



City of Holly Springs

Date: Monday, July 1, 2019

Location: 3235 Holly Springs Pkwy

City Council Work Session Agenda 7:00p.m., Council Chambers

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

“Veterans of U.S. military services may proudly salute the flag while not in uniform based on a change in the governing law on 25 July 2007.”

III. INVOCATION

IV. PUBLIC COMMENTS

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- A. Discuss a Resolution in Support of the Cherokee Charter Birthday Celebration
Presented by Robert H. Logan, City Manager
- B. Discuss a Resolution of Necessity Prerequisite to Exercise of Powers Under Urban Redevelopment Law
Presented By: Robert H. Logan, City Manager
- C. Discuss the recommendation from BM&K to award the Pedestrian Bridge on Harmony Lake Drive Project
Presented By: Robert H. Logan, City Manager
- D. Discuss the recommendation from BM&K to award the Traffic Signal Loops Replacement for the 2019 LMIG Resurfacing Project
Presented By: Robert H. Logan, City Manager

- E. Discuss the Georgia Department of Transportation Regulations for Driveway and Encroachment Control Manual
Presented By: Jacob Hughes for BM&K Construction & Engineering., City Engineer
- F. A-05-2019, applicant requests annexation of 13.4 +/- acres located off of Holly Springs Parkway, Cherokee County, GA, tax parcel 083 of 15N15
Presented By: Nancy Moon, Community Development Director
- G. MA-05-2019, applicant requests rezoning of 13.4 +/- acres located off of Holly Springs Parkway, Holly Springs, GA, tax parcel 083 of tax plat 15N15, from R-20, Single Family Residential (County) to GC, General Commercial and MXD, Mixed Use Overlay (City)
Presented By: Nancy Moon, Community Development Director
- H. A-07-2019, applicant requests annexation of 51.10 +/- acres located off of Payne Road and Misty Hollow Way, Cherokee County, GA, tax parcel 067 of tax plat 15N16 and tax parcel 020 of tax plat 15N16A
Presented By: Nancy Moon, Community Development Director
- I. MA-07-2019, applicant requests rezoning of 51.10 +/- acres located off of Payne Road and Misty Hollow Way, Holly Springs, GA, tax parcel 067 of tax plat 15N16 and tax parcel 020 of tax plat 15N16A, from AG, Agricultural (County) and R-40, Single Family Residential Estate (County) to TND, Traditional Neighborhood Development (City)
Presented By: Nancy Moon, Community Development Director
- J. MA-08-2019, applicant requests rezoning of 3.58 +/- acres located off of Holly Springs Parkway, tax parcels 008, 009A, and 011 of tax plat 93N02, from GC, General Commercial (City) to GC/MXD-1, General Commercial with Mixed Use Overlay (City)
Presented By: Nancy Moon, Community Development Director
- K. ORD-10-2019, amendment to Holly Springs Zoning Ordinance, Article 14, Amendments and Zoning Procedures, to amend procedures and requirements
Presented By: Nancy Moon, Community Development Director

VII. EXECUTIVE SESSION

- Personnel
- Real Estate

VIII. REPORTS

IX. ADJOURNMENT

**Special Called Meeting
Agenda**
(immediately following the Work Session)

I. CALL TO ORDER

II. NEW BUSINESS

1. Approve/Deny a Resolution of Necessity Prerequisite to Exercise of Powers Under Urban Redevelopment Law
2. Approve/Deny awarding the Pedestrian Bridge on Harmony Lake Drive Project to Woodwind Construction Company, Inc., Project Number: RFB # 2019-03, in an amount not to exceed \$234,100, and to authorize the Mayor to execute the construction contract documents
3. Approve/Deny awarding the Traffic Signal Loops Replacement for the 2019 LMIG Resurfacing Project to GTG Traffic Signals, in an amount not to exceed \$16,000, and to the authorize the Mayor to execute the construction contract documents.

III. ADJOURNMENT

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLLY SPRINGS, GEORGIA, IN SUPPORT OF THE CHEROKEE CHARTER BIRTHDAY CELEBRATION.

WHEREAS the City of Holly Springs, as one of Cherokee County's vital Patriotic Organizations, has been invited to support the community-wide effort in the launch of our Cherokee County Civic Reasoning Forum for the betterment of good government on the city, county, state and federal levels as adopted for promotion in GA Senate Resolution #529 for the purpose of defeating civic illiteracy; and

WHEREAS "The Cherokee County Civic Reasoning Forum" has been launched to encourage citizen participation for bringing honest, effective and responsive government to Cherokee County. While the ELECTION process always focuses on personalities, the DIRECTION process of self-government is critically essential to our Republican form of government. Constitutional Officers need innovative solutions and constructive direction from all citizens; and

WHEREAS concerned residents are involved in one or more of the SEVEN Patriotic Organizations that provide leadership by "WE THE PEOPLE", and encouraged to engage in greater citizen participation; and

WHEREAS the Seven Patriotic Organizations within every governmental entity are known as: "The Magnificent Seven" including: BUSINESS – GOVERNMENT – CHURCH – EDUCATION – MEDIA –LAW ENFORCEMENT – and SERVICE ORGANIZATIONS; and

NOW THEREFORE, BE IT RESOLVED that the City of Holly Springs joins together in support of "The Magnificent Seven" Patriotic Organizations within the county by inviting their respective members to participate in our Civic Reasoning Forum to promote our:

Cherokee County Charter Birthday Celebration
Signing Date of the United States Constitution - September 17th

Including the seven municipalities of Woodstock, Canton, Holly Springs, Waleska, Nelson, Mountain Park and Ball Ground, along with County of Cherokee, State of Georgia and United States of America, in preparation for and during our U.S. Constitution Founding Birthday Celebration.

Let's make Cherokee County a great place to live, work and play!

ADOPTED this 15th day of July 2019.

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF NECESSITY PREREQUISITE TO EXERCISE OF
POWERS UNDER URBAN REDEVELOPMENT LAW**

WHEREAS, the Urban Redevelopment Law of the State of Georgia (Chapter 61 of Title 36 of the Official Code of Georgia Annotated, as amended) (the "Urban Redevelopment Law") requires the City of Holly Springs, Georgia (the "City"), as a condition to the exercise of any of the powers conferred upon the City by the Urban Redevelopment Law, to adopt a resolution finding that one or more "pockets of blight" (as defined under the Urban Redevelopment Law) exist in the City and that the rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the City; and

WHEREAS, after careful study and investigation, the City desires to exercise the powers conferred upon the City by the Urban Redevelopment Law.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Holly Springs that there is hereby found, determined, and declared that one or more pockets of blight exist in the City and that the rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the City.

BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its adoption, and from and after such adoption the City may exercise any of the powers conferred upon it by the Urban Redevelopment Law.

BE IT FURTHER RESOLVED that any and all resolutions in conflict with this resolution be and the same are hereby repealed.

ADOPTED on this 1st day of July 2019.

**COUNCIL OF THE CITY OF HOLLY
SPRINGS**

(SEAL)

By: _____
Steven W. Miller, Mayor

Attest:

By: _____
Karen Norred, City Clerk

CLERK'S CERTIFICATE

The undersigned Clerk to the Council of the City of Holly Springs, Georgia (the "City Council") DOES HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution adopted on July 1, 2019 by the City Council in a meeting duly called and assembled, which meeting was open to the public and at which a quorum was present and acting throughout, and that the original of the foregoing resolution appears of public record in the Minute Book of the City Council, which is in my custody and control.

GIVEN under my hand and the seal of the City Council, this 1st day of July 2019.

(SEAL)

Karen Norred, City Clerk



June 28, 2019

City of Holly Springs
Attn: Mr. Rob Logan, City Manager
PO Box 990
Holly Springs, GA 30142

Subject: Award Recommendation –Pedestrian Bridge on Harmony on the Lakes
Drive Project

Dear Mr. Logan:

A technical evaluation of the bids, shown in the table below, submitted for the above referenced project has been completed. Woodward Construction Company is new to the City of Holly Springs. They have performed in numerous municipalities in and around the Atlanta metro area (see attached reference letter and responses).

BIDDER	AMOUNT	
	Base Bid	Alternate Bid
Woodwind Construction Company, Inc.	\$254,700.00	\$228,500.00
Triscapes, Inc.	\$250,780.30	None
J.G. Leone Enterprises, Inc.	\$354,800.00	None

Woodwind Construction Company, Inc. submitted the qualifying low bid. Their bid is approximately 8% higher than the engineer's estimate and approximately 9% lower than the next qualifying bid (Triscapes, Inc.).

Therefore, I recommend award of the project to Woodward Construction Company, Inc. for the alternate bid of \$228,500.00. It is anticipated that in order to be in compliance with the ADA, a grab rail will have to be installed on both sides of the pedestrian bridge. This will be an additional cost as it was not covered in the original scope of the project. The additional cost has been requested from Woodward Construction Company and will be forwarded to you upon receipt.

Furthermore, a Notice of Award has been included to Woodward Construction Company, Inc. It should be placed on City letterhead and, upon award, mailed to Woodward Construction Company Inc., PO Box 720236, Sandy Springs, GA, 30358. The final contract documents will be prepared for signatures and forwarded for

103 Mountain Brook Drive, Suite 112, Holly Springs GA 30115

phone: 678.522.5601



www.bmandk.com

execution while the City awaits Payment Bonds, Performance Bonds, and Certificates of Insurance from the contractor. When these items are received and the contracts have been executed, a Notice to Proceed will be issued.

Please let me know if you have any questions or need any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Hughes".

Jacob Hughes, P.E.
Consultant City Engineer

Cc: Project File

ENCL: (1) Notice of Award
 (2) References
 (3) Picture of Proposed Bridge
 (4) Notice of Award

Woodwind Construction Company, Inc.

July 1, 2019

BM&K Construction & Engineering
103 Mountain Brook Drive Ste 112
Holly Springs, GA 30115

Attn: Mr. Jacob Hughes

RE: ADA Grab-rails for Pedestrian Bridge Over Harmony Lakes Drive

Mr. Hughes:

Woodwind Construction Company can add ADA grab-rails to both sides of the bridge for an additional charge, depending upon the material, as follows:

Painted SCH 40 steel pipe	\$4,800
Galvanized steel pipe	\$5,600
Aluminum	\$8,200
Stainless steel	\$15,000

Please let me know if you have any questions or need any additional information.

Thank you.

Sincerely,

Lief K. Berthen

Lief Berthen
President

Woodwind Construction Company, Inc.

June 26,2019

BM&K Construction & Engineering
103 Mountain Brook Drive Ste 112
Holly Springs, GA 30115

Attn: Mr. Jacob Hughes

RE: Pedestrian Bridge Over Harmony Lakes Drive

Mr. Hughes:

Woodwind Construction Company has been in business for 20 years. We pursue public works projects exclusively concentrating on site construction activities. Two notable pedestrian bridge projects include the 160' clear span timber bridge over Vickery Creek, completed in 2006. This contract for \$600,000 required the construction of the abutments and the assembling and setting of the bridge which was made by Western Wood Structures. Woodwind Construction self-performed the entire project. Mr. Jeff Pruitt, Deputy Director of Parks and Recreation, was the project manager. His contact information: Jpruitt@roswellgov.com (770) 641-3705

Another bridge project was the 100' clear-span steel pedestrian bridge on Highpoint Road in Union City, GA. This bridge was manufactured and shipped in two sections. Woodwind Construction hired American Shoring to drive the H-piles for the abutments and then self-performed the remainder of the project including abutments, setting of the bridge and 100' of timber boardwalk approaches. Project value: \$300,000 Unfortunately the project manager with whom we worked on this job has since left the City of Union City.

The last project we completed was for the City of Brookhaven for parking improvements for two of the City's parks. The contract amount was \$750,000. We worked with Mr. Brian Borden, Director of Parks and Recreation. 404-275-9901 brian.borden@brookhavenGA.gov

Two other recent projects:

City of Lilburn -107 Main Street Parking Improvements
Mr. Kim Conroy KConroy@cityoflilburn.com (770) 279-3716

Gwinnett County Parks & Recreation – Improvements at EE Robinson Park Sugar Hill, GA
Mr. David McGaughey 678-277-0930 David.McGaughey@gwinnettcountry.com

Please also see attached references and projects portfolio for Bridge Builders.

Thank you.

Sincerely,
Lief Berthen
President

From: [Brian Borden](#)
To: [Jacob Hughes](#)
Subject: RE: Reference from Woodwind Construction Company
Date: Thursday, June 27, 2019 3:59:32 PM

Mr. Hughes:

Woodwind Construction did a great job on our project.

They were easy to work with and were very detailed in their work.

We would use them again.

If you have any other questions please feel free to give me a call at (404) 275-9901.

Thank You,
Brian



Brian Borden, CPRP

Director of Parks & Recreation

City of Brookhaven

404-275-9901 |  404-637-0562

brian.borden@brookhavenGA.gov

www.BrookhavenGA.gov

4362 Peachtree Rd. | Brookhaven, GA | 30319

Brookhaven Alert

Stay in the know! Sign up for **BROOKHAVEN ALERT**, a free service to get notifications from state and local authorities like weather, traffic and other emergencies. Sign up now at www.BrookhavenGA.gov/BrookhavenAlert or download the Smart911 app.

Get Connected with Brookhaven with **Brookhaven Connect**, a free app that allows users to communicate non-emergency issues, like potholes, code enforcement or other issues. **Brookhaven Connect** is available for [iPhone](#), [Android](#), and [Windows](#) phones or at [CitySourced](#) on other devices. More info at: <http://ow.ly/tkaE30kb9zv> Get it now!

No promise or warranty is made by the City of Brookhaven with respect to any information provided by these services. They are for informational purposes only and no service, response, or other performance by the City of Brookhaven is made or implied.

This e-mail message (including any attachments) is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you have received this message in error, please contact the sender and destroy all copies of the original message (including attachments). The City of Brookhaven is a public entity subject to the Official Code of Georgia Annotated §§ 50-18-70 to 50-18-76 concerning public records.

From: Jacob Hughes <jacob@bmandkinc.com>
Sent: Thursday, June 27, 2019 11:12 AM
To: Brian Borden <brian.borden@brookhavenga.gov>

Subject: Reference from Woodward Construction Company

Mr. Borden,

My company serves as the City Engineers for the City of Holly Springs in Cherokee County. Woodward placed a bid on a wooden pedestrian bridge here in the City and listed you as a reference to a project that they completed for the City of Brookhaven. Please reply with any issues or concerns that you had with them on this project. Thank you for your time.

**Jacob Hughes,
P.E.**



Senior Project Manager
103 Mountain Brook Drive
Suite 112
Holly Springs, GA 30115

Cell 678.522.5601
jacob@bmandkinc.com

www.bmandk.com

From: [Jeff Pruitt](#)
To: [Jacob Hughes](#)
Subject: RE: Reference from Woodwind Construction Company
Date: Thursday, June 27, 2019 4:25:20 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

They did a great job with the projects that they were awarded her in the City of Roswell. They came in on time and within budget, and I would highly recommend them for any job related to wooden bridges. Below is our Old Mill Park Covered Bridge which they built.



Jeff Pruitt

Deputy Director of Operations
2017 National Recreation Park Association Gold Medal Department Winner
38 Hill Street, Suite 100
City of Roswell, Georgia | www.@roswellgov.com
770-641-3705
jpruitt@roswellgov.com



“The cost of freedom is always high, but Americans have always paid it. And one path we shall never choose, and that is the path of surrender, or submission.” - John F. Kennedy

From: Jacob Hughes <jacob@bmandkinc.com>
Sent: Thursday, June 27, 2019 11:09 AM
To: Jeff Pruitt <jpruitt@roswellgov.com>
Subject: Reference from Woodwind Construction Company

Mr. Pruitt,

My company serves as the City Engineers for the City of Holly Springs in Cherokee County. Woodwind placed a bid on a wooden pedestrian bridge here in the City and listed you as a reference to a couple of projects that they completed for the City of Roswell. Please reply with any issues or concerns that you had with them on these projects. Thank you for your time.

**Jacob Hughes,
P.E.**



Senior Project Manager
103 Mountain Brook Drive
Suite 112
Holly Springs, GA 30115

Cell 678.522.5601
jacob@bmandkinc.com

www.bmandk.com

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NOTICE OF AWARD
July 1, 2019

Awarded To: **Woodwind Construction Company, Inc.**
PO 720236
Sandy Springs, GA 30358

Project Description: City of Holly Springs Pedestrian Bridge on Harmony Lakes Drive Project

Project Number: **RFB-2019-03**

1. The OWNER has considered the PROPOSAL you submitted for the WORK described above in response to its solicitation. You are hereby notified that your PROPOSAL has been accepted for items in the amount of \$228,500.00.
2. Contract documents will be forwarded to you and you will be required to execute the Agreement and furnish the required certificates of insurance within ten (10) calendar days from the date they are received. A Notice to Proceed will be issued within ten (10) calendar days of the receipt of the aforementioned items.
3. Please return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

City of Holly Springs, Georgia
OWNER

By:
Karen Norred, City Clerk
City of Holly Springs

ACCEPTANCE OF NOTICE
Receipt of the above NOTICE OF AWARD is hereby acknowledged by

This is the _____ day of _____, 2019.

By _____

Title _____



July 1, 2019

City of Holly Springs
Attn: Mr. Rob Logan, City Manager
PO Box 990
Holly Springs, GA 30142

Subject: Recommendation – 2019 LMIG Resurfacing Project Traffic Signal
Loops Replacement on Hickory Road

Dear Mr. Logan:

The existing contract, referenced above, allotted for replacement of one loop traffic signal loop on Hickory Road therefore the price for each loop is quite high at \$4000 per each. I had anticipated resurfacing over most of the existing loops but I have learned they will not function properly if they have more than 2" of asphalt on them. After a more thorough look at what needs to be replaced after resurfacing the total number of loops will increase to 14. If we keep these loops in with NW GA Paving contract it would be a potential \$56,000 change order instead of \$16,000. My recommendation would be to remove this item from NW Georgia Paving's Contract and award to GTG Traffic Signals, LLC. I have attached two quotes for this work.

BIDDER	AMOUNT
North Cherokee Electrical	\$ 18,278.00
GTG Traffic Signals	\$16,000.00

The affected loops are listed below

- New Light Road Intersection
 - 2 – 6x6, Bipole
 - 8 – 6x40, Quadropole
- Harmony Lakes Drive Intersection
 - 2 – 6x6, Bipole
 - 2 – 6x40, Quadropole

Please let me know if you have any questions or need any additional information.



www.bmandk.com

Sincerely,

A handwritten signature in blue ink, appearing to read "JH Hughes".

Jacob Hughes, P.E.
Project Manager

Cc: Project File

ENCL: (1) GTG Traffic Signal Quote
(2) North Cherokee Electrical Quote

PRICE QUOTE

DATE: 6/24/2019

PROJECT: Holly Springs Resurfacing 2019

SCOPE: Replacing Loop Detectors throughout paving project as needed. Includes all labor and materials to complete work.

ITEM NUMBER	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXT
1	TRAFFIC CONTROL	LS	1	\$2,100.00	\$2,100.00
2	LOOP DETECTOR, 6 FT X 6 FT, BIPOLE	EA	4	\$600.00	\$2,400.00
3	LOOP DETECTOR, 6 FT X 40 FT, QUADRUPOLE	EA	10	\$1,150.00	\$11,500.00
				TOTAL BID	\$16,000.00

This quotation is an estimate only and not a guarantee to perform the work.
 The above quote do not include payment performance bond.
 If Payment performance bond is needed please add 3% to quote
 Pricing includes traffic control.
 Pricing do not include any stripping.
 Pricing do not include any add / removal of concrete or installation of pedestrian ramps.
 Pricing do not include any concrete work.
 Proposed pricing is based on award of all items bid upon.
 This quote in its entirety will be part of any subcontract.
 This quotation may be withdrawn if not accepted within (30) days. GTG reserves the right to modify unit prices if all quoted items are not awarded.
 Prices are only valid thirty (30) days after the bid date.
 GTG reserves the right to modify or withdraw this offer if a letter of intent or contract is not received within thirty (30) days of the quote date.
 GTG is a certified DBE Contractor with specific agencies. It's the bidder's responsibility to verify GTG current status prior to utilizing this proposal to meet required contract goals.

IF THIS QUOTE IS ACCEPTED, PLEASE SIGN AND EMAIL TO OUR OFFICE OR THIS QUOTE CAN BE AN EXHIBIT IN THE CONTRACT.

X _____

Due to extremely busy schedule, should you accept this quote, please notify GTG Traffic Signals, Jason Gray, as soon as possible of your acceptance. **GTG requires immediate notice upon work beginning on paving projects.** This will allow for GTG to manage and schedule proper execution of loop replacement. **Any Liquidated Damages incurred within the number of days equal to the number of days that GTG was not notified of paving work beginning, will be paid for by others.** Please provide paving schedule to Project Manager as soon as available to better plan and avoid delays.

Tanner Green
 770-605-6992
Tgreen@gtgtraffic.com

GTG Traffic Signals _____

4195 JVL IND PK DR, Marietta, GA. 30066

Ph. 404-446-2784



North Cherokee Electrical, Inc.

June 21, 2019

Re: City of Holly Springs
New Light Rd and Harmony Lakes Dr.

Dear Mr. Hughes,

North Cherokee Electrical, Inc. proposes to furnish and install the listed bid items in accordance with plans, and specifications unless amended or stated in detail below:

Pay Item	Description	Qty	UOM	Unit Price	Total
647-6200	Loop Detector 6' x 6', Bipole	4	EA	962.00	3,848.00
647-6300	Loop Detector 6' x 40', Quadropol	10	EA	1,443.00	14,430.00

General Terms:

Price good for 30 days
Sales tax included

If there are any questions before bid time please call Danny Wilkerson at 770-345-2667

Thank you,

North Cherokee Electrical

Danny Wilkerson
General Manager

Post Office Box 4098
Canton, GA 30114
770-345-2667

State of Georgia

Department of Transportation

Regulations for Driveway and Encroachment Control



Regulations for Driveway and Encroachment Control

8/22/2018

Revision 4.1

Atlanta, Georgia 30308

State of Georgia
Department of Transportation
State Traffic Safety & Design Engineer

Wayne Shackelford Building
935 Confederate Avenue
Building 24
Atlanta, Georgia 30316

Copies of this document may be obtained by visiting or writing the Office of Traffic Safety and Design at the above address. The document can also be downloaded from the website below.

Visit our website at: <http://www.dot.ga.gov/>

**ORDER OF THE COMMISSIONER
DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA**

WHEREAS, the Department of Transportation has in the past adopted Regulations for Driveway and Encroachment Control on State Highways. Said Regulations are developed as guidelines for maximum protection to the public through the orderly control of traffic entering and leaving a part of the State Highway System. These Regulations are applicable to all roads under the jurisdiction of the Department of Transportation; and

WHEREAS, from time to time experience has dictated the wisdom of amendments to Regulations and the Department has from time to time adopted such amendments; and

WHEREAS, it now appears desirable that the said Regulation as amended and all amendments thereto, as well as other changes, be included in an updating thereof;

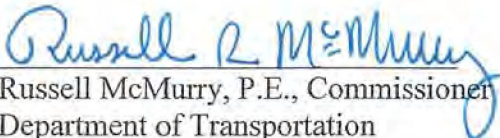
NOW, THEREFORE, by virtue of the authority contained in Code Section 32-6-133 of the Official Code of Georgia Annotated, be it ordered by the Commissioner to adopt and make effective this date "Regulations for Driveway and Encroachment Control", and the same is hereby adopted as embodying the full and complete Regulations for the purposes therein stated in lieu of previous documents for such purposes and all amendments thereof until this date.

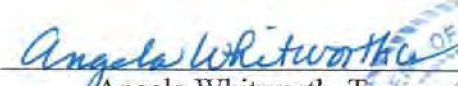
BE IT FURTHER ORDERED, that the Commissioner shall be authorized to grant waivers in connection with the requirements of these Regulations when deemed necessary in the public interest.

Done at Atlanta, Georgia, this 31ST day of December, 2015.

APPROVED:

ATTEST:


Russell McMurry, P.E., Commissioner
Department of Transportation


Angela Whitworth, Treasurer



Revision History

Revision Number	Revision Date	Revision Summary
1.0	6/1/04	All Chapters - Editorial
2.0	12/01/04	All Chapters - Editorial
2.1	1/21/05	Chapter 7 - Referenced TOPPS
2.2	12/20/05	Chapter 7 – Referenced TOPPS and billboard policy revisions
2.3	10/06/06	Chapters 2, 3, and 4 – Revisions New appendix E Revised appendix F
2.4	3/18/09	Chapters 2, 3, 4, 6, 7 and 8 – Revisions New figures 2-1, 3-1.2, 4-12
3.0	10/09/09	General Revisions and Updates Policies and Procedures Referenced Revised Charts and Figures (Chapters 1, 2, 3, 4, 5 & 7)
4.0	3/15/16	Updated manual to new standard template. Policies updated throughout entire manual
4.1	8/22/18	Updated GDOT logo throughout

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List of Effective Chapters

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Chapter 1. Introduction

1.1 Purpose

The purpose of the driveway permit process is to manage access on the State Highway System. Access regulations are necessary in order to preserve the functional integrity of the State Highway System and to promote the safe and efficient movement of people and goods.

This document is intended to clearly define the process of constructing a legal driveway or other work within the State Highway rights-of-way.

1.2 Background

The safety and efficiency of the State Highway System are affected by the amount and character of intersecting streets and driveways. While it is recognized that property owners have certain rights of access, the public also has the right to travel on the road system with relative safety and freedom from interference.

The Georgia Department of Transportation is interested in balancing the often conflicting interests of property owners with those of the general public. As the number of driveways continues to increase, the Department has recognized the need to develop a comprehensive set of regulations that is equitable and clearly defined.

In the process of developing these regulations, a survey of the practices of other States was conducted. The resulting regulations are consistent with guidance published by the American Association of Highway and Transportation Officials ([AASHTO](#)), the Federal Highway Administration ([FHWA](#)), and the Institute of Transportation Engineers ([ITE](#)).

1.3 Authority

The regulations and procedures described in this document are established pursuant to Georgia Code §32-6-51 and §32-6-133.

1.4 When Permits Are Required

A permit is required prior to performing any construction work or non-routine maintenance within the State Highway Right-of-Way. This includes but is not limited to the following: grading, landscaping, drainage work, temporary access to undeveloped land for logging operations, or the construction of a development. Any revisions to any portion of existing driveways, i.e. widening, for existing driveways only, and/or relocation that are within the State Highway Right-of-Way shall also require a permit. If any significant change in land use is requested, the department has the right to refer to the redesign of the commercial driveways.

In addition to being unlawful, performing the above-described work within the State Highway-Right-Way without a permit, shall entitle the Department to barricade, displace, or otherwise close such driveway and to collect the costs therefore from the violator as provided for in Georgia Code §32-6-134.

Any commercial driveway constructed prior to July 1, 1973, and adjudged by the Department to be unsafe for the traveling public or in violation of Department regulations promulgated pursuant to

Code §32-6-133 may be changed or caused to be changed by the Department so as to eliminate any unsafe features; or it may be closed or displaced by substitution of another driveway at such a place or of such design as may be deemed safe. Liability for the expense of such change or substitution will be determined in accordance with Georgia Code §32-6-134.

1.5 Definitions

The following terms, as used in this document, shall have the following meanings unless the context thereof indicates to the contrary.

AASHTO

([American Association of State Highway and Transportation Officials](#)), which publishes documents in this manual, including *A Policy on Geometric Design* (Green Book).

Acceleration Lane

A speed-change lane, including tapered areas, for the purpose of enabling a vehicle entering the roadway to increase its speed to a rate at which it can more safely merge with through traffic. Also called an "accel lane."

Access

Entrance to or exit from land adjacent to a public road.

ADT

Average Daily Traffic – The total volume during a given time period (in whole days), greater than one day and less than a year, divided by the number of days in that time period.

Angle of Two-way Driveway

The angle of deflection measured from the centerline of the nearest travel lane to the centerline of the driveway. An angle of 90 degrees is desirable.

Applicant

The person or organization that has applied for a permit.

Categorical Exclusion (C.E.) – Refer to Programmatic Categorical Exclusion

Central Business District

An area characterized by considerable commercial and retail businesses, banks, and churches, with sidewalks and concentrated pedestrian activity, curb and gutter, speed limits 35 MPH and below, and sometimes on-street parking.

Clear Zone

The roadside recovery area should remain free of hazards such as steep embankments, trees, poles, etc. Studies have indicated that on high-speed highways, over 45 mph, a width of 30' or more from the edge of the traveled way permits about 80 percent of the vehicles leaving a roadway out of control to recover safely. For determining clear zones for commercial driveways, use Table 4-10. Use the posted speed limit and the latest available traffic count data (ADT) to enter the table and use the higher distance for "Fill Slopes" 5:1 to 4:1.

Commercial Driveway

Any private entrance, exit, ramp, tunnel, bridge, side road or other vehicular passageway to any property used for commercial purposes, 20' or larger (one way), or 24' or larger (two way), except a farm or dwelling house not exceeding a four-family capacity, and leading to or from any public road on the State highway system. (Code 1933, Section 95A-942, enacted by Ga. Law 1973, page 947, section 1.)

Conceptual Review

A preliminary review of a site or proposed development for initial comment and discussion on access location and design considerations.

Controlled Access

A highway where pedestrians or animals are prevented from entering the roadway with fencing.

Deceleration Lane

A speed-change lane, including tapered areas, for the purpose of enabling a vehicle that is making an exit turn from a roadway to slow to a safe turning speed after it has left the mainstream of faster-moving traffic. Also called a "decel lane"; it denotes a right turn lane or a left turn lane into a development.

Daylighting

The process of the removal of vegetation from the right of way to provide visibility for an adjacent business or outdoor advertising sign without a permit or benefit to the Department. Daylighting is not allowed. The unmanaged woods beyond the clear zone provide valuable buffering, stormwater treatment, and soil stability. Disturbance of the unmanaged woods by clearing underbrush, unless it is invasive plant material, is not a benefit to the Department.

Department or DOT

The Georgia Department of Transportation (GDOT).

Design Policies

The proper design of driveways involves a number of design elements. Due to the complexity of the interaction between these design elements, exact design criteria cannot be specified for every possible situation. Therefore, design guidelines are included to assist the designer.

Driveway Width

The narrowest width of a driveway measured perpendicular to centerline of the driveway, from edge of pavement to edge of pavement or edge of gutter to edge of gutter.

Easement Limited Agreement (ELA)

A legal document that details the conditions of a utility's rights.

Encroachment

The use of state rights-of-way by anyone other than Department personnel or authorized agents for any specific purpose other than that generally intended.

Engineer

The Chief Engineer of the Department unless otherwise identified.

FHWA

[Federal Highway Administration.](#)

Interior Drive

A driveway that is located inside an existing or proposed development which is placed beyond the intersecting driveway that connects to the state highway.

Interparcel Access

A roadway or series of connecting roads within a property providing access to interior lot frontage or other properties not connected to a public road or state route.

Island

A device used to separate or direct traffic in order to facilitate the safe and orderly movement of vehicles. An island may be a raised area that provides a physical barrier to channel traffic movements or a painted area.

ITE

[Institute of Transportation Engineers](#)

Limited Access

A highway where access driveways or roads are not allowed.

Median Crossover

An opening constructed in the median strip of a divided highway designed to allow traffic movements to cross from one side of the highway to the other. In some cases, the Traffic Engineer may require the design to be such that some movements are physically prohibited.

Milepost

DOT mileposts are the small green and white signs located along state routes numbered in sequence, approximately one mile apart, usually running from south to north or from west to east. All proposed developments are referenced to the nearest milepost at one-tenth mile increments.

Mitigation

The partial reduction of the loss of green space by replanting, ground restoration and stabilization, fees for the appraised value of removed vegetation that cannot be replaced, and punitive fess for unauthorized removal of vegetation from the disturbed area. Removal of vegetation within buffers of state waters is not allowed.

M.U.T.C.D.

[The Manual on Uniform Traffic Control Devices](#). (Current Edition)

Non-commercial Driveway

A driveway serving a school, government building, church, hospital or other non-commercial organization inviting public use. Design guidelines relating to commercial driveways will be applicable to driveways serving these land uses.

Permit

A legal document issued by the Department authorizing an applicant to do specific work on state rights-of-way.

Permit Inspector

A technician assigned to a DOT Area Office, with the responsibility of working with the applicant or the applicant's contractor while actual construction is ongoing to ensure construction is in compliance with the Department's policies, regulations, and standards as stated on the approved permit plans. The permit inspector will notify the Permit Engineer when the applicant and the Area Engineer determine that the work is acceptable.

Programmatic Categorical Exclusion (PCE)

An environmental document required by the Federal Highway Administration on any permits that will not induce any significant impacts to planned growth, land use, natural, cultural, recreational, or historical sites. This document will also be required for areas that will not involve significant air, noise, or water quality.

Residential Driveway

Any private passageway to any property used for dwelling purposes. However, if a driveway provides access for more than four dwelling units, it shall be considered a commercial driveway.

Any private access connecting property zoned and used for a residential dwelling. Residential driveways may connect to a public street, roadway, or state route. These driveways may vary from 14 feet to a maximum of 20 feet for two way residential traffic. Driveways providing access to more than four dwelling lots shall be considered commercial access and must comply with commercial design requirements.

Roadway

The portion of a highway, including shoulders, for vehicle use.

Right-of-Way (R/W)

All land under the jurisdiction of, and whose use is controlled by the Department.

Right-of-Way Line

A line that defines the limits of the R/W of a public road as it relates to adjacent property.

Right-of-Way Miter

A right-of-way line at an intersection, which is parallel to neither road but forms a triangle with extensions of the R/W lines of the adjacent sides of the intersecting roads. The purpose of the R/W miter is to provide improved visibility for vehicles approaching the intersection by enabling the Department to eliminate visual obstructions or provide room for a traffic signal support pole or guy wire. A driveway should never be allowed along the R/W miter.

Roadside Design Guide

AASHTO [Roadside Design Guide](#)

Rural Conditions

This document defines access and spacing criteria separately for urban and rural conditions. Rural conditions typically refer to roadways that have shoulders, posted speed limits over 45 MPH, and lower land use density.

Sight Distance

As used in this document, sight distance refers to intersection sight distance, which is the distance that can be seen along the main roadway by the driver of a vehicle on the driveway. The distance is measured based on an eye height of 3.5' and an object height of 3.5'. Sight Distance should be determined to provide adequate time for an entering vehicle to accelerate to within 10 mph of posted speed limit, prior to being overtaken by approaching vehicles. (Refer to AASHTO, Green book)

Stopping Sight Distance

The sum of two distances: the distance traversed by the vehicle from the instant the driver sights an object necessitating a stop to the instant the brakes are applied and the distance required to stop the vehicle from the instant brake application begins. (A Policy on Geometric Design of Highways and Streets, {"AASHTO Green Book"}, 2011, 3.2.2) Stopping sight distance is measured based on an eye height of 3.5' and an object height of 3.5' (AASHTO Green Book, 2011, 3.2.6.), or calculated based on future conditions.

Traffic Engineer

An engineer whose primary responsibility is to assist applicants with permit applications, plan review and to ensure compliance with the Department's regulations.

Traveled Way

The portion of the roadway for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

Urban Conditions

This document defines access and spacing criteria separately for urban and rural conditions. Urban conditions typically refer to roadways that have curb & gutter, sidewalks, posted speed limits 45 MPH or below and higher land use density.

Utility

All privately, publicly or cooperatively owned water distribution and sanitary sewer facilities and systems for producing, transmitting or distributing communication, cable television, power, electricity, light, heat, gas, oil, crude products, steam, waste and storm water not connected with highway drainage, including river gages, fire and police signals, traffic control devices, and street lighting systems, which directly or indirectly serve the public or any part thereof. The term “utility” may also be used to refer to the owner of any above described utility or utility facility.

Utility Driveways

Drive for access to utility sites such as water tanks, water meters, sewer lift stations, telephone service cabinets, power substations or gas regulator sites.

Utility Facility

The term “utility facility” shall include but is not limited to, any and all poles, wires, guys, anchors, buried cable, conduit, pedestals, pipe lines, hydrants, valve boxes, manholes, casings, river gages and related fixtures authorized in the permit or agreement.

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Chapter 2. Permit Procedures

2.1 Application

Application, to perform any construction or non-routine maintenance work within State Highway Right-of-Way (R/W), must be made at the appropriate office in the District where the site is located. For commercial driveways, application is made to the District Traffic Operations Office at the District Office. The District Traffic Operations Office is the central point of contact. Application for residential driveways and temporary use driveways are made at the District Area Office. See Appendix A for a list of the District Offices and contact information. An applicant may also apply for a commercial or special encroachment permit application by the department's electronic website AMPS/ [Access Management Permitting System](#).

2.1.1 Applicant Qualifications

Application for a permit under these regulations will be accepted only from the property owner, lessor or an official representing the company, organization or group which owns or leases the property abutting the R/W and upon which the driveway or other permit work will be constructed. In the event the applicant leases the property to be served by the driveway, the lease should be for a period of at least three (3) years; otherwise the permit must be issued to the property owner. In any case, written acknowledgement of the permit work must be obtained from the owner or his agent.

In cases where a site with multiple owners is being developed by a single entity under a development agreement, the developer may apply for the permit. A copy of the development agreement between the developer and all affected property owners must be included with the application. The agreement must give responsibility for developing all affected driveways to the entity that is making application.

When application is made by an agent of the owner or if the owner is a partnership or corporation, written authorization allowing the agent to act on behalf of the owner must be provided by the applicant.

2.1.2 Permit Forms

Application for the various permits must be made on the appropriate form:

- DOT 7410 - SPECIAL ENCHROACHMENTS,
- DOT 7410 A –SPECIAL ENCROACHMENT FOR LIMITED LANDSCAPING
- DOT 7412 - DRIVEWAY PERMIT,
- DOT 7414 - TEMPORARY CONDITION.
- DOT 8413A - UTILITY ENCROACHMENTS

Only original forms may be used. Residential driveway applications can be obtained from the appropriate Area Office. All other permit forms will be provided to the applicant after plans are submitted to the Traffic Operations Manager. Permit forms consist of multiple copies; each of which must be signed in ink by the applicant and the witness.

Special encroachments are generally improvements required to accommodate a development that must be made within the right-of-way. An example would be additional lanes added to an existing intersection.

Temporary Condition Permits are typically driveways constructed to perform logging operations or other short duration activity such as construction entrances.

The applicant is asked to complete the "Permit Application Information Sheet" and submit the form along with the first submittal of the plans for review. A copy of the Information Sheet is contained in Appendix B.

Utility Encroachments Permits are generally required of utility companies to install, relocate, or adjust utilities within the right of way. The applicant is required to coordinate with the utilities affected by the driveway work for proper submittal of the appropriate Utility Encroachment Permits. The first submittal of the plans must show the existing and proposed utility facilities. Any review letters stating "no conflict", "no facilities", "existing easement", etc. must be submitted on utility company letterhead. These permits are acquired from the district utilities office. A separate utility permit is required for irrigation sleeves proposed under existing roads.

2.1.3 Preliminary / Conceptual Site Plan

For large developments and any location where a property has or will be subdivided, the applicant's engineer is encouraged to meet with the District Traffic Operations Office early in the plan development process. Refer to Georgia Code §32-6-151 for regulations regarding planning commission requirements for approval of subdividing property. A preliminary site plan is helpful to facilitate the exchange of information so the Traffic Operations Manager can see the intent of the applicant. The preliminary site plan will also be useful in discussing the relevant requirements of these regulations.

Applicants are encouraged to consult their engineers and site designers to develop overall site plans. The site layout should have a central access point(s) to the overall development and access points connecting to alternate or adjacent roadways in order to equally distribute site traffic. The development should provide interior circulation which is set back from the state route where it connects to the main driveway intersecting the state route in order to prevent operational problems at the driveway. Refer to section 3.1.3. The overall site plan approved will provide access to the entire site. No future driveways onto the state route will be permitted to individual lots. Future driveways will only be considered if they meet requirements.

2.2 Performance Bonds

Each applicant will provide a performance bond or letter of escrow to assure that the authorized work is accomplished in accordance with the approved permit. In cases of noncompliance, the bond will be used to offset the cost of correcting or removing uncompleted or unauthorized work, and to offset the cost of any damages incurred by the Department or other parties as a result of the work or activities of the applicant in relation to this permit.

The amount of the bond or letter of escrow is based on the estimated current construction costs as determined by the Department, shown in Table 2-1. A bond may be underwritten by a company housed outside of Georgia only if a Georgia resident agent of said Surety Company countersigns.

Blanket performance bonds are acceptable. The amount of the bond will be based on the construction estimates shown in Table 2-1, and the estimated number of permits to be requested statewide during the active period covered by the blanket bond. The blanket bond must contain the

name of the owner or entity that is making application for permit. If the site is being developed on behalf of more than one owner under a development agreement, the surety must be in the name of the developer making application. The Department will allow the use of a Letter of Credit/ LOC if provided in a format preapproved by the Department. A copy of the most current format is available from the District Operations Engineer.

Posted Speed Limit	Number of Turn Lanes*	Roadway Type**	Calculated Cost	<u>Minimum</u> Bond amount ***
<=35	one	rural	\$34,263	\$40,000
<=35	one	urban	\$53,238	\$60,000
<=35	two	rural	\$64,890	\$70,000
<=35	two	urban	\$83,865	\$90,000
40-45	one	rural	\$44,143	\$50,000
40-45	one	urban	\$63,118	\$70,000
40-45	two	rural	\$98,975	\$100,000
40-45	two	urban	\$117,950	\$120,000
50-55	one	rural	\$51,553	\$60,000
50-55	one	urban	\$70,528	\$80,000
50-55	two	rural	\$119,722	\$120,000
50-55	two	urban	\$138,697	\$140,000
>=60	one	rural	\$61,432	\$70,000
>=60	one	urban	\$80,407	\$90,000
>=60	two	rural	\$145,410	\$150,000
>=60	two	urban	\$164,385	\$170,000
Add \$120,000 to Bond if new signal, add \$60,000 for existing signal modification				

* For multiple driveways, add the bond amounts for each drive

** Urban = with curb and gutter; Rural = Paved or graded shoulders

***Bond amount may be increased at the District Engineer's discretion

Table 2-1 Performance Bond Amounts

For locations where no turn lanes will be constructed for a Special Encroachment Permit review, the bond amount will be ½ of the minimum bond amount, or higher depending on the scope of the work, as determined by the Traffic Operations Manager.

2.3 Plan Requirements

The applicant must submit appropriate plans with the permit application. Plans must conform to the minimum guidance described herein. In addition, the applicant's engineer shall also use his judgment to prepare plans that conform to accepted guidance including but not limited to the most current edition of *A Policy on Geometric Design of Highways and Streets* published by the

[American Association of State Highway and Transportation Officials](#) (AASHTO Green Book) and the [GDOT Design Policy Manual](#).

When submitting plans for review, the applicant must provide two (2) sets. The Department prefers plans with 24" x 36" sheet size or smaller. When submitting final plans, the applicant must provide two sets of 11" x 17" sheet size plans (GO, local government, District copies) and two or three sets full sheet size 24" x 36" plans (applicant, inspector, or District copies) as directed..

2.3.1 Plan Checklist

The following checklist contains information that should be shown on plans submitted for Commercial Driveway and Special Encroachment Permit requests. For initial or concept reviews, two sets of plans should be submitted (two sets for requests that include a traffic signal), one copy of the Hydrology Report, and one copy of the Traffic Impact Study, if applicable. Plans should be 24" X 36". The scale of the plans should be 1"= 20'. If a smaller scale is used for overall plans, then enlarged details of the work on the RW must be furnished on a 1"= 20' scale. All sheets should be numbered and dated, with a north arrow:

1. A title block showing the name(s) of the property owner(s) of record as listed on the property deed, the permit applicant, if different from the property owner, and the name of the engineer or individual who prepared the plans. The Land Lot Number, Section Number, Georgia Militia District where applicable, District Number and the county in which the project is located. Contact information should include e-mail addresses for all owners, developers, and the engineer preparing the plans.
2. Location sketch map showing the location of the property in the surrounding area.
3. An overall site plan showing the road name, State Route number, US Route number, names of all nearby intersecting roads, and the posted speed limit.
4. All existing features should be shown with screened line weights or dashed lines and all proposed features shown with solid lines. The designer may also screen existing features for clarity. This should be clearly shown on the plan legend.
5. Any nearby existing billboards must be included on plans.
6. Locations of all traffic signal equipment pull boxes, utility easements, existing above and below ground utilities and the proposed relocations for above and below ground utilities. (All sheets should include the most current 811 Utility Locate requirement information AND the GDOR call to locate traffic signal and fiber optic equipment.)
7. Location of the R/W line, centerline of the road, all property lines with the names of the property owners on either side of the property being developed, and all existing driveways on both sides of the road.
8. The distance from the centerline of the highway or road to the R/W line at each corner of the property. (A general statement such as "Right-of-Way Varies" is not acceptable.)
9. The distance along the R/W line from the centerline of the nearest named intersecting street to the property corner and the total property frontage. The total length of frontage of the property owned and, if different, the length of the frontage being developed under the permit.

10. Location of existing and proposed buildings, pumps, signs, grease racks, wash racks, underground storage tanks, etc. The distances between buildings, pumps, signs or any foundations on the property and the R/W line(s).
11. The width of existing and proposed roadway pavements, lane widths, lane lines, striping, pavement markings, RPMs, roadway signs, and direction of travel (using directional arrows) within the lanes.
12. The proposed driveway width, measured either from face of curb to face of curb (GA STD) or from edge of pavement to edge of pavement (GA STD). This measurement shall be perpendicular to the centerline of the driveway at its narrowest point. The intersecting angle of the proposed driveway to the highway centerline
13. The distance from the centerline of the driveway to each property line, measured along the R/W line.
14. The distance between driveways, if more than one driveway is proposed or existing, on both sides of the State Route. The distance to the nearest driveway on the adjacent property in each direction, and the opposite side of the road, measured along the R/W line.
15. The radii of all curves on the proposed driveways measured to the edge of pavement or face of curb.
16. Wheelchair ramps, designed in compliance with [*Americans with Disabilities Act*](#) and in accordance with current Georgia DOT Standards, shall be included at all driveways and streets where sidewalk is proposed.
17. Sight distances from each proposed driveway.
18. The proposed deceleration lane, including length of lane, length of taper, width of lane (measured from edge of existing travel lane to edge of pavement or to face of curb).
19. The proposed left turn lane and tapers with lengths and striping.
20. For multi-lane facilities, existing and proposed signing and marking may be on a separate sheet.
21. The difference in elevation between the roadway and the driveway at the R/W line. The slope should not be greater than +/- 6.25%, if practical. There are situations that require greater slopes; these should be examined carefully before approving their use.
22. The distance from the edge of pavement to the center of the side ditch and the direction of the flow of water within the ditch.
23. Existing and proposed contour lines or elevations sufficient to show the natural and proposed drainage features within the property to be developed. This should include the entire adjacent highway R/W and any elevations needed to show how water flows once it leaves the property.
24. Cross sections for extensive grading on the Right of Way.
25. Driveways and any new shoulder work on a tangent section should slope downward and away from the edge of pavement for a distance of at least 12' at a slope rate of 2.08% (1/4" per foot), generally, including any decel lane. If located in a super-elevated section, all

construction should match the super-elevation for at least 12'. Shoulder cross slopes (behind curb and gutter) shall not exceed 2.08%.

26. The location and size of any existing and proposed side drain or cross drain culverts, catch basins, detention ponds, pipes, etc. and direction of flow within the structure(s).
27. Location, size, type, inverts and direction of flow of any proposed pipes or culverts, detention ponds, catch basins, inlets, etc. All pipes 48" and larger must have an inlet and an outlet headwall. Only safety headwalls are allowed on the RW. All pipes on the RW up to 48" must have GDOT STD Safety End Sections. If located outside the clear zone or behind guardrail, standard flared end sections may be used.
28. All structures which are to be extended must be extended in like kind. All drainage structures within the RW must be concrete or HDPE if approved by the Area Engineer. If additional fill is to be placed over an existing structure, the structure must be analyzed for strength to carry the additional load. Pipes and structures on the permit may match an active DOT construction project.
29. Drainage computations for all drainage structures including any existing structures which are to be extended. All drainage computations must show the drainage area, runoff coefficients, time of concentration, and discharge for the required storm frequency. These computations must be in a report format and show high waters above the inlet of the pipe or above the flow line of the grate. All structures must have computations for inlet and outlet control and should include pre and post development runoffs. The post development runoff rate must not exceed the pre development runoff rate.
30. Ditches should be designed to carry the design year storm, with erosion protection provided for a 10 year storm.
31. Driveway and side drain pipes should be designed for the 25 year storm unless a pipe emptying into the ditch leading to the driveway pipe is designed to carry a lesser frequency.
32. Open ended DOT cross drain structures which must be extended should be designed for the 50 year storm with no overtopping occurring during the 100 year storm.
33. On site detention pond designed for the 10 year storm, with computations, unless local jurisdictions require a lesser frequency.
34. On site detention pond outlet structures, including spillways, designed for the 100 year storm, with computations, unless local jurisdictions require a lesser frequency.
35. Curb inlets and grated inlets should be designed for the 10 year storm, except low points which shall be designed for the 50 year storm.
36. Erosion Control Plan.
37. Roadway Typical Section.
38. Suitable photographs of the site showing all existing features may be required for proper review of the application.
39. For requests that include landscaping, a separate plan showing the botanical name, size and distance from the travelway of any trees, shrubs, or herbaceous perennials proposed,

existing plant material and structural elements on the site. A R/W Mowing and maintenance agreement is required for the applicant to maintain plantings on the R/W.

40. For requests that include tree removal, an inventory of any tree 4 inches or greater in diameter and a total of the combined caliper inches of all the trees proposed for removal. Removal within buffers of state waters is not allowed.
41. For request that include proposed landscaping or mitigation for approved vegetation removal, a separate plan that shows the location, distance from the travelway, size, quantity, and common botanical names of any proposed trees, shrubs or other vegetation; planting details [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).

For requests that include irrigation, a separate plan which shows the location, size, type and direction of spray of any irrigation lines and heads proposed on the R/W, the location of electronic valves and the location of a manual shut off valve behind the R/W line. Irrigation lines on the R/W must be wrapped in metallic tape during installation. Avoid placing irrigation main feeder lines on the rights of way. An Indemnity Agreement must be signed by the property owner for all irrigation systems installed on the R/W.

2.4 Traffic Impact Studies

The applicant is encouraged to conduct traffic studies as needed in order to identify geometric and operational facilities that will be needed to satisfy the access/egress requirements of the site. The Department will require a traffic impact study for any site estimated to generate more than 500 gross daily trips using ITE Trip Generation Rates, or along corridors with substantial existing development and/or adjacent to a State Route with an existing ADT greater than 25,000 vehicles per day. The Department may require impact studies in other cases as deemed necessary. The studies may recommend alternative access configurations such as roundabouts or signalization. For studies considering these alternatives, the study should include analyses of both configuration alternatives with respective efficiencies of each. The study should recommend a preferred configuration based on analysis. Recommendation of final access configuration should consider types of traffic control at adjacent intersections for corridor consistency.

All traffic impact studies shall be conducted under the supervision of a Professional Engineer licensed in Georgia and all such reports shall be stamped and signed by the engineer. All traffic impact studies shall contain a **Certification** page, as shown in Appendix C. The certification should appear immediately behind the report cover.

The engineer must certify whether the proposed development, as shown in a preliminary site plan to be included with the impact study, conforms to the spacing and geometric design criteria as specified herein. If the proposed development does not comply, the traffic engineer should indicate the reasons for nonconformity and the Department may consider allowing the noted exceptions. If smaller developers wish to hand-draw their plans, this will be acceptable by the Department; however if any plans are drawn by an engineer, the engineer must be a professional engineer.

2.5 Permit Procedures

The plan review and application process is initiated when the applicant or their engineer submits plans for review. For commercial driveways and special encroachments, the plans are submitted to

the District Traffic Operations Manager in the District Office. For residential driveways, temporary condition driveways, and utility driveways the plans are submitted to the Area Engineer in the appropriate Area Office. Check with district offices for the use of the term "Certificate of Completeness."

Any traffic impact studies, round-about designs, traffic signal warrant analysis or hydrology studies necessary to complete a review of the request should be submitted with the first set of plans.

During the plan review and application process, the Traffic Operations Manager will notify the applicant or their agent of any studies or documents that may be required for permit approval. These documents may include but not limited to a Traffic Impact Study, a copy of the property owners Warrantee Deed, Lease Agreement, Right of Way Deed, Right of Way Mowing and Maintenance Agreement, Indemnity Agreement, or Radius Encroachment Agreement. The applicant or their agent must supply all required documents, signed application and approvable plans to the District Traffic Operations Engineer prior to receiving approval for the requested permit.

For permit requests that include turn lanes, roadway widening, or sidewalks, additional right of way may be necessary to accommodate these improvements. If the additional right of way is not dedicated to the Department, the portions of roadway or sidewalks remaining not within the rights of way will become the responsibility and liability of the property owner and shall be acknowledged in writing as such. When a right of way deed is necessary to incorporate the improved area into the roadway system, the applicant shall provide the necessary documentation to verify and transfer clear title to the Department in the following manner:

- 1) **Preliminary Title Report/Certificate (P.T.C.)** – applicant prepares OR hires someone to prepare a P.T.C., listing legal owner(s) name(s) of record, any outstanding liens, defects, etc. against the title, if any.
- 2) **ROW Deed** – GDOT District Traffic Operations Engineer prepares ROW deed and has owner to prepare plat; Dist. Traffic Ops has a Dist. ROW team member to review for accuracy the ROW deed and legal description. Applicant is responsible for executing ROW deed accurately based on P.T.C. and obtaining any Q.C. deeds necessary to clear title of ROW to be donated to GDOT so GDOT will have clear title. Applicant is responsible for getting deed recorded and having original sent to GDOT Dist. Traffic Ops for them to forward on to ROW Plans Office.
- 3) **Final Title Report/Certificate (F.T.C.)** – Applicant prepares OR hires someone to prepare a F.T.C., listing GDOT as owner and with any releases or Q.C. deeds that were obtained, attached.
- 4) **Permit Issuance** - After Final Title Report/Certificate is prepared and shows GDOT has good title, the permit can then be issued.

When final approval of the permit is made, the applicant will receive a letter of approval and an original Performance Bond form, and information regarding any Contributory Value Fee required if trees are to be removed from the R/W for construction. The letter will include instructions on how to proceed with completing and submitting the Performance Bond, and other payments of fees, if necessary. Once the applicant has furnished the completed Performance Bond and documents, the Area Engineer will issue the applicant's copy of the approved permit plans and permit poster. At that time, a preconstruction meeting shall take place with the Area Engineer and the applicant; and/or contractor.

The contractor is required to notify the Permit Inspector when the work will begin and when the work is complete. The work must be completed to the satisfaction of the Inspector before the project can be accepted and the bond is released. The project must be constructed according to the approved permitted plans. If during the construction of the work, questions arise or unforeseen conditions are encountered, the contractor shall contact the Permit Inspector for consultation. The Permit Inspector will require “as-built” drawings if significant modifications are approved in the field. The Permit Inspector shall not change design without first consulting the District for review and approval.

2.5.1 Department Approval

Department personnel will accomplish the processing of permits in an expeditious manner. The District Traffic Operations Manager will be the primary point of contact for permits. The goal of the Department is to provide a decision on the permit within 20 working days after receiving all required information. The District Utilities Engineer will review all utility facilities shown on the plans and Utility Encroachment Permits or “no conflict”, “no facilities”, “existing easement” letters and approve or disapprove within 5 working days after receiving an acceptable submission from the District Traffic Operations Manager. The District Traffic Engineer will be available for advice and guidance, if needed, and will assist in the review of a permit application, usually within 10 working days of a request.

If the permit site is adjacent to a two-lane road or a multi-lane or divided highway, the District Engineer or their designee may approve or disapprove the permit. In the event that the commercial driveway permit does not meet the spacing and turn lane criteria in Chapters 3 and 4, the District Traffic Engineer, may consult with the District Engineer prior to approving the permit and a completed and approved form, APPENDIX E, included in the file.

All permit requests on highways that are within an active GDOT improvement project or a project that is in the plan development process shall be reviewed by the appropriate design or construction office before the permit is approved.

In the case of projects not on the State Highway System or not located on State owned rights-of-way, but for various reasons the Department is monitoring the project through preconstruction and acceptance, the Department will review the driveway request and make known to the local government under what conditions the plan would be acceptable to the Department. On all construction projects, which are monitored by DOT, on R/W owned by a local government, the Department shall approve or deny any access request with a letter to the local government.

2.5.1.1 A Median Crossover Approval

The Director of Operations and the State Traffic Engineer or their designee shall approve all requests to construct new median crossovers or to relocate existing crossovers. If the permit site is adjacent to a limited access highway, or involves a Limited Access fence, the DOT Commissioner shall approve or disapprove the permit.

If the applicant or his engineer has submitted plans that do not comply with the median crossover spacing and other geometric design guidance of these regulations, they may request a variance in writing, stating the reason and evidenced with supporting data. The Department

may consider granting an exception if the exception is in the best interest of the general use of the highway facility.

2.5.2 Traffic Signal Permits

Traffic signal operation may be needed to safely and efficiently accommodate the access requirements for some developments. Since the type of traffic control affects the pavement marking design and sometimes the geometric design of an intersection, it is necessary to coordinate driveway permits with signal permits. This section will briefly describe the process to be followed when traffic signal operation is desired at the intersection of a proposed driveway with a State Highway. The recommended minimum spacing for traffic signals is 1000 feet (see Table 3-3).

In those cases where the traffic impact study indicates that a roundabout configuration is not recommended and a traffic signal operation is the preferred traffic control method, a TE study should be prepared, to include a traffic signal warrant analysis and a proposed traffic signal design in compliance with the signal spacing requirement in Chapter 3, Section 3.4. If the District Traffic Engineer concurs that traffic signal operation is needed, the TE study should be submitted to the Office of the State Traffic Engineer. An overall site plan of the area to be served by the proposed signal should also be included in the submittal. A traffic signal permit application, signed by the local government, must be submitted along with a letter from the local governing authority supporting the request for a traffic signal and the study indicating the local government's concurrence with the recommendation for the signal and their agreement to bear the costs of the electrical energy and telephone service used to operate the signal.

The Department strives to be as responsive as possible when processing permits and allows many driveway applications to be approved at the District level. However, all traffic signal permits are reviewed by the Office of the State Traffic Engineer and must be approved by the Chief Engineer. For this reason, a driveway permit having pavement marking and geometric features requiring signalized operation should not be issued until the traffic signal permit has been approved or denied.

2.5.3 Roundabouts

In cases where the traffic impact study indicates that a roundabout is the preferred configuration, the proposed design and a copy of the study shall be sent by the district to the Office of the State Traffic Engineer for review and approval before a permit is issued. A peer review may be beneficial to ensure the design meets the most current standards.

2.6 Conditions Placed On Permits

The conditions enumerated in this section will be placed on the applicant as part of the application. These conditions to the permit continue to be in effect unless changes are made or authorized by the Department.

Violation of the conditions specified in a permit and in these regulations shall be ground for revocation of the permit. If necessary, the Department has the authority to remove a driveway constructed in violation of the permit and to restore the right of way. The cost of this work will be collected from the applicant or by using the performance bond, escrow, or letter of credit.

2.6.1 General Restrictions

1. No driveway approach or other improvement constructed on DOT R/W, as an exercise of the permit shall be relocated or have its dimensions altered without the written permission of either the Traffic Engineer who approved the permit or a higher authority. A letter from the engineer approving the change must be sent to the applicant and all who received a copy of the original permit.
2. Parking is prohibited on DOT R/W except in downtown areas where parallel or angle parking is provided by the city, by ordinance and in compliance with O.C.G.A. 32-6-2, 40-6-200, 40-6-202 or 40-6-204, or in those instances where a Temporary Conditional Special Encroachment Permit is approved for parking on the R/W. When approved by the Department, excess R/W may be leased for parking at the current property value rate.
3. Driveways should not be provided within the R/W for purposes of parking loading, servicing, etc.
4. Geometric and safety requirements shall be maintained as stipulated in the permit and shall not be altered by the applicant.
5. The applicant must take possession of an approved permit within 60 days of approval. If not, the permit will be canceled after 90 days.
6. Work under the permit shall begin within 90 days after approval. Failure to begin work will be cause for the permit to be canceled.
7. Construction work authorized by an approved permit shall be completed within twelve (12) months following approval of the permit. Permitted work not completed within twelve (12) months, for just reasons, may be officially extended, by the District Engineer, for an additional six (6) months. Additional permit extensions may be granted with sufficient cause by the District Engineer on an individual basis. If the permitted work is not completed in compliance with the terms, action will be taken to secure the bond or Escrow in order to complete the work to Department standards, or remove the uncompleted work and restore the R/W.
8. Once a permit has been canceled or voided, it cannot be reactivated or reinstated for any reason. A new permit must be submitted when the applicant is ready to begin work. This also includes the appropriate number of copies of up-to-date plans and all related documentation needed to review the application. This is necessary because when a permit is canceled, the file is closed out and placed with permits that have been completed. These are then cataloged and sent to the State Records Center for permanent retention.
9. New driveways to new businesses should not be opened for use by the traveling public until the final inspection and release of any bond or escrow by the District Engineer.
10. It is the responsibility of the property owner to provide routine maintenance of the commercial driveway up to the radius return at the edge of the roadway without making improvements to it as governed by the permit process. Maintenance or replacement of the side drain pipe installed by the permittee will be their responsibility.
11. Permits that include vegetation removal require mitigation. Refer to GDOT policy 6755-9 for additional information.

2.6.2 Liability and Responsibility of Applicant

Applicants will be required to submit a hold harmless Agreement before the permit is approved. A copy of the Hold Harmless Agreement is provided in Appendix D. The applicant is responsible for the relocation, adjustment or removal of all utility conflicts within the development area at no cost to the Department or the State. All traffic control devices including signs and traffic signal equipment relocated in compliance with the access permit will be completed at no cost to the Department. The Department requires the applicant to contact the Utilities Protection Center (UPC) for "Design locate requests" which aids in the location of existing utility facilities for pre-design, advance planning purposes, or bidding. The applicant is required to contact the District Traffic Operations Office to locate existing traffic signal equipment within the area of the access permit. Excavators shall contact the UPC in accordance with the Official Code of Georgia Annotated 25.9, before commencing excavation activities. Applicants or their contractors must notify the appropriate Area Office prior to beginning work on the right of way.

The applicant must move, relocate or remove any installation or construction placed on DOT R/W without cost to the Department or the State when instructed in writing to do so by the Department. Applicant must remove all longitudinal pipe under any proposed deceleration lane. If necessary, the applicant's performance bond or letter of escrow will be used to accomplish this work.

When determined necessary by the Department, the applicant must exhibit satisfactory evidence of adequate liability insurance to cover all aspects of the work specified under the permit for protection of the traveling public. Limits of such coverage shall be determined separately for each applicant and declared by the Department at its discretion.

2.6.3 Ownership of Completed Work

A median crossover constructed under a Special Encroachment or Commercial Driveway Permit becomes a feature of the highway and the unconditional property of the Department. The permit applicant or property owner(s) and/or lessees adjacent to the R/W at the crossover site retain no ownership or legal interest therein. The Department reserves the right and all authority to close, relocate or remove a crossover when such action is deemed necessary in the interest of public safety or efficiency of the roadway.

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Chapter 3. Spacing of Driveways

3.1 Spacing of Driveways

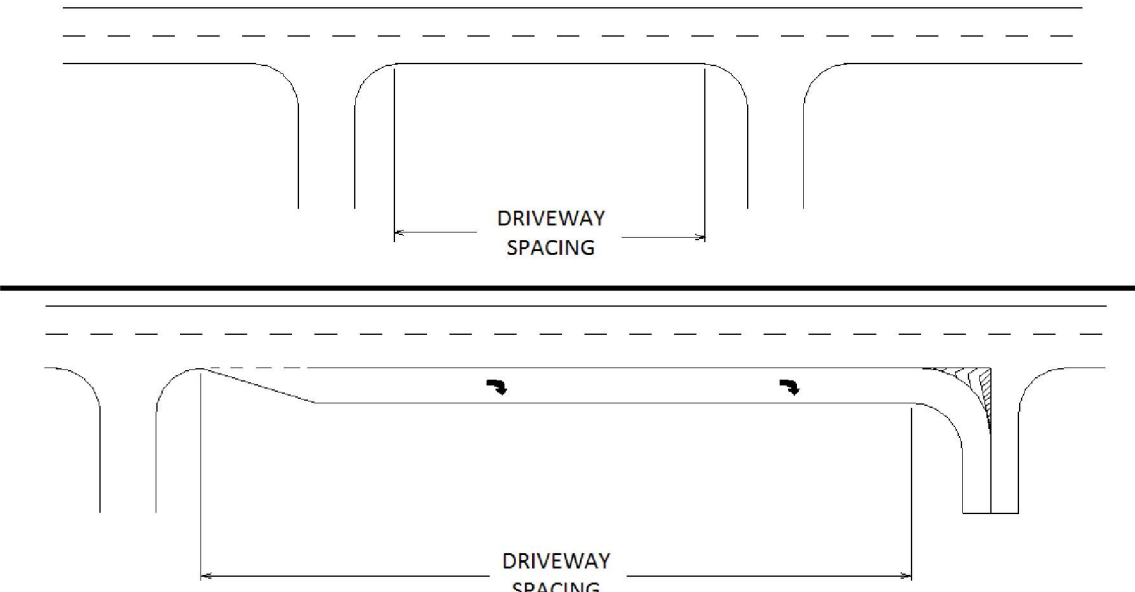
As drivers approach each intersection along a roadway, they are often presented with decisions and may be required to stop or make various maneuvers. When exiting the roadway, it is necessary to decelerate and in some cases, to change lanes. It may also be necessary to adjust speeds in reaction to other vehicles entering into the arterial traffic stream. Driveways should be spaced so that drivers can perceive and react to the conditions at each intersection in succession. Spacing between driveways should be at least equal to the distance traveled, at the posted speed limit, during the normal perception and reaction time plus the distance traveled as the vehicle decelerates to a stop. Each driveway or intersection also requires storage space for vehicles waiting to enter. The distance between intersections should be great enough to provide this storage, allowing each intersection to have its functional boundary separated from those of the next intersection. Crash data also indicate that as the number of driveways along a roadway increases so do accident rates. **This is based on the TRB Access Management Guide. Meeting the spacing criteria is not, in itself an indication that driveways or additional driveways will be allowed for a site. Alternative access routes are recommended. Side street access is deemed as “reasonable access”.**

Guidelines for driveway spacing, associated with the construction of new driveways, are provided in Table 3-1. Driveways should be separated from any other facility, which accesses a State Highway, whether it is another driveway or a public street. Minimum spacing requirements should also apply to driveways on the opposite side of undivided roadways. Variances are defined in Section 2.5.1. **Requirements for the length of right and left turn lanes will dictate driveway spacing as shown in Table 4-8 and Table 4-9, and may increase the minimum allowable spacing shown in Table 3-1.** This table is based on the width of the radii.

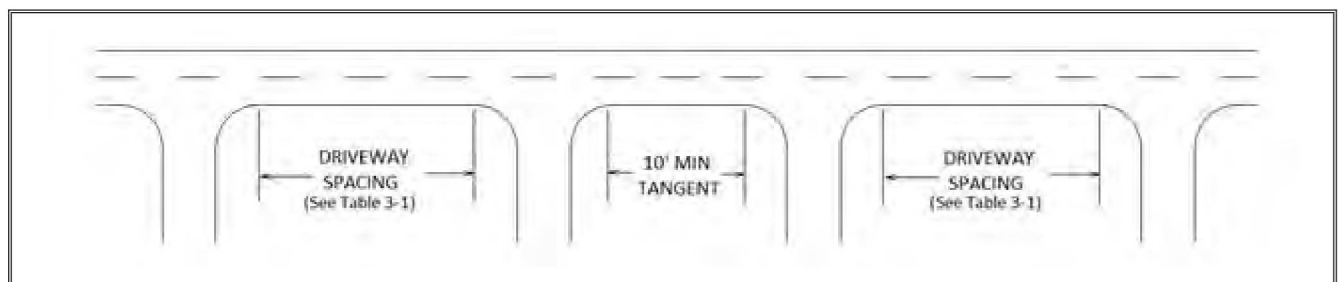
3.1.1 Spacing of One-Way Driveways

A driveway pair must be separated from another driveway pair by the distance as shown in Table 3-1. A driveway pair must also be separated from an adjacent two-way driveway in accordance with the spacing criteria in Table 3-1.

Figure 3-1 shows a typical layout of one-way driveways. The spacing criteria presented in Table 3-1 does not apply to the distance between the two one-way driveways (driveway pair).



POSTED SPEED, MPH	MINIMUM DRIVEWAY SPACING WITHOUT RIGHT TURN LANE (FEET)	MINIMUM DRIVEWAY SPACING WITH RIGHT TURN LANE (FEET)
25	125	125
30	125	125
35	150	150
40	185	185
45	230	230
50	275	275
55	350	350
60	450	450
65	550	550

Table 3-1 Spacing Criteria for Driveways, Public Roads And Side Streets

Figure 3-1 Spacing Criteria for One-Way Driveways

3.1.2 Placement of Driveways

Not only must driveways be spaced from other driveways as provided above, they must also be located a minimum distance from the property line. The radius return must be a minimum of 4' from the property line or the encroachment agreed to by the adjacent property owner by signing a radius encroachment agreement. This agreement may be waived by the District Engineer if a safety concern exists.

When driveways are to be jointly used by two or more property owners, the property line separation requirements given in the above paragraph can be waived. However, a joint use agreement signed by the affected property owners must be provided to the Traffic Engineer. Either property owner may apply for the driveway permit. Refer to section 3.2 (Driveway Alignment).

3.1.3 Placement of Interior Driveways

The placement of the first interior drive which intersects the driveway from the State Route should be as far as possible from the State Route for safe, more efficient operation. The distance between the roadway traffic and the first internal movement shall be a minimum of 200 feet, as shown in Figure 3-1.2. Lots less than 500 deep should maintain, a minimum distance of 100 feet. The distance required should be maintained or increased so as to avoid interference with the mainline traffic flow for large sites with high volumes, heavy truck traffic, and on high volume roadways.

If no other design alternatives exist and interior drives are proposed which do not meet minimum spacing, the left turning movement should be restricted with a raised barrier. Site planning should be done such that Interior Driveways accommodate the right of way at least 100 feet of storage.

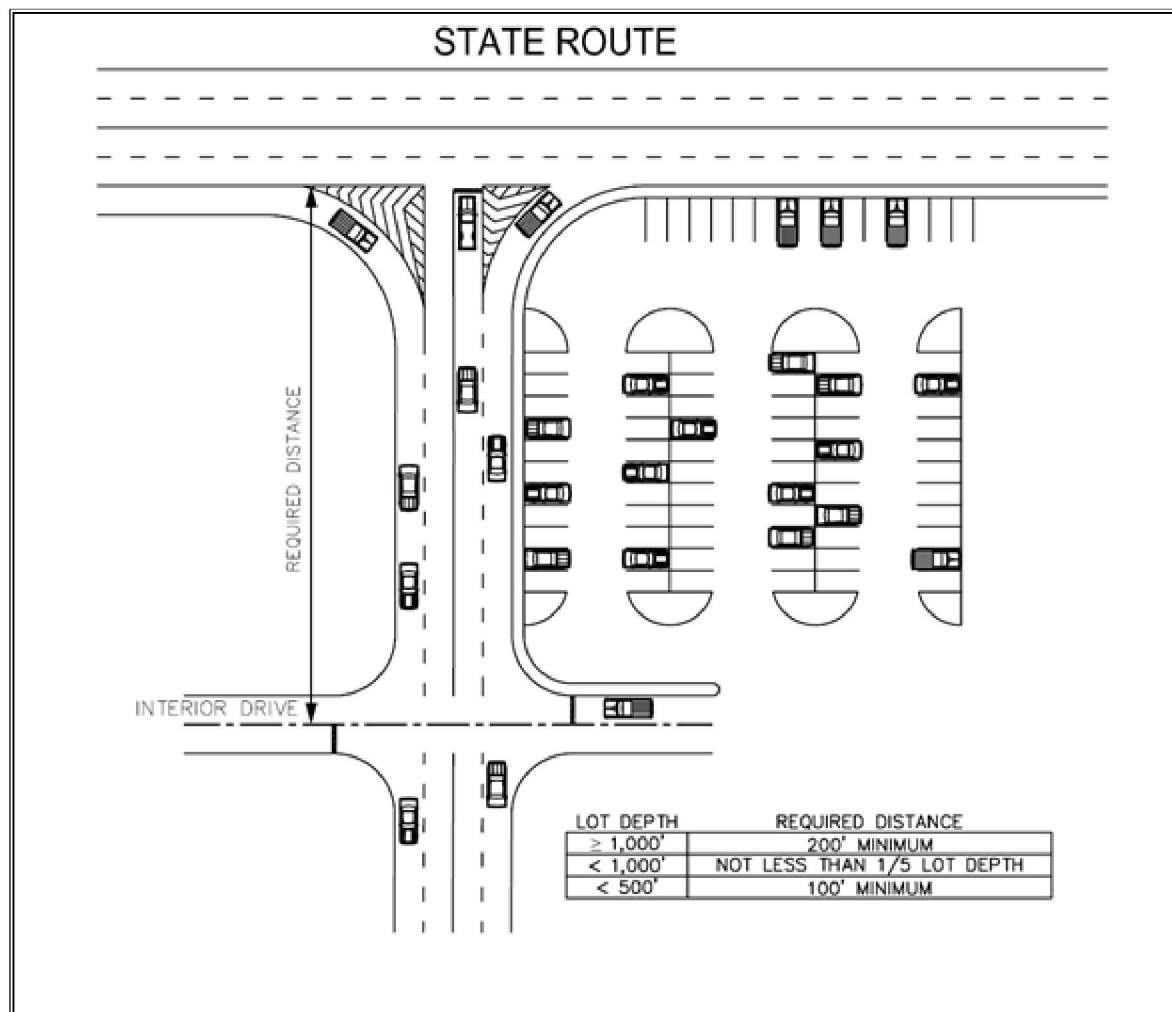


Figure 3-1.2 Placement of Interior Drives

3.2 Driveway Alignment

Driveways should align with other driveways located on the opposite side of the State Highway. If offset driveways cannot be avoided, the same driveway spacing criteria as given in Table 3-1 should be provided, to provide space for left turns. Figure 3-2 shows how the spacing is measured for spacing offset driveways onto undivided highways. Spacing is from Radius Return to Radius Return.

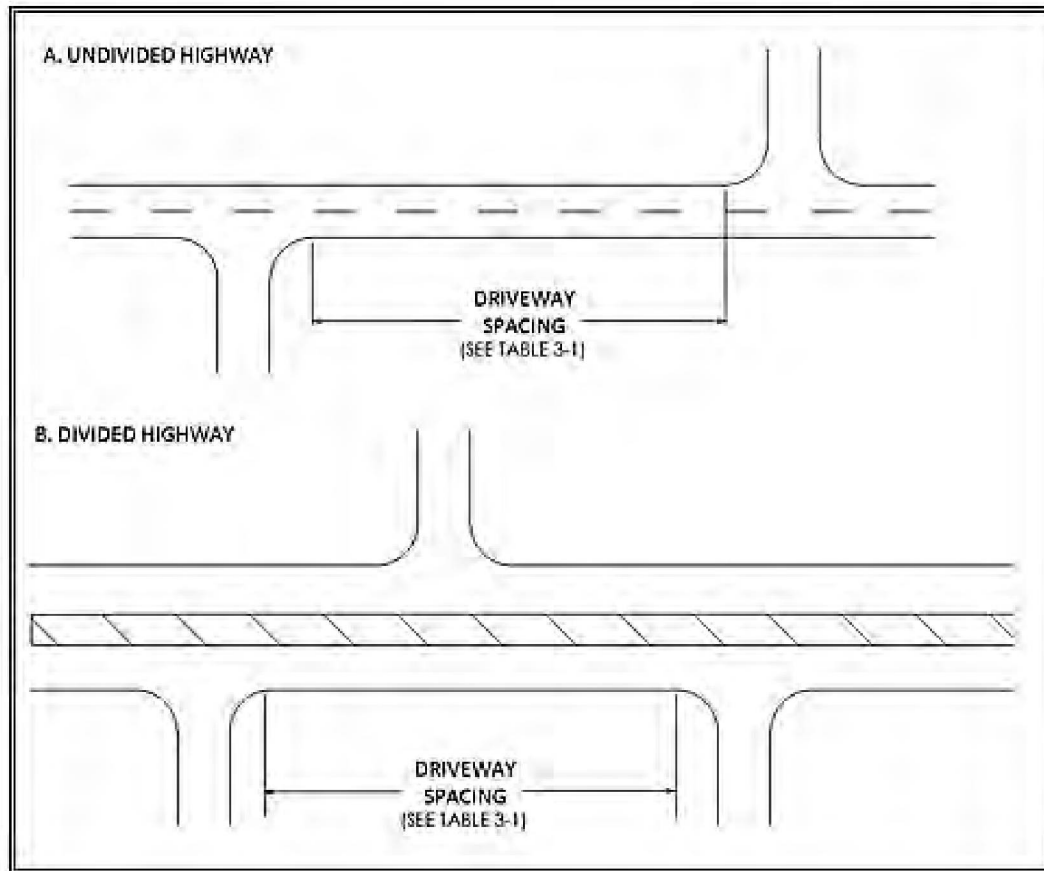


Figure 3-2 Spacing of Offset Driveways

If the State Highway involved is a divided facility and the driveways do not align with a median crossover, the driveway spacing would only apply to the adjacent driveway located on the same side of the Highway as shown above in Figure 3-2 (B).

3.3 Spacing of Median Crossovers

When the applicant is requesting a median crossover on a divided highway, the spacing standards shown in Table 3-2 apply.

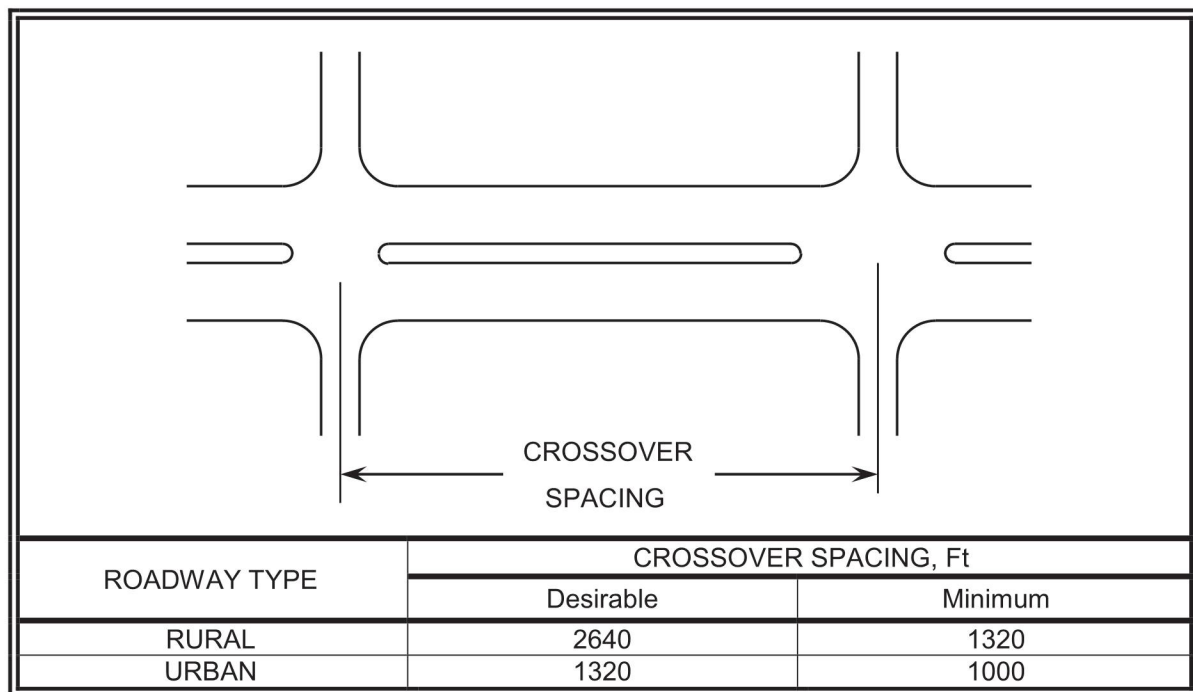


Table 3-2 Spacing of Median Crossovers

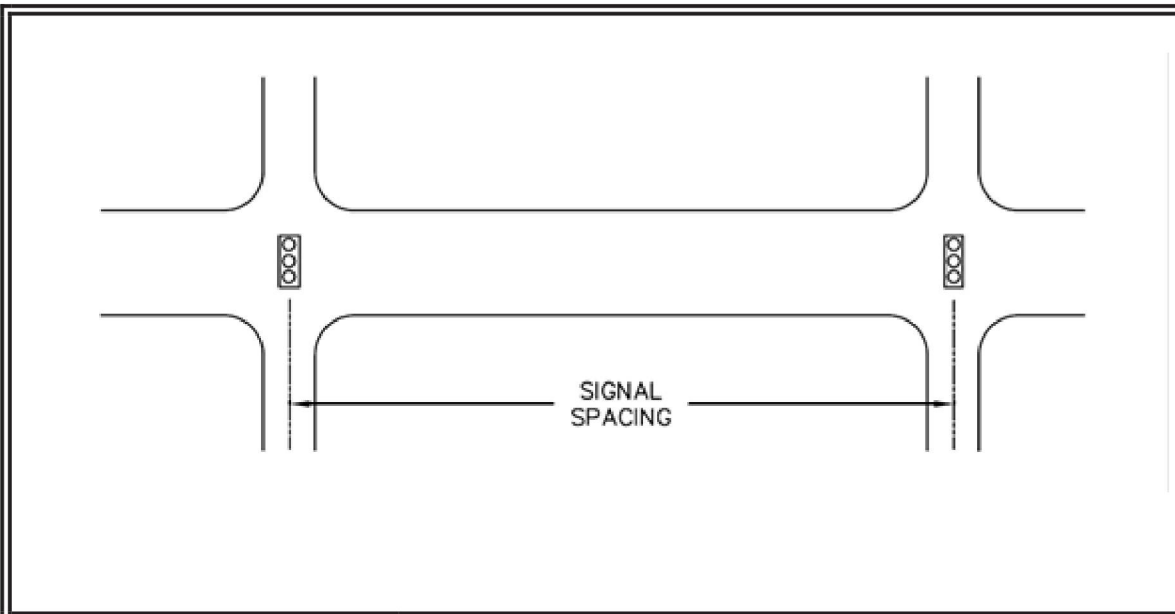
Other factors will also be considered, such as distance to other median openings, adjacent land use, expected traffic volumes, and the resulting volume of U-turns that are likely to occur without the median opening. **Meeting the spacing criteria is not, in itself, an indication that median openings will be allowed.** Refer to GDOT Policy 4A-4 for medians requiring a break in limited access right-of-way. All median openings will be approved by the Director of Operations or their designee for existing facilities.

NOTE: RURAL or URBAN Roadway Sections - refers to characteristics such as typical section, speed limit, density of street and highway networks, nature of travel patterns, shoulder treatment and lane use.

See definitions section for an explanation of “Urbanized” or “Rural”.

3.4 Spacing of Signalized Intersections

This section is provided to assist the applicant's engineer in designing sites that may need signalized points of access to the State Highway System. Table 3-3 contains guidelines for the spacing that should be provided between signalized intersections.



ROADWAY TYPE	MINIMUM SIGNAL SPACING, Ft
RURAL	2640
URBAN	1320

Table 3-3 Spacing of Signalized Intersections

The spacing guidelines provided above are indicative of conditions that normally offer better signal progression for arterial traffic flow. It is recognized that under certain conditions, better operation may result from the introduction of signals with less spacing if the alternative forces high volumes of traffic to an adjacent intersection. Consideration should be given to developing multiple access strategies to a site including access to adjacent signalized intersections.

When the applicant can show, through an alternatives analysis, that better operations can be achieved with less spacing, the Department will consider an exception to the provisions of Table 3-3.

3.5 Sight Distance-without medians

Driveways should be located to provide adequate sight distance. Minimum intersection sight distance criteria are provided in Table 3-4. The line of sight establishes the boundary of a sight triangle, within which there should be no sight obstruction. The sight distance requirements apply even if the intersection has traffic signals.

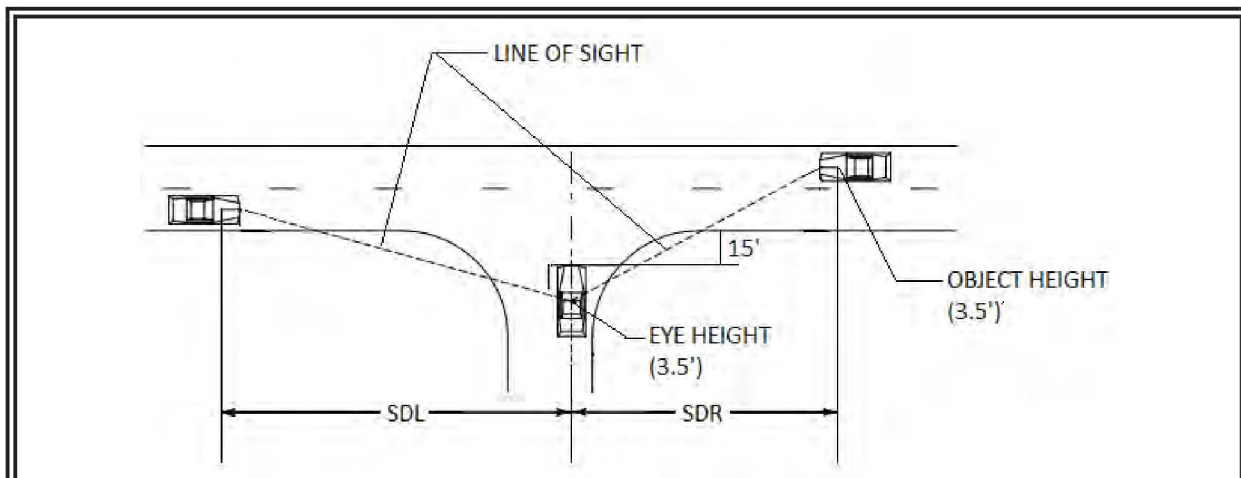
							
ARTERIAL SPEED (MPH)	SIGHT DISTANCE (FEET)*						
	2 Lane	3 Lanes		4 Lanes		5 Lanes	
	SDL=SDR	SDL	SDR	SDL	SDR	SDL	SDR
30	335	355	310	375	335	400	355
35	390	415	365	440	390	465	415
40	445	475	415	500	445	530	475
45	500	530	465	565	500	600	530
50	555	590	515	625	555	665	590
55	610	650	570	690	610	730	650
60	665	710	620	750	665	795	710
65	720	765	670	815	720	860	765

Table 3-4 Intersection Sight Distance Requirements

The sight distance criteria are based on the time required for a vehicle to make a left turn from a stop-controlled approach to the State Highway (AASHTO Case B1). The time to execute the maneuver is based on recommendations contained in NCHRP Report 383, Intersection Sight Distance. A time gap of 7.5 seconds is used for calculating the sight distance for a stopped vehicle making a left turn onto a two-lane highway with no median and grades 3 percent or less. The time gap is decreased by 1.0 seconds for right-turn maneuvers without undue interference with major road-traffic. The time is increased by 0.5 seconds for each additional lane to be crossed.

The sight distances given in Table 3-4 are for undivided highways. If the highway is divided, the effect of the median should be considered in determining the required sight distance. Based on the conditions, it may be feasible for the crossing maneuver to be done in two stages with a stop in the median. However, the intersection should only be treated in this manner if the signing and marking is accordingly provided. Otherwise, the sight distance requirements should be increased to account for the additional width that must be crossed. See AASHTO Green Book, Chapter 9 Intersections, for adjustments due to grades greater than 3% and design vehicles other than passenger cars. Sight lines in medians cannot be obstructed with tall vegetation full to the ground to allow drivers time to anticipate movement of pedestrians and other drivers.

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Chapter 4. Design Criteria

The design of driveways shall comply with the guidelines of [AASHTO's A Policy on Geometric Design of Highways and Bridges](#), current edition. However, this chapter provides a summary of the minimum design constraints that will be checked during the plan review process. All modes of transportation should be taken into consideration, cars, pedestrians, bikes and trucks.

The geometric design of an intersection is a collection of various elements - such as radius, width, grade, angle of intersection, etc, - that in combination provide for satisfactory operation of the vehicles that will use the intersection. Since the operating characteristics vary dramatically for different types of vehicles, the designer must first establish the design vehicle on which to base the design. The designer should also check the final design to ensure the design vehicles can operate satisfactorily. In addition, if the applicant can demonstrate that his design can accommodate the appropriate design vehicle even though one or more design elements do not meet the minimum values contained in this chapter, the Department may approve the plans.

4.1 Design for Trucks

The design criteria given in this chapter have more stringent requirements for trucks. Even though the general use of such guidance would result in more desirable operations for all vehicles, it is neither practical nor necessary to design all facilities to accommodate trucks. The designer must use judgment in selecting the proper design vehicle.

When semi trailer combination trucks are expected to use the intersection on a regular basis and in numbers more than just an occasional vehicle, then the intersection should be designed to accommodate the truck movements. This includes most driveways designed for industrial use and many commercial driveways.

For commercial uses such as shopping centers, the preliminary site plan should indicate where heavy-duty pavement would be provided to accommodate truck access to loading docks. Any driveway associated with access/egress for the loading docks should use the truck radii. Minor movement driveways, particularly those that allow only right turns will generally only be used by passenger cars.

4.2 Driveway Width

When traffic impact studies are required (see Section 2.4), the driveway shall be designed to provide the number of lanes recommended in the study. Standard lane widths are 12'.

When the need for multiple lanes is not established from a traffic impact study, the minimum and maximum driveway widths are as set forth in Table 4-1.

DRIVEWAY USE	WIDTH, Ft.	
	MINIMUM	MAXIMUM
Current Residential GA Std.	14	20
Current Commercial (One Way) GA Std	16	20
Current Commercial (Two Way) GA Std	24	40
Mining, Logging, Farming, Agricultural	18	24

Table 4-1 Driveway Widths

Note: When a traffic study indicates multiple lanes requiring greater widths, this table does not apply.

4.3 Corner RADII

Corner radii are generally established by the minimum path of the inside wheels of the design vehicle when making a right turn. The minimum corner radii to be used for driveways are given in Table 4-2.

The size of the radius is determined by the development use typical design vehicle.

DRIVEWAY USE	MINIMUM RADIUS, Ft.
Residential	15
Commercial	35
When Designed For Trucks	75

Table 4-2 Minimum Corner Radii

4.4 Left Turning Control RADII

The path of the inside wheels during left turns is also important for the design of median openings and intersections with dual left turn lanes. Table 4-3 contains guidelines for minimum left turning radii.

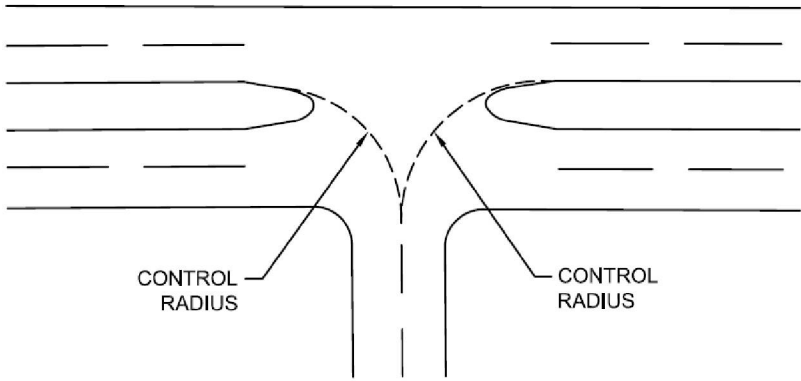
	
DRIVEWAY USE	CONTROL RADIUS, Ft.
RESIDENTIAL	40
COMMERCIAL	50

Table 4-3 Left Turning Control Radius

4.5 Median Crossover Design

Driveways onto Divided State Highways where full access is to be provided shall be designed in accordance with Georgia DOT [Construction Details for Median Crossovers](#). The detail has three types of designs that are applicable in different situations.

4.5.1 Type A Median Crossover

Type A median crossovers may be considered on low volume rural roadways. This type of median crossover is only allowed when the projected volume of left turning vehicles does not exceed 20 per hour per direction.

4.5.2 Type B Median Crossover

Type B median crossovers are required when the projected volume of the left turn movement exceeds 20 vehicles per hour per direction and/or when the median width is sufficient to offset the left turn lane from the adjacent through lane. This design provides better sight distance for vehicles in the left turn lane. This is important for unsignalized intersections and when unprotected turns are allowed at signalized intersections.

4.5.3 Type C Median Crossover

Type C median crossovers are typically used in urban areas where the median width is limited to approximately 24' or less. With this type of crossover, it may be necessary to add pavement to the opposite edge in order to accommodate U-Turns.

Table 4-4 illustrates the minimum pavement width that is required for some vehicles to make U-Turns. The required width is given for passenger cars and for WB-40, WB-62, and WB-67 trucks.

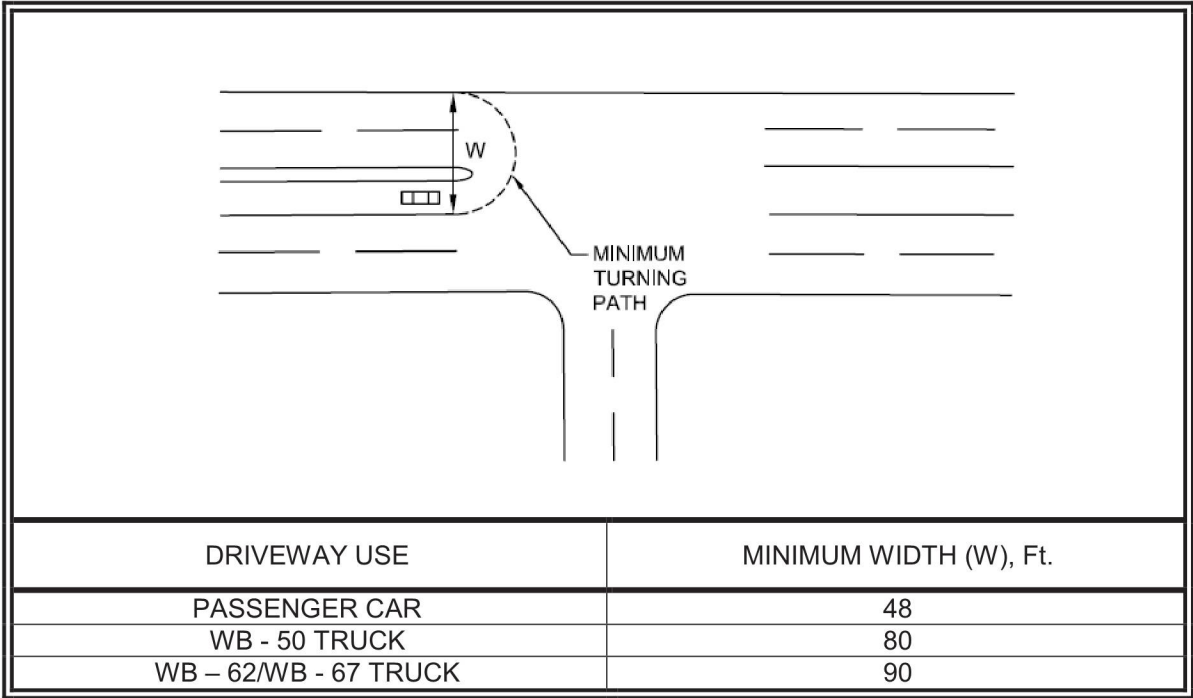


Table 4-4 Minimum Road Width for U-Turns

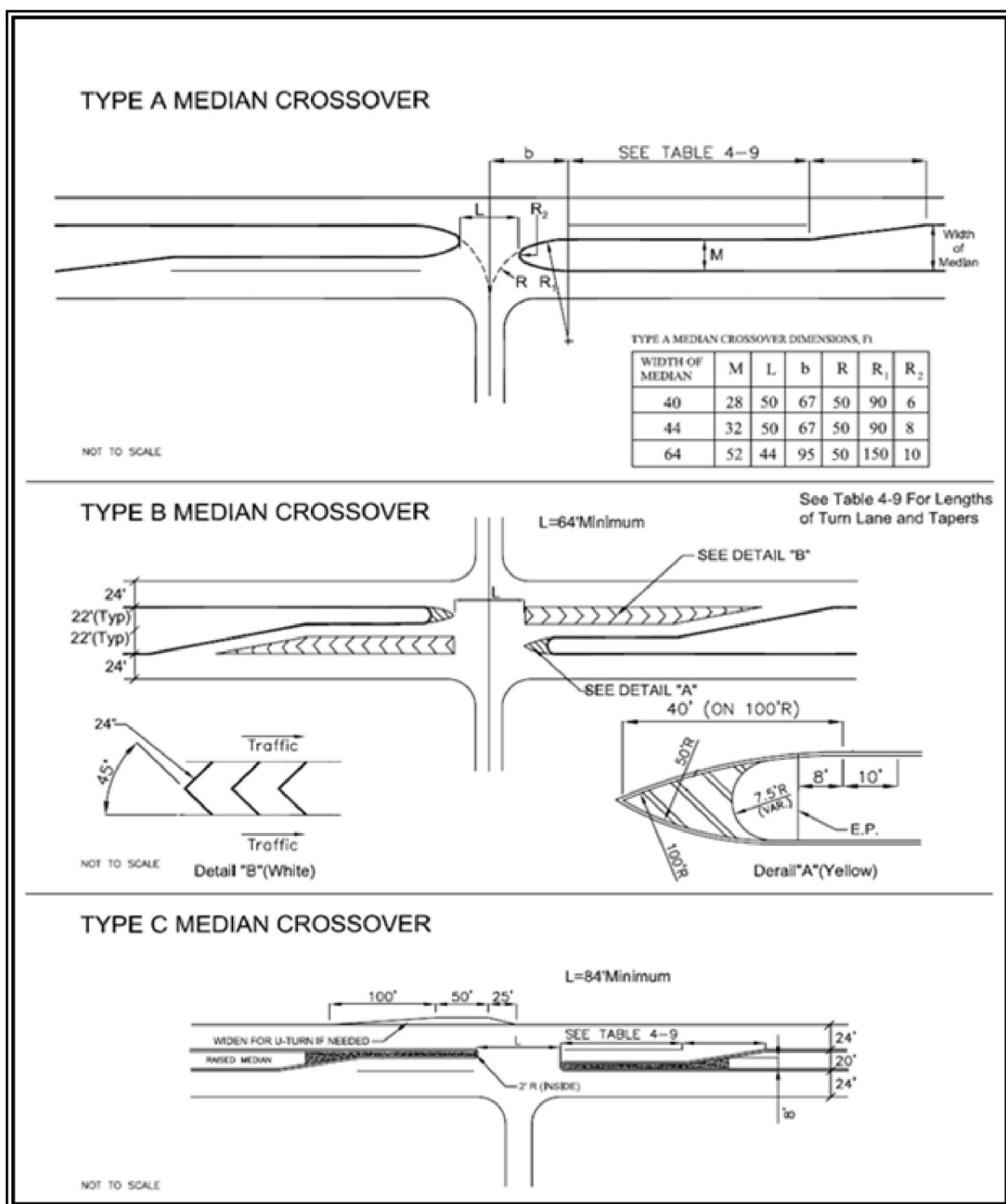


Figure 4-1 Georgia DOT Construction Details for Median Crossovers

4.6 Horizontal Alignment

In general, the horizontal alignment of driveways should be designed using a tangent section from the centerline of the State Highway and extending to the property line. Horizontal curves that are used outside the State Highway Right of Way are generally not part of the permit issued by the Department.

Horizontal curves should be sufficient to provide safe operations at speeds that would normally occur in the areas where they are constructed.

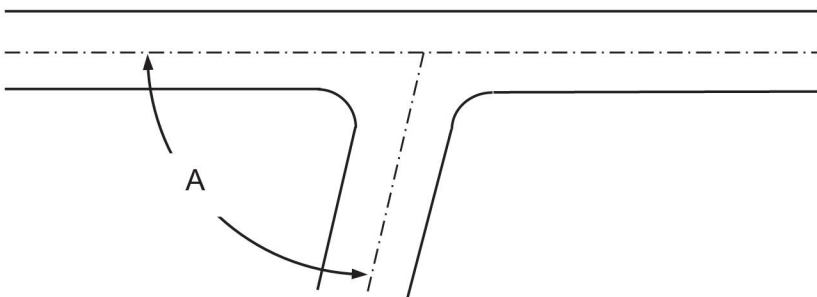
4.6.1 Angle of Intersection

Intersecting driveways and roads should generally meet at or nearly at right angles. Driveways and roads intersecting at acute angles create sight limitations that should be avoided.

In some cases, a more suitable overall design can be achieved by allowing intersecting angles other than 90 degrees. Table 4-5 gives the minimum angle of intersection that will generally be allowed for driveways designed to accommodate two-way traffic flow. Figure 4-2 illustrates the minimum angle of intersection for one-way right turn only driveways.

4.6.2 Alignment of Approach and Departure Lanes

Driveways should be designed and constructed so as to align with driveways or streets on the opposite side of the highway. The alignment of through movements crossing the highway should be such that abrupt shifts in the travel pattern are not required.



The diagram shows a top-down view of a driveway intersecting a two-lane highway. The driveway is shown as a solid line that curves into the highway. The highway has a dashed centerline. The angle of intersection is labeled 'A' with an arc between the driveway's approach and the highway's centerline.

DRIVEWAY USE	MINIMUM ANGLE OF INTERSECTION (A), Degrees
RESIDENTIAL	70
COMMERCIAL	85
WHEN DESIGNED FOR TRUCKS	88

Table 4-5 Minimum Angle of Intersection for Two-Way Driveways

Driveways designed for one-way right turn only traffic flow may have intersecting angles as low as 70 degrees, as illustrated in Figure 4-2.

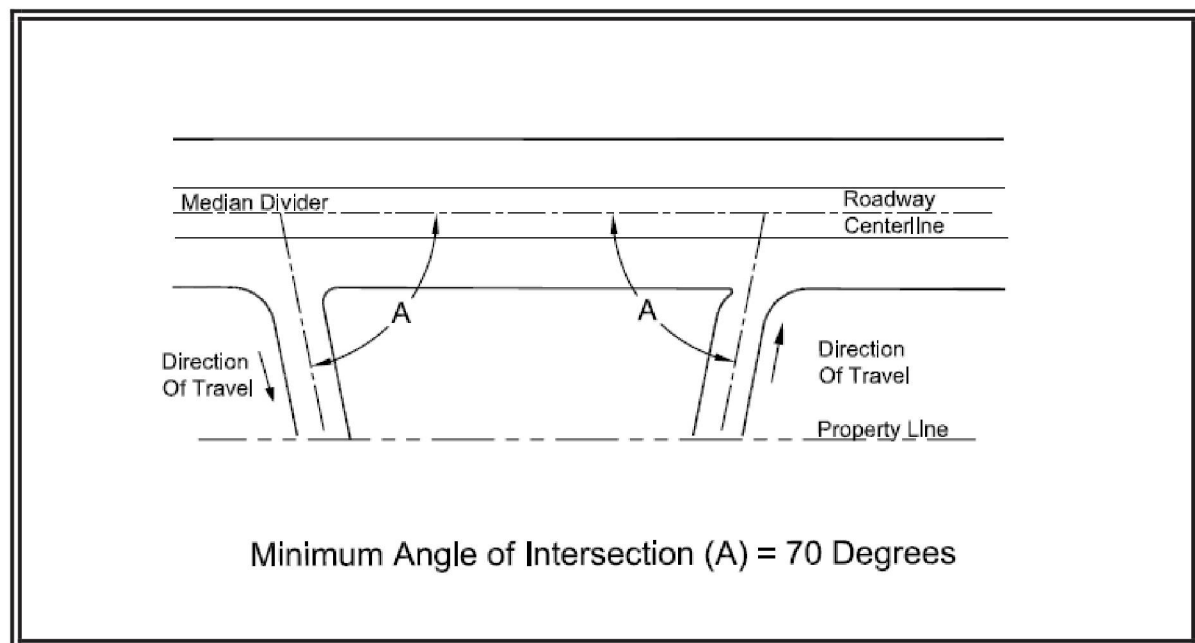


Figure 4- 2 Minimum Angle of Intersection for One-Way Driveways

4.7 Driveway Tie-In Configurations

4.7.1 Driveway Connections to Urban Sections

This section describes the requirements for constructing driveway connections to State Highways with curb and gutter. Georgia DOT has two Standard Detail Drawings (A1 and A2) that describe the appropriate design and construction methods for these conditions. The basic layout of the two configurations is schematically shown in Figure 4-3.

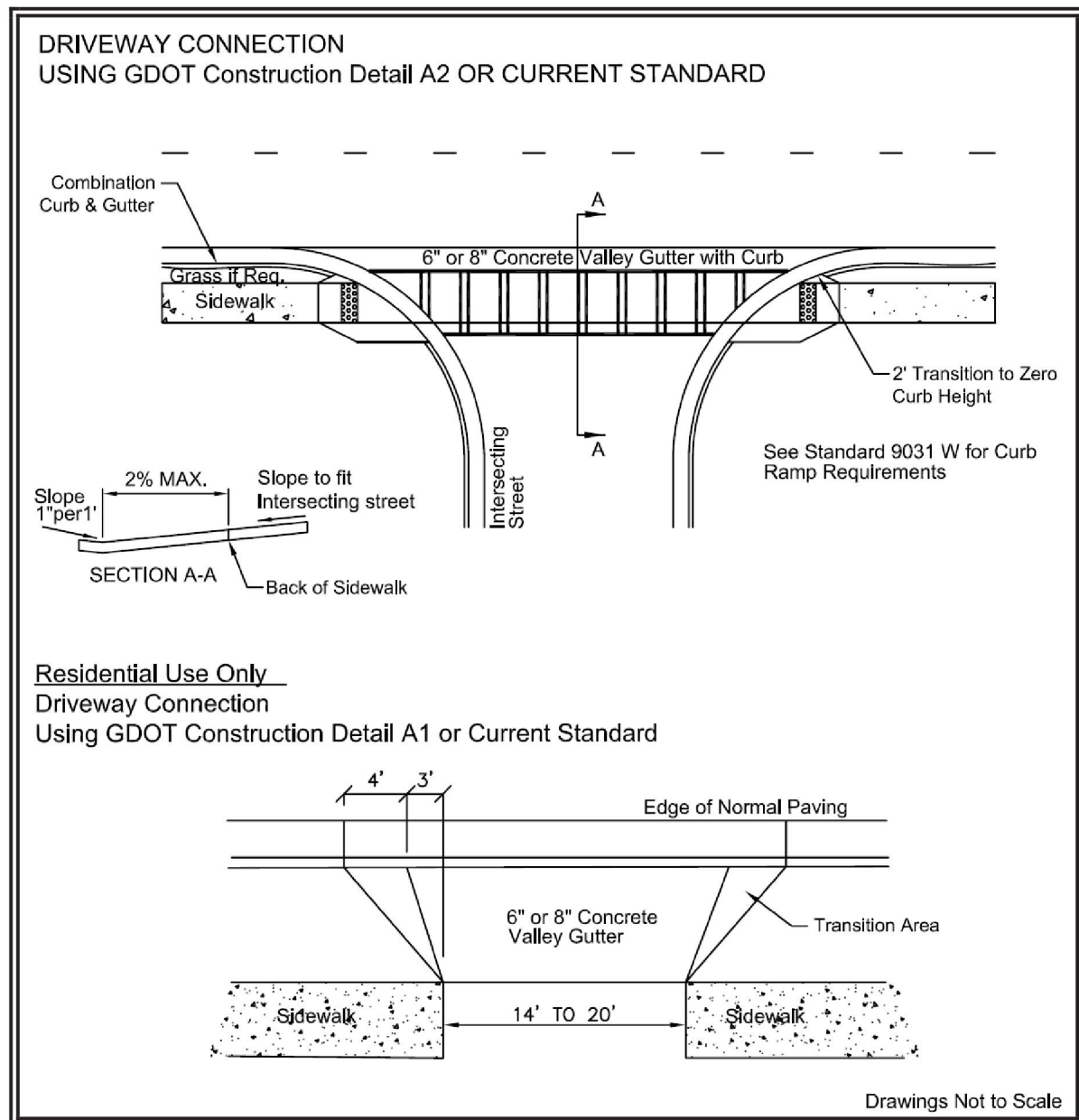


Figure 4-3 Driveway Connections to Urban Sections

Note: Please use the current ADA requirements when applying Figure 4-3. Connections shown in Standard 9031J Construction Detail A2 are commonly used for commercial driveways, while the configuration given in Construction Detail A-1 is typically used for residential driveways. Figure 4-3 is a simplified diagram of the details. The designer should refer to the actual GDOT Construction Details when preparing driveway plans for the most current standards.

The actual dimensions of lane widths, radii, etc. should be as specified in relevant sections of this document. Figure 4-3 also does not show deceleration or turn lanes. See section 4I for guidelines on deceleration lane requirements and their dimensions.

4.7.2 Driveway Connections to Rural Sections

The section describes the requirements for connecting to State Highways that do not have curb and gutter.

The basic configuration and requirements for connecting a driveway that will not have curb and gutter into a State Highway that also does not have curb and gutter are illustrated in Figure 4-4.

The ends of the driveway pipe should be extended to maintain a minimum six (6) foot shoulder. The side slope should normally be flatter than 6:1 but shall be no steeper than 4:1.

When ditches are constructed on the State Right-of-Way, the front slope should be no steeper than 4:1. When the bottom of the ditch is between 5' and 8' below the edge of pavement, the front slope can be increased to 3:1. When the ditch is greater than 8' below the edge of pavement, the front slope can be increased to 2:1. In any case, when the front slope is steeper than 4:1, guardrail should be used.

Figure 4-4 shows a deceleration lane, which in some conditions is not required. See section 4I to determine if a deceleration lane will be required.

For connecting a driveway that will have curb and gutter to a State Highway without curb and gutter, see Figure 4-5.

Curb and gutter should not be used adjacent to a travel lane on a road with posted speed limits above 45 MPH. A 4" mountable curb and gutter may be used along acceleration/deceleration lanes or a designated turn lane but not along a taper.

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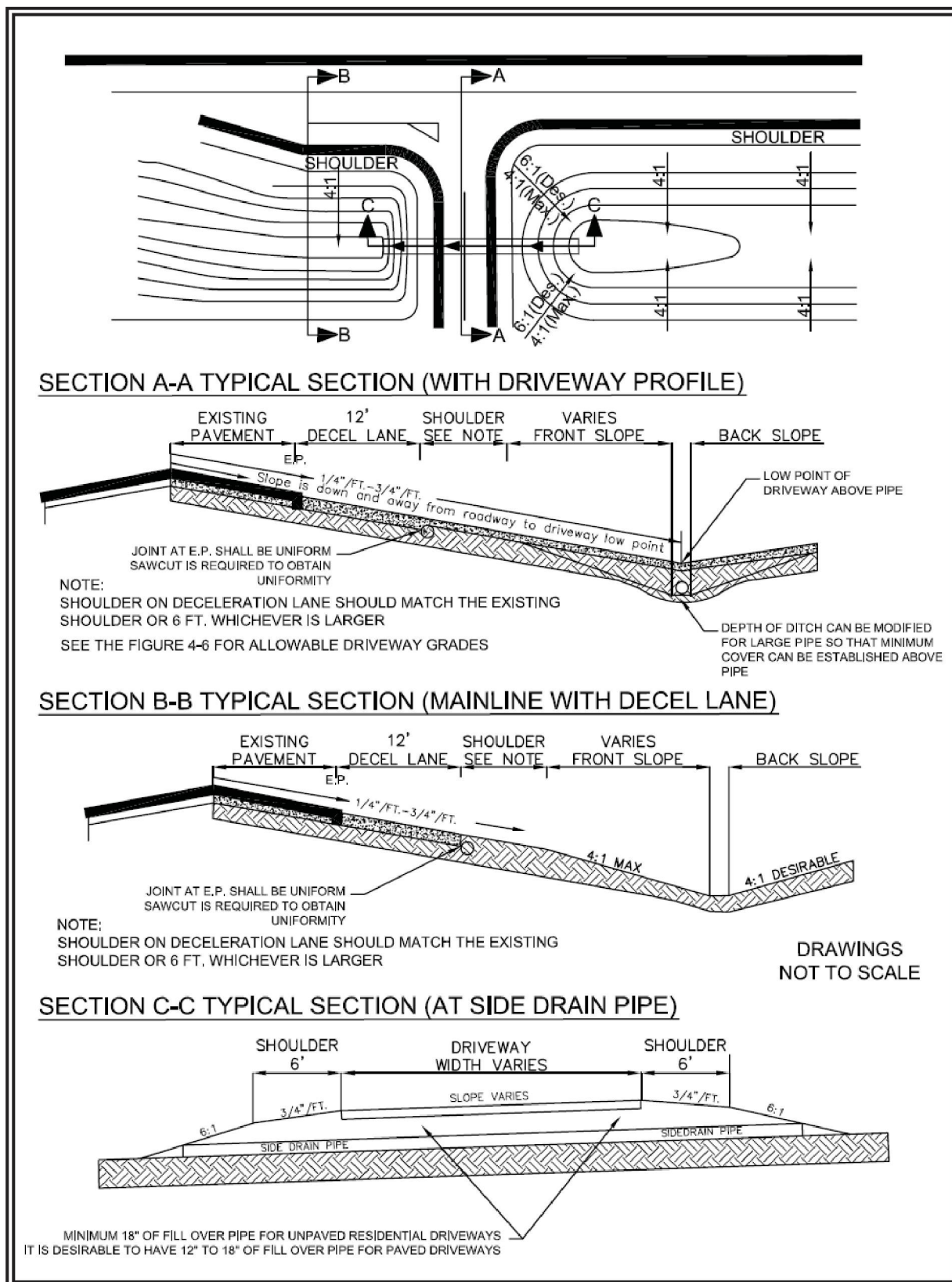


Figure 4-4 Driveway Connection to Rural Roadways

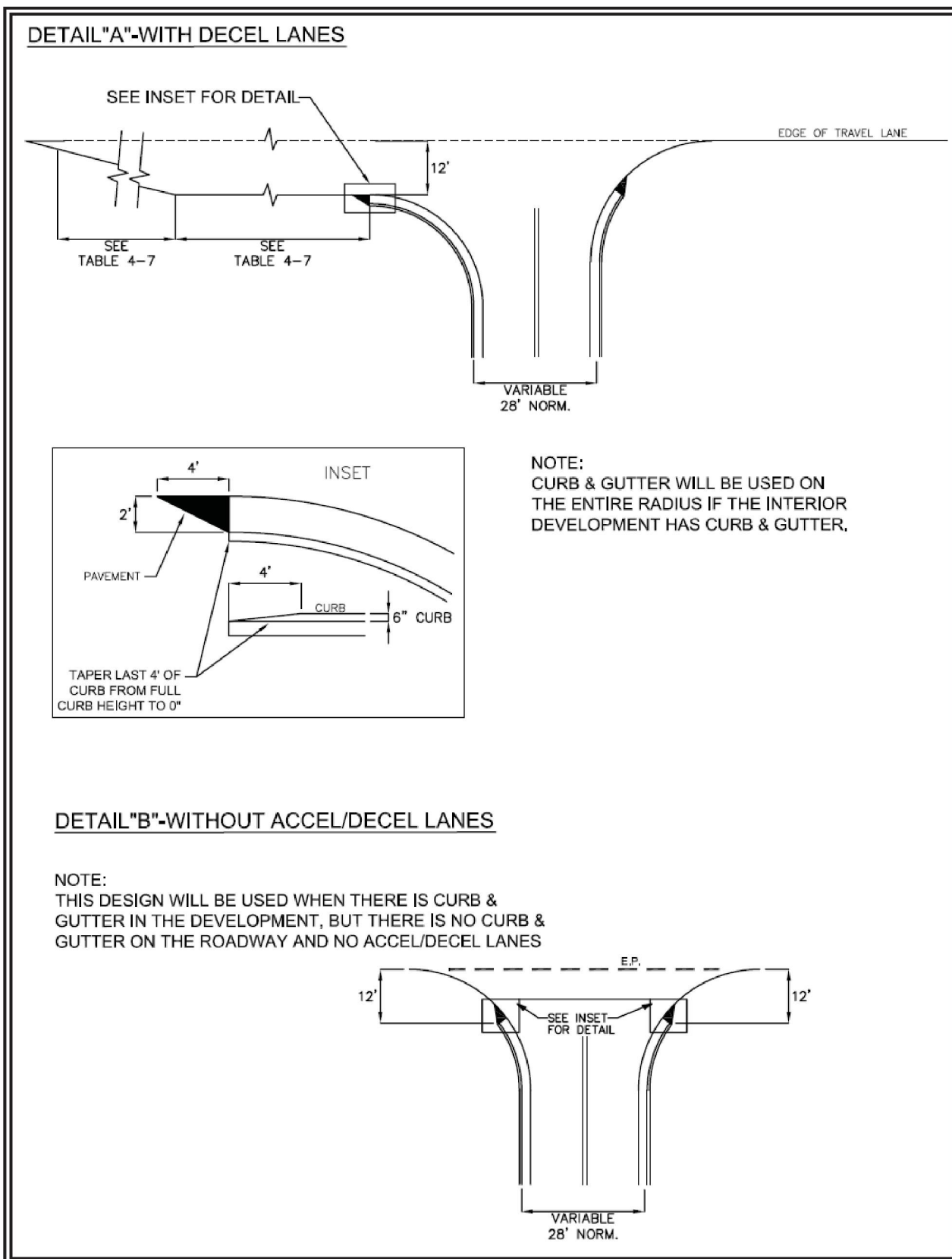


Figure 4-5 Connecting Driveways with Curb & Gutter to Rural Sections

4.8 Driveway Grades

In general, the grade of the driveway should be a continuation of the cross slope of the roadway that it connects to. Figure 4-6 illustrates allowable grades for driveways connecting to State Highways.

Figure 4-6 (A) shows the profile of a driveway connecting to the normal cross section of a highway. The cross slope of the highway should be maintained for a minimum distance of 12' beyond the edge of pavement.

Where the roadway pavement is super elevated, it is desirable to reduce the grade of the driveway below that of the super elevated pavement in order to reduce the amount of runoff draining across the highway. The grade of the driveway will be allowed to break at the edge of pavement. However, the difference in grade change must not exceed 0.08ft/ft.

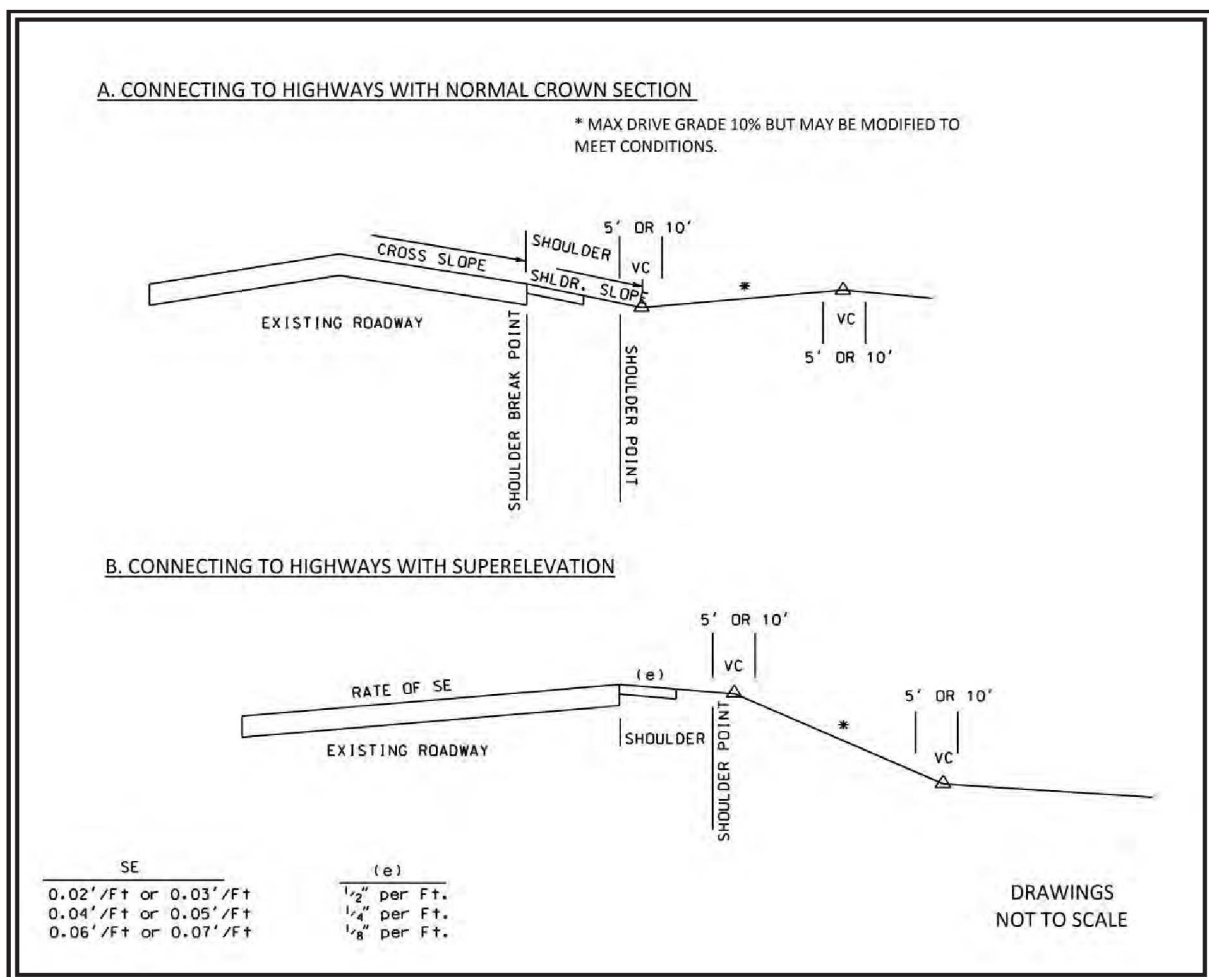


Figure 4-6 Allowable Driveway Grades

4.9 Auxiliary Turn Lanes

4.9.1 When Deceleration Lanes Are Required

The provisions of this section shall generally apply to auxiliary lanes installed on the approach to an intersection that provide for deceleration and storage of vehicles waiting to turn right or left. Such lanes are always beneficial and will be required in conjunction with commercial driveway permits when projected traffic volumes exceed minimum levels as provided in the sections below.

All existing utilities which would be under new pavement or in acceleration/deceleration lanes shall be relocated before final grading and paving, and at no cost to DOT. Existing utilities which are found to be not in conflict with construction may be allowed if a Retention Request is processed by the utility owner and approved by the Department.

4.9.1.1 Minimum Requirements for Right Turn Deceleration Lanes

Right turn deceleration lanes must be constructed at no cost to the Department if the daily site generated Right Turn Volumes (RTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-6. Passing lane sections fall under the criteria for two or more lanes.

Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	AADT		AADT	
	< 6000	>=6000	<10000	>=10000
35 MPH or Less	200 RTV a day	100 RTV a day	200 RTV a day	100 RTV a day
40 to 50 MPH	150 RTV a day	75 RTV a day	150 RTV a day	75 RTV a day
55 to 60 MPH	100 RTV a day	50 RTV a day	100 RTV a day	50 RTV a day
>= 65 MPH	Always	Always	Always	Always

Table 4-6 Minimum Volumes Requiring Right Turn Lanes

In the event the District Traffic Engineer determines that field conditions or other factors indicate that it would be in the best interest of the Department to waive the decel lane requirement, the District Traffic Engineer must document the recommendations using the form in **Appendix E**. The recommendations shall be approved by the District Engineer and be attached to the Permit. The District Traffic Engineer may also require the addition of a Right Turn lane, even when the conditions in Table 4-6 are not met, if roadway geometry or field conditions indicate that the safety of the traveling public would be improved. The recommendation must be documented and approved by the District Traffic Engineer for inclusion with the Permit.

The R/W for accel/decel lanes may be dedicated in fee simple to the Department for the Department to maintain or the applicant must sign an agreement with the Department to maintain the lane to the Department's standards and to hold harmless the Department in the event that section of roadway is identified in any liability action. A Limited Warranty Deed is not acceptable when R/W is donated to the Department. See section 2.5 for details regarding RW dedication procedures.

The pavement specifications for accel/decel lanes must be Georgia DOT Standard Specifications for Construction of Roads and Bridges, or be as described and approved by the Chief Engineer in cases where a lesser design may be acceptable, or where a proposed project is expected to tie in.

4.9.1.2 Minimum Requirements for Left Turn Lanes

Left turn lanes must be constructed at no cost to the Department if the daily site generated Left Turn Volumes (LTV) based on ITE Trip Generation (assuming a reasonable distribution of entry volumes) meet or exceed the values shown in Table 4-7a **Condition 1**. If the LTVs are below the requirements for **Condition 1**, the applicant may be required to construct a Right Hand Passing Lane (see **Figure 4-7** if they meet the criteria in Table 4-7b **Condition 2**. The District Traffic Engineer will use engineering judgment to determine if the field conditions would allow construction of the Right Hand Passing Lane. Passing lane sections fall under the criteria for two or more lanes.

Condition 1

LEFT TURN REQUIREMENTS-FULL CONSTRUCTION				
Posted Speed	2 Lane Routes		More than 2 Lanes on Main Road	
	ADT		ADT	
	<6000	>=6000	<10000	>=10000
35 MPH or Less	300 LTV a day	200 LTV a day	400 LTV a day	300 LTV a day
40 to 50 MPH	250 LTV a day	175 LTV a day	325 LTV a day	250 LTV a day
>= 55 MPH	200 LTV a day	150 LTV a day	250 LTV a day	200 LTV a day

Table 4-7a Minimum Volumes Requiring Left Turn Lanes

Condition 2

LEFT TURN REQUIREMENTS w/Right Hand Passing Lane Option		
Posted Speed	2 Lane Routes only	
	ADT	
	<4000	>=4000
35 MPH or Less	200 LTV a day	125 LTV a day
40 to 45 MPH	100 LTV a day	75 LTV a day
50 to 55 MPH	75 LTV a day	50 LTV a day

Table 4-7b Minimum Volumes Requiring Right Hand Passing Lanes

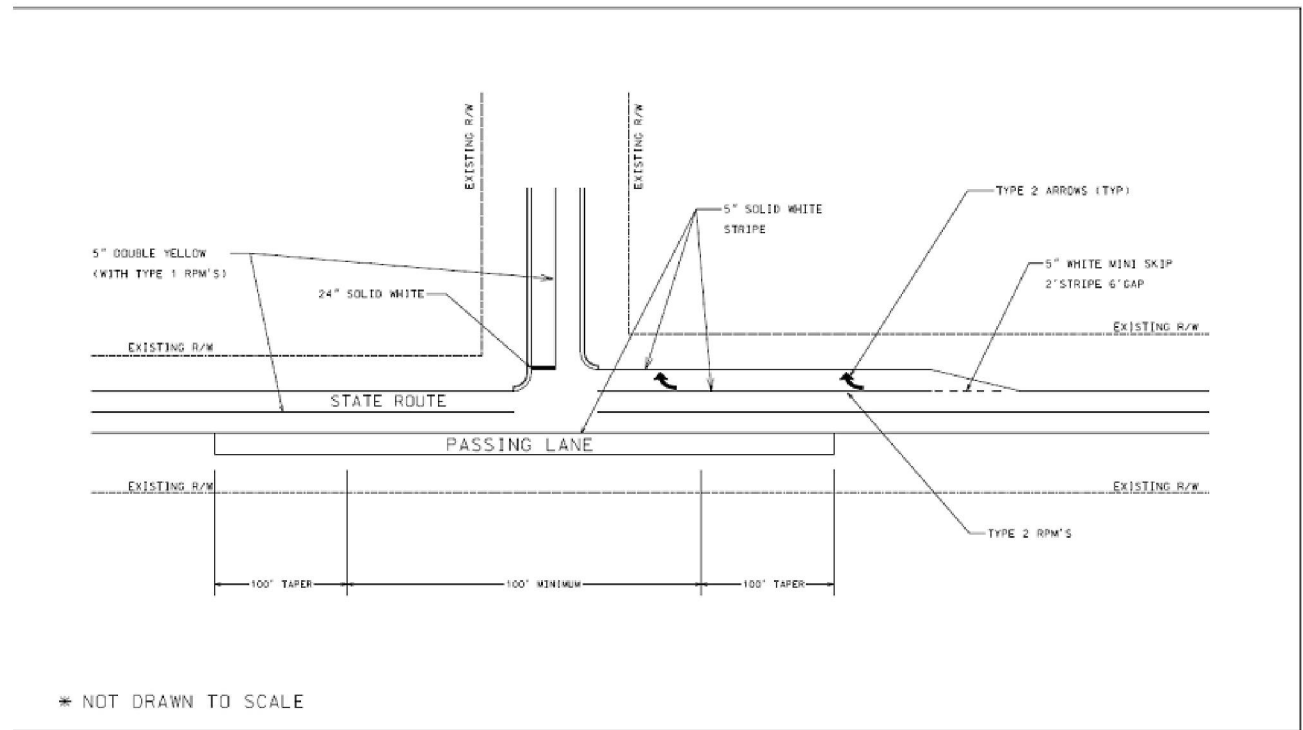


Figure 4-7 Right Hand Passing Lane

In the event the District Traffic Engineer determines that field conditions or other factors indicate that it would be in the best interest of the Department to waive the left turn lane requirement, the District Traffic Engineer must document the recommendations using the form in **Appendix E**. The recommendations shall be approved by the District Traffic Engineer and be attached to the Permit. The District Traffic Engineer may also require the addition of a Left Turn lane, even when the conditions in Table 4-7 are not met, if roadway geometry or field conditions indicate that the safety of the traveling public would be improved. The recommendation must be documented and approved by the District Traffic Engineer for inclusion with the Permit.

4.9.2 Right Turn Lane Lengths

This section provides the design guidelines that should be used to establish the lengths of turn lanes if they are required under the provisions of the previous section.

Under ideal conditions, turn lanes should provide a full-width lane that is long enough to allow for vehicles to decelerate from the operating speed to a full stop in addition to the length of full-width lane that is needed to store vehicles waiting to turn.

Table 4-8 contains guidelines for lengths of tapers (optional) and full-width turn lanes. The taper length in Table 4-8 applies to deceleration right turn lanes only. Guidelines for left turn tapers and lengths are given in Section 4.9.4.

Speed, mph	Full Width Storage, ft.	Taper, ft.
25		50
30	75	50
35	100	50
40	150	50
45	175	100
50	225	100
55	250	100
60	300	100
65	350	100

Table 4-8 Minimum Right Turn Deceleration Lengths

When traffic studies are conducted, the length of full-width lane needed for storage should be determined. If the length of full-width storage is greater than the length of full-width storage shown in Table 4-8, the longer length should be provided.

At signalized intersections, the amount of storage for both right and left turns can be based on the number of vehicles arriving during 1.5 signal cycles.

For unsignalized intersections, left turn storage should accommodate vehicles arriving during a two-minute period. Minimal storage is required for right turn lanes at unsignalized intersections.

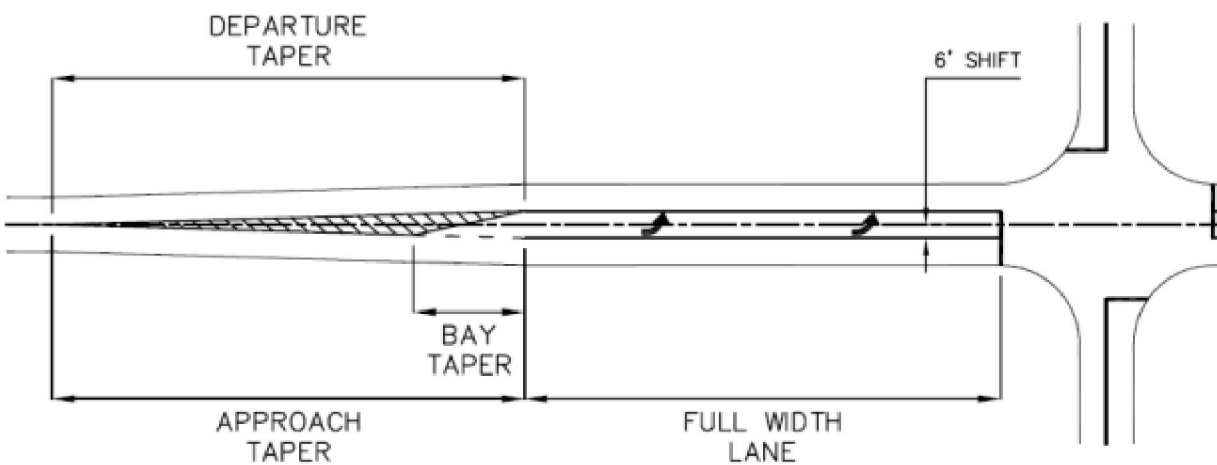
4.9.3 Acceleration Lanes

Acceleration lanes are generally not provided on low speed highways. Acceleration lanes may be required at locations where grade, sight distance or traffic is such that the Department determines they are needed. When operating speeds on the highway are 55 MPH and above, full-width acceleration lanes designed to meet the AASHTO minimum length should be considered.

4.9.4 Left Turn Lane Design

The design of left turn lanes should consider the intended function and the characteristics of the highway. In many cases, it is necessary to widen the existing roadway to introduce the left turn lane. All vehicles approaching the turn lane are shifted to the right. The left turning traffic is then shifted back into the lane. Through traffic is returned to its original lane beyond the intersection. When the highway has a median that is at least 20 feet wide, the left turn lane can be developed out of the median, avoiding the need for transitions.

The basic design elements of left turn lanes are illustrated in Table 4-9. This example shows symmetrical widening, which basically requires the through traffic on each side to shift by one half of the lane width. Some circumstances may dictate that all widening be achieved on one side, which requires a full lane shift for through traffic on the side where the additional width is developed. Table 4-9 provides guidelines for selecting the proper length of approach taper.



POSTED SPEED LIMIT, MPH	APPROACH AND DEPARTURE TAPER, Ft.		BAY TAPER, Ft.	FULL WIDTH STORAGE
	6' Shift	12' Shift		
30	90	180	50	135
35	125	250	50	160
40	160	320	50	210
45	270	540	100	235
50	300	600	100	285
55	330	660	100	310
60	360	720	100	360
65	390	780	100	410

Table 4-9 Minimum Design Elements of Left Turn Lanes

The example shown in Table 4-9 has straight-line tapers. These are acceptable but other designs may also be used, including the following: partial tangent tapers, symmetrical reverse curve, and asymmetrical reverse curve. See latest edition of AASHTO green book for details.

The required length of full-width storage is based on the peak hour traffic volumes. This should be determined in the traffic study. The amount of storage is dependent on the type of traffic control in effect. For signalized intersections, the storage should be sufficient to accommodate the number of vehicles arriving during 1.5 signal cycles, using peak hour volumes. At stop-controlled intersections, the storage is typically based on the number of vehicles arriving during a two-minute period within the peak hour.

4.9.5 Dual Left Turn Lanes

Dual left turn lanes are often needed to satisfy high volume demands. Capacity analysis should be used to identify the need for dual left turn lanes. Dual left turn lanes are typically considered when the peak hour left turn volume is 300 vehicles or greater.

The decision to use dual left turn lanes should consider the off-peak periods as well as the peak periods. The off-peak periods may be adversely affected, since the use of dual left turn lanes typically precludes permissive left turns.

If dual left turn lanes are included in the design, the following design guidelines should be considered:

- Because of off tracking and the added difficulty involving two-abreast turns, a minimum 30' throat-width should be provided through the intersection.
- Pavement markings should be provided to guide the path of the turning vehicles.
- The design should be checked to ensure that conflicts are minimized between opposing left turn maneuvers. Figure 4-8, Example "A" shows an optional layout of marking for opposing dual left turn lanes. This layout provides an additional 10' of width for the inside left turns to pass.
- When dual left turn lanes are located opposite from an approach that does not have a dual left turn lane, the design should minimize the lateral offset for vehicles traveling straight through the intersection. This can be accomplished by providing a median or striped-out area opposite the dual left turn lane. See Figure 4-8, Example "B" as an option of design.

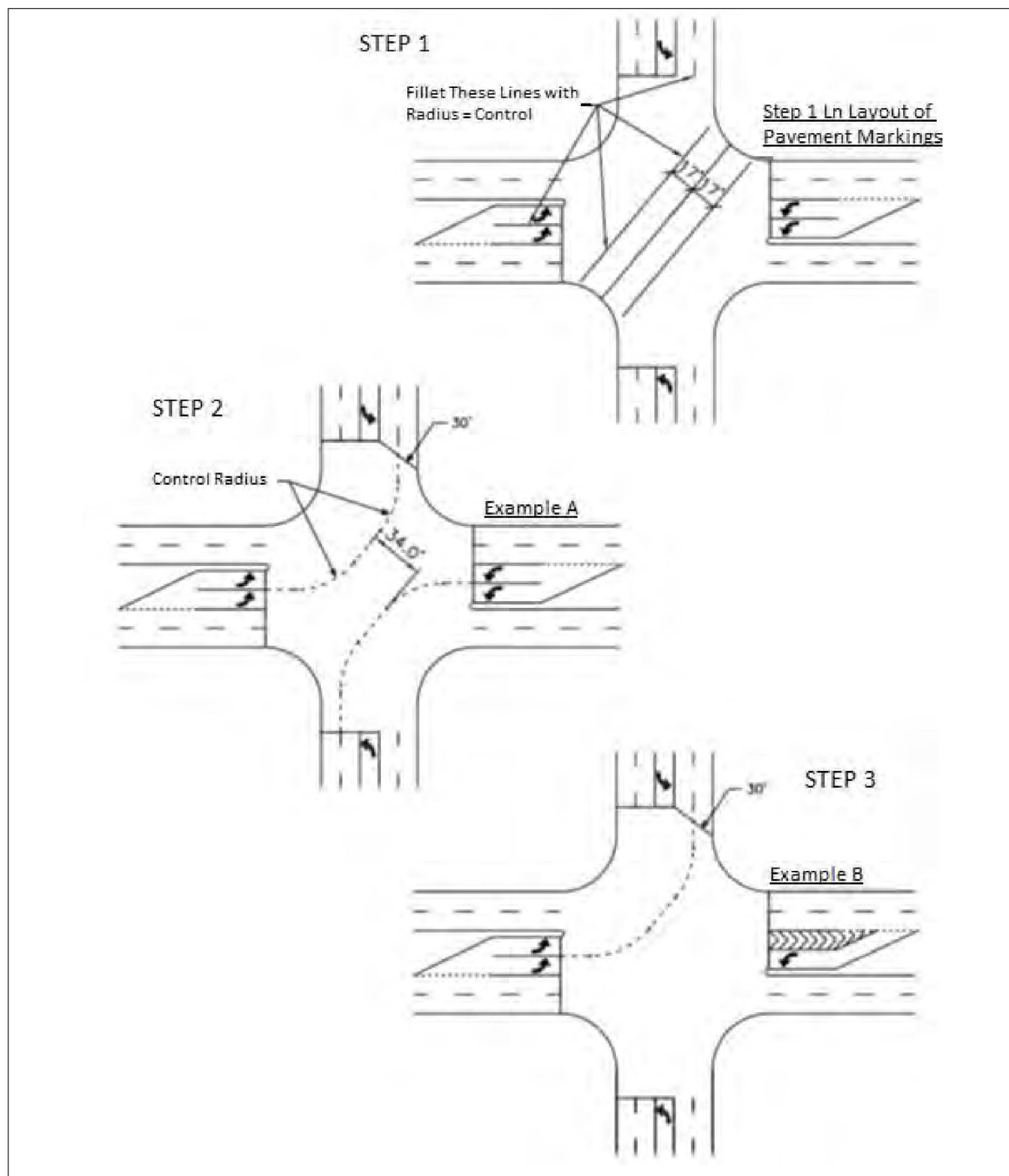


Figure 4-8 Design of Dual Left Turn Lanes

4.10 Raised Islands

Islands are an important form of intersection channelization that is often needed to accomplish the following objectives:

- Prohibit undesirable movements,
- Define the paths of allowed movements, and
- Provide a refuge area for pedestrians.

Raised islands should be large enough to command attention and accommodate wheelchairs. The smallest raised island should have an area of 75 square feet. However, 150 square feet or more is desirable. (Refer to revised ADA standards)

When multiple crosswalks are required to pass through islands, the required size may exceed the 75 square feet mentioned above. The additional area may be required to install wheelchair ramps. As an alternate to ramps, the pedestrian travel way can be “slotted” through the island, remaining on the grade of the roadway.

Figure 4-9 shows a typical design for a raised corner island at a two-lane driveway. This design uses a radius of 65' and provides an island of sufficient size for wheelchair ramps and level landings.

Figure 4-9 also contains a median island along the driveway. This drawing should not imply that median islands or corner islands are required for all driveways. However, large painted islands may not serve the intended channelization purpose and the type island to be used should be based on the actual circumstances of the site.

Raised islands should be offset from the edge of the adjacent travel lane on all sides. When raised islands are adjacent to highways with posted speed limits at or below 45 MPH, the amount of offset should be 4' desirable, 2' minimum. When raised islands are adjacent to highways with posted speed limits above 45 MPH, the island shall be offset from the edge of the highway by a minimum distance of 10'.

4.10.1 Right-In / Right-Out Driveways

Raised islands are also typically used to channelize the movements at a driveway where only right turns are allowed. The raised island is an effective means of preventing left turns. Figure 4-10 provides a typical design for right turn only islands. All sign posts to be placed within concrete area must have hole through pavement structure. The hole may be formed, drilled or sawed.

A center raised concrete median shall be placed on the State Route in conjunction with the construction of a right in/right out driveway in the event the District Traffic Engineer determines that field conditions or other factors indicate the need for such median to help prevent left turn movements at the driveway.

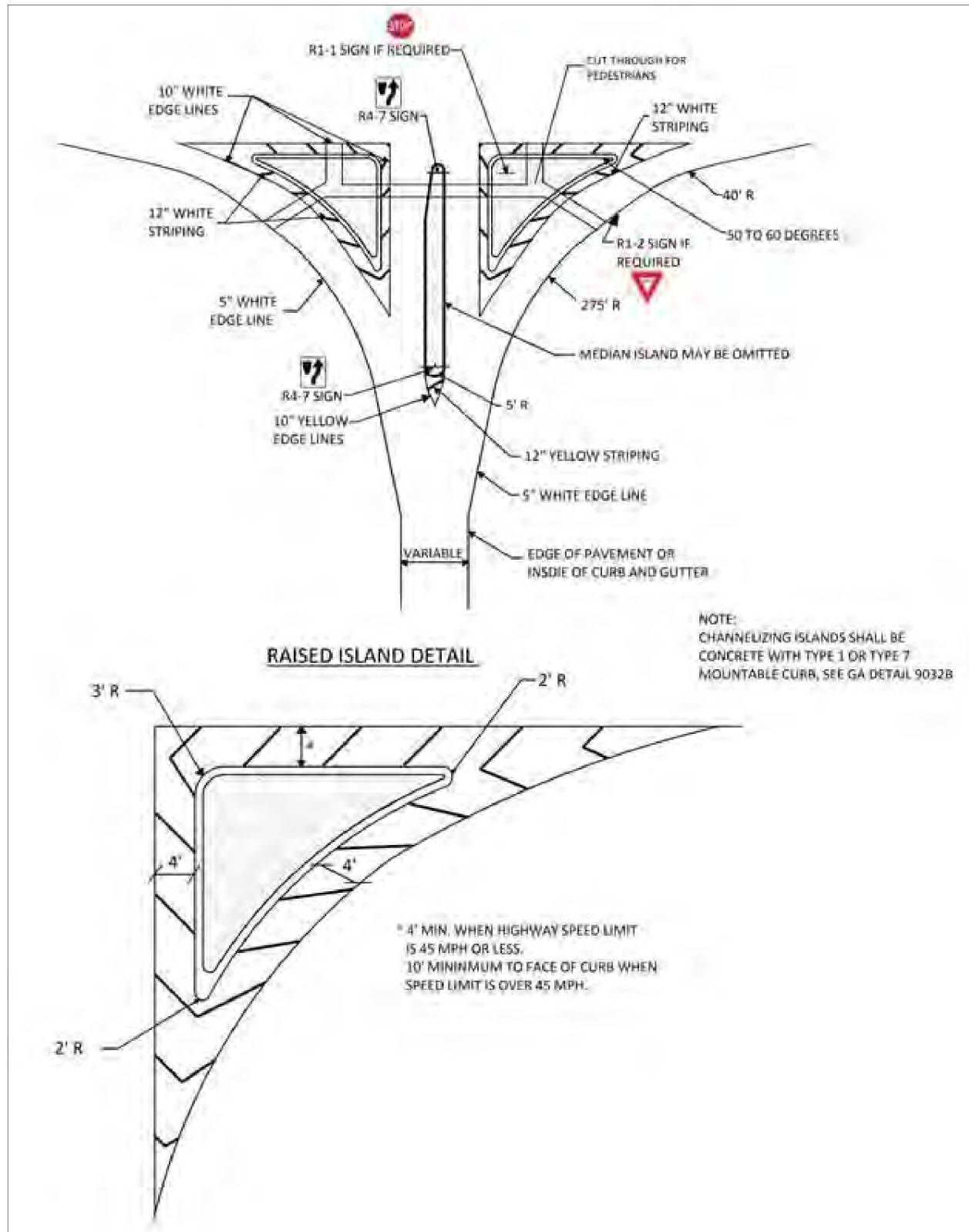


Figure 4-9 Design of Raised Islands

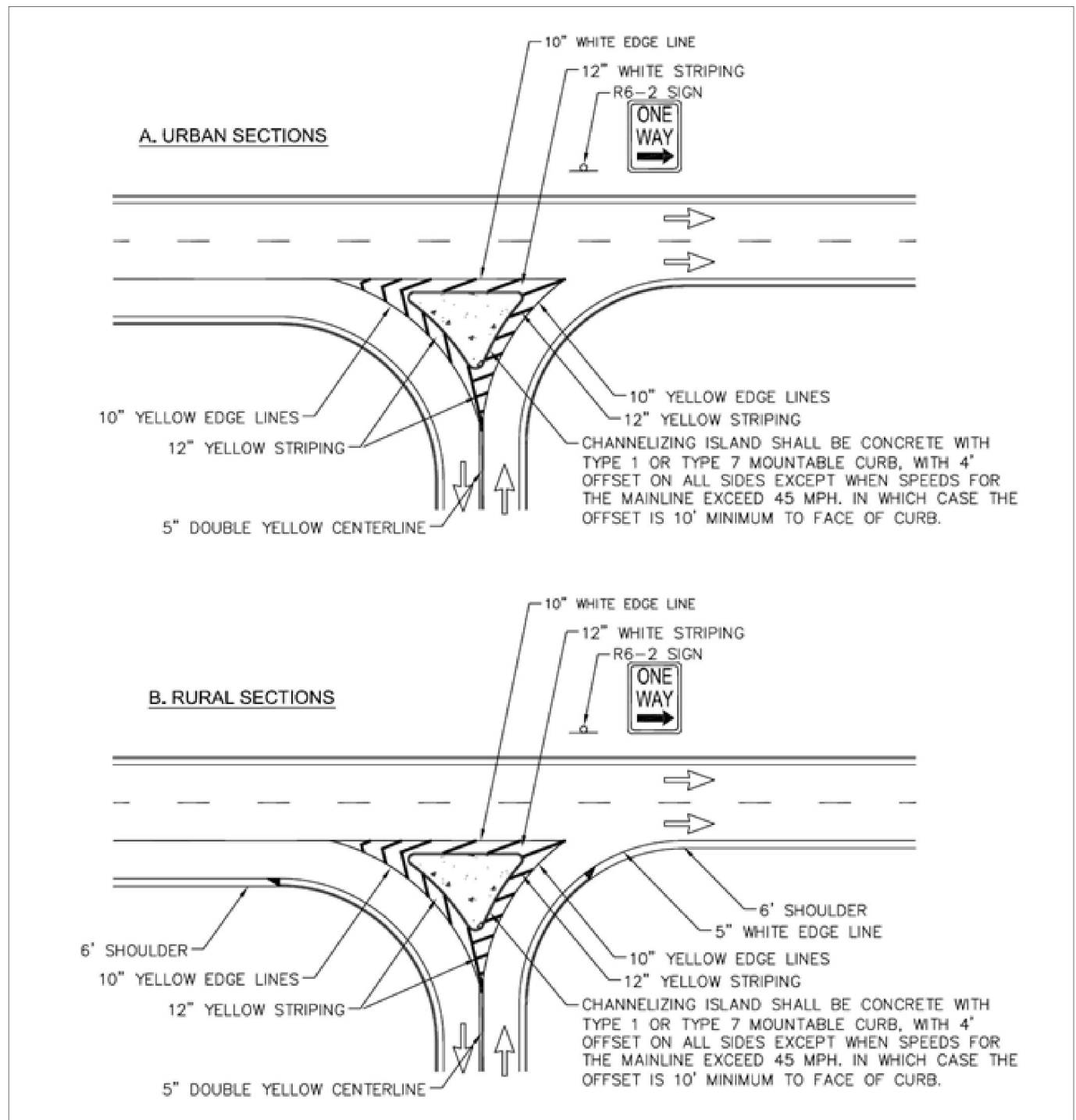


Figure 4-10 Typical Right-In / Right-Out Driveway Islands

4.11 Pedestrian Considerations

When driveways are constructed in areas where pedestrian activity is not prohibited, the design should adequately provide for pedestrian movement and interaction with vehicular traffic. Pedestrian features that should be considered include sidewalks, crosswalks, traffic control features, and curb ramps are required. The [Americans with Disabilities Act Accessibility Guidelines](#) must be utilized where pedestrian traffic is expected.

Figure 4-11 contains typical locations for curb cut ramps. Ramps are required at all pedestrian crosswalks where curb is constructed or replaced. Ramps must be constructed on each side of a crosswalk to provide a continuous ADA accessible pathway. When ramps are constructed at an intersection, all corners of the intersections must have ramps installed.

The required crosswalk detail is also shown in Figure 4-11. See current Department Construction Details for the appropriate treatment. Refer to Pedestrian & Streetscape Guide.

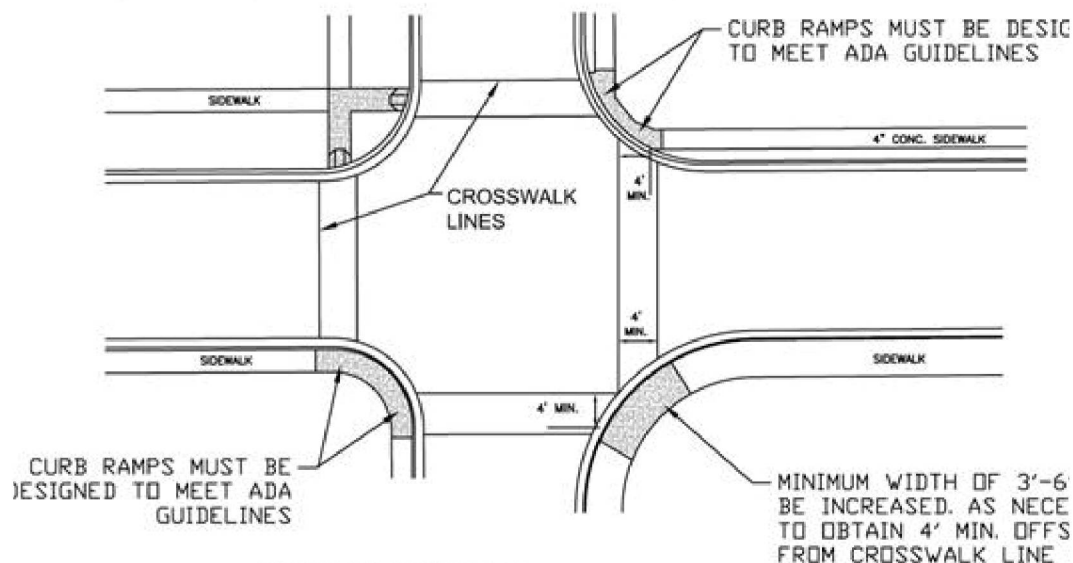
Figure 4-12 contains typical locations for ramps in raised concrete traffic islands.

4.12 Pavement Design

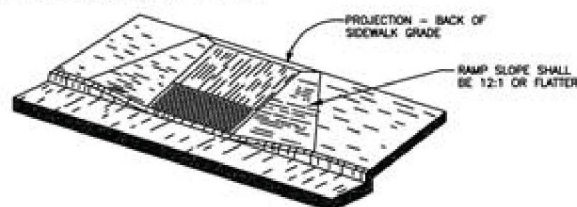
All construction, within the right of way, of surfaces intended for travel by motorized vehicles shall be paved.

The pavement specification of auxiliary lanes on State Highways shall be the Georgia DOT [Pavement Design](#), or the typical of the existing roadway, whichever is less.

TYPICAL LOCATIONS FOR CURB CUT RAMPS - PLAN VIEW



TYPICAL CURB CUT RAMP (T)



STRIPING DETAIL

- NO SCALE -

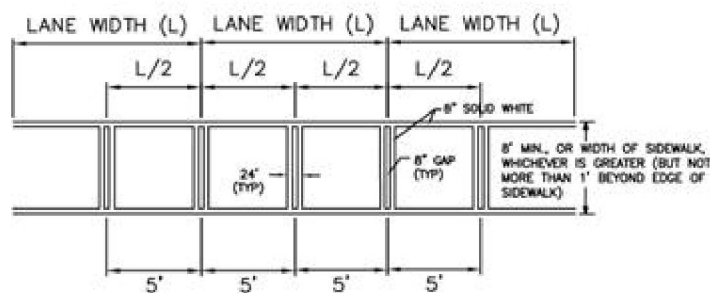


Figure 4-11 Typical Crosswalk Details

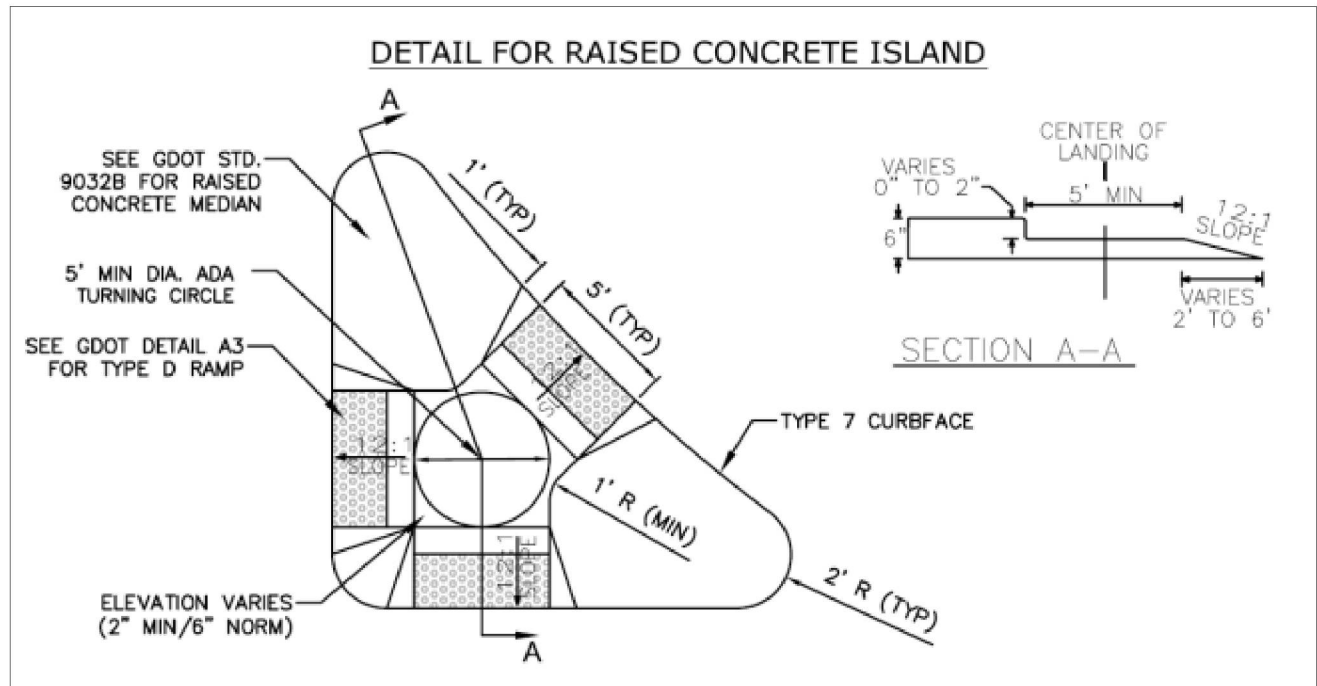


Figure 4-12 Raised Concrete Island with Ramps

(Semi-Depressed)

4.13 Clear Zone Requirements

AASHTO publishes a Roadside Design Guide that should be used as a reference when designing driveways.

Table 4-10 provides the clear zone distances as contained in the Roadside Design Guide. Driveways must be designed so that all areas within the Highway Right of Way have clear zones as defined in Table 4-10.

(from AASHTO 2011 Roadside Design Guide)

DESIGN SPEED MPH	DESIGN ADT	FILL SLOPES			CUT SLOPES		
		6:1 or Flatter	5:1 to 4:1	3:1	3:1	5:1 to 4:1	6:1 or Flatter
40 OR LESS	< 1500	10-12	12-14	**	12-14	12-14	12-14
	1500 – 6000	12-14	14-16	**	14-16	14-16	14-16
	> 6000	14-16	16-18	**	16-18	16-18	16-18
45 – 50	< 1500	14-16	16-20	**	10-12	12-14	14-16
	1500 – 6000	16-18	20-26	**	12-14	14-16	16-18
	> 6000	20-22	24-28	**	14-16	18-20	20-22
55	< 1500	16-18	20-24	**	10-12	14-16	16-18
	1500 – 6000	20-22	24-30	**	14-16	16-18	20-22
	> 6000	22-24	26-32*	**	16-18	20-22	22-24
60	< 1500	20-24	26-32*	**	12-14	16-18	20-22
	1500 – 6000	26-30	32-40*	**	14-18	18-22	24-26
	> 6000	30-32*	36-44*	**	20-22	24-26	26-28
65 - 70	Under 1500	24-26	28-36*	**	12-16	18-20	20-22
	1500 – 6000	28-32*	34-42*	**	16-20	22-24	26-28
	Over 6000	30-34*	38-46*	**	22-24	26-30	28-30

Table 4-10 Clear Zone Distances (In Feet from Edge of Traveled Way)

Notes: * Clear zones may be limited to 30' for practicality and to provide a consistent roadway template if previous experience with similar designs indicates satisfactory performance. Greater clear zone distances may be provided where indicated by crash history.

** Fixed objects should not be present in the vicinity of the toe of these slopes. The width of the recovery zones should consider a number of factors including right of way availability, environmental concerns, economic factors, safety needs, and accident history.

All areas located within the clear zones should remain clear of obstructions such as bridge abutments, poles, trees, etc. If obstructions are unavoidable, the design should include appropriate protection such as break-away design, guardrail installation, safety end treatments on culverts, etc. The Roadside Design Guide includes a table for horizontal curve adjustments, where the clear zone correction factor is applied to the outside of curves only. Curves flatter than a 2860 foot radius do not require an adjusted clear zone. Guardrails must be kept free of nearby vegetation to allow for maintenance.

4.14 Right of Way Requirements

In order to construct driveways, it is often necessary to construct improvements to the State Highway. These improvements typically include the addition of lanes along the State Highway such as a deceleration lane, or traffic signal equipment.

If sufficient right of way exists, improvements to the State Highway will be permitted without the requirement of additional right of way. In urban sections, the face of curb along the State Highway should be no closer than 14' from the right of way. In rural sections, the point located one-half way up the back slope should be on or within the right of way line. Sufficient right of way should be donated to the Department for the deceleration lane/ commercial driveway, roundabout design, or right of way miters for traffic signal strain poles and equipment. Paving specifications to match existing pavement or better should be full-depth to the right of way line. NOTE: Depths may be reduced, if field conditions warrant.

If additional right of way is required in order to construct the required improvements, the applicant must dedicate the right of way. The applicant must record the plat and legal description at the County Courthouse and provide the original copy to the appropriate Traffic Engineer. See section 2.5 for details regarding RW dedication procedures.

If existing utility easements are within the required right of way, the applicant must arrange for a replacement easement with written acceptance from the utility. At the discretion of the District Utilities Engineer or State Utilities Engineer, an Easement Limited Agreement may need to be executed by the Department on a form acceptable to the Department and utility. All right of way and utility issues shall be completed prior to the issuance of the permit.

Chapter 5. Signing and Marking - Contents

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Chapter 5. Signing and Marking

All signing and pavement marking must be designed and installed in conformance with the latest edition of the [Manual on Uniform Traffic Control Devices](#). Reference is also made to the [GDOT Signing and Marking Design Guidelines](#), current edition, which is available from the Office of Traffic Safety and Design.

5.1 Signing

All traffic signs shall be made using reflective sheeting mounted to aluminum panels (normally Type 1 panels) in accordance with Georgia Standard Specifications.

All sign posts to be placed within concrete area must have 6" wide diameter space through substructure.

All signs, except as noted below, shall be fabricated using Type III (High Intensity) reflective sheeting.

All warning signs, red series regulatory signs, including Stop, Yield, and Do Not Enter signs shall be fabricated from Type IX (type 9 Wide Angle Prismatic) reflective sheeting.

Stop signs and Yield signs on all approaches to State Highways shall be 36" in width.

"No Parking" signs, R8-3 (24"x24"), shall be installed on all deceleration lanes constructed in conjunction with driveway permits. One sign is required at the beginning of full-width deceleration lanes that are not longer than 200'. Additional signs should be installed for each additional 200' of length.

Signs installed in conjunction with driveway permits are installed using either Types 7, 8, or 9 Square Tubing. Table 5-1 provides guidelines for selecting the post type.

Signs shall be mounted at a height of 7 feet above the edge of pavement to bottom of the sign. Signs shall be setback from the edge of pavement by 12 feet or 6 feet from a paved shoulder (whichever is greater). The clearance to non-mountable curbs should be at least 2 feet.

SIGN CENTROID IS DISTANCE FROM GROUND LEVEL TO BOTTOM OF SIGN PLUS HALF THE HEIGHT OF THE SIGN.

Sign Centroid	GROUND MOUNTED BREAKAWAY SIGN SUPPORT NOT REQUIRED				GROUND MOUNTED BREAKAWAY SIGN SUPPORT REQUIRED				
	TYPE 7 2" 14 GA.		Type 9 2-1/4" 14 ga.	TYPE 8 2-1/2" 12 ga.	TYPE 8 2-1/2" 12 ga.		TYPE 8 w/ TYPE 9 inset* 2-1/2" 12 ga. W/2-1/4" ga.		
	1 POST	2 POST	1 POST	1 POST	2 POST	3 POST	1 POST	2 POST	3 POST
	SQUARE FOOTAGE				SQUARE FOOTAGE				
6'	13.50	27.00	19.25	30.00	60.00	90.00	49.25	98.50	147.75
7'	11.60	23.20	16.50	25.75	51.50	77.25	42.25	84.50	126.75
8'	10.15	20.30	14.45	22.55	45.10	67.65	37.00	74.00	111.00
9'	9.00	18.00	12.85	20.00	40.00	60.00	32.85	65.70	98.55
10'	8.10	16.20	11.50	18.00	36.00	54.00	29.55	59.10	88.65
11'	7.40	14.80	10.50	16.40	32.80	49.20	26.90	53.80	80.70
12'	6.80	13.60	9.65	15.00	30.00	45.00	24.65	49.30	73.95
13'	6.25	12.50	8.90	13.85	27.70	41.55	22.75	45.50	68.25
14'	5.80	11.60	8.25	12.90	25.80	38.70	21.15	42.30	63.45
15'	5.00	10.00	6.45	10.10	20.20	30.30	16.55	33.10	49.65
16'	4.70	9.40	6.05	9.45	18.90	28.35	15.50	31.00	46.50
17'	4.40	8.80	5.70	8.90	17380	26.70	14.60	29.20	43.80
18'	4.15	8.30	5.40	8.40	16.80	25.20	13.80	27.60	41.40
19'	3.95	7.90	5.10	7.95	15.90	23.85	13.05	26.10	39.15
20'	3.75	7.50	4.85	7.55	15.10	22.65	12.40	24.80	37.20

EXAMPLE: 24" x 48" SIGN THAT IS 7 FEET FROM GROUND TO BOTTOM OF SIGN. ADD HALF OF 48" (24" OR 2 FT) PLUS 7 FT. = 9' CENTROID.

SIGN PLATE SHALL NOT EXCEED 48" IN WIDTH ON A SINGLE POST.

* TYPE 9 INSERT SHALL BE A CONTINUOUS POST INSERTED INTO THE TYPE 8 POST WHERE REQUIRED. THE INSERT POST SHALL EXTEND FROM THE BOTTOM OF THE SLIP BASE UPPER ASSEMBLY TO 4" BELOW THE BOTTOM OF THE SIGN. THE INSERT POST SHALL NOT EXTEND ABOVE THE BOTTOM OF THE SIGN. PAYMENT FOR THE INSERT POST SHALL BE PER LINEAR FOOT OF TYPE 9 POST.

GROUND MOUNTED BREAKAWAY SIGN SUPPORT SHALL BE MEASURED PER EACH COMPLETE IN PLACE, AND SHALL BE PAID FOR AT THE UNIT PRICE. MEASUREMENT FOR PAYMENT SHALL INCLUDE THE UPPER AND LOWER ASSEMBLY, STUB POST, CLASS "A" CONCRETE, AND ALL HARDWARE NECESSARY TO COMPLETE THE INSTALLATION.

Table 5-1 Types of Posts for Various Signs

5.2 Pavement Marking

Pavement markings are required to separate lanes of travel and should be used along all edges of pavement. The following guidelines are provided for designing and installing pavement markings for driveways:

- All pavement markings installed on asphalt within the public right-of-way shall be thermoplastic material; 1.5" black contrast tape shall be installed for crosswalks on concrete.
- Lane lines are generally 5" (white),
- Stop lines should be 24" (white),
- Center lines should be 5" double yellow,
- Deceleration lanes and left turn lanes should have turn arrows (Type 2) spaced every 100',
- Deceleration lanes do not require "Right Lane Must Turn Right" signs or "ONLY" pavement markings unless it is a through lane drop or trap lane.
- New construction should install 5" white edge lines, including at new curb & gutter.
- Raised pavement markers (RPMs) shall be installed for all new construction on roadways with existing RPMs.
- Crosswalks should use the current Georgia DOT standard (see Figure 4-11).
- Refer to [Pedestrian & Streetscape Guide](#).

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Chapter 6. Drainage Designs

Driveways that connect to the State Highway System must include drainage design that is functionally consistent with the drainage system of the highway. Drainage design for driveways should be consistent with the Georgia DOT [Drainage Manual for Highways](#), current edition.

The following sections will summarize the drainage requirements for driveways, but the designer should consult the GDOT Drainage Manual for details of drainage calculations and design methodology.

6.1 Hydrology Reports

It is the responsibility of the applicant to provide appropriate drainage calculations and engineering design to prevent drainage problems arising due to increased runoff from developments. A hydrology report may be waived by the District Engineer or their designee for any commercial driveway permits.

Hydrology reports must be prepared under the supervision of an engineer registered in Georgia who must stamp and sign the report. The report must clearly show the drainage areas and the required runoff computations. A statement must be included that runoff conditions have been estimated in accordance with the GDOT Drainage Manual and that all drainage elements have been designed to accommodate the required discharge.

The general requirements of the hydrology reports are summarized in Table 6-1.

ITEM	NOTES
Runoff Calculations	Provide for each required storm frequency for both pre-developed and post-developed conditions 2, 5, 10, 25, 50, and 100 yr. storms.
Design of Structures	Provide design calculations for both inlet and outlet control.
Detention	If the post-developed discharge into the State Highway System is greater than pre-developed discharge, detention calculations must be provided.
Gutter Spread	Gutter spread calculations are required for the driveway if curb and gutter or header curb is used.

Table 6-1 General Requirements of Hydrology Reports

Separate drainage calculations must be provided for the pre-developed condition and for the proposed development. The report should clearly describe both conditions and give the area of each type of surface within the drainage area, including grassed, wooded, paved, etc. The runoff coefficients to be used in the calculations should be clearly stated.

The report should show the direction of runoff for both pre- and post-development conditions. The discharge points for each area must be provided.

The time of concentration should be given for each required storm frequency. The times for different types of flow (as outlined in DOT Drainage Manual) should be shown. Calculations shall be provided for all drainage structures for both inlet and outlet control. The calculations must be provided in report format and shall show the high water elevation above the inlet of the pipe or above the flow line of the grate.

6.1.1 Drainage Areas

Drainage areas should be outlined on county maps, aerial photographs, US Geological Survey contour maps, or other specially prepared maps. For municipal-type construction, city maps or other specially prepared maps should be marked to show the boundaries of the total area contributing to the project. The direction of flow should be marked using arrows.

It is often necessary to determine elevations to accurately show flow directions in gutters and along paved parking areas.

The elevation or difference in height between the most remote point in the drainage area and the inlet flow line of the drainage structure must be shown. Similarly, the maximum length of travel that water must flow from the most remote point must be shown.

6.1.2 Runoff Determination

The applicant's engineer should use the best method available for determining the storm runoff. For drainage areas up to 64 acres, (depending on the region) the rational method is recommended. For drainage areas greater in size, see GDOT Drainage Manual or USGS Publications: Flood-Frequency relations for urban streams and or techniques for estimating magnitude and frequency of floods in rural basins or Georgia. The drainage manual contains information that can be used to select the runoff coefficient based on the slope and surface of the drainage area and the soil type in the area. Methods for determining concentration times and rainfall intensity for certain storms and times of concentration are also provided in the drainage manual.

6.2 Drainage Design

Drainage design for driveways may include any or all of the following: on-site detention systems, drainage systems along the driveway, and connection to the highway drainage system.

6.2.1 On-Site Detention Systems

When the rate of discharge from the proposed development to the State Highway System is less than the rate at which runoff was discharged prior to the development, then detention is not required. Any discharge that exceeds the amount of runoff by 1cfs at post development detention must be provided on the development site.

Detention ponds, if required, must be designed to accommodate the 2, 5, 10, 25, 50, & 100-year storm frequencies unless the local government has more stringent requirements.

The outlet structure of the detention pond must be designed to pass the 100-year storm flow without overtopping.

6.2.2 Driveway Drainage

Driveways should be designed with a low point prior to the connection with the State Highway so that surface flow will not run across the highway. However, in some cases this is not practical such as when the highway is in super elevation. In these instances, the design should minimize the surface flow into the highway. This may require grated inlets into driveway culverts when the drainage system involves ditches. For surface systems, the addition of catch basins may be necessary to minimize gutter spread. Under these conditions, a minimum of one set of catch basins

will generally be required prior to the highway connection unless gutter spread calculations indicate the need for more. Drainage inlets or catch basins may not be placed in or directly adjacent to the radius.

Ditches along driveways must be designed to accommodate the 25-year storm. Ditches must be designed and constructed to minimize erosion in accordance with provisions of the latest Georgia DOT Erosion Control Guidelines. If velocities exceed those permissible for grass lining, an alternate design must be used such as piping or paving the channel.

Side drain drainage systems along driveways must be designed for the 25-year storm. Curb inlets and grated inlets must accommodate the 10-year storm. The design must provide for inlets as needed to limit water spread to one-half of the outside travel lane.

6.2.3 Discharge into State Highway System

The design calculations must address any component of the State Highway Drainage System that will receive additional discharge above the pre-developed condition. When pipes are connected to the highway system, the pipe as well as the junction box must be designed for the 50-year storm.

Any additional surface flows from the development that drain onto the highway must be accounted for in the hydrology report. The calculations must ensure that gutter spread in the post-development condition does not go beyond one-half of the outside lane.

6.2.4 Miscellaneous Design Requirements

All pipes 48" and larger must have an inlet and an outlet headwall. Only safety headwalls or those specifically approved by the District Engineer are allowed. All side drain pipes up to 48" should have safety grate end treatments, unless located outside the clear zone or behind guardrail.

All cross drain pipes less than 48" located within the clear zone, as specified in the Road Design Guide, shall have safety inlets with grates.

In general, all structures that are to be extended should be extended in like kind, i.e. a box culvert with a box culvert. If special circumstances dictate otherwise, the applicant's engineer must demonstrate that the alternate design has equal or greater capacity than the existing structure.

If additional fill material is placed over an existing structure, it must be analyzed for strength to carry the additional load.

The following minimum sizes should be used for drainage structures on the State Highway System:

- Box Culverts – 4' x 4'
- Cross Drain and Side Drain Pipes – 18"

Minimum clearance over structures is 1' between the bottom of the sub pavement structure to the exterior crown of the pipe.

Pipes should have a minimum clearance of 0.5' to any underground utility.

Pipe material used for commercial driveways within the right of way shall be concrete. HDPE may be used in accordance with the cross drain requirements for GDOT Construction Standard 1030P, if approved by the District Traffic Engineer prior to construction.

Pipe material used for residential driveways within the right of way shall be corrugated metal pipe, concrete, or GDOT Std. 1030P HDPE if approved by the District Traffic Engineer prior to construction.

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Chapter 7. Special Encroachments

7.1 Purpose

This chapter describes the Department's process and standard of review to allow other entities to grade, landscape or otherwise conduct roadside encroachment activity within, under, or over State Highway and other limited access R/W. These actions will be allowed by permit from the Department as described in this document. Refer to GDOT Policies 6755-9 and 6755-11 for additional information.

7.2 Scope

The following activities are exempt from permits, but will still be required to comply with requirements in the GDOT Policy 6755-9:

- Contractors under a State Highway construction contract with GDOT and operating within their contract limits,
- Consultants under GDOT contract,
- Local agency forces with a maintenance agreement operating within their jurisdictional boundaries and within the scope of their maintenance responsibilities. Litter pick-up groups that have registered or receive oversight through the Adopt-A-Highway or Sponsor-A-Highway programs administered by the Office of Maintenance.
- **Billboard companies operating within the limits of a Vegetation Management at Outdoor Advertising signs permit.**

No encroachment activity is allowed prior to obtaining a Special Encroachment Permit.

Any special encroachment permits that may be issued by the Department affecting the operation of Interstate R/W are subject to review and approval by the Federal Highway Administration (FHWA) before they are issued by GDOT. The FHWA has final approval authority.

There is no real or implied commitment intended in this policy to require the Department to issue a permit for any work on limited access R/W. Special Encroachments will generally not be allowed on active construction projects.

An encroachment permit is not a property right. It authorizes only the applicant or the applicant's agent to perform work. The applicant may not transfer or assign a permit to another party.

The responsibility for maintenance of permitted roadside landscape activities that are constructed on the R/W by entities other than the Department shall be borne by the permit entity.

7.3 Allowable Encroachment Activities

It is the desire of the Department to balance the requests of local government agencies, organizations, and owners of property adjacent to the interstate highways and other freeways and State Routes while providing a facility that possesses the optimum of utility, safety, beauty resource protection, and economy. The following sections describe the general requirements and the types of activities that may be allowed.

7.3.1 Replacement of Limits of Access (L/A) Fence

All L/A fencing removed during construction must be replaced. If not removed during construction, replacement of L/A fencing may be considered for the following reasons:

1. To provide greater protection from R/W encroachments from adjacent property as well as improve security for adjacent development.

The replacement shall be in conformance with the following:

1. The L/A fence must be replaced with Georgia DOT standard fencing, in like kind or 6' chain link, or as directed by the Engineer, along the original location. The applicant must either replace the L/A fence at the end of each day of work or install a temporary construction fence.
2. No gates will be allowed along the L/A on interstate rights of way.
3. If fencing other than the standard woven wire or chain link in conformance to GDOT standards is proposed, it must be installed a minimum of one foot inside the applicant's property and the applicant must agree to maintain the fence. (L/A fence must be in place.) Submit fence detail. The fence must be approved by Department prior to installation.
4. The fence must be replaced, if removed by the applicant.

7.3.2 Grading / Excavating

The elevation of the roadway may affect the ability of the adjacent property owner to fully utilize their property. In those cases, changes to the grade of the roadway R/W may be a less expensive option than the construction of a retaining structure outside the R/W. Where there is a documented benefit to the Department, applicants may be permitted to grade the right of way to reduce the cost of development. **Grading that requires tree removal within 500 feet of an outdoor advertisement sign is prohibited. For information about vegetation removal at signs, refer to the Policy and Procedures document [6170 Vegetation Management at Outdoor Advertising Signs](#).**

The following general requirements for grading or excavating must be adhered to:

1. Typically, if an earth embankment is in place, it may be lowered but not totally removed. In "cut" sections a berm of 4' to 6' in height may be required between the roadway ditch or curb and the right of way line to prevent headlight glare from adjacent properties onto the roadway.
2. All slopes associated with allowable grading on GDOT R/W shall be 4:1 or flatter.
3. Reimbursement for soil removal from GDOT R/W shall be at a current rate determined by the local GDOT Area Engineer's Office per cu/yd. The Area Engineer's Office may elect to have the applicant deliver the soil to a specified location for use by GDOT in lieu reimbursement.
4. Mitigation or re-vegetation for vegetation removal, grading, or disturbance is required. Refer to the Policies and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).

7.3.3 Aesthetics, Landscaping, Roadside Development and Maintenance

Treatment of the highway or transportation facility and the roadside may be considered to conserve, enhance, and effectively display the indigenous character and quality of the environment it passes through by means of proper design, construction, and maintenance of their related features.

All landscaping, roadside development and maintenance shall conform to Georgia Standard Specifications, these procedures, and any procedures and manuals maintained by the Office of Maintenance. Copies of the Guide may be obtained by contacting the Office of Maintenance. The Policies and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).

7.3.4 Groundwater Monitoring Wells

Requests for installation of groundwater monitoring wells on State Routes or on Interstate R/W are transmitted from the District Traffic Operations Offices to the Materials & Research Laboratory for review and approval. Federal Highway Administration approval is not required for ground water monitoring wells within the Interstate R/W.

7.3.5 Film Production Activities

As Georgia has become more popular as a location for television and film, there has been increasing demand for use of the State Highway System for locations. In order to facilitate the timely and orderly review of these requests the Department has established this policy for such uses.

1. An approval is required for all requested use of the Right of Way by a Production Company for filming and related purposes. Approvals are granted by District Traffic Operations. If locations requested are in multiple Districts, a separate approval must be granted for each District. A Special Encroachment Permit may be required for requests with extensive impacts or inspection responsibilities at the discretion of the District Traffic Engineer. District contacts are listed on Exhibit 1.
2. Approvals may be granted for uses of the right of way within the guidelines and Road Use Fees set out in Exhibit 2. If the requested approval does not meet the guidelines or if there are safety concerns or excessive impacts on the travelling public, District Traffic Operations may refuse to grant an approval and request a different location be used.
3. Requests from the Production Company must be made far enough in advance to ensure adequate review and notice. Deadlines for requests are set out in Exhibit 2. Under limited circumstances requests may be expedited, however, no request for lane closures on an interstate or a full road closure on any road can be expedited and no request for any use will be approved on less than 48 hours' notice. The fee for an expedited review is equal to one half day usage for the use requested.
4. Locations within active construction zones cannot be approved without written agreement from the Contractor. In such situations the Production Company is responsible for contacting and making such arrangements directly with the Contractor.
5. Local Government and Law Enforcement must be notified of the intent to use right of way concurrently with the Department. Georgia State Patrol (GSP) must be notified of all

requests on the interstate. The Production Company is responsible for making these contacts and must provide the Department with a primary contact within the Local Government or Law Enforcement entity for coordination purposes.

6. For non-interstate locations, any affected businesses or residents should be notified by the Production Company of the impacts no less than 48 hours before any impacts occur.
7. Each request is site specific; the District offices will determine what if any conditions or special provisions are required for the requested location. This may include, among other things, specific requirements for local law enforcement presence.
8. Proof of insurance must be provided prior to the start of production. The minimum amount of insurance required will be determined by the District, taking into consideration the requested uses and potential impacts.
9. Specific restrictions applicable to all requests:
 - a. No hazardous chemicals may be used on the road or right of way.
 - b. No hazardous chemicals may be used in any manner that will create runoff.
 - c. No materials may be used that may create a hazard for motorists on the road during or after filming
 - d. No water on the road when temperatures are predicted to be below freezing
 - e. Nothing may be used that could create slick conditions or damage the road surface
10. All locations must be returned to same condition upon completion of filming. Failure to return the location in acceptable condition will result in the assessment of damages against the Production Company.
11. Approvals for use of right of way are issued for specific time frames only. Failure to clear a location by the specified time will result in the Production Company being charged a liquidated damages fee as set out in Exhibit 2.

See Appendix F for Exhibit 2, Hold Harmless, Hold Harmless Addendum, and contacts list.

7.3.6 Race and Run Activities

For temporary road or lane closures, or pace activities on State Routes for race/run events, the following procedure will be used:

The event organizer shall submit a letter of request to the appropriate District Engineer, or State Traffic Engineer for events occurring in multiple districts. The letter should include information regarding the date, time, and location of the event, with contact information for the responsible parties. Proposed traffic control and event signing information should be included with the request as well as specific route information details either in the letter or in an attachment.

Events taking place in one district will be reviewed and approved in that district. Events which overlap partially into another district may be reviewed and approved in the district in which the majority of the route occurs, at the discretion of the District Traffic Engineer.

Events in multiple districts will be reviewed and approved in the State Traffic Engineer's office. The route details shall then be reviewed by each of the District Traffic Operations Office and their comments or changes coordinated and provided to the event organizers.

Approval letters will include the following statements:

The approval is only valid for the state routes listed in the submittal. Local roadways require coordination with the appropriate local governments.

The event organizers shall be responsible for all traffic control and security for the state routes, including coordination with police escorts provided by state and local law enforcement agencies, and uniformed police stationed at affected intersections

The event organizers shall be responsible for the installation of temporary signing and the timely removal of the signing from the state routes.

All traffic control and signing shall adhere to the Department's current specifications and the most current edition of the MUTCD for the duration of the closure.

The event organizers and sponsors of this event agree to hold harmless the Georgia Department of Transportation, its officers, agents, and employees from any and all claims for damages during this event.

Distribution of Approval Letter w/Attachments

State Traffic Engineer
District Engineer
District Maintenance Engineer
Area Engineer
District Communications Office
TMC Operations Manager
Oversized Permits Unit

7.3.7 Other Miscellaneous Activities

Requests for activities not addressed specifically by these procedures may be permitted at the discretion of the Department, upon Federal Highway approval as necessary or required. Fund-raising activities that include pedestrians in the travelway on state routes is prohibited.

7.4 Grading and Landscape Permit Considerations

The Department will give consideration for approval of grading and/or landscaping activities based on compatibility with primary use and protection of the State's investment in the highway facility.

Beneficial reasons for encroachment activity may include, but are not limited to the following:

- Improved shoulder or clear zone distances
- Improved drainage
- Elimination of hazards and/or guardrail
- Reduced maintenance costs

Applications are reviewed to determine the impact of the encroachment on the following:

- Safety of motorists, pedestrians, and workers,
- Design, construction, operation, maintenance, or integrity of the highway system,
- Future and on-going highway contracts,
- Aesthetic corridor: regional context,
- Environment, and
- Existing drainage.

An encroachment activity may be considered when there is no cost to the Department and all negative real value changes to the R/W are reimbursed to the Department. Items of real value include the costs for recurring maintenance, material removed, and the value of trees and other vegetation. Encroachments that devalue state right of way are not allowed.

The applicant shall be responsible for all liability for personal injury and property damages for permitted activities. GDOT has no statutory authority to allow private use of highway R/W without compensation.

Permit applications may be acceptable if all the following items are satisfied:

1. GDOT is compensated for removal of soil or vegetation from the R/W.
2. No safety hazard is created.
3. Requirements for mitigation or re-vegetation for tree removal or disturbance are met.
4. No additional maintenance is created.
5. No additional liability is assumed by the State.
6. No transportation use restriction is created.
7. No unwanted easement or other permanent R/W encumbrance is created.
8. Activity will not be detrimental to the future use or expansion of the roadway.
9. A documented benefit to the Department is shown for any tree removal beyond what is required for driveway construction.

Permits will not be issued for encroachments if any of the following conditions exists:

1. The activity adversely affects the safety, capacity or integrity of the State Highway System.
2. The activity compromises or jeopardizes the drainage system on the R/W.
3. The activity is intended to daylight the property or enhances the visibility (within 500') of outdoor advertising signs. In addition, a commitment that outdoor advertising signs will not be placed on the property adjacent to the R/W is required for all permits. Refer to the Policies and Procedures document [6170 Vegetation Management at Outdoor Advertising Signs](#) for more information about vegetation removal at signs.
4. The activity is to grade, remove or prune trees, shrubs and groundcovers when the Director of Operations has determined that the activities will significantly disrupt natural systems, roadside aesthetics, or have other negative impacts on the operation of the highway. Structural integrity and tree health as well as vegetative ground cover for erosion control are

of primary importance to the maintenance of the R/W and shall not be compromised for purposes of grading to reduce development costs, day lighting, or landscaping development activities.

5. Vegetation and/or grading for “daylighting” purposes when there is no benefit to the R/W or traveling public.
6. Encroachment that devalues the state right of way.
7. The applicant has not complied with the provisions of prior permits.
8. The proposal involves removal of vegetation within buffers of state waters. .

7.4.1 Mitigation

For mitigation information refer to the Policies and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).

7.5 Special Encroachment Permit Procedures

7.5.1 Preliminary Plan Submittal

All plans developed for a Special Encroachment Permit shall be submitted to the District Traffic Operations Office for review. The District Traffic Operations Manager will be responsible for administration of a thorough plan review among the following District offices or units: Traffic Operations, Roadway Design / Hydraulics, Environment and Location, Right-of-Way/Outdoor Advertising, Utilities and Maintenance. Plans should be reviewed by these offices as needed.

Upon receipt of an application with plans, the District Traffic Operations Manager shall check to ensure that plans and related documents are complete and meet the requirements of this procedure. The District Traffic Operations Manager will distribute plans and related documents to the appropriate units. Each individual unit will be responsible for reviewing plans, checking for compliance with the GDOT standards as they relate to their unit and as discussed in the next section. All comments shall be in written form or clearly marked, directly on the plans, making it simple for the District Traffic Operations Manager to understand. The person making comments from each unit shall sign and print their name and title near the title block of sheet one of the plans.

The applicants will have 90 calendar days to revise the plans. New application submittal packages will be required after 90 days. The applicant shall submit one (1) copy of the revised plans for final review to the District Traffic Operations Manager.

The District Traffic Operations Manager will only check resubmitted plans. The District Traffic Operations Manager should sign the final plans near title block of sheet one. District units will not be required to recheck revised plans, unless the District Traffic Operations Manager requires a unit to recheck a plan prior to final approval. If modifications to the plan are beyond the comments made or a major modification is made for other reasons, the plan should be treated as a preliminary submittal and rechecked by other units.

7.5.2 Initial GDOT Review Responsibilities

The District Traffic Operations Manager will review the encroachment permit plans for conformance with requirements for clear zone, sight distance, pedestrian access, lighting, work zone traffic control plans, and conflicts with proposed and active DOT construction projects. A copy of the plans may be submitted to other District or State Offices for review and comment by these units prior to approval of the permit:

1. **District Design**

This office checks for compliance with the GDOT Drainage Manual and erosion control procedures.

2. **District Utilities Office**

The applicant shall provide the District Traffic Operations Manager with copies of all Utility information including 1.) Utility Encroachment Permits (DOT 8413A), no conflict letters, no facilities letters, or 2.) existing and proposed easements and one review copy of the plans. The District Utilities Engineer shall check for compliance with the Utility Accommodation Policy and Standards Manual, current edition. Once the plans and letters are received, the District Utility Engineer will coordinate with the District Traffic Operations Engineer for approval.

3. **District Right-of-Way**

This office checks for compliance with regulations for limited access.

4. **General Office Maintenance**

The Office of Maintenance – Landscape Architecture Unit checks for compliance with the Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#) when vegetation removal or new plant material or roadside enhancements are proposed. The may be asked to check for sight distance requirements, vegetation/utility conflicts, clear zone requirements, horizontal clearance requirements, plant maintenance and watering needs, and for exclusion of invasive plant material. Refer to chapters 3 and 4 of this document for information out sight distance and clear zone requirements. This office also checks for the effect of proposed improvements on existing outdoor advertising signs. No landscape or vegetation removal activity shall be permitted within 500' of an existing sign location that affords a sign increased visibility.

5. **General Office Design**

This office will review plans for sites located within planned or active construction projects for conflicts and tie-ins with the project design. Permits approved within active construction projects will require coordination with the GDOT contractor.

6. **General Office Environment and Location**

This office will check for compliance with environmental laws and regulations and determine if a federal Categorical Exclusion (CE) or Programmatic Categorical Exclusion (PCE) may be required. If required, the applicant shall provide information and studies based on the protection and preservation of cultural resources (historic and archaeological), natural resources (wetlands, stream impacts and survey results for Threatened and Endangered

Species), physical environment (air and noise impacts) and evidence of the appropriate environmental permits from other agencies.

7.5.3 General Office Review & Approval for Encroachment Permits on Limited Access & Interstate R/W

When the plans or resubmitted plans have been reviewed by the District Traffic Operations Manager and are determined to be recommendable from the District Office, the applicant shall be required to furnish four or five copies of the plans and sign and execute a Mowing and Maintenance Agreement for final approval.

The District Traffic Operations Manager will transmit a copy of the application and a letter requesting action to the Office of Traffic Operations. This transmittal may include the signed and executed Mowing and Maintenance agreement, appropriate bond or escrow amounts and levels of insurance, District contact name and telephone number, etc. Mowing & Maintenance Agreements can be done after permits' execution.

The Office of Traffic Operations will submit the application to the appropriate offices and the FHWA, if applicable, for review and comment. Comments and proposed changes or conditions will be returned to the Office of Traffic Operations. If plan revisions are necessary, the Office of Traffic Operations will request these revisions from the appropriate District Traffic Operations Office.

The following are exempted from FHWA review:

1. Landscaping projects that meet current policy, Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).
2. Installation of groundwater monitoring wells,
3. Engineering services, such as surveying, subsurface investigations, etc., that is being performed for governmental agencies.
4. Utility encroachments, unless they contain an exception to the GDOT Utility Accommodation Policy and Standards (UAPS).

Approval of the permit will include a sign-off by the Division Director of Operations and the Chief Engineer with final approval by the Commissioner. For permits requiring FHWA approval, a copy of the GDOT-approved plans will be sent to FHWA for review and approval.

The approved plans and permit will be sent to the District Office for distribution to the applicant and to the assigned permit inspector. Applicant submittal of all requirements including bonds, insurance, etc. must be made prior to permit issuance/pick-up. Local and city governments may be exempt from bond requirements.

The approval letter from the District Office to the applicant will include a distribution to the Office of Traffic Operations and the Federal Highway Administration.

7.5.4 Appeals

When the District Engineer or delegated representative denies a Special Encroachment Permit in writing for activities not reviewed by the Federal Highway Administration, the applicant may appeal

to the Director of Operations in writing, within 60 days after permit denial. There is no appeal process within GDOT for activities denied by the Federal Highway Administration.

The following items should be included with requests for appeals:

1. The applicant's name and company or organization, address, telephone number, name of applicant's agent (if applicable), address, and telephone number.
2. The project's location including county, route, and milepost.
3. Project description along with any pertinent plans or drawings (minimum 3 copies each).
4. The reason why the proposed project or activity should be permitted. This information should include a full explanation of the perceived hardship. Hardships cannot be self-imposed. Include available alternatives to the proposed encroachment, together with costs and potential consequences if the requested encroachment is not approved. Also, provide the expected benefits to the State that would accrue by proceeding as proposed.

7.5.5 Conditions of Permit

The permit will be valid for a specific period of time as established by the Department after consultation with the applicant.

The permit will become part of a perpetual R/W Mowing and Maintenance Agreement. A letter may be required to express concurrence/endorsement between local government and other property owners/agencies or organizations that are adjacent to the areas proposed for change.

The work must be performed according to permit and approved plans. Access to the work area should be from the abutting property, not from the traveled way, when feasible. When working within 32' of a roadway and within Department R/W, conformance to standard safety and traffic control policies (MUTCD) is required. Submittal of a work zone traffic control plan will be required.

7.6 Plan Requirements for Special Encroachments

Plans shall include and/or be in accordance with the following:

1. An overall site plan and location sketch map.
2. Plans shall be an accurate and legible representation of the existing conditions or features (above and below ground), existing contour lines (show as dashed lines) and elevations sufficient to show the natural drainage features within the property to be developed. The maximum acceptable contour interval shall be 2'. All of this information should include any elevations needed to show how the water flows once it leaves the property.
3. All proposed work including changes to trees, vegetation and contours. Two plans may be necessary for complete explanation, one for existing and one for proposed. If only one plan is provided showing both, the existing features will be shown using dashed lines. For clarity, it is important that landscape improvements be dimensioned from a fixed point of beginning.
4. North arrows on all drawings and maps.

5. The scale of the drawings should be 1" = 50' or larger. If a smaller scale is used for "overall plans", then enlarged details of the work on the right of way must be furnished on a 1" = 50' or larger scale.
6. Locations of all property lines and/or right-of-way fence, easements, above and below ground utilities, curbs, curb types, ADA wheelchair ramps –location & type, edge of pavement (edge of travel lane), guardrails, sidewalks, intersections, median breaks, driveways, bike lanes, surveying monuments, signs, permitted billboards, lighting, traffic signals, other traffic control devices, drainage features, roadway geometries, limit of clear sight line, wheel chair ramps, clear zone set backs.
7. Existing off site features such as the names and types of businesses (if applicable) and/or the property owner on either side of the R/W proposed for change.
8. The distances from the centerline of the highway or road to the R/W line and the distance from one corner of the property, along the R/W line of the abutting road, to the centerline of the nearest named street, road or highway. A general statement such as "Right-of-Way Varies" is not acceptable. Roadway design plans can be viewed at the District and General Offices' plans file rooms.
9. **State Route Numbers** and U.S. Route Numbers (if applicable) and names of all highways, ramps and roads shall appear on the plans. Designations such as "County Road", "Cross Road" or "City Street" are not specific enough and should not be used.
10. The DOT milepost estimated to the nearest tenth of a mile to some point on the area of the permit (shown on the plans).
11. **Posted speed limit** of adjacent travel way.
12. All existing DOT signs within the R/W being changed.
13. The total length of frontage of the property owned, and if different, the length of R/W being changed under the permit.
14. All existing vegetation, refer to Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#) for information about landscape plan requirements.
15. The location of any existing outdoor advertising signs within 500 feet of the limits of the project (those that could be affected by the work in terms of location or sight lines).
16. A title block showing the name of the property owner (and the permit applicant, if different from the property owner) and the county in which the project is located. The name of the engineer, landscape architect, or individual that prepared that plans should also be included.
17. Scaled Drawings (36"X24") maximum size sheets will be accepted for the review process.
18. Photography, or video, of the site showing existing features.
19. A landscape plan in conformance with Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).
20. A maintenance plan in conformance with the Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).

21. When necessary to perform work within 32 feet of the edge of pavement and/or access to site is from the roadway, a traffic control plan, in conformance to MUTCD standards, is required.
22. Sprinkler Systems and clear zone setbacks must comply with Policy and Procedures document [6755-9 Policy for Landscaping and Enhancements on the GDOT Right of Way](#).
23. When necessary to prevent erosion during construction, an erosion control plan shall be prepared in accordance with GDOT standards. If the disturbed is over 1 acre, a NOI will be required. Disturbed areas should be stabilized daily.
24. Location of buffers of state waters or streams within the project site.
25. Show all existing utilities, above and below ground.
26. Inventory of any trees 4 inches or greater in diameter that are proposed for removal.
27. Inventory of the square feet of any native understory vegetation less than 4 inches in diameter proposed for removal.

7.7 Inspection and Acceptance of Work

Each District is responsible for competent and adequate inspection of permit work and inspectors are assigned as required. The District Traffic Operations Manager shall maintain a permit file for each permit. This file shall contain a completed application package, copies of the executed Maintenance Agreements, copy of appropriate correspondence, and copy of bond and Notice of Completion/Acceptance of Work. When the work is completed, the District Engineer will approve the acceptance of the work. Throughout the construction, the assigned permit inspector shall inspect the progress of the permitted activities to ensure completion of the work on a timely schedule. The District shall ensure by inspection that all aspects listed in the application and plans are adhered to.

All correspondence with the permittee shall be copied to the District Traffic Operations Manager. No alterations of the plans shall be allowed.

Throughout any plant establishment maintenance period, the assigned Permit Inspector shall inspect the maintenance of the permitted activities to ensure conformance to maintenance standards.

On all landscape or permitted activities, prior to acceptance or release of bonds, the applicant initiating the work is responsible for preparing accurate as-built drawings. After the final inspection and acceptance of the work, the Permit Inspector shall notify the District Traffic Operations Manager to release bonds. The District Traffic Operations Manager is responsible for acquiring and checking as-built drawings against approved plan drawings and completed work.

Any changes, caused by unforeseen on-site conditions, during the construction or maintenance of the work must be officially revised and added to the permit file plans for permanent record. A copy of the letter of acceptance to the applicant will be sent to the District Office of Maintenance and the appropriate Area Engineer's Office for use in scheduling yearly inspections and maintenance related correspondence.

Chapter 8. Residential Driveways - Contents

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Chapter 8. Residential Driveways

Residential Driveway Permits are administered by the GDOT Area Engineer. The Area Permit Inspector for commercial driveways is usually the same person who handles residential driveways. The Permit Inspector will advise the Applicant regarding location of the drive, the size pipe, if required, to be placed under the driveway, and approve the grading plan from the outer edge of the shoulder of the road to the R/W line.

Locations for residential drives should be based on existing conditions. While separation from existing drives is desirable, residential drives should be located to provide the safest possible ingress and egress based on sight distance and roadway characteristics. Individual drives shall not be approved for newly subdivided lots of less than 5 acres. Subdivision streets or shared drives shall be used to provide access to smaller lots or subdivided properties.

Residential driveways are, as the name implies, driveways to private residences. Normally they are 14 to 16 feet wide. It is recommended that turnarounds be provided to avoid vehicles backing into the highway. Under special circumstances, certain design vehicles require more width to safely negotiate a turn into or out of the drive without stopping and/or backing on the roadway. The Area Engineer may approve a driveway up to 20 feet wide.

If the driveway is paved, but without curb and gutter, at least a two (2) foot shoulder along the drive and around the radii before beginning the slope down to the drainage ditch is desirable. The front slope, back slope and the slope around the end of the drain pipe under the drive, if present, should be the same as if it were a commercial driveway.

Where the ends of side drain pipe are exposed to traffic inside the clear zone, safety slope end sections are required. Flared end sections may be used behind guardrail or outside the clear zone. All side drain pipes larger than 48 inches must have an inlet and an outlet headwall. Only safety headwalls or those specifically approved by the District Engineer are allowed. Refer to the current Georgia Standard.

On residential driveways this can be accomplished in several ways. If the pipe is corrugated metal and the applicant chooses to cut the end off to provide a 6:1 or flatter slope, he may install a concrete "collar" around the pipe end to provide stability and control erosion.

It is the responsibility of the property owner to provide routine maintenance of the pipe and driveway up to the roadway edge of pavement without making improvements to it as governed by the permit process.


 District No. _____
 State Highway No. _____
 Milepost No. _____
 County: _____
 Permit No.: _____

Department of Transportation

Residential Driveway Permit Request

I, _____ of _____
 Name of Applicant P.O. Box and Address
 _____ request permission to construct a residential driveway on S.R. _____ U.S. _____ in the
 Phone No. _____
 City of _____ in _____ County. The driveway will be constructed on the
 (If Applicable)
 _____ Side of the highway at a point _____ ft. _____ of the centerline of _____ St. (Rd.) and at
 NSEW NSEW Nearest street or road
 milepost _____

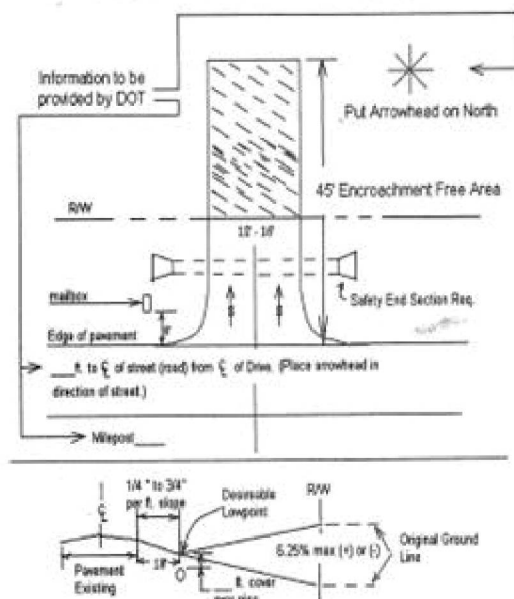
By signing this request I agree to construct or have constructed this driveway as described below. I also agree that I will be responsible for the maintenance of this driveway including pipe, surface course, and slopes.

Date _____ Signature _____

****Above information is to be provided by the owner prior to issuance.****

This drive to serve a single family dwelling only and may not be converted to any other use without approval of DOT.

Typical Plan & Profile for Drive



Special Requirements

1. Extend pipe as necessary to obtain a 4:1 or flatter slope.
2. The pipe shall be GA DOT standard _____ ft. long _____ inches in diameter.
3. Existing surface flow to remain. Water cannot be diverted to DOT right-of-way.
4. No headwalls to be constructed on pipe. Safety End Sections required as a minimum.
5. No brick or other hazardous mailbox supports allowed on right-of-way. (mailbox shall be located on exit side) All driveways should have turn around pad off right-of-way to prevent backing into the highway.
6. All disturbed right-of-way to be regressed to DOT specifications.
7. Driveway must be stabilized with 4" of stone as a minimum.
8. The orange permit poster must be displayed at the site in plain view until work is inspected and accepted by DOT.
9. All work to be completed in 90 days. Applicant to give area Engineer 24-hour notice before work begins.
10. Advance warning signs shall be required while working on DOT right-of-way.

Other requirements: _____

cc: _____

Approved by: _____

Title: _____

This _____ day of _____, 20 _____

8.1 Side Drain Pipes

Applicants may choose to use reinforced concrete, corrugated aluminum, corrugated galvanized metal, asphalt coated galvanized metal, HDPE, or, along low volume roads (less than 1,500 ADT) smooth lined corrugated PVC pipe, when used in accordance with the Department's current guidelines. As stated above, safety end treatments will be required on all side drain pipes on all State Routes, unless they are located outside the clear zone or behind guardrail. This is required primarily for safety reasons. This enables an errant vehicle to travel across and over the end of the side drain pipe instead of coming to an abrupt halt, usually resulting in serious injury to the occupant(s) of the vehicle. It also helps control erosion and makes grass mowing easier and safer.

8.2 Utility Driveways

Utility driveways for access to utility sites such as power substations, water tanks, or telephone service sites are to be permitted by the Area Engineer and should be treated much the same as a residential drive for design and sight distance. The Area Engineer should bear in mind that the drive must function in a manner which will allow the utility vehicle to pull completely off the roadway without stopping and backing into the drive or having to back out into the roadway when exiting the driveway. The vehicle must not reduce sight distance for driveways located along the same section of roadway. A utility driveway will normally not count as one allowed access point along an applicant's frontage, depending on the length of frontage and safety considerations. A typical utility driveway layout is shown in Figure 8-1.

The most important aspect of granting a permit for a utility driveway is coordination with the Utility before they purchase the site or obtain an easement. If the Area Engineer needs assistance before granting access to a Utility, they should call the District Traffic Engineer.

8.3 Farm Use, Logging & Mining Driveways

These driveways are to be permitted by the Area Engineer in a manner similar to a Utility Driveway. A logging driveway will usually be a temporary drive which will either be removed when the logging operation is completed or left in to become a farm use driveway. A mining operation may require a more substantial design to function properly.

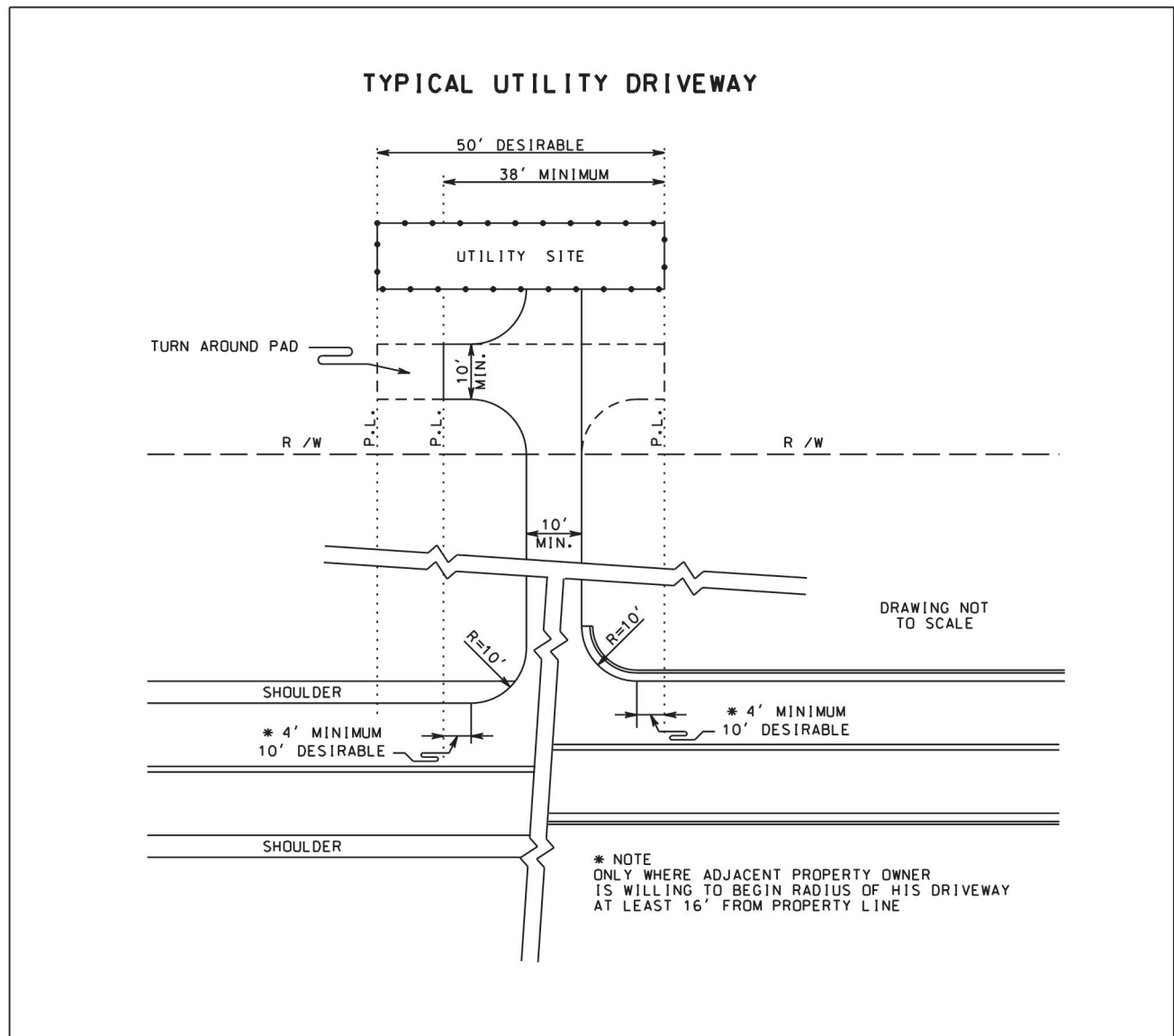


Figure 8-1 Typical Utility Driveway

Chapter 9. Mailboxes - Contents

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Chapter 9. Mailboxes

Mailboxes supported by structures such as masonry, stone, rail road ties, tractor wheels, plow blades, concrete filled barrels, or other material that can cause damage to a vehicle or interferes with the safety of the traveling public are considered a Right of Way Encroachment. Georgia Code Section 32-6-1 states that such encroachments or obstructions are unlawful on “any public road”.

9.1 Purpose

Under O.C.G.A. Section 32-6-1, the Department can legally determine that any structure on a state R/W is an obstruction and require its removal. However, in order to give appropriate notice to the public of which mailbox supports may be replaced on state R/W, and those which will be considered an obstruction or encroachment upon state R/W, the following rules are to be followed.

9.2 Acceptable Standards for Residential Mailboxes

Mailboxes shall be of light sheet metal or plastic construction conforming to the requirements of the U.S. Postal Service. Newspaper delivery boxes shall be of light sheet metal or plastic construction of minimum dimensions suitable for holding a newspaper.

1. Mailboxes supports shall not be set in concrete unless the support design has been shown to be safe by crash tests when so installed.
2. A single 4”X 4” or 4”diameter wooden post or a 1.5” light-gage pipe embedded no more than 24” into the ground is the typical preferred mailbox support. A metal post shall not be fitted with an anchor plate, but it may have an anti-twist device that extends no more than 10” below the ground surface.
3. The post-to-box attachment details should be of sufficient strength to prevent the box from separating from the post top if a vehicle strikes the installation.
4. The minimum spacing between the centers of support posts shall be three-fourths the height of the posts above the ground on multiple mailbox installations.

9.3 Policy

No mailbox or newspaper delivery box will be allowed to exist on State Right of Way if it interferes with the safety of the traveling public or the function, maintenance, or operation of the highway system. A mailbox installation that does not conform to the provisions of this regulation is an unauthorized encroachment under Georgia Code Section 32-6-1.

The location and construction of mailboxes shall conform to the rules and regulations of the U.S. Postal Service as well as to standards established by the Department. Department standards for the location and construction of mailboxes are available from the Area Engineers Office or the District Maintenance Office.

To help prevent future confusion on this subject, a copy of the Acceptable Standards for Residential Mailboxes, which governs the location and construction of mailboxes on the State Right of Way shall be attached with all issued Residential Driveway Permits.

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Chapter 10. School Driveways

Cooperation between the school system, the Georgia Department of Transportation (GDOT), and the local governing agency is necessary to plan and complete any road improvements related to the construction of a new or redeveloped school located on or within the impact area of a State Route. The Georgia Department of Education Facilities Section publication, A Guide to Site Selection, 160-5-4-.16 (a) 6, applies to the purchase of all new sites on which an education facility will be constructed, the purchase of additional acreage for an existing educational site, existing sites on which a new educational facility will be constructed, or any leased or privately owned site on which public school students will be attending school. The guide requires the GDOT Local Grants Office be notified of the location and circumstances for each site prior to formal site approval by the Facilities Services Unit. It is recommended that private schools and daycare facilities follow the guidance in this section when selecting a site and designing a facility.

10.1 Concept Review

Prior to the purchase of a new school site, development of new facilities on existing sites, or redevelopment of existing school sites, the school district should submit a preliminary plan to the Department for a Concept Review. The plan should include a “rough plat” map of the acreage with a footprint of the development, internal circulation, driveway placement, and surrounding roadways and intersections. The type of school(s) and student population anticipated for the site should be included, along with any other information available at the time of submission. Two copies of the concept plan should be sent to the appropriate District Traffic Operations Office (see Appendix A). An additional copy should be sent to:

State Traffic Engineer
Georgia Department of Transportation
Transportation Management Center
935 E. Confederate Avenue, Building 24
Atlanta, GA 30316

The District will have twenty (20) days to perform a site inspection and provide an assessment of the driveway locations and the required roadway improvements. An onsite meeting between GDOT and representatives from the local school system and/or their engineer may be required in order to provide comprehensive comments. The comments will be sent directly to the submitting school district and copied to the State Traffic Engineer’s Office, the Local Grants Office, and the Local Government Planning Office.

10.2 Driveway Permit and Site Design

Approval of a GDOT Driveway Permit for access to the State Highway System is necessary to plan and construct any road improvements related to the opening of a new school facility. A request for a Driveway Permit should be directed to the appropriate District Traffic Engineer, including a plan addressing access to the site, driveway placement, roadway improvements, site design with internal traffic flow, bus/car stacking, existing and projected traffic volumes, and safety impacts. If the school is located at or adjacent to an existing or proposed traffic signal, or if requested by the Department, a Traffic Impact Study or Signal Warrant Analysis shall be submitted with the permit

request. If a School Zone Flasher is requested, it should be included with the plans to be coordinated with the Driveway Permit.

10.2.1 Driveways

Site access from two different roads is preferable. In order to ensure proper distribution of traffic, elementary and middle schools should have two separate driveways. One drive is needed to serve the bus loop, while the other is necessary to serve the parent drop off loop. Bus traffic and car traffic should be separated whenever feasible. High schools should have a third drive to separate and serve student parking. High schools with a student population greater than 2,500 should have two separate student drop off loop driveways.

10.2.2 Driveway Spacing

The desirable distance between school driveway is 600 feet or greater, and a minimum 450 feet required, allowing for adequate left turn lane development. Driveway spacing (Chapter 3, Section A-1) and left turn lane requirements are greater for school facilities than for typical commercial developments because of the size of school busses, and because peak hour volumes are concentrated with morning school take-in and afternoon dismissal times that coincide with typical peak hour volumes. Additional left and right turn lane storage over the minimum (Chapter 4, Sections I-2 and I-4) commercial requirements should be based on the size of the facility, student and staff population.

10.2.3 Driveway Location and Design

At a minimum, all school driveways are required to have left turn lane and right turn deceleration lanes. Driveway locations must meet minimum sight distance requirements for the posted speed limit and roadway type shown in Table 3-4. Location of the driveways should meet minimum spacing from existing driveways and intersections, and may not encroach within the functional limits of an intersection. Proximity to the nearest signalized intersection should be considered. Bus entrances should be designed with wider lane widths and radii than standard minimums. Entrance radii should be a minimum of 50 feet, and entrance lanes a minimum of 18 feet. Pedestrian accommodations should be included at the driveway entrances.

School sites on divided highways should include right-in/right-out only drives, or be located at an existing or an approved median opening.

10.2.4 Internal Design

It is essential to design internal school drives in a manner that will provide sufficient on-site stacking length for both bus and drop off traffic. Insufficient internal stacking results in poor traffic operations at peak hours, and safety concerns on the roadway. Recommended stacking lengths are based on the type of school and student population size.

<u>School Type</u>	<u>Student Population</u>	<u>Loop Drive Stacking Length</u>
Elementary	200 – 600	900 – 1200 feet
	600 – 1400	1200 – 1500 feet
Middle	200 – 600	900 – 1200 feet
	600 – 1200	1200 – 1500 feet
High	400 – 800	800 – 1200 feet
	800 – 2500	1200 – 1500 feet

10.2.5 Site Recommendations

- Buildings should be set back a sufficient distance from the roadway to allow traffic loops with adequate stacking for loading and unloading students
- Student drop off/pick up areas should be separate from bus loading/unloading activities by constructing separate driveways with loops that function separately.
- Bus and car loops should circulate in counterclockwise direction so that loading and unloading occurs from the passenger side next to the curb.
- Bus circulation and parking layout should be designed to prohibit buses backing up on the site.
- Parking stalls for a full size bus should be a minimum of 15 feet wide. Smaller spaces may be provided for mini-buses and other specifically sized vehicles.
- Parking stalls along loop drives should be placed at an angle to facilitate a one way traffic flow, and discourage wrong way use.
- Pedestrian and bicycle traffic should have a designated safe path between any road and the school buildings.
- Student parking areas should be separated from staff/visitor/bus parking and student loading/unloading areas.

10.3 School Speed Zones and Flashing Speed Limit Assemblies

Schools with a multiple grades and enrollment over 350 students and staff may be considered for school speed zones on a case by case basis. An Engineering and Traffic Investigation Report is required for the establishment of a school zone speed limit, or the modification of an existing school zone speed limit. School Zone Speed Limit Flasher Permit requests must be submitted by the local government along with the report and a letter showing support and agreement for establishment of a school speed zone with flashing speed limit indications. If a permit is approved by GDOT, the local governing agency or School Board will be responsible for all cost associated with establishing power service to any proposed flashing assemblies. Ongoing maintenance and operation of any permitted school zone flashers may become the responsibility of the requesting agency associated with the request.

10.4 Proposed Traffic Signals

Requests for traffic signals associated with school access onto state routes will be evaluated as described in section 2.5.2. The request shall be coordinated with the Driveway Permit request and must be approved prior to approval of the Driveway Permit.

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Appendix A. Contact Information

DISTRICT	LOCATION AND MAILING ADDRESS	PHONE NUMBER
1	2505 Athens Highway Gainesville, GA 30507	770-532-5500
2	801 Highway 15 South Tennille, GA 31089	478-552-4618
3	115 Transportations Blvd. Thomaston, GA 30286	706-646-6900
4	710 West 2 nd Street Tifton, GA 31794	229-386-3435
5	204 Highway 301 North Jesup, GA 31545	912-427-5703
6	500 Joe Frank Harris Parkway Cartersville, GA 30120	770-387-3602
7	5025 New Peachtree Rd. Chamblee, GA 30341	770-986-1765

DISTRICT 1 AREA OFFICES

Gainesville Area Office - Area One	Counties Served
2594 Gillsville Hwy. Gainesville, GA 30507 Telephone: 770-531-5800 Fax 770-531-6455	Dawson Forsyth Gwinnett Hall

Athens Area Office – Area Two	Counties Served
450 Old Hull Road Athens, GA 30601 Telephone: 706-583-2644 Fax 706-583-2655	Barrow Clarke Jackson Oconee Walton

Carnesville Area Office – Area Three	Counties Served
301 Conger Road Carnesville, GA 30521 Telephone: 706-384-7269 Fax 706-384-3911	Banks Elbert Franklin Hart Madison Stephens

Cleveland Area Office - Area Four	Counties Served
942 Albert Reed Road Cleveland, GA 30528 Telephone: 706-348-4848 Fax 706-348-4851	Habersham Lumpkin Rabun Townsend Union White

DISTRICT 2 AREA OFFICES

Milledgeville Area Office - Area One	Counties Served
161 Blandy Road Milledgeville, GA 31061 Phone: (478) 445-5130 Fax No: (478) 445-1435	Baldwin Hancock Putnam Washington Wilkinson

Dublin Area Office - Area Two	Counties Served
2003 US Highway 441 South Dublin, GA 31021 Phone : (478) 275-6596 Fax : (478) 274-7920	Bleckley Dodge Johnson Laurens Treutlen

Louisville Area Office - Area Three	Counties Served
2971 US Hwy 1 North Louisville, GA 30434 Phone: (478) 625-3681 Fax: (478) 625-3682	Burke Emanuel Glascok Jefferson Jenkins

Augusta Area Office - Area Four	Counties Served
4260 Frontage Road Augusta, GA 30909 Phone: (706) 855-3466 Fax: (706) 855-3479	Columbia Lincoln McDuffie Richmond Warren Wilkes

Madison Area Office - Area Five	Counties Served
1570 Bethany Road Madison, GA 30650 Phone: (706) 343-5836 Fax: (706) 343-0051	Greene Jasper Morgan Newton Oglethorpe Taliaferro

DISTRICT 3 AREA OFFICES

Thomaston Area Office – Area One	Counties Served	
101 Transportation Blvd. Thomaston, GA 30286 (706) 646-6100 / (706) 646-6099 Fax (706) 646-6105	Butts Henry Lamar Pike	Spalding Taylor Upson
Columbus Area Office - Area Two	Counties Served	
3600 Schatulga Road Columbus, GA 31907 (706) 568-2165 Fax (706) 569-3071	Chattahoochee Harris Marion	Muscogee Stewart Webster
Perry Area Office - Area Three	Counties Served	
200 Julianne Street Perry, GA 31069 (478) 988-7151 / (478) 988-7152 Fax (478) 988-7161	Dooly Houston Macon	Pulaski Schley Sumter
Macon Area Office - Area Four	Counties Served	
4499 Riverside Drive Macon, GA 31210 (478) 757-2601 / (478) 757-2602 Fax (478) 757-2598	Bibb Crawford Jones	Peach Monroe Twiggs
LaGrange Area Office – Area Five	Counties Served	
1107 Hogansville Road LaGrange, GA 30241 (706) 845-4115 / (706) 845-4116 Fax (706) 845-4310	Coweta Fayette Heard	Meriwether Talbot Troup

DISTRICT 4 AREA OFFICES

Valdosta Area Office - Area One	Counties Served
1411 Madison Highway Valdosta, GA 31601 229-333-5287	Atkinson Berrien Echols Lanier Lowndes

Douglas Area Office - Area Two	Counties Served
1835 S. Peterson Avenue Douglas, GA 31535 912-389-47371	Benn Hill Coffee Crisp Irwin Turner Wilcox

Cuthbert/ Donaldsonville Area Office - Area Three	Counties Served
511 North Webster Street Route 1, Box 8 Cuthbert, GA 39840 2229-732-3006 734 W. Crawford Street Route 1, Box 14 Donaldsonville, GA 31745 229-524-5760	Calhoun Clay Decatur Early Miller Quitman Randolph Seminole

Moultrie Area Office - Area Four	Counties Served
120 Veterans Highway North Moultrie, GA 31788 229-891-7130	Brooks Grady Colquitt Thomas Cook Tift

Albany Area Office – Area Five	Counties Served
2060 Newton Road Albany, GA 31701 229-430-4198	Baker Mitchell Dougherty Terrell Lee Worth

DISTRICT 5 AREA OFFICES

Baxley Area Office - Area One	Counties Served
740 Oakdale Circle Baxley, GA 31513 Telephone: 912-366-1090 Fax: 912-366-1091	Appling Jeff Davis Montgomery Tatnall Telfair Toombs Wheeler

Waycross Area Office - Area Two	Counties Served
104 North Nichols Street Waycross, GA 31501 Telephone: 912-285-6009 Fax 912-284-2981	Bacon Brantley Charlton Clinch Pierce Ware

Brunswick Area Office - Area Three	Counties Served
128 Public Safety Blvd. Brunswick, GA 31525 Telephone: 912-264-7247 Fax 912-264-7285	Camden Glynn Long McIntosh Wayne

Statesboro Area Office - Area Four	Counties Served
17213 U.S. Highway 301 North Statesboro, GA 30458 Telephone: 912-871-1103 Fax: 912-681-0278	Bulloch Candler Effingham Evans Screven

Savannah Area Office - Area Five	Counties Served
630 West Boundary Street Savannah, GA 31402 Telephone: 912-651-2144 Fax: 912-651-2748	Bryan Chatham Liberty

DISTRICT 6 AREA OFFICES

Cartersville Area Office - Area One	Counties Served
874 Peeples Valley Road, N.W. Cartersville, GA 30120 Telephone: 770-387-3680	Bartow Cherokee Gordon Pickens
Dalton Area Office – Area Two	Counties Served
1313 North Tibbs Road Dalton, GA 30720 Telephone: 706-272-2211	Murray Catoosa Gilmer Fannin Whitfield
Buchanan Area Office - Area Three	Counties Served
4323 US Hwy. 27 Buchanan, GA 30113 Telephone: 770-646-5522	Carroll Haralson Paulding Polk
Rome Area Office - Area Four	Counties Served
533 East 20th Street Rome, GA 30161 Telephone: 706-295-6025	Dade Chattooga Floyd Polk

DISTRICT 7 AREA OFFICES

Decatur Area Office - Area One	Counties Served
5025 New Peachtree Road Chamblee GA 30341 770/986-1360	DeKalb Rockdale Atlanta
Marietta Area Office - Area Two	Counties Served
1269 Kennestone Circle Marietta, GA 30066 Telephone: (770) 528-3238 Fax: (770) 528-5506	Cobb North Fulton
College Park Area Office - Area Three	Counties Served
4125 Roosevelt Highway College Park, GA 30349 Telephone: (404) 559-6699 Fax: (404) 559-4928	Clayton Douglas South Fulton

Appendix B. Permit Applications

INFORMATION SHEET

THIS SHEET MUST BE COMPLETED AND RETURNED TO DOT ENGINEER

APPLICANT NAME	PH. NO.	E-MAIL
----------------	---------	--------

ADDRESS	CITY	STATE	ZIP
---------	------	-------	-----

PROPERTY LOCATION:

COUNTY _____

SR/ ROAD _____

US ROUTE NO. _____

POSTED SPEED LIMIT _____

CITY LIMITS _____

CURRENT PROPERTY OWNER (if different from applicant)

NAME	PHONE NO.
------	-----------

ADDRESS	CITY	STATE	ZIP
---------	------	-------	-----

****A COPY OF THE CURRENT PROPERTY DEED AND PLAT MUST BE PROVIDED BY APPLICANT****

ENGINEER:

NAME	PHONE NO.
------	-----------

ADDRESS	CITY	STATE	ZIP
---------	------	-------	-----

CONTACT NAME & NUMBER	FAX NO.
-----------------------	---------

E MAIL ADDRESS

INFORMATION SHEET - PAGE 2**FOR COMMERCIAL DRIVEWAY:**

TYPE OF BUSINESS _____			
NUMBER AND TYPE OF DRIVEWAYS REQUESTED _____			
IS APPLICANT THE CURRENT OWNER OF THE PROPERTY	YES	NO	
IS APPLICANT THE DEVELOPER OF THE PROPERTY	YES	NO	
IS APPLICANT THE LEASEE OF THE PROPERTY	YES	NO	
IS APPLICANT TO PURCHASE PROPERTY <u>AFTER</u> PERMIT IS APPROVED	YES	NO	
<u>DEVELOPER:</u>			
NAME _____		PHONE NO. _____	
ADDRESS _____	CITY _____	STATE _____	ZIP _____

FOR SPECIAL ENCROACHMENT

DESCRIPTION OF WORK REQUESTED _____

PERMIT APPLICANT _____

THE PROPERTY IS LOCATED ON THE (N, S, E, W) _____ SIDE OF THE HIGHWAY
 BEGINNING _____ FEET _____ OF THE CENTER LINE OF _____ (NEAREST NAMED
 ROAD) FRONTING _____ (TOTAL PROPERTY FRONTAGE OWNED) FEET FURTHER
 _____.

IS THE PROPERTY BEING PURCHASED OR SUBDIVIDED FROM A LARGER TRACT ____ YES ____ NO
 *****APPLICANT MUST PROVIDE OVERALL SITE PLAN OF ENTIRE PROPERTY*****

IS THE PROPERTY BEING REZONED YES NO
 CURRENT ZONING _____

APPLICANT MUST PROVIDE COPY OF PROPERTY'S ZONING STIPULATIONS AND COUNTY OR CITY
 DEVELOPMENT REVIEW COMMENTS

**I have read and understand the requirements stated above. I have been provided with a DOT
 Plan Checklist for information required on plans submitted for permit review. I am the
 owner/applicant or agent authorized to represent the owner/applicant with respect to the permit
 review process.**

 NAME AND SIGNATURE DATE _____

Appendix C. Impact Study Certification

TRAFFIC IMPACT STUDY CERTIFICATION SHEET

Name of Development

State Route No.

County

Certification By Traffic Engineer:

I hereby certify that this study conducted for the above named development, for which a preliminary site plan is included herewith, has been conducted in accordance with industry-accepted standards. I further certify that I have compared the access/egress configuration for the proposed development as shown on the preliminary site plan and the conditions conform to the Georgia DOT Regulations for Driveway and Encroachment Control, 2001 to the following extent.

Check the applicable Category.

The development as shown on the preliminary site plan:

_____ COMPLIES

_____ DOES NOT COMPLY

With the requirements of the GDOT Regulations for Driveway and Encroachment Control, Current Edition.

If the site plan does not comply, list the exceptions to the GDOT Driveway Regulations that must be allowed in order to approve the project.

Engineer's Stamp and Signature

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Appendix D. Permit Related Documents

DOT 7513A

REV. 07/1983
REV. 05/1998
REV. 06/2000

DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

Bond # _____
(FOR BONDING COMPANY USE ONLY)

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, _____ (NAME OF PERMIT APPLICANT OR AGENT FOR APPLICANT) (hereinafter called the Principal), as Principal and

the _____, a _____ corporation having its principal office
(NAME OF SURETY COMPANY) (STATE WHERE SURETY WAS INCORPORATED)and place of business at _____ and Local address
(HOME OFFICE ADDRESS)at _____ and duly authorized to do business in
(STREET) (CITY) (STATE)the State of Georgia (hereinafter called the Surety) as Surety are held firmly bound unto the Georgia Department of Transportation as
Obligee, (hereinafter called the Owner) in the sum of _____ Dollars (\$ _____)
(AMOUNT TO BE FURNISHED BY DOT)for the payment whereof, Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and
severally, firmly by these presents.WHEREAS, the Permit Applicant has submitted application (s) to Owner for (a) certain written permit form (s) which form (s) (is) (are)
hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein. Said application form (s) (is)
(are) dated _____ approximately. The purpose of this Bond is to guarantee that the Principal (as listed
(MONTH / YEAR)above) will comply with all stipulations, requirements and specifications of said Permit (s) No. (s) _____,
(TO BE PROVIDED BY DOT PRIOR TO EXECUTION OF THIS BOND)which permit (s) the Georgia Department of Transportation, is to approve and issue to _____,
(NAME OF PERMIT APPLICANT ONLY)

upon receipt of this bond. The above permit (s) (is) (are) to authorize certain construction work as described therein within the

right-of-way of _____ in
(ST. HWY. #, ROAD NAME, PROJECT #, ETC.)_____ County at _____
(COUNTY) (APPROX. LOCATION)

NOW, THEREFORE, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH, that if the Principal shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements of said permit (s) and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements of any and all duly authorized modifications of said permit (s) that may hereafter be made, then this obligation shall be void; otherwise, it shall remain in full force. Principal must obtain a Written Release from Owner before this bond may be voided or terminated or allowed to lapse.

If the Principal and/or Permit Applicant, if different does any work on Highway right-of-way prior to approval and issuance of the above described permit, this bond is hereby extended to cover any removal or corrective action determined necessary by the owner. If the permit is never issued and the Principal and/or Permit Applicant, if different encroaches onto State right-of-way the Principal and Surety are also obliged to take whatever action is deemed necessary by the owner to correct such unauthorized encroachment.

The Surety's aggregate liability hereunder shall in no event exceed the amount set forth above.

No claim, suit or action shall be brought hereunder after the expiration of two (2) years following the date upon which the Principal is released from this bond. If this limitation is made void by any law, controlling the construction hereof, such limitation shall be deemed to be amended to equal the minimum period of limitation permitted by such law.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the heirs, executors, administrators or successors of Owner.

Signed, sealed and dated this _____ day of _____ 20 _____.

WITNESS:

(SIGNATURE OF WITNESS)

(ADDRESS OF GEORGIA RESIDENT AGENT - IF APPLICABLE)

By _____
(SIGNATURE OF GEORGIA RESIDENT AGENT - IF APPLICABLE)

(TYPED NAME OF GEORGIA RESIDENT AGENT - IF APPLICABLE)

No modifications or changes may be made to the text of this bond, unless agreed upon in writing by the Department.

(NAME OF PRINCIPAL)

(ADDRESS OF PRINCIPAL)

By _____
(SIGNATURE OF PRINCIPAL)

(TYPED NAME OF PRINCIPAL)

(NAME OF SURETY)

(NAME OF ATTORNEY IN FACT) (TYPE OR PRINT) (AREA CODE) (PHONE #)

By _____
(ATTORNEY IN FACT SIGNATURE)

DOT 7422
Rev. 06/22/2000

"SAMPLE"

TO BE PREPARED ON BANK LETTERHEAD

(The Bank MUST have Offices and Assets within the State of Georgia)

TO: Department of Transportation
State of Georgia
Street Address
City, State Zip Code

Georgia Department of Transportation
Permit Number
State Route
Milepost
Date: **No Expiration Dates Allowed**

Gentlemen:

This is to advise that the **Name of Bank** at the request of **Name of Applicant**, has set aside an amount of **\$"Numerical" Dollar Amount** in an escrow account as a cash bond for the Department of Transportation, State of Georgia. This amount of **\$"Numerical" Dollar Amount** will be held in escrow until either request for payment to the Department of Transportation, State of Georgia is made or until the work under Permit Number **D.O.T. Permit Number** has been satisfactorily completed and the escrow account released by letter, from the Department of Transportation, State of Georgia, to the Applicant.

If any work is done on State Highway Right-of-Way prior to approval and issuance of the permit involved herein, this escrow account is hereby extended and may be used to cover any removal or corrective action determined necessary by the Department of Transportation, State of Georgia. If the permit is never issued and encroachment is made on State Highway Right-of-Way, these escrow funds may be used to make whatever corrections are deemed necessary by the Department of Transportation, State of Georgia.

Sincerely,

Typed Name of Bank Officer
Title of Bank Officer

Conditions Accepted:

Name of Applicant

THIS INFO. "MUST" BE PROVIDED
IF DRAWN ON AN INSTITUTION OUTSIDE OF GEORGIA

1. Address of Georgia Bank
2. Phone Number of Georgia Bank
3. Name and Title of Georgia Bank Officer

by: _____
Typed Name
Title

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

(READ BEFORE SIGNING)

DISTRICT NUMBER_____
NAME OF APPLICANT_____
SR NUMBER_____
COUNTY_____
MILE POST_____
PERMIT NUMBER

The undersigned agrees to indemnify and hold harmless the Georgia Department of Transportation, the State of Georgia, its agencies and instrumentalities, and all of their respective officers, members, employees and directors (collectively referred to as the "DOT") from and against any and all claims, demands, liabilities, losses, cost or expensed, including attorney's fees, and from the payment of any sum or sums of money to any persons whomsoever (including third persons or subcontractors, employees or agents of the undersigned or of DOT), for any loss due to personal injury, bodily injury, death, or property damage arising out of, attributable to, or resulting from this permit or in any way attributable to the activities authorized by this permit; or due to any violation of this permit by the permit holder, or due to the application or violation of any pertinent Federal, State, or local law, rule or regulation in connection with this permit or authorized by this permit. If and to the extent such damage or loss covered by this indemnification is paid by any State self-insured funds (the "Funds") established and maintained by the State of Georgia Department of Administrative Services Risk Management Division (DOAS), the undersigned agrees to reimburse the Funds for such monies paid out by the Funds. The undersigned acknowledges the permits can be granted in situations where limited sight distance exists, and that the DOT makes no warranty, express or implied, concerning sight distance or other engineering considerations involved in granting this permit. The undersigned further acknowledges that the DOT has relied upon the representations made by the undersigned in applying for this permit, including the undersigned's representations that all conditions of the permit shall be met and that the undersigned shall meet all DOT specifications, as well as all relevant Federal, State and local laws, rules or regulation in the activities authorized by this permit. This indemnification shall apply where the DOT may be partially responsible for the situation giving rise to the claim.

SIGNATURE OF APPLICANT_____
DATE

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Appendix E. Waiver Form

DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

INTERDEPARTMENT CORRESPONDENCE

FILE: Permit Name and Location

OFFICE: District
DATE

FROM: District Access Management Supervisor

TO: District Engineer

SUBJECT: Request for Waiver of Regulations for Driveway and Encroachment
Control Manual

☐ **Wavier is Granted**

☐ **Wavier is Denied**

Reason:

Comments

District Engineer

Cc: File

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Appendix F. Movie Production Documents

Indemnification, Hold Harmless and Release of All Claims Agreement for Motion Picture, Television, Commercial or Other Private Filming or Production on Rights of Way or Property Controlled or Managed by Georgia Department of Transportation

I, the undersigned (RELEASOR), do hereby request to film the movie _____ on property within the Right of Way (RW) of SR_____, between_____, in _____County; said roadways and/or ancillary properties being managed and controlled by the Georgia Department of Transportation (Georgia DOT). The RELEASOR hereby extinguishes its rights and claims against the Georgia DOT;

I understand Georgia DOT owns and controls the property within the affected RW and is responsible for its operating condition, maintenance, safety and general upkeep;

In exchange for allowing RELEASOR to film a movie, RELEASOR hereby agrees to:

1. Release Georgia DOT from all losses or claims for injuries, and damages to the RELEASOR whether known, unknown, foreseen, unforeseen, patent or latent that RELEASOR may have against Georgia DOT. RELEASOR understands and acknowledges the significance and consequences of such specific intent to release all claims and hereby assume full responsibility for any injuries, damages or losses that may occur;
2. Acknowledge that Georgia DOT reserves all rights of property ownership for public rights' of way to be accessed by RELEASOR for filming or production purposes; any entry upon said properties by the RELEASOR shall be approved in advance by Georgia DOT;
3. Provide Georgia DOT with proof of appropriate insurance and or bonding coverage as deemed appropriate solely by Georgia DOT;
4. Provide a detailed detour plan to Georgia DOT for review and approval at least one month prior to related closure of any lanes, highways, bridges or other facilities in the control of Georgia DOT;
5. Notify all area police, fire, medical and other emergency response agencies and jurisdictional local governments of said detour plans at least one week prior to facility closures;
6. Provide for any and all such related traffic control management measures as may be requested by Georgia DOT prior to and during said filming or production activities; said measures to be provided at no expense to Georgia DOT and by a firm specializing in such matters and previously approved by Georgia DOT;
7. Provide continuous road or bridge access to any and all residents and businesses affected by the facility closures, unless otherwise permitted by written consent;
8. Restore any roadway or property owned or managed by Georgia DOT that is used for filming or production purposes to a minimum of its pre-filming/production original condition, as determined solely by Georgia DOT, with all such restoration and refurbishment performed by a firm specializing in such matters and previously approved by Georgia DOT with related costs to be born solely by the RELEASOR and at no cost to Georgia DOT;

Indemnification, Hold Harmless and Release of All Claims Agreement for Motion Picture, Television, Commercial or Other Private Filming or Production on Rights of Way or Property Controlled or Managed by Georgia Department of Transportation

9. Indemnify and hold harmless Georgia DOT and its employees or agents for and against any and all claims, damages, losses and expense, including but not limited to attorney fees, arising out of or resulting from the aforesaid filming/production activities, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including loss of use resulting thereof, but only to the extent caused in whole or part by any act or omission of RELEASOR regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.
10. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party or person described in this waiver;
11. RELEASOR has freely and voluntarily executed this release, and in so doing does not rely on inducements, promises or representations made by Georgia DOT or any of its representatives.
12. This release shall be valid continuously, from the ____ day of _____, 20____, until the ____ day of _____, 20__.

I UNDERSTAND THIS IS A LEGALLY BINDING RELEASE; I HAVE READ IT FULLY AND UNDERSTAND ITS TERMS. I EXECUTE IT VOLUNTARILY WITH FULL KNOWLEDGE OF ITS MEANING AND SIGNIFICANCE.

NAME:

First Last

ADDRESS:

Street City State Zip Code Phone

SIGNATURE: _____ DATE: _____

**ADDENDUM TO THE INDEMNIFICATION, HOLD HARMLESS, AND RELEASE OF ALL CLAIMS
AGREEMENT FOR MOTION PICTURE, TELEVISION, COMMERCIAL OR OTHER PRIVATE
FILMING OR PRODUCTION ON RIGHTS OF WAY OR PROPERTY CONTROLLED OR
MANAGED BY THE GEORGIA DEPARTMENT OF TRANSPORTATION**

Reference is hereby made to the Indemnification, Hold Harmless, And Release Of All Claims Agreement (the "Underlying Agreement") dated as of _____, 20____, by and between the Georgia Department of Transportation ("Grantor") and _____ ("Production Company"), with respect to the property within the Right of Way of S.R. _____@_____ in _____ County (the "Property") and its use in connection with the motion picture currently entitled "_____" (the "Picture"). This addendum ("Addendum") is hereby understood to be part of the Underlying Agreement, and Production Company's agreement to the terms of the Underlying Agreement is fully conditioned upon Grantor's agreement to the terms of this Addendum. In the event of any conflict between this Addendum and the Underlying Agreement, the applicable terms and/or conditions contained in this Addendum control.

1. Grantor hereby irrevocably agrees to permit Production Company to use the Property for (a) rehearsing, photographing, filming and recording scenes and sounds and other pre-production and production activities for the Picture and (b) parking and storage of equipment, trucks and other vehicles and other items for use in connection with the Picture. This use of the Property is limited to the time, physical area and use restrictions set out in the Permit issued by the Grantor to the Grantee. Production Company and its licensees, sponsors, assigns and successors may produce, distribute, exhibit, advertise, promote and otherwise exploit the Picture or any portion thereof, whether or not such uses contain audio and/or visual reproductions of the Property and whether or not the Property is identified, in any and all media which currently exist or which may exist in the future in all countries of the world and in perpetuity. Grantor shall not have the right to bring any individual on set or to photograph or videotape any sets, individuals or activities on set, without Production Company's prior written consent in each instance. The copyright in any pictures taken or interviews given shall be solely owned by Production Company.
2. As limited by the Permit, Production Company may place, erect and maintain any and all necessary facilities and equipment, including temporary sets, on the Property and agrees to remove same after the completion of Production Company's work and leave the Property in as good condition as when received, reasonable wear and tear from uses permitted herein excepted.
3. Production Company agrees to indemnify and hold harmless Grantor from and against any and all liabilities, damages and claims of third parties arising from Production Company's use hereunder of the Property, including reasonable attorney fees (unless such fees, liabilities, damages or claims arise from a breach of any of Grantor's representations and warranties as set forth below) and from any physical damage to the Property caused by Production Company, or by any of its representatives, employees, or agents resulting from occupying the Property.
4. Grantor represents and warrants that it has the right and authority to enter into and deliver the Underlying Agreement and this Addendum and to grant the rights granted by it herein (including the uses of the Property intended by Production Company) and otherwise perform the

obligations herein. The undersigned represents that he/she is empowered to execute this Addendum for Grantor, and hereby warrants and represents that the right to use and occupy the Property is under the exclusive control of Grantor, and Grantor has full right and authority to enter into the Underlying Agreement and this Addendum and to grant the rights herein granted to use the Property for the purposes set forth above. Grantor releases and discharges Production Company, its parent, affiliates, distributors, licensees, successors, assignees, and the officers, directors, members, employees and agents of all of the foregoing, from any and all claims, demands or causes of actions that Grantor may now have or may from now on have for libel, defamation, invasion of privacy or right of publicity, infringement of copyright or violation of any other right arising out of or relating to any utilization of the rights granted herein.

5. All rights of every kind in and to all still pictures, motion pictures, videotapes, photographs and sound recordings made hereunder shall be and remain vested in Production Company and its successors, assigns and licensees in any and all media and manner now known or hereafter devised throughout the universe in perpetuity, and neither Grantor nor any tenant, or other party now or hereafter having an interest in said Property, shall have any right of action against Production Company or any other party arising out of any use of said still pictures, motion pictures, videotapes, photographs and/or sound recordings, whether or not such use is, or may be claimed to be, defamatory, untrue or censorable in nature.
6. *To the extent allowed by law, in no event shall Grantor or its successors and assigns, or any other party now or hereafter having an interest in said Property seek or be entitled to enjoin or restrain the production, distribution, advertising or exploitation of the Picture, or any parts or elements thereof.*
7. Upon notice to the Grantor, production Company shall have the right to assign the Underlying Agreement and Addendum and all or any part of Production Company's rights hereunder to any person, firm or corporation, and in such event, Production Company shall be released from all of its further obligations to Grantor hereunder. The Underlying Agreement and this Addendum shall be binding upon and inure to the benefit of Production Company's successors, licensees and assigns, and may in turn be freely licensed or assigned by any such assignee, licensee, transferee or delegate. The Underlying Agreement and this Addendum and Grantor's rights and obligations hereunder may not be assigned by Grantor.
8. Unless otherwise provided hereunder, all notices shall be in writing and shall be sent to the addresses set forth above in the preamble (subject to changes of which the parties are notified in writing). Notices shall be given by personal delivery, overnight courier, facsimile or by registered or certified mail (postage prepaid), and shall be deemed given on the date delivered or faxed, one (1) business day after a notice is sent by overnight courier, or three (3) business days after the date mailed. The time to respond to notices given during the week in between Christmas Eve and New Year's Day shall be tolled until five (5) business days following New Year's Day.
9. The Underlying Agreement and this Addendum shall be construed, interpreted, and enforced in accord with the laws of the State of Georgia applicable to agreements executed and to be wholly performed therein.

IN WITNESS WHEREOF, the parties have hereunto set their names and signatures as of the date first above written.

“GRANTOR”:

GEORGIA DEPARTMENT OF TRANSPORTATION

By: _____

Name: _____

Its: _____

Tax ID: _____

“PRODUCTION COMPANY”:

PRODUCTION COMPANY NAME

By: _____

Name: _____

Its: _____

EXHIBIT 1
DISTRICT CONTACTS

<u>DISTRICT</u>	<u>CONTACT</u>	<u>EMAIL</u>	<u>PHONE NUMBER</u>
1.	Teri Pope Steve Kelly	tpope@dot.ga.gov skelly@dot.ga.gov	770/718-3924 770/718-5036
2.	Kedrick Collins Wyatt Johnson Cissy McNure	kecollins@dot.ga.gov wjohnson@dot.ga.gov gmcnure@dot.ga.gov	478/552-4619 478/552-4681 478/552-4656
3.	Kimberly Larson Chance Baxley	klarson@dot.ga.gov cbaxley@dot.ga.gov	706/646-7532 706/646-7598
4.	Van Mason	vmason@dot.ga.gov	229/386-3435
5.	Cynthia Phillips Jim Nagel	cphillips@dot.ga.gov jnagel@dot.ga.gov	912/427-5703 912/427-5734
6.	Ricky Clayton Mohamed Arfa	rclayton@dot.ga.gov marafa@dot.ga.gov	678/721-5291 678/721-5284
7.	Patrick Allen Brad Humphrey Chris Woods Mark Mckinnon	pallen@dot.ga.gov jhumphrey@dot.ga.gov cwoods@dot.ga.gov mmckinnon@dot.ga.gov	770/986-1765 770/986-1768 770/986-1767 770/986-1832



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Discussion of the following:

A-05-2019, applicant request annexation of 13.23 +/- acres located off of Holly Springs Parkway, Cherokee County, GA, tax parcel 083 of 15N15

MA-05-2019, applicant requests rezoning of 13.23 +/- acres located off of Holly Springs Parkway, Holly Springs, GA, tax parcel 083 of tax plat 15N15, from R-40, Single Family Residential (County) to GC, General Commercial and MXD, Mixed Use Overlay (City)

DATE: June 26, 2019

COUNCIL MEETING DATE: July 1, 2019

RECOMMENDATION

Applicant, Manor Restorations, has requested annexation of 13.23+/- acres located on Holly Springs Parkway, tax parcels 083 of tax plat 15N1. This parcel is adjacent to the Cherokee County Fire Training facility. The annexation of this parcel may create an island with parcels 081 and 082 of tax plat 15N15 (the two parcels to the southwest corner of the property). As such, a 10' strip will be left out of the project to remain in unincorporated Cherokee County (0.17+/- acres) running from these two parcels along the southern property line towards the railroad. (see attached map) The applicant also requested rezoning of the approximate 13.4+/- acres, from R-40, Single Family Residential (County) to GC, General Commercial and MXD-1, Mixed Use (City).

The applicant has proposed a mixed-use project consisting of commercial property along the frontage of Holly Springs Parkway with single-family detached dwellings behind the commercial uses. A conceptual site plan has been provided showing the proposed development. The commercial area consists of approximately 1.6+/- acres with the remaining 11.8+/- acres slated for residential use. With 75 potential residential lots, density for the total property equates to 5.6 units per acre. Anticipated facades for the residential component consist of brick, stone, and Hardi-plank with an 1,800 square ft. heated spaced minimum. The proposed start date is January, 2020, with an expected completion date 1-2 years after construction is initiated. A significant portion of the site consists of floodplain and Cherokee County Water and Sewerage Authority easement.

A. Existing Land Use and Zoning Classification of Nearby Property

ADJACENT ZONING		ADJACENT DEVELOPMENT	
NORTH:	GV	NORTH:	Cherokee County Fire Training Facility
SOUTH:	HDMFR	SOUTH:	The Darby
EAST:	R-40 (County)	EAST:	SFR
WEST:	R-40 (County) GC (City)	WEST:	SFR Future Climate Controlled Self Storage Facility/Cherokee Stone

B. Zoning Proposal Review Standards; Study Required for Amendment

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?

Surrounding development in the area includes single family residential, high density multi-family residential, commercial, and governmental uses. The proposed mixed-use development would be compatible with the variety of uses in the surrounding area, as well as, provide a different alternative for housing.

2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property?

The development of this property should not cause a substantial adverse effect on adjacent or nearby properties with regards to existing uses or usability. Surrounding development is mixed with both commercial and residential uses. There may be some concern with residential located adjacent to the fire training facility.

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

The property, as currently zoned, would be allowed to develop with those uses associated with the R-40 zoning district.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools?

This request will generate some additional traffic and use of utilities. A left turn lane and deceleration lane are proposed for this project.

The Cherokee County School District (CCSD) has estimated that approximately 54 students could impact the school system requiring 3 additional classrooms at the cost of \$74,178 or \$990 per unit. The report is attached.

A letter from the CCWSA indicates that there is adequate water and sewer capacity (see attached letter).

5. Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)?

The Future Development Map identifies this property with the character area of Parkway Corridor. This character area follows Holly Springs Parkway and also encompasses land around interchanges of I-575. The Parkway Corridor is intended to provide primarily a commercial service function, i.e. retail sales, services, and offices, while maintaining quality development standards and sensitive transition to the Holly Springs Town Center. It also includes a high-density multi-family residential component. Appropriate zoning districts include HDMFR, PD-C, NC, GC, OI, and GV.

6. Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents?

The proposed development, consisting of a dense single-family detached product, provides a needed housing alternative for this area. Furthermore, the proposal is in compliance with the vision and objectives of the Community Agenda, primarily as follows:

- a) **Commercial Uses. Use the character areas and the Future Development Map (FDM) to guide commercial growth and expansion for office/institutional, general commercial, and industrial opportunities. (8.1, #1)**
- b) **Residential Uses. Use the character areas and the Future Development Map (FDM) to guide residential growth, steering appropriate densities to suitable locations. (8.1, #3)**
- c) **Traditional Neighborhood Development. Promote traditional neighborhood and mixed-use developments in appropriate areas, which could include commercial, multi-family, and single-family sections within the same project area. (8.1, #4)**
- d) **Density. Consider increased residential densities for property adjacent to arterials and urban collectors. As properties are distanced further from arterials, urban collectors, and more intense uses, residential densities should decrease. (8.1, #8)**
- e) **Annexation. Consider municipal boundary expansion opportunities as unincorporated property owners petition for annexation. (8.1, #9)**
- f) **Architectural Requirements. Utilize the adopted architectural requirements for the various character areas of the city, seeking to refine and enhance these requirements, as needed. Consistently enforce architectural regulations to promote a uniform and harmonious quality of development within respective character areas. (8.1, #11)**

g) Environmentally Sensitive Areas. Encourage development to use environmentally sensitive areas as buffers between differing land uses where appropriate. (8.1, #15)

h) Housing Options. Promote an adequate range of safe, affordable, inclusive, and resource efficient housing in the community. This may be achieved by encouraging development of a variety of housing types, sizes, costs, and densities in each neighborhood; promoting programs to provide housing for residents of all socio-economic backgrounds, including affordable mortgage finance options; instituting programs to address homelessness issues in the community; or coordinating with local economic development programs to ensure availability of adequate workforce housing in the community. (8.2, #1)

7. Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

The development of the property will be held to the environmental development standards for all local, state, and federal requirements. If this application is approved, special consideration for the flood plain area/stream should take place during the site plan review process.

8. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

Commercial and residential development projects have increased within this area in the past few years. The location of this development with its proximity to commercial development, as well as, varied residential development provides a transition to less dense single-family housing.

C. Summary

The proposed use should provide an alternative housing option as employment opportunities within Cherokee County increase. Impact to the school from this development should be minimal with only 75 units planned for development. This project should provide an adequate transition from the commercial uses and high-density multi-family residential uses south of this proposed project.

D. Cherokee County Comments

The majority of the Cherokee County comments were concerning the proximity to the fire training center and as it relates to noise, smoke security, training schedule and code compliance. Staff recommended a 75 ft. buffer with a privacy fence adjacent to the fire training center, as well as, disclosure of the operations to potential buyers via a notice on the final plat and a notice for individual buyers. Other comments were related to buffers adjacent to the remaining residential tracts and left-turn and deceleration lanes.

E. Planning Commission Recommendation

Planning Commission conducted a public hearing on May 9, 2019. No public comments were made. Planning Commission voted to recommend **Approval** of the annexation and rezoning requests (4-0).

F. Staff Recommendation

Staff recommends **APPROVAL** of the **ANNEXATION** of 13.23+/- acres.

Staff recommends **APPROVAL** to rezone 13.23+/- acres, to **GC, General Commercial and MXD-1, Mixed Use** with the following stipulations:

1. A master association shall be formed which shall include all component parts of the project. The master association shall be responsible for the oversight, upkeep, and maintenance of the entrance areas, amenity areas, common areas, open space areas, other common recreational areas and the like contained within the community.
2. The master association to be formed hereunder shall have architectural design regulations which shall control and coordinate all principal and accessory buildings within the project, as well as items such as project entrance signage, signage for individual units, signage within amenity areas, common areas, open space areas, other common recreational areas and the like to protect and maintain the quality and integrity of the development.
3. All restrictive covenants and association documents shall be submitted for review by the Community Development Director prior to final plat approval.
4. Density shall be limited to a maximum density of 5.6 units per acre, or a maximum of 75 fee simple single-family detached residential dwelling units.
5. Signage at the entrance point shall be ground based, monument style and in compliance with Article 10, Signs and Outdoor Advertising. The entrance areas shall be professionally designed, landscaped and maintained. All project signage will be consistent with the architectural design regulations established for the principal and accessory buildings within the project as established by the master association.
6. The architectural style shall be of craftsman type and the exterior facade shall consist of brick, stone, stacked stone, cedar shake type and/or Hardi-plank and combinations thereof. No vinyl siding shall be permitted.
7. Lot design shall ensure that the distance from back of sidewalk to garage door shall be a minimum of 20 feet.
8. Gutters shall blend with the architectural style of the buildings, consistent with the master covenants as established by the master association.
9. Lighting shall be environmentally sensitive, with developer making every effort to ensure that lighting is as unobtrusive as possible, utilizing fully-shielded LED lamps in compliance with the International Dark Sky Association, or equivalent organization.
10. Owner/developer shall coordinate with the Community Development Director and the City Arborist regarding open space, recreation areas, and landscaping.
11. All improvements to Holly Springs Parkway shall be provided as per determination and recommendation of the City Engineer.
12. Developer shall contribute an Infrastructure Improvement Fee of \$1,177 per residential unit to be utilized by the City of Holly Springs for improvements to Holly Springs Parkway. These improvements shall include, but are not limited to grading, paving, storm drains, a left turn lane, and necessary traffic safety activities. Such Infrastructure Improvement Fee shall be paid prior to the issuance of the Land Disturbance permit.

13. Owner/developer shall be responsible for the installation of sidewalks, decorative street lamps, accel/decel lanes and curb and gutter along the road frontage of Holly Springs Parkway, as applicable, and shall conform to the design of the Holly Springs LCI Project 0008961, Pedestrian Improvements, as well as, the requirements of the Holly Springs Parkway District, as stated in Article 19, Design Guidelines for Model Zoning District.
14. Owner/developer shall accommodate any requested easements and/or right-of-way for the Holly Springs Parkway Widening Project, Phase 2, to include but not be limited to any necessary 20' drainage easements and slope easements.
15. In addition to the zoning requirements of the GC/MXD-1 zoning districts, all development shall follow the design guidelines as outlined in the Holly Springs Zoning Ordinance, Article 19, Design Guidelines for Model Zoning Districts.
16. As requested by the Cherokee County School District, the developer shall provide a School Mitigation Fee of \$990 per unit constructed and such fee shall be paid prior to the issuance of each building permit.
17. The area designated for commercial development shall be landscaped if not developed prior to the issuance of the final residential certificate of occupancy for this development. A landscape plan shall be submitted and approved by the community development director and city arborist prior to installation of landscape material.
18. The following uses shall be prohibited on this site:
 - a. Used Vehicle Sales, Lease, or Rental
 - b. Adult Entertainment
 - c. Cash, Check Cashing, and Pawn Establishments
 - d. Tattoo Parlors and Body Piercing Establishments
 - e. Tire sales with outdoor storage
 - f. Cellular phone towers
 - g. Amusement parks
 - h. Animal hospitals/clinics with outdoor kennels
 - i. Go-kart, motor bike track

**A-05-2019
MA-05-2019
Location Map
Annexation Request
Rezoning Request**



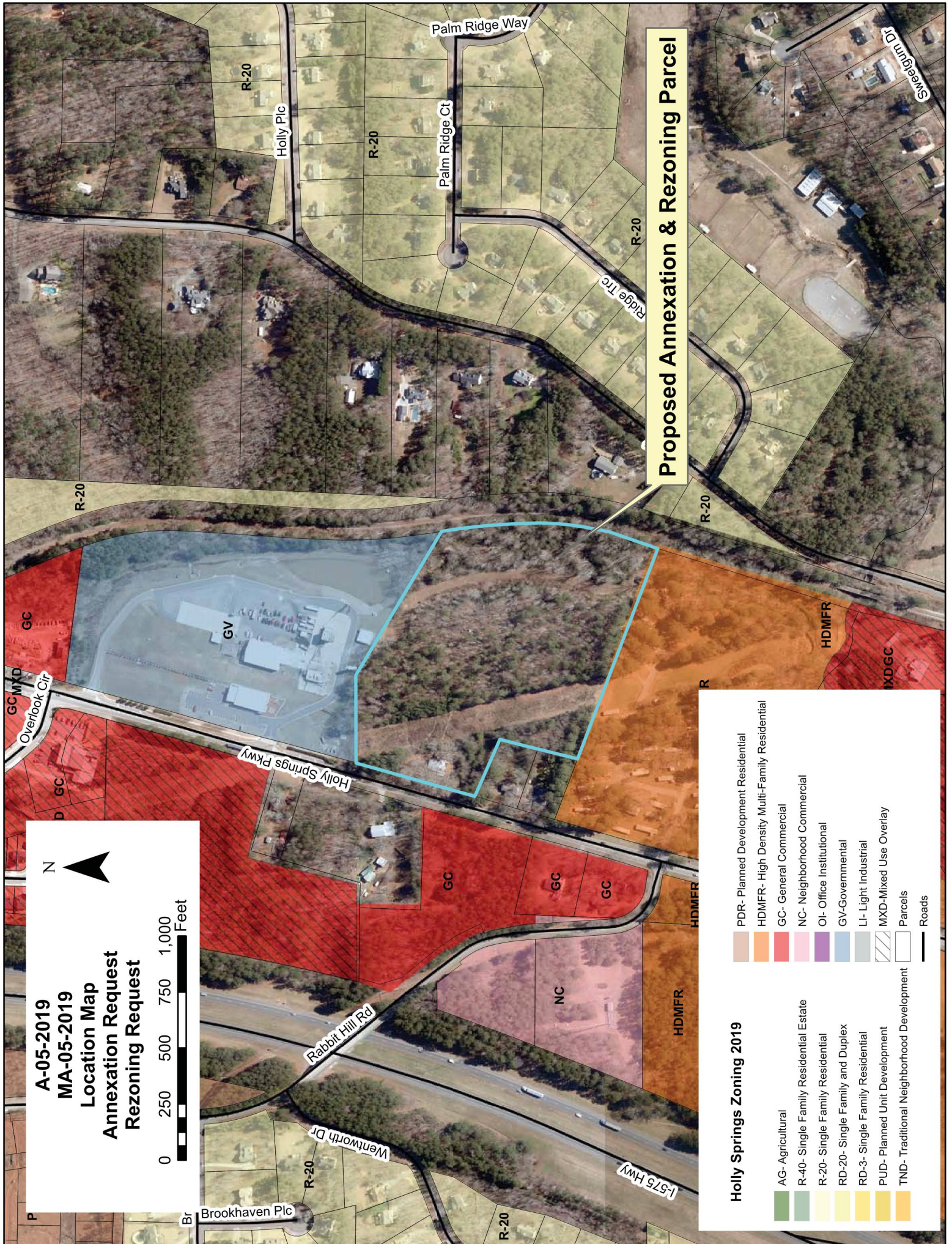
0 250 500 750 1,000 Feet

Proposed Annexation & Rezoning Parcel

Holly Springs Zoning 2019

- AG- Agricultural
- R-40- Single Family Residential Estate
- R-20- Single Family Residential
- RD-20- Single Family and Duplex
- RD-3- Single Family Residential
- PUD- Planned Unit Development
- TND- Traditional Neighborhood Development

- PDR- Planned Development Residential
- HDMFR- High Density Multi-Family Residential
- GC- General Commercial
- NC- Neighborhood Commercial
- OI- Office Institutional
- GV- Governmental
- LI- Light Industrial
- MXD- Mixed Use Overlay
- Parcels
- Roads





LINE TABLE		
LINE	INSTR	DIRECTION
L1	12.35	S08592.5'E
L2	25.66	S0934.2'E
L3	28.61	S0934.2'E
L4	28.61	S0850.55'E
L5	28.61	S0850.55'E
L6	28.61	S0850.709'E
L7	28.60	S0505.41'E
L8	51.69	S0450.746'E
L9	53.57	S0308.46'E
L10	53.57	S0308.46'E
L11	36.41	S0205.948'E
L12	16.41	S0158.507'E
L13	16.41	S0239.187'E
L14	16.42	S04338.077'E
L15	16.42	S04338.22'E
L16	16.41	S04338.22'E
L17	16.41	S0435.55'E
L18	16.41	S0740.157'E
L19	16.41	S0839.313'E
L20	16.41	S0938.467'E
L21	33.13	S1027.006'E
L22	33.13	S1027.006'E
L23	31.08	S1204.222'E
L24	31.09	S1304.147'E
L25	31.08	S1505.133'E
L26	31.08	S1605.936'E



City of Holly Springs, Georgia

Petition for Annexation

100% Method

Please completed one petition per parcel; duplicate this form as needed. Please print or type.

APPLICANT INFORMATION

Date: 4-16-19
 Applicant's Name: MANOR RESTORATIONS / BERNIE SMITH
 Corporation Name: MANOR RESTORATIONS
 Mailing Address: 4763 TOWNSHIP CHASE
 Phone: 770-652-0044
 Email: BSMITH@MASTERWORKSATLANTA.COM

PROPERTY OWNER INFORMATION

Property Owner(s): EDITH B. ZUCKER
 Mailing Address: 2203 BRANTLEY RD
 Phone: UNK KANNAPOLIS, NC 28083
 Email: UNK N/A

PROPERTY INFORMATION

Tax Map #: 15N15 Parcel #: 083
 Land Lot(s)/District: 489 & 490 / 15TH
 Physical Address: 4099 HOLLY SPRINGS PKWY
 Property Location Description: BEING 13.4 ACS LOCATED ON THE
EAST SIDE OF HOLLY SPRINGS PKWY, SOUTH OF THE
CHEROKEE CO. FIRE TRAINING COMPLEX.
 Current Zoning: R-20

(Attach additional sheets, if necessary)

Has an application for rezoning, special use, or variance been applied for in the County within the past five (5) years? NO If "yes," please provide complete explanation and details in the space below:

(attach additional sheets, if necessary)

Describe the proposed development for the property in question should the annexation be approved, including the appropriate City zoning classification desired. (NOTE: Any annexation request requiring a rezoning in the City will need to be made on the appropriate rezoning request forms for the City of Holly Springs. This annexation petition does not complete the requirements for making a rezoning request).

The Requested Zoning is MXD-1. Application has been made to the City. The development is for a transitional Residential zoning adjacent to the current Apt. Construction to the South.

We propose Residential Townhomes with a Commercial outlet along Holly Spring Parkway.

(attach additional sheets, if necessary)

SUBMITTAL CHECKLIST

The following exhibits must be attached to this Annexation Petition:

- ☒ A copy of the most recent warranty deed or equivalent conveyance of ownership for the property to be annexed;
- ☒ A copy of the Cherokee County Tax Plat, illustrating the property to be annexed;
- ☒ Complete the Applicant & Property Owner(s) Signature Sections, following page;
- ☐ Any additional information requested by City Officials.

APPLICANT & PROPERTY OWNERS SIGNATURE SECTION

BERNIE SMITH
Applicant Name (Please Print)

MANOR RESTORATIONS
Corporation Name (Please Print)

[Signature]
Applicant Signature

MAR
Title (Please Print)

4-16-19
Date

ALL PROPERTY OWNERS (GRANTEES) MUST SIGN BELOW AS INCLUDED ON THE ATTACHED DEED OR CONVEYANCE.

EDITH B ZUCKER
Property Owner Name (Please Print)

Property Owner Signature

Date

Property Owner Name (Please Print)

Property Owner Signature

Date

Property Owner Name (Please Print)

Property Owner Signature

Date

Notary (form must be notarized)

Received by: _____
City of Holly Springs, Georgia

Date: _____



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
____YES ____NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Date

Title

Legal Company Name

Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A **STAMPED SIGNATURE IS NOT ACCEPTABLE.**)

I hereby certify that _____ is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
____ DAY OF _____, 201____

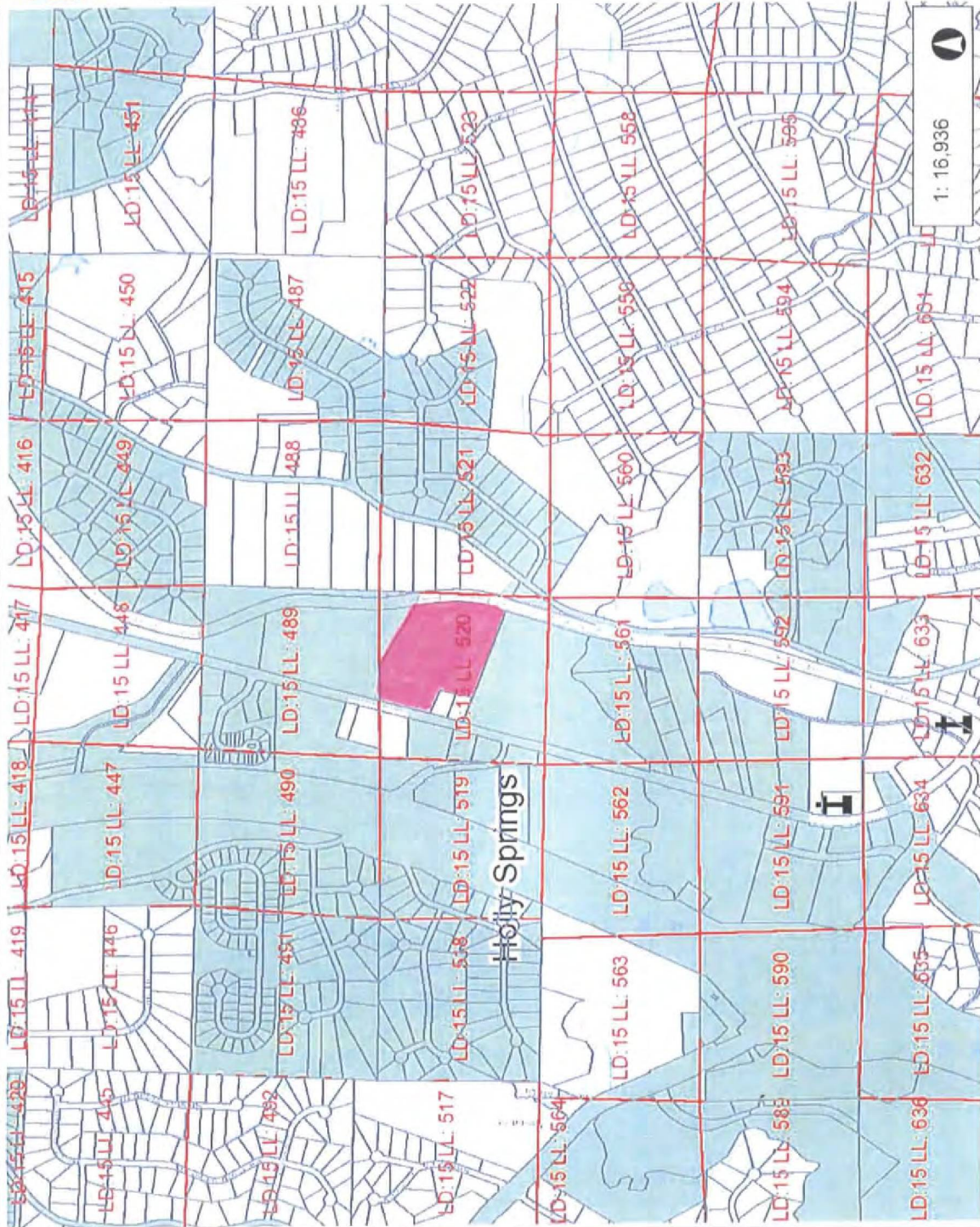
Notary Public

AFFIX SEAL

*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.



CHEROKEE COUNTY TAX MAP



1: 16,936

2,822.7 0 1,411.37 2,822.7 Feet

© Cherokee County GIS

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

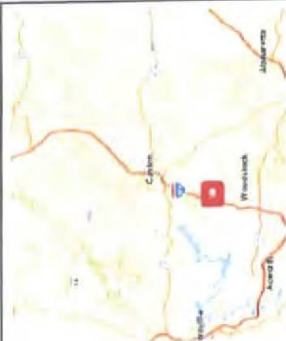
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

- Overlay Districts
 - Hwy 92 Overlay
 - Balls Ferry Overlay
- Parcels
- Schools
- Churches
- Land Lot Boundaries
- Cities
 - Ball Ground
 - Canton
 - Cherokee County
 - Holly Springs
 - Mountain Park
 - Nelson
 - None
 - Waleska
 - Woodstock
- World Street Map

Notes

TAX PAR
15N15-083





MAP AMENDMENT (REZONING) AND CONDITIONAL USE PERMIT APPLICATION

Adopted by Mayor and Council on February 23, 2006

For Application Procedures, See p. 8



APPLICATION MA- 05-2019

APPLICATION CUP- _____

HEARING DATE _____

DATE OF APPLICATION 4-9-19

APPLICANT MANOR RESTORATIONS

OWNER EDITH B. ZUCKER
(If other than applicant)

ADDRESS 4763 TOWNSHIP CHASE
MARIETTA, GA

ADDRESS 2203 BRANTLEY RD
KANNAPOLIS, NC

ZIP CODE 30066 PHONE 770-652-0044

ZIP CODE 28083 PHONE N/A

EMAIL bsmith@masterworksatlanta.com

SIGNATURE [Signature]

SIGNATURE To be provided

APPLICANT OR REPRESENTATIVE MUST ATTEND MEETING OR APPLICATION WILL NOT BE CONSIDERED

PRESENT ZONING DISTRICT(S) R-20

REQUESTED ZONING DISTRICT MXD-1

REQUESTED CONDITIONAL USE(S) VARIANCES ONLY
SEE ATTACHED DOCUMENT

PROPERTY LOCATION/ADDRESS 4099 HOLLY SPRINGS PKWY

MAP NUMBER 15N15

PARCEL NUMBER(S) 008083

LAND LOT(S) 489 & 490

DISTRICT(S) 15 SECTION(S) 2

ACREAGE 13.4 SEWAGE DISPOSAL TYPE PUBLIC UTILITIES AVAILABLE YES

DESCRIPTION OF PROPOSED DEVELOPMENT AND/OR CONDITIONAL USE REQUEST:
PROPOSE SINGLE FAMILY RESIDENTIAL TOWNHOMES
WITH COMMERCIAL OUTLOT ALONG HOLLY SPRINGS
PARKWAY

(COMPLETE ON ATTACHED PAPER IF NECESSARY)

The following information must be provided with completed application:

- ☒ WARRANTY DEED
- ☒ TAX DOCUMENTATION
- ☒ SURVEY PLAT BY REGISTERED SURVEYOR
- ☒ ~~240~~ COPIES OF SITE DEVELOPMENT PLAN BY REGISTERED SURVEYOR
- ☒ INDIVIDUAL FOLDED TO 8.5"x11" (SEE p.7 FOR REQUIREMENTS)
- ☒ CAMPAIGN CONTRIBUTION DISCLOSURE STATEMENT (ATTACHMENT A)
- ☒ FOR CONDITIONAL USE REQUESTS, COMPLIANCE WITH SECTION 5.4
- ☒ FOR CONDITIONAL USE REQUESTS, COMPLETE ATTACHMENT B
- ☒ FILING FEES 768.00 RECEIPT# _____ CHECK# _____

(APPLICANT DO NOT WRITE BELOW THIS LINE)

PLANNING COMMISSION RECOMMENDATION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

CITY COUNCIL DECISION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

Application Information

Please print or type answers, using additional paper or a separate sheet of paper, if necessary.

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property? YES LOCATED ADJACENT TO

APARTMENT + THE FIRE TRAINING CENTER - PERFECT
TRANSITIONAL USE

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property? NO - SAME AS ABOVE

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned? NO PROPERTY IS ENDED WITH

POWER EASEMENTS + FLOOD PLAIN - IT HAS LIMITED USE

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools?

NO - THIS AREA IS PLANNED FOR THIS TYPE
GROWTH

(5) Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)?

YES - PROPERTY IS LOCATED WITHIN THE
PARKWAY CORRIDOR. THIS CORRIDOR ENCOURAGES
HIGH DENSITY RESIDENTIAL WITH NEW COMMERCIAL
OUR REQUEST IS LISTED AS THE PRIMARY FUTURE
LAND USE FOR THIS AREA

(6) Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents?

YES AS STATED ABOVE

(7) Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

NO - THE DESIGN ~~IS~~ INCORPORATES THE ENVIRONMENTAL FEATURES OF THIS TRACT AND THE FUTURE CONSTRUCTION WILL EFFECTIVELY PROTECT THESE AREAS AS REQUIRED BY LOCAL, STATE & FED REGULATIONS

(8) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

THIS PROPOSAL CREATES MAXIMUM USE WITHIN A REASONABLE REQUEST TO DEVELOPE, BASED ON SURROUNDING DEVELOPMENT

Per 14.5-7 of the City of Holly Springs Zoning Ordinance, **Applicant Report for Rezoning and Conditional Use Permit Requests**, as relevant and determined by the Zoning Administrator, all applicants must submit the following in addition to any standing requirements for requests for zoning changes*:

1. A plan of the general location of the proposed buildings by reference to a plan or drawing and an indication of the use to be made of each and every building;
2. Architectural, façade and materials to be utilized as compared to the zoning requirements for the current and proposed zoning district;
3. The percentage of development maintained as open space and/or recreation areas and impervious surfaces;
4. If application exceeds 150 residential units and/or exceeds 100,000 square feet of commercial area, the applicant is required to submit a transportation impact study to be designed by an appropriate transportation professional;
5. Preliminary tree protection plan and buffer standards;
6. Preliminary storm water retention plan.

*Per 14.5-8 of the City of Holly Springs Zoning Ordinance, **Application Submittal Requirements Waived**, When determined by the Community Development Director to be unnecessary or irrelevant to the application submitted, the requirements listed in this section may be waived; however, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or City Council may request the submission of these items or other information as deemed relevant during the decision making process.

April 5, 2019

VIA HAND DELIVERY

Nancy Moon
Community Development Director
3237 Holly Springs Parkway
Holly Springs, Ga. 30115

RE: 4099 Holly Springs Parkway
LETTER OF INTENT

To whom it may concern;

Respectfully, we submit this application to rezone approximately 13.4 acres as deeded, from its current zoning of R-20 to MXD-1 to allow for 75 quality family targeted single family Townhomes. We feel that the proposed community is ideally located in a readily accessible emerging part of Holly Springs. This proposal would serve as a transitional step down adjacent to the previously permitted apartment homes immediately adjacent to our tract.

We are proposing that 75 residential homes at a density of 6.31 units per acre. The homes will be a minimum of 1800 sq.ft. and will be built with quality materials with alternating architectural elevations. All homes will come with a front entry two car garage. In addition, we are requesting some concurrent Variances to support this unique design, as listed within our application and shown on our submitted plan.

The proposed zoning and site plan appears to be entirely consistent with similarly developed, and a slight step down in density from the multi family residential community immediately adjacent to our tract. This area is designated to be within the Parkway Overlay District. This development would be in alignment with that plan, as it implements those requirements. New quality single family homes always will help raise property values and support the schools and nearby expanding commercial development.

We respectfully request your approval of this request for Rezoning from R-20 to MXD to permit this proposed mixed use commercial and residential community.

Respectfully submitted,

Bernie Smith,
Smithton Homes/Manor Restorations

Concurrent
Variance Requested

Table 7.01
Planned Development District Dimensional Standards

PROJECT & PHASE DIMENSIONS ↓	ZONING DISTRICT				
	PDR	PDC	PDO	PDI	PD TND
Minimum District Size (Acres)	25 50 w/commercial element	25	25	25	10** 40 w/commercial
Base/Maximum Density Ψ (detached/attached)	3/4	N/A	N/A	N/A	5/7 7 UNITS
Maximum Building Coverage (Project Area Average)	20%	35%	35%	35%	20%
Minimum Common Open Space	15%	15%	15%	15%	20%
LOT AREA DIMENSIONS ↓	ZONING DISTRICT				
	PDR	PDC	PDO	PDI	TND
Minimum Lot Size* (Square Feet)	14,520	10,000	10,000	43,560	5,000 1800 SF
Building Setbacks Detached Residences					
Front Setback ¹	25'	—	—	—	15'
Side Setback	15'	—	—	—	5' 3'
Street Side ² Setback	30'	—	—	—	Major St. = 30/80 Minor St. = 15/40
Rear Setback	25'	—	—	—	20
Building Setbacks Attached Residences					
Front Setback	Major St. = 30/80 Minor St. = 15/40	—	—	—	15'
Side Setback	10' ³	—	—	—	10' ³
Separation Between Structures	20'	—	—	—	20'
Street Side Setback	Major St. = 15/40 Minor St. = 0/25	—	—	—	Major St. = 15/40 Minor St. = 0/25
Rear Setback	20'	—	—	—	20'
Maximum # Units Attached	8	—	—	—	8
Building Setbacks Other Uses					
Front Setback		Major St. = 30/80 Minor St. = 15/40	Major St. = 30/80 Minor St. = 15/40	Major St. = 40/100 Minor St. = 30/80	15'
Side Setback	10'	10'	10'	15'	10'
Street Side Setback	Major St. = 30/80 Minor St. = 15/40	Major St. = 30/80 Minor St. = 15/40	Major St. = 30/80 Minor St. = 15/40	Major St. = 40/100 Minor St. = 30/80	Major St. = 30/80 Minor St. = 15/40
Rear Setback	10'	20'	20'	30'	10'
Minimum Bldg. Line Width	50'	50'	50'	100'	50' 24'
Minimum Lot Frontage	50'	50'	50'	100'	50' 22'
Minimum Lot Depth	100'	100'	100'	125'	100' 75'
Principal Building Height	35'	45'	45'	45'	45'
Minimum/Maximum Building Coverage ⁴ Per Lot	None/50%	None/50%	None/50%	None/40%	None/50% 65%
Distance Between Buildings ⁵	12.5'	15'	15'	15'	12.5' 3'
Minimum Landscaped Area	10%	15%	15%	20%	10%

Complete the following section, if applicable.

Residential

Minimum house size: 1,200 sq. ft.

Exterior façade: BRICK, STONE, HARDI PLANK MIXED

Maximum number of units: 75

Anticipated start date: JAN. 2020

Anticipated completion date: 1-2423

Commercial

Number of buildings: UNK

Maximum square footage: _____ sq. ft.

Number of stories: _____

Total number of employees: _____

Exterior façade: _____

Anticipated start date: _____

Anticipated completion date: _____

ATTACHMENT A

DISCLOSURE

Please answer the following questions. If the answer to any of the following questions is "yes", you may be required under O.C.G.A. 36-67A, to provide further information.

A.) Are you, or anyone else with a property interest in the property, a member of the City of Holly Springs Planning and Zoning Commission or City of Holly Springs Council?

_____ YES X NO

B.) Does an official of such public bodies have any financial interest in any business entity, which has a property interest in the subject property?

_____ YES X NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES X NO

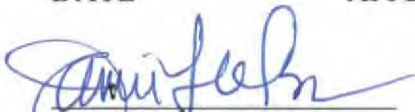
D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES X NO

4-5-19
DATE

BERNIE SMITH
APPLICANT NAME PRINTED


APPLICANT SIGNATURE


NOTARY

Seal: **Jamie L. Olson**
Notary Public, Paulding County, Georgia
My Comm. Expires 04/11/2021



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.

☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

[Signature]
Signature

4-10-19
Date

BERNIE SMITH
Title

MANOR RESTORATIONS
Legal Company Name

4763 TOWNSHIP CHASE
Company Address MARIETTA, GA 30066

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A STAMPED SIGNATURE IS NOT ACCEPTABLE.)

I hereby certify that Bernie Smith is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
10th DAY OF April, 2019
[Signature]
Notary Public

Jamie L. Olson
Notary Public, Paulding County, Georgia
My Comm. Expires 04/11/2021
AFFIX SEAL

*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.

Cherokee County Water & Sewerage Authority

April 10, 2019

RE: Water & Sewerage Availability (Tax Map 15N15, Parcel 083)

To Whom It May Concern:

Please be advised that Cherokee County Water & Sewerage Authority presently has a 6" PVC water main on the West side of Holly Springs Parkway West of the subject property.

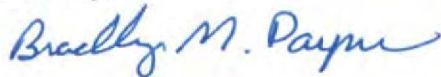
Sewer is available on the subject property. The acquisitions of easements to manholes or lift stations will be the responsibility of the developer.

The capacity for Rose Creek Wastewater Treatment Facility is 6.0 MGD and the Authority is presently treating 3.5 MGD. The Fitzgerald Creek Treatment Facility is 5.0 MGD and the Authority is presently treating 3.0 MGD.

There is presently no moratorium for water or sewer connections on the Authority System. Sewer connections are available on first pay, first serve basis. However, plans for any development must be submitted and approved by the Authority prior to any water or sewer connection application being accepted for processing. Also existing infrastructure, size and location, must be verified by developer/engineer/contractor prior to submittal to Cherokee County Water and Sewerage Authority.

If you have any questions, please don't hesitate to call me.

Sincerely,



Bradley M. Payne
Construction Office Supervisor

CC: Dwayne Fowler
Garry Hensley
Jeff Hooper

P. O. Box 5000 ~ Canton, Georgia 30114 ~ 770-479-1813

CLERK OF SUPERIOR COURT
CHEROKEE COUNTY, GA

04 OCT -7 PM 1:37

BOOK _____ PAGE _____
Anne M. Reneau

RECORD AND MAIL TO:

Ms. Edith B. Zucker Y,
2203 Brantley Road
Kannapolis, NC 28083 12-

44803

EXECUTRIX'S DEED

CHEROKEE COUNTY, GA
REAL ESTATE TRANSFER TAX
PAID 0
DATE 10/7/04
Anne M. Reneau
CLERK OF SUPERIOR COURT

STATE OF GEORGIA.

COUNTY OF CHEROKEE:

THIS INDENTURE is made as of October 5, 2004, between
EDITH B. ZUCKER, Executrix of the Last Will and Testament of
CLODESSER S. BISHOP, (hereinafter referred to as the "Deceased"),
late of Cherokee County, Georgia (hereinafter referred to as
"Grantor") and **EDITH B. ZUCKER**, (hereinafter referred to as
"Grantee") ("Grantor" and "Grantee" to include their respective
heirs, successors, executors, administrators, legal representatives
and assigns where the context requires or permits).

W I T N E S S E T H

GRANTOR (acting under and by virtue of the power and authority
contained in the Will of Clodesser S. Bishop, the Deceased, said
Will has been duly probated and recorded in the Court of Probate of
Cherokee County, Georgia), for and in consideration of the sum of
Ten (\$10.00) Dollars and other valuable considerations in hand paid
at and before the sealing and delivery of these presents (the
receipt of which is hereby acknowledged), has granted, bargained,
sold and conveyed, and by these presents does grant, bargain, sell
and convey unto Grantee, the following described property:

All that tract or parcel of land lying
and being in the 15th District and 2nd Section
of said State and County and being part of
Land Lot No. 526 more fully described as
follows: BEGINNING at corner of J. H. White
property on east side of State Highway No. 5
and running South along said Highway to
corner of W. M. Caldwell, thence East 210
feet to corner of Caldwell, thence South
along Caldwell line 210 feet to Ragsdale
line, thence East along Ragsdale line to
W. H. Hillhouse Estate, thence North along

Hillhouse line to line of J. H. White, thence
West along J. H. White line to State Highway
and ditch the point of beginning. Said tract
containing 14 acres, more or less.

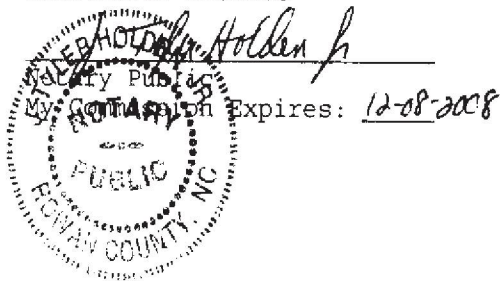
TO HAVE AND TO HOLD the Land with all and singular the rights,
members and appurtenances thereof, to the same being, belonging, or
in anywise appertaining, to the only proper use, benefit and behoof
of Grantees forever, IN FEE SIMPLE in as full and ample a manner as
the same was held, possessed and enjoyed, or might have been held,
possessed and enjoyed, by the Deceased.

EXECUTED under seal as of the date above.

Edith B. Zucker (SEAL)
Edith B. Zucker
Executrix under the Will of
Clodesser S. Bishop, Deceased

Signed, sealed and delivered
in the presence of:

Philip D. Batic
Unofficial Witness



2018 Property Tax Statement

Sonya Little
Cherokee County Tax
Commissioner
2780 Marietta Hwy

Canton, GA 30114

**Make Check or Money Order
Payable to:**
Cherokee County Tax
Commissioner

ZUCKER, EDITH B.
2203 BRANTLEY ROAD
KANNAPOLIS, NC 28083

Bill No.	Due Date	*Total Due*
2018-116952	11/15/2018	\$0.00

Map: 15N15 083
Location: 4099 HOLLY SPRINGS PW

Payment Good through: 04/05/2019

Print Date
04/05/2019

If you have sold this property, fax a copy of the settlement statement to 678-493-6423. If you have an escrow forward tax bill to your mortgage company as soon as possible. Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law. ** Pay online at www.cherokeega.com ** Please note: There is a 3% Merchant Fee charged. (This fee is not collected by Cherokee County.)



Tax Payer: ZUCKER, EDITH B.
Map Code: 15N15 083 REAL
Description: L.L. 520; 15TH DIST
Location: 4099 HOLLY SPRINGS PW
Bill No: 2018-116952
District: CHEROKEE COUNTY AT LARGE 001

Phone: (678)-493-6400 Fax: (678)-493-6423

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date		Payment Good through	Exemptions
29,400.00	186,200	14.6000	215,600	11/15/2018			04/05/2019	
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	215,600.00	86,240.00	0.00	86,240.00	5.366	462.76	0.00	\$462.76
SCHOOL M&O	215,600.00	86,240.00	0.00	86,240.00	18.950	1,634.25	0.00	\$1,634.25
SCHOOL BOND	215,600.00	86,240.00	0.00	86,240.00	0.500	43.12	0.00	\$43.12
PARKS BOND	215,600.00	86,240.00	0.00	86,240.00	0.503	43.38	0.00	\$43.38
COUNTY WIDE FIRE DIST	215,600.00	86,240.00	0.00	86,240.00	3.269	281.92	0.00	\$281.92
TOTALS					28.588	2465.43	\$0.00	\$2,465.43

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessors Office no later than April 1st.

Current Due	\$2,465.43
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payments	2465.43
Back Taxes	0.00
Total Due	\$0.00
Paid Date	09/18/2018

REAL ESTATE TRANSFER TAX DECLARATION

(PLEASE TYPE OR PRINT)

SECTION A - SELLER'S INFORMATION		SECTION E - TAX COMPUTATION	
1. NAME Edith B. Zucker, Executrix of the		1. Actual value of consideration received by seller (Fill out below only when actual value is not known) Deed Made In	
2. MAILING ADDRESS Edith B. Zucker & Associates S. Bishop 2203 Brantley Road		1a. Estimated fair market value of Real and Personal property conveyed Compliance With	
3. CITY, STATE, ZIP CODE Kannapolis, NC 28083		2. Fair market value of Personal property only conveyed Will	
4. DATE OF SALE 10-5-04		3. Amount of Liens and Encumbrances not removed by transfer	
SECTION B - BUYER'S INFORMATION		4. Net Taxable Value (1 or 1a minus 2 minus 3)	
1. NAME Edith B. Zucker		5. TAX DUE at 10c per \$100 or fraction thereof (Minimum \$1.00) NONE	
2. MAILING ADDRESS FOR TAX NOTICES, BILLS, ETC. (STREET & NUMBER) 2203 Brantley Road		SECTION F - CERTIFICATIONS	
3. CITY, STATE, ZIP CODE Kannapolis, NC 28082		SELLER: I hereby certify that all the items of information entered on this transfer form PT-61 are true and correct to the best of my knowledge and belief. Signature <u><i>Edith B. Zucker</i></u> <u>10-5-04</u> (Date) (Seller or Authorized Agent)	
SECTION C - PROPERTY INFORMATION		BUYER: I hereby certify that all information on this form is true and correct to the best of my knowledge and belief. I acknowledge that if the above property is taxable and is subdivided or improved during the year of this transfer, that I must return it for taxation the following year, but if there are no changes and I do not elect to file a return, I will be deemed to have returned the property at the same valuation as was finally determined for the year of this transfer. I further acknowledge that this form does not relieve me of the responsibility of filing a return for personal property or of applying for homestead or other exemptions.	
1. LOCATION (STREET, ROUTE, HWY., ETC.) State Highway No. 5		Signature <u><i>Edith B. Zucker</i></u> <u>10-5-04</u> (Date) (Buyer or Authorized Agent)	
2. COUNTY Cherokee		CLERK OF COURT: I hereby certify that the recording information in Section D is correct and that the tax due in Section E5 is computed correctly based upon the information supplied in Section E by the seller or authorized agent. Signature _____ (Clerk or Deputy of Superior Court) _____ (Date)	
3. CITY (IF APPLICABLE) State Highway No. 5			
4. MAP & PARCEL NUMBER			
5. ACRES 14 +/-	6. DISTRICT 15th	7. LAND LOT 526	8. SUB LOT & BLOCK
SECTION D - RECORDING INFORMATION			
1. DATE	2. DEED BOOK	3. PLAT BOOK	PAGE

REVENUE COPY

41803



CHEROKEE COUNTY
PLANNING & ZONING

1130 Bluffs Parkway • Canton, Georgia 30114
678-493-6101 • Fax 678-493-6111
www.cherokeega.com

May 8, 2019

Nancy Moon
Community Development Director
City of Holly Springs
3237 Holly Springs Parkway
Holly Springs, GA 30115

RE: A-05-2019 Manor Restorations

Dear Nancy:

The annexation case A-05-2019 Manor Restorations was on the agenda of the regular meeting of the Cherokee County Board of Commissioners on May 7, 2019. The case involves parcel 15N15 083 (13.4 acres) located at 4099 Holly Springs Parkway directly south of the County Fire Training Facility. The property is currently zoned Single-Family Residential (R-40).

In their annexation application, the applicant requests to rezone the property to GC with MXD Overlay, which allows a mix of commercial and residential development. The revised site plan we received on May 2nd indicates a 1.6 acre commercial outlot with the balance of the property developed for 75 detached townhomes with a residential density of 6.31 du/a. The application also included the PD TND chart with 8 concurrent variances identified. It is unclear how this relates to the requested zoning districts.

Based on the staff review and discussion at the commission meeting, the Board of Commissioners voted (5-0) to direct staff to express the Commissioners' serious concerns and reservations about this project. Their primary concerns are related to the location of the residential development relative to the facilities on County property at the Fire Training Facility and new homeowners expectations about our operations. The Board discussed that the site plan does not indicate any type of buffer or screening against the northern property line, which will create a land use conflict situation. The 24/7 nature of the training program creates noise and smoke that will disturb the future townhome residents. In addition, the close proximity may also encourage future residents, especially children, to trespass on County property to explore the fire fighting

equipment at the training facility. In order to provide the high-quality Fire and Emergency Services, we cannot change our training operations. I have included our staff comments so they can be relayed to the Holly Springs Planning Commission and City Council. We hope this can further the dialog about the impacts of this project on the surrounding county areas.

Fire and Emergency Services listed 5 areas of concern that they have with this project. They relate to noise, smoke, security, training schedule and code compliance. They recommend a 75ft undisturbed buffer with a privacy fence on the inside adjacent to the Fire Training Center. In addition, the nature of the operations of the Center should be disclosed to potential buyers. This should take the form of a notice on the Final Plat and a disclosure notice for individual buyers.

Planning and Land Use noted that this proposal is consistent with the County Future Development Map because the Regional Center character area calls for primarily commercial development with high-density residential as an accessory use. It is important to note that if the property was developed within the County, a 35ft undisturbed buffer would apply along the northern property line adjacent to the Fire Training Center and around the existing residential lots along Holly Springs Parkway. Planning staff did note the large number of requested concurrent variances is concerning but none appear to affect adjacent unincorporated property. The Engineering Department highlighted that the City of Holly Springs is responsible for maintaining Holly Springs Parkway in this location so the County will not be involved in permitting the development entrances. Engineering staff recommended requiring a deceleration lane and left turn lane at the entrance to the development.

Feel free to reach out to me if you have any questions about these staff comments. Please keep us updated on any significant changes to the proposal so we can offer revised comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Margaret Stallings". The signature is fluid and cursive, with the first name "Margaret" written in a larger, more prominent script than the last name "Stallings".

Margaret Stallings, AIA, AICP
Principal Planner

CC: Christy Black, County Clerk
Jerry Cooper, County Manager
Rob Logan, City Manager
Jeff Watkins, Director of Planning and Zoning



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

Per O.C.G.A. § 36-36-113 (set forth in full at the end of this document for your ease of reference), a land use objection can be made by majority vote of the Board of Commissioners in the event of a material increase in burden upon the County which is quantifiable and otherwise meets the requirements of the statute. In order for a land use objection to be considered timely, it must be completed in time for the BOC to vote upon it in open session and served upon the annexing municipality within 30 days of receipt of notice of annexation via statutory overnight delivery or certified mail, return receipt requested

City	Holly Springs
Case Number A-05-2019	Applicant Manor Restorations / Bernie Smith
Receipt of Annexation Notice Date	04/25/2019
Holly Springs Public Hearing	05/09/2019
Meeting date the Board of Commissioners must decide whether to object.	05/21/2019
30 day period to object expires on	05/25/2019
City Council Decision	06/03 & 06/17/2019

Staff is requested to review the application for annexation and provide a response to the following questions.

	Yes	No
Is the property to be annexed contiguous to city jurisdictional boundary?	X	
Future Development Map designation	Regional Center	
Surrounding / Contiguous City Future Development Map	Parkway Corridor	
Surrounding County Future Development Map	Regional Center & Neighborhood Living	
Does this annexation create an "island" of unincorporated land?	X	

1) If the application is granted will there be a material increase in burden upon the County directly related to :	Yes	No
a) the proposed change in zoning or land use?		X
b) the proposed increase in density?		X
c) infrastructure demands related to the proposed change in zoning or land use?		X



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

2) Will delivery of services be affected by the annexation?	Yes	No
		X
If the answer to (2) is yes, is the affect on delivery of services directly related to		
a) the proposed change in zoning or land use?		
b) the proposed increase in density?		
c) infrastructure demands related to the proposed change in zoning or land use?		
Note: Delivery of services may not be a basis for a valid objection but may be used in support of a valid objection if directly related to one or more of the subjects enumerated in items (a), (b), and/or (c) of Section 1 above.		

3) If there is a material increase in burden caused by items (a), (b), and/or (c) of Section 1 above, can your department provide evidence of any financial impact?	Yes	No
If the answer to (3) is yes, please provide the evidence		

4) Does the proposed change in zoning or land use result in a substantial change in the intensity of the allowable use of the property or a change to a significantly different allowable use?	Yes	No
		X
If the answer to (4) is no, does the proposed change in zoning or land use result in:		
a) a use which significantly increases the net cost of infrastructure?	Yes	No
		X
b) a use which significantly diminishes the value or useful life of a capital outlay project, as such term is defined in O.C.G.A. 48-8-110, which is furnished by the county to the area to be annexed?		X



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

If the answer to 4(a) or 4(b) is yes, then:

Yes No

c) Does the proposed change in zoning or land use differ substantially from the existing uses suggested for the property by the county's comprehensive land use plan?

X

d) Does the proposed change in zoning or land use differ substantially from the existing uses permitted for the property pursuant to the county's zoning ordinance or its land use ordinances?

X

Comments:

Planning and Land Use

This annexation application consists of a 13.4 acre property on Holly Springs Parkway directly South of the County Fire Training Center. The applicant is proposing a mixed-use development of 75 townhomes and commercial development along the road frontage. The proposed zoning would be GC with MXD-1 overlay. The overall residential density is 6.31 du/a (dwelling units per acre). There is insufficient information to calculate the FAR (Floor Area Ratio) for the commercial portion of the project. According to county records, this annexation will create an unincorporated island out of 15N15 081 & 082.

This proposed development is consistent with the Regional Center character area shown on the 2018 County Future Development Map. Regional Center calls for regionally-oriented retail, commercial & office development with a residential component. The Holly Springs Future Development Map shows this property as Parkway Corridor, which is primarily commercial with a high-density multi-family residential component.

The application appears to include 8 concurrent variances. They cover minimum lot size, front & side setbacks, minimum bldg. line width, lot frontage, lot depth, maximum lot coverage and distance between buildings. These variances do not appear to affect the adjacent unincorporated county properties. **If this development were located in the county a 35ft undisturbed buffer would be required between the townhomes and the Fire Training Center. There would also be a 35ft buffer against the two existing home lots along Holly Springs Parkway and 20ft against the apartments to the south.**

Engineering

The applicant is proposing to access the site from Holly Springs Parkway – on a portion of the roadway that is currently maintained by the City of Holly Springs. The City of Holly Springs will be responsible for permitting any entrance requirements for the proposed application.

We would expect that the City will require the applicant to provide a deceleration lane and a left-turn lane at the proposed site entrance onto Holly Springs Parkway. Both are appropriate to serve the proposed application.



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

Fire and Emergency Services

It was our hope that eventually this area would have been developed commercially. As proposed, we believe that this will not only compromise the delivery schedule of training at training center, but may also cause issues for residents of the neighborhood living that close to the center.

a. **NOISE CONCERN:** The Training Center is a busy center with various types of training being conducted every day. Even weekends, front line companies go to the center for Company Training. There are many days that training goes late in to the night. Just last night (4-30-2019) I was at the center late with the Holly Spring 101 Class. There was a scheduled PPST (Physical Fit Test) for new hires, Volunteer Training and Explorer Training being conducted. I left the area around 9:15 p.m. with training continuing. There will probably be “noise” issues along with bright lights with the homes that are proposed to be near the property line and more than likely produce “complaints”.

b. **POTENTIAL SMOKE CONCERN:** The proposed development is on the South side of the Training Complex with homes near the adjoining property line. The Training Tower, storage shed and Burn Building are all in this area as well. All is dependent on the weather, but at times, during live fire exercises day and night, the smoke is carried in to that area and on high humid days, it will lay low without any wind. This may not only complicate any health issues with homeowners but will more than likely produce “complaints” from the neighbors. Also, we use heavy machinery to move equipment, supplies etc. from the storage that may contribute some noise as well.

c. **SECURITY/CHILDREN:** Currently we do have a security fence on the South border of the property with three strands of barbed wire on the top. Another concern would be children in the area. Children are naturally attracted to fire trucks and with all props, towers, burn buildings etc. could become a play-ground if the fence became breached. We will continue to maintain a secure fence, but we just want to bring attention to the fact of attraction by children. We also have a pond on the site that would be a potential drowning hazard if children did get on to the property and access that area. **A 75ft undisturbed buffer with a privacy fence on the inside of the buffer along the northern property line would have a significant impact on reducing these security issues.**

d. **TRAINING SCHEDULE:** Delivering required training of 240+ hours annually to nearly 400 firefighters is already challenging and requires serious coordination. It is not an option to cancel and/or reschedule training and compromise delivering the total training hours needed for each firefighter in Field Operations. It is important that future homeowners be aware of this fact. They should be notified of this situation prior to closing on the homes.

e. **CODE COMPLIANCE:**

1. In reference to proposed variance request asking for 3’ distance between buildings, per the International Residential Code (2012 edition) Section R302, Table R302.1(1) or Table R302.1(2), this design would require a 1-hour fire wall on each of the buildings and



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

projections, reduced or no openings allowed on those walls and special attention to penetrations as to comply with R302.4.

2. In residential areas with one- and two-family dwellings, ISO determines the needed fire flows by considering the distance between buildings. 10 feet or less would require 1,500 GPM of water for a 2 hour duration.

3. The commercial building is unknown construction type therefore needed fire flow is undetermined at this point as it varies by construction type.

4. Cherokee County Fire and Emergency Services would expect the residential and commercial development to follow all state residential, building and fire codes.



Amended May 8, 2019

STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

O.C.G.A. § 36-36-113. Reasons for objection to annexation

(a) The county governing authority may by majority vote object to the annexation because of a material increase in burden upon the county directly related to any one or more of the following:

- (1) The proposed change in zoning or land use;
- (2) Proposed increase in density; and
- (3) Infrastructure demands related to the proposed change in zoning or land use.

(b) Delivery of services may not be a basis for a valid objection but may be used in support of a valid objection if directly related to one or more of the subjects enumerated in paragraphs (1), (2), and (3) of subsection (a) of this Code section.

(c) The objection provided for in subsection (a) of this Code section shall document the nature of the objection specifically providing evidence of any financial impact forming the basis of the objection and shall be delivered to the municipal governing authority by certified mail or statutory overnight delivery to be received not later than the end of the thirtieth calendar day following receipt of the notice provided for in [Code Section 36-36-111](#).

(d) In order for an objection pursuant to this Code section to be valid, the proposed change in zoning or land use must:

(1) Result in:

(A) A substantial change in the intensity of the allowable use of the property or a change to a significantly different allowable use; or

(B) A use which significantly increases the net cost of infrastructure or significantly diminishes the value or useful life of a capital outlay project, as such term is defined in [Code Section 48-8-110](#), which is furnished by the county to the area to be annexed; and

(2) Differ substantially from the existing uses suggested for the property by the county's comprehensive land use plan or permitted for the property pursuant to the county's zoning ordinance or its land use ordinances.



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Discussion of the following:

A-07-2019, applicant requests annexation of 51.10 +/- acres located off of Payne Road and Misty Hollow Way, Cherokee County, GA, tax parcel 067 of tax plat 15N16 and tax parcel 020 of tax plat 15N16A

MA-07-2019, applicant requests rezoning of 51.10 +/- acres located off of Payne Road and Misty Hollow Way, Holly Springs, GA, tax parcel 067 of tax plat 15N16 and tax parcel 020 of tax plat 15N16A, from AG, Agricultural (County) and R-20, Single Family Residential (County) to TND, Traditional Neighborhood Development (City)

DATE: June 26, 2019

COUNCIL MEETING DATE: July 1, 2019

RECOMMENDATION

Applicant, LDS Partners, LLC, has requested annexation of approximately 51.10+/- acres located off of Payne Road behind Riverside Subdivision and Hunter's Ridge Subdivision, tax parcel 067 of tax plat 15N16 and tax parcel 020 of tax plat 15N16A. Due to the fact that an unincorporated island may be formed south of the property, it will be necessary to leave a strip on the western side of the property in unincorporated Cherokee County (see attached site plan) consisting of 0.87+/- acres.

The applicant has also requested rezoning of the property, from AG, Agricultural (County) and R-20, Single Family Residential Estate (County), to TND, Traditional Neighborhood Development (City), for the development of the property as a single-family detached subdivision with 170 units. The proposed density is 3.27 units per acre gross density and 3.90 units per acre net density. The proposed minimum house size is 1,800 square feet with facades of brick, Hardiboard, and stone. Proposed elevations are included in the application.

The site plan shows access to the subdivision through two access points: Riverside Parkway and Misty Hollow Way. The applicant is purchasing a lot in the Hunter's Ridge Subdivision specifically to provide the secondary access point.

A. Existing Land Use and Zoning Classification of Nearby Property

ADJACENT ZONING		ADJACENT DEVELOPMENT	
NORTH:	R-20/R-40(County)	NORTH:	SFR
SOUTH:	AG (County)	SOUTH:	U.S. Army Corps of Engineers (USACE)
EAST:	TND	EAST:	Riverside Subdivision
WEST:	LI (Woodstock)	WEST:	Riverpark Subdivision

B. Zoning Proposal Review Standards; Study Required for Amendment

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?

Surrounding development in the area includes single family residential and undeveloped uses. The proposed use for a single-family residential development would be compatible with the uses in the surrounding area.

2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property?

The development of this property should not cause a substantial adverse effect on adjacent or nearby properties with regards to existing uses or usability. Surrounding subdivisions are of similar density. The proposed 3.27 units per acre (gross) would be comparable to the density approved for Riverside subdivision (3.8 units per acre).

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

The property, as currently zoned, would be permitted to develop with those uses associated with the AG zoning district.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools?

Although this request will generate additional traffic and use of utilities, the rezoning request will not result in a use that would cause an excessive or burdensome use of utilities or other public services. The applicant has proposed two full access entrances into the subdivision, one on Riverside Parkway through Riverside Subdivision and the second on Misty Holly Way through Hunter's Ridge Subdivision. A traffic impact study was completed by CALYX Engineers & Consultants (see attached). The main comments were that there were no significant impacts based on the current design. They did recommend either a radar speed limit sign or a speed table on Camdyn Circle. The applicant is willing to add a stipulation to this effect once evaluated by the City.

The Cherokee County School District has estimated that the proposed 170 units would provide a student impact of 123 students. The school mitigation fee should be coordinated with the Cherokee County School District.

A letter from Cherokee County Water and Sewerage Authority has been received stating that there is adequate capacity available.

5. Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)?

The Future Development Map identifies this property with the character area of Traditional Neighborhoods. This character area corresponds with residential blocks within the originally settled area of Holly Springs, surrounding the town center, and within portions of newly created communities designed under a neotraditional or mixed-use framework. A key characteristic of the traditional neighborhood is the rectangular or square block, lot, and street pattern, as developmentally possible due to geography and terrain. Acceptable uses are primarily single-family residences (stick-built, excluding manufactured homes) and some civic-institutional uses such as churches. Some other forms of housing such as duplexes and accessory apartments and townhouses may be permitted. Furthermore, neighborhoods serving retail and service uses may also be approved.

Application: Existing and new single-family residential neighborhoods with or without a mixed-use component.

Primary Future Land Uses: Single-family residential with neighborhood commercial, office, and government uses, and parks, recreation, greenways, and trails.

Zoning Districts: PD-R, TND, NC, OI, GV, MXD-1, MXD-2

6. Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents?

The proposed development, consisting of residential use, conforms with the future development map and proposed density.

- a) **Residential Uses. Use the character areas and the Future Land Use Map (FLUM) to guide residential growth, steering appropriate densities to suitable locations. (8.1, #3)**
- b) **Traditional Neighborhood Development. Promote traditional neighborhood and mixed-use developments in appropriate areas, which could include commercial, multi-family, and single-family sections within the same project area. (8.1, #4)**
- c) **Annexation. Consider municipal boundary expansion opportunities as unincorporated property owners petition for annexation. (8.1, #9).**
- d) **Land Use Decisions. Use the Future Development Map (FDM) as a guide when making land use decisions (map amendment requests) and reviewing other development proposals. (8.1, #22)**

7. Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

The development of the property will be held to the environmental development standards for all local, state, and federal requirements.

8. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

The surrounding area includes subdivisions of comparable style and density.

C. Cherokee County Comments

The Cherokee County Board of Commissioners reviewed the application at its June 4, 2019 Commission meeting and staff received a letter stating that the entrance from Hunter's Ridge subdivision should be used for emergency access only. If that was not acceptable, the BOC requested "that this entrance would be gated until the number of completed homes reaches 150..." They also noted that they did not feel the distance between the two entrances was large enough to satisfy the fire code.

D. Public Information Meeting

The first public information meeting was conducted on May 8, 2019. Due to an error in the original letter mailed to property owners, the applicant conducted the first meeting, clarified the information at the first meeting and then held a second meeting on May 22, 2019. Concerns noted at the meeting from Riverside residents included additional traffic, damage to the roads/curbs, and buffers. The residents of Riverside also had questions concerning the naming of the subdivision and whether it would have a separate name and HOA. Interest was expressed in combining the two communities. Hunter's Ridge residents had concerns about the impact of the connection to their neighborhood. Applicant subsequently revised the site plan to remove two homes that were planned near the entrance to provide an additional buffer. (see attached report)

E. Summary

The proposed development is in conformity with the general development of the area, as well as, the objectives of the Comprehensive Plan. In addition, it is in conformity with the goals of the Future Development Map. Surrounding development is compatible with the proposed zoning and land use.

F. Staff Recommendation-Presented to Planning Commission

Annexation

Staff recommends **APPROVAL** to annex the 51.10+/- acres.

Rezoning

Staff recommends **APPROVAL** to rezone 51.10 acres+/- acres to **TND, Traditional Neighborhood Development with the following stipulations:**

1. Owner /developer shall establish a mandatory homeowner's association for the project and shall submit all restrictive covenants and homeowner's documents for review by the Community Development Director prior to final plat approval.
2. Owner/developer shall coordinate with the City of Holly Springs Community Development Director and Arborist regarding open space and any recreation areas.
3. Architectural styling of all structures shall be approved by the Community Development Director. Front facades shall be constructed with a combination of at least two of the following materials: brick, stone, cement shake, cedar shake, board & batten, a cementitious material, such as Hardiplank, one of which to be brick or stone. Architectural shingles shall be offered as an option. No vinyl siding shall be permitted.
4. Heated square footage of all residential dwelling units shall be a minimum of 1,800 square feet.
5. Lighting shall be environmentally sensitive, with developer making every effort to ensure that lighting is as unobtrusive as possible, utilizing fully-shielded LED lamps in compliance with the International Dark Sky Association, or equivalent organization.
6. Development shall be limited to a maximum gross density of 3.27 units per acre or no more than 170 units.
7. All residential building lots shall be of a fee simple nature.
8. Building setback lines shall be as follows:
 - i. Front: 15 feet, distance from back of sidewalk to garage door shall be a minimum of 20 feet
 - ii. Side: 5 feet
 - iii. Corner Side: 10 feet
 - iv. Rear: 20 feet
9. As requested by the Cherokee County School District, the owner/developer shall coordinate the school mitigation fee with the Cherokee County School district.
10. The secondary access to Misty Hollow Way shall be gated for an emergency entrance until the 150th Certificate of Occupancy has been issued. At that time, the gated entrance shall be removed and transitioned into a full access entrance.
11. Improvements to the signalized intersection at Misty Hollow Way and Holly Springs Parkway should be coordinated with the County Engineer prior to the opening of the full access entrance.
12. Owner/Developer shall provide a maintenance bond in the amount of 20% of the total cost of road improvements within Riverside Subdivision for the following roads: Riverside Parkway, Riverside Way, Camdyn Circle, and Payne Road with the amount to be approved by the City Engineer. This bond shall be in place prior to the issuance of the land disturbance permit. Maintenance needed on these roads as a result of the construction traffic shall be assessed and approved by the City Engineer.

G. Planning Commission Recommendation

Planning Commission conducted a public hearing on June 13, 2019. A number of residents from Hunter's Ridge Subdivision and Riverside Subdivision attended. Public comments concerned impact to the neighborhoods, impact to wildlife, traffic, parking, visibility, sight distance, safety, devaluation of homes, additional delivery and trash trucks, and access issues. Planning Commission voted to recommend **APPROVAL** of the annexation and rezoning requests (4-0).

H. City Engineer's Comments

The City Engineer was asked to evaluate the the classification of the streets within the Riverside Subdivision. Assuming the worst case scenario, that all the traffic would utilize Riverside Parkway via Camdyn Circle, only Riverside Parkway and a small section of Camdyn Circle (no homes are built along this section) are considered to be a Residential 2(see attached map). The 24' of pavement width required in a Residential 2 is required only if it is considered a main parkway, i.e. Riverside Parkway. Adding the proposed lots in this application would only change another small section of Camdyn Circle to a Residential 2 classification (no homes are built along this section)(see attached map). Also, addressing concerns from the homeowners, the City Engineer stated that "...from a traffic and transportation standpoint the street network should not see any adverse effects."

I. Final Staff Recommendation

Annexation

Staff recommends **APPROVAL** to annex the 51.10+/- acres.

Rezoning

Staff recommends **APPROVAL** to rezone 51.10 acres+/- acres to **TND, Traditional Neighborhood Development with the following stipulations:**

1. Owner /developer shall establish a mandatory homeowner's association for the project and shall submit all restrictive covenants and homeowner's documents for review by the Community Development Director prior to final plat approval.
2. Owner/developer shall coordinate with the City of Holly Springs Community Development Director and Arborist regarding open space and any recreation areas.
3. Architectural styling of all structures shall be approved by the Community Development Director. Front facades shall be constructed with a combination of at least two of the following materials: brick, stone, cement shake, cedar shake, board & batten, a cementitious material, such as Hardiplank, one of which to be brick or stone. Architectural shingles shall be offered as an option. No vinyl siding shall be permitted.
4. Heated square footage of all residential dwelling units shall be a minimum of 1,800 square feet.
5. Lighting shall be environmentally sensitive, with developer making every effort to ensure that lighting is as unobtrusive as possible, utilizing fully-shielded LED lamps in compliance with the International Dark Sky Association, or equivalent organization.
6. Development shall be limited to a maximum gross density of 3.27 units per acre or no more than 170 units.
7. All residential building lots shall be of a fee simple nature.
8. Building setback lines shall be as follows:
 - i. Front: 15 feet, distance from back of sidewalk to garage door shall be a minimum of 20 feet
 - ii. Side: 5 feet
 - iii. Corner Side: 10 feet
 - iv. Rear: 20 feet
9. As requested by the Cherokee County School District, the owner/developer shall coordinate the school mitigation fee with the Cherokee County School district.
10. **A secondary full access entrance to the development shall be provided through Misty Hollow Way in Hunter's Ridge Subdivision.**

11. Improvements to the signalized intersection at Misty Hollow Way and Holly Springs Parkway should be coordinated with the County Engineer prior to the opening of the full access entrance.
12. Owner/Developer shall provide a maintenance bond in the amount of 20% of the total cost of road improvements within Riverside Subdivision for the following roads: Riverside Parkway, Riverside Way, Camdyn Circle, and Payne Road, **and within Hunter's Ridge Subdivision for Misty Hollow Way from the traffic signal at Holly Springs Parkway to the entrance of the proposed subdivision**, with the amount to be approved by the City Engineer. This bond shall be in place prior to the issuance of the land disturbance permit. Maintenance needed on these roads as a result of the construction traffic shall be assessed and approved by the City Engineer **and the County Engineer**.

Residential #1

Residential #2

RIVERSIDE
STREET
CLASSIFICATION:
CURRENT



Residential #1

Residential #2

RIVERSIDE
STREET
CLASSIFICATION:
FUTURE WITH NEW
SUBDIVISION

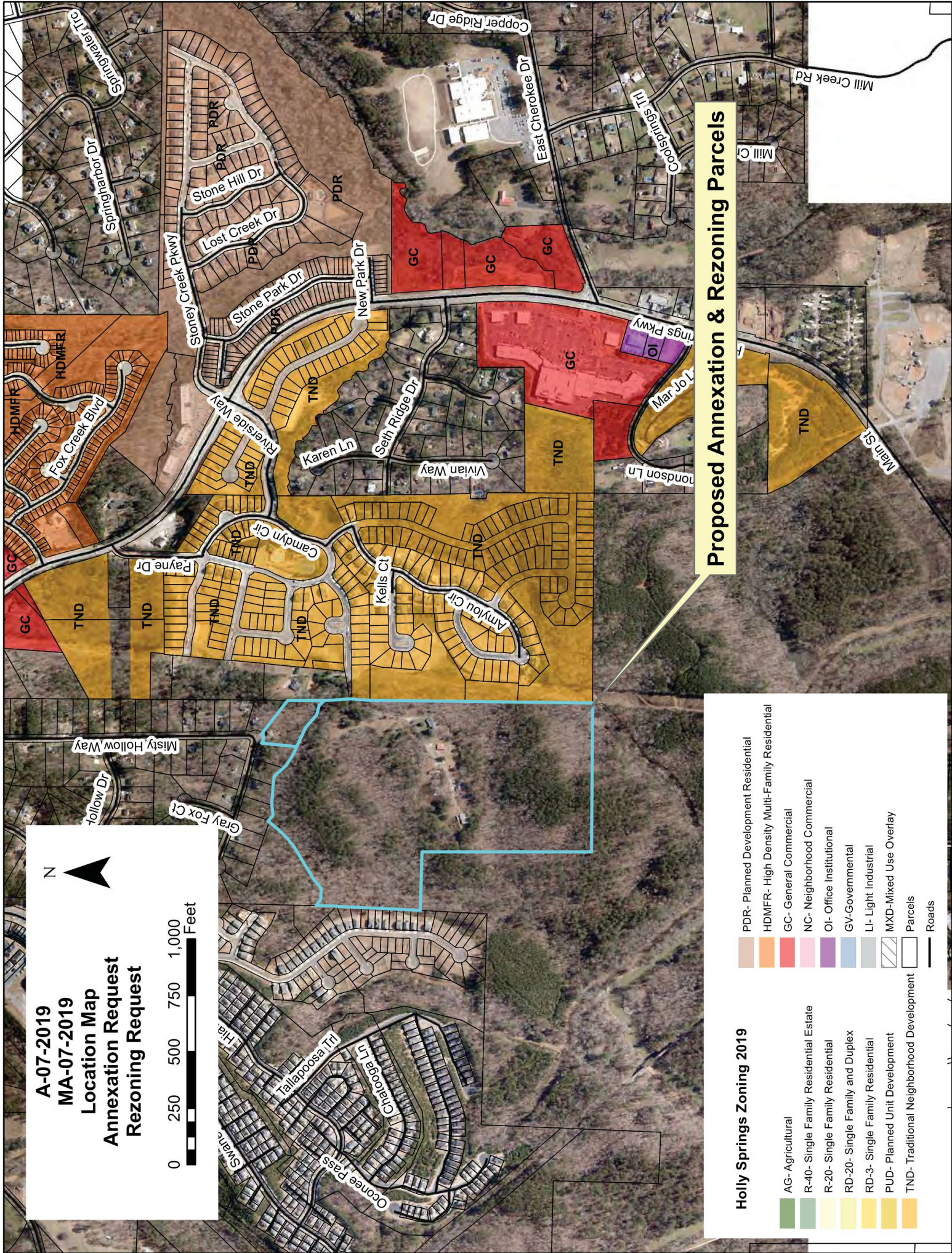
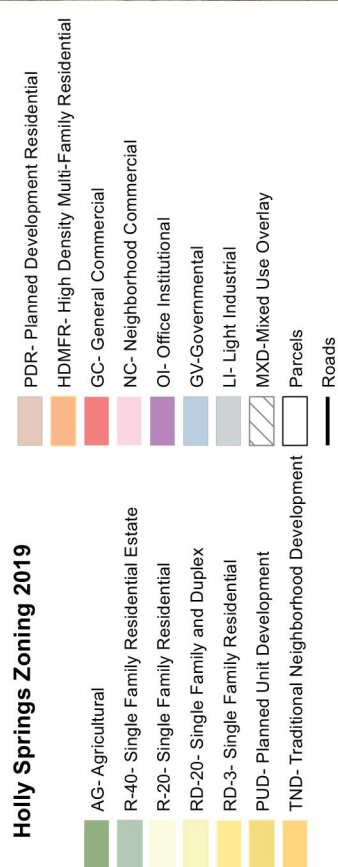


**A-07-2019
MA-07-2019
Location Map
Annexation Request
Rezoning Request**



0 250 500 750 1,000 Feet

Proposed Annexation & Rezoning Parcels





City of Holly Springs, Georgia

Petition for Annexation

100% Method

Please completed one petition per parcel; duplicate this form as needed. Please print or type.

APPLICANT INFORMATION

Date: 05/03/2019

Applicant's Name: Henry B. Eubanks

Corporation Name: LDS Partners, LLC

Mailing Address: 20 Heards Overlook Court; Atlanta, GA 30328

Phone: (404) 915-3420

Email: jeff@ridgepe.com

PROPERTY OWNER INFORMATION

Property Owner(s): See Attached

Mailing Address: _____

Phone: _____

Email: _____

PROPERTY INFORMATION

Tax Map #: 15N16A Parcel #: 020
15N16 Parcel #: 067

Land Lot(s)/District: 705 & 736 of the 15th District; 2nd Section

Physical Address: 4580 Payne Drive; Woodstock, GA 30188

Property Location Description: Property is located to the west of the terminus of Payne Drive
south of Misty Holloway Way.

Current Zoning: AG

(Attach additional sheets, if necessary)

Has an application for rezoning, special use, or variance been applied for in the County within the past five (5) years? No If "yes," please provide complete explanation and details in the space below:

The property was the subject of a Holly Springs rezoning application recently.

(attach additional sheets, if necessary)

Describe the proposed development for the property in question should the annexation be approved, including the appropriate City zoning classification desired. (NOTE: Any annexation request requiring a rezoning in the City will need to be made on the appropriate rezoning request forms for the City of Holly Springs. This annexation petition does not complete the requirements for making a rezoning request).

The applicant wishes to annex the property into Holly Springs and develop a single-family neighborhood that is consistent with the adjacent neighborhood known as Riverside. The zoning request is to TND which is the same as the adjacent neighborhood.

(attach additional sheets, if necessary)

SUBMITTAL CHECKLIST

The following exhibits must be attached to this Annexation Petition:

- D A copy of the most recent warranty deed or equivalent conveyance of ownership for the property to be annexed;
- D A copy of the Cherokee County Tax Plat, illustrating the property to be annexed;
- D Complete the Applicant & Property Owner(s) Signature Sections, following page;
- D Any additional information requested by City Officials.

APPLICANT & PROPERTY OWNERS SIGNATURE SECTION

Henry B. Eubanks
Applicant Name (Please Print)

Corporation Name (Please Print)

Title (Please Print)

See attached
Applicant Signature

Date

ALL PROPERTY OWNERS (GRANTEES) MUST SIGN BELOW AS INCLUDED ON THE ATTACHED DEED OR CONVEYANCE.

Shirley H. Hulsey
Property Owner Name (Please Print)

See attached
Property Owner Signature

Date

Donald J. Gibson
Property Owner Name (Please Print)

See attached.
Property Owner Signature

Date

Property Owner Name (Please Print)

Property Owner Signature

Date

Notary (form must be notarized)

Received by: Nancy Moon
City of Holly Springs, Georgia

Date: 5/15/2019

CERTIFICATE REGARDING CORPORATE AUTHORITY TO PURSUE PUBLIC HEARING

1.

My name is Henry B. Eubanks I am the secretary, assistant secretary or other officer to whom the operating agreement or Bylaws has delegated the responsibility for authenticating records of the company **LDS Partners, LLC** (the "Applicant Company"). I am of legal age and suffer from no disabilities which would affect my competence to give this Certificate which is being given on my own personal knowledge for use with respect to the Applicant Company's Application to request to rezone and annex certain real property located in the City of Holly Springs, Georgia.

2.

In accordance with the requirements for completing a City of Holly Springs Application for Public Hearing, I hereby attest on behalf of the Applicant Company that I have reviewed the Public Hearing application and related documents which are being filed simultaneously therewith on behalf of the Applicant Company (collectively, the "Public Hearing Application") to which this Certificate is attached and hereby certify:

- (a) That the signature affixed to the Public Hearing Application is in fact the seal of the Applicant Company or a true facsimile thereof; and
- (b) That the officer or other representative of the Applicant Company who executed the Public Hearing Application does in fact occupy the official position indicated, that the position that the signer occupies has the authority to execute the Public Hearing Application on behalf of the Applicant Company, and that the signature of said officer or other representative is genuine; and
- (c) That the execution of the Public Hearing Application and the filing of the Public Hearing Application by the Applicant is with the express permission of the Property Owners.

Sworn and Subscribed before
me this 18 day of April, 2019

Notary Signature: George L. Smith

(Notary Seal)

LDS PARTNERS, LLC

By: H. B. Eubanks

Its: Manager



ATTACHMENT TO APPLICATION FOR REZONING/ANNEXATION

Applicant: LDS Partners, LLC
Titleholder: Shirley H. Hulsey
TIN: 15N16 067

Shirley H. Hulsey

Shirley H. Hulsey
Signature

Address: 4580 Payne Dr
Woodstock Ga

Date Executed: 4/22/19

Signed, sealed, and delivered in the presence of:

Melanie Forrester
Notary Public

Commission Expires: 06/04/21



ATTACHMENT TO APPLICATION FOR REZONING/ANNEXATION

Applicant: LDS Partners, LLC
Titleholder: Donald J. Gibson
TIN: 15N16A 020

Donald J. Gibson

Donald J. Gibson
Signature

Address: 141 MISTY HOLLOW WAY

WOODSTOCK GA 30188

Date Executed: 4-19-19

Signed, sealed, and delivered in the presence of:

Edgar Herculano 04/19/19
Notary Public

Commission Expires: 07/11/2022

EDGAR HERCULANO
NOTARY PUBLIC
Cobb County
State of Georgia
My Comm. Expires July 11, 2022

Geocortex Essentials Parcel Report

Cherokee County, GA

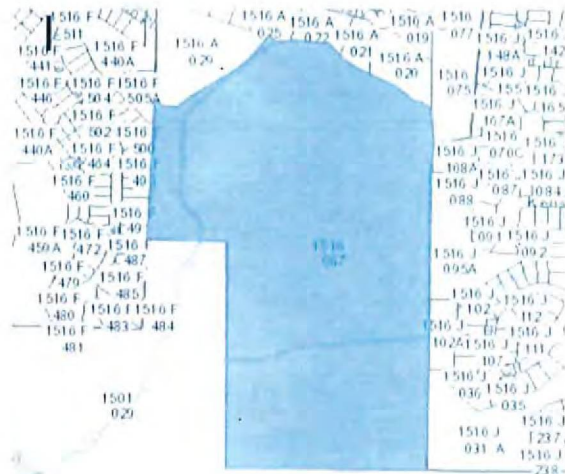
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Vicinity Map

1: 29,940.24



Tax parcel highlighted in cyan

1: 10,150.36

Tax Parcel Information

TIN: 15N16 067

PIN: 15-0736-0001

Owner: HULSEY, SHIRLEY H.

Billing Address: 4580 PAYNE DRIVE WOODSTOCK, GA 30188

Acreage: 50

Lot #: -

PB/PG: [Click here to view the plat book and page](#)

DB/PG: [Click here to view the deed book and page](#)

Market Value: \$589,600

Assessed Value: \$160,400

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

BK

PG

5377 016

Quitclaim Deed

This Quitclaim Deed made July 2, 2002, by

2/2
1202
28766
to:

James N. Hulsey Jr decd and Shirley H. Hulsey
4580 Payne Drive
Woodstock, GA 30188

Shirley H. Hulsey (as an unmarried woman)
4580 Payne Drive
Woodstock, GA 30188

FILED IN OFFICE
CLERK OF SUPERIOR COURT
CHEROKEE COUNTY, GA

02 JUL -5 PM 3:07

BOOK 5377 PAGE 016

Anne M. Rensen

CHEROKEE COUNTY, GA.

REAL ESTATE TRANSFER TAX

PAID

None

DATE July 5, 2002

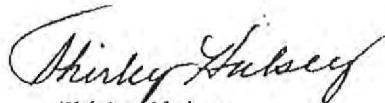
Anne M. Rensen

CLERK OF SUPERIOR COURT

Transferor, in consideration of No Consideration, the receipt and sufficiency of which is hereby acknowledged, remises, releases, and forever quitclaims to Transferee all of the interest of Transferor, if any, in an to that real property located in the County of Cherokee, and State of Georgia, and more certainly described as follows:
SEE ATTACHED FOR LEGAL DESCRIPTION

To have and to hold, all and singular the described property, together with the tenements, hereditaments, and appurtenances belonging to such property, or in anywise appertaining, and the rents, issues, and profits of such property to Transferee, and Transferee's heirs and assigns forever.

IN WITNESS WHEREOF, Transferor has executed this Quitclaim Deed on the date first above written.

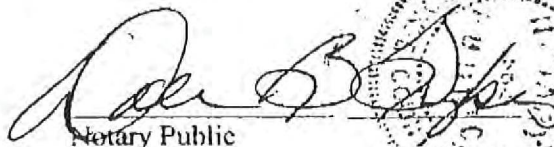


Shirley Hulsey
as Executrix James N. Hulsey Estate

Acknowledgment

State of Georgia)
) ss
County of Cherokee)

On this 5th July 2002 before me personally appeared Shirley Hulsey, Executrix, to me know to be the person described in and who executed the foregoing Quitclaim Deed and acknowledged to me that Shirley Hulsey executed the same as her free act and deed.



Notary Public

Notary Public, Cherokee County, Georgia
My Commission Expires June 27, 2005

LEGAL DESCRIPTION:

ALL that tract or parcel of land lying and being in Land Lots 705 and 736 of the 15th District, 2nd Section, Cherokee County, Georgia, consisting of 29.15 acres as shown on survey by Thomas M. Patton, dated September 26, 1972, and being more particularly described as follows:

BEGINNING at an iron pin located at the northeast corner of Land Lot 736 and from said point of beginning running north along the east land lot line of Land Lot 705 a distance of 400.48 feet to the center line of a branch; running thence in a westerly, southwesterly and northwesterly direction along the center line of said branch a distance of 1,350 feet to a point; running thence south a distance of 420 feet, more or less, to an iron pin located on the Land lot line between Land Lots 705 and Land Lot 736, continuing thence south a distance of 329.25 feet to a point; running thence north 88 degrees 17 minutes east 819.14 feet to an iron pin; running thence north 84.23 feet to an iron pin; running thence east 249.23 feet to an iron pin; running thence south 584.2 feet to an iron pin; running thence east a distance of 249.2 feet to an iron pin located on the east land lot line of Land Lot 736; running thence north 834.13 feet along said east land lot line of Land Lot 736 to the northeast corner of said Land Lot and an iron pin and the point of beginning. TOGETHER with an Easement for Ingress and Egress as granted in Deed Book 133, page 274, Cherokee County Records.

Rec 9-19-2002

2018 Property Tax Statement

Sonya Little
Cherokee County Tax
Commissioner
2780 Marietta Hwy

Canton, GA 30114

**Make Check or Money Order
Payable to:**
Cherokee County Tax
Commissioner

HULSEY, SHIRLEY H.
4580 PAYNE DRIVE
WOODSTOCK, GA 30188

Bill No.	Due Date	*Total Due*
2018-59173	11/15/2018	\$0.00

Map: 15N16 067
Location: 4580 PAYNE DR

Payment Good through: 05/03/2019

Print Date
05/03/2019

If you have sold this property, fax a copy of the settlement statement to 678-493-6423. If you have an escrow forward tax bill to your mortgage company as soon as possible. Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law. ** Pay online at www.cherokeeega.com ** Please note: There is a 3% Merchant Fee charged. (This fee is not collected by Cherokee County.)



Tax Payer: HULSEY, SHIRLEY H.
Map Code: 15N16 067 REAL
Description: L.L. 736; 15TH D
Location: 4580 PAYNE DR
Bill No: 2018-59173
District: CHEROKEE COUNTY AT LARGE 001

Phone: (678)-493-6400 Fax: (678)-493-6423

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date		Payment Good through	Exemptions
107,300.00	485,700	50.0000	593,000	11/15/2018			05/03/2019	SC SV
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	593,000.00	237,200.00	176,680.00	60,520.00	5.366	324.75	0.00	\$324.75
PARKS BOND	593,000.00	237,200.00	171,680.00	65,520.00	0.503	32.96	0.00	\$32.96
COUNTY WIDE FIRE DIST	593,000.00	237,200.00	171,680.00	65,520.00	3.269	214.18	0.00	\$214.18
TOTALS					9.138	571.89	\$0.00	\$571.89

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessor's Office no later than April 1st.

Current Due	\$571.89
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payments	571.89
Back Taxes	0.00
Total Due	\$0.00
Paid Date	09/17/2018

Geocortex Essentials Parcel Report

Cherokee County, GA

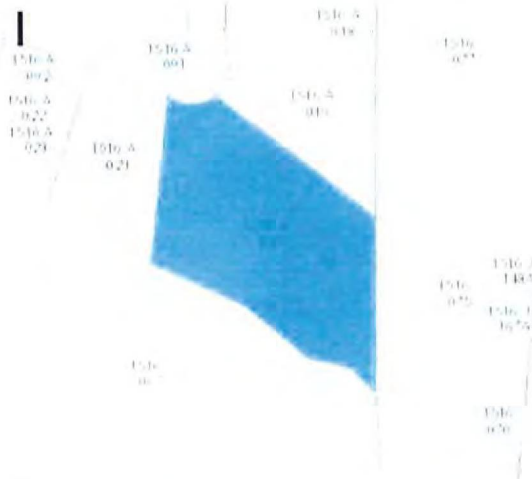
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Report generated 4/16/2019 4:52:25 PM



Vicinity Map

1: 18,533.53



Tax parcel highlighted in cyan

1: 2,832.85

Tax Parcel Information

TIN: 15N16A 020

PIN: 15-0705-0002

Owner: GIBSON, DONALD J.

Billing Address: 141 MISTY HOLLOW WAY WOODSTOCK, GA 30188

Acreage: 0

Lot #: 19

PB/PG: [Click here to view the plat book and page](#)

DB/PG: [Click here to view the deed book and page](#)

Market Value: \$180,900

Assessed Value: \$180,900

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

NOV-25-2002 MON 03:42 PM

FAX NO.

BK

PG

P. 10/24

Georgia, Cherokee County
 Filed in office this 12 day of Dec., 2002
 at 4:00PM. Recorded in Book 5738 Page 109
 this 27 day of Feb, 2003
Anne M. Reneau
 Anne M. Reneau, Clerk Superior Court

5738 109
 CHEROKEE COUNTY, GA.
 REAL ESTATE TRANSFER TAX
 PAID \$121.00
 DATE 12-12-02
Anne M. Reneau
 CLERK OF SUPERIOR COURT

WARRANTY DEED (FORM 36A)

Return to:
 McCALLA, RAYMER, PADRICK, COBB, NICHOLS & CLARK
 50 Whitlock Place
 Marietta, GA 30064

WARRANTY DEED

STATE OF GEORGIA
CHEROKEE COUNTY

THIS INDENTURE, made the 26th day of November, in the year
 two thousand and Two, between SCOTT L. WARDLE and TAMMY WARDLE
 of the County of Cherokee, and State of Georgia, as party or parties of the first part,
 hereinafter called Grantor, and

DONALD J. GIBSON

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to
 include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH: That Grantor for and in consideration of the sum of **TEN AND NO/100**
DOLLARS (\$10.00) AND OTHER GOOD AND VALUABLE CONSIDERATION,
 in hand paid at and before the sealing and delivery of these presents, the receipts whereof is hereby
 acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does
 grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land lying and being in Land Lot 705 of the 15th District, 2nd Section, Cherokee County,
 Georgia, being LOT 19A, HUNTER'S RIDGE, as per plat recorded in Plat Book 10, Page 103, Cherokee County
 Records, which plat is hereby referred to and made a part of this description, being improved property known as 141
 Misty Hollow Way according to the present system of numbering houses in said county.

THIS CONVEYANCE is made subject to all zoning ordinances, easements and restrictions of
 record affecting said described property.

TO HAVE AND TO HOLD the said described property, with all and singular the rights,
 members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only
 proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE**.

AND THE SAID Grantor will warrant and forever defend the right and title to the said described
 property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year
 above written.

Signed, sealed and delivered in the presence of:

Laura Lyce
 Witness

Arden M. Ewing
 Notary Public

Scott L. Wardle (Seal)
 SCOTT L. WARDLE

Tammy Wardle (Seal)
 TAMMY WARDLE

____ (Seal)

____ (Seal)



Rec 2-27-03

2018 Property Tax Statement

Sonya Little
Cherokee County Tax
Commissioner
2780 Marietta Hwy

Canton, GA 30114

**Make Check or Money Order
Payable to:**
Cherokee County Tax
Commissioner

GIBSON, DONALD J.
141 MISTY HOLLOW WAY
WOODSTOCK, GA 30188

Bill No.	Due Date	*Total Due*
2018-48858	11/15/2018	\$0.00

Map: 15N16A 020
Location: 141 MISTY HOLLOW WY

Payment Good through: 05/03/2019

Print Date
: 05/03/2019

If you have sold this property, fax a copy of the settlement statement to 678-493-6423. If you have an escrow forward tax bill to your mortgage company as soon as possible. Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law. ** Pay online at www.cherokeega.com** Please note: There is a 3% Merchant Fee charged. (This fee is not collected by Cherokee County.)



Tax Payer: GIBSON, DONALD J.
Map Code: 15N16A 020 REAL
Description: L 19 BL A HUNTERS RIDGE PB10/103
Location: 141 MISTY HOLLOW WY
Bill No: 2018-48858
District: CHEROKEE COUNTY AT LARGE 001

Phone: (678)-493-6400 Fax: (678)-493-6423

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date		Payment Good through	Exemptions
137,300.00	36,000	0.0000	173,300	11/15/2018			05/03/2019	\$1 L7
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	173,300.00	69,320.00	16,640.00	52,680.00	5.366	282.68	0.00	\$282.68
SCHOOL M&O	173,300.00	69,320.00	2,000.00	67,320.00	18.950	1,275.71	0.00	\$1,275.71
SCHOOL BOND	173,300.00	69,320.00	0.00	69,320.00	0.500	34.66	0.00	\$34.66
PARKS BOND	173,300.00	69,320.00	0.00	69,320.00	0.503	34.87	0.00	\$34.87
COUNTY WIDE FIRE DIST	173,300.00	69,320.00	0.00	69,320.00	3.269	226.61	0.00	\$226.61
TOTALS					28.588	1854.53	\$0.00	\$1,854.53

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessor's Office no later than April 1st.

Current Due	\$1,854.53
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payments	1854.53
Back Taxes	0.00
Total Due	\$0.00
Paid Date	11/01/2018



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The ☒ applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Date

Title

Legal Company Name

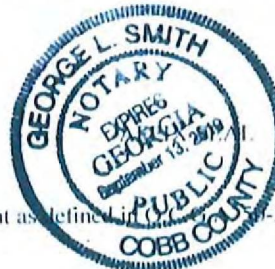
Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A STAMPED SIGNATURE IS NOT ACCEPTABLE.)

I hereby certify that Henry B. Eubanks is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
15 DAY OF April, 2019

Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Shirley Hulsey
Signature

5/17/19
Date

Shirley Hulsey
Title

Legal Company Name
458 Payne Dr Woodstock GA 30188
Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A **STAMPED SIGNATURE IS NOT ACCEPTABLE.**)

I hereby certify that Shirley Hulsey is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
17th DAY OF May, 2019
Paula Krassa
 Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.



MAP AMENDMENT (REZONING) AND CONDITIONAL USE PERMIT APPLICATION

Adopted by Mayor and Council on February 23, 2006

For Application Procedures, See p. 8



APPLICATION MA- 07-2019

APPLICATION CUP- _____

HEARING DATE _____

DATE OF APPLICATION 05/03/2019

APPLICANT LDS Partners, LLC

OWNER See Attached
(If other than applicant) _____

ADDRESS 20 Heards Overlook Court
Atlanta, GA 30328

ADDRESS _____

ZIP CODE 30328 PHONE (404) 328-6280

ZIP CODE _____ PHONE _____

EMAIL phuff@slhb-law.com

SIGNATURE _____

SIGNATURE see attached

Parke F. Huff, Attorney for the Applicant

APPLICANT OR REPRESENTATIVE MUST ATTEND MEETING OR APPLICATION WILL NOT BE CONSIDERED

PRESENT ZONING DISTRICT(S) AG and R-20 REQUESTED ZONING DISTRICT TND

REQUESTED CONDITIONAL USE(S) _____

PROPERTY LOCATION/ADDRESS 4580 Payne Road and 141 Misty Hollow Way

MAP NUMBER 15N16 and 15N16A PARCEL NUMBER(S) 067 and 20

LAND LOT(S) 705 & 736 DISTRICT(S) 15th SECTION(S) _____

ACREAGE 51.01 SEWAGE DISPOSAL TYPE public UTILITIES AVAILABLE yes

DESCRIPTION OF PROPOSED DEVELOPMENT AND/OR CONDITIONAL USE REQUEST _____
a 171 single-family neighborhood

(COMPLETE ON ATTACHED PAPER IF NECESSARY)

The following information must be provided with completed application

- ___ WARRANTY DEED
- ___ TAX DOCUMENTATION
- ___ SURVEY PLAT BY REGISTERED SURVEYOR
- ___ 10 COPIES OF SITE DEVELOPMENT PLAN BY REGISTERED SURVEYOR
- ___ INDIVIDUAL FOLDED TO 8.5"x11" (SEE p 7 FOR REQUIREMENTS)
- ___ CAMPAIGN CONTRIBUTION DISCLOSURE STATEMENT (ATTACHMENT A)
- ___ FOR CONDITIONAL USE REQUESTS, COMPLIANCE WITH SECTION 5.4
- ___ FOR CONDITIONAL USE REQUESTS, COMPLETE ATTACHMENT B
- ___ FILING FEE\$ _____ RECEIPT# _____ CHECK# _____

(APPLICANT DO NOT WRITE BELOW THIS LINE)

PLANNING COMMISSION RECOMMENDATION

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

CITY COUNCIL DECISION

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

ATTACHMENT TO APPLICATION FOR REZONING/ANNEXATION

Applicant: LDS Partners, LLC
Titleholder: Shirley H. Hulsey
TIN: 15N16 067

Shirley H. Hulsey

Shirley H. Hulsey
Signature

Address: 4580 Payne Dr
Woodstock Ga

Date Executed: 4/22/19

Signed, sealed, and delivered in the presence of:

Melanie Forrester
Notary Public

Commission Expires: 06/04/21



ATTACHMENT TO APPLICATION FOR REZONING/ANNEXATION

Applicant: LDS Partners, LLC
Titleholder: Donald J. Gibson
TIN: 15N16A 020

Donald J. Gibson

Donald J. Gibson
Signature

Address: 141 MISTY HOLLOW WAY

WOODSTOCK GA 30188

Date Executed: 4-19-19

Signed, sealed, and delivered in the presence of:

Edgar Herculano 04/19/19
Notary Public

Commission Expires: 07/11/2022

EDGAR HERCULANO
NOTARY PUBLIC
Cobb County
State of Georgia
My Comm. Expires July 11, 2022

Application Information

Please print or type answers, using additional paper or a separate sheet of paper, if necessary.

- (1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property? The neighborhood is consistent with the adjacent Holly Springs Neighborhood.
- (2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property? The neighborhood will not adversely affect the existing uses. The applicant has acquired a second access point so traffic will be disbursed.
- (3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned? As zoned the property cannot be economically developed.
- (4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools? The applicant has acquired a second access point which will give this neighborhood access to two different signalized intersections on Highway 5.
- (5) Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)? The city's FDM has the property designated as a Traditional Neighborhood which has a density of up to 8 units per acre. The proposed
- (6) Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents? The proposed TND neighborhood is in compliance with the goal of creating a single-family neighborhood on the subject property.

(7) Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity? The applicant will handle all environmental development issues.

(8) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal? The proposed neighborhood is consistent with the existing Holly Springs neighborhoods in the immediate area.

Per 14.5-7 of the City of Holly Springs Zoning Ordinance, **Applicant Report for Rezoning and Conditional Use Permit Requests**, as relevant and determined by the Zoning Administrator, all applicants must submit the following in addition to any standing requirements for requests for zoning changes*:

1. A plan of the general location of the proposed buildings by reference to a plan or drawing and an indication of the use to be made of each and every building;
2. Architectural, façade and materials to be utilized as compared to the zoning requirements for the current and proposed zoning district;
3. The percentage of development maintained as open space and/or recreation areas and impervious surfaces;
4. If application exceeds 150 residential units and/or exceeds 100,000 square feet of commercial area, the applicant is required to submit a transportation impact study to be designed by an appropriate transportation professional;
5. Preliminary tree protection plan and buffer standards;
6. Preliminary storm water retention plan.

*Per 14.5-8 of the City of Holly Springs Zoning Ordinance, **Application Submittal Requirements Waived**, When determined by the Community Development Director to be unnecessary or irrelevant to the application submitted, the requirements listed in this section may be waived; however, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or City Council may request the submission of these items or other information as deemed relevant during the decision making process.

Complete the following section, if applicable.

Residential

Minimum house size: 1,800 sq. ft.

Exterior façade: traditional materials including brick, stone and cementitious siding material.

Maximum number of units: 171

Anticipated start date: Fall 2019

Anticipated completion date: 3 years

Commercial

Number of buildings: _____

Maximum square footage: _____ sq. ft.

Number of stories: _____

Total number of employees: _____

Exterior façade: _____

Anticipated start date: _____

Anticipated completion date: _____

ATTACHMENT A

DISCLOSURE

Please answer the following questions. If the answer to any of the following questions is "yes", you may be required under O.C.G.A. 36-67A, to provide further information.

A.) Are you, or anyone else with a property interest in the property, a member of the City of Holly Springs Planning and Zoning Commission or City of Holly Springs Council?

_____ YES ☒ NO

B.) Does an official of such public bodies have any financial interest in any business entity, which has a property interest in the subject property?

_____ YES ☒ NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES ☒ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

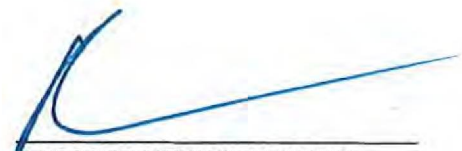
_____ YES ☒ NO

May 15, 2019

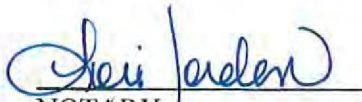
DATE

Parks F. Huff

APPLICANT NAME PRINTED



APPLICANT SIGNATURE



NOTARY

Seal:



ATTACHMENT A

DISCLOSURE

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C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES ☒ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES ☒ NO

04-18-2019
DATE

LDS Partners, LLC
APPLICANT NAME PRINTED

[Signature]
APPLICANT SIGNATURE

George L Smith
NOTARY

Seal:



ATTACHMENT A

DISCLOSURE

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_____ YES ☒ NO

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_____ YES ☒ NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES ☒ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES ☒ NO

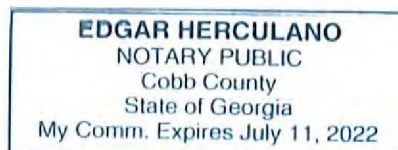
4-19-19
DATE

Donald J. Gibson
TITLEHOLDER NAME PRINTED

Donald J. Gibson
TITLEHOLDER SIGNATURE

[Signature] 04/19/19
NOTARY

Seal:



ATTACHMENT A

DISCLOSURE

Please answer the following questions. If the answer to any of the following questions is "yes", you may be required under O.C.G.A. 36-67A, to provide further information.

A.) Are you, or anyone else with a property interest in the property, a member of the City of Holly Springs Planning and Zoning Commission or City of Holly Springs Council?

_____ YES ☒ NO

B.) Does an official of such public bodies have any financial interest in any business entity, which has a property interest in the subject property?

_____ YES ☒ NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES ☒ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES ☒ NO

4/22/19
DATE

Shirley H. Hulsey

TITLEHOLDER NAME PRINTED

Shirley H. Hulsey
TITLEHOLDER SIGNATURE

Melanie Forrester
NOTARY

Seal:



Geocortex Essentials Parcel Report

Cherokee County, GA

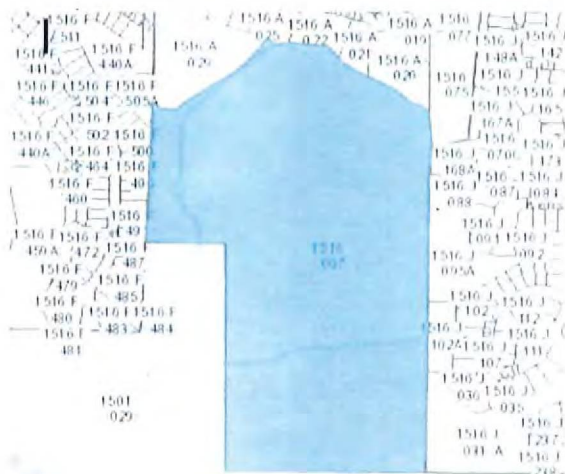
TIN: 15N16 067

Report generated 2/27/2019 11:24:26 AM



Vicinity Map

1: 29,940.24



Tax parcel highlighted in cyan

1: 10,150.36

Tax Parcel Information

TIN: 15N16 067

PIN: 15-0736-0001

Owner: HULSEY, SHIRLEY H.

Billing Address: 4580 PAYNE DRIVE WOODSTOCK, GA 30188

Acreage: 50

Lot #: -

PB/PG: [Click here to view the plat book and page](#)

DB/PG: [Click here to view the deed book and page](#)

Market Value: \$589,600

Assessed Value: \$160,400

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

BK

PG

5377 016

Quitclaim Deed

This Quitclaim Deed made July 2, 2002, by

2/2
1202
28766
James N. Hulsey Jr decd and Shirley H. Hulsey
4580 Payne Drive
Woodstock, GA 30188

to:

Shirley H. Hulsey (as an unmarried woman)
4580 Payne Drive
Woodstock, GA 30188

FILED IN OFFICE
CLERK OF SUPERIOR COURT
CHEROKEE COUNTY, GA

02 JUL -5 PM 3:07

BOOK 5377 PAGE 016

Anne M. Rinean

CHEROKEE COUNTY, GA.

REAL ESTATE TRANSFER TAX

PAID

None

DATE July 5, 2002

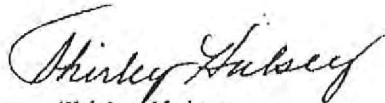
Anne M. Rinean

CLERK OF SUPERIOR COURT

Transferor, in consideration of No Consideration, the receipt and sufficiency of which is hereby acknowledged, remises, releases, and forever quitclaims to Transferee all of the interest of Transferor, if any, in and to that real property located in the County of Cherokee, and State of Georgia, and more certainly described as follows:
SEE ATTACHED FOR LEGAL DESCRIPTION

To have and to hold, all and singular the described property, together with the tenements, hereditaments, and appurtenances belonging to such property, or in anywise appertaining, and the rents, issues, and profits of such property to Transferee, and Transferee's heirs and assigns forever.

IN WITNESS WHEREOF, Transferor has executed this Quitclaim Deed on the date first above written.

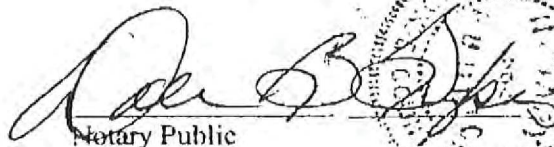


Shirley Hulsey
as Executrix James N. Hulsey Estate

Acknowledgment

State of Georgia)
) ss
County of Cherokee)

On this 5th July 2002 before me personally appeared Shirley Hulsey, Executrix, to me know to be the person described in and who executed the foregoing Quitclaim Deed and acknowledged to me that Shirley Hulsey executed the same as her free act and deed.



Notary Public

Notary Public, Cherokee County, Georgia
My Commission Expires June 27, 2005

LEGAL DESCRIPTION:

ALL that tract or parcel of land lying and being in Land Lots 705 and 736 of the 15th District, 2nd Section, Cherokee County, Georgia, consisting of 29.15 acres as shown on survey by Thomas M. Patton, dated September 26, 1972, and being more particularly described as follows:

BEGINNING at an iron pin located at the northeast corner of Land Lot 736 and from said point of beginning running north along the east land lot line of Land Lot 705 a distance of 400.48 feet to the center line of a branch; running thence in a westerly, southwesterly and northwesterly direction along the center line of said branch a distance of 1,350 feet to a point; running thence south a distance of 420 feet, more or less, to an iron pin located on the Land lot line between Land Lots 705 and Land Lot 736, continuing thence south a distance of 329.25 feet to a point; running thence north 88 degrees 17 minutes east 819.14 feet to an iron pin; running thence north 84.23 feet to an iron pin; running thence east 249.23 feet to an iron pin; running thence south 584.2 feet to an iron pin; running thence east a distance of 249.2 feet to an iron pin located on the east land lot line of Land Lot 736; running thence north 834.13 feet along said east land lot line of Land Lot 736 to the northeast corner of said Land Lot and an iron pin and the point of beginning. TOGETHER with an Easement for Ingress and Egress as granted in Deed Book 133, page 274, Cherokee County Records.

Rec 9-19-2002

2018 Property Tax Statement

Sonya Little
Cherokee County Tax
Commissioner
2780 Marietta Hwy

Canton, GA 30114

**Make Check or Money Order
Payable to:**
Cherokee County Tax
Commissioner

HULSEY, SHIRLEY H.
4580 PAYNE DRIVE
WOODSTOCK, GA 30188

Bill No.	Due Date	*Total Due*
2018-59173	11/15/2018	\$0.00

Map: 15N16 067
Location: 4580 PAYNE DR

Payment Good through: 05/03/2019

Print Date
05/03/2019

If you have sold this property, fax a copy of the settlement statement to 678-493-6423. If you have an escrow forward tax bill to your mortgage company as soon as possible. Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law. ** Pay online at www.cherokee.ga.gov** Please note: There is a 3% Merchant Fee charged. (This fee is not collected by Cherokee County.)



Tax Payer: HULSEY, SHIRLEY H.

Map Code: 15N16 067 REAL

Description: L.L. 736; 15TH D

Location: 4580 PAYNE DR

Bill No: 2018-59173

District: CHEROKEE COUNTY AT LARGE 001

Phone: (678)-493-6400 Fax: (678)-493-6423

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date		Payment Good through	Exemptions
107,300.00	485,700	50.0000	593,000	11/15/2018			05/03/2019	SC SV
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	593,000.00	237,200.00	176,680.00	60,520.00	5.366	324.75	0.00	\$324.75
PARKS BOND	593,000.00	237,200.00	171,680.00	65,520.00	0.503	32.96	0.00	\$32.96
COUNTY WIDE FIRE DIST	593,000.00	237,200.00	171,680.00	65,520.00	3.269	214.18	0.00	\$214.18
TOTALS					9.138	571.89	\$0.00	\$571.89

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessor's Office no later than April 1st.

Current Due	\$571.89
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payments	571.89
Back Taxes	0.00
Total Due	\$0.00
Paid Date	09/17/2018

Geocortex Essentials Parcel Report Cherokee County, GA

TIN: 15N16A 020

Report generated 4/16/2019 4:52:25 PM



Vicinity Map

1: 18,533.53



Tax Parcel Information

Tax parcel highlighted in cyan

1: 2,832.85

TIN: 15N16A 020

PIN: 15-0705-0002

Owner: GIBSON, DONALD J.

Billing Address: 141 MISTY HOLLOW WAY WOODSTOCK, GA 30188

Acreage: 0

Lot #: 19

PB/PG: [Click here to view the plat book and page](#)

DB/PG: [Click here to view the deed book and page](#)

Market Value: \$180,900

Assessed Value: \$180,900

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

NOV-25-2002 MON 03:42 PM

FAX NO.

BK

PG

P. 10/24

Georgia, Cherokee County
 Filed in office this 12 day of Dec., 2002
 at 4:00 PM Recorded in Book 5738 Page 109
 this 27 day of Feb, 2003
Anne M. Reneau
 Anne M. Reneau, Clerk Superior Court

5738 109
 CHEROKEE COUNTY, GA.
 REAL ESTATE TRANSFER TAX
 PAID \$121.00
 DATE 12-12-02
Anne M. Reneau
 CLERK OF SUPERIOR COURT

5439 WARRANTY DEED (FORM 36A)

Return to:
 McALLA, RAYMER, PADRICK, COBB, NICHOLS & CLARK
 50 Whitlock Place
 Marietta, GA 30064

112
 10.00

WARRANTY DEED

STATE OF GEORGIA
 CHEROKEE COUNTY

THIS INDENTURE, made the 26th day of November, in the year
 two thousand and Two, between SCOTT L. WARDLE and TAMMY WARDLE
 of the County of Cherokee, and State of Georgia, as party or parties of the first part,
 hereinafter called Grantor, and

DONALD J. GIBSON

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to
 include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH: That Grantor for and in consideration of the sum of **TEN AND NO/100**
DOLLARS (\$10.00) AND OTHER GOOD AND VALUABLE CONSIDERATION,
 in hand paid at and before the sealing and delivery of these presents, the receipts whereof is hereby
 acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does
 grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land lying and being in Land Lot 705 of the 15th District, 2nd Section, Cherokee County,
 Georgia, being LOT 19A, HUNTER'S RIDGE, as per plat recorded in Plat Book 10, Page 103, Cherokee County
 Records, which plat is hereby referred to and made a part of this description, being improved property known as 141
 Misty Hollow Way according to the present system of numbering houses in said county.

THIS CONVEYANCE is made subject to all zoning ordinances, easements and restrictions of
 record affecting said described property.

TO HAVE AND TO HOLD the said described property, with all and singular the rights,
 members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only
 proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE**.

AND THE SAID Grantor will warrant and forever defend the right and title to the said described
 property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year
 above written.

Signed, sealed and delivered in the presence of:

Laura Luce
 Witness

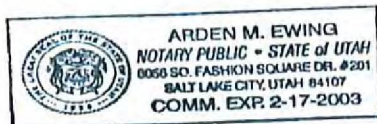
Arden M. Ewing
 Notary Public

Scott L. Wardle (Seal)
 SCOTT L. WARDLE

Tammy Wardle (Seal)
 TAMMY WARDLE

____ (Seal)

____ (Seal)



Rec 2-27-03

2018 Property Tax Statement

Sonya Little
Cherokee County Tax
Commissioner
2780 Marietta Hwy
Canton, GA 30114

**Make Check or Money Order
Payable to:**
Cherokee County Tax
Commissioner

GIBSON, DONALD J.
141 MISTY HOLLOW WAY
WOODSTOCK, GA 30188

Bill No.	Due Date	*Total Due*
2018-48858	11/15/2018	\$0.00

Map: 15N16A 020
Location: 141 MISTY HOLLOW WY

Payment Good through: 05/03/2019

Print Date
05/03/2019

If you have sold this property, fax a copy of the settlement statement to 678-493-6423. If you have an escrow forward tax bill to your mortgage company as soon as possible. Interest will accrue at the rate prescribed by law starting November 16th and the 16th of each month until paid. The penalty will accrue at the rate prescribed by law. ** Pay online at www.cherokee.ga.com ** Please note: There is a 3% Merchant Fee charged. (This fee is not collected by Cherokee County.)



Tax Payer: GIBSON, DONALD J.
Map Code: 15N16A 020 REAL
Description: L 19 BL A HUNTERS RIDGE PB10/103
Location: 141 MISTY HOLLOW WY
Bill No: 2018-48858
District: CHEROKEE COUNTY AT LARGE 001

Phone: (678)-493-6400 Fax: (678)-493-6423

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date		Payment Good through	Exemptions
137,300.00	36,000	0.0000	173,300	11/15/2018			05/03/2019	\$11.7
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	173,300.00	69,320.00	16,640.00	52,680.00	5.366	282.68	0.00	\$282.68
SCHOOL M&O	173,300.00	69,320.00	2,000.00	67,320.00	18.950	1,275.71	0.00	\$1,275.71
SCHOOL BOND	173,300.00	69,320.00	0.00	69,320.00	0.500	34.66	0.00	\$34.66
PARKS BOND	173,300.00	69,320.00	0.00	69,320.00	0.503	34.87	0.00	\$34.87
COUNTY WIDE FIRE DIST	173,300.00	69,320.00	0.00	69,320.00	3.269	226.61	0.00	\$226.61
TOTALS					28.588	1854.53	\$0.00	\$1,854.53

If you need to - change your mailing address / are a new resident / person 62 or older and/or disabled you should call the Tax Assessors office at 678-493-6120 to find out about qualifications for exemptions. April 1 of each year is the deadline to apply with The Tax Assessors Office for any exemptions. If you feel your property value is too high, you should file a return with the Tax Assessor's Office no later than April 1st.

Current Due	\$1,854.53
Penalty	0.00
Interest	0.00
Other Fees	0.00
Previous Payments	1854.53
Back Taxes	0.00
Total Due	\$0.00
Paid Date	11/01/2018



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAYE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The ☒ applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.
☐ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Date

Title

Legal Company Name

Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. A STAMPED SIGNATURE IS NOT ACCEPTABLE.)

I hereby certify that Henry B. Eubanks is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS

15 DAY OF April, 2019

Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.

[illegible]

24 HOUR CONTACT:
JEFF SMITH
404.328.6280



GEORGIA811
Utilities Protection Center, Inc.

**Know what's below.
Call before you dig.**

THE UTILITIES SHOWN HEREON ARE FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.





CSWOC CERTIFICATION NUMBER: 36629
 Contact Person Name: Mr. J. J. J. J.

OWNER/DEVELOPER
LDS PARTNERS, LLC
20 HEARDS OVERLOOK COURT
ATLANTA, GEORGIA 30328
PHONE: 404.915.3420

CONSTRUCTION PLANS
PAYNE ROAD TRACT
LAND LOTS 705 & 736
15TH DISTRICT, 2ND SECTION
CITY OF HOLLY SPRINGS, GEORGIA

RIDGE PLANNING AND ENGINEERING
1200 VARNAL STREET, SUITE 200 - BUILDING A
SILVER SPRING, MARYLAND 20910
OFFICE 770.938.9000

[illegible]

24 HOUR CONTACT:
JEFF SMITH
404.328.6280



GEORGIA811
Utilities Protection Center, Inc.

Know what's below.
Call before you dig.

THE UTILITIES SHOWN HEREON ARE FOR THE CONTRACTING COMPANY ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE LOCATION, DEPTH, AND TYPE OF UTILITIES. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.



LOCATION MAP

Legal Description
Tract 1

All that tract or parcel of land lying and being in Land Lots 705 and 736 of the 15th District, 2nd Section of Cherokee County, Georgia, and being more particularly described as follows:

BEGINNING at an iron pin found (3/8" rebar) located at the Land Lot Corner common to Land Lots 736, 737, 776 and 777, said iron pin found being the **TRUE POINT OF BEGINNING**.

FROM THE TRUE POINT OF BEGINNING AS THUS ESTABLISHED, thence leave said common Land Lot Corner and run westerly along the Land Lot Line common to Land Lots 736 and 777, N89°54'55"W a distance of 987.11 feet to a Corps of Engineers Monument (M04/M01); thence leave said common Land Lot Line and run N01°29'34"W a distance of 976.18 feet to a Corps of Engineers Monument (M04-2); thence run N87°30'46"W a distance of 298.34 feet to an angle iron found located on the common Land Lot Line to Land Lots 735 and 736; thence run northerly along said common Land Lot Line N02°45'11"E a distance of 329.33 feet to an iron pin set (1/2" rebar with cap stamped "Gunnin LSF 1033"); thence run N02°37'00"E a distance of 330.00 feet to an iron pin set (1/2" rebar with cap stamped "Gunnin LSF 1033"); thence run N01°24'28"E a distance of 112.92 feet, more or less, to a point located at the intersection of said common Land Lot Line with the centerline of a creek; thence run generally southeasterly, northeasterly and southeasterly along said centerline of creek, and following the meanderings thereof, for a distance of 1,742.1 feet, more or less, to a point (said creek following a traverse line as follows: S46°19'45"E a distance of 23.38 feet to a point; S55°19'27"E a distance of 27.55 feet to a point; S81°05'27"E a distance of 37.27 feet to a point; S86°37'04"E a distance of 24.68 feet to a point; S28°13'58"E a distance of 5.98 feet to a point; S84°11'48"E a distance of 15.06 feet to a point; S49°08'45"E a distance of 6.14 feet to a point; N30°15'26"E a distance of 12.71 feet to a point; N19°20'35"W a distance of 36.35 feet to a point; N77°10'38"E a distance of 67.67 feet to a point; N19°07'56"E a distance of 32.08 feet to a point; N75°34'37"E a distance of 29.78 feet to a point; N77°31'53"E a distance of 14.73 feet to a point; S86°45'28"E a distance of 30.89 feet to a point; N40°08'18"E a distance of 20.81 feet to a point; N30°27'11"E a distance of 48.40 feet to a point; N73°11'21"E a distance of 44.02 feet to a point; N80°54'26"E a distance of 23.55 feet to a point; N49°20'07"E a distance of 71.98 feet to a point; N43°28'30"E a distance of 46.76 feet to a point; N35°16'25"W a distance of 22.46 feet to a point; N27°14'52"E a distance of 16.80 feet to a point; N89°45'03"E a distance of 53.97 feet to a point; N74°27'14"E a distance of 17.04 feet to a point; N48°31'26"E a distance of 24.81 feet to a point; N24°36'11"E a distance of 37.89 feet to a point; S45°30'13"E a distance of 14.78 feet to a point; S49°51'49"E a distance of 31.48 feet to a point; N79°34'42"E a distance of 20.00 feet to a point; S53°25'24"E a distance of 21.02 feet to a point; N47°44'14"E a distance of 41.29 feet to a point; S84°31'25"E a distance of 22.44 feet to a point; S78°19'10"E a distance of 34.88 feet to a point; N79°07'09"E a distance of 40.64 feet to a point; S66°39'01"E a distance of 29.63 feet to a point; S05°05'56"E a distance of 13.24 feet to a point; S61°09'55"E a distance of 13.29 feet to a point; S46°20'38"E a distance of 50.37 feet to a point; N86°07'13"E a distance of 26.92 feet to a point; S38°40'26"E a distance of 24.24 feet to a point; N85°14'42"E a distance of 32.23 feet to a point; S53°32'16"E a distance of 32.21 feet to a point; S61°57'32"E a distance of 15.18 feet to a point; S70°30'35"E a distance of 17.72 feet to a point; S39°08'25"E a distance of 44.13 feet to a point; S66°47'14"E a distance of 43.96 feet to a point;

S87°03'23"E a distance of 14.97 feet to a point; S43°16'52"E a distance of 29.71 feet to a point; S50°51'21"E a distance of 25.75 feet to a point; N70°35'06"E a distance of 7.13 feet to a point; S44°56'56"E a distance of 19.66 feet to a point; N32°20'06"E a distance of 7.67 feet to a point; S68°56'18"E a distance of 57.04 feet to a point; N87°48'37"E a distance of 5.83 feet to a point; S73°42'48"E a distance of 17.60 feet to a point; S56°08'42"E a distance of 31.84 feet to a point; S10°39'03"E a distance of 9.14 feet to a point; S21°21'07"W a distance of 8.74 feet to a point; S43°30'31"E a distance of 19.17 feet to a point; S79°55'36"E a distance of 20.17 feet to a point; S52°36'21"E a distance of 14.76 feet to a point; N89°29'45"E a distance of 23.51 feet to a point; N70°54'24"E a distance of 13.59 feet to a point; S78°35'35"E a distance of 7.17 feet to a point; S32°04'31"E a distance of 30.19 feet to a point; S44°38'21"E a distance of 16.62 feet to a point; S00°24'43"E a distance of 1.76 feet to a point) located at the intersection of said centerline creek with the common Land Lot Line to Land Lots 704 and 705; thence leave said intersection and run southerly along said common Land Lot Line S00°24'43"E a distance of 1.76 feet to an iron pin found (1/2" rebar); thence run S03°47'29"W a distance of 172.06 feet to an iron pin found (1/2" rebar); thence run S03°45'31"W a distance of 228.36 feet to an iron pin found (3/8" rebar) located at the common Land Lot Corner to Land Lots 704, 705, 736 and 737; thence leave said common Land Lot Corner and run southerly along the common Land Lot Line to Land Lots 736 and 737 S01°04'04"W a distance of 1312.16 feet to an iron pin found (3/8" rebar) located at the Land Lot Corner common to Land Lots 736, 737, 776 and 777, said iron pin found being the **TRUE POINT OF BEGINNING**.

Said tract or parcel of land containing 50.294 acres, more or less.

Legal Description
Tract 2

All that tract or parcel of land lying and being in Land Lot 705 of the 15th District, 2nd Section of Cherokee County, Georgia, and being more particularly described as follows:

BEGINNING at an iron pin found (3/8" rebar) located at the Land Lot Corner common to Land Lots 704, 705, 736 and 737; thence leave said common Land Lot Corner and run northerly along the Land Lot Line common to Land Lots 704 and 705 the following courses and distances: N03°45'31"E a distance of 228.36 feet to an iron pin found (1/2" rebar); N03°47'29"E a distance of 172.06 feet to an iron pin found (1/2" rebar); N00°24'43"E a distance of 1.76 feet, more or less, to a point located at the intersection of said common Land Lot Line with the centerline of a creek, said point being the **TRUE POINT OF BEGINNING**.

FROM THE TRUE POINT OF BEGINNING AS THUS ESTABLISHED, thence run generally northwesterly along said centerline of creek, and following the meanderings thereof, for a distance of 392.7 feet, more or less, to a point (said creek following a traverse line as follows: N44°38'21"W a distance of 16.62 feet to a point; N32°04'31"W a distance of 30.19 feet to a point; N78°35'35"W a distance of 7.17 feet to a point; S70°54'24"W a distance of 13.59 feet to a point; S89°29'45"W a distance of 23.51 feet to a point; N52°36'21"W a distance of 14.76 feet to a point; N79°55'36"W a distance of 20.17 feet to a point; N43°30'31"W a distance of 19.17 feet to a point; N21°21'07"E a distance of 8.74 feet to a point; N10°39'03"W a distance of 9.14 feet to a point; N56°08'42"W a distance of 31.84 feet to a point; N73°42'48"W a distance of 17.60 feet to a point; S87°48'37"W a distance of 5.83 feet to a point; N68°56'18"W a distance of 57.04 feet to a point; S32°20'06"W a distance of 7.67 feet to a point; N44°56'56"W a distance of 19.66 feet to a point; S70°35'06"W a distance of 7.13 feet to a point; N50°51'21"W a distance of 25.75 feet to a point; N43°16'52"W a distance of 29.71 feet to a point; N87°03'23"W a distance of 14.97 feet to a point; N66°47'14"W a distance of 12.38 feet to a point) thence leave said centerline of creek and run N07°02'11"E a distance of 219.08 feet, more or less, to an iron pin found (1/2" rebar) located on the southerly right-of-way line of Misty Hollow Way (having a 50' width right-of-way); thence run northeasterly along said southerly right-of-way line along the arc of a curve to the left, an arc distance of 52.61 feet to an iron pin found (1/2" rebar), said curve having a radius of 50.00 feet and being subtended by a chord bearing N66°40'07"E and a chord distance of 50.21 feet; thence leave said southerly right-of-way line and run S53°38'16"E a distance of 290.00 feet to an iron pin set (1/2" rebar with cap stamped "Gunnin LSF 1033") located on the Land Lot Line common to Land Lots 704 and 705; thence run southerly along said common Land Lot Line S00°24'43"E a distance of 234.61 feet, more or less, to a point located at the intersection of said common Land Lot Line with the centerline of a creek, said point being the **TRUE POINT OF BEGINNING**.

Said tract or parcel of land containing 1.677 acres, more or less.

















Cherokee County Water & Sewerage Authority

June 4, 2019

RE: Water & Sewerage Availability (Tax Map 15N16, Parcel 067)

To Whom It May Concern:

Please be advised that Cherokee County Water & Sewerage Authority presently has an 8" DIP water main on the South side of Payne Drive East of the subject property.

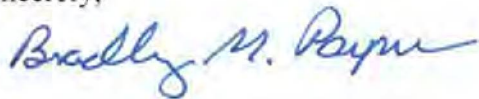
Sewer is available to the East and South of the subject property. The acquisitions of easements to manholes or lift stations will be the responsibility of the developer.

The capacity for Rose Creek Wastewater Treatment Facility is 6.0 MGD and the Authority is presently treating 3.5 MGD. The Fitzgerald Creek Treatment Facility is 5.0 MGD and the Authority is presently treating 3.0 MGD.

There is presently no moratorium for water or sewer connections on the Authority System. Sewer connections are available on first pay, first serve basis. However, plans for any development must be submitted and approved by the Authority prior to any water or sewer connection application being accepted for processing. Also existing infrastructure, size and location, must be verified by developer/engineer/contractor prior to submittal to Cherokee County Water and Sewerage Authority.

If you have any questions, please don't hesitate to call me.

Sincerely,



Bradley M. Payne
Construction Office Supervisor

CC: Dwayne Fowler
Garry Hensley
Jeff Hooper

Rezoning Case Impact Report

Jurisdiction		Rezoning Case Number		Applicant Name	
City of Holly Springs		MA-07-2019		LDS Partners, LLC	
Acreage	Number Of Lots	Housing Type		Current Zoning	Proposed Zoning
51.01	170	Single Family Residential		AG & R-20	TND
Estimated Student Impact ⁽¹⁾		Additional Capacity Needed		Additional Capacity Cost ⁽²⁾	Annual Student Cost ⁽³⁾
123	Students	6	Classroom(s)	\$168,068	\$1,071,536
Planning Commission Meeting Date		County Commission/City Council Meeting Date		Map & Parcel Number(s)	
				15N16-067 & 15N16A-020	
Property Description					
Adjacent to Riverside Subdivision					

Affected Schools Capacity Information

Elementary School	ES Enrollment	ES Capacity	% Capacity
Woodstock ES	1,151	1,181	97%
Middle School	MS Enrollment	MS Capacity	% Capacity
Woodstock MS	1,224	1,075	114%
High School	HS Enrollment	HS Capacity	% Capacity
Woodstock HS	2,228	2,387	93%

All Enrollment and Capacities are based on the last published Cherokee County Inventory of School Housing (CCISH) Numbers.

It is the position of CCSD that all developers should attempt to mitigate as much of the impact of their proposed development as possible. In every such case, the district designates a minimum contribution expected to help provide adequate facilities for the school age children who will occupy the residences in the development.

Please recommend to all Residential Zoning applicants to contact Mitch Hamilton at 770-721-8429 to discuss mitigation of their subdivision prior to appearing before the Zoning Board. If the applicant cannot meet during that time period, we request that the Zoning Board put a condition on the zoning so they must meet with Mr. Hamilton prior to the City Council/County Commission Meeting.

The estimated cost for building an elementary school is 22 to 27 million dollars, middle school is 35 to 40 million, and the cost of building a high school is 55 to 60 million dollars.

(1) - All increases to student enrollment should be considered cumulative in nature. All recent cases will impact the affected Schools. The School District may have to transport the students of any given development to an alternate district due to over-enrollment.

(2) - Additional Capacity Calculations are based on adding Mobile Units to existing campus facilities at the following rate: 1 Mobile Unit = 2 Classrooms with a cost of \$60,000/Mobile Unit

(3) - Annual Cost is calculated using the General Fund Operating Expenditure cost per pupil of \$8,694.



CHEROKEE COUNTY
PLANNING & ZONING

1130 Bluffs Parkway • Canton, Georgia 30114
678-493-6101 • Fax 678-493-6111
www.cherokeega.com

June 10, 2019

Nancy Moon
Community Development Director
City of Holly Springs
3237 Holly Springs Parkway
Holly Springs, GA 30115

RE: A-07-2019 LDS Partners – 4580 Payne Road and 141 Misty Hollow Way

Dear Nancy:

The annexation case A-07-2019 LDS Partners was on the agenda of the regular meeting of the Cherokee County Board of Commissioners on June 4, 2019. The case involves parcels 15N16 067 and 15N16A 020 totaling 51.01 acres located at 4580 Payne Road and 141 Misty Hollow Way. The larger property is currently zoned General Agriculture (AG) with the smaller Misty Hollow Way property as Single-Family Residential (R-20).

In their annexation application, the applicant requests to rezone the property to Traditional Neighborhood Development (TND) for a single-family neighborhood with 171 lots. The overall density for the development would be 3.35 du/a. The application does not appear to include any concurrent variances. The attached staff analysis provides more detail so all of this information can be relayed to the Holly Springs City Council and Planning Commission prior to the public hearing on June 13, 2019. We hope this letter and the attached staff comments can start a dialog about the impacts of this project.

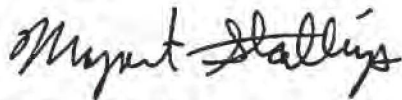
Based on the Staff Analysis and the discussion at the commission meeting, the Board of Commissioners voted (5-0) to convey their strenuous objections to this annexation application. Their primary issues are related to the second proposed entrance onto Misty Hollow Way. The BOC and staff are concerned that this entrance through an existing subdivision would become the entrance of choice due to the fact it is closer to I-575 and a relative straight path with no additional turns. This access point would be a burden to this existing residential neighborhood

from the beginning of development with construction traffic also likely to use this entrance over the other entrance on Payne Road. It is the position of the BOC that this entrance should be for emergency access only as a condition of the rezoning of the property. If this is not acceptable, the BOC requests that this entrance would be gated until the number of completed homes reaches 150 to prevent the majority of the construction traffic through the Hunter Ridge subdivision.

In addition to the concerns about the impacts of traffic through Hunter Ridge subdivision, the Fire and Emergency Services noted that the two entrances are not far enough apart to meet the standards in the 2012 Fire Code Appendix D. This section requires the entrances to be separated by half the length of the diagonal of the development. This separation requirement helps to ensure that any emergency incident would not block access to the whole subdivision, especially with this many lots.

Feel free to reach out to me if you have any questions about these staff comments. Please keep us updated on any significant changes to the proposal so we can offer revised comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Margaret Stallings". The signature is fluid and cursive, with the first name "Margaret" and last name "Stallings" clearly distinguishable.

Margaret Stallings, AIA, AICP
Principal Planner

CC: Christy Black, County Clerk
Jerry Cooper, County Manager
Rob Logan, City Manager
Jeff Watkins, Director of Planning and Zoning



STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

Per O.C.G.A. § 36-36-113 (set forth in full at the end of this document for your ease of reference), a land use objection can be made by majority vote of the Board of Commissioners in the event of a material increase in burden upon the County which is quantifiable and otherwise meets the requirements of the statute. In order for a land use objection to be considered timely, it must be completed in time for the BOC to vote upon it in open session and served upon the annexing municipality within 30 days of receipt of notice of annexation via statutory overnight delivery or certified mail, return receipt requested

City	Holly Springs
Case Number A-07-2019	Applicant LDS Partners, LLC
Receipt of Annexation Notice Date	05/20/2019
Holly Springs Public Hearing	06/13/2019
Meeting date the Board of Commissioners must decide whether to object.	06/18/2019
30 day period to object expires on	06/19/2019
City Council Review & Decision	07/03 & 07/17/2019

Staff is requested to review the application for annexation and provide a response to the following questions.

	Yes	No
Is the property to be annexed contiguous to city jurisdictional boundary?	X	
Future Development Map designation	Suburban & Neighborhood Living	
Surrounding / Contiguous City Future Development Map	Suburban & Traditional Neighborhood	
Surrounding County Future Development Map	Suburban Living, Neighborhood Living & Natural Preserve	
Does this annexation create an "island" of unincorporated land?		X

1) If the application is granted will there be a material increase in burden upon the County directly related to :	Yes	No
a) the proposed change in zoning or land use?		X
b) the proposed increase in density?		X
c) infrastructure demands related to the proposed change in zoning or land use?		X



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2) Will delivery of services be affected by the annexation?	Yes	No
		X
If the answer to (2) is yes, is the affect on delivery of services directly related to		
a) the proposed change in zoning or land use?		
b) the proposed increase in density?		
c) infrastructure demands related to the proposed change in zoning or land use?		
Note: Delivery of services may not be a basis for a valid objection but may be used in support of a valid objection if directly related to one or more of the subjects enumerated in items (a), (b), and/or (c) of Section 1 above.		

3) If there is a material increase in burden caused by items (a), (b), and/or (c) of Section 1 above, can your department provide evidence of any financial impact?	Yes	No
If the answer to (3) is yes, please provide the evidence		

4) Does the proposed change in zoning or land use result in a substantial change in the intensity of the allowable use of the property or a change to a significantly different allowable use?	Yes	No
	X	
If the answer to (4) is no, does the proposed change in zoning or land use result in:		
a) a use which significantly increases the net cost of infrastructure?		
b) a use which significantly diminishes the value or useful life of a capital outlay project, as such term is defined in O.C.G.A. 48-8-110, which is furnished by the county to the area to be annexed?		



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If the answer to 4(a) or 4(b) is yes, then:

Yes No

c) Does the proposed change in zoning or land use differ substantially from the existing uses suggested for the property by the county's comprehensive land use plan?

d) Does the proposed change in zoning or land use differ substantially from the existing uses permitted for the property pursuant to the county's zoning ordinance or its land use ordinances?

Comments:

Planning and Land Use

This annexation application includes 51.01+/- acres at 4580 Payne Road and 141 Misty Hollow Way to be rezoned from AG & R-20 to TND. The applicant is proposing to develop the property for 171 single family homes with access to both roads. The density of the overall development is 3.3 dua (dwelling units per acres).

The majority of this property is within the Suburban Living character area with only the Misty Hollow Way property (1.5 acres) inside the Neighborhood Living area. This proposed development is slightly denser than the Suburban Living character area shown on the 2018 County Future Development Map. Suburban Living calls for residential development with a density between 1 and 3 dua but Neighborhood Living ranges from 3 to 8 dua. The Holly Springs Future Development Map shows this property as Traditional Neighborhood, which is primarily residential development up to 8 units/acre.

I did not find any references in the application to concurrent variances. The existing stream buffer along the north side of the property should provide a significant buffer between this development and the homes along Misty Hollow Way. The site plan also shows two lots (167 & 168) on the 1.5 acre property with some open space against the lots in the existing county subdivision to the north. On the east side of the property adjacent to Payne Road they have also shown a 40ft buffer against R-40 property that is remaining in the County. If this project was developed under Cherokee County regulations there would be a 30ft buffer against R-40 if you consider this an RZL-type development.

Engineering

One access to this property is shown to be through Payne Road, which is located in the Riverside subdivision – inside the City of Holly Springs. Payne Road leads to Riverside Way and Riverside Parkway – which both lead to Holly Springs Parkway. The intersection of Riverside Parkway and Holly Springs Parkway is currently signalized. All of these roadways are residential streets maintained by the City of Holly Springs.

The plan also shows a proposed access or connection to the Hunters Ridge subdivision through to Misty Hollow Way. The proposed connection to Misty Hollow Way would provide additional connectivity to Holly Springs Parkway. The intersection of Misty Hollow Way/Toonigh Road



STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

and Holly Springs Parkway is also currently signalized. All roadways in the Hunters Ridge subdivision are residential streets maintained by Cherokee County.

If a full access to Misty Hollow Way is not desired by current residents, the City and the applicant may consider gating this access for emergency vehicle use only. That emergency access would not only serve the proposed subdivision, but also benefit the Hunters Ridge subdivision since it currently only has one access point to Holly Springs Parkway. The emergency access gate specifications would need to be approved by the Cherokee County Fire Marshal during the site plan review process.

Fire and Emergency Services

1. Per the International Fire Code 2012 Appendix B- Fire Flow Requirements for One and two family dwellings.

B105.1 One- and two-family dwellings

The minimum fire-flow and flow duration requirements for one- and two-family dwellings having a fire-flow calculation area that does not exceed 3,600 square feet (344.5 m²) shall be 1,000 gallons per minute (3785.4 L/min) for 1 hour duration.

2. If the homes are to be less than 10' apart ISO Water Supply Evaluation requires 1,500 gallons per minute for a 2 hour duration.
3. Per the International Fire Code 2012 Appendix D- D104.3 Remoteness of the 2 required entrances shall be placed a distance apart equal to not less than half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses.
4. Cherokee County Fire and Emergency Services would expect the development follow all state residential, building and fire codes.



STAFF REVIEW AND ANALYSIS OF ANNEXATION REQUEST

O.C.G.A. § 36-36-113. Reasons for objection to annexation

(a) The county governing authority may by majority vote object to the annexation because of a material increase in burden upon the county directly related to any one or more of the following:

- (1) The proposed change in zoning or land use;
- (2) Proposed increase in density; and
- (3) Infrastructure demands related to the proposed change in zoning or land use.

(b) Delivery of services may not be a basis for a valid objection but may be used in support of a valid objection if directly related to one or more of the subjects enumerated in paragraphs (1), (2), and (3) of subsection (a) of this Code section.

(c) The objection provided for in subsection (a) of this Code section shall document the nature of the objection specifically providing evidence of any financial impact forming the basis of the objection and shall be delivered to the municipal governing authority by certified mail or statutory overnight delivery to be received not later than the end of the thirtieth calendar day following receipt of the notice provided for in [Code Section 36-36-111](#).

(d) In order for an objection pursuant to this Code section to be valid, the proposed change in zoning or land use must:

(1) Result in:

(A) A substantial change in the intensity of the allowable use of the property or a change to a significantly different allowable use; or

(B) A use which significantly increases the net cost of infrastructure or significantly diminishes the value or useful life of a capital outlay project, as such term is defined in [Code Section 48-8-110](#), which is furnished by the county to the area to be annexed; and

(2) Differ substantially from the existing uses suggested for the property by the county's comprehensive land use plan or permitted for the property pursuant to the county's zoning ordinance or its land use ordinances.

TRAFFIC STUDY FOR

RIVERSIDE RESIDENTIAL DEVELOPMENT EXPANSION

DATE:

June 10, 2019

LOCATION:

Cherokee County, Georgia

PREPARED FOR:

Ridge Planning and Engineering

PREPARED BY:

CALYX Engineers & Consultants, an NV5 Company



www.calyxengineers.com
nv5.com

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A. Introduction

A new residential development expansion consisting of 171 units is proposed for construction on 50 acres in Cherokee County, Georgia. Access to the new phase of the development will be provided through two entrances—one through phase 1 of the Riverside Subdivision via Riverside Pkwy and the other through the Hunter's Ridge Subdivision via Misty Hollow Way. Access points to/from both existing subdivisions intersect Holly Springs Pkwy.

The traffic analyses in this report are for a single phase of construction. The purpose of this report is to identify the traffic expected to be generated by new vehicular trips when the expansion to the development is completed. This study includes analysis of the Existing, No-Build, and Build conditions at the following intersections for the year 2021:

1. Misty Hollow Way/ Toonigh Road at Holly Springs Pkwy
2. Payne Drive at Holly Springs Pkwy
3. Riverside Pkwy/ Stoney Creek Pkwy at Holly Springs Pkwy

The report summarizes the analysis of existing, background and projected traffic at the study locations, analysis of traffic impacts including level of service (LOS) and conclusions and recommendations from the analysis.

Figure 1 depicts the site location in Cherokee County. The study intersections listed above are depicted in Figure 2. A copy of the development site plan is included in the Appendix.

Figure 1. Vicinity Map

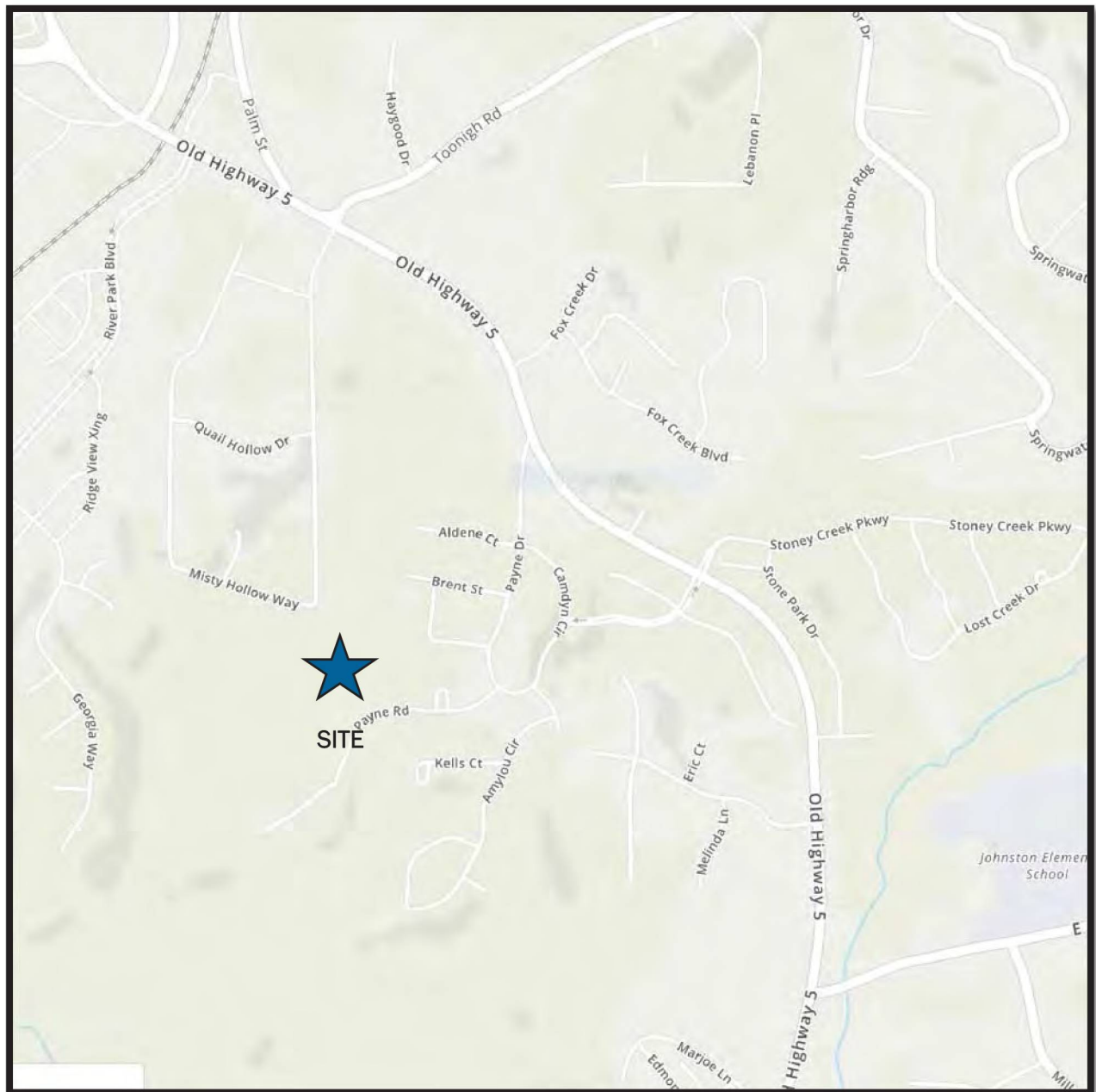


Figure 2. Site Location Aerial



B. Existing Conditions

B.1. Transportation Facilities

Holly Springs Pkwy (“Old Highway 5”) is a segment of a roadway that stretches from the community of Sixes in Cherokee County south to the city of Marietta. Within the vicinity of the project, the roadway is two lane minor arterial with turn lanes and maintains a speed limit of 45 MPH. Land uses along the roadway are both residential and commercial. Access to the subject development is exclusive to Holly Springs Pkwy through the study intersections.

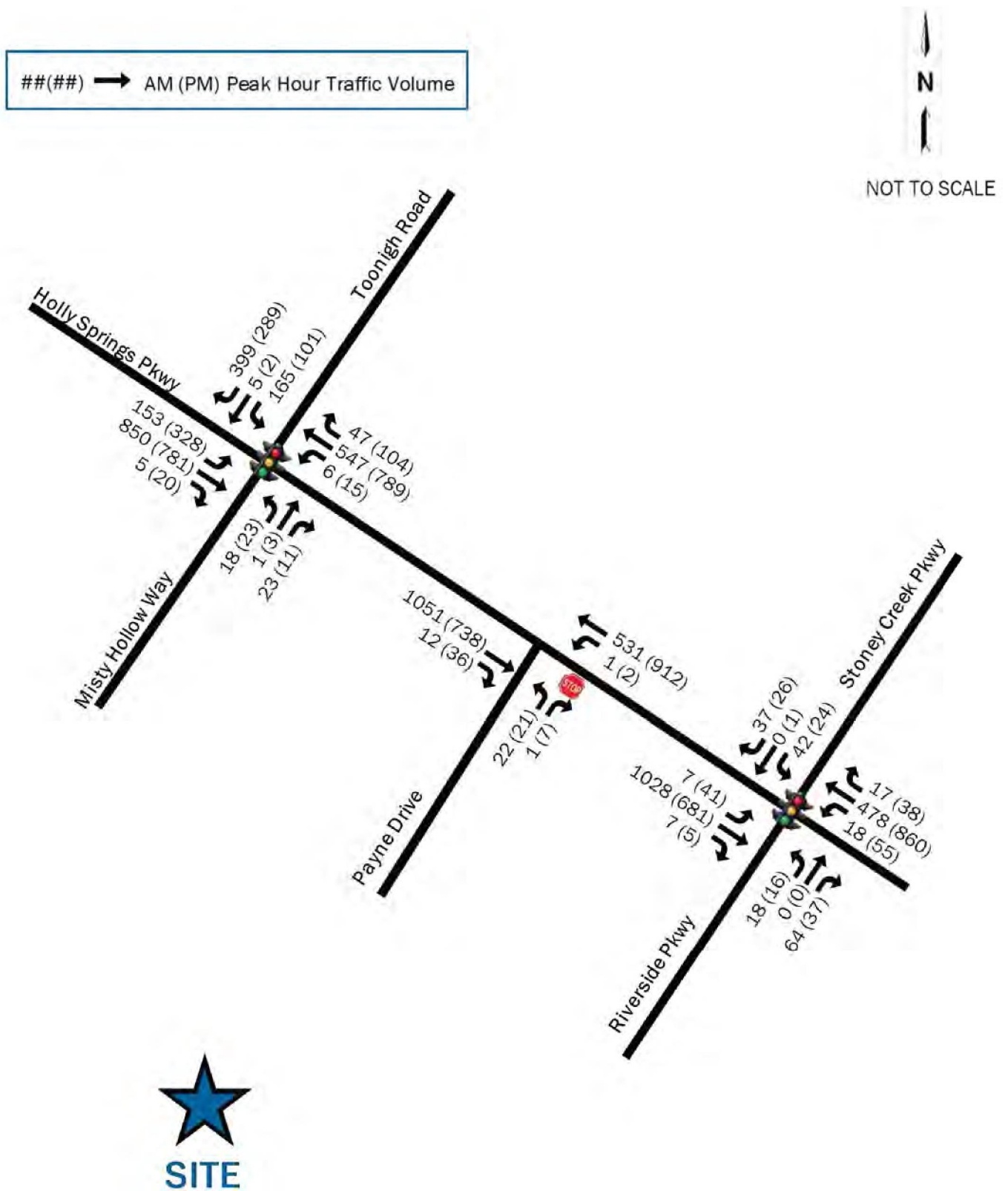
Toonigh Road/ Misty Hollow Way is a two-lane collector roadway that stretches approximately three miles as a minor collector (Toonigh Road) north of its intersection with Holly Springs Pkwy and about a mile as a local roadway (Misty Hollow Way) south of its intersection with Holly Springs Pkwy. Toonigh Road provides access to mostly residential land uses with some access to commercial development near its intersection with Holly Springs Pkwy. Toonigh Road has a posted speed of 30 MPH. Misty Hollow Way has a posted speed of 25 MPH and is exclusive to a residential neighborhood. Misty Hollow Way will be extended into the new subject development.

Stoney Creek Pkwy/Riverside Pkwy is a local roadway exclusive to residential neighborhoods. Stoney Creek Pkwy services the neighborhood of Stoney Creek north of its intersection with Holly Springs Pkwy. Riverside Pkwy services the Riverside subdivision and thus the new subject development. The entire roadway maintains a speed of 25 MPH.

B.2. Traffic Counts

Traffic counts were collected on Thursday, May 16, 2019 at the study intersections. The counts were taken while local schools were in session and are depicted in Figure 3 as existing conditions.

Figure 3: 2019 Existing Figures



C. Future Conditions

C.1. Background Growth

The existing volumes were grown by 1.5% for two years to account for population growth, traffic trends and possibilities of future developments within the area. The expected volumes are depicted in Figure 4, 2021 No-Build Volumes.

C.2. Trip Generation

Table 1 summarizes the project trip generation calculated using the Institute of Transportation Engineers' (ITE) Trip Generation Manual, 10th Edition, 2017.

Table 1: Trip Generation

Land Use	Code	Project Density		Total	Inbound	Outbound
Single Family Detached Housing	210	Dwelling Units (171)	Daily	1,704	852	852
			AM	126	32	94
			PM	170	107	63

The development will generate 126 trips (32 entering and 94 exiting) during the AM peak hour, and 170 trips (107 entering and 63 exiting) during the PM peak hour.

C.3. Trip Distribution and Assignment

The assignment and directional distribution of new project trips is based on the traffic patterns evidenced in the existing traffic counts at the subject intersections. Directionally most of the trips (about 65%) have destinations south and east of the development, with some headed west of the site to access I-575. To/from the development, 55% are likely to utilize travelways east of the site and 45% likely to utilize travelways west of the site, as depicted in Figure 5. To/from the existing Riverside subdivision, about 70% utilize the Riverside Pkwy access point. Approximately 50% of the trips generated to/from the subdivision expansion are expected to utilize the Riverside Pkwy access point.

The project trips generated from the development and utilize the trip distribution and are depicted in Figure 6. The No-Build plus project trips (representing the Build scenario) are depicted in Figure 7.

Figure 4: 2021 No-Build Volumes



Figure 5: Trip Distribution

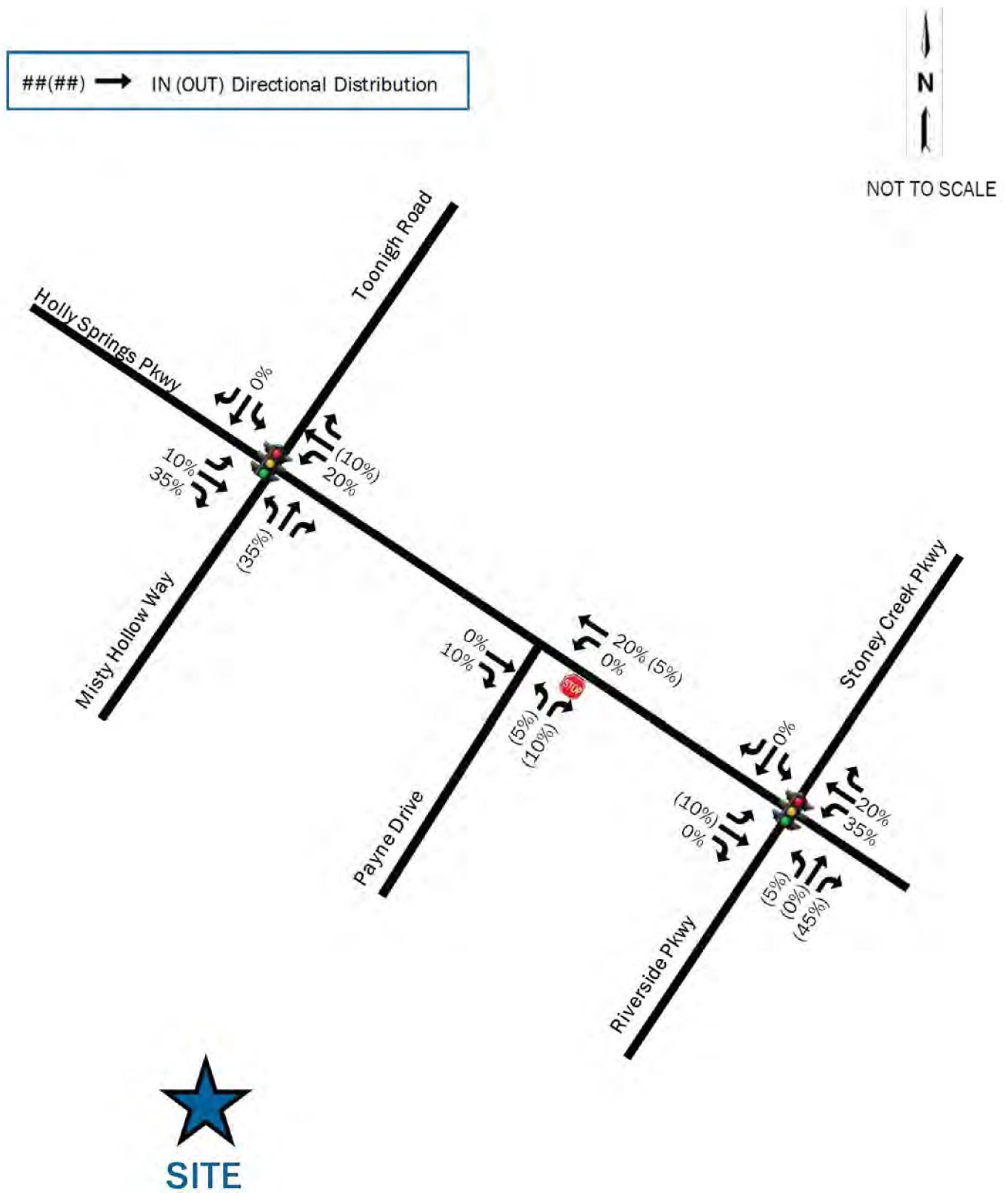


Figure 6: Project Trips

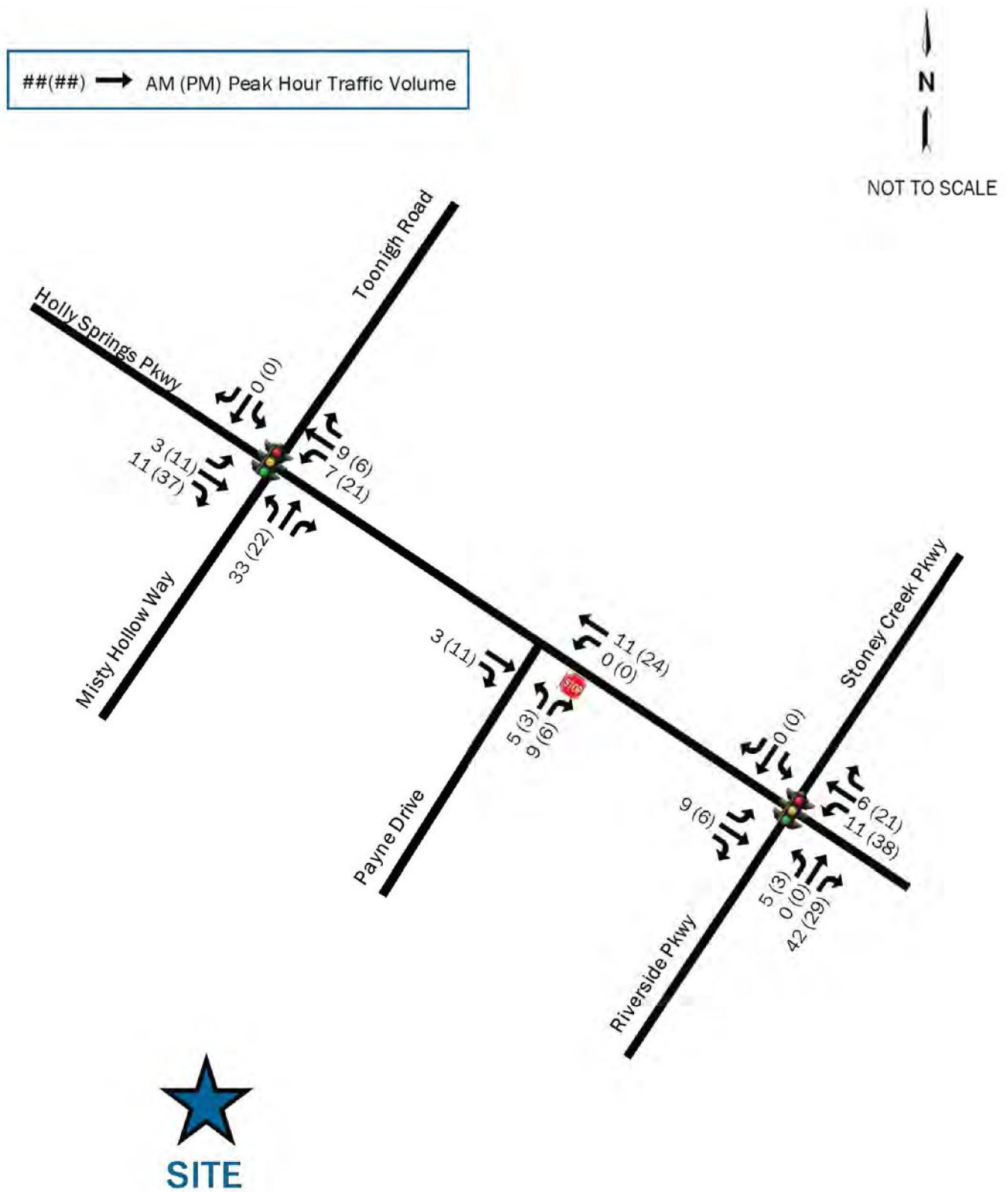


Figure 7: 2021 Build Volumes



D. Traffic Impact Analyses

The analysis in each of the scenarios for the study was performed using the traffic analysis software Synchro® 10. Average vehicular delays are calculated and reported as Levels of Service (LOS) as defined by the Highway Capacity Manual (HCM). Synchro® output reports are included in the Appendix.

D.1. Existing Conditions Analysis

The results of the 2019 existing conditions capacity analysis are shown in Table 2 and include analysis of the volumes presented in Figure 3.

Table 2: Existing Conditions Capacity Analysis

Intersection	Control	Movement	AM		PM	
			Delay (s)	LOS	Delay (s)	LOS
1. Toonigh Road/Misty Hollow Way at Holly Springs Road	Signalized	EB	21.0	C	26.0	C
		WB	21.5	C	41.5	D
		NB	22.9	C	29.2	C
		SB	28.2	C	32.0	D
		Overall	21.9	C	32.4	C
2. Payne Drive at Holly Springs Rd	Stop-Controlled	NBL	24.9	C	21.2	C
		WBL	11.2	B	9.5	A
3. Riverside Pkwy/ Stoney Creek Pkwy at Holly Springs Rd	Signalized	EB	49.3	D	20.6	C
		WB	10.6	B	40.5	D
		NB	40.4	D	30.1	C
		SB	60.1	E	34.6	C
		Overall	37.8	D	31.9	C

Currently, the study intersections all operate adequately during the AM and PM peak hours and present no need for mitigation.

D.2. 2021 No-Build Conditions Capacity Analysis

The results of the 2021 No-Build conditions intersection capacity analysis are shown in Table 3 for the operation of the study intersections with the volumes from Figure 4.

Table 3: 2021 No-Build Capacity Analysis

Intersection	Control	Movement	AM		PM	
			Delay (s)	LOS	Delay (s)	LOS
1. Toonigh Road/Misty Hollow Way at Holly Springs Road	Signalized	EB	23.9	C	30.2	C
		WB	22.4	C	50.3	D
		NB	24.1	C	30.0	C
		SB	29.9	C	33.0	C
		Overall	24.0	C	38.1	D
2. Payne Drive at Holly Springs Rd	Stop-Controlled	NBL	25.9	D	22.0	C
		WBL	11.5	B	9.6	A
3. Riverside Pkwy/ Stoney Creek Pkwy at Holly Springs Rd	Signalized	EB	41.7	D	22.0	C
		WB	9.9	A	47.6	D
		NB	46.9	D	30.0	C
		SB	72.7	E	34.9	C
		Overall	33.9	C	36.3	C

In the No-Build scenario, the study intersections continue to operate adequately during the AM and PM peak hours with expected increases in delay. With signal optimization at the Riverside Pkwy/Stoney Creek intersection, the EB movement performs at an LOS D, yet the delay of the SB increases. Amidst the increase, drivers are likely to make use of two alternate SB access points to/from the residential neighborhoods.

D.3. 2021 Build Conditions Capacity Analysis

The results of the 2021 Build conditions intersection capacity analysis are shown in Table 4 for the operation of the study intersections with the generated trips from the proposed development (volumes seen in Figure 7).

Table 4: 2021 Build Capacity Analysis

Intersection	Control	Movement	AM		PM	
			Delay (s)	LOS	Delay (s)	LOS
1. Toonigh Road/Misty Hollow Way at Holly Springs Road	Signalized	EB	23.3	C	31.3	C
		WB	21.7	C	51.4	D
		NB	25.7	C	30.7	C
		SB	30.6	C	32.8	C
		Overall	23.6	C	39.0	D
2. Payne Drive at Holly Springs Rd	Stop-Controlled	NBL	27.6	D	22.0	C
		WBL	11.5	B	9.6	A
3. Camdyn Cir/ Stoney Creek Pkwy at Holly Springs Rd	Signalized	EB	46.6	D	19.0	B
		WB	10.3	B	32.1	C
		NB	50.9	D	34.1	C
		SB	73.8	E	40.0	D
		Overall	37.4	D	27.3	C

In the Build scenario, the study intersections continue to operate adequately under optimized signal timing during the AM and PM peak hours and would present no need for mitigation.

E. Traffic Calming

The subdivision expansion will add 75 vehicles during the AM Peak Hour and 90 vehicles during the PM Peak Hour through Camdyn Circle. It would be beneficial to utilize radar speed signs to encourage drivers to adhere to the posted speed limits. Should speeding still be an issue beyond the implementation of radar speed signs, the roadway may benefit from speed humps in accordance with local policies along Camdyn Circle between Riverside Pkwy and Payne Drive.

It is important to note that the additional traffic volume is well within the capacity of the residential roads and poses no inherent problems.

F. Conclusions

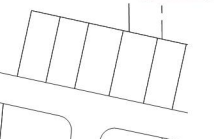
A new residential development extension consisting of 171 single-family homes is planned for construction on approximately 50 acres in Cherokee County, Georgia. The development will generate a total of 32 entering trips and 94 exiting trips during the AM peak hour, and 107 entering trips and 63 exiting trips during the PM peak hour.

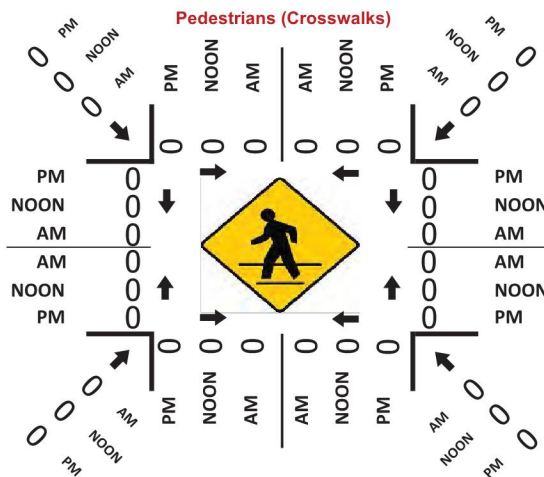
The study intersections operate adequately in existing conditions. Under signal optimization, the intersection continues to operate sufficiently under No-Build conditions. The new traffic generated from the development presents no significant impact to the study intersections. Signal optimization at the Riverside Pkwy/Stoney Creek Pkwy intersection would prove beneficial as to allow for the ideal performance of the intersection.

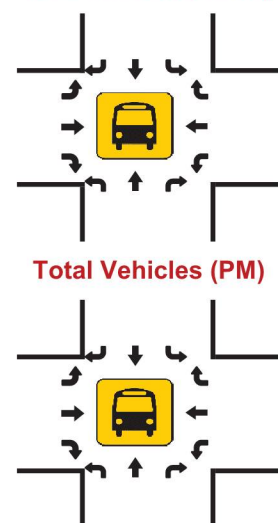
With the additional traffic on Camdyn Circle between Riverside Pkwy and Payne Drive, the subdivision could benefit from either radar speed signs or speed humps to reduce the likelihood of speeding.

APPENDIX

1





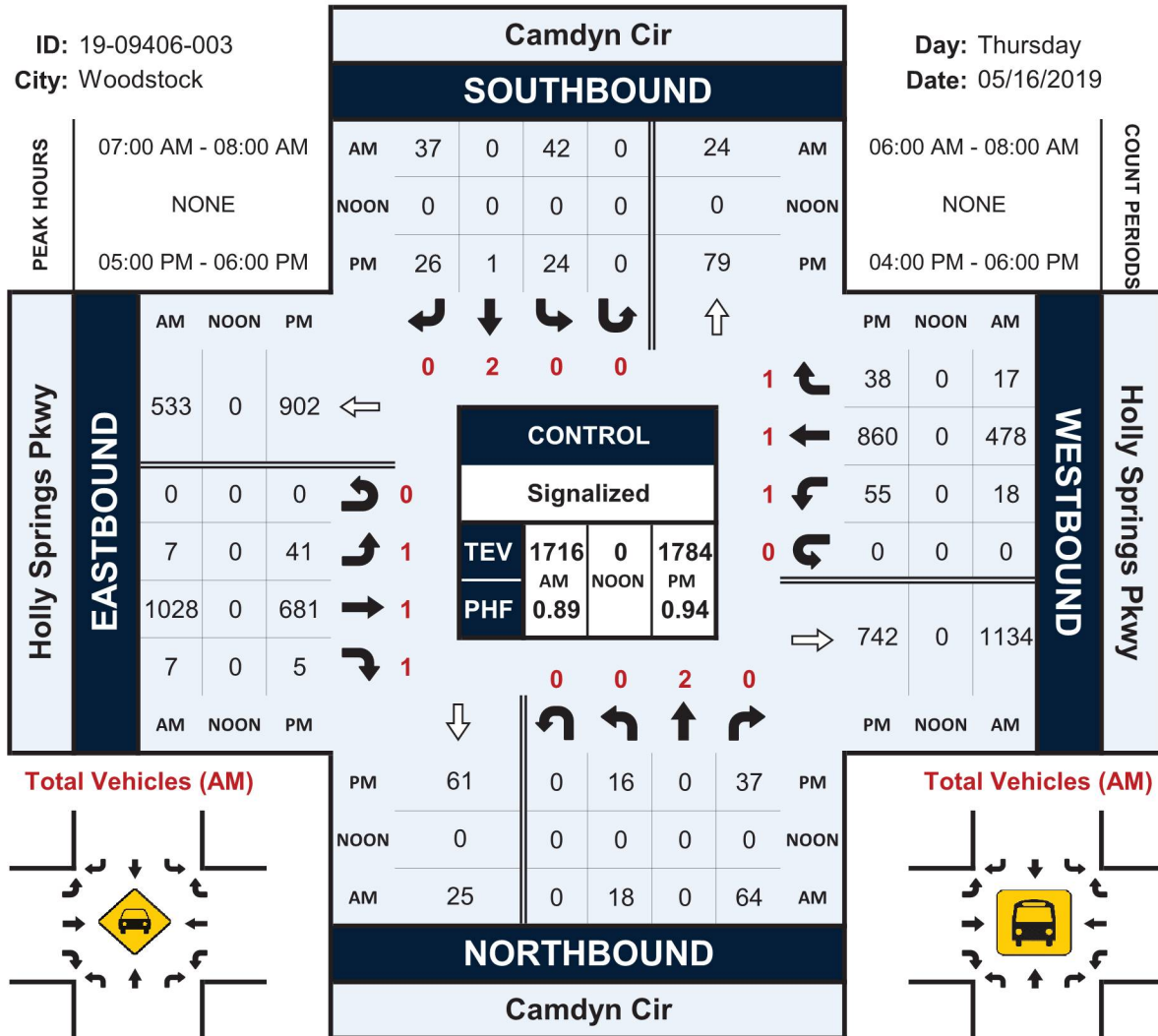


Camdyn Cir & Holly Springs Pkwy

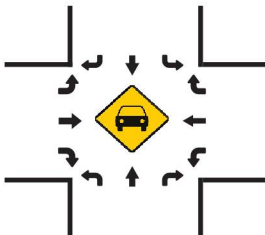
Peak Hour Turning Movement Count

ID: 19-09406-003
City: Woodstock

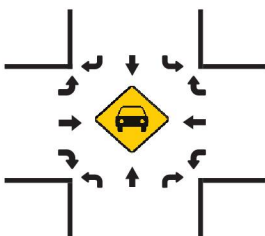
Day: Thursday
Date: 05/16/2019



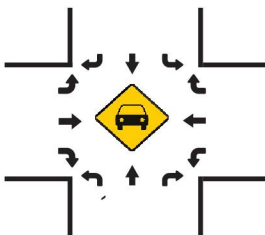
Total Vehicles (AM)



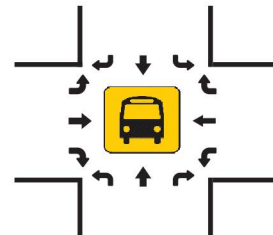
Total Vehicles (NOON)



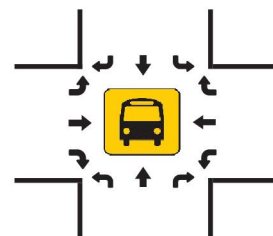
Total Vehicles (PM)



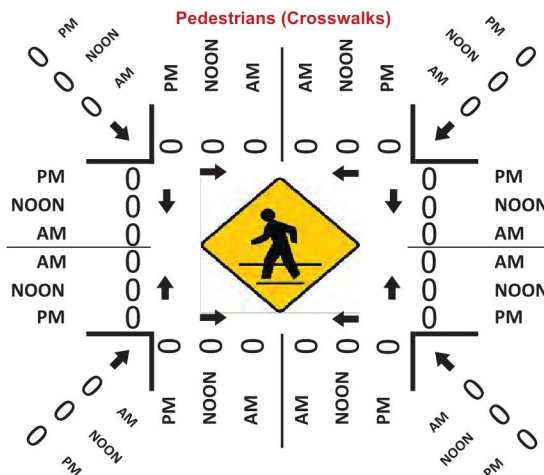
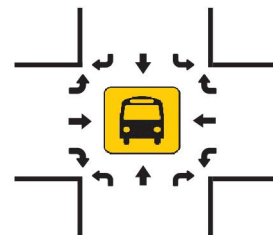
Total Vehicles (AM)



Total Vehicles (NOON)



Total Vehicles (PM)



HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

Existing_AM
Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	153	850	5	6	547	47	18	1	23	165	5	399
Future Volume (veh/h)	153	850	5	6	547	47	18	1	23	165	5	399
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	180	1000	6	7	644	0	21	1	27	194	6	0
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	342	1101	7	158	825		220	33	230	442	11	
Arrive On Green	0.08	0.59	0.59	0.44	0.44	0.00	0.25	0.25	0.25	0.25	0.25	0.00
Sat Flow, veh/h	1781	1857	11	560	1870	1585	606	130	904	1384	43	1585
Grp Volume(v), veh/h	180	0	1006	7	644	0	49	0	0	200	0	0
Grp Sat Flow(s),veh/h/ln	1781	0	1868	560	1870	1585	1641	0	0	1427	0	1585
Q Serve(g_s), s	4.0	0.0	37.3	0.9	23.1	0.0	0.0	0.0	0.0	7.5	0.0	0.0
Cycle Q Clear(g_c), s	4.0	0.0	37.3	26.3	23.1	0.0	1.7	0.0	0.0	9.3	0.0	0.0
Prop In Lane	1.00		0.01	1.00		1.00	0.43		0.55	0.97		1.00
Lane Grp Cap(c), veh/h	342	0	1108	158	825		483	0	0	453	0	
V/C Ratio(X)	0.53	0.00	0.91	0.04	0.78		0.10	0.00	0.00	0.44	0.00	
Avail Cap(c_a), veh/h	344	0	1379	238	1095		483	0	0	453	0	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00
Uniform Delay (d), s/veh	14.4	0.0	14.1	31.0	18.7	0.0	22.5	0.0	0.0	25.1	0.0	0.0
Incr Delay (d2), s/veh	1.5	0.0	7.8	0.1	2.7	0.0	0.4	0.0	0.0	3.1	0.0	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.4	0.0	14.0	0.1	9.1	0.0	0.7	0.0	0.0	3.5	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	15.8	0.0	21.9	31.1	21.4	0.0	22.9	0.0	0.0	28.2	0.0	0.0
LnGrp LOS	B	A	C	C	C		C	A	A	C	A	
Approach Vol, veh/h		1186			651	A		49			200	A
Approach Delay, s/veh		21.0			21.5			22.9			28.2	
Approach LOS		C			C			C			C	
Timer - Assigned Phs		2		4	5	6		8				
Phs Duration (G+Y+Rc), s		52.6		26.0	11.9	40.7		26.0				
Change Period (Y+Rc), s		6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s		58.0		20.0	6.0	46.0		20.0				
Max Q Clear Time (g_c+I1), s		39.3		11.3	6.0	28.3		3.7				
Green Ext Time (p_c), s		7.3		0.7	0.0	3.8		0.1				
Intersection Summary												
HCM 6th Ctrl Delay				21.9								
HCM 6th LOS				C								
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

HCM 6th TWSC
2: Payne Dr & Holly Springs Pkwy

Existing_AM
Woodstock Residential TIS

Intersection						
Int Delay, s/veh	0.4					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	
Traffic Vol, veh/h	1051	12	1	531	22	1
Future Vol, veh/h	1051	12	1	531	22	1
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	88	88	88	88	88	88
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	1194	14	1	603	25	1
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	1208	0	1799	1194
Stage 1	-	-	-	-	1194	-
Stage 2	-	-	-	-	605	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	578	-	88	227
Stage 1	-	-	-	-	287	-
Stage 2	-	-	-	-	545	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	578	-	88	227
Mov Cap-2 Maneuver	-	-	-	-	206	-
Stage 1	-	-	-	-	286	-
Stage 2	-	-	-	-	545	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		24.9	
HCM LOS					C	
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	207	-	-	578	-	
HCM Lane V/C Ratio	0.126	-	-	0.002	-	
HCM Control Delay (s)	24.9	-	-	11.2	-	
HCM Lane LOS	C	-	-	B	-	
HCM 95th %tile Q(veh)	0.4	-	-	0	-	

HCM 6th Signalized Intersection Summary

Existing_AM

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	7	1028	7	18	478	17	18	0	64	42	0	37
Future Volume (veh/h)	7	1028	7	18	478	17	18	0	64	42	0	37
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	8	1155	8	20	537	19	20	0	72	47	0	42
Peak Hour Factor	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	489	1137	963	112	1158	981	74	0	294	74	0	294
Arrive On Green	0.01	0.61	0.61	0.02	0.62	0.62	0.19	0.00	0.19	0.19	0.00	0.19
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Grp Volume(v), veh/h	8	1155	8	20	537	19	20	0	72	47	0	42
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Q Serve(g_s), s	0.2	59.0	0.2	0.4	14.9	0.4	0.0	0.0	3.8	0.0	0.0	2.2
Cycle Q Clear(g_c), s	0.2	59.0	0.2	0.4	14.9	0.4	18.0	0.0	3.8	18.0	0.0	2.2
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	489	1137	963	112	1158	981	74	0	294	74	0	294
V/C Ratio(X)	0.02	1.02	0.01	0.18	0.46	0.02	0.27	0.00	0.24	0.63	0.00	0.14
Avail Cap(c_a), veh/h	563	1137	963	166	1158	981	74	0	294	74	0	294
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	8.1	19.0	7.5	24.7	9.9	7.1	48.5	0.0	33.7	48.5	0.0	33.1
Incr Delay (d2), s/veh	0.0	30.8	0.0	0.7	0.3	0.0	8.7	0.0	2.0	34.7	0.0	1.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.1	30.0	0.1	0.3	5.1	0.1	0.7	0.0	1.6	1.9	0.0	0.9
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	8.1	49.8	7.5	25.4	10.2	7.1	57.3	0.0	35.7	83.2	0.0	34.1
LnGrp LOS	A	F	A	C	B	A	E	A	D	F	A	C
Approach Vol, veh/h	1171			576			92			89		
Approach Delay, s/veh	49.3			10.6			40.4			60.1		
Approach LOS	D			B			D			E		
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	8.1	65.0		24.0	7.0	66.1		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	59.0		18.0	5.0	59.0		18.0				
Max Q Clear Time (g_c+I1), s	2.4	61.0		20.0	2.2	16.9		20.0				
Green Ext Time (p_c), s	0.0	0.0		0.0	0.0	3.5		0.0				
Intersection Summary												
HCM 6th Ctrl Delay	37.8											
HCM 6th LOS	D											

HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

Woodstock Residential TIS

Existing_PM

													
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Lane Configurations													
Traffic Volume (veh/h)	328	781	20	15	789	104	23	3	11	101	2	289	
Future Volume (veh/h)	328	781	20	15	789	104	23	3	11	101	2	289	
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0	
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00	
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Work Zone On Approach		No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	
Adj Flow Rate, veh/h	338	805	21	15	813	0	24	3	11	104	2	0	
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2	
Cap, veh/h	350	1199	31	340	856		255	40	93	367	6		
Arrive On Green	0.14	0.66	0.66	0.46	0.46	0.00	0.20	0.20	0.20	0.20	0.20	0.00	
Sat Flow, veh/h	1781	1815	47	663	1870	1585	927	198	458	1408	31	1585	
Grp Volume(v), veh/h	338	0	826	15	813	0	38	0	0	106	0	0	
Grp Sat Flow(s),veh/h/ln	1781	0	1862	663	1870	1585	1583	0	0	1439	0	1585	
Q Serve(g_s), s	11.3	0.0	23.9	1.2	36.9	0.0	0.0	0.0	0.0	3.8	0.0	0.0	
Cycle Q Clear(g_c), s	11.3	0.0	23.9	7.2	36.9	0.0	1.5	0.0	0.0	5.3	0.0	0.0	
Prop In Lane	1.00		0.03	1.00		1.00	0.63		0.29	0.98		1.00	
Lane Grp Cap(c), veh/h	350	0	1230	340	856		388	0	0	373	0		
V/C Ratio(X)	0.97	0.00	0.67	0.04	0.95		0.10	0.00	0.00	0.28	0.00		
Avail Cap(c_a), veh/h	350	0	1263	352	888		388	0	0	373	0		
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Upstream Filter(l)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00	
Uniform Delay (d), s/veh	25.1	0.0	9.1	16.8	23.0	0.0	28.7	0.0	0.0	30.1	0.0	0.0	
Incr Delay (d2), s/veh	38.9	0.0	1.4	0.1	18.9	0.0	0.5	0.0	0.0	1.9	0.0	0.0	
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
%ile BackOfQ(50%),veh/ln	10.5	0.0	7.5	0.2	18.5	0.0	0.7	0.0	0.0	2.1	0.0	0.0	
Unsig. Movement Delay, s/veh													
LnGrp Delay(d),s/veh	64.0	0.0	10.5	16.9	41.9	0.0	29.2	0.0	0.0	32.0	0.0	0.0	
LnGrp LOS	E	A	B	B	D		C	A	A	C	A		
Approach Vol, veh/h	1164				828		A	38		106			A
Approach Delay, s/veh	26.0				41.5			29.2		32.0			
Approach LOS	C				D			C		C			
Timer - Assigned Phs	2			4		5	6	8					
Phs Duration (G+Y+Rc), s	64.5			24.0		18.0	46.5	24.0					
Change Period (Y+Rc), s	6.0			6.0		6.0	6.0	6.0					
Max Green Setting (Gmax), s	60.0			18.0		12.0	42.0	18.0					
Max Q Clear Time (g_c+l1), s	25.9			7.3		13.3	38.9	3.5					
Green Ext Time (p_c), s	6.4			0.3		0.0	1.6	0.1					
Intersection Summary													
HCM 6th Ctrl Delay			32.4										
HCM 6th LOS			C										
Notes													

Intersection						
Int Delay, s/veh	0.3					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	
Traffic Vol, veh/h	738	36	2	912	21	7
Future Vol, veh/h	738	36	2	912	21	7
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	94	94	94	94	94	94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	785	38	2	970	22	7
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	823	0	1759	785
Stage 1	-	-	-	-	785	-
Stage 2	-	-	-	-	974	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	807	-	93	393
Stage 1	-	-	-	-	449	-
Stage 2	-	-	-	-	366	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	807	-	93	393
Mov Cap-2 Maneuver	-	-	-	-	225	-
Stage 1	-	-	-	-	448	-
Stage 2	-	-	-	-	366	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		21.2	
HCM LOS					C	
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	252	-	-	807	-	
HCM Lane V/C Ratio	0.118	-	-	0.003	-	
HCM Control Delay (s)	21.2	-	-	9.5	-	
HCM Lane LOS	C	-	-	A	-	
HCM 95th %tile Q(veh)	0.4	-	-	0	-	

HCM 6th Signalized Intersection Summary

Woodstock Residential TIS

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

Existing_PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	41	681	5	55	860	38	16	0	37	24	1	26
Future Volume (veh/h)	41	681	5	55	860	38	16	0	37	24	1	26
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	44	724	5	59	915	40	17	0	39	26	1	28
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	174	921	781	300	934	792	93	0	365	91	2	365
Arrive On Green	0.04	0.49	0.49	0.05	0.50	0.50	0.23	0.00	0.23	0.23	0.23	0.23
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	1	0	1585	2	8	1585
Grp Volume(v), veh/h	44	724	5	59	915	40	17	0	39	27	0	28
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	1	0	1585	10	0	1585
Q Serve(g_s), s	0.9	25.0	0.1	1.2	37.4	1.0	0.0	0.0	1.5	0.0	0.0	1.1
Cycle Q Clear(g_c), s	0.9	25.0	0.1	1.2	37.4	1.0	18.0	0.0	1.5	18.0	0.0	1.1
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	0.96		1.00
Lane Grp Cap(c), veh/h	174	921	781	300	934	792	93	0	365	93	0	365
V/C Ratio(X)	0.25	0.79	0.01	0.20	0.98	0.05	0.18	0.00	0.11	0.29	0.00	0.08
Avail Cap(c_a), veh/h	218	934	792	331	934	792	93	0	365	93	0	365
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(l)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	18.0	16.4	10.1	12.9	19.1	10.0	39.0	0.0	23.7	37.8	0.0	23.5
Incr Delay (d2), s/veh	0.8	4.4	0.0	0.3	24.4	0.0	4.3	0.0	0.6	7.8	0.0	0.4
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.4	9.9	0.0	0.4	19.4	0.3	0.4	0.0	0.6	0.7	0.0	0.4
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	18.8	20.8	10.1	13.3	43.5	10.1	43.4	0.0	24.3	45.6	0.0	23.9
LnGrp LOS	B	C	B	B	D	B	D	A	C	D	A	C
Approach Vol, veh/h	773			1014			56			55		
Approach Delay, s/veh	20.6			40.5			30.1			34.6		
Approach LOS	C			D			C			C		
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	9.6	44.5		24.0	9.1	45.0		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	39.0		18.0	5.0	39.0		18.0				
Max Q Clear Time (g_c+l1), s	3.2	27.0		20.0	2.9	39.4		20.0				
Green Ext Time (p_c), s	0.0	3.6		0.0	0.0	0.0		0.0				
Intersection Summary												
HCM 6th Ctrl Delay	31.9											
HCM 6th LOS	C											

HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

No Build_AM
Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	158	876	5	6	564	48	19	1	24	170	5	411
Future Volume (veh/h)	158	876	5	6	564	48	19	1	24	170	5	411
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	186	1031	6	7	664	0	22	1	28	200	6	0
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	336	1116	6	143	852		220	32	230	438	11	
Arrive On Green	0.07	0.60	0.60	0.46	0.46	0.00	0.25	0.25	0.25	0.25	0.25	0.00
Sat Flow, veh/h	1781	1858	11	544	1870	1585	619	124	904	1385	42	1585
Grp Volume(v), veh/h	186	0	1037	7	664	0	51	0	0	206	0	0
Grp Sat Flow(s),veh/h/ln	1781	0	1868	544	1870	1585	1647	0	0	1427	0	1585
Q Serve(g_s), s	4.3	0.0	41.2	1.0	24.8	0.0	0.0	0.0	0.0	8.2	0.0	0.0
Cycle Q Clear(g_c), s	4.3	0.0	41.2	30.1	24.8	0.0	1.9	0.0	0.0	10.1	0.0	0.0
Prop In Lane	1.00		0.01	1.00		1.00	0.43		0.55	0.97		1.00
Lane Grp Cap(c), veh/h	336	0	1122	143	852		481	0	0	449	0	
V/C Ratio(X)	0.55	0.00	0.92	0.05	0.78		0.11	0.00	0.00	0.46	0.00	
Avail Cap(c_a), veh/h	336	0	1289	191	1019		481	0	0	449	0	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00
Uniform Delay (d), s/veh	15.0	0.0	14.8	33.7	19.0	0.0	23.7	0.0	0.0	26.6	0.0	0.0
Incr Delay (d2), s/veh	2.0	0.0	10.4	0.1	3.3	0.0	0.4	0.0	0.0	3.4	0.0	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.6	0.0	16.3	0.1	10.0	0.0	0.8	0.0	0.0	3.8	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	16.9	0.0	25.2	33.9	22.3	0.0	24.1	0.0	0.0	29.9	0.0	0.0
LnGrp LOS	B	A	C	C	C		C	A	A	C	A	
Approach Vol, veh/h		1223			671	A		51			206	A
Approach Delay, s/veh		23.9			22.4			24.1			29.9	
Approach LOS		C			C			C			C	
Timer - Assigned Phs		2		4	5	6		8				
Phs Duration (G+Y+Rc), s		55.6		27.0	12.0	43.6		27.0				
Change Period (Y+Rc), s		6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s		57.0		21.0	6.0	45.0		21.0				
Max Q Clear Time (g_c+I1), s		43.2		12.1	6.3	32.1		3.9				
Green Ext Time (p_c), s		6.5		0.7	0.0	3.4		0.2				
Intersection Summary												
HCM 6th Ctrl Delay				24.0								
HCM 6th LOS				C								
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

HCM 6th TWSC
2: Payne Dr & Holly Springs Pkwy

No Build_AM
Woodstock Residential TIS

Intersection						
Int Delay, s/veh	0.4					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	↗
Traffic Vol, veh/h	1083	12	1	547	23	1
Future Vol, veh/h	1083	12	1	547	23	1
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	88	88	88	88	88	88
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	1231	14	1	622	26	1
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	1245	0	1855	1231
Stage 1	-	-	-	-	1231	-
Stage 2	-	-	-	-	624	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	559	-	81	216
Stage 1	-	-	-	-	276	-
Stage 2	-	-	-	-	534	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	559	-	81	216
Mov Cap-2 Maneuver	-	-	-	-	198	-
Stage 1	-	-	-	-	275	-
Stage 2	-	-	-	-	534	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		25.9	
HCM LOS					D	
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	199	-	-	559	-	
HCM Lane V/C Ratio	0.137	-	-	0.002	-	
HCM Control Delay (s)	25.9	-	-	11.5	-	
HCM Lane LOS	D	-	-	B	-	
HCM 95th %tile Q(veh)	0.5	-	-	0	-	

HCM 6th Signalized Intersection Summary

No Build_AM

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	7	1059	7	19	492	18	19	0	66	43	0	38
Future Volume (veh/h)	7	1059	7	19	492	18	19	0	66	43	0	38
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	8	1190	8	21	553	20	21	0	74	48	0	43
Peak Hour Factor	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	513	1202	1019	114	1225	1038	67	0	266	67	0	266
Arrive On Green	0.01	0.64	0.64	0.02	0.65	0.65	0.17	0.00	0.17	0.17	0.00	0.17
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Grp Volume(v), veh/h	8	1190	8	21	553	20	21	0	74	48	0	43
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Q Serve(g_s), s	0.2	67.0	0.2	0.4	15.6	0.5	0.0	0.0	4.4	0.0	0.0	2.5
Cycle Q Clear(g_c), s	0.2	67.0	0.2	0.4	15.6	0.5	18.0	0.0	4.4	18.0	0.0	2.5
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	513	1202	1019	114	1225	1038	67	0	266	67	0	266
V/C Ratio(X)	0.02	0.99	0.01	0.18	0.45	0.02	0.31	0.00	0.28	0.72	0.00	0.16
Avail Cap(c_a), veh/h	578	1202	1019	159	1225	1038	67	0	266	67	0	266
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	7.5	18.8	6.9	27.9	9.1	6.5	53.7	0.0	39.0	53.7	0.0	38.2
Incr Delay (d2), s/veh	0.0	23.4	0.0	0.8	0.3	0.0	11.8	0.0	2.6	48.8	0.0	1.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.1	31.0	0.1	0.4	5.4	0.1	0.8	0.0	1.9	2.2	0.0	1.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	7.5	42.2	6.9	28.7	9.3	6.5	65.4	0.0	41.6	102.5	0.0	39.5
LnGrp LOS	A	D	A	C	A	A	E	A	D	F	A	D
Approach Vol, veh/h	1206			594			95			91		
Approach Delay, s/veh	41.7			9.9			46.9			72.7		
Approach LOS	D			A			D			E		
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	8.3	75.0		24.0	7.1	76.3		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	69.0		18.0	5.0	69.0		18.0				
Max Q Clear Time (g_c+I1), s	2.4	69.0		20.0	2.2	17.6		20.0				
Green Ext Time (p_c), s	0.0	0.0		0.0	0.0	3.7		0.0				
Intersection Summary												
HCM 6th Ctrl Delay	33.9											
HCM 6th LOS	C											

HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

Woodstock Residential TIS

No Build_PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	338	805	21	15	813	107	24	3	11	104	2	298
Future Volume (veh/h)	338	805	21	15	813	107	24	3	11	104	2	298
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	348	830	22	15	838	0	25	3	11	107	2	0
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	346	1209	32	330	852		255	39	89	361	6	
Arrive On Green	0.14	0.67	0.67	0.46	0.46	0.00	0.20	0.20	0.20	0.20	0.20	0.00
Sat Flow, veh/h	1781	1814	48	647	1870	1585	946	193	447	1410	30	1585
Grp Volume(v), veh/h	348	0	852	15	838	0	39	0	0	109	0	0
Grp Sat Flow(s),veh/h/ln	1781	0	1862	647	1870	1585	1586	0	0	1440	0	1585
Q Serve(g_s), s	13.0	0.0	25.3	1.3	39.8	0.0	0.0	0.0	0.0	4.0	0.0	0.0
Cycle Q Clear(g_c), s	13.0	0.0	25.3	7.6	39.8	0.0	1.6	0.0	0.0	5.6	0.0	0.0
Prop In Lane	1.00		0.03	1.00		1.00	0.64		0.28	0.98		1.00
Lane Grp Cap(c), veh/h	346	0	1241	330	852		383	0	0	367	0	
V/C Ratio(X)	1.01	0.00	0.69	0.05	0.98		0.10	0.00	0.00	0.30	0.00	
Avail Cap(c_a), veh/h	346	0	1241	330	852		383	0	0	367	0	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(l)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00
Uniform Delay (d), s/veh	28.1	0.0	9.2	17.4	24.2	0.0	29.4	0.0	0.0	30.9	0.0	0.0
Incr Delay (d2), s/veh	49.7	0.0	1.6	0.1	26.7	0.0	0.5	0.0	0.0	2.1	0.0	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	7.7	0.0	8.0	0.2	21.6	0.0	0.7	0.0	0.0	2.2	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	77.7	0.0	10.8	17.5	50.9	0.0	30.0	0.0	0.0	33.0	0.0	0.0
LnGrp LOS	F	A	B	B	D		C	A	A	C	A	
Approach Vol, veh/h		1200			853	A		39			109	A
Approach Delay, s/veh		30.2			50.3			30.0			33.0	
Approach LOS		C			D			C			C	
Timer - Assigned Phs		2		4	5	6		8				
Phs Duration (G+Y+Rc), s		66.0		24.0	19.0	47.0		24.0				
Change Period (Y+Rc), s		6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s		60.0		18.0	13.0	41.0		18.0				
Max Q Clear Time (g_c+I1), s		27.3		7.6	15.0	41.8		3.6				
Green Ext Time (p_c), s		6.7		0.3	0.0	0.0		0.1				
Intersection Summary												
HCM 6th Ctrl Delay				38.1								
HCM 6th LOS				D								
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

Intersection						
Int Delay, s/veh	0.4					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	
Traffic Vol, veh/h	760	37	2	940	22	7
Future Vol, veh/h	760	37	2	940	22	7
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	94	94	94	94	94	94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	809	39	2	1000	23	7
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	848	0	1813	809
Stage 1	-	-	-	-	809	-
Stage 2	-	-	-	-	1004	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	790	-	86	380
Stage 1	-	-	-	-	438	-
Stage 2	-	-	-	-	354	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	790	-	86	380
Mov Cap-2 Maneuver	-	-	-	-	217	-
Stage 1	-	-	-	-	437	-
Stage 2	-	-	-	-	354	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		22	
HCM LOS					C	
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	242	-	-	790	-	
HCM Lane V/C Ratio	0.127	-	-	0.003	-	
HCM Control Delay (s)	22	-	-	9.6	-	
HCM Lane LOS	C	-	-	A	-	
HCM 95th %tile Q(veh)	0.4	-	-	0	-	

HCM 6th Signalized Intersection Summary

Woodstock Residential TIS

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

No Build_PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	42	702	5	57	886	39	16	0	38	25	1	27
Future Volume (veh/h)	42	702	5	57	886	39	16	0	38	25	1	27
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	45	747	5	61	943	41	17	0	40	27	1	29
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	163	921	780	286	934	791	92	0	365	91	2	365
Arrive On Green	0.04	0.49	0.49	0.05	0.50	0.50	0.23	0.00	0.23	0.23	0.23	0.23
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	1	0	1585	1	8	1585
Grp Volume(v), veh/h	45	747	5	61	943	41	17	0	40	28	0	29
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	1	0	1585	9	0	1585
Q Serve(g_s), s	0.9	26.4	0.1	1.3	39.0	1.0	0.0	0.0	1.6	0.0	0.0	1.1
Cycle Q Clear(g_c), s	0.9	26.4	0.1	1.3	39.0	1.0	18.0	0.0	1.6	18.0	0.0	1.1
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	0.96		1.00
Lane Grp Cap(c), veh/h	163	921	780	286	934	791	92	0	365	93	0	365
V/C Ratio(X)	0.28	0.81	0.01	0.21	1.01	0.05	0.18	0.00	0.11	0.30	0.00	0.08
Avail Cap(c_a), veh/h	206	934	791	316	934	791	92	0	365	93	0	365
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	18.2	16.8	10.1	13.5	19.6	10.1	39.1	0.0	23.7	37.9	0.0	23.6
Incr Delay (d2), s/veh	0.9	5.4	0.0	0.4	31.9	0.0	4.3	0.0	0.6	8.2	0.0	0.4
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.4	10.6	0.0	0.4	21.9	0.3	0.4	0.0	0.6	0.7	0.0	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	19.1	22.2	10.1	13.8	51.5	10.1	43.4	0.0	24.3	46.1	0.0	24.0
LnGrp LOS	B	C	B	B	F	B	D	A	C	D	A	C
Approach Vol, veh/h		797			1045			57			57	
Approach Delay, s/veh		22.0			47.6			30.0			34.9	
Approach LOS		C			D			C			C	
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	9.7	44.4		24.0	9.1	45.0		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	39.0		18.0	5.0	39.0		18.0				
Max Q Clear Time (g_c+I1), s	3.3	28.4		20.0	2.9	41.0		20.0				
Green Ext Time (p_c), s	0.0	3.5		0.0	0.0	0.0		0.0				
Intersection Summary												
HCM 6th Ctrl Delay			36.3									
HCM 6th LOS			D									

HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

Build_AM
Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	158	879	16	13	573	48	52	1	24	170	5	411
Future Volume (veh/h)	158	879	16	13	573	48	52	1	24	170	5	411
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	186	1034	19	15	674	0	61	1	28	200	6	0
Peak Hour Factor	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85	0.85
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	343	1119	21	145	871		328	18	123	430	10	
Arrive On Green	0.07	0.61	0.61	0.47	0.47	0.00	0.24	0.24	0.24	0.24	0.24	0.00
Sat Flow, veh/h	1781	1831	34	536	1870	1585	1048	75	507	1413	42	1585
Grp Volume(v), veh/h	186	0	1053	15	674	0	90	0	0	206	0	0
Grp Sat Flow(s),veh/h/ln	1781	0	1864	536	1870	1585	1630	0	0	1456	0	1585
Q Serve(g_s), s	4.2	0.0	41.5	2.1	24.8	0.0	0.0	0.0	0.0	6.5	0.0	0.0
Cycle Q Clear(g_c), s	4.2	0.0	41.5	31.7	24.8	0.0	3.3	0.0	0.0	9.7	0.0	0.0
Prop In Lane	1.00		0.02	1.00		1.00	0.68		0.31	0.97		1.00
Lane Grp Cap(c), veh/h	343	0	1140	145	871		469	0	0	440	0	
V/C Ratio(X)	0.54	0.00	0.92	0.10	0.77		0.19	0.00	0.00	0.47	0.00	
Avail Cap(c_a), veh/h	343	0	1313	195	1045		469	0	0	440	0	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00
Uniform Delay (d), s/veh	14.5	0.0	14.3	33.8	18.4	0.0	24.8	0.0	0.0	27.0	0.0	0.0
Incr Delay (d2), s/veh	1.7	0.0	10.2	0.3	3.0	0.0	0.9	0.0	0.0	3.6	0.0	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.5	0.0	16.1	0.3	9.8	0.0	1.5	0.0	0.0	3.9	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	16.3	0.0	24.5	34.1	21.4	0.0	25.7	0.0	0.0	30.6	0.0	0.0
LnGrp LOS	B	A	C	C	C		C	A	A	C	A	
Approach Vol, veh/h		1239			689	A		90			206	A
Approach Delay, s/veh		23.3			21.7			25.7			30.6	
Approach LOS		C			C			C			C	
Timer - Assigned Phs		2		4	5	6		8				
Phs Duration (G+Y+Rc), s		56.3		26.0	12.0	44.3		26.0				
Change Period (Y+Rc), s		6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s		58.0		20.0	6.0	46.0		20.0				
Max Q Clear Time (g_c+I1), s		43.5		11.7	6.2	33.7		5.3				
Green Ext Time (p_c), s		6.8		0.7	0.0	3.5		0.3				
Intersection Summary												
HCM 6th Ctrl Delay				23.6								
HCM 6th LOS				C								
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

Intersection						
Int Delay, s/veh	0.6					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	↗
Traffic Vol, veh/h	1083	15	1	558	28	10
Future Vol, veh/h	1083	15	1	558	28	10
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	88	88	88	88	88	88
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	1231	17	1	634	32	11
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	1248	0	1867	1231
Stage 1	-	-	-	-	1231	-
Stage 2	-	-	-	-	636	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	558	-	80	216
Stage 1	-	-	-	-	276	-
Stage 2	-	-	-	-	527	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	558	-	80	216
Mov Cap-2 Maneuver	-	-	-	-	197	-
Stage 1	-	-	-	-	275	-
Stage 2	-	-	-	-	527	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		27.6	
HCM LOS					D	
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	202	-	-	558	-	
HCM Lane V/C Ratio	0.214	-	-	0.002	-	
HCM Control Delay (s)	27.6	-	-	11.5	-	
HCM Lane LOS	D	-	-	B	-	
HCM 95th %tile Q(veh)	0.8	-	-	0	-	

HCM 6th Signalized Intersection Summary

Build_AM

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

Woodstock Residential TIS

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	7	1068	7	30	498	18	24	0	108	43	0	38
Future Volume (veh/h)	7	1068	7	30	498	18	24	0	108	43	0	38
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach	No			No			No			No		
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	8	1200	8	34	560	20	27	0	121	48	0	43
Peak Hour Factor	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89	0.89
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	510	1193	1011	119	1230	1042	67	0	264	67	0	264
Arrive On Green	0.01	0.64	0.64	0.03	0.66	0.66	0.17	0.00	0.17	0.17	0.00	0.17
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Grp Volume(v), veh/h	8	1200	8	34	560	20	27	0	121	48	0	43
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	0	0	1585	0	0	1585
Q Serve(g_s), s	0.2	69.0	0.2	0.7	15.8	0.5	0.0	0.0	7.5	0.0	0.0	2.5
Cycle Q Clear(g_c), s	0.2	69.0	0.2	0.7	15.8	0.5	18.0	0.0	7.5	18.0	0.0	2.5
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	510	1193	1011	119	1230	1042	67	0	264	67	0	264
V/C Ratio(X)	0.02	1.01	0.01	0.29	0.46	0.02	0.41	0.00	0.46	0.72	0.00	0.16
Avail Cap(c_a), veh/h	575	1193	1011	149	1230	1042	67	0	264	67	0	264
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	7.6	19.6	7.1	28.1	9.1	6.4	54.1	0.0	40.7	54.1	0.0	38.6
Incr Delay (d2), s/veh	0.0	27.5	0.0	1.3	0.3	0.0	17.3	0.0	5.7	50.0	0.0	1.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.1	33.3	0.1	0.6	5.5	0.1	1.1	0.0	3.3	2.2	0.0	1.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	7.6	47.1	7.1	29.4	9.3	6.4	71.4	0.0	46.4	104.1	0.0	40.0
LnGrp LOS	A	F	A	C	A	A	E	A	D	F	A	D
Approach Vol, veh/h	1216			614			148			91		
Approach Delay, s/veh	46.6			10.3			50.9			73.8		
Approach LOS	D			B			D			E		
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	9.2	75.0		24.0	7.1	77.1		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	69.0		18.0	5.0	69.0		18.0				
Max Q Clear Time (g_c+I1), s	2.7	71.0		20.0	2.2	17.8		20.0				
Green Ext Time (p_c), s	0.0	0.0		0.0	0.0	3.7		0.0				
Intersection Summary												
HCM 6th Ctrl Delay	37.4											
HCM 6th LOS	D											

HCM 6th Signalized Intersection Summary

1: Misty Hollow Way/Toonigh Rd & Holly Springs Pkwy

Woodstock Residential TIS

Build_PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	338	816	58	36	819	107	46	3	11	104	2	298
Future Volume (veh/h)	338	816	58	36	819	107	46	3	11	104	2	298
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	348	841	60	37	844	0	47	3	11	107	2	0
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	342	1150	82	296	852		302	25	56	365	6	
Arrive On Green	0.14	0.67	0.67	0.46	0.46	0.00	0.20	0.20	0.20	0.20	0.20	0.00
Sat Flow, veh/h	1781	1725	123	618	1870	1585	1157	123	282	1429	31	1585
Grp Volume(v), veh/h	348	0	901	37	844	0	61	0	0	109	0	0
Grp Sat Flow(s),veh/h/ln	1781	0	1848	618	1870	1585	1562	0	0	1459	0	1585
Q Serve(g_s), s	13.0	0.0	28.5	3.7	40.3	0.0	0.0	0.0	0.0	2.8	0.0	0.0
Cycle Q Clear(g_c), s	13.0	0.0	28.5	13.3	40.3	0.0	2.5	0.0	0.0	5.3	0.0	0.0
Prop In Lane	1.00		0.07	1.00		1.00	0.77		0.18	0.98		1.00
Lane Grp Cap(c), veh/h	342	0	1232	296	852		383	0	0	371	0	
V/C Ratio(X)	1.02	0.00	0.73	0.12	0.99		0.16	0.00	0.00	0.29	0.00	
Avail Cap(c_a), veh/h	342	0	1232	296	852		383	0	0	371	0	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	1.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00
Uniform Delay (d), s/veh	28.4	0.0	9.8	20.2	24.3	0.0	29.8	0.0	0.0	30.8	0.0	0.0
Incr Delay (d2), s/veh	52.8	0.0	2.3	0.2	28.4	0.0	0.9	0.0	0.0	2.0	0.0	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	7.9	0.0	9.2	0.5	22.2	0.0	1.2	0.0	0.0	2.2	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	81.3	0.0	12.0	20.4	52.7	0.0	30.7	0.0	0.0	32.8	0.0	0.0
LnGrp LOS	F	A	B	C	D		C	A	A	C	A	
Approach Vol, veh/h		1249			881	A		61			109	A
Approach Delay, s/veh		31.3			51.4			30.7			32.8	
Approach LOS		C			D			C			C	
Timer - Assigned Phs		2		4	5	6		8				
Phs Duration (G+Y+Rc), s		66.0		24.0	19.0	47.0		24.0				
Change Period (Y+Rc), s		6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s		60.0		18.0	13.0	41.0		18.0				
Max Q Clear Time (g_c+I1), s		30.5		7.3	15.0	42.3		4.5				
Green Ext Time (p_c), s		7.2		0.3	0.0	0.0		0.2				

Intersection Summary

HCM 6th Ctrl Delay 39.0
 HCM 6th LOS D

Notes

Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.

Intersection						
Int Delay, s/veh	0.5					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	↗
Traffic Vol, veh/h	760	48	2	964	25	13
Future Vol, veh/h	760	48	2	964	25	13
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	25	100	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	94	94	94	94	94	94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	809	51	2	1026	27	14
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	860	0	1839	809
Stage 1	-	-	-	-	809	-
Stage 2	-	-	-	-	1030	-
Critical Hdwy	-	-	4.12	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	-	-	2.218	-	3.518	3.318
Pot Cap-1 Maneuver	-	-	781	-	83	380
Stage 1	-	-	-	-	438	-
Stage 2	-	-	-	-	344	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	781	-	83	380
Mov Cap-2 Maneuver	-	-	-	-	212	-
Stage 1	-	-	-	-	437	-
Stage 2	-	-	-	-	344	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0		22.2	
HCM LOS	C					
Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT	
Capacity (veh/h)	250	-	-	781	-	
HCM Lane V/C Ratio	0.162	-	-	0.003	-	
HCM Control Delay (s)	22.2	-	-	9.6	-	
HCM Lane LOS	C	-	-	A	-	
HCM 95th %tile Q(veh)	0.6	-	-	0	-	

HCM 6th Signalized Intersection Summary

Woodstock Residential TIS

3: Camdyn Cir/Riverside Pkwy/Stoney Creek Pkwy & Holly Springs Pkwy

Build_PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	42	708	5	94	907	39	19	0	66	25	1	27
Future Volume (veh/h)	42	708	5	94	907	39	19	0	66	25	1	27
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	45	753	5	100	965	41	20	0	70	27	1	29
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	184	989	838	327	1016	861	84	0	331	82	2	331
Arrive On Green	0.04	0.53	0.53	0.05	0.54	0.54	0.21	0.00	0.21	0.21	0.21	0.21
Sat Flow, veh/h	1781	1870	1585	1781	1870	1585	0	0	1585	0	8	1585
Grp Volume(v), veh/h	45	753	5	100	965	41	20	0	70	28	0	29
Grp Sat Flow(s),veh/h/ln	1781	1870	1585	1781	1870	1585	0	0	1585	8	0	1585
Q Serve(g_s), s	1.0	27.3	0.1	2.1	41.9	1.0	0.0	0.0	3.1	0.0	0.0	1.3
Cycle Q Clear(g_c), s	1.0	27.3	0.1	2.1	41.9	1.0	18.0	0.0	3.1	18.0	0.0	1.3
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	0.96		1.00
Lane Grp Cap(c), veh/h	184	989	838	327	1016	861	84	0	331	84	0	331
V/C Ratio(X)	0.24	0.76	0.01	0.31	0.95	0.05	0.24	0.00	0.21	0.33	0.00	0.09
Avail Cap(c_a), veh/h	219	1065	902	337	1065	902	84	0	331	84	0	331
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	18.7	16.0	9.6	13.0	18.5	9.2	43.0	0.0	28.2	42.0	0.0	27.4
Incr Delay (d2), s/veh	0.7	3.0	0.0	0.5	16.5	0.0	6.6	0.0	1.4	10.4	0.0	0.5
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.4	10.6	0.0	0.7	19.3	0.3	0.6	0.0	1.3	0.8	0.0	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	19.4	19.0	9.6	13.5	35.0	9.2	49.7	0.0	29.6	52.4	0.0	27.9
LnGrp LOS	B	B	A	B	C	A	D	A	C	D	A	C
Approach Vol, veh/h		803			1106			90			57	
Approach Delay, s/veh		19.0			32.1			34.1			40.0	
Approach LOS		B			C			C			D	
Timer - Assigned Phs	1	2		4	5	6		8				
Phs Duration (G+Y+Rc), s	10.5	51.5		24.0	9.3	52.8		24.0				
Change Period (Y+Rc), s	6.0	6.0		6.0	6.0	6.0		6.0				
Max Green Setting (Gmax), s	5.0	49.0		18.0	5.0	49.0		18.0				
Max Q Clear Time (g_c+I1), s	4.1	29.3		20.0	3.0	43.9		20.0				
Green Ext Time (p_c), s	0.0	4.8		0.0	0.0	2.9		0.0				
Intersection Summary												
HCM 6th Ctrl Delay			27.3									
HCM 6th LOS			C									

SAMS, LARKIN, HUFF & BALLI

A LIMITED LIABILITY PARTNERSHIP

GARVIS L. SAMS, JR.

JOEL L. LARKIN

PARKS F. HUFF

JAMES A. BALLI

SUITE 100

376 POWDER SPRINGS STREET

MARIETTA, GEORGIA 30064-3448

770•422•7016

TELEPHONE

770•426•6583

FACSIMILE

ADAM J. ROZEN

SLHB-LAW.COM

June 4, 2019

VIA EMAIL

Ms. Nancy Moon
Community Development Director
City of Holly Springs
3237 Holly Springs Pkwy
Canton, GA 30115

Re: Application of LDS Partners, LLC for Rezoning and Annexation of a +/- 51.97
acre tract located in Land Lots 705 & 736 of the 15th District; TINs: 15N16 067 &
15N16A 020.

Dear Ms. Moon:

LDS Partners has reached out to the community regarding the above-described application in many ways. First, prior to the formal public participation meeting, the applicant met with the Riverside representatives that had been involved in the previous zoning application to inform them of the proposed zoning and discuss the details of the site plan with a focus on the second entrance. The applicant then posted the property and sent mailings to the area residents to invite them to the formal public participation meeting on May 8, 2019. Unfortunately, the letter for this meeting contained inaccurate information. Therefore, the applicant sent another mailing notifying the community of another public participation meeting on May 22, 2019. A sign for this meeting was not reposted because the issue was the letter, not the posted sign. Between the two meetings and after the May 22 meeting, the applicant continued to meet with individual homeowners to address specific concerns.

There was good participation from the Riverside community at the first meeting and at the second meeting better participation from the Hunter's Ridge Subdivision. I have attached the sign in sheets for all the meetings.

SAMS, LARKIN, HUFF & BALLI

A LIMITED LIABILITY PARTNERSHIP

VIA EMAIL

Ms. Nancy Moon
Community Development Director
City of Holly Springs
June 4, 2019
Page 2

The Riverside community expressed concern about the impact of the proposed community on traffic in their neighborhood. The applicant explained that the second entrance was acquired allowing the residents to allow exit the property using Misty Hollow Way. There was also a question about whether the community would have a separate entrance monument or whether the community would share the Riverside name. LDS responded that they would prefer to use the Riverside name so a separate monument entrance would not be needed. The homes will be consistent in design and price point with Riverside so it would feel like one community. The site plan was designed to match the lots sizes and density of Riverside, so it is an additional phase to the Riverside Community. The Riverside residents also expressed an interest to join into one HOA so the amenities between the two communities could be shared. The community also expressed a concern that would the developer fix any damage to the roads or curbs caused by construction traffic. The developer agreed to post a bond to cover any potential damage to the road caused by the development. Riverside also expressed a desire to keep a buffer between the two developments. LDS pointed out that the HOA owned property creates a good buffer between the two developments. The subject property was always considered a potential future phase of Riverside. The Hulsey's required the developer of Riverside to bring the road and all utilities to the property so the development could tie into the existing community.

The Hunter's Ridge neighborhood expressed a concern about the connection of a second entrance on Misty Hollow and how that would impact their neighborhood. The reality is their neighborhood enjoys a signalized access to Highway 5. Good transportation planning involves using signalized access points to their fullest potential. By making this connection, the new community will have two signalized access points to Highway 5. In general, traffic works best when parallel routes are made available and making connections is a general transportation objective. But there is no doubt there will be additional traffic on Misty Hollow Way. This increased traffic should be expected when your neighborhood enjoys the exclusive access to a signalized intersection. Also, there is no evidence that the connection through Misty Hollow to a new subdivision with homes selling from the mid \$300s into the \$400K would negatively impact home values. To ameliorate their concerns, the applicant has revised the site plan to remove two homes that were located at the entrance. These lots will now be an enhanced buffer adjacent to the newly created road connection.

SAMS, LARKIN, HUFF & BALLI

A LIMITED LIABILITY PARTNERSHIP

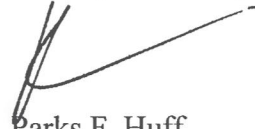
VIA EMAIL

Ms. Nancy Moon
Community Development Director
City of Holly Springs
June 4, 2019
Page 3

The applicant has involved the public with private meetings, two public participation meetings. The applicant has made himself available to answer questions about the proposed development. Please let me know if you have any questions regarding the public participation process.

Sincerely,

SAMS, LARKIN, HUFF & BALLI, LLP

A handwritten signature in black ink, appearing to read 'Parks F. Huff', written over a horizontal line.

Parks F. Huff
phuff@slhb-law.com

PFH/lkj
Enclosures



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: MA-08-2019, applicant requests rezoning of 3.58 +/- acres located off of Holly Springs Parkway, tax parcels 008, 009A, and 011 of tax plat 93N02, from GC, General Commercial (City) to GC/MXD-1, General Commercial with Mixed Use Overlay (City)

DATE: June 25, 2019

COUNCIL MEETING DATE: July 1, 2019

RECOMMENDATION

Applicant, Steve Adcock, has requested rezoning of 3.58+/- acres from GC, General Commercial to GC, General Commercial and MXD-1, Mixed Use.

The applicant has proposed a mixed-use project consisting of commercial property along the frontage of Holly Springs Parkway with single-family townhome dwellings behind the commercial uses. An 8,000 square ft. commercial building currently exists on the property. A conceptual site plan has been provided showing the types of existing and proposed development for the two main parcels. The site plan shows approximately 24 townhomes which would have a proposed density of 9.3 units per acre for the combined acreages of parcels 008 and 009A (2.58 acres). The applicant would be required to comply with the appropriate zoning district standards and building codes.

A. Existing Land Use and Zoning Classification of Nearby Property

ADJACENT ZONING		ADJACENT DEVELOPMENT	
NORTH:	GC	NORTH:	Church/Duplex
SOUTH:	GC	SOUTH:	Premier Storage
EAST:	LI	EAST:	P Rickman Industrial Park
WEST:	GC/NC	WEST:	Church/Commercial Development

B. Zoning Proposal Review Standards; Study Required for Amendment

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?

Surrounding development in the area includes single family and duplex residential, commercial, church and governmental uses. It is also within close proximity to the town center project which will consist of mixed uses. The proposed mixed-use development

would be compatible with the variety of uses in the surrounding area, as well as, provide a different alternative for housing.

2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property?

The development of this property should not cause a substantial adverse effect on adjacent or nearby properties with regards to existing uses or usability. Surrounding development is mixed with both commercial and residential uses.

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

The property, as currently zoned, would be allowed to develop with those uses associated within the GC zoning district, as well as those uses allowed within the Town Center Model Zoning District.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools?

This request will generate some additional traffic and use of utilities. Road improvements will be subject to the requirements of the Development Regulations and the City Engineer.

The number of town homes projected for this property would not produce a significant impact to the Cherokee County School District; however, the school mitigation fee should be coordinated with the Cherokee County School District.

The applicant is in the process of coordinating the sewer access with the Cherokee County Water and Sewerage Authority.

5. Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)?

The Future Development Map identifies this property with the character area of Town Center. This character area consists of a compact area corresponding with the City's downtown. Acceptable uses include residences, businesses, offices, civic buildings and uses, entertainment space, institutional, and mixed-use developments. In addition, this character area is proposed to incorporate redevelopment and revitalization objectives of a compact, pedestrian-friendly downtown. Within this character area, participation of other agencies such as the Main Street Board, Downtown Development Authority, and/or the Planning and Zoning Commission will be required in terms of development planning.

Application: Holly Springs Town Center

Primary Future Land Uses: Mix of uses including commercial, office, government, residential, and park.

Zoning Districts: PD-C, NC, GC, OI, GV, MXD-1, MXD-2

6. Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents?

The proposed development, consisting of commercial and residential uses is in compliance with the vision and objectives of the Community Agenda, primarily as follows:

- a) **Commercial Uses.** Use the character areas and the Future Development Map (FDM) to guide commercial growth and expansion for office/institutional, general commercial, and industrial opportunities. (8.1, #1)
 - b) **Residential Uses.** Use the character areas and the Future Development Map (FDM) to guide residential growth, steering appropriate densities to suitable locations. (8.1, #3)
 - c) **Density.** Consider increased residential densities for property adjacent to arterials and urban collectors. As properties are distanced further from arterials, urban collectors, and more intense uses, residential densities should decrease. (8.1, #8)
 - d) **Architectural Requirements.** Utilize the adopted architectural requirements for the various character areas of the city, seeking to refine and enhance these requirements, as needed. Consistently enforce architectural regulations to promote a uniform and harmonious quality of development within respective character areas. (8.1, #11)
 - e) **Efficient Land Use.** Maximize the use of existing infrastructure and minimize the costly conversion of undeveloped land at the periphery of the community. This may be achieved by encouraging development or redevelopment of sites closer to the traditional core of the community; designing new development to minimize the amount of land consumed; carefully planning expansion of public infrastructure; or maintaining open space in agricultural, forestry, or conservation uses. (8.1, #21, Quality Community Objective, #3)
 - f) **Land Use Decisions.** Use the Future Development Map (FDM) as a guide when making land use decisions (map amendment requests) and reviewing other development proposals. (8.1, #22)
 - g) **Housing Options.** Promote an adequate range of safe, affordable, inclusive, and resource efficient housing in the community. This may be achieved by encouraging development of a variety of housing types, sizes, costs, and densities in each neighborhood; promoting programs to provide housing for residents of all socio-economic backgrounds, including affordable mortgage finance options; instituting programs to address homelessness issues in the community; or coordinating with local economic development programs to ensure availability of adequate workforce housing in the community. (8.2, #1)
7. Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

The development of the property will be held to the environmental development standards for all local, state, and federal requirements.

8. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

The proposed uses and the location of this development will complement the development proposed for the town center project.

C. Summary

The proposed use should provide an additional market for residential and commercial growth in an area that is in close proximity to the town center.

D. Planning Commission Recommendation

Planning Commission conducted a public hearing on June 13, 2019. No public comments were made. Planning Commission voted to recommend **APPROVAL** of the rezoning request (4-0) including the staff stipulations.

E. Staff Recommendation

Staff recommends **APPROVAL** to rezone 3.58+/- acres, to **GC, General Commercial and MXD-1, Mixed Use** with the following stipulations:

1. A master association shall be formed for the residential area which shall include all component parts of the project. The master association shall be responsible for the oversight, upkeep, and maintenance of the entrance areas, amenity areas, common areas, open space areas, other common recreational areas and the like contained within the community.
2. The master association to be formed hereunder shall have architectural design regulations which shall control and coordinate all principal and accessory buildings within the project, as well as items such as project entrance signage, signage for individual units, signage within amenity areas, common areas, open space areas, other common recreational areas and the like to protect and maintain the quality and integrity of the development.
3. All restrictive covenants and association documents shall be submitted for review by the Community Development Director prior to final plat approval.
4. Density shall be limited to no more than the maximum as allowed by the TND, Traditional Neighborhood Residential District.
5. Signage at the entrance point shall be ground based, monument style and in compliance with Article 10, Signs and Outdoor Advertising. The entrance areas shall be professionally designed, landscaped and maintained. All project signage will be consistent with the architectural design regulations established for the principal and accessory buildings within the project as established by the master association.
6. The architectural style shall be of craftsman type and the exterior facade shall consist of brick, stone, stacked stone, cedar shake type and/or Hardi-plank and combinations thereof. No vinyl siding shall be permitted.
7. Lot design shall ensure that the distance from back of sidewalk to garage door shall be a minimum of 20 feet.

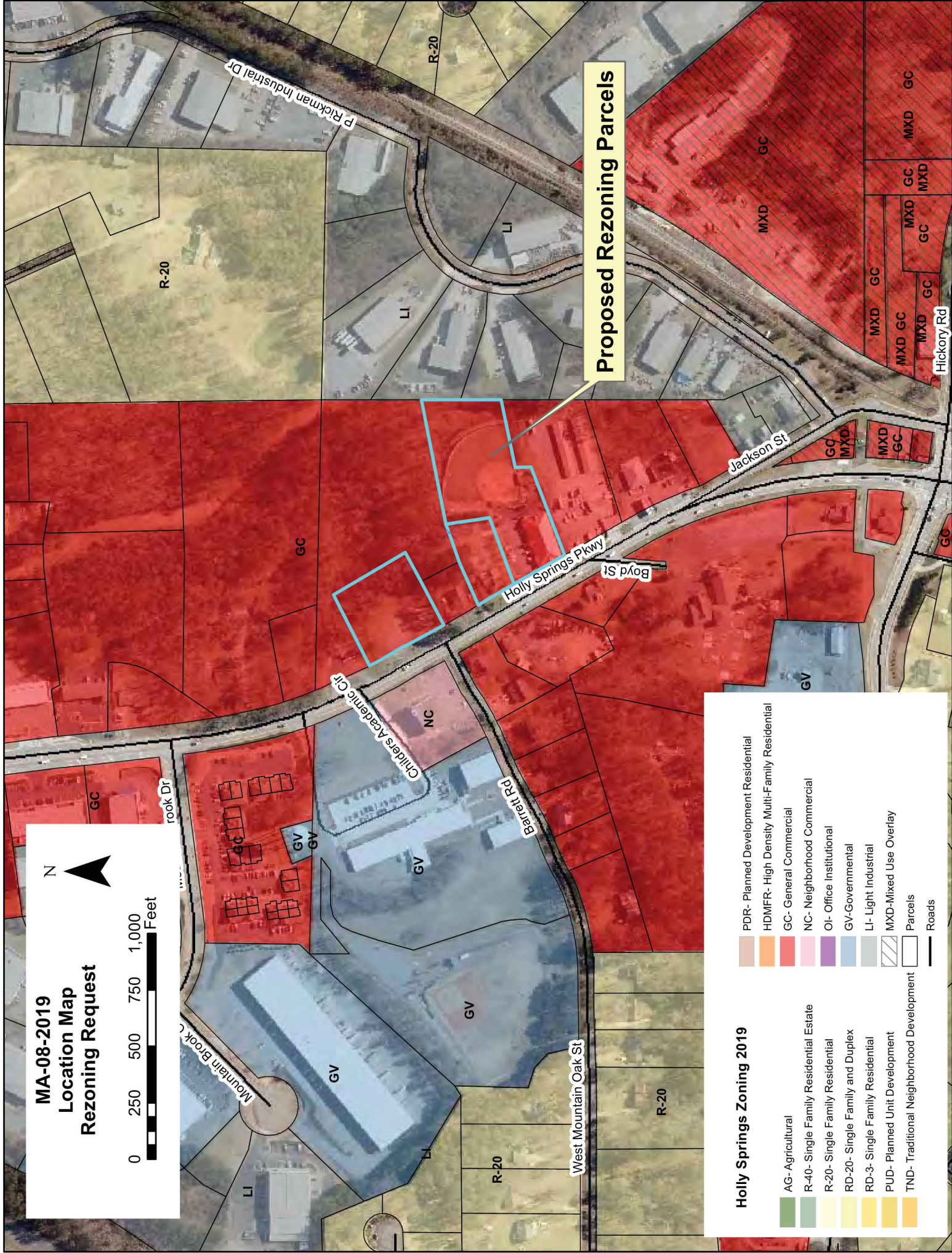
8. Gutters shall blend with the architectural style of the buildings, consistent with the master covenants as established by the master association.
9. Lighting shall be environmentally sensitive, with developer making every effort to ensure that lighting is as unobtrusive as possible, utilizing fully-shielded LED lamps in compliance with the International Dark Sky Association, or equivalent organization.
10. Owner/developer shall coordinate with the Community Development Director and the City Arborist regarding open space, recreation areas, and landscaping.
11. All improvements to Holly Springs Parkway shall be provided as per determination and recommendation of the City Engineer.
12. Sanitary sewer connection shall be established prior to the issuance of the first building permit.
13. In addition to the zoning requirements of the GC/MXD-1 zoning districts, all development shall follow the design guidelines as outlined in the Holly Springs Zoning Ordinance, Article 19, Design Guidelines for Model Zoning Districts.
14. As requested by the Cherokee County School District, the owner/developer shall coordinate the school mitigation fee with the Cherokee County School District.
15. The following uses shall be prohibited on this site:
 - a. Used Vehicle Sales, Lease, or Rental
 - b. Adult Entertainment
 - c. Cash, Check Cashing, and Pawn Establishments
 - d. Tattoo Parlors and Body Piercing Establishments
 - e. Tire sales with outdoor storage
 - f. Cellular phone towers
 - g. Amusement parks
 - h. Animal hospitals/clinics with outdoor kennels
 - i. Go-kart, motor bike track
 - j. Restaurants with drive-through facilities

MA-08-2019

Location Map Rezoning Request



0 250 500 750 1,000 Feet



Proposed Rezoning Parcels

Holly Springs Zoning 2019

- AG- Agricultural
- R-40- Single Family Residential Estate
- R-20- Single Family Residential
- RD-20- Single Family and Duplex
- RD-3- Single Family Residential
- PUD- Planned Unit Development
- TND- Traditional Neighborhood Development

- PDR- Planned Development Residential
- HDMFR- High Density Multi-Family Residential
- GC- General Commercial
- NC- Neighborhood Commercial
- OI- Office Institutional
- GV- Governmental
- LI- Light Industrial
- MXD- Mixed Use Overlay
- Parcels
- Roads



MAP AMENDMENT (REZONING) AND CONDITIONAL USE PERMIT APPLICATION

Adopted by Mayor and Council on February 23, 2006

For Application Procedures, See p. 8



APPLICATION MA- 08-2019

APPLICATION CUP- _____

HEARING DATE _____

DATE OF APPLICATION _____

APPLICANT Steve Adcock / Owner

OWNER S and G Holdings LLC
(If other than applicant) _____

ADDRESS 2547 Holly Springs Parkway
Canton

ADDRESS 2547 Holly Springs Parkway
Canton

ZIP CODE 30115 PHONE 404-597-2383

ZIP CODE 30115 PHONE 404-597-2383

EMAIL [REDACTED]

SIGNATURE [Signature]

SIGNATURE [Signature] / MEMBER

APPLICANT OR REPRESENTATIVE MUST ATTEND MEETING OR APPLICATION WILL NOT BE CONSIDERED

PRESENT ZONING DISTRICT(S) GC, ~~15~~, ~~15~~

REQUESTED ZONING DISTRICT ADD ~~15~~ ^{MXD} Overlay
GC / MXD-1

REQUESTED CONDITIONAL USE(S) _____

PROPERTY LOCATION/ADDRESS 2471 Holly Springs Pkwy
2547 Holly Springs Parkway & 2529 Holly Springs Parkway Canton GA 30115

MAP NUMBER 1103842 & 1143992

PARCEL NUMBER(S) 93N02-008 & 011 ^{2009A}

LAND LOT(S) 305

DISTRICT(S) 15 SECTION(S) 2nd

ACREAGE 2.58 SEWAGE DISPOSAL TYPE SS UTILITIES AVAILABLE Yes

DESCRIPTION OF PROPOSED DEVELOPMENT AND/OR CONDITIONAL USE REQUEST: _____

Property is currently zone GC with MXD overlay in TCD district. Owner requests

HDMFR overlay be added to property owned by application for townhomes.

(COMPLETE ON ATTACHED PAPER IF NECESSARY)

The following information must be provided with completed application:

- ___ WARRANTY DEED
- ___ TAX DOCUMENTATION
- ___ SURVEY PLAT BY REGISTERED SURVEYOR
- ___ 10 COPIES OF SITE DEVELOPMENT PLAN BY REGISTERED SURVEYOR
- ___ INDIVIDUAL FOLDED TO 8.5"x11" (SEE p.7 FOR REQUIREMENTS)
- ___ CAMPAIGN CONTRIBUTION DISCLOSURE STATEMENT (ATTACHMENT A)
- ___ FOR CONDITIONAL USE REQUESTS, COMPLIANCE WITH SECTION 5.4
- ___ FOR CONDITIONAL USE REQUESTS, COMPLETE ATTACHMENT B
- ___ FILING FEES\$ _____ RECEIPT# _____ CHECK# _____

(APPLICANT DO NOT WRITE BELOW THIS LINE)

PLANNING COMMISSION RECOMMENDATION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

CITY COUNCIL DECISION:

APPROVED _____ STIPULATIONS _____

DISAPPROVED _____ TABLED _____

Application Information

Please print or type answers, using additional paper or a separate sheet of paper, if necessary.

(1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property? Yes

(2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property? NO

(3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned? Property has MXD overlay but portions of the property are more
Suitable for Townhome Development.

(4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools?

NO

(5) Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) and Future Land Use Map (FLUM)? Yes

(6) Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents?

Yes

(7) Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity?

No

(8) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

The proximity to the new Downtown Living Center Initiative makes the portions of the property more suitable for Townhomes.. Future Redevelopment will also remove the old House at 2529 Holly Springs Parkway

Per 14.5-7 of the City of Holly Springs Zoning Ordinance, **Applicant Report for Rezoning and Conditional Use Permit Requests**, as relevant and determined by the Zoning Administrator, all applicants must submit the following in addition to any standing requirements for requests for zoning changes*:

1. A plan of the general location of the proposed buildings by reference to a plan or drawing and an indication of the use to be made of each and every building;
2. Architectural, façade and materials to be utilized as compared to the zoning requirements for the current and proposed zoning district;
3. The percentage of development maintained as open space and/or recreation areas and impervious surfaces;
4. If application exceeds 150 residential units and/or exceeds 100,000 square feet of commercial area, the applicant is required to submit a transportation impact study to be designed by an appropriate transportation professional;
5. Preliminary tree protection plan and buffer standards;
6. Preliminary storm water retention plan.

*Per 14.5-8 of the City of Holly Springs Zoning Ordinance, **Application Submittal Requirements Waived**, When determined by the Community Development Director to be unnecessary or irrelevant to the application submitted, the requirements listed in this section may be waived; however, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or City Council may request the submission of these items or other information as deemed relevant during the decision making process.

Complete the following section, if applicable.

Residential

Minimum house size: TBD sq. ft.

Exterior façade: TBD

Maximum number of units: TBD - within zoning regs

Anticipated start date: TBD

Anticipated completion date:

Commercial

Number of buildings:

Maximum square footage: sq. ft.

Number of stories:

Total number of employees:

Exterior façade:

Anticipated start date:

Anticipated completion date:

ATTACHMENT A

DISCLOSURE

Please answer the following questions. If the answer to any of the following questions is "yes", you may be required under O.C.G.A. 36-67A, to provide further information.

A.) Are you, or anyone else with a property interest in the property, a member of the City of Holly Springs Planning and Zoning Commission or City of Holly Springs Council?

_____ YES X _____ NO

B.) Does an official of such public bodies have any financial interest in any business entity, which has a property interest in the subject property?

_____ YES X _____ NO

C.) Does a member of the family of such official have an interest in the subject property as described in (A) and (B)?

_____ YES X _____ NO

D.) Within two (2) years immediately preceding this application, have you made campaign contribution (s) or given gifts to public officials aggregating \$250.00 or more?

_____ YES X _____ NO

5-8-19
DATE

STEVEN D. ALCOCK
APPLICANT NAME PRINTED

[Signature]
APPLICANT SIGNATURE

Lacey Puckett Chambers
NOTARY

Seal:



Sample Site Plan – 2547 Holly Springs Parkway





City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 "Verification of Lawful Presence within the United States."

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant's lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.

☒ YES ☐ NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. *A photo static copy of the applicant's alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.**

O.C.G.A. 50-36-1 states that "Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20."

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Steve Adcock, personally

Title

Legal Company Name

2547 Holly Springs Parkway, Canton, Ga 30115
Company Address

Date

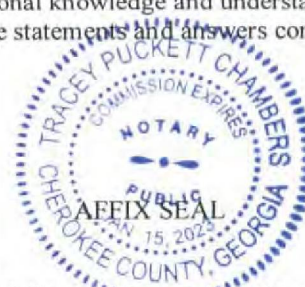
(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. **A STAMPED SIGNATURE IS NOT ACCEPTABLE.**)

I hereby certify that Steven Donald Adcock is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS

9th DAY OF May, 2019

Tracey Puckett Chambers
Notary Public



*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.

AFTER RECORDING RETURN TO:
ROACH, GEIGER & CAUDILL
1351 RIVERSTONE PARKWAY, SUITE 120
CANTON, GA 30114

Deed Book **9565** Pg **130**
Filed and Recorded 5/3/2007 1:05:00 PM
28-2007-022319

Transfer Tax \$370.00
Patty Baker
Clerk of Superior Court Cherokee Cty, GA

FILE NO. 16890 (April 2007)

WARRANTY DEED

STATE OF GEORGIA, CHEROKEE COUNTY

THIS INDENTURE, Made this 30th day of April in the year of our Lord
Two Thousand and Seven between

UNITED INVESTORS, LLC

("Grantor") of the State of Georgia, and

S & G HOLDINGS, LLC

("Grantee") of the State of Georgia, (the terms "Grantor" and "Grantee" to include the singular and the plural, and shall be deemed to refer equally to each of said person, firms or entities, their respective heirs, successors and assigns where the context hereof requires or permits),

WITNESSETH, That the said party of the first part, for and in consideration of the sum of Ten (\$10.00) Dollars and other valuable considerations, in hand paid at and before the sealing and delivery of these presents, the receipt, adequacy and sufficiency of which being hereby acknowledged by Grantor, has granted, bargained, sold and conveyed, and by these presents does hereby grant, bargain, sell and convey unto Grantee, the following described real property, to wit:

All that tract or parcel of land lying and being in Land Lot 305 of the 3rd District, 2nd Section, Cherokee County, Georgia and being more particularly described as follows:

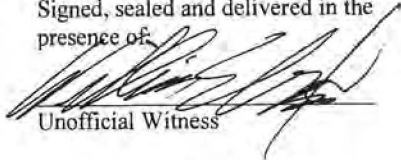
Beginning at an iron pin found on the East land lot line of Land Lot 305; said iron pin also located South 00° 25' 18" West a distance of 211.22 feet from an iron pin found at the Northeast corner of Land Lot 305; thence continuing along said land lot line South 00° 31' 55" West a distance of 258.80 feet to an iron pin; thence South 79° 36' 03" West a distance of 190.33 feet to an iron pin; thence South 00° 55' 42" East a distance of 40.66 feet to an iron pin; thence South 70° 15' 31" West a distance of 240.34 feet to an iron pin found on the Northeast right of way of Holly Springs Parkway (variable right of way); thence along said right of way North 30° 18' 27" West a distance of 148.73 feet to an iron pin; thence North 69° 29' 26" East a distance of 203.86 to an iron pin; thence North 08° 41' 43" West a distance of 105.63 feet; thence North 79° 34' 35" East a distance of 314.72 feet to an iron pin; thence North 06° 04' 51" East a distance of 54.10 feet to an iron pin and point of beginning. Said tract containing 2.11 acres according to a plat of survey prepared for Steve Adcock by D & S Land Surveying on March 25, 2007.

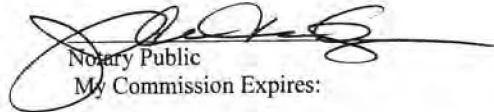
TO HAVE AND TO HOLD the above-described tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining to the only proper use, benefit and behoof of Grantee, forever, in **FEE SIMPLE**.

AND, SUBJECT TO the title matters expressly set forth hereinabove, if any, Grantor will warrant and forever defend the right and title to the above described property unto the Grantee against the claims of all person whomsoever.

IN WITNESS WHEREOF, Grantor has signed and sealed this Deed the day and year first above written.

Signed, sealed and delivered in the presence of:


Unofficial Witness


Notary Public
My Commission Expires:

UNITED INVESTORS, LLC

By:  (Seal)
Title: Member

By: _____ (Seal)
Title



COPY

SECTION A - SELLER'S INFORMATION (Do not use agent's information)				SECTION C - TAX COMPUTATION	
SELLER'S BUSINESS / ORGANIZATION / OTHER NAME United Investors, LLC				Exempt Code If no exempt code enter NONE	NONE
MAILING ADDRESS (STREET & NUMBER) 827 Fairways Court Suite 301				1. Actual Value of consideration received by seller Complete Line 1A if actual value unknown	\$370,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Stockbridge, GA 30281 USA		DATE OF SALE 4/30/2007		1A. Estimated fair market value of Real and Personal property	\$0.00
SECTION B - BUYER'S INFORMATION (Do not use agent's information)				2. Fair market value of Personal Property only	\$0.00
BUYER'S BUSINESS / ORGANIZATION / OTHER NAME S & G Holdings, LLC				3. Amount of liens and encumbrances not removed by transfer	\$0.00
MAILING ADDRESS (Must use buyer's address for tax billing & notice purposes) 166 Towne Lake Pkwy				4. Net Taxable Value (Line 1 or 1A less Lines 2 and 3)	\$370,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Woodstock, GA 30188 USA		Check Buyers Intended Use () Residential () Commercial () Agricultural () Industrial		5. TAX DUE at .10 per \$100 or fraction thereof (Minimum \$1.00)	\$370.00
SECTION D - PROPERTY INFORMATION (Location of Property (Street, Route, Hwy, etc))					
HOUSE NUMBER & EXTENSION (ex 265A)		PRE-DIRECTION, STREET NAME AND TYPE, POST DIRECTION			SUITE NUMBER
COUNTY CHEROKEE		CITY (IF APPLICABLE)		MAP & PARCEL NUMBER 93n02 008	ACCOUNT NUMBER
TAX DISTRICT	GMD	LAND DISTRICT 3	ACRES	LAND LOT 305	SUB LOT & BLOCK
SECTION E - RECORDING INFORMATION (Official Use Only)					
DATE	DEED BOOK	DEED PAGE	PLAT BOOK	PLAT PAGE	

ADDITIONAL BUYERS

None

COPY

Transfer Tax \$100.00
Patty Baker
Clerk of Superior Court Cherokee Cty, GA

RETURN TO:
Dyer & Rusbridge, P.C.,
291 E. Main Street
Canton, GA 30114

----- [Space Above This Line for Recording Date] -----

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF CHEROKEE

THIS INDENTURE made this 26th day of March, 2010, between **DANIEL LINTON and MARILYN LINTON**, parties of the first part (hereinafter referred to as "Grantor"), and **S & G HOLDINGS, LLC, a Georgia limited liability company**, party of the second part (hereinafter referred to as "Grantee");

WITNESSETH, That the said Grantor, for and in consideration of the sum of Ten and no/100 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, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee, its successors and assigns, interest in and to the following described property:

All that tract or parcel of land lying and being in original Land Lot 305 of the 15th District, 2nd Section, Cherokee County, Georgia and being more particularly described as follows:

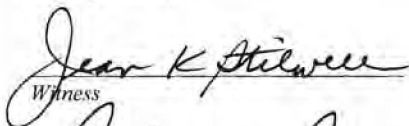
COMMENCE at the Northeast corner of Land Lot 305; thence South along the western boundary of said land lot 00 degrees 48 minutes 7 seconds East 210.93 feet to an iron pin; thence South 05 degrees 09 minutes 33 seconds West 54.48 feet to an iron pin; thence South 78 degrees 18 minutes 51 seconds West 314.42 feet to an iron pin WHICH IS THE POINT OF BEGINNING; thence South 09 degrees 45 minutes 55 seconds East 105.72 feet to an iron pin found; thence south 68 degrees 12 minutes 41 seconds West 202.95 feet to an iron pin found on the right-of-way of Georgia Highway 5 (60 foot right-of-way); thence along said right-of-way North 31 degrees 16 minutes 26 seconds West 106.02 feet to an iron pin found; thence leaving said right-of-way North 66 degrees 03 minutes 15 seconds East 120.00 feet to an iron pin found; thence North 70 degrees 52 minutes 07 seconds East 122.61 feet to an iron pin WHICH IS THE POINT OF BEGINNING.

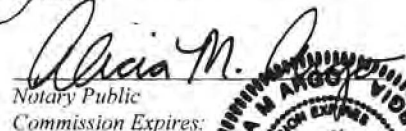
TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee, her heirs, successors, and assigns, forever, in FEE SIMPLE.

AND THE SAID Grantor, for their heirs, successors, and assigns, will warrant and forever defend the right and title to the above-described property unto the said Grantee, its successors and assigns, against the claims of all persons whomsoever.

IN WITNESS WHEREOF, the said Grantor has hereunto set their hand and seal, the day and year above written.

Signed, sealed and delivered
in the presence of:


Witness


Notary Public
Commission Expires:



 (SEAL)
DANIEL LINTON

 (SEAL)
MARILYN LINTON

SECTION A - SELLER'S INFORMATION (Do not use agent's information)				SECTION C - TAX COMPUTATION	
SELLER'S LAST NAME Linton		FIRST NAME Daniel	MIDDLE	Exempt Code If no exempt code enter NONE	NONE
MAILING ADDRESS (STREET & NUMBER) P.O. Box 1259				1. Actual Value of consideration received by seller Complete Line 1A if actual value unknown	\$100,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Holly Springs, GA 30142 USA		DATE OF SALE 3/26/2010		1A. Estimated fair market value of Real and Personal property	\$0.00
SECTION B - BUYER'S INFORMATION (Do not use agent's information)				2. Fair market value of Personal Property only	\$0.00
BUYER'S BUSINESS / ORGANIZATION / OTHER NAME S & G Holdings, LLC				3. Amount of liens and encumbrances not removed by transfer	\$0.00
MAILING ADDRESS (Must use buyer's address for tax billing & notice purposes) 2547 Holly Springs Pkwy.				4. Net Taxable Value (Line 1 or 1A less Lines 2 and 3)	\$100,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Canton, GA 30115 USA		Check Buyers Intended Use () Residential () Commercial () Agricultural () Industrial		5. TAX DUE at .10 per \$100 or fraction thereof (Minimum \$1.00)	\$100.00
SECTION D - PROPERTY INFORMATION (Location of Property (Street, Route, Hwy, etc))					
HOUSE NUMBER & EXTENSION (ex 265A) 2529		PRE-DIRECTION, STREET NAME AND TYPE, POST DIRECTION Holly Springs Parkway			SUITE NUMBER
COUNTY CHEROKEE		CITY (IF APPLICABLE) Holly Springs		MAP & PARCEL NUMBER 93N02 009A	ACCOUNT NUMBER
TAX DISTRICT 15	GMD	LAND DISTRICT 15	ACRES	LAND LOT 305	SUB LOT & BLOCK
SECTION E - RECORDING INFORMATION (Official Use Only)					
DATE		DEED BOOK	DEED PAGE	PLAT BOOK	PLAT PAGE

ADDITIONAL BUYERS

None

Prepared by and After Recording Return to:
Sellers & Warren, P.C
117 Towne Lake Parkway, Ste 100
Woodstock, Ga 30188
FILE#1119132

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF CHEROKEE

THIS INDENTURE is made this 7th day of October, 2011, by and between **AMERIS BANK** (herein called "Grantor") and **S & G HOLDINGS, LLC**, (herein called "Grantees"). The words "Grantor" and "Grantee" include the neuter, masculine and feminine genders, and the singular and the plural.

W I T N E S S E T H that: Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) in hand paid to Grantor by Grantee at and before the execution, sealing and delivery hereof, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor has granted, bargained, sold, aliened, conveyed and confirmed, and by these present does grant, bargain, sell, alien, convey and confirm unto Grantee, and the successors, legal representatives and assigns of Grantee,

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF BY REFERENCE.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD.

GRANTEES ARE PURCHASING THE PROPERTY IN AN "AS IS" CONDITION, "WITH ALL FAULTS" AND WITHOUT ANY WARRANTIES, REPRESENTATIONS OR GUARANTEES, EITHER EXPRESS OR IMPLIED, OR ARISING BY OPERATION OF LAW OF ANY KIND, NATURE, OR TYPE WHATSOEVER FROM OR ON BEHALF OF, GRANTOR. GRANTOR HAS NOT MADE, AND DOES NOT MAKE, ANY REPRESENTATIONS OR WARRANTIES TO GRANTEES WHATSOEVER, EXPRESS OR IMPLIED, OR ARISING BY OPERATION OF LAW, WITH RESPECT TO THE PROPERTY, INCLUDING, BUT IN NO WAY LIMITED TO: ANY WARRANTY OF CONDITION, MERCHANTABILITY, HABITABILITY OR FITNESS FOR A PARTICULAR USE, OR WITH RESPECT TO THE VALUE, PROFITABILITY OR MARKETABILITY OF THE PROPERTY, GRANTEES ACKNOWLEDGE THAT GRANTOR HAS NOT MADE, DOES NOT AND WILL NOT MAKE ANY REPRESENTATION OR WARRANTY WITH REGARD TO THE CONDITION OF COMPLIANCE OF THE PROPERTY WITH RESPECT TO ANY ENVIRONMENTAL PROTECTION, POLLUTION CONTROL OR LAND USE LAWS, RULES, REGULATIONS, ORDERS AND REQUIREMENTS INCLUDING, BUT NOT LIMITED TO, THOSE PERTAINING TO THE USE, HANDLING, GENERATION, TREATMENT STORAGE OR DISPOSAL OF ANY TOXIC OR HAZARDOUS WASTE OR TOXIC, HAZARDOUS OR REGULATED SUBSTANCE, AND SPECIFICALLY INCLUDING THOSE PERTAINING TO ANY PRESENCE OF LEAD-BASED PAINT OR LEAD-BASED PAINT HAZARDS ON THE PROPERTY. GRANTEES HAVE MADE SUCH INSPECTION OF THE PROPERTY AS IT BELIEVES TO BE WARRANTED UNDER THE CIRCUMSTANCES AND NOT RELIED UPON ANY REPRESENTATION OF GRANTOR.

TO HAVE AND TO HOLD said tract or parcel of land, together with any and all of the rights, members and appurtenances thereof to the same being, belonging to in anywise appertaining to the only proper use, benefit and behoof of Grantee forever, in fee simple; and

GRANTOR SHALL WARRANT and forever defend the right and title to said tract or parcel of land unto Grantee, and the successors, legal representatives and assigns of Grantee, against the claims of all persons whomsoever, claiming by, through or under Grantor, but not otherwise.

IN WITNESS WHEREOF, Grantor has caused its duly authorized representative to execute, seal and deliver this indenture, all the day and year first written above.

Signed, sealed and delivered in the presence of:

AMERIS BANK


Unofficial Witness

By:


Michael M. Allen, S.V.P.,
Special Assets

(Corporate Seal)



EXHIBIT "A"

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 305 OF THE 15TH DISTRICT, 2ND SECTION, CHEROKEE COUNTY, GEORGIA, BEING DESIGNATED AS TRACT B CONTAINING 1.01 ACRES AS SHOWN ON PLAT OF SURVEY FOR COVENANT CHRISTIAN CENTER PREPARED BY ROGER S. LEE & ASSOCIATES, INC., BEARING THE SEAL OF ROGER S. LEE, GEORGIA RLS#2234, DATED MAY 22, 2006, A COPY OF SAID PLAT BEING LABELED EXHIBIT "A-1" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE THERETO AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TO ASCERTAIN THE TRUE POINT OF BEGINNING, BEGIN AT THE POINT OF INTERSECTION OF THE NORTH LINE OF LAND LOT 305 WITH THE WESTERLY RIGHT OF WAY OF STATE ROUTE 5 aka CANTON HIGHWAY; THENCE RUN SOUTHEASTERLY ALONG THE ARC OF A CURVE ALONG THE WESTERLY RIGHT OF WAY OF STATE ROUTE 5 aka CANTON HIGHWAY (STATE ROUTE 5 aka CANTON HIGHWAY HAVING A 60 FOOT RIGHT OF WAY) AN ARC DISTANCE OF 145.14 FEET (SAID ARC HAVING A RADIUS OF 1265.21 FEET AND BEING SUBTENDED BY A CHORD BEARING OF NORTH 24 DEGREES 25 MINUTES 27 SECONDS WEST A CHORD DISTANCE OF 145.06 FEET) TO AN IRON PIN SET, SAID IRON PIN BEING THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG THE WESTERLY RIGHT OF WAY OF STATE ROUTE 5 aka CANTON HIGHWAY AN ARC DISTANCE OF 210.0 FEET (SAID ARC HAVING A RADIUS OF 2535.89 FEET AND BEING SUBTENDED BY A CHORD BEARING OF SOUTH 30 DEGREES 38 MINUTES 50 SECONDS EAST A CHORD DISTANCE OF 209.94 FEET) TO AN IRON PIN FOUND; THENCE LEAVING SAID RIGHT OF WAY NORTH 66 DEGREES 06 MINUTES 21 SECONDS EAST A DISTANCE OF 119.94 FEET TO AN IRON PIN FOUND; THENCE NORTH 66 DEGREES 01 MINUTES 53 SECONDS EAST A DISTANCE OF 89.93 FEET TO AN IRON PIN FOUND; THENCE NORTH 30 DEGREES 36 MINUTES 16 SECONDS WEST A DISTANCE OF 209.80 FEET TO AN IRON PIN FOUND; THENCE SOUTH 66 DEGREES 06 MINUTES 26 SECONDS WEST A DISTANCE OF 210.04 FEET TO AN IRON PIN SET LOCATED ON THE WESTERLY RIGHT OF WAY OF STATE ROUTE 5 aka CANTON HIGHWAY, SAID IRON PIN BEING THE TRUE POINT OF BEGINNING.

SECTION A – SELLER'S INFORMATION (Do not use agent's information)				SECTION C – TAX COMPUTATION	
SELLER'S BUSINESS / ORGANIZATION / OTHER NAME AMERIS BANK				Exempt Code If no exempt code enter NONE	
MAILING ADDRESS (STREET & NUMBER) 8770 MAIN ST.				1. Actual Value of consideration received by seller Complete Line 1A if actual value unknown	
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY WOODSTOCK, GA 30188 USA		DATE OF SALE 10/7/2011		1A. Estimated fair market value of Real and Personal property	
SECTION B – BUYER'S INFORMATION (Do not use agent's information)				2. Fair market value of Personal Property only	
BUYER'S BUSINESS / ORGANIZATION / OTHER NAME S & G HOLDINGS, LLC				3. Amount of liens and encumbrances not removed by transfer	
MAILING ADDRESS (Must use buyer's address for tax billing & notice purposes) 2547 HOLLY SPRINGS PKWY.				4. Net Taxable Value (Line 1 or 1A less Lines 2 and 3)	
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY CANTON, GA 30115 USA		Check Buyers Intended Use () Residential (X) Commercial () Agricultural () Industrial		5. TAX DUE at .10 per \$100 or fraction thereof (Minimum \$1.00)	
SECTION D – PROPERTY INFORMATION (Location of Property (Street, Route, Hwy, etc))					
HOUSE NUMBER & EXTENSION (ex 265A) 606		PRE-DIRECTION, STREET NAME AND TYPE, POST DIRECTION HOLLY SPRINGS Parkway			SUITE NUMBER
COUNTY CHEROKEE		CITY (IF APPLICABLE) HOLLY SPRINGS		MAP & PARCEL NUMBER 93N02-011	ACCOUNT NUMBER
TAX DISTRICT	GMD	LAND DISTRICT 15TH	ACRES 1.01	LAND LOT 305	SUB LOT & BLOCK TRACT B
SECTION E – RECORDING INFORMATION (Official Use Only)					
DATE	DEED BOOK	DEED PAGE	PLAT BOOK	PLAT PAGE	

ADDITIONAL BUYERS

None

IF YOU DIG GEORGIA...
CALL US FIRST!
(770) 623-4344
UTILITIES PROTECTION CENTER
IT'S THE LAW



CONTRACTOR TO HAVE ALL
UTILITIES FIELD LOCATED
PRIOR TO THE START OF
ANY CONSTRUCTION ACTIVITY.

LOCATION MAP



OWNER/DEVELOPER
STEVE ADCOCK
166 TOWNE LAKE PKWY
WOODSTOCK, GA. 30188
770-928-1991

24 HR. EMERGENCY CONTACT
STEVE FOLSOM
770-894-9128

PREPARED BY:
SOUTHERN SURVEYING &
MAPPING COMPANY, INC.
4076 EBBEZZER ROAD N.E., MARIETTA, GA 30066
PHONE: (770) 926-7799
DATE: 8-18-07

EXISTING CONDITIONS FOR:
STEVE ADCOCK
LAND LOT 305, 1ST DISTRICT, 2ND SECTION
CHEROKEE COUNTY, GEORGIA

Sheet No.
2
E 48-07

- GENERAL NOTES
- 1) PROJECT FINING, CC
 - 2) TRACT SIZE: 2.11 ACRES
 - 3) THIS MAP IS A PRELIMINARY SURVEY AND DOES NOT CONSTITUTE A GUARANTEE OF ACCURACY.
 - 4) LOCATED ON THIS PROPERTY IS A BURIAL GROUND.
 - 5) CONTAINING INTERIOR, 2.11 ACRES
 - 6) ROAD SURVEY BY SOUTHERN SURVEYING AND MAPPING COMPANY, INC. IS FROM A GROUND
 - 7) TOPOGRAPHICAL INFORMATION BY OTHERS.
 - 8) NO OTHER UTILITIES OR STRUCTURES EXIST WITHIN 300 FEET OF THIS SITE.

"F.I.A. OPTION, FLOOD HAZARD
MAP" CORRECTION NUMBER 12005
DATE 2005, DATED 2-23-05
THIS MAP IS A PRELIMINARY SURVEY
IN AN AREA WHERE SPECIAL FLOOD
HAZARDS



EXISTING
FH & C

HOLLY SPRINGS PARKWAY
POSTED SPEED LIMIT 35 MPH
CHEROKEE COUNTY WATER AUTHORITY



DATE	9-18-02
PROJECT	STEVE ADCKOCK
CLIENT	STEVE ADCKOCK
DESIGNER	STEVE ADCKOCK
CHECKER	STEVE ADCKOCK
APPROVED	STEVE ADCKOCK
SCALE	AS SHOWN
PROJECT NO.	770-928-1991
DATE	9-18-02



STEVE ADCKOCK
SOUTHERN SURVEYING & MAPPING COMPANY, INC.
4076 EBERHART ROAD, N.E. WADSWORTH, GA. 30066
PHONE: (770) 928-7759

CHEROKEE COUNTY, GEORGIA
INITIAL ES&PC PLAN & SOILS MAP
L&D LOT 305, 1ST DISTRICT, 2ND SECTION
11TH & 12TH STS. N.E.
STEVE ADCKOCK

4
E 4B-07



OWNER/DEVELOPER
STEVE ADCKOCK
166 TOWNE LAKE PKWY
WOODSTOCK, GA. 30188
770-928-1991

24 HR. EMERGENCY CONTACT
STEVE FOLSOM
770-894-9128

**IF YOU DIG GEORGIA...
CALL US FIRST!
(770) 623-4344
IT'S THE LAW**

THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND DISTURBING ACTIVITIES.

EROSION CONTROL MEASURES WILL BE MAINTAINED THROUGHOUT CONSTRUCTION AND SHALL BE EFFECTIVE PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.

CONTRACTOR TO HAVE ALL UTILITIES FIELD LOCATED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.

SPRINK NOTES

ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD OF GREATER THAN 14 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING.

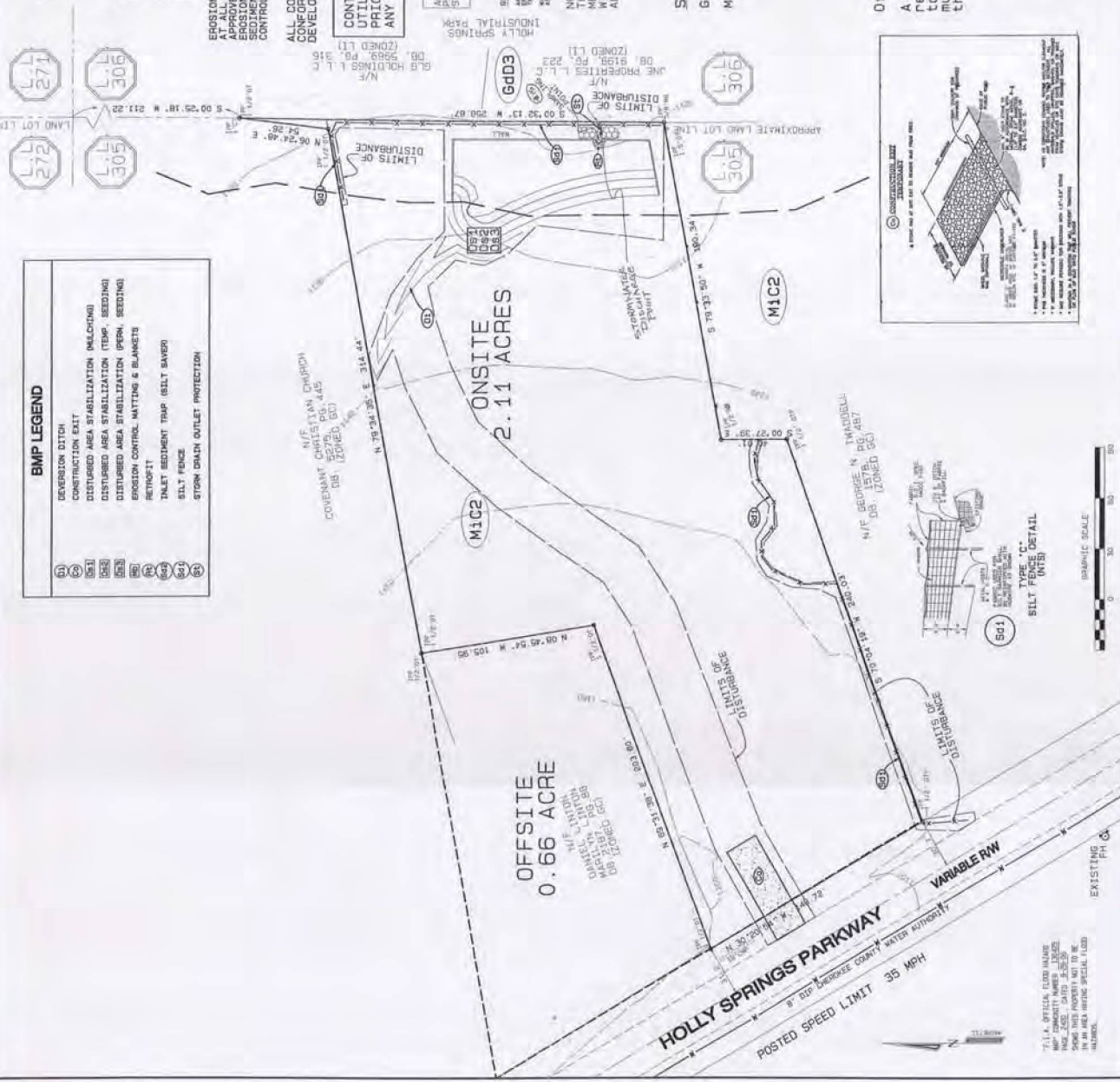
NON-EXEMPT ACTIVITIES SHALL NOT BE CONDUCTED WITHIN 100 FEET OF ANY EXISTING OR PROPOSED WATER BODY AS MEASURED FROM THE POINT OF INTERESTED VEGETATION WITHOUT FIRST ACQUIRING THE NECESSARY VARIANCES AND PERMITS.

SOILS LEGEND

Gd03 - GWINNETT SANDY CLAY LOAM 6 TO 15% SLOPES
M1C2 - MADISON GRAVELLY SANDY CLAY LOAM 2 TO 10% SLOPES, ERODED

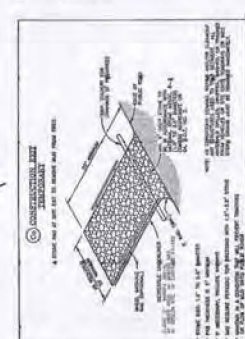
Offsite Vehicle Tracking

A stabilized construction exit has been provided to help reduce tracking of sediment. The paved street adjacent to the site exit will be inspected daily for tracking of mud, dirt and rock. Dump trucks hauling material from the construction site will be covered with a tarpaulin.



BMP LEGEND

(G1)	DEVELOPMENT DITCH
(G2)	CONSTRUCTION EXIT
(G3)	DISTURBED AREA STABILIZATION (MULCHING)
(G4)	DISTURBED AREA STABILIZATION (TEMP. SEEDING)
(G5)	DISTURBED AREA STABILIZATION (PERM. SEEDING)
(G6)	EROSION CONTROL MATTING & BLANKETS
(G7)	RETROFIT
(G8)	TAIL SLOPE TRAP (SILT SAVED)
(G9)	SILT FENCE
(G10)	STORM DRAIN OUTLET PROTECTION



7.1.1.4. OFFICIAL FLOOD HAZARD MAP, ZONED 100, 500, AND 1000 YEAR FLOOD PLAINS. THESE FLOOD PLAINS ARE NOT TO BE USED FOR ANY OTHER PURPOSES.



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: **ORD-10-2019**, amendment to Holly Springs Zoning Ordinance, Article 14, Amendments and Zoning Procedures, to amend procedures and requirements

DATE: June 26, 2019

MEETING DATE: July 1, 2019

Upon review of Article 14, staff have determined that some of the language is not clear or that some procedures need to be revised. Staff recommend the following changes:

ARTICLE 14: AMENDMENTS AND ZONING PROCEDURES

14.1: Intent – The intent of this Article is to establish minimum procedures governing the exercise of the City's zoning powers. The minimum procedures are designed to assure that due process is afforded the general public when the City regulates the use of property through its zoning power.

14.2: Zoning Decision – A Zoning Decision is the final action by the City of Holly Springs which results with: (A) the adoption of a zoning ordinance; (B) the adoption of an amendment to a zoning ordinance which changes the text of the zoning ordinance; (C) the adoption of an amendment to a zoning ordinance which rezones property from one zoning classification to another; (D) the adoption of an amendment that amends a prior zoning decision; and (E) the approval of a conditional use permit (CUP) request.

14.3: Amendments – This Ordinance, including the Official Zoning Map, may be amended as follows:

14.3-1 By the City Council upon its own motion, in accordance with the requirements of the State Zoning Procedures Law (~~Ga. Laws 1985, page 1,139; O.C.G.A. Sections 36-66-1 through 36-66-5~~) and this Ordinance; or,

14.3-2 By the City Council upon the recommendation of the Planning and Zoning Commission which, prior to such recommendation, shall have given public notice of the proposal and held a public hearing thereon as required by the State Zoning Procedures Law and this Ordinance.

14.3-3 Nothing herein shall preclude the City Council's submission of any proposed amendment to the Ordinance to the Planning and Zoning Commission for its review and recommendations as set out in Section 14.2 herein and, in mere particularity, in Section 14.3 of this Article.

14.4: Zoning Procedures – The Holly Springs Zoning Ordinance may be amended from time to time subject to the following conditions:

14.4-1 No amendment shall become effective unless it shall have been initiated by either the Mayor and Council of the City of Holly Springs, the Planning and Zoning Commission, the property owner(s) or an individual who has the owner(s)' power of attorney authorizing him/her to act.

14.4-2 No amendment to this Ordinance shall become effective unless it shall first have been submitted to the governing authority taking the application for review and recommendation. All proposed amendments shall be initiated by an application on forms provided by the Zoning Administrator. A standard fee shall be paid with the application in the amount established by the Mayor and Council.

14.5: Application for Map Amendments or Conditional Use Permits – Each application to amend the Official Zoning Map or Conditional Use Permit request shall be filed with the ~~Zoning Administrator~~Community Development Director. Each application shall be submitted in conformance with the requirements of this section.

14.5-1 Application Information – The application shall include the following information:

1. A legal description of the tract(s) proposed to be rezoned or the request for Conditional Use Permit.
2. A site plan if required or a plat showing the dimensions, acreage and location of the tract(s) prepared by architect, engineer, landscape architect or land surveyor whose State registration is current and valid and evidenced by his seal affixed to the plat.
- 2.3 The present and proposed zoning district classification of the applicant property(ies) or tract(s) and the existing zoning district classification(s) of abutting properties.
- 3.4 The name and addresses of the owner(s) of the applicant property(ies) and their agent(s).
- 4.5 The names and addresses of owners of abutting properties, including properties across a public right-of-way (determined by projecting the intersecting tract boundaries of the applicant's property across the right-of-way).

14.5-2 Conformance with Development Standards – The property and its use proposed in the map amendment application or Conditional Use Permit request shall conform to the applicable development standards of the district for which application is made.

*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

14.5-3 Application Submission – An application shall be filed with ~~Zoning Administrator~~the Community Development Director no later than that day and time established by the appropriate governing authority for acceptance of applications in time to meet ~~advertising-public notice~~ requirements. Deadlines may be extended at the discretion of the Community Development Director as long as there is sufficient time to review the application and meet public notice requirements. A fee, as pertained and listed, shall accompany the application. Under no condition shall said sum of money be refunded for failure of such proposed amendment to be enacted. Such fee shall not be charged if an official governmental agency files the application.

14.5-4 Supporting Information and Data – When it is determined by the ~~Zoning Administrator~~Community Development Director or the Planning and Zoning Commission that it is necessary or appropriate to act on an individual rezoning or Conditional Use Permit request application, the applicant shall present a map showing the location of the property for which an application is submitted, and its relationship to adjoining properties and public facilities and services. The applicant may also be required to submit applicable information concerning the service demands that will be placed on public facilities and services including but not limited to, information on such matters as total anticipated population density; traffic volumes, effect volumes, effect on schools, drainage, traffic and utility facilities. Any site plans, renderings, or other exhibits depicting construction or development which are submitted by the applicant may be recommended as a condition of rezoning or Conditional Use Permit request by the Planning and Zoning Commission.

14.5-5 Application Deferral, Withdrawal or Amendment –

1. Deferrals

- a. Deferrals shall be granted by the Community Development Director, or designee, under the following criteria:
 - i. The applicant may seek not more than one deferral for each rezoning amendment or Conditional Use Permit requested; and
 - ii. Each deferral request shall be for a maximum of one month. Any deferral request shall be made in writing, citing reasons for requesting the deferral; and
 - iii. If the request for deferral is received by the Community Development Director or designee and the reasons for the request are made in writing prior to public notice for the first public hearing the item would otherwise be considered.
- b. Any other deferrals which do not meet the above criteria shall be treated as a continuance and will be subject to Planning and Zoning Commission approval.
- c. If the Planning and Zoning Commission grants a deferral, a fee to cover the cost of the public notification as specified in the Municipal Services Master Fee Schedule shall be paid by the applicant prior to being placed on the next regularly scheduled Planning and Zoning Commission agenda.

*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

- d. Deferrals initiated by the Planning and Zoning Commission or by the Community Development Director shall not require additional fees.

2. Withdrawals

- a. An application may be withdrawn provided that a written request stating the reason for the withdrawal is received by the Community Development Director;
- b. An application may be withdrawn prior to the conduct of the public hearing without prejudice and may be resubmitted as a new application with the associated fees and requirements at any time;
- c. An application may be withdrawn after the public hearing but prior to being heard by the City Council; however, the property may not be considered for a new application until six months have passed from the date the withdrawal letter has been submitted in writing;
- d. An application may be withdrawn after it has been heard by City Council at any time; however, the property may not be considered for a new application until 12 months have passed from the date the withdrawal letter has been submitted in writing.

3. Amendments

- a. An applicant may not submit an amendment to the application after the notice of public hearing has been advertised unless the amendment is for a less intensive or lower density district than that originally requested, otherwise, the applicant should follow the deferral process in Section 14.5-.1 above;
- b. The Planning and Zoning Commission may recommend, and the City Council may amend an application prior to acting thereon, with the consent of the applicant to reduce its size; to change the district required to a less intensive or lower density district than that requested; or to specify as part of the zoning district classification the particular use or uses proposed by the applicant. In the case of the latter, the zone district designation grant shall be amended to include the suffix "L" or "Limited Usage" and shall be effective until otherwise amended in the manner prescribed by this Article.

~~An application may not be postponed or amended by the applicant after the legal advertising as required by this Article shall have first appeared. However, the Planning and Zoning Commission may allow an application to be withdrawn prior to the conduct of the public hearing without prejudice with respect to the twelve (12) month limitation of this section upon approval by the City Council.~~

~~The Planning and Zoning Commission may recommend, and the City Council may amend an application prior to acting thereon, with the consent of the applicant to reduce its size; to change the district required to a less intensive or lower density district than that requested; or to specify~~

*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

~~as part of the zone-district classification the particular use or uses proposed by the applicant. In the case of the latter, the zone-district designation grant shall be amended to include the suffix "L" or "Limited Usage" and shall be effective until otherwise amended in the manner prescribed by this Article.~~

14.5-6 Zoning Proposal Review Standards; Study Required for Amendment - Upon the filing of the application for rezoning or conditional use permit, the ~~Zoning Administrator~~~~Community Development Director~~ may consult with other City and County departments or governmental units to evaluate the impact of the proposed zoning change upon public facilities and appropriateness and effect on existing and proposed land use. The ~~Zoning Administrator~~~~Community Development Director~~ shall report any findings and recommendations to the Planning and Zoning Commission in writing as a part of the public record or verbally at the public hearing.

The written report produced and submitted by the ~~Zoning Administrator~~~~Community Development Director~~ to the Planning and Zoning Commission shall address the statutory questions itemized below. Applicants may also be given the opportunity to address each of these questions, as part of the application process.

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;
2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;
3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;
4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, public safety, or schools;
5. Whether the zoning proposal is in conformity with the policy and intent of the adopted Future Development Map (FDM) ~~and Future Land Use Map (FLUM)~~;
6. Whether the zoning proposal is in conformity with the policies, objectives, and vision set forth by the Community Agenda (Comprehensive Plan) and other adopted policy documents;
7. Whether an impact is expected on the environment, including, but not limited to, drainage, soil erosion, and sedimentation, flooding, air quality, and water quality and quantity; and
8. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

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(O.C.G.A. § 36-67-3. Zoning proposal review standards)

14.5-7 Applicant Report for Rezoning and Conditional Use Permit Requests – As relevant and determined by the ~~Zoning Administrator~~[Community Development Director](#), all applicants must submit the following in addition to any standing requirements for requests for zoning changes:

1. A plan of the general location of the proposed buildings by reference to a plan or drawing and an indication of the use to be made of each and every building;
2. Architectural, façade and materials to be utilized as compared to the zoning requirements for the current and proposed zoning district;
3. The percentage of development maintained as open space and/or recreation areas and impervious surfaces;
4. If application exceeds 150 residential units and/or exceeds 100,000 square feet of commercial area, the applicant is required to submit a transportation impact study to be designed by an appropriate transportation professional;
5. Preliminary tree protection plan and buffer standards.
6. Preliminary storm water retention plan.

14.5-8 Application Submittal Requirements Waived – When determined by the Community Development Director to be unnecessary or irrelevant to the application submitted, the requirements listed in [Article 14](#)~~this section~~ may be waived; however, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or City Council may request the submission of these items or other information as deemed relevant during the decision making process.¹

14.5-9 Neighborhood Public Information Meeting – ~~A Preapplication Meeting shall be scheduled with the Community Development Director prior to the submission of an application for a determination of whether the Neighborhood Public Information Meeting process should be followed.~~ Developments requiring rezoning and/or conditional use permits that will impact surrounding neighborhoods significantly ~~as recommended by the Community Development Director after the Preapplication Meeting~~ are required to conduct a **Neighborhood Public Information Meeting** with the area residents prior to submission of a rezoning and/or conditional use permit application. ~~This meeting may be held after submission of the application at the discretion of the Community Development Director if the required information from 14.5-9.8 below has been submitted no later than two weeks prior to the date of the public hearing~~

¹ Amended by City Council with text amendment TA-03-2013, 06/17/2013.

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conducted by the Planning and Zoning Commission. A Preapplication Meeting shall be scheduled with the Community Development Director prior to the submission of an application for a determination of whether the Neighborhood Public Information Meeting process should be followed. The following shall be adhered to and documentation submitted:

1. The meeting shall be conducted prior to the submission of the rezoning and/or conditional use permit application unless approved otherwise by the Community Development Director.
2. All property owners and Home Owner Associations within one thousand (1,000) linear feet of the subject property shall be mailed a notice notified in writing by the applicant postmarked at least 7 days prior to the public meeting via certified mail return receipt requested. A certified mailing list shall be submitted with the application. The notice shall contain at a minimum the following:
 - a. date, time, and location of the meeting;
 - b. applicant name and address
 - c. location and description of proposed development
3. Fifteen days prior to the Public Information meeting, the applicant shall post a sign, of comparable size to the City's zoning signs, on the subject property providing notification of the meeting providing the same information as contained in the public notifications of Section 14.5-9.2 above.
4. The Community Development Department shall be notified in writing at least 7 days prior to the neighborhood public information meeting.
5. The meeting shall be held on a weekday evening or on the weekend in order to accommodate the largest number of people possible at a readily accessible and convenient location to the subject property.
6. Information concerning the proposed project shall be presented by the proposed applicant with an opportunity for the attendees to respond and ask questions.
7. Public comment sheets shall be provided for attendees to make written comments.
8. The following shall be submitted with the application for rezoning and/or conditional use permit:
 - a. An affidavit from the applicant certifying that the neighborhood public information meeting was conducted and stating the meeting date, time, and location.
 - b. A copy of the notice sent to the applicable property owners and a certified mailing list of the applicable property owners.
 - c. A list of attendees with contact information, i.e. sign-in sheet.
 - d. Summary of information presented.
 - e. Summary of issues stated by the attendees.

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f. Public comment sheets.²

14.6: Public Notice – Public notice of the hearing on a proposed amendment ~~to this Ordinance,~~ proposed map amendment, or ~~Special Conditional Use Permit~~ Application to this Ordinance shall be given as hereinafter set forth:

14.6-1 At least fifteen (15), but not more than forty-five (45) days, prior to the date of any hearing before the Planning and Zoning Commission there shall be published within a newspaper of general circulation within Cherokee County, a notice of the hearing.

14.6-2 Notice of the hearing before the Planning and Zoning Commission shall be prepared and presented for publication by the ~~Zoning Administrator~~Community Development Director.

14.6-3 The notice shall state the date, time, place, and purpose of the hearing.

14.6-4 ~~If an application for rezoning is initiated by a landowner or one acting in his behalf, the applicant shall place a~~ A sign containing information required by the Zoning Ordinance of the City of Holly Springs and the rules of procedure not less than fifteen (15) days prior to the date of the scheduled hearing shall be placed on the property

14.6-5 Where the land owned by the applicant for rezoning does not border upon a public road, in order that passers-by may see a sign placed thereon advertising and giving notice of the application for rezoning, the sign shall be placed on the right-of-way of a public road ~~nearest~~ the property in question as well as upon the property itself.

14.6-6 The sign required shall contain information as to the application and date, the time and place of public hearing, and such other information as may be required by the ~~Zoning Administrator~~Community Development Director of Holly Springs.

14.6-7 Acts of vandalism or natural occurrences which may limit the effectiveness of the public notice provided by the signs placed as described herein shall not void any proceedings or actions taken by the Planning and Zoning Commission, the ~~Zoning Administrator~~Community Development Director, or the Holly Springs City Council.

14.7: Notice to Adjacent Property Owners and the Applicant – The ~~Zoning Administrator~~Community Development Director shall notify by regular mail all adjacent Holly Springs property owners (defined in Section 14.5-1 (5.) above) of the requested zoning change, as shown by county tax records available to the Planning and Zoning Commission, of the application and date, time and place of the public hearing, which shall be mailed at least seven (7) days prior to the public hearing. The Zoning Administrator shall notify the applicant of the date, time and place of the public hearing by certified mail to the address indicated on the application, which shall be mailed at least ten (10) days prior to the public hearing. Receipt of such letter by the applicant or his agent (s) named in the application shall constitute notice to be present and present the requested amendment to the Planning and Zoning Commission. Failure of the

² Amended by City Council with text amendment, TA-06-2013, 01/23/2014.

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applicant or his agent(s) to be present at the public hearing may mean an automatic termination of the proceedings on the request unless the applicant shows just cause by reason of illness or health emergency.

14.8: Public Hearing – A public hearing on a proposed amendment to the Holly Springs Zoning Ordinance properly initiated shall be held before the Planning and Zoning Commission, which Commission is delegated the duty to conduct such public hearing as is required by The Zoning Procedures Law” (Title 36, Chapter 66 of the Official Code of Georgia Annotated). A public hearing on any proposed amendment to the Holly Springs Zoning Ordinance properly initiated shall be conducted at the time and place specified by the Planning and Zoning Commission and as set forth in the public notice described in Section 14.6 of this Ordinance. The purpose of such hearing shall be to present to the public the proposed zoning amendment and to receive comments thereon from the public. The Planning and Zoning Commission shall consider the proceedings and comments of such hearing in making its recommendation to the Mayor and Council of the City of Holly Springs on any zoning decision on the proposed zoning amendment. The Planning and Zoning Commission shall prescribe the rules of order for its deliberations on matters with which it is charged to advise the Mayor and Council of the City of Holly Springs under this Ordinance and said rules of order shall be consistent with the general requirements and purposes set forth by the Planning and Zoning Commission and other general laws of the State of Georgia concerning conduct of proceedings of public commissions, bodies and governmental units. Where no other rules are adopted, Robert’s Rules of Order apply.

14.9: Zoning Standards and Evaluation - Exercise of the zoning power of the City of Holly Springs shall constitute an effort to balance the interest of the community in promoting the public health, safety, morality or general welfare against the right of property owners to the unrestricted use of their property. The following standards of review are determined to be relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to unrestricted use of property.

14.9-1: RESERVED.

14.9-2: Additional Requirements and Standards of Review Determining a Conditional Use Permit Request: The zoning procedures set forth by this article shall govern the conditional use process. Conditional uses are itemized under each zoning district in Article 5 and require approval by Mayor and Council, prior to the issuance of a land development permit, building permit, certificate of occupancy, and occupational tax permit. Conditional uses are both site and location specific, requiring detailed review by the Planning and Zoning Commission prior to forwarding a recommendation to Mayor and Council for a final decision.

As part of the application process, all conditional use permit requests shall respond to the following considerations, unless waived by the Community Development Director. However, if determined to be of significant importance to the decision process at any time after the application has been accepted, the Community Development Director, Planning Commission, or

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City Council may request the submission of these items or other information as deemed relevant during the decision-making process:³

1. Please verify that the proposed use complies with all of the additional stipulations by use, if any, as set forth by Section 5.4, Article 5 of this ordinance.
2. State the proposed business name, brand, flag, and/or franchise.
3. Explain in detail what services the proposed conditional use business will provide.
4. Has a business plan or model been completed for this proposed conditional use business?
5. Why was this specific location chosen for this proposed establishment?
6. What is the projected date that the proposed conditional use business will open?
7. How many employees are expected to work at the proposed conditional use business?
8. What are the expected hours of operation for the proposed conditional use business?
9. What licensing requirements, if any, are mandated by the state for this business to operate? Do the proprietors of this business already possess these credentials?
10. Does the proposed conditional use business conform with the nearby uses already in existence?
11. Was a feasibility study conducted that provides evidence that the local market demands such a business use? Or is such a study available?
12. Will the proposed conditional use business create a nuisance or disturbance to nearby or adjacent properties?
13. Is the proposed conditional use business a service that is similar or will overlap a nearby establishment already in existence?
14. Will the services provided by the proposed conditional use business complement and correspond well with the intended character of the respective zoning district area?
15. Will the business have adequate facilities and parking to accommodate the proposed use?
16. If in the Neighborhood Commercial District (NC), could nearby neighborhood residents and local pedestrians be expected to frequent this proposed business establishment without the use of an automobile?

³Amended by City Council with text amendment TA-03-2013, 06/17/2013.

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14.9-3: Evaluation by Planning Commission and Mayor and Council - It is not required that the Planning and Zoning Commission or Mayor and Council consider every criterion contained in the above standards of review. It shall be the duty of the applicant(s) to carry the burden of proof that the proposed zoning amendment or conditional use permit request promotes the public health, safety, morals or general welfare. If the Mayor and Council determine from the evidence presented that the applicant(s) has shown that the proposed zoning amendment or conditional use permit request promotes the health, safety, morals or general welfare under the applicable standards of review as outlined in each section above, then the request shall be granted, subject to those reasonable conditions that may otherwise be imposed by the Mayor and Council. Otherwise, such application shall be denied.

14.10: Official Action – Consideration of any proposed zoning amendment or conditional use permit request properly initiated and subsequent to the public hearing shall be as follows:

14.10-1 The Planning and Zoning Commission shall make a recommendation to the Mayor and Council of the City of Holly Springs as to the adoption of any proposed zoning amendment or conditional use permit request. The recommendation of the Planning and Zoning Commission shall be recorded in the meeting minutes and shall clearly state the recommendation.

14.10-2 Upon conclusion of the public hearing the Planning and Zoning Commission may approve, disapprove, or table the proposed zoning amendment or conditional use permit request. If consideration of the proposed zoning amendment is tabled, it shall be re-considered by the Planning and Zoning Commission no later than its next regularly scheduled monthly meeting. In any event the Planning and Zoning Commission shall have sixty-five (65) days from the date of public notice of the hearing in a newspaper of general circulation in the City of Holly Springs, Georgia to hear, review and submit its recommendation to the Mayor and Council of the City of Holly Springs on any proposed zoning amendment or conditional use permit request. If no recommendation is submitted within such sixty-five (65) days, the applicant may take the proposed zoning amendment to the City Council without a recommendation from the Planning and Zoning Commission except where the applicant has not yet furnished all information requested pursuant to this Ordinance at the first hearing, and except where the applicant requested postponements of hearing of the case during the first sixty-five (65) days. To place the matter before the City Council the applicant shall give notice to the public at the last hearing before the Planning and Zoning Commission of this intention and the date of the applicable City Council meeting, or, instead, the applicant shall be responsible for compliance anew with all notice requirements of this Ordinance.

14.10-3 The Planning and Zoning Commission's authority in any zoning or conditional use permit decision shall be advisory only. Any zoning or conditional use permit decision shall be made by the Mayor and Council of the City of Holly Springs who shall either approve or disapprove the proposed zoning amendment.

14.10-4 If the Mayor and Council of the City of Holly Springs shall take official action defeating a proposed zoning amendment, which seeks to rezone property or request a conditional

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use permit, the same property may not again be considered for a zoning [or conditional use permit](#) decision until the expiration of twelve (12) months from the date of the official action of the Mayor and Council.

14.10-5 Approval of a Conditional Use Permit by Mayor and Council shall expire two (2) years from the date of approval, unless the applicant/property owner takes action to vest the land use requested in the conditional use permit before the expiration date or has secured an approved extension in accordance with Section 14.10-6. For the purposes of this section, vesting occurs upon the occurrence of one (1) of the four (4) conditions listed below:

1. Substantial progress has been made toward the completion of on-site construction depicted upon an approved site plan. Substantial progress is achieved by issuance of a Land Disturbance Permit that includes at least 50% of the improvements for a specified phase and shall continue to be demonstrated if within one (1) year of the date of issuance of the Land Disturbance Permit, there is measurable and verifiable evidence of making progress towards completion.
2. The issuance of a certificate of occupancy and/or certificate of completion for a structure as shown on the approved site plan.
3. The issuance of a business license for the approved use, but only when no new construction or land disturbance is required for the approved use.
4. If approval is required from any governmental or regulatory body other than the City of Holly Springs for the proposed conditional use, the application by the owner/applicant for approval to such body, provided, however, that the two (2) year period shall apply and begin to run upon the final conclusion of the approval process, including any judicial proceedings.⁴

14.10-6 The expiration date of approval of a Conditional Use Permit may be extended by showing just cause.

1. The Community Development Director may issue an administrative extension for a maximum of one (1) year from the date of expiration of the Conditional Use Permit Approval provided that applicant shows just cause as noted in 14.10-6.3. No more than one (1) extension per conditional use permit may be granted by the Community Development Director. Extension request application must be filed at least thirty (30) days prior to the expiration of the Conditional Use Permit.
2. The City Council may consider granting additional requests for extension beyond the one-year administrative approval provided the applicant shows just cause as noted in 14.10-6.3. Extension request application must be filed at least thirty (30) days prior to the expiration of the Conditional Use Permit administrative extension.

4

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3. All applications for extension requests, both administrative and council requests, shall document at least one (1) of the following conditions:
- a) A delay resulting from court action involving the conditional use permit or from court action involving a previous extension on the subject property for which an extension is sought. Extensions approved in connection with court action shall remain valid for one (1) year before any court with jurisdiction.
 - b) Non-availability of utilities or facilities resulting from government inaction.
 - c) An inability to obtain financing, despite documentation of the property owner's efforts during the three (3) months prior to the petitioner seeking an extension and continuing until (1) week prior to consideration of the extension request by the Community Development Director or the City Council, as applicable. Documentation shall consist of two (2) official denials signed by officers of two (2) different lending institutions who have final jurisdiction over such financing transactions.
 - d) Any other circumstance which demonstrates that applicant has taken some steps to begin development/construction and that any delay is not the fault of the applicant.⁵

14.11: Public Notice Signage. Applicant(s) shall remove public notice signage as outlined in 14.6-4 within two (2) weeks after the final decision by the Mayor and Council.

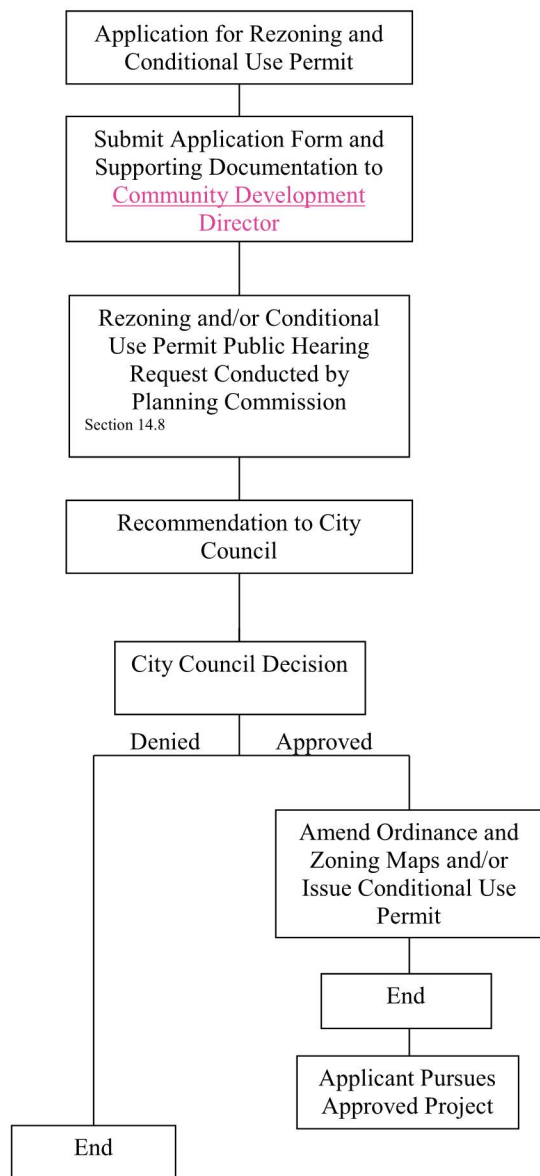
14.12: Copies of This Ordinance. Copies of this Ordinance, as amended, shall be printed and copies thereof make available for distribution to the general public in the office of the City Clerk at a reasonable cost set ~~up by the Zoning Administrator of~~ by the City of Holly Springs.

14.13: Zoning Amendment Process. Table 14.1: Rezoning and Conditional Use Permit Application Process indicates the process of seeking amendments of Zoning Ordinance and application for Conditional Use Permit.

⁵ Amended by City Council with text amendment TA-03-2013, 06/17/2013.

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Table 14.1: REZONING AND CONDITIONAL USE PERMIT APPLICATION PROCESS



*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

Planning and Zoning Commission Recommendation

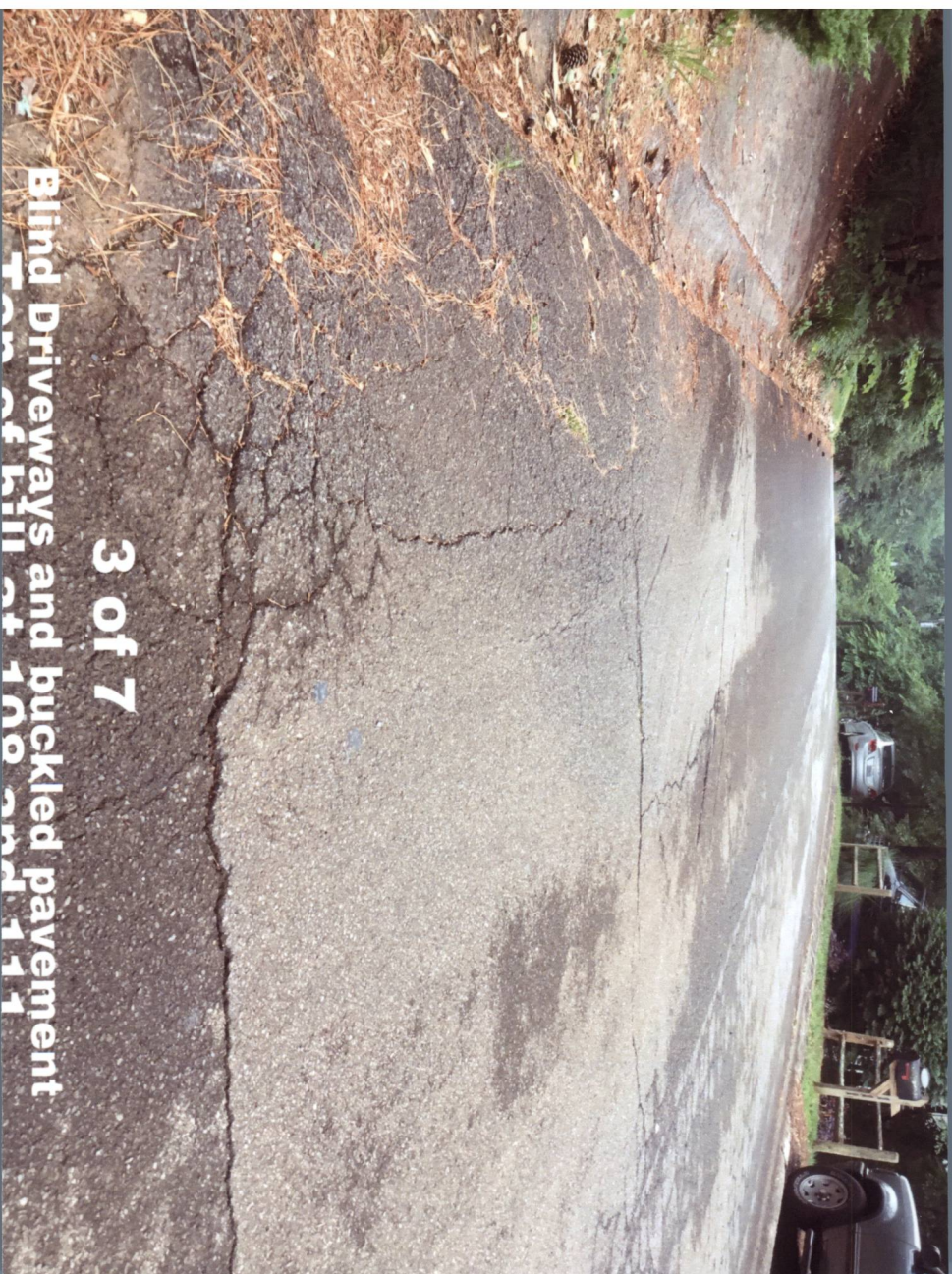
The Planning and Zoning Commission conducted a public hearing on June 13, 2019. No public comments were made. The Planning and Zoning Commission recommended **APPROVAL** (4-0) of the staff's recommended changes to Article 14 of the Zoning Ordinance.

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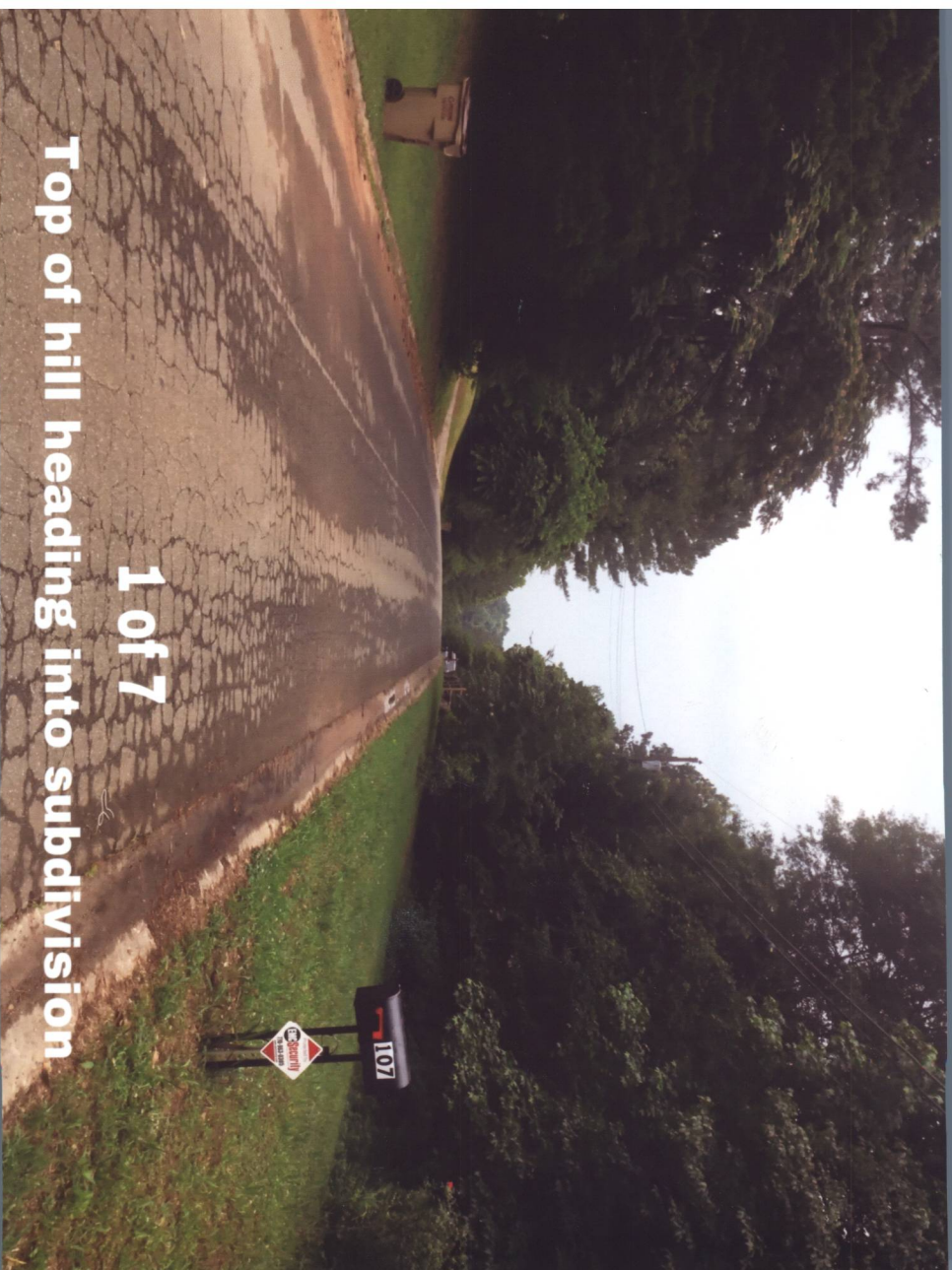
2 of 7

Crest of hill at 108 and 111 driveways



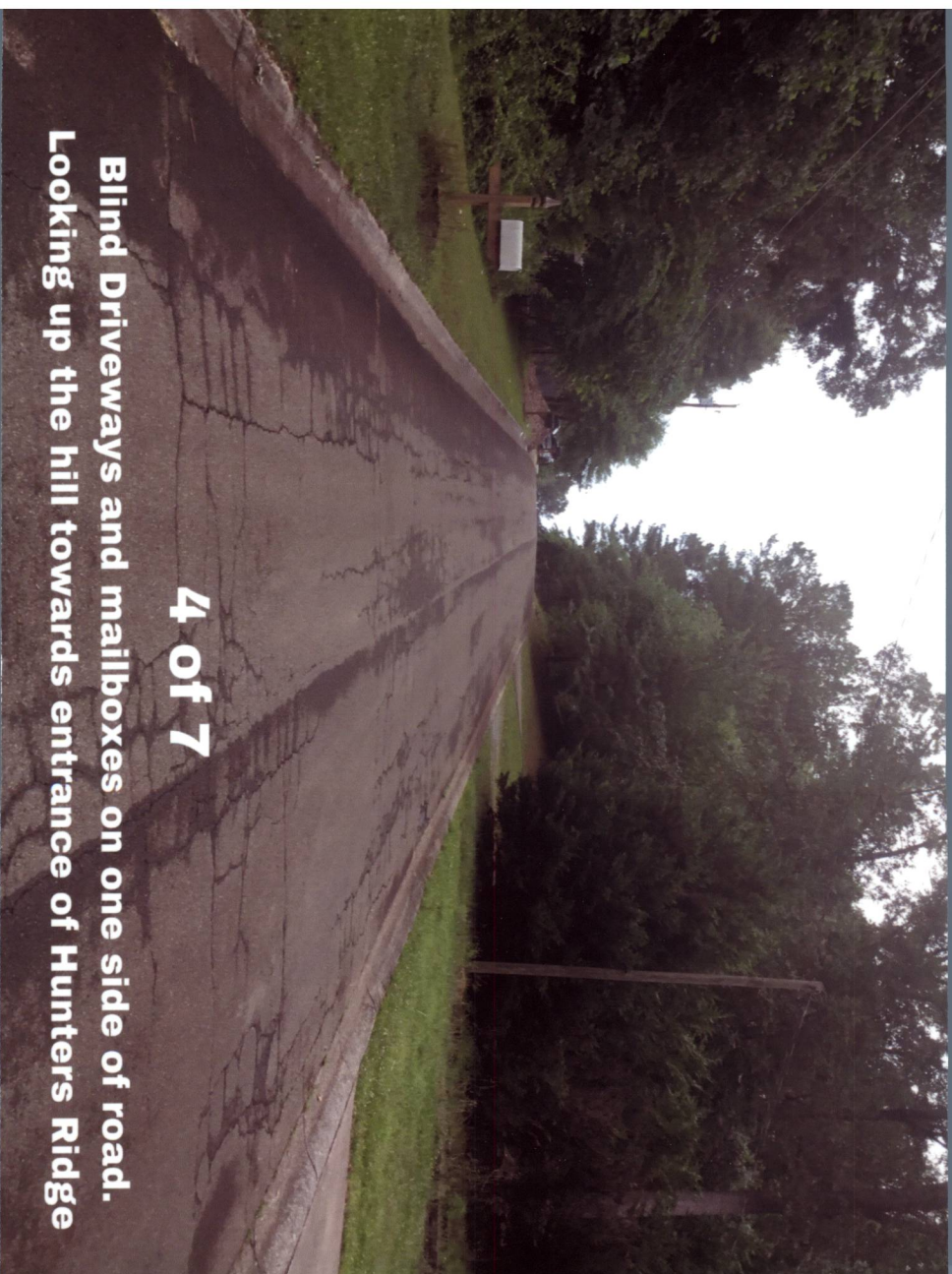
3 of 7

Blind Driveways and buckled pavement
Top of hill at 100 and 111



1 of 7

Top of hill heading into subdivision



4 of 7

**Blind Driveways and mailboxes on one side of road.
Looking up the hill towards entrance of Hunters Ridge**



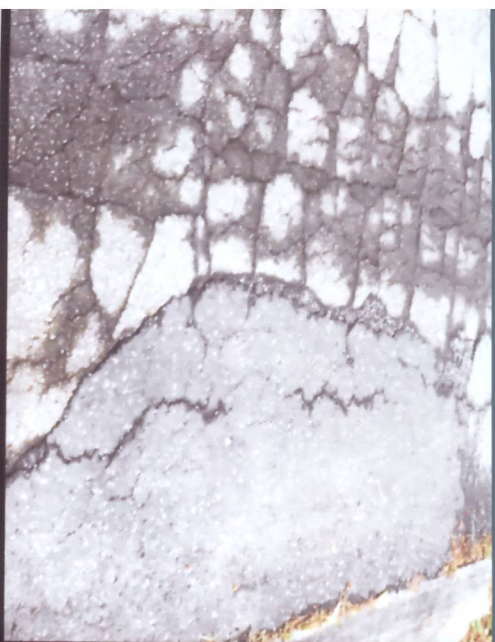
5 of 7

**Looking to top of hill
Blind Driveways and mailboxes**

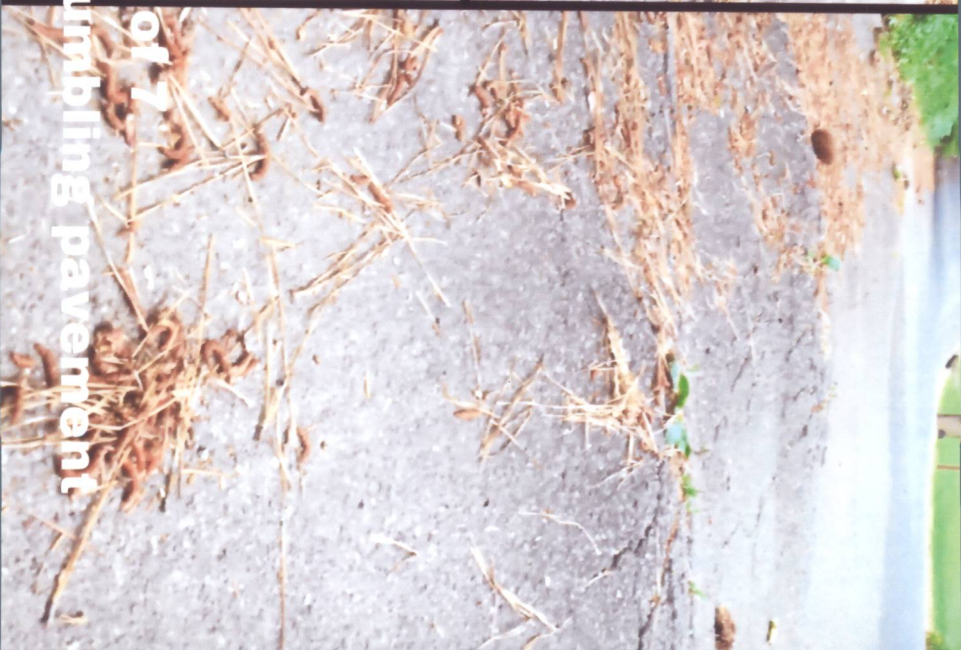


6 of 7

Limited sight towards proposed entrance



Buckled and crumbling pavement



7 of 7
Buckled and crumbling pavement

