



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner - District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner - District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL MEETING AGENDA

VIRTUAL MEETING

April 26, 2021 at 6:00 p.m.

Citizen Access: [Stonecrest YouTube Live Channel](#)

- I. **CALL TO ORDER:** George Turner, Mayor ProTem
- II. **ROLL CALL:** Keidra Harris, Acting City Clerk
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **MINUTES:**
 - a. **Approval** of the March 22, 2021 - City Council Meeting Minutes
 - b. **Approval** of the March 26, 2021 - Special Called Meeting Minutes
 - c. **Approval** of the April, 12, 2021 - Work Session Meeting Minutes
 - d. **Approval** of the April, 12, 2021 - Special Called Meeting Minutes
 - e. **Approval** of the April, 20, 2021 - Special Called Meeting Minutes
- VI. **PRESENTATIONS:**
 - a. **Introduction** to the New City Clerk, Pat Wheeler – Jim Nichols
- VII. **PUBLIC COMMENTS**

(this meeting will be conducted virtually, the public comments received via email in advance of the meeting will be read into the minutes by the City Clerk)
- VIII. **OLD BUSINESS:**
 - a. **Discussion** Finance: of the 2021 Budget Adjustments – Gia Scruggs
 - b. **Update** Regarding the selection of the Destination Marketing Organization (DMO) – Janice Allen Jackson
 - c. **Approval** Planning and Zoning: AX-21-001 3174 Miller Road Rezoning – Jim Summerbell

IX. NEW BUSINESS:

- a. **Discussion** Mayor's absence disposition
- b. **Update** COVID relief management proposal for future funding – Janice Allen Jackson
- c. **Discussion** Drafts of standing committees for consideration
 - SPLOST Oversight Committee
 - Finance Committee
 - Parks and Recreation Citizen Board
- d. **Update** Procurement: - Gia Scruggs
 - Bid Opening & Award for Marta Bus Pads
- e. **Recommendation** Parks & Recreation: Aquatics Center Re-Opening – Brandon Riley
- f. **Approvals** Planning and Zoning - Jim Summerbell
 - Zoning Petition RZ-20-002 (6892 Maddox Road)
 - Zoning Petition RZ-21-002 and Special Land Use Petition SLUP-21-002 (3174 Miller Road)
 - Special Land Use Petition SLUP-21-003 (6674 Chupp Road)
 - Special Land Use Petition SLUP-21-004 (3301 Corcktree Trail)
- g. **Approval** of the contract for services for City Finance Director with single source procurement.

X. EXECUTIVE SESSION:

*(when an executive session is required, one will be called for the following issues:
1) Personnel, 2) Litigation, 3) Real Estate)*

XI. CITY MANAGER UPDATE

- a. Open Records Requests
- b. Business License Applications and Renewals

XII. CITY ATTORNEY UPDATE

XIII. MAYOR AND COUNCIL COMMENTS

XIV. ADJOURNMENT

Americans with Disabilities Act

The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities and employment practices.

If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Megan Reid, as soon as possible, preferably 2 days before the activity or event.



CITY OF STONECREST, GEORGIA

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Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

SPECIAL CALLED CITY COUNCIL MEETING AGENDA VIRTUAL MEETING

March 26, 2021 at 7:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Pro Tem George Turner

II. ROLL CALL: Sonya Isom, City Clerk: All members present.

III. COUNCIL AGENDA ITEMS:

1. Approval of Contract Amendment to Jacobs Engineering Contract.

- a. **Motion 1** – Made by Council Member Jazzmin Cobble to approve the Contract Amendment from Jacobs Engineering for the Amendment to section 1.2 City Representative. Seconded by Council Member Rob Turner.

Motion Passed - 4-0 - District 1 and Mayor are absent.

Yea – 1 - Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

2. Approve proposal of personnel reassignment from Jacobs Engineering

- a. **Motion 1** – Made by Council Member Jazzmin Cobble to approve the proposal for personnel assignment from Jacobs Engineering. Council Member Tammy Grimes.

Motion Passed - 4-0 - District 1 and Mayor are absent.

Yea – 1 - Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

- b. **Motion 2** - Made by Council Member Jazzmin Cobble that the contract amendment is made effective and with the authorization for the council members that voted in the affirmative to execute such Amendment via signature. Seconded by Council Member Rob Turner.

SPECIAL CALLED CITY COUNCIL MEETING AGENDA VIRTUAL MEETING

March 26, 2021 at 7:00 p.m.

Continued

Motion Passed - 4-0 - District 1 and Mayor are absent.

Yea – 1 - Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

Discussion – How do the council members sign or submit signatures? City Attorney Winston Denmark states that electronic signatures or wet signatures at city hall. Effective Immediately, and council will do an electronic signature.

IV. ADJOURNMENT

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Council Member Tammy Grimes – District 5

CITY COUNCIL SPECIAL CALLED MEETING VIRTUAL MEETING MINUTES

April 12, 2021 at 5:30 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Pro Tem ~ George Turner

II. ROLL CALL: Keidra Harris, Acting City Clerk: All members present.

III. COUNCIL AGENDA ITEMS:

1. SLUP /Rezoning Application (RZ-21-001/SLUP 21-002)

- a. **Motion 1** – Made by Council Member Rob Turner to defer item (a) RZ-21-001 to the next scheduled city council meeting on April 26, 2021. Seconded by Council Member Tammy Grimes.

Motion Passed - 5-0

Yea – 5 - Council Member Jimmy Clanton, Jr., Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

- b. **Motion 2** - Made by Council Member Rob Turner to defer item (b) SLUP 21-002 to the next scheduled city council meeting on April 26, 2021. Seconded by Council Member Tammy Grimes.

Motion Passed - 5-0

Yea – 5 - Council Member Jimmy Clanton, Jr., Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

2. Waive attorney-client privilege on the investigative report of the CARES Act Relief Grant program.

- a. **Discussion** - Council Member Jimmy Clanton, Jr – found himself named in the referenced document and stated that he would like to recuse himself from discussion or voting in this matter. He sent a notification beforehand to the council and the City Manager.
- b. **Motion 1** – Made by Council Member Jazzmin Cobble, to Waive attorney-client privilege regarding the investigative report of the CARES Act Relief Grant program issued on April 12, 2021, by the City Attorney but only to the extent necessary for the report to be released to the general public, media, state, or federal agencies. Seconded by Council Council Member Rob Turner.

Motion Passed – 4 -0

Yea – 4 - Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

Recused – 1 - Council Member Jimmy Clanton, Jr.

IV. ADJOURNMENT

Motion – To Adjourn made by Council Member Jazzmin Cobble, Seconded by Council Council Member Rob Turner.

Motion Passed - 5-0

Yea – 5 - Council Member Jimmy Clanton, Jr., Council Member Rob Turner, Council Member Jazzmin Cobble, Council Member George Turner, and Council Member Tammy Grimes.

Nay – 0 – N/A

Mayor Pro Tem ~ George Turner adjourned the at 5:47 p.m.



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Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL WORK SESSION

VIRTUAL MEETING MINUTES

April 12, 2021 at 6:00 p.m.

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: Mayor Pro Tem, George Turner

II. ROLL CALL: Keidra Harris, Acting City Clerk: All members present.

III. COUNCIL AGENDA ITEMS:

1. **City Hall Covid Update** – Acting City Manager, Janice Allen Jackson

2. **Introduction of New Personnel** – Deputy City Manager, Jim Nichols

- a. Tom Udell - City Engineer, Jim Summerbell - Planning Director, Marci Davis - Communications Director, Jonathan Bartlett - Economic Development Director, and Keidra Harris - Acting City Clerk

Remaining position to be filled as directed by The City Council's direction. Question - what is the commitment from Jacobs for this personnel. Commitment is long as it takes to get the City of Stonecrest moving in the direction of the Council's vision.

3. **Budget Adjustments for 2021**

- a. **Discussion and comments** - Council Member Jazzmin Cobble would like to allow the new department heads to look at their budgets, make comments, and change and then combine all changes into one Document. Gia Scruggs, Finance Director, would like to make some adjustments to the budgets for some additional expenses discovered. Totally under 200k for total adjustments.

4. **Contracts Outstanding**

- a. **Discussion/Updates** - Gia Scruggs, Finance Director, moving forward Finance would like to provide Mayor and Council a monthly status and reconciliation report/update for all current and future solicitations of contracts.
 - i. Marta Bus Pad Construction – Schedule - Bid 03/08/21, Closing 04/20/21, Publish 04/23/21 Recommendation 04/26/21.
 - ii. 2021 Street Resurfacing – Schedule Bid 03/29/21, Closing 04/22/21 – Publish on 04/23/21, request a special call meeting before 05/10/21 with Council for the selection process.
 - iii. 2021 – Construction engineering – Bid 04/01/21, Closing 05/03/21 – Publish 05/05/21, request a special call meeting before 05/10/21 with Council for the selection process.
 - iv. Internal Audit Services – Its urgent nature, Finance can have prepared for 05/26/21 or 06/21/21 meetings. With recent changes to the charter, Finance needs to know if there would be additional scope for this role.

Council looks forward to the new monthly finance and procurement reports. Viability of public works from the University of Georgia pricing. Will schedule for the following work session. Account for compliance reporting in the charter.

5. **Prioritizing Zoning Updates**

- a. **Discussion** – Update by Acting City Manager Janice Allen Jackson – Zoning Ordinance, the first steps are to get the new Planning Director up to speed and then get councils feedback for which items are most crucial for the best path forward. Some items in this plan may need to be pulled that are most urgent such as the moratorium on gas station to take sooner action, then make decisions on the rest of the Document. A workshop to discuss this item and in-depth, and break this up to identify inherited outliers and prioritize, take the time to do it right.

Items that are the priority – (1) personal care homes, (2) affect the fuel pumps, (3) industrial uses, (4) addressing rezoning existing parcels and, (5) expand gas stations. Date TBD.

IV. **ADJOURNMENT**

Mayor Pro Tem - George Turner adjourned at 7:03 p.m.



CITY COUNCIL AGENDA ITEM

SUBJECT: Approval of FY21 Budget Amendments

- | | | |
|--|-------------------------------------|---|
| ☐ ORDINANCE | ☐ POLICY | ☐ STATUS REPORT |
| ☐ DISCUSSION ONLY | ☐ RESOLUTION | ☒ OTHER |

Date Submitted: **Work Session:**
Council Meeting: April 26, 2021

Special Called

SUBMITTED BY: Gia Scruggs, M.B.A., CPM – Finance Director

PURPOSE: Approval for Budget adjustments

HISTORY:

FACTS AND ISSUES: The Mayor and City Council went through a series of work session discussions regarding the 2021 Budget. As a result of those sessions and other budget adjustment recommendations by Finance and Administration, the Mayor and Council's approval is required to authorize these adjustments.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Approve



CITY COUNCIL AGENDA ITEM

SUBJECT: AX-21-001 2935 Miller Rd (Request Approval)

☐ ORDINANCE ☐ POLICY ☐ STATUS REPORT
☐ DISCUSSION ONLY ☐ RESOLUTION ☒ OTHER

Date Submitted: 04/20/21

Council Meeting: 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning & Zoning Director

PURPOSE: This is the **AX-21-001** application for Nu Ground Studio (2935 Miller Rd) that was approved by the Planning Commission on 04/06/2021.

HISTORY: This item was heard at the 04/06/21 Planning Commission Meeting. The applicant is requesting to annex 7.4 acres in the city limits of Stonecrest and rezone the property to Light Industrial.

RECOMMENDED ACTION: The Planning Commission recommend Approval of the **AX-21-001** application for Nu Ground Studio at the 04/06/21 meeting.

OPTIONS: Approve; Deny; or make Alternative conditions

ATTACHMENT(S):

- #1 04/06/21 Staff Report
- # 2 04/06/21 AX-21-001 Application
- # 3 04/06/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

Planning Commission April 6th, 2021 / Mayor and City Council Meeting April 26th, 2021

GENERAL INFORMATION

Petition Number:	AX-21-001
Applicant:	Nu Ground Studio / Dennis Carter
Owner:	Nu Ground Holdings LLC
Project Location:	2935 Miller Road
District:	N/A
Acreage:	7.4
Existing Zoning:	M (Light Industrial) District
Proposed Zoning:	M (Light Industrial) District
Comprehensive Plan Community: Area Designation	Light Industrial
Proposed Development/Request:	The applicant is requesting to annex 7.4 acres in the city limits of Stonecrest and rezone the property to Light Industrial.
Staff Recommendations:	Approval



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

Aerial Map





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

Zoning Map





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

PROJECT OVERVIEW

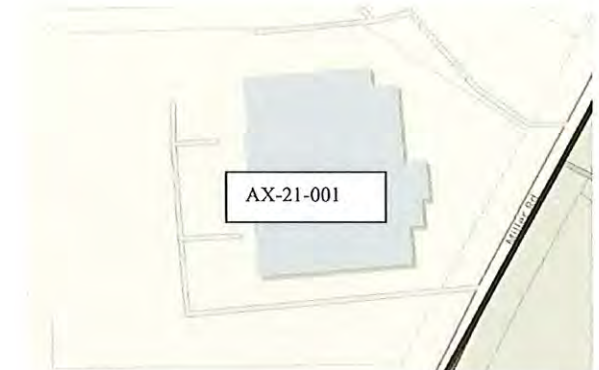
Location

The subject property is located at 2935 Miller Road. The property currently sits outside the western city limits in unincorporated DeKalb County. The property is surrounded by primarily industrial uses, both in city and the county.



Background

Currently, the property has kept its original zoning classification of M (Light Industrial) District under DeKalb County Ordinance. The topography of the property is characterized as being uneven throughout the property. Currently 56,000 square foot movie production studio sits on the property.



Rezoning Request

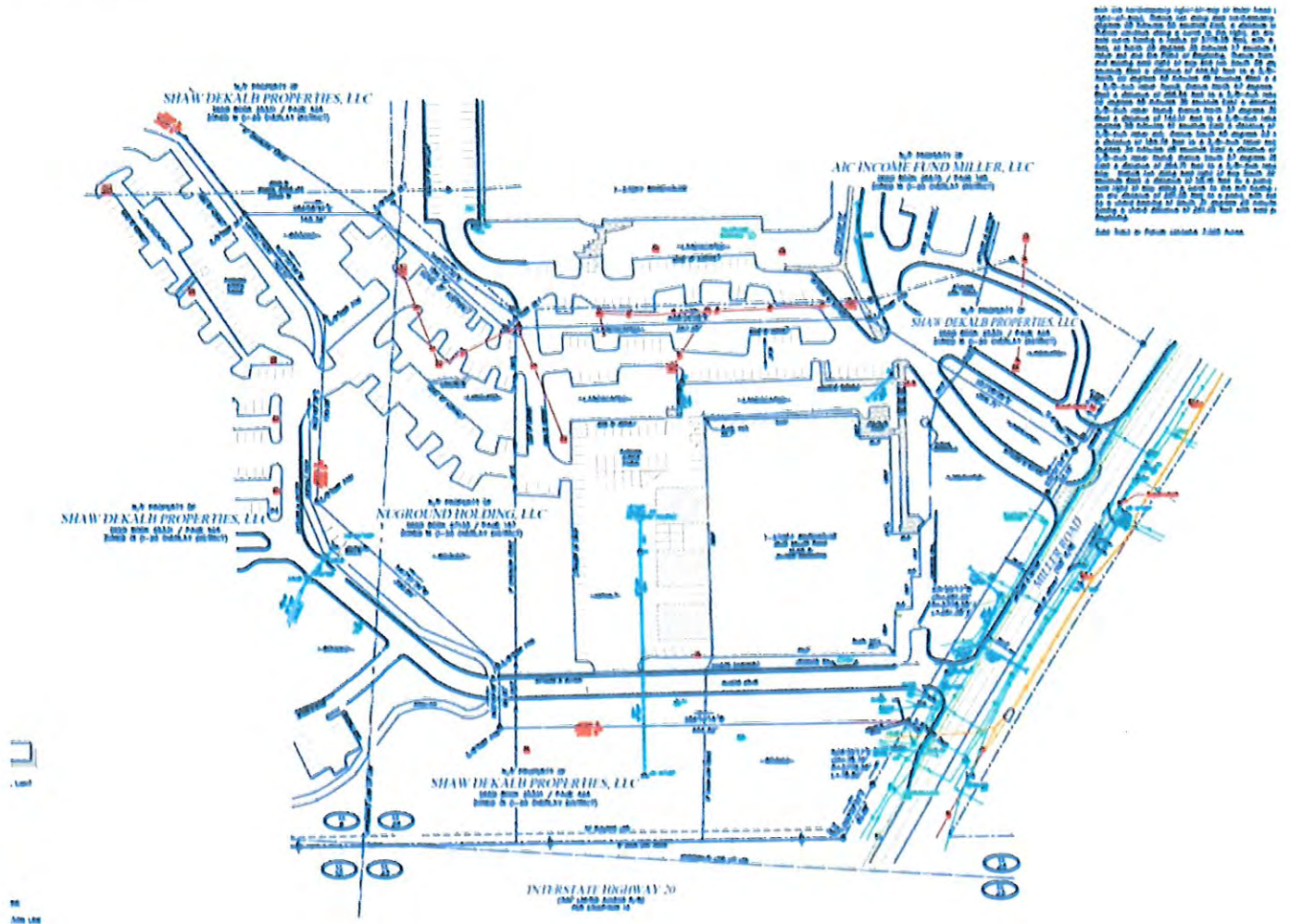
The applicant is requesting to annex and rezone the 7.4 acres of the subject property from unincorporated DeKalb County to M (Light Industrial) District. The applicant has indicated the will still operate as a movie production studio.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

Legal Survey





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

Building Elevations





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

STANDARDS OF REZONING REVIEW

Section 7.3.5 of the Stonecrest Zoning Ordinance list eight factors to be considered in a technical review of a zoning case completed by the Community Development Department and Planning Commission. Each element is listed with staff analysis.

- **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property or properties.**

As shown in the table below, the subject property is surrounded by residential use and some commercial uses.

* Please see the map below table

Adjacent & Surrounding Properties	Zoning (Petition Number)	Land Use	Density Non-Residential (SF/Acre) Residential (Units/Acre)
Applicant	Proposed: M	Industrial	53,206 sqft
Adjacent: North	M (Light Industrial) District	Industrial	645,999 sqft
Adjacent: West	OI (Office-Institutional) District	Office	n/a
Adjacent: East	M (Light Industrial) District	Industrial	n/a
Nearby: South	OI (Office-Institutional) District	Office	n/a

The proposed change in zoning would permit a use that would be suitable in view and development of the nearby properties. The surrounding uses are strictly light industrial uses. The existing use falls into the light industrial uses category.

- **Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan.**

The zoning proposal is in conformity with the policy and intent of the comprehensive plan. Light Industrial uses such as warehousing is a primary land use in the Future Land Use for this area.

- **Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

The property is currently zoned M (Light Industrial), which permits the light industrial uses such as storage and warehousing. The property does have reasonable economic use as currently zoned.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001

- **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property or properties.**

Part of this property is in Dekalb County. As per this approval the entire site will be moved into the City of Stonecrest limits. The proposed use will not adversely affect the existing use or usability of adjacent or nearby property. The adjacent Dekalb property is zoned residential on the northern portion and Commercial to the southern part.

- **Whether there are other existing or changing conditions affecting the use and development of the property, which gives supporting grounds for either approval or disapproval of the zoning proposal.**

There are existing conditions affecting the use and development of the property, which give supporting grounds for approval of the zoning proposal. The existing building and use of the property which is allowed in light industrial give supporting grounds for approval of the zoning proposal.

- **Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources.**

There are currently no historic buildings, sites, districts, or archaeological resources on the subject property.

- **Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

Access to the property is via Miller Road, which is a collector road that staff believes would have the traffic capacity to handle the volume of traffic generated by the zoning change and will not cause excessive or burdensome use of the existing street or transportation.

- **Whether the zoning proposal adversely impacts the environment or surrounding natural resources.**

The subject property will not adversely impact the environment or surrounding natural resources as the property is not undeveloped. There is an existing movie production studio on the property.

STAFF RECOMMENDATION

Base on the findings and conclusions, it appears the applicant does meet all the criteria for approval and the supplemental regulations. Therefore, staff recommend **Approval** of AX-21-001.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

AX-21-001



LETTER OF INTENT

Check one:

- ☐ Zoning
- ☐ Variances
- ☒ Administrative Variances
- ☐ Special Administrative Permit

Write a description for the questions below:

1) What is the purpose of this business?

Film Studio

2) How will this business serve the Community?

To create jobs while supporting the local economy by bringing the film industry to City of Stonecrest.

Submit the Letter of Intent with your application or permit to:

City of Stonecrest
ATTN: Chris Wheeler, Director
Planning & Zoning Department
3120 Stonecrest Blvd.
Stonecrest, GA 30088

Income Context owner/applicant/petitioner acknowledge that this
(Print Name)

Letter of Intent is an accurate description of the business purpose and it will serve the community.

[Signature]
Applicant Signature

2/22/21
Date



Rezoning Application Checklist

(Incomplete applications will not be accepted)

- ☐ Pre-application meeting (A staff-signed pre-application form must be submitted with application)
- ☐ Completed application with all applicable information
- ☒ Letter of intent
- ☐ Public Participation Plan
- ☐ Environmental Site Analysis Form
- ☒ Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - ☐ All buildings and structures proposed to be constructed and their location on the property;
 - ☐ Height of proposed building(s);
 - ☐ Proposed use of each portion of each building;
 - ☐ All driveways, parking areas, and loading areas;
 - ☐ Location of all trash and garbage disposal facilities;
 - ☐ Setback and buffer zones required in the district in which such use is proposed to be located;
 - ☐ Landscaping plan for parking areas; and
 - ☐ All additional requirements outlined under page 4 (Site Plan Checklist)
- ☐ Written legal description which includes a narrative of the metes and bounds of the property matching the site plan.
- ☐ Building elevations (attached residential & non-residential).
- ☐ Signed and notarized affidavits of all owners. Use attached sheet.
- ☐ Signed and notarized affidavits of all applicants. Use attached sheet.
- ☐ Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest Zoning Ordinance (use additional pages where necessary).

Comprehensive Plan Land Use Map Amendments

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Whether the proposed land use change will permit uses that are suitable in view of the use and development of adjacent and nearby property; *It will. We currently operate as a film studio.*
- b. Whether the proposed land use change will adversely affect the existing use or usability of adjacent or nearby property; *It will not*
- c. Whether the proposed land use change will result in uses that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities or schools; *It will not*
- d. Whether the amendment is consistent with the written policies in the comprehensive plan text; *Yes*
- e. Whether there are environmental impacts or consequences resulting from the proposed change; *N/A*
- f. Whether there are impacts on properties in an adjoining governmental jurisdiction in cases of proposed changes near city boundary lines; *N/A*
- g. Whether there are other existing or changing conditions affecting the use and development of the affected land areas that support either approval or denial of the proposed land use change; and *N/A*
- h. Whether there are impacts on historic buildings, sites, districts or archaeological resources resulting from the proposed change. *There are not*



Zoning Map Amendments

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan; *It is*
- Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties; *It is. Use currently operates a film studio*
- Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned; *Yes*
- Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property; *No*
- Whether there are other existing or changing conditions affecting the use and development of the property that provide supporting grounds for either approval or disapproval of the zoning proposal; *N/A*
- Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources; and *It will not*
- Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools. *It will not*

The following items may be required:
(Review provided thresholds for applicability)

- ☐ Traffic Impact Study *N/A*
- ☐ Development of Regional Impact Review *N/A*
- ☐ Environmental Impact Report *N/A*
- ☐ DeKalb County Department of Watershed Management Capacity Letter *N/A*
DeKalb County School Capacity Letter (for 10 residential dwellings/units or more)

SPECIAL NOTE TO ALL APPLICANTS:

An incomplete application will AUTOMATICALLY be rejected, and NO refund will be issued to the applicant(s).



1. A **Trip Generation Report** shall be submitted as a part of zoning applications for all Non-Residential and Mixed-Use developments and for Residential Developments with greater than 10 proposed units. Applicants should follow this sample report: **N/A**

Land Use (ITE Code)	Intensity	Daily		A.M Peak		P.M. Peak	
		Total	In	Out	Total	In	Out
General Office (710)	50,000 Gross Square Feet	782	95	13	108	23	112
Townhouse (230)	200 Units	1,157	15	75	90	71	35
TOTAL		1,939	110	88	198	94	241

2. A **Traffic Impact Study** shall be submitted as part of the zoning application for developments that produce 100 or more peak hour trips or at the discretion of the Public Works Department based on review of the request at the pre-application meeting. **N/A**

3. The minimum requirements of the Traffic Impact Study shall be as follows: **N/A**

Land Use	ITE Code	Variable	Rate Trips/Var	Minimum Size for 100 Peak Hour Trips
Residential				
Single Family Detached	210	Housing Units	1.01	99 Units
Apartment	220	Housing Units	0.62	161 Units
Townhome/Condo	230	Housing Units	0.52	192 Units
Retail				
Shopping Center	820	1000 sf GLA	9.71	26 ksf GLA
Specialty Center	826	1000 sf GLA	5.82	20 ksf GLA
Pharmacy - no drive-thru	880	1000 sf	8.4	11.5 ksf
Pharmacy - w/drive-thru	881	1000 sf	9.91	10 ksf
Services				
Fast Food	934	1000 sf	45.42	2.2 ksf
Sit Down Restaurant	932	1000 sf	10.81	9 ksf
Coffee/Donut Shop	937	1000 sf	100.58	1 ksf
Bank no drive-thru	911	1000 sf	12.13	8 ksf
Bank w/drive-thru	912	1000 sf	24.3	4 ksf
Gas Station	944	Pumps	13.87	7 pumps
Institutional				
Day Care	565	Students	0.81	123 Students
Private School (K-8)	534	Students	0.9	111 Students
Private School (K-12)	536	Students	0.81	123 Students
Office				
General Office	710	1000 sf	1.56	64 ksf
Medical Office	720	1000 sf	3.57	28 ksf
Lodging				
Hotel	310	Rooms	0.6	166 Rooms



Amendment Application

Owner Information	Owner's Name:	Ename Conley		
	Owner's Address:	825 Dunwoody Dr Lawrenceville GA 30048		
	Phone:	678-233-8819	Fax:	
	Email:	neverupdatedtosaid.com		
	Property Address:	2935 Miller Rd Decatur GA 30035		
	Parcel ID:	16 024 07 003		
	Current Zoning Classification:	M - Industrial District		
	Requested Zoning Classification:	Amendment into City of Stonecrest		
	Name:			
	Address:			
Property Information	Phone:		Fax:	
	Cell:		Email:	
	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements?			
	☐ Yes ☒ No			
	1. Will the zoning proposal permit a use that is suitable in view of the use and development of adjacent and nearby properties?			
	YES			
	2. Will the affected property of the zoning proposal have a reasonable economic use as currently zoned?			
	YES			
	3. Will the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?			
	NO			
Questionnaire	4. Are other existing or changing conditions affecting the existing use or usability of the development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?			
	NO			
	5. Will the zoning proposal adversely affect historic buildings, sites, districts, or archaeological resources?			
	NO			
6. Will the zoning proposal result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?				
NO				



Affidavit

Notary

Fee

To the best of my knowledge, this zoning application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.

Applicant's Name:

Applicant's Signature:

Date:

Sworn to and subscribed before me this _____ Day of _____ 20____

Notary Public:

Signature:

My Commission Expires:

☐ Application Fee ☐ Sign Fee ☐ Legal Fee

Fee: \$

Payment: ☐ Cash ☐ Check ☐ CC

Date:

☐ Approved ☐ Approved with Conditions ☐ Denied

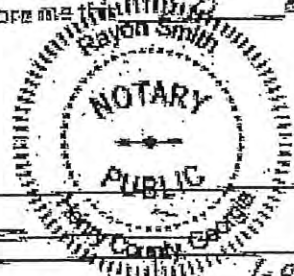
Date:

*One sign is required per street frontage and/or every 500 feet of street frontage



Property Owner(s) Notarized Certification

The owner and petitioner acknowledge that this Zoning Map Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application for zoning amendment, and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (If Applicable)	Signature: 	Date: 01/20/21
	Address: 500 Cypress	City, State: Loganville GA Zip: 30048
	Phone:	
Property Owner (If Applicable)	Sworn to and subscribed before me this 30 day of March, 2021	
	Notary Public: 	
	Signature: 	Date: 5.30.2021
Property Owner (If Applicable)	Address: Locus Garden Hwy	City, State: Georgia Zip: 30248
	Phone:	
	Sworn to and subscribed before me this _____ day of _____, 20____	
Property Owner (If Applicable)	Notary Public:	
	Signature:	Date:
	Address:	City, State:
Property Owner (If Applicable)	Phone:	
	Sworn to and subscribed before me this _____ day of _____, 20____	
	Notary Public:	



Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-in-Fact under a Power-of-Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>[Signature]</u>	Date: <u>01/20/21</u>
	Address: <u>555 Sunset Dr</u>	City, State: <u>Lawrenceville, GA</u>
	Phone: <u>678-233-8819</u>	Zip: <u>30048</u>
	Sworn to and subscribed before me this _____ day of _____, 20__	
	Notary Public:	
Attorney / Agent	Signature: _____	Date: _____
	Address: _____	City, State: _____
	Phone: _____	Zip: _____
	Sworn to and subscribed before me this _____ day of _____, 20__	
	Notary Public:	



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

☐ Yes ☒ No

Applicant / Owner	Signature: 
	Address: 2935 Miller Rd Decatur GA 30035
	Date: 2/22/21

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount



GENERAL INFORMATION

Date: 11/25/19

Applicant/ Owner Name NU Brand Holdings Email nu.grant@nuhio.com
Phone # wk _____ cell# 678/233-8819

Address 2935 Miller Rd Decatur GA 30035

Location and address if available of the subject property

The size/acreage of the subject property Approximately 7 acres /
52,000 square foot building.

The proposed land use category of the subject property upon annexation

Film Studio

Present Dekalb County Zoning Classification(s) M - Industrial District

Desired City of Stonecrest Zoning Classification(s) Light Industrial

List the number of houses, if any on property being submitted W/P

The territory to be annexed is unincorporated and contiguous (as described in O.C.G.A. § 36-36-20) to the existing corporate limits of Stonecrest, Georgia, and the description of such territory is as follows:

[Insert complete description of land to be annexed.]

Applicant Signature: _____

Date

11/25/19



We, the undersigned, all of the owners of all real property of the territory described herein respectfully request that the City Council annex this territory to the City of Stonecrest, Georgia, and extend the city boundaries to include the same.

LAND OWNERS

Name (Print)	Address (Print)	Signature	Date (Month)
1. Britton Gardner	1605 Grand Dr Lawrenceville GA	[Signature]	11/25/19
2. Brian Bourne	12416 Oakwood Ln La Veta GA 30150	[Signature]	11/25/19
3. Raymond Bourne	14030 Peachy Dr Stone Mountain GA 30150	[Signature]	11/25/19
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____



CITY COUNCIL AGENDA ITEM

SUBJECT: Update on COVID Relief Management for Future Funding

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**

☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: 04/22/21

Work Section:

Council Meeting: 04/26/21

SUBMITTED BY: Jim Nichols

PURPOSE: The purpose of this item is for the Acting City Manager to update the Council on the intentions for management of possible future COVID relief funds.

HISTORY: There is a possibility that the City may be issued additional COVID relief funds in the future. If this occurs, the management and distribution of the funds will need to be addressed. The Acting City Manager will provide the Council with an update on potential plans for this activity.

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS: none



CITY COUNCIL AGENDA ITEM

SUBJECT: Standing Committees for Consideration

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**
☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: 04/21/21 Work Section: Council Meeting: 04/26/21

SUBMITTED BY: Jim Nichols

PURPOSE: The purpose of this item is for the Council to discuss and consider the formation of standing committees to address a variety of City focus areas.

HISTORY: The Council wishes to consider the establishment of standing committees to provide input and guidance on a variety of City-related matters. This topic will be reviewed and discussed for consideration.

FACTS AND ISSUES:

Attached are the 3 draft committees referenced in the draft agenda, which will be made available to the public to volunteer to serve on by submitting a short bio and requesting assignment. Applications of volunteers and nominees shall be reviewed by the next work session and final assignments by the next council meeting in May.

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS: none

A RESOLUTION OF THE CITY OF STONECREST, GEORGIA,
TO ESTABLISH THE STANDING SPLOST OVERSIGHT COMMITTEE OF THE
CITY OF STONECREST, GEORGIA

WHEREAS, the City of Stonecrest was created by Senate Bill 208, passed in the Georgia General Assembly during the 2016 Session and subsequently confirmed by referendum; and

WHEREAS, Senate Bill 208 provided a charter for the City of Stonecrest (the "City Charter"); and

WHEREAS, Senate Bill 21, passed in the Georgia General Assembly during the 2021 Session and subsequently signed into law on April 2, 2021; and

WHEREAS, Section 1.03(b)(42) of the City Charter grants the City the power to exercise and enjoy all other powers, functions and rights necessary or desirable to promote the general welfare of the City and its inhabitants; and

WHEREAS, Section 7 of Senate Bill 21 amended Section 2.11 to read as follows: *(c)(1) The city council shall have the power by ordinance or resolution to establish oversight, policy, and standing committees of the council; and

WHEREAS, the citizens of DeKalb County voted on November 7, 2017, to impose a Special Purpose Local Option Sales Tax (SPLOST) to be spent on capital improvements for the use and benefit of DeKalb County and qualified municipalities within the DeKalb County;

WHEREAS, the City Council of the City of Stonecrest have determined that it is in the best interest of the City and its citizens to establish an oversight committee known as the SPLOST Oversight Committee of the City of Stonecrest, Georgia, for the purpose of providing transparency and accountability to the citizens of the City of Stonecrest concerning the use of SPLOST funds; and

SECTION I.
ESTABLISHMENT OF THE SPLOST OVERSIGHT COMMITTEE AND
AUTHORIZATION

1. The Mayor and City Council of the City of Stonecrest affirms that the Special Purpose Local Option Sales Tax is the City's opportunity to affect substantive improvements that connect our citizens and starts to form our City into one defined by the collective pursuit of a high quality of life for all residence. To further help accomplish this vision, there is hereby established the SPLOST Oversight Committee of the City of Stonecrest, Georgia (hereinafter referred to as the "SPLOST Committee").

SECTION II.
MISSION AND DUTIES

1. The mission of the SPLOST Oversight Committee is to provide transparency and accountability to the citizens of the City of Stonecrest from the 2017 SPLOST.
2. The purpose of the SPLOST Committee is to;
 - i. Provide as necessary and appropriate advice, reviews, reports, and recommendations to City Council on SPLOST projects.
3. Members must attend two-thirds of the SPLOST Oversight Committee meetings in a calendar year. Failure to do so warrants removal from the SPLOST Oversight Committee.

SECTION III
MEMBERSHIP

1. Except as provided in subsection (2) of this Section III, the City Council shall establish qualifications for members of the SPLOST Oversight Committee. Each committeeperson shall be nominated and approved by the City Council.
2. Each SPLOST Oversight Committee member must be either a resident of the City; or a member of the City Council.
3. Should the SPLOST Oversight Committee member move out of the City, he/she may remain active until the City Council appoint his/her replacement.

SECTION IV TERMS

1. Each SPLOST Oversight Committee member shall serve until the succeeding end of the City's fiscal year. Consecutive terms are permissible.
2. Members filling vacancies shall serve the remainder of the term to which they were appointed. A consecutive appointment is permissible. Members whose terms expire shall continue to serve until a replacement is appointed or a consecutive appointment is made.
3. Any member may be removed with or without cause by the City Council.

SECTION V COMPENSATION

1. Stonecrest SPLOST Oversight Committee members will serve without compensation.

SECTION VI QUORUM

A majority of the actual number of SPLOST Oversight Committee members shall establish a quorum at the initial meeting. The number of members to establish a quorum may thereafter be specified by that Committee's rules of procedure. Any action taken requires a majority of affirmative votes of the quorum present.

SECTION VII GOVERNANCE

1. The SPLOST Oversight Committee shall adopt its rules of procedure, which shall be substantially similar to the rules of procedure of the City Council and determine its time of meeting. The date and time of each meeting as well as agenda items to be considered shall be publicized in the same manner as meetings of the Mayor and Council.
2. All meetings at which official action is taken shall be open to the public and all records maintained by the SPLOST Oversight Committee shall be public records unless expressly exempted by a provision of the State's Open Records Act. The SPLOST Oversight Committee shall keep minutes of its proceedings, showing the vote of each member upon each question, and records of its examinations and other official actions, all of which shall be filed in the office of the City Clerk. Copies of the minutes shall be sent to the Mayor and each member of the City Council. The minutes of the proceedings shall be a public record. This section shall not be construed as prohibiting closed sessions when permitted by the State Open Meetings and Open Records Acts.
3. Expenditures of the SPLOST Oversight Committee, if any, shall be within the amounts appropriated for the purposes intended by the Mayor and City Council during the annual budgeting process.

SECTION VIII INITIAL MEMBERS

The initial members of the SPLOST Oversight Committee shall be as follows:

1. Member
2. Member
3. Member
4. Member
5. Member
6. Councilmember
7. Councilmember

This Resolution shall be effective immediately upon its approval.

SO RESOLVED this _____ the day _____ of, 2021

Approved:

Mayor/Mayor Pro Tempore

Attest:

City Clerk

A RESOLUTION OF THE CITY OF STONECREST, GEORGIA,
TO ESTABLISH THE STANDING FINANCE COMMITTEE OF THE CITY OF
STONECREST, GEORGIA

WHEREAS, the City of Stonecrest was created by Senate Bill 208, passed in the Georgia General Assembly during the 2016 Session and subsequently confirmed by referendum; and

WHEREAS, Senate Bill 208 provided a charter for the City of Stonecrest (the "City Charter"); and

WHEREAS, Senate Bill 21, passed in the Georgia General Assembly during the 2021 Session and subsequently signed into law on April 2, 2021; and

WHEREAS, Section 1.03(b)(42) of the City Charter grants the City the power to exercise and enjoy all other powers, functions and rights necessary or desirable to promote the general welfare of the City and its inhabitants; and

WHEREAS, Section 7 of Senate Bill 21 amended Section 2.11 to read as follows: *(c)(1) The city council shall have the power by ordinance or resolution to establish oversight, policy, and standing committees of the council; and

WHEREAS, the City Council finds that the public health, safety and welfare of the citizens of Stonecrest, as well as the interests of the City's financial interests and its stakeholders, will best be served by appointing a Stonecrest Finance Oversight Committee which will be comprised of public and private stakeholders in the City of Stonecrest, GA who will evaluate and submit to the City Council recommendations of financial and budgeting finding;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Stonecrest, Georgia, as follows:

SECTION 1.

ESTABLISHMENT AND AUTHORIZATION OF THE
STONECREST FINANCE OVERSIGHT COMMITTEE

1. There is hereby established the Stonecrest Finance Oversight Committee of the City of Stonecrest, Georgia (the " Stonecrest Finance Oversight Committee ").
2. Two or more councilmembers may be a member of the Stonecrest Finance Oversight Committee.
3. The City Manager or designee, the City Finance Director, and the Internal Auditor shall be ex-officio members of the Stonecrest Finance Oversight Committee.

SECTION II.
DUTIES

1. The Stonecrest Finance Oversight Committee shall study and research City matters of interest and import related to Stonecrest Finances and Budget (the " Stonecrest Finance Oversight Committee "), and shall report recommendations to the City Council regarding financial reports and budget performance on all funds, services, strategies, departments and organizational units of the city on a regular basis. Additional tasks shall include review of the budget structure, review of the purchasing policy, creating a detailed budget calendar and outline rules for passing the budget.
2. Members must attend two-thirds of the Stonecrest Overlay Committee meetings in a calendar year. Failure to do so warrants removal from the Stonecrest Finance Oversight Committee.

SECTION III MEMBERSHIP

1. Except as provided in subsection (2) of this Section III, the City Council shall establish qualifications for members of the Stonecrest Finance Oversight Committee. Each committee person shall be nominated and approved by the City Council.
2. Each Stonecrest Finance Oversight Committee member must be either a resident of the City; or a member of the City Council.
3. Should the Stonecrest Finance Oversight Committee member move out of the City, he/she may remain active until the City Council appoint his/her replacement.

SECTION IV TERMS

1. Each Stonecrest Finance Oversight Committee member shall serve until the succeeding end of the City's fiscal year. Consecutive terms are permissible.
2. Members filling vacancies shall serve the remainder of the term to which they were appointed. A consecutive appointment is permissible. Members whose terms expire shall continue to serve until a replacement is appointed or a consecutive appointment is made.
3. Any member may be removed with or without cause by the City Council.

SECTION V COMPENSATION

Stonecrest Finance Oversight Committee members will serve without compensation.

SECTION VI QUORUM

A majority of the actual number of Stonecrest Finance Oversight Committee members shall establish a quorum at the initial meeting. The number of members to establish a quorum may thereafter be specified by that Committee's rules of procedure. Any action taken requires a majority of affirmative votes of the quorum present.

SECTION VII GOVERNANCE

1. The Stonecrest Finance Oversight Committee shall adopt its rules of procedure, which shall be substantially similar to the rules of procedure of the City Council and determine its time of meeting. The date and time of each meeting as well as agenda items to be considered shall be publicized in the same manner as meetings of the Mayor and Council.

2. All meetings at which official action is taken shall be open to the public and all records maintained by the Stonecrest Finance Oversight Committee shall be public records unless expressly exempted by a provision of the State's Open Records Act. The Stonecrest Finance Oversight Committee shall keep minutes of its proceedings, showing the vote of each member upon each question, and records of its examinations and other official actions, all of which shall be filed in the office of the City Clerk. Copies of the minutes shall be sent to the Mayor and each member of the City Council. The minutes of the proceedings shall be a public record. This section shall not be construed as prohibiting closed sessions when permitted by the State Open Meetings and Open Records Acts.

3. Expenditures of the Stonecrest Finance Oversight Committee, if any, shall be within the amounts appropriated for the purposes intended by the Mayor and City Council during the annual budgeting process.

SECTION VIII

INITIAL MEMBERS

The initial members of the Stonecrest Finance Oversight Committee shall be as follows:

1. Member
2. Member
3. Member
4. Member
5. Member
6. Councilmember
7. Councilmember
8. City Manager or Designee- ex-officio
9. City Finance Director- ex-officio
10. Internal Auditor- ex-officio

This Resolution shall be effective immediately upon its approval.

SO RESOLVED this _____ the day _____ of, 2021

Approved:

Mayor/Mayor Pro Tempore

Attest:

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST

RESOLUTION 2021-

City Clerk

**A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE PARKS
AND RECREATION CITIZEN ADVISORY BOARD OF THE CITY OF
STONECREST, GEORGIA AND APPOINTING THE INITIAL MEMBERS**

WHEREAS, the City of Stonecrest was created by Senate Bill 208, passed in the Georgia

General Assembly during the 2016 Session and subsequently confirmed by referendum;
and

WHEREAS Senate Bill 208 provided a charter for the City of Stonecrest (the "City Charter"); and

WHEREAS, Senate Bill 21, passed in the Georgia General Assembly during the 2021 Session and subsequently signed into law on April 2, 2021; and

WHEREAS, Section 1.03(b)(42) of the City Charter grants the City the power to exercise and enjoy all other powers, functions and rights necessary or desirable to promote the general welfare of the City and its inhabitants; and

WHEREAS, Section 7 of Senate Bill 21 amended Section 2.11 to read as follows:
*(c)(1) The city council shall have the power by ordinance or resolution to establish oversight, policy, and standing committees of the council; and

WHEREAS, the City Council of the City of Stonecrest have determined that it is in the best interest of the City and its citizens to establish an advisory board known as the Parks and Recreation Advisory Board of the City of Stonecrest, Georgia, for the purpose of identifying and improving the City's parks and recreational facilities.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Stonecrest, Georgia as follows:

**SECTION I.
ESTABLISHMENT OF THE PARKS AND RECREATION CITIZEN ADVISORY
BOARD AND AUTHORIZATION**

1. The City Council of the City of Stonecrest affirm that beautification and improvements to the parks and recreation facilities across the City have become an immediate concern. Creating this board is an opportunity for the City to affect substantive improvements to the City's recreation facilities and to transform our City into one defined by the collective pursuit of a high quality of life for all residents. To further help accomplish this vision, there is hereby established the

Parks and Recreation Citizen Advisory Board of the City of Stonecrest, Georgia
(hereinafter referred to as the "Parks and Recreation Board").

SECTION II.

1. The mission of the Parks and Recreation Board is to include the citizens of the City of Stonecrest to address the immediate need of improving City Parks.
2. The purpose of the Parks and Recreation Board is to ensure:
 - a. To provide as necessary and appropriate advice, reviews, reports and recommendations to the public, City Manager, Mayor, Mayor Pro Tempore and City Council on park and recreation facility conditions and areas of immediate concern;
 - b. That lists of projects are equitable, appropriately prioritized, and well distributed throughout the City;
 - c. That each district of the City is represented and has the opportunity to advocate for cleaner and improved facilities.
3. Members must attend two-thirds (2/3) of the Parks and Recreation Board meetings in a calendar year. Failure to do so warrants removal from the Board.

SECTION III. MEMBERSHIP

1. The Parks and Recreation Board shall be composed of seven (7) members, two (2) of whom shall be Councilmembers _____ and _____ appointed by the City Council to serve as ex-officio, non-voting members of the Board.
2. The City Council shall establish qualifications for members of the Parks and Recreation Board. Each board person shall be nominated and approved by the City Council.
3. Each Board member must be either a resident of the City or an owner or officer of a business domiciled in the City. Should the board member move out of the City or no longer be an owner or an officer of a business domiciled in the City, he/she may remain active until the City Council appoint his/her replacement.

SECTION IV. TERMS

1. Each member shall serve for a term of one (1) year.
2. Members filling vacancies shall serve the remainder of the term to which they were appointed. A consecutive appointment is permissible. Members whose terms expire shall continue to serve until a replacement is appointed or a consecutive appointment is made.
3. Any member may be removed with or without cause by the City Council.

SECTION V. COMPENSATION

Parks and Recreation Board members may serve without compensation. Reasonable expenses for travel may be reimbursed and Board members may be compensated pursuant to a policy to be established by the City Manager and approved by the City Council.

SECTION VI. QUORUM

A majority of the actual number of Parks and Recreation Board members establishes a quorum. Any action taken requires a majority of affirmative votes of the quorum present.

SECTION VII. GOVERNANCE

1. The Parks and Recreation Board shall adopt its rules of procedure, which shall be substantially similar to the rules of procedure of the City Council.
2. The Parks and Recreation Board shall set its own meeting schedule and establish the meeting agendas.
3. The date and time of each meeting as well as agenda items to be considered shall be publicized in the same manner as meetings of the City Council.
4. All meetings shall be open to the public and all records maintained by the Parks and Recreation Board shall be public records unless expressly exempted by a provision of the State's Open Records Act.

5. At each meeting, the public shall be granted time for public comment.
6. The Parks and Recreation Board shall elect a chairman to conduct meetings and a vice chairman to conduct meetings in the absence of the chairman. Elections shall be held at the first regular meeting of the calendar year. The chairman shall serve for one (1) year or until re-elected or a successor is elected. The vice chairman shall serve for one (1) year or until re-elected or a successor is elected. The Board shall select one of its members to be the secretary.
7. The Parks and Recreation Board shall keep minutes of its proceedings, showing the vote of each member upon each question, and records of its examinations and other official actions all of which shall be filed in the office of the City Clerk. Copies of the minutes shall be sent to the Mayor and each member of the City Council.
8. The Parks and Recreation Board will report either in person or in writing to the Mayor and City Council at the first regular City Council meeting every other month, commencing with the first regular City Council Meeting in _____, 2021.

**SECTION VIII.
INITIAL MEMBERS**

The initial members of the Parks and Recreation Board shall be as follows:

1. _____ (District 1)
2. _____ (District 2)
3. _____ (District 3)
4. _____ (District 4)
5. _____ (District 5)
6. _____ (At-large)
7. _____ (At-large)
8. Councilman _____ (District 1)
9. Councilman _____ (District 4)

This Resolution shall be effective immediately upon its adoption.

SO RESOLVED AND EFFECTIVE this the ____ day of _____,
2021.

STATE OF GEORGIA
DEKALB COUNTY
CITY OF STONECREST

RESOLUTION 2021- _____

Approved:

Mayor/Mayor Pro Tempore

Attest:

City Clerk



CITY COUNCIL AGENDA ITEM

SUBJECT: Bid Opening & Award for Marta Bus Pads

☐ ORDINANCE ☐ POLICY ☐ STATUS REPORT
☐ DISCUSSION ONLY ☐ RESOLUTION ☒ OTHER

Date Submitted: April 23, 2021 Work Session:
Council Meeting: April 26, 2021

SUBMITTED BY: Gia Scruggs on behalf of Public Works

PURPOSE: Purchasing is requesting approval to enter into a contract with the bidder for ITB #2021-002 for a contract amount not to exceed \$75,605.00

HISTORY: The City of Stonecrest requested interested parties submit formal bids to construct concrete pads in seven (7) locations at which MARTA shelters are to be installed by MARTA. All concrete pads will be constricted with the approved specifications from Georgia Department of Transportation (GDOT), Metro Atlanta Rapid Transit Authority (MARTA) and any other applicable codes, laws, and regulations. The Contractor will provide all labor, materials, and equipment necessary to perform the work.

FACTS AND ISSUES: The City of Stonecrest wants to construct concrete MARTA bus pads at seven (7) locations. The successful bidder was required to have verifiable experience at construction of similar projects in accordance with the specifications and the lowest bidder was not able to adequately demonstrate this. Backbone Infrastructure submitted the lowest qualified proposal in the amount of \$75,605.00. SPLOST funds will be used for this project.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Approve

City of Stonecrest
ITB#2021-02 Bid Summary

VENDORS	Bid Amount
B.E. GUTHRIE CONSTRUCTION	\$ 49,900.00
BACKBONE INFRASTRUCTURE	\$ 75,605.00
SUMMIT CONTRACTOR AND DEVELOPMENT	\$ 78,720.13
BUILDLINE	\$ 92,301.00
SIMBA	\$ 95,360.00
CONSTRUCTION ENGINEERING & MANAGEMENT CO	\$ 99,150.00
LLANO CONTRACTORS	\$ 149,938.40
GLOSSON ENTERPRISES	\$ 163,135.00
4SYT INDUSTRIES, LLC	\$ 201,034.86
MULTIPLEX, LLC	\$ 336,730.00
BARFIELD HOLT CONSTRUCTION LLC	\$ 347,003.00



CITY COUNCIL AGENDA ITEM

SUBJECT: Recommendation for the Parks & Recreation Department Aquatics Center Re-Opening

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**

☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: 04/21/21 Work Section: Council Meeting: 04/26/21

SUBMITTED BY: Brandon Riley, Parks and Recreation Director.

PURPOSE: The Parks and Recreation Department is seeking approval from the Mayor and Council on reopening the Browns Mill Aquatic Center effective 4th of July weekend.

FACTS AND ISSUES: As the Parks and Recreation Department works toward a path to recovery from the COVID-19 pandemic, it is essential that we take a thoughtful and methodical approach to reinstating operations that protect public health and safety.

The attached presentation offers a recommended course of action for the City's reopening of the aquatic center including reference to:

- Vendor
- Operational hours
- Operating practices
- Permits and equipment needed to open the facility.
- Attendance figures
- Revenue projections
- Overall safety recommendations for reinstating operations.

OPTIONS:

RECOMMENDED ACTION: Approval

ATTACHMENTS: Aquatics Presentation and DPH COVID Guidelines



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-20-002
(6892 Maddox Road) – Withdrawal Request

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**
☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: 04/20/2021 **Work Section:** **Council Meeting:** 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Zoning Petition RZ-20-002 to withdraw application for rezoning 52 acres to M-2 for an Asphalt Plant.

HISTORY: The property is zoned M (Heavy Industrial) District.

FACTS AND ISSUES: This item was heard at the 04/06/21 Planning Commission Meeting. The applicant requested a withdrawal for Zoning Petition RZ-20-002. The Planning Commission recommend approval of the withdrawal.

OPTIONS: Approve; Deny; or make Alternative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously to Approve the withdrawal request at the April 6th meeting.

ATTACHMENTS:

1 04/06/21 Emailed Received: Withdrawal Request for RZ-20-002 Zoning Application

Lillian Lowe

From: Lillian Lowe
Sent: Tuesday, April 6, 2021 2:37 PM
To: Eric Hubbard; JW Eady; 'JW Eady'; Joyce Walker; Lisa Wright; 'Pearl Hollis'
Cc: Chris Wheeler; Tuyanna Daniel; Michael Huening
Subject: Withdrawal Request for RZ-20-002 Zoning Application

Importance: High

Tracking:	Recipient	Read
	Eric Hubbard	
	JW Eady	
	'JW Eady'	
	Joyce Walker	
	Lisa Wright	
	'Pearl Hollis'	
	Chris Wheeler	Read: 4/6/2021 2:55 PM
	Tuyanna Daniel	Read: 4/6/2021 6:04 PM
	Michael Huening	

Good afternoon Commissioners,

RE: April 6th Planning Commission Meeting

Mr. Chris Wheeler received the email below regarding withdrawal of **RZ-20-002** zoning application.

From: Ryan Teague <rteague@baldwin-paving.com>
Sent: Tuesday, April 6, 2021 1:39 PM
To: Chris Wheeler <cwheeler@stonecrestga.gov>
Subject: RE: Rezoning Application

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Mr. Wheeler –

As discussed, please accept this as Baldwin Paving Company's formal request to withdraw our zoning application that we filed last year.

Best regards,
Ryan Teague

Ryan Teague
Owner/Co-President
Baldwin Paving Company, Inc.
1014 Kenmill Drive NW
Marietta, GA 30060
404.358.7390

Regards,

Lillian Lowe
PLANNING & ZONING ADMINISTRATIVE ASSISTANT
PLANNING COMMISSIONERS SECRETARY
ZONING BOARD OF APPEALS SECRETARY

City of Stonecrest

direct: 770.224.0173 | main: 770.224.0200 | fax: 470.299.4214

www.stonecrestga.gov



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002
(3174 Miller Road) – Request Approval

☐ ORDINANCE ☐ POLICY ☐ STATUS REPORT
☐ DISCUSSION ONLY ☐ RESOLUTION ☒ OTHER

Date Submitted: 04/20/2021 **Work Section:** **Council Meeting:** 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 application to operate a child day care center.

HISTORY: The property is an existing facility and is zoned R-100 (Medium Lot Residential) District.

FACTS AND ISSUES: This item was heard at the 02/02/21 Planning Commission Meeting. The applicant requested a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 to operate a child day care center. The Planning Commission recommend approval of the application. The petition was heard at the March 22nd City Council meeting.

OPTIONS: Approve; Deny; or make Alternative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously the Approval to operate a child day care center at the March 2nd meeting.

ATTACHMENTS:

- # 1 04/26/21 Staff Report
- # 2 02/02/21 Staff Report
- # 3 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application
- # 4 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Mayor and City Council Meeting April 26, 2021

GENERAL INFORMATION

Petition Number:	RZ-21-002 / SLUP-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community: Area Designation	Urban Neighborhood
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Staff Recommendations:	Approval with conditions
Planning Commission:	Approval with conditions



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Aerial Map



ZONING CASE: **RZ-21-001/SLUP-21-002**

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Zoning Map



ZONING CASE: **RZ-21-001/SLUP-21-002**

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CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**

0 0.025 0.05 mi



Subject Property



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

PROJECT OVERVIEW

Location

The subject property is located at 3174 Miller Road. The property is approximately 378 feet north of Miller Road and Thompson Mill Rd intersection.

The property is bounded by Miller Road to the west and single family homes to the north, south and east. Woodgrove residential subdivision is located to the east.



Background

Currently, the property has kept its original zoning classification of R-100 under Stonecrest Zoning Ordinance. The subject property was previously used for the Wilson Academy. The Wilson Academy is a private school for K-12 school aged children.

The property has an existing detached single-family home located on the property. The topography of the property is characterized as being even throughout.





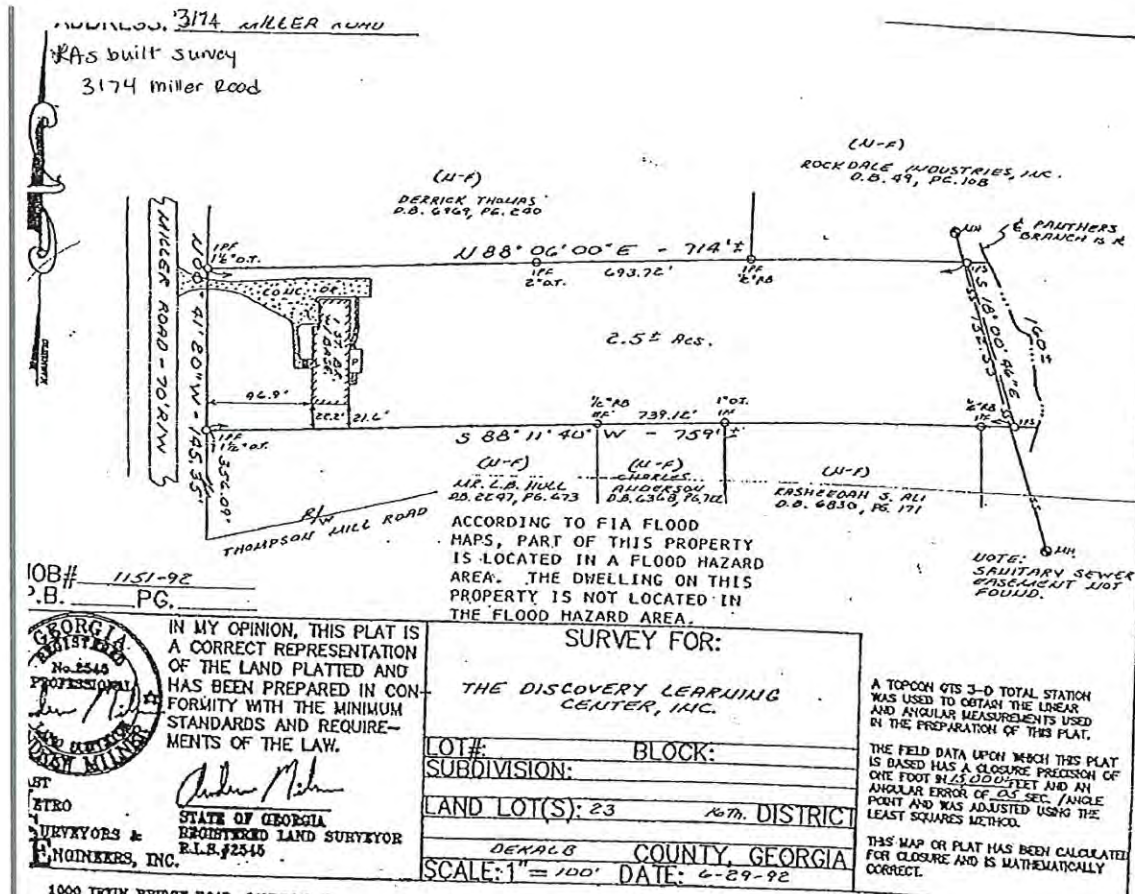
PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Rezoning Request

The applicant is requesting to rezone the subject property from R-100 to RSM (Small Lot Residential Mix) District to operate a child daycare center. The daycare center will run out of the existing 5,000 square foot building. The applicant has submitted a second application (SLUP) for the permit to use the daycare. The applicant intends to supervise children ages infant to ten (10) years old.

Conceptual Site Plan





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Proposed Elevations





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002



Public Participation

Property owners within 500 feet of subject property were mailed notices of the proposed rezoning in January. The community meeting was held on December 21st 2020, at 7:00 pm via zoom.com. Several residents show up at the community meeting regarding the rezoning application and special land use permit application. There were several concerns from residents regarding the homeless residing in the vacant building. Many residents express a desire for a business to start operating on the property.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STANDARDS OF REZONING REVIEW

Section 7.3.4 of the Stonecrest Zoning Ordinance list eight factors to be considered in a technical review of a zoning case completed by the Community Development Department and Planning Commission. Each element is listed with staff analysis.

- **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property or properties.**

As shown in the table below, the subject property is surrounded by low density housing. * Please see the map below table

Adjacent & Surrounding Properties	Zoning (Petition Number)	Land Use	Density Non-Residential (SF/Acre) Residential (Units/Acre)
Applicant	Proposed: RSM	Educational	5,000 SF/Acre
Adjacent: North	R-100 (Residential Med Lot) District	Residential (Detached Single Family Home)	1.0 unit/acre
Adjacent: West	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a
Adjacent: East	R-75 (Residential Med Lot) District	Residential (Parks of Stonecrest)	4-8 units/acre
Adjacent: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	1.0 units/acre
Nearby: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a

The proposed change in zoning would permit a use that would be suitable in view and development of the nearby properties. The RSM Zoning classification would allow operation of a daycare, which would be similar to the previous use.

- **Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The subject property is located within the Urban Neighborhood character area of the Stonecrest Comprehensive Plan. The character area intends to limit small-scale goods and services to meet the needs of the surrounding residents.

The proposed zoning is in an area transitioning from low-density housing to medium density housing. The current character of the area shows many of the surrounding properties to be single-family detached. The proposed zoning change and development of institutional use would be in keeping with the policy and intent of the comp plan.

- **Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

The property is currently zoned R-100, which permits the development of detached single-family home development with a minimum lot size of 15,000 square feet. The property does have reasonable economic use as currently zoned. The property sits along Miller Road, which is a collector road in a suburban neighborhood.

- **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property or properties.**

The proposed zoning proposal is not anticipated to have a negative impact on the existing use or usability of adjacent or nearby properties. Staff believes the suggested zoning for a daycare would complement the area by allowing the surrounding residential development access to small scale goods and services.

- **Whether there are other existing or changing conditions affecting the use and development of the property, which gives supporting grounds for either approval or disapproval of the zoning proposal.**

There are no changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal. There are existing conditions that would provide supporting grounds for approval of the zoning change as the property was previous use for a private school.

- **Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources.**

There are currently no historic buildings, sites, districts, or archaeological resources on the subject property.

- **Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

Access to the property will be Miller Road, which is a collector road that staff believes would have the traffic capacity to handle the volume of traffic generated by the zoning change. The zoning proposal will not cause an excessive or burdensome on utilities as Dekalb County states the property has the sewer capacity for the intended use. The proposed use will not have harmful or oppressive use of schools.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

- Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

The zoning proposal will not adversely impact the environment or surrounding natural resources.

**The applicant submitted special land use permit application in support of the request zoning change for a specific use.*

CRITERIA OF REVIEW

Section 7.4.6 of the Stonecrest Zoning Ordinance list twenty factors to be considered in a technical review of a special land use permit completed by the Community Development Department and Planning Commission. Each criterion is listed with staff analysis.

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The approximately 5,000 square foot residence on 3 acres is adequate for the operation of a child daycare facility.

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed daycare is compatible with the adjacent properties and land use with other surrounding uses. .

- C. Adequacy of public services, public facilities, and utilities to serve the proposed use.**

There are adequate public services, public facilities, and utilities to sever the proposed use.

- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.**

Miller Road classified as minor arterial, and the Planning Staff believes little or no impact on the public streets or traffic in the area.

- E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.**

The existing land use located along the access routes to the site would not be adversely affected by the character of the vehicles of the volume traffic generated by the proposed use. Miller Road is a minor arterial road that is designed to handle the proposed use.

- F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The existing subject property can be accessed by vehicles via an existing curb cut with a driveway on Miller Road. Emergency vehicles can access the site from the existing driveway.

G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.

The proposed use will not create any adverse impact on the adjoining land use by reason of noise, smoke, odor, dust or vibration generated by the proposed use.

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Staff believes the proposed use would not have adversely affected the adjoining land use because of the hours of operation.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.

Staff believes the nature of the proposed use would not have adversely affected the adjoining property located to the north, south, or east of the subject property.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the zoning district classification requirement in which the use is proposed to be located.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the policies of the comprehensive plan. Staff believes a child daycare is the intended small-scale convenience goods or services meant for the area.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

The proposed use does not require buffer or transitional buffers by the zoning district

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse and service area will be provided by the applicant.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Staff believes there is not a compelling reason to limit the special land use duration as the applicant.

- O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.**

The existing building has the appropriate structure, which is consistent in size, scale, and massing with adjacent and surrounding buildings in the area.

- P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.**

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

- Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.**

The proposed use submitted site plan submitted to staff has met all the requirements within the supplemental regulation Sec 4.2.19 set forth by the zoning ordinance.

- R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.**

The proposed development would not exceed the height of nearby residential structures. The existing building would be similar to the height abutting the property. There will be no negative shadow impact on any adjoining lot.

- S. Whether the proposed use would be consistent with the needs of the neighborhood or the community as a whole, be compatible with the neighborhood, and would not be in conflict with the overall objective of the comprehensive plan.**

The proposed child daycare would be consistent with the neighborhood's needs or the community and would not conflict with the comprehensive plan's overall objective.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STAFF RECOMMENDATION

Based on further review, it appears the applicant meets all the criteria for approval. Therefore, staff recommends **APPROVAL** of **RZ-21-002** and **SLUP-21-002** the following conditions:

1. Access shall be limited to the existing curb cut off Miller Rd.
2. All refuse containers shall be screened from public view except during pick up.
3. The applicants shall secure the necessary certification by the State of Georgia, and the license of business required building permits and certificates of occupancy from the city of Stonecrest.
4. The Special Land Use Permit shall be issued to Shanteri Vaughn (operator) to operate a Child Day Care Center and shall not be transferable.



Special Land Use Permit Application

Applicant Information	Name: <u>Shanteria Vaughn</u>		
	Address: <u>5259 Winding Glen Drive</u>		<u>Lithonia, GA 30038</u>
	Phone: <u>404-918-0457</u>	Fax: <u>N/A</u>	Email: <u>alphaKidsca@gmail.com</u>
	Owner's Name: <u>Byron Wilson</u>		
Owner Information	Owner's Address: <u>374 Miller Rd. Lithonia, GA. 30038</u>		
	Phone: <u>678-615-3436</u>	Fax: <u>678-615-3503</u>	Email: <u>VShanteria@yahoo.com</u>
	Property Address: <u>3174 Miller Road</u>		Acreage: <u>5</u> 3 acres
	Parcel ID: <u>1602302031</u>		
Property Information	Current Zoning Classification: <u>E-100</u>		
	Proposed Use of Property: <u>Childcare Center / Facility</u>		
	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? ☐ Yes ☒ No		
	Property Information: <u>The property has obtained its status as a prestigious learning center / academy for 20 plus years.</u> <u>- Spacious - two levels 5,000 sf. on 3 acres</u>		
Affidavit	To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.		
	Applicant's Name: <u>Shanteria Vaughn</u>		
	Applicant's Signature: <u>[Signature]</u>		Date: <u>11/4/20</u>
	Sworn to and subscribed before me this <u>4th</u> Day of <u>Nov</u> 20 <u>20</u>		
Notary	Notary Public: <u>Takeila Jackson</u>		
	Signature: <u>[Signature]</u>		
	My Commission Expires: <u>12-13-2023</u>		
	☐ Application Fee ☐ Sign Fee ☐ Legal Fee		
Fee: \$ _____			Payment: ☐ Cash ☐ Check ☐ CC
☐ Approved ☐ Approved with Conditions ☐ Denied			Date: _____

08-03-2017



Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- ☒ Pre-application meeting (A staff signed pre-application form must be submitted with application) 11/2/20 w/ *whether? Daniels*
 - ☒ Completed application with all applicable information
 - ☒ Letter of intent
 - ☒ Public Participation Plan
 - ☒ ~~Environmental Site Analysis Form~~
- ☒ Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - o All buildings and structures proposed to be constructed and their location on the property;
 - o Height of proposed building(s);
 - o Proposed use of each portion of each building;
 - o All driveways, parking areas, and loading areas;
 - o Location of all trash and garbage disposal facilities;
 - o Setback and buffer zones required in the district in which such use is proposed to be located;
 - o Landscaping plan for parking areas; and
 - o All additional requirements outlined under page 4 (Site Plan Checklist)
- ☒ Written legal description of the property matching the site plan. *"as built survey"*
- ☒ Building elevations (attached residential & non-residential). *"pictures of front/back side/side"*
- ☒ Signed and notarized affidavits of all owners. Use attached sheet.
- ☒ Signed and notarized affidavits of all applicants. Use attached sheet.
- ☒ Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

Special Land Use Permit Criteria

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
- c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
- e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
- g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
- h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

3174 Miller Road

Stonecrest, GA. 30038

Special Land Use Permit Criteria

- A. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- The proposed childcare and learning center is 5,760 Sq. Ft., and has suitable parking. The site is adequate for all requirements.
- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district:
- The proposed childcare and learning center is compatible with the adjacent properties and land uses.
- C. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- The proposed childcare and learning center is located within a residential neighborhood, and there is adequate access to public services, public facilities and all utilities.
- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestions in the area;
- The proposed childcare and learning center is located on Miller Road; Miller Road is a local street and there should be no impact on the traffic patterns.
- E. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- The proposed childcare and learning center use will not affect any preexisting sites or land uses along the route to the site.

F. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;

-The proposed childcare and learning center is safely accessed by automotive vehicles, access is convenient as there is no problem with traffic flow and control; access during any emergency event such as fire is open.

G. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land by noise, smoke, odor, dust, or vibration generated by the use of the proposed.

H. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

-The proposed childcare and learning center will operate during the hours of 6AM – 7PM, Monday through Friday, and will not create adverse impacts on any adjoining land because all services will be provided inside the center.

I. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land use due to the manner of operation.

J. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;

-The proposed childcare and learning center is zoned Residential. A Special Land Use Permit is required for the operation for more than six children.

K. Whether or not the proposed use is consistent with the policies of the comprehensive plan;

-The proposed childcare and learning center will be consistent with policies of the "Stonecrest Comprehensive Plan 2038"; the comprehensive plan state Policy CF-6 "Ensure that community facilities or neighborhood schools that are no longer utilized for their

-The proposed building satisfies the requirements due to it being a residential building that will be converted into a childcare and learning center.

R. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building;

-The proposed building is a one-story building and does not create a negative shadow impact on any adjoining lot or building.

S. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and

-The proposed should not result in a disproportionate proliferation of this similar service.

T. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood;

-The proposed childcare and learning center would be consistent with the needs of the neighborhood and community as a whole, the childcare and learning center would provide a needed service to children within the community who deserve a high-quality education.



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

☐ Yes ☒ No

Applicant / Owner	Signature: <i>Chantel Nayan</i>
	Address: 5259 Winding Glen Dr. Lithonia, GA. 30038
	Date: 11/04/2020

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount

Shanteria Vaughn

5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Mr. Christopher Wheeler
Planning and Zoning Director
City of Stonecrest
3120 Stonecrest Blvd
Stonecrest, GA 30058

Stonecrest Special Land Use Permit

Re: Letter of Intent

Dear Mr. Wheeler;

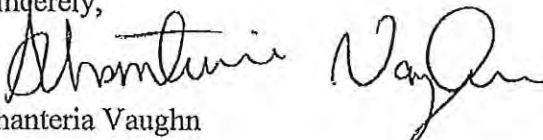
My name is Shanteria Vaughn and I am proposing to open and operate a Childcare Learning Center for more than six children. Currently the property is located at 3174 Miller Road and is zoned residential. The property is located in Dekalb County, Stonecrest, GA. Please accept this letter as my intent to acquire a Special Land Use Permit in order to operate a Childcare Learning Center.

I am an Educator who has worked in the Education Sector for over six years, and have earned my Specialist in Educational Leadership. I have worked with children on various levels and have a sincere passion to help children become the best and brightest learners they can be. As an educator, I have seen first-hand how children who have not received a quality primary education, fall behind once they matriculate to traditional school settings. I endeavor to provide children a firm foundation in their learning, so they are able to achieve continued success. My intention is to immerse the children in Science, Technology, Reading, Engineering, Arts & Mathematics (S.T.R.E.A.M). With a commitment to excellence and knowing what children are required to know once they enter Elementary School, I recognize the need for quality childcare services in the Stonecrest area.

It is my intention to provide a safe, comfortable, and enriching environment for every child enrolled in the Childcare and Learning Center. The Childcare and Learning Center will seek National Accreditation as well as Quality Rated Credentialing to ensure each child is given a successful foundation in our Center. We intend to abide by the State Rules and Regulations as specified by Georgia's Bright From The Start, Department of Early Care and Learning.

Thank you for your time and consideration,

Sincerely,

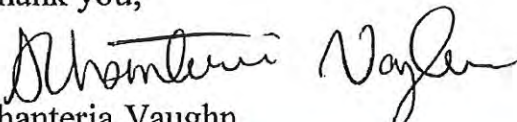

Shanteria Vaughn

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. I will be hosting a meeting to discuss my plans with all of you. Due to the current state of COVID-19 the meeting will be virtually via zoom. The meeting date will be Monday December 21, 2020 at 7:00 p.m. Please be in attendance as I would love to answer any questions you may have, and address any concerns.

Thank you,


Shanteria Vaughn



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Community Meeting Sign in Sheet

Due to the current state of COVID-19 the Sign in sheet has to be completed electronically. Please use your **smart device to scan the QR Code below** OR sign in via Zoom Community meeting.

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

3174 miller Reed

ROCKDALE INDUSTRIES, INC.
D.B. 49, PG. 108

DERICK THOMAS
D.B. 6969, PG. 240

N 88° 06' 00" E - 714' ±

197
197

 2.5 ± 0.5

$\frac{1}{2}$ RB

$$- 30^{\circ} 11' 40'' W - 7591.4'$$
 $(F-m)$

MR. L.B. HULL
DA 2507 PG 673

 $(F - F)$

CHARLES ANDERSON
DB 1368 7677

ACCORDING TO FIA FLOOD
MAPS, PART OF THIS PROPERTY
IS LOCATED IN A FLOOD HAZARD
AREA. THE DWELLING ON THIS
PROPERTY IS NOT LOCATED IN
THE FLOOD HAZARD AREA.

IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.

11

FILED
SUEVATORS &
ENGINEERS, INC.
STATE OF GEORGIA
REGISTERED LAND SURVEYOR
R.L. #2545

SURVEY FOR:

THE DISCOVERY LEARNING
CENTER, INC.

#07

SUBDIVISION:

LAND LOTS: 23

DEKALB COUNTY, GEORGIA

SCALE: 1" = 100' DATE: 6-29-92

A TOPCON GTS 3-D TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAN.

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN $\sqrt{200}$ FEET AND AN ANGULAR ERROR OF 0.5 SEC. /ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS MATHEMATICALLY CORRECT

OB# 1151-92
P.G.

100-443887-1003











**Property Owner(s)
Notarized Certification**

The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (If Applicable)	Signature:	Date: 11/4/22	
	Address: 5174 MILLER RD	City, State: ATLANTA, GA	Zip: 30038
	Phone: 678-615-3436		
	Sworn to and subscribed before me this 11th day of November, 2022		
	Notary Public:		
Property Owner (If Applicable)			
	Signature:	Date:	
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this _____ day of _____, 20____		
Property Owner (If Applicable)	Notary Public:		
	Signature:	Date:	
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this _____ day of _____, 20____		
Notary Public:			



Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>Shantae Nafar</u>	Date: <u>11/4/20</u>
	Address: <u>5259 Winding Glen Dr.</u>	City, State: <u>Lithonia, GA</u>
	Phone: <u>404-918-0451</u>	Zip: <u>30038</u>
	Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>	
Attorney / Agent	Notary Public: 	
	Signature: <u>Takeila Jackson</u>	Date: <u>11-4-20</u>
	Address: <u>600 South Central</u>	City, State: <u>Harperville GA</u>
	Phone: <u>470 747-6550</u>	Zip: <u>30354</u>
Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>		
Notary Public: 		

Community Meeting Sign in Sheet

If you wish to sign in electronically, please use your smart device to scan the QR Code below OR sign in via Zoom Community meeting (TBA):

<https://tinyurl.com/y4yfg73a>



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Shanteria Vaughn

5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. We will be hosting a meeting to discuss our plans with all of you. Due to the current state of COVID-19 our meeting date will be determined at a later date. Please be on the lookout for another notice from us as we would love to answer any questions you may have, and address any concerns.

Thank you,

Shanteria Vaughn

Shanteria Vaughn
(404) 918-0451

The Community Meeting for 3174 Miller Road Stonecrest, Georgia was Monday Dec 21, 2020 07:00 PM Eastern Time. There were five residents in attendance each over the age of 18. I have attached a generated copy of the sign in excel document. In this meeting I discussed my business plans for the property. I asked the residents if they had any concerns with what I informed them on. Later in the meeting, I asked the residents if they had any concerns about the property and I was informed that since the property had been vacant for over a year, many homeless individuals have made the property their home. The residents stated that they were ready for the building to become operable because they are seeing a lot of homeless individuals lingering around and the sight of it is unpleasant for their kids to see. I informed them that I would inform the owner and try to work quickly as possible to get the building up and running.

Timestamp	Resident First Name	Resident Last Name	Resident Address
12/21/2020 19:18:48	Geno	Olivacce	3164 Miller Road
12/21/2020 19:22:26	Cavar	Olivacce	3164 Miller Rd Lithonia GA
12/21/2020 19:24:04	Donna	Innocent	3164 Miller Rd, LITHONIA
12/22/2020 0:15:48	Geno	Olivacce	3164 Miller Road
12/22/2020 11:14:19	Kiana	Collins	5259 Winding Glen Drive S

30038

Ga 30038

Stonecrest, GA 30038

Tuyanna Daniel

From: Alphabet Kids Early Care & Learning Academy <alphakidsecla@gmail.com>
Sent: Friday, January 8, 2021 10:19 AM
To: Tuyanna Daniel; Chris Wheeler
Subject: CORRECTION: 3174 Miller Road Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am sending this email to ask if my former business partner (Dr. Kiki Michelle Singletary Williams) or anyone whose name is not on the paperwork submitted. She previously discussed information with me on the SLUP Application. She is no longer a business partner with my organization and I would like to cease all information shared with her about 3174 Miller Road property if she inquires by phone or any other communications. Thank you for your time and consideration.

Regards,



To: Fax# 470-299-4214

Fax: 470-299-4214

Company: Stonecrest/Dekalb CITY - P&Z

From: CN=Yllander\, Dinah

Fax: B,OU=General Users,OU=Domain
Users,DC=terracon,DC=com

Voice:

Date: April 14, 2021

Subject: HN217250 Harmony at Stonecrest Phase I ESA Questionnaire

Comments:

Thank you for your assistance!

- Dinah

GEC

**GEOTECHNICAL
&
ENVIRONMENTAL
CONSULTANTS, INC**
A Terracon COMPANY

April 14, 2021

Via Fax: (470) 299 4214

SUBJECT: Information Questionnaire – Planning & Zoning
Harmony at Stonecrest
6600 Old Hillandale Drive
Stonecrest, Dekalb County Georgia
GEC Job #HN217250

Attention: Planning & Zoning Specialist
Stonecrest Planning & Zoning

Geotechnical & Environmental Consultants, Inc. (GEC) is currently conducting a Phase I Environmental Site Assessment (ESA) on the above referenced site located at 6600 Old Hillandale Drive in Stonecrest, Dekalb County, Georgia. The site is located withing Parcel Number 16 120 02 005. For the purposes of our assessment, please mark and/or briefly answer the following questions and return to GEC via fax at 478-757-1608 or email at sferrand@geconsultants.com

1. What is the zoning for the subject property?

2. Are you aware of any zoning restrictions currently on the subject property?
() Yes () No If Yes, please elaborate.

3. Are you aware of any site history, including its past usage and/or any past tenants (i.e. businesses) and their current/former usage of the property? () Yes () No If Yes, please elaborate.

4. Utilities serving the subject property. Mark all that apply.
() city water () well water () unknown/do not know
() city sewer () septic system
() previous water well on site? () previous septic system on site?
5. Are there any records or any known environmental conditions or concerns at the subject property or in the immediate site vicinity? () Yes () No If Yes, please elaborate.

The subject property is noted on the attached location map. Thank you for your assistance in this matter. If you have any questions or desire any further information, please contact our office.

Sincerely,



Sheridan Henderson
Environmental Specialist

Form Completed by: _____

Print: _____

Date: _____



GEC



CITY COUNCIL AGENDA ITEM

SUBJECT: Special Land Use Petition SLUP-21-003
(6674 Chupp Road, Lithonia, GA 30058) – Request Approval

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**
☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: 04/20/2021 **Work Section:** **Council Meeting:** 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Special Land Use Petition SLUP-21-003 (6674 Chupp Road, Lithonia, GA 30058) application to operate a transitional home. The Planning Commission approved on 04/06/2021.

HISTORY: The property site sits in an existing single-family residence; is zoned MR-2 (Medium Density Residential) District; in accordance with Sec.4.2.48 of the Stonecrest Zoning Code.

FACTS AND ISSUES: This item was heard at the 04/06/21 Planning Commission Meeting. The applicant requested a Special Land Use Permit to operate a transitional center. The Planning Commission recommend approval of the application with conditions. Those conditions are in the April 6, 2021 Staff Report.

OPTIONS: Approve; Deny; or make Alternative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously Approval of SLUP-21-003 at the April 6th meeting.

ATTACHMENTS:

- # 1 04/06/21 Staff Report
- # 2 04/06/21 SLUP-21-003 Application
- # 3 04/06/21 Power Point Presentation



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

MEETING DATE: April 6th, 2021 / April 26th, 2021

GENERAL INFORMATION

Petition Number:	SLUP 21-003
Applicant:	Tami Boyd
Owner:	Tami Boyd
Project Location:	6674 Chupp Rd, Stonecrest Ga 30058
District:	District 1
Acreage:	0.3 Acres
Existing Zoning:	MR-2 Medium Density Residential
Proposed Zoning:	MR-2 Medium Density Residential
Proposed Development/Request:	The applicant is requesting a Special Land Use Permit (SLUP) to operate a Transitional Homes within in an MR-2 (Medium Density Residential) District, in accordance with Chapter 27-Article 4.1 Use Table and Sections 4.2.48. of Stonecrest Zoning Code.
Staff Recommendations:	Approval

SLUP-21-003



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

Zoning Map





PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

Aerial Map





PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

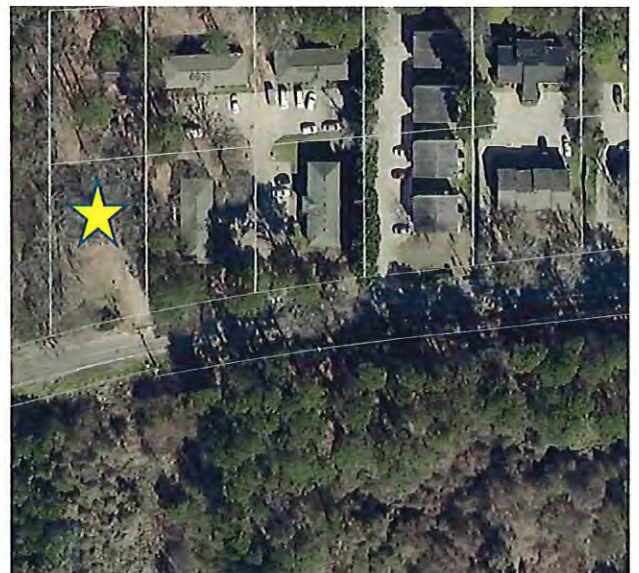
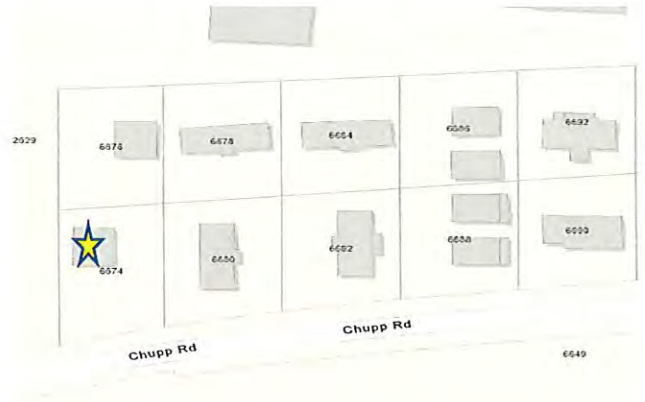
PROJECT OVERVIEW

Location

The subject property, 6674 Chupp Rd. Access is available via the existing driveway on Chupp Road. The subject property is surround by single-family homes.

Background

Currently, the property maintains its original zoning MR-2 (Med Density Residential) classification and the property has 2,496 square foot 2-story frame house that was built in 1986. The property can be characterized as even across the property.





PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

Existing Elevations



Special Land Use Permit Request

The applicant is requesting a Special Land Use Permit to operate a transitional home for 18 years and older. The applicant will provide supportive service that included but not limited to, life skills training, counseling, education, and employment opportunities.

Neighborhood Meeting

Property owners within 500 feet of the subject property were mailed notices of the proposed special land use permit application. The community meeting was held on January 19, 2021 via the www.zoom.com website. There was a few residents that attended the meeting. The main concerns from the residents were what type of security systems will be in place, will someone be there during the say, and what will happen if there is a pregnancy and the use of drugs.

SLUP-21-003



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

STANDARDS OF REVIEW

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The building is a 2,496 Sq. ft duplex, which is a adequate size with available land area for the proposed use and require yard, open space and off-street parking

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed Transitional home is compatible with the adjacent properties and land uses. The adjacent properties are apartment complexes.

- C. Adequacy of public services, public facilities, and utilities to serve the proposed use.**

The subject property appears to have adequate public services, public facilities, and utilities to serve the proposed Transitional Home.

- D. Adequacy of the public street on which the use is proposed to be located and whether there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.**

Chupp Road is classified as a collector street; the Planning Staff believes there is little or no impact on the public streets or traffic in the area.

- E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.**

The traffic of the vehicles generated by the proposed use will not adversely impact existing land uses along access routes to the sites.

- F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.**

The existing residential structure on the site is accessed by vehicles via an existing curb cut with a driveway on Chupp Rd and emergency vehicles can access the site from the existing driveway.

- G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.**



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

The proposed use may not create an adverse impact upon any adjoining single-family land uses by reason of noise, smoke, odor, dust or vibration,

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Per the information submitted with the application, the applicant intends to run a personal care home for four residents and states that it will not create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.

The operation of the Transitional Home will not affect the adjoining medium density residential property (apartment). The property is a duplex which is also classified as a multifamily use. MR-2 allows for a residential mix of single-family and multifamily housing.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the requirement of the zoning district.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the comprehensive plan housing policy H-5, which states the city supports fair and equal access to housing for all persons, regardless of race, religion, ethnicity origin, age, household compositions or size, disability, marital status, sexual orientation, or economic circumstance.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

Transitional buffers are not required.

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse area will be provided and service area.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.

Staff believes there is not a compelling reason to limit the special land use duration as the applicant appears to be the only Transitional Home within the vicinity.

O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

The Transitional Home would be in an existing residential structure which is consistent in size, scale, and massing with adjacent surrounding uses for multifamily.

P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.

The proposed appears to satisfy the requirement contained within the supplemental regulations Sec.4.2.48 for the special land use permits for Transitional home.

R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.

There will be no negative shadow impact on any adjoining lot.

S. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area.

The proposed use will not result in an excessive proliferation of similar use in the subject character area.

T. Whether the proposed use would be consistent with the needs of the neighborhood or the community, be compatible with the neighborhood, and would not conflict with the overall objective of the comprehensive plan.

The proposed use would not conflict with the overall objective of the comprehensive plan, as the Stonecrest Comprehensive plan states the city will encourage the need for adequate housing.



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

RECOMMENDATION

Base on then findings and conclusions, it appears the applicant does meet all the criteria for approval and the supplemental regulations. Therefore, staff recommends **Approval** of **SLUP-21-003**; However, if the Planning Commission choose to approve the application staff recommend the following conditions;

1. Limit the number of occupants (6) six
2. Access shall be limited to the existing curb cut off Chupp Rd.
3. All refuse containers shall be screened from public view except during pick up.
4. Such Transitional Home shall comply with all applicable City of Stonecrest building, housing, and fire codes and shall fully comply with O.C.G.A. § § 30-3-1 et seq. before a certificate of occupancy can be issued. The loss of any state license or permit shall result in an automatic revocation of that city issued permit or license.
5. Transitional housing facilities may apply for an FHA Accommodation Variance as provided for in [section 7.5.9](#) if the residents would constitute disabled persons under the FHA.itptrx311`



Special Land Use Permit Application

Applicant Information	Name: <u>Tami Boyd</u>			
	Address: <u>6674 Chupp Rd</u>		<u>Lithonia, GA 30058</u>	
	Phone: <u>980-939-9513</u>	Fax: <u>N/A</u>	Email: <u>lopatt12020@gmail.com</u>	
	Owner's Name: <u>Tami Boyd</u>			
Owner Information	Owner's Address: <u>4005 Brookhollow Dr Douglasville, GA 30135</u>			
	Phone: <u>980-939-9513</u>		Fax: <u>N/A</u>	Email: <u>lopatt12020@gmail.com</u>
	Property Address: <u>6674 Chupp Rd Lithonia, GA 30058</u>		Acreage: <u>0.306</u>	
	Parcel ID: <u>16 120 01 031</u>			
Property Information	Current Zoning Classification: <u>MR-2</u>			
	Proposed Use of Property: <u>Transitional housing Program + Supportive Services for women</u>			
	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? ☐ Yes ☒ No			
	Property Information: <u>The field upon which this plat is based has a closure of 1 foot in 30,000+ feet, an angular error of 05 seconds per angle point and was adjusted using the least squares method. This plat has been calculated for closure and found to be accurate to 1 foot in 40,000+ feet. An electronic total station was used in preparation of this plat. No state plane monument found within 500' of this property.</u> To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.			
Affidavit	Applicant's Name: <u>Tami Boyd</u>			
	Applicant's Signature: <u>Tami Boyd</u>		Date: <u>12/29/2020</u>	
	Sworn to and subscribed before me this <u>29th</u> Day of <u>December</u> 20 <u>20</u>			
	Notary Public: <u>Jamie Dobbs</u>			
Notary	Signature: <u>[Signature]</u>		JAMIE DOBBS NOTARY PUBLIC Carroll County State of Georgia My Comm. Expires July 02, 2022	
	My Commission Expires: <u>7/2/2022</u>			
	☐ Application Fee ☐ Sign Fee ☐ Legal Fee			
	Fee: \$		Payment: ☐ Cash ☐ Check ☐ CC Date:	
☐ Approved ☐ Approved with Conditions ☐ Denied Date:				

08-03-2017



Property Owner(s) Notarized Certification

The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (If Applicable)	Signature: <u>[Signature]</u>	Date: <u>12/29/2020</u>	
	Address: <u>6674 Chupp Rd</u>	City, State: <u>Lithonia GA</u>	Zip: <u>30058</u>
	Phone: <u>980-939-9513</u>		
	Sworn to and subscribed before me this <u>29th</u> day of <u>December</u> , 20 <u>20</u>		
	Notary Public: JAMIE DOBBS NOTARY PUBLIC Carroll County State of Georgia My Comm. Expires July 02, 2022		
Property Owner (If Applicable)	Signature: <u>[Signature]</u>	Date: <u>12/29/2020</u>	
	Address: <u>9551 Douglas Blvd</u>	City, State: <u>Douglasville</u>	Zip: <u>30235</u>
	Phone: <u>(678) 525-4501</u>		
	Sworn to and subscribed before me this _____ day of _____, 20____		
	Notary Public:		
Property Owner (If Applicable)	Signature:	Date:	
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this _____ day of _____, 20____		
	Notary Public:		



Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: _____		Date: _____
	Address: _____	City, State: _____	Zip: _____
	Phone: _____		
	Sworn to and subscribed before me this _____ day of _____, 20____		
Notary Public: _____			
Attorney / Agent	Signature: _____		Date: _____
	Address: _____	City, State: _____	Zip: _____
	Phone: _____		
	Sworn to and subscribed before me this _____ day of _____, 20____		
Notary Public: _____			



Campaign Disclosure Ordinance

Campaign Disclosure Ordinance

Please read the law and complete the Campaign Disclosure Statement on the following page if you are requesting a Rezoning, Concurrent Variance, or Conditional Use.

GA Citation/Title

GA Code 36-67A-3, Disclosure of campaign contributions

*38069 Code, 36-67A-3

CODE OF GEORGIA TITLE 36. LOCAL GOVERNMENT PROVISIONS APPLICABLE TO COUNTIES AND MUNICIPAL CORPORATIONS CHAPTER 67A. CONFLICT OF INTEREST IN ZONING ACTIONS (Current through 2000 General Assembly)

36-67A-3 Disclosure of campaign contributions.

- a) When any applicant for rezoning action has made, within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:
 1. The name and official position of the local government official to whom the campaign contribution was made; and
 2. The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- b) The disclosures required by subsection (a) of this Code section shall be filed within ten days after the application for the rezoning action is first filed.
 - c) When any opponent of a rezoning action has made, within two years immediately preceding the filing of the rezoning action being opposed, campaign contributions aggregating \$250.00 or more to a local government official of the local government which will consider the application, it shall be the duty of the opponent to file a disclosure with the governing authority respective local government showing:
 1. The name and official position of the local government official to whom the campaign contribution was made; and
 2. The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- d) The disclosure required by subsection (c) of this Code section shall be filed at least five calendar days prior to the first hearing by the local government of any of its agencies on the rezoning application.

(Code 1981, 36-67A-3, enacted by Ga. L. 1986, p. 1269, 1; Ga. L. 1991, p. 1365, 1; Ga. L. 1993, p. 91, 36.) Official Code of Georgia Annotated Copyright 1982 – 2000 State of Georgia.



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

☐ Yes ☒ No

Applicant / Owner	Signature: <u>Jan. Burch</u>
	Address: <u>6674 Chupp Rd Lithonia, GA 30058</u>
	Date: <u>12/29/2020</u>

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount



Thresholds for Additional Studies, Reports & Forms

The Department of Community Affairs has formulated development thresholds as listed on the next page. When a development meets or exceeds the thresholds, the Atlanta Regional Commission (ARC) and the Georgia Regional Transportation Authority (GRTA) shall review the project concurrently. Applicants shall first file the rezoning/use permit request with the City of Stonecrest. After the ARC/GRTA findings are completed, the rezoning/use permit request will be placed on the next available appropriate agenda. It is the applicant's responsibility to contact and follow all ARC and GRTA review procedures. For details, contact the ARC at <http://www.dca.ga.gov/DR> and GRTA at <http://www.grta.org/dri> or at 404-463-3000.

Development of Regional Impact – Tiers and Development Thresholds	
Type of Development	Metropolitan Region
Office	Greater than 400,000 square feet
Commercial	Greater than 300,000 square feet
Wholesale & Distribution	Greater than 500,000 square feet
Hospitals and Health Care	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
Housing	Greater than 400 new lots or units
Industrial	Greater than 500,000 gross square feet; or employing more than 1,600 workers; or covering more than 400 acres
Hotel	Greater than 400 rooms
Mixed Use	Gross square feet greater than 400,000 (with residential units calculated at 1,800 sq. ft. per unit toward the total gross sq. ft.); or covering more
Airports	All new airports, runways and runway extensions
Attractions and Recreational Facilities	Greater than 1,500 parking spaces or a seating capacity of more than 6,000
Post-Secondary Schools	New school with a capacity of more than 2,400 students; or expansion by at least 25% of capacity
Waste Handling Facilities	New facility or expansion of use of existing facility by 50% or more
Quarries, Asphalt and Cement Plants	New facility or expansion of existing facility by 50%
Wastewater Treatment Facilities	New facility or expansion of existing facility by 50%
Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 feet of any water supply; otherwise storage capacity greater than 200,000 barrels
Water Supply Intakes/Reservoirs	New facilities
Intermodal Terminals	New facilities
Truck Stops	A new facility with more than three diesel fuel pumps; or containing a half acre of truck parking or 10 truck parking spaces
Any other development types not identified above (includes parking facilities)	1,000 parking spaces

Environmental Impact Report

Projects having any appreciable impact on the environment—either on site or in the region—as a result of this proposed action may be required to submit an Environmental Impact Report detailing the impact as a result of the proposed project, and the attenuation measures (Erosion/Sediment Control Plan, water quality devices, noise & lighting barricades, etc.) proposed.



DeKalb County Department of Watershed Management Capacity Letter

It is recommended that all applicants for land use petitions request a Capacity Letter from the DeKalb County Department of Watershed Management early in the process to ensure that potential issues can be addressed early on. Applicants should provide the following information to the County contact listed below as soon as possible:

1. Gross square footage and/or total number of units proposed
2. Anticipated gallons per day using the following methodology:

Use Type	Gallons per Day (GPD)
Residential	
Single Family Residence	320 GPD/house
Apartment & Condominium	320 GPD/unit
Mobile Home Park	300 GPD/space
Nursing Home	125 GPD/bed plus 25 GPD/employee
Hotel/Motel	100 GPD/room
Non-Residential	
Auditorium/Assembly Hall/Convention Center	10 GPD/person (maximum)
Bar/Tavern ¹	50 GPD/seat plus 25 GPD/employee
Barber Shop	54 GPD/chair
Beauty Shop	333 GPD/chair with sink
Bowling Alley ¹	125 GPD/land plus 25 GPD/employee
Car Wash	
Self-serve w/ wand	41.60 GPD/bay
Automatic	4,160 GPD/unit
Church ²	25 GPD/seat (maximum)
Coin Laundry	Requires letter from owner stating 1) number of machines, 2) estimated number of washes per day per machine, and 3) manufacturers specifications on gallons per wash OR 210 GPD/machine
Convenience Store	100 GPD/1,000 square feet
Daycare Center	
With meals served	17.60 GPD/child
No meals	13.20 GPD/child
Garage	100 GPD/1,000 square feet
Hospital	200 GPD/bed
Manufacturing ¹	Requires letter from owner stating 1) product manufactured, 2) estimated gallons returned to sewer daily, 3) number of employees, and 4) if shower facilities provided. 25 GPD/employee plus gallons of effluent/day returned to sewer



	10 GPD/employee (if shower provided)
Office ¹	175 GPD/1,000 square feet of net leasable space
Office/Warehouse ¹	175 GPD/1,000 square feet of office space plus 25 GPD/1,000 square feet of warehouse space
Restaurant (full service)	If estimated gallons of water returned to sewer daily is known, use gallons of effluent/day returned to sewer, otherwise use: 45 GPD/seat plus 25 GPD/employee plus 10 GPD/seat (if garbage disposal used)
Restaurant (fast food)	22.4 GPD/seat plus 25 GPD/employee
Restaurant (sandwich shop)	16 GPD/seat
Restaurant (deli)	22.4 GPD/seat
Retail ¹	100 GPD/1,000 square feet of retail space
School ³	12 GPD/student plus 4 GPD/student (if cafeteria) plus 1 GPD/student (if garbage disposal used) plus 4 GPD/student (if gymnasium)
Service Station	25 GPD
Theater	
Regular	5 GPD/seat
Drive-in	8 GPD/car space
Veterinarian	175 GPD/1,000 square feet of office space
Warehouse ¹	25 GPD/1,000 square feet of warehouse space

Usage from other installations, which do not fall into a specific category, will require a letter from the owner stating anticipated usage with manufacturer's data if available.

¹Food service not included; if included, add fee calculated for sandwich shop or restaurant

²If daycare and/or school provided, add fee calculated for daycare and/or school.

³If daycare or afterschool care provided, add fee calculated for daycare.

Contact:

Michelle L. (Jackam) Otts, PE
Engineer Senior
DeKalb County Department of Watershed Management
Clark Harrison Building, Suite 200
330 W. Ponce de Leon Avenue
Decatur, GA 30030
(404) 371-4918
mlotts@dekalbcountyga.gov

Once an application has been filed the City will also request comments from Watershed Management; however, due to the possible 30 to 60 day turnaround for the Capacity Letter the City recommends that this process be started well ahead of the land use petition submittal.



STONECREST PLANNING AND ZONING FEE SCHEDULE			
Technology Fee (applies to each permit)			\$20
Permit Application Type	Variances	Residential Single-Family Zoning Districts	\$250 plus \$50 for each additional variance on the same piece of property (maximum of three (3) variances at any one time)
		Medium and High Density Residential Districts, Mixed-Use Districts, Non-Residential Districts, and Commercial Uses in Residential	\$350 plus \$100 for each additional variance request (maximum of three (3) variances at any one time)
		All Signs	\$350 plus \$100 for each additional variance request (maximum of three (3) variances at any one time)
	Zoning Certification		\$30.00
	Minor Modification		\$250.00
	Major Modification		\$250.00
	SLUPS		\$400.00
	GIS Maps >11x17		\$5.00
	Rezoning from any district/major modification	RE District	0 to 5 acres
5+ to 10 acres			\$1,000.00
10+ to 20 acres			\$1,500.00
20+ to 100 acres			\$2,000.00
100+ acres			\$2,500 plus an additional \$40 per acre for any portion thereof over 100 acres. Maximum fee = \$10,000
RLG, R-100, R-85, R-75, R-60		0 to 5 acres	\$300
		5+ to 10 acres	\$700

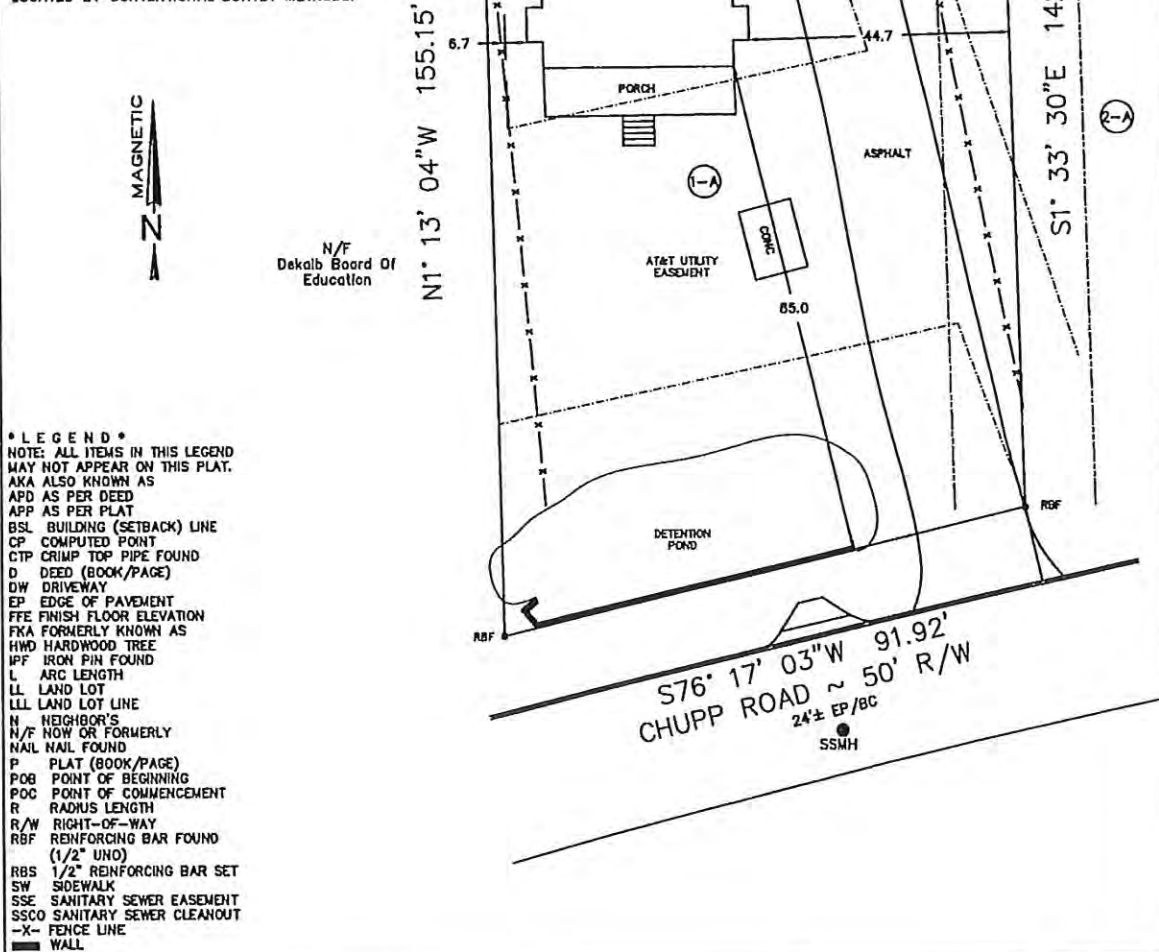
		10+ to 20 acres	\$1000
		20+ to 100 acres	\$1500
		100+ acres	\$2,500 plus an additional \$40 per acre for any portion thereof over 100 acres. Maximum fee = \$10,000
	MHP, RNC, Medium and High Density Residential Districts, Mixed-Use Districts, Non-Residential Districts	0 to 5 acres	\$500
		5+ to 10 acres	100
		10+ to 20 acres	1500
		20+ to 100 acres	200
		100+ acres	\$2,500 plus an additional \$20 per acre for any portion thereof over 100 acres. Maximum fee = \$10,000
Public Notice	All Land Use & Variance, and Administrative Appeal Petitions (except Administrative and Minor)	Signs	\$80 per sign
		Advertising	\$50
Revisions	Rezoning or Use Permit		\$100 for each submittal of a revision
	Modification		\$100 for each submittal of a revision
Special Administrative Permit	Temporary outdoor events		\$50 plus \$10 per day
	Temporary outdoor sales, seasonal		\$50.00
	Temporary Outdoor Retail Sales		\$50 plus \$10 per day
	Temporary or seasonal farmer's markets; Temporary produce stand		\$50.00
	Temporary Structure		\$50.00
	Urban Community Garden, over 5 acres		\$50.00
	Telecommunication		\$50.00
	All Other Administrative Permits		\$25.00

ALL MATTERS OF TITLE ARE EXCEPTED. THIS PLAT IS SUBJECT TO ALL LEGAL EASEMENTS AND RIGHTS-OF-WAY PUBLIC OR PRIVATE. NOTE: PROPERTY LINES SHOWN ON THIS MAP/PLAT REPRESENT PHYSICAL FIELD CONDITIONS BY EVIDENCE OF APPARENT POSSESSION (IRON PINS FOUND, OLD & ESTABLISHED FENCE LINES, OLD WALL LINES, SHRUB & HEDGE LINE, HOUSE LOCATIONS, ETC.) THEY MAY DIFFER AND BE IN CONTENTION FROM EVIDENCE FOUND AT THE APPLICABLE COUNTY COURTHOUSE. THEY MAY ALSO DIFFER FROM OTHER SURVEYOR OPINIONS AND/OR NEIGHBORS SURVEYS/PLATS. A FULL LAND TITLE REPORT OPINION ON ALL PROPERTIES, INCLUDING ADJACENT AND CONTIGUOUS PROPERTIES MAY BE NEEDED TO RESOLVE ALL POSSIBLE PROPERTY LINE DISPUTES OR DISCREPANCIES.

THIS MAP/PLAT WAS MADE WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT. EASEMENTS AND ENCUMBRANCES MAY EXIST WHICH BENEFIT AND BURDEN THIS PROPERTY. THIS MAP/PLAT IS SUBJECT TO REVISIONS AND UPDATE UPON RECEIPT OF SAID TITLE COMMITMENT.

BUILDING LINES SHOWN HEREON DERIVED FROM VARIOUS ONLINE SOURCES. THEY MAY BE IN CONTENTION WITH OR DIFFER FROM INTERPRETATIONS OF GOVERNING AUTHORITIES. IT IS THE CLIENT'S OBLIGATION TO CONFIRM WITH PERMITTING AGENCIES BASED ON THEIR SPECIFIC CONSTRUCTION PROJECTS. NOTE: ANY & ALL UNDERGROUND UTILITIES, I.E. SEWER, STORM, GAS, WATER, ETC., HAVE NOT BEEN FIELD LOCATED BY CONVENTIONAL SURVEY METHODS.

NO DETERMINATION OF FLOOD HAZARD HAS BEEN MADE FOR THIS PROPERTY BY THIS SURVEYOR.



PROPERTY ADDRESS: 6674 Chupp Rd Lithonia, GA 30058 LAND AREA: 13320 SF 0.306 AC IMPERVIOUS AREA: ASPHALT: 2899 SF PAD: 109 SF PORCH: 294 SF HOUSE: 1275 SF PATIO: 308 SF S.WALL: 42 SF N.WALL: 9 SF EXIST= 2037 SF=15.3% ZONING: MR-2 0 20 SCALE 1" = 20'	PLAT PREPARED FOR: 6674 Chupp Rd <table border="1"> <tr> <td colspan="2">LOT 1-A CHUPP VALLEY SUBDIVISION</td> </tr> <tr> <td>LAND LOT 120</td> <td>16th DISTRICT</td> </tr> <tr> <td>DEKALB COUNTY, GEORGIA</td> <td>BY:</td> </tr> <tr> <td>LOCATED IN STONECREST</td> <td>DRAWN DATE: 12-29-2020 TW</td> </tr> <tr> <td>REFERENCE: PLAT BOOK 80, PAGE 3</td> <td>ALL MATTERS OF TITLE ARE EXCEPTED. NOT TO BE RECORDED UNLESS USED TO CONVEY PROPERTY.</td> </tr> <tr> <td>REFERENCE: DEED BOOK 27452, PAGE 629</td> <td></td> </tr> </table> THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE OF 1 FOOT IN 30,000+ FEET, AN ANGULAR ERROR OF 05 SECONDS PER ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE TO 1 FOOT IN 40,000+ FEET. AN ELECTRONIC TOTAL STATION WAS USED IN THE PREPARATION OF THIS PLAT. NO STATE PLANE MONUMENT FOUND WITHIN 500' OF THIS PROPERTY. THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67.	LOT 1-A CHUPP VALLEY SUBDIVISION		LAND LOT 120	16th DISTRICT	DEKALB COUNTY, GEORGIA	BY:	LOCATED IN STONECREST	DRAWN DATE: 12-29-2020 TW	REFERENCE: PLAT BOOK 80, PAGE 3	ALL MATTERS OF TITLE ARE EXCEPTED. NOT TO BE RECORDED UNLESS USED TO CONVEY PROPERTY.	REFERENCE: DEED BOOK 27452, PAGE 629		  SURVEY SYSTEMS ATLANTA 2156 W Park Ct, Ste D, Stone Mtn, GA 30087 COA #LSF000887, info@SurveySystemsAtlanta.com Cell 678-591-6064 ~ Office 404-760-0010
LOT 1-A CHUPP VALLEY SUBDIVISION														
LAND LOT 120	16th DISTRICT													
DEKALB COUNTY, GEORGIA	BY:													
LOCATED IN STONECREST	DRAWN DATE: 12-29-2020 TW													
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REFERENCE: DEED BOOK 27452, PAGE 629														





Date: 10/13/2020

Living On Purpose ATL Inc.
c/o Tami Boyd
6674 Chupp Road
Stonecrest GA, 30058
lopato2020@gmail.com

RE: 6674 Chupp Rd, Stonecrest, Georgia 30058 Parcel Number: 16 120 01 031

Ms. Boyd,

This letter is to confirm the property located on land lot 120 of the 16th District Parcel numbers 01-031 of DeKalb County as shown on the Stonecrest GIS website is zoned MR-2 (Medium Density Residential) District.

Transitional Housing requires *Special Land Use Permit* approval at the above location.

Attached are copies of an excerpt from the Stonecrest Zoning Code, pertaining to Article 4.1 Use regulation, and Article 2, 27-2.14.1 MR-2 (Medium Density Residential) District. The total zoning code should be consulted for all applicable zoning standards pertaining to site design, buffering, landscaping, and parking.

This letter does not constitute any representation or assurance that the properties will remain in the zoning classification for any specified period, not that this confirmation may be solely relied upon for the issuance of any permit or other official documents. Additional requirements as set forth by the Stonecrest Zoning Ordinance, Development Regulations, conditions of zoning and other applicable codes, as may be required, must be satisfied and are factors that ultimately determine viable land use.

Sincerely,

Tuyanna Daniel
City Planner
ZoneCert20-0078



September 17, 2020

City of Stonecrest
Community Development Department
3120 Stonecrest Blvd.
Stonecrest, GA 30038

Letter of Intent: 6674 Chupp Rd. Lithonia, GA

To Whom It May Concern:

I am submitting this Letter of Intent on behalf of Living On Purpose ATL, Inc. (LOPATL), a 501C3 Nonprofit Organization, for the aforementioned property.

6674 Chupp Rd. Lithonia, GA is a 2-story, 2,496 sq. ft. duplex which will provide temporary housing for women 18 years and older regardless of race, creed, color, or background in partnership with the State of Georgia's Reentry Partnership Housing Program.

LOPATL will provide supportive services that include, but not limited to: life skills training, counseling, education, and employment opportunities. The staff will consist of a Resident Assistant who will be on site from 8p – 7am 7 days a week and an Intake Coordinator during the day from 10am – 4pm, along with 2 - 3 volunteers.

If you have any questions, please feel free to contact me via email at lopato2020@gmail.com or by phone at 678-653-1771.

Sincerely,

Tami Boyd
Executive Director – Living On Purpose
E: lopatl2020@gmail.com
P: 678-653-1771



Date: September 25, 2020

Receipt No.: **5474**

Received From: Tami Boyd

For: Zoning Certification Request - Providing supportive services to women in need of housing regardless of race, creed, color, religion

Reference No.: ZCR20-000039

Address: 6674 Chupp Road A&B Stonecrest, GA 30058

Fee	Amount Due	Amount Paid
Zoning Certification Request Fee	\$30.00	\$30.00

Payment Date	Type	Note	Received From	Reference / Check No.	Amount
09/18/2020	Credit	ZCR20-000039	Tami Boyd	V-62566093245	\$30.00
					Balance Due: \$0.00

THANK YOU



Special Land Use Permit Application

A special land use permit is a means by which the City Council gives special consideration, pursuant to a clear set of standards and criteria, to those types of uses which may or may not be compatible with uses and structures authorized by right within a particular zoning district. Special land use permits are required for uses that have operational characteristics and/or impacts that are significantly different from the zoning district's principal authorized uses and therefore require individual review pursuant to the standards and criteria set forth in the City's Zoning Ordinance. Special land use permit applications shall be authorized only for those uses specifically listed in the applicable zoning district regulations as permitted by special land use permit. An applicant desiring to apply for a special land use permit authorized within a district contained within the Zoning Ordinance shall file an application with the planning department. The City Council, following recommendation by the Planning Commission, shall determine whether the proposed use, in the particular location contemplated, meets the standards and criteria set forth in the Zoning Ordinance. Such uses may further require, and the City Council shall be authorized to impose, special conditions in order to assure their compatibility with surrounding uses and to minimize adverse impacts of the use on surrounding property.

The amendment process for the City of Stonecrest involves two public meetings:

The first meeting, a public hearing, is in front of the Planning Commission, where the item will be heard and a recommendation will be made that goes in front of the City Council. The Planning Commission meets the first Tuesday of each month at 6:00 P.M. in the Stonecrest Library, located at 3123 Klondike Road, Stonecrest, GA 30038.

Following the Planning Commission public hearing, the application will be heard in front of the City Council for a final decision based on the applicant's submittal information, the report generated by city staff, and the non-binding recommendation from the Planning Commission.

To initiate a request for a Special Land Use Permit within the City of Stonecrest, an applicant must schedule and hold a pre-application meeting with the Planning & Zoning staff. These meetings are scheduled as-needed and the purpose of the pre-application meeting is to establish an expectation on the part of both staff and the applicant regarding the process. The applicant shall provide preliminary/finalized site plans, a letter of intent regarding the request, and/or other illustrative documents as necessary at the time of the pre-application meeting. The applicant will then provide an overview of their proposed application and their reasoning for why the application is necessary. Staff can then inform the applicant of the City's process to affect the proposed change, and offer a preliminary analysis of the feasibility of the proposal, including ways upon which the proposal may need improvements or revisions.

Following the pre-application meeting, applicants can submit their application and required supplemental materials (detailed in the following checklist) by the deadline to:

City of Stonecrest
Community Development Department
3120 Stonecrest Blvd.
Stonecrest, GA 30038

Public notification of the pending action is the responsibility of the City for all Public Hearings; however, all costs associated with the noticing is the responsibility of the applicant. In all cases, legal advertisements in the City's legal organ (currently On Common Grounds) shall be placed by the City no more than 45 days prior to the Mayor and City Council meeting, and not less than 15 days prior to the Planning Commission meeting.



Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- ☒ Pre-application meeting (A staff signed pre-application form must be submitted with application)
 - ☐ Completed application with all applicable information
 - ☐ Letter of intent
 - ☐ Public Participation Plan
 - ☐ Environmental Site Analysis Form
- ☒ Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - o All buildings and structures proposed to be constructed and their location on the property;
 - o Height of proposed building(s);
 - o Proposed use of each portion of each building;
 - o All driveways, parking areas, and loading areas;
 - o Location of all trash and garbage disposal facilities;
 - o Setback and buffer zones required in the district in which such use is proposed to be located;
 - o Landscaping plan for parking areas; and
 - o All additional requirements outlined under page 4 (Site Plan Checklist)
- ☒ Written legal description of the property matching the site plan.
- ☒ Building elevations (attached residential & non-residential). *N/A*
- ☒ Signed and notarized affidavits of all owners. Use attached sheet.
- ☒ Signed and notarized affidavits of all applicants. Use attached sheet.
- ☒ Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

Special Land Use Permit Criteria

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
R: There is adequate land area for the proposed use including open space, yard and two parking spaces for off-street parking.
- b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
R: the proposed use for the land to adjacent properties is very compatible. The duplex is situated between two apartment complexes with another being built across the street.
- c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
R: There are adequate public services such as courts, MARTA access with two stations within walking distance of the duplex. There are public facilities such as churches, hospitals and police stations in the area. Utilities are also provided such as central heat, air conditioning, electricity, water and telephone.
- d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
R: The use of the property will not create any additional traffic flow or congestion and is located away from the public street area.

- e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use; R: There is no adverse affect to the character of the vehicles or the volume of traffic generated by the proposed use.
- f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
R: The property has the appropriate space for ingress and egress for pedestrian, emergency vehicles, and traffic flow and safety.
- g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
R: The proposed use will not create adverse impacts to any adjoining land use by reason of noise, smoke, odor, dust or vibration.
- h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;
R: The proposed use will not create adverse impacts to any adjoining land use by reason of hours of operation.
- i. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;
R: The proposed use will not create adverse impacts to any adjoining land use by reason of the manner of operation.
- j. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;
R: The proposed use is consistent with the requirements of the zoning district classification
- k. Whether or not the proposed use is consistent with the policies of the comprehensive plan;
R: The proposed use is consistent with the comprehensive plan
- l. Whether or not the proposed plan provides for all required buffer zones and transitional buffer zones where required by the regulations of the district in which the use is proposed to be located;
R: The proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the district.
- m. Whether or not there is adequate provision of refuse and service areas;
R: There is adequate provision for waste/refuse and service areas.
- n. Whether the length of time for which the special land use permit is granted should be limited in duration;
R: The length of time for the special land use permit should not be limited in duration.
- o. Whether or not the size, scale and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale and massing of adjacent and nearby lots and buildings;
R: The size, scale and massing of adjacent and nearby lots and buildings is appropriate.
- p. Whether the proposed plan will adversely affect historic buildings, sites, districts, or archaeological resources;
R: The proposed not have an adversely affect on historic buildings, sites, districts, or archaeological resources.
- q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permit;
R: The proposed use satisfies the requirements contained within the supplemental regulations for special land use permit.
- r. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building; R: The existing building does not result or create a negative shadow impact on any adjoining lot or building.
- s. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and
R: No, the proposed use would not disproportionately proliferate the uses in the subject character area
- t. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood, R: The proposed use of the property is consistent with the needs of the neighborhood/community as a whole, compatible with the neighborhood.



Comply with the Comprehensive Plan:

- ☐ Describe the proposed project and the existing environmental conditions on the site.
Planning to provide transitional housing for women. There is parking on the premises and we are planning to grow food in the backyard, if feasible.
- ☐ Describe adjacent properties. Include a site plan that depicts the proposed project.
The duplex is sandwiched between two apartment complexes and trees. There is also a retaining pond in the front of the property very close to the street.
- ☐ Describe how the project conforms to the Comprehensive Land Use Plan.
The proposed project will provide housing and other supportive services to the women living at duplex.
- ☐ Include the portion of the Comprehensive Plan Land Use Map which supports the project's conformity to the Plan.
See attachment
- ☐ Evaluate the proposed project with respect to the land use suggestion of the Comprehensive Plan as well as any pertinent Plan policies.

The following items may be required:

(Review provided thresholds for applicability)

- ☐ Trip Generation Report/Traffic Impact Study
- ☐ Development of Regional Impact Review
- ☐ Environmental Impact Report
- ☐ DeKalb County Department of Watershed Management Capacity Letter



Trip Generation Report/Traffic Impact Study

1. A Trip Generation Report be submitted as a part of zoning applications for all Non-Residential and Mixed Use developments and for Residential Developments with greater than 10 proposed units.
2. A Traffic Impact Study be submitted as part of the zoning application for developments that produce a 100 or more peak hour trips or at the discretion of the Public Works Department based on review of the request at the pre-application meeting.
3. The minimum requirements of the Traffic Impact Study shall be as follows:

Land Use	ITE Code	Variable	Rate Trips/Var	Minimum Size for 100 Peak Hour Trips
Residential				
Single Family Detached	210	Housing Units	1.01	99 Units
Apartment	220	Housing Units	0.62	161 Units
Townhome/Condo	230	Housing Units	0.52	192 Units
Retail				
Shopping Center	820	1000 sf GLA	3.71	26 ksf GLA
Specialty Center	826	1000 sf GLA	5.02	20 ksf GLA
Pharmacy - no drive-thru	880	1000 sf	8.4	11.5 ksf
Pharmacy - w/drive-thru	881	1000 sf	9.91	10 ksf
Services				
Fast Food	934	1000 sf	45.42	2.2 ksf
Sit Down Restaurant	932	1000 sf	10.81	9 ksf
Coffee/Donut Shop	937	1000 sf	100.58	1 ksf
Bank no drive-thru	911	1000 sf	12.13	8 ksf
Bank w/drive-thru	912	1000 sf	24.3	4 ksf
Gas Station	944	Pumps	13.87	7 pumps
Institutional				
Day Care	565	Students	0.81	123 Students
Private School (K-8)	534	Students	0.9	111 Students
Private School (K-12)	536	Students	0.81	123 Students
Office				
General Office	710	1000 sf	1.56	64 ksf
Medical Office	720	1000 sf	3.57	28 ksf
Lodging				
Hotel	310	Rooms	0.6	166 Rooms



Public Participation Plan & Report

General Requirements

The Public Participation Program consists of a two-part process designed to enhance dialogue between applicants and communities which may be impacted by a proposed development.

Part 1 of the process is the Public Participation Plan which is required with all rezoning amendments to the comprehensive plan and/or special land use permit applications. The plan must be filed simultaneously with the application. The minimum standards for the plan are as follows:

- Applicants shall provide a mailing list identifying all property owners within 500-feet of the subject property including the name, street address, and tax parcel identification. *(Staff would suggest also including homeowners' associations, environmentally stressed communities, political jurisdictions, and any other public agencies or organizations which may be affected by an application)*
- Applicants shall provide a copy of the letter to be mailed to affected parties identifying the date, location within the City of Stonecrest, and time of the information meeting to be scheduled no later than the first business day of the month preceding the Planning Commission hearing date.

Part 2 of the Public Participation Program is the Public Participation Report which is required to be submitted to the Community Development Department no later than the last day of the business week of which the information meeting was held. The report shall include the following information/documentation:

- Provide a sign-in sheet of meeting attendees.
- A summary of concerns or issues expressed by interested parties.
- A summary of the applicant's response to concerns and issues expressed.

The requirement for a Public Participation Plan does not give communities decision making powers or force a consensus on issues. Applicants are not obligated to make any concessions or changes based upon input from citizens. Non-attendance at a community information meeting, by those on the mailing list, does not mean that an applicant fails to meet the requirements of the Public Participation Plan.



Environmental Site Analysis

Analyze the impact of the proposed rezoning and provide a written point-by-point response to Points 1 through 3:

1. Conformance to the Comprehensive Plan:

- Describe the proposed project and the existing environmental conditions on the site.
- Describe adjacent properties. Include a site plan that depicts the proposed project.
- Describe how the project conforms to the Comprehensive Land Use Plan.
- Include the portion of the Comprehensive Plan Land Use Map which supports the project's conformity to the Plan.
- Evaluate the proposed project with respect to the land use suggestion of the Comprehensive Plan as well as any pertinent Plan policies.

2. Environmental Impacts of The Proposed Project

For each environmental site feature listed below, indicate the presence or absence of that feature on the property. Describe how the proposed project may encroach or adversely affect an environmental site feature. Information on environmental site features may be obtained from the indicated source(s).

- a. Wetlands
 - a. U. S. Fish and Wildlife Service, National Wetlands Inventory (<http://wetlands.fws.gov/downloads.htm>)
 - b. Georgia Geologic Survey (404-656-3214)
 - c. Field observation and subsequent wetlands delineation/survey if applicable
- b. Floodplain
 - d. Federal Emergency Management Agency (<http://www.fema.org>)
 - e. Field observation and verification
- c. Streams/stream buffers
 - f. Field observation and verification
- d. Slopes exceeding 25 percent over a 10-foot rise in elevation
 - g. United States Geologic Survey Topographic Quadrangle Map
 - h. Field observation and verification
- e. Vegetation
 - i. United States Department of Agriculture, Nature Resource Conservation Service
 - j. Field observation
- f. Wildlife Species (including fish)
 - k. United States Fish and Wildlife Service
 - l. Georgia Department of Natural Services, Wildlife Resources Division, Natural Heritage Program
 - m. Field observation
- g. Archeological/Historical Sites
 - n. Historic Resources Survey
 - o. Georgia Department of Natural Resources, Historic Preservation Division
 - p. Field observation and verification

3. Project Implementation Measures

Describe how the project implements each of the measures listed below as applicable. Indicate specific implementation measures required to protect environmental site feature(s) that may be impacted.

- a. Protection of environmentally sensitive areas, i.e., floodplain, slopes exceeding 25 percent, river corridors.
- b. Protection of water quality
- c. Minimization of negative impacts on existing infrastructure
- d. Minimization on archeological/historically significant areas



- e. Minimization of negative impacts on environmentally stressed communities where environmentally stressed communities are defined as communities exposed to a minimum of two environmentally adverse conditions resulting from public and private municipal (e.g., solid waste and wastewater treatment facilities, utilities, airports, and railroads) and industrial (e.g., landfills, quarries and manufacturing facilities) uses.
- f. Creation and preservation of green space and open space
- g. Protection of citizens from the negative impacts of noise and lighting
- h. Protection of parks and recreational green space
- i. Minimization of impacts to wildlife habitats

Site Plan Checklist

All items must be included on the Site Plan; separate sheets may be used

- ☐ Key and/or legend and site location map with North arrow
- ☐ Boundary survey of subject property which includes dimensions along property lines that match the metes and bounds of the property's written legal description and clearly indicates the point of beginning.
- ☐ Acreage of subject property
- ☐ Location of land lot lines and identification of land lots
- ☐ Existing, proposed new dedicated and future reserved rights-of-way of all streets, roads, and railroads adjacent to and on the subject property
- ☐ Proposed streets on the subject site
- ☐ Current zoning of the subject site and adjoining properties
- ☐ Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvements on the subject property
- ☐ Existing buildings' locations and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvement on adjacent properties within 200 feet of the subject property.
- ☐ Location of proposed buildings with total square footage
- ☐ Layout and minimum lot size of proposed single family residential lots
- ☐ Topography on the subject site and adjacent property up to 200 feet as required to assess runoff effects
- ☐ Location of overhead and underground electrical and pipeline transmission/conveyance lines
- ☐ Required and/or proposed setbacks.
- ☐ 100-year flood plain horizontal limits and flood zone designations as shown on survey or FEMA FIRM maps.
- ☐ Required landscape strips, undisturbed buffers, and any other natural areas as required or proposed.
- ☐ Required and proposed parking spaces; Loading and unloading facilities.
- ☐ Lakes, streams, wetlands, and Waters of the State and associated buffers.
- ☐ Proposed stormwater management facilities.
- ☐ Community wastewater facilities including preliminary areas reserved for septic drain fields and points of access.
- ☐ Availability of water system and sanitary sewer system.
- ☐ Location of existing trees and trees to be removed, or a statement that there are none, and whether the trees identified are specimen trees. (A specimen tree is any hardwood (oak, hickories, poplars, etc.) or softwood (pines, evergreens, etc.) tree with a diameter at breast height (DBH) of 30 inches and larger, or a small tree (dogwoods, redbuds, sourwoods, etc.) with a DBH of 10 inches and larger. If no specimen trees exist on the site, note their absence on the plans. If a specimen tree is to be removed, provide a calculation for recompense at 1.5x the diameter.)

Return to:
O'Kelley & Sorohan, Attorneys at Law, LLC
200 Galleria Parkway, Suite 420
Atlanta, GA 30339
File No.: 05-152726-REG
Parcel No.: 16 120 01 031

2020150167 DEED BOOK 28731 Pg 769
Filed and Recorded: 10/16/2020 4:14:00 PM
Recording Fee: \$25.00
Real Estate Transfer Tax: \$170.00
Prepared By:
8274269752
7067927936
Debra DeBerry
Clerk of Superior Court
DeKalb County, Georgia

STATE OF GA
COUNTY OF COB

LIMITED WARRANTY DEED

THIS INDENTURE, made on 14th day of October, 2020, between

Capital Asset Properties, LLC

(hereinafter referred to as "Grantor") and

Tami Boyd

(hereinafter referred to as "Grantee"), the words "Grantor" and "Grantee" to include the heirs, executors, legal representatives, successors and assigns of said parties where the context requires or permits; WITNESSETH:

THAT Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) AND OTHER GOOD AND VALUABLE CONSIDERATIONS, in hand paid, at and before the sealing and delivery of these presents, the receipt of which is hereby acknowledged by Grantor, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell and convey unto Grantee,

All that tract or parcel of land lying and being in Land Lot 120, 16th District, DeKalb County, Georgia, being Lot 1-A, Chupp Valley, as per plat recorded in Plat Book 80, Page 3, DeKalb County, Georgia Records, which plat is hereby referred to and made a part of this description.

TOGETHER WITH all and singular the rights, members and appurtenances thereto (hereinafter collectively referred to as the "Premises"), the same being, belonging, or in anywise appertaining to the only proper use, benefit and behoof of Grantee.

Subject to all easements, rights of way, and restrictive covenants of record (hereinafter referred to as the "Exceptions").

TO HAVE AND TO HOLD the Premises, subject to the Exceptions, to the only proper use, benefit and behoof of Grantee, forever, in FEE SIMPLE, and Grantor will, subject to the Exceptions, warrant and forever defend the right and title to the Premises unto Grantee against the claims of all person claiming by, through or under Grantor, but not otherwise.

IN WITNESS WHEREOF, Grantor has executed this instrument under seal, as of the date first above written.

Signed, sealed and delivered
in the presence of:

Sean DeBerry
Unofficial Witness

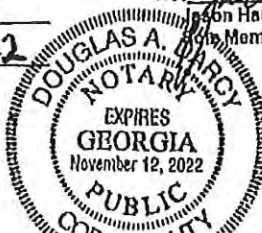
Notary Public

Commission expires: 11/12/22

Capital Asset Properties, LLC

BY: Jason Harris

Member/Manager



Return to:
O'Kelley & Sorohan, Attorneys at Law, LLC
200 Galleria Parkway, Suite 420
Atlanta, GA 30339
File No.: 05-152726-REG

Parcel No.: 16 120 01 031

STATE OF GA
COUNTY OF Cobb

LIMITED WARRANTY DEED

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IN WITNESS WHEREOF, Grantor has executed this instrument under seal, as of the date first above written.

Signed, sealed and delivered
in the presence of:

Sean Deimney
Unofficial Witness

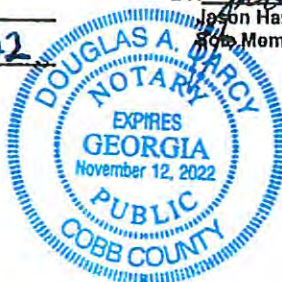
Notary Public

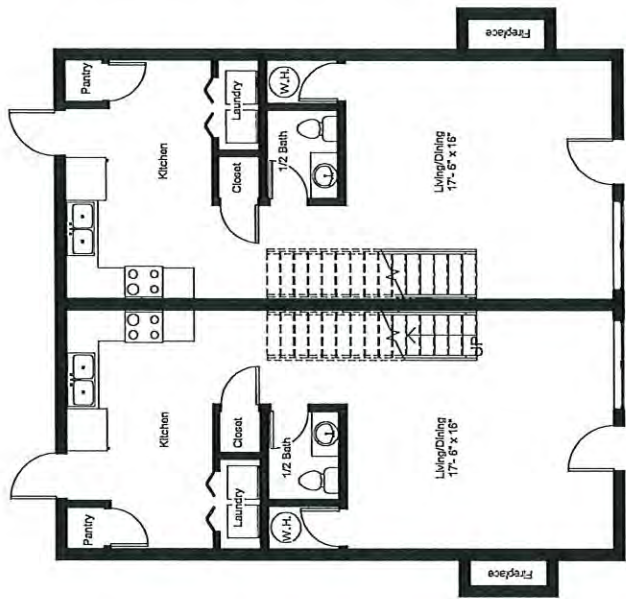
Commission expires: 11-12-22

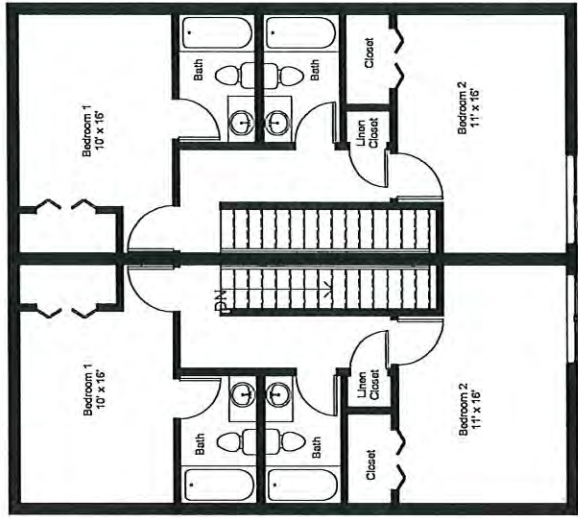
Capital Asset Properties, LLC

BY: Jason Harris

80% Member/Manager







Attendee List:

Rosalyn McKay - located in Michigan

Diana R. Morgan (wife of Reginald Morgan who is deceased)

Questions and Answers/Comments:

Q. Where am I located?

A: I explained that I was located 6674 Chupp Rd between two apartment complexes. I shared my screen and pulled up a picture of the house and google satellite so she could see the location.

Q: Why did you contact me?

A: I contacted you and several hundred others in the neighborhood as part of the permit process, per zoning. I explained that this was required as part of the process.

Q: Will someone be there during the day?

A: Yes, I will have a volunteer onsite, but hopefully the women will be at work. There will be a Resident Director who will either live there or come each night including weekends.

Q: Do you have a Board of Directors?

A: Yes, I shared my screen, pulled up my website and went through the Board of Directors for my nonprofit.

Q: Are you concerned about the neighboring complexes due to a few break-ins by teens in the area?

A: No, I don't really have any concerns. I will have a security system and will probably get cameras as well.

Q:When is the start date?

A: Whenever I receive my permit from zoning. My understanding is that it is a three-month process. I'm not sure what the next step is or what more I have to do.

Q: What happens if someone gets pregnant or uses drugs?

A: I will handle it on a case-by-case basis. There will be random drug testing and there are rules they are required to follow and a curfew.

C: Wish you all of the success!

C: Congratulations

C: This is a very exciting program



CITY COUNCIL AGENDA ITEM

SUBJECT: Special Land Use Petition SLUP-21-004
(3301 Corktree Trail, Stonecrest, GA 30058) — Request Approval

☐ ORDINANCE ☐ POLICY ☐ STATUS REPORT
☐ DISCUSSION ONLY ☐ RESOLUTION ☒ OTHER

Date Submitted: 04/20/2021 Work Section: Council Meeting: 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Special Land Use Petition SLUP-21-004 (3301 Corktree Trail, Stonecrest, GA 30058) application to operate a personal care home for four residents. The Planning Commission approved on 04/06/2021.

HISTORY: The property site sits in an existing single-family residence; is zoned R-100 (Medium Lot Residential) District; in accordance with Sec.4.2.31 and 4.2.41 of the Stonecrest Zoning Code.

FACTS AND ISSUES: This item was heard at the 04/06/21 Planning Commission Meeting. The applicant requested a Special Land Use Permit to operate a personal care home for four residents. The Planning Commission recommend approval of the application with conditions. Those conditions are in the April 6, 2021 Staff Report.

OPTIONS: Approve; Deny; or make Alterative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously Approval of SLUP-21-004 at the April 6th meeting.

ATTACHMENTS:

- # 1 04/06/21 Staff Report
- # 2 04/06/21 SLUP-21-004 Application
- # 3 04/06/21 Power Point Presentation



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

MEETING DATE: April 6th, 2020 / April 26th, 2020

GENERAL INFORMATION

Petition Number:	SLUP 21-004
Applicant:	Jennifer Mincy & Lallymay Rose-Burrell
Owner:	Jennifer Mincy & Lallymay Rose-Burrell
Project Location:	3301 Corktree Trail, Stonecrest Ga 30058
District:	District 4
Acreage:	0.4 Acres
Existing Zoning:	Residential Med Lot (R-100)
Proposed Zoning:	Residential Med Lot (R-100)
Proposed Development/Request:	The applicant is requesting a Special Land Use Permit (SLUP) to operate a Personal Care Home for (4) residents within in an R-100 (Medium Lot Residential) District, in accordance with Chapter 27-Article 4.1 Use Table and Sections 4.2.41. B of Stonecrest Zoning Code.
Staff Recommendations:	Approval

SLUP-21-004



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT



ZONING CASE: **SLUP-21-004**

ADDRESS: **3301 Corktree Trail**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Suburban**



Subject Site

0 0.025 0.05 mi



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

Aerial Map





PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

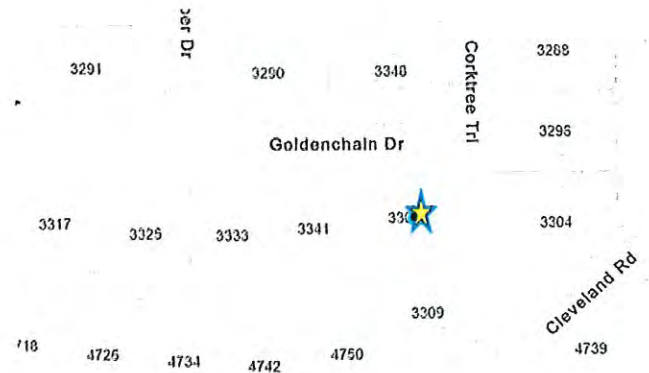
PROJECT OVERVIEW

Location

The subject property, 3301 Corktree Trail. Access is available via the existing driveway on Goldenchain Drive. The subject property is surrounded by single-family homes.

Background

Currently, the property maintains its original zoning R-100 (Med Lot) classification and the property has 2,200 square foot single story frame house that was built in 1983. The property can be characterized as even across the property.





PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

Existing Elevations



Special Land Use Permit Request

The applicant is requesting a Special Land Use Permit to operate a personal care home for four residents.

Neighborhood Meeting

Property owners within 500 feet of the subject property were mailed notices of the proposed special land use permit application. The community meeting was held on January 24, 2021 via the www.zoom.com website. There were several residents in attendance for the meeting. The main concerns from the residents was; what type of resident will be living in the home, and the number of people that will reside at the residence, will there be individuals with drug additions and mental illnesses and concerns about Traffic.

STANDARDS OF REVIEW

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The 2,200 square foot residence meet the minimum standard square footage required to operate a personal care home. Per the Stonecrest Zoning Ordinance section 4.2.31 B. Personal Care Home D. The home must be 1800 sqft.

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed personal care home for four or six persons are compatible with other single-family residences in Burlington. There will be no outside physical changes to the existing single-family structure or signage indicating the use is personal care home.



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

C. Adequacy of public services, public facilities, and utilities to serve the proposed use.

The subject property is in an established single-family residential area; it appears that there are adequate public services, public facilities, and utilities to serve the proposed personal care home.

D. Adequacy of the public street on which the use is proposed to be located and whether there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.

Corktreel Trail is classified as a local street; the Planning Staff believes there is little or no impact on the public streets or traffic in the area.

E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.

The traffic of the vehicles generated by the proposed use will not adversely impact existing land uses along access routes to the sites.

F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.

The existing residential structure on the site is accessed by vehicles via an existing curb cut with a driveway on Goldenchain Drive and emergency vehicles can access the site from the existing driveway.

G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.

The proposed use may not create an adverse impact upon any adjoining single-family land uses by reason of noise, smoke, odor, dust or vibration,

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Per the information submitted with the application, the applicant intends to run a personal care home for four residents and states that it will not create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

The operation of the personal care home of four residents do not affect the adjoining single-family residences. The site will operate basically as a single-family residence with the owner/operator is required to reside at the property.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the requirement of the zoning district.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the comprehensive plan housing policy H-5, which states the city supports fair and equal access to housing for all persons, regardless of race, religion, ethnicity origin, age, household compositions or size, disability, marital status, sexual orientation, or economic circumstance.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

Transitional buffers are not required.

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse area will be provided.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.

Staff believes there is not a compelling reason to limit the special land use duration as the applicant appears to be the only personal care home within the vicinity.

O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.

The personal care home would be in an existing residential structure which is consistent in size, scale, and massing with adjacent surrounding single-family residence in the area.

P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

The proposed appears to satisfy the requirement contained within the supplemental regulations Sec.4.2.41 for the special land use permits for personal car homes.

R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.

Adjacent and surrounding residential properties are one-story frame structures which are the same as the existing residence on the site. There will be no negative shadow impact on any adjoining lot..

S. Whether the proposed use would be consistent with the needs of the neighborhood or the community, be compatible with the neighborhood, and would not conflict with the overall objective of the comprehensive plan.

The proposed use would not conflict with the overall objective of the comprehensive plan, as the Stonecrest Comprehensive plan states the city will encourage the need for adequate housing.

RECOMMENDATION

Base on the findings and conclusions, it appears the applicant does meet all the criteria for approval and the supplemental regulations. Therefore, staff recommends **Approval of SLUP-21-004**; However, if the Planning Commission choose to approve the application staff recommend the following conditions;

SLUP-21-004



PLANNING COMMISSION AND CITY COUNCIL STAFF REPORT

1. Limit the use of personal care home only to (4) persons.
2. Access shall be limited to the existing curb cut off Goldenchain Drive.
3. All refuse containers shall be screened from public view except during pick up.
4. No identification sign for personal care home shall be posted on the property.
5. Owner/Operator must live on the property according to the supplemental regulations cited in the Stonecrest Zoning Ordinance Sec. 4.2.31 and 4.2.41.
6. The applicants shall secure the necessary certification by the State of Georgia and the necessary business license, building permits and certification of occupancy for three people from the city of Stonecrest.
7. The Special Land Use Permit shall be issued to (operator) for the operation of a personal care home and shall not be transferable.



Special Land Use Permit Application

Applicant
Information

Name:	Jennifer Mincey		
Address:	3130 Grundy Ln 101	Snellville, GA	30039
Phone:	770-506-0968	Fax:	
Owner's Name:	JN Homes		
Owner's Address:	P.O. Box 2328		
	Starkbridge, GA	30281	
Phone:	770-506-2630	Fax:	404-420-2489
		Email:	Leasing@jdhomes.org

Owner
Information

Property Address:	3301 Corktree Trl Stonecrest 30058	Acreage:	1.4
Parcel ID:	1506501015		
Current Zoning Classification:	Residential		
Proposed Use of Property:	Personal Care Home		
Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? ☐ Yes ☒ No			

Property
Information

Property Information:	Residential property

Affidavit

To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.

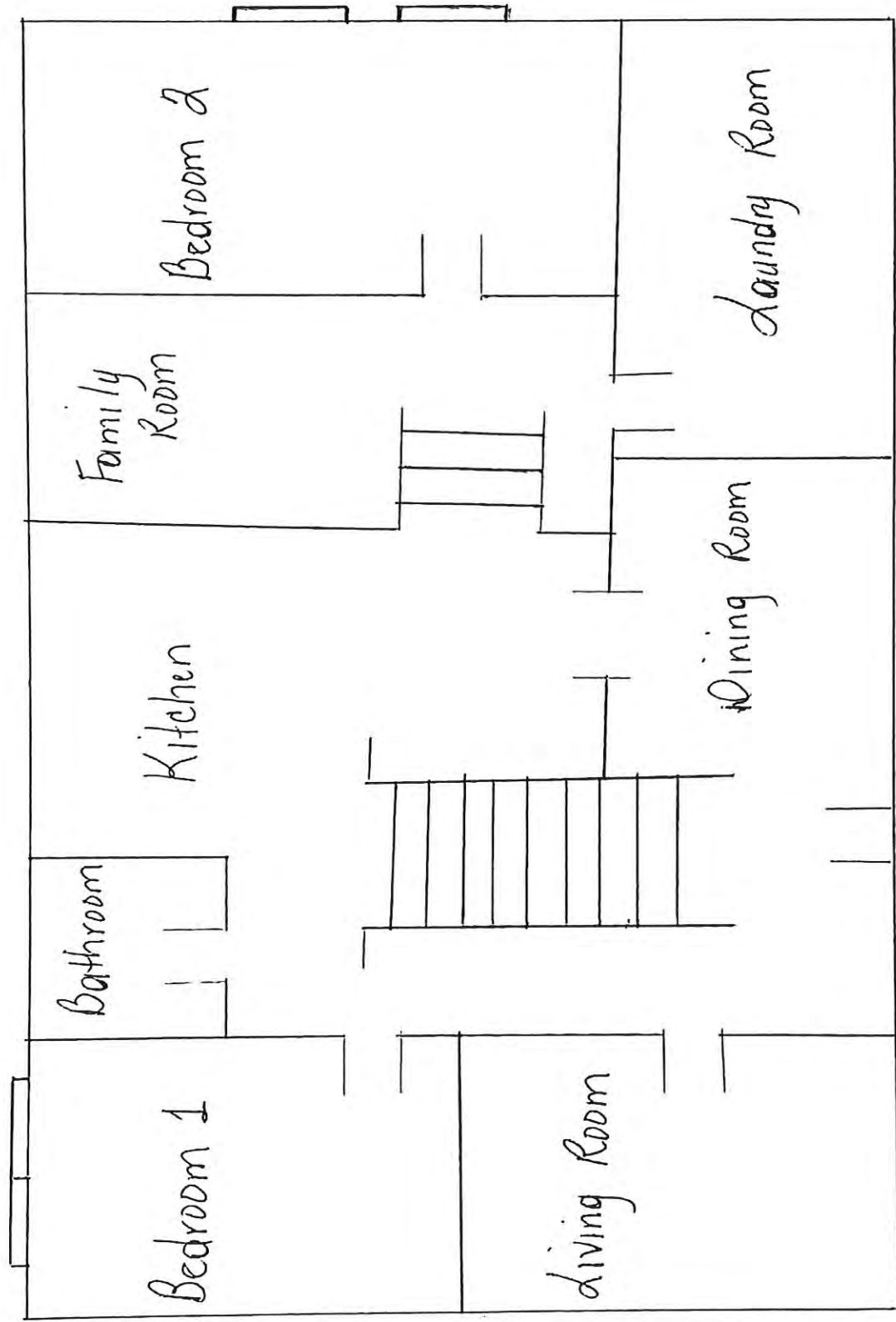
Notary

Applicant's Name:	Jennifer Mincey	
Applicant's Signature:	Jennifer Mincey	Date: 1/6/2021
Sworn to and subscribed before me this	6	Day of January 20 21
Notary Public:	ONICIA FRAZIER	
Signature:		
My Commission Expires:	7/24/2023	
☐ Application Fee ☐ Sign Fee ☐ Legal Fee		
Fee: \$	Payment: ☐ Cash ☐ Check ☐ CC	Date:
☐ Approved ☐ Approved with Conditions ☐ Denied		Date:



08-03-2017

First Floor





January 11, 2021

City Council Planning Commission
3120 Stonecrest Blvd Suite 155
Stonecrest, GA 30038

Re: Request for a Special Land Use Permit

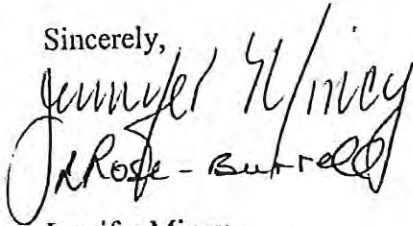
Dear Board Members,

We are writing this letter to request a Special Land Use Permit be granted for 3301 Corktree Trail, Stonecrest, GA 30038. The purpose is to use the premises as a Personal Care Home. The home will not have a negative impact on the neighborhood. There will not be an increase in traffic or increase in noise to disturb the neighbors.

We would like to begin operation soon and hope that the City Council can consider this request at its earliest possible date.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Mincy". Below the main signature, there is a smaller, less legible signature that appears to read "Lallymay Rose-Burrell".

Jennifer Mincy
Lallymay Rose-Burrell



LEASE FOR RESIDENTIAL PROPERTY

In consideration of the mutual covenants set forth herein, the Lease is entered into between Shanedyra Donate (hereinafter "Landlord") and Lallymay Rose-Burrell & Jennifer Mincy (hereinafter "Tenant"). Landlord leases to Tenant and Tenant leases from Landlord, the Property known as Address:

3301 Corktree Trail Lithonia GA 30038

1. Term: The initial term of this Lease shall be 12 months, beginning on st ("Commencement Date"), through and including December 31st 2021
2. Possession: If landlord is unable to deliver possession of the Property on the Commencement Date, rent shall be abated on a daily basis until possession is granted. If possession is not granted within fifteen (15) days of the commencement date, tenant may terminate this lease in which event landlord shall promptly refund all deposits to tenant. Landlord shall not be liable for delays in the delivery of possession to tenant or any expenses caused.
3. Rent: Tenant shall pay rent in advance in the sum of:
One Thousand Four Hundred Dollars (\$1400.00) per month on the first day of each month during the lease term. If the commencement date begins on the 2nd day through the last day of any month, the rent shall be prorated for that portion of the month and shall be paid at the time of leasing the property.
4. Late Payment & Service Charge for Returned Checks: Rent not paid in full by the fifth (5) day of the month shall be late. Landlord has no obligation to accept any rent not received by the 5th of the month. If late payment is made and landlord accepts the same, the payment must be in the form of cash, cashier's check or money order and must include a late charge of 10% of monthly rent and, if applicable, a service charge for any returned check of \$35.00. Landlord reserves the right to refuse to accept personal checks from tenant after one or more of tenant's personal checks have been returned by the bank unpaid. If all rent, with late fees, is not paid by the 10th of the month, eviction will occur on the 11th of the month. Tenant agrees to waive all eviction process and understands that all monies owed will be pursued in magistrate court. Tenant agrees and understands that this serves as dispossession notice if all rent with late fees is not paid by the 10th of the month.
5. Security Deposit to be Held by Landlord: Tenant agrees to security deposit of:
Two Thousand Eight Hundred (\$2800.00) cash, money order and/or check with landlord before taking possession of the property as security for tenant's fulfillment of the conditions of this lease ("Security Deposit"). The Security Deposit shall be held by the

references to any notice required to be given or due dates of rental payments shall be strictly construed.

- i) Waiver of Homestead Exemption: Tenant for himself and his family waives all exemptions or benefits under the homestead laws of Georgia.
- j) Governing Law: This Agreement may be signed in multiple counterparts and shall be governed by and interpreted pursuant to the laws of the State of Georgia.
- k) Insurance: The Landlord shall maintain insurance only to cover the desired premises. It is the sole responsibility of the Tenant to maintain insurance to cover any content of said house and to provide liability insurance for his own benefit.

21. Military Activation: If Tenant is called to active duty during the term of this Lease, Tenant shall present to Landlord official orders activating Tenant; then and in that event, this Lease shall be controlled by the Soldiers' and Sailors' Civil Relief Act.

22. Inspections: Tenant agrees that Landlord has the right to conduct monthly or quarterly inspections on the property. Landlord will always give a 24-hour notice before entering property. Tenant may choose to be present or not.

23. Exhibits: All exhibits attached hereto, listed below or referenced herein are made a part of this Lease. If any such exhibit conflicts with any preceding paragraph, said exhibit shall control.

24. Dispossessory Fee: Notwithstanding anything to the contained herein, if tenant owes any outstanding additional rent and/or charges, landlord may file a dispossessory action in the county in which the premises is located. In the event that a dispossessory action is filed against the tenant, an administrative fee of \$250.00 will be assessed to tenant to cover costs of filing fees, court costs and/or attorney fees.

25. Special Stipulations:

In Witness Whereof, the parties hereto have set their hand and seal the day and year first written above.

Authentisign

Lollymay Rose Burdell

12/28/2020

Tenant's Signature

Date

Social Security Number

getuile.% MitC

12/28/2020

Tenant's

Date

Social Security Number

[Handwritten Signature]



*Specializing in the Leasing, Management
& Sales of All Residential Property*

March 1st, 2021

Lallymay Rose-Burrell

Jennifer Mincy

3301 Corktree Trail

Lithonia, GA 30038

To whom it may concern,

Lallymay Rose-Burrell and Jennifer Mincy D.B.A Silver Sands Group Home has my permission to file the application for 'USE of Land' for the property located at 3301 Corktree trail Lithonia GA. 30038 to be used as group home. Please contact our office at 770-506-2630 if you have any questions or concerns.

Thank you,

JD Homes & Shanedyra Donate



EXP 20th DAY OF JUNE 2023
Annette Powell

NO DETERMINATION OF FLOOD HAZARD HAS BEEN MADE FOR

NOTE: PROPERTY LINES SHOWN ON THIS MAP/PLAN/NOTE: ALL THINGS THIS LEGEND MAY NOT APPEAR ON REPRESENT PHYSICAL FIELD CONDITIONS DYKAA ALSO KNOWN AS EVIDENCE OF APPARENT POSSESSION (FROM PHSAP AS PER DELO FOUND, OLD & ESTABLISHED FENCE LINES, OLD WALLPAPER AS PER PLAT LINES, SIGN & HEDGE LINE, HOUSE LOCATIONS, OR BUILDING (SETBACK) LINE ETC.) THEY MAY DIFFER AND BE IN CONFLICTION? CRIMP TOP PIPE FOUND FROM EVIDENCE FOUND AT THE APPLICABLE OTHER COURTHOUSE. THEY MAY ALSO DIFFER FROM OTHER

THIS PLAN

H/T NOW OR FORMERLY
RAIL RAIL FOUND

PLAT (BOOK/PAGE)
POINT OF BEGINNING

CP COMPLETED POINT

POC RADII/S POINT OF LENGTH COMMENCEMENT)

0 D:\LO\BOOK\PAGE\#-# RIGHT OF-WAY

OW ONLYWAT

PLEDGE OF PAYMENT

REINFORCING BAR FOUND
(1/2" UHO)

SURVIVOR OPINIONS AND/OR NEIGHBORS

STAIRWAYS/PLATS: A RING LAMP TITLE REPORTER FINISH FLOOR ELEVATION HAS 1/2" REINFORCING BAR SET OPTION ON ALL PROPERTIES, INCLUDING ADJACENT EXA FORMERLY KNOWN AS SW SIDEWALK

AND CONTIGUOUS PROPERTIES MAY BE NEEDED TO
DISCREPANCIES

IRON PIPE FOUND

SEE SANITARY SEWER EASEMENT RESOLVE ALL POSSIBLE PROPERTY LINE DISPUTES ON 1

ARC LENGTH

SSCO SANITARY SEWER CLEANOUT

LAND 101

-3- PLACE UNDER

ILLINOIS NEIGHBORHOOD UNIT

WALL

THIS MAP/PLAN WAS MADE WITHOUT THE BENEFIT OF

A CURRENT TITLE COMMITMENT, EASEMENTS AND ENCUMBRANCES MAY EXIST WHICH BENEFIT AND

CURVE RADIUS LENGTH CHORD

CH.BEARING

BURDEN THIS PROPERTY. THIS MAP/PLAT IS SUBJECT

20431'5594'

55.75', 04°14' 00"E

TO REVISIONS AND UPDATE UPON RECEIPT OF SAID
TITLE COMMITMENT

LINE	DIST.
------	-------

DIST.

BEARING

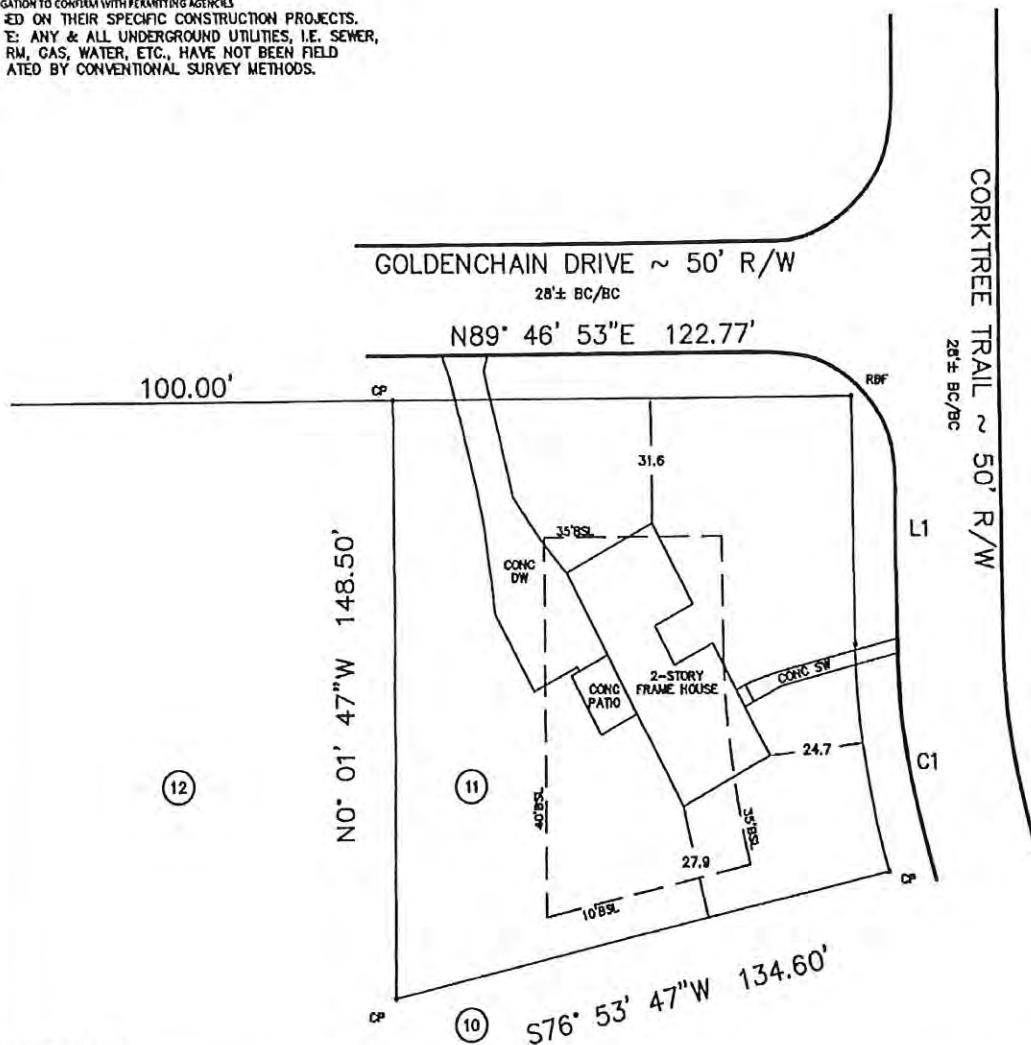
VARIOUS ONLINE SOURCES, THEY MAY BE IN

62.29° 00' 14.59" E

CONTENTION WITH OR DIFFER FROM INTERPRETATIONS
OF GOVERNING AUTHORITIES. IT IS THE CLIENT'S
OBLIGATION TO CONFIRM WITH PERMITTING AGENCIES

ED ON THEIR SPECIFIC CONSTRUCTION PROJECTS.
E: ANY & ALL UNDERGROUND UTILITIES, I.E. SEWER,
RM, GAS, WATER, ETC., HAVE NOT BEEN FIELD
ATED BY CONVENTIONAL SURVEY METHODS.

BASED
ON
THEIR
SPECIFIC



CONSTRUCTION PROJECTS.

NOTE: ANY & ALL UNDERGROUND UTILITIES, IE SEWER, SLOKA, GAS, WATER, ETC,
HAY NOT BEEN FIELD LOCATED BY CONVENTIONAL SURVEY METHODS

REC

PROPERTY ADDRESS: 3301 Corktree
Trail
Stonecrest, GA 30038

LAND AREA:
16688 SF
0.383 AC

IMPERVIOUS AREA:
DHW: 1097 SF
PATIO: 183 SF
HOUSE: 1406 SF
STOOP: 13 SF + 11 SF
EXIST = 3010 SF = 18.0Z

ZONING: R-3 00

0 3'
SCALE 1" = 3'

PLAT PREPARED FOR:

3301 Corktree
Trail

LOT 11 BLOCK D CLEVELAND WOODS SUBDIVISION

LAND LOT 65 15th DISTRICT

BY:

DEKALB COUNTY, GEORGIA

FIELD DATE: 1-10-2023

PH

LOCATED BY STONECREST

DRAWN DATE: 1-11-2023

TW

REFERENCE: PLAT BOOK 61, PAGE 18 REFERENCE: DEED BOOK 61, PAGE 18

ALL MATTERS OF TITLE AND
EXCEPTED. NOT TO BE RECORDED



SURVEY SYSTEMS ATLANTA
2156 W Park Ct, Ste D,
COA MSF000847,
Cell 678-591-6064



TA
Stone Mt., GA 30087
resys@systemsatlanta.com
Office 404-760-0010

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE OF 1 FOOT IN 30,000+ FEET, AN ANGULAR ERROR OF
85 SECONDS PER ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE TO 1 FOOT IN 40,000+
FEET. AN ELECTRONIC TOTAL STATION WAS USED IN THE PREPARATION OF THIS PLAT. NO STATE PLANE MONUMENT FOUND WITHIN 500' OF THIS PROPERTY.

Sec. 4.2.13. - Automobile wash service, principal, accessory, detail or mobile.

- A. Automobile wash services shall provide a paved area with capacity to store five vehicles waiting to use automatic carwash facilities, and two vehicles per bay for self-service car washes.
- B. Wastewater from all automobile wash services shall be pretreated in accordance with watershed management standards prior to being drained into the public sanitary sewer or into any stormwater structure, as may be approved by the director of planning.
- C. No storage or repair of vehicles shall be allowed on property on which the car washing facility is located.
- D. An accessory single-bay automatic (not self-service) car wash completely enclosed except for openings necessary to allow entry and exit of vehicles shall be permitted subject to the following:
 - 1. The car wash structure shall be constructed of building materials consistent with that of the principal building, including the roof.
 - 2. The doors of the car wash building shall be fully closed when the facility is not available for operation.
 - 3. The car wash structure shall be located behind the rear building line of the principal building,

(Ord. of 8-2-2017, § 1(4.2.13))



Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of-Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

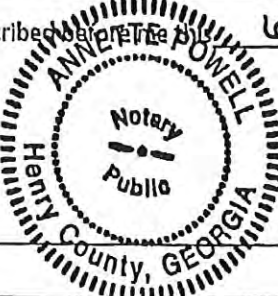
Applicant / Petitioner	Signature: <u>Theresa - Surrall</u>	Date:	
	Address: <u>1606 Randolph Ct</u>	City, State: <u>Monroe</u>	Zip: <u>30655</u>
	Phone: <u>347-600-0185</u>		
	Sworn to and subscribed before me this <u>5</u> day of <u>June</u> , 20 <u>21</u>		
Attorney / Agent	Notary Public:		
	<u>John Breedlove</u>		
	Signature: <u>[Signature]</u>	Date: <u>01-5-21</u>	
	Address: <u>146 Mlk Jr Blvd</u>	City, State: <u>Monroe, GA</u>	Zip: <u>30655</u>
Phone:			
Sworn to and subscribed before me this _____ day of _____, 20____			
Notary Public:			





Property Owner(s)
Notarized Certification

The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (If Applicable)	Signature: <u><i>Stacy D...</i></u>	Date: <u>01-6-21</u>
	Address: <u>2651 Poydras</u>	City, State: <u>New Orleans</u> Zip: <u>70119</u>
	Phone: <u>7-506-2630</u>	
	Sworn to and subscribed before me this <u>6th</u> day of <u>JANUARY</u> , 20 <u>21</u>	
Property Owner (If Applicable)	Notary Public:	 <u>EXP 24th DAY OF JUNE 2023</u> <u>Annette Powell</u>
	Signature:	Date:
	Address:	City, State: <u>N/A</u> Zip:
	Phone:	
Property Owner (If Applicable)	Sworn to and subscribed before me this _____ day of _____, 20____	
	Notary Public:	
	Signature:	Date:
	Address:	City, State: <u>N/A</u> Zip:
Property Owner (If Applicable)	Phone:	
	Sworn to and subscribed before me this _____ day of _____, 20____	
	Notary Public:	
		



**Applicant/Petitioner
Notarized Certification**

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>[Signature]</u>	Date: _____
	Address: <u>3130 Grundy Inds Dr</u> City, State: <u>Snellville, GA</u> Zip: <u>30039</u>	
	Phone: <u>605-527-0968</u>	
	Sworn to and subscribed before me this <u>6th</u> day of <u>January</u> , 20 <u>21</u>	
Attorney / Agent	Notary Public: <u>Tonica Frazier</u>	
	Signature: <u>[Signature]</u>	Date: <u>1/6/21</u>
	Address: <u>2288 Main Street E</u> City, State: <u>Snellville, GA</u> Zip: <u>30078</u>	
	Phone: <u>770-972-4840</u>	
	Sworn to and subscribed before me this _____ day of _____, 20____	
Notary Public: _____		



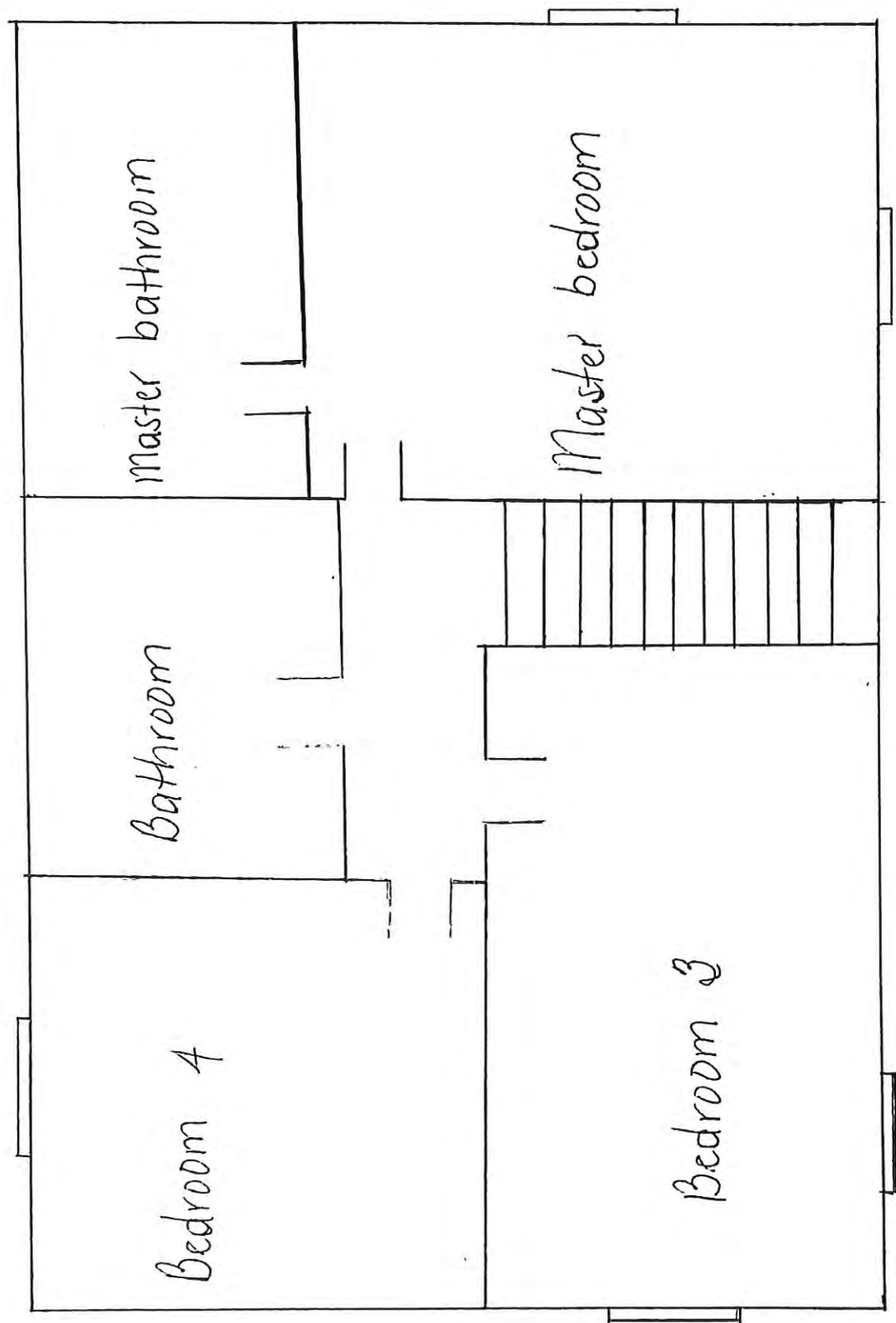
Special Land Use Permit Application

Applicant Information	Name:	LALLYMAY ROSE-Burrell			
	Address:	11606 Randolph Ct	Monroe GA	30655	
	Phone:	347-600-0185	Fax:		
	Owner's Name:	J.D. Homes	Email:	silversandsgrafxhomes@gmail.com	
Owner Information	Owner's Address:	P.O. BOX 2358 Stockbridge, GA 30281			
	Phone:	770-506-2630	Fax:	404-420-2484	
	Property Address:	3301 Corktree Trail	Stonecrest 30038	Acreage: .4	
	Parcel ID:	1506501015			
Property Information	Current Zoning Classification:	Residential			
	Proposed Use of Property:	Personal Core Home			
	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? ☐ Yes ☒ No				
	Property Information:	Residential Property			
Affidavit	To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.				
	Applicant's Name:	LALLYMAY ROSE-Burrell			
	Applicant's Signature:	Rose-Burrell		Date: 1-5-21	
	Sworn to and subscribed before me this 5 Day of Jan 2021				
Notary	Notary Public:	John Breedlove			
	Signature:	[Signature]			
	My Commission Expires:	10-17-23			
	☐ Application Fee ☐ Sign Fee ☐ Legal Fee				
Fee: \$				Payment: ☐ Cash ☐ Check ☐ CC	Date:
☐ Approved ☐ Approved with Conditions ☐ Denied				Date:	



08-03-2017

Second Floor





Special Land Use Permit Criteria Questions

- a) Yes, the size of the site is adequate for the use contemplated and there is adequate land area available for the proposed use including provision of all required yard, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.
- b) Yes, the proposed use is compatible with adjacent properties and land uses and with other properties and land uses in the district.
- c) This is a private residence therefore there will be no public services or public facilities available. However, public utilities will be utilized.
- d) Yes, the public street is adequate for the proposed use. There is sufficient traffic-carrying capacity for the use proposed. There will be no increased traffic to create congestion in the area.
- e) No, existing land uses located along access routes to the site will not be adversely affected. The proposed use will not affect the traffic flow.
- f) Ingress and egress to the subject property and to all proposed buildings, structures, and pedestrian will not be affected and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency will not be affected.
- g) The proposed use will not create an adverse impact upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.
- h) The proposed use will not create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.
- i) The proposed use will not create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.
- j) The proposed plan is consistent with the requirements of the zoning district classification in which the use is proposed to be located.
- k) The proposed use is consistent with the policies of the comprehensive plan.
- l) The proposed plan provides for all required buffer zones and transitional buffer zones where required by the regulations of the district in which the use is proposed to be located.
- m) There is adequate provision of refuse and service areas.
- n) The length of time for which the special land use permit is granted should not be limited in duration.
- o) The size, scale and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale and massing of adjacent and nearby lots and buildings.
- p) The proposed plan will not adversely affect historic buildings, sites, districts, or archaeological resources.
- q) The proposed use satisfies the requirements contained within the supplemental regulations for such special land use permit.
- r) The proposed building as a result of its proposed height will not create a negative shadow impact on any adjoining lot or building.
- s) The proposed use would not result in a disproportionate proliferation of that or similar uses in the subject character area.
- t) Yes, the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood.



COUNCIL MEETING AGENDA ITEM

SUBJECT: Approval of the contract for services for City Finance Director with single source procurement.

☐ ORDINANCE	☐ POLICY	☐ STATUS REPORT
☐ DISCUSSION ONLY	☐ RESOLUTION	☒ OTHER

Date Submitted: 4-26-2021

Work Session:

Council Meeting: X

SUBMITTED BY: City Council

PURPOSE: Approval of the contract for services for City Finance Director with single source procurement.

HISTORY: SB21 requires that the position of City Finance Director is a director employee of the city.

FACTS AND ISSUES:

The Finance Director is a direct hire of the city council. This position should have been a direct city employee and not a third-party contractor. Please work with the city attorney to develop a single source agreement, similar to that of the city manager and add it to the upcoming agenda. If you have questions, please contact councilwoman Cobble.

OPTIONS:

RECOMMENDED ACTION: Approve



CITY COUNCIL AGENDA ITEM

SUBJECT: Approval of the contract for services for City Finance Director with single source procurement.

☐ **ORDINANCE** ☐ **POLICY** ☐ **STATUS REPORT**
☐ **DISCUSSION ONLY** ☐ **RESOLUTION** ☒ **OTHER**

Date Submitted: April 23, 2021 **Work Session:**
Special Called Council Meeting:

SUBMITTED BY: Gia Scruggs

PURPOSE: In accordance with Senate Bill 21. The City of Stonecrest's Finance Director is required to be an employee of the City of Stonecrest. To satisfy this requirement a Single Source procurement is required to enter into a contract for the City Finance Director.

HISTORY: The Charter revisions to the appointed officers of the City, includes the Finance Director. The Finance Director shall be a direct employee of the City as stated in the Charter.

FACTS AND ISSUES: The procurement policy states, "No Single Source procurement shall be valid without prior authorization of the City Council". As a result, this action meets the requirements and authorization is requested by the City Council to enter into a contract.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Approve



TO: MAYOR AND COUNCIL

FROM: GIA SCRUGGS

SUBJECT: SINGLE SOURCE – FINANCE DIRECTOR

DATE: APRIL 26, 2021

This communication is to request Mayor and Council’s approval for the use of a Single Source procurement for the selection of the Finance Director. The Single Source provisions outlined in Section VII – Non-Competitive Procurements state the Single Source procurement can be used in the following situation:

“To obtain the Services or Professional Services of any Person for the purpose of serving in any appointed position identified in Article III of the City Charter”

To this end, the requirements for Single Source Procurement has been satisfied.