



City of Holly Springs

Date: Monday, June 3, 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

- A. Discuss MA-09-2018, request to rezone 18 +/- acres located off of Holly Springs Parkway, Holly Springs, GA, tax parcels 069, 070, 071, 071A, 071B, 071C, 072, 075 of tax plat 15N15 from GC, MXD, General Commercial with Mixed Use Overlay to GC, MXD, General Commercial with Mixed Use Overlay, with staff stipulations
Presented By: Nancy Moon, Community Development Director

VI. NEW BUSINESS

- B. Discuss A-04-2019, request to annex 1.0 +/- acres located off of Old Magnolia Way, Cherokee County, GA, tax parcel 133 of tax plat 15N14D
Presented By: Nancy Moon, Community Development Director
- C. Discuss MA-04-2019, request to rezone 1.0 +/- acres located off of Old Magnolia Way, Holly Springs, GA, tax parcel 133 of tax plat 15N14D, from R-40, Single Family Residential Estate (County) to RD-20, Single Family and Duplex (City), with staff stipulations
Presented By: Nancy Moon, Community Development Director

- D. Discuss A-05-2019, request to annex 13.23 +/- acres located off of Holly Springs Parkway, Cherokee County, GA, tax parcel 083 of 15N15
Presented By: Nancy Moon, Community Development Director
- E. Discuss MA-05-2019, request to rezone 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), with staff stipulations
Presented By: Nancy Moon, Community Development Director
- F. Discuss ORD-11-2019, amendment to the Code of the City of Holly Springs, Georgia, Chapter 18 – Building and Building Regulations, Article IV – Administration and Enforcement of State Minimum Standard Codes
Presented By: Nancy Moon, Community Development Director
- G. Discuss the Request for Bids for the Harmony Lake Drive Pedestrian Bridge
Presented By: Robert H. Logan, City Manager
- H. Discuss the 2019-2020 Georgia Classic Main Streets Program Memorandum of Understanding and authorize City Manager, Robert H. Logan, to execute the agreement
Presented By: Robert H. Logan, City Manager
- I. Discuss the National Main Street Center Local Program Accredited Member Sublicensing Agreement and authorize City Manager, Robert H. Logan, to execute the agreement
Presented By: Robert H. Logan, City Manager
- J. Discuss the job description for Stormwater Coordinator/GIS Technician
Presented By: Robert H. Logan, City Manager
- K. Discuss the job description for Main Street Director/Assistant City Clerk
Presented By: Robert H. Logan, City Manager
- L. Discuss the 2019 AAA Traffic Safety Grant Application
Presented By: Robert H. Logan, City Manager
- M. Discuss an estimate from Sherlock Roofing, LLC for the Train Depot
Presented By: Ron Carter, Information Technology Director

VII. EXECUTIVE SESSION

- Litigation
- 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 MA-09-2018, request to rezone 18 +/- acres located off of Holly Springs Parkway, Holly Springs, GA, tax parcels 069, 070, 071, 071A, 071B, 071C, 072, 075 of tax plat 15N15 from GC, MXD, General Commercial with Mixed Use Overlay to GC, MXD, General Commercial with Mixed Use Overlay, with staff stipulations
2. Approve/deny the Request for Bids for the Harmony Lake Drive Pedestrian Bridge
3. Approve/deny the 2019 AAA Traffic Safety Grant Application

III. ADJOURNMENT

REZONING ORDINANCE

An ordinance to approve an application for rezoning in the City of Holly Springs, Georgia, concerning 18.0+/- acres, identified as tax parcels 069, 070, 071, 071A, 071B, 071C, 072, and 075 of tax plat 15N15, Land Lots 561, 562, 591, and 592 of the 15th District of Cherokee County, from GC, MXD-1, General Commercial with Mixed Use Overlay to GC, MXD-1, General Commercial with Mixed Use Overlay; and

WHEREAS, an application was properly submitted to the City of Holly Springs Planning and Zoning Commission by Holly Springs SR Mix, LLC, requesting rezoning in the City of Holly Springs, Georgia, concerning 18.0+/- acres, identified as tax parcels 069, 070, 071, 071A, 071B, 071C, 072, and 075 of tax plat 15N15, Land Lots 561, 562, 591, and 592 of the 15th District of Cherokee County, from GC, MXD-1, General Commercial with Mixed Use Overlay to GC, MXD-1, General Commercial with Mixed Use Overlay; and

WHEREAS, after balancing the interest of the community in promoting public health, safety, morality, or general welfare against the right of the property owner to unrestricted use of the property,

The Council of the City of Holly Springs hereby ordains that:

Section 1

The application for rezoning in the City of Holly Springs, concerning 18.0+/- acres, identified as tax parcels 069, 070, 071, 071A, 071B, 071C, 072, and 075 of tax plat 15N15, Land Lots 561, 562, 591, and 592 of the 15th District of Cherokee County, is hereby rezoned from GC, MXD-1, General Commercial with Mixed Use Overlay to GC, MXD-1, General Commercial with Mixed Use Overlay; and

Section 2

The approval of this application has the following stipulations attached:

1. The owner/developer shall be responsible for the oversight, upkeep, and maintenance of the entrance areas, common areas, open space areas, walking trails, bike paths and the like contained within the community.
2. The owner/developer shall have architectural design regulations [for the residential portion of the development](#) 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 common areas, open space areas, walking trails, bike paths and the like to protect and maintain the quality and integrity of the development.
3. Density shall be limited to a maximum of 13.65 units per acre, or 252 residential dwelling units. Multi-family development shall consist of one, two and three-bedroom units. The number of three-bedroom units may compose up to 10% of the total units, as determined by the developer based upon market conditions.
4. The residential development will be a gated community that complies with associated Life Safety Access requirements.

5. Signage at the entrance point shall be ground based, monument style. 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 and shall comply with Article 19, Design Guidelines for Model Zoning Districts of the Holly Springs Zoning Ordinance.
6. The residential buildings shall be a maximum of three stories in height plus basement levels with an exterior facade consisting of brick, stone, stacked stone, cedar shake type and/or Hardi-plank and combinations thereof. No vinyl siding shall be permitted.
7. Gutters shall blend with the architectural style of the buildings, consistent with the master covenants as established by the owner/developer.
8. Asphalt roof shingles shall be architectural grade with a dimensional textured surface and shall be algae resistant.
9. All units shall have solid surface counter tops, with no Formica countertops allowed. Tile or hardwood shall be used in all entry ways, kitchen and bathroom floors.
10. Exclusive amenities shall include a luxury clubhouse and pool with connected courtyards, to include an outdoor grill area.
11. Dumpsters and/or trash compactors for the residential portion of the development shall be screened and designed in accordance with the architectural design regulations established by the owner/developer. Dumpster location shall not be placed along the front of the property and shall not be visible from Holly Springs Parkway or East Rope Mill Road.
12. 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.
13. Residential development shall be comparable to the design presented by Davis Development to the Planning and Zoning Commission and to City Council and attached to this ordinance as Attachment A. The main components of the design shall include interior access points, elevators, and garbage chutes for each building.
- ~~13~~.14. Owner/developer shall coordinate with the Community Development Director and the City Arborist regarding landscaping.
- ~~14~~.15. As requested by the Cherokee County School District, the developer shall provide a School Mitigation Fee of \$436 per residential unit constructed and such fee shall be paid prior to the issuance of each building permit.
- ~~15~~.16. All improvements to Holly Springs Parkway and East Rope Mill Road shall be provided as per determination and recommendation of the City Engineer and as referenced in the Memorandum from the City's consulting engineer, dated April 10, 2019, attached to this ordinance as Attachment B and as shown below:
 - a. A full access entrance with a median break ~~will~~shall not be granted for this development. Access to Holly Springs Parkway shall be limited to a Right-In Right-Out only access.
 - b. Owner/Developer shall donate right of way and necessary easements to accommodate the extension of the concrete box culvert on Toonigh Creek.

- c. Owner/Developer shall donate a minimum 50' right-of-way access easement for East Rope Mill Road.
 - d. Owner/Developer shall install a 5' sidewalk with a 5' beauty strip along the entire frontage of Holly Springs Parkway.
 - d. Owner/Developer shall install pedestrian lighting along the entire frontage of Holly Springs Parkway. Owner/developer shall be responsible for the installation of sidewalks (5' sidewalk with a 5' beauty strip), decorative street lamps, accel/decel lanes and curb and gutter along the entire 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.
 - e. The main entrance to the property shall be aligned with the northernmost entrance to Home Depot on Holly Springs Parkway. As adjacent properties are developed, interparcel access shall be required for future access to the traffic signal at Home Depot.
 - f. Access to the property from E. Rope Mill Road shall be gated and may be limited to emergency access only.
 - g. Owner/developer shall provide infrastructure improvements to East Rope Mill Road along the gravel portion of the roadway from the current end of the pavement of the existing roadway to the entrance into the residential portion of the development at parcel 15N15 069. The roadway/easement shall be improved to the nonresidential road standards as outlined in the Holly Springs Development Regulations.
16. 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 and necessary traffic safety activities. Such Infrastructure Improvement Fee shall be paid prior to the issuance of the Land Disturbance permit.
- 17.1. 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.
18. Owner/developer shall accommodate any requested easements for the Holly Springs Parkway Widening Project, Phase 1, to include but not be limited to any necessary 20' drainage easements and slope easements.
- 19.17. In addition to the zoning requirements of the GC and 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. The multi-family residential development shall, also, adhere to all requirements of the HDMFR, High Density Multi-Family Residential Zoning District.

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1" + Indent at: 1.25", Tab stops: 1.25", Left

~~20~~¹⁸. The design of the commercial component of the project shall comply with Article 19, Design Guidelines for Model Zoning Districts of the Holly Springs Zoning Ordinance; however, final approval of the design shall be subject to City Council approval.

~~21~~¹⁹. Owner/developer shall ensure that the overall concept design of the project is consistent with the Site Plan, entitled "HOLLY SPRINGS MIXED USE", and attached to this ordinance as Attachment ~~C~~¹. Any significant deviation from this overall concept design shall require an amendment to comply with the procedures of Article 14, Amendments and Zoning Procedures.

~~22~~²⁰. 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.

~~23~~²¹. 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
- ~~i~~^j. Restaurants with drive-through facilities

Section 3

This ordinance shall become effective June 3, 2019, upon approval by Mayor and City Council.

Section 4

The Community Development Director of the City of Holly Springs, Georgia, is hereby instructed to make any and all appropriate changes to the Official Zoning Map of Holly Springs, necessitated by the action described in Section 1 above; however, said changes to the Official Zoning Map of Holly Springs are effective concurrent with the effective date identified in Section 3 above, whether or not they have been physically made and represented.

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Adopted this ~~3rd~~ day of June, 2019, by the Mayor and City Council of the City of Holly Springs, Georgia.

Formatted: Superscript

MA-09-2018

CITY OF HOLLY SPRINGS

Steven W. Miller, Mayor

Attest:

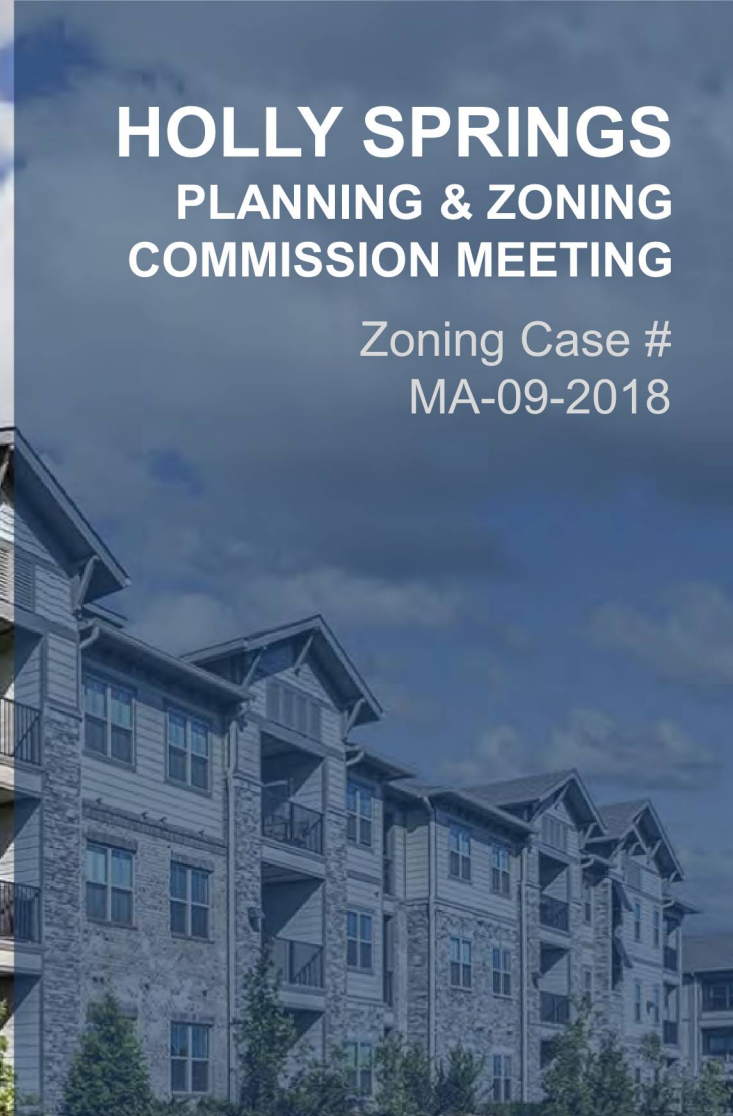
Karen Norred, City Clerk
(Seal)

ATTACHMENT A

HOLLY SPRINGS

PLANNING & ZONING COMMISSION MEETING

Zoning Case #
MA-09-2018



DAVIS
DEVELOPMENT



DAVIS
DEVELOPMENT

- Family Business
Founded in 1995

Vertically Integrated
Development
Construction
Management
Equity

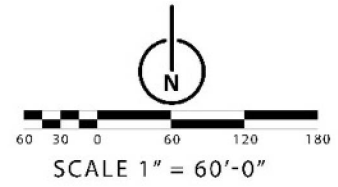


NATIONAL MARKETS

- Texas
- North Carolina
- South Carolina
- Oklahoma
- Kansas
- Missouri
- Alabama
- Colorado
- Arkansas
- Tennessee
- Florida



SITE PLAN



ELEVATION EXAMPLES



Front Elevation

Material Percentages:
Brick and Stone Masonry: 76 %
Fiber Cement Siding: 24 %

MATERIAL LEGEND:



Right Elevation

Material Percentages:
Brick and Stone Masonry: 77 %
Fiber Cement Siding: 23 %



Left Elevation

Material Percentages:
Brick and Stone Masonry: 81 %
Fiber Cement Siding: 19 %



Rear Elevation

Material Percentages:
Brick and Stone Masonry: 79 %
Fiber Cement Siding: 21 %

Sorrel Perimeter Park – Raleigh, NC



SORREL PERIMETER PARK – RALEIGH, NC



DAVIS
DEVELOPMENT

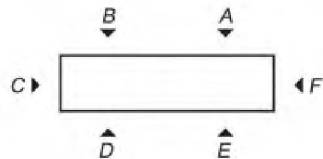


SORREL PERIMETER PARK – RALEIGH, NC

ELEVATION EXAMPLES



Elevation A



MATERIAL LEGEND:

	- Shingles: Weathered Wood		- Stone: Country Ledgerstone		- Siding: Balanced Beige (P-2)		- Board and Batten: Cityscape (P-5)
	- Main Brick: Savannah Grays		- Accent Brick on Stone: Savannah Grays		- Siding: Tavern Taupe (P-3)		- Paint: Natural Tan (P-6) (Trim & Shutters)
	- Rooftop: Gauntlet Gray (P-1) (Railing, Siding & Trim)		- Brick Accent: Graystone		- Siding: Rookwood Clay (P-4)		- Paint: Griffin (P-7) (Doors)

Adara Alexander Place – Raleigh, NC



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT

ELEVATION EXAMPLES



Elevation 1 (Masonry 49%)

MATERIAL LEGEND:



Elevation 2 (Masonry 42%)

Adara Overland Park - Overland Park, KS



ADARA OVERLAND PARK - OVERLAND PARK, KS



DAVIS
DEVELOPMENT

CLUBHOUSE & AMENITY EXAMPLES



SORREL PERIMETER PARK – RALEIGH, NC



DAVIS
DEVELOPMENT



SORREL PERIMETER PARK – RALEIGH, NC



DAVIS
DEVELOPMENT



SORREL PERIMETER PARK – RALEIGH, NC



DAVIS
DEVELOPMENT



SORREL PERIMETER PARK – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA ALEXANDER PLACE – RALEIGH, NC



DAVIS
DEVELOPMENT



ADARA OVERLAND PARK - OVERLAND PARK, KS



DAVIS
DEVELOPMENT



ADARA OVERLAND PARK – OVERLAND PARK, KS



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX





ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT



ARCOS AT PRESIDIO – FORT WORTH, TX



DAVIS
DEVELOPMENT

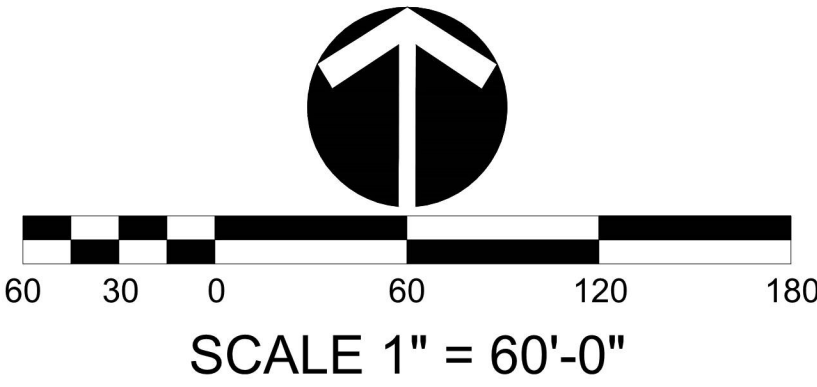


MEMO

TO: Nancy Moon, Community Development Director
FROM: Jacob Hughes, P.E., BM&K *JH*
DATE: April 10, 2019
RE: Zoning Plan Holly Springs Mixed Use

We have reviewed the zoning plan for the above referenced project and offer the following comments:

1. A full access entrance with a median break will not be granted for this development. Access to Holly Springs Parkway shall be limited to a Right-In Right-Out only access.
2. Owner/Developer shall donate right of way to accommodate the extension of the concrete box culvert.
3. Owner/Developer shall donate a minimum 50' access easement for East Rope Mill Road
4. Owner/Developer shall install a 5' sidewalk with a 5' beauty strip along the entire frontage of Holly Springs Parkway.
5. Owner/Developer shall install pedestrian lighting along the entire frontage of Holly Springs Parkway

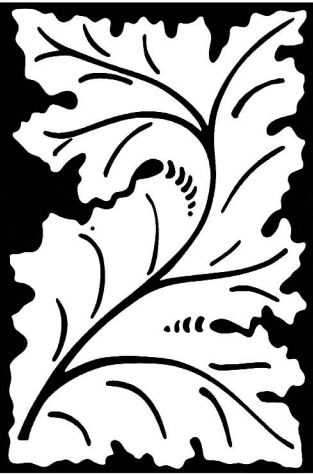


SITE CALCULATIONS

TOTAL UNITS	252 UNITS
AVERAGE UNIT SIZE	1061 SF
GROSS ACREAGE	18.46 ACRES
GROSS DENSITY	13.7 DU/ACRE
NET ACREAGE	11.08 ACRES
EXCLUDES FLOODPLAIN, ACCESS EASEMENT, AND COMMERCIAL TRACTS	

FIRE ASSUMPTIONS:

1. THIS PROJECT IS SUBJECT TO THE 2012 INTERNATIONAL BUILDING CODE AND FIRE CODE WITH GEORGIA AMENDMENTS. APPENDIX D OF THE FIRE CODE HAS BEEN ADOPTED, THEREFORE 26' FIRE LANES ARE SHOWN. THIS PLAN ASSUMES THE SECOND POINT OF INGRESS/EGRESS ON THE SOUTHEAST WILL BE ALLOWED AS SHOWN. THIS WILL REQUIRE FUTURE CONNECTION TO EAST ROPE MILL ROAD.
2. THIS PLAN ASSUMES THAT THE 3/4 SPLIT BUILDINGS HAVE SPRINKLER SYSTEMS ALLOWING AN INCREASE IN THE HOSE REACH TO 200' LINEAR FEET MAXIMUM.
3. IF REQUIRED BY FIRE, STAIRS CAN BE ADDED TO THE WING WALLS FOR THE SPLIT BUILDINGS BETWEEN #3 AND #5 FOR FIRE ACCESS TO THE REAR OF THESE BUILDINGS.



LEE
AND ASSOCIATES

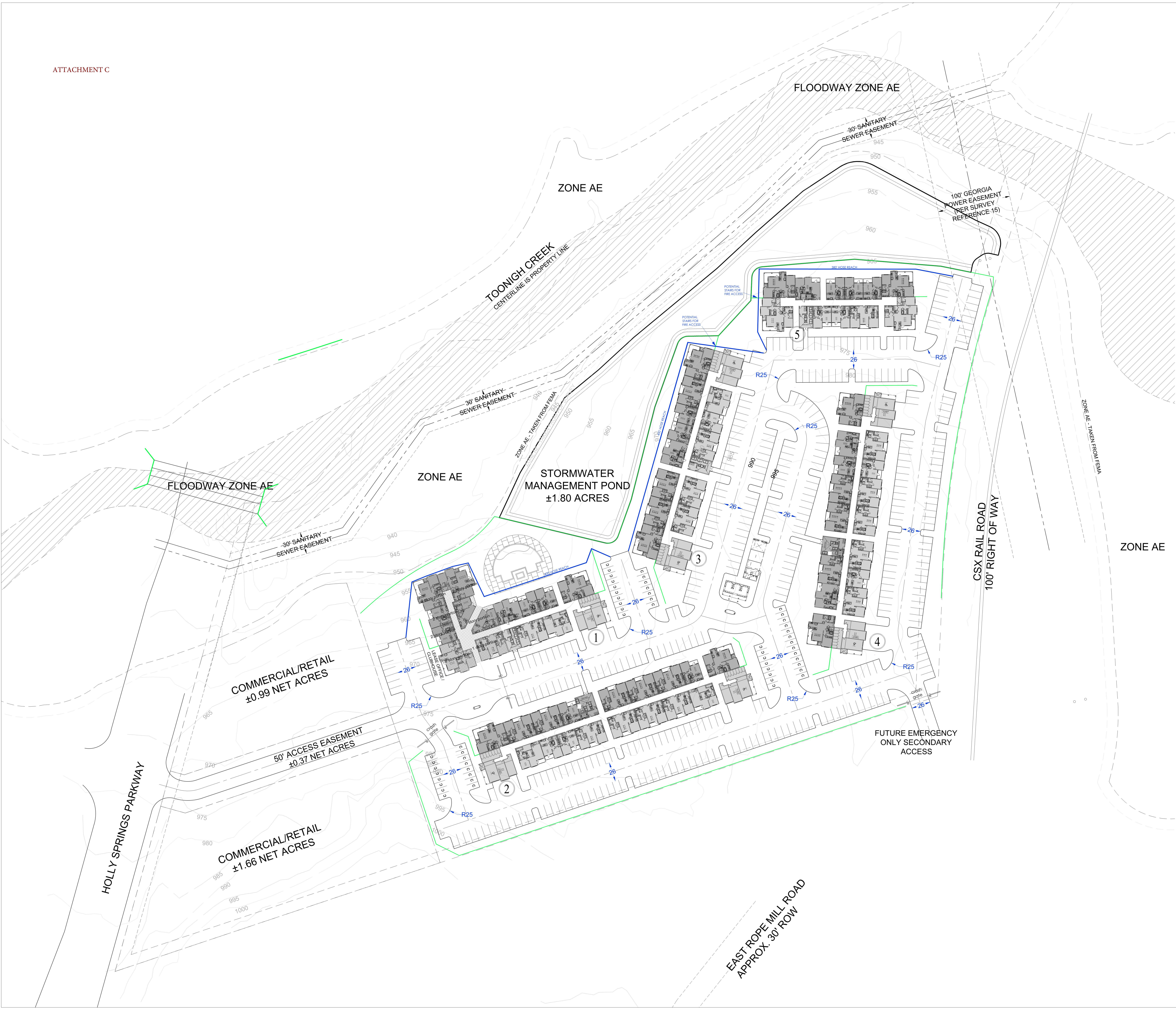
8601 RANCH ROAD 2222
BUILDING I, SUITE 290
AUSTIN, TX 78730
(512) 345-8477
www.leeandassociates.net



DATE	3/29/2019	PROJ. NO.	2247	FILE NAME	2247 BASE 3
				XREF	XREF

HOLLY SPRINGS MIXED USE
HOLLY SPRINGS, GEORGIA
FIRE EXHIBIT

THIS DRAWING IS
NOT FOR
REGULATORY
APPROVAL, OR
CONSTRUCTION





COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: Discussion of the following:

A-04-2019, applicant requests annexation of 1.0 +/- acres located off of Old Magnolia Way, Cherokee County, GA, tax parcel 133 of tax plat 15N14D

MA-04-2019, applicant requests rezoning of 1.0 +/- acres located off of Old Magnolia Way, Holly Springs, GA, tax parcel 133 of tax plat 15N14D, from R-40, Single Family Residential Estate (County) to RD-20, Single Family and Duplex (City)

DATE: May 28, 2019

COUNCIL MEETING DATE: June 3, 2019

RECOMMENDATION

Applicant, Paul Bailey, has requested annexation of 1.0+/- acre located on Old Magnolia Way, tax parcel 133 of tax plat 15N14D. This property is located just outside of the original city limits. The applicant has also requested rezoning of the 1.0+/- acre tract from R-40, Single Family Residential Estate (County) to RD-20, Single Family and Duplex (City).

No development is planned for the property. The adjacent property wishes to purchase a portion of Mr. Bailey's property to gain direct access to Old Magnolia Way. The adjacent property is zoned RD-20 and the rezoning for the applicant's property is requested to be consistent with the adjacent property.

A. Existing Land Use and Zoning Classification of Nearby Property

ADJACENT ZONING		ADJACENT DEVELOPMENT	
NORTH:	RD-20 (City)	NORTH:	SFR
SOUTH:	R-40(County)	SOUTH:	SFR
EAST:	R-40(County)	EAST:	SFR, Proposed TND
WEST:	RD-20 (City) R-20 (City)	WEST:	SFR

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 zoning is consistent with the surrounding area.

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

No development is planned and the proposed subdivision of the property should not affect surrounding property negatively.

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 districts.

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 development is being planned for this property.

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

The Future Development Map identifies this property with the character area of Suburban Neighborhood. This character area corresponds with conventional suburban subdivisions with approximately 1/3 acre to 1-acre lots that have curvilinear streets. Houses are set back from the road, and lots are spacious. Streets are built to a relatively wide standard when compared with traditional neighborhoods. Connectivity is not necessarily provided, although an objective of this character area is to provide for pedestrian activity and connections among subdivisions to provide more of a true “neighborhood” feel, as opposed to each tract being developed without consideration of connecting to abutting properties.

Another key objective for this character area is the provision of connected open spaces that are permanently protected. With such protected open space, it is possible for this character area to preserve a more rural, open-space feel if conservation lands are set aside and scenic view analyses are incorporated into development plans. Acceptable uses include single-family residences, stick-built (excluding manufactured homes), along with supportive civic, institutional, and recreational uses. These areas are served by public water supply but not necessarily sanitary sewer service.

Application: Existing and new single-family residential neighborhoods.

Primary Future Land Uses: Single-family detached residential

Zoning Districts: R-40, R-30, R-20, PD-R, TND

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 is in compliance with the vision and objectives of the Community Agenda, primarily as follows:

- a) 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)**
 - b) Annexation. Consider municipal boundary expansion opportunities as unincorporated property owners petition for annexation. (8.1, #9)**
 - c) Cooperative Planning. Seek and participate in cooperative efforts between Cherokee County and its cities to jointly plan land uses, which contributes to the overall future development and quality of life throughout the county, region, and state. (8.1, #19)**
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 development has been planned.

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 area is established as a residential area and this proposal will have no impact on the existing surrounding uses.

C. Summary

The proposed annexation and rezoning is consistent with the development and uses in the surrounding area.

D. Cherokee County Comments

Cherokee County did not have any concerns for this annexation.

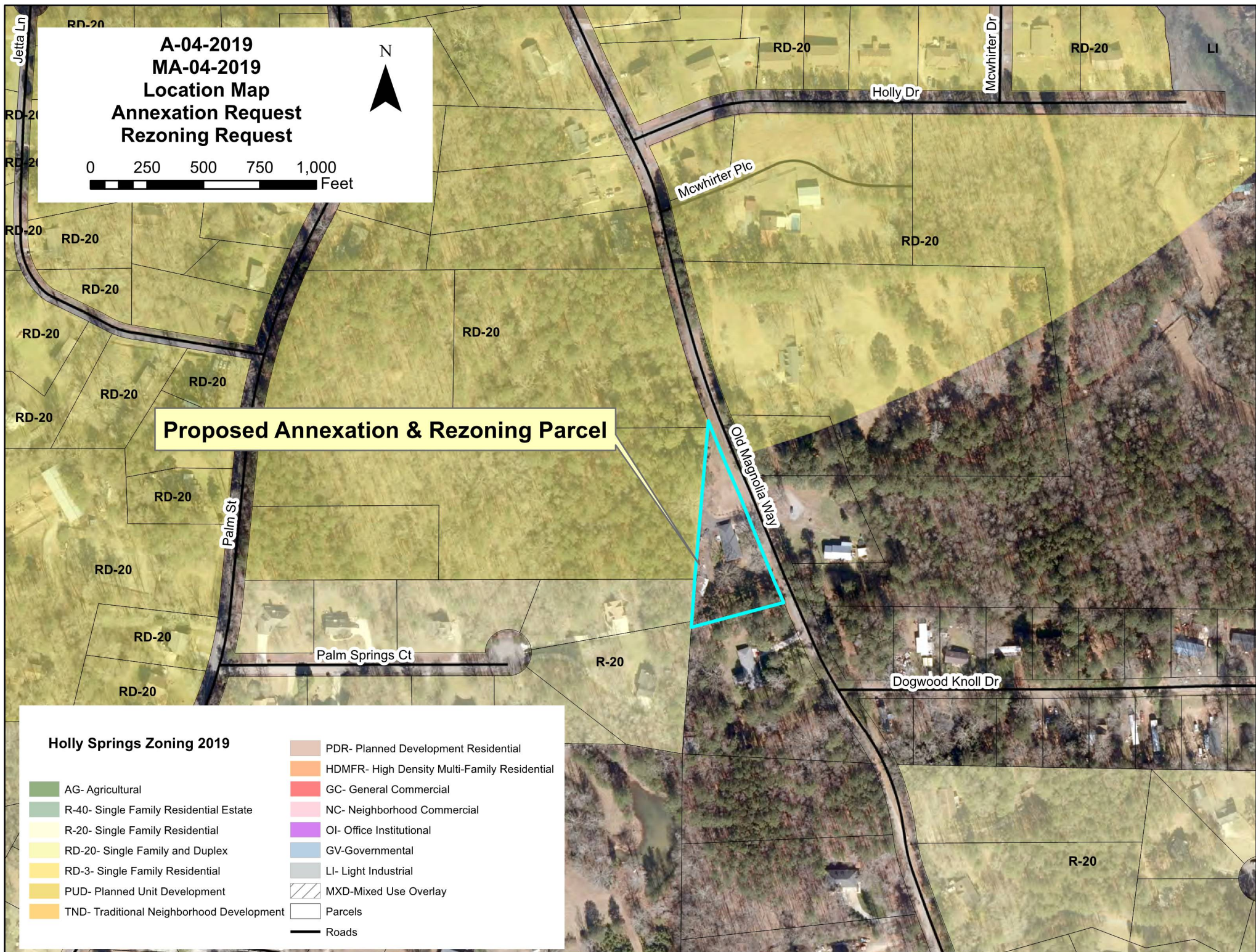
E. Planning Commission Recommendation

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

F. Staff Recommendation

Staff recommends **APPROVAL** of the **ANNEXATION** of 1.0+/- acre.

Staff recommends **APPROVAL** to rezone 1.0+/- acre, to **RD-20, Single Family and Duplex**.



A-04-2019



City of Holly Springs, Georgia

Petition for Annexation

100% Method

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

APPLICANT INFORMATION

Date: X 4-4-19

Applicant's Name: PAUL E BAILEY

Corporation Name: _____

Mailing Address: 1043 OLD MAGNOLIA WAY CANTON GA 30115

Phone: (770) [REDACTED]

Email: _____

PROPERTY OWNER INFORMATION

Property Owner(s): PAUL E BAILEY & FRANCES R BAILEY (DECEASED)

Mailing Address: 1043 OLD MAGNOLIA WAY CANTON GA 30115

Phone: (770) [REDACTED]

Email: _____

PROPERTY INFORMATION

Tax Map #: 1514D Parcel #: 133

Land Lot(s)/District: 415 / 15

Physical Address: 1043 OLD MAGNOLIA WAY CANTON GA 30115

Property Location Description: ONE ACRE WITH SINGLE FAMILY RESIDENCE

Current Zoning: R 40

(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).

NO CHANGE, RETAIN SINGLE FAMILY RESIDENCE
SELLING A SMALL SECTION OF PROPERTY TO NEIGHBOR

(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; ATTACHED
- ☒ Complete the Applicant & Property Owner(s) Signature Sections, following page;
- ☐ Any additional information requested by City Officials.

APPLICANT & PROPERTY OWNERS SIGNATURE SECTION

PAUL E BAILEY
Applicant Name (Please Print)

Corporation Name (Please Print)
Paul E. Bailey
Applicant Signature

Title (Please Print)
4-4-19
Date

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

FRANCES R BAILEY (DECEASED)
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: Nancy Moon
City of Holly Springs, Georgia

Date: 4/18/2019



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.

Paul E. Bailey
Signature

4-4-19
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 PAUL E BAILEY 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
4th DAY OF April, 2019

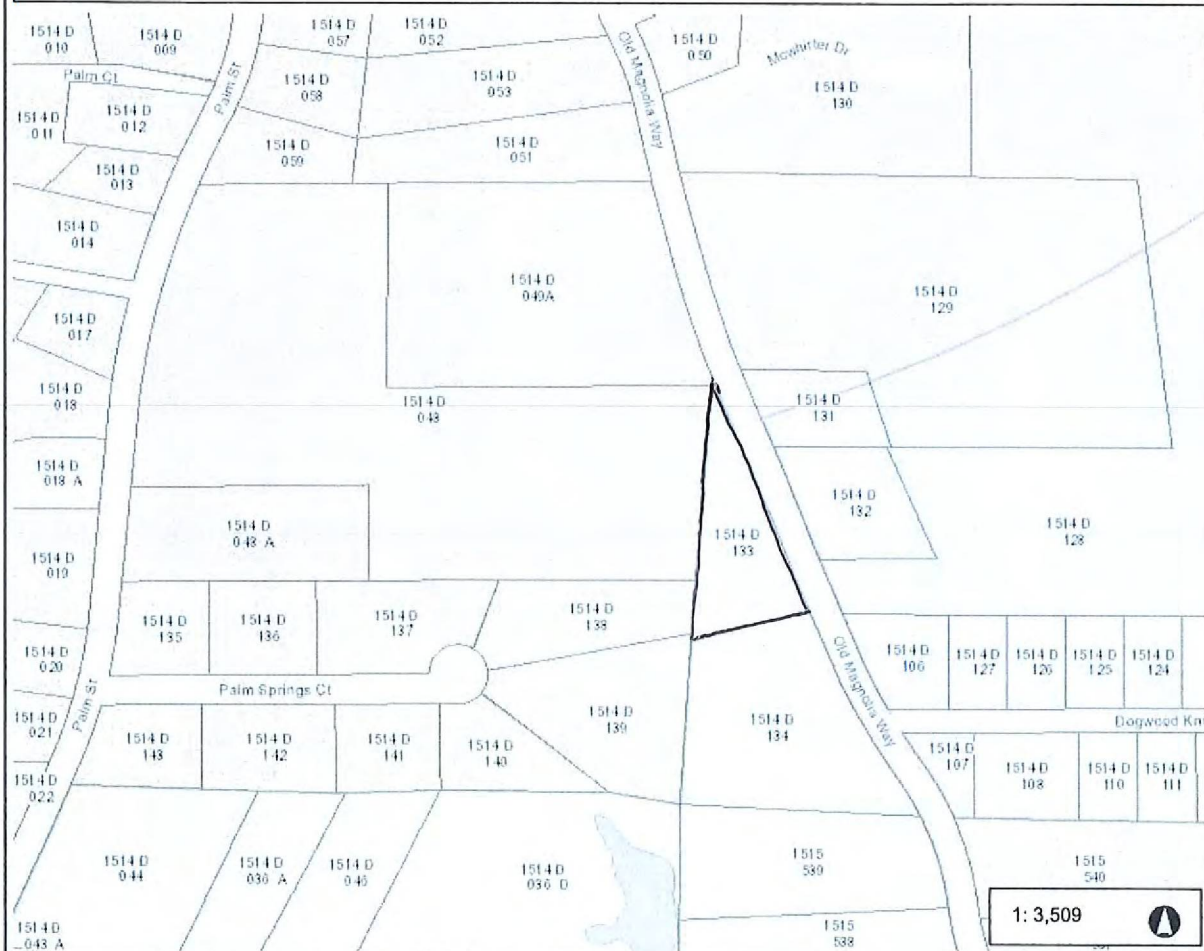
Tracey Puckett Chambers
Notary Public



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



Cherokee County, GA



Legend

- Parcels
- 🚓 Schools
- ⛪ Churches
- 🌐 World Street Map

Notes



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- 04-2019

APPLICATION CUP- _____

HEARING DATE _____

DATE OF APPLICATION _____

APPLICANT PAUL E. Bailey

OWNER _____
(If other than applicant)

ADDRESS 1043 Old Magnolia Way Canton, Ga. 3

ADDRESS _____

ZIP CODE 30115 PHONE 770 [REDACTED]

ZIP CODE _____ PHONE _____

EMAIL [REDACTED]

SIGNATURE Paul E. Bailey

SIGNATURE _____

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

PRESENT ZONING DISTRICT(S) R-40

REQUESTED ZONING DISTRICT RD-20

REQUESTED CONDITIONAL USE(S) No

PROPERTY LOCATION/ADDRESS 1043 Old Magnolia Way, Canton, Ga. 30115

MAP NUMBER 1514 D

PARCEL NUMBER(S) 133

LAND LOT(S) 415 / 15

DISTRICT(S) _____ SECTION(S) _____

ACREAGE 1 SEWAGE DISPOSAL TYPE Septic UTILITIES AVAILABLE All
Drain Filled

DESCRIPTION OF PROPOSED DEVELOPMENT AND/OR CONDITIONAL USE REQUEST:
Single Family Residence

(COMPLETE ON ATTACHED PAPER IF NECESSARY)

The following information must be provided with completed application:

- ___ WARRANTY DEED
- ___ TAX DOCUMENTATION PAID FROM MORTGAGE ESCROW (COPY ATTACHED)
- ___ SURVEY PLAT BY REGISTERED SURVEYOR
- ATTACHED 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)
- NA FOR CONDITIONAL USE REQUESTS, COMPLIANCE WITH SECTION 5.4
- NA FOR CONDITIONAL USE REQUESTS, COMPLETE ATTACHMENT B
- ___ FILING FEES \$ 500 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? YES, BUT CANNOT MAINTAIN SINGLE FAMILY RESIDENCE AND SELL SOME ACREAGE, AND STILL MEET CURRENT R40 CHEROKEE COUNTY ZONING

(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 INCREASE

(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 CHANGE

(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?

OWNER IS IN RETIREMENT AND WANTS FUNDS TO REDUCE MORTGAGE. SELLING A SMALL SECTION OF PROPERTY PROVIDES THESE FUNDS. THE EXISTING 40000 square foot county requirement prevents this. OWNER WILL HAVE @ 0.80 Acre for single family residence to remain and comply with HOLLY SPRINGS REQUIREMENTS

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*:

NO CHANGE / NO NEW CONSTRUCTION

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.

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

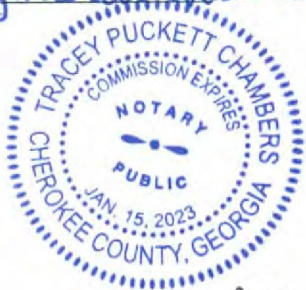
4-4-19
DATE

PAUL E BAILEY
APPLICANT NAME PRINTED

Paul E. Bailey
APPLICANT SIGNATURE

Tracey Puckett Chambers
NOTARY

Seal:





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.

Paul E. Bailey
Signature

4-4-19
Date

Title

Legal Company Name

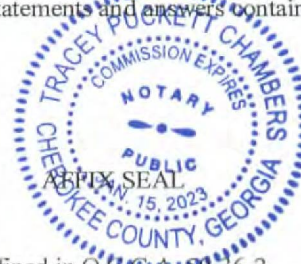
Company Address

(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 PAUL E BAILEY 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
4th DAY OF April, 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.

JPMORGAN CHASE BANK, N.A.
OH4-7399
PO BOX 182613
COLUMBUS OH 43218
PHONE: 1-800-848-9136

RECIPIENT'S/LENDER'S TIN	PAYER'S/BORROWER'S TIN
13-4994650	***-**-7593
PAYER'S/BORROWER'S name	
PAUL E BAILEY	
Street address (including apt. no.)	
1043 OLD MAGNOLIA WAY	
City or town, state or province, country, and ZIP or foreign postal code	
CANTON GA 30115-8826	
9 Number of properties securing the mortgage	10 Other
1	
Account number (see instructions)	
1528001090	

Form **1098** (Keep for your records)

Additional Amounts

Real Estate Taxes Paid \$411.06

DO NOT
RECORD

SLIP OF THE SURVEYOR'S
RECORDING INSTRUMENT

ALL DISTANCES IN THIS SURVEY ARE GIVEN IN FEET AND DECIMALS THEREOF. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS.



PRELIMINARY

DATE

DO NOT
RECORD

SLIP OF THE SURVEYOR'S
RECORDING INSTRUMENT

ALL DISTANCES IN THIS SURVEY ARE GIVEN IN FEET AND DECIMALS THEREOF. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS.



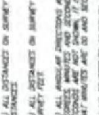
PRELIMINARY

DATE

DO NOT
RECORD

SLIP OF THE SURVEYOR'S
RECORDING INSTRUMENT

ALL DISTANCES IN THIS SURVEY ARE GIVEN IN FEET AND DECIMALS THEREOF. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS.



PRELIMINARY

DATE

DO NOT
RECORD

SLIP OF THE SURVEYOR'S
RECORDING INSTRUMENT

ALL DISTANCES IN THIS SURVEY ARE GIVEN IN FEET AND DECIMALS THEREOF. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS. THE SURVEYOR HAS BEEN ADVISED THAT THE PROPERTY IS BEING SURVEYED FOR THE PURPOSE OF DIVIDING THE SAME INTO LOTS.



PRELIMINARY

DATE

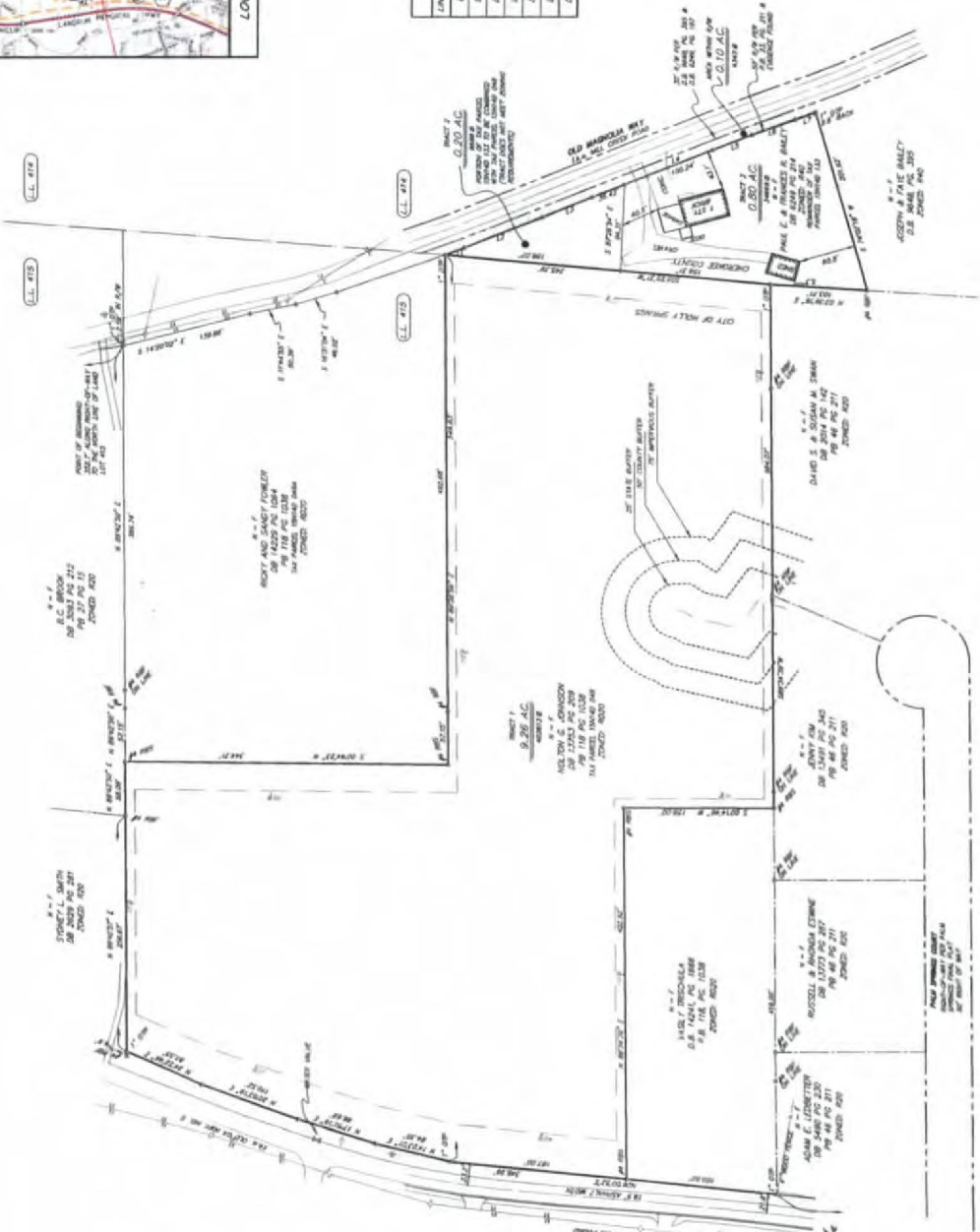
DO NOT
RECORD

SLIP OF THE SURVEYOR'S
RECORDING INSTRUMENT



LOCATION MAP 1" = 2000'

LINE #	BEARING	DISTANCE
1	S 27° 12' 46" E	22.31'
2	S 27° 14' 32" E	88.52'
3	S 27° 16' 21" E	30.17'
4	S 27° 18' 07" E	136.68'
5	S 27° 19' 53" E	45.00'
6	S 27° 21' 39" E	46.29'
7	S 27° 23' 25" E	23.64'



LOT LINE ADJUSTMENT PLAT FOR
MOLTON G. JOHNSON &
PAUL & FRANCES BAILEY
LOCATED IN L.L. 413
15th DISTRICT, 2ND SECTION
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GA.

Glaskins
SURVEYORS
1000 W. 10th St.
Holly Springs, NC 28743
Phone: 704/336-1111
Fax: 704/336-1112
E-mail: glaskins@glaskins.com

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF NORTH CAROLINA
COUNTY OF CHEROKEE
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Cherokee, State of North Carolina, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

STATE OF GEORGIA,

County of Cherokee

THIS INDENTURE, made this _____ day of July, in the Year of our Lord One Thousand Nine Hundred and Eighty Seven, between

JOYCE M. HOLLAND

of the State of Georgia and County of Cherokee, of the first part, and

PAUL E. BAILEY and FRANCES R. BAILEY

of the State of Georgia and County of Cherokee, of the second part,

WITNESSETH: That the said part Y of the first part, for and in consideration of the sum of -----ONE DOLLAR AND OTHER VALUABLE CONSIDERATIONS----- DOLLARS, in hand paid, the receipt whereof is acknowledged, ha^s bargained, sold, and by these presents do^{es} remise, convey and forever QUIT-CLAIM to the said part ies of the second part, their

heirs and assigns, ~~all that tract or parcel of land lying and being in~~

All that tract or parcel of land lying and being in Land Lot 414 of the 15th District, 2nd Section, Cherokee County, Georgia as shown on a plat of survey for Joe Bailey, prepared by Martin & Norton, Inc., dated May 19, 1987 and recorded in Plat Book _____, Page _____, Cherokee County Plat Records, said plat being incorporated herein by reference thereto and being more particularly described as follows:

TO ASCERTAIN THE TRUE POINT OF BEGINNING begin at an iron pin located in the Southwest corner of Land Lot 414, said point being the common corners of Land Lot 414, 415, 450 and 451; thence following the West land lot line of Land Lot 414 North 04° 08' 00" East a distance of 280.55 feet to an iron pin and the TRUE POINT OF BEGINNING; thence leaving the West land lot line of Land Lot 414 North 74° 31' 40" East a distance of 211.84 feet to an iron pin on the West right of way of Old Magnolia Way a/k/a Mill Creek Road (said road having a 30 foot right of way); thence following the West right of way of Old Magnolia Way South 19° 01' 20" East a distance of 60.46 feet to an iron pin; thence leaving the West right of way of Old Magnolia Way North 89° 50' 10" West a distance of 223.87 feet and the True Point of Beginning.

This deed is given for the purpose of releasing the above described property from a Deed to Secure Debt by Paul E. Bailey and Frances R. Bailey to Burnice G. Holland and Joyce M. Holland dated May 3, 1985 and recorded in Deed Book 456, Page 124, Cherokee County Deed Records.

Except for the release of the above described property said deed shall remain otherwise in full force and effect.

TO HAVE AND TO HOLD the said described premises to the said part ies of the second part, so that neither the said part Y of the first part nor her heirs, nor any other person or persons claiming under her shall at any time, by any means or ways, have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, The said part Y of the first part ha^s hereunto set her hand _____ and seal _____, the day and year above written.

Signed, sealed and delivered in presence of

Witness _____

JOYCE M. HOLLAND

(SEAL)

(SEAL)

Notary Public _____

STATE OF GEORGIA,

County of Cherokee

THIS INDENTURE, made this _____ day of July, in
the Year of our Lord One Thousand Nine Hundred and Eighty Seven, between

BURNICE G. HOLLAND

of the State of Georgia and County of Cherokee, of the first part, and

PAUL E. BAILEY and FRANCES R. BAILEY

of the State of Georgia and County of Cherokee, of the second part,

WITNESSETH: That the said part Y of the first part, for and in consideration of the
sum of -----ONE DOLLAR AND OTHER VALUABLE CONSIDERATIONS----- DOLLARS,
in hand paid, the receipt whereof is acknowledged, has bargained, sold, and by these presents
does remise, convey and forever QUIT-CLAIM to the said part ies of the second part, their

heirs and assigns, ~~all that tract or parcel of land lying and being in~~

All that tract or parcel of land lying and being in Land Lot 414 of the
15th District, 2nd Section, Cherokee County, Georgia as shown on a plat of survey
for Joe Bailey, prepared by Martin & Norton, Inc., dated May 19, 1987 and recorded
in Plat Book _____, Page _____, Cherokee County Plat Records, said
plat being incorporated herein by reference thereto and being more particularly
described as follows:

TO ASCERTAIN THE TRUE POINT OF BEGINNING begin at an iron pin located in
the Southwest corner of Land Lot 414, said point being the common corners of Land
Lot 414, 415, 450 and 451; thence following the West land lot line of Land Lot 414
North 04° 08' 00" East a distance of 280.55 feet to an iron pin and the TRUE POINT
OF BEGINNING; thence leaving the West land lot line of Land Lot 414 North 74° 31'
40" East a distance of 211.84 feet to an iron pin on the West right of way of Old
Magnolia Way a/k/a Mill Creek Road (said road having a 30 foot right of way);
thence following the West right of way of Old Magnolia Way South 19° 01' 20" East
a distance of 60.46 feet to an iron pin; thence leaving the West right of way of
Old Magnolia Way North 89° 50' 10" West a distance of 223.87 feet and the True
Point of Beginning.

This deed is given for the purpose of releasing the above described
property from a Deed to Secure Debt by Paul E. Bailey and Frances R. Bailey to
Burnice G. Holland and Joyce M. Holland dated May 3, 1985 and recorded in Deed
Book 456, Page 124, Cherokee County Deed Records.

Except for the release of the above described property said deed shall
remain otherwise in full force and effect.

TO HAVE AND TO HOLD the said described premises to the said part ies of the second
part, so that neither the said part Y of the first part nor his heirs, nor any other person or
persons claiming under him shall at any time, by any means or ways, have, claim or demand
any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, The said part Y of the first part has hereunto set his
hand and seal, the day and year above written.

Signed, sealed and delivered in presence of

Witness

BURNICE G. HOLLAND

(SEAL)

(SEAL)

Notary Public



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: May 28, 2019

COUNCIL MEETING DATE: June 3, 2019

RECOMMENDATION

Applicant, Manor Restorations, has requested annexation of 13.23+/- acres located on Holly Springs Parkway, tax parcels 083 of tax plat 15N15. 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 vote 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:

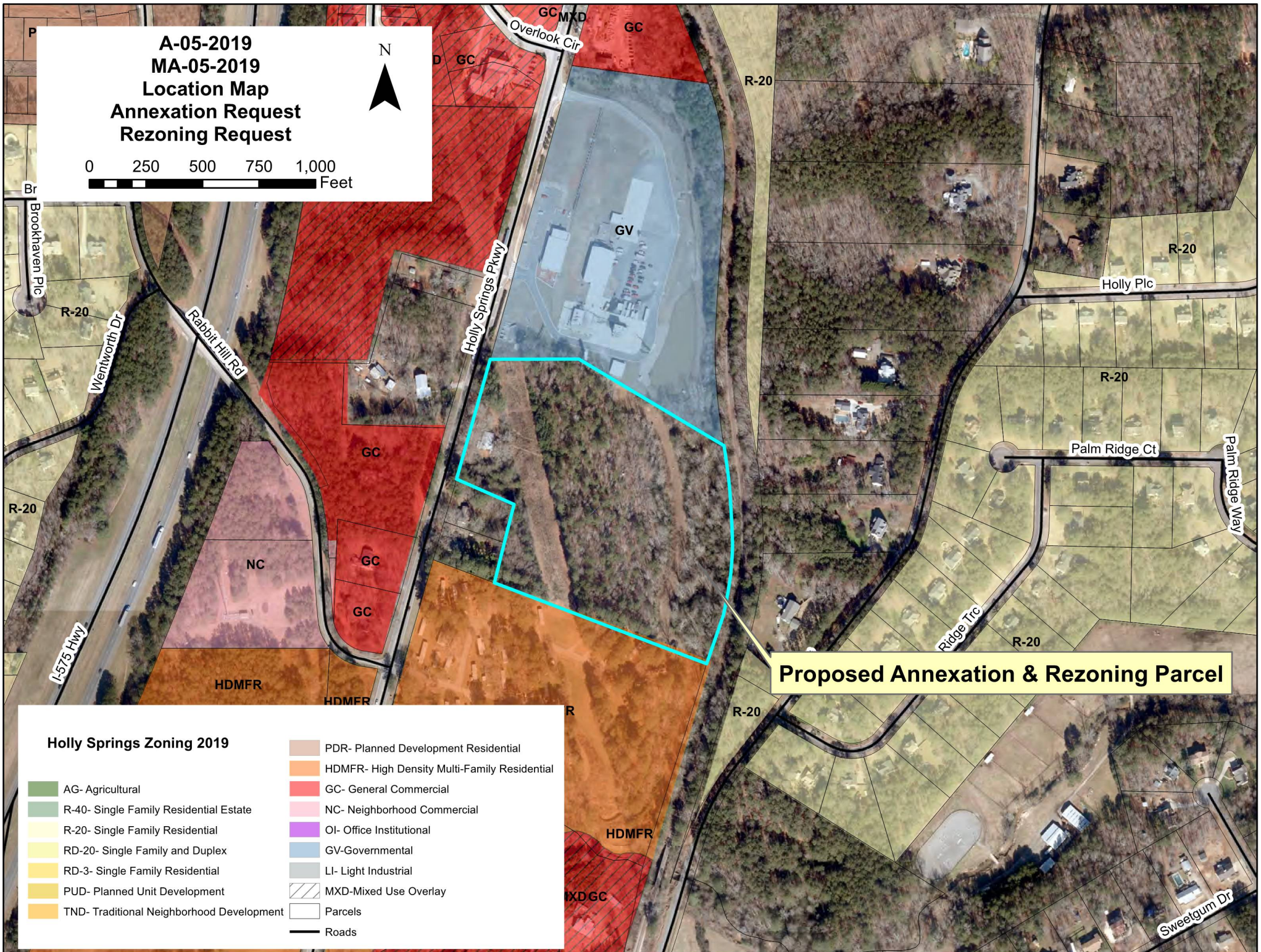
1. A master association shall be formed which shall include all component parts of the project. The master association shall be responsible for the oversight, upkeep, and maintenance of the entrance areas, amenity areas, common areas, open space areas, other common recreational areas and the like contained 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**

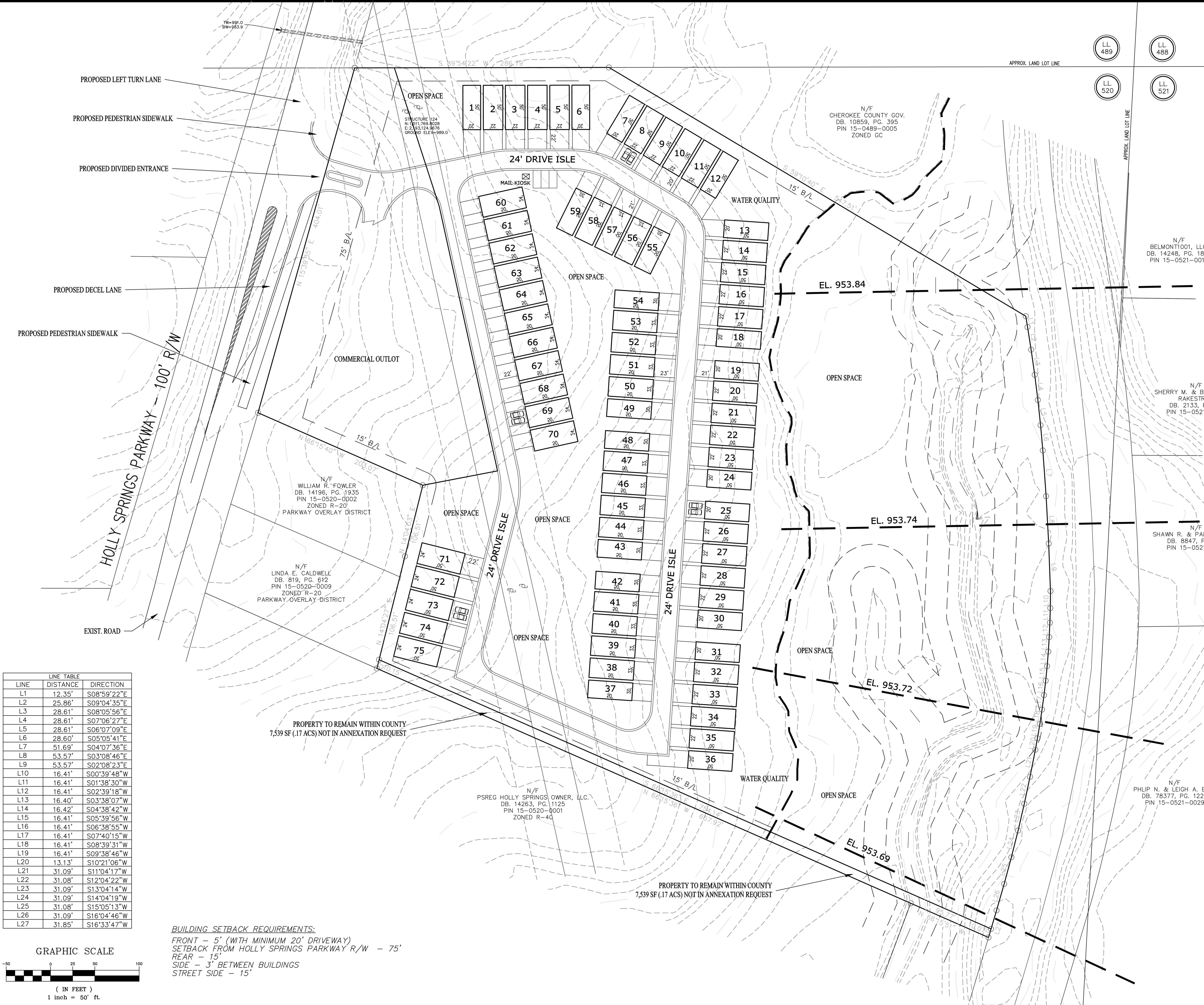


0 250 500 750 1,000
Feet

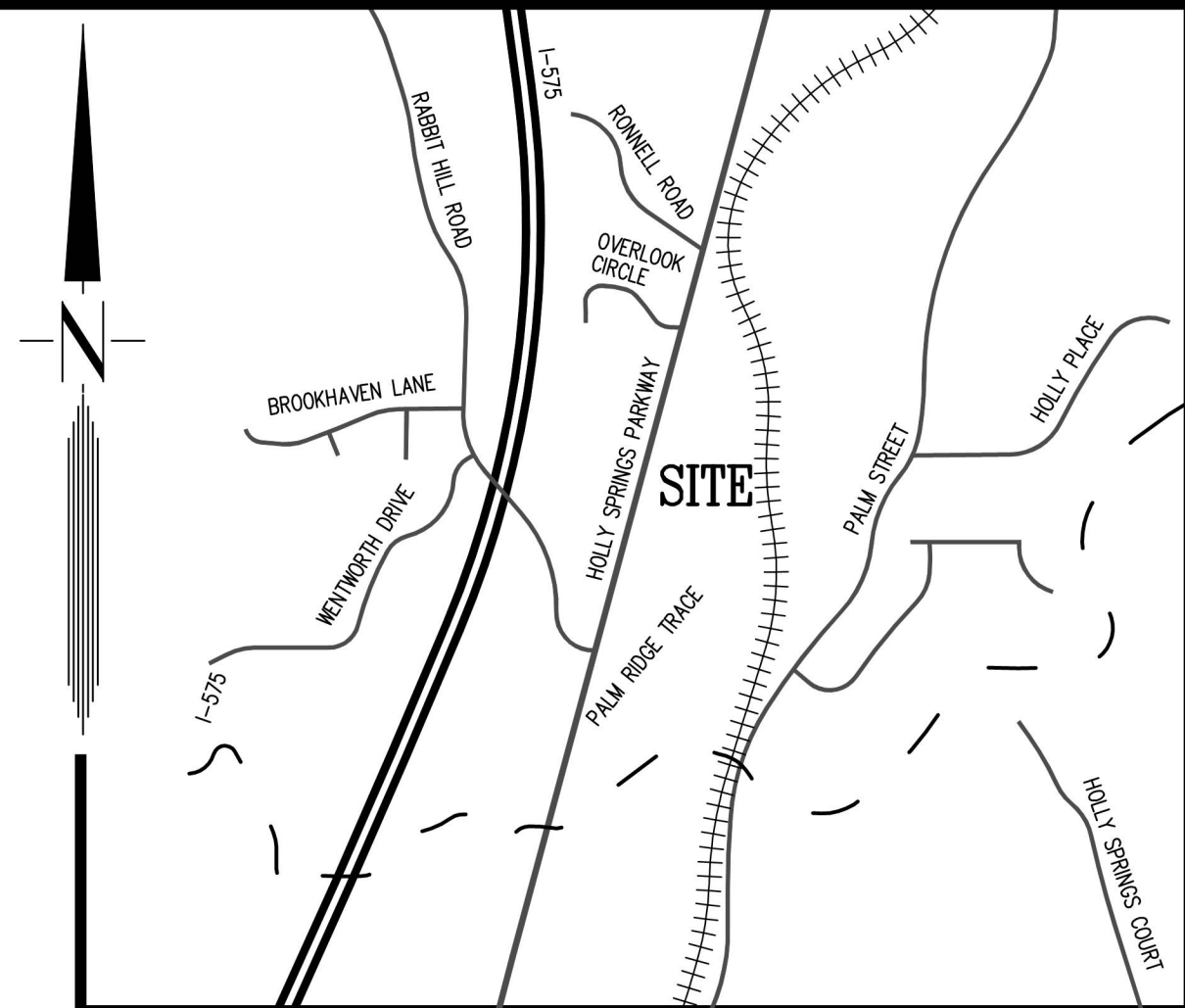
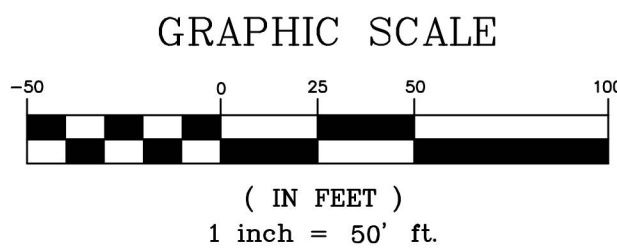


Holly Springs Zoning 2019

- | | |
|---|--|
| AG- Agricultural | PDR- Planned Development Residential |
| R-40- Single Family Residential Estate | HDMFR- High Density Multi-Family Residential |
| R-20- Single Family Residential | GC- General Commercial |
| RD-20- Single Family and Duplex | NC- Neighborhood Commercial |
| RD-3- Single Family Residential | OI- Office Institutional |
| PUD- Planned Unit Development | GV- Governmental |
| TND- Traditional Neighborhood Development | LI- Light Industrial |
| | MXD- Mixed Use Overlay |
| | Parcels |
| | Roads |



LINE TABLE		
LINE	DISTANCE	DIRECTION
L1	12.35'	S08°59'22"E
L2	25.86'	S09°04'35"E
L3	28.61'	S08°05'56"E
L4	28.61'	S07°06'27"E
L5	28.61'	S06°07'09"E
L6	28.60'	S05°05'41"E
L7	51.69'	S04°07'36"E
L8	53.57'	S03°08'46"E
L9	53.57'	S02°08'23"E
L10	16.41'	S00°39'48"W
L11	16.41'	S01°38'30"W
L12	16.41'	S02°39'18"W
L13	16.40'	S03°38'07"W
L14	16.42'	S04°38'42"W
L15	16.41'	S05°39'56"W
L16	16.41'	S06°38'55"W
L17	16.41'	S07°40'15"W
L18	16.41'	S08°39'31"W
L19	16.41'	S09°38'46"W
L20	13.13'	S10°21'06"W
L21	31.09'	S11°04'17"W
L22	31.08'	S12°04'22"W
L23	31.09'	S13°04'14"W
L24	31.09'	S14°04'19"W
L25	31.08'	S15°05'13"W
L26	31.09'	S16°04'46"W
L27	31.85'	S16°33'47"W



LOCATION MAP N.T.S.

FLOOD INFORMATION

THIS PROPERTY IS NOT LOCATED WITHIN A FEMA 100 YEAR FLOOD ZONE ACCORDING TO CITY OF HOLLY SPRINGS, GA. FEMA FIRM PANEL 0242 D, COMMUNITY #130425, DATED: SEPT. 29, 2006.

GENERAL SITE NOTES

PROPOSED USE: SINGLE FAMILY RESIDENTIAL
CURRENT ZONING: R-20
PROPOSED ZONING: MXD-1
PARKWAY OVERLAY DISTRICT
PROPOSED RESIDENTIAL: 75 UNITS
PROPOSED RESIDENTIAL: 6.31 U/A
MINIMUM UNIT SIZE - 1,800 SF
MINIMUM LOT WIDTH - 24 FT
MAXIMUM LOT COVERAGE - 65%

AREA SUMMARY NOTES

TOTAL AREA: 13.4 ACRES
TOTAL COMMERCIAL AREA: 1.6 ACRES
TOTAL RESIDENTIAL AREA - 11.8 ACRES

OWNER OF RECORD:

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

PROPERTY ADDRESSES:

4099 HOLLY SPRINGS PARKWAY
CANTON, GA. 30115
PIN 15-0520-0010

APPLICANT:

MANOR RESTORATION, LLC
4763 TOWNSHIP CHASE
MARIETTA, GA. 30066
C/O BERNIE SMITH

24 HR. CONTACT:

Doug Patten, CPESC
770-294-1974
DOUGPATTEN@CENTERLINESURVEYING.COM

REZONING CONCEPTUAL PLAN FOR:

ECINSSA
TOWNHOMES

LAND LOTS 489 & 490, 15TH DIST., 2ND SEC.
HOLLY SPRINGS, CHEROKEE COUNTY, GEORGIA

centerline

Surveying and Land Planning, Inc.
1301 SHILOH ROAD, SUITE 1210, KENNESAW, GA. 30144
PHONE: (770) 424-0028 FAX: (770) 424-2399

DRAWN BY:	DP	DATE:	3-25-19
CHECKED BY:	DP	DRAWING NO.:	REZONING
JOB NO.:	HOLLYSPRGS	SHEET	1 OF 1
NO.	DATE	REVISION DESCRIPTION	BY
1	5-2-19	CREATED COUNTY CONNECTION	DP



City of Holly Springs, Georgia

Petition for Annexation

100% Method

Please complete 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____

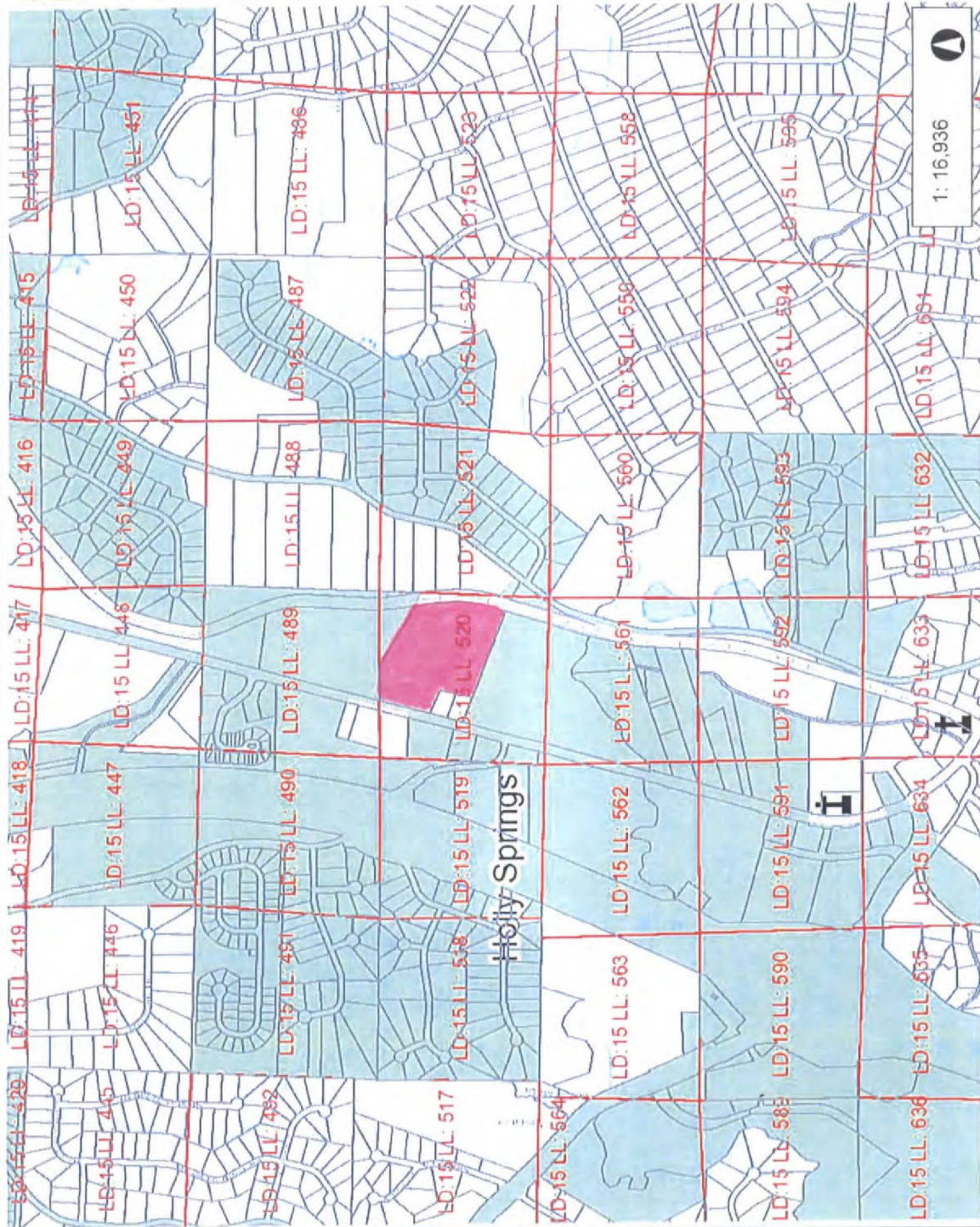
Notary Public

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



Legend

- Overlay Districts
 - Hwy 52 Overlay
 - Bells 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

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.



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 SPRING S 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 OUTLET 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
- ☒ ~~2~~ 4 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\$ 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' 5' w/min. 20' DRIVEWAY
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

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

Jamie L. Olson
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.

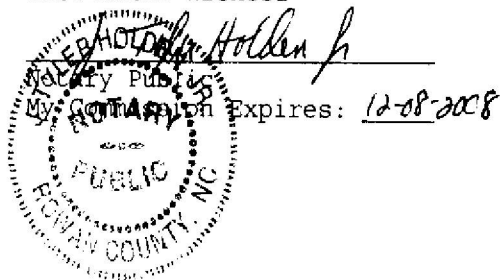
TO HAVE AND TO HOLD the Land with all and singular the rights,
members and appurtenances thereof, to the same being, belonging, or
in anywise appertaining, to the only proper use, benefit and behoof
of Grantees forever, IN FEE SIMPLE in as full and ample a manner as
the same was held, possessed and enjoyed,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

Heidi 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 Forless Street & Main Street 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 10¢ 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	4. INTENDED USE [] [] [] [] R A C I	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>Edith B. Zucker</u> 10-5-04 (Seller or Authorized Agent) (Date)	
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	2. COUNTY Cherokee	Signature <u>Edith B. Zucker</u> 10-5-04 (Buyer or Authorized Agent) (Date)	
3. CITY (IF APPLICABLE)	4. MAP & PARCEL NUMBER	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.	
5. ACRES 14 +/-	6. DISTRICT 15th	Signature _____ (Date) _____ (Clerk or Deputy of Superior Court)	
7. LAND LOT	8. SUB LOT & BLOCK		
	526		
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.cherokeeega.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 a horizontal line extending from the end.

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

	Yes	No
2) Will delivery of services be affected by the annexation?		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.		

	Yes	No
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?		
If the answer to (3) is yes, please provide the evidence		

	Yes	No
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?		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?		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

SUBJECT: ORD-11-2019, Amendment to Code of the City of Holly Springs, Georgia, Chapter 18-Building and Building Regulations, Article IV-Administration and Enforcement of State Minimum Standard Codes

DATE: May 30, 2019

COUNCIL MEETING DATE: June 3, 2019

Formatted: Indent: First line: 0"

This ordinance will update the City's reference and terminology to applicable building and fire codes with the current state approved codes. Staff recommends the following changes and deletions to Chapter 18, Building and Building Regulations, of the Code of the City of Holly Springs, Article IV, Administration and Enforcement of State Minimum Standard Codes, Section 18-53, Scope

Sec. 18-53. - Scope.

(a) *Applicability:*

- (1) *Generally.* Where, in any specific case, different sections of these construction codes specify different materials, methods of construction or other requirements, the most restrictive shall govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.
- (2) *Building.* The provisions of the ~~Standard-International~~ Building Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the construction, alteration, repair, equipment, use and occupancy, location, maintenance, removal and demolition, of every building or structure or any appurtenances connected or attached to such buildings or structures, except in one- and two-family dwellings.
- (3) *Electrical.* The provisions of the National Electrical Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.
- (4) *Gas.* The provisions of the ~~Standard-International Fuel~~ Gas Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the installation of consumer's gas piping, gas appliances and related accessories as covered in this Code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories, except in one- and two-family dwellings.

Formatted: Indent: Left: 0.63", Tab stops: 1", Left + Not at 0.63"

- (5) *Mechanical*. The provisions of the ~~Standard-International~~ Mechanical Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the installation of mechanical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air conditioning and refrigeration systems, incinerators, and other energy related systems, except in one- and two-family dwellings.
- (6) *Plumbing*. The provisions of the ~~Standard-International~~ Plumbing Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to every plumbing installation, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances, and when connected to a water or sewerage system.
- (7) *Fire prevention*. The provisions of the ~~Standard-International~~ Fire Prevention Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the construction, alterations, repairs, equipment, use and occupancy, location, maintenance, of every building or structure or any appurtenances connected or attached to such buildings or structures.
- (8) *Energy*. The provisions of the ~~CABO-Model~~International Energy Conservation Code, as adopted and amended by the Georgia Department of Community Affairs, shall regulate the design of building envelopes for adequate thermal resistance and low air leakage and the design and selection of mechanical, electrical, service water heating and illumination systems and equipment that will enable the effective use of energy in new building construction.
- (9) ~~CABO One and Two Family Dwelling~~. The provisions of the ~~CABO One and Two Family Dwelling~~International Residential Code, as adopted and amended by the Georgia Department of Community Affairs, shall apply to the construction, alteration, repair, equipment, use and occupancy, location, maintenance, of every one- or two-family dwellings or any appurtenances connected or attached to such buildings or structures.
- (10) ~~The unsafe building abatement code. The provisions of this code provide code enforcement personnel with the necessary tools to have dangerous and unsafe buildings repaired or demolished.~~The International Swimming Pool and Spa Code. The provisions of this code as adopted and amended by the Georgia Department of Community Affairs, shall apply to the construction, alteration, repair, equipment, use and occupancy, location, and all regulations pertaining to a pool or spa and including a barrier surrounding the pool or spa. The barrier shall be 5 feet high and meet all other regulations of a barrier as provided for in the International Swimming Pool and Spa Code.

Formatted: Font: Not Italic

Formatted: Font: Italic

*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

- (b) *Federal and state authority.* The provisions of the construction code shall not be held to deprive any federal or state agency, or any applicable governing authority having jurisdiction, of any power or authority which it had on the effective date of the adoption of the construction codes or of any remedy then existing for the enforcement of its orders, nor shall it deprive any individual or corporation of its legal rights as provided by law.
- (c) *Appendices.* Appendices referenced in the text of the construction codes shall be considered an integral part of the construction codes.
- (d) *Referenced standards.* Standards referenced in the text of the construction codes shall be considered an integral part of the construction codes. If specific portions of a standard are denoted by code text, only those portions of the standard shall be enforced. Where construction code provisions conflict with a standard, the construction code provisions shall be enforced. Permissive and advisory provisions in a standard shall not be construed as mandatory.
- (e) *Maintenance.* All buildings, structures, electrical, gas, mechanical and plumbing systems, both existing and new, and all parts thereof, shall be maintained in a safe and sanitary condition. All devices or safeguards, which are required by the construction codes when constructed, altered, or repaired, shall be maintained in good working order. The owner, or his/her designated agent, shall be responsible for the maintenance of buildings, structures, electrical, gas, mechanical and plumbing systems.

*** The recommendations made herein are the opinions of the City of Holly Springs Staff and do not constitute a final decision.*

REQUEST FOR BIDS

The City of Holly Springs Engineering Department, located at 3237 Holly Springs Parkway, Holly Springs, Georgia 30115, will receive sealed bids until:

Friday, June 21st, 2019, 10:00 AM EDT

For the project known as:

City of Holly Springs
Pedestrian Bridge on Harmony Lake Drive Project
RFB #2019-03

Proposals are **due by 10:00 AM EDT**, and will be opened and read aloud shortly thereafter in the City Hall Conference Room, 3237 Holly Springs Parkway, Holly Springs, Georgia 30115. No other determination of award will take place at the bid opening. Bids received after the designated time will not be considered. The Owner of the project is the City of Holly Springs. The Engineer for the project is **BM&K Construction & Engineering**.

The approximate extent and character of the Work is generally described as follows:

CONSTRUCTION CONSISTING OF, BUT NOT LIMITED TO, CLEARING & GRADING, EROSION CONTROL, CONCRETE SIDEWALK, AND FINAL DESIGN & INSTALLATION OF PEDESTRIAN BRIDGE ON HARMONY LAKE DRIVE OVER A TRIBUTARY OF AVERY CREEK IN THE HARMONY ON THE LAKES SUBDIVISION IN THE CITY OF HOLLY SPRINGS, GEORGIA.

Bidders shall inform themselves concerning Georgia Laws and comply with same.

Bidding Documents and plans may be obtained by contacting Lisa Giles at BM&K Construction & Engineering, 706-824-0514 or by email at lgiles@bmandkinc.com

All engineering and technical questions should be directed to Jacob Hughes, P.E., BM&K Construction & Engineering Consultant City Engineer, at jacob@bmandkinc.com

The time allowed for Substantial Completion is **90 consecutive calendar days** from the date specified in the **Notice to Proceed**. Nonrefundable liquidated damages in the amount of \$200 per calendar day will be deducted from monies due the Contractor in the event that a portion of the work remains incomplete beyond the agreed upon contract completion date.

Each Bid must be accompanied by a Bid Bond with good and sufficient surety or sureties approved by the owner for faithful acceptance of the contract, payable to, in favor of, and for the protection of the OWNER in an amount equivalent to five percent (5%) of the total amount payable by the terms of the contract or, in lieu thereof, in the form of a certified check, cashier's check, or cash in equal amount.

The Successful Bidder will be required to furnish a performance bond for 100% of the contract amount and a payment bond for 100% of the contract amount, with the executed Agreement meeting the requirements

of the Contract Documents and executed on the forms attached to the Agreement. The terms and time for payment are set forth in the Agreement.

Surety and insurance companies must have an AM Best rating of A-6 or greater, be listed in the Federal Registry of Companies holding Certificates of Authority and Acceptable Sureties on Federal Bonds, be licensed by the Georgia Insurance Department and the Georgia Secretary of State to do business in the State of Georgia.

Requests for payments are due by the Fifth (5th) of the month for payment by the Twentieth (20th) of the month less 10% retainage. Retainage will be held until final acceptance of the project by the City of Holly Springs.

All Bids will remain subject to acceptance for 60 days after the date of the Bid opening, but OWNER may, in its sole discretion, release any Bid and return the Bid security prior to that date.

All work performed for this project shall be in accordance with Georgia Department of Transportation Standard Specifications for Construction of Roads and Bridges, 2013 Edition, or current edition and attached modifications and special provisions.

Each proposal must be submitted in a SEALED ENVELOPE, addressed to the OWNER. Each sealed envelope containing a bid must be plainly marked on the outside as, “***City of Holly Springs Pedestrian Bridge on Harmony Lake Drive Project***”, and the envelope should bear on the outside the name and address of the bidder.

If bid is forwarded by mail, the sealed envelope containing the Bid must be enclosed in a separate mailing envelope to the attention of the OWNER. The mailing address is P.O. Box 990 Holly Springs, GA 30142. Bids may be hand-delivered to Holly Springs City Hall at 3237 Holly Springs Parkway, Holly Springs, GA 30115.

The Owner reserves the right to reject any or all Bids, to waive formalities and re-advertise.



Steven W. Miller, Mayor
City of Holly Springs



2019-2020 Classic Main Street MOU

2019-2020 Classic Main Street MOU

5/1/2019

This document should be signed by all local parties (Mayor, Board Chair, Main Street Program Manager) and a copy of the original document should be uploaded to your community's shared DCA Dropbox folder by July 1, 2019.

GEORGIA CLASSIC MAIN STREETS PROGRAM MEMORANDUM OF UNDERSTANDING

2019 -2020 Program Year

This agreement is entered into and executed by the Georgia Department of Community Affairs Office of Downtown Development (hereinafter referred to as "DCA"), the City/Town of Holly Springs, Georgia (hereinafter referred to as "Community"), the Local Main Street Program Board of Directors, and the Downtown Manager for the Community. DCA will enter into this agreement with the above parties to provide services in return for active and meaningful participation in the Georgia Classic Main Streets Program by the Community as specified below.

This agreement outlines the necessary requirements set forth by DCA for the Community's participation in the Georgia Classic Main Streets Program for 2019-2020. DCA is the sponsoring state agency for the Georgia Classic Main Street program and is licensed by the National Main Street Center (hereinafter referred to as "National Program") to designate, assess, and recommend for accreditation Main Street programs within the State of Georgia.

In recognition of the agreement by DCA, the Community, the Board of Directors, and the Downtown Manager to maintain an active Local Main Street Program, the parties have agreed to the following:

ARTICLE 1: THE COMMUNITY AGREES TO—

1. Appoint or contract with an entity to serve as the Board of Directors for the local Main Street Program. The city council may not serve as the Main Street Board.
2. Set and review boundaries for the target area of the local Main Street Program.
 - A. A copy of these boundaries should remain on file with DCA at all times.
 - B. The Community should work with the Board of Directors to review boundaries at least once every three years.
3. Employ a paid professional downtown manager responsible for the daily administration of the local Main Street Program.
 - A. The downtown manager must have a job description that identifies at least 75% of their duties. A copy of the job description should remain on file with DCA at all times.
 - B. The downtown manager should be paid a salary consistent with other community and economic development professionals within the state. The program manager's salary must be paid in excess of minimum wage.
 - C. The Community must notify DCA within one week of any downtown manager vacancy and the Community must appoint an interim downtown manager until the position is filled. DCA must have accurate contact information for the downtown manager at all times.
 - D. Provide an annual evaluation of the downtown manager. If the manager is employed by an entity other than the local government, require that entity to provide an annual evaluation and performance review.
4. Provide for local Main Street Program solvency through a variety of direct and in-kind financial support.
 - A. If the downtown manager is an employee of the local Main Street Program and not the Community, the Community assures that the program has the financial means to pay for said manager for the period of this agreement.
 - B. The local Main Street program must maintain an identifiable and publicly accessible office space. DCA recommends this space to be in the local Main Street program area.
 - C. The local Main Street program must have sufficient funding to provide travel and training for the downtown manager and the Board of Directors.
5. Assist the downtown manager in compiling data required as part of the monthly reporting process.
 - A. Provide for a positive relationship between the downtown manager and key city staff to access the following information in a timely manner:
 - i. Business license data
 - ii. Building permit data
 - iii. Property tax data
 - iv. Geographic Information Systems data (mapping support when available)
 - B. Review reported data submitted by the downtown manager to assure accuracy.

6. Use the "Main Street America™" name in accordance with the National Main Street Policy on the Use of the Name Main Street.
7. Notify DCA in writing prior to any wholesale changes in the local program, including staff changes, major funding changes, change in organizational placement of the program or major turnover in the board of directors. Such notice should be within one business week of said changes. Changes may result in program probation, the loss of accreditation or removal of program designation.

ARTICLE 2: THE BOARD OF DIRECTORS AGREES TO—

1. Assist the downtown manager in creating an annual work plan that incorporates incremental and meaningful goals related to the Main Street Approach™ to downtown revitalization: Community Transformation Strategies, Organization, Design, Promotion and Economic Vitality.
 - A. The work plan should include specific tasks, assignments or a point of contact for the task, related budget needs, and a timeline.
 - B. The work plan will serve as a strategic plan for the local program for a period of three years or less.
 - C. A copy of the work plan must be on file and updated with DCA.
2. Provide opportunities for regular public engagement and support of the Local Main Street Program.
 - A. DCA recommends a public downtown visioning event/town hall meeting annually.
 - B. The Board should identify opportunities for volunteer support and assistance in executing the work plan.
 - C. The Board should actively engage the community for financial and in-kind support of the local program.
3. Conduct, at least, one board training, orientation or planning retreat per year for the local program.
4. Meet a minimum of 8 times per year and insure that the minutes of each meeting are maintained and distributed. Such meetings should be open to the public and public notice should be given related to meeting times and agendas.
5. Attend training when possible to become better informed about the Main Street Approach™ and trends for downtown revitalization and to support the downtown manager.
6. All newly appointed Board Members are required to become Main Street 101 certified within their first year of their first term. By December 31, 2020, all Board Members, regardless of their length of service on the Board, must be Main Street 101 certified through DCA's online testing system. A copy of each Board Member's Main Street 101 certification must be uploaded to the Standard 5 file in your program's shared DCA Dropbox folder.
7. Assure the financial solvency and effectiveness of the Local Main Street Program.
 - A. Adopt an annual budget that is adequate to support the annual work plan, maintain an office and support staff, and provide for training and travel.
 - B. Maintain current membership of the Local Main Street Program to the National Main Street Center to be eligible for accreditation.
 - C. Provide for policies to expend funds, enter into debt, and provide programming support for the local Main Street Program.

ARTICLE 3: THE DOWNTOWN MANAGER AGREES TO—

1. Complete all reporting required by DCA to maintain National Accreditation of the local Main Street Program.
 - A. Complete monthly economic and programming activity reports, including portions of said reports that are required as part of the local program assessment process by DCA. These reports must be completed by the 30th of the following month. (Example: March report due by April 30th). Failure to complete monthly reports in a timely manner may result in program probation, the loss of accreditation or removal of program designation.
 - B. Participate in the annual manager's survey provided by DCA. Failure to complete the annual manager's survey by the deadline will result in the loss of accreditation.
 - C. Provide documentation of all meetings, work plans, budgets, job descriptions, and mission/vision statements for the organization.
 - D. Provide documentation to support the work of the organization as it relates to the Main Street Approach™, including information related to historic preservation as required by the National Main Street Center.
 - E. Provide, from time to time, documentation related to local ordinances, plans, codes, and policies that are specific to the Community's downtown area.
2. Participate in training to broaden the impact of the local Main Street Program.
 - A. The downtown manager and/or board members are expected to attend at least one preservation-related training annually.
 - B. DCA requires managers to attend at least 30 hours of training annually (including webinars, annual trainings, statewide workshops, etc.) Eligible training hours can come from both DCA and non-DCA hosted training events.

Training must be relevant to the field of downtown development, historic preservation, planning, community development and economic development.

- C. Respond to requests by DCA in a timely manner.
- 3. Take advantage of the Georgia Main Street network of professional downtown managers.
- 4. All newly hired managers must complete Main Street 101 training with DCA within the first 6 months of employment in the local community. All existing downtown managers must complete Main Street 101 through DCA's online testing system by December 31, 2020.
- 5. Provide regular updates between the local Main Street Program and the Community.
 - A. Managers are encouraged to provide at least quarterly reports to the local government.
 - B. Managers are encouraged to provide copies of all minutes, budgets, and work plans to the local government in a timely manner.
- 6. Maintain and preserve project files. Document downtown projects and other major local program information in a thorough and systematic fashion. All relevant programmatic documentation should be uploaded and stored in the DCA shared Dropbox folder created for your local program, following the organization structure outlined in DCA's "A Visual Guide to Dropbox Management" document which is located in the "Resources" folder of the Georgia Main Street website. This is to help ensure a seamless transfer of project files to city representatives or successor manager in the event of personnel changes.

ARTICLE 4: DCA AGREES TO—

- 1. Supervise all communications between the Community, state government agencies and the National Main Street Center as it relates to the local Main Street Program.
- 2. Conduct a curriculum of training on an annual basis to assist the downtown manager, the Main Street Board, and the Community with the local downtown revitalization program.
- 3. Assist local Main Street Programs with organizational issues that may prevent the successful progress of the Community's downtown revitalization strategy.
 - A. DCA may assist communities in selecting candidates for the position of downtown manager as requested.
 - B. DCA may require a local Main Street Program to host an on-site assessment visit if the program has had a major leadership or organization change, is currently in a probationary status, or is in jeopardy of losing accreditation or designation status.
- 4. Provide timely assistance and guidance to the Community as a result of requests for service, monthly reports, or the annual assessment process.
 - A. DCA may contact a community upon observation of monthly reporting abnormalities, missing data or missing reports. If a community becomes delinquent in multiple reports, DCA may contact the local board chair or city administrator about the delinquency.
 - B. DCA may assist in training local staff or volunteers in the reporting process.
 - C. DCA will provide unlimited telephone consultations with local programs.
 - D. DCA will attempt to provide on-site assistance as feasible.
- 5. Provide ongoing press coverage of the Georgia Classic Main Streets Program, including social media outreach, to recognize and publicize the work of local programs.
- 6. Provide access to resource materials, sample codes and ordinances, organizational documents, and templates for local programs.
- 7. Conduct an annual program assessment for the Community highlighting success and opportunities for improvement.
- 8. Provide design services to the local program. Services may include phone consultations, site visits, design training, services for local property owners and merchants, conceptual drawings, property plans and layouts, corridor plans and strategies, historic preservation plans, and historic research, among other services as requested.
- 9. Provide economic development assistance to encourage small business development, real estate development and property rehabilitation within the downtown area.

ARTICLE 5: ALL PARTIES AGREE THAT—

- 1. This agreement shall be valid through June 30, 2020.
- 2. This agreement may be terminated by DCA or the Community by written notice of 60 days. Termination of this agreement by the Community will result in the loss of local Main Street designation. Communities that choose to terminate their Georgia Classic Main Streets Program affiliation will be required to formally apply for and participate in the Start-Up process if they desire to regain their National Accreditation in the future.

3. If the Community, Board of Directors and/or Downtown Manager fail to fulfill their obligations set forth in this agreement, DCA reserves the right to determine a course of action for the local Main Street Program as it deems appropriate. Such course may include probation, loss of accreditation or termination of designation.
4. If at any point during the 2019-2020 program year there is a change in the local program manager, the local program is required to submit a new MOU including the new manager's signature certifying that person's understanding of the requirements of this relationship.
5. Any change in the terms of this agreement must be made in writing and approved by both parties.

####

MEMORANDUM OF UNDERSTANDING: 2019-2020 Program Year

THIS AGREEMENT IS HEREBY EXECUTED BY AND BETWEEN THE PARTIES BELOW:

LOCAL GOVERNMENT (COMMUNITY): Holly Springs


Robert H. Logan (May 6, 2019)

Authorized City Representative (ACR) Signature

Robert H. Logan

ACR Name

05/06/2019

Date

City Manager

ACR Title

MAIN STREET BOARD OF DIRECTORS

President/Board Chairperson's Signature

Ollie Evans

Printed Name

Date

Date Term Expires

DOWNTOWN MANAGER

Manager's Signature

Erin Honea

Printed Name

Date

Date Hired

☐ Please check here if this position is vacant.

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS
OFFICE OF DOWNTOWN DEVELOPMENT
GEORGIA MAIN STREET PROGRAM


Jessica Reynolds (May 6, 2019)

ODD Director's Signature

Jessica Reynolds
Director, Office of Downtown Development
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329

05/06/2019

Date

Phone: 404-679-4859
Email: Jessica.reynolds@dca.ga.gov

TRADEMARK SUBLICENSE AGREEMENT

This Trademark Sublicense Agreement ("Sublicense Agreement") is entered into between Georgia Department of Community Affairs ("**Coordinating Program**") and _____ ("**Sublicensee**"), effective as of the last date written below. For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Background.

A. The National Main Street Center, Inc. ("NMSC") operates a membership program called MAIN STREET AMERICA™. As a part of that program, MAIN STREET AMERICA™ Coordinating Program Membership is available to statewide, regional or citywide organizations that oversee multiple local downtown and neighborhood programs within their service area and work to preserve and revitalize commercial districts. Local Program membership in the MAIN STREET AMERICA™ program is available at the Affiliate or Accredited levels to individual programs or organizations that satisfy the membership eligibility criteria described on the NMSC website (currently located at: <http://www.preservationnation.org/main-street/about-main-street/main-street-america/main-street-america-tier.html#.VmYLY7grLIU>).

B. Organization is a Coordinating Program member of NMSC in good standing and has entered into a Trademark License Agreement with the NMSC which grants to the Coordinating Program the right to sublicense to its Local Programs the use of the NMSC name and trademarks described below.

C. Sublicensee is a Local Program Member in good standing of the MAIN STREET AMERICA™ program at the Accredited level. Sublicensee is also located within the Coordinating Program's geographic service area. Therefore, Sublicensee has the opportunity to enter into this Trademark License Agreement, which grants certain rights to use the NMSC's name and trademarks, including MAIN STREET AMERICA™ and MAIN STREET®, as described below.

D. The NMSC's parent entity, the National Trust for Historic Preservation ("National Trust"), owns the following registered trademarks, which it has delegated to the NMSC the right to sublicense. NMSC and Coordinating Program have entered into a Trademark Licensing Agreement which grants the Coordinating Program the right to sublicense the following registered trademarks:

Mark	U.S. Registration Number
MAIN STREET	Reg. Nos. 3,365,568 and 2,057,207
NATIONAL MAIN STREET CENTER	Reg. No. 2,013,837

These registered trademarks owned by the National Trust, together with the MAIN STREET AMERICA™ word marks and logos referred to in Section 2.A.i below, the NATIONAL MAIN STREET CENTER logo referred to in Section 2.A.ii below are referred to herein as the "Trademarks."

E. The Trademarks are well known and recognized by the general public and associated in the public mind with the NMSC and the National Trust. The Coordinating Program and the Sublicensee recognize the mutual benefits that accrue from the Sublicensee's use of the Trademarks in accordance with the terms and conditions of this Sublicense Agreement, including the recognition and credibility brought to the Sublicensee through its use of these Trademarks and the benefit to the Coordinating Program and NMSC from association with high-performing Local Programs.

**National Main Street Center
Local Program Accredited Member Sublicensing Agreement**

2. Grant of Sub-License.

A. Subject to the terms and conditions of this Sublicense Agreement, the Coordinating Program hereby grants the Sublicensee the non-exclusive right and license to use the Trademarks to identify and promote its participation in the MAIN STREET AMERICA™ program, as well as its relationship and association with the Coordinating Program and NMSC, in connection with the following activities:

- i. **MAIN STREET AMERICA™ word and logo marks.** The Sublicensee's rights to use the MAIN STREET AMERICA™ word mark and the following MAIN STREET AMERICA logo are limited to Sublicensees which are members in good standing at the Accredited membership level of the MAIN STREET AMERICA™ program:

For use by Local Programs who are Designated Members at the Accredited Level:



As a Main Street America™ Accredited program, INSERT NAME HERE is a recognized leading program among the national network of more than 1,200 neighborhoods and communities who share both a commitment to creating high-quality places and to building stronger communities through preservation-based economic development. All Main Street America™ Accredited programs meet a set of National Accreditation Standards of Performance as outlined by the National Main Street Center.

- ii. **NATIONAL MAIN STREET CENTER® word and logo marks.** The Sublicensee's right to use the NATIONAL MAIN STREET CENTER word mark and the following NATIONAL MAIN STREET CENTER logo solely and exclusively to indicate its association with the National Main Street Center:



- iii. **MAIN STREET® word mark.** The Sublicensee's right to use the MAIN STREET trademark is limited to use made to identify Sublicensee and/or its activities, including as part of the name of the Licensee (e.g. "Main Street Iowa"), in connection with commercial district revitalization and related consultation, education, and training.

3. Scope of and Limitations on Use. Use of the Trademarks by the Sublicensee will be subject to the following limitations:

A. Sublicensee must display the Accredited level MAIN STREET AMERICA membership mark on their website. All uses of the MAIN STREET AMERICA word mark and logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines

**National Main Street Center
Local Program Accredited Member Sublicensing Agreement**

attached as Exhibit A, which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized presentations), in connection with the MAIN STREET AMERICA mark or logo. Use of the MAIN STREET AMERICA word mark and logos by Sublicensee is a mandatory condition of membership in the MAIN STREET AMERICA program.

B. The MAIN STREET mark, as part of the name and identity of Sublicensee's organization, programs, and activities, can be used on materials designed to promote the work of Sublicensee (e.g., website, brochures, newsletter, letterhead or other printed promotional materials). The right to use the MAIN STREET mark by the Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

C. All uses of the NATIONAL MAIN STREET CENTER logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines attached as Exhibit A, which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized presentations) in connection with the NATIONAL MAIN STREET CENTER mark. Use of the NATIONAL MAIN STREET CENTER logo by Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

D. This Sublicense Agreement is subject to the terms, conditions, and limitations of the Trademark License Agreement between NMSC and the Coordinating Program.

E. Sublicensee will not apply to register any of the Trademarks, or any other trademark that incorporates any part of the Trademarks or "National Trust for Historic Preservation." Sublicensee will not state or imply that it owns any such trademarks.

F. The Sublicensee will not use the Trademarks in combination with or in juxtaposition with other trademarks except as may be approved in writing by the NMSC. The Sublicensee will apply and display the ® symbol and the ™ symbol next to or with respect to the Trademarks as directed by the Coordinating Program.

G. Other than as specifically provided herein, Sublicensee is not granted any other rights to use, license or sublicense the Trademarks.

4. Term. This Sublicense Agreement will become effective immediately upon the date of last signature below, and, unless terminated early under Sections 5 or 10, will be effective through December 31, 2019, at which time it may be renewed by mutual written agreement of the parties hereto.

5. Conditions. This Sublicense Agreement between Coordinating Program and Sublicensee is conditioned upon Sublicensee having an active MAIN STREET AMERICA membership at the Accredited level with NMSC. The requirements of this membership are currently available at: <http://www.preservationnation.org/main-street/about-main-street/main-street-america/main-street-america-tier.html#.VmYLY7grLIU>, and are incorporated herein by reference.

6. Acknowledgment of Ownership. Use of the Trademarks indicates acknowledgment by the Sublicensee of the NMSC's and the National Trust's rights and title to the Trademarks, (i.e. MAIN STREET AMERICA, NATIONAL MAIN STREET CENTER, and MAIN STREET), and that Sublicensee will not at any time do, or permit to be done, any act or thing that will in any way impair

National Main Street Center
Local Program Accredited Member Sublicensing Agreement

the rights of the NMSC or the National Trust. All use of the Trademarks by the Sublicensee will inure to the benefit of the NMSC and the National Trust.

7. Good will and promotional value. Sublicensee recognizes and acknowledges the value of good will associated with the Trademarks and agrees that it will not conduct any activity, provide any service, or produce or distribute goods which in any way damages or reflects adversely upon the NMSC or the National Trust.

8. Non-assignment. This Sublicense Agreement is personal to the Sublicensee, and may not be assigned to any other individual, program, organization, or agency. Any attempted assignment will be null and void.

9. Compliance Verification. It is the responsibility of the Sublicensee to verify compliance with the terms of this Sublicense Agreement, and to provide complete and accurate usage reports to the Coordinating Program. If the Coordinating Program or the NMSC has reason to believe that the Sublicensee is in violation of this Sublicense Agreement, the Coordinating Program or NMSC shall have the right to make inquiries with Sublicensee as necessary to determine compliance. In such case, the Sublicensee will cooperate with the Coordinating Program and/or NMSC in its investigation and provide in a timely fashion any and all information that is requested.

10. Termination.

A. Coordinating Program may terminate this Sublicense Agreement if the Sublicensee violates any of the provisions of this Sublicense Agreement or fails to satisfy the membership criteria established by the NMSC for Accredited Local Programs. Such termination will be effective thirty (30) days after the Coordinating Program sends written notice of such termination to Sublicensee. During this thirty (30) day period, Sublicensee may attempt to cure such violation. If the violation is not cured during this period, the termination will be effective upon the expiration of the thirty (30) day period.

B. This Sublicense Agreement will automatically terminate immediately without any notice required, notwithstanding the above paragraph, if the Coordinating Program or NMSC determines: (i) that sublicensee's actions could negatively affect the goodwill, image, or reputation of the NMSC, the National Trust for Historic Preservation, the Coordinating Program, or any of the Trademarks; (ii) the Sublicensee discontinues all or a significant portion of its business; (iii) the National Trust terminates, revokes, or fails to renew the NMSC's rights to use, license, or sublicense the Trademarks; or (iv) the NMSC terminates, revokes or fails to renew the Coordinating Program's rights to use, license or sublicense the Trademarks.

C. Upon the expiration or early termination of this Agreement, the Sublicensee will discontinue use of the Trademarks and will destroy and delete tangible and electronic documents and files containing any such marks, except for a limited number of copies retained for archival purposes only.

11. Governing Law. This Agreement is entered into in the District of Columbia and will be governed by and construed in accordance with the laws of the District of Columbia, USA, without giving effect to conflict of laws provisions.

12. Annual Report, Notices, Other Communication. Upon request by the Coordinating Program or NMSC, Sublicensee shall submit samples of any materials on which the Trademarks

**National Main Street Center
Local Program Accredited Member Sublicensing Agreement**

licensed under this agreement were used during the year. Such samples shall be submitted within ten business days of receipt of a written request from the Coordinating Program or NMSC.

13. Notices. Any notices which either party is required or may desire to serve upon the other party shall be in writing and may be served either personally or by depositing the same in the mail (first class postage prepaid, certified and return receipt requested) or with a reputable overnight express delivery service (with confirmed delivery, charge prepaid or billed to shipper), addressed to the party to be served as follows, unless a different address is designated in writing by the party to be served. Notice shall also be required to be given by electronic mail on the same date as deposited in the mail. Notice given by mail alone shall not be sufficient.

To Coordinating Program:

Name: Jessica Reynolds
Address: 60 Executive Park South, NE
Atlanta, GA 30329
Phone: 404.679.4859
Email: Jessica.Reynolds@dca.ga.gov

To Sublicensee:

Name: _____
Address: _____

Phone: _____
Email: _____

14. Successors. This Agreement shall be binding upon, and will inure to the benefit of, the parties and their respective permitted successors and assigns.

15. Modification. No amendment or modification of the terms or conditions of this License Agreement will be valid unless in writing and signed by both parties.

16. Waiver. The failure of either party to partially or fully exercise any right or the waiver by either party of any breach, shall not prevent a subsequent exercise of such right or be deemed a waiver of any subsequent breach of the same or any other term of this Sublicense Agreement. No waiver shall be valid or binding unless in writing and signed by the waiving party.

17. Severability. If any provision of this Sublicense Agreement or the application of any provision hereof to any person or circumstances is held to be void, invalid, or inoperative, the remaining provisions of this Agreement shall not be affected and shall continue in effect and the invalid provision shall be deemed modified to the least degree necessary to remedy such invalidity.

18. Entire Agreement. This Sublicense Agreement is the entire agreement between the parties with respect to the matters referred to herein and it supersedes and replaces all prior and contemporaneous oral and written understandings pertaining to the subject matter hereof.

Coordinating Program

By: _____

Date: _____

Sublicensee

By: _____

Date: _____

CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

- 1. Job Title: Stormwater Coordinator/GIS Technician**
- 2. Department: Community Development** **Division: Stormwater**
- 3. FLSA Classification: Non-exempt** **Pay Grade: 17**

B. INTRODUCTORY STATEMENT

This position is responsible for the management of the city's stormwater system to ensure compliance with state and federal regulations. This position is also responsible for performing technical work associated with the operation and routine maintenance of the geographical information system (GIS). Work at this level places an emphasis on production of maps, graphics, and presentation materials, as well as the routine maintenance and upkeep of related database files.

C. ESSENTIAL JOB FUNCTIONS

1. Manage inspections of stormwater system structural components.
2. Manage inspections of all new and post-construction infrastructure in the city; tests water quality and records results.
3. Performs Global Positioning System (GPS) data collection and field mapping.
4. Performs geographic information system (GIS) mapping functions.
5. Compiles data and completes forms and reports as required by state and federal regulations; maintains electronic and hard copy records.
6. Maintains stormwater structure and components.
7. Researches and investigates citizen complaints and inquiries.
8. Assists with developing, coordinating and presenting stormwater-related educational materials and programs to citizens and school groups.
9. Supervises the management of the city's stormwater permit.
10. Prepares annual billing for stormwater utility fees.
11. Maintains geographic information system (GIS) zoning maps.

12. Prepares maps for city departments as needed.
13. Produces, maintains, and updates city maps, graphics, and presentation materials: generates maps and materials using GIS system; customizes data to reflect specific information of interest to the parties requesting the materials; prioritizes projects in order to meet deadlines; produces routine documents for sale or distribution to city departments, including street atlases and other city maps.
14. Maintains a clearinghouse of data pertaining to city infrastructure, streets, public facilities, subdivision plans, municipal boundaries, and other community resources: updates databases and indexes data for reference; categorizes and integrates data with GIS systems; interpolates annexations, subdivisions, highway projects and street locations into the GIS database; assures accuracy and interrelationship of all system information and data for preparation of reports and/or mapping projects.
15. Digitizes, scans, or otherwise converts maps, plats, plans, surveys, and similar paper documents into electronic format: maintains electronic files and storage of records; distributes records as appropriate.
16. Performs tasks associated with routine operation and application of the GIS: assists with design/development of spatial/tabular databases and topological editing; enters, edits, researches, and updates information in various databases; and performs routine analysis in response to various user needs.
17. Operates GPS equipment to collect and catalog data on city resources and infrastructure: identifies and locates various data points in the field; utilizes equipment to obtain geographic reference points; keeps logs and records of data points collected; downloads data from GPS equipment and attributes records with various resource lists.
18. Provides information and assistance to the public, other city offices, or other individuals regarding geographic data requests, GIS operations, or related issues; provides copies of maps and other documentation; assists with the interpretation of maps or other GIS information; and provides information, researches complaints/problems, and initiates problem resolution.
19. Researches various records and resources as needed; researches deeds, tax maps, zoning maps, or other records to determine property ownership, location, or boundaries; researches problems involving deeds, maps, addresses, or other issues.
20. Prepares, completes, and/or receives various forms, reports, correspondence, technical reports, plats, deeds, graphs, presentations, database records, technical manuals, maps, master street files, policies, procedures, manuals, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.
21. Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections; utilizes word processing, database, mapping, geographical information system (GIS), or other computer programs.

22. Operates a variety of specialized/general equipment and tools, which may include a GPS unit, plotter, printer, measuring instruments, or drafting instruments.
23. Communicates with supervisor, employees, other departments, customers, surveyors, realtors, title searchers, attorneys, post offices, state/federal agencies, the public, outside agencies, and other individuals as needed to coordinate work activities, reviews status of work, exchanges information, or resolves problems.
24. Attends meetings as needed.
25. Maintains a comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new technologies, methods, trends and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate.
26. Performs general/clerical tasks, which may include answering telephone calls, typing documents, making copies, sending/receiving faxes, filing documentation, or running errands.
27. Provides assistance to other employees or departments as needed.
28. Performs other related duties as required.

D. JOB FACTOR SPECIFICATIONS

1. Job Requirements

a. Knowledge, Skill, and Ability

1. Knowledge of stormwater maintenance principles and practices.
2. Knowledge of state and federal environmental regulations related to stormwater management.
3. Knowledge of GPS and GIS data management principles.
4. Knowledge of computers and job-related software programs.
5. Skill in reading blueprints and schematic drawings.
6. Skill in prioritizing and planning.
7. Skill in the analysis of data and the preparation of reports.
8. Skill in interpersonal relations.

9. Skill in oral and written communication.
 10. Knowledge of global navigation satellite systems for geospatial data collection and asset management.
 11. Skill in operating GIS applications, databases, and digital mapping and graphics software.
 12. Skill in calculation and/or tabulation data. Includes performing subsequent actions in relation to these computational operations.
 13. Skill to exchange information for clarifying details within well-established policies, procedures and standards.
 14. Skill in utilizing a wide variety of reference, descriptive, advisory and/or design data and information.
 15. Skill in addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.
 16. Skill to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.
 17. Skill to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.
2. Responsibility
- a. This position has functional supervision over assigned personnel.
3. Personal Work Relationships
- a. Contacts are typically with coworkers, engineers, land developers, erosion control professionals, vendors, business owners, and the general public.
 - b. Contacts are typically to exchange information, motivate persons, resolve problems, and provide services.
4. Physical Effort and Work Environment
- a. The work is typically performed in an office while intermittently sitting, standing, stooping, walking, bending or crouching and outdoors, occasionally in cold or inclement weather. The employee occasionally lifts light and heavy objects, distinguishes between shades of color, and utilizes the sense of smell. The

employee is exposed to noise, dust, dirt, grease, and machinery with moving parts. The work requires the use of protective devices such as masks, goggles, gloves, etc.

- b. Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally.
- c. Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, wetness, humidity, rain, or traffic hazards.

5. Guidelines

- a. Guidelines include the city's zoning ordinance and development regulations, the Georgia Stormwater Manual, the Manual of Erosion and Sediment Control, and the Manual for Illicit Discharge Detection and Elimination. These guidelines are generally clear and specific but may require some interpretation in application.

6. Complexity and Scope of Work

- a. The work consists of related technical duties. Strict regulations contribute to the complexity of the position.
- b. The purpose of this position is to ensure compliance with the city's stormwater permit. Successful performance contributes to the provision of an efficient, effective, and regulatory compliant stormwater system.
- c. The position consists of related duties in the efficient and effective operation of the City's Geographic Information Systems.
- d. This position is responsible for ensuring that GIS data is current so that departments are able to make informed decisions.

7. Minimum Qualifications

- a. Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- b. Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- c. Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- d. Possession of or ability to readily obtain the appropriate state certification for the type of inspection(s) conducted.

8. Supervisory Controls

- a. The Community Development Director assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

E. APPROVAL SIGNATURES

I have read and understand the attached job description for the position of Stormwater Coordinator/GIS Technician with the City of Holly Springs.

Employee (print)

Employee (signature)

Date

Department Head (print)

Department Head (signature)

Date

City Manager (print)

City Manager (signature)

Date

2019 AAA Traffic Safety Grant Application

Overview: For more than a century, AAA has developed and provided traffic safety education and programs that have played an important role in the communities we serve. Still, countless families lose their loved ones needlessly to traffic crashes everyday—more than 34,000 fatalities and 2.2 million injuries occur each year as a result of traffic crashes.

Purpose: The purpose of this year's traffic safety grant is to offer funding that supports the overall needs of law enforcement agencies in order to reduce traffic injuries and fatalities.

Grant Details: After evaluating each agency submission, it is evident there are three main priority areas:

- Speeding
- Distracted Driving
- Impaired/Drugged Driving

AAA's 2019 Traffic Safety Grant Application has been created based on the needs of your agency. When completing the application below, please select one of the three priorities listed above.

The funding amount for this grant is \$10,000. The item(s) requested by your agency (i.e. equipment, technology, activates/programs etc.) should meet the requirements outlined on page 2.

Process Timeline:

Monday, May 14th – Applications sent to agencies

Friday, May 31st – Deadline for agencies to submit completed application

Week of June 17th – Communication from AAA to all agency applicants announcing winner

Week of July 1st – Media release to announce grant recipient

July / August – Recognition/Award ceremony for winning agency

December 2019 – Agency update report #1 due

Application Instructions & Minimum Requirements

Instructions:

1. Please fill out the attached grant application completely.
2. Upon completion, send the application and any other required documents to Brittany Floyd at bfloyd@autoclubgroup.aaa.com by the deadline – **May 31st**.

Requirements:

1. In order for your application to be eligible for consideration, the Acknowledgement page must be signed by an Agency Head. This signature authorizes the applicant to represent the department. An "Agency Head" may include one of the following: Agency Chief, Sherriff, County or City Manager.
2. Applicant winner must begin using grant funded equipment, technology, activities/programs etc. in 2019.
3. Item(s) requested by applicant should not exceed the allotted funding amount of \$10,000.
4. Quarterly reporting to AAA on the use of your grant-funded equipment, technology etc. is required through 2020.
5. Grant funds must be used for equipment, technology, programs/activities, resources etc. that aid in reduction of traffic crashes. Money will not be granted to fund staff or any items that do not promote traffic safety.

Disclaimers

1. Submitting an application does not guarantee funding or AAA resources. AAA will directly contact each applicant to inform of the approval or denial of their application.
2. Applicant winner will receive requested equipment, technology, activities/programs etc. directly from AAA. No direct financial contributions will be sent to agency.
3. Only complete applications will be considered.
4. AAA may reject any application at its discretion.
5. Only those individuals who are authorized to represent an Agency and who possess the authority may submit an application.
6. Grant money cannot be used to fund agency staff members.
7. Applications will be evaluated by the AAA Public Affairs team based on the evaluation criteria outlined on page 7.

Application

Directions – Please complete the following application in its entirety and submit electronically to bfloyd@autoclubgroup.aaa.com (Word doc or PDF preferred)

All grant applicants must demonstrate (1) The need for AAA support to advance their operations and (2) Their commitment to help reduce traffic injuries and fatalities caused by speeding, distracted driving and/or impaired/drugged driving.

1. Agency Information:

Today's Date:	5/30/2019
Name of Agency:	Holly Springs Police Department
Name of Agency Head:	Chief Mike Carswell
Name/Title of Applicant:	Corporal Mike Adams
Agency Address:	3235 Holly Springs Parkway
City, State ZIP	Holly Springs, GA 30142
Applicant Email:	deptadams@gmail.com
Applicant Phone:	229-560-9950
Grant Application: Traffic Safety Area (Select One)	Speeding
Estimated Value of Item(s) Requested:	\$9,992
Total value of Grant Awarded by AAA:	\$10,000

Answer the Following Questions:

1. Which of the following areas of traffic safety will your grant application focus on? (Select One)

Speeding

Distracted Driving

Impaired/Drugged Driving

2. Explain your Agency's commitment to Traffic Safety as it pertains to your selected traffic safety priority

In January 2019, Holly Springs was declared the #1 safest city in Georgia by the National Council for Home Safety and Security. This proud accomplishment was earned by aggressively patrolling to prevent violent crimes and property crimes. Even as the population explodes and the calls for service increased, Holly Springs average for violent crimes is 1.03 per capita 1000 as compared to the Georgia 12.36 per capita 1000. Holly Springs average for property crimes is 12.36 per capita 1000 as compared to the Georgia 39.23 per capita 1000.

Due to the vast population growth, Holly Springs maintains four shifts comprising of four patrols. There are thirty-three sworn Officers at Holly Springs Police Department. Of those Officers, eighteen are assigned to the Uniformed Patrol Division (UPD). The division has four 2017 Dodge Chargers, eleven 2018 Dodge Chargers and three 2019 Dodge Chargers. The vehicles are equipped with the required emergency equipment plus computers and the ticket writing systems. Before the past three years, Holly Springs did not direct enough resources to traffic enforcement. Within the last three years, Holly Springs police Department has committed to aggressively enforcing traffic violations. The new directives are evident based on the number of written citations for speeding, distraction, impairment and passenger restraint.

3. **Problem Identification:** Please identify any historical & current problems within your jurisdiction as it pertains to your selected traffic safety priority.

Since 2014, Georgia has seen a steady increase in the number of fatal crashes per one hundred million vehicle miles travelled. Unequivocally, the top four contributing factors are speed, distraction, impairment, and passenger restraint. Enforcement, media, and education are the primary utensils used to battle these preventable factors. Not until July 1, 2018 when House Bill 673, the Hands Free Law, took effect, did Georgia observe a decrease in fatalities. With this powerful law, the media, educators and law enforcement can significantly prevent fatalities caused by distraction.

There is no Hands Free Law to prevent fatalities caused by speeding. It is high visibility law enforcement partnered with media and education that are the proven factors in continuing to decrease the number of fatalities. The chance of a crash being fatal is three times higher when speed is a factor.

The City of Holly Springs is approximately 6.9 square miles in size, and has a population of over 12,000 (January 2017) people. Holly springs was established in 1906 and is located in the south-center of Cherokee County. Holly Springs is bordered by the city of Canton, the county seat, to the north and bordered by the city of Woodstock to the south. Interstate 575 passes through Holly Springs by entering its southern border at Woodstock and exiting its northern border at Canton. Downtown Atlanta is thirty-six miles to the south of Holly Springs. Interstate 575 is patrolled by the Holly Springs Police Department before exit 11 till it exits the city at exit 14.

The city of Woodstock is not certified to conduct traffic enforcement on Interstate 575. The city of Canton has limited resources to conduct traffic enforcement on Interstate 575. The Cherokee County Sheriff's Office is not authorized to conduct speed detection equipment on any section of Interstate 575 that is annexed into one of these cities. This creates a condition where only Holly Springs Police and Georgia State Patrol are the only agencies enforcing traffic safety on the majority of Interstate 575 for eighteen miles within Cherokee County. Interstate 575 is primarily located in Cherokee County and is thirty-four and a half miles long. The annual Average of Daily Traffic (AADT) at exit 11 (Sixes Rd) is 13,000 going/coming south and 4,300 going/coming north. The AADT at exit 14 (Holly Springs Parkway) is 8,600 going/coming south and 5,700 going/coming north. The AADT at mile marker 12 of Interstate 575 is an astonishing 74,000 vehicles a day.

4. What equipment, technology, activities/programs, resources etc. is your agency requesting?

Three (3) 12" pole mounted solar speed announcement signs

5. 2019 Plan: Explain how your agency plans to utilize the item(s) above to help reduce injuries / fatalities due to traffic crashes?

The speed announcement signs will be utilized on three routes that have priority based on DDACTS (Data Driven Approaches to Crime and Traffic Safety). The signs will not only alert drivers of their excessive speed, but will also store statistics to be used by patrols. If the violations begin to rise, the patrols will return to these congested routes to conduct traffic enforcement.

6. Reporting: How does your agency plan to track a reduction in injuries/fatalities as a result of this grant?

Holly springs Police Department utilizes GEARS (Georgia Electronic Accident Reporting System) and Synergistic Software, Inc. to process electronic citations and crash statistics. The agency has and will continue to provide detailed reports using both of these beneficial systems.

7. Has your agency received a grant (from any organization) in the last 3 years? If yes, explain.

Yes

No

Applicant Signature:

Michael J. Adams

Date: 5/30/2019

Agency Head Acknowledgment

I, Chief Mike Carswell authorize this application to be submitted by the applicant to represent Holly Springs Police Department.

This application has been completed in its entirety and submitted by the deadline outlined on Page 1.

I understand that submitting this application does not guarantee funding or resources, and AAA has the right to reject any application at its discretion.

Acknowledgment:

[Signature]

Date: 5/31/2019

Final application checklist:

- ☐ Agency meets minimum requirements as outlined on Page 2.
- ☐ Agency has reviewed disclaimers on Page 3.
- ☐ Agency has completed application in its entirety and signed on Page 5.
- ☐ Agency head has signed the acknowledgement on page 6.
- ☐ Agency has submitted grant application no later than May 31, 2019 electronically to bfloyd@autoclubgroup.aaa.com.

EVALUATION CRITERIA

Points are awarded for each evaluation criteria listed below.

Criteria	Maximum Possible Points
Agency detailed how they would use grant funding to help reduce injuries and fatalities cause by traffic crashes	50
Agency explained a detailed history of problem, opportunity for improvement and potential impact to the community	30
Agency has established and explained framework to evaluate and report on project success	20

ESTIMATE

City of Holly Springs c/o Ron Carter

P.O. Box 990
Holly Springs, GA 30142, GA 30142

(770) 345-5536
(770) 721-7505

Sherlock Roofing, LLC

4163 Brownsville Road
Powder Springs, GA 30127

Phone: (770) 767-9181
Email: sales@sherlockroofer.com
Web: www.sherlockroofer.com

Estimate # 006611
Date 05/28/2019

Description	Total
Clay tile repair	\$3,488.21
Scope of Work:	
- Full inspection of clay tile shingles and hip and ridge.	
- There are numerous tile that are broken or missing that will be properly replaced (owner has matching clay tile).	
- Upon inspection, loose tile will be tightened or replaced.	
- Cracked hip and ridge will be replaced.	
- Any flashings or penetrations will be resealed.	
- Complete inspection and repair as needed to provide a full 3 year warranty on entire roof.	
Total - \$3,488.21	
Payment due upon completion of job.	

Subtotal	\$3,488.21
Total	\$3,488.21

City of Holly Springs c/o Ron Carter