



Official City Council Meeting Minutes

November 12, 2018

CITY HALL- 2 Park
Plaza

6:30 PM

Official Minutes

The public is advised that the following minutes are not a verbatim transcription of business presented at the Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the tapes recorded at said meeting are a matter of public record and are available to be heard at the City of Alpharetta's Clerk's office during normal business hours.

I. CALL TO ORDER

❖ *Mayor Gilvin called the meeting to order at 6:30 p.m.*

II. ROLL CALL

- Council Members
 - Mayor Jim Gilvin
 - Mayor Pro Tem Donald F. Mitchell
 - Jason Binder
 - Ben Burnett
 - John Hipes
 - Dan Merkel
 - Karen Richard
- Staff
 - Sam Thomas, City Attorney
 - Coty Thigpen, City Clerk
 - James Drinkard, Asst. City Administrator
 - Peter Sewczwicz, Director of Public Works
 - John Robison, Director of Public Safety
 - Morgan Rodgers, Director of Recreation and Parks
 - Kathi Cook, Director of Community Development
 - Michael Woodman, Senior Planner

- Tom Harris, Director of Finance

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS AND PRESENTATIONS

A. March of Dimes Prematurity Awareness Month

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 11/5/2018)

B. Alcoholic Beverage License Applications PH-18-AB-55 Cast Enterprises LLC d/b/a Freshii 12460 Crabapple Rd. #502 Alpharetta, GA 30004

Consumption on
Premises Beer, Wine &
Sunday Sales

Owner &
Reg. Agent Troy J. Mathews

❖ Mayor Pro Tem Mitchell offered a motion to approve the Consent Agenda

- The motion received a second from Council Member Merkel
- The motion was approved unanimously 7-0

VI. PUBLIC HEARING

A. CLUP-18-05 / Z-18-09 / V-18-11: The Providence Group / Haynes Bridge at Devore

- Senior Planner, Michael Woodman, came forward to present this item.
- Staff recommends Mayor and Council approve CLUP-18-03/Z-18-09 The Providence Group/Haynes Bridge at Devore, subject to the following conditions:
 1. The site, consisting of approximately 15.3 acres, shall be zoned R-8A/D and developed substantially similar to site plan submitted by Travis Pruitt & Associates, Inc., dated 10/16/2018, 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. The Comprehensive Land Use Plan designation of the property shall be ‘High Density Residential’.
 3. Architecture and materials shall be developed similar to the submitted renderings, subject to approval by Staff. Buildings shall have 3-sided architecture with brick and/or stone as the primary material. Side and rear building elevations visible from Haynes Bridge Road shall have similar architectural details and materials as the front façade, as approved by Staff. Townhome buildings facing Haynes Bridge Road shall have a stone base with brick upper floors and shall include the following elements: chimneys, porches and balconies and oversized lights. Chimneys shall extend past the plane of the side elevation.
 4. Minimum 20’ decorative landscape strip shall be required along Haynes Bridge Road, consisting of trees, shrubs and ground cover, as approved by Staff. Landscape strip shall

include decorative metal fence with brick or stone columns with gates and sidewalk connection to the public sidewalk, similar to Sonoma subdivision on North Main Street. Project entrance shall include a decorative knee wall and shall be heavily landscaped with ornamental plantings, as approved by Staff.

5. Minimum 25' landscape buffer, replanted where sparse, shall be provided along the common property line with Haynes Park and shall be supplemented with evergreen trees and shrubs to provide a visual screen, as approved by Staff. A 10' landscape strip shall be required along south property line.
6. Amenity areas shall be developed with a park-like setting with decorative landscape, hardscape, seating and pedestrian-scale lighting, as approved by Staff.
7. Haynes Bridge Road streetscape shall include minimum 8' sidewalk, 6' planting strip and decorative pedestrian lighting. Street trees shall alternate in the planting strip and backside of sidewalk to provide a canopy for pedestrians.
8. Developer shall remove exotic and invasive trees and shrubs within stream buffers and tree save areas and replant where sparse, as approved by Staff.
9. Decorative paver apron and planted median shall be required at the project driveway, as approved by Staff.
10. Development shall be gated with private roads and maintained by the HOA.
11. Residential driveways shall be minimum 18' from garage to sidewalk or alley (if no sidewalk).
12. Internal sidewalks shall be provided on one side of the street, including a connection to the front of all units and shall be minimum 5' with 4' planting strip and pedestrian-scale lighting provided throughout the development.
13. Unfinished wood fences and decks shall not be visible from the street.
14. Developer shall dedicate permanent easement and construct a 12' concrete, accessible multi-use trail (Alpha Loop) as depicted on the site plan prepared by Travis Pruitt & Associates, Inc., dated 10/16/2018, with final alignment/design/materials approved by Staff and construction completed prior to the first CO. A crosswalk shall be provided across Haynes Bridge Road and shall be constructed of a material approved by Staff. Alpha Loop shall include seating/gathering areas, lighting (pedestrian and bollards), landscape, hardscape and trail entrance gateways/arches at Haynes Bridge Road and at eastern property line. Applicant shall hand clear undergrowth, invasive species and dead materials within the stream buffer and maintain such condition to the City's satisfaction. Wayfinding signage shall be placed at key locations along the trail. Alpha Loop connection to Haynes Park shall be minimum 6' wide. Alpha Loop improvements, not including Haynes Park spur, shall be eligible for impact fee credits, as approved by Staff.
15. Alpha Loop shall maintain a minimum 20' setback from residential buildings, as approved by Staff.
16. Existing trees shall be preserved as depicted on the site plan prepared by Travis Pruitt & Associates, Inc., dated 10/16/2018, except that tree #279 may be removed for a decel lane. In addition, developer shall save tree #276 (24" Scarlet Oak).
17. Developer shall identify locations with significant tree groupings outside of the required undisturbed buffers and stream buffers. Tree groupings shall be incorporated into the final site plan, as approved by Staff.
18. 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.

19. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.
 20. Overhead utilities shall be placed underground.
 21. Developer shall be responsible for all costs associated with upgrading the signal to accommodate new development. Traffic signal modification to be complete prior to final plat.
 22. Streets less than 24' wide shall be marked "No Parking".
 23. Widths/lengths of fire department access road shall comply with Appendix D – Fire Apparatus Access Roads.
 24. Developer shall provide a northbound right-turn lane on Haynes Bridge Road entering the site.
 25. Developer shall construct 1 shared left-turn/through lane and 1 right-turn lane exiting the site onto Haynes Bridge Road and Devore Road and 1 ingress lane entering the site.
 26. Utility structures, headwalls, etc. shall be finished with decorative stone, if visible from the Alpha Loop.
- The applicant, The Providence Group, is requesting a rezoning of 15.3 acres from R-12 (Dwelling, 'For-Sale' Residential) to R-8A/D (Dwelling, 'For-Sale' Attached/Detached Residential) to allow for the construction of 92 'For-Sale' Townhome units and 30 'For-Sale' Condominium units on 15.3 acres within a gated community. A comprehensive land use plan amendment is requested from 'Commercial' to 'High Density Residential'. The subject property is located at 11705, 11715 & 11725 Haynes Bridge Road and 310 Norcross Street on the east side of Haynes Bridge Road at the intersection with Devore Road.
 - The submitted request, if approved, will allow for a 122-unit residential subdivision, including 30 'For-Sale' condominium units and 92 'For-Sale' townhome units on 15.3 acres within a gated community. The proposed density is 7.97 dwelling units per acre. A comprehensive land use plan amendment and rezoning is requested to allow the proposed residential subdivision. The subject property is located at 11705, 11715 & 11725 Haynes Bridge Road and 310 Norcross Street on the east side of Haynes Bridge Road at the intersection with Devore Road.
 - The property consists of several parcels of land all zoned R-12 and developed with three (3) single-family detached homes. Surrounding properties are zoned R-4A to the north, R-10M and O-I to the east, O-I to the south and C-2 to the west.
 - Haynes Park subdivision is located to the north, AMLI apartments and Northwinds to the east, 600 Northwinds Center West and Crème de la Crème daycare to the south and QT and Express Oil Change to the west. The Comprehensive Land Use Plan designation of the property is 'Commercial', which requires an amendment to allow the proposed residential subdivision.
 - The proposed single-family attached uses are appropriate at this location given the surrounding development pattern, which includes townhomes, 'For-Rent' apartments, office and commercial uses. Residential densities vary widely in the area, including densities of just under four (4) dwelling units/acre at Haynes Park, seven (7) dwelling units/acre at Chelsea Walk and ten (10) dwelling units/acre at AMLI Northwinds.
 - The City's Comprehensive Plan states that Alpharetta has 29% of all retail space in North Fulton County, approximately 8.24 million square feet. As the retail environment changes, the City will continue to see vacant retail spaces opening up. The Alpharetta Crossing shopping center, located across Haynes Bridge Road from the subject property, has nearly

50,000 square feet of unoccupied retail space for over a year. Therefore, new commercial development is not warranted and could negatively impact Downtown (re)development efforts.

- The submitted site plan depicts 92 townhome units and 30 stacked condominium units on 15.3 acres within a gated community. Condominium units are depicted within two (2) buildings near the front of the subdivision. Townhome units are depicted within 18 buildings and consist of 70 rear entry and 22 front entry units. Townhome unit widths range in size from 18' to 27'.
- Three (3) townhome buildings are oriented to Haynes Bridge Road, which is similar to the Sonoma townhome community located on North Main Street and Winthrop Park Drive. An amenity area with clubhouse and pool is depicted at the rear of the property.
- The project entrance is depicted at the Haynes Bridge Road and Devore Road signal. The project entrance is gated with new private internal streets and alleys. A total of 37 guest parking spaces are provided throughout the site. Overall site setbacks are proposed to be 65' along Haynes Bridge Road, 10' along the north property line, 20' along the east property line and 5' along the south property line.
- A 25' landscape buffer is depicted along the north property line, as required with the rezoning of the Haynes Park subdivision. Condition #9 from file MP-06-02/Z-06-01/CLUP-06-01 Northwinds Pod D/John Wieland Amendment allowed for half the buffer to be met on the Haynes Park property and half met on the applicant's property subject to agreements with adjacent property owners.
- John Wieland Homes secured the necessary agreements. A 50' undisturbed buffer is provided on the adjacent O-I parcels to the south.
- A 20' landscape strip is required along Haynes Bridge Road, exclusive of any utilities and easements. A perennial stream runs through the northeast corner of the site and includes a 100' stream buffer and 150' impervious setback. The applicant proposed three (3) underground detention areas partially within the impervious setback, which is permitted if the stormwater facilities allow for infiltration.
- According to the breakdown provided by the applicant, the site plan includes 7.49 acres, or 49%, greenspace. Greenspace includes pervious (green), unusable areas such as landscape strips and buffers, as well as pervious open space (amenity and civic space) areas. Amenity space is depicted throughout the site plan, including a pocket park with tree save area south of the project entrance, clubhouse and pool, dog park, community garden and two (2) additional open spaces areas near the condominium buildings.
- The City's Alpha Loop project has a planned alignment on the adjacent AMLI Northwinds property to the rear of the applicant's site, with a connection between the inner and outer loops through the applicant's site. The site plan depicts the 12' Alpha Loop running through the center of the property from east to west, as well as a small spur connecting to Haynes Park to the north.
- The Alpha Loop will include an easement to allow public access. 90-degree turns are depicted on the site plan in conjunction with the Alpha Loop alignment through the site, which is not ideal. The City's Alpha Loop Consultant reviewed the site plan and was generally okay with the 90-degree turns, since they occur at an intersection.
- The Consultant recommended that crosswalks for the Alpha Loop be designed to be safe for pedestrians and cyclists and to typical standards. A minimum 5' landscape strip between the Alpha Loop and internal streets was also recommended by the Consultant.
- The property is heavily wooded, primarily consisting of Hardwoods. Tree saves are depicted within the stream buffer and along Haynes Bridge Road. Tree #279 (36" Tuliptree

– Fair Condition) is depicted to be saved; however, the tree would be significantly impacted by a northbound right-turn lane on Haynes Bridge Road entering the site.

- Staff identified an additional specimen tree save opportunity (Tree #276 – 24” Scarlet Oak) that falls within the amenity area at the rear of the applicant’s site plan. If approved, Staff recommends a condition requiring the applicant to identify and save significant tree groupings, which may result in the loss of residential units.
- The applicant submitted photographs and renderings of the townhome and condominium products. Buildings are primarily brick with stone, siding, board and batten and shake accents. Standing seam metal roof and timber accents are also shown. The photographs and renderings depict units with a stoop or recessed entry, as well as single- and double-stacked porches.
- The proposed project, consisting of 92 townhome units and 30 condominium units, would generate 70 PM Peak Hour trips. When compared to development of the property under the ‘Commercial’ future land use designation, the applicant’s proposal to construct a residential subdivision would result in a significant reduction of vehicular trips over retail or office use.
- The applicant provided a traffic study, prepared by Kimley-Horn & Associates. The study shows that the intersection at Haynes Bridge Road and Devore Road current operates at a LOS A during the AM and PM Peak Hours and will continue to operate at LOS A with or without the proposed project by the project build-out year of 2023. System improvements are not proposed; however, the following site improvements are proposed:
 - Provide a northbound right-turn lane on Haynes Bridge Road entering the site.
 - Construct 1 shared left-turn/through lane and 1 right-turn lane exiting the site onto Haynes Bridge Road and Devore Road and 1 ingress lane entering the site.
- Residential development is known to increase school enrollment. Fulton County calculated the potential maximum number of children who may live on the property by using the Fulton County Schools standard calculation to identify the number of children that a residential development will generate.
- Based on the total figure for all three school levels, it can be assumed that the proposed development could house approximately 2 – 82 school age children. Numbers provided by Fulton County Schools show that all three (3) schools are currently over capacity.
- Staff has reviewed the applicant’s proposal and finds that it can generally support the request for comprehensive land use plan amendment and rezoning. The proposed rezoning to R-8A/D is consistent with the existing use of adjacent and nearby properties. While the proposed use is inconsistent with the comprehensive land use plan designation of the property, additional commercial use on the subject property could detract from the (re)development efforts in the Downtown.
- The report submitted by the applicant states that property owners within 500’ were contacted regarding the applicant’s intent. The report states that no comments were received.
- The CZIM was held on September 12, 2018 and October 11, 2018. Seven (7) residents signed-in with comments. Residents generally support the development, but asked for more trees be protected and a heavy buffer to screen the development from Haynes Bridge Road.
- Warren Jolley came forward to present the request on behalf of the applicant

- Jim Fineis, 120 Nottaway Lane, Alpharetta, GA came forward on behalf of Haynes Park HOA
- ❖ Council Member Merkel offered a motion to approve the CLUP-18-03/Z-18-09 The Providence Group/Haynes Bridge at Devore, subject to the following conditions:
1. The site, consisting of approximately 15.3 acres, shall be zoned R-8A/D and developed substantially similar to site plan submitted by Travis Pruitt & Associates, Inc., dated 11/12/2018, 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. The Comprehensive Land Use Plan designation of the property shall be ‘High Density Residential’.
 3. Architecture and materials shall be developed similar to the submitted renderings, subject to approval by Staff. Buildings shall have 3-sided architecture with brick and/or stone are the primary material. Side and rear building elevations visible from Haynes Bridge Road shall have similar architectural details and materials as the front façade, as approved by Staff. Townhome buildings facing Haynes Bridge Road shall have a stone base with brick upper floors and shall include the following elements: chimneys, porches and balconies and over-sized lights. Chimneys shall extend past the plane of the side elevation.
 4. Minimum 20’ decorative landscape strip shall be required along Haynes Bridge Road, consisting of trees, shrubs and ground cover, as approved by Staff. Landscape strip shall include decorative metal fence with brick or stone columns with gates and sidewalk connection to the public sidewalk, similar to Sonoma subdivision on North Main Street. Project entrance shall include a decorative knee wall and shall be heavily landscaped with ornamental plantings, as approved by Staff.
 5. A minimum 25’ landscape buffer as shown on Buffer Exhibit dated 11/12/2018, shall be provided along the common property line with Haynes Park. The Buffer shall be planted with a minimum 10’ tall evergreen at the time of planting. This Buffer shall be planted with a mix of material consisting of any of the following species: cryptomeria, arborvitae, cedars, magnolia or hollies. A landscape wall will be installed along the common property line with a 6’ shadowbox fence. The wall, landscape plantings and fence will be maintained by the HOA. In an effort to facilitate a more attractive landscape, a second wall will be installed at the 25’ buffer line. The developer is committed to constructing a storm drainage system to help alleviate existing drainage concerns of the Haynes Park Homeowners Association. A 10’ landscape strip shall be required along south property line.
 6. Amenity areas shall be developed with a park-like setting with decorative landscape, hardscape, seating and pedestrian-scale lighting, as approved by Staff.
 7. Haynes Bridge Road streetscape shall include minimum 8’ sidewalk, 6’ planting strip and decorative pedestrian lighting. Street trees shall alternate in the planting strip and backside of sidewalk to provide a canopy for pedestrians.
 8. Developer shall remove exotic and invasive trees and shrubs within stream buffers and tree save areas and replant where sparse, as approved by Staff.
 9. Decorative paver apron and planted median shall be required at the project driveway, as approved by Staff.
 10. Development shall be gated with private roads and maintained by the HOA.

11. Residential driveways shall be minimum 18' from garage to sidewalk or alley (if no sidewalk).
12. Internal sidewalks shall be provided on one side of the street, including a connection to the front of all units and shall be minimum 5' with 4' planting strip and pedestrian-scale lighting provided throughout the development.
13. Unfinished wood fences and decks shall not be visible from the street.
14. Developer shall dedicate permanent easement and construct a 12' concrete, accessible multi-use trail (Alpha Loop) as depicted on the site plan prepared by Travis Pruitt & Associates, Inc., dated 11/12/2018, with final alignment/design/materials approved by Staff and construction completed prior to the first CO. A crosswalk shall be provided across Haynes Bridge Road and shall be constructed of a material approved by Staff. Alpha Loop shall include seating/gathering areas, lighting (pedestrian and bollards), landscape, hardscape and trail entrance gateways/arches at Haynes Bridge Road and at eastern property line. Applicant shall hand clear undergrowth, invasive species and dead materials within the stream buffer and maintain such condition to the City's satisfaction. Wayfinding signage shall be placed at key locations along the trail. Alpha Loop connection to Haynes Park shall be minimum 6' wide. Alpha Loop improvements, not including Haynes Park spur, shall be eligible for impact fee credits, as approved by Staff.
15. Alpha Loop shall maintain a minimum 20' setback from residential buildings, as approved by Staff except for units 86 and 75, which will be 15'.
16. Existing trees shall be preserved as depicted on the site plan prepared by Travis Pruitt & Associates, Inc., dated 11/12/2018, except that tree #279 may be removed for a decel lane. In addition, developer shall save tree #276 (24" Scarlet Oak).
17. Developer shall identify locations with significant tree groupings outside of the required undisturbed buffers and stream buffers. Tree groupings shall be incorporated into the final site plan, as approved by Staff.
18. 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.
19. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.
20. Overhead utilities shall be placed underground.
21. Developer shall be responsible for all costs associated with upgrading the signal to accommodate new development. Traffic signal modification to be complete prior to final plat.
22. Streets less than 24' wide shall be marked "No Parking".
23. Widths/lengths of fire department access road shall comply with Appendix D – Fire Apparatus Access Roads.
24. Developer shall provide a northbound right-turn lane on Haynes Bridge Road entering the site.
25. Developer shall construct 1 shared left-turn/through lane and 1 right-turn lane exiting the site onto Haynes Bridge Road and Devore Road and 1 ingress lane entering the site.

26. Utility structures, headwalls, etc. shall be finished with decorative stone, if visible from the Alpha Loop.

- The motion received a second from Mayor Pro Tem Mitchell with a friendly amendment to Condition #3 to add final approval by staff.
- Accepted by Merkel
- The motion was approved 4-3 with Gilvin, Mitchell and Richard voting no

B. E-18-08: 191 Roswell Street / Gibson Parking Exception

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council Approve E-18-08 Gibson/191 Roswell Street Parking Exception, subject to the following conditions
 1. Applicant shall enter into a joint easement agreement with the City, subject to approval by the City Attorney and Staff. There shall be no regular overnight parking associated with the applicant's use and within the existing Community Center parking lot.
 2. Exterior modifications to the existing building and new buildings shall require DRB approval.
 3. Applicant shall remove the 2 curb cuts and driveways on Roswell Street. New curbing shall be provided on Roswell Street where curb cuts removed. Right-of-way required for 8' sidewalk shall be dedicated to the City for future construction by others.
 4. Maximum square footage for second building depicted may be reduced to the maximum amount that could be accommodated on the site with required parking. In no case shall more than 9 offsite shared spaces be permitted. If use changes from office than additional parking accommodations may be required.
 5. ~~The 7 constructed parking spaces may be reserved for the applicant's business between the hours of 7AM–5PM, Monday through Friday.~~
 6. There shall be no visible outside storage of materials, vehicles or equipment associated with the applicant's business.
 7. In-lieu of providing required parking spaces on-site, the applicant shall construct 7 parking spaces as depicted on site plan prepared by Engineering 303, dated 8/17/2018.
 8. Trees shall be saved substantially as depicted on the plan prepared by Engineering 303, dated 8/17/2018.
 9. Prior to CO, applicant shall dedicate a minimum 16' easement for the Alpha Loop, as depicted on plan prepared by Engineering 303, dated 8/17/2018.
 10. Landscape and hardscape shall be installed substantially per plan prepared by Jefferson Land Consulting & Solutions, dated 8/30/2018.
- The applicant, Dan Gibson, is requesting a parking special exception to allow required parking to be constructed and met off-site on the adjacent Alpharetta Community Center property. Seven (7) parking spaces are proposed to be constructed on the Community Center property with the balance of required parking met in the existing Community Center parking lot. The subject property is located at 191 Roswell Street on the west side of Roswell Street and south of the Community Center at Wills Park.
- The submitted request, if approved, will allow existing and proposed buildings to meet parking requirements on an adjacent City-owned property. A parking special exception is requested to

allow for the construction of seven (7) off-site parking spaces and to meet the balance of required parking within the existing Alpharetta Community Center parking lot. The subject property is located at 191 Roswell Street on the west side of Roswell Street and south of the Community Center at Wills Park. The applicant could provide required parking onsite but cars would be crossing over the Alpha Loop to access the lot. Additionally if 7 spaces are built offsite then those could be utilized by the public after hours and on weekends.

- The property is located in the Downtown Overlay and is developed with a 2-story, 2,220 square foot duplex that is currently unoccupied. The applicant proposes to convert the existing structure into a professional office, as well as a future 3,000 square foot office building at the rear of the property. The two (2) existing curb cuts and residential driveways are proposed to be removed, which will help improve the aesthetics of the property. The second building should be restricted to a square footage that would accommodate required parking onsite. The offsite parking agreement should be to increase the loop experience and provide more greenspace onsite but not increase density.
- The 0.37-acre property is zoned C-2 (General Commercial) and surrounding properties are also zoned C-2, except that the Alpharetta Community Center property to the north is zoned SU (Special Use). The Alpharetta Community Center at Wills Park is located to the north and west, a 2-story office building to the south and a dance studio to the east. The property owner is currently in negotiations to sell the rear 0.62 acres of the property to the City to be combined with the Community Center and Wills Park.
- The Downtown Master Plan Update and Alpharetta Downtown Code requirements replaced the City's Historic Downtown Incentive Zoning (HDIZ) in 2015. The City recently updated the Downtown parking requirements to provide for parking in-lieu of fees and parking special exception for downtown businesses that can't meet their required parking on-site. The Code changes allow buildings to be built to the edge of the street, similar to Main Street and Milton Avenue, instead of parking lots between buildings and the street. In order to create a more walkable environment, buildings should front the street and parking should be centralized in a downtown.
- The table below provides the required parking required, as well as, proposed constructed parking and shared parking. The maximum parking need in the future is 16 spaces. The remaining balance of parking would require payment into the parking fund for nine (9) spaces; however the applicant is requesting to utilize existing parking spaces in the Community Center parking lot.
- The submitted site plan depicts an existing 2-story, 2,220 square foot duplex to be renovated and converted to a professional office and a future 2-story, 3,000 square foot office building at the rear of the property. The property is only 60' wide, including the frontage along Roswell Street. Two (2) existing residential driveways are proposed to be removed and replaced with seven (7) parking spaces constructed on the adjacent Alpharetta Community Center property. The new parking spaces make up an area of 1,451 square feet on the City's property. The applicant proposes to meet the balance of required parking utilizing shared parking within the existing Community Center parking lot.
- A 12' section of the Alpha Loop is depicted along the common property line between the applicant's property and the Community Center property, providing a connection to Wills Park. A 16' easement is provided over the Alpha Loop section within the applicant's property, which constitutes an area of 2,118 square feet. The applicant proposes to dedicate a permanent easement to the City for the Alpha Loop through the subject property and allow the public to use the 7 constructed spaces after office hours. This section of Alpha Loop would connect to

GDOT's proposed realignment of Devore Road, which will eventually connect to Roswell Street just south of the applicant's property.

- Staff has reviewed the application and is generally in agreement with the request for parking special exception. The applicant's site is ideally situated near public parking and the applicant proposes to construct additional parking spaces in the Community Center parking lot, which will be shared. It is difficult to provide on-site parking on small downtown parcels as it would limit density and in some areas parcels would be purchased and developed solely for the purpose of surface parking. This could be a detriment to building connectivity and needed density along downtown streets. It should be noted that each request for parking special exception is based upon the available inventory at the request time. Approval of this application would benefit the Community Center by providing spaces after office hours that are typically needed for busy recreational programs.
- The report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no comments were received.
- The CZIM was held on October 10, 2018. One (1) citizen signed-in, but had no comments.
- Applicant, Dan Gibson, came forward as the applicant

Public Comment

None

- Council Member Richard offered a motion to approve E-18-08 Gibson/191 Roswell Street Parking Exception, subject to the conditions as presented
 - The motion received a second from Council Member Merkel
 - The motion was approved unanimously 7-0

C. E-18-09: Change Healthcare Technologies / Sign Exception

- Senior Planner, Michael Woodman, came forward to present this item.
- Staff recommends Mayor and Council approve E-18-09 Change Healthcare Technologies Sign Exception, subject to the following conditions:
 1. Directory sign locations, number, size (height and copy area), materials and color shall be limited to plans prepared by Harkess-Ord, dated 10/25/2018, except to comply with the conditions below and as approval by Staff.
 2. Directory signs shall include decorative landscape around the base of each sign, as approved by Staff.
 3. Applicant shall secure sign permits for all unpermitted signs requiring a permit within 30 days of approval of the sign exception.
 4. No additional directory signs shall be permitted on the subject property.
 5. Directory sign called out as Site marker #3 shall be removed within 30 days of approval of the sign exception.

- The applicant, Change Healthcare Technologies, LLC, requests consideration of a sign exception to bring three (3) existing directory signs into conformance with the City's sign regulations. Existing directory signs were constructed without the required sign permits and have been determined to be non-conforming signs. The property is located at 5995 Windward Parkway at the southwest corner of Windward Parkway and Marconi Drive.
- The submitted request, if approved, would allow three (3) existing, non-conforming directory signs to remain on the subject property and to bring the signs into conformance with the City's sign regulations. The business associated with the property has changed from McKesson to Change Healthcare. The applicant proposes changes to the existing signs to reflect the change in business name. The property is located at 5995 Windward Parkway at the southwest corner of Windward Parkway and Marconi Drive.
- The property is developed with a 435,000 square foot office building, formerly occupied by McKesson Technologies, and zoned CUP (Community Unit Plan) subject to the Windward Master Plan Pod 14. Surrounding properties are also zoned CUP with a Business Center designation and located within the Windward Master Plan. The Edison loft office development is located to the south and west, Jekyll Brewing Company to the east, ISO Power Plant Equipment Supplier to the south and an undeveloped parcel and data center to the north.
- There are four (4) existing directory signs, or monument signs, on the property. Based on Staff's research, the four (4) signs were constructed without the required sign permits and have been determined to be non-conforming signs. The City encourages non-conforming signs to be brought into compliance with the Sign Code, since such signs adversely affect the aesthetic characteristics of the City. Unified Development Code (UDC) Subsection 2.6.6. Non-conforming Signs, states that "no change in shape, size or design shall be permitted, except to make a non-conforming sign comply with all requirements of this Ordinance." The largest sign is a traditional monument sign located at the main entrance to the property off Marconi Drive.
- UDC Subsection 2.6.12(C) allows an unspecified number directory signs for office buildings within an Office Park. Directory signs are limited to a copy area of no more than 32 square feet and maximum height of 10'. As shown in the table below, one (1) of the existing signs (monument) has a height of 15', which exceeds the maximum permitted height. The applicant proposes to remove Site Marker #3, bringing the total number to three (3) directory signs.
- The UDC requires a monument sign base and structure to be constructed of brick, stone or other architectural materials matching the principal building. Existing directory signs have a concrete finish, which the applicant proposes to upgrade with a stone base and new paint. The applicant does not propose any changes that would increase the height or size of the existing signs. The other three (3) directory signs are site markers located along Marconi Drive.
- Staff has reviewed the application and is in general agreement with the requested sign exception. The applicant is attempting to bring existing directory signs into conformance with the City's sign regulations, while improving the aesthetics of the signs.
- The applicant proposes removal of one (1) directory sign, aesthetic upgrades to the remaining signs and to limit the copy area well below the maximum. If approved, conditions are recommended limiting the location, number, size, and materials, as well as requiring decorative landscaping around the base of the signs.
- The applicant notified adjacent property owners of the sign variance request and intent for the

property. The citizen participation report states that one (1) adjacent property owner responded with no concerns.

- The CZIM was held on October 10, 2018. One (1) person signed-in with a comment that they liked that the monument signs will match the stone facing on bridges in the area.
- Applicant, Jessica Hill came forward on behalf of Change Healthcare

Public Comment

None

❖ Council Member Richard offered a motion to approve the E-18-09 Change Healthcare Technologies Sign Exception, subject to the conditions as presented by staff

- The motion received a second from Council Member Burnett
- The motion was approved unanimously 7-0

D. E-18-10: Wellstar / Sign Exception

NOTE: This item has been deferred by the Applicant and will be neither heard nor considered during tonight's meeting. The item has been placed on the December 12 City Council Agenda.

VII. OLD BUSINESS

A. PH-18-05: Unified Development Code Text Amendments - Fire Pits / Clearing And Grading Regulations *(2nd Reading)*

- Director of Community Development, Kathi Cook, came forward to present this item.
 - Staff recommends Mayor and Council 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.
 - 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.
 - Staff proposes to add recreational fire pit definition and 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.
 - 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.
- ❖ Council Member Richard offered a motion to approve the 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 and Ordinance as ready by City Attorney

- The motion received a second from Council Member Binder
- The motion was approved unanimously 7-0

B. PH-18-13: Unified Development Code Text Amendments - Wireless Telecommunications Facilities (2nd Reading)

- Assistant City Attorney, Scott Hastey, came forward to present this item
- Staff recommends Mayor and Council approve PH-18-13 Unified Development Code Text Amendments – Wireless Telecommunications Facilities as it relates to small cell technology in the public right-of-way.
- Consideration of text amendments to Unified Development Code (UDC) Section 2.8 Wireless Telecommunications Facilities as it relates to small cell technology in the public right-of-way. The proposed text amendments are necessary to comply with changing State and Federal regulations, as well as to provide additional options for siting small cell technology in the public right-of-way.
- ❖ Council Member Burnett offered a motion to approve PH-18-13 Unified Development Code Text Amendments – Wireless Telecommunications Facilities second reading as read by City Attorney
 - The motion received a second from Council Member Richard
 - Mayor Pro Tem Mitchell offered a friendly amendment to change the response time required by the City to 15 days once an application is received
 - Amendment was accepted by Burnett and Richard
 - The motion was approved unanimously 7-0

C. Ordinance - Fire Pits (2nd reading)

- City Attorney, Sam Thomas, came forward to provide the 2nd reading the Ordinance.
- No changes since the 1st reading
 - ❖ Council Member Richard offered a motion to approve the ordinance as read by City Attorney
 - The motion received a second from Council Member Merkel
 - The motion was approved unanimously 7-0

VIII. WORKSHOP

A. GDOT Local Bridge Replacement Program

- Director of Public Works, Pete Sewczewicz, came forward to present this item.
- Staff recommends Please permit staff to submit a letter of interest to the Georgia Department of Transportation for consideration of replacement of a vehicular bridge on Waters Road through GDOT's Local Bridge Replacement Program and have the Mayor

authorize any necessary documents.

- Georgia Department of Transportation has approached the City inquiring our interest in GDOT's Local Bridge Replacement Program. Specifically speaking, the bridge replacement under consideration is Waters Road Bridge over Long Indian Creek. The program consists of utilizing federal, state, and local funding to accomplish the project.
- The City would be responsible for obtaining right-of-way as well as legal fees associated with the acquisition. Previous projects GDOT has worked on estimates the City's expense to be approximately \$100,000- \$150,000. The approximate cost of the bridge replacement, design and construction is over \$1.5M. Public Works is requesting Council permission to move forward with submitting a letter to GDOT stating we are interested in participating in GDOT's Local Bridge Replacement Program. Upon receiving the letter, GDOT will develop a preliminary ROW estimate through the use of GIS Data and provide the City a MOU for the City to execute.
- One component of the Local Bridge Replacement Program is the City is required to submit the estimated land cost and associated fees at the onset of the project. GDOT has informed Public Works the funds would be due in the Spring of 2019. Funds are available in the Bridge Maintenance Account.

B. Wills Park Equestrian Center Master Plan

- Director of Recreation and Parks, Morgan Rodgers, came forward to introduce this item.

C. Special Events Review

- Director of Recreation and Parks, Morgan Rodgers, came forward to introduce this item.

D. Wireless Broadband Deployment - Industry Overviews

- Representatives from Zayo and Georgia Power came forward to provide an overview for their plans regarding Wireless Broadband Deployment

IX. PUBLIC COMMENT

None

X. REPORTS

None

XI. ADJOURNMENT

❖ Mayor Gilvin adjourned the meeting at 11:05 pm

Respectfully submitted,



Coty Thigpen, City Clerk