



PLANNING COMMISSION MEETING OCTOBER 4, 2018

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MEETING MINUTES
 - a. Planning Commission Minutes 9.6.18
- IV. ITEMS FROM BOARD MEMBERS
- V. ITEMS FROM STAFF
- VI. PUBLIC HEARING
 - a. MP-18-08/CU-18-09 Hyatt House Extended Stay Hotel/Preston Ridge
Consideration of a request for master plan amendment and conditional use permit to allow an 'Extended Stay Hotel' for a 4-story, 128-room Hyatt House in the Preston Ridge Master Plan Pod F. The property is located at 3225 Webb Bridge Road and is legally described as being located in Land Lots 1261 & 1262, 2nd District, 2nd Section, Fulton County, Georgia.
 - b. PH-18-04 Unified Development Code Text Amendments/PSC, MU and North Point Overlay District
Consideration of text amendments to Unified Development Code to amend the Planned Shopping Center (PSC) and Mixed Use (MU) zoning districts to allow residential uses in the North Point LCI and to create a North Point Overlay.
 - c. PH-18-05 Unified Development Code Text Amendments/Fire Pit & Clearing and Grading Regulations
This item was tabled by the Planning Commission on July 12, 2018. It will have to be removed from the table for consideration.
Consideration of text amendments to Unified Development Code, Article III to address clearing and grading activities and Article IV to add Fire Pit regulations.
- VII. ADJOURNMENT



PLANNING COMMISSION MEETING SEPTEMBER 6, 2018

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted as heard by the Planning Commission, but not quoted or paraphrased. This document includes limited presentation by the Planning Commission and invited speakers in summary form.

- I. CALL TO ORDER
- II. ROLL CALL

Members Present

- Francis Kung'u (Chair)
- Fergal Brady (Vice-Chair)
- Larry Attig
- Jamie Bendall
- William Perkins
- Candy Waylock
- Martine Zurinskas

Members Absent

- Steve Usry
- John Goss

Staff Present

- Kathi Cook, Director of Community Development
- Eric Graves, Senior Traffic Engineer
- Michael Woodman, Senior Planner
- Elicia Taylor, Planning and Zoning Coordinator

III. APPROVAL OF MEETING MINUTES

a. August 2, 2018 Planning Commission Minutes

- ❖ Commissioner Attig offered a motion approve the meeting minutes
 - Commissioner Brady seconded the motion
 - The motion was approved (7-0)

IV. ITEMS FROM BOARD MEMBERS

V. ITEMS FROM STAFF

VI. PUBLIC HEARING

a. MP-17-06/CLUP-17-07/Z-17-20/CU-17-18/V-17-44 Greenstone Parkway 400, LLP

Kathi Cook, Director of Community Development presented consideration of a request to rezone approximately 16.64 acres from O-I (Office-Institutional) to C-2 (General Commercial) in order to develop a mixed-use development consisting of 325 'For-Rent' residential units, 18,000 SF of supportive office/retail uses, 450,000 square feet of office, 10,000 square foot Variety Playhouse Theatre, 6,000 square foot retail/restaurant and ancillary retail/restaurant uses. A master plan amendment to the Parkway 400 Master Plan Pod C is requested to add 'Dwelling, 'For-Rent' to the list of permitted uses and changes to development standards. A Comprehensive Land Use Plan amendment is requested to change the designation of the property from 'Corporate Office' to 'Commercial'. A conditional use permit is requested in order to allow 'For-Rent' residential use. Variances are requested to reduce multi-family and office parking requirements, reduce bicycle parking requirements and reduce requirements for electric vehicle charging stations. The property is located at the end of Amber Park Drive and is legally described as being located in Land Lot 804, 1st District, 2nd Section, Fulton County, Georgia.

Staff's recommendation was to deny CLUP-17-07/MP-17-06/Z-17-20/CU-17-18/V-17-44 Greenstone/Parkway 400 request for comprehensive land use plan amendment, master plan amendment, rezoning, conditional use and variances.

If approval is considered, the following conditions are recommended:

Conditions ending with GRTA are conditions recommended by the Georgia Regional Transportation Authority and incorporated into a document, dated April 17, 2018, RE: DRI 2778 – Greenstone Parkway 400.

1. The 16.64-acre property shall be zoned C-2 and the site shall be developed substantially similar to the plan by AEC, dated 12/29/2017, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. The comprehensive land use plan designation of the property shall be 'Commercial'.
3. Bicycle parking spaces and electric vehicle charging stations requirements shall be reduced by 25%.
4. Architectural style shall be representative of a traditional style common to Alpharetta and material shall be primarily masonry, with final approval by DRB.
5. Development regulations shall be as follows:
 - a. Office – 450,000 square foot maximum. Building heights shall be limited as depicted on the site plan prepared by AEC, dated 12/29/2017.
 - b. Residential – If rentals are considered, 325 'For-Rent' units shall be permitted a Certificate of Occupancy (CO), after January 1, 2021, in accordance with UDC 'For-Rent' requirements. Maximum building height shall be 6 stories. No more than 40% of the units may be 2-bedroom units and no 3-bedroom units shall be allowed. 'For-Rent' units shall be constructed concurrently with music venue, service retail and minimum 65,000 square feet of office space. A CO shall not be issued for rental units until 65,000 square feet of office is under construction. The units shall be part of a mixed-use project containing 16.64 acres and incorporating office, retail, restaurant, neighborhood grocery and music venue. 'For-Rent' units shall have first class amenities, which shall include a private pool, fitness center, secure gated parking, resident's lounge, business center, on-site management office, concierge services and secure elevator access. The vesting of the density granted in this condition is contingent upon the applicant building an additional 65,000 square feet (minimum) of office space, which equates to 1 job per 200 square feet allowing for the possibility of on-site living for 325 additional jobs. If construction does not commence by August 6, 2020, uses shall revert to the previous approval.

- c. Retail – Maximum 24,000 square feet, of which no more than 6,000 square feet shall be located in a free-standing building. Remaining retail shall be service retail incidental to office use and located within an office building. Free-standing retail building shall be limited to restaurant use and shall have a building height of 2 stories or 20'. Restaurant uses shall include outdoor dining areas.
 - d. Theatre/Music Venue – Maximum 10,000 square feet, with building height of 2 stories or 20'.
 - e. Parking Decks – Maximum 3 levels, as depicted on the site plan prepared by AEC, dated 12/29/2017. Parking decks visible from Amber Park Drive and Northwinds Parkway shall be treated with comparable materials and finishes as the buildings they serve. Screening of parking decks with evergreen landscaping of sufficient size shall be required, as approved by Staff. Suitability of parking deck elevation, visibility and landscape screening shall be approved by the DRB.
6. Parkway 400 Pod C shall be limited to the following uses and further restricted by conditions of zoning:
- a. Office
 - b. Service Retail Incidental to Office
 - c. Free-standing Restaurant (no drive thru)
 - d. Theatre/Music Venue
7. Service retail uses shall be those customarily accessory to or amenities for office use, restricted to the following:
- a. Bakery
 - b. Barber Shop/Beauty Shop
 - c. Book Store
 - d. Brewery
 - e. Computer Supply Store
 - f. Copy Center/Print Shop
 - g. Drug Store (not to exceed 2,000 SF)
 - h. Dry Cleaning Pick-up Station
 - i. Fitness Studio
 - j. Florist, Retail without Greenhouse
 - k. Neighborhood Grocery (min. 3,000 SF)
 - l. Office Supply Store (not to exceed 2,000 SF)
 - m. Package Shipping Store
 - n. Restaurant (no drive-thru)
 - o. Retail Services Establishment
 - p. School, Commercial
8. Building setbacks shall be 50' on Amber Park Drive and 25' on Northwinds Parkway. Side and rear setbacks shall be 10' and shall be in addition to required buffers.

- Building setbacks along internal streets shall be 0' for the first 60' of building height. Above 60' in height, a 10' setback shall be provided from back of curb.
9. Sidewalks and street trees shall be incorporated throughout the development.
 10. Pedestrian bridges, stairs, elevators and escalators may encroach over and into public spaces provided that they don't impede pedestrian circulation or safety.
 11. Encroachment into 2.56-acre natural tree save area shall be kept to a minimum for construction of a parking deck, as shown on the site plan dated 8/1/2013, through the use of retaining walls as necessary and as approved by Staff.
 12. Specimen trees, tree groupings and trees of quality shall be given special design consideration to incorporate them into the site plan shall be made as stipulated in the Tree Protection Ord, as approved by Staff.
 13. Existing landscape trees, determined to be in good condition and depicted to be removed, shall be spaded and relocated on-site, as approved by Staff.
 14. Minimum 1.7 acres of open space and minimum 5 acres of greenspace shall be provided.
 15. Developer shall provide a connection to the Alpha Loop with a multi-use crossing across Northwinds Parkway and shall be designed and constructed as approved by Staff. A trail entrance gateway/arch, wayfinding signage and a bike share station shall be provided, as approved by Staff.
 16. At-grade pedestrian and bicycle connections shall be provided throughout the site, including between buildings and recreational facilities within the development and across Northwinds Parkway. Pedestrian crossings throughout development shall be ramped and the surface materials shall be brick pavers, cobblestones or architecturally treated concrete products as approved by Staff. Bicycle facilities shall be provided throughout the development, including a bicycle-share station.
 17. Detention facilities shall not be visible from a public right-of-way, except as a decorative water feature approved by Staff.
 18. Entrances off Northwinds Parkway and Amber Park Drive shall include minimum 2,500 square foot green spaces and shall incorporate a water feature, sculpture or similar focal point feature, as approved by Staff and installed prior to 1st CO.
 19. Parking decks and retaining walls shall receive architectural façade treatment or be heavily landscaped. Retaining walls visible from developed areas exceeding 16' in height shall be terraced. In areas where the parking decks are visible to the public, the decks will be screened by over-sized landscaping (18' – 20' trees) or materials approved by DRB or other materials as approved by Staff.
 20. The developer shall provide bicycle racks, benches, trash receptacles, decorative crosswalks, planters, kiosks and other street furniture, where appropriate, throughout the development. A bus drop-off area with shelter and dedicated lane shall be incorporated into the plan design along Northwinds Parkway or at an alternative location acceptable to MARTA. Developer shall work in good faith with MARTA to

add the development to city bus routes in order to assist with transportation service for employees.

21. Prior to LDP, the applicant shall submit for approval a document to be entitled 'Greenstone Parkway 400 Design Standards'. This document shall include elevations or architectural themes of buildings, specifications for street furniture including benches, trash receptacles, lighting, fountains, bicycle racks, bus shelter, signage, landscaping themes, entrance treatments, and focal point features and shall be substantially similar to the renderings filed with the 2018 application, as amended. Design standards will be presented to Staff and the DRB for review and approval.
22. Plans for buildings, landscaping and signage (in the form of a 'sign package') shall be subject to review and approval by the DRB.
23. Backside of buildings or 'back of house' functions (such as loading or dumpster area) shall not be visible from those streets. Parapet walls shall be used as needed to screen roof-top mechanical equipment and views.
24. At least 1 roof-top amenity shall be required within the development. Restaurant use shall include an outdoor dining area, which will not count against the 24,000 SF of retail/restaurant use.
25. Streets within the development shall be private and shall include a planted median with sufficient space for tree plantings. Developer shall be responsible for the maintenance of medians within the development site. Planting and maintenance shall be in accordance with a plan approved by Staff.
26. Prior to the first LDP, applicant shall submit a revised master plan for the entire parcel to the City, which shall incorporate the approved conditions, as well as the following:
 - a. Approved specifications and standards identified for each use within the total development.
 - b. Pedestrian/bicycle network.
 - c. Overall planned green space areas.
27. Every plan submitted for an LDP shall include an on-going density, open space and acreage tabulation.
28. All site plans and civil design plans hereafter submitted to the City of Alpharetta shall state as the first note: "This plan reflects conditions stipulated through public hearing regarding case CLUP-17-07/MP-17-06/Z-17-20/CU-17-18/V-17-44 Greenstone Parkway 400"
29. A 20' landscape strip with trees and shrubs shall be provided along Northwinds Parkway and a 10' landscape strip with trees and shrubs shall be provided along Amber Park Drive. All new utilities shall be located underground.
30. Landscaping areas shall not contain any parking, water detention area, buildings or utilities, or portion thereof, except that a detention pond or ponds may be located within the landscaping area if decorative and will provide an amenity.
31. Provide detailed street planting for Northwinds Parkway, Amber Park Drive and new private road. Landscape plan shall be approved prior to issuance of a LDP

and shall retain the current mature street trees, except at curb cuts along Northwinds Parkway and Amber Park Drive with final approval by Staff.

32. Parking lot islands shall be planted with trees, shrubs and ground covers. Provide sufficient green space to screen parking decks. Investigate, as directed by Staff, the possibility of adding shade structures on the top floor of parking decks to cover a minimum 15% of this surface.

GRTA Condition:

33. SR 120 (Old Milton Parkway) @ Northwinds Parkway/2nd Street
- a. Install a second westbound left turn lane with protected signal phasing on SR 120 (Old Milton Parkway), as approved by GDOT.

There was discussion from the Board:

- Schools
- Infrastructure
- DRI
- Extensive Traffic Study
- Occupancy Rate "For Rental"
- Approved Current Plan
- Requirement for Open Space
- Elevations
- Multi-Family
- Comp Plan goal of 68% For Sale, 32% For Rental
- City is currently at 36% For Rental
- Traffic

Doug Dillard and De Little presented for the Applicants:

- History of property
- Individual property rights
- Balance equities
- Traffic is a non-issue with current vs. proposed plan
- Fulton County School Board responsibility to provide schools/ Applicant does not agree with School Impact
- Comp Plan Amendment
- Owner occupied vs. Rental
- Aerial View of Site

- Parkway 400 MP
- Proposed Site Plan
- Conceptual Renderings
- Applicant's Rental Study
- "Choice Renter"
- Jobs to Housing Ratio
- Fiscal Impact
- Tree Save area approved vs. proposed
- Residential Density
- Parking Variance
- Proximity to Avalon
- Alpha Loop
- Walkability
- Office Viability
- Supply of Institutional Office Buildings in Alpharetta

There was discussion:

- \$85 million development
- Applicant stated 2013 plan no longer feasible
 - Not able to secure NCR
 - Financing for Office Buildings is difficult
 - Construction Costs
- Basis for mix for proposed development
- How does multi-family feature enhance development?
- Applicant stated availability of retail is attractive to office tenant

Public Comment:

In Opposition:

1. Bryan Smith, 340 Braeden Way
2. Christine, Kujawski, 151 Arrowood Ct
3. Chris Miller, 11800 Amber Park Dr.
4. Lisa Shippel, 400 Braeden Way
5. Douglas Derito, 370 Braeden Way
6. Maurice Contereras, 360 Braeden Way
7. Warren Foster, 300 Braeden Way
8. Greg Ashford, 232 Braeden Way

Concerns:

1. Intent was for Office not MU
2. Inconsistent with Comprehensive Land Use Plan
3. Desire for 50' buffer
4. Lower property values
5. Lower Quality of Life
6. City's Comp Plan just as valid as individual property rights
7. Viability of single family detached
8. Northpoint LCI
9. Removal of tree save area
10. Need for expanded tree save area
11. Height and placement of Office building with regard to Alpha Loop
12. Limit to 6 stories
13. Locate Parking Deck as far south as possible
14. Individual property rights
15. Road system between parking deck, multi-family
16. Concerned with rental units and buffer
17. Sets a precedent
18. Location and Height of apartments

Applicant Rebuttal:

1. Trip chart in Staff Report- net trip difference is 47 trips
2. Willing to work with neighbors

Discussion from the Board:

1. No compelling reason to change Comp Plan
2. Developer did not meet with residents of Braeden Walk
3. Encouraged that developer and residents are willing to work with each other to bring different plan forward
4. Would like to know basis for reduction of bicycle and charging stations
5. Tree Save Area
6. Useful Greenspace
7. Concern of cut through with road abutting residential
8. Concern for neighbors

- ❖ Commissioner Brady offered a motion to deny
- Commissioner Zurinkas seconded the motion
- The motion was approved (7-0)

b. Z-18-08/CU-18-07/V-18-13/E-18-06 The Porch Special Events Facility/Matilda's Outdoor Music Venue

Michael Woodman presented consideration of a request to rezone approximately 1.87 acres from C-1 (Neighborhood Commercial) to DT-MU (Downtown Mixed-Use) to allow for 'Recreation Facilities, Indoor & Outdoor' for an event facility for The Porch and an 'Amphitheatre' for an outdoor music venue for Matilda's. A conditional use is requested to allow both uses. A parking exception is requested to allow off-site parking and a variance is requested to allow parking on grassed areas. The property is located at 531 South Main Street and is legally described as being located in Land Lot 645, 1st District, 2nd Section, Fulton County, Georgia.

Staff's recommendation is to approve Z-18-08/CU-18-07/V-18-13 The Porch Special Events Facility/Matilda's Outdoor Music Venue, subject to the following conditions:

1. The site, consisting of approximately 2.22 acres, shall be zoned DT-MU.
2. 'Amphitheater' and 'Recreation Facilities, Indoor & Outdoor' shall be added as a conditional use at 531 South Main Street and limited to a maximum capacity of 200 people at any one time.
3. Conditional use approval shall be limited to Matilda's outdoor music venue; no additional 'Amphitheater' businesses or subleasing shall be permitted in the approved outdoor area depicted on the submitted plan.
4. Conditional use approval shall be limited to The Porch; no additional 'Recreation Facilities, Indoor and Outdoor' businesses or subleasing shall be permitted within the approved space.
5. Exterior modifications to existing buildings and new permanent structures, visible from South Main Street or Wills Park, shall require approval by DRB.
6. Special events facility and outdoor music venue operations shall not overlap.

7. Hours of operation for Matilda's music venue shall be limited to Friday & Saturday, 5:00 PM – 11:00 PM from April to November.
8. The Porch special event facility shall cease operations no later than 11:00 PM.
9. Building permits and sign permits shall be secured for all associated improvements on the property, except that portable restrooms and tents under 400 SF (with no cooking or heating) shall not require a permit.
10. Property owner shall provide a dumpster within an enclosure prior to issuance of a Certificate of Occupancy for the barn.
11. Parking attendant shall be provided for all special events associated with Matilda's and The Porch.
12. Grass area around the existing parking lot may be used for parking, as depicted on the parking plan. There shall be no parking underneath trees.
13. Property owner shall provide for the regular maintenance of grass areas used for parking. Thinning or bare areas shall be sodded within 14 days. If in the future the City finds the grass parking areas are not being maintained, all required parking shall be paved.
14. There shall be no outside storage on the property. Equipment associated with the special event facility and outdoor music venue shall be removed from the property within 24 hours of completion of an event.
15. Property owner shall install required parking lot screening shrubs and landscape strip along South Main Street, as approved by Staff. Wooded area, along South Main Street and near the barn, shall be supplemented with evergreens to provide an opaque screen, as approved by Staff. Landscaping shall be installed within 90 days from approval of the conditional use.
16. An accessible route from the parking area to the venue shall be provided in compliance with 2010 ADA Standards/2012 NFPA-101

There was discussion of:

- Site Plan
- Parking Plan
- Current C1 Zoning vs. Proposed DT-MU
- Consistent with Future Land use Plan
- Decibel requirements for sound
- Safety & Structure of Barn
- Alcohol sales (there will not be sales).
- No issues with temporary permit
- History of property
- History of Matilda's
- Occupancy of 75 in Special Events Facility
- Stage
- Traffic

- Parking management
- Road improvements
- Wills Park Master Plan

Public Comment:

In Favor:

1. Christine Kujawski, 151 Arrowood Ct

- ❖ Commissioner Perkins offered a motion to approve with Staff recommended conditions
- Commissioner Attig seconded the motion
- The motion was approved (7-0)

c. Z-18-05/E-18-07 Kairos Old Milton LLC/DT-LW

Michael Woodman, Senior planner presented consideration of a request to rezone approximately 2.16 acres from O-I (Office-Institutional) and R-12 (Dwelling, 'For-Sale', Residential) to DT-LW (Downtown Live-Work) to allow for a 30,000 square foot office building and a 28,500 square foot office building wrapping a parking deck. An exception is requested to increase the maximum building height of the 30,000 square foot office building from 3 stories and 40' to 3 stories and 48'. An exception is requested to increase the maximum building height of the 28,500 square foot office building from 3 stories and 40' to 4 stories and 56' to allow for a 3,500 square foot covered, open air restaurant use. The property is located at 2260, 2270 & 2300 Old Milton Parkway and is legally described as being located in Land Lot 748, 1st District, 2nd Section, Fulton County, Georgia.

Staff's recommendation is to approve Z-18-05/E-18-07 Kairos/Old Milton Parkway,

Approve Z-18-05/E-18-07 Kairos/Old Milton Parkway, subject to the following conditions:

1. The site, consisting of approximately 2.163 acres, shall be zoned DT-LW and developed substantially similar to site plan submitted by Paradigm Engineering Services, Inc., revised 8/20/2018, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. Maximum building height shall be 3 stories and 48' for both buildings.
3. Minimum building setbacks shall be:
 - a. Front – 20'
 - b. Side – 0' (min. 10' between structures)
 - c. Rear – 3'
4. Architecture and materials shall be developed similar to the submitted renderings, except for modifications required to comply with these conditions and Downtown Consultant comments, and in compliance with the Alpharetta Downtown Code, subject to approval by the DRB.
5. Final streetscape shall match the approved Downtown streetscape standards and include decorative pedestrian lighting as approved by Staff.
6. Street trees shall be required along Old Milton Parkway within the beauty strip (as approved by GDOT), as well as behind the sidewalks as a continuation of what has been previously planted or designed in the Downtown and outside of any utility easements, as approved by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
7. Amenity spaces shall be developed with a park-like setting with heavy decorative landscape, hardscape, walls and seating. The landscape shall include plant selections promoting the historic district. Developer shall remove exotic and invasive trees and shrubs within the area called out as amenity space at the rear of the property, as approved by Staff.
8. Planting beds shall be required in front of buildings to accommodate shrubs and vines.
9. The project entrance shall include a decorative knee wall and shall be heavily landscaped with ornamental plantings as approved by Staff. Landscape, hardscape, fences and walls shall complement materials used in the Downtown, as approved by Staff. Creeping fig or another creeping vine shall be planted to cover decorative and retaining walls as approved by Staff.
10. Developer shall save trees as depicted on the plan prepared by Paradigm Engineering

Services, Inc., revised 8/20/2018. In addition, developer shall save the following trees: #21 (37" Water Oak), #31 (38" Water Oak) and 20" Black Walnut. City Arborist may approve up to a 20% encroachment into the CRZ with additional tree care to offset the encroachment, as approved by Staff.

11. Developer shall plant 6" (min.) caliper Willow Oaks, or other species approved by Staff, for every 50' of frontage along Old Milton Parkway.

12. Off-site tree encroachment shall be limited to no more than 20% on the CRZ and shall require notification/approval by property owner, as approved by administrative variance.

13. Decorative paver aprons shall be required at project driveway(s), as approved by Staff.

14. Overhead utilities shall be placed underground.

15. Traffic study shall be required at LDP evaluating SR120/Haynes Bridge, SR120/Kingry and SR120/site driveway to determine if signal control changes are necessary, as well as appropriate driveway configuration.

There was discussion on:

- Restaurant details
- Pervious Pavers above detention pond
- Condition # 4
- Condition #14
- Traffic Operations
- I Entrance into development
- Interparcel Access

The Applicant discussed:

- Rooftop Restaurant
- Amount of indoor space
- Utilities
- Street elevation in reference to State Bank

Public Comment:

1. Christine Kujawski, 151 Arrowood Ct.

Concerns:

1. Is this appropriate zoning district
2. Height Exception

There was more discussion:

- Not a good location for R-12 Zoning
- Precedent with height exception
- Like Rooftop Restaurant Zoning
- Height Exception

❖ Commissioner Brady offered a motion to approve with Staff recommended conditions with a change to Condition #14 to strike "overhead" and replace with "all new"

- Commissioner Zurinkas seconded the motion
- The motion was approved (7-0)

❖ Commissioner Attig offered a Friendly Amendment to change Condition #2 to: Maximum building height shall be 3 stories and 48' for Building 'A'. Maximum building height shall be 4 stories and 56' for Building 'B' And Condition #14 to: All new utilities shall be placed underground

Commissioner Zurinkas offered a Friendly Amendment to add to Condition #2 adding "with 4th story limited to no more than a 3,000 SF restaurant, setback to the rear of the 4th story."

- Commissioner Brady accepted both amendments
- The motion with the Friendly Amendment was approved (6-1)(Bendall)

There was discussion during the motion that the Applicant should bring more details about the Rooftop Restaurant and to show what the buildings are going to look like from the road.

Staff offered to discuss preserving access to public parking for the future prior to the Council Meeting.

Approve Z-18-05/E-18-07 Kairos/Old Milton Parkway, with changes to Conditions #2 and #14.

1. The site, consisting of approximately 2.163 acres, shall be zoned DT-LW and developed substantially similar to site plan submitted by Paradigm Engineering Services, Inc., revised 8/20/2018, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. Maximum building height shall be 3 stories and 48' for Building 'A'. Maximum building height shall be 4 stories and 56' for Building 'B' with 4th story limited to no more than a 3,000 SF restaurant, setback to the rear of the 4th story.
3. Minimum building setbacks shall be:
 - a. Front – 20'
 - b. Side – 0' (min. 10' between structures)
 - c. Rear – 3'
4. Architecture and materials shall be developed similar to the submitted renderings, except for modifications required to comply with these conditions and Downtown Consultant comments, and in compliance with the Alpharetta Downtown Code, subject to approval by the DRB.
5. Final streetscape shall match the approved Downtown streetscape standards and include decorative pedestrian lighting as approved by Staff.
6. Street trees shall be required along Old Milton Parkway within the beauty strip (as approved by GDOT), as well as behind the sidewalks as a continuation of what has been previously planted or designed in the Downtown and outside of any utility easements, as approved by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
7. Amenity spaces shall be developed with a park-like setting with heavy

- decorative landscape, hardscape, walls and seating. The landscape shall include plant selections promoting the historic district. Developer shall remove exotic and invasive trees and shrubs within the area called out as amenity space at the rear of the property, as approved by Staff.
8. Planting beds shall be required in front of buildings to accommodate shrubs and vines.
 9. The project entrance shall include a decorative knee wall and shall be heavily landscaped with ornamental plantings as approved by Staff. Landscape, hardscape, fences and walls shall complement materials used in the Downtown, as approved by Staff. Creeping fig or another creeping vine shall be planted to cover decorative and retaining walls as approved by Staff.
 10. Developer shall save trees as depicted on the plan prepared by Paradigm Engineering Services, Inc., revised 8/20/2018. In addition, developer shall save the following trees: #21 (37" Water Oak), #31 (38" Water Oak) and 20" Black Walnut. City Arborist may approve up to a 20% encroachment into the CRZ with additional tree care to offset the encroachment, as approved by Staff.
 11. Developer shall plant 6" (min.) caliper Willow Oaks, or other species approved by Staff, for every 50' of frontage along Old Milton Parkway.
 12. Off-site tree encroachment shall be limited to no more than 20% on the CRZ and shall require notification/approval by property owner, as approved by administrative variance.
 13. Decorative paver aprons shall be required at project driveway(s), as approved by Staff.
 14. All new utilities shall be placed underground.
 15. Traffic study shall be required at LDP evaluating SR120/Haynes Bridge, SR120/Kingry and SR120/site driveway to determine if signal control changes are necessary, as well as appropriate driveway configuration.

vii. ADJOURNMENT



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT
SUBMITTED BY: KATHI COOK
DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: MP-18-08/CU-18-09 HYATT HOUSE EXTENDED STAY HOTEL/PRESTON RIDGE

PLANNING COMMISSION: OCTOBER 4, 2018

CITY COUNCIL: OCTOBER 22, 2018

II. RECOMMENDATION:

Deny MP-18-08/CU-18-09 Hyatt House Extended Stay Hotel/Preston Ridge request for master plan amendment and conditional use permit.

If approval is considered, the following conditions are recommended:

1. Site shall be developed substantially as shown on plan prepared by AEC, revised 9/17/2018, except for modifications required to comply with the conditions below.
2. One (1) extended stay hotel shall be permitted not to exceed 4 stories in height with a maximum 128 guest rooms.
3. 'Extended Stay Hotel' shall be added as a conditional use in Preston Ridge Pod F at 3225 Old Milton Pkwy.
4. Conditional use approval shall be limited to the Hyatt House; no additional extended stay hotel businesses or subleasing shall be permitted within the approved space.
5. Building shall be brick or stone on all 4 sides with traditional architecture common to Alpharetta. Air conditioning units shall be concealed on the building elevations. Building shall have architectural detail and ornamental features on all 4 sides, with final approval by DRB. Site and landscape plan shall also require DRB approval.
6. Retaining walls visible from the public right-of-way shall be faced with masonry material (brick or stone) and shall be compatible with materials used for the primary structure, as approved by DRB. Retaining walls over 10' shall be tiered with a minimum 5' prepared planting bed space. Guardrail shall be decorative black metal, with final approval by DRB.
7. A 10' ornamental heavy landscape strip with street trees and decorative pedestrian lighting shall be provided along Webb Bridge Road, exclusive of overhead utilities and easements. Lighting shall be maintained by the development.
8. Site entrance shall include decorative landscaping, as approved by DRB.
9. Decorative foundation plantings shall be provided with final approval by DRB.
10. Detention pond shall be heavily screened from Webb Bridge Road, as approved by DRB. Detention pond screening shall be exclusive of the required 10' landscape strip and 10' access easement. 10' access easement shall be unobstructed with a generally flat grade, as approved by Staff.
11. Developer shall provide an 8' sidewalk with 6' planting strip along Webb Bridge Road, including street trees, shrubs and pedestrian lighting, as approved by Staff.
12. Site driveway shall align with opposing driveways, as approved by Staff.
13. Developer shall provide interparcel connectivity to the office development to the east, if possible.
14. Developer shall provide fire access to right, left and rear sides of building, as approved by Staff.
15. Outdoor amenity space shall be improved, as depicted on the site plan prepared by AEC, revised 9/17/2018, and per the City's UDC requirements.
16. Tree removal shall be limited to the submitted site plan prepared by AEC, revised 9/17/2018.
17. Generator and dumpster shall be contained within an enclosure with materials that match the building and shall include landscape screening as approved by DRB.

III. REPORT IN BRIEF:

The applicant, HOS Management, LLC, requests a master plan amendment and conditional use to add 'Extended Stay Hotel' on Pod F of the Preston Ridge Master Plan. The applicant proposes a 4-story, 128-room Hyatt House extended stay hotel on 6.52 acres. The subject property is located at 3225 Webb Bridge Road on the south side of Webb Bridge Road and east of Morris Road.

DISCUSSION

The submitted request, if approved, will allow for the construction of a 128-room Hyatt House 'Extended Stay Hotel' on a 6.52-acre undeveloped property. A master plan amendment to the Preston Ridge Master Plan Pod F and conditional use are required to allow the proposed use. The subject property is located at 3225 Webb Bridge Road on the south side of Webb Bridge Road and east of Morris Road.

The subject property is zoned O-I (Office-Institutional) and is located in Pod F of the Preston Ridge Master Plan. Surrounding properties are zoned O-I and CUP (Community Unit Plan) and are also located within the Preston Ridge Master Plan. A data center is located to the north, Home2 Suites 'Extended Stay Hotel' is under construction and located to the west, and an office building and office condos are located to the south and east. The Home2 Suites extended stay hotel was permitted on the adjacent property as a result of a challenge to a Staff interpretation of the UDC. Ultimately, the Home2 Suites was determined by the Board of Zoning Appeals to be permitted on the adjacent property. As a result, Council approved UDC amendments to clarify that a conditional use permit is required for 'Extended Stay Hotel' use. The Comprehensive Land Use Plan designation of the property is 'Corporate Office'.

Preston Ridge Master Plan was approved in 1986 (MP-98-01) as a 500-acre mixed-use development consisting of office, residential (multi-family), industrial, commercial and hotel. Pod F has a land use designation of 'Office-Institutional' and a maximum non-residential density of 25,000 square feet per acre. 'Hotel' is a permitted use in Pod F. However, the applicant's proposed use is 'Extended Stay Hotel', which is a separate and distinct use and is not on the list of permitted uses in Preston Ridge Master Plan.

The Unified Development Code (UDC) defines 'Extended Stay Hotel' as a building containing guest rooms for lodging, offered to the public for compensation, which are advertised, designed, intended or routinely utilized for weekly or monthly occupancy, or in which at least 30% of all guest rooms have facilities for the refrigeration and preparation of food by guests, such as a refrigerator and a cooktop/stove (or a refrigerator, a microwave, and a dishwasher or kitchenette sink), and a self-serve laundry facility is available for guests use. For the purposes of this Code, extended stay hotels and hotels (or motels) are separate and distinct uses.

The Hyatt House extended stay hotel will provide accommodations targeted to business users. According to the applicant, the ground-floor of the Hyatt House will include approximately 1,295 square feet of interior meeting, gathering and dining areas. Additional amenities are depicted, including outdoor lounge area, outdoor pool area, laundry facilities, guest kitchen/coffee station, market, business center, social seating area and fitness room. All guest rooms have kitchens, including a microwave, stove top, sink, refrigerator, dishwasher and cooking and eating utensils. According to the applicant, the Hyatt House would have a staff of seven (7) people with staffing at the front desk at all times.

SITE PLAN

The submitted site plan depicts a 4-story, 128-room extended stay hotel on 6.52 acres. Access to the site is depicted from Webb Bridge Road. 138 surface parking spaces are depicted between the building and Webb Bridge Road and to the side of the building. The UDC parking requirement for hotel is one (1) space per each guestroom, plus one (1) employee space for each 20 sleeping rooms, plus one (1) space per 500 square feet of space used for convention rooms, conference rooms, ballrooms, restaurant and retail shops. The UDC would require a total of 137 parking spaces for a 128-room hotel with 1,295 square feet of interior meeting, gathering and dining area.

An eight-foot (8') sidewalk is depicted along Webb Bridge Road, as well as a 10' landscape strip. Minimum building setbacks comply with the Preston Ridge Master Plan for Pod F. The applicant's site plan depicts 15.7 % outdoor amenity space on the site, including an outdoor common area, outdoor pool area and a

tree save area and walking trail at the rear of the site. The applicant's outdoor amenity space exceeds the minimum 15% amenity space required for 'Extended Stay Hotel' use.

There are several trees on the subject property, consisting primarily of Hardwoods. The applicant proposes removal of three (3) specimen trees on the west side of the property. Tree saves are depicted on the eastern property line and at the rear of the property. If approved, tree save areas should be the same as depicted on the applicant's site plan.

A detention pond already exists on the subject property in conjunction with the adjacent Home2 Suites development to the west. The site plan depicts a future expansion of the existing detention pond. A previous condition of zoning related to the off-site detention pond for Home2 Suites (V-16-06 Home2 Suites) required the pond to be heavily screened from Webb Bridge Road, with a plan approved by Staff. If approved, the existing pond and any expansion of the pond should be heavily screened from Webb Bridge Road. The required detention pond landscape buffer should be exclusive of the required 10' access easement, 10' landscape strip and any overhead or underground utilities.

ELEVATIONS/FLOOR PLAN

The applicant's proposed building elevations depict the building to be brick, stucco and EIFS. While the use of brick is appropriate, the proposed use of EIFS is not. The elevations also depict individual room air conditioning units visible on all four (4) elevations. If approved, conditions are recommended requiring masonry finish on all four (4) sides of the building with traditional architecture common to Alpharetta and all air condition units shall be concealed.

As shown in the table below, the applicant proposes 88 extended stay rooms (rooms providing for the refrigeration and preparation of food) and 40 hotel rooms without provisions for food preparation. The UDC requires that extended stay hotel guest rooms that provide for the refrigeration and preparation of food by guests have a minimum room size of 400 square feet. Guest rooms designed for occupancy of more than two (2) persons are required to be a minimum 550 square feet. The applicant's floor plans comply with the regulations above.

ROOM MATRIX									
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL	%
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57	98%
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1	
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1	
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24	
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1	
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2	
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37	
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3	2%
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1	
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1	
GRAND TOTAL				20	36	36	36	128	100%

IMPACTS TO CITY SERVICES

The City's Public Safety Department provided crime data for hotels and extended stay hotels in the City from 2016 – 2018. The data includes 14 types of calls for service. There are currently 18 hotels and eight

(8) extended stay hotels operating in the City. As shown in the tables below, 'Extended Stay Hotels' have a higher rate of incidents per location than traditional 'Hotels'. Between 2016 – 2018, 'Extended Stay Hotels' had a higher number of incidents in 9 to 11 of the 14 types of calls for service. Additionally, 'Extended Stay Hotels' had a 7.5% higher rate of incidents than 'Hotels' in 2016, 14% higher in 2017 and 16% higher in 2018.

	2016				2017			
	Hotel	Average	Extended	Average	Hotel	Average	Extended	Average
Alarm - Police	182	10.11	36	4.50	247	13.72	49	6.13
Area Business Patrols	7471	415.06	3519	439.88	5559	308.83	2845	355.63
Assaults	8	0.44	2	0.25	9	0.50	2	0.25
Covert Operations	6	0.33	13	1.63	10	0.56	11	1.38
Damage to Property	10	0.56	1	0.13	8	0.44	4	0.50
Disturbance	71	3.94	47	5.88	89	4.94	50	6.25
Domestic	18	1.00	11	1.38	21	1.17	11	1.38
Drug Related	5	0.28	10	1.25	15	0.83	11	1.38
Indecency	2	0.11	1	0.13	1	0.06	3	0.38
Prostitution	9	0.50	6	0.75	37	2.06	15	1.88
Sexual Assault	2	0.11	1	0.13	3	0.17	0	0.00
Suspicious Activity	363	20.17	236	29.50	343	19.06	213	26.63
Theft	96	5.33	48	6.00	109	6.06	47	5.88
Wanted	6	0.33	12	1.50	12	0.67	8	1.00
Total		458.28		492.88		359.06		408.63

	2018 (January – June, 6 months)					
	Hotel	Projected	Average	Extended	Projected	Average
Alarm - Police	95	142.50	7.92	16	24	3.00
Area Business Patrols	1879	2818.50	156.58	951	1426.5	178.31
Assaults	4	6.00	0.33	2	3	0.38
Covert Operations	1	1.50	0.08	3	4.5	0.56
Damage to Property	5	7.50	0.42	0	0	0.00
Disturbance	34	51.00	2.83	22	33	4.13
Domestic	14	21.00	1.17	4	6	0.75
Drug Related	3	4.50	0.25	3	4.5	0.56
Indecency	3	4.50	0.25	20	30	3.75
Prostitution	11	16.50	0.92	7	10.5	1.31
Sexual Assault	2	3.00	0.17	0	0	0.00
Suspicious Activity	84	126.00	7.00	80	120	15.00
Theft	54	81.00	4.50	20	30	3.75
Wanted	4	6.00	0.33	2	3	0.38
Total			182.75			211.88

TRAFFIC

The applicant provided trip generation information, which shows that the proposed 128-room 'Extended Stay Hotel' would generate 80 PM Peak Hour trips.

STANDARDS FOR MASTER PLAN AMENDMENTS

The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

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

Response: A total of eight (8) extended stay hotels are currently operating in the City, with the adjacent Home2 Suites extended stay hotel slated to open early next year. Within Preston Ridge, there are four (4) extended stay hotels, with four (4) additional sites approved for hotel. Crime data shows that extended stay hotels have a higher rate of incidents than traditional hotels in the City. Therefore, approval of an extended stay hotel may adversely impact crime in the area, as well as occupancy rates of hotels in the City.

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

Response: A total of eight (8) extended stay hotels are currently operating in the City, with the adjacent Home2 Suites extended stay hotel slated to open early next year. Within Preston Ridge, there are four (4) extended stay hotels, with four (4) additional sites approved for hotel. Crime data shows that extended stay hotels have a higher rate of incidents than traditional hotels in the City. Therefore, approval of an extended stay hotel may adversely impact crime in the area, as well as occupancy rates of hotels in the City.

- c. Whether the zoning proposal will adversely affect the natural environment.

Response: The applicant's site plan proposes removal of three (3) specimen trees. A tree save area is depicted at the sides and rear of the building.

- d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: Preston Ridge Master Plan Pod F is designated 'Office-Institutional', which allows office and hotel use on the subject property by right. The City has an over-abundance of extended stay, limited- and select-service hotels, including the Home2 Suites extended stay hotel currently under construction on the adjacent property.

- e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The City's crime data shows that extended stay hotels have a higher rate of incidents than traditional hotels in the City. Therefore, approval of an extended stay hotel may adversely impact public safety services due to a higher number of calls for service.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: There is no new data that supports the request. In fact, there are several additional hotel rooms under construction, adding to the existing inventory.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality or general welfare against the right to unrestricted use of property.

Response: The City's crime data shows that extended stay hotels have a higher rate of incidents than traditional hotels in the City. Therefore, approval of an extended stay hotel may adversely impact public safety services due to a higher number of calls for service.

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: Preston Ridge Master Plan Pod F is designated 'Office-Institutional', which allows office and hotel use on the subject property by right. The City has an over-abundance of extended stay, limited- and select-service hotels, including the Home2 Suites extended stay hotel currently under construction on the adjacent property.

i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: The proposed use is consistent with the Comprehensive Land Use Plan designation of the subject property, which is 'Corporate Office'.

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: Access to the site appears to be sufficient, with one (1) driveway proposed on Webb Bridge Road. If approved, a condition is recommended requiring the site access driveway to align with the opposing driveway across Webb Bridge Road.

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: The proposed site plan sufficiently addresses refuse areas, loading and service areas and off-street parking. If approved, conditions are recommended requiring screening of the detention pond from Webb Bridge Road.

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: There are a total of eight (8) extended stay hotels currently operating in the City and the adjacent Home2 Suites extended stay hotel is slated to open early next year. Within Preston Ridge, there are four (4) extended stay hotels, with four (4) additional sites approved for hotel. Crime data shows that extended stay hotels have a higher rate of incidents than traditional hotels in the City. Therefore, approval of an extended stay hotel may adversely impact crime in the area, as well as impact public safety services.

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: Not applicable.

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area; and

Response: The property remains viable for office and hotel development, which are allowed by right on the property. Staff has concerns with the proposal given the over-abundance of extended stay, limited- and select-service hotels in the City.

6. Ensuring that the location and character of the conditional use is considered to be consistent with a desirable pattern of development for the city, in general.

Response: The property remains viable for office and hotel development, which are allowed by right on the property. Staff has concerns with the proposal given the over-abundance of extended stay, limited- and select-service hotels in the City.

EXTENDED STAY HOTEL REVIEW CRITERIA

UDC Subsection 2.7.3 (C) Conditional Use Permit Approval. The location, construction and use of a property or building for an extended stay hotel use shall require the prior approval of a conditional use permit by the City Council. In addition to consideration of the conditional use standards otherwise provided for in this Code, the approval of a conditional use permit for an extended stay hotel is subject to the City Council finding that the proposed use meets the following requirements:

1. The minimum lot size for extended stay hotels is three (3) acres.

Response: Complies. The subject property is approximately 6.52 acres.

2. No facility may contain more than thirty-five (35) guestrooms per gross acre of development.

Response: Complies. The site plan depicts a 128-room extended stay hotel on 6.52 acres, which is 19.6 guest rooms per acre.

3. All guestrooms which have facilities for the refrigeration and preparation of food by guests shall have a minimum of four hundred square feet (400 sq. ft.) of floor area. For any such guestrooms designed for occupancy of more than two (2) guests, a minimum of five hundred and fifty square feet (550 sq. ft.) of floor area shall be required.

Response: Complies. The submitted floor plan depicts 88 extended stay rooms exceeding the minimum required floor area.

4. A minimum of 15% of the gross area of the lot must be designed and used as outdoor amenity space. Outdoor amenity spaces may only be used for the following types of active and/or passive recreational uses: yards or lawns available for unstructured recreation; gardens; hardscape areas or walkway paths for pedestrian enjoyment (but excluding any improvements serving parking areas), which may include pergolas, gazebos, benches and exercise or play equipment; pool areas; tennis courts, basketball courts and similar recreational facilities; and playgrounds designed and equipped for the recreation of children, which must be fenced and may include an open shelter. However, outdoor amenity space shall not include any other required open areas such as required building setbacks, buffers, landscape strips or other similar requirements of this Ordinance or other applicable laws.

Response: Complies. The submitted site plan depicts 15.7% of the site as outdoor amenity space. However, there are shaded areas on the site plan that are called out as outdoor amenity space, but it is unclear if they meet the definition due to there not being an improvements shown.

5. All such facilities shall provide a fifty foot (50') buffer from any property zoned for a 'For-Rent' dwelling use and a one-hundred foot (100') buffer from any property zoned for a 'For-Sale' dwelling use.

Response: Complies. There are no residentially-zoned properties adjacent to the subject property. Therefore, a buffer is not required.

6. No building may be located within three hundred feet (300 ft.) of any residentially zoned property, inclusive of the required buffer.

Response: Complies. The nearest residential property is Country Place, which is approximately 790' from the subject property.

7. Access to each guest room shall be through an inside lobby which is supervised at all hours the facility is open.

Response: Complies. The floor plans depict guest rooms being accessed from an interior lobby and corridors. According to the applicant, the lobby will be supervised at all hours the facility is open.

8. Number of Vehicle Parking Spaces Required: One (1) space for each guest room, plus 1 employee space for each 20 sleeping rooms, plus one space per 500 sq. ft. of space used for convention rooms, conference rooms, ballrooms, restaurant and/or retail shops.

Response: Complies. The site plan depicts 137 parking spaces. The UDC requires 138 parking spaces for the 128-room extended stay hotel with 1,295 square feet of meeting and dining space.

Additional Regulations. Extended stay hotels shall comply with the following additional regulations:

1. The maximum occupancy for a guestroom with facilities for the refrigerated storage and preparation of food by guests that is less than five hundred and fifty square feet (550 sq. ft.) in floor area shall be two (2) persons. For all guestrooms with facilities for the refrigerated storage and preparation of food by guests that exceed five hundred and fifty square feet (550 sq. ft.), the maximum occupancy shall be four (4) persons. For the purposes of this provision, minor children related by blood or marriage to an adult occupant shall be excluded from this computation; provided, however, that in no event shall the maximum occupancy of any room exceed the requirements of the Life Safety Code. Further, except to the extent the regulations of the Life Safety Code are applicable, the restrictions set forth in this subparagraph shall not apply to extended stay hotels built prior to the effective date of these regulations.

2. No more than ten percent (10%) of individual guests shall register, reside in, or occupy a room or rooms within the same facility for more than a continuous ninety (90) day period, nor shall any guest move from one room to another without a three (3) day vacancy in between.

3. Each such facility shall be protected with an alarm system and a sprinkler system meeting the requirements of the Life Safety Code.

4. No outdoor storage or permanent parking of equipment or vehicles shall be permitted.

5. No permanent business license shall be issued for the conduct of any business from any guestroom of the facility.

6. No facility under this section may be converted to or used as an apartment or condominium.

Response: The applicant indicates that the Hyatt House extended stay hotel will comply with the six (6) additional regulations above.

CONCURRENCES

Staff has reviewed the proposal and does not support the applicant's request for master plan amendment and conditional use. There are a total of eight (8) 'Extended Stay Hotels' currently operating in the City and the adjacent Home2 Suites extended stay hotel is slated to open early next year. Within Preston Ridge, there are four (4) 'Extended Stay Hotels', with four (4) additional sites approved for 'Hotel'. In addition, crime data provided by the City's Public Safety Department shows that 'Extended Stay Hotels' have a higher rate of incidents than traditional 'Hotels'. Given the number of existing "Extended Stay Hotels" in the City and in the Preston Ridge Master Plan, as well as the potential for increased incidents of crime, approval of an 'Extended Stay Hotel' would adversely impact crime in the area, as well as occupancy rates of hotels in the City.

Generally, hotel/lodging resources define the three (3) hotel asset classes as follows: A “Limited-Service” Hotel is a hotel without restaurant or banquet facilities, but may offer a range of amenities including a business center, a fitness room, a guest laundry facility, a market pantry, and indoor and/or outdoor pool and whirlpool, and small meeting rooms. An ‘Extended Stay Hotel’ is typically classified as “Limited-Service”. A “Select-Service” Hotel offers the same amenities as a limited-service hotel together with a selection of the services and amenity characteristics of full-service hotel properties. Usually the select services include a restaurant and small meeting space(s). A “Full-Service” Hotel includes the provision of food and beverage services suitable for both guests and groups. Therefore, on-site restaurant, lounges and group meeting spaces with banquet facilities are the cornerstones of the full-service offering. In addition, selective amenities such as spas, elaborate banquet rooms, doormen, valet parking, extended room services, concierge services, and high-end restaurant and boutiques distinguish many full-service hotel properties. As shown in the table below, there are currently 25 hotels operating in the City including two (2) full-service (648 rooms), 15 limited-service (1,524 rooms), and eight (8) select-service hotels (1,043 rooms). ‘Extended Stay Hotels’ are noted with an asterisk.

Existing Hotels in Alpharetta

Name	Location	Rooms	Type/Chain Scale
Aloft	North Point Pkwy	120	Select-Service/Upscale
Atlanta Marriott Alpharetta	5750 Windward Pkwy	318	Full-Service/Upper Upscale
Avalon – Marriott Autograph Collection Hotel & Alpharetta Conference Center		330	Full-Service/Upper Upscale
Comfort Inn	5455 Windward Pkwy W	65	Limited-Service/Upper Midscale
Courtyard by Marriott Alpharetta	12655 Deerfield Pkwy	154	Select-Service/Upscale
DoubleTree by Hilton Alpharetta	2925 Jordan Ct	79	Select-Service/Upscale
Embassy Suites Atlanta - Alpharetta	5955 North Point Pkwy	150	Select-Service/Upper Upscale
Extended Stay America Rock Mill Road	1950 Rock Mill Road	101	*Limited-Service/Economy
Extended Stay America Northpoint East	3331 Old Milton Pkwy	91	*Limited-Service/Economy
Extended Stay America Northpoint West	3329 Old Milton Pkwy	90	*Limited-Service/Economy
Fairfield Inn & Suites Atlanta Alpharetta	11385 Haynes Bridge Rd	87	Limited-Service/Upper Midscale
Hampton Inn - Alpharetta / Roswell	10740 Westside Way	106	Limited-Service/Upper Midscale
Hampton Inn & Suites Alpharetta	16785 Old Morris Rd	103	Limited-Service/Upper Midscale
Hilton Garden Inn North/Alpharetta	4025 Windward Pl	164	Select-Service/Upscale
Hilton Garden Inn North Point	10975 Georgia Ln	125	Select-Service/Upscale
Holiday Inn Express & Suites	12505 Innovation Way	124	Limited-Service/Upper Midscale
Homewood Suites by Hilton	10775 Davis Drive	112	*Limited-Service/Upscale
Hyatt Place North Point Mall	7500 North Point Pkwy	124	Select-Service/Upscale
Hyatt Place Windward Parkway	5595 Windward Pkwy	127	Select-Service/Upscale
La Quinta Inn & Suites Alpharetta	1350 North Point Dr	131	Limited-Service/Midscale
Residence Inn North Point Mall	1325 North Point Dr	120	*Limited-Service/Upscale
Residence Inn Windward	5465 Windward Pkwy W	103	*Limited-Service/Upscale
Staybridge Suites North Point	3980 North Point Pkwy	118	*Limited-Service/Upscale
TownePlace Suites by Marriott	7925 Westside Pkwy	89	*Limited-Service/Upper Midscale
Wingate by Wyndham Alpharetta	1005 Kingswood Place	84	Limited-Service/Midscale
TOTAL		3,215	2 FS, 15 LS, 8 SS

*‘Extended Stay Hotel’, per the City’s UDC definition.

As shown in the table below, there are five (5) hotel developments consisting of 722 rooms currently under construction or that will begin land development activities in the near future. The Home2 Suites extended stay hotel is currently under construction on the adjacent property to the west.

Entitled Hotel Properties – Under Construction/Land Disturbance Permit Review

Project	Location	Type/Chain Scale	Rooms	Status
Cotton House Hotel	Milton Ave/Old Canton St	Boutique	119	LDP Review
Windward Park Hilton	Windward/North Point Pkwy	Full-Service	249	LDP Review
Courtyard by Marriott	Parkway 400	Select-Service/Upscale	115	Under Construction
EVEN Hotel	Parkway 400	Select-Service/Upscale	132	Under Construction
Home2 Suites	Webb Bridge Rd & Morris Rd	Limited-Service/Upper Midscale	107	Under Construction
TOTAL		1 FS/B, 1 LS, 2 SS	722	

When the new hotel supply expected over the next year is added to the existing hotel inventory, the City will have an estimated 1,631 limit-service hotel rooms (of which, 931 rooms are in extended stay hotels), 1,290 select-service hotel rooms and 648 full-service hotel rooms. This is in addition to the Cotton House Boutique Hotel and the Windward Park Hilton, which are both under land disturbance permit review and not expected to be finished with construction before the end of the year. Factoring in the sites currently under construction, full-service hotel rooms will represent approximately 18% of all hotel rooms in the City and 'Extended Stay Hotels' will represent 26% of all hotel rooms (not including the applicant's proposal).

Staff has identified nine (9) undeveloped sites approved for hotel use in the City. The sites listed in the table below could be developed with hotel use without a public hearing. There are no undeveloped sites in the City approved for an extended stay hotel. In addition to undeveloped sites there are several properties that allow hotel and could redevelop without any zoning approvals.

Entitled Hotel Properties - Undeveloped

Master Plan	Location	Acreage	Type
Preston Ridge – Pod A	North Point Pkwy & Old Milton Pkwy	2 acres	Hotel
Preston Ridge – Pod G	Morris Rd & Webb Bridge Rd	12 acres	Hotel
Preston Ridge – Pod H	Webb Bridge Rd & Morris Rd	13 acres	Hotel
Preston Ridge – Pod N	North Point Pkwy & Old Milton Pkwy	6 acres	Hotel
360 Tech Village (f.k.a. Met Life)	Haynes Bridge Rd & Lakeview Pkwy	8 acres	Boutique or Full-Service – 200 rooms
Northwinds Summit (Pod A)	Haynes Bridge Rd & GA 400	12 acres	Boutique or Full-Service – 140 rooms
Brookside – Pod A & B	Brookside Pkwy	5 acres	Hotel
Windward – Pod 14A	Windward Pkwy & Edison Dr	4 acres	Hotel
Windward – Pod 15A	Windward Pkwy & Marconi Dr	11 acres	Hotel

Viable office parcels typically have good access to the highway system, which is the case with the subject property given its proximity within a little more than ½-mile of the interchange at Old Milton Parkway and Georgia 400. Office demand in the City remains high as seen in the low office vacancy rate and increasing number of office projects under construction in the City. The City's office vacant available (for lease) rate has been steadily declining since 2013, except for a slight increase over the last two (2) years as new office space comes online. The City's vacant available office was at its lowest in 2015 at 9.1%. As of the

1st quarter of 2018, the City's vacant available office has risen to 11.9%. According to the development community, spec office is typically developed when office vacant available rates drop below 10%. As shown in the table below, over 1.5 million square feet of office is currently under review or construction in the City, of which over 820,000 square feet of office development is coming out of the ground.

Office Development

Project Name	Location	Building Area (SF)	Status
Jackson Healthcare	2655 Northwinds Pkwy	294,200 SF	Under Construction
Triad Alpharetta Medical Center	Old Milton Pkwy & Morris Rd	104,000 SF	Under Review
AdvancED	Westside Pkwy	40,000 SF	Under Construction
Alpharetta Beach House	Old Milton Pkwy	6,480 SF	Under Construction
Wellstar Office Bldg.	Old Milton Pkwy & Park St	40,000 SF	Under Construction
Peak 10 Data Center	Edison Dr	50,000 SF	Under Construction
Verizon Data Center	Old Alabama Connector	20,000 SF	Under Construction
Lifeforce Medical Campus	Old Milton Pkwy	12,000 SF	Under Construction
Avalon 10000 Bldg.	Old Milton Pkwy & 1 st St	252,000 SF	Under Construction
Mayfair @ Webb & Morris	Webb Bridge Rd & Morris Rd	48,000 SF	Under Construction
East Village	Old Milton & Westside Pkwy	18,000 SF	Under Construction
Liberty Hall	33 South Main St	13,536 SF	Under Construction
Providence Group Office	2425 Old Milton Pkwy	30,000 SF	Under Construction
Equinox Corporate Campus	McGinnis Ferry Rd @ Windward Concourse and Alderman Dr	600,000 SF	Under Review
TOTAL Under Construction		824,216 SF	
TOTAL Under Review		704,000 SF	
TOTAL		1,528,216 SF	

As parcels zoned for office use are developed or rezoned for other uses, the result will be less opportunity for growth once the office market picks up. Therefore, it can be justified that the subject property remains a viable office parcel. In addition, four (4) 'Extended Stay Hotels' have already been developed in the Preston Ridge Master Plan with four (4) additional sites approved for hotel in the Master Plan. Most master plans of this size in the City have only one (1) approved hotel site.

CITIZEN PARTICIPATION PLAN

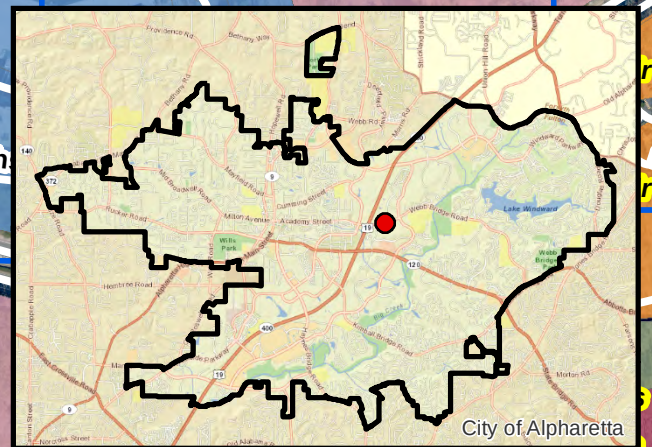
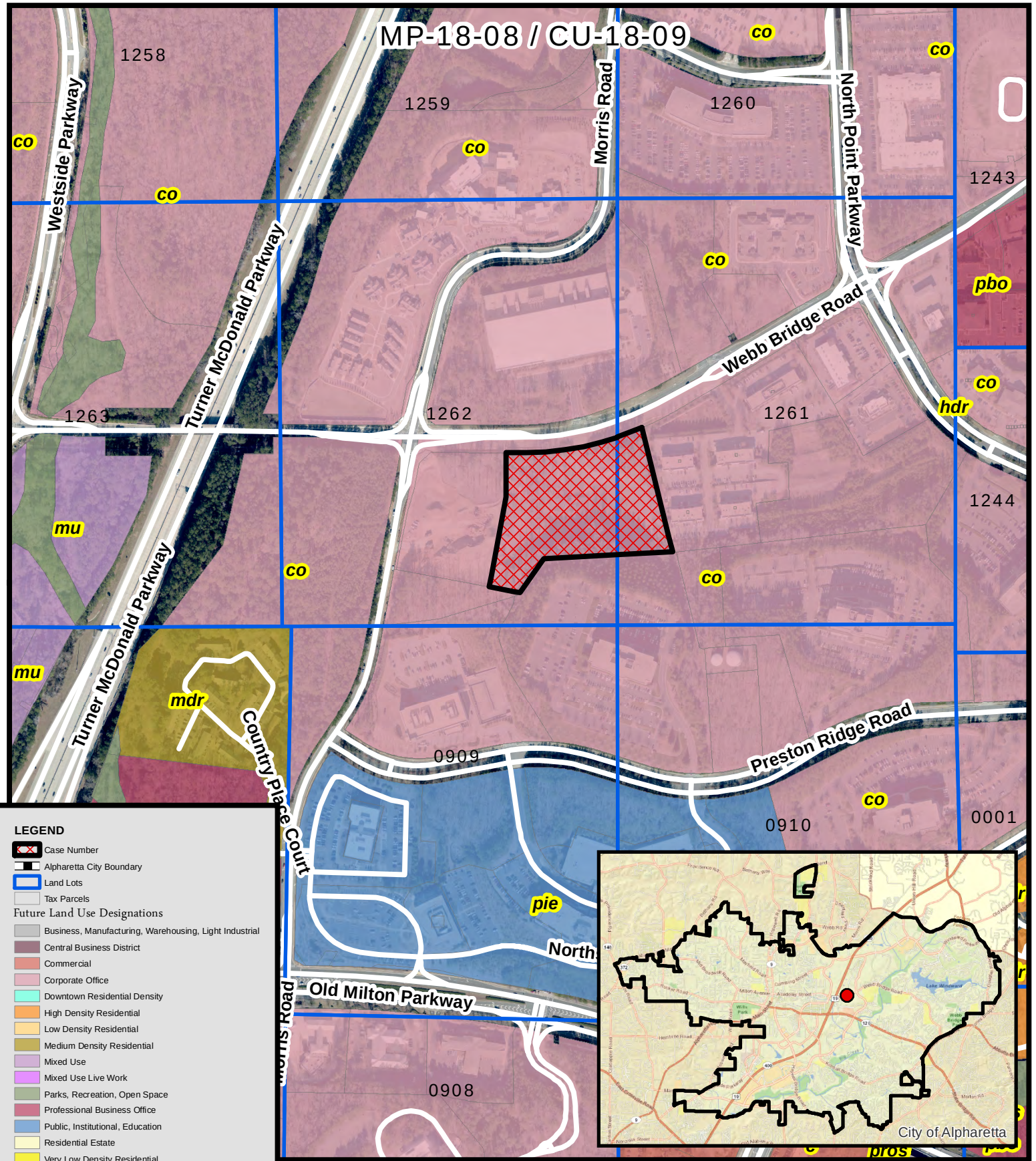
The applicant notified surrounding property owners of their application and intent for the property. The report states that no comments were received. The City received a letter of objection from a resident with concerns over too many hotels in Alpharetta, too many extended stay hotels in Alpharetta, and higher crime associated with extended stay hotels.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on September 12, 2018. Six (6) residents signed-in with comments supporting the applicant's proposal.

IV. ATTACHMENTS:

- Site Plan
- Floor Plans & Elevations

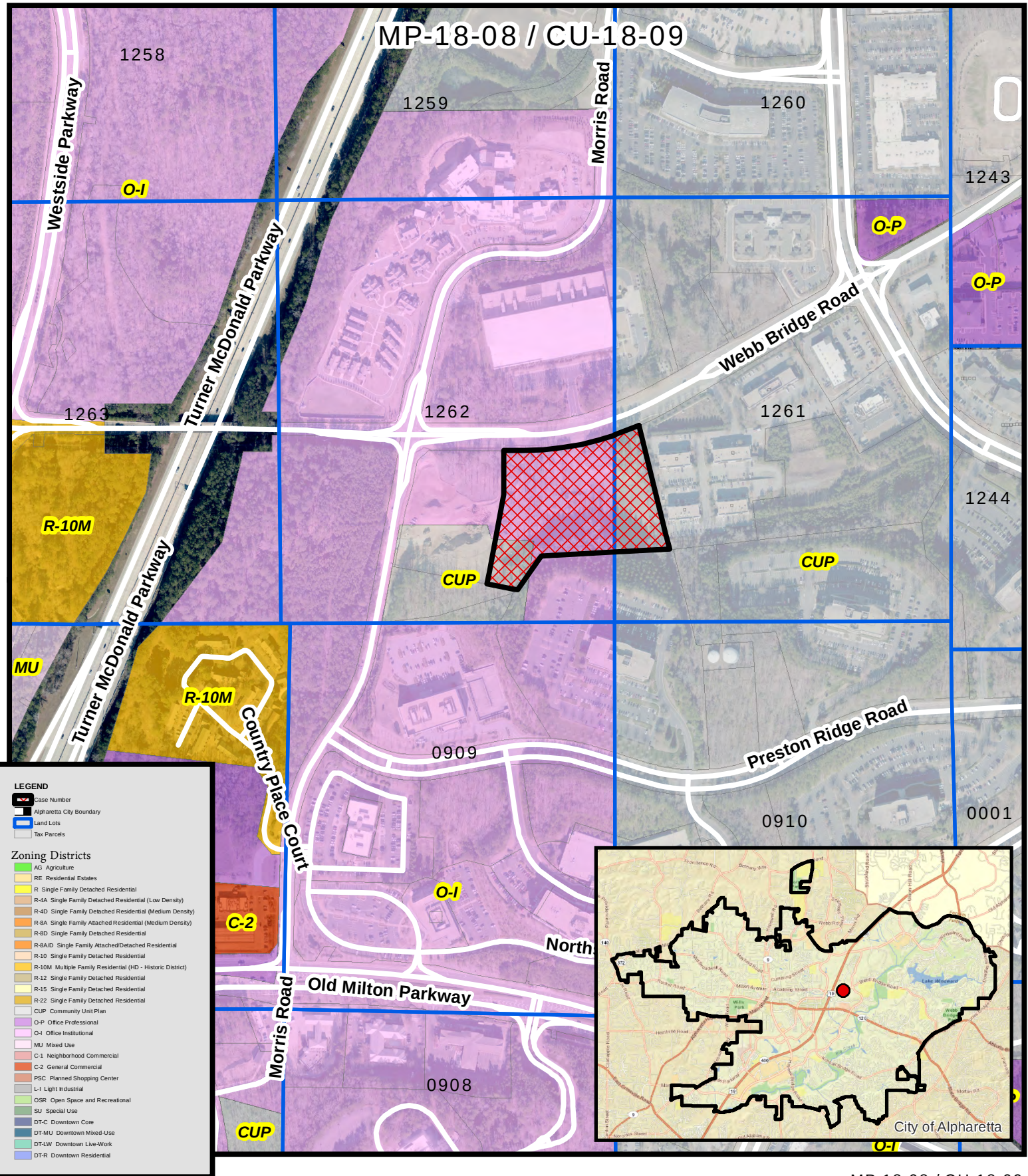


Future Land Use Extended Stay Hotel Preston Ridge

MP-18-08 / CU-18-09
D/LL: 2/2/1261, 1262
PC Date: 10/04/18
CC Date: 10/22/18

Location Map Provided by:
Community Development - GIS



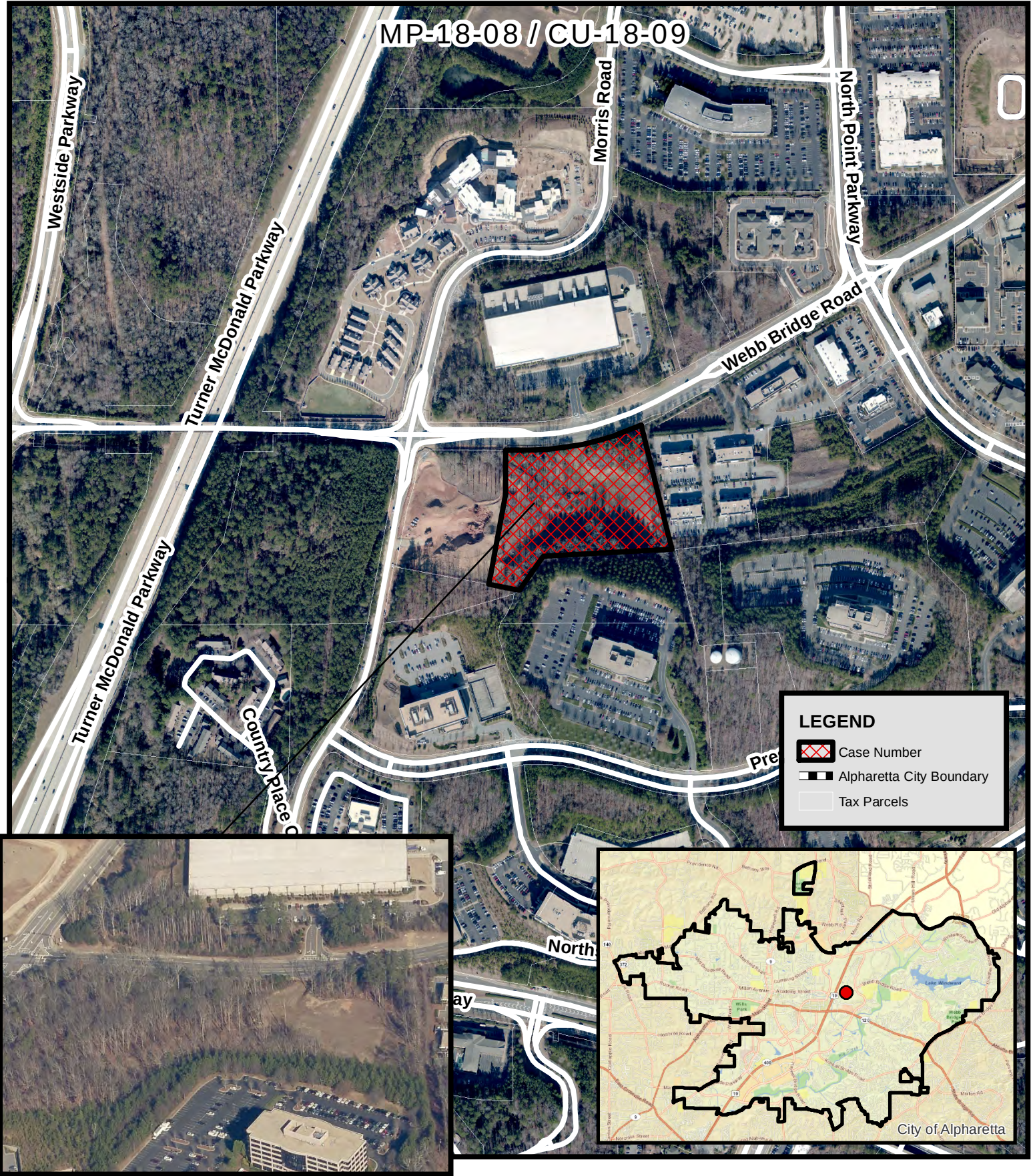


Zoning Map Extended Stay Hotel Preston Ridge



MP-18-08 / CU-18-09
D/LL: 2/2/1261, 1262
PC Date: 10/04/18
CC Date: 10/22/18

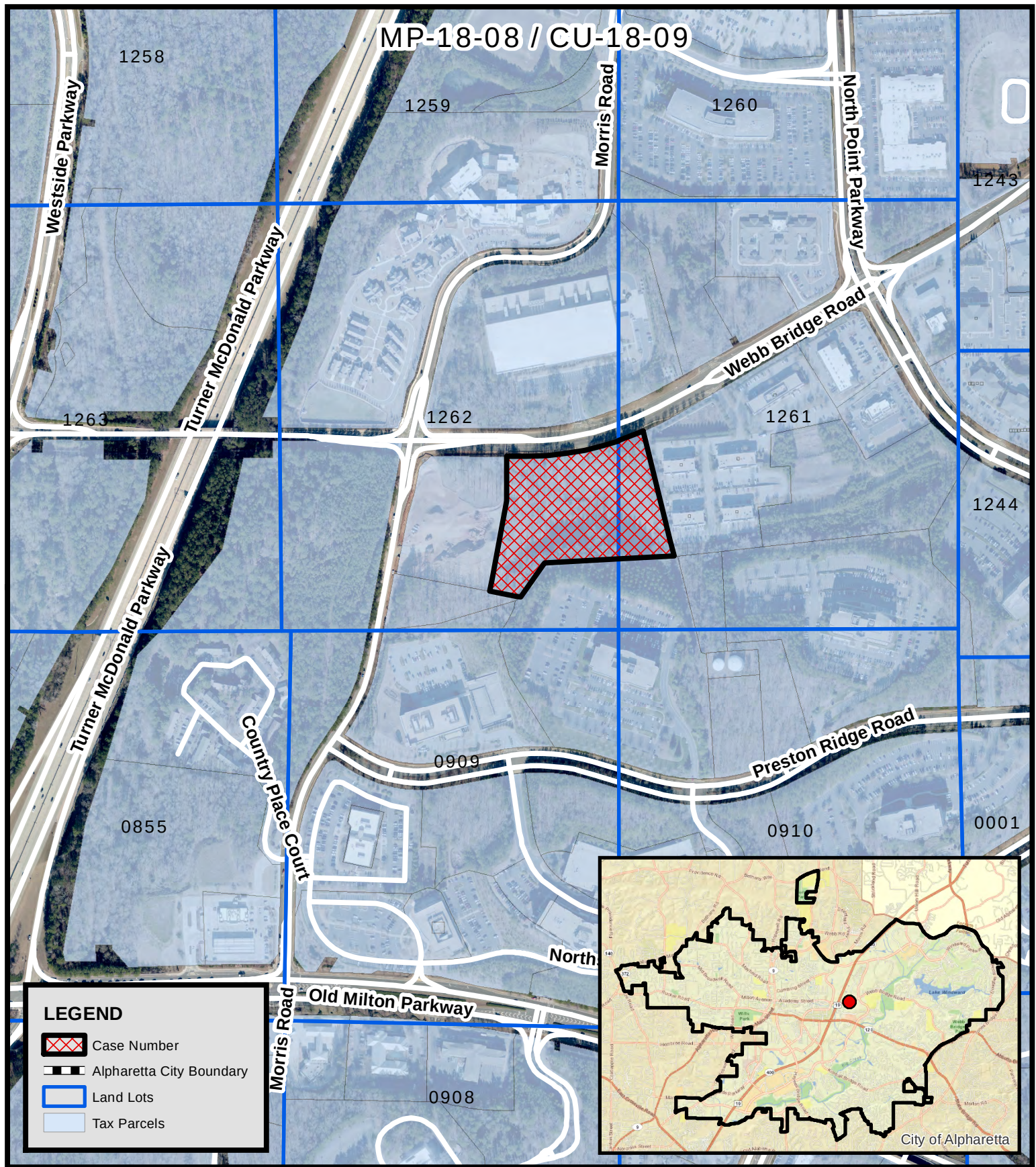
Location Map Provided by:
Community Development - GIS



Aerial Map
Extended Stay Hotel
Preston Ridge

MP-18-08 / CU-18-09
D/LL: 2/2/1261, 1262
PC Date: 10/04/18
CC Date: 10/22/18

Location Map Provided by:
Community Development - GIS



Location Map Extended Stay Hotel Preston Ridge

MP-18-08 / CU-18-09
D/LL: 2/2/1261, 1262
PC Date: 10/04/18
CC Date: 10/22/18

Location Map Provided by:
Community Development - GIS

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: CU-18-09 Hyatt House Extended Stay Hotel/Preston Ridge

Contact Name: Miles Hansford & Tallant, LLC. - J. Ethan Underwood

Telephone: 770-781-4100

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

Letters, mailed August 31, 2018, notified nearby property owners of a meeting held on September 11, 2018 at 6:30 PM at the

Alpharetta City Hall. Copies of this letter and mailing certification are attached as Exhibit "A". A copy of the public participation

sign in sheet is attached as Exhibit "B". A summary of issues raised by adjoining property owners is attached as Exhibit "C".

In addition, the Applicant attended the Alpharetta Community Zoning Information Meeting (CZIM) on September 12, 2018. A

copy of the comment sheet is attached as Exhibit "D".

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*



Letter



Personal Visits



Telephone



Group Meeting



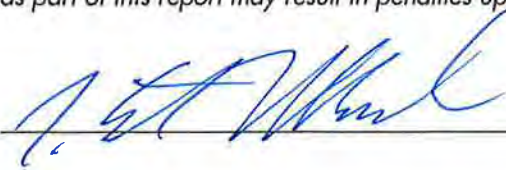
Email



Other (Please Specify) CZIM

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: 

Date: 9/13/2018

Print Form

Exhibit "A"

Copies of the August 31, 2018 Public Participation Letters and Mailing Receipts



202 Tribble Gap Road | Suite 200 | Cumming, Georgia 30040

38 Sloan Street | Roswell, Georgia 30075

770-781-4100 | www.mhtlegal.com

J. Ethan Underwood
eunderwood@mhtlegal.com

August 31, 2018

Re: CU-18-09 Hyatt House Extended Stay Hotel/Preston Ridge

Dear Neighbors:

In an effort to foster community accord, HOS. Management, LLC, (the "Applicant") would like to inform interested property owners that it has submitted a land use application to the City of Alpharetta to facilitate the development of an extended stay hotel project on approximately 6.519 acres located on Webb Bridge Road. The Applicant proposes to develop on the subject property an Upscale 4-story extended stay hotel with 128 rooms.

The Applicant is requesting the following:

- 1) Conditional use permit for extended stay hotel.
- 2) Amendment to the Preston Ridge Master Plan.

A copy of the proposed site plan is enclosed.

The Applicant will be holding a public participation meeting on September 11, 2018 at 6:30 P.M. at the Alpharetta City Hall Multi-Purpose Room, located at 2 Park Plaza, Alpharetta, Georgia 30009. This meeting is not the public hearing. Its purpose is to provide neighbors and interested parties the opportunity to meet with the Applicant, ask questions, and voice concerns regarding this project.

The Applicant is committed to keeping the public informed during the process of these applications. If you have any questions, comments, or concerns, please contact us. When contacting our office, please reference HOS. Management, LLC so that we may facilitate your request more efficiently.

Sincerely,

Ethan Underwood,
Attorney for the Applicant

Enclosure

1. The first step in the process of the scientific method is to ask a question.
 2. The second step is to do background research.
 3. The third step is to form a hypothesis.
 4. The fourth step is to test the hypothesis by doing an experiment.
 5. The fifth step is to analyze the data and draw a conclusion.
 6. The sixth step is to communicate the results.
 7. The seventh step is to repeat the experiment to verify the results.
 8. The eighth step is to publish the results in a journal.
 9. The ninth step is to have the results peer-reviewed.
 10. The tenth step is to use the results to develop a theory.

WEBB BRIDGE ROAD (R/W VARIES)
(DR 40054 PG 283)

SITE DATA
SITE ACREAGE - 6.519 AC.
CURRENT ZONING - **OX1 (OFFICE INSTITUTIONAL)**
PROPOSED USE - **UPSCALE EXTENDED STAY HOTEL**
CONDITIONAL USE REQUIRED
BUILDING SETBACKS:
FRONT SETBACK FROM RIGHT OF WAY - 65'
SIDE STREET SETBACK - 15'
REAR YARD MIN - 15'
BUILDING STORIES - 4
PARKING - 135 REQUIRED
135 PROVIDED
FLOODPLAIN - NONE
LANDSCAPE STRIPS - 10' ALONG RIGHT OF WAY
5' ALONG SIDE AND REAR **JNES**
UNDISTURBED BUFFERS - NONE
OUTDOOR AMENITY SPACE - 15% REQUIRED
18.4% PROVIDED

SITE OF ALPHARETIA TREATMENT NOTES

[illegible]

CLIC 641NASTT-2470C NOV 11

[illegible]

CAUTION

THE U.S. GOVERNMENT HAS BEEN THE FIRST TO ANNOUNCE THAT IT WILL NOT SIGN THE TREATY. THE U.S. GOVERNMENT HAS BEEN THE FIRST TO ANNOUNCE THAT IT WILL NOT SIGN THE TREATY. THE U.S. GOVERNMENT HAS BEEN THE FIRST TO ANNOUNCE THAT IT WILL NOT SIGN THE TREATY.

GEORGIA811
Utility Location Certified

Dist. 811 or Call 1-800-262-7411

Scale 1" = 30'

AEC
Engineering Planning
Construction
Architecture
1125 West 19th Avenue
Denver, CO 80202
303.733.1100
www.aec.com

SITE LAYOUT PLAN

HYATT HOUSE
ALPHARETTA, GEORGIA

DATE _____

CONCLUSION

2

2. 2004年10月
3. 2004年10月
4. 2004年10月
5. 2004年10月
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10. 2004年10月

C4.0



Check type of mail or service

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(for additional copies)
Postmark with Date



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R2304E105560-06

USPS Tracking/Article Number

Addressee (Name Street City State & ZIP Code™)

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Item	Quantity	Value	Remarks
Total Number of Pieces Received at Post Office			

Postmaster, Per (Name of receiving employee)

How Cash/Hours



Firm Mailing Book For Accountable Mail

Name and Address of Sender

Miller Hansford & Tallant, LLC
202 Tribble Gap Road, Suite 200
Cumming, Georgia 30040

Check type of mail or service

- | | |
|--|---|
| ☐ Adult Signature Required | ☐ Priority Mail Express |
| ☐ Adult Signature Restricted Delivery | ☐ Registered Mail |
| ☐ Certified Mail | ☐ Return Receipt for Merchandise |
| ☐ Certified Mail Restricted Delivery | ☐ Signature Confirmation |
| ☐ Collect on Delivery (COD) | ☐ Signature Confirmation Restricted Delivery |
| ☐ Insured Mail | |
| ☐ Priority Mail | |

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Postmark with Date of Receipt.

USPS Tracking/Article Number

Addressee (Name, Street, City, State, & ZIP Code™)

Postage	(Extra Service) Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	ASR Fee	ASRD Fee	RD Fee	RR Fee	SC Fee	SCRD Fee	SH Fee
47												
1												
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3												
4												
5												
6												
7												
8												

PRESTON RIDGE COMMONS LLC
P O BOX 450233
ATLANTA GA 31145

PRRP II LLC
3330 PRESTON RIDGE RD SUITE 300
ALPHARETTA GA 30005

HARVEY LANDHOLDINGS LLC
3155 NORTH POINT PKWY BLDG/STE E/2
30
ALPHARETTA GA 30005

PRESTON RIDGE COMMONS LLC
P O BOX 450233
ATLANTA GA 31145

GREENSTONE PRESTON RIDGE LP
3301 WINDY RIDGE PKWY # 320
ATLANTA GA 30339

HNH LLC
215 HUNTCLIFF TER
SANDY SPRINGS GA 30350-2609

GANDHI KRISHAN
112 MANOR ROW
POOLER GA 31322

PRESTON RIDGE IV PARTNERS LLC
3000 NORTHWOODS PKWY SUITE 260
NORCROSS GA 30071

Total Number of Pieces
Listed by SenderTotal Number of Pieces
Received at Post Office



Name and Address of Sender

Miles Hansford & Tallant, LLC
202 Tribble Gap Road, Suite 200
Cumming, Georgia 30040

Check type of mail or service	
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| ☐ Adult Signature Required | ☐ Priority Mail Express |
| ☐ Adult Signature Restricted Delivery | ☐ Registered Mail |
| ☐ Certified Mail | ☐ Return Receipt for Merchandise |
| ☐ Certified Mail Restricted Delivery | ☐ Signature Confirmation |
| ☐ Collect on Delivery (COD) | ☐ Signature Confirmation Restricted Delivery |
| ☐ Insured Mail | |
| ☐ Priority Mail | |

Affix Stamp Here
(for additional copies of this receipt).
Postmark with Date of Receipt.

USPS Tracking/Article Number

Addressee (Name, Street, City, State & ZIP Code) _____

1.

QLKPRO INC
3291 COMPASS WAY
ALPHARETTA GA 30004

2.

KLEIN FRED W & CHILDRESS J DONALD
300 GALLERIA PKWY SE STE 200
ATLANTA GA 30339-3149

3.

RAM ALPHARETTA HOSPITALITY LLC
233 12TH ST SUITE 301
COLUMBUS GA 31901

4.

HARVEY LANDHOLDINGS LLC
3155 N POINT PKWY BLDG/STE E/230
ALPHARETTA GA 30005

5.

FULTON COUNTY
141 PRYOR ST SW SUITE 7000
ATLANTA GA 30303

6.

SURYA PROP LLC
5011 DELVERTON CT
ATLANTA GA 30338-5349

7.

HARVEY LANDHOLDINGS LLC
3155 NORTH POINT PKWY BLDG/STE E/2
30
ALPHARETTA GA 30005

8.

CK PRESTON RIDGE ASSOCIATION III L
LC
300 GALLERIA PARK # 600
ATLANTA GA 30339

Total Number of Pieces Listed by Sender

Total Number of Pieces Received at Post Office	
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Firm Mailing Book For Accountable Mail

Name and Address of Sender

Miles Hansford & Tallant, LLC
202 Tribble Gap Road, Suite 200
Cumming, Georgia 30040

Check type of mail or service

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| ☐ Adult Signature Required | ☐ Priority Mail Express |
| ☐ Adult Signature Restricted Delivery | ☐ Registered Mail |
| ☐ Certified Mail | ☐ Return Receipt for Merchandise |
| ☐ Certified Mail Restricted Delivery | ☐ Signature Confirmation |
| ☐ Collect on Delivery (COD) | ☐ Signature Confirmation Restricted Delivery |
| ☐ Insured Mail | |
| ☐ Priority Mail | |

Affix Stamp Here
(for additional copies of this receipt).
Postmark with Date of Receipt.

USPS Tracking/Article Number

Addressee (Name, Street, City, State, & ZIP Code™)

Postage	(Extra Service) Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	ASR Fee	ASRD Fee	RD Fee	RR Fee	SC Fee	SCRD Fee	SH Fee
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3.												
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7.												
8.												

Total Number of Pieces Listed by Sender

Total Number of Pieces Received at Post Office



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Postmark with Date of Receipt.

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---(other employees)



Firm Mailing Book For Accountable Mail

Name and Address of Sender

Miles Hansford & Tallant, LLC
202 Tribble Gap Road, Suite 200
Cumming, Georgia 30040

Check type of mail or service

- | | |
|--|---|
| ☐ Adult Signature Required | ☐ Priority Mail Express |
| ☐ Adult Signature Restricted Delivery | ☐ Registered Mail |
| ☐ Certified Mail | ☐ Return Receipt for Merchandise |
| ☐ Certified Mail Restricted Delivery | ☐ Signature Confirmation |
| ☐ Collect on Delivery (COD) | ☐ Signature Confirmation Restricted Delivery |
| ☐ Insured Mail | |
| ☐ Priority Mail | |

Affix Stamp Here
(for additional copies of this receipt).
Postmark with Date of Receipt.

USPS Tracking/Article Number

1.

KRISTIN MARTIN AND ASSOCIATES LLC
3090 GREATWOOD XING
ALPHARETTA GA 30005-7461

Postage
(Extra
Service)
Fee

Handling
Charge

Actual Value
if Registered

Insured
Value

Due
Sender if
COD

ASR
Fee

ASRD
Fee

RD
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RR
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SC
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SCRD
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Fee

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2.

KA GROUP LLC
3155 N POINT PKWY BLDG/STE G 100
ALPHARETTA GA 30005

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Total Number of Pieces
Listed by Sender

Total Number of Pieces
Received at Post Office

Postmaster, Per (Name of receiving employee)

Exhibit "B"

Sign-In Sheet for September 11, 2018 Public Participation Meeting

11-Sep-18

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Exhibit "C"

Summary of the Issues/Questions Raised and the Applicant's Responses during the Public Participation Meeting

Since the Applicant submitted its initial public participation report, the Applicant and its representatives have corresponded with the following interested parties and addressed the issues raised as described below:

A. Correspondence with Interested Parties.

The Applicant has not received any correspondence from interested parties regarding this application.

The Applicant conducted a public participation meeting on September 11, 2018 at 6:30 P.M. at the Alpharetta City Hall, located at 2 Park Plaza, Alpharetta, Georgia 30009. The comments or concerns of attendees and the Applicant's responses are described below.

B. Summary of Responses.

No issues were raised at the public participation meeting as only representatives of the Applicant were in attendance.

Exhibit "D"

Copy of the September 12, 2018 Community Zoning Information Meeting (CZIM) Comment Sheet

Please Sign-In with comments or concerns.

Email is optional but is helpful for communication with the Applicant.

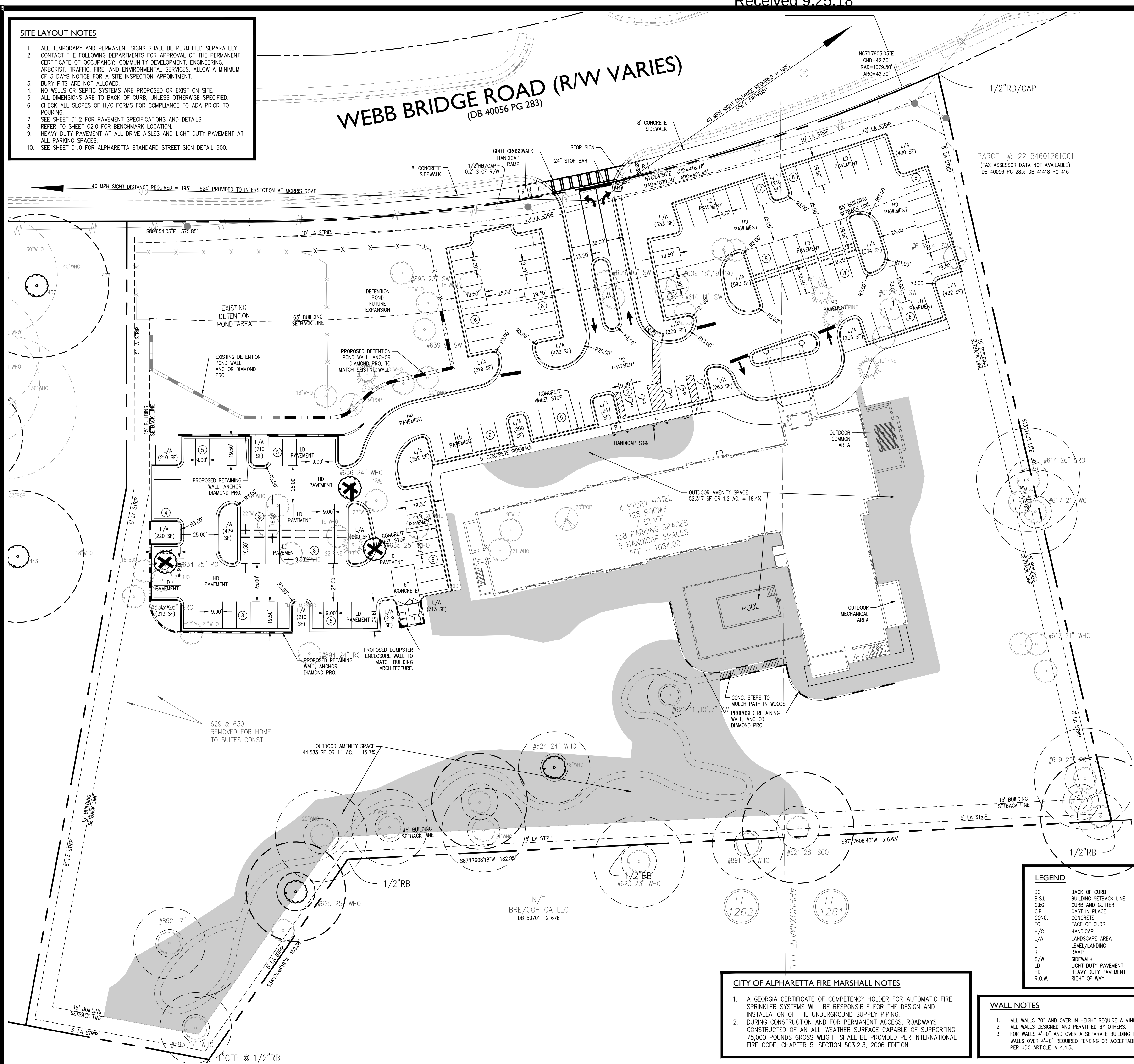
Hyatt House Hotel/Preston Ridge

NAME	ADDRESS/EMAIL	Comments
S Hofmann	58 Canton St W307	yes - we need this!
Amy Henton	420 Redwood Way	yes w/ traffic light
STAN WALKER	4360 W 130th Rd	like it!
ED BOTTS	58 CANTON ST 307	yes approve
CHERYL BOTTS	58 CANTON ST 307	yes approve
Dylan Santol	225 Sophia Cove 30022	Yes. Makes sense for location

SITE LAYOUT NOTES

1. ALL TEMPORARY AND PERMANENT SIGNS SHALL BE PERMITTED SEPARATELY.
2. CONTACT THE FOLLOWING DEPARTMENTS FOR APPROVAL OF THE PERMANENT CERTIFICATE OF OCCUPANCY: COMMUNITY DEVELOPMENT, ENGINEERING, ARBORIST, TRAFFIC, FIRE, AND ENVIRONMENTAL SERVICES. ALLOW A MINIMUM OF 3 DAYS NOTICE FOR A SITE INSPECTION APPOINTMENT.
3. BURY PITS ARE NOT ALLOWED.
4. NO WELLS OR SEPTIC SYSTEMS ARE PROPOSED OR EXIST ON SITE.
5. ALL DIMENSIONS ARE TO BACK OF CURB, UNLESS OTHERWISE SPECIFIED.
6. CHECK ALL SLOPES OF H/C FORMS FOR COMPLIANCE TO ADA PRIOR TO POURING.
7. SEE SHEET D1.2 FOR PAVEMENT SPECIFICATIONS AND DETAILS.
8. REFER TO SHEET C2.0 FOR BENCHMARK LOCATION.
9. HEAVY DUTY PAVEMENT AT ALL DRIVE AISLES AND LIGHT DUTY PAVEMENT AT ALL PARKING SPACES.
10. SEE SHEET D1.0 FOR ALPHARETTA STANDARD STREET SIGN DETAIL 900.

WEBB BRIDGE ROAD (R/W VARIES)
(DB 40056 PG 283)



SITE DATA:

SITE ACREAGE - 6.519 AC.
CURRENT ZONING - O&I (OFFICE INSTITUTIONAL)
PROPOSED USE - UPSCALE EXTENDED STAY HOTEL
CONDITIONAL USE REQUIRED
BUILDING SETBACKS:
FRONT SETBACK FROM RIGHT OF WAY - 65'
SIDE STREET SETBACK - 15'
REAR YARD MIN. - 15'

BUILDING STORIES - 4

PARKING - 135 REQUIRED

138 PROVIDED

FLOODPLAIN - NONE

LANDSCAPE STRIPS - 10' ALONG RIGHT OF WAY

5' ALONG SIDE AND REAR LINES

UNDISTURBED BUFFERS - NONE

OUTDOOR AMENITY SPACE - 15% REQUIRED

15.7% PROVIDED

OUTDOOR AMENITY AREA SHOWN (SHADED AREA) HAS BEEN PROVIDED WITHIN FRONT, SIDE AND REAR YARD AREAS FOR UNSTRUCTURED RECREATION, OUTDOOR POOL AREA AND A WALKING PATH AMONGST TREE SAVE AREA.

3 PARKING SPACES ADDED FOR 1,295 SF OF INTERIOR MEETING/BAR/SEATING AREA.



CITY OF ALPHARETTA TREE SAVE NOTES

1. ALL EXISTING TREES, SPECIMEN AND NON-SPECIMEN, COUNTED FOR EDF CREDITS OR FOUND WITHIN TREE SAVE AREAS MUST BE FULLY PRESERVED DURING ALL PHASES OF THIS PROJECT.
2. THE CRZ OF SPECIMEN TREES PLUS ALL STREAM BUFFERS SHALL BE PROTECTED WITH WIRE-BACK TREE SAVE FENCING WITH METAL SUPPORT POSTS AND TREE SAVE SIGNAGE.
3. INSTALLATION OF THE TREE SAVE FENCE WILL INVOLVE NO TRENCHING.
4. TREE SAVE FENCE FOR EXISTING TREES MUST BE INSTALLED, INSPECTED AND APPROVED PRIOR TO INSTALLATION OF EROSION CONTROL MEASURES. NO LAND DISTURBANCE OR DEMOLITION IS ALLOWED BEFORE TREE SAVE FENCING HAS BEEN INSPECTED AND APPROVED BY CITY ARBORIST.
5. ADDITIONAL TREES ALONG THE LIMITS OF DISTURBANCE WITH ENCROACHMENT INTO THE SRP AND DEEMED STRUCTURALLY UNSAFE BY THE CITY ARBORIST OR THE PROJECT ARBORIST MAY BE REQUIRED TO BE REMOVED PRIOR TO CO.
6. ALL ROOTS ENCOUNTERED 1/2" OR GREATER DURING GRADING OR EXCAVATING OPERATIONS SHALL BE CLEAN CUT UNDER THE DIRECTION OF AN ISA CERTIFIED ARBORIST.
7. IT IS THE OWNER'S RESPONSIBILITY TO MAINTAIN THE VEGETATION AND REMOVE TRASH AND DEBRIS AROUND THE PERIMETER OF THE PROJECT, ESPECIALLY WITHIN AREAS ADJACENT TO A PUBLIC ROW, IN ACCORDANCE WITH THE CITY OF ALPHARETTA PROPERTY MAINTENANCE CODES.
8. ALL APPROVED REVISIONS TO THE LOCATION OF THE TREE SAVE FENCE NEED TO BE COORDINATED WITH THE LAND DISTURBANCE INSPECTOR PRIOR TO RELOCATION.

CITY OF ALPHARETTA TRAFFIC NOTES

1. CONTRACTOR IS TO PROVIDE THE CITY OF ALPHARETTA ENCROACHMENT PERMIT FOR ALL WORK WITHIN THE CITY'S R.O.W. ANY TRAFFIC SIGNAL OR UTILITY RELOCATION WILL BE THE RESPONSIBILITY OF THE OWNER/DEVELOPER.
2. ALL UTILITY LOCATES AND RELOCATIONS, AND OR DAMAGE WILL BE THE RESPONSIBILITY OF THE DEVELOPER/CONTRACTOR. DEVELOPER/CONTRACTOR MUST CONTACT CITY OF ALPHARETTA LOCATE PERSONNEL DIRECTLY FOR TRAFFIC SIGNAL UTILITY LOCATES. PHONE (678) 297-6200.
3. ALL REQUIRED TRAFFIC SIGNAGE MUST MEET MUTCD STANDARDS.
4. ALL REQUIRED TRAFFIC STRIPING MUST MEET MUTCD AND GDOT PLAN SPECIFICATION AND MUST BE THERMO-PLASTIC.
5. ALL H/C RAMP FORMS MUST BE APPROVED BY CITY LAND DISTURBANCE INSPECTOR PRIOR TO CONCRETE POUR.
6. IF SIGNS, STRIPING, AND MODIFICATIONS TO TRAFFIC CONTROL ARE REQUIRED AS A PART OF DEVELOPMENT, CONSTRUCTION SHOULD BE COMPLETE AND APPROVED BY THE CITY TRAFFIC ENGINEER PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.
7. SIDEWALKS AND ISLANDS MUST BE DESIGNED TO ACCEPT H/C RAMPS AND LANDINGS THAT MEET ADA REQUIREMENTS (ALPHARETTA STANDARD 902).
8. IF SIGNALIZATION OR SIGNAL MODIFICATIONS ARE REQUIRED AS PART OF DEVELOPMENT, CONSTRUCTION SHOULD BE COMPLETE AND APPROVED BY THE CITY TRAFFIC ENG. PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.

CAUTION

THE UTILITIES SHOWN ARE SHOWN FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE PREPARER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

GEORGIA811
Utilities Protection Center, Inc.
Know what's below.
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Dial 811 or Call 1-800-282-7411



NORTH

LEGEND

BC BACK OF CURB
B.S.L. BUILDING SETBACK LINE
C&G CURB AND GUTTER
CIP CAST IN PLACE
CONC. CONCRETE
FC FACE OF CURB
H/C HANDICAP
L/A LANDSCAPE AREA
L LEVEL/LANDING
R RAMP
S/W SIDEWALK
LD LIGHT DUTY PAVEMENT
HD HEAVY DUTY PAVEMENT
R.O.W. RIGHT OF WAY

SIGN LEGEND

"STOP"
R1-1

WALL NOTES

1. ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
2. ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
3. FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UDC ARTICLE IV 4.4.5.1.

CITY OF ALPHARETTA FIRE MARSHALL NOTES

1. A GEORGIA CERTIFICATE OF COMPETENCY HOLDER FOR AUTOMATIC FIRE SPRINKLER SYSTEMS WILL BE RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF THE UNDERGROUND SUPPLY PIPING.
2. DURING CONSTRUCTION AND FOR PERMANENT ACCESS, ROADWAYS CONSTRUCTED OF AN ALL-WEATHER SURFACE CAPABLE OF SUPPORTING 75,000 POUNDS GROSS WEIGHT SHALL BE PROVIDED PER INTERNATIONAL FIRE CODE, CHAPTER 5, SECTION 503.2.3, 2006 EDITION.

SITE LAYOUT PLAN

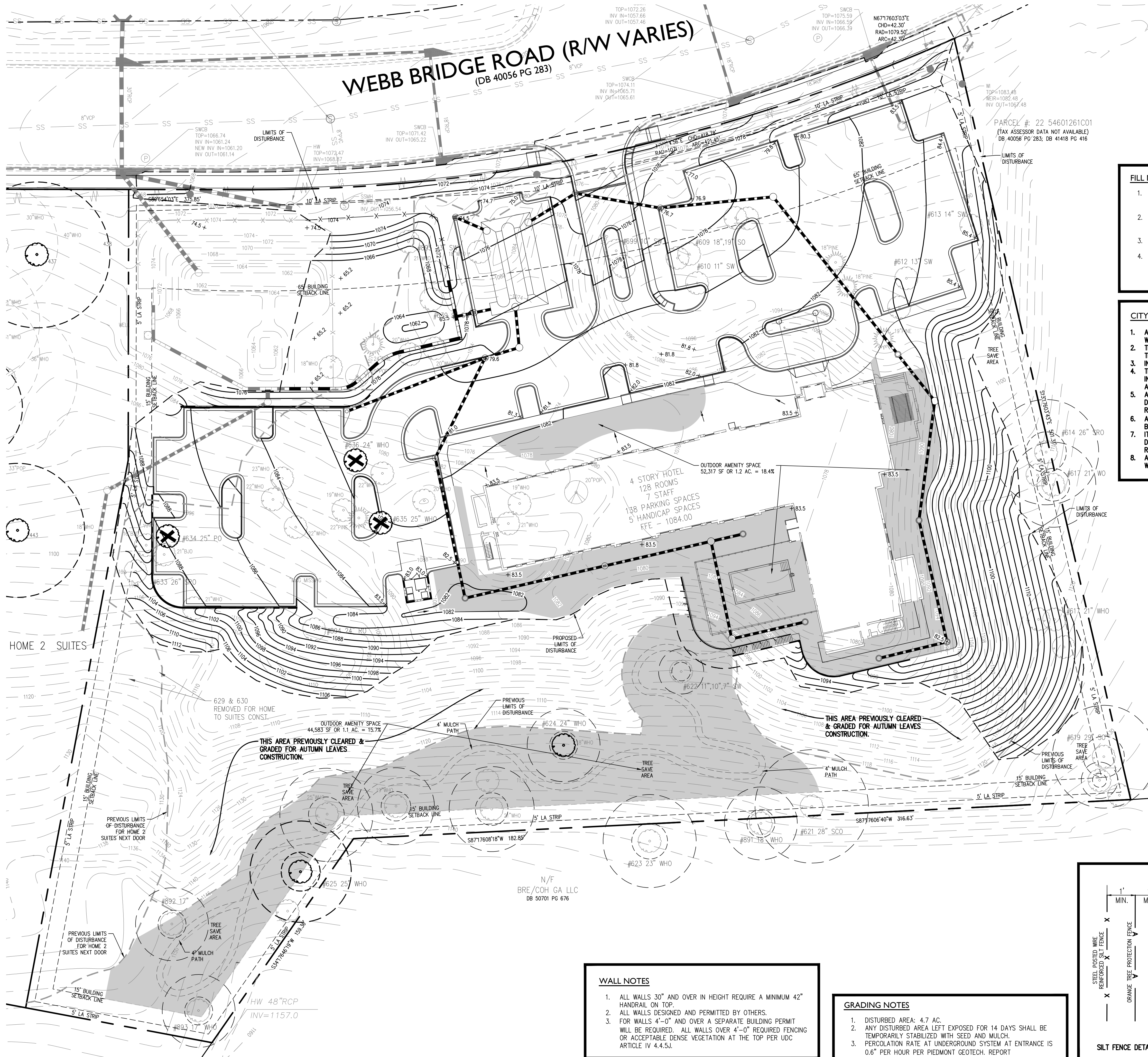
HYATT HOUSE
ALPHARETTA, GEORGIA

NO. 1
DATE 9-25-18
REVISIONS
PER CITY COMMENTS-COND. USE

PROJECT NO.: 18-4129
CIVIL DRAWN BY: MDA
CIVIL DESIGNED BY: BDR
LANDSCAPE DRAWN BY: BDR
LANDSCAPE DESIGNED BY: MDV
DATE: 06-07-18

SHEET

C4.0



- STORM DRAINAGE NOTES**
1. ALL STORM DRAINS AND DROP INLETS WILL HAVE 4" PERMANENT POLLUTION PREVENTION MARKERS INSTALLED PRIOR TO INSPECTION. MARKERS ARE AVAILABLE AT CITY OF ALPHARETTA ENGINEERING/PUBLIC WORKS DEPARTMENT 678-297-6200.
 2. PIPE MATERIALS: RCP WITHIN PUBLIC R-O-W, OUTSIDE OF R-O-W ALL METAL PIPES FULLY BITUMINOUS, ASPHALT OR ALUMINUM COATED WITHIN PAVED INVERTS. FOR HDPE PIPE, PROVIDE DETAILS AND INSTALLATION SPECIFICATIONS.
 3. ALL METAL PIPES TO BE FULLY BITUMINOUS, ASPHALT OR ALUMINUM COATED WITH PAVED INVERTS. ROW-LOCK INVERTS REQUIRED ON ALL STORM STRUCTURES IN R-O-W.
 4. A STORMWATER MAINTENANCE AGREEMENT WILL BE REQUIRED PRIOR TO A CERTIFICATE OF OCCUPANCY (CO) WHICH WILL ACCOUNT FOR THE FACILITY'S BURDEN OF THE STORMWATER FACILITY MAINTENANCE.

- FILL NOTES**
1. ALL AREAS TO RECEIVE STRUCTURAL FILL TO BE CLEARED, STRIPPED AND FREE OF TOPSOIL, ROOTS, STUMPS, AND ALL OTHER DELETERIOUS MATERIAL. STRUCTURAL FILL TO BE CLEAN FROM ORGANICS AND ALL OTHER DELETERIOUS MATERIAL.
 2. FILL TO BE PLACED IN MAXIMUM 8" LIFTS AND COMPACTED TO AT LEAST 95% STANDARD PROCTOR MAXIMUM DENSITY AND TO WITHIN ±3% OF THE OPTIMUM MOISTURE CONTENT, UNLESS OTHERWISE SPECIFIED IN THE PROJECT GEOTECHNICAL REPORT OR BY THE PROJECT GEOTECHNICAL ENGINEER.
 3. ALL FILL SOILS TO BE PLACED UNDER THE OBSERVATION OF THE PROJECT GEOTECHNICAL ENGINEER.
 4. DOCUMENTATION OF COMPACTION TESTING SHALL BE PROVIDED TO LAND DISTURBANCE ACTIVITY INSPECTOR FOR ALL ROADWAY CONSTRUCTION IN RIGHT-OF-WAY. (INCLUDING DECELERATION LANES) CONTACT LAND DISTURBANCE ACTIVITY INSPECTOR PRIOR TO CONSTRUCTION FOR FURTHER TESTING REQUIREMENTS.

- CITY OF ALPHARETTA TREE SAVE NOTES**
1. ALL EXISTING TREES, SPECIMEN AND NON-SPECIMEN, COUNTED FOR EDF CREDITS OR FOUND WITHIN TREE SAVE AREAS MUST BE FULLY PRESERVED DURING ALL PHASES OF THIS PROJECT.
 2. THE CRZ OF SPECIMEN TREES PLUS ALL STREAM BUFFERS SHALL BE PROTECTED WITH WIRE-BACK TREE SAVE FENCING WITH METAL SUPPORT POSTS AND TREE SAVE SIGNAGE.
 3. INSTALLATION OF THE TREE SAVE FENCE WILL INVOLVE NO TRENCHING.
 4. TREE SAVE FENCE FOR ENTIRE SITE MUST BE INSTALLED, INSPECTED AND APPROVED PRIOR TO INSTALLATION OF EROSION CONTROL MEASURES. NO LAND DISTURBANCE OR DEMOLITION IS ALLOWED BEFORE TREE SAVE FENCING HAS BEEN INSPECTED AND APPROVED BY CITY ARBORIST.
 5. ADDITIONAL TREES ALONG THE LIMITS OF DISTURBANCE WITH ENCROACHMENT INTO THE SRP AND DEEMED STRUCTURALLY UNSAFE BY THE CITY ARBORIST OR THE PROJECT ARBORIST MAY BE REQUIRED TO BE REMOVED PRIOR TO CO.
 6. ALL ROOTS ENCOUNTERED 1/2" OR GREATER DURING GRADING OR EXCAVATING OPERATIONS SHALL BE CLEAN CUT UNDER THE DIRECTION OF AN ISA CERTIFIED ARBORIST.
 7. IT IS THE OWNER'S RESPONSIBILITY TO MAINTAIN THE VEGETATION AND REMOVE TRASH AND DEBRIS AROUND THE PERIMETER OF THE PROJECT, ESPECIALLY WITHIN AREAS ABUTTING A PUBLIC ROW, IN ACCORDANCE WITH THE CITY OF ALPHARETTA PROPERTY MAINTENANCE CODES.
 8. ALL APPROVED REVISIONS TO THE LOCATION OF THE TREE SAVE FENCE NEED TO BE COORDINATED WITH THE LAND DISTURBANCE INSPECTOR PRIOR TO RELOCATION.

STORM DRAINAGE LEGEND

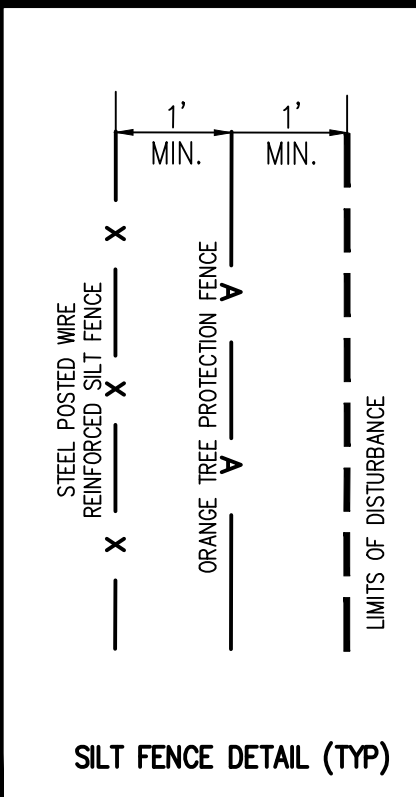
ADS N-12	ADVANCE DRAINAGE SYSTEMS HIGH PERFORMANCE POLYPROPYLENE PIPE
DI W/HOOD	DROP INLET WITH HOOD
HDPE	HIGH-DENSITY POLYETHYLENE PIPE (N-12 SMOOTH INTERIOR PIPE BY NYLOPLAST)
HW	HEADWALL
JB	JUNCTION BOX
OCS	OUTLET CONTROL STRUCTURE
RCP	REINFORCED CONCRETE PIPE (CLASS 3)
SWCB	SINGLE WING CATCH BASIN
STORM PIPE	
RETAINING WALL	
ACTIVE TREE PROTECTION FENCING	
LIMITS OF DISTURBANCE	
EXISTING GRADE	
PROPOSED GRADE	
DIP SANITARY SEWER LINE	
+ XX.X	SPOT GRADES

UTILITY PROVIDERS

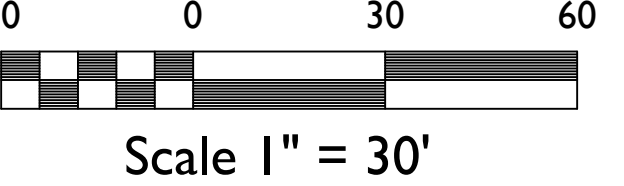
TELEPHONE & DSL	AT&T, INC.
POWER	GEORGIA POWER
WATER & SEWER	FULTON COUNTY
GAS	ATLANTA GAS & LIGHT

- WALL NOTES**
1. ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
 2. ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
 3. FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UDC ARTICLE IV 4.4.5J.

- GRADING NOTES**
1. DISTURBED AREA: 4.7 AC.
 2. ANY DISTURBED AREA LEFT EXPOSED FOR 14 DAYS SHALL BE TEMPORARILY STABILIZED WITH SEED AND MULCH.
 3. PERCOLATION RATE AT UNDERGROUND SYSTEM AT ENTRANCE IS 0.6" PER HOUR PER PIEDMONT GEOTECH. REPORT



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SITE GRADING AND DRAINAGE PLAN

HYATT HOUSE
ALPHARETTA, GEORGIA

DATE: _____

REVISIONS: _____

NO. _____

PROJECT NO.: 18-4129
CIVIL DRAWN BY: MDA
CIVIL DESIGNED BY: BDR
LANDSCAPE DRAWN BY: BDR
CHECKED BY: MDV
DATE: 06-07-18

SHEET

C6.0



BASE4

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

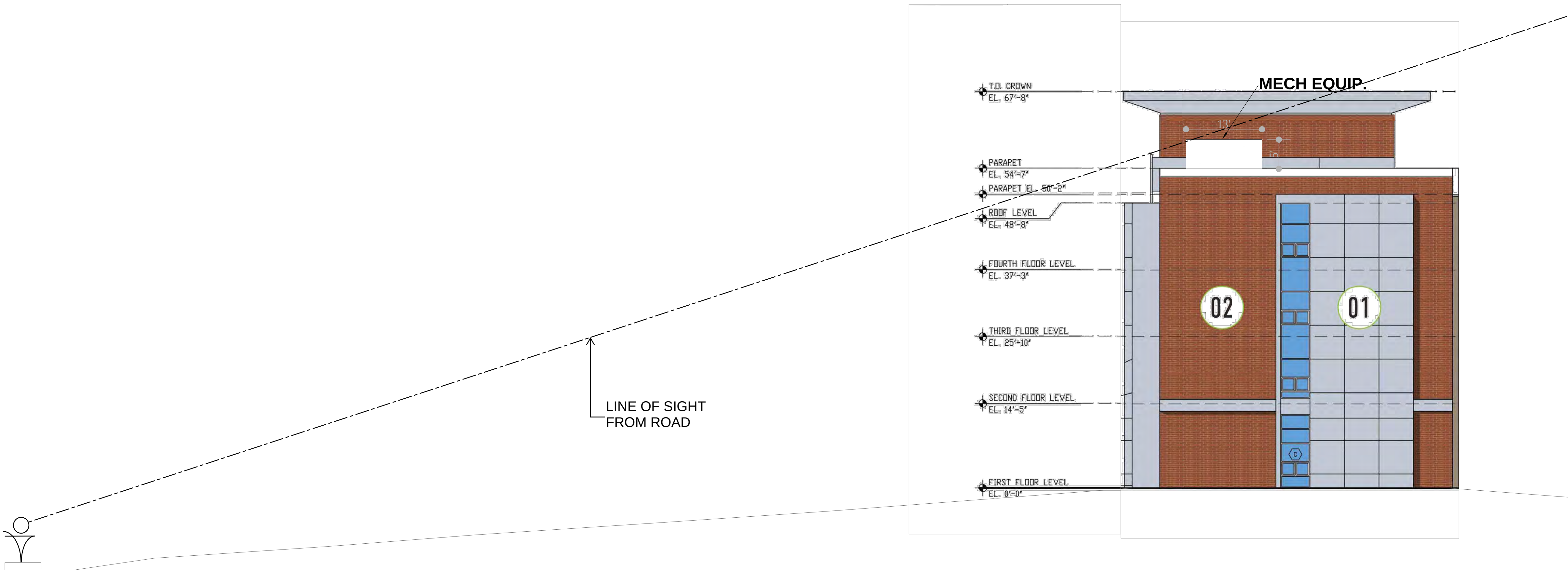
PROJECT NO. B4-150-1804

SHEET NAME

SITE LINE STUDY

DRAWING NO.

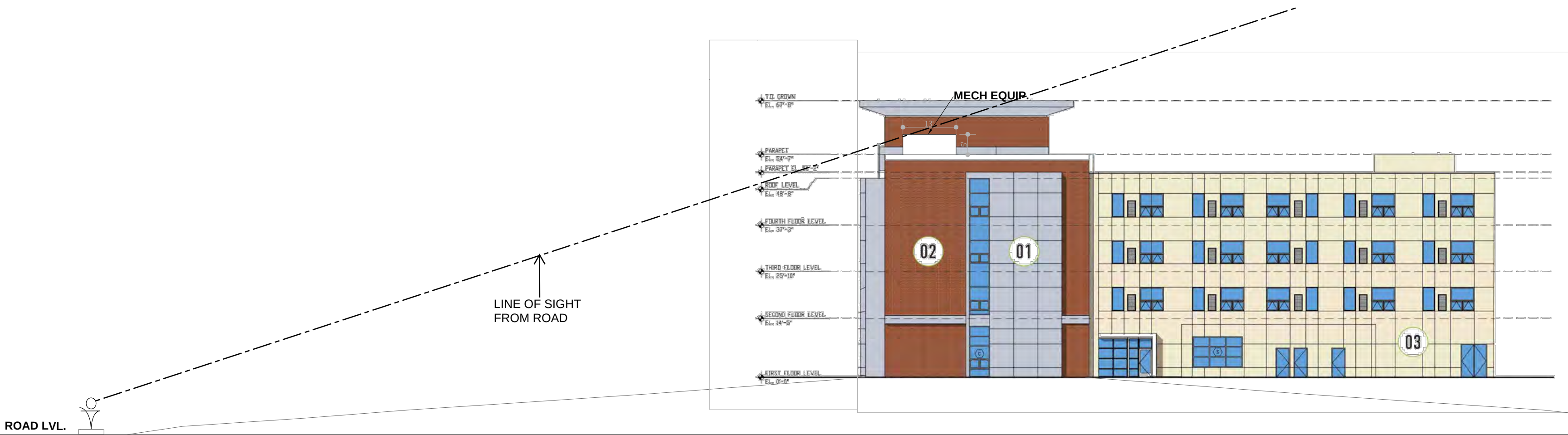
A1.1



2

SITE LINE STUDY ENLARGED DETAIL

SCALE: 3/32"=1'-0"



1

SITE LINE STUDY

SCALE: 3/64"=1'-0"

PROPOSED BUILDING HYATT HOUSE
NUMBER OF STORY=4
NUMBER OF ROOMS= 128
TOTAL AREA=80,606 SF

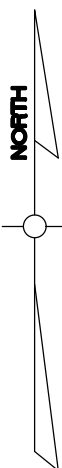
292'-5"



170'-6"

ROOM MATRIX								
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1
GRAND TOTAL				20	36	36	36	128
								100%

FLOOR AREA (SF)	
1ST LEVEL FLOOR PLAN	21,047
2ND LEVEL FLOOR PLAN	19,853
3RD LEVEL FLOOR PLAN	19,853
4TH LEVEL FLOOR PLAN	19,853
TOTAL	80,606



BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

NO.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

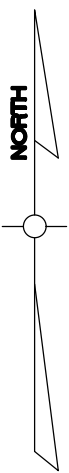
PROJECT NO. B4-150-1804

SHEET NAME

FLOOR PLANS

DRAWING NO.

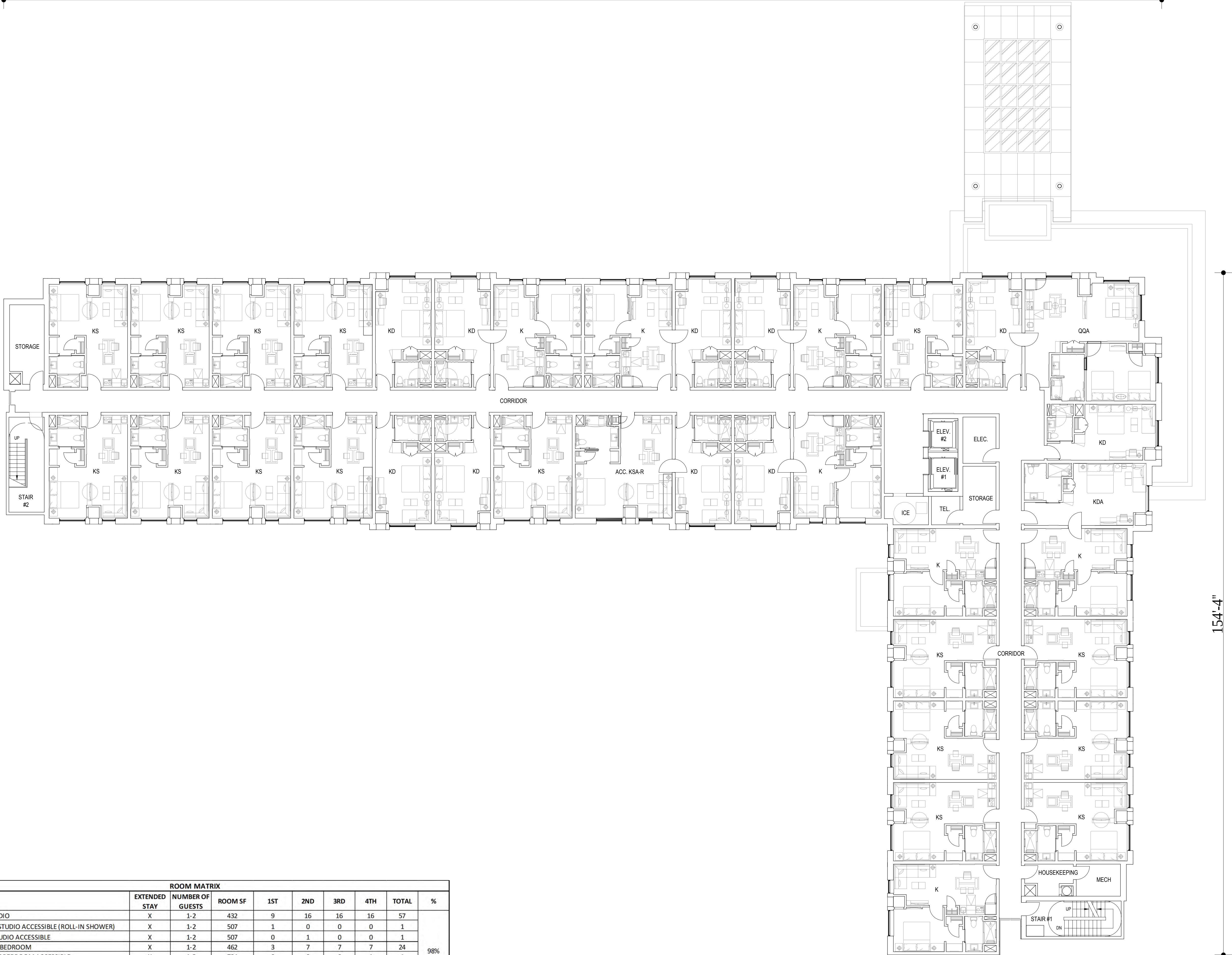
A2.1



ROOM MATRIX								
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1
GRAND TOTAL				20	36	36	36	128
								100%

FLOOR AREA (SF)	
1ST LEVEL FLOOR PLAN	21,047
2ND LEVEL FLOOR PLAN	19,853
3RD LEVEL FLOOR PLAN	19,853
4TH LEVEL FLOOR PLAN	19,853
TOTAL	80,606

262'



154'-4"



BASE4

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

PROJECT NO. B4-150-1804

SHEET NAME

FLOOR PLANS

DRAWING NO.

A2.2

1

SECOND FLOOR PLAN

SCALE: 3/32"= 1'-0"



BASE4

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Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE2018.09.25

DRAWN BYSBB

CHECKED BYRRR

SCALEAS NOTED

PROJECT NO.B4-150-1804

SHEET NAME

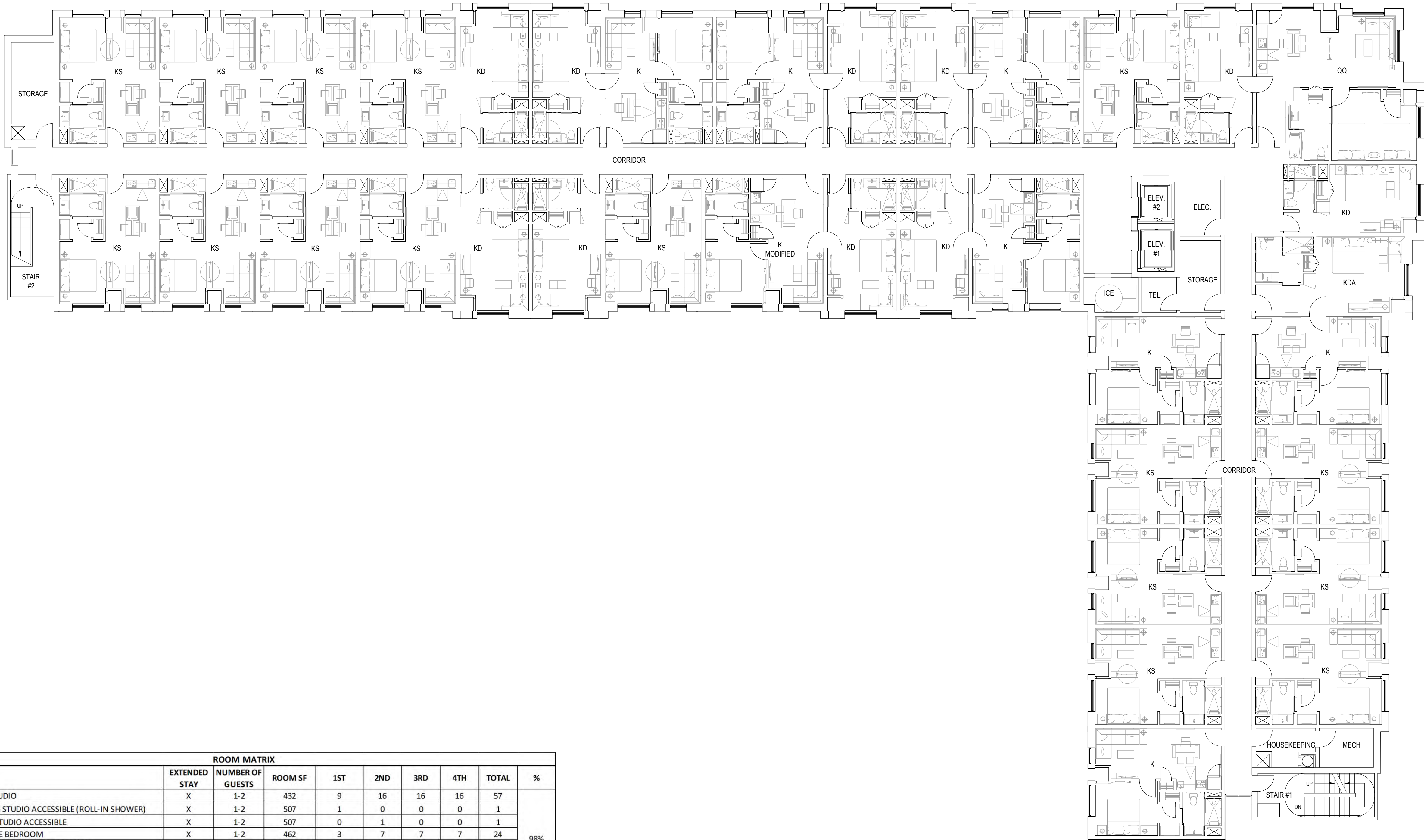
FLOOR PLANS

DRAWING NO.

A2.3

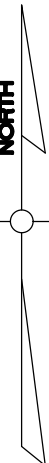
262'

154'-4"



ROOM MATRIX								
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1
GRAND TOTAL				20	36	36	36	128
								100%

FLOOR AREA (SF)	
1ST LEVEL FLOOR PLAN	21,047
2ND LEVEL FLOOR PLAN	19,853
3RD LEVEL FLOOR PLAN	19,853
4TH LEVEL FLOOR PLAN	19,853
TOTAL	80,606





BASE4

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
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Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

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DATE 2018.09.25

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CHECKED BY RRR

SCALE AS NOTED

PROJECT NO. B4-150-1804

SHEET NAME

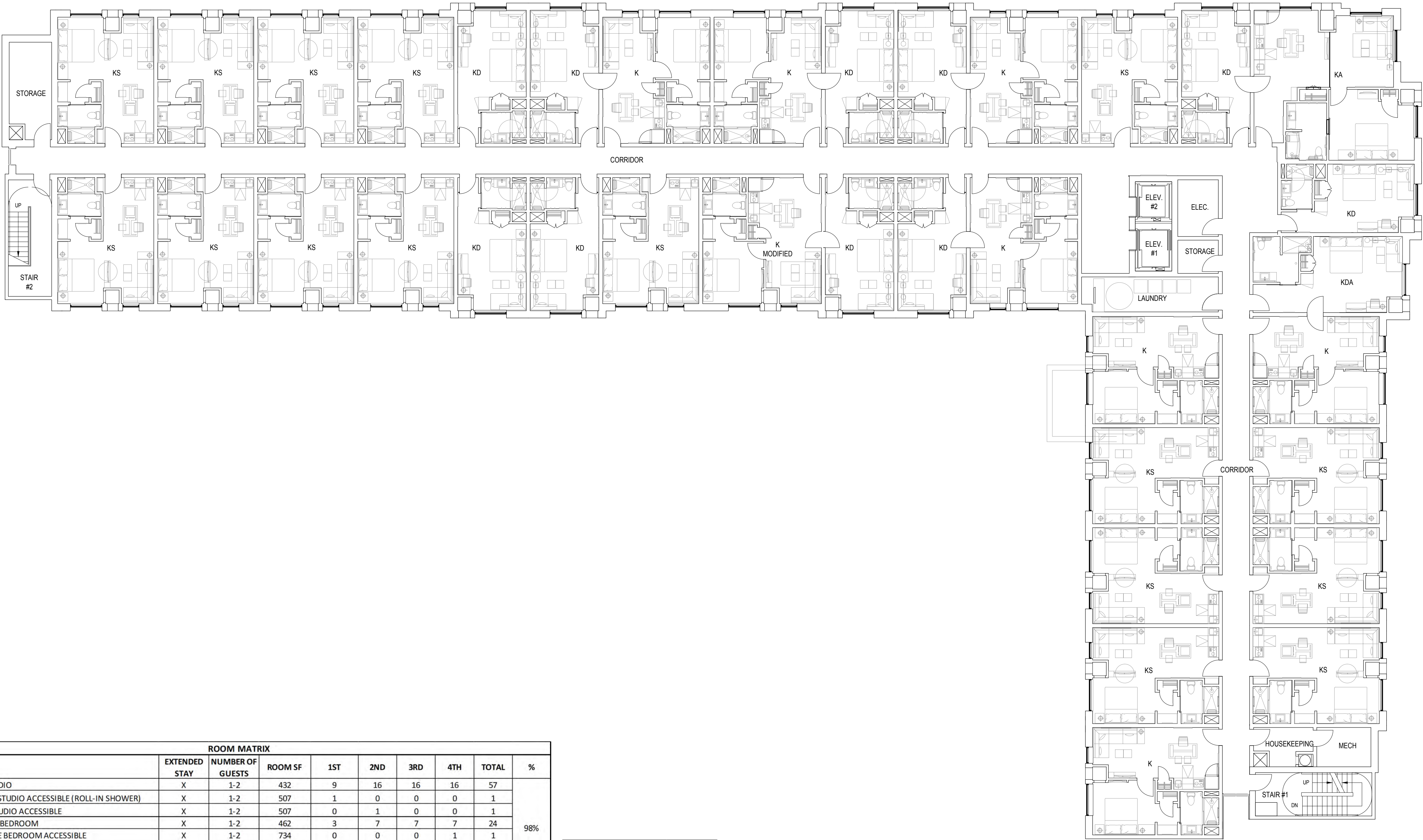
FLOOR PLANS

DRAWING NO.

A2.4

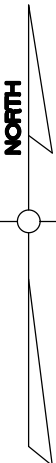
262'

154'-4"



ROOM MATRIX								
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1
GRAND TOTAL				20	36	36	36	128
								100%

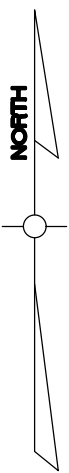
FLOOR AREA (SF)	
1ST LEVEL FLOOR PLAN	21,047
2ND LEVEL FLOOR PLAN	19,853
3RD LEVEL FLOOR PLAN	19,853
4TH LEVEL FLOOR PLAN	19,853
TOTAL	80,606



1

FOURTH FLOOR PLAN

SCALE: 3/32"= 1'-0"



ROOM MATRIX									
ROOM TYPE	EXTENDED STAY	NUMBER OF GUESTS	ROOM SF	1ST	2ND	3RD	4TH	TOTAL	%
TPYE KS - KING STUDIO	X	1-2	432	9	16	16	16	57	98%
TYPE KSA-R - KING STUDIO ACCESSIBLE (ROLL-IN SHOWER)	X	1-2	507	1	0	0	0	1	
TYPE KSA - KING STUDIO ACCESSIBLE	X	1-2	507	0	1	0	0	1	
TYPE K - KING ONE BEDROOM	X	1-2	462	3	7	7	7	24	
TYPE KA - KING ONE BEDROOM ACCESSIBLE	X	1-2	734	0	0	0	1	1	
TYPE K MODIFIED - KING ONE BEDROOM MODIFIED	X	1-2	510	0	0	1	1	2	
TYPE KD - KING DEN ROOMS		1	311	7	10	10	10	37	2%
TYPE KDA - KING DEN ACCESSIBLE ROOMS (ROLL-IN SHOWER)		1	387	0	1	1	1	3	
TYPE QQ - QUEEN/QUEEN ONE BEDROOM	X	2-4	730	0	0	1	0	1	
TYPE QQA - QUEEN/QUEEN ONE BEDROOM ACCESSIBLE	X	2-4	734	0	1	0	0	1	
GRAND TOTAL				20	36	36	36	128	100%

FLOOR AREA (SF)	
1ST LEVEL FLOOR PLAN	21,047
2ND LEVEL FLOOR PLAN	19,853
3RD LEVEL FLOOR PLAN	19,853
4TH LEVEL FLOOR PLAN	19,853
TOTAL	80,606

263'-1"

154'-4"



BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

PROJECT NO.

SHEET NAME

ROOF PLAN

DRAWING NO.

A2.5

1

ROOF PLAN
SCALE: 3/32"=1'-0"



BASE⁴

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

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DATE 2018.09.25

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SCALE AS NOTED

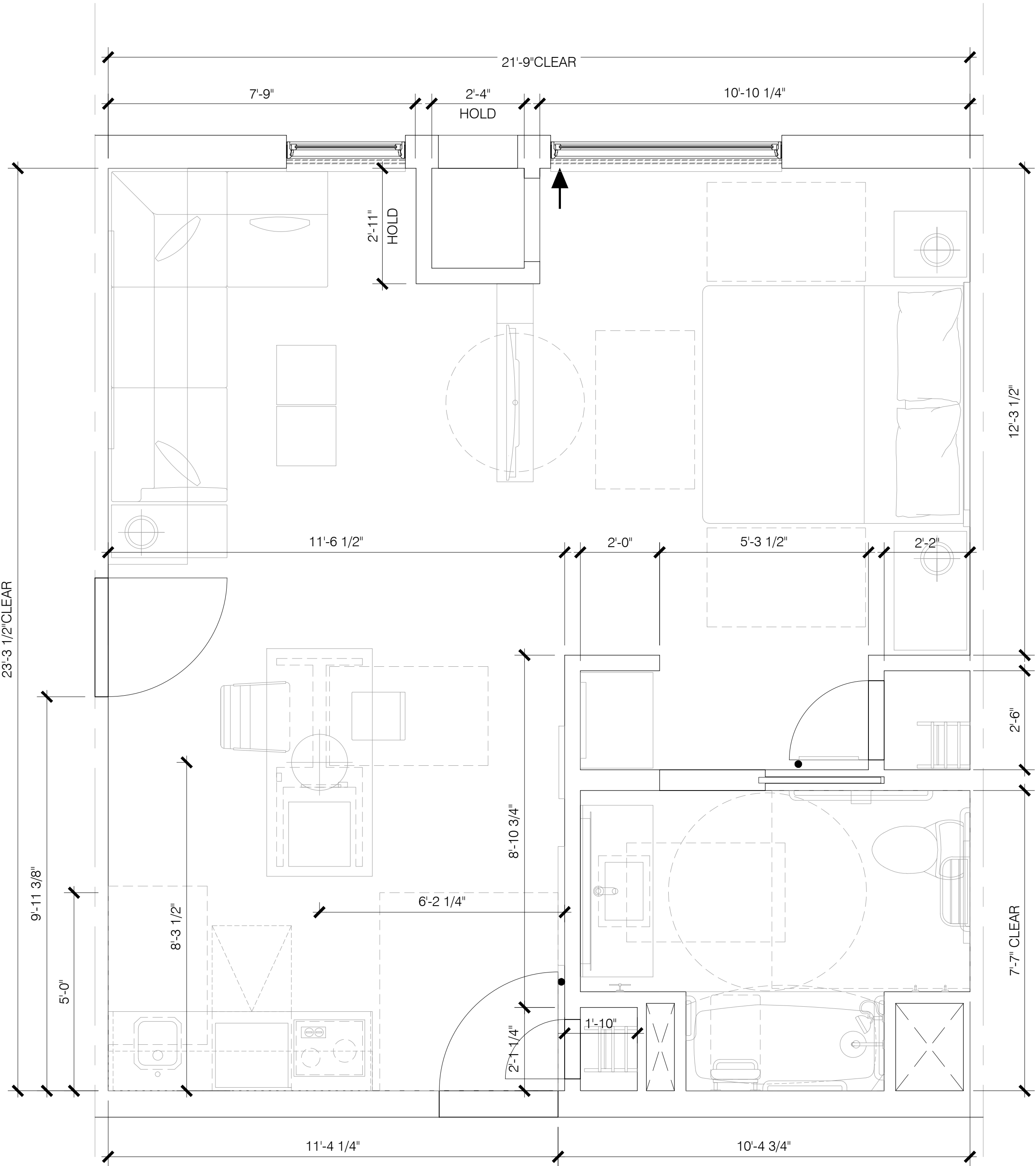
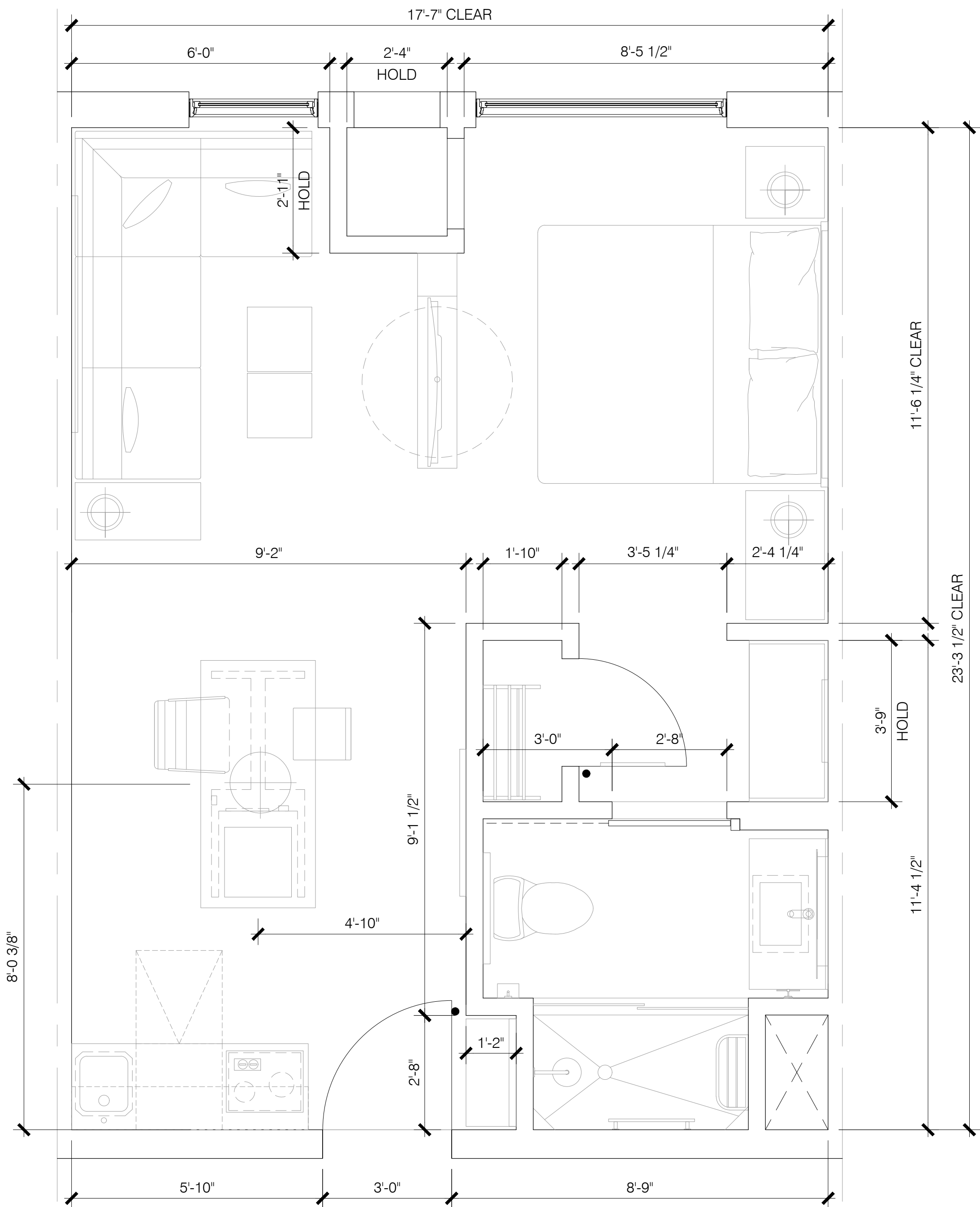
PROJECT NO.

SHEET NAME

HH - ENLARGED
GUESTROOM PLAN

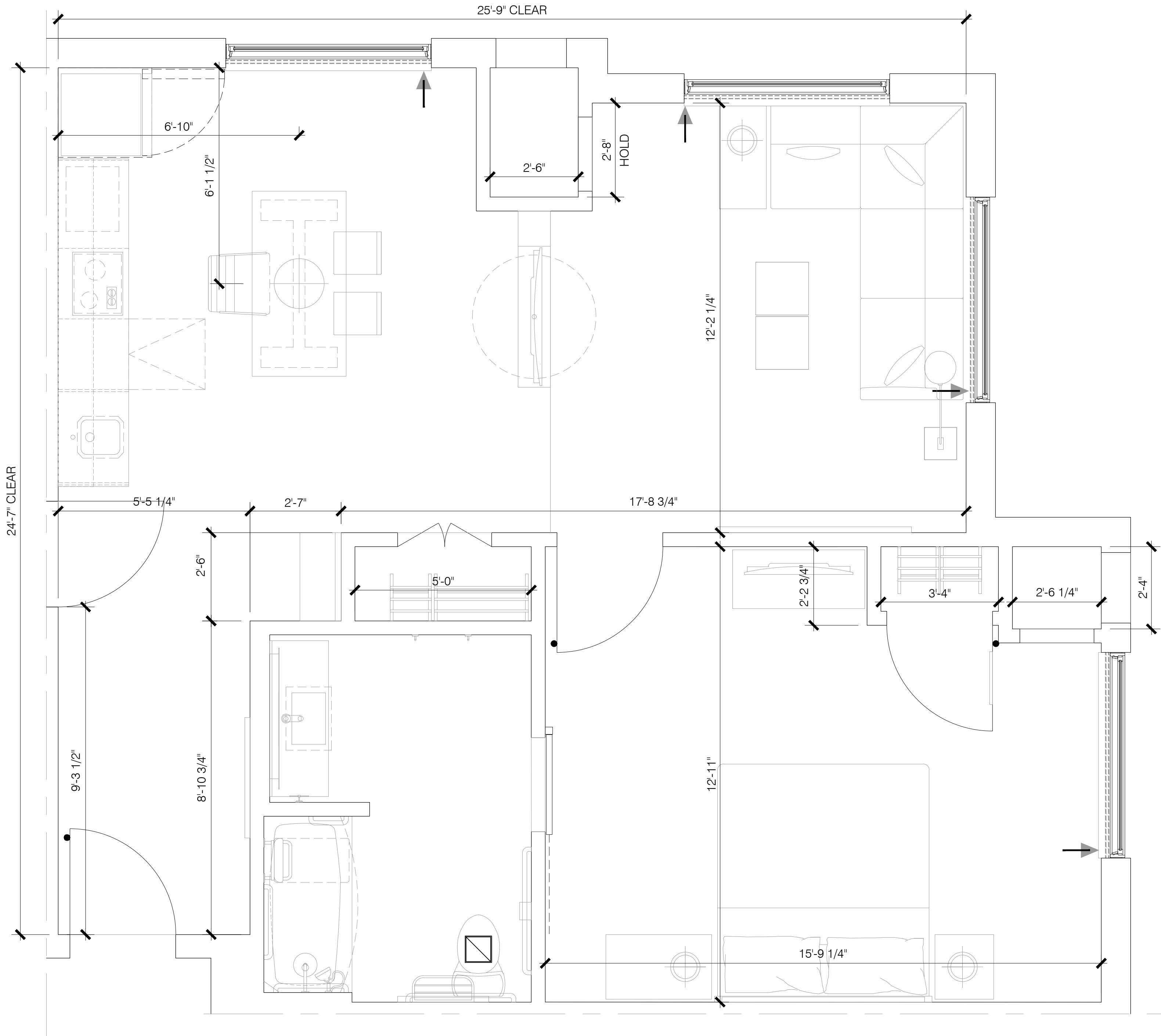
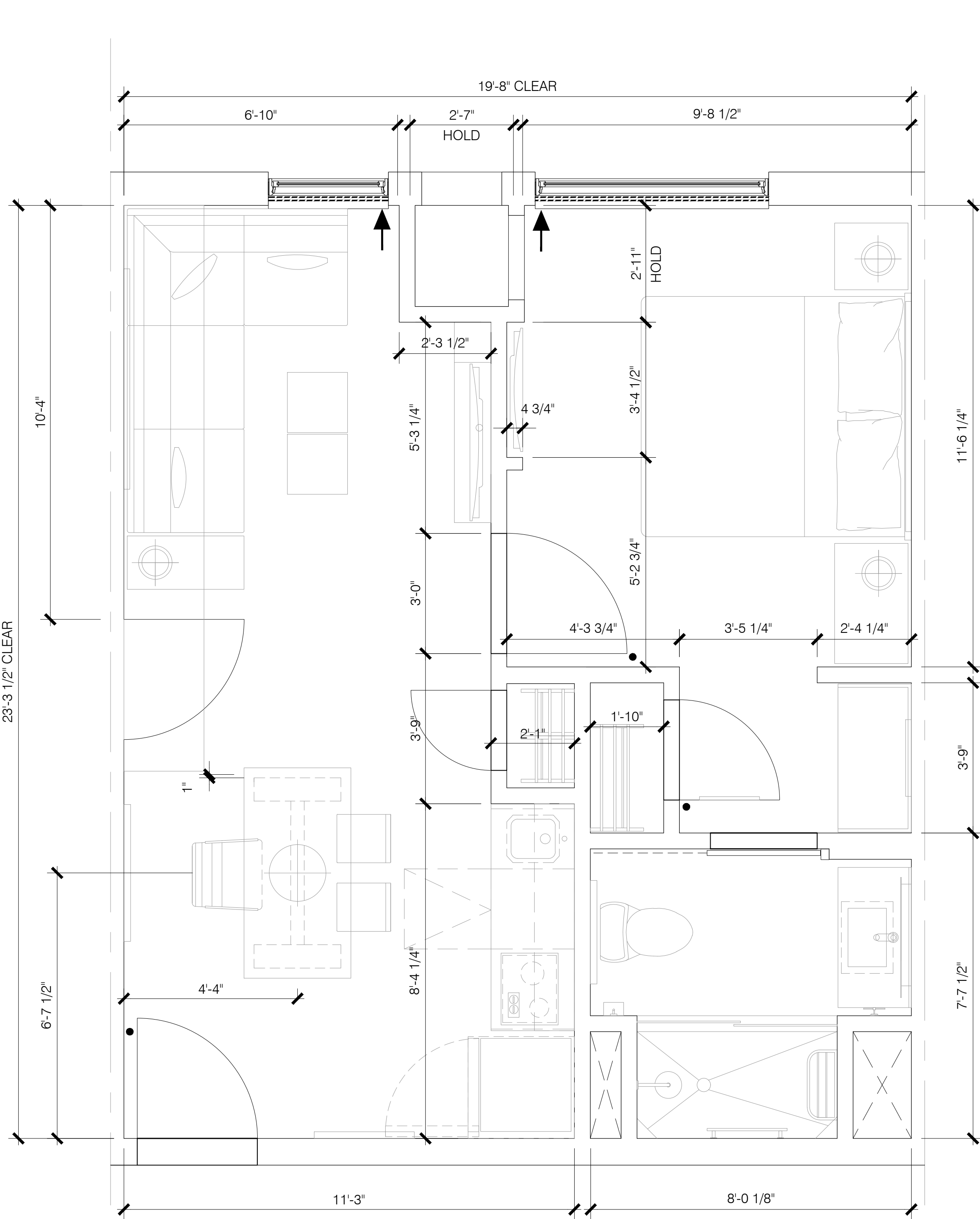
DRAWING NO.

A3.1



1 TYPE KS-KING STUDIO
SCALE: 1/2"=1'-0"

2 TYPE KSA-KING STUDIO ACCESSIBLE
SCALE: 1/2"=1'-0"



1

TYPE K- KING ONE BEDROOM ACCESSIBLE
SCALE: 1/2"=1'-0"

2

TYPE K MODIFIED- KING ONE BEDROOM MODIFIED
SCALE: 1/2"=1'-0"



BASE⁴

BASE4
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Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

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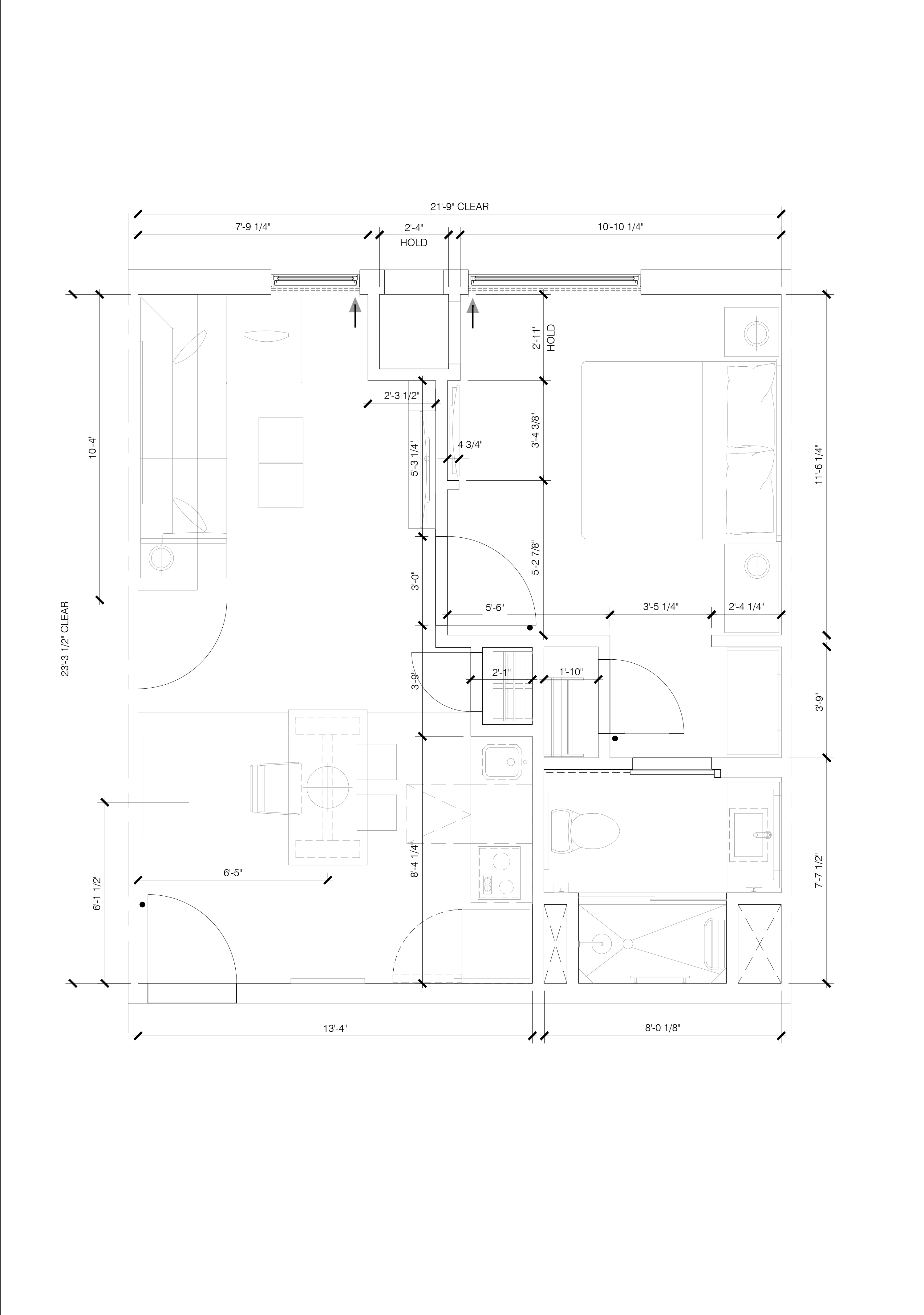
PROJECT NO.

SHEET NAME

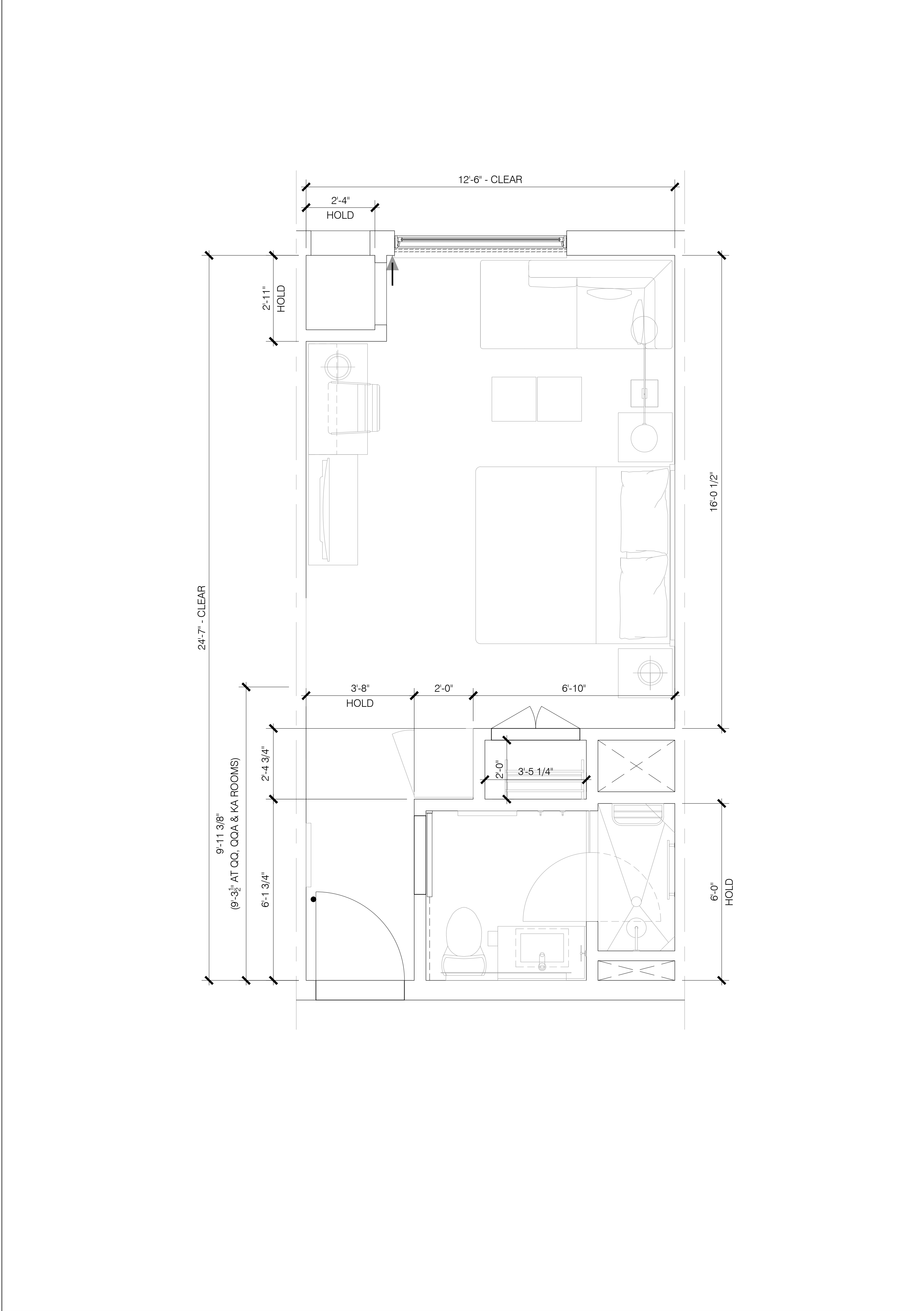
HH - ENLARGED
GUESTROOM PLAN

DRAWING NO.

A3.2



1 TYPE K-MODIFIED - KING ONE BEDROOM MODIFIED
SCALE: 1/2"=1'-0"



2 TYPE KD- KING DEN ROOMS (ROLL-IN-SHOWER)
SCALE: 1/2"=1'-0"



BASE⁴

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

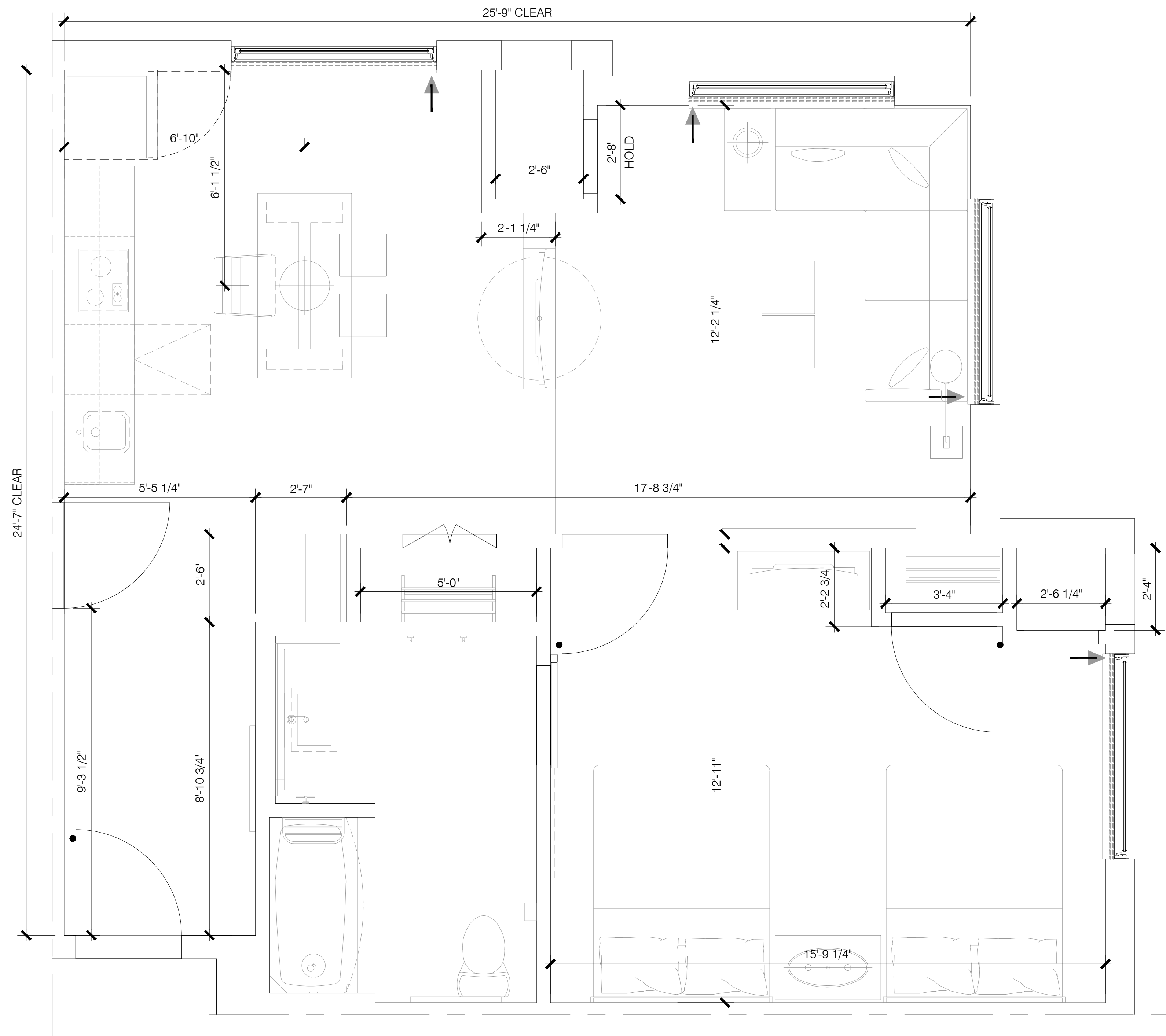
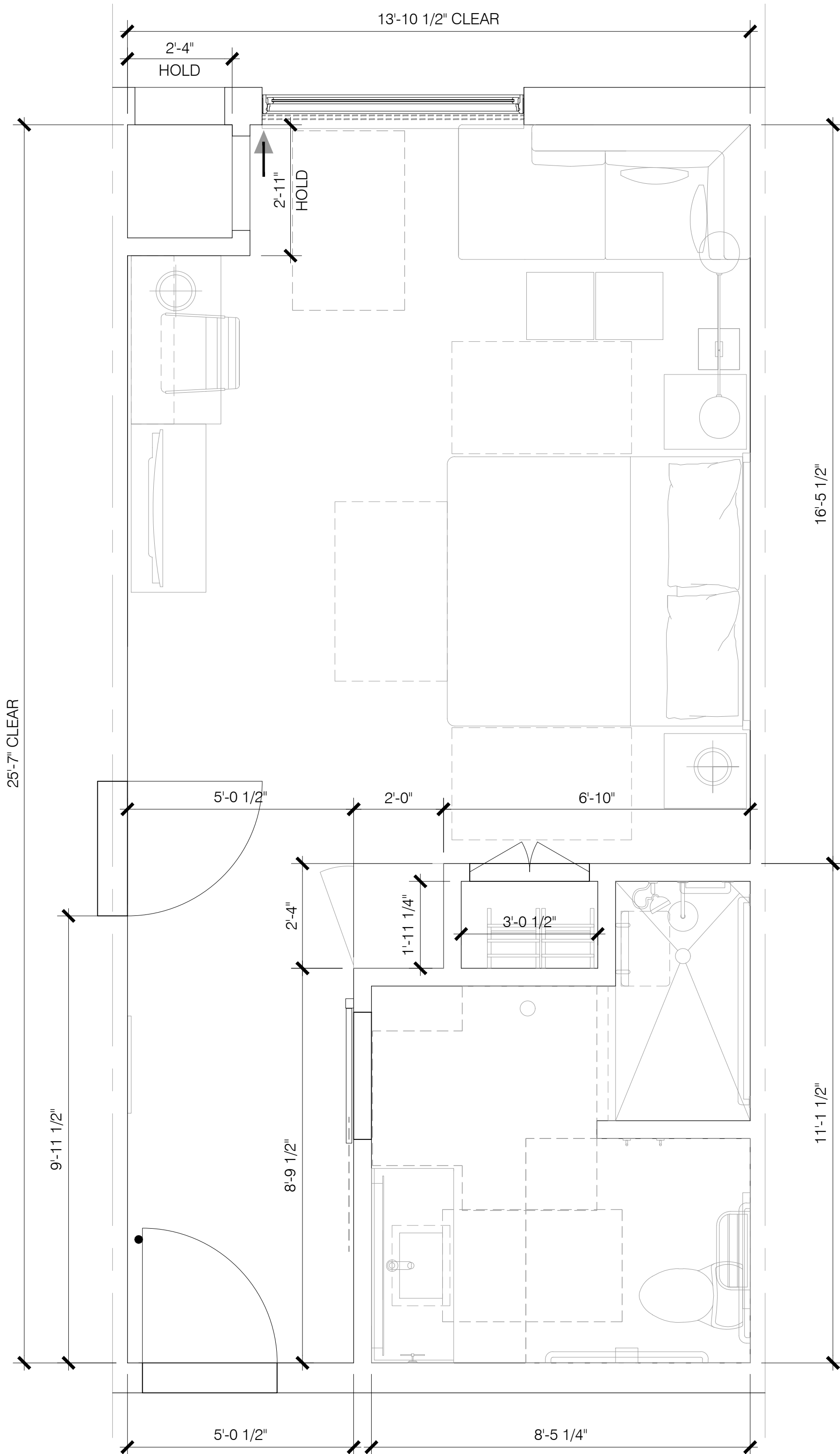
PROJECT NO.

SHEET NAME

HH - ENLARGED
GUESTROOM PLAN

DRAWING NO.

A3.3



1 TYPE KDA - KING DEN ACCESSIBLE
SCALE: 1/2"=1'-0"

2 TYPE QQ - QUEEN ONE BEDROOM
SCALE: 1/2"=1'-0"



BASE4

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

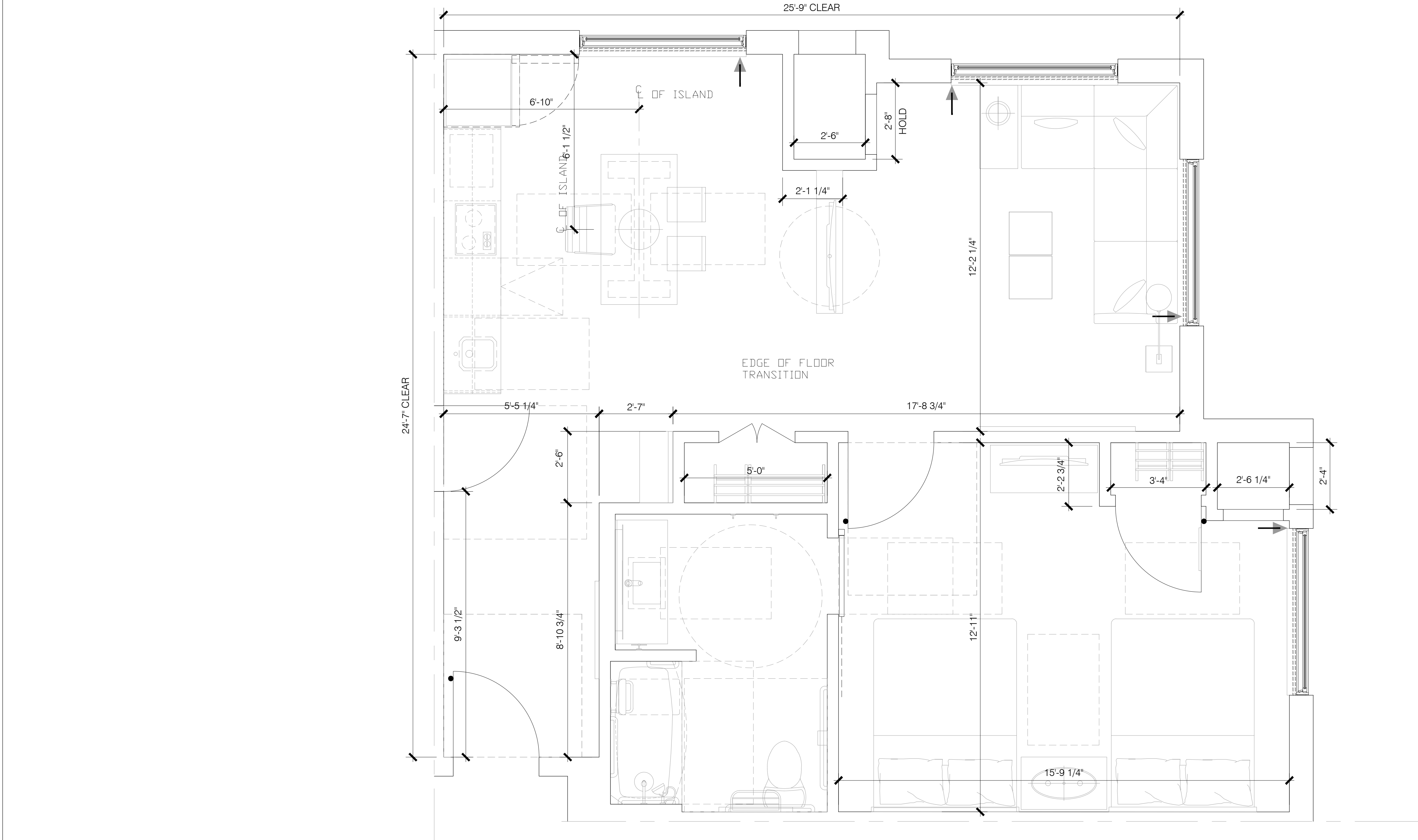
PROJECT NO.

SHEET NAME

HH - ENLARGED
GUESTROOM PLAN

DRAWING NO.

A3.4



1 TYPE QQA - QUEEN ONE BEDROOM ACCESSIBLE
SCALE: 1/2"=1'-0"



BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

PROJECT NO.

SHEET NAME

HH - ENLARGED
GUESTROOM PLAN

DRAWING NO.

A3.5



BASE⁴

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

PROJECT NO.

SHEET NAME

ELEVATIONS

DRAWING NO.

A4.1



1 SOUTH ELEVATION
SCALE: 3/32"=1'-0"

EXTERIOR MATERIAL LEGEND

01	STUCCO
02	BRICK
03	10308 PEARL 86 COLOR



2 NORTH ELEVATION
SCALE: 3/32"=1'-0"



BASE⁴

BASE4
2901 CLINT MOORE ROAD #114
BOCA RATON, FLORIDA 33496
www.base-4.com

Seal

Owner:



HYATT HOUSE
ALPHARETTA, GA

No.	ISSUE DATE	PROJECT STATUS

DATE 2018.09.25

DRAWN BY SBB

CHECKED BY RRR

SCALE AS NOTED

PROJECT NO.

SHEET NAME

ELEVATIONS

DRAWING NO.

A4.2

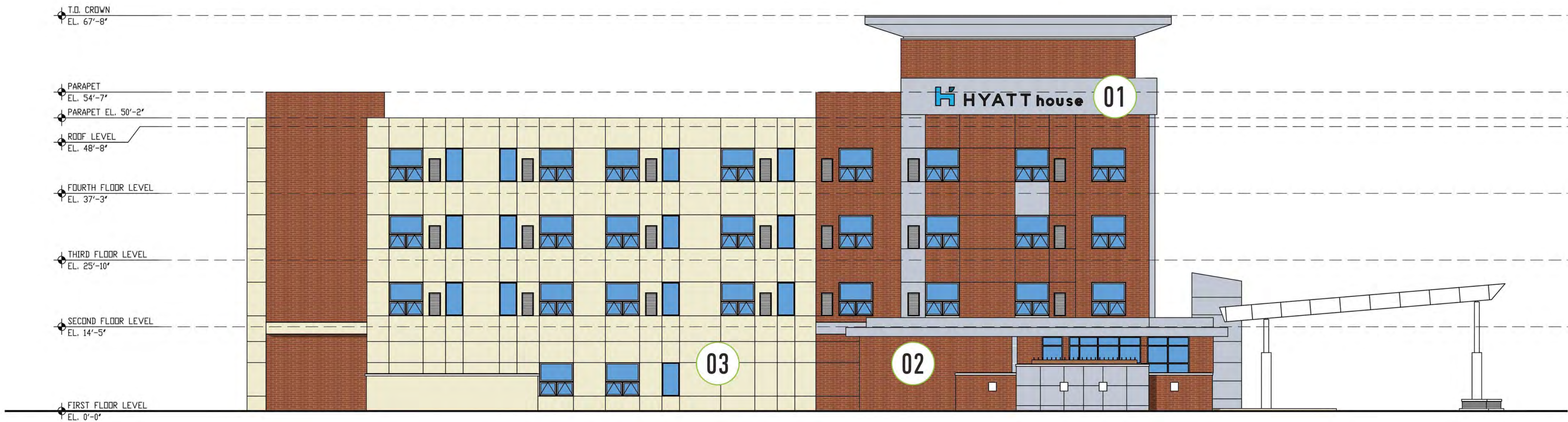


1 WEST ELEVATION

SCALE: 3/32"=1'-0"

EXTERIOR MATERIAL LEGEND

01	STUCCO
02	BRICK
03	10308 PEARL 86 COLOR



2 EAST ELEVATION

SCALE: 3/32"=1'-0"

8/2/18

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

Hyatt House Extended Stay Hotel/Preston Ridge

MP-18-08/CU-18-09

FOR OFFICE USE ONLY



COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta."
5. Applications will be accepted only on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

COPY

Contact Information:

Contact Name: Miles, Hansford & Tallant, LLC. - J. Ethan Underwood

Telephone: 770-781-4100

Address: 202 Tribble Gap Road

Suite: 200

City Cumming

State: GA

Zip: 30040

Fax: 770-781-9191

Mobile Tel:

Email: eunderwood@mhtlegal.com

Subject Property Information:

Address: 3225 Webb Bridge Road

Current Zoning: O-I

District: 2

Section: 2

Land Lot: 1261 & 1262

Parcel ID: 22 546012611444

Proposed Zoning: O-I

Current Use: Undeveloped

This Application For (Check All That Apply):

☒ Conditional Use

☒ Master Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Comprehensive Plan Amendment

☐ Other (Specify):

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

128 Room, 4-Story Extended Stay Hotel

Applicant's Request (Please itemize the proposal):

- 1) Conditional Use Permit for an Extended Stay Hotel
- 2) Master Plan Amendment to the Preston Ridge Master Plan

Applicant's Intent (Please describe what the proposal would facilitate):

The Applicant's proposal would facilitate a Hyatt House brand hotel. The franchise is classified by STR Chain Scales as an Upscale Hotel, and will provide accommodations particularly targeted to business users. A more complete description of the Applicant's Intent is included with the Letter of Intent, submitted with this Applicant and incorporated herein by reference.

8/2/18

MP-18-08/CU-18-09
Hyatt House Extended Stay Hotel/Preston Ridge

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Krishan Gandhi

Telephone: 912-604-7824

Address: 112 Manor Pkw

Suite:

City Pooler

State: GA

Zip: 31322

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☒ Conditional Use |
| ☐ Variance | ☒ Master Plan |
| ☐ Land Use Application | ☐ Other _____ |

Identify Authorized Applicant:

Name of Authorized Applicant: HOS. Management LLC

Telephone: 912 604 7824

Address: 1000 Towne Center Blvd.

Suite: 503

City Pooler

State: GA

Zip: 31322

So Sworn and Attested:

Owner Signature:

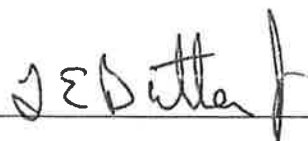


Date:

7/30/18

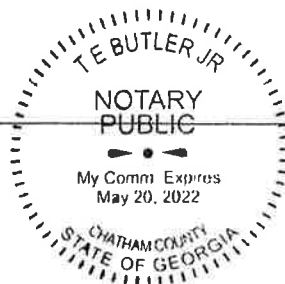
Notary:

Notary Signature:



Date:

7/30/18



DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: HOS. Management LLC

Subject Public Hearing Case: _____

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution has been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: N/A

Position: N/A

Description of Contribution: N/A

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: _____

Date: 8/1/18

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The Subject Property is currently zoned to allow by right a Hotel. The adjoining property to the west is an extended stay hotel, branded as Home2Suites. The adjoining properties to the east and south are zoned O-I and CUP, and zoned to allow office development. The proposed Hyatt House hotel will facilitate and be compatible with these adjoining uses.

How will this proposal affect the use and value of the surrounding properties?

The proposed use will not negatively affect the use or value of surrounding properties, in that the surrounding properties are similar to the use proposed.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

No, the Subject Property has not been developed as a traditional hotel, while the adjoining property has been developed as an extended stay hotel. This demonstrates there is both a market demand for an extended stay hotel, and a lack of reasonable economic use for property as currently zoned.

What would be the increase to population and traffic if the proposal were approved?

As the Subject Property will be a commercial use, any increase to population would be due to relocation of employees to the Alpharetta area. A Trip Generation Report analyzing projected affects of the project on traffic is submitted with this Application, and incorporated by reference.

What would be the impact to schools and utilities if the proposal were approved?

The proposed commercial use will have no impact on schools, other than due to relocation of employees to the Alpharetta area. With regard to public utilities, sanitary sewer, water, natural gas, electricity and cable are available to the Subject Property. The impact on public utilities will be in keeping with growth projected by utility providers.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

The proposed use is consistent with the Alpharetta Comprehensive Plan and the Future Land Use Map/Future Development Map in that the property is located within the Old Milton Corridor Character Area, in which "[f]uture development should emphasize connectivity and diversity of land uses," ranging from intense Commercial to High Density Residential. The Subject Property is designated as Corporate Campus Office on the FDM; however, it is currently zoned for hotel use.

Are there existing or changing conditions which affect the development of the property and support the proposed request?

The surrounding area has been developed for senior apartments, an extended stay hotel, and office and commercial uses. The proposed Hyatt House Hotel will accommodate these surrounding uses by providing lodging services to visitors to the senior housing, as well as as hotel accommodations for business travelers.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: HOS. Management LLC

Contact Name: Miles Hansford & Tallant, LLC. - J. Ethan Underwood

Telephone: 770-781-4100

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

Owners of properties located within 500 ft of subject property

Affected government departments

City officials

Interested parties noted on any list provided by the City

Method by which these individuals will be contacted. Please mark all that apply. If you select "Other," please provide a description of the method of contact that will be used.

☒

Letter

☐

Personal Visits

☐

Telephone

☒

Group Meeting

☐

Email

☐

Other (Please Specify) _____

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

Individuals can contact Ethan Underwood via telephone at 770-781-4100 or via email eunderwood@mhtlegal.com as well as during the public participation meeting.

VILLAGE PARK OF ALPHARETTA LLC
3399 PEACHTREE RD NE SUITE 400
ATLANTA GA 30326

C K PRESTON RIDGE ASSOC III LLC
300 GALLERIA PKWY SE STE 200
ATLANTA GA 30339-3149

SYSTEL INFRASTRUCTURE LLC
3155 N POINT PKWY STE D120
ALPHARETTA GA 30005

DEVELOPMENT AUTHORITY OF FULTON CO
UNTY
141 PRYOR ST SW SUITE 1031
ATLANTA GA 30303

PRESTON RIDGE IV PARTNERS LLC
3000 NORTHWOODS PKWY SUITE 260
NORCROSS GA 30071

SEVEN LITTLE PROPERTIES LLC
1449 SQUIRE LANE
CUMMING GA 30041

DUKE AT WEBB BRIDGE LLC
4828 ASHFORD DUNWOODY RD SUITE 400
ATLANTA GA 30338

PRESTON PROFESSIONAL BUILDING II L
LC
3330 PRESTON RIDGE RD STE 300
ALPHARETTA GA 30005

PRESTON RIDGE COMMONS LLC
P O BOX 450233
ATLANTA GA 31145

PRRP II LLC
3330 PRESTON RIDGE RD SUITE 300
ALPHARETTA GA 30005

HARVEY LANDHOLDINGS LLC
3155 NORTH POINT PKWY BLDG/STE E/2
30
ALPHARETTA GA 30005

PRESTON RIDGE COMMONS LLC
P O BOX 450233
ATLANTA GA 31145

GREENSTONE PRESTON RIDGE LP
3301 WINDY RIDGE PKWY # 320
ATLANTA GA 30339

HNH LLC
215 HUNTCLIFF TER
SANDY SPRINGS GA 30350-2609

GANDHI KRISHAN
112 MANOR ROW
POOLER GA 31322

PRESTON RIDGE IV PARTNERS LLC
3000 NORTHWOODS PKWY SUITE 260
NORCROSS GA 30071

QLKPRO INC
3291 COMPASS WAY
ALPHARETTA GA 30004

KLEIN FRED W & CHILDRESS J DONALD
300 GALLERIA PKWY SE STE 200
ATLANTA GA 30339-3149

RAM ALPHARETTA HOSPITALITY LLC
233 12TH ST SUITE 301
COLUMBUS GA 31901

HARVEY LANDHOLDINGS LLC
3155 N POINT PKWY BLDG/STE E/230
ALPHARETTA GA 30005

FULTON COUNTY
141 PRYOR ST SW SUITE 7000
ATLANTA GA 30303

SURYA PROP LLC
5011 DELVERTON CT
ATLANTA GA 30338-5349

HARVEY LANDHOLDINGS LLC
3155 NORTH POINT PKWY BLDG/STE E/2
30
ALPHARETTA GA 30005

CK PRESTON RIDGE ASSOCIATION III L
LC
300 GALLERIA PARK # 600
ATLANTA GA 30339

P&P GLOBAL INVESTMENTS LLC
2405 TERRY CT
CUMMING GA 30041

HNH LLC
215 HUNTCLIFF TER
SANDY SPRINGS GA 30350-2609

3460 PRESTON RIDGE LLC
P.O. BOX 450233
ATLANTA GA 31145

PRESTON RIDGE COMMONS LLC
P.O. BOX 450233
ATLANTA GA 31145

MOK INVESTMENTS LLC
6120 CAMBERTON LN
SUWANEE GA 30024

8/2/18



**Miles Hansford
& Tallant, LLC**
ATTORNEYS AT LAW

Hyatt House Extended Stay Hotel/Preston Ridge

202 Tribble Gap Road | Suite 200 | Cumming, Georgia 30040

38 Sloan Street | Roswell, Georgia 30075

770-781-4100 | www.mhtlegal.com

MP-18-08/CU-18-09

J. Ethan Underwood
eunderwood@mhtlegal.com

August 1, 2018

CAMPAIGN DISCLOSURE

Re:	Applicant:	HOS. Management LLC
	Subject Property:	6.519 Acres Designated as Fulton County Tax Parcel: 22 546012611444
	Current Zoning:	O-I & CUP
	Proposed Zoning:	O-I & CUP with Conditional Use Permit for Extended Stay Hotel
	Proposed Use:	128 Room, 4-Story Extended Stay Hotel
	ROW Access:	Webb Bridge Road

To Whom It May Concern:

Pursuant to Section 36-67A-3 of the Official Code of Georgia Annotated, adopted by the Georgia General Assembly, effective July 1, 1986, please be advised that as of the date of this letter, Miles, Hansford & Tallant, LLC has made the following campaign contributions to local officials of Alpharetta:

NONE

This letter constitutes the disclosure of campaign contributions with respect to the above-referenced application.

Sincerely,

A handwritten signature in cursive script that reads "Ethan Underwood". The ink is dark and the signature is fluid.

Ethan Underwood



J. Ethan Underwood
eunderwood@mhtlegal.com

RESERVATION OF CONSTITUTIONAL AND LEGAL RIGHTS

Applicant:	HOS. Management LLC
Subject Property:	6.519 Acres Designated as Fulton County Tax Parcel: 22 546012611444
Current Zoning:	O-I & CUP
Proposed Zoning:	O-I & CUP with Conditional Use Permit for Extended Stay Hotel
Proposed Use:	128 Room, 4-Story Extended Stay Hotel
ROW Access:	Webb Bridge Road

This Reservation of Constitutional and Other Legal Rights ("the Reservation") is intended to supplement and form a part of the land use application (the "Application") of the Applicant and the owners of the Subject Property and to put the City of Alpharetta on notice of the Applicant's assertion of its constitutional and legal rights.

The Applicant has filed a timely application, has provided all required information and has submitted the appropriate application fees. The Application meets all judicial and statutory requirements for approval.

The Applicant asserts the statements contained in the application package submitted herewith, incorporated herein by reference, and as may be amended (the "Application") describing justification for the Application, in any, as if such were fully stated herein. The Applicant incorporates all statements made in the Public Hearing Application submitted concurrently herewith as its letter of intent required by the City of Alpharetta.

A refusal by the City of Alpharetta to approve the Application, as requested by the Applicant, will impose a disproportionate hardship on the Applicant and owners of the Subject Property without benefiting any surrounding property owners. There is no reasonable use of the Subject Property except for development as proposed by the Applicant.

A refusal by the City of Alpharetta to approve the Application, as requested by the Applicant, will be unconstitutional in that they will constitute a taking of the Applicant's and owners' property rights without first paying fair, adequate, and just compensation for such rights in violation of Article I, Section III, Paragraph I of the Georgia Constitution of 1983, as amended, and the Fifth and Fourteenth Amendments to the Constitution of the United States.

A denial of the Application, as requested by the Applicant, will constitute an arbitrary and capricious act by the City of Alpharetta without any basis for such, and will constitute an abuse of discretion in violation of Article I, Section I, Paragraph I of the Georgia Constitution of 1983, as amended and the Due Process Clause of the Fifth and Fourteenth Amendments to the Constitution of the United States.

Page 2 of 2
August 1, 2018

A refusal by the City of Alpharetta to approve the Application, as requested by the Applicant, will prohibit the only viable economic use of the Subject Property, will be unconstitutional and will discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and owner and the owners of similarly situated properties in violation of Article I, Section I, Paragraph II of the Georgia Constitution of 1983, as amended and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States.

The City of Alpharetta cannot lawfully impose more restrictive standards on the Subject Property's development than are presently set forth in the UDC. To do so will constitute a taking of the Subject Property as set forth above, and also amount to an unlawful delegation of the Board's authority in response to neighborhood opposition, in violation of Article IX, Section II, Paragraph IV of the Georgia Constitution of 1983, as amended. Any zoning conditions or other restrictions imposed on the Subject Property without the consent of the Applicant and property owners that do not serve to ameliorate the negative impacts of the development are invalid and void. As such, the Applicant and owners reserve the right to challenge any such zoning conditions and other restrictions. The Applicant and owners also reserve the right to challenge any unlawful exactions, whether they are in the form of illegal impact fees or otherwise.

Furthermore, this Reservation also constitutes an Ante Litem Notice pursuant to O.C.G.A. § 36-11-1, which places the City of Alpharetta and all other agents of the City on notice of the Applicant's and owners' intent to seek monetary damages and attorney's fees against the City of Alpharetta for any rezoning action, zoning condition, illegal impact fee and any other unlawful restrictions and exactions that are imposed on the Subject Property, the Applicant and the owners.

Finally, the Applicant and owners assert that the UDC, Future Development Map and Comprehensive Plan were not adopted in compliance with the laws or constitutions of the State of Georgia or of the United States, and a denial of the Applicant's request based upon provisions illegally adopted will deprive the Applicant and owners of due process under the law.

By filing this Reservation, the Applicant reserves all rights and remedies available to it under the United States Constitution, the Georgia Constitution, all applicable federal, state, and local laws and ordinances, and in equity.

The Applicant and owners respectfully request that this Application be approved as requested by the Applicant and in the manner shown on the Application, which is incorporated herein by reference. This Reservation forms an integral part of the Application, and we ask that the City of Alpharetta include this Reservation with the Applicant's other application documents. The Applicant and owners reserve the right to amend and supplement this Reservation at any time.

Sincerely,



Ethan Underwood,
Attorney for the Applicant



J. Ethan Underwood
eunderwood@mhtlegal.com

LETTER OF INTENT

Re: Applicant: HOS. Management LLC
 Subject Property: 6.519 Acres Designated as Fulton County Tax Parcel: 22
 546012611444
 Current Zoning: O-I & CUP
 Proposed Zoning: O-I & CUP with Conditional Use Permit for Extended Stay Hotel
 Proposed Use: 128 Room, 4-Story Extended Stay Hotel
 ROW Access: Webb Bridge Road

This Letter of Intent is intended to comply with the application procedures established by The City of Alpharetta, GA for submittal of land use applications, as required by the City of Alpharetta Unified Development Code (the "UDC"), City of Alpharetta Public Hearing Application Requirements, and other City of Alpharetta Ordinances and Standards.

The Applicant has submitted contemporaneously with this Letter of Intent the application package for the Proposed Zoning and Proposed Use, as may be amended (the "Application"). With regard to any zoning, conditional use permit, and variances requested in the Application (as applicable), the Applicant incorporates all statements made in the Public Hearing Application as part of this Letter of Intent.

PROPOSED USE

The Applicant intends to develop the Subject Property for the Proposed Use. The Applicant intends to operate the hotel under the Hyatt House Franchise, and submits with this Application exterior elevation drawings, floor plans, and brand information.

CONDITIONAL USE JUSTIFICATION - GENERAL

Pursuant to UDC § 2.2a, when reviewing a conditional use, consideration shall be given to factors associated with the use including, but not limited to, the following. The Applicant's Proposed Use satisfies all of these criteria as described below:

- 1) **Site design.** The site design proposed by the Applicant complies with all minimum requirements of the Alpharetta Unified Development Code and requires no variances.
- 2) **Property access.** The Subject Property will be accessed from Webb Bridge Road, and all curb cuts and right-of-way improvements will comply with minimum design requirements of the City of Alpharetta. In this regard, Webb Bridge Road is an improved connector road, and currently is improved to accommodate any additional traffic capacity resulting from the Proposed Use.

- 3) **Hours of operation of the business.** The Proposed Use will maintain a staff of 7 people, and will have an employee staffing the front desk at all times.
- 4) **Vehicular trips generated by the use.** The Applicant estimates the Proposed Use will generate the vehicular trips indicated in the Trip Generation Report, submitted as part of the Application and incorporated herein.
- 5) **Impact of the use on surrounding properties.** The surrounding area and properties have been developed for senior apartments, an extended stay hotel, and office and commercial uses. The proposed Hyatt House Hotel will accommodate these surrounding uses by providing lodging services to visitors to the senior housing, as well as hotel accommodations for business travelers.

Importantly, the proposed hotel franchise is classified by STR Chain Scales as an Upscale Hotel, which will serve as an amenity to the business community and improve the caliber of commercial development in the area.

- 6) **Impact of the use on the natural features of the site.** The Proposed Use will protect the natural features of the site to the extent that the site can be developed to accommodate construction of access, parking, proposed structures, stormwater drainage, and utilities. However, the site is currently entitled to be developed as a hotel, so the development of a hotel with food preparation facilities in guestrooms will not change the impact of the Proposed Use from that which would occur from the development of a typical hotel.

CONDITIONAL USE JUSTIFICATION - EXTENDED STAY HOTEL

In addition, UDC § 2.7.3 requires that an extended stay hotel satisfy the following criteria. The Applicant's Proposed Use satisfies all of these criteria as described below:

- 1) **The minimum lot size for extended stay hotels is three (3) acres.** The Proposed Use complies with this requirement, as the Subject Property is 6.519 acres.
- 2) **No facility may contain more than thirty-five (35) guestrooms per gross acre of development.** The Proposed Use complies with this requirement, as the Proposed Use is for 128 guestrooms on 6.519 acres, which yields a density of 19.64 guestrooms per gross acre.
- 3) **All guestrooms which have facilities for the refrigeration and preparation of food by guests shall have a minimum of four hundred square feet (400 sq. ft.) of floor area. For any such guestrooms designed for occupancy of more than two (2) guests, a minimum of five hundred and fifty square feet (550 sq. ft.) of floor area shall be required.** The Proposed Use will comply with this requirement.
- 4) **A minimum of 15% of the gross area of the lot must be designed and used as outdoor amenity space.** The Proposed Use and site design complies with this requirement.

- 5) **All such facilities shall provide a fifty foot (50') buffer from any property zoned for a 'For-Rent' dwelling use and a one-hundred foot (100') buffer from any property zoned for a 'For-Sale' dwelling use.** The Proposed Use complies with this requirement, as no surrounding property is a dwelling use.
- 6) **No building may be located within three hundred feet (300 ft.) of any residentially zoned property, inclusive of the required buffer.** The Proposed Use complies with this requirement, as the Subject Property does not adjoin residentially zoned property.
- 7) **Access to each guest room shall be through an inside lobby which is supervised at all hours the facility is open.** The Proposed Use complies with this requirement, as depicted on the floor layout plans submitted with the Application.
- 8) **The site design must provide one (1) vehicle parking space for each guest room, plus 1 employee space for each 20 sleeping rooms, plus one space per 500 sq. ft. of space used for convention rooms, conference rooms, ballrooms, restaurant and/or retail shops.** The Proposed Use and site design complies with this requirement, providing 135 parking spaces.
- 9) **The maximum occupancy for a guestroom with facilities for the refrigerated storage and preparation of food by guests that is less than five hundred and fifty square feet (550 sq. ft.) in floor area shall be two (2) persons.** The Proposed Use complies with this requirement.
- 10) **For all guestrooms with facilities for the refrigerated storage and preparation of food by guests that exceed five hundred and fifty square feet (550 sq. ft.), the maximum occupancy shall be four (4) persons (exclusive of minor children related by blood or marriage to an adult occupant).** The Proposed Use complies with this requirement, as depicted on the floor layout plans submitted with the Application.
- 11) **No more than ten percent (10%) of individual guests shall register, reside in, or occupy a room or rooms within the same facility for more than a continuous ninety (90) day period, nor shall any guest move from one room to another without a three (3) day vacancy in between.** The Proposed Use will comply with this requirement, as the average length of stay for North American Hyatt house properties is 2.7 days.
- 12) **Each such facility shall be protected with an alarm system and a sprinkler system meeting the requirements of the Life Safety Code.** The Proposed Use will comply with this requirement.
- 13) **No outdoor storage or permanent parking of equipment or vehicles shall be permitted.** The Proposed Use will comply with this requirement.
- 14) **No permanent business license shall be issued for the conduct of any business from any guestroom of the facility.** The Proposed Use will comply with this requirement.
- 15) **No facility under this section may be converted to or used as an apartment or condominium.** The Proposed Use will comply with this requirement.

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MP-18-08/CU-18-09
Miles House Extended Stay Hotel/Preston Ridge

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August 1, 2018

Because the Proposed Use and site design comply with all criteria appropriate for consideration of the land use application, the Applicant and owners respectfully request that this Application be approved as requested by the Applicant and in the manner shown on the Application, which is incorporated herein by reference. The Applicant and owners reserve the right to amend and supplement this Letter of Intent at any time.

Sincerely,

Ethan Underwood

Trip Generation

Land Use: 312 Business Hotel

Description

Business hotels are places of lodging aimed toward the business traveler. They provide sleeping accommodations and other limited facilities, such as a breakfast buffet bar and an afternoon beverage bar (no lunch or dinner is served, and no meeting facilities are provided). Each unit is a large single room. All locations nationwide are in suburban areas.

Additional Data

The peak hour of the generator typically coincides with the peak hour of the adjacent street traffic.

The sites were surveyed in the late 1980s in suburban Atlanta and Dallas; all of the sites had approximately 130 rooms and employed 8 to 12 persons.

For all lodging uses, it is important to collect data on occupied rooms as well as total rooms in order to accurately predict trip generation characteristics for the site.

Source Numbers

216, 306

TRIP GENERATION ANALYSIS

Based on 128 rooms (Business Hotel / Extended Stay primarily weekday occupancy)

7am-9am – 75 trips

4pm-6pm – 85 trips

Am peak hour of generation – 80 trips

Pm peak hour of generation – 80 trips



STR Chain Scales – North America and Caribbean

Luxury

21c Museum Hotels
AKA
Andaz
Belmond
Conrad
Dorchester Collection
Edition
Fairmont
Four Seasons
Grand Hyatt
InterContinental
JW Marriott
Langham
Loews
Luxury Collection
Mandarin Oriental
Montage
Palace Resorts
Park Hyatt
Ritz-Carlton
Rock Resorts
Rosewood
Sixty Hotels
Sofitel
St Regis
Taj
The Peninsula
Thompson Hotels
Trump Hotel Collection
Valencia Group
Viceroy
W Hotel
Waldorf Astoria

Upper Upscale

Ace Hotel
Affinia
Autograph Collection
Club Quarters
Curio Collection
Delta
Dolce
Embassy Suites
Gaylord
Hard Rock
Hilton
Hyatt
Hyatt Centric

Hyatt Regency
Joie De Vivre
Kimpton
Le Meridien
Magnolia Hotel
Marriott
Marriott Conference Center
Millennium
Omni
Outrigger
Pan Pacific Hotel Group
Pestana
Pullman
Radisson Blu
Renaissance
Sheraton
Starhotels
Swissotel
Tribute Portfolio
Warwick Hotels
Westin
Wyndham

Upscale

AC Hotels by Marriott
aloft Hotel
Ascend Collection
Aston Hotel
Best Western Premier
Cambria Suites
Canad Inn
CitizenM Hotels
Club Med
Coast Hotels & Resorts
USA
Courtyard
Crowne Plaza
Disney Hotels
Double Tree
element
EVEN Hotels
Four Points
Graduate Hotels
Grand America
Great Wolf Lodge
Hilton Garden Inn
Homewood Suites

Hotel Indigo
Hyatt House
Hyatt Place
Larkspur Landing
Legacy Vacation Club
Melia
Miyako Hotels
Novotel
NYLO Hotel
Prince Hotel
Radisson
Residence Inn
Room Mate
Shell Vacations Club
Sonesta Hotel
Springhill Suites
Staybridge Suites
Stoney Creek
Vacation Condos by Outrigger

Upper Midscale

Ayres
Aqua Hotels
Best Western Plus
Boarders Inn & Suites
Centerstone Hotels
Chase Suites
Clarion
Cobblestone
Comfort Inn
Comfort Suites
Country Inn & Suites
Doubletree Club
Drury Inn
Drury Inn & Suites
Drury Plaza Hotel
Drury Suites
Fairfield Inn
Golden Tulip
Hampton Inn
Hampton Inn & Suites
Holiday Inn
Holiday Inn Express
Home2 Suites by Hilton
Isle of Capri
Lexington
MOXY

OHANA
Oxford Suites
Park Inn
Phoenix Inn
Ramada Plaza
Red Lion Hotels
Silver Cloud
Sonesta ES Suites
Tryp by Wyndham
TownePlace Suites
Westmark
Wyndham Garden Hotel
Xanterra

Midscale

3 Palms Hotels & Resorts
A Victory Hotels
AmericInn
Baymont Inn & Suites
Best Western
Candlewood Suites
ClubHouse
Crossings by GrandStay
Crystal Inn
FairBridge Inn
GrandStay
Residential Suites
Hawthorn Suites
by Wyndham
InnSuites Hotel
Lakeview
Distinctive Hotels
La Quinta Inn & Suites
MainStay Suites
Oak Tree Inn
Quality Inn
Ramada
Red Lion Inn & Suites
Settle Inn
Shilo Inn
Sleep Inn
Vagabond Inn
Vista
Wingate by Wyndham
Yotel

Economy

Affordable Suites
of America
America's Best Inn
America's Best Value Inn
Budget Host
Budget Suites of America
Budgetel
Country Hearth Inn
Crestwood Suites
Crossland Suites
Days Inn
Econo Lodge
Extended Stay America
E-Z 8
Family Inns of America
Good Nite Inn
GuestHouse Inn
Home-Towne Suites
Howard Johnson
InTown Suites
Jameson Inn
Key West Inn
Knights Inn
Lite Hotels
Masters Inn
Microtel Inn & Suites by Wyndham
Motel 6
National 9
Passport Inn
Pear Tree Inn
Red Carpet Inn
Red Roof Inn
Rodeway Inn
Savannah Suites
Scottish Inn
Select Inn
Studio 6
Suburban Extended Stay
Sun Suites Hotels
Super 8
Travelodge
Value Place
WoodSpring Suites

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Hyatt House Extended Stay Hotel/Preston Ridge



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Hyatt House Extended Stay Hotel/Preston Ridge



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MP-18-00/CI 18-00
Hyatt House Extended Stay Hotel/Preston Ridge



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MP-18-08/CU-18-09
Hyatt House Extended Stay Hotel/Preston Ridge



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Hyatt House Extended Stay Hotel/Preston Ridge



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Hyatt House Extended Stay Hotel/Preston Ridge



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Hyatt House Extended Stay Hotel/Preston Ridge



Tract 2 Legal Description

All that tract or parcel of land lying and being in Land Lots 1261 and 1262 of the 2nd District, 2nd Section, Fulton County, Georgia, in the City of Alpharetta, and being more particularly described as follows:

COMMENCING at an Iron Pin Set (1/2" Rebar) at the southwestern end of the mitered intersection of the eastern right-of-way line of Morris Road (R/W Varies) and the southern right-of-way line of Webb Bridge Road (R/W Varies); thence running along said mitered intersection North 46°16'55" East, a distance of 64.93 feet to an Iron Pin Found (1/2" Rebar); thence running along said Webb Bridge Road right-of-way South 89°54'03" East, a distance of 295.87 feet to an Iron Pin Set (1/2" Rebar), said Iron Pin Set being the POINT OF BEGINNING for the tract herein described; thence continuing along said Webb Bridge Road South 89°54'03" East, a distance of 79.98 feet to an Iron Pin Set (1/2" Rebar); thence along a curve to the left for an arc distance of 421.45 feet, said curve having a chord bearing of North 78°54'56" East and a chord distance of 418.78 feet and a radius of 1079.50 feet to an Iron Pin Set (1/2" Rebar); thence along a curve to the left for an arc distance of 42.30 feet, said curve having a chord bearing of North 67°03'03" East and a chord distance of 42.30 feet and a radius of 1079.50 feet to a 1/2" Rebar with Cap Found; thence leaving said Webb Bridge Road and running along Fulton County Parcel #: 22 54601261C01 South 13°03'43" East, a distance of 501.31 feet to a 1/2" Rebar Found; thence running along land now or formerly of BRE/COH GA LLC South 87°06'40" West, a distance of 316.63 feet to a 1/2" Rebar Found; thence South 87°08'18" West, a distance of 182.85 feet to a 1/2" Rebar Found; thence South 34°46'19" West, a distance of 159.36 feet to a point 0.24 feet back from a 1/2" Rebar with Cap Found on Line; thence running along land now or formerly of Preston Professional Building II, LLC North 79°23'32" West, a distance of 121.64 feet to an Iron Pin Set (1/2" Rebar); thence running along land now or formerly of Greenstone Preston Ridge, LP North 10°36'28" East, a distance of 357.36 feet to an Iron Pin Set (1/2" Rebar); thence North 00°05'57" East, a distance of 173.81 feet to the POINT OF BEGINNING.

Said tract contains 6.519 acres more or less.

This legal description is prepared solely for the purpose of facilitating a conditional use application and should not be relied upon for any other purpose.

8/2/18

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Hyatt House Extended Stay Hotel/Preston Ridge

18-06-27-01 Hyatt House Arborist Report Alpharetta

Reference UDC
Alpharetta, Georgia



Location Map



All of the following information is based upon visual field observations and 30 years of practical horticultural experience. No scientific or lab tests have been performed. I certify that all information in this report is true and inclusive to the best of my knowledge and is prepared in good faith.

Outdoor Spaces, LLC

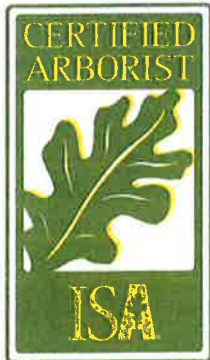


By Scott Hall, Owner

On Site Specimen Evaluation Date: July 10, 2018

Report Date: July 11, 2018

Revised Date:



Outdoor Spaces, LLC
Scott Hall, Owner
RLA, Certified Arborist
Certificate Number: SO-5434A
404-328-6561 Cell
678-965-4784 Fax
scottandcyrena@bellsouth.net

Warranty Disclaimer:

Although, this report will determine whether or not a tree is a specimen or “Tree of Quality”; it is provided as best judgment opinion. Ultimately, the governing body’s (City of Alpharetta) arborist or representative shall determine whether a tree is classified as a specimen/“Tree of Quality” or not.

All specimen/“Tree of Quality” tree locations shall be approximate. The provided tree locations shall NOT be GPS located and in no manner shall the provided tree location plan be used or represented as a tree survey. It is the sole responsibility of the OWNER to have all tagged specimen/“Tree of Quality” trees located by a Certified Land Surveyor.

No warranties express or implied are made with respect to the report of aforementioned specimen trees. It is understood the OWNER makes use of this report by the ARBORIST at OWNER’s sole risk and that the report is provided as best judgment opinion. In no manner does this report guarantee the life or imply any length of life span of the trees that are determined to be specimens.

Arborist Note:

Due to certain species and undesirable traits, some trees shall be considered in poor condition if the following is true. Numerous trees grown in a native setting may appear to grow as multi-trunk; however this is not desirable in most trees. Most trees that have multi-trunks at the base are usually created when two separate trees grow together or the tree branches off at an early age and they become Co-Dominate Leaders. Either scenario is an undesirable condition for most trees because they both create weak crotches, included bark and/or a prime place for debris and water to get trapped that will always cause decay. In this case these trees become a life safety issue and can not be considered specimen trees.

Some trees are an exception to this rule, such as, but not limited to:

Crape Myrtles, Birches, Wax Myrtles, Red Buds, Fringe Trees, Dogwoods, Hollies, Cedars, Sourwoods, Sweet Bay Magnolias, Red Bays and Live Oaks.

These are an exception because they naturally create sucker growth from the roots and/or trunk or do not typically have the life safety issues because they are not large growing trees.

Reference: **Sinclair, Wayne A., 1936. Diseases of Trees and Shrubs / Wayne A. Sinclair and Howard H. Lyon.-2nd Ed. Published 2005**

SECTION 3.2 - TREE CONSERVATION, LANDSCAPE, AND BUFFER REQUIREMENTS (Adopted 05-15-17)

3.2.2 Definitions.

For the purposes of this Section, unless the context indicates otherwise, the following terms shall have the meaning set forth below:

Boundary Tree: Any tree located on adjacent property with a critical root zone that will be impacted by proposed land disturbance activity.

Caliper: A standard of trunk measurement for replacement trees. Caliper inches are measured at the height of 6 inches above the ground for trees up to and including 4 inch caliper and 12 inches above the ground for trees larger than 4 inch caliper.

Conifer Tree: Any tree with needle leaves and a woody cone fruit including, but not limited to, pine, juniper and cedar species.

Critical Root Zone (CRZ): The minimum area beneath a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The Critical Root Zone will typically be represented by a concentric circle centering on the tree's trunk with a radius equal in feet to one and three-tenths times the number of inches of the trunk diameter. EXAMPLE: The CRZ radius of a twenty (20) inch diameter tree is twenty-six (26) feet.

Dead Tree: Any standing tree which is no longer alive or has the ability to sustain itself through natural processes as determined by a qualified professional.

Diameter Breast-Height (DBH): The standard measure of tree size (for trees existing on a site). The tree trunk is measured at a height of 4 1/2 feet above the ground. If a tree splits into multiple trunks below 4 1/2 feet, the trunk is measured at its most narrow point beneath the split.

Guidance Document: A document maintained by the City of Alpharetta Arborist that includes clarifications to requirements with examples and additional technical standards about tree protection, tree planting, species selection, and other information relevant to the protection and replanting of trees in the City of Alpharetta. The document may be revised by the City Arborist as conditions and technical standards evolve.

Hardwood Tree: Any tree that is not coniferous (cone bearing). This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

International Society of Arboriculture (ISA): A professional organization that promotes the professional practice of arboriculture, sets standards for obtaining professional credentials for arborist, and establishes best practices for tree care, pruning, and protection.

Landscape Tree: A tree or trees that were planted or retained on a developed or previously developed site.

Ornamental Tree: A tree that provides a visual impact in the landscape. The impact may be provided through form, bark, branching structure, leaf color, and / or flower color. Typically a small or medium size tree.

Overstory Tree: Those trees that compose the top layer or canopy of vegetation and will generally reach a mature height greater than 40 feet and typically have a spreading canopy.

Pine Tree: An evergreen coniferous tree that has clusters of needle-shaped leaves.

Pruning (Tree Pruning): To cut away dead, overgrown, or undesirable branches or stems. Pruning of trees to be done in compliance with standard arboricultural practices as outlined in ANSI A300 and shall maintain the trees natural form and structure.

Qualified Professional: An International Society of Arboriculture (ISA) Certified Arborist; an American Society of Consulting Arborists (ASCA) Registered Consulting Arborist, or a Registered Forester.

Shade Tree: Any tree that has a spreading canopy that provides partial to full shade to the ground with a minimum height of 20 feet.

Softwood Tree: Any coniferous (cone bearing) tree. This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

Specimen Tree: Any tree which qualifies for special consideration for preservation due to its size, type, condition, location or historical significance and which also meets the minimum size criteria set forth below.

Size Criteria:

Pine Trees: 30-inch diameter or larger for trees in the *Pinus* (Pine) genus.

Coniferous Trees: 20" diameter or larger for trees in the *cedrus* (deodar cedar), *Thuja* (Arborvitae), or other ecologically similar trees,

Overstory Trees: 30-inch diameter or larger for trees in the *Liquidambar* (Sweetgum) or *Liriodendron* (Tulip poplar) genus

- 20-inch diameter or larger for trees in the *Fagus* (Beech), *Nyssa* (Tupelo), *Diospyros* (Persimmon), *Sassafras* (Sassafras), or other ecologically similar trees,
- 20-inch diameter or larger for *Magnolia grandiflora* (Southern magnolia) and those cultivars that generally reach a mature height over 40'
- 24-inch (24") diameter or larger for trees in all other genera

Understory Trees: 8-inch (8") diameter or larger.

- 10-inch (10") diameter or larger for *Oxydendron arboretum* (Sourwood).

See additional requirements for Specimen Trees in The Guidance Document

Street/Streetscape Tree: Any tree located or proposed to be located along a public or private street. The actual location will be determined by the specific zoning district or overlay. In situations where there is limited planting space in the right of way and or safety concerns, street trees may be located at the back of the sidewalk or within the landscape strip on private property and the discretion of the Director.

Structural Root Plate: The zone of rapid root taper that provides the tree stability against wind throw. The radius of the structural root plate is equal to 0.5 feet per inch of DBH.

Tree: Any living, self-supporting woody or fibrous plant which normally obtains a diameter breast height of at least three (3) inches and typically has one (1) main stem or trunk and many branches.

Tree Care Plan: A plan developed to provide an impacted tree the best possible chance of survival. A tree care plan should be prepared by a qualified professional and conform to the requirements of ANSI A300 and the Guidance Document

Tree Grouping: A community of trees as determined by the Director to merit special consideration as an ecological feature based upon species composition, form, structure, age, and condition. Specimen trees and trees of quality may be included in tree groupings and every alternative should be evaluated to save these trees. Except as otherwise provided in Section 3.2., Tree Groupings will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

Tree of Quality: A tree that merits special consideration due to historical significance, ideal shape and structure, or uniqueness of the species as determined by the Director. Except as otherwise provided in Section 3.2., Trees of Quality will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

Tree Planting List: List of preferred tree species for use in the City of Alpharetta. Species not included on this list may be approved at the discretion of the Director. The Tree Planting List is included in the Arborist Guidance Document.

Tree Protection Area: An area encompassing the critical root zone of a tree that shall remain in a previous state.

Tree Save Area: An area designated for the purpose of meeting tree density requirements, saving natural trees, and/or preserving natural buffers that shall remain in a previous state.

Understory Trees: Those trees that grow beneath the overstory, and will generally reach a mature height less than 40 feet. Understory trees may include coniferous trees that meet these same height characteristics.



Notes:

- All tree locations are approximate and have not been field surveyed. Refer to survey for locations.
- All 20" DBH trees within 30' of property line have been identified and specimen size have been evaluated.



Tree Location



North

Not To Scale

Tree
Location Plan

Specimen Analysis							
(General Observations: The site appears to be in between Pioneer and Climax phase of succession with the center of the site has been excavated. The site is dominated with Overstory Oaks and Pines. Numerous understory Sourwoods are throughout the site indicating a rocky soil substrate.							
Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City's Assessment
699	10" Sourwood	Poor	Poor	Non-Specimen	Severe dieback. Large Cavity with decay. Due to condition tree is not a design consideration.	1-2	Non-Specimen
609	34"(19"-18") Scarlett Oak	Poor	Poor	Non-Specimen	2 Trees grown together to create 2 Co-Dominate Leaders with weak crotches and included bark. Major limbs dead. Due the species, a multi-stem tree at or near the base of the tree is undesirable and a life safety issue. Due to condition tree is not a design consideration.	3	Non-Specimen
610	11" Sourwood	Poor	Fair	Non-Specimen	Major limbs dead. Severe dieback. Due to condition tree is not a design consideration.	4	Non-Specimen
612	13" Sourwood	Poor	Poor	Non-Specimen	Decay in trunk from a dead leader. Due to condition tree is not a design consideration.	5	Non-Specimen
613	11" Sourwood	Poor	Poor	Non-Specimen	Major limbs dead. Severe dieback. Due to condition tree is not a design consideration.	6	Non-Specimen
614	26" Southern Red Oak	Poor	Poor	Non-Specimen	Hazardous Tree would recommend removing. Old lightning damage causing several cavities the length of the trunk with severe dieback. Due to condition tree is not a design consideration.	7-9	Non-Specimen
617	21" White Oak	Good	Good	Tree of Quality	Due to condition tree is a design consideration.		Tree of Quality
619	29" Scarlett Oak	Poor	Poor	Non-Specimen	Possible Boundary Tree. Need to verify. Several main limbs gone. 2 Co-Dominate Leaders with weak crotches and included bark. Due the species, a multi-stem tree at or near the base of the tree is undesirable and a life safety issue. Due to condition tree is not a design consideration.		Non-Specimen Possible Boundary Tree. Need to verify.
891	18" White Oak	Good	Good	Tree of Quality	Due to condition tree is a design consideration.		Tree of Quality
621	28" Scarlett Oak	Poor	Poor	Non-Specimen	Possible Boundary Tree. Need to verify. Sound resinating indicating fair amount of decay. Cankers on trunk, an indication of trunk rot. Due to condition tree is not a design consideration.		Non-Specimen Possible Boundary Tree. Need to verify.
622	28"(11"-10"-7") Sourwood	Poor	Poor	Non-Specimen	Large cavity with decay. Due to condition tree is not a design consideration.	10	Non-Specimen
623	23" White Oak	Good	Good	Boundary Tree	Due to condition tree is a design consideration.		Boundary Tree

Specimen Analysis							
(General Observations: The site appears to be in between Pioneer and Climax phase of succession with the center of the site has been excavated. The site is dominated with Overstory Oaks and Pines. Numerous understory Sourwoods are throughout the site indicating a rocky soil substrate.							
Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City's Assessment
624	24" White Oak	Good	Good	Specimen	Due to condition tree is a design consideration.		Specimen
625	25" White Oak	Good	Good	Specimen	Due to condition tree is a design consideration.		Specimen
892	17" White Oak	Good	Good	Tree of Quality	Due to condition tree is a design consideration.		Tree of Quality
892	18" White Oak	Good	Good	Tree of Quality	Due to condition tree is a design consideration.		Tree of Quality
894	24" Red Oak	Poor	Poor	Non-Specimen	Multiple Co-Dominate Leaders 50' up with weak crotches and included bark. Due the species, a multi-stem tree at or near the base of the tree is undesirable and a life safety issue. Machete damage. Due to condition tree is not a design consideration.	12	Specimen without required design around.
629	12" Sourwood	Poor	Poor	Non-Specimen	Numerous limbs dead/gone. Due to condition tree is not a design consideration.	11	Non-Specimen
630	26" Southern Red Oak	Poor	Poor	Non-Specimen	2 Co-Dominate Leaders with weak crotches and included bark. Due the species, a multi-stem tree at or near the base of the tree is undesirable and a life safety issue. Machete damage. Due to condition tree is not a design consideration.		Non-Specimen
634	26" Southern Red Oak	Good	Good	Specimen	Due to condition tree is a design consideration.		Specimen
635	25" White Oak	Good	Good	Specimen	Due to condition tree is a design consideration.		Specimen
636	25" White Oak	Good	Good	Specimen	Due to condition tree is a design consideration.		Specimen
895	23" White Oak	Good	Good	Tree of Quality	Due to condition tree is a design consideration.		Tree of Quality



Severe dieback

Photo 1

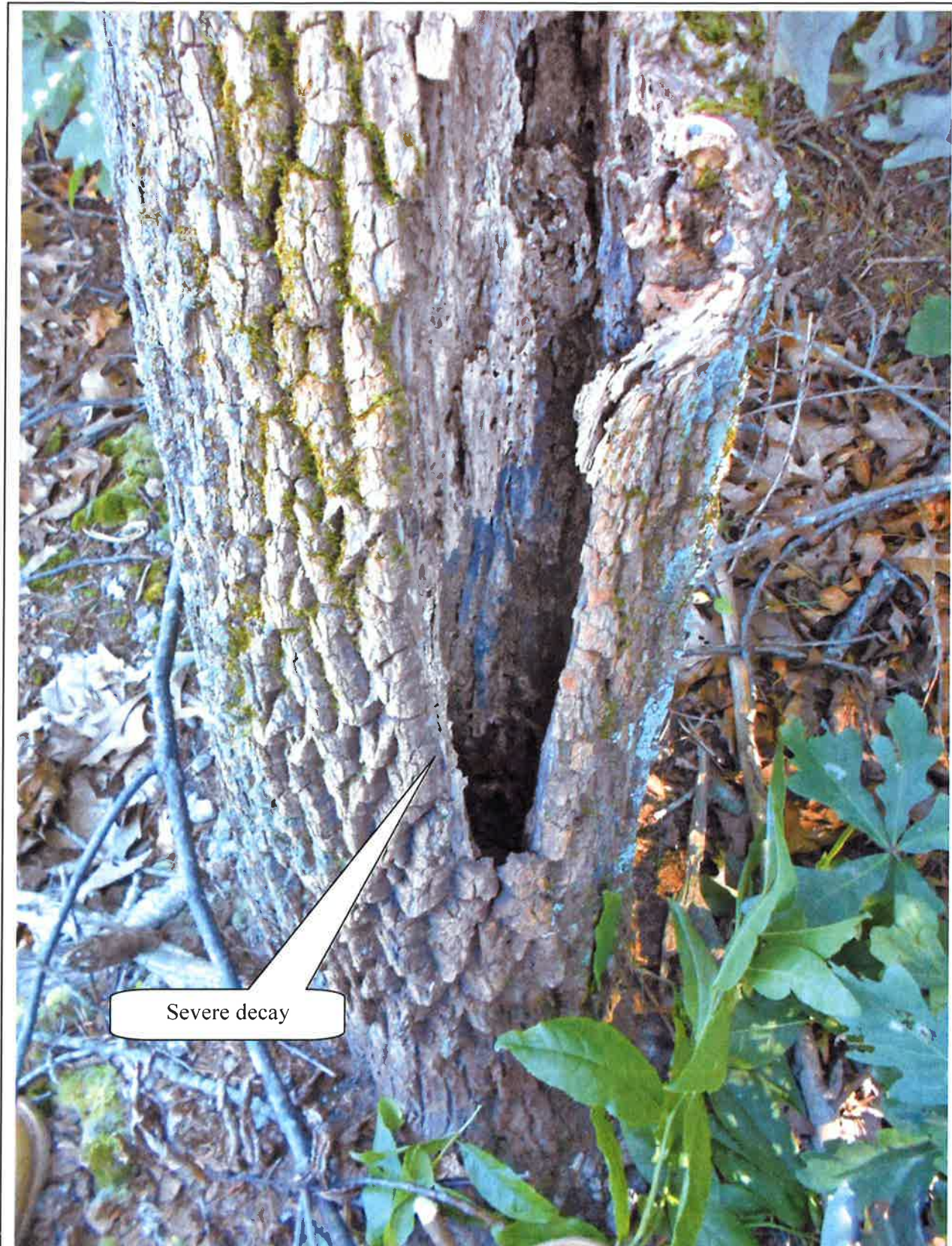


Photo 2



Photo 3

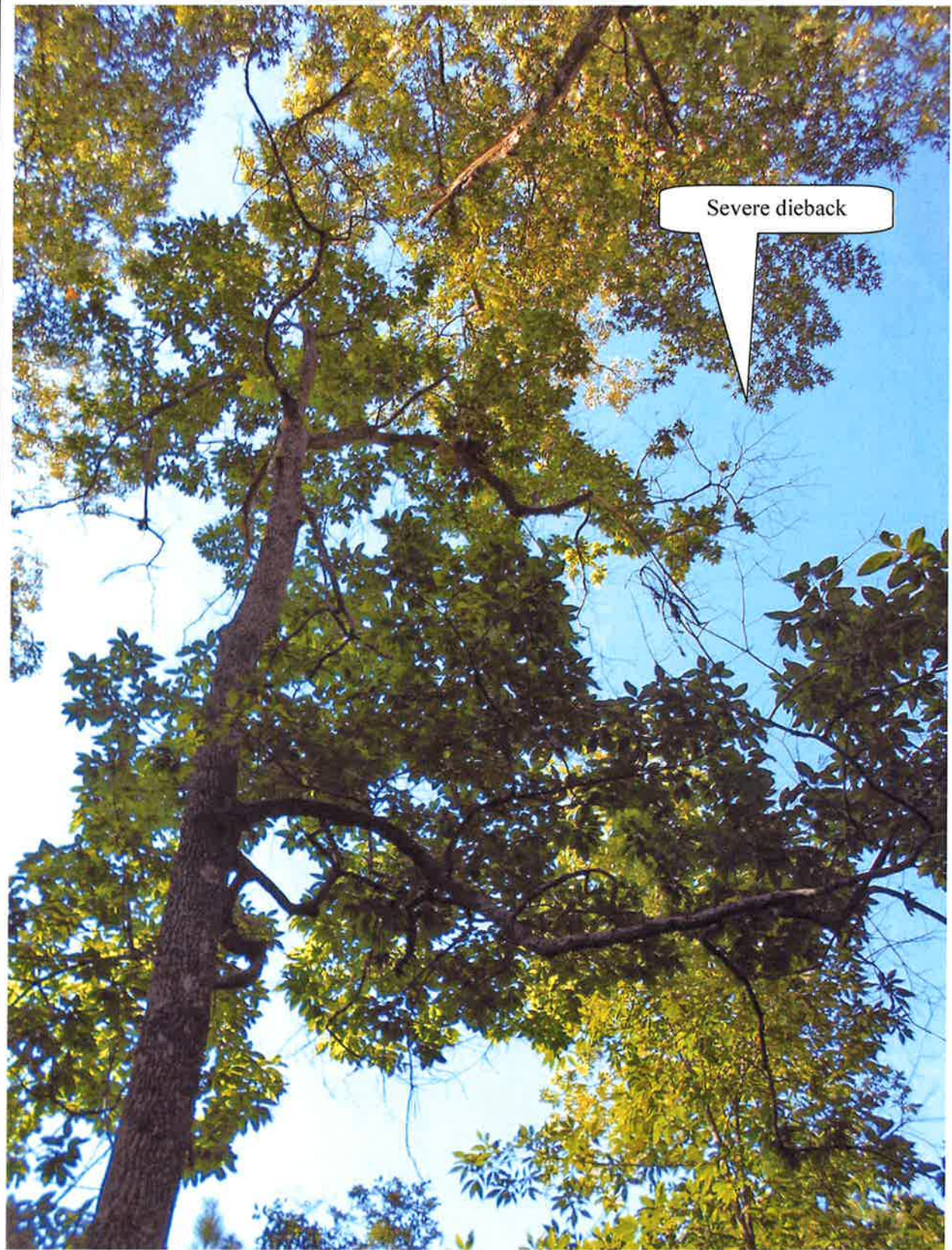


Photo 4

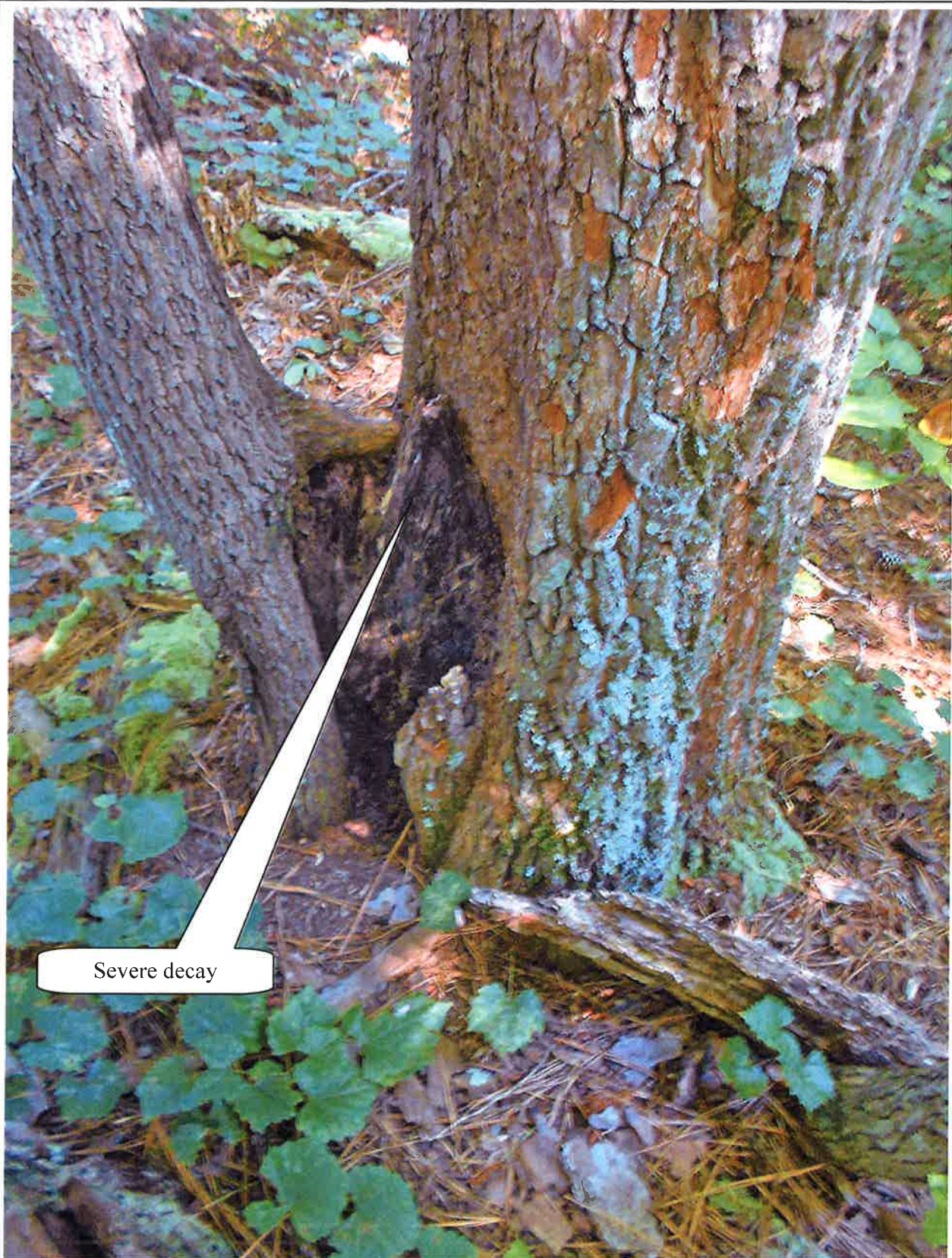


Photo 5



Photo 6



Photo 7

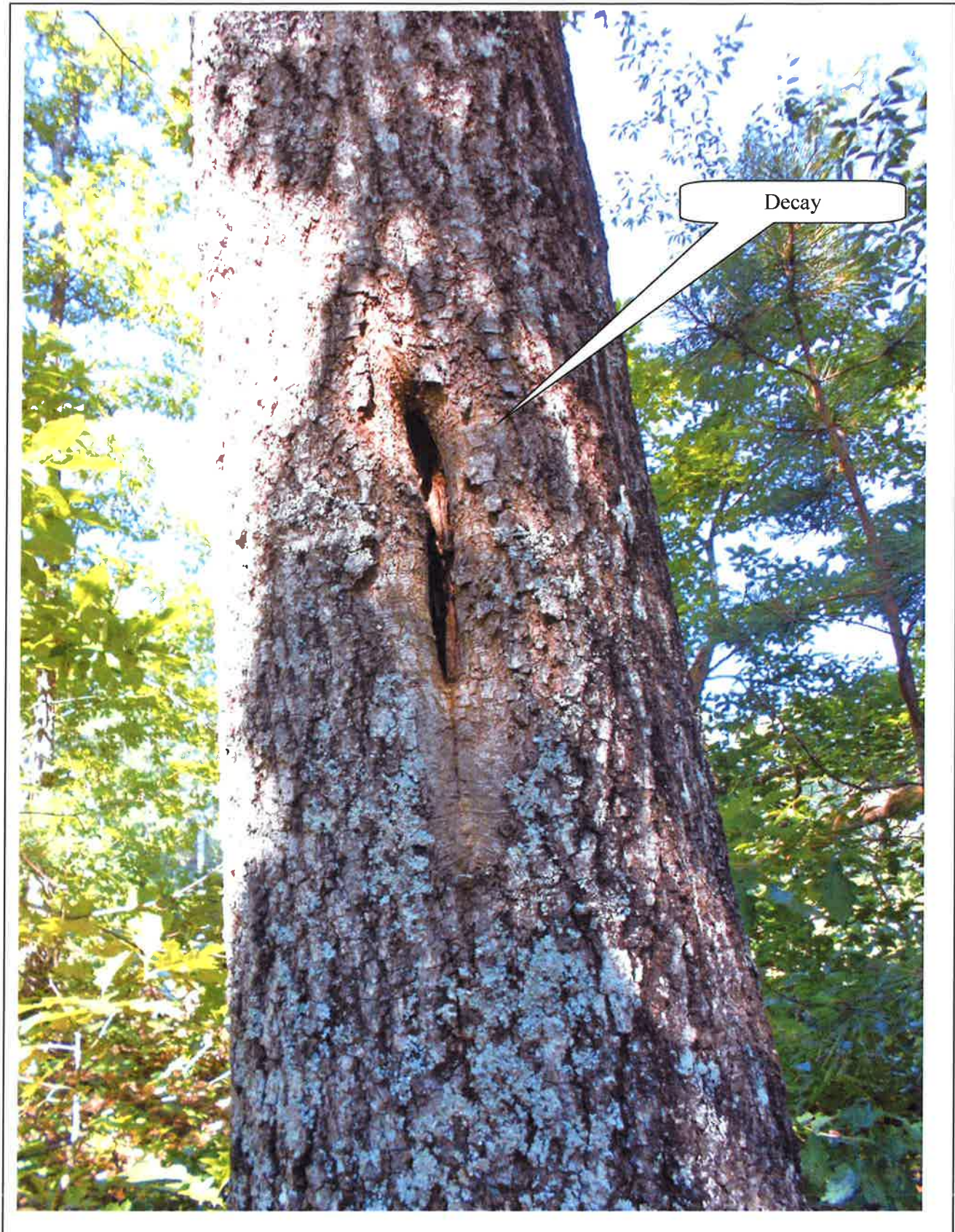


Photo 8

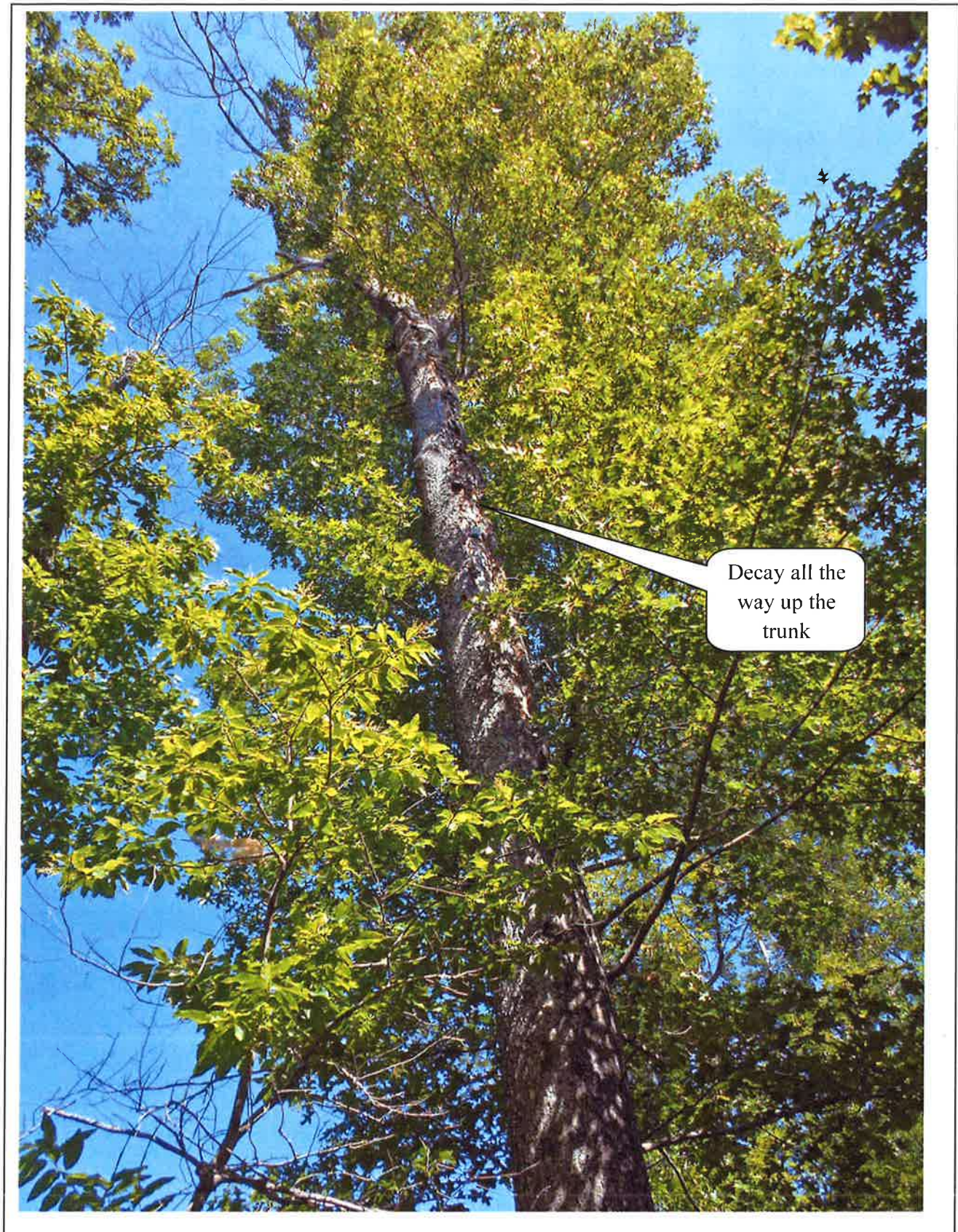


Photo 9

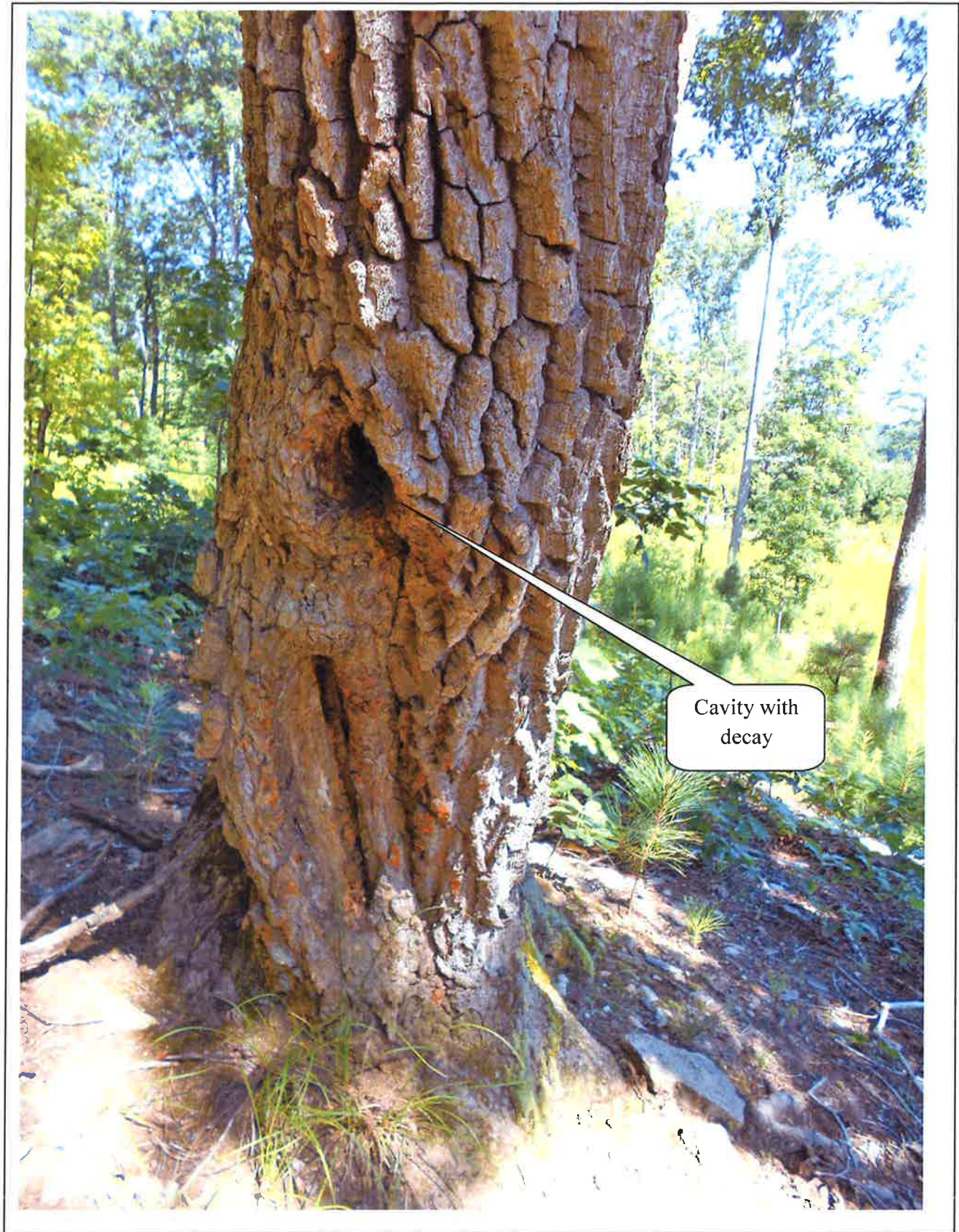


Photo 10



Photo 11



Photo 12

**SCHEDULE ONE
TO
APPLICATION FOR A
LIMITED AMENDMENT**

PARCELS	MAXIMUM BUILDING HEIGHT
A,B,K	1 STORIES
C,L,M	4 STORIES
N	6 STORIES
F,J,I	8 STORIES
G	12 STORIES

SUMMARY OF CURRENT USERS

10	SOUTHERN BAPTIST HOME MISSION BOARD:	24.3 ACRES
8	PRESTON RIDGE PHYSICIANS PARTNERSHIP:	12.3 ACRES
1	NORTHSIDE HOSPITAL:	24.8 ACRES
11	HYATTIN TELECOM:	15.3 ACRES
22	NORTH METRO YMCA:	24.6 ACRES
9	STERLING WOODS LUXURY APARTMENTS:	15.3 ACRES
16	ECUMEN CORPORATION:	15 ACRES
7	PRESTON RIDGE MONTESSEORI SCHOOL:	15 ACRES
12	KASER PERMANENT:	12.8 ACRES
13	ANDREWS PROPERTIES, INC.:	24.4 ACRES
TOTAL SOLD ACREAGE:		222.2 ACRES

SUMMARY OF AVAILABLE PARCELS

PARCEL ACREAGE DENSITY

COMMERCIAL

A	17	10,000 SBRAC
B	43	10,000 SBRAC

OFFICE

F	25.1	25,000 SBRAC
G	94.6	25,000 SBRAC
I	26.6	25,000 SBRAC
J	15.2	25,000 SBRAC
K	2.6	25,000 SBRAC
L2	6.4	25,000 SBRAC
M	7.6	25,000 SBRAC

LIGHT INDUSTRY

N3	11.3	10,000 SBRAC
N4	5.3	10,000 SBRAC



PRESTON RIDGE
ALPHARETTA, GEORGIA

LAND USE PLAN

DESIGNED BY
CIVIL ENGINEER
AT THE PERMIT GROUP

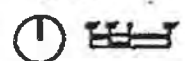
LAND PLANNING



DESIGNED BY



SHEET NUMBER 24 OF 24



8/2/18

~~Preston Ridge~~
Preston Ridge

SCHEDULE 3

SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION: A

LAND USE CLASSIFICATION: C-2

SIZE IN ACRES: 8.7

PERMITTED USES: See Schedule 4

MAXIMUM DENSITY: 10,000 square feet per acre

PARKING: As specified by Zoning Ordinance and clarified herein

MINIMUM BUILDING SETBACKS:

Eastside Drive	- 65 feet
State Bridge Road	- 65 feet
Other Yards	- 15 feet

MAXIMUM BUILDING HEIGHT: 40 feet

BUFFER REQUIREMENTS: N/A

OTHER MATTERS: N/A

CHANGES FROM PRIOR APPROVED STATUS: Change from C-1 to C-2; uses including Storage, Inside, as specified in Schedule 4; clarify parking requirements for all uses other than retail

3109F

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	B
LAND USE CLASSIFICATION:	C-2
SIZE IN ACRES:	6.3
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	10,000 square feet per acre
PARKING:	As specified by Zoning Ordinance and clarified herein
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet State Bridge Road - 65 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	40 feet
BUFFER REQUIREMENTS:	50-foot replanted buffer adjacent to Pod O
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	Change from C-1 to C-2; uses as specified in Schedule 4; reduce buffer from 100 feet to 50 feet; clarify parking requirements for all uses other than retail

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION: C

LAND USE CLASSIFICATION: O-I

SIZE IN ACRES: 50.4

PERMITTED USES: See Schedule 4

MAXIMUM DENSITY: 18,000 square feet per acre

PARKING: As specified by Zoning Ordinance and clarified herein

MINIMUM BUILDING SETBACKS:
Eastside Drive - 65 feet
Preston Ridge Road - 50 feet
Other Yards - 15 feet

MAXIMUM BUILDING HEIGHT: Office - 6 stories or 75 feet

BUFFER REQUIREMENTS: 50 foot adjacent to Pod Q if Pod Q developed as Multi-Family

OTHER MATTERS: N/A

CHANGES FROM PRIOR APPROVED STATUS: Revised Pod C is combination of former Pod C with adjacent buffer and a portion of former Pod Q to convert usage from Commercial and Multi-Family to Office; change height limitation from 40 feet to 75 feet

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION: E

LAND USE CLASSIFICATION: O-I/O-P

SIZE IN ACRES: 23.1

PERMITTED USES: See Schedule 4

MAXIMUM DENSITY:

Office	- 265,000 square feet
Retail	- 80,000 square feet
Hotel	- <u>125,000</u> sf (500 rooms at 250 sf/room)
	470,000 Total

The 80,000 square foot density allocated to retail either may be used for retail exclusive of retail uses ancillary to hotel uses, but not to exceed 80,000 sf or alternatively may be transferred in whole or part to office uses. Of the 125,000 sf density allocated to hotel, 50,000 sf is redesignated as office, and the remaining 75,000 sf either may be used for hotel not to exceed 300 rooms, or may be transferred in whole or part to office uses. However, the total density shall not exceed the existing approved density of 470,000 sf.

PARKING:

Office	- 4 cars per 1,000 square feet
Retail	- 5 cars per 1,000 square feet
Hotel	- 1 car per room

MINIMUM BUILDING SETBACKS:

State Bridge Road	- 65 feet
Preston Ridge Road	- 50 feet
Morris Road	- 50 feet
Other Yards	- 15 feet

MAXIMUM BUILDING HEIGHT:

Office	- 8 stories
Retail	- 40 feet
Hotel	- 10 stories
Parking Structures	- 6 stories

BUFFER REQUIREMENTS: N/A

OTHER MATTERS: Reduction in parking ratios may be requested if studies indicate cross parking within this complex is feasible

CHANGES FROM PRIOR APPROVED STATUS: Permit flexibility to reallocate density attributable to retail or hotel uses to office use if demand requires

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	F
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	25.0
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	25,000 square feet per acre
PARKING:	As specified by Zoning Ordinance and clarified herein
MINIMUM BUILDING SETBACKS:	Morris Road - 50 feet Webb Bridge Road - 65 feet Preston Ridge Road - 50 feet Other Yards - 25 feet
MAXIMUM BUILDING HEIGHT:	10 stories
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	Permitted uses as specified in Schedule 4

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	G
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	94.6
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	20,000 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	Webb Bridge Road - 65 feet Georgia Highway 400 - 120 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	10 stories, with variance permitting two 12-story buildings
BUFFER REQUIREMENTS:	100 feet (undisturbed)
OTHER MATTERS:	Buffer will not be required if adjacent property is rezoned before construction begins
CHANGES FROM PRIOR APPROVED STATUS:	NONE

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	H
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	13.7
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	25,000 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	Webb Bridge Road - 65 feet Georgia Highway 400 - 120 feet Morris Road - 50 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	8 stories
BUFFER REQUIREMENTS:	100 feet (undisturbed) next to adjoining residential tract
OTHER MATTERS:	Buffer will not be required if adjacent property is rezoned before construction begins
CHANGES FROM PRIOR APPROVED STATUS:	NONE

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	I
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	58.8
PERMITTED USES:	See Schedule 4; As to 12.0 acres of this site formerly designated as Pod D, with specific site plan approval by Council, any use permitted by the PSC Zoning District under the Zoning Ordinance
MAXIMUM DENSITY:	28,690 square feet per acre for O-I use; 10,000 square feet per acre for retail use under PSC
PARKING:	As specified by Zoning Ordinance and clarified herein
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet Webb Bridge Road - 65 feet Preston Ridge Road - 50 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	10 stories for O-I use; 40 feet for retail use under PSC
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	Former Pod D zoned PSC is eliminated and the area added to Pod I and converted to O-I; additional permitted uses as specified in Schedule 4

SCHEDULE 3**SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q**

POD DESIGNATION:	J
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	30.7
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	28,690 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet Preston Ridge Road - 50 feet State Bridge Road - 65 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	10 stories
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	NONE

SCHEDULE 3**SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q**

POD DESIGNATION:	K
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	2.0
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	10,000 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet Webb Bridge Road - 65 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	0 feet
BUFFER REQUIREMENTS:	50 feet (undisturbed)
OTHER MATTERS:	Buffer will not be required if adjacent property is rezoned to a non-residential use before construction begins
CHANGES FROM PRIOR APPROVED STATUS:	Permitted uses as specified in Schedule 4

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	L
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	11.7
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	18,000 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	6 stories or 75 feet
BUFFER REQUIREMENTS:	50 feet (undisturbed)
OTHER MATTERS:	Buffer will not be required if adjacent property is rezoned before construction begins
CHANGES FROM PRIOR APPROVED STATUS:	Size of Pod L reduced with a portion of property added to Pod Q; delete access drive and add 50-foot buffer between Pod L and Pod Q, if Q developed as Multi-Family residential

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	M
LAND USE CLASSIFICATION:	O-I
SIZE IN ACRES:	5.9
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	18,000 square feet per acre
PARKING:	4 cars per 1,000 square feet
MINIMUM BUILDING SETBACKS:	State Bridge Road - 50 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	6 stories or 75 feet
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	NONE

SCHEDULE 3**SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q**

POD DESIGNATION: N

LAND USE CLASSIFICATION: L-I

SIZE IN ACRES: 53.2

PERMITTED USES: See Schedule 4

MAXIMUM DENSITY: 10,000 square feet per acre

PARKING: As specified by Zoning Ordinance and clarified herein

MINIMUM BUILDING SETBACKS:

Eastside Drive	- 65 feet
State Bridge Road	- 65 feet
Other Yards	- 15 feet

MAXIMUM BUILDING HEIGHT: 35 feet

BUFFER REQUIREMENTS: N/A

OTHER MATTERS: N/A

CHANGES FROM PRIOR APPROVED STATUS: Permitted uses as specified in Schedule 4

SCHEDULE 3**SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q**

POD DESIGNATION: O

LAND USE CLASSIFICATION: R-4

SIZE IN ACRES: 33.3

PERMITTED USES: See Schedule 4

MAXIMUM DENSITY: 8 units per acre

PARKING: 2 spaces per unit

MINIMUM BUILDING SETBACKS: Eastside Drive - 65 feet
Other Yards - 15 feet

MAXIMUM BUILDING HEIGHT: 40 feet or 3 stories

BUFFER REQUIREMENTS: N/A

OTHER MATTERS: Minimum Unit Size:
1 bedroom - 650 square feet
2 bedroom - 850 square feet
3 bedroom - 1,000 square feet

CHANGES FROM PRIOR APPROVED STATUS: NONE

SCHEDULE 3**SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q**

POD DESIGNATION:	P
LAND USE CLASSIFICATION:	R-4
SIZE IN ACRES:	1.4
PERMITTED USES:	Day Care Center
MAXIMUM DENSITY:	10,000 square feet per acre
PARKING:	As Required
MINIMUM BUILDING SETBACKS:	Eastside Parkway - 65 feet Preston Ridge Road - 25 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	35 feet
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	NONE

SCHEDULE 3SUMMARY OF ZONING ATTRIBUTES OF EACH POD - A THROUGH Q

POD DESIGNATION:	Q
LAND USE CLASSIFICATION:	R-4 or O-I
SIZE IN ACRES:	51.0
PERMITTED USES:	See Schedule 4
MAXIMUM DENSITY:	If a multi-family use, 6.0 units per acre for a total of 306 units; if O-I, 18,000 square feet per acre
PARKING:	2 spaces per unit multi-family; 4 spaces per 1,000 square feet office
MINIMUM BUILDING SETBACKS:	Eastside Drive - 65 feet North Property Line - 40 feet Other Yards - 15 feet
MAXIMUM BUILDING HEIGHT:	Office - 6 stories; Multi-Family -, 40 feet or 3 stories
BUFFER REQUIREMENTS:	N/A
OTHER MATTERS:	N/A
CHANGES FROM PRIOR APPROVED STATUS:	Former Pod R added to Pod Q and southern portion of former Pod Q deleted and added to Pod C; Use changed from Townhomes to permit either O-I uses or R-4 uses as specified in Schedule 4; total residential units changes from 390 units to 306 units if used for residential purpose

SCHEDULE 4 TO STATEMENT OF INTENT

LAND USE CLASSIFICATION:	<u>COMMERCIAL</u>	<u>O & I</u>	<u>LI</u>	<u>PSC</u>	<u>MULTIFAMILY</u>	
POD DESIGNATION:	A, B	C, E, F, G, H, I, J, K, L, M, Q	N	I (PSC)	O	P
<u>Specific Uses:</u>						
Advertising display mfg.						
Airport, public/private			X			
Amphitheater						
Animal Hospital Small Animal			X			
Animal Hospital Large Animal	X	X (Not in F.E.J)	X	X		
Asphalt Plant						
Associations (Clubs & Lodges)						
Athletic Facility	X	X	X	X		
Auditorium	X	X	X	X		
Automotive Parts	X	X	X	X		
Automotive Sales	X	X	X	X		
Automotive Service	X A only	X M only	X	X		
	X	X	X	X		

Note: An "X" under a column denotes this specific use is permitted in each Pod which appears in that column unless the Pod is excluded, or the use is specifically limited to one or more Pods in that column.

LAND USE CLASSIFICATION:**COMMERCIAL****O & I****LI****PSC****MULTIFAMILY****POD DESIGNATION:****A, B****C, E, F, G, H,
I, J, K, L, M, Q****N****I (PSC)****O****P****Specific Uses:****Bakery****X****X****X****X****Barber Shop****X****X****X****Bank, Savings & Loan****X****X****X****X****Beauty Shop****X****X****X****Boarding Houses****X****Bottle Gas, Storage
& Distribution****X****Bowling Alley****X G only****X****Broadcasting Studio
(Radio or T.V.)****X****X****X****X****Builder's Equipment****X****Building Materials
Inside-Outside Storage****X****Building Materials
Enclosed (for retail)****X****X G.H.C only****X****X****Car Wash****X****X G only****X****X****Carpenter Shop,
Woodworking****Carpet & Rug Sales****X****X****X****Cemetery**

LAND USE CLASSIFICATION:	COMMERCIAL	O & I	LI	PSC	MULTIFAMILY	
POD DESIGNATION:	A, B	C, E, F, G, H, I, J, K, L, M, Q	N	I (PSC)	O	P
Specific Uses:						
Church, Synagogue	X	X	X			
Clinic, Public/Private	X	X	X	X		
Community Center						
Concrete Plant						
Convenience Center w/Gas Pumps			X			
Country Club	X	X (Not in E,F,I,J)	X	X		
Data Center						
Day Care Center	X	X	X	X		
	X	X	X	X		
Dry Cleaning, Pick- Up Station						
	X	X	X	X		
Dry Cleaning, Plant						
	X	X	X	X		
Dwelling, Single-Family Detached						
Dwelling, Two-Family						
Dwelling, Multi-Family Group						
		X Only in O			X	X
Electric, Power Yards, Substation						
		X Only in G	X	X		
Equestrian Center						
Family Day Care Home						

LAND USE CLASSIFICATION:	COMMERCIAL	D & I	LI	PSC	MULTIFAMILY	
POD DESIGNATION:	A, B	C, E, F, G, H, I, J, K, L, M, Q	N	I (PSC)	O	P
<u>Specific Uses:</u>						
Farmlands (except livestock, poultry)						
Farmlands (including livestock, poultry)						
Firestation						
Florist, Retail		X (Not in G)	X			
Florist, Retail w/Greenhouse	X	X		X		
Golf Course, Driving Range	X	X Only in G	X	X		
Golf, Miniature		X Only in C	X			
Greenhouse, Nursery	X	X (Not E,F,I,J,O,G)		X		
Heliport Public/Private			X			
Home-Elderly, Children, Nursing		X Only E,F,I,J,C,G				
Hospital	X	X				
Hotel	X	X				
Junk Yards	X	X	X			
Kennel						
Laboratory, Research Commercial						
		X	X			

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LAND USE CLASSIFICATION.

POD DESIGNATION:	<u>COMMERCIAL</u> A, B	<u>RESIDENTIAL</u> C, E, F, G, H, I, J, K, L, M, O	<u>INDUSTRIAL</u> N	<u>RECREATION</u> I (PSC)	<u>OTHER</u> O	<u>UNCLASSIFIED</u> P
Specific Uses:						
Laundry, Self-Serve, Pick-Up	X	X	X	X		
Laundry, Industrial			X			
Liquor Store	X	X	X	X		
Locker, Frozen Food or Cold Storage			X			
Machine Shop			X			
Mobile Home			X			
Motel	X	X	X			
Museum	X	X				
Manufacturing, light, limited						
Manufacturing, heavy, general		X Only in C.L.I.F.	X			
Office and uses asso- ciated with office	X	X	X	X		
Outpatient Treatment Facility w/on-site housing			X			
Parking Lot	X	X	X	X		
Park & Playground	X	X	X	X		
Pet Grooming	X	X	X	X		
Police, Sheriff, Highway Patrol	X		X	X		
Power Station	X	X (Not in G)	X	X		

LAND USE CLASSIFICATION: POD DESIGNATION:	COMMERCIAL	O & I	LI	PSC	MULTIFAMILY	
	A, B	C, E, F, G, H, I, J, K, L, M, Q	N	I (PSC)	O	P
<u>Specific Uses:</u>						
Print Shop						
Prison	X	X	X	X		
Public Building						
Radio, T.V., Transmitter Studio	X	X	X	X		
Rental Services Establish- ment w/outside storage	X	X	X	X		
Rental Services Establish- ment, no outside storage			X			
Restaurant	X		X	X		
Restaurant (w/drive-thru window)	X	X	X	X		
Retail Establishment	X	X (Not in J.E.F.O)	X	X		
Retail Establishment, Mixed Sales	X	X	X	X		
Salvage Yards	X	X Only in G.M.H	X	X		
Sawmill						
School, Academic						
School, Commercial (Beauty, Business)	X	X		X		
	X	X	X	X		

8/2/18

MP-18-08/CU-18-09
Hyatt House Extended Stay Hotel/Preston Ridge

LAND USE CLASSIFICATION:	COMMERCIAL	O & I	LI	PSC	MULTIFAMILY	
POD DESIGNATION:	A, B	C, E, F, G, H, I, J, K, L, M, Q	N	I (PSC)	O	P
<u>Specific Uses:</u>						
Septic Tank Sales, Construction						
Service Station, Automotive						
Sewage Disposal Plant	X	X (Not in J or Q)	X	X		
Storage, Inside Incidental w/uses			X			
Storage, Outside	X	X	X	X		
Taxidermist			X			
Theater, Cinema			X			
Tire Retreading	X	X	X	X		
Tower						
Tourist Home			X	X		
Utility Substation		X Only in G				
Vehicle For Hire Company		X Only in G	X			
Welding Shop			X			
Wholesale			X			
	X	X (Not in G, F, E, J)	X			

078V

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
ALPHARETTA GA 30005

KA GROUP LLC
3155 NORTH POINT PKWY UNIT 130-G
ALPHARETTA GA 30005

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
ALPHARETTA GA 30005

PRESTON RIDGE COMMONS LLC
P.O. BOX 450233
ATLANTA GA 31145

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
ALPHARETTA GA 30005

JOBEAL LLC
1241 BEECH HAVEN RD
ATLANTA GA 30324

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
ALPHARETTA GA 30005

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
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ALPHARETTA GA 30005

NAC PROPERTIES LLC
3155 NORTH POINT PKWY SUITE F-100
ALPHARETTA GA 30005

KRISTIN MARTIN AND ASSOCIATES LLC
3090 GREATWOOD XING
ALPHARETTA GA 30005-7461

KA GROUP LLC
3155 N POINT PKWY BLDG/STE G 100
ALPHARETTA GA 30005



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: PH-18-03 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – NORTH POINT OVERLAY, PLANNED SHOPPING CENTER DISTRICT AND MIXED USE DISTRICT

PLANNING COMMISSION: OCTOBER 4, 2018

CITY COUNCIL: OCTOBER 22, 2018

Planning Commission approved text amendments to the PSC and MU zoning districts at its April 12, 2018 meeting; however, Staff received guidance to make additional changes to MU that reflect more of the N.P. LCI goals. Before the item was presented to Council, Staff pulled the amendments and moved forward with Code amendments prepared by the City's on-call planning consultant, TSW. TSW presented the North Point Overlay, PSC and MU text amendments at two (2) Council workshops. The amendments as currently proposed reflect Council's direction.

II. RECOMMENDATION:

Approve amendments to the Unified Development Code as it relates to amendments to the PSC (Planned Shopping Center) and MU (Mixed Use) zoning districts and the creation of North Point Overlay regulations.

III. REPORT IN BRIEF:

Consideration of text amendments to Unified Development Code (UDC) Subsection 2.2.16 PSC Planned Shopping Center District, Subsection 2.2.20 MU Mixed Use District and new Section 2.10 North Point Overlay.

The North Point LCI includes a vision for the area to become a walkable, mixed-use EcoDistrict with connections to greenspace and between uses and alternative modes of travel. Most properties in the North Point LCI are zoned PSC, which currently does not allow residential uses.

- Text amendments are proposed to the PSC district to add 'Dwelling, 'For-Sale', Attached and Detached' as conditional principal uses, as well as review criteria for considering master plans in the PSC district.
- Text amendments are proposed to the MU (Mixed Use) district to amend open space requirements and district regulations.
- North Point Overlay regulations have been created to address a variety of areas, including use and density, placemaking, site regulations, streets, parking, landscaping and screening, building design, signs, open space, and EcoDistrict measures.

IV. ATTACHMENTS:

- UDC Strike Through and Underline Edits

2.2.16 PSC planned shopping center.

All uses in the PSC zoning district shall be located within, or as part of a shopping center or specialty shopping center.

A. *Conditional Principal Uses.* A property in the PSC district may be used for those uses listed in Table 2.2, only upon approval as a conditional use by the city council:

1. Residential Uses

- a. Dwelling, 'For-Sale', Attached (only allowed in the North Point Overlay and not exceeding (8) dwelling units /acre unless additional density is authorized in accordance with said overlay).
- b. Dwelling, 'For-Sale', Detached (only allowed in the North Point Overlay and not exceeding (8) dwelling units /acre unless additional density is authorized in accordance with said overlay).

2. Business Uses.

- a. Art Galleries.
- b. Automobile Service Station.
- c. Automotive Parts.
- d. Bakery.
- e. Barber Shop.
- f. Bank, Savings and Loan.
- g. Beauty Shop.
- h. Brewery.
- i. Book Store.
- j. Car Wash.
- k. Carpet and Rug Sales.
- l. Clinic.
- m. Convenience Market with or without gas pumps.
- n. Dance Studio.
- o. Day Care Center.
- p. Distillery.
- q. Florist, Retail Without Greenhouse.
- r. Grocery Store.
- s. Hardware Store.
- t. Home Improvement Store.
- u. Laundry, Self-Serve, Pick-up.
- v. Liquor Store.

- w. Office Building or Park.
 - x. Pest Control Business.
 - y. Pet Grooming.
 - z. Public Building.
 - aa. Recreational Facilities (Indoor).
 - bb. Rental Services Establishment without outside storage.
 - cc. Restaurant.
 - dd. Restaurant, Drive-In or Fast-Food.
 - ee. Retail Sales and Services Establishments not otherwise listed for this zoning district as a permitted or conditional use.
 - ff. Retail Establishment, Mixed Sales.
 - gg. Theater.
- B. *Accessory Uses.* A property in the PSC district may contain any accessory structure or use customarily related to and clearly subordinate to any principal use that is permitted by right or through approval as a conditional use on the same property, unless superseded by applicable conditions of approval for rezoning, variance, or conditional use.
- Permitted accessory structures and uses include but are not limited to the following:
- 1. Privacy and decorative fences and walls.
 - 2. Vehicle access, parking and loading areas, subject to the requirements of the Parking and Loading regulations herein.
 - 3. Signs, subject to all of the requirements regulating signage herein.
 - 4. Retaining walls and other site improvement structures approved as part of the development permit.
- C. *Conditional Subordinate Uses.* A property in the PSC district may be used for any of the following only upon approval as a conditional use by the City Council and provided that these uses in aggregate do not constitute more than 50% of the site area:
- 1. Residential Uses.
 - a. Reserved.
 - 2. Business Uses.
 - a. Animal Hospital, small animals.
 - b. Automotive Parts.
 - c. Automotive Service.
 - d. Bowling Alley.
 - e. Boutique Hotel.
 - f. Broadcasting Studio (radio or TV).
 - g. Building Materials, retail with enclosed storage.

- h. Commercial Parking Lot.
 - i. Convenience Center with gas pumps.
 - j. Dry Cleaning Plant.
 - k. Dry Cleaning Plant with pick-up station.
 - l. Florist, Retail with Greenhouse.
 - m. Funeral Home with no cemetery or mausoleum.
 - n. Golf, Miniature.
 - o. Hotel or Motel.
 - p. Pet Day Care.
 - q. Pet Grooming.
 - r. Print Shop.
 - s. Radio or TV, Transmitter or Studio.
 - t. School, Commercial.
 - u. Shop or Studio, Craftsman/Artist.
3. Semipublic Uses, Utilities.
- a. Athletic Facility.
 - b. Auditorium.
 - c. Church, Synagogue.
 - d. Club, fraternity, association or lodge.
 - e. Heliport, public or private.
 - f. Museum.
 - g. Park or Playground.
 - h. Recreational Facilities (Outdoor).
 - i. School, Academic.
 - j. Spa Services.
 - k. Reserved.
 - l. Utility Substation, including gas, electric, telephone switching, and similar uses operated by companies regulated by the Georgia Public Service Commission.
 - m. Wholesale Establishment.
 - n. Wireless Tower.
- D. *District Regulations.*
- Minimum Lot Area—the ~~planned shopping center~~ development shall occupy a total of at least 10 acres. No minimum lot size is required for each building or related development site within the overall development.

Minimum Lot Width—none.

Minimum Setbacks.

Front yard—from all street frontages:

From right-of-way of local street—50 feet.

From right-of-way of all other streets—65 feet.

Side yard—15 feet.

Rear yard—15 feet.

Maximum Coverage By Principal Buildings—40%.

Maximum Building Height—40 feet.

E. *Screening and buffers (See Sec. 2.3.5).*

F. *Review Criteria.* The PSC district is intended to promote specific objectives. Therefore, the following shall be considered when reviewing a PSC master plan:

1. Pedestrian connectivity to all uses.
2. Large parking areas below grade, in decks or screened. Design efforts to provide shared parking will also be considered.
3. Accommodations for public transportation.
4. Buildings that face or appear to face public roadways.
5. Appearance standards for buildings and structured parking.
6. Limitations on uninterrupted building elevations.
7. Creation of vistas and view corridors within development.
8. Focal point features at prominent locations and ends of vistas.
9. Incorporation of natural site features
10. Block lengths conducive to pedestrian traffic.
11. Detention and retention facilities designed to be aesthetically pleasing.
12. Creative methods for stormwater management to provide additional open space.
13. Attractive and usable street furniture in public spaces.
14. Emphasis on a high quality landscape plan.

2.2.20 MU mixed use district.

This district is intended to allow for the development of a mix of uses within the framework of a master plan. The district regulations are intended to allow greater design flexibility in order to accommodate a pedestrian focused environment that provides opportunities for living, working, shopping, recreation and entertainment.

A. *Applicability.* This zoning district is applicable to properties located within:

1. Areas that are primarily non-residential in character; or
2. Along major roadways that are primarily commercial in character; or
3. Historic Downtown Alpharetta; or
4. As noted in the Comprehensive Land Use Plan.

B. *Permitted Principal Uses.* A property in the MU district may be used only for those uses approved as part of the conditions of approval of the MU zoning on the property and as further limited below.

1. *Dwelling, attached or detached:* At least 25% of the MU development shall be utilized as residential dwellings. Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses.

Dwelling, 'For-Rent' and 'For-Sale' units shall require conditional use approval as set forth in Table 2.2.

- ~~32.~~ *Commercial:* At least ~~1025~~% of the MU development shall be utilized as commercial uses (as approved in the MU master plan). Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses.

- ~~43.~~ *Open Space:* MU developments shall incorporate the following amounts and types of open space:

~~a. Public:~~ All developments: ~~Space:~~ A minimum of 10% of the gross land area ~~must shall~~ be designed for ~~public use as recreation, entertainment and/or civic space.~~ in conformance with Sec. 2.10.10.C of the North Point Overlay.

~~a.b. Developments with residential uses:~~ In addition to the requirements of "a" immediately above, ~~Each~~ MU development containing residential uses shall provide a minimum of one acre of open space/100 population generated by residential uses. Household size shall be calculated using the most current US Census data for the City of Alpharetta. ~~Required open space and civic space shall be achieved on-site and exclusive from each other.~~ This requirement shall not apply in the North Point Overlay, where alternate standards apply.

- ~~54.~~ *Office/Institutional:* At least 25% of the MU development shall be utilized for office buildings. Land use calculations shall utilize gross floor area for vertical mix of uses and land area for horizontal mix of uses.

- ~~6. Open Space:~~ Each MU development shall provide a minimum of one acre of open space/100 population generated by residential uses. Household size shall be calculated using the most

~~current US Census data for the City of Alpharetta. Required open space and public space shall be achieved on-site and exclusive from each other.~~

As determined by City staff, uses shall be calculated using one of the following methods:

Horizontal Mixed Use: Land Use Land Area (acres)/Total MU Land Area (acres) = % Land Use of MU Development

Example: 25 acres of Residential Land Use/100 acres of MU Land Area = 25% Residential Land Use of MU Development

Vertical Mixed Use: Land Use Gross Floor Area (square feet)/Total Gross Floor Area of All MU Development (square feet) = % Land Use of MU Development

Example: 25,000 SF of Commercial Land Use/100,000 SF for All Vertical Development = 25% Commercial Land Use of MU Development

Combination of Horizontal and Vertical Mixed Use:

Land Use Gross Floor Area (square feet)/Total Gross Floor Area of All MU Vertical and Horizontal Development (square feet) = % Land Use of MU Development

Example: [25,000 SF of Vertical Commercial Land Use + 25,000 SF of Horizontal Commercial Development]/200,000 SF for All Vertical and Horizontal Development = 25% Commercial Land Use of MU Development

- C. *Conditional Uses.* A property in the MU district may be used for those uses listed below and in Table 2.2, as well as, any additional uses included in the conditions of approval for the MU zoning on the property. Conditional uses not included in the master plan shall require a public hearing by the Planning Commission and approval by the City Council.

1. *Residential Uses:*

- a. Dwelling, Group (assisted living facility, progressive care facility).
- b. Dwelling, 'For-Rent'.
- c. Bed and Breakfast.

2. *Commercial Uses:*

- a. Bank, Savings & Loan.
- b. Boutique Hotel.
- c. Brewery.
- d. Contractor's Office (no on site storage).
- e. Day Care Center.
- f. Distillery.
- g. Entertainment Venue (jazz club, comedy club, dinner theater, etc.).
- h. Hotel/Motel.
- i. Liquor Store.

- j. Outdoor/Indoor Recreation Facilities.
- k. Religious Institution.
- l. School, Commercial.
- m. Spa Services.
- n. Theater, Cinema.

3. *Semipublic Uses, Utilities:*

- a. Athletic Facilities.
- b. Public Building.
- c. School, Academic.

D. *District Regulations.*

Minimum Lot Size: The minimum area permitted to be zoned for an MU development is 25 acres.

Maximum Density of Dwelling Units: The MU master plan shall establish maximum density for each area within the development. Density for all residential units combined shall not exceed eight (8) dwelling units/acre, except when City Council approves greater density by conditional use in the North Point Overlay. Density shall be calculated based on the gross acreage of the entire MU master plan.

Development Standards: Regulations governing lot size, lot width, setbacks, principal building coverage, floor area of dwelling unit, and height shall be established for each area within the MU master plan and approved through the public hearing process.

Maximum Impervious Area: 80% for the entire MU development.

~~Public Civic Space: Each MU development shall have a minimum of 10% of the gross land area designed for public use. Public space shall be used for recreation, entertainment or civic purposes and may include plazas, outdoor theaters, sculpture gardens, parks, playground, community gardens or any other spaces where people can gather. Business kiosks shall be located outside of public space. Sidewalks and residential amenities may not be included within the public space requirement. See Sec. 2.20.B.3.~~

Open Space: Open space may include residential recreational amenities. However, at least 50% of the required open space shall be provided in passive land area(s).

E. *Review Criteria.* The MU district is intended to promote specific objectives. Therefore, the following shall be considered when reviewing an MU master plan:

- 1. Retail, restaurant, office, and personal service uses at ground level.
- 2. Pedestrian connectivity to all uses.
- 3. Large parking areas below grade, in decks or screened. Design efforts to provide shared parking will also be considered.
- 4. Accommodations for public transportation.
- 5. Buildings that face or appear to face public roadways.

6. Appearance standards for buildings and structured parking.
 7. Limitations on uninterrupted building elevations.
 8. Creation of vistas and view corridors within development.
 9. Focal point features at prominent locations and ends of vistas.
 10. Incorporation of natural site features
 11. Block lengths conducive to pedestrian traffic.
 12. Detention and retention facilities designed to be aesthetically pleasing.
 13. Creative methods for stormwater management to provide additional open space.
 14. Attractive and usable street furniture in public spaces.
 15. Emphasis on a high quality landscape plan.
 16. Number of office jobs internally captured on-site.
- F. *Time Linkage/Concurrency*. In order to ensure that the objectives of MU district are met and development occurs which incorporates a mix of uses, a development phasing strategy or time line shall be established for each MU project, subject to the following:
1. *Open Space and Civic Space*. No certificate of occupancy for any use shall be issued until a proportional amount of required open space and civic space has been installed.
- Furthermore, ~~Ww~~hen reviewing the phasing strategy or timeline, the City Council may link the issuance of other permits and/or certificates of occupancy for a portion of the development with the completion of other portions of the development.

TABLE 2.2 LIST OF PERMISSIBLE AND CONDITIONAL USES

On the following table, an open circle "O" means that the use will be permitted in that district only if a Conditional Use Permit is granted by the City Council. An "X" means that the use is permitted in the zone district subject to the general provisions of the Unified Development Code. For uses not included in this list or when the Director of Community Development is unable to determine placement, application shall be made to the Board of Appeals for interpretation.

USES	A G	R E	R	R- 2 2	R- 1 5	R- 1 2	R- 1 0	R- 4 A	R- 4 D	R- 8A/ D	R- 10 M	CUP *	OI *	O P	C - 1	C - 2	PS C	L I	OS -R	S U	M U
Adult Entertainment Establishment																		O			
Airport, Public/Private	O											O						O		X	
Amphitheater												O	O					X	O	X	
Animal Hospital, Small Animal (Veterinarian)	O											O			O	O	O	X			
Animal Hospital, Large Animal	O																	X			
Art Galleries												O	O	O	X	X	O	X			O
Asphalt Plant																		O			
Associations, (Clubs and Lodges)	O			O	O	O	O	O	O	O	O	O	O	O	X	X	O			X	
Athletic Facilities/Fitness Studio	O											O	O	O	X	X	O	X			O
Auditorium	O											O	O	O	O	O	O	X			
Auto Sales and Leasing (Trucks, Vans, Cars and Accessories)												O				O		X			
Automotive Parts												O			O	X	O	X			
Automotive Service												O				X	O	X			
Bakery												O	O	O	X	X	O	X			O
Bank, Savings and Loan, Mortgage Company												O	O	X	X	X	O	X			O

Barber Shop													O	O	X	X	X	O				O
Beauty Shop													O	O	X	X	X	O				O
Bed and Breakfast	X	O	O	O	O						X	O			X	X	X					O
Book Store or Stationery												O	O			X	X	O	X			O
Bottle Gas Storage and Distribution																			X			
Boutique Hotel												O	O				O	O	O			O
Bowling Alley												O	O				X	O	X			
Brewery												O	O			O	O	O	X			O
Broadcasting Studio (Radio and TV)	O											O					X		X			
Builder's Equipment/Material	O											O					X		X			
Car Wash													O				O	O	X			
Carpenter Shop, Woodworking	O																		X			
Carpet and Rug Sales																X	X	O	X			
Cemetery	O																				O	
Check Cashing																O	O		X			
Church, Synagogue	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	X		O	O
Clinic, Public/Private												O	O	X	X	X	O					O
Concrete Plant																			O			
Congregate Housing, Assisted Living Facility											O	O	O			O	O		X			O
Contractor's Office without outside storage												O	O	X	X	X			X			O
Contractor's Office with outside storage												O				O	X		X			

Convenience Center w/Gas Pumps													O	O			X	O	X				
Country Club	O	O	O	O	O	O	O	O	O	O	O	O	O										
Dance Studio													O	O			X	X	O	X			O
Day Care Center													O	O	X	X	X	O	X				O
Discount Store																			X				
Distillery													O	O			O	O	O	X			O
Drug Store (Pharmacy)													O	O			X	X		X			O
Dry Cleaning, Pick-Up Station													O	O	O	X	X	O	X				O
Dry Cleaning, Plant																		O	O				
Dwelling, 'For-Sale', Attached								X		X	X	O						<u>O</u>					O
Dwelling, 'For-Sale', Detached	X	X	X	X	X	X	X		X	X		O						<u>O</u>					<u>O</u>
Dwelling, 'For-Rent'											X	O				O	O						O
Dwelling, Group											O	O	O			O	O						O
Equestrian Center	O	O	O	O	O								O								X		O
Extended Stay Hotel (see Section 2.7)													O	O			O		O				
Family Day Care Home (accessory use)	X	X	X	X	X	X	X	X	X	X	X	O											
Farmlands (including Livestock, poultry)	X																						
Fire station													O	O								X	
Fireworks Sales																			X				
Florist, Retail													O	O	O	X	X	O					O
Florist, Retail with greenhouse																	O	O					

Funeral Homes with no cemetery or mausoleum													O	O		O	O	O	X			
Glass Fabrication																			O			
Golf Course, Driving Range	O	O	O	O	O	O	O	O	O	O	O	O	O	O							X	
Golf, Miniature													O	O		O	O	O				
Greenhouse, Nursery	O																O		X			
Grocery Store													O			O	X	O	X			
Group Home, Special Care Home (accessory use)	X	X	X	X	X	X	X															
Hardware and Garden Supply Store													O			X	X	O	X			
Heliport, Public/Private	O												O	O				O	X		X	O
Home Improvement Store																	X	O	X			
Home-Elderly, Children, Nursing											O	O	O		X	X			X			
Hospital													O	O		O	X		X		X	
Hotel or Motel													O	O		O	O	O				O
Indoor Shooting Range																			O			
Junk Yard																			O			
Kennel	O																		X			
Laboratory, Research Commercial													O	O					X			
Laundry, Industrial													O						O			
Laundry, Self-Serve, Pick-Up													O			X	X	O	X			
Limousine Service and Taxi (with or																	O		X			

without outside vehicle storage)																				
Liquor Store												O	O		O	X	O	X		O
Locker, Frozen Food or Cold Storage												O					X			
Machine Shop																	X			
Manufacturing, Heavy, General																	O			
Manufacturing, Light, Limited												O	O				X			
Massage Therapy															O		X			
Mini-warehouse Storage, Conditioned or Unconditioned space																	X			
Museum and Libraries												O	O		X	X	O	X	X	O
Nail Salon												O	O		X	X	O	X		O
Office												O	O	X	X	X	O	X		O
Outdoor Recreational Facilities (Commercial) (Playfields, etc.)												O	O		O	O	O	X	X	O
Park and Playground	X	X	X	X	X	X	X	X	X	X	X	O	O	X	X	X	O	X	X	O
Parking Lot, Commercial												O	O		O	X	O	X		
Pawn Shop																	X			
Pest Control Business (with or without onsite chemical storage)															O	O		X		
Pet Day Care												O			X	X	O	X		
Pet Grooming												O			X	X	O	X		O
Power Station												O						O	O	
Print Shop												O	O	X	X	X	O	X		O

Underlying Zoning Amendments

DRAFT 09/25/2018

[illegible]

Service Station, Automotive													O	O			X	O	X			
Sewage, Disposal Plant																			O			
Shop or Studio, Craftsman/Artist													O		O	X	X	O	X			
Small Appliance Repair Shop																O			X			
Smoke Shop and Tobacco Store															O	O			X			
Spa Services													O	O	O	O	O	O	X			O
Storage, Inside																			X			
Storage, Outside																			X			
Switching Station (Telecom)													O						X			
Tattoo Parlor and Body Piercing																			X			
Taxidermist	X																		O			
Theater, Cinema													O	O		X	X	O	O			O
Tire Retreading																						
Transfer Station																			O			
Utility Substation	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	X	
Welding Shop																			X			
Wholesale (storage and distribution)													O					O	X			
Wireless Tower (subject to approval of conditional use permit in accordance with Section 2.8.7)	O												O	O			O	O	O		O	

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Sec. 2.10. North Point Overlay

2.10.1. General Provisions

A. Title

This Section shall be known as the “North Point Overlay” or may be internally cited as “this overlay.”

B. General Purpose

The purpose of this overlay is to enable and support the implementation of the following policies:

1. That North Point is a focal point for high-quality development and redevelopment in the City of Alpharetta as established in the North Point Livable Centers Initiative Plan and the City of Alpharetta 2035 Comprehensive Plan.
2. That North Point should be a live-work-play district featuring a balanced mix of uses that complement the city’s overall mix.
3. That development and redevelopment should incorporate environmental stewardship and sustainability.
4. That the redevelopment of large areas of surface parking can accommodate growth and expand the transportation system.
5. That the existing greenway system should be enhanced and expanded as an amenity.
6. That a range of useable and interconnected open spaces including parks, squares, playgrounds, and preserved environmentally sensitive areas should be distributed throughout North Point.
7. That development should adequately accommodate automobiles while respecting the pedestrian and the design of the public realm.
8. That interconnected networks of streets should be designed to disperse traffic and reduce the length and number of automobile trips.
9. That development patterns should make walking and bicycling safer and more pleasant.
10. That buildings and landscaping should contribute to the physical definition of streets and open spaces.
11. That the harmonious and orderly development and redevelopment of North Point should be secured through these regulations.

C. Applicability

1. This overlay applies within the area be shown on the Official Zoning Map and labeled “North Point Overlay.”
2. Parcels within this overlay shall be subject to both the requirements of this Section and the requirements of their underlying zoning district, subject to the conflict provisions in “3” immediately below.
3. When requirements of this overlay conflict with any requirement of the underlying zoning or any other provision of the City Unified Development Code (UDC), the requirements of this overlay shall prevail.
4. When the word “street” is used it means both public and private streets unless stated otherwise.

D. Conformance Requirements

1. All buildings, structures or land, in whole or in part, must be used or occupied, in conformance with this overlay. All buildings or structures, in whole or in part, must be erected, constructed, moved, enlarged or structurally altered in conformance with this overlay.
2. Nothing in this overlay shall require any change in the plans, construction or intended use of a building or structure for which a lawful permit has been issued or a lawful permit application has been accepted before the effective date of this overlay, provided that the construction under the terms of such permit is diligently followed until its completion.

E. Conflicting Provisions

1. It is not the intent of this overlay to interfere with or abrogate or annul any easements, covenants or other agreements between parties; provided, however, that where this overlay imposes a greater restriction upon the use of property, or requires more space than is imposed or required by other resolutions, rules or regulations, or by easements, covenants or agreements, the provisions of this overlay shall govern.
2. Nothing herein shall be construed as repealing or modifying the conditions of operation or conditions of site development accompanying those zoning approvals, variances, or use permits issued prior to the existence of this overlay; however, modification or repeal of these past conditions of approval may be accomplished through a zoning change in accordance UDC Section 4.2.

F. Definitions

The following words, when used in this overlay, shall have the following meanings. Terms not defined here shall be accorded their commonly accepted meanings. In the event of conflicts between these definitions and those of UDC Sec. 1.4, those of this overlay shall take precedence.

Architectural block. A building component made from cast concrete with an exterior facing that resembles natural stone.

Planter. A zone adjacent to the curb intended for planting street trees and the placement of street furniture including light poles, litter receptacles, and similar items.

Stub-out. A shortened thoroughfare which is intended to provide connectivity at some point in the future.

Wall Plate. A horizontal load-bearing member in a wall assembly. The top of the wall plate is the topmost structural piece of the wall.

G. Text and Graphics

Illustrations, photos, and graphics are included in this overlay to illustrate the intent and requirements of the text. In the case of a conflict between the text of this overlay and any illustrations, photos, or graphics, the text governs.

H. Place Making

The design of streets, streetscapes, open spaces, civic spaces, and other features regulated by this overlay must incorporate signage, plantings, lighting, materials, and other placemaking elements as follows:

1. In accordance with placemaking plans adopted by the City of Alpharetta; or
2. As submitted by the applicant and approved by the Director of Community development if no plans identified in “1” immediately above have been adopted.

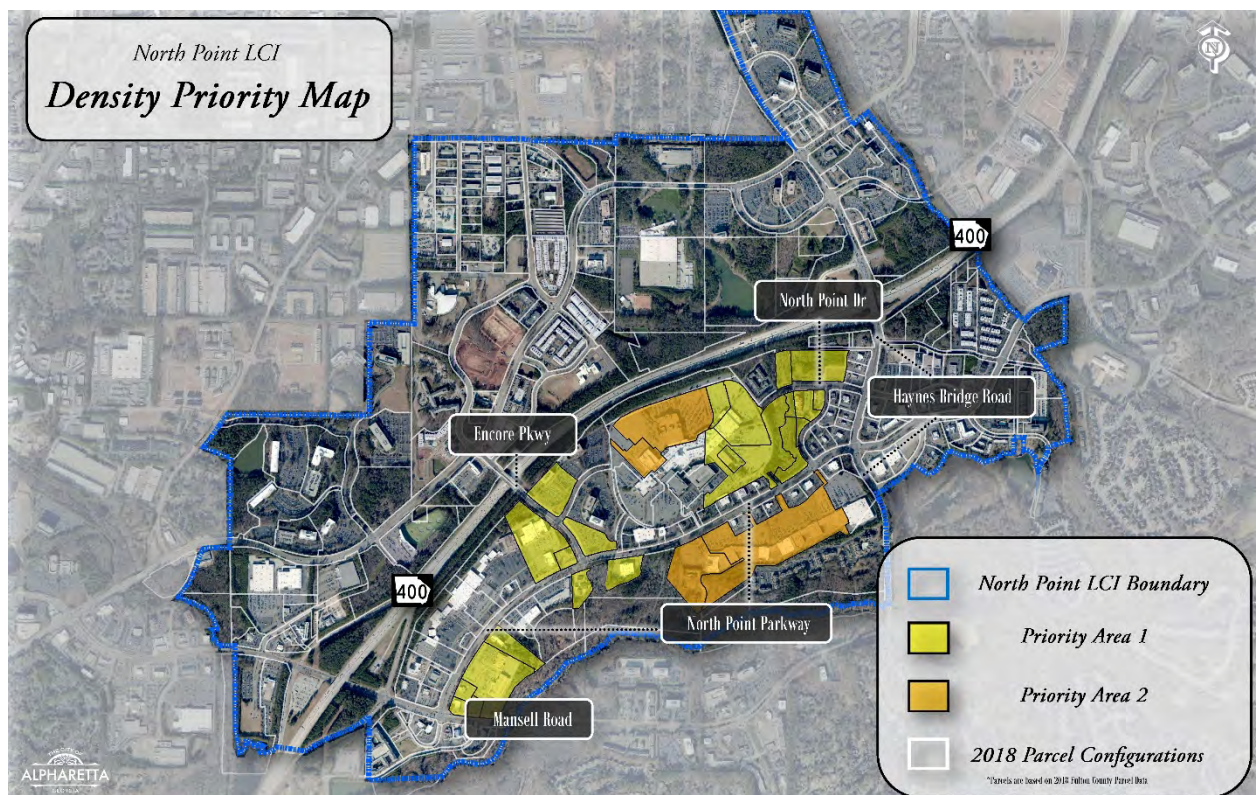
2.10.2. Use and Density

A. Use Provisions

Uses must be in accordance with the underlying zoning district.

B. Residential Density

1. Residential density must be in accordance with the underlying zoning district except as otherwise provided for by “2” immediately below.
2. When a site is located in a Priority Area 1 or Priority Area 2 of the North Point LCI, as shown in the below North Point LCI Density Priority Map, City Council may authorize residential density over what the underlying district allows by conditional use. The area subject to the conditional use requests shall conform to both the minimum acreage requirements of the underlying district and any previously approved master plans, as applicable.



3. In reviewing a request for conditional use, City Council must give the consideration to the following criteria in addition to the set forth in UDC Section 2.2.a:
 - a. Conformance with the North Point Livable Centers Initiative Study, the Comprehensive Plan, and other City policies, plans, and initiatives;
 - b. The City of Alpharetta Rental housing study;
 - c. The number of EcoDistrict measures incorporated under Section 2.10.11, provided that development projects seeking to increase residential density shall incorporate measures totaling 10 points minimum;
 - d. The impact on the public health, safety, and general welfare; and
 - e. Other considerations deemed material to the application by city council.

2.10.3. Site Regulations

A. Corridor Types Established

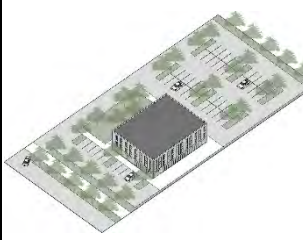
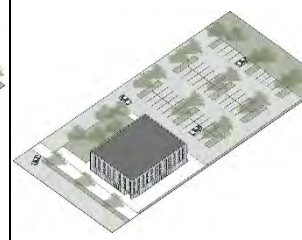
This overlay uses corridor types to regulate the design of sidewalks, sites, buildings, and other purposes, as shown in the Site Regulation Table and as referenced in other Sections. Corridor types include:

1. **Type A Corridors**, which include Mansell Road and Haynes Bridge Road.
2. **Type B Corridors**, which include North Point Parkway and Westside Parkway
3. **Type C Corridors**, which include Encore Parkway, North Point Drive, and other existing or proposed internal streets.

B. Site Regulation Table

Sites must be developed in accordance with the following Site Regulation Table.

Site Regulation Table

Site Design Standards			
			
	Type A Corridors	Type B Corridors	Type C Corridors
Building Setback (from the back of required sidewalk)	20 ft. min./ 100 ft max.	10 ft. min./ 60 ft. max.	No min./ 10 ft. max.
Building Height (as measured along the applicable corridor)	20 ft. or 2 story min., whichever is higher/ Max. per Sec. 2.10.3.D.	20 ft. or 2 story min., whichever is higher/ Max. per Sec. 2.10.3.D.	No min./ Max. per Sec. 2.10.3.D.
Surface Parking Lots (see UDC Sec. 3.2.8.C and Sec. 2.10.7.A)	May be anywhere on the lot.	Only one row of parking (parallel with the road) is allowed between primary buildings and a public street.	Must be behind or beside primary buildings. No parking or driveways parallel to the roadway may be between primary buildings and a public street.
Streetscape Standards			
	Type A Corridors	Type B Corridors	Type C Corridors
Sidewalk	12 ft. min.	12 ft. min.	12 ft. min.
Planter	8 ft. min.	10 ft. min.	6 ft. min.
Planter Pedestrian Light Spacing (see Sec. 2.10.5.D.3)	40 ft. on-center max.	40 ft. on-center max.	40 ft. on-center max.
Planter Tree Spacing (see Sec. 2.10.5.D.22.10.5.D)	40 ft. on-center max.	40 ft. on-center max.	40 ft. on-center max.
Landscape Strip	Per UDC Sec. 3.2.8.D (see note 1)	Per UDC Sec. 3.2.8.D (see note 1)	Per UDC Sec. 3.2.8.D. (see note 1)

Note 1: The Director of Community Development has the authority to reduce or eliminate UDC Sec. 3.2.8.D landscape strips adjacent to buildings with ground floor commercial uses that front and are accessible from the adjacent sidewalk.

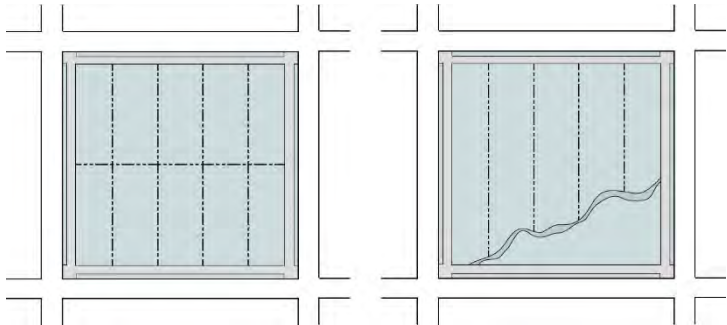
C. Minimum Lot Size

1. Minimum lot size in accordance with the underlying zoning district except as otherwise provided for by "2" immediately below.
2. When the underlying zoning is MU (Mixed-use district) the minimum lot size is as follows:
 - a. Dwelling, 'For-Sale' Detached: Min. 2,500 sf, when the use is otherwise permitted.
 - b. Townhouse/Rowhouse: Min. 900 sf, when the use is otherwise permitted.

D. Maximum Building Height

1. Maximum building height must be in accordance with the underlying zoning district, including any approved master plan conditions, except as provided for by "2" immediately below.
2. When the underlying zoning is MU (Mixed-use district) the maximum building height is 4 stories or 60 feet, whichever is less, provided that City Council may authorize greater building heights for non-residential uses by conditional use.

2.10.4. Blocks and Access**A. Blocks**

1. Sites over 4 acres in size must incorporate existing or new streets that terminate at other existing or new streets to form an interconnected network with the maximum block perimeter of 1,600 feet.
2. In addition to the block standards above, blocks containing exclusively 'For Sale' detached dwellings must be wide enough to provide two tiers of lots, except where fronting on arterial streets prevented by topographical conditions or size of the property, in which case the City Transportation Engineer may require and/or approve a single tier of lots.
 
3. Other than stub-out streets, dead-end streets are not allowed unless a variance is granted for topographic hardship.

4. Block Measurement

- a. A block is bounded by a public or private right-of-way (not including an alley). All public or private rights-of-way proposed as part of a development must be improved with a street.
- b. Block perimeter is measured along the edge of the property abutting the public or private right-of-way, except for the measurement of dead-end streets, which are measured from intersecting centerlines.
- c. The City Transportation Engineer may modify the block perimeter requirements when steep slopes in excess of 25%, preexisting development, tree protection areas, stream buffers, cemeteries, open space, or easements would make the provision of a complete block infeasible.
- d. Where the block pattern is interrupted by public parkland, including greenways, that is open

and accessible to the public, pedestrian access points must be provided with a minimum spacing equal to half of the maximum block perimeter.

5. No public or private street, including alleys, may be gated.

B. Access

1. General

When land is subdivided or otherwise developed, parcels and buildings must be arranged and designed so as to allow for the opening of future streets and must provide access to those areas not presently served by streets. No development may be designed to completely eliminate street access to abutting parcels without current street access.

2. Stub-Out Streets

- a. Stub-out streets within new development must be installed to meet the block standards of **Sec. 2.10.4.A.**
- b. The stub-out street right-of-way, pavement, and curbing must extend to the boundary of the abutting parcel to the point where the connection to the anticipated street is expected.
- c. Where a stub-out street is provided, a sign noting the future street extension must be posted at the applicant's expense.
- d. Connecting to an Existing Stub-Out Street. If a stub-out street exists on an abutting parcel, the street system of any new development must connect to the stub-out street to form a through street.

3. Exception.

The City Transportation Engineer may eliminate the requirement for a stub-out street or require pedestrian and bicycle-only access when steep slopes in excess of 25%, freeways, waterways, tree conservation areas, flood zones, stream buffers, greenways, open space, or easements would make the provision of a stub-out street infeasible.

C. Vehicle Cross-Access

All lots must comply with the following standards.

1. Internal vehicular circulation areas must be designed and installed to allow for cross-access between abutting lots.
2. Vehicle cross-access may not be gated.
3. When an abutting lot is vacant or already developed, a stub for a future cross-access connection must be provided at the point where the connection to the abutting parcel is expected to occur in the future.
4. If a cross-access driveway stub exists on an abutting parcel, the internal vehicular circulation area must connect to the stub to form a cross-access connection.
5. When cross-access for vehicles is deemed impractical by the City Transportation Engineer on the basis of topography, the presence of natural features, or vehicular safety factors, the requirement for cross access may be waived. Bicycle and pedestrian connections must be provided between abutting properties when cross-access is waived.
6. Property owners who establish cross-access easements must:

- a. Allow pedestrian and vehicular access to all properties on the same block face as the property owner establishing the cross-access. Pedestrian and vehicular access is contingent upon the granting of reciprocal vehicular, bicycle, and pedestrian access rights to the granting property;
- b. Record an easement allowing cross-access to and from properties served by the cross-access easement;
- c. Record a joint maintenance agreement requiring each property owner to maintain the vehicular, bicycle, and pedestrian access areas on their lot;
- d. Contain a provision prohibiting the erection of fences, walls and other obstructions that prevent the use of vehicular, bicycle, and pedestrian access ways;
- e. Include a statement that the cross-access agreement is conveyed with the land, is binding on all successors, heirs and assigns and that the easement rights are perpetual; and
- f. The cross access agreement must be signed by all owners of the granting property.

2.10.5. Streets

A. Applicability

1. The Section applies to:
 - a. New development;
 - b. Existing developed sites when more than 25% of the site area is disturbed, except as provided for in “2” immediately below;
 - c. Existing principal buildings that are expanded, except as provided for in “2” below immediately; and
 - d. Existing principal buildings that are renovated or repaired and the value of said work exceeds 50% of the building’s replacement cost, except as provided for in “2” immediately below.
2. The Director of Community Development may grant variances to any requirement of this Section for existing developed sites and existing buildings (except as specifically delegated to the City Transportation Engineer) when one or more of the following exists:
 - a. The streetscape or multi-use trail would render a site non-conforming with regard to vehicular parking; or
 - b. Existing topography, trees, buildings, bridges, utilities, retaining walls, or other existing features render this Section unreasonable.
3. This Section does not apply on a parcel for which a Land Disturbance Permit or Building Permit is issued but where the Director of Community Development determines that the permit is for an accessory use or structure to the principal use or structure or for minor repairs or additions to the principal building or structure in existence.

B. Streetscapes

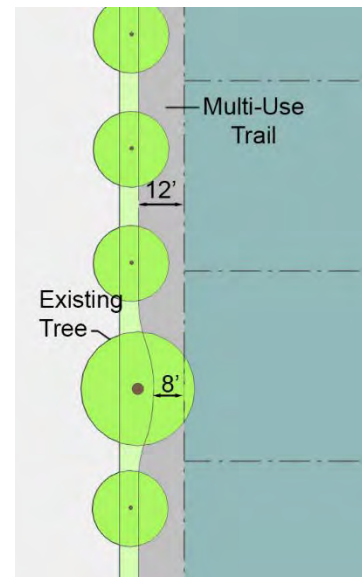
1. Streetscapes Required

- a. New public and private streets must include sidewalks and planters as identified in the Streetscape Standards of the Site Regulation Table prior to the issuance of Certificate of Occupancy, except as indicated in “d” immediately below.

- b. Existing streets that do not meet the Streetscape Standards of the Site Regulation Table must be brought into compliance with said standards along the site's frontage prior to the issuance of Certificate of Occupancy, except as indicated in "d" immediately below.
- c. On existing streets where there is insufficient right-of-way for the required streetscape improvements, the right-of-way needed for such improvements may be expanded by mutual agreement between the property owner and the entity holding the right-of-way, or a public access easement may be provided to the City to meet the required improvements.
- d. On streetscapes that are or will be within the public right-of-way, root barriers are required between the sidewalk and any adjacent landscape strips or planters, subject to approval of the City Arborist.
- e. The City encourages the use of multi-functional runoff reduction measures in the streetscape, including bioretention areas, stormwater tree box, and planter box. The dimensional standards for planting area, tree spacing, and planting type be varied to accommodate runoff reduction measures.
- f. Alternative streetscape may be approved by City Transportation Engineer for multi-use trails in accordance with **Sec. 2.10.5.C.**

C. Multi-Use Trails

1. Multi-use trails shall have an average width of 12 feet, but their width may be periodically reduced to 8 feet where topography, wetlands, stream buffers, existing buildings, existing trees, or other existing conditions render this requirement infeasible. The maximum length of this reduced width is 400 feet.
2. A multi-use trail may be required instead of a sidewalk along any new or existing street when the location is identified for a multi-use trail in the North Point Livable Centers Initiative Study or another plan that has been adopted by the City of Alpharetta. A multi-use trail may be required in other locations identified for a multi-use trail in the North Point Livable Centers Initiative Study, the Alpha Loop Plan, or another plan that has been adopted by the City of Alpharetta.
3. Where a City of Alpharetta park or access easement held by the City of Alpharetta abuts a street subject to "1" above, the multi-use trail may also be located in such park or easement.
4. In approving a multi-use trail in lieu of a sidewalk, the City Transportation Engineer may reduce the planter width to a minimum width of 5 feet.



D. Planter

1. Shrubs and landscaping may be planted in the planter as follows:
 - a. When shrubs are installed in the planter and adjacent on-street parking exists, a hardscaped clear zone of at least 2 feet in width (measured from the face of curb) must be installed adjacent to said parking. Additionally, a hardscape walking area at least 2 feet in width must be installed from the parking to the sidewalk.
 - b. Shrubs may not exceed 36 inches in height.

2. Street trees must be planted in the planter as follows:
 - a. Overstory trees must be planted in the planter in accordance with the Streetscape Standards of the Site Regulation Table. Newly planted trees shall be a minimum of 3½ inches in caliper, and must be limbed up to a minimum of 7 feet.
 - b. Trees must have a pervious planting area that is at least 6 feet wide by 10 feet long, 3 feet deep, and 1,800 cubic feet in soil volume. Tree grates are not allowed unless the City Arborist determines that they will not negatively impact tree health.
 - c. Shrubs, groundcover, or mulch must be installed in the tree planting area identified in “c” immediately above when tree grates are not installed. Shrubs must conform to “1” immediately above.
3. Pedestrian Lights
 - a. Pedestrian lights must be installed in the planter in accordance with the Streetscape Standards of the Site Regulation Table.
 - b. Pedestrian lights must be spaced evenly between overstory street trees.
 - c. Pedestrian light spacing may be increased by the Director or Community Development along existing streets when trees, traffic control devices, or other existing conditions prevent the required spacing.

E. On-Street Parking

Newly-created on-street parking on public or private streets must conform to the following:

1. A bulbout must be provided at the end of every four parallel parking spaces and every six angled or perpendicular spaces. More frequent bulbouts are also allowed.
2. Each bulbout must include at least one overstory tree. Newly planted trees must be a minimum of 3½ inches in caliper, and must be limbed up to a minimum of 7 feet.
3. Trees must have a pervious planting area that is at least 6 feet wide by 10 feet long, 3 feet deep, and 1,800 cubic feet in soil volume. Tree grates are not allowed unless the City Arborist determines that they will not negatively impact tree health.

2.10.6. Parking and Loading

A. Vehicular Parking

1. Minimum parking requirements are 20% less than otherwise required by the UDC. Parking requirements may be further reduced based upon an Urban Land Institute shared parking analysis or other parking analyses acceptable to the City, subject to approval of the Director of Community Development.
2. Where on-street parking spaces exist in the public right-of-way, one on-street parking space may be substituted for every required parking space, provided:
 - a. The on-street space immediately abuts the subject property.
 - b. Each on-street parking space may only be counted for one property. Where a space straddles an extension of a property line, the space may only be counted by the owner whose property abuts 50% or more of the on-street parking space.
 - c. The Director of Community Development, in consultation with the City Transportation Engineer, may determine that to ensure future roadway capacity or other public purposes, the on-street parking credit may not be available.
3. To encourage efficient land use and shared parking, the impervious area of surface parking stalls shall not exceed the surface area of the building they serve.

B. Driveways

1. Applicability

This following applies to driveways, including those serving alleys, but not to new streets in conformance with **Sec. 2.10.4.A.**

2. Spacing

Driveways must be spaced as follows:

- a. Along Type A and B Corridors driveways must be at least 400 feet apart.
- b. Along Type C Corridors driveways must be at least 200 feet apart.

3. Location

Driveways may not be located on a Type A Corridor or Type B Corridor when access is available from a Type C Corridor.

C. Design of Parking Structures

1. When a parking structure fronts an arterial or collector street its ground story must have active uses (such as, but not limited to, residential, commercial, office, or civic space) between the parking structure and said street. The active use must be at least 20 feet deep.
2. Where and portions of structured parking are adjacent to or visible from any street or the Big Creek Greenway, they must be screened so that cars and ramps are not visible from ground level view from the adjacent parcel, adjacent street (not including an alley), or adjacent Big Creek Greenway. Screening must include:
 - a. Evergreen trees, vines, and landscaping that physically attached to the parking; or
 - b. A façade having the appearance of a horizontal storied building; or
 - c. A combination of “a” and “b” immediately above.

D. Loading

1. Loading areas must be located to the rear of buildings. Loading areas may not be placed between a building and the closest adjacent street or between a

building and the Big Creek Greenway.

2. If a loading area is provided, it must meet the following.
 - a. Where a loading dock designed for tractor-trailers is placed between a shared lot line or building and the closest adjacent street (not including an alley) or the Big Creek Greenway, the entire length of the loading area must be screened.
 - b. Screening must consist of either:
 - i. An 8-foot high wall compatible with the principal building in terms of texture, quality, material and color; or
 - ii. Evergreen plant material that can be expected to reach a height of 8 feet with a spread of 4 feet within 3 years of planting.

E. Parking Locations

Driveway and off-street parking lots are only allowed between a building and the closest street when indicated in the Site Regulations Table.

2.10.7. Landscaping and Screening

A. Parking Lot Landscaping

All parking lots must conform to the requirements of UDC Sec. 3.2.8.C and these additional standards.

1. Landscaped areas within the interior of the parking area may be designed as bio-retention areas, using inwardly draining swales without curbs, in lieu of raised planting areas surrounded by curbs, provided that each parking space provides a wheel stop and provided that depressed areas adjacent to driving aisles are surrounded by painted lines or flush curbing to separate landscaping from driving aisles.
2. Landscape design and material selection may incorporate practices of water

conservation and xeriscape. Use of native materials is encouraged. Plant materials should be arranged so that plants that require similar amounts of irrigation are placed together wherever possible.

B. Foundation Plantings

All building foundations facing a public street must conform to these standards, except as provided for in "3" immediately below:

1. Foundations must be screened with continuous evergreen or semi-evergreen shrubs
2. At the time of installation, the screening must be at least 1 foot in height and reach a height of 3 feet within 3 years of planting.
3. Foundation plantings are not required adjacent to ground floor commercial fenestration when said plantings would obstruct views into the commercial establishments, subject to approval of the Director of Community Development.

C. Service Areas

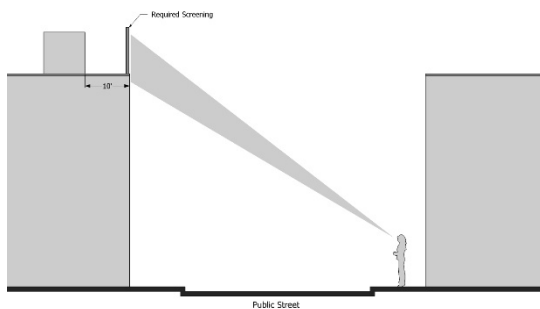
1. Trash and recycling collection and other similar service areas must be located to the side or rear of buildings and may not be between a building and the street.
2. Service areas must be screened on 3 sides and on the 4th side by a solid gate at a minimum of 6 feet in height.
3. Screening must consist of:
 - a. A 6-foot high wall; or
 - b. Evergreen plant material that can be expected to reach a height of 6 feet with a spread of 4 feet within three years of planting.
4. Screening walls must be opaque and be constructed of one or a combination of the following: architectural block; brick; stone; cast-stone; or stucco over

standard concrete masonry blocks.

5. The gate must be self-locking and maintained in good working order.

D. Roof-Mounted Equipment

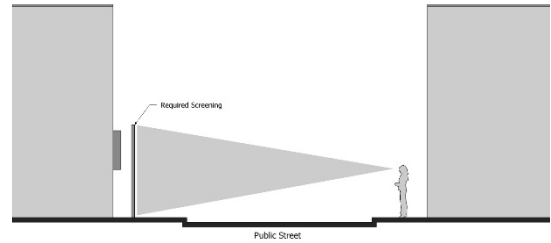
1. Roof-mounted equipment must be set back at least 10 feet from the edge of the roof and screened from ground level view from the abutting parcel or street (not including an alley).
2. New buildings must provide a parapet wall or other architectural element that is compatible with the principal building in terms of texture, quality, material, and color that fully screens roof-mounted equipment from ground level view.



3. For buildings with no or low parapet walls, roof mounted equipment must be screened on all sides by an opaque screen compatible with the principal building in terms of texture, quality, material, and color.

E. Wall-Mounted Equipment

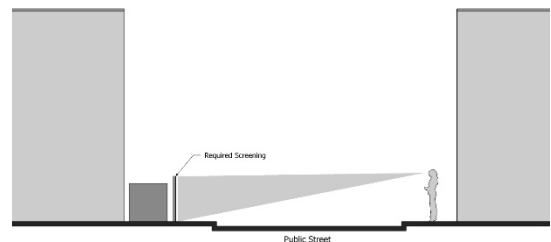
1. Wall-mounted equipment located on any surface that is visible from a street (not including an alley) or the Big Creek Greenway must be fully screened by landscaping or an opaque wall or fence that is compatible with the principal building in terms of texture, quality, material, and color.



2. Screening must be of a height equal to or greater than the height of the mechanical equipment being screened.

F. Ground-Mounted Equipment

1. Ground-mounted mechanical equipment that is visible from a street (not including an alley) or the Big Creek Greenway must be fully screened by landscaping or an opaque wall or fence that is compatible with the principal building in terms of texture, quality, material, and color.



2. Screening must be of a height equal to or greater than the height of the mechanical equipment being screened.

G. Plant Material

All plant material shall conform to UDC Sec. 3.2.8.A, Sec. 3.2.8.C, and the following standards:

1. Plant materials must be hardy to zone 7b in accordance with the U.S. Department of Agriculture's Plant Hardiness Zone Map.
2. Plant materials must be able to survive on natural rainfall once established with no loss of health.
3. No artificial plants, trees, or other vegetation may be installed as required

landscaping and screening

H. Maintenance of Landscaping

1. The property owner is responsible for maintaining all required landscaping and screening in good health and condition. Any dead, unhealthy, damaged or missing landscaping and screening must be replaced with landscaping and screening that conforms to this Section within 90 days (or within 180 days where weather concerns would jeopardize the health of plant materials) as approved by the City Arborist.
2. All planting areas must be stabilized from soil erosion immediately upon planting and must be maintained for the duration of the use.

2.10.8. Building Design

A. Applicability

This Section applies to all new buildings, additions to existing buildings, and any change to a building façade except ordinance maintenance and repairs.

B. Fenestration

1. Fenestration is the minimum percentage of window and door glass that must cover a facade.
2. Ground floor commercial uses along public streets must have no less than 25% and no more than 65% fenestration, calculated per building and per facade.
3. Glass used to satisfy fenestration requirements must be unpainted, must have a transparency (visible light transmission) higher than 70%, and must have an external reflectance of less than 15%. Transparency and external light reflectance must be established using the manufacturer's specifications.
4. Fenestration is measured from the top

of the finished floor to the top of the finished floor above.

5. When there is no floor above, fenestration is measured from the top of the finished floor to the top of the wall plate.

C. Pedestrian Access

1. All buildings must include a street-facing pedestrian entrance.
2. A pedestrian entrance and walkway providing both ingress and egress, operable to residents at all times and operable to customers, visitors, and employees during business hours, is required to meet the street-facing pedestrian entrance requirements. Additional entrances off another street, civic space, pedestrian area or internal parking area are permitted, but must have the same or shorter hours of operability as the street-facing entrance.
3. An angled pedestrian entrance may be provided at either corner of a building along the street to meet the street-facing pedestrian entrance requirements.
4. Where a building has frontage on a civic space instead of a street, these requirements apply to and from the civic space. Where a building has frontage along both a street and civic space, these requirements may apply to either, at the applicant's discretion.
5. Where a building has frontage on both a street and a multi-use trail, an additional pedestrian entrance is required from the trail.

D. Building Materials

1. Exterior finish materials on walls visible from a street or civic space must be limited to brick, manufactured stone, architectural block, natural stone, cement-based panels, and/or hard coat

stucco, except that glass and metal curtain wall systems are allowed to be used on all building stories above the second.

2. Hard coat stucco, when used as an exterior wall finish material on any individual building, is subject to the following additional standards:
 - a. Hard coat stucco may not exceed 50% of the total wall area (excluding foundations) visible from a street or civic space. For the purpose of calculating conformance with this requirement, windows and doors are not included in the total wall area.
 - b. The maximum wall length (excluding foundations) visible from a street or civic space that is finished in any continuous or discontinuous hard coat stucco is 60 feet. Authorized wall lengths finished in hard coat stucco must be separated by a



minimum wall length of 60 feet that contains no hard coat stucco.

General Visual Weight Table

This table shows the visual weight of permitted materials. Those at the top are lighter than those at the bottom and must be combined accordingly.

Visually Lighter ↑ ↓ Visually Heavier	Glass Curtain Wall
	Hard Coat Stucco
	Brick
	Architectural Block
	Natural /Manufactured Stone

3. Exterior finish materials must be combined only horizontally, with the visually heavier below the lighter as shown in the General Visual Weight Table. This does not apply to architectural details such as cornices, window sills, and beltlines.
4. No more than three different exterior finish materials, textures, colors, or combinations thereof may be used on a single building, excluding materials used on windows, doors, front porches, balconies, foundations, awnings, or architectural details.
5. Foundations must be constructed as a distinct building element that is finished in a different material or color than the exterior wall. Exposed above-ground foundations must be coated or faced in cement, hard coat stucco, brick, manufactured stone, or natural stone to contrast with façade materials.

E. Building Facade

The following applies to all street-facing facades.

1. Facades must provide visual divisions between the ground story and second story through architectural means such as courses, awnings, or a change in materials.
2. Facades must delineate all stories above

the ground story with windows, belt courses, balconies, cornice lines or similar architectural detailing.

3. Window panes must be recessed a minimum of 3 inches and a maximum of 8 inches from the adjacent façade or window trim/casing, whichever is greater.

F. Building Massing

1. The footprint of buildings containing any residential uses shall not exceed 50,000 square feet. This building footprint size limitation shall also include any parking structures provided to serve said residential uses.
2. Facades over 50 feet in length must incorporate wall projections or recesses a minimum of 12 inches in depth. The combined length of said recesses and projections must constitute at least 20% of the total facade length.
3. Variation in the roofline of buildings and offsets in pitched roofs and gables are required. Parapets in individual building facades exceeding 100 continuous linear feet must be varied in height and projection and must use decorative elements such as crown moldings, dentils, brick soldier courses, or similar details.
4. The roofs of buildings may include cisterns and greenroofs if part of an approved stormwater management plan for the site and if designed in accordance with the GA Stormwater Management Design Manual (latest version). Above-ground cisterns and greenwalls shall require approval by the Director of Community Development.

2.10.9. Signs

A. Materials

Signage must be finished in the same exterior materials as the principal structure.

B. Monument Sign

1. A minimum 2 feet wide planting area must be provided around the base of all monument signs.
2. Shrubs, groundcover, or mulch must be installed in the tree area identified in "1" immediately above.

C. Additional Walls Signs

One additional wall sign is permitted in excess of the sign allowances of UDC Sec. 2.6 - Signs. If an additional wall sign is installed, it is subject to the following:

1. The sign may be up to 24 square feet in size.
2. The sign must be located on the back of the building facing a parking lot, alley, or open space.

2.10.10. Open Space

A. Defined

Open space is the horizontal outdoor area of a site reserved to provide separation, resource protection, scenic enjoyment, recreation, or amenity. It includes two types: civic space and amenity space.

B. Minimum Requirements

1. New developments shall provide civic space and amenity space in accordance with the North Point Open Space Table.

North Point Open Space Table

Sites Under 5 Acres	
Uses	Open Space Required (% of site gross acreage)
Non-Residential:	Amenity Space <u>+ Civic Space</u> : <u>15%</u> min.
Residential (density of 8 units/acre or less:	Civic Space: 10% min.
	Amenity Space: 5% min.
Residential (density of 8 or more units/acre):	Civic Space: 10% min. + 1% for each 1 unit/acre over 8 units/acre
	Amenity Space: 5% min.
Sites of 5 or More Acres	
Uses	Open Space Required (% of site gross acreage)
Non-Residential:	Civic Space: 10% min.
	Amenity Space: 5% min.
Residential (density of 8 units/acre or less:	Civic Space: 10% min.
	Amenity Space: 5% min.
Residential (density of 8 or more units/acre):	Civic Space: 10% min. + 1% for each 1 unit/acre over 8 units/acre
	Amenity Space: 5% min.

2. New developments with a mix of residential and non-residential uses shall satisfy both requirements independently.

3. Restaurants with one or more exterior walls shall be subject to the following additional requirements:
 - a. An outdoor dining area equal to at least 10% of the restaurant floor area shall be provided. When the outdoor dining area conforms to Sec. 2.10.10.D it may be counted towards amenity space requirements.
 - b. When the restaurant abuts a public street (including across an intervening parking lot) the required outdoor dining area shall be located along the portion of the façade facing such public street.
 - c. The Director of Community Development has the authority to authorize the required outdoor dining to be placed in locations other than required by “b” above when:
 - i. There is insufficient area between the restaurant and the street to accommodate all of the required outdoor dining; or
 - ii. There are other unique circumstances not created by the applicant than render this requirement unfeasible.

C. Civic Space

Civic space is the portion of open space for public use defined by the combination of certain physical constants including the relationships among their intended use, their size, their landscaping, and their adjacent buildings. Above-ground cistern design and appearance shall require approval by the Director of Community Development.

1. Park.

An open space available for structured or unstructured recreation. A park may

be independent of surrounding buildings at its edges. Its landscape may consist of paths and trails, meadows and lawns, water bodies, runoff reduction measures such as bioretention areas, swales, cisterns, and woodlands. Recreation fields and courts may also be included. The minimum size for a park is one acre.

2. Square

An open space available for unstructured recreation and civic purposes. A square is spatially defined by building or streets at its edges. Its landscape must consist of paths and trees, and may also include runoff reduction measures such as bioretention areas and cisterns, lawns and non-asphalt paved surfaces. The minimum size for a square is one-half acre.

3. Plaza

An open space, available for civic purposes and commercial activities. A plaza must be spatially defined by building or streets at its edges. Its landscape must consist primarily of non-asphalt paved surfaces and trees, and may include runoff reduction measures such as bioretention areas and cisterns. The minimum size for a plaza is one-quarter acre.

4. Pocket Park

An open space, available for unstructured recreation. A pocket park may be spatially defined by buildings or streets at its edges. Its landscape must consist of lawn and trees, and may include runoff reduction measures such as bioretention areas and cisterns. There is no minimum size for pockets parks.

5. Playground

An open space designed and equipped

for the recreation of children. A playground must be fenced and may include an open shelter. Playgrounds must be interspersed within residential areas, may be placed within a block, and may be included in parks and greens. There is no minimum size for playgrounds. Playgrounds may include runoff reduction measures such as bioretention and underground detention.

D. Amenity space

Amenity space is the covered or uncovered, but unenclosed, outdoor areas of at least 100 square feet each for use by the occupants, invitees and guests of the development and specifically excluding Civic Spaces and required sidewalks. Amenity spaces may include, but are not limited to:

1. Rooftop decks;
2. Balconies;
3. Patios and porches;
4. Outdoor dining areas;
5. Pool areas;
6. Tennis courts, basketball courts, and similar uses;
7. Yards, lawns, and flower gardens;
8. Community gardens;
9. Hardscape areas improved for pedestrian enjoyment; and
10. Wooded areas.
11. Runoff reduction measures such as bioretention areas and cisterns.

Each amenity area approved must be available and accessible as exterior space appropriately improved for pedestrian amenity or for aesthetic appeal, subject to approved by Director of Community Development. Above-ground cistern design and appearance shall also require approval by the Director.

- E. Open space requirement may be met using existing and/or new open space, subject to approval of the Director of Community Development.
- F. Open space may be privately or publically owned. Private open space is open space that is owned by a corporation, individual, or homeowners association. Public open space is open space owned by a governmental agency.
- G. Wetlands, lakes, ponds, streams, rivers, flood zones, and stream buffers may only be considered open space when located within one of the five types of civic spaces identified in **Sec. 2.10.C** or within an amenity space that conforms Sec. 2.10.10.D, unless part of an approved stormwater management plan for the site that includes runoff reduction measures.
- H. No required buffer may be used to satisfy open space requirements, except for stream buffers that are improved with trails and other authorized amenities.
- I. Stormwater management facilities for the site may be used to satisfy open space requirements if they meet this Chapter's definition of open space. Open space credit may be given at the discretion of the Director of Community Development.
- J. No areas used for vehicles, except for incidental service, maintenance, or emergency actions, may be used to satisfy open space requirements.

2.10.11. EcoDistrict Measures

A. Intent

The following requirements are intended to further the EcoDistrict goals defined in the North Point Livable Centers Initiative.

B. Applicability

EcoDistrict measures must be incorporated into all new development in accordance with the following minimum point values

based on project magnitude. Measures only count if they are part of the new development application; measures already in place at the time of application do not count.

1. **2 Points Minimum.** Any development project that either increases an existing building footprint by 30% or more of gross building area; or includes the replacement, renovation, or reconfiguration of 60% or more of the total site parking area (inclusive of required parking lot landscaping areas), must earn a minimum of 2 points in accordance with this Section.
2. **5 Points Minimum.** Any development project that increases an existing building footprint by 60% or more of gross building area must earn a minimum of 5 points in accordance with this Section.
3. **7 points Minimum.** Any development project that involves the complete renovation of all existing buildings or the construction of all new building must earn a minimum of 7 points in accordance with this Section.
4. **10 points Minimum.** Any development project that involves conditional use approval to increase residential density under Sec. 2.10.2.B.3.b must earn a minimum of 10 points in accordance with this Section.

C. Calculation & Evaluation

1. **Minimum Points.** All point values must be awarded based on meeting the minimum requirements of each EcoDistrict measure, as indicated in this Section. The sum of all assigned values for achieved sustainability measures, as indicated in this Section and summarized in the EcoDistrict Measures and Values Table, must meet the minimum point requirement per project.

2. **Review and Approval.** Documentation of which measures and total number of points the applicant will achieve must be submitted with the applicable permit application submitted to the City and must be approved by City staff.
3. **Requirements.** The applicant must achieve no fewer than the required points based on project magnitude (see “B” above) from any combination of the measures as valued in the EcoDistrict Measures and Values Table. No partial points will be accepted.
4. **Documentation.** The applicant must submit supporting documentation as noted per measure.

EcoDistrict Measures and Values Table

Measure	Value
Certified Green Building	3 to 5 points
Renewable Energy Sources	3 points
Greenroof	3 points
Building Energy Efficiency	2 points
Bio-retention	2 points
Building Water Efficiency	2 points
Transportation Demand	2 points
Heat Island Reduction	2 points
Pervious Paving	2 points
Connected Open Space	2 points
Consolidated Open Space	2 points
Sustainable Landscaping	1 point
Enhanced Bicycle Amenities	1 point
Alternative Transportation	1 point
Additional Landscaped Civic Space	1 to 5 points
Alternative Measures	1 to 3 points

D. Measures and Requirements

1. **Certified Green Buildings Measure (3 to 5 points)**
 - a. **Minimum Requirement.** Certify a new construction building or building undergoing major renovations through a green building rating system requiring review by an independent, third-party certifying body and approved

by the Director of Community Development. Points shall be awarded as follows:

- i Silver by a USGBCgreen program or equivalent: 3 points.
- ii Gold by a USGBC green program or equivalent: 4 points.
- iii Platinum by a USGBC green program or equivalent: 5 points.

The score may include measures otherwise allowed by this section, however, no measure included as part of a certified green building may also be awarded points as a stand-alone measure.

When a green building rating system equivalent to a USGBC green program is utilized, the applicant shall submit third-party documentation demonstrating how the measure is equivalent to the indicated USGBC certification level.

- b. **Documentation.** Required documentation includes registration of the project with the system, payment of all applicable fees for the rating system, and a draft scorecard showing the achieved credits or points.
2. **Renewable Energy Sources Measure (3 points)**
 - a. **Minimum Requirements.** Incorporate renewable energy generation on-site with a production capacity of at least 5% of the building’s annual electric and thermal energy, established through an accepted building energy performance simulation tool.
 - b. The following renewable energy generation sources are applicable:
 - i Solar thermal or photovoltaics.
 - ii Geothermal.

- iii Wind energy conversion.
 - iv Anaerobic digestion.
 - v Other means of generating electricity without using a fuel, such as kinetic, heat exchange, approved by the Director of Community Development.
 - c. **Documentation.** Required documentation includes specifications and construction details for the system installation.
3. **Greenroof Measure (4 points)**
- a. **Minimum Requirements.** Install a vegetated roof for at least 50% of the total building roof area, including parking structures.
 - b. **Documentation.** Required documentation includes roof construction plans with drainage and planting details.
4. **Building Energy Efficiency Measure (3 points)**
- a. **Minimum Requirements**
 - i **New Construction Buildings.** Newly constructed buildings must demonstrate an average 10% improvement over the energy code currently in effect in the City.
 - ii **Major Renovation.** The building must demonstrate an average 5% improvement over the energy code currently in effect in the City.
 - b. **Documentation.** Required documentation includes an energy model demonstrating that the building(s) will achieve the proposed improvements.
5. **Bio-Retention (2 points)**
- a. **Minimum Requirement.**
 - i Provide landscaped bio-retention areas in the interior of the parking lots, in streetscape planters, and on-street parking landscaping; and
 - ii Incorporate inwardly draining swales without curbs, in lieu of raised planting areas surrounded by curbs;
 - iii Landscape bio-retention areas with species tolerant to frequent inundation; and
 - iv Provided wheel stops adjacent to parking and flush or permeable curbing adjacent to driving areas.
 - b. **Documentation.** Required documentation includes plans and detail specifications of planting areas and a hydraulic study demonstrating infiltration capacity.
6. **Building Water Efficiency Measure (2 points)**
- a. **Minimum Requirements.** Indoor water use in new buildings and major renovations must be an average 20% less than in baseline buildings. Baseline water usage shall be determined based on fixtures per the Energy Policy Act of 1992 and subsequent rulings by the United States Department of Energy or a similar method approved by the Director of Community Development.
 - b. **Documentation.** Required documentation includes cut sheets for all water fixtures.

7. Heat Island Reduction Measure (2 points)

- a. **Minimum Requirements.** Use any combination of the following strategies for 35% of all on-site, non-roof hardscape areas, including sidewalks, plazas, courtyards, parking lots, parking structures, and driveways.

- i Tree Canopy Cover. Coverage of the surface at canopy tree maturity in 15 years.
- ii Solar reflective paving and roofing with a SRI (solar reflectance index) of at least 29.

- b. **Documentation.** Required documentation includes plans and specifications for installation of the strategy.

8. Transportation Demand Management (2 points)

- a. **Minimum Requirement.** Provision of three or more of the following transportation demand management tools on the project.

- i Flex-time work schedules by employers to reduce congestion at peak times.
- ii Provision of building or project bicycle rentals for use by any occupant.
- iii Free ride home in case of emergency or sickness for employees using transit.
- iv Provision of transit passes to building occupants for a period of 2 or more years.
- v Other tools that encourage transit and bicycle use, or reduce personal vehicular traffic may be approved by the Director of Community Development

- b. **Documentation.** Required documentation includes a written narrative of the tools to be provided and any other documentation required by the Director of Community Development.

9. Pervious Pavement Measure (2 points)

- a. **Minimum Requirements.** Install an open grid or pervious pavement system that is at least 40% pervious on 80% of all hardscape surface areas, including sidewalks, plazas, courtyards, parking lots, and driveways.

- b. **Documentation.** Required documentation includes plans and specifications for installation.

10. Connected Open Space (2 points)

- a. **Minimum Requirements.** Provision of all of the following:

- i All required open space within an interconnected network with no dimension less than 40 feet;
- ii Required open spaces may extend across public and private streets and multi-use trails, but street area may not be counted towards open space;
- iii All required open space provided at ground level; and
- iv Minimum size of 2 acres, excluding any consolidated open space in "11" below.

- b. **Documentation.** Required documentation includes plans showing open spaces.

11. Consolidated Open Space (2 points)

- a. **Minimum Requirements.** Provision of all of the following:

- i All required open space in a one contiguous area with no dimension of less than 100 feet;

- ii Required open spaces may not extend across public or private streets;
 - iii All required open space provided at ground level; and
 - iv Minimum size of 2 acres.
- b. **Documentation.** Required documentation includes plans showing open spaces.

12. Sustainable Landscaping Measure (1 point)

Conform to both of the following minimum requirements:

- a. **Minimum Requirement 1.** Reduce potable water used for landscape irrigation by 50% from a calculated midsummer baseline case by using either one of the following methods:
 - i Utilizing all xeriscape plant materials and providing no permanent irrigation system
 - ii Using only captured rainwater with an irrigation system
- b. **Minimum Requirement 2.** Exclusion of any plant species listed on the Georgia Exotic Pest Plant Council Invasive Species List from project planting plans.
- c. **Documentation.** Required documentation includes a landscape plan, irrigation plan, a list of proposed species, and an affidavit from a certified Landscape Architect that no species identified in "b" immediately above will be planted.

13. Enhanced Bicycle Amenities Measure (1 point)

- a. **Minimum Requirements.** Inclusion of two of the following:
 - i Lockable enclosed bicycle storage. Provide one secure,

enclosed bicycle storage space per 20 employees.

- ii Employee shower facilities. Provide a minimum of one shower facility plus one additional shower per 150 employees.
- iii Repair Center. Provide a designated bicycle repair center open to the public and consisting of an air pump, water, and tools at a minimum.
- iv Bicycle parking spaces. Provide at least 200% of the bicycle parking requirements of UDC Sec. 2.5.8.

- b. **Documentation.** Required documentation includes site and/or building plans locating the measures included.

14. Alternative Transportation Measure (1 point)

- a. **Minimum requirement.** Provision of one or more of the following:
 - i **Ride-Sharing.** Provide at least one on- or off-street pick-up/drop-off zone per 100 new or added vehicular parking spaces for the exclusive use of passengers arriving by taxi, ride-sharing, or shuttle. No project using this measure shall have less than one such space.
 - ii **Van Pools.** Provide at least one van pool space per 200 new or added vehicular parking spaces.
 - iii **Enhanced Bus Shelter.** Provide and maintain at least one covered bus shelter with seating, lighting, posted schedules, and trash cans adjacent at an existing public transit stop without such facilities. The location of the

enhanced bus shelter must be to the standards of the public transit authority.

Livable Centers Initiative sustainability goal.

15. Additional Landscaped Civic Space Measure (1 to 5 points)

- a. **Minimum Requirement.** Provision of additional landscaped civic space over the amount required by this overlay or the underlying district, whichever is greater. Additional civic space must be landscaped with lawns, ground cover, shrubs, or woodlands and may not be paved or otherwise impervious except for paths and trails. One point shall be available for each one additional percent of gross acreage provided as civic space, up to five total points.
- b. **Documentation.** Required documentation includes site and/or building plans locating the additional open space.

16. Alternative Measure (1 to 3 points)

The applicant may submit an alternative EcoDistrict measure for review and recommendation by the Director of Community Development. The measure must further an EcoDistrict goal of the North Point Livable Centers Initiative and may not be considered standard practice or requirements for current developments.

- a. **Minimum Requirements.** The measure must be unrelated to any of the other measures defined in this Section. Based upon their review, the Director of Community Development must determine for the number of points to be awarded.
- b. **Documentation.** Required documentation must clearly illustrate that the project will achieve the measure and that the measure furthers a North Point

Proposed Mixed Use Percentages

5. Redevelopment projects that incorporate existing buildings and do not conform to the dwelling, commercial, or office/institutional percentages set forth in "1","2" or "4" above (prior to redevelopment) are not subject to said requirements when all of the following are met:
 - a. At least 75% of the total existing floor area remains after redevelopment; and
 - b. The total floor area of new construction does not exceed the total floor area of existing buildings to remain; and
 - c. The redevelopment does not increase the degree of non-conformity with regards to the percentages set forth in "1","2" or "4" above.



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: PH-18-05 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – FIRE PIT REGULATIONS AND CLEARING & GRADING ACTIVITIES

PLANNING COMMISSION: October 4, 2018

CITY COUNCIL: October 22, 2018

This item was heard at the July 12, 2018 Planning Commission meeting. Two (2) residents spoke on the request with concerns over the fire pit regulations. After discussion, the Planning Commission tabled the item. The item was presented at a Council workshop on September 17, 2018. Council instructed staff to move forward with the fire pit regulations, as proposed by Staff with the removal of 'grills and stoves' and only regulating the size and setbacks for a recreational fire pit.

II. RECOMMENDATION:

Approve text amendments to Unified Development Code, Section 3.2 as it relates to clearing and grading activities and Section 4.4 as it relates to adding recreational fire pit regulations.

III. REPORT IN BRIEF:

Consideration of amendments to Unified Development Code (UDC) Section 3.2 Tree Conservation, Landscape, and Buffer Requirements and Section 4.4 Development Permitting and Construction.

Fire Pit Regulations:

Staff proposes to add recreational fire pit regulations to UDC Section 4.4, Development Permitting and Construction. UDC text amendments are proposed in response to questions and complaints received from residents with concerns over smoke intrusion and safety. The UDC does not currently regulate recreational fire pits. Staff proposes regulations that would limit the size and location of a recreational fire pit.

Clearing & Grading:

Staff proposes to add a definition for 'Mass Grading' and regulations to UDC Section 3.2 addressing clearing and grading activities associated with land development.

IV. ATTACHMENTS:

- UDC Strike Through and Underline Edits



PLANNING COMMISSION MEETING JULY 12, 2018

ALPHARETTA
CITY HALL
COUNCIL
CHAMBERS
2 PARK PLAZA
6:30 PM

*This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted as heard by the Planning Commission, but not quoted or paraphrased. This document includes limited presentation by the Planning Commission and invited speakers in **summary** form.*

I. ROLL CALL

Members Present

- Francis Kung'u (Chair)
- Fergal Brady (Vice-Chair)
- William Perkins
- Steve Usry
- Candy Waylock
- Martine Zurinskas

Members Absent

- Larry Attig
- Jamie Bendall
- John Goss

Staff Present

- Kathi Cook, Director of Community Development
- Eric Graves, Senior Traffic Engineer
- Michael Woodman, Senior Planner
- Elicia Taylor Planning and Zoning Coordinator

d. PH-18-05 Unified Development Code Text Amendments/Fire Pit & Clearing and Grading Regulations

Kathi Cook, Director of Community Development, presented consideration of text amendments to Unified Development Code, Article III to address clearing and grading activities and Article IV to add Fire Pit regulations.

There was discussion of:

- Bonds
- Ordinance applies to new fire pits being constructed
- Setbacks
- Permitting requirements

Public Comment:

1. John Courtney, 120 Woodfield Lane

Concerns:

1. Fire Marshall and Code Enforcement do not enforce
2. City Code/Regulations on Outdoor Burning
3. City Code & UDC conflict
4. Presented photos of neighbor's fire pit and fire pit on Canton St
5. Presented suggested changes to the Board
6. Air Quality
7. Nuisance Issue

Discussion:

- Staff had not had the opportunity to review Mr. Courtney's handout
- ❖ Commissioner Waylock offered a motion to table so that Staff will have opportunity to review.
- Commissioner Brady seconded the motion
- The motion was approved (6-0)

II. ADJOURNMENT

SECTION 4.4 - DEVELOPMENT PERMITTING AND CONSTRUCTION

No development activity shall commence or proceed except in accordance with the provisions of this Ordinance.

4.4.1 Plan approval.

Any person seeking development activity on land within the City shall first submit to the Director such plans, plats, or construction drawings as may be required by this Ordinance and approved by the Director prior to the initiation of development activities. Approval of plans by City or its authorized agents shall not imply nor transfer acceptance of responsibility for the application of the principles of engineering, architecture, landscape architecture, or any other profession, from the professional corporation or individual under whose hand or supervision the plans were prepared and sealed.

No land disturbance permit shall be interpreted to relieve any owner of the responsibility of maintaining full compliance with all codes, ordinances, and other regulations of the City. Any land disturbance permit issued in error or in contradiction to the provisions of this Ordinance shall be considered to have been null and void upon its issuance.

4.4.2 Preliminary development approval.

A. *Pre-Application Review.* Any person seeking development activity approval is encouraged to schedule a Pre-Application Review with the Community Development Department Staff.

The review would include preliminary documents and graphic exhibits of the proposed development activity application.

The purpose of the review is to expedite applications and reduce application design and development costs.

B. *Preliminary Plat*, (Applies to Residential and Non-Residential Subdivisions which are not included as a part of an approved master plan).

1. *Procedure for approval:*

- a. Application for preliminary plat approval shall be submitted to the Community Development Department. The application shall include:
 - (1) The application in the form furnished by the Community Development Department.
 - (2) Two (2) copies of the preliminary plat showing the entire ownership drawn to the preliminary subdivision plat specifications of this Ordinance.
 - (3) Payment of all preliminary plat application and review fees.
- b. The application forms, fees, and filing deadlines shall be published and made available to the public. The Community Development Department shall review the application for completeness. Incomplete applications will be returned to the owner.
- c. Ten (10) days following the application deadline, the Community Development Department shall indicate on a preliminary subdivision plat or in a written memorandum all comments related to compliance with this Ordinance and conditions of zoning approval. Subject to any action of the City Council, the Director shall have sole authority to determine the applicability of any provisions of this Ordinance.
- d. The owner shall be responsible for all of the comments of the Community Development Department prior to the resubmission of the revised preliminary plat application.
- e. The revised preliminary plat shall be submitted to the Community Development Department.

- f. The Community Development Department may not approve any preliminary plat whereon is shown a lot that would present particularly unusual difficulties for construction, including a building that would clearly require a variance to be reasonably usable whether due to the presence of floodplain, unusual configuration, zoning compliance, lack of public utilities, or for any other reason.
 - g. The owner shall be responsible for compliance with all codes, regulations, and zoning requirements, and for the satisfaction of all the noted and written comments of the Community Development Department.
 - h. When the Community Development Department has determined that the preliminary plat is in compliance with this Ordinance and any conditions of zoning the Director shall sign and date a copy of the plat.
 - i. The preliminary plat approval shall remain in effect for a period of one (1) year, after which time it shall become null and void and a new review may be required if no permit has been issued and development activity begun.
2. *Standards for Approval.* The Preliminary Plat shall be clear and legible at a scale of not greater than one hundred (100) feet to one (1) inch. The recommended maximum dimensions of the sheet size is 24 inches by 36 inches and the minimum dimensions of 17 inches by 22 inches; however, the Director may approve other sheet sizes and scales as appropriate.

The proposed name of the subdivision and proposed street names shall not duplicate or too closely approximate, phonetically, the name of any other subdivision or street in the City of Fulton County. If shown to the contrary, the Director may refuse to accept such subdivision and street names. The subdivision may use letter designations in place of street names on the Preliminary Plat.

Names having historic significance to the City by virtue of their association to events, individuals, local industries, or natural features should be used to the greatest extent possible.

3. *Preliminary Plat shall include:*
- a. Proposed project name.
 - b. Project design and layout including total acreage, proposed use, proposed number of lots, minimum lot size, proposed density and other relevant zoning conditions and regulations in tabular form.
4. *Evidence of preliminary subdivision plat approval.* Each preliminary subdivision plat shall carry the following certificates printed or stamped on the plat:
- a. Approval from the Fulton County Development Services Department for appropriate utilities.
 - b. Preliminary Surveyor's Certificate.

I hereby certify that this proposed preliminary plat correctly represents data compiled or verified through a survey completed by me on _____, 19_____, of property shown and described hereon.

By: _____

Registered Land Surveyor's No. _____

Date: _____

- c. Preliminary subdivision plat approval.

All requirements of the Alpharetta Unified Development Regulations relative to the preparation and submittal of a preliminary plat having been fulfilled, approval of this plat is hereby granted, subject to further provisions of said Ordinance.

Community Development Department

Date: _____

This preliminary plat approval shall expire twelve (12) months from the date of approval provided a Land Disturbance Permit is not issued.

([Ord. No. 718](#), §§ 21, 22, 12-14-2015)

4.4.3 Land disturbance permit.

- A. *Development Activities Authorized.* Persons seeking to perform development activity on land within the City shall not commence or proceed until civil construction drawings are submitted and approved in accordance with this Ordinance.

A Land Disturbance Permit shall be issued to authorize all activities associated with development activity, including, but not limited to, clearing and grubbing, grading, and the construction of such improvements as streets, surface parking areas and drives, sewer systems, domestic water systems, storm water drainage facilities, sidewalks, or other structures permanently placed on or in the property except for buildings or other structures requiring the issuance of a building permit. Utility projects which are reviewed and approved by other agencies, such as Fulton County, must obtain a Land Disturbance Permit from the City of Alpharetta.

- B. *Process for Approval.* The Community Development Department shall be responsible for the coordination and approval of all land disturbance permit applications. For subdivisions, application for the issuance of a land disturbance permit may proceed after approval of the preliminary plat.
1. Application for a land disturbance permit shall be made to the Community Development Department. The application shall include:
 - a. Application in the form furnished by the Community Development Department, requesting review for issuance of a land disturbance permit.
 - b. City checklists with sheet number and/or note number annotated next to each checklist item.
 - c. Five (5) copies of the civil design and construction drawings prepared in conformance with the specifications in this Ordinance.
 - d. Payment of permit application and review fee.
 2. The application forms, fees, and schedule for application processing shall be revised from time-to-time by the Director.
 3. The owner may be required to secure development approval from Fulton County, the State of Georgia, and Federal Review Agencies. Development approval may be required from, but not limited to:
 - a. Fulton County Development Services Department;
 - b. Fulton County Health Department;
 - c. U.S. Army Corps of Engineers;
 - d. U.S. Environmental Protection Agency;
 - e. Georgia Department of Natural Resources.

4. Complete applications received by the application deadline shall be distributed to the City Engineering Department, City Fire Marshall, City Arborist, City Public Works Department, and other City departments deemed appropriate by the Director for review.
5. Ten (10) days following the application deadline, the Community Development Department shall indicate in a written memorandum all comments related to compliance of the civil construction drawings with this Ordinance, conditions of zoning approval, and the regulations of other departments and state agencies, as appropriate. The Director shall forward to the owner's representative all review comments.
6. The owner shall be responsible for compliance with all codes, regulations, and zoning requirements, and for the satisfaction of all of the comments of the Community Development Department. The owner's representative shall review the comments with the appropriate department. Once each department is satisfied that the civil design and construction drawings are in compliance with this Ordinance, each department will sign and date the route sheet, and the approved plans.
7. The owner shall pay the development fee (Land Disturbance Permit Fee), and provide the required performance bonds prior to plan approval. The required performance bonds include the Erosion Control Bond, the Tree Bond and the Existing Roads Improvement Bond.

The Erosion Control Bond shall be calculated at \$3,000.00 per disturbed acre.

The Tree Bond shall be calculated at \$500.00 per tree for every required tree planting within a 25' interior radius of the site perimeter.

The Existing Roads Improvement Bond is calculated at 100% of the cost of any improvements to existing roads.

The amounts of the aforementioned Land Disturbance Permit Fee and performance bonds are determined by the Director of the Community Development Department and may be revised from time to time at his or her discretion.

The release of any performance bond is contingent upon the performance of bonded work and the completion of a satisfactory inspection of said work by the Community Development Department. Should the ownership of any bonded work be altered during the duration of any bond, it shall be the responsibility of the owner specified in the original bond paperwork to ensure that proper sureties be continued irrespective of original ownership.

8. The applicant for land disturbance permit must complete the City's "Fundamentals of Erosion and Sedimentation Control" course prior to receiving a permit. The onsite superintendent of the job must possess a valid certificate of course completion. City of Alpharetta erosion control officers may request the onsite superintendent show the course verification card at any time deemed necessary. If the superintendent does not possess a valid certificate of completion, a Stop Work Order will be issued until an onsite superintendent attends the course.
9. Any person who receives an erosion control violation will be required to attend the "Fundamentals of Erosion and Sedimentation Control" course for a second time. If after completing the course, the person receives another violation, no further land disturbance permits will be issued. The person may appeal by requesting to be placed on the City of Alpharetta Council agenda and appear before City of Alpharetta Council at the regular scheduled meeting to request additional permits.
10. Following the approval by all appropriate City Departments, the Director shall issue a soil erosion control and sedimentation permit authorizing the placement of erosion control and tree protection devices based on the approved civil design and construction drawings.
11. The owner shall request a site soil erosion control inspection from the Engineering Department. Upon site approval, the Land Disturbance Permit will be issued.

C. *Expiration of Land Disturbance Permit.*

1. If the development activity described in any land disturbance permit has not substantially begun within 12 months from the date of the construction plans approval said permit shall expire and be null and void. One 12-month extension may be granted with a written request to the Director, prior to the permit expiration date.
2. If for any reason a land disturbance permit expires after development activities have commenced, the owner shall be responsible for stabilizing the site for erosion control, under the direction of the City Engineer.
3. Any land disturbance permit that has expired may be required, by the Director, to apply for a new land disturbance permit as outlined in the land disturbance permit approval process of this Ordinance.

([Ord. No. 681, § 1, 10-7-2013](#); [Ord. No. 718, § 23, 12-14-2015](#))

4.4.4 Required drawings.

The site construction plans shall be clear and legible; and shall include but not be limited to the following:

- A. Site Plan.
- B. Grading Plan.
- C. Erosion and Sedimentation Control Plan.
- D. Storm Water Management Plan.
- E. Street Improvement Plan and Profile.
- F. Landscape/Tree Removal Plan.
- G. Tree Survey Plan and Inventory.
- H. Domestic Water Plan.
- I. Floodplain Management Plan.
- J. Standard Drawings and Construction Specifications.

4.4.5 Building permit.

- A. *Plan Approval.* Any owner, authorized agent, or prime contractor who desires to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, plumbing, low voltage, energy conservation, or fire protection system, the installation of which is regulated by this Code, including the Georgia State Minimum Standard Codes, or to cause any such work to be done, shall first make application to the Building Division and obtain a permit for the work being done.

Exception No. 1: Permits shall not be required for the following mechanical work:

1. Any portable-heating appliances, ventilation equipment, cooling units, or evaporative coolers.
2. Any steam, hot, chilled water piping within heating and cooling equipment regulated by this Code.
3. Replacement of any part which does not alter its approval or make it unsafe.
4. Any self-contained refrigeration system containing 10 lb. or less of refrigerant and actuated by motors of one horsepower or less.

Exception No. 2:

1. Retaining walls which do not exceed 4 feet in vertical height, as measured from the low side exposed toe of the wall to the top of the wall at any point.
2. Residential storage buildings less than 100 square feet in floor area without electrical, mechanical, or plumbing systems.
3. Play or tree houses less than 50 square feet in floor area without electrical, mechanical, or plumbing systems.
4. Fences which do not exceed 10 feet in vertical height and which do not extend into front yards or side yards which border onto public streets.
5. Basketball goals which are stand-alone and not part of a basketball court.
6. Driveways and parking areas for one and two family dwellings or townhouses, except that no curb cuts leading into a public right-of-way shall be made without City Engineering Department written approval on any property.
7. Roof covering replacements not involving any structure modifications.
8. Decorative water features not intended for human use containing water less than 24 inches in depth or which do not have water filtering equipment that require waste water disposal.

Although structures listed in Exception No. 2 are exempt from requiring a permit, listed structures shall meet the requirements of all other applicable codes, ordinances, and regulations governing same.

Ordinary minor repairs under \$500.00 in total labor and materials cost may be made without a permit providing these minor repairs shall not violate any Code. Examples of minor repairs shall include but not be limited to: exterior painting, installation of a window, air conditioning unit, replacement of windows, and installation of gutters.

- B. *Building Permit Expiration.* Plans and specifications for projects reviewed by the City Building and Fire Departments shall be permitted within six (6) months of the final review and approval date of such plans and specifications to be valid for obtaining a building permit or the project shall be deemed to have been abandoned.

Permits shall expire six (6) months from the date of issue if the permittee fails to request and pass a required first inspection, whether or not construction has been initiated.

Permits shall also expire if the permittee fails to request and pass a required inspection during any six (6) month period after any previous required inspection has been passed.

The Building Official is authorized to grant no more than two (2) permit extensions, not to exceed ninety (90) days each, during which time the permittee shall request and pass a required inspection. Requests for extension shall be made prior to permit expiration, shall be in writing, and shall show justifiable cause.

- C. *Procedure for Processing.* The Director shall be responsible for administering and enforcing the City building codes, as well as coordinating building plan review with the City Fire Marshall.

1. Prior to issuance of a building permit, the owner shall have received tree protection and soil erosion, and sedimentation control approval as required in this Ordinance.
2. Application for a building permit shall be made to the Building Division. The application shall include:
 - a. Application in the form furnished by the Building Division requesting plan review for issuance of a building permit.
 - b. Land disturbance permit or recorded Final Plat.
 - c. One (1) set of the building plans (three [3] sets for non-residential projects) prepared in conformance with this Ordinance and the applicable City building codes.

- d. Fulton County Development Services Department approval for on-site sewage disposal and pretreatment systems and, Fulton County Health Department for on-site food service.
 - e. City business license for all contractors and builders.
 - f. Payment of all building permit application and review fees.
 - g. Payment of all water and sewer permit fees.
 - h. Payment of all impact fees.
- 3. All applications for building permits shall be accompanied by a site plan drawn to scale (minimum 1" = 30'), showing the actual dimensions of the lot to be built upon, the right-of-way of the existing street address, the dimensions of the building to be erected, the location of the building on the lot, the number of dwelling units the building is designed to accommodate (if for a residential structure), the building setback lines, lot and block number the location of all easements, buffers, floodplains, retaining walls and other such information as may be essential for determining whether the provisions of all City Ordinances are being observed.
 - 4. Residential Building Plan Requirements: Refer to the Residential Permitting Procedures.
 - 5. Commercial Building Plan Requirements: Refer to the Commercial Permitting Procedures.
 - 6. For any structure served by an on-site sewage disposal system, a permit issued by the Fulton County Development Services Department shall be required prior to the issuance of a building permit.
- D. *Plan Review.* Each project shall include a Plan Review Submittal form, as furnished by the Department. Applicants are required to supply all information requested on this form in order to have their plans logged into the City review system.

If plans are such that no comment is required, they shall be stamped "Approved as Submitted". If plans are such that only minor "red line" comment is required, they shall be stamped "Approved as Noted" by both the City Building Official and the Fire Marshall, and the designated contact will be notified that the plans are ready for permit issue. It shall be the responsibility of the owner's designated contact person to notify all parties concerned of the plan review comments and to coordinate all responses regarding resubmission of corrected plans for final plan review.

After permitting, one set of plans with the original City signature approvals shall be placed on the job site and shall remain there throughout construction for inspector's reference during scheduled inspections.

- 1. Industrialized Buildings, as defined in O.C.G.A. 110-2, includes such buildings as site construction offices, real estate sales offices, temporary classrooms, and other such similar structures designed for habitable use on a site, usually for a limited time period. Such buildings shall be hereinafter referred to as "portables", whether or not installed on a temporary or permanent foundation or for temporary or permanent use.
- 2. Tool and storage trailers that are properly and currently licensed and apportioned for over-the-road use by Georgia and other states PSC/DOT authority, are not considered as portables for applicability of site or building plans required.
- 3. Two (2) sets of dimensioned site plans, drawn to a legible scale, and two (2) legible copies of the portable manufacturer's approved foundation installation plan and floor plan for the portable to be installed are required to be submitted to the City Building Division for building and zoning compliance review and permit issue prior to moving any portable on site.
- 4. After City review, one site and foundation/floor plan set will be retained by the City for record and one set will be returned to the applicant and must be placed on site and in an accessible location for required inspections prior to use. Site plans shall be drawn to scale and shall show at least the location of the property lines, setback lines, street rights-of-way, easements, buffers existing and proposed site structures, location and size of the portable, and existing and proposed drive entrances and paved areas.

5. All portables, or tool or storage trailers, and their appurtenances shall be located as follows:
 - a. All sites—Portables shall not be located on any public or private street that may be used or openly accessed by the public.
 - b. Commercial/Industrial Sites—Portables or trailers located on commercial or industrial sites shall be located behind setback lines and within buildable areas, outside buffers or easements, and at least twenty feet (20') behind any right of way.
 - c. Residential Site Construction Offices—Portables located on residential lots and used for construction offices or storage of construction materials shall maintain a minimum ten foot (10') setback from property lines, except on corner lots where a minimum twenty foot (20') setback shall be maintained, and shall be located outside any buffer or easement, and at least twenty feet (20') behind any right of way line at road intersections.
 - d. Residential Site Sales Offices—Portables located on residential lots and used for real estate sales offices or other approved uses not directly related to construction shall be located within building setback lines and within buildable areas, outside buffers or easements, and at least twenty feet (20') within any right of way line at road intersections.
6. Temporary installation foundation plans shall show the location and size of the support piers and the location and required restraint ratings of the tie-downs.

Portables installed on permanent foundations shall have a site specific foundation plan designed for a portable and sealed by a Georgia registered architect or engineer. The manufacturer's drawings and specifications are acceptable provided that the necessary information is included.

- E. *Contractor Licenses.* It shall be the duty of every individual or firm doing electrical, gas, mechanical, plumbing, low voltage, utility or fire protection work either as prime, contractor, or subcontractor under contract with a prime contractor, builder, or other contractor, or land or home owner to have a proper City issued subcontractor permit for such work prior to commencing work.

All prime contractors, builders, or other contractors shall furnish written proof of his business license registration including number; expiration date, business street address, name of the owner or responsible party, and a business telephone contact number. Business license registration numbers shall be affixed to the building permit application by the applicant.

The subcontractor shall provide proof of a current business license registration. A current Georgia contractor's license, as issued by the Georgia State Construction Industry Licensing Board, for his respective trade. Both license numbers shall be affixed to the subcontractor permit application by the applicant.

All work performed by a land or home owner or his hired workmen shall meet the provisions of this Code.

A home owner, when building or performing work for his/her own personal one and two family dwelling will not be required to have a business license in order to obtain a City building permit.

- F. *Requirements not Covered by Code.* Any requirement necessary for the strength, stability, fire protection, or proper operation of an existing or proposed building, structure, or electrical, gas, mechanical, plumbing, energy conservation, or fire protection system, or for property protection, or life safety, health, or welfare, not specifically covered by this Code shall be determined by the Building Official and the Fire Marshall.

- G. *Temporary Toilet Facilities.*

1. Construction sites within the City shall be provided with temporary nonsewered toilet facilities for worker use during construction and shall remain in place until permanent access to toilets are provided onsite.

2. For residential 'For-Sale' dwellings, construction sites, one (1) nonsewered toilet shall be provided for up to four (4) work sites, provided all work sites being served are within two hundred feet (200') walking distance of the unit.
3. For commercial sites, and 'For-Rent' dwellings sites, the developer or prime contractor must obtain a Non-Sewered Toilet System (NSTS) permit from the Fulton County Health Department stipulating the minimum number of units required on the project.
4. Inspections will not be made without the required temporary nonsewered or permanent toilets being in place, as required.
5. The developer or prime contractor of a permitted construction site shall be responsible for providing and maintaining required temporary toilet facilities throughout the duration of construction.

H. *Structural Fill and Backfill.*

1. Materials used for structural fill under and directly adjacent to buildings, drives, and walks and for backfill behind foundation and retaining walls shall be unfrozen unsaturated natural soils, clean and free of organic matter, silt, large rocks or stones, or foreign matter and debris. Material used may be coarse gravel, crushed natural stone, or sand free of silt, loam, or soluble materials, or any combination of the above.
2. Structural fills and backfills shall not be placed on subgrades that contain frost, mud, or are frozen.
3. In lieu of specific written direction and supervision by a Georgia licensed architect or engineer, fills shall be placed and compacted in loose layers of 6"—12" thickness and shall be compacted using sheepsfoot rollers, pneumatic tire rollers, tamper rollers, vibrating tampers, or other compaction equipment suitable to obtain the required density throughout the entire layer being compacted.
4. Fills and backfills shall be installed systemically and as early as possible to allow for natural settlement and shall not place over wet, spongy, or porous subgrade materials.
5. Backfill shall be placed against supported foundation walls or backfill shall be placed simultaneously on each side of unsupported walls, until supports are in place.
6. The top or bottom of any cut or fill slope in excess of one foot vertical rise or fall to three foot of horizontal run (1:3) shall not be located any closer than two feet (2') horizontal measure from the edge of drives, walks, paved areas, or retaining walls top or toe of wall.
7. The two foot (2') area adjacent to drives, walks, paved areas, tops or toes of retaining walls shall be graded at a (+/-) 2% slope (1/4"/ft.) and where feasible shall slope away from paved surfaces and walls.

I. *Site Retaining Walls.*

1. Site retaining walls, whether attached or detached from buildings or not, which are over four feet (4') in height at any point along the wall, as measured from the exposed low side toe of the wall to the top of the wall, shall be constructed to City Standard Drawings, City approved Manufactured Systems Drawings, or must be professionally engineered by a Georgia licensed architect or engineer.
2. Retaining walls shall also show planned top of wall heights, as measured above, plus reasonable points of top of wall elevation changes.

J. *Site Wall Safety Barriers.*

1. Any portions of site retaining walls over six feet (6') in height must be provided with a continuous safety barrier mounted at or immediately adjacent to the top of the wall at reasonably accessible areas.

2. Safety barriers shall be of substantial construction for the intended prevention of access, must be at least three feet (3') in height, as measured from grade at the base of the barrier to the top of the barrier; and may be man-made or vegetative in nature.
3. When vegetative barriers are used, they shall be of substantial maturity and density, at the time of Final Building Inspection, to prevent reasonable access to the top of the wall.
4. Site retaining wall construction and safety barrier plan submittals shall include dimensioned drawings, with sufficient clarity, detail, and written explanatory notes to describe the nature of work to be done.

K. Recreational Fire Pits.

1. Definition. A pit dug and/or constructed into or on the ground in which a contained outdoor fire is made.
2. Fire pits, grills or stoves shall have a diameter of no greater than three feet (3') or a burn area of no greater than seven (7) square feet. Fire pits must be at least twenty-five feet (25') from all structures and twenty-five feet (25') from property lines.

L. Standards for Approval.

1. Building permits shall only be issued on buildable lots of record, as defined in this Ordinance.
2. City Building Codes:
 - a. The Code of The City of Alpharetta, Georgia.
 - b. 1994 Standard Building Code—Chapter 1 for Administration of Building and Technical Codes.
 - c. Georgia State Minimum Standard Building Code.
 - d. Georgia State Minimum Standard One and Two-Family Dwelling Code.
 - e. Georgia State Minimum Standard Electrical Code.
 - f. Georgia State Minimum Standard Plumbing Code.
 - g. Georgia State Minimum Standard Mechanical Code.
 - h. Georgia State Minimum Standard Gas Code.
 - i. Life Safety Code, NFPA 101, latest adopted issue.
 - j. Georgia State Minimum Standard Fire Prevention Code.
 - k. Georgia State Energy Code for Buildings.
 - l. Georgia State Accessibility Code and O.C.G.A. 30-3.
 - m. Georgia State Minimum Standard Swimming Pool Code.
 - n. Standard Existing Building Code.
 - o. Standard Unsafe Building Abatement Code.
 - p. Standard Amusement Device Code.

([Ord. No. 720](#), § 5, 2-22-2016)

4.4.6 Inspections and development activity completion.

- A. *Development Activity.* Following the issuance of the Soil and Erosion and Sedimentation Control Permit.

1. Required erosion and sedimentation control measures must be installed where practical by the owner and inspected and approved by the City Engineer. Areas required to be undisturbed by this Ordinance, conditions of zoning approval, or other ordinance or regulation shall be designated by an active tree protection fence or other appropriate markings and shall be inspected and approved by the City Engineer prior to the commencement of any clearing or grading activities. Additional sediment control measures will be installed if measures shown on plans do not provide sufficient erosion and sediment control.
- B. *Development Activity Inspections.* Requests for inspection shall be made by the owner's representative to the City Engineer at least 24 hours prior to commencement of development activity for each of the following phases as authorized by the land disturbance permit. Inspections shall be made and passed prior to continuation of further activity or proceeding into new phases. The phase inspections are as follows:
1. Erosion Control—Installation of erosion and sediment control and tree protection devices.
 2. Clearing and Grading—Installation of slope stakes shall be required. Upon completion of street grading, inspection, and approval shall be required prior to trenching or continuation with subgrade preparation.
 3. Installation of storm drainage pipe, detention, or other storm water facilities.
 4. Installation of on-site sewerage system or sanitary sewer and appurtenances. This notification shall be made simultaneously with official notification by the developer or contractor to the Fulton County Public Works Department and/or Fulton County Health Department, and, if for informational purposes only, to the City Engineer.
 5. Street Curbing and Gutter—Inspection should be requested before and after the forms or string-line have been set. Street width and vertical and horizontal alignment will be spot-checked.
 6. Sub-Base or Sub-Grade of Streets—After compaction, the sub-grade will be string-lined for depth and crown. The sub-grade shall be roll tested and shall pass, with no movement, to the satisfaction of the City Engineer.
 7. Street Base—The base will be string-lined for depth and crown and shall pass a roll test with no movement to the satisfaction of the City Engineer.
 8. Paving—The City Engineer shall be on site during the paving process to check consistency, depth, and workmanship, as applicable. For asphalt paving, the temperature of the material will be monitored and the street will be cored after completion to check thickness.
- C. *Building Inspections.* Inspections shall be scheduled with the Building Inspection Division. Requests for inspection shall include the street address, building permit number, and type of inspection. The building permit must be displayed on site and legible from the public street at all times.
1. *Posting of Permit.* Work requiring a permit shall not be started until the permittee or his agent, posts the building permit yard card in a conspicuous place at the front of the site where the permitted work is to be done. Cards shall be accessible and readable from the public right-of-way and located in such a position so as to permit City and other governing agency officials to conveniently view and make any required entries thereon.

The permit holder is responsible for maintaining the permit yard card and all damaged, lost, or stolen permit yard cards must be replaced by the permittee before further inspections may be made.

Permit yard cards shall be maintained in position until all required final inspections have been approved and signed off on the yard card and the building, structure or system is ready for occupancy and use.
 2. *Site Inspection Preparation.* No Inspections will be made by City building or fire inspectors on any construction site not having an accessible building permit yard card displayed and

"effective" soil erosion control measures in place, per City Engineering Department requirements.

Site silt fences, gravel construction entrances, and other City Engineering Department required erosion control measures shall be constantly maintained in good condition that effectively contains all site erosion within the site limits and out of waterways, streets and paved walkways.

Required inspections will not be performed when the site is in need of erosion control repair and violates City soils erosion control laws. Inspectors will leave a Notice of Violation on the permit yard card for the permittee to contact the City Engineering Department for their inspection and direction for repair.

It is the responsibility of the permittee to obtain written erosion control violation release from the City Engineering Department. No further building inspections will be performed on the site without this written release.

3. *Inspections Not Required.* The City does not normally provide inspection of certain residential construction applications, such as foundation walls with less than eight feet (8') of unbalanced fill, damp-proofing, foundation wall drais, backfill, exterior wall insulation, and roof covering.

Builders are charged by building code law and the conditions of permit with a responsibility of installing these components to code compliance.

If code violations are detected in any application not normally inspected by City officials or other governing authorities, the permittee shall immediately correct the violations noted and all corrections shall be inspected and approved by City building, fire, or other authorized inspectors prior to proceeding with any other construction.

No waiver letters, statements from builders, owners, architects, or professional engineers, nor "hold harmless" agreements or other similar warrants or releases shall be accepted by the City in lieu of required code violation corrections and full code compliance.

No further inspections will be made, nor shall any Certificate of Occupancy be issued for any work until any noted code violations are corrected and found to be in codes compliance by City officials.

4. *Required Building Inspections.* The Building Official, upon notification from the permittee, shall make the following building inspections and such other inspections as necessary to ascertain codes compliance and shall either release that portion of the construction found to be in compliance by signature at the appropriate section on the permit yard card or shall notify the permittee of any violations which must be corrected in order to comply with this Code, by issuing a Notice of Violation to the permittee.
 - a. **FOOTING:** To be made after trenches are excavated and cleaned; forms erected and supported; required reinforcing is properly secured in place and supported; and before any concrete is placed.
 - b. **SLAB-PREP:** To be made after footings have been placed (if applicable); underground Mechanical, Electrical, and Plumbing (MEP) systems have been City inspected, approved, and properly backfilled; under-pin areas are excavated and clean; forms are erected and supported; required reinforcing is in place and supported; rock base is in place at below grade slabs; vapor barrier is in place; and before any concrete is placed.
 - c. **FOUNDATION (When required):** To be made after required wall reinforcement is in place and at least one side of concrete retaining wall forms are secured in place, wall cavities are cleaned, and second side forms are ready to be placed, or placed and safe access to form tops for inspection is provided, plan listed weep holes and piping sleeves are in place, and before any concrete is placed.

In the case of masonry walls—Block is erected and required wall reinforcing is in place and safe access is provided to wall top for cavity inspection, plan listed weep holes and piping sleeves are in place, and prior to any wall cavity grouting or fill.

In the case of wood foundation or other wood site walls—Timbers are in place and properly spiked together, tee style or other professionally designed style dead heads are in place and properly spiked together, weep holes and filtration cloth is in place, and before backfill is placed.

At all commercial or industrial sites or at a one or two family residential site builder's request, a second inspection of the building foundation walls, by City inspectors shall be required to verify proper placement of wall water proofing measures.

- d. WALL/CEILING COVER (Commercial Only): To be made after the roof or other effective overhead weather seal is complete; all framing, bracing, fire and draft stops and blocking are effectively in place; exterior walls and gabled ends are sheathed and doors and windows are installed to effectively weather protect the structure interior; mechanical, electrical, and plumbing rough-ins at the area to be inspected are complete and under required tests; fabricated fireplaces or other fuel burning appliances are installed with flues and vents stubbed clear to the next level or area to be inspected or through the roof and weather capped; and before any wall or ceiling cover has been placed, except that walls may be one side covered so as to not restrict safe and readily accessible full wall cavity view for inspection.
- e. FRAMING (Residential Only): To be made after roof is complete; all framing, bracing, fire stops and blocking are effectively in place; exterior walls and gabled ends are sheathed and doors and windows are installed to effectively weather protect a structure interior; mechanical, electrical, and plumbing rough-ins are complete and under required tests; pre-fabricated fireplace or other fuel burning appliances are installed with chimneys, flues, and vents through the roof and weather capped; or dedicated masonry fireplace openings are structurally independent and temporarily provide weather protection to interior spaces until masonry is completed; and before any insulation or wall or ceiling cover has been placed.
- f. GEORGIA ENERGY CODE (GEC) COMPLIANCE: To be made at various stages of construction, by direct reference to the GEC Compliance Report submitted at initial permit issue, as follows:
 - (1) Residential Construction—Exterior wall cavity insulation and sloped, vaulted, or flat ceiling or floor closed cavity insulation may be inspected after the Framing inspection and before any wall or ceiling cover is placed at these concealed areas. Exposed and visible insulation at attics, accessible concealed spaces, unheated crawl spaces, and basements will be inspected as part of the Final building inspection.
 - (2) All Other Construction—Interior and exterior wall and ceiling insulation, as listed on the building plans, may be inspected as part of the Wall/Ceiling Cover inspection provided that all wall or ceiling structural and MEP components may be viewed and properly inspected and verified from either or both sides of the wall or ceiling assembly, in the opinion of the inspector. If wall or ceiling construction cannot be properly inspected with the plan required insulation in place during the Wall/Ceiling Cover inspection, a separate insulation inspection shall be performed prior to covering these areas. Exposed and visible insulation at attics, accessible concealed spaces, unheated crawl spaces, and basements will be inspected as part of the Final building inspection. General Energy Code Compliance Certificates and must be on file at the City Building Department, prior to issue of a Certificate of Occupancy.
- g. BUILDING FINAL: To be made after a building or structure is complete and ready for safe occupancy and use. Building, mechanical, electrical, and plumbing finals shall be made at the same time. Prior to requesting a building final inspection a permittee shall assure that

all inspections and written approvals required prior to final inspections are signed off on the permit yard card.

All site work, walks, drives, paved areas, striping, handicap access routes, signage, landscaping, and other appurtenances or protectants listed on the plans for commercial work or as required by this Code or other laws for residential work, are completed, final inspected, and signed off on the permit yard card by the various other governing authorities listed and checked on the permit yard card and as required by State or County regulations.

5. *Mechanical, General.* The Building Official, upon notification from the permittee, shall make the following mechanical systems inspections and such other inspections as necessary and shall either release that portion of the construction by signature at the appropriate section on the permit yard card, or shall notify the permit holder, of any violations which must be corrected in order to comply with this Code, by issuing a Notice of Violation to the permittee.

- a. **SLAB PREP:** To be made after trenches or ditches are excavated, underground ducting, conduits and sleeves are installed and ready for test and before any backfill is put in place.
- b. **WALL/CEILING COVER (Commercial Only):** To be made with the wall/ceiling cover building inspection and after all mechanical equipment, ducting, duct insulation, piping, piping insulation, fire stops and fire dampers are installed, control wiring, or other concealed mechanical system components in the area to be inspected are in place, complete, supported properly, required pressure tests are applied, flues and vents are stubbed clear to the next level or area to be inspected or through the roof and weather capped; and before any wall/ceiling covers are installed.

Large or multiple floor buildings over 15,000 sq. ft. in total area may be inspected in stages and partially approved for the continuation of construction at the Building official's discretion.

- c. **ROUGH-IN (Residential Only):** To be made with the framing inspection and after all mechanical equipment, ducting, duct insulation, piping, piping insulation, fire stops, control wiring, or other concealed mechanical system components are in place, completed, supported properly, required pressure tests are applied, and flues and vents are stubbed through the roof and weather capped; and before any wall or ceiling covers are installed.
- d. **GAS LINE:** (To be made at various stages of construction, as follows)
 - (1) **Residential, Rough Piping Inspection:** To be made with the framing inspection and shall include all system piping from the point of delivery (gas meter) to within six feet (6') of and in the same room as all outlets or appliances that may be connected. A gas piping pressure test is required for this inspection.
 - (2) **Commercial, Rough Piping Inspection:** To be made with the wall/ceiling cover inspection and shall include all system piping from the point of delivery (gas meter) to within six feet (6') of and in the same room as all outlets or appliances that may be connected in the area to be inspected and shall include piping run stubouts to the next area to be inspected. A gas piping pressure test is required for this inspection.
- e. **METERS:** To be made after rough piping inspection and before the final inspection; when all mechanical equipment and other gas fired appliances and equipment and controls are in place and ready for safe test operation; venting, vent connectors, and flues are installed into final position and supported; piping runs are complete to the final appliance connector or union connection at the appliance or equipment; all gas shut off valves are in place and in the "off" or closed position, with appliances or equipment disconnected; and the gas piping system is ready for public utility connection and testing. A gas piping pressure test is required for this inspection. The sole purpose of this Meters inspection is to allow the installer to check installed mechanical systems and equipment for proper and safe operation, prior to Final inspection. Public utility connection shall not be made to the permitted work until this inspection has been approved.

- f. **FINAL:** To be made with the building final inspection and after public utilities have been connected and all conditioned air systems and gas fired appliances are in full operation; all controls, compressors, condensate drains, insulation, ties and supports, and other system designed components are in place and final connected, all final trim and required labeling is in place, filters or other air purifying components are cleaned and in place, and all systems have been tested and balanced and the installation is ready for its intended use.
6. *Electrical, General.* The Building Official, upon notification from the permittee, shall make the following electrical systems inspections and such other inspections as necessary and shall either release that portion of the construction by signature at the appropriate section on the permit yard card, or shall notify the permit holder, of any violations which must be corrected in order to comply with this Code, by issuing a Notice of Violation to the permittee.
- a. **TEMPORARY POLE:** To be made after a minimum 4 × 4 size temporary electrical power pole has been set into the ground with a minimum two feet (2') buried and the pole firmly supported.

An eight foot (8') minimum length grounding electrode (rod) is required to be installed, with an unspliced grounding electrode conductor connected and sized per Code requirements, and a listed weather-proof enclosure shall be connected and firmly attached to the pole.

The City requires at least one (1) 115V/20A weather-proof duplex service outlet with GFCI protection and at least one (1) 230V/20A service outlet to be installed at the pole.

At least one (1) temporary power pole shall be installed at each permitted construction site for use during construction, unless approved by the Building official. No temporary power shall be used for more than one permitted site.
 - b. **SLAB PREP:** To be made after trenches or ditches are excavated, underground conduits, sleeves, or other devices are installed and before any backfill is put in place.
 - c. **WALL/CEILING COVER (Commercial Only):** To be made with the wall/ceiling cover building inspection of the area to be inspected and after all services and branch circuit distribution wiring that service the area to be inspected is in place, boxes are secured, required conduit serving the area to be inspected and conduit passing through that area to other areas to be inspected at a later date is in place and fastened properly, wiring is protected from physical damage, panel boards and switching gear servicing the area are set and secured to the structure with service and distribution wiring stubbed into their approved enclosures, disconnects are in place and secured, bonding and grounding rough wiring is stubbed out near its termination point, and before any wall or ceiling cover is installed.

Large or multiple floor buildings over 15,000 sq. ft. in total area may be inspected in stages and partially approved for the continuation of construction at the Building Official's discretion.
 - d. **ROUGH-IN (Residential Only):** To be made with the building framing rough-in inspection and after all service cable, branch circuit distribution wiring, and low voltage wiring to be concealed is in place and stubbed into panel boxes set and secured to the structure; outlet, junction, and fixture boxes are in place and secured; required conduit is in place and fastened properly; wiring is protected from physical damage; and before any wall or ceiling cover is installed.

In situations where a dwelling unit's exterior siding or finish veneer has not been installed, cables, feeders, and fixture wiring to be concealed shall be stubbed close or into exterior wall cavities closest to the point of final connection and coiled into place. Wall or ceiling cavities containing stubbed cables or wiring shall not be covered until inspection of terminal runs has been approved.

- e. METERS: To be made after framing and all wall and ceiling coverings are in place and before final inspection; when all electrical service and control equipment is set, wired, fused, bonded and grounded, required disconnects are connected, all outlet devices and switch controls are connected, lighting fixtures, appliances, and equipment are set or boxed out and ready for safe operation, and the electrical system is ready for connection to public utilities.

The sole purpose of this Meters inspection is to allow the installer to check out all installed electrical systems and equipment for proper and safe operation, per its listing. Public utility connection shall not be made to permit work until this inspection has been approved.

- f. LOW VOLTAGE: To be made with the wall/ceiling cover or rough-in inspection, as applicable to type of construction, where low voltage wiring systems are to be concealed; or with the meters inspection, where low voltage wiring systems are to be surface mounted.

Where concealed, inspection shall include review of distribution wiring/cable types and rating, boxes and connections, wiring protection from physical damage, grounding and bonding, disconnects, control panel cabinets or enclosures, and other system components.

Where surface mounted, inspection shall include review of raceway types and mounting, wire fills to manufacturer's specifications, connection points (must be open to view, except that plug-in types shall be connected), grounding and bonding, disconnects, outlets and plugs, control panel cabinets or enclosures, and other system components.

- g. POOL BOND: To be made when all metallic parts of a pool structure, including the metal reinforcing of the pool shell and decking; forming shells and mounting brackets of no-niche fixtures; metal fittings within or attached to a pool structure; metal parts of pool equipment to include pumps, motors, covers, and other features; cables, raceways, and piping within five feet of the inside edge of the pool or within twelve feet above the pool maximum water level; are connected together with approved pressure connectors into a common bonding grid with a minimum #8 solid copper conductor, bare or insulated, and the system is ready to be concealed. Dependent upon site conditions, this inspection may have to be done in several separate trips to be completed and shall be at the inspector's discretion.
- h. IRRIGATION: To be made when all irrigation system wiring and conduit is in place; control panels, transformers, and their enclosures are mounted; junction boxes and splice points are open to view, high voltage power wiring is in place and GFCI protected, and the system is ready for safe operation.

GFCI protection for irrigation system wiring and controls is mandatory and may be provided by direct plug and cord connection from the transformer primary to a GFCI protected wall outlet or hard wired from the primary to a disconnect that is protected by a GFCI breaker located at the electrical panel.

- i. FINAL: To be made with the building final inspection, after all public utilities have been connected and all installed electrical systems are in full operation; all equipment, motors, appliances, fixtures, controls, guards, and other related systems have been labeled, tested, and balanced and the completed electrical installation is ready for its intended use.

- 7. *Plumbing, General.* The Building Official, upon notification from the permittee, shall make the following plumbing systems inspections and such other inspections as necessary and shall either release that portion of the construction by signature at the appropriate section on the permit yard card, or shall notify the permit holder, of any violations which must be corrected in order to comply with this Code, by issuing a Notice of Violation to the permittee.

- a. SLAB PREP: To be made after trenches or ditches are excavated and all under slab drainage and water service and distribution piping and sleeves and protectants are installed and under required tests and before any backfill is placed.

- b. **SEWER TAP:** To be made any time during construction, but before requesting final building inspection. This inspection is an open trench inspection of the exterior sewer piping from the building or structure foundation edge, to and including connection to the public or site sewer. Sewer piping shall be inspected for proper bedding, fall, materials, fittings, cleanout positions, and connection to the public or site sewer.
 - c. **WALL/CEILING COVER (Commercial Only):** To be made with the building wall/ceiling cover inspection and after all drainage, waste, vent, and water service and distribution piping is in place at the area to be inspected and stubouts are installed to the next area to be inspected, all piping and fixture roughs are properly fastened into place and protected from physical damage. All concealed fixture connections shall be made, rated assemblies installed and fire safe, concealed piping insulation installed, rough trim boxes, enclosures, access panels or vaults are secured in place, boots and flashings are installed, required pressure tests are applied, and before any wall or ceiling cover is installed.
 - d. **ROUGH-IN (Residential Only):** To be made with the framing rough-in inspection and after all drainage, waste, vent, and water service and distribution piping is in place and fastened and protected against physical damage. All concealed fixture connections shall be made, concealed piping insulation installed, rough trim boxes, enclosures, access panels/vaults secured in place, boots and flashings installed, required air or water pressure tests are applied and ready for inspection, and before any wall or ceiling cover is installed.
 - e. **BACK FLOW:** To be made prior to or with the final building inspection and shall include inspection of all water and irrigation systems requiring backflow prevention measures.
 - f. **FINAL:** To be made with the building final inspection, after all public utilities have been connected and all plumbing fixtures are properly set, trapped and connected to the drainage system, properly valved, protected against back siphonage, and connected to the potable water system. All water heating and other plumbing devices and appliances must be connected, valved, vented, pressure protected, secured in place, insulated and sealed, cleaned and tested for proper operation, and the completed plumbing system installation is ready for its intended safe use.
- D. *Responsibility for Quality and Design.* The completion of inspections by the City and authorization for work continuation shall not transfer responsibility for the quality of the work performed or materials used from the owner, nor imply or transfer acceptance of responsibility for project design or engineering from the professional corporation or individual under whose hand or supervision the plans were prepared.
- 1. **Stop Work Orders:** Work which is not authorized by an approved permit, or which is not in conformance to the approved plans for the development activity project, or which is not in compliance with the provisions of this Ordinance or any other adopted code, regulation, or ordinance of the City, shall be subject to immediate stop work order by the Director, Building Official or City Engineer.
- E. *Tree Removal Compliance Inspection.*
- 1. Following the issuance of a land disturbance permit for the development activity, the Arborist shall, from time-to-time, inspect the property for the purpose of certifying compliance with the requirements of the permit. In the event of non-compliance, the Arborist shall issue a stop work order. No Certificate of Occupancy shall be issued until actual compliance is obtained.
 - 2. If any required tree removal conditions have not been met within the time specified in the permit and provided the Director has not granted a written extension, the City may use the cash or bond proceeds to insure that these conditions are met.
 - 3. After development activity is concluded, the Arborist shall continue to make random inspections to insure that required trees are maintained. Replacement shall be required or bond/letter of credit posted within thirty (30) days of notice by the Arborist should any of these trees die, be removed, or be destroyed within two (2) years after completion of development.

F. *Floodplain.*

1. Properties containing or adjacent to the established Areas of Special Flood Hazard and Areas of Future-conditions Flood Hazard shall provide an elevation certificate or floodproofing certification using the FEMA floodproofing certificate along with the design and operation/maintenance plan to the Building Official after the lowest floor is completed, after placement of the horizontal structural members of the lowest floor upon placement of the lowest floor, or floodproofing by whatever construction means, whichever is applicable in accordance with Article III Section 3.4.5.B
2. Said certification shall be prepared by or under the direct supervision of a licensed land surveyor or professional engineer and certified by same in accordance with Article III Section 3.4.5.B. Any work undertaken prior to submission of the certification shall be at the permit holder's risk. The Director shall review the floor elevation survey data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further progressive work being permitted to proceed. Failure to submit the survey or failure to make said corrections required hereby shall be cause to issue a stop-work order for the project.

G. *As-Built Drawings.* Upon completion of the development activity as authorized by the land disturbance permit and prior to final inspection of public and private improvements, the owner shall submit to the City Engineer for review and approval a complete set of record drawings showing "as-built" conditions prepared by land surveyor registered in the State of Georgia. These drawings shall show actual location, true vertical and horizontal alignment, and finished elevations of:

1. Drainage System.
2. Detention Volume Certification.
3. Sanitary Sewer System (approved by Fulton County if served by Fulton County).
4. Public Water System (approved by Fulton County if served by Fulton County).

H. *Final Subdivision Plat.*

1. Process for Approval—Prior to the application for final subdivision plat approval; all storm water drainage and detention facilities, water and sewer utilities, street base, sidewalks, and curbing construction required for approval of the Final Subdivision Plat shall have been properly installed and completed in accordance with this Ordinance.

The Community Development Department shall be responsible for the coordination and approval of all final subdivision plats.

- a. Application for a final subdivision plat approval shall be made to the Community Development Department. The application shall include:
 - (1) Application in the form furnished by the Community Development Department requesting final subdivision plat review.
 - (2) Two (2) copies of final subdivision plat prepared in conformance with the specifications in this Ordinance.
 - (3) One copy of as-built drawings pursuant to the requirements of this Ordinance, sealed by a land surveyor registered in the State of Georgia, for projects served by City water supply.
 - (4) Payment of all final subdivision plat application and review fees.
- b. Ten (10) days following the application deadline, the Community Development Department shall indicate in a written memorandum all comments related to compliance with this Ordinance and conditions of zoning approval.
- c. The owner shall be responsible for all of the plan review comments prior to the resubmission of the revised final subdivision plat. All revisions to previous submittals shall be noted in the revision block and dated.

- d. Proof of payment for streetlights shall be provided to the City Engineer, prior to his approval of the final subdivision plat. At a minimum, this proof shall be in the form of a letter from the approved utility provider.
- e. Payment for materials and installation of traffic control devices shall be made to the City Engineer in accordance with the traffic engineering requirements in this Ordinance. Payment of the cost of street striping or required signalization, if required and not completed by the owner, shall also be received by the City Engineer prior to approval of the final subdivision plat.
- f. Provide one set water and sewer as-built with proof of approval by Fulton County Development Services Department, prior to approval by the Public Works Department.
- g. The Community Development Department shall not sign the final subdivision plat until all requirements of this Ordinance and other applicable regulations have been met. The final subdivision plat shall be accompanied by a bond, letter of credit, or other acceptable surety providing for the maintenance of all installations and improvement required by this Ordinance in the subdivision for a period of twelve (12) months following the date of final approval of the public improvements. The maintenance period may be extended by the Director at the request of the owner, provided it is in the best interest of the City.
- h. Once the Director has approved the final subdivision plat and all other affected departments and agencies of government as required have certified compliance, the Community Development Department shall certify by signature on the original of the final subdivision plat that all of the requirements of this Ordinance, and the conditions of zoning approval have been met, and that all other affected departments have approved the plat. The final subdivision plat shall not be deemed approved until the CERTIFICATE OF FINAL PLAT APPROVAL has been signed by the Community Development Department, City Engineer and the Fulton County Health Department.
- i. The owner shall be responsible for recording the approved final plat at Fulton County; and shall provide to the Community Development Department a reproducible Mylar copy showing the stamp of the Fulton County Court Clerk, and two (2) full size copies.
 - (1) Standards for Approval—The Final Subdivision Plat shall be clear and legible at a minimum scale of 100 feet to the inch. The Director may approve other scales as appropriate. The maximum sheet size shall not exceed 42" × 30". The maximum size acceptable for recording is 17" × 22", or as required by the Fulton County Superior Court Clerk. If the complete plat cannot be shown on one sheet, then said final subdivision plat shall be shown on several sheets with an index map indicated on each sheet. The minimum sheet size shall not be less than 17" × 22". All letters, numbers and other information shall be legible on the recorded copy. There shall be sufficient space available for the certificates as required. Graphic standards shall comply with the Georgia Plat Act.

The final subdivision plat shall conform substantially to the preliminary subdivision plat and it shall constitute only that portion of the approved preliminary subdivision plat which the owner proposes to record and develop at any one time, provided that such portion conforms to the requirements of this Ordinance. Any substantial deviation from the Preliminary Plat shall require revision and approval of the Preliminary Plat.

The final subdivision plat shall contain the following information:

- (a) Name of the subdivision, unit number and street names.
- (b) Name, address, and phone number of owner of record.
- (c) Name, address and phone number of each professional firm associated with a portion of the final plat (engineers, surveyors, etc.).
- (d) Site acreage.

- (e) Site zoning, case numbers, zoning conditions and date of approval for any applicable rezoning, master plan, variance, or special use permit affecting this site.
- (f) Date the final subdivision plat drawing, graphic scale, north point, notation as to the reference or bearings to magnetic, true north, or grid north, and indication whether bearings shown are calculated from angles turned.
- (g) Land District, Land Section, and Land Lot.
- (h) Name of the former subdivision, if any, or all the entire final subdivision plat if it has been previously subdivided.
- (i) Location map.
- (j) Courses and distances to the nearest Fulton County GIS monument.
- (k) Boundary lines of the property, to be indicated by a heavy line, giving distances to the nearest one hundredth (1/100) foot and bearing to the nearest second, which shall be balanced and closed with an error of closure not to exceed one (1) to ten thousand (10,000). The error of closure shall be stated.
- (l) City and Fulton County political boundary lines accurately tied to the lines of the property by distance and angles when such lines traverse the subdivision.
- (m) Locations, widths, and names of all streets and alleys within and immediately adjoining the final subdivision plat, address numbers, the location and widths of all public crosswalks, sidewalks, greenway trails and other public rights of way.
- (n) Street centerlines showing angles of deflection and standard curve data, radii, length of tangents and arcs, and degree of curvature with basis of curve data.
- (o) Lot lines with dimensions to the nearest one-tenth (1/10) foot, and bearing to the nearest second radii of rounded corners, as necessary to describe each lot.
- (p) Front and rear setback lines with dimensions.
- (q) Location of all buffers, landscape strips, greenway easements, and no access easements, etc., are required by this Ordinance.
- (r) When lots are located on a curve or when side lot lines are at angles other than ninety (90) degrees, the lot width at the building line shall be shown.
- (s) Lots or sites numbered in numerical order and blocks lettered alphabetically.
- (t) Location and size of all drainage structures, location, dimension and purpose of any easements, including slope easements, if required, public and private service utility right-of-way lines, fire hydrants and water mains.
- (u) Any areas to be reserved, donated, or dedicated to public use or sites for other than residential use with notes stating their purpose and limitations; and of any lands to be reserved by deed covenant for common uses of all property owners. Include statement that all common areas are to be maintained by the homeowners.
- (v) Statement "The City of Alpharetta does not enforce restrictive covenants."
- (w) Certificates and statements are shown below, as follows.
- (x) A statement that the private covenants are to be recorded separately and the following statement provided: "This final subdivision plat is subject to the covenants set forth in the separate document(s) attached hereto, dated _____, which hereby becomes a part of this final subdivision plat," recorded and signed by the owner.

- (y) Accurate location, material, and description of monuments and markers. Monuments to be placed prior to approval of the Final Plat.
- (z) Extent of the Areas of Special Flood Hazard and Areas of Future-conditions Flood Hazard and a flood plain chart showing the area within and outside the floodplain and a minimum allowable lowest finished floor elevation for a/each lot containing or adjacent to any portion of the Area of Special Flood Hazard and Area of Future-conditions Flood Hazard.
- (aa) The information required by the current Georgia Recording of Maps, Plats, etc., by Clerks of Superior Court Act must be shown.
- (bb) All other applicable notes and notations as may be required by the Director.
- (2) Certificate of Final Subdivision Plat Approval—Each final subdivision plat shall carry the following certificates printed or stamped on the plat.
 - (a) Approval from the Fulton County Health Department.
 - (b) Surveyor's Certificate.

It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision; that all monuments shown thereon actually exist or are marked as "future" and will be placed during construction of the improvements shown on this plat; and their location, size, type, and material are correctly shown.

By: _____

Registered Georgia Land Surveyor Survey No. _____

Date: _____

- (c) Owner's Certificate of Dedication and Acknowledgement:

(STATE OF GEORGIA)

(COUNTY OF FULTON)

The owner of record of the land shown on this plat and whose name is subscribed thereto, in person, or through a duly authorized agent, hereby acknowledges that this final subdivision plat was made from an actual survey, dedicates to the City of Alpharetta the complete ownership, and use of all streets (_____ acres), public water facilities, storm drains, easements (_____ acres), greenway easements (_____ acres), and other public facilities and appurtenances thereon shown (_____ acres).

Subdivider: _____

Date: _____

Owner: _____

Date: _____

- (d) Certificate of Final Subdivision Plat Approval.

The Community Development Department of the City of Alpharetta, Georgia, certifies that this plat complies with all requirements of the Alpharetta Unified Development Regulations including the City of Alpharetta Zoning requirements.

I. *Final Development Activity Inspection and Approval.*

1. *Final Inspection by the City Engineer.*

- a. A final development inspection may be requested when all site work and/or public improvements have been accomplished according to the terms of the approved site construction drawings and with this Ordinance, codes, and regulations.
- b. As-built drawings shall be approved, in accordance with the requirements of this Ordinance, prior to the performance of a final development inspection.
- c. The owner shall be responsible for correcting any deficiencies identified in the final development inspection prior to issuance of a letter of Final Development Inspection Approval.

2. *Maintenance Bond and Landscape Maintenance Bond.*

- a. Following issuance of Final Development Inspection Approval and prior to approval of the final subdivision plat or issuance of a certificate of occupancy, a maintenance bond and a landscape maintenance bond in a form acceptable to the Director is required. For the Maintenance Bond, the owner shall be responsible for maintenance/public improvements for one (1) year from the date of Final Development Inspection Approval, or longer if requested by the City Engineer. A performance bond may be required if deemed necessary by the City Engineer. For the Landscape Maintenance Bond, the owner shall be responsible for maintenance for eighteen (18) months from the date of Final Development Inspection Approval.
 - (1) The value of the Maintenance Bond shall be determined by the Director based on the dollar value of the improvements and the requirements of the City.
 - (2) The value of the Landscape Maintenance Bond shall be calculated by the property owner and shall be sufficient for the costs of labor, materials and maintenance for all landscaping improvements as set forth in the improvement plans.

3. *Acceptance of Public Improvements.*

- a. Prior to expiration of the maintenance bond, a final inspection of the public improvements shall be conducted by the City Engineer.
- b. The owner shall correct all defects or deficiencies in materials or workmanship.
- c. The maintenance bond shall not be released until the City Engineer is satisfied that all public improvements are in conformance with the specifications of this Ordinance.
- d. The City shall not accept the public improvements into perpetual maintenance until such time as said improvements are certified by the City Engineer as being in conformance with the specifications of this Ordinance.

J. *Certificate of Occupancy.* It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or parts thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure until a Certificate of Occupancy shall have been issued therefor by the Director, stating that the proposed use of the building or land conforms to the requirements of this Ordinance and other codes and ordinances adopted by the City.

K. *A temporary Certificate of Occupancy* may be issued for a period not to exceed six months during alterations or partial occupancy of a building or structure pending its completion, provided that such

temporary certificate may include such conditions and safeguards as will protect the safety of the occupants and the public.

L. *A Certificate of Occupancy shall be required for any of the following:*

1. Occupancy and use of building or structure constructed or enlarged.
2. Change in use of existing buildings to uses of a different classification.

([Ord. No. 681, § 1, 10-7-2013](#) ; [Ord. No. 693, 9-2-2014](#) ; [Ord. No. 718](#) , §§ 21, 24, 12-14-2015)

4.4.7 Assignment of names and addresses.

A. *Street and Development names.*

1. Proposed street and development names must be reviewed and approved by the Community Development Department prior to issuance of the land disturbance permit. Any changes to existing names must also be approved by the Director of the Community Development Department. Street names may be reserved through approval as shown on the Preliminary Plat if so requested. Names may be chosen from a historic street name bank available upon request from Community Development.
2. Street names shall consist of a root name of the developer's choosing or from the historic street name bank, and a suffix designation. The following suffixes are acceptable: Street, Road, Avenue, Court, Place, Way, Trace, Terrace, Drive, Lane, Parkway, Trail, Close, Circle, Cove, Highway, Pass, Entry, Loop, and Boulevard.

The following affixes are acceptable for private drives: Close, cove, entry, lane, pass, place, terrace, trace and trail.

Directional prefixes (i.e., north, south) and the prefixes "old" or "new" shall not be used.

3. Except within the same development, no proposed street name shall duplicate (be spelled the same or be phonetically the same) as an existing street name within the City of Alpharetta or surrounding municipalities regardless of the use of such suffix designations as "Street," "Avenue," "Boulevard," "Drive," "Place," "Way," "Court," or however otherwise designated. In the same subdivision, a root name may not occur more than twice. No street names will be allowed which begin with "River," or "Peachtree".
4. All street root names and suffix designations are subject to approval of the Director. Unacceptable language, abbreviations, contractions or initials may not be used.
5. Root names shall consist of no more than 13 characters including space, hyphens, etc. Letters not occurring in the English alphabet, and numerals, shall not be used. Only suffixes will be abbreviated.

B. *Street Address Assignments.*

1. A street address number must be assigned prior to issuance of a building permit. For any new structure proposed in a property which has not been assigned an address, a street number will be assigned upon confirmation or establishment of the property as a buildable lot of record under the requirements of this Ordinance.
2. Subdivision house numbers will be assigned when the Final Plat is submitted for review and is approved for the property. Submit two (2) copies of the approved plat to the Department. (Legible reductions are acceptable.)
3. Non-residential Projects will be numbered after the issuance of the Land Disturbance Permit.
4. Residential and commercial properties will be addressed on the road that the building is facing, regardless of access. The property must have frontage on the street on which it is addressed.

5. Apartments and Condominium Projects will be numbered when a Land Disturbance Permit is issued. Apartment Projects example:

John
2101
Alpharetta, GA 30202

Cypress

Smith
Court

2 101 is building two

2 1 01 is first floor

21 01 is unit one

Units with breezeways will have even numbered units on right and odd numbered unit on left. Each building is required to have a sign indicating the building number. Each breezeway is required to have a sign at the breezeway entrance indicating the unit numbers. The sign at the extreme left of the breezeway of building two (having a 3-story building with basement level) for example will read:

2001-2003
2101-2103
2201-2203

At the point where the main road splits, a permanent location sign is required to be posted as follows:

Buildings
5-8
←
9-15
⇒

6. The Certificate of Occupancy will not be issued without the above requirements being met and the street number clearly posted on the property.

([Ord. No. 681, § 1, 10-7-2013](#))

4.4.8 Surveying and mapping.

- A. This section sets forth requirements for the City of Alpharetta mapping and surveying monuments as described:

1. The City of Alpharetta Mapping and Surveying Monuments System will coexist with the Official System of Mapping and Surveying Landmark Monuments of Fulton County and be an expansion thereof.
2. The term "monument" shall consist of one azimuth monument and one monument with established northing, easting and elevation based on The North American Datum of 1983 (NAD 83), strategically placed, being composed of concrete with a brass cap stamped with an identifying number furnished or approved by the City Engineer.
3. The City Engineer shall keep a current copy of the reference maps and tables. Such information shall be made available for purchase by the public.
4. All maps or construction plans must include coordinate references to the City of Alpharetta Surveying Monuments, prior to issuance of the Land Disturbance Permit.
5. If, in the opinion of the City Engineer, a monument which is part of the Official City of Alpharetta Surveying Monuments is endangered by the proposed land disturbance, the applicant/owner

shall be notified and disturbance shall not be permitted until: The applicant/owner shall pay to the City a fee to replace said monument. This fee shall be based upon 105% of the monument replacement cost; to be negotiated by the City with a Registered Land Surveyor, qualified to set the monument to the City of Alpharetta Standards.

6. For any proposed development, the developer will set one new monument, two monuments for twenty acres and at least one additional monument for each additional ten acres or major fraction thereof. All control monuments shall be located and tied together by traverse, with a positional tolerance that meets the standards of Second Order, Class Two surveys.

The City Engineer shall have the authority to stop all land disturbance activity, until such time as proper fees have been paid to replace the damaged or disturbed monument.

- B. All plats shall conform to the Georgia Code Section 15-6-67 and Chapter 180-7 of the rules of State Board of Registration for Professional Engineers and Land Surveyors.
- C. Construction plans and as-built drawings shall be furnished as a digital file, as requested by City personnel.

1. Minor Subdivision Plat. (Replaces exemption plat)

- a. The Community Development Department shall be responsible for the coordination and approval of all minor subdivision plats.

- (1) Application for a minor subdivision plat approval shall be made to the Community Development Department. The application shall include:

- (a) Application in the form furnished by the Community Development Department requesting minor subdivision plat review.
- (b) Two (2) copies of minor subdivision plat prepared in conformance with the specifications in this Ordinance.
- (c) Payment of minor subdivision plat review fees.

- (2) Ten (10) days following the application deadline, the Director shall indicate in a written memorandum all comments related to compliance with this Ordinance and conditions of zoning approval. Subject to any action of the City Council, the Director shall have sole authority to determine the applicability of any provisions of this Ordinance.

- (3) The owner shall be responsible for all of the plan review comments prior to the resubmission of the revised minor subdivision plat. All revisions to previous submittals shall be noted in the revision block and dated.

- (4) The Community Development Department shall not sign the minor subdivision plat until all requirements of this Ordinance and other applicable regulations have been met.

- (5) Once the Director has approved the minor subdivision plat and all other affected departments and agencies of government as required have certified compliance, the Community Development Department shall certify by signature on the original of the minor subdivision plat that all of the requirements of this Ordinance, and the conditions of zoning approval have been met, and that all other affected departments have approved the plat. The final subdivision plat shall not be deemed approved until the CERTIFICATE OF MINOR PLAT APPROVAL has been signed by the Community Development Department.

- (6) The owner shall be responsible for recording the approved plat at Fulton County; and shall provide two (2) full size copies showing the stamp of the Fulton County Court Clerk.

- (7) Standards for Approval—The Minor Subdivision Plat shall be clear and legible at a recommended scale of 100 feet to the inch. The Director may approve other scales as appropriate. The maximum sheet size shall not exceed 42" × 30". The maximum size acceptable for recording is 17" × 22", or as required by Fulton County. If the complete plat cannot be shown on one sheet, then said plat shall be shown on several sheets with an index map indicated on each sheet. The minimum sheet size shall not be less than 17" × 22". All letters, numbers and other information shall be legible on the recorded copy. There shall be sufficient space available for the certificates as required.

The minor subdivision plat shall contain the following information:

- (a) Name of the subdivision, unit number and street names.
- (b) Name and address and phone number of owner of record.
- (c) Name, address, and phone number of each professional firm associated with the portion of the final plat (engineers, surveyors, etc.).
- (d) Site acreage.
- (e) Zoning, case numbers with conditions, and date of approval for any applicable rezoning, master plan, variance, or special use permit affecting the site.
- (f) Date of drawing, graphic scale, north point, notation as to the reference or bearings to magnetic, true north, or grid north, and indication whether bearings shown are calculated from angles turned.
- (g) Land District, Land Section, and Land Lot.
- (h) Name of the former subdivision, if any, or of the entire plat if it has been previously subdivision.
- (i) Location map.
- (j) Courses and distances to the nearest Fulton County GIS monument.
- (k) Boundary lines of the property, to be indicated by a heavy line, giving distances to the nearest one hundredth (1/100) foot and bearing to the nearest second, which shall be balanced and closed with an error of closure not to exceed one (1) to ten thousand (10,000). The error of closure shall be stated.
- (l) City and Fulton County political boundary lines accurately tied to the lines of the property by distance and angles when such lines traverse the subdivision.
- (m) Locations, widths, and names of all streets and alleys within and immediately adjoining the final subdivision plat, address numbers, the location and widths of all public crosswalks, sidewalks, greenway trails and other public rights-of-way.
- (n) Lot lines with dimensions to the nearest one-tenth (1/10) foot, and bearing to the nearest second radii of rounded corners, as necessary to describe each lot.
- (o) Front and rear setback lines with dimensions.
- (p) Location of any buffer, landscape strip and greenway easements, no access easement, etc., are required by this Ordinance or the Zoning Regulations.
- (q) Lots or sites numbered in numerical order and blocks lettered alphabetically.
- (r) Location and size of all drainage structures, location, dimension and purpose of any easements, including slope easements, if required, public and private service utility right-of-way lines, fire hydrants and water mains.
- (s) Accurate location, material, and description of monuments and markers. Monuments to be placed prior to approval of the Plat.

- (t) Extent of the Areas of Special Flood Hazard and Areas of Future-conditions Flood Hazard and a floodplain chart showing the area within and outside the floodplain and a minimum allowable lowest finished floor elevation for each lot containing or adjacent to any portion of the Area of Special Flood Hazard and Area of Future-conditions Flood Hazard.
 - (u) The information required by the current Georgia Recording of Maps, Plats, etc., by Clerks of Superior Court.
 - (v) All other applicable notes and notations as may be required by the Director.
- (8) Certificate of Minor Subdivision Plat Approval—Each minor subdivision plat shall carry the following certificates printed or stamped on the plat.
- a. *Surveyor's Certificate.* It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision; that all monuments shown thereon actually exist or are marked as "future" and will be placed during construction of the improvements shown on this plat; and their location, size, type and material are correctly shown.

By: _____

Registered Georgia Land Surveyor Survey No. _____

Date: _____

b. *Owner's Certificate of Dedication and Acknowledgement:*

(STATE OF GEORGIA)

(COUNTY OF FULTON)

The owner of record of the land shown on this plat and whose name is subscribed thereto, in person, or through a duly authorized agent, hereby acknowledges that this subdivision plat was made from an actual survey, and that there are no public dedications on this property.

Subdivider:

Date:

Owner:

Date:

- c. *Certificate of Minor Subdivision Plat Approval.* The Community Development Department of the City of Alpharetta, Georgia, certifies that this plat complies with all requirements of the Alpharetta Unified Development Code including Zoning Requirements.

([Ord. No. 693, 9-2-2014](#) ; [Ord. No. 718](#) , §§ 21, 24, 12-14-2015)

4.4.9 Maintenance and performance securities.

- A. *Maintenance Securities.* A maintenance bond, letter of credit, cash bond, or other equivalent form of security as approved by the City, shall be posted with the City by all developers where street or other improvements are made and offered to the City for acceptance and maintenance. The amount of this security will be calculated by the Community Development Department and shall be provided before the final plat can be recorded. Any bond, except cash bond, letter of credit or other equivalent form of approved security shall be on forms supplied or approved by the City and shall not be terminated or otherwise allowed to expire without at least thirty (30) days prior written notice to that effect to both the City and the subdivider or person. Separate bonds are required for each subdivision unit, phase or like entity. The developer shall maintain all improvements in the subdivision, to be dedicated to the City, for a minimum of one (1) year from the date of final plat recording. No dedication of improvements shall be accepted by the City until the expiration of one (1) year from such date and inspection from the public, action may be taken by the City Council by majority of those voting approving, approving with changes, or rejecting the proposal, or the City Council may table the proposal for consideration at its next regular meeting, or the City Council may refer the matter back to the Planning Commission for further consideration.
- B. *Referral to Planning Commission for Further Consideration.* The Director shall conduct such further studies as appropriate and shall present any proposed text amendment to the Planning Commission that has been heard by the City Council and referred back to it for further consideration. Public notice of the Planning Commission and City Council's hearing shall be given in the same manner as prescribed herein, and the Planning Commission shall conduct its public hearing and take action as described above.

SECTION 3.2 - TREE CONSERVATION, LANDSCAPE, AND BUFFER REQUIREMENTS¹¹

3.2.1 General.

In order to maintain and promote the public health, safety and welfare, the City has established regulations governing the conservation, planting, and replacement of trees. The importance of trees is recognized for their contribution toward quality of life, visual quality of the city, and improved property values. It is the City's intent to prevent the indiscriminate removal of trees without denying the reasonable use and enjoyment of real property. It is also the intent of these regulations that all applicable sites within the City maintain or obtain minimum tree density, as defined herein. Consistent with the expressed purpose of these regulations, all persons shall make reasonable efforts to protect and retain certain existing, self-supporting trees as defined herein. Each person shall be responsible for the normal care of trees located on its premises.

- A. Willful injury or disfigurement of any tree growing within the City shall be a violation of this Ordinance.
- B. No person shall:
 - 1. Attach any sign, notice or other object to any tree or fasten wires, cables, nails or screws to any tree in a manner that could prove harmful to the tree.
 - 2. Pour any material on any tree or on nearby ground which could be harmful to the tree.
 - 3. Cause or encourage any unnecessary fire or burning near or around any tree.
 - 4. Construct a concrete, asphalt, brick or gravel sidewalk, significantly compact the soil, place fill material, or create other impervious or semi-impervious surfaces around any tree so as to cut off air, light or water from the roots of the tree so as to adversely impact the tree's root system.
 - 5. Pile building material or equipment around any tree so as to cause injury thereto.
 - 6. Deny routine maintenance, watering and reasonable arboricultural care to existing and newly established trees as may be required as a result of activities taking place under this Section.
 - 7. Remove any tree without Permit.
 - 8. Remove or prune a tree on commercial property during non-development activity unless they follow ISA industry standard protocols for pruning or have written approval from the Director.
 - 9. Park any vehicle on the unpaved area underneath existing tree canopies.

([Ord. No. 739](#), 5-1-2017)

3.2.2 Definitions.

For the purposes of this Section, unless the context indicates otherwise, the following terms shall have the meaning set forth below:

Boundary Tree. Any tree located on adjacent property with a critical root zone that will be impacted by proposed land disturbance activity.

Buffer. An area required to remain undisturbed or replanted where existing vegetation is sparse, as determined by the director.

Caliper. A standard of trunk measurement for replacement trees. Caliper inches are measured at the height of 6 inches above the ground for trees up to and including 4 inch caliper and 12 inches above the ground for trees larger than 4 inch caliper.

Conifer Tree. Any tree with needle leaves and a woody cone fruit including, but not limited to, pine, juniper and cedar species.

Critical Root Zone (CRZ). The minimum area beneath a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The Critical Root Zone will typically be represented by a concentric circle centering on the tree's trunk with a radius equal in feet to one and three-tenths times the number of inches of the trunk diameter. EXAMPLE: The CRZ radius of a twenty (20) inch diameter tree is twenty-six (26) feet.

Dead Tree. Any standing tree which is no longer alive or has the ability to sustain itself through natural processes as determined by a qualified professional.

Development Activity. Any alteration of the natural environment, which requires the approval of a development or site plan and issuance of a Land Disturbance Permit. Development Activity shall also include the "thinning" or removal of trees from land in conjunction with a forest management program, the removal or destruction of trees incidental to the development of land or to the marketing of land for development, the removal or destruction of trees in conjunction with any grading activity, including the removal or filling (stockpiling) of soil, and logging or the removal of trees not in conjunction with an ongoing forest management program. Nothing in this definition shall be deemed to require or authorize the issuance of a permit for any activity described herein.

Diameter Breast-Height (DBH). The standard measure of tree size (for trees existing on a site). The tree trunk is measured at a height of 4½ feet above the ground. If a tree splits into multiple trunks below 4½ feet, the trunk is measured at its most narrow point beneath the split.

Director. The Director of Community Development or designee shall administer and enforce the provisions of this Ordinance; provided, however, that a designee shall have no authority to revoke permits.

Georgia 400 Tree Protection Zone. All property within a horizontal distance of 120 feet of the right-of-way of Georgia 400. At major intersections on Georgia 400 having exit and/or entrance ramps the protection zone shall be reduced to 60 feet. The reduction shall apply for the length of each such ramp. The Georgia 400 Tree Protection Zone is a Buffer.

Grading Activity. Altering ground surfaces to specified elevations, dimensions and/or slopes; this includes stripping, cutting, filling, stockpiling and shaping or any combination thereof and shall include the land in its cut or filled condition.

Guidance Document. A document maintained by the City of Alpharetta Arborist that includes clarifications to requirements with examples and additional technical standards about tree protection, tree planting, species selection, and other information relevant to the protection and replanting of trees in the City of Alpharetta. The document may be revised by the City Arborist as conditions and technical standards evolve.

Hardwood Tree. Any tree that is not coniferous (cone bearing). This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

International Society of Arboriculture (ISA). A professional organization that promotes the professional practice of arboriculture, sets standards for obtaining professional credentials for arborist, and establishes best practices for tree care, pruning, and protection.

Land Disturbance Permit. A permit issued by the City that authorizes Development Activity and includes, but is not limited to, Soil Erosion Protection, clearing and grubbing, land disturbance and building construction.

Landscape Strip. A portion of a lot required to be reserved for, installed with, and maintained with vegetation. Such a strip may or may not be required to be of a linear form. No utilities or parking shall be allowed within a required landscape strip.

Landscape Tree. A tree or trees that were planted or retained on a developed or previously developed site.

Lot Building Area. The area of a lot encompassed by front sides and rear yard setbacks or building line as required by City Ordinance and Subdivision Regulations.

Mass Grading. The grading across existing or proposed property lines including the removal of trees and disturbance of soils in order to prepare a site for construction and may include the earthwork required for the preparation of a single building pad.

Mulch. An organic material spread around the base of a plant or on a plant bed to enrich and insulate the soil. Types of mulch include Pine Straw, Shredded Hardwood, Wood Chips, and Bark Chips. Mulch should be free of disease and pests. Synthetic or artificial mulches are not acceptable for use in the City of Alpharetta.

Non-Development Activity. Any alteration of the natural environment which does not require development or site plan approval, but which would include the proposed removal or destruction of any tree(s). Any removal of trees that constitutes Development Activity as that term is herein defined shall not constitute non-development activity.

Ornamental Tree. A tree that provides a visual impact in the landscape. The impact may be provided through form, bark, branching structure, leaf color, and/or flower color. Typically a small or medium size tree.

Overstory Tree. Those trees that compose the top layer or canopy of vegetation and will generally reach a mature height greater than 40 feet and typically have a spreading canopy.

Permit (Tree Removal Permit). An official Permit for tree removal issued by the City of Alpharetta.

Pervious Surface. All that area of land that can be landscaped or planted, allows natural passage through by water, and is not covered by man-made materials or structures such as buildings or paving.

Pine Tree. An evergreen coniferous tree that has clusters of needle-shaped leaves.

Plantable Area. The pervious surface area available for the preservation or planting of trees. Plantable Area shall not include that portion of the lot that is covered by buildings and structures permitted pursuant to the maximum lot coverage standards of this Ordinance.

Planted Area. An area of living plant material created for the purpose of establishing open space and consisting of a minimum of 50% of the area devoted to trees and shrubs.

Pruning (Tree Pruning). To cut away dead, overgrown, or undesirable branches or stems. Pruning of trees to be done in compliance with standard arboricultural practices as outlined in ANSI A300 and shall maintain the trees natural form and structure.

Qualified Professional. An International Society of Arboriculture (ISA) Certified Arborist, an American Society of Consulting Arborists (ASCA) Registered Consulting Arborist, or a Registered Forester.

Recompense. Replacement of trees or payment into the City held tree fund for the removal of Specimen Trees.

Replacement Planting. The planting of trees on a site that before development had more trees, and after development shall have less trees per acre.

Responsible Party. Any individual, firm, principal, or other entity who is a signatory to a Tree Removal Permit Application or Land Disturbance Permit for Development Activity or any person or company caught in the act of tree removal without a City-issued permit, or who violates any other provision of this Ordinance.

Shade Tree. Any tree that has a spreading canopy that provides partial to full shade to the ground with a minimum height of 20 feet.

Semi-Pervious. Hardscape, aggregate or porous paver that allows at least fifty percent (50%) of surface water to pass through the manmade material and into the underlying soil.

Softwood Tree. Any coniferous (cone bearing) tree. This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

Specimen Tree. Any tree which qualifies for special consideration for preservation due to its size, type, condition, location or historical significance and which also meets the minimum size criteria set forth below.

Size Criteria:

<i>Pine Trees:</i>	30-inch diameter or larger for trees in the Pinus (Pine) genus.
<i>Coniferous Trees:</i>	20" diameter or larger for trees in the cedrus (deodar cedar), Thuja (Arborvitae), or other ecologically similar trees,
<i>Overstory Trees:</i>	30-inch diameter or larger for trees in the Liquidambar (Sweetgum) or Liriodendron (Tulip poplar) genus
	20-inch diameter or larger for trees in the Fagus (Beech), Nyssa (Tupelo), Diospyros (Persimmon), Sassafras (Sassafras), or other ecologically similar trees
	20-inch diameter or larger for Magnolia grandiflora (Southern magnolia) and those cultivars that generally reach a mature height over 40'
	24-inch (24") diameter or larger for trees in all other genera
<i>Understory Trees:</i>	8-inch (8") diameter or larger.
	10-inch (10") diameter or larger for Oxydendron arboretum (Sourwood).

See additional requirements for Specimen Trees in "The Guidance Document."

Street/Streetscape Tree. Any tree located or proposed to be located along a public or private street. The actual location will be determined by the specific zoning district or overlay. In situations where there is limited planting space in the right-of-way and or safety concerns, street trees may be located at the back of the sidewalk or within the landscape strip on private property and the discretion of the Director.

Structural Root Plate. The zone of rapid root taper that provides the tree stability against wind throw. The radius of the structural root plate is equal to 0.5 feet per inch of DBH.

Timber Harvest. Harvesting of timber from sites as a timber management activity as part of a demonstrated ongoing agricultural land use.

Tree. Any living, self-supporting woody or fibrous plant which normally obtains a diameter breast height of at least three (3) inches, and typically has one (1) main stem or trunk and many branches.

Tree Care Plan. A plan developed to provide an impacted tree the best possible chance of survival. A tree care plan should be prepared by a qualified professional and conform to the requirements of ANSI A300 and the Guidance Document

Tree Density. A measurement of trees on a property, expressed as inches per acre. For existing trees density is calculated based on DBH. For proposed trees tree density is calculated based on the caliper.

Tree Grouping. A community of trees as determined by the Director to merit special consideration as an ecological feature based upon species composition, form, structure, age, and condition. Specimen trees and trees of quality may be included in tree groupings and every alternative should be evaluated to save these trees. Except as otherwise provided in Section 3.2., Tree Groupings will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

Tree of Quality. A tree that merits special consideration due to historical significance, ideal shape and structure, or uniqueness of the species as determined by the Director. Except as otherwise provided in Section 3.2., Trees of Quality will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

Tree Removal or Removal of Trees. Removal of trees through an act of cutting down a tree or any act which causes a tree to die within 2 years after commission of the act or impedes the ability of the tree to sustain itself, including but not limited to damage inflicted upon the root system, trunk, or canopy as a result of:

1. The improper use of machinery on the trees;
2. The storage of materials in or around the trees;
3. Soil compaction;
4. Altering the natural grade to expose the roots or to cover the tree's root system with more than 4 inches of soil;
5. Causing the infection or infestation of the tree by pests, fungus or harmful bacteria;
6. Pruning judged to be excessive by the Director or not in accordance with the standard set forth by the International Society of Arboriculture (ISA);
7. Paving with concrete, asphalt or other impervious surface within such proximity as to be harmful to the tree or its root system; and
8. Application of herbicides or defoliants to any tree without first obtaining a permit.

Tree Planting List. List of preferred tree species for use in the City of Alpharetta. Species not included on this list may be approved at the discretion of the Director. The Tree Planting List is included in the Arborist Guidance Document.

Tree Protection Area. An area encompassing the critical root zone of a tree that shall remain in an a pervious state.

Tree Save Area. An area designated for the purpose of meeting tree density requirements, saving natural trees, and/or preserving natural buffers that shall remain in a pervious state.

Understory Trees. Those trees that grow beneath the overstory, and will generally reach a mature height less than 40 feet. Understory trees may include coniferous trees that meet these same height characteristics.

Zoning Districts. Those areas as defined in the Zoning Ordinance and shown on the Zoning Map.

([Ord. No. 739](#), 5-1-2017; [Ord. No. 749](#), § 4, 9-18-2017)

3.2.3 Exemptions.

A. The following shall be exempt from the provisions of this section:

1. The removal of trees with a Permit.

2. The removal of trees from horticultural properties such as farms, nurseries or orchards. This exception shall not be interpreted to include timber harvesting incidental to development of the land;
 3. The necessary removal of trees by a utility company within dedicated utility easements;
 4. The removal of trees on public rights-of-way conducted by, on behalf of, or any activity pursuant to work to be dedicated to, a federal, state, county, municipal or other governmental agency in pursuance of its lawful activities or functions in the construction or improvement of public rights-of-way;
 5. The removal of trees from lakes and detention ponds, and drainage easements, unless specifically planted to be part of the stormwater system; or
 6. The removal of any tree which is dead or has become or threatens to become a danger to human life or property;
- B. Notwithstanding the foregoing, all reasonable efforts shall be made to save specimen trees and trees of quality, and tree groupings.
- C. Nothing in this section shall be deemed to authorize, directly or indirectly, the removal of a tree from the Georgia 400 Tree Protection Zone or any buffer.

([Ord. No. 739](#) , 5-1-2017)

3.2.4 Permit required for non-development activity (activity which does not require a building permit, etc.).

- A. Except for routine or seasonal pruning or transplanting of trees, and except as exempted, no person shall engage in any Non-Development Activity as defined without first obtaining a permit. The request for a permit shall be submitted to the Director in the form of a tree removal permit application through the City process and shall include:
1. The reason for the proposed work
 2. Either a site sketch or photograph of the tree(s) proposed to be removed, identifying such tree(s) by size and species.
 3. Specimen Trees shall only be approved for removal if they are in declining health or as approved by the Director. If a request includes a Specimen Tree, the applicant shall provide a risk assessment or similar report, following currently accepted industry standards and protocols, prepared by a qualified professional outlining the condition of the trees and associated risks.

If the request for a permit is complete, complies with the Ordinance, and requests tree removal for one of the purposes identified in Paragraph B below, the Director shall issue a permit no later than ten (10) working days from receipt and shall inform applicant if replanting will be required. If the request is incomplete or denied, the Director shall notify applicant in writing regarding the specific reason for denial.

- B. The Director shall issue a permit for the following:
1. The removal of dead, substantially injured, damaged or diseased trees;
 2. The removal of any non-specimen tree, provided the tree is not a required landscape strip tree, buffer tree, or other code required trees and that the applicable minimum tree density requirement is maintained.
 3. The removal of any specimen tree, landscape strip tree, buffer tree or other code required tree with a replanting agreement approved by the director.

([Ord. No. 739](#) , 5-1-2017)

3.2.5 Land disturbance permit for development activity.

- A. No person shall engage in a Development Activity and no Land Disturbance Permit shall be issued without first obtaining an approved site plan stamped and signed by the Director.
1. Trees and or soils shall not be disturbed or removed in order to pad grade or mass-grade a site unless building construction is imminent. In order to be imminent, proposed buildings shall require review.
- B. Except as provided in Section 3.2.4 and Paragraph (c) of this subsection, no tree removal shall be approved for any site not under active development. For the purposes of this Ordinance, a site is not under active development unless there exists an approved development plan delineating the improvements to be constructed on the site consistent with the use for which the site is zoned, and there is a reasonable certainty that construction is imminent.
- C. A Land Disturbance Permit may be issued for Grading Activity on a site not under active development provided that:
1. The sole purpose of the Grading Activity is for the storage, removal or altering of soil for fill balancing on another site under active development;
 2. The site not under active development must be under common ownership or common development control with the site that is under active development;
 3. The site not under active development must be contiguous to, or located within one (1) mile of, the site under active development. For the purposes of this Section, the measurement of distances shall be from property line to property line along the most direct route of travel on a public road;
 4. The proposed Grading Activity shall not result in the damage or removal of more than ten percent (10%) of the total tree density (inches per acre) on the site not under active development;
 5. The proposed Grading Activity shall not decrease the tree density below the minimum inches per acre required for the site. For the purposes of this Section, trees in Buffers that will be required shall be excluded from minimum density calculations;
 6. The area to be disturbed within the site shall be the area that will have the least adverse impact on existing trees, Specimen Trees, Trees of Quality, and Groupings of Trees as determined by the Director. In addition, the area must be visually screened from public or private roads and drives, developed residential and commercial properties, by a one hundred foot (100') buffer or a buffer of sufficient depth to provide reasonable visual screening. In order to provide reasonable visual screening, it may be necessary to locate access roads to the impacted area in a winding manner to prevent a straight line of site to the impacted area; and
 7. The disturbed area within the site shall be replanted with trees to a tree density of 130 inches per acre no later than eighteen (18) months from the issuance of the Land Disturbance Permit authorizing the Grading Activities. A tree replacement plan and a bond shall be submitted and approved by the Director prior to the issuance of the permit authorizing the Grading Activities. The completion bond shall be held until the planting is complete and at that time transfer to an eighteen (18) month maintenance bond to ensure survival of the replacement trees. The applicant shall be responsible for the irrigation (watering) of trees during the period of the bonds. The replanting requirements of this Section shall not apply, and the initial bond shall be released, if, on or before fifteen (15) months from the issuance of the permit authorizing the Grading Activity, the site becomes under active development pursuant to the issuance of a Land Disturbance Permit and the approval of development plans in compliance with the provisions of this Ordinance.
- D. Nothing in this Section shall be deemed to authorize any Grading Activity or similar activity not otherwise in compliance with the Land Subdivision Regulations of the City of Alpharetta, including,

the Soil and Sedimentation Control Ordinance. Further, nothing in this Section shall be deemed to eliminate the requirement that all reasonable efforts must be taken to save and not adversely impact the Critical Root Zones of Specimen Trees, trees of quality, and tree groupings and that all applicable sites from the City shall maintain or obtain the minimum tree density required by this Ordinance.

([Ord. No. 739](#), 5-1-2017)

3.2.6 Application requirements.

- A. When a person applies for a Land Disturbance Permit as defined herein, such person shall provide the following information:
 - 1. A complete tree survey and inventory, which shall contain the following information:
 - a. All Specimen Trees, Trees of Quality, Tree Groupings, Landscape Trees, and Boundary Trees on the site and within 30 feet of the limits of disturbance; with an indication whether they are to be retained or removed;
 - b. All trees that are to be counted toward the tree density requirement greater than 2" DBH, including size (Caliper or DBH) and species. Sampling methods may be used to determine tree densities for forested areas (over 5 acres) that are to be preserved. Sampling methods must conform to industry standards and protocols and be no less than a 10% sample;
 - c. Tree Protection Zones and Tree Save Areas must be delineated on the plan;
 - d. All buffers with existing trees to be delineated on plans as Tree Save Areas. Land Disturbance within any Buffer is subject to Director approval;
 - e. The tree survey and inventory shall be a to-scale map or a site plan prepared and sealed by a registered surveyor.
 - 2. An integrated site plan showing Specimen Trees, Trees of Quality, Tree Groupings, Boundary Trees, the trees to be saved and those to be removed, existing utilities and those to be installed, grading, the approximate location of all structures, driveways and curb cuts and all proposed tree plantings and other landscaping. It is required that all reasonable efforts be made to save Specimen trees, Trees of Quality, Tree Groupings. (Reasonable efforts shall include, but not be limited to, alternate building design, building location, parking area layout, parking area location, stormwater BMP locations and the like).
 - a. If a Specimen Tree, Tree of Quality, or Tree Grouping cannot be saved a hardship justification in the form of a letter shall be submitted to the Director for review and approval and be included within the plan set;
 - b. If a Boundary Tree cannot be saved or results in an encroachment into the Critical Root Zone of greater than 10%, evidence of notification to the owner of the tree will be required to be provided to the Director. This notification shall generally include the current condition of the tree, % encroachment, potential outcomes of the encroachment, and proposed tree care to offset the encroachment. In no way does this authorize any encroachment into the Structural Root Plate of a Boundary Tree.
 - 3. A detailed plan to protect and preserve landscaping and trees before, during and for a period of two (2) years after construction, which shall contain the following information:
 - a. All items found on the Arborist Checklist located in the Arborist Guidance Document;
 - b. Existing roads, utility lines, drainage and detention facilities, and other pertinent items in the vicinity of the site.
 - c. The locations of existing and proposed structures, paving, driveways, cut and fill areas, detention areas, etc.

- d. Phase lines or limits of construction;
- e. A delineation of all protected zones with any required dimensions;
- f. Calculations showing compliance with the required Tree Density and Recompense per section 3.2.7
- g. Locations of all existing and proposed utility lines and easements;
- h. Locations of any boring sites for underground utilities;
- i. Locations of all Specimen Trees, Trees of Quality, Groupings of Trees, Landscape Trees and Boundary Trees and indications whether they are to be removed or preserved;
- j. Locations of all tree protection devices, materials to be used in each location and details;
- k. A delineation of tree save areas in which trees have been inventoried for density calculations;
- l. If applicable, locations and details of all permanent tree protection measures (tree wells, aeration systems, permeable paving, retaining walls, bollards, etc.); and
- m. A tree care plan developed by a Qualified Professional designed specifically for each tree to be saved that warrants care due to the changes in site conditions or as approved by the Director. The tree care plan shall be prepaid prior to issuance of the land disturbance permit and a paid invoice provided to the City. In the event of a change in ownership, arrangements must be made to allow access for the tree care to continue throughout the required timeframe.
- n. A full landscape plan meeting all of the requirements of this Section including tree density, recompense, landscape strip, parking lot tree coverage and screening, groundcover, hardscapes, etc. The landscape plan submitted shall be the one that is expected to be planted. Permit only plans will not be accepted by the Director.
- o. Additional information as required on a case-by-case basis.

The above items may be integrated into the normal application requirements and submittals.

- B. Minor additions to existing development require only a sketch showing changes to be submitted to the Director for review and approval.

([Ord. No. 739](#), 5-1-2017)

3.2.7 Minimum tree density and recompense requirements.

The intent and goal of these regulations is to insure that a minimum density of trees is maintained on all developed sites and that a significant amount of tree canopy coverage and pervious soil area is maintained throughout the City. The density requirement must be met whether or not a property or site had trees prior to development or any tree removal. The density may be achieved by counting existing trees 2" in diameter or greater to be preserved, planting new trees in accordance with the minimum standards of this Section, or some combination of the two. Vegetated runoff reduction measures which include trees also count toward the tree density requirement. Minimum tree density shall be calculated and established pursuant to the formula and analysis set forth in the Guidance Document.

- A. All sites within the City other than 'For-Sale' residential lots shall maintain or achieve a Minimum Tree Density of 130 inches per acre. The owner shall be subject to the minimum tree density requirement set forth in this paragraph, but the owner shall base the density calculations on the net site area excluding the acreage required for Buffers and infrastructure improvements (roads, utility lines, detention ponds, etc.). In no event shall a parking lot be considered an infrastructure improvement.

- B. All 'For-Sale' residential lots in the City shall maintain a minimum tree density of 130 inches per acre or provide a calculation as described in the Guidance Document that shows the lot meets or exceeds a 30% canopy coverage based upon trees growing within the property lines. For new construction or new plantings this calculation may be based upon the mature spread of the newly planted trees at 20 years after planting. If replacement planting is required on a 'For-Sale' residential lot, it is encouraged to provide at a minimum a two-inch (2") caliper tree or larger in the lawn area in the front yard or landscape strip if space allows.
- C. Owners shall receive a density credit of two (2) times the inches for each Specimen Tree saved by utilizing an alternate design during development. Specimen trees that cannot be saved must be replaced with recompense plantings equal to three (3) times the DBH of the tree(s) removed. Recompense trees shall be a minimum of four-inch (4") caliper at time of planting. Trees of Quality or Tree Groupings shall receive a density credit of one (1) times the inches for each tree saved. Specimen Trees removed without prior approval shall be subject to the recompense replanting requirements as described in section 3.2.10 Tree Damage and subject to the applicable penalties as described in Section 3.2.17.
- D. An owner may request a reduction in recompense plantings, which may be granted at the discretion of the Director. The reduction shall be calculated considering Specimen Trees, Trees of Quality or Tree Groupings and other landscape amenities that are incorporated into the site plan utilizing an approved alternative design.
- E. In the event that Specimen Tree Recompense cannot be achieved through planting on the subject property, two alternative methods of compliance may, at the discretion of the Director, be approved: planting at a location remote from the project site; or, a recompense payment to the City of Alpharetta Tree Replacement Fund. The following standards have been established for administering these alternative recompense methods.
 - 1. The director must review and approve all requests for alternative recompense. In no instance shall 100% of the required recompense be met through these alternative methods. As many trees as can reasonably be expected to survive and thrive must be planted on the subject property. No permit shall be issued until the Director has approved the request and received the necessary documentation and/or funds.
 - 2. If trees are to be planted at another location, the off-site location should be in the same area of the City as the project site and a tree replacement plan meeting all applicable standards must be provided by the owner and reviewed and approved by the City Arborist. If tree planting is proposed on City property all specifications for such planting shall be met as determined by the Director of Public Works or the Director of Recreation and Parks. A completion bond in the amount of 100% of the installation and materials cost shall be provided prior to issuance of any land disturbance permit.
 - 3. If a recompense payment to the City of Alpharetta Tree Replacement Fund is approved, the amount of the donation shall be established by the Director. The amount of the recompense payment shall be 100% of the estimated costs of the average 3 bids from reputable landscape contractors, licensed to do business in the City, for the materials, installation, and care during the trees establishment period (18 months) provided by the owner and reviewed and approved by the City.

([Ord. No. 739](#), 5-1-2017)

3.2.8 Tree Replanting, Buffer, and Landscape standards.

A. Tree Replanting.

- 1. Unless otherwise approved by the Director, it is recommended that trees selected for replanting be on the Recommended Tree List. Trees selected for planting must be free from injury, pests, disease, nutritional disorders or root defects, and must be of good vigor and form in order to assure a reasonable expectation of survivability. Standards for transplanting shall be in keeping

with those established in the International Society of Arboriculture publication Tree and Shrub Transplanting Manual or similar publication. Reference the American Association of Nurserymen publication American Standard for Nursery Stock (ANSI Z60.1-2014) for plant material quality specifications. Reference the Manual of Woody Landscape Plants (Michael Dirr, 2009, Stipes Pub. LLC.) or similar publication for information on tree species and site requirements.

2. It is desirable that replanted trees be ecologically compatible with the site and neighboring sites. Accordingly, the replanted trees shall be of the same or similar species as those removed when practical.
- C. All replanted overstory trees shall be at least six (6) feet tall and have a trunk of not less than two (2) caliper inches. All replanted understory trees shall be at least four (4) feet tall or have a trunk not less than one (1) caliper inch. In order to provide sufficient growing area for planted trees, the following minimum criteria must be observed unless otherwise approved by the Director.
- a. No more than 25% of any one genus may be included in any replanting plan.
 - b. A minimum of 40% of the required tree density on a site is recommended to be met through overstory tree planting.
 - c. Greater than 50% of the trees shall be natives.
- B. Buffer Requirements.
1. A lot zoned or used for a rental dwelling, office, institutional, commercial, industrial uses or occupied by a non 'For-Sale' residential use shall provide a fifty foot wide undisturbed buffer along all property lines adjoining property zoned for or used by 'For-Sale' residential purposes. Where commercial or industrial districts or developments abut R-10M zoning districts, the same buffer requirements apply. The buffer shall be in addition to the required building setback line.
 - a. When a new, 'For-Sale' development is proposed adjacent to an existing, non-residential use with no buffer present, the 50' buffer must be provided by the residential development.
 - b. If a 50' buffer has been provided on the property adjacent to a proposed, non-residential development, the buffer requirement may be waived with the approval of the Director.
 2. Except as otherwise provided, herein, buffer strips shall be preserved in their natural undisturbed state, except that sparsely planted buffers shall be enhanced with additional plant material. Enhancement plants must provide an opaque screen within two (2) years of planting and must consist of trees, shrubs, and groundcover plants meeting the following standards:
 - a. Plant selection will consist of eighty (80) percent evergreen species and twenty (20) percent deciduous species;
 - b. Deciduous trees must be a minimum of 2 inch caliper at time of installation;
 - c. Evergreen trees must be a minimum of 9 feet tall at time of installation;
 - d. Shrubs must be a minimum of 3 feet tall at time of installation;
 - e. Plants will be spaced a maximum of eight (8) feet on center or as approved by the Director;
 - f. Plantings shall be designed with plant palette containing a mixture of colors, textures, and heights.
 3. Undisturbed buffers shall not contain any surface parking or storm water, detention facilities, or any structures except that the Director may approve underground facilities within the buffer or the crossing of the buffer for the purpose of extending utilities.
 4. The Director may approve vegetated runoff reduction measures within the buffer. The planting requirements above may be varied to accommodate vegetated runoff reduction measures as part of an approved stormwater management plan, if properly designed to provide stormwater management and screening functions.

5. Stream buffers must be replanted where disturbed for approved access and utility crossing. Replacement plantings must be native and be arranged to have a natural appearance.
6. All buffer plantings are subject to the approval of the Director.

C. Parking Lot Landscaping.

1. Surface parking lots shall provide a minimum 200 square foot wide landscape island at the end of each parking bay, and a 200 square foot island located each 72 feet of single parking length. Each landscape island shall be planted with one shade tree. Islands shall be excavated to 3 feet deep or to a depth 6 inches greater than the height of the root ball and backfilled with a minimum of 600 cubic feet of friable soil. Islands that are 400 square feet or larger and corner islands shall be planted with a large overstory tree. Parking lot trees must be 2" caliper minimum at time of planting and have a clear trunk to a minimum height of 6 feet. The remainder of a landscape island shall be planted with shrubs, ornamental grasses, and ground covers; and mulch shall be applied. Turf grass will not be accepted. Utilities and lighting shall not be allowed within required parking lot landscape islands.
2. Alternate landscape configurations may be approved if the Director determines that the alternate design exceeds the standards above and/or is part of a smart stormwater design for the site that includes multi-functional, vegetated runoff reduction measures. An alternate configuration could also include a stormwater component or the preservation and enhancement of existing trees which are provided above and beyond other tree preservation requirements; which are deemed of community value by the Director; and shall result in a minimum of 50% parking lot canopy coverage within 15 years.
3. The required tree area shall be protected against compaction and shall provide sufficient area for tree growth. Utilities are not allowed within the minimum area. The trees shall be maintained in accordance with best management practices as defined by the International Society of Arboriculture guidelines, and shall not be removed or pruned without permission from the City Arborists.
4. Shrubs shall be provided to screen paved areas and parking lots from the public right-of-way, private drives and adjacent property year round. Shrubs shall be 2 feet tall at time of planting, 2 rows deep and shall provide a screen within 3 years of planting. Alternate screening methods such as fencing may be approved by the Director.

D. Landscape Strips.

1. The City wants to promote tree lined streets therefore, a minimum of ten (10) feet wide landscape strip shall be provided along all public right-of-ways and private roads. Main streets which are listed below shall have twenty (20) foot landscape strips, except those located within the Downtown Overlay District. which shall have ten (10) feet wide landscape strips or landscaping as approved by the Director.

MAIN STREETS:

Highway 9

Mansell Road

Windward Parkway

Northpoint Parkway

Westside Parkway

Old Milton Parkway

Haynes Bridge Road

Kimball Bridge Road

2. No permanent structures other than signage are permitted within the landscape strip. This includes pavement, retaining walls, drainage structures, detention ponds, flumes, curbing, etc. unless approved by the Director.
 - a. Retaining walls built with decorative masonry and designed as a landscape feature may be located within the landscape strip subject to approval by the Director. All required plantings must be installed so as not to interfere with the structural integrity of the wall.
 3. Actual spacing of street trees is based on the average canopy spread of the species selected as outlined in the Arborist Guidance document. If the spacing of shade trees exceeds 25 feet on center understory trees shall be required to fill in the gaps between each shade tree. Spacing of shade trees shall not exceed 40 feet on center. Shade trees shall be a minimum 4" caliper; ornamental trees shall be a minimum 3" caliper. The use of a combination of shade trees and ornamental trees is recommended.
 4. For commercial development and for master plan subdivisions, a minimum of five (5) foot landscape strip shall be provided along all property lines which do not adjoin a public right-of-way or private road. One (1) shade tree, minimum 4" caliper, shall be provided for every fifty (50) linear feet of landscape strip. For master plan subdivisions, this requirement is only required along the external property line of the overall project.
 5. Shrubs shall be provided in all landscape strips. Shrubs shall be a minimum of 2 feet tall at time of planting. Shrubs located in landscape strips may be used to meet the parking lot screening requirement.
- E. Additional screening shall be provided around all utility areas, detention facilities, dumpster/refuse areas, drive through areas, loading and unloading zones, etc. to screen views from the public right-of-way, private roads, drives, and adjacent properties year round. Screening shall be provided in any combination of the standards below or as approved by the Director.
1. Plant selection will consist of eighty (80) percent evergreen species and twenty (20) percent deciduous species;
 2. Deciduous trees must be a minimum of 2 inch caliper at time of installation;
 3. Evergreen trees must be a minimum of 6 foot tall at time of installation;
 4. Shrubs must be a minimum of 4 foot tall at time of installation;
 5. Screening for detention facilities must incorporate an alternating double row of evergreen shrubs 4 foot tall at time of planting.
 6. A combination of decorative walls, fences, and landscape material may be used with the approval of the Director.
- F. Lighting Fixtures shall be arranged so that the source of any light is screened from residential views and located as to not interfere with the tree canopy at time of planting or in the future.
- G. All required landscape areas shall be provided with a minimum of 1 water spigot or other water source within 150 feet.
- H. A bond shall be required for a minimum of 18 months to ensure the maintenance and irrigation of the landscaping materials.
- I. All landscape plans and tree planting plans for non "For Sale" residential properties shall be prepared as a to-scale map or a site plan prepared and sealed by a Registered Landscape Architect in the State of Georgia. Tree only plans may be prepared by a Qualified Professional.
- J. Outdoor Dining Areas. At-grade outdoor dining areas shall include perimeter landscaping and decorative detectable barriers in order to define the area. Detectable barriers shall include decorative planters, low walls or other improvement approved by the Community Development Director. Uncovered outdoor dining areas shall include one (1) shade tree per 750 square feet.

([Ord. No. 739](#), 5-1-2017)

3.2.9 Tree Protection and Conservation Standards.

Prior to commencement of any grading, construction, or tree removal authorized through the issuance of a land disturbance permit and continuing until a final subdivision plat has been recorded or a certificate of occupancy has been issued, the following system shall be used:

- A. A tree protection area shall be required for any tree located within 30 feet of any proposed grading, construction or tree removal; and shall be established by physical barriers and maintained until such work is complete.
- B. Location and Types of Tree Protection Devices.
 - 1. Tree protection devices are to be installed as shown on the plan or otherwise completely surrounding the Critical Root Zone of all trees to be preserved.
 - 2. The plan shall indicate which types of tree protection are to be installed and where they are to be installed. The types identified on the plan shall be consistent with the City's Tree Protection Details, available in the Arborist Guidance Document.
 - 3. The locations of all tree protection devices will be verified by the City prior to the issuance of the construction permit for clearing and/or grading.
 - 4. Once Protected Zones are established and approved, any changes are subject to Development and Inspections Department review.
- C. Tree Protection measures are to be installed as shown on the City's Tree Protection Details, available in the Arborist Guidance Document.
- D. Sequence of Installation and Removal. All tree protection devices shall be installed prior to any land disturbance permit authorizing tree removal. Community Development Department must inspect the installation of tree protection and erosion and sedimentation control devices prior to the issuance of the land disturbance permit. Tree protection must remain in functioning condition until the certificate of occupancy is issued.
- E. The cleaning of equipment, storage of materials or dirt, disposal of waste materials such as paint, oil, solvents or other harmful substances, or any other such act which may be harmful to the continued vitality of the tree(s) within the tree protection area, is prohibited.

([Ord. No. 739](#), 5-1-2017)

3.2.10 Tree damage.

Any tree designated in the plan to be saved, Including Trees of Quality and Tree Groupings, that is damaged during construction or grading, or as a result of such activities, shall be treated according to accepted International Society of Arboriculture Standards, or replaced with a tree(s) equal to the DBH of the tree removed. However, any Specimen Tree damaged as described above shall be replaced with a tree(s) eight (8) times the DBH of the tree removed with a minimum four-inch (4") tree Caliper. In the event that a damaged specimen tree must be removed, the location occupied by the tree's Critical Root Zone must remain in a pervious state with no structures or buildings placed in this area and violations shall be subject to the applicable penalties as described herein. Any specimen tree damaged on "For-Sale" residential lots as the result of failure to receive tree removal approval for non-construction tree removal or as a result of failure to protect a specimen tree during non-construction tree removal will result in up to three (3) times recompense.

([Ord. No. 739](#), 5-1-2017)

3.2.11 Tree survey inspection.

Following the receipt of the completed tree removal application and supporting data, the Director shall schedule and conduct an inspection of the proposed development site. Following inspection, the Director shall advise the applicant of any recommended changes in the applicant's proposed tree removal, protection or replanting plans necessary to make the plans comply with the provisions of this Ordinance.

([Ord. No. 739](#), 5-1-2017)

3.2.12 Tree removal applications, approval and expiration.

- A. The Director shall review all applications and supporting data and take one (1) of the following actions: approve, approve with conditions or disapprove. Applications, which meet the requirements of this Ordinance, shall be approved.
- B. Development Activity will not be authorized until such time as appropriate Land Disturbance Permits have been issued and approval granted.
- C. Tree removal and replacement shall begin no later than one hundred eighty (180) days after issuance of the permit and shall be completed no later than two (2) years after the issuance of the permit. Except as provided in these regulations authorizing certain cut and fill activities. The Director may refuse to issue any permit for tree removal until the submission of all development plans and receipt of other evidence satisfactory to the Director that there is a reasonable certainty that the Development is imminent.

([Ord. No. 739](#), 5-1-2017)

3.2.13 Tree removal and landscaping compliance inspection.

- A. Following the issuance of a Land Disturbance Permit for the development site, the Director shall from time to time inspect the site for the purpose of certifying compliance with the requirements of the tree removal. In the event of non-compliance, the Director may revoke or modify any City permit pertaining to the Development Activity for which the Land Disturbance Permit has been issued. No certificate of occupancy shall be issued until actual compliance is obtained.
- B. If any required Land Disturbance Permit conditions have not been met within the time specified in the Land Disturbance Permit, and provided the Director has not granted a written extension, the City may use the cash or bond proceeds to insure that these conditions are met. The bond will have an expiration date no longer than one (1) year, and the proceeds will go to the City of Alpharetta Tree Replacement Fund.
- C. After development is complete, the Director shall continue to make random inspections to insure that required trees and landscaping are maintained. Replacement shall be required or bond/letter of credit posted within thirty (30) days of notice by the Director should any of the tree(s) or landscaping die, be removed or be destroyed.
- D. Notwithstanding any other provision of this Ordinance to the contrary, a home builder's responsibility to replace a newly planted tree or trees shall terminate upon the issuance of a certificate of occupancy or at the end of the maintenance bond time frame, whichever is longer, provided that an inspection conducted immediately prior to the issuance of the certificate of occupancy confirms that the replanted tree or trees were planted properly as established in the ISA (International Society of Arboriculture) standards, and are healthy and free of pests and disease. Nothing in this Ordinance shall be deemed to eliminate any other obligation the homebuilder may have pursuant to any private agreement between the homebuilder and homeowner, or any restrictive covenants that are applicable to the property.

([Ord. No. 739](#), 5-1-2017)

3.2.14 Permit fee.

The fee for review of a request for permits shall be \$5.00. The fee for review of an application for a Land Disturbance Permit (which only applies to Development Activity and Grading Activity) shall be \$50.00 per acre and a maximum of \$500.00. These fees may be revised from time to time by resolution of the City Council, or delegated to the Director to be administratively established and revised from time to time.

([Ord. No. 739](#), 5-1-2017)

3.2.15 Enforcement, appeals and variances.

- A. Enforcement. All requests for permits and all applications for tree removal shall initially be submitted to and reviewed by the City Arborist. The City Arborist shall be responsible for recommending to the Director the approval or denial of applications for Land Disturbance Permits.
- B. Appeals.
 - 1. Requests for appeal of any administrative decision shall first be addressed to the Director.
 - 2. Written requests for appeal of any administrative decision are permitted and must be submitted to the Board of Zoning Appeals within ten (10) days after notice of such decision. Such written appeal shall be made in the form of a letter, which outlines the salient points upon which the appeal is based.
 - 3. The Board of Zoning Appeals shall schedule a hearing as soon as reasonably practicable to consider the appeal, and shall issue a written decision within thirty (30) days of the hearing.
 - 4. If the appeal concerns an administrative decision regarding Specimen Trees, Trees of Quality, Tree Groupings, or Boundary Trees it shall be the applicant's burden to demonstrate that reasonable alternatives have been considered in order to save said trees (as described herein). Documented evidence shall be filed by the applicant with the written request for appeal and shall include, but not be limited to the following:
 - a. Boundary survey showing topography, easements, creeks and other features of the property.
 - b. Two alternative development plans, which include the Specimen Tree(s), Trees of Quality, Groupings of Trees, or Boundary Trees.
 - c. An itemized estimate of additional costs associated with saving the trees.
- C. Variance.
 - 1. Written requests for a variance are permitted.
 - 2. The Director shall have the authority to grant variances not to exceed twenty percent (20%) of the minimum or maximum standards of this Ordinance.
 - 3. Variances that exceed twenty percent (20%) or variances that exceed the allowance of administrative variances shall be heard by the Board of Zoning Appeals.
 - 4. Variances can be granted only in the case of extreme hardship or unusual circumstance. The factors to be taken into consideration by the Board may include the following, but shall not be solely economic:
 - a. The ease with which the applicant can alter or revise the proposed development or improvement to accommodate existing trees.

- b. The economic hardship that would be imposed upon the applicant were the variance denied.
 - c. The heightened desirability of preserving tree cover in densely developed or densely populated areas.
 - d. The need for visual screening in transitional zones or relief from glare, blight, commercial or industrial unsightliness or any other visual affront.
 - e. Whether the continued presence of the tree or trees is likely to cause danger to a person or property.
 - f. Whether the topography of the area in which the tree is located is of such a nature to be damaging or injurious to trees.
 - g. Whether the removal of the trees is for the purpose of thinning a heavily wooded area where some trees will remain.
 - h. Whether tree removal would have an adverse impact upon existing biological and ecological systems.
 - i. Whether tree removal would affect noise pollution by increasing source noise levels to such a degree that a public nuisance may be anticipated or a violation of the noise control ordinance will occur.
 - j. Whether the general health and life expectancy of the tree or trees warrant the measures necessary to prolong the life of the trees based upon accepted ISA practices.
- D. Appeal from the Decisions of the Board of Appeals shall be by Writ of Certiorari to the Fulton Superior Court, and must be filed within thirty (30) days of the date of the Board's decision.

([Ord. No. 739](#), 5-1-2017)

3.2.16 Natural Resources Commission.

The Mayor and each City Council member shall appoint one (1) member to a seven (7) member Natural Resources Commission.

- A. The Natural Resources Commission shall give advice to the Council based on an annual re-evaluation of experience under the Ordinance, provide leadership in the development of understanding of the objectives and methods of the tree program, and assist the Director in the development and maintenance of technical specifications and guidelines. In addition, the natural Resources Commission primary objectives shall be:
 - 1. To promote the benefits of maintaining a healthy tree canopy for the City of Alpharetta;
 - 2. To provide educational outreach activities for the purpose of informing the community about resource conservation, protection of the environment, and the maintenance of the city's natural amenities, in particular its trees;
 - 3. To plan and organize Arbor Day and facilitate other events, activities, meetings and projects that support environmental awareness and education;
 - 4. To encourage Alpharetta's citizens to take greater responsibility for improving their community through litter prevention, waste reduction, recycling, tree plantings and other, similar means.
 - 5. To oversee the following:
 - a. Alpharetta's Tree Conservation, Landscape, and Buffer Ordinance.
 - b. Tree City USA designation.
 - c. Keep America Beautiful affiliation.

- B. The Natural Resources Commission shall assist the Arborist in producing and maintaining the Arborist Guidance Document, including the a list of proposed changes to the kinds and species of trees described in the Tree Planting List. Any such changes may be adopted and may be changed from time to time.
- C. The Natural Resources Commission shall enlist technical advisors in the fields of land development, landscape architecture and horticulture or related professions.
- D. The Natural Resources Commission shall have the power and authority to maintain the Tree City USA and Keep America Beautiful (KAB) certifications by:
 - 1. Strengthening environmental outreach opportunities associated with the Tree City USA and KAB organizations by promoting community participation and acting as an advocate of tree and environmental conservation efforts;
 - 2. Supporting the City's efforts through public/private partnerships;
 - 3. Making recommendations for the enhancement of public outreach and education programs concerning environmental and tree related issues;
 - 4. Developing and implementing a sustainable program for their environmental accomplishments; and
 - 5. Providing regular updates to City Council regarding Natural Resources Commission activities.

([Ord. No. 739](#), 5-1-2017)

3.2.17 Penalties.

Any person, firm, corporation, limited liability company, Responsible Party, or other entity found guilty of violating or knowingly assisting in the commission of a violation of this Section shall be subject to the penalties specified herein. Each day any violation of any provision of this Section shall occur and each day any violation shall continue shall constitute a separate offense of this Section.

- A. A violation of this Section shall constitute a misdemeanor punishable by a fine of up to one thousand dollars per incident. Replacement plantings shall also be required. Penalties and fines, including replacement plantings must be satisfied within the timeline stated on the violation and/or stop work order. Appeals can be filed with the Board of Zoning Appeals.
- B. In the event that a Specimen Tree is damaged or removed in violation of this Section on non "For-Sale" residential property or as part of a construction project, violators shall be subject to replace Specimen Trees with trees having a total density equal to eight (8) times the unit value of the tree removed with a minimum four-inch (4") tree caliper. Furthermore, the location and extent of the tree's Critical Root Zone shall permanently remain in a pervious state with no structures or buildings placed on it. In the event that a Specimen Tree is damaged or removed in violation of this Section on a "For-Sale" residential property not in conjunction with a construction project, violators shall be subject to replace Specimen Trees with trees having a total density up to three (3) times the unit value of the tree removed. The city shall take into consideration the amount of trees that can be reasonably placed on the property in violation. If the DBH of the removed tree cannot be determined the measurement shall be taken at the upper most portion of the remaining stump.
- C. In the event that a non-specimen tree, including Trees of Quality and Tree Groupings, is damaged or removed in violation of this Section, violators shall be subject to replacement plantings equal to one (1) times the DBH of the tree removed with a minimum two inch (2") caliper trees. If the DBH of the removed tree cannot be determined the measurement shall be taken as stated in Section 3.2.17.B.

- D. In addition to A. and B., upon notice from the Director, work on any development that is being done contrary to the provisions of this Section shall immediately cease. The stop-work notice shall be in writing and shall go to the owner of the property, or to his agent, or to the person doing the work, and shall state the conditions under which work may be resumed. When an emergency exists, the Director shall not be required to give written notice prior to stopping the work. Further, in the event that work on any development is being done contrary to the provisions of this Section, the Director may revoke any permit pertaining to the development activity for which the Land Disturbance Permit has been issued and may refuse to issue any further permit until, at the discretion of the Director, the work on the development is brought into compliance with the provisions of this Section.

([Ord. No. 739](#), 5-1-2017)

Footnotes:

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Editor's note— [Ord. No. 739](#), adopted May 1, 2017, amended Section 3.2 in its entirety to read as herein set out. Former Section 3.2, Subsections 3.2.1—3.2.19, pertained to tree protection, and derived from the original codification.