most recent Green Communities certification.

Our Achievements

Development Regulations

- As part of its new Unified Development Ordinance (UDO), the City of Norcross has adopted multiple regulations to reduce the amount of land dedicated to parking in the city, including provisions for shared parking arrangements, a maximum parking threshold, and reductions in the number of required parking spaces for developments with good access to public parking or alternatives modes of transportation. The relevant ordinances are referenced below and the full UDO is available at www.imagineourfuture.org. Please see Appendix D for Chapter 115 – Article V – Off-street Automobile Parking and Loading addresses these provisions.
 - Shared Parking: The City of Norcross allows up to 50 percent of off-street parking spaces to be provided through shared parking agreements.
 - “One half of the off-street parking spaces required by a use whose peak attendance will be at night or on weekends may be shared with a use that will be closed at night or on weekends.” (Sec. 203-7)

Norcross UDO

CHAPTER 200 – Land Use and Zoning

ARTICLE III. PARKING AND LOADING

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Chapter 200. Land Use and Zoning

Art. III. Parking and Loading

- Not to Exceed Requirement: The City of Norcross has established a maximum parking threshold with a not to exceed parking requirement to prohibit oversized parking lots.
 - “In order to prevent excessive lot coverage, the artificial increase in air temperature, and an unnecessary increase in surface water runoff, no minimum off-street parking requirements in Section 203-9 below shall be exceeded by more than 25% unless good cause can be shown by the applicant and approved by the Community Development Director through the administrative variance process.”
- Reductions: The Norcross UDO allows parking reductions for proximity to public parking facilities, proximity to bus transit, private car sharing or vanpool ride sharing program, and mixed-use development:
 - Public Parking: “A 25% reduction in the number of required off-street parking spaces may be permitted for uses within 1,320 feet of a public parking facility” (Sec. 203-10.A)
 - Transit: “A 10% reduction in the number of required off-street parking spaces may be permitted for uses within 1,320 feet of an operating transit stop with service between the hours of 6:00 a.m. to 8:00 p.m. and where service intervals are no longer than 20 minutes during peak commute hours.” (Sec. 203-10.B)
 - Car Sharing Programs: “When an active on-site car share or vanpool ride share program is present, a 5% reduction in the number of required off-street parking spaces may be permitted.” (Sec. 203-10.C)
 - Mixed-Use: “In cases where two or more different uses are on the same lot or within the same building, the minimum number of parking spaces shall be calculated as the sum of all required parking spaces in Section 203-9, Minimum Number of Spaces Required, a 25% reduction in the number of required off-street parking spaces may be permitted.” (Sec. 203-10.D)
- Other: The City of Norcross has adopted additional regulations to reduce parking requirements within the city, including eliminating downtown parking requirements, eliminating required parking for accessory dwelling units, allowing administrative variances to permit compact parking spaces, and requiring bicycle parking:
 - Developments in Downtown Norcross are not required to provide off-street parking
 - No additional parking spaces required for accessory dwelling units (Sec. 202-3.B)
 - “The Community Development Director may grant an administrative variance to permit up to 40 percent of the parking spaces to be eight feet wide and 15 feet deep to accommodate compact cars where, in his/her opinion, the purpose of the parking ordinance can be achieved, and equal performance obtained by granting an administrative variance” (Sec. 203-4.C)
 - Developments in all commercial, mixed-use, and industrial districts are required to provide bicycle parking (Sec. 203-15)

Regulatory Use Cases

- A new multifamily development near the intersection of Jimmy Carter Boulevard and Peachtree Industrial Boulevard has applied for a parking space reduction using the code provision for developments located near transit facilities.

Initiatives

- The City of Norcross has gone beyond supportive development regulations and initiated several projects to reduce the amount of land dedicated to parking, especially within its historic downtown. These efforts include:
 - Parking at City Hall is open to the public and convenient to destination Downtown Norcross. To increase the visibility of this option and reduce the perceived need for additional downtown parking, the City installed wayfinding signs on nearby streets to direct drivers toward the lot and pedestrian-scale lighting along a walkway connecting the lot to downtown businesses, making it a safer and more comfortable option.
 - The City partnered with the developers of The Brunswick, a new multifamily development currently under construction in Downtown Norcross, to build a new parking deck that will include both resident and public parking for the shops, restaurants, and public facilities nearby. The required parking for the new library being constructed next door is included in the garage. This approach made structured parking financially feasible for both parties, addressed concerns over a lack of downtown parking, and minimized the amount of land that would need to be dedicated to parking.
 - The City converted several public parking spaces in Downtown Norcross to rideshare pickup/drop-off spaces to encourage ridesharing and reduce the perceived need for additional downtown parking.

- c. Museum
- d. Art galleries, art centers and similar uses
- e. College, university, community college – Including associated facilities such as dorms, offices, athletic fields, etc.

7. Mixed-use

- a. Mixed-use as defined in Chapter 100, Article II.

E. BH Special Permit Uses

The following uses shall be considered Special Permit Uses in this district. Supplemental regulations for uses are in Article II, Supplemental Use Standards, as applicable.

1. Residential – Miscellaneous, Lodging, Rooms for Rent

- a. Hotel

2. Sales and Rental of Goods, Merchandise and Equipment

- a. Fuel sales
- b. Any retail establishment not specifically permitted, but which is similar to the listed uses, compatible with uses on adjoining property and which meets the intent and purpose of the district

3. Services – Office, Clerical, Repair, Research and Personal – Not Primarily Related to the Sale of Goods or Merchandise

- a. Any service establishment not specifically permitted, but which is similar to the listed uses, compatible with uses on adjoining property and which meets the intent and purpose of the district

4. Storage and Parking

- a. Automobile parking garage
- b. Standalone parking
- c. Landscaping services

5. Miscellaneous Semi-Public Facilities and Utilities

- a. Telecommunications antenna
- b. Telecommunications tower

F. BH Accessory Uses

Supplemental regulations for accessory uses are in Chapter 200, Article II, Supplemental Use Standards, as applicable.

G. BH Residential Density Bonus Incentive

1. Structured Parking

A density bonus of 40 percent may be applied to the overall residential component if the applicant submits a structured parking plan (garage) that is approved by the Community Development Department, plus and additional 10 percent density bonus if providing Electric Vehicle charging stations for 5% of the parking spaces are provided, with a minimum of 5 charging stations.

52. COMMUNITY PLUG-IN ELECTRIC VEHICLE READINESS

DESCRIPTION OF MEASURE

The local government has taken steps to become Electric Vehicle ready by doing at least one of the following:

- Updating its building codes and zoning regulations, parking rules, or other local ordinances to allow for charging stations;
- Passing an ordinance that would restrict HOA's from allowing covenants that prevent the installation of charging stations in the community;
- Revising permitting and inspection processes to support the installation of charging equipment and the development of charging station networks;
- Installing a charging station for public use;
- Developing an Electric Vehicle Strategy with an implementation timeline; or
- Adopting a Go EV resolution.

A Plug-In Electric Vehicle is defined as a vehicle that: draws electricity from a battery with a capacity of at least four kilowatt hours and is capable of being charged from an external source; has not been modified from the original equipment manufacturer power train specifications; has a gross vehicle weight rating of 8,500 pounds or less; has a maximum speed of at least 65 miles per hour; and meets applicable requirements in Title 49 of the Code of Federal Regulations, section 571.

DOCUMENTATION REQUIRED FOR CREDIT

A description of the steps taken to become electric vehicle ready, including a copy of the ordinance or policy with date of adoption or permitting forms, if applicable

RECERTIFICATION SUBMISSION REQUIREMENTS

Provide an update on the community's electric vehicle readiness since the local government's most recent Green Communities certification. Include a copy of the most recent ordinance or policy with date of adoption or permitting forms, if applicable. Provide a description of how the EV readiness initiative is being implemented including the number of electric vehicle charging stations installed in the jurisdiction since the most recent Green Communities certification.

Our Achievements

- Level II electric vehicle recharging stations are provided on either side of City Hall. One is provided for police station use and two additional parking spaces are provided for the general public.
- An Electric Vehicle Charging station was installed at Pinnacle Park with reserved parking for Electric Vehicles only.
- The power is provided by Norcross Power.

- c. Museum
- d. Art galleries, art centers and similar uses
- e. College, university, community college – Including associated facilities such as dorms, offices, athletic fields, etc.

7. Mixed-use

- a. Mixed-use as defined in Chapter 100, Article II.

E. BH Special Permit Uses

The following uses shall be considered Special Permit Uses in this district. Supplemental regulations for uses are in Article II, Supplemental Use Standards, as applicable.

1. Residential – Miscellaneous, Lodging, Rooms for Rent

- a. Hotel

2. Sales and Rental of Goods, Merchandise and Equipment

- a. Fuel sales
- b. Any retail establishment not specifically permitted, but which is similar to the listed uses, compatible with uses on adjoining property and which meets the intent and purpose of the district

3. Services – Office, Clerical, Repair, Research and Personal – Not Primarily Related to the Sale of Goods or Merchandise

- a. Any service establishment not specifically permitted, but which is similar to the listed uses, compatible with uses on adjoining property and which meets the intent and purpose of the district

4. Storage and Parking

- a. Automobile parking garage
- b. Standalone parking
- c. Landscaping services

5. Miscellaneous Semi-Public Facilities and Utilities

- a. Telecommunications antenna
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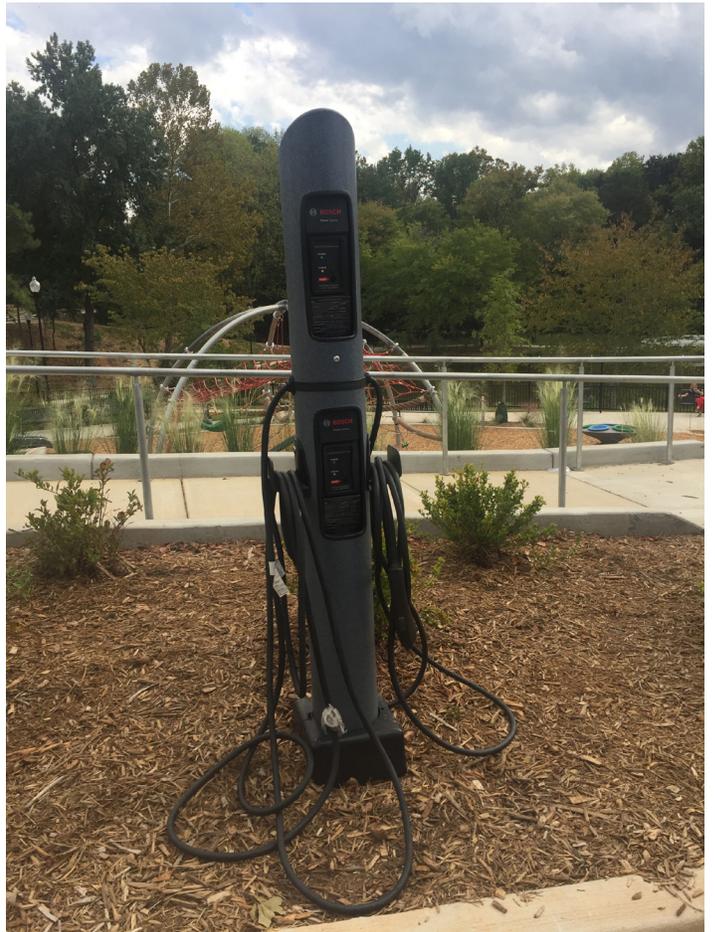
F. BH Accessory Uses

Supplemental regulations for accessory uses are in Chapter 200, Article II, Supplemental Use Standards, as applicable.

G. BH Residential Density Bonus Incentive

1. Structured Parking

A density bonus of 40 percent may be applied to the overall residential component if the applicant submits a structured parking plan (garage) that is approved by the Community Development Department, plus an additional 10 percent density bonus if providing Electric Vehicle charging stations for 5% of the parking spaces are provided, with a minimum of 5 charging stations.





POLICY AND PROCEDURE

EFFECTIVE DATE: 5/01/2009

POLICY TITLE: Electric Charging Stations Update

REVISION DATE: 6-4-19 NEXT REVIEW DATE: 1/01/2021

APPROVED BY: 
Director of Public Works

PURPOSE OF POLICY:

The City of Norcross has two electric charging stations. One at City Hall and one at Pinnacle Park. There is no fee for resident charging at these stations.

As of June 4, 2019, the City now gives an incentive bonus for Electric Vehicle charging stations to builders. The criteria is found in the 2019 Unified Development Ordinance.