



PLANNING COMMISSION MEETING SEPTEMBER 3, 2020

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

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF MEETING MINUTES**
 - a. August 6, 2020**
- IV. ITEMS FROM BOARD MEMBERS**
- V. ITEMS FROM STAFF**
- VI. PUBLIC HEARING**
 - a. MP-20-03/CU-20-06 C3 North Atlanta Church/5815 Windward Parkway**
Consideration of a master plan amendment to Windward Master Plan Pod 66 to add 'Church, Synagogue' and a conditional use to allow a 'Church, Synagogue' for C3 North Atlanta Church. The property is located at 5815 Windward Parkway, Suite 302 and is legally described as being located in Land Lot 1112, 2nd District, 1st Section, Fulton County, Georgia.
 - b. CU-20-05 Brightmont Academy/1230 Upper Hembree Road**
Consideration of a conditional use to allow a 'School, Commercial' on a property zoned O-P (Office-Professional). The property is located at 1230 Upper Hembree Road and is legally described as being located in Land Lot 553, 1st District, 2nd Section, Fulton County, Georgia.
- VII. ADJOURNMENT**



PLANNING COMMISSION MEETING AUGUST 6, 2020

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

Chairman Kung'u called the meeting to order at 6:59 p.m.

II. ROLL CALL

Members

- Francis Kung'u (Chair)
- Jill Bernard(Voting Alternate)
- William Perkins
- Candy Waylock
- Martine Zurinskas
- Fergal Brady (Vice-Chair) (Absent)
- Larry Attig (Absent)
- John Goss (Absent)
- Jamie Bendall (Absent)(Alternate)

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. June 4, 2020

- ❖ Commissioner Waylock offered a motion to approve
- Commissioner Zurinskas seconded the motion
- The motion was approved (5-0)

IV. ITEMS FROM BOARD MEMBERS

V. ITEMS FROM STAFF

VI. PUBLIC HEARING

a. CU-20-03/V-20-10 Spirit of God Church/1200 Upper Hembree Road

Michael Woodman, Senior Planner, presented consideration of a conditional use to allow a 'Church, Synagogue' on a property zoned O-I (Office-Institutional). In order to save trees, a variance to increase the maximum distance for off-site parking is also requested. The property is located at 1200 Upper Hembree Road and is legally described as being located in Land Lot 553, 1st District, 2nd Section, Fulton County, Georgia.

There was discussion of:

- Conditional use is tied to a specific church
- Additional uses (Boy Scouts, groups0 not allowed
- Traffic
- Maximum height of Steeple is 40'
- Crossing for traffic (Shuttle or Valet Service)
- Traffic Signal
- No marked crosswalk
- Location of Police Officer for traffic control should be on Harris Rd
- Tree Canopy
- Concern of two parking lots not being connected

The Applicant presented:

- History of the Church
- Agrees to Gable Roof
- Condition #15 offers a way to connect the two parking lots

There was discussion of:

- Possibility of connecting the 2 parking lots from the east side of the property

There was no public comment.

- ❖ Commissioner Zurinkas offered a motion to approve with the proposed language added to Condition #11 “ Applicant will work with staff to consider the location and configuration of a connection between the 2 parking lots, if feasible.” And removing language proposed on Condition # 5 “ Building shall be primarily brick or stone on 3 sides with a gable roof and compatible with the residential character of the area, as approved by DRB.”
- Commissioner Waylock seconded the motion
- The motion was approved (5-0)

Final Conditions:

1. ‘Church, Synagogue’ shall be a permitted use at 1200 Upper Hembree Road and shall be limited to Spirit of God Christian Church. The sanctuary, or assembly area, shall be limited to no more than 250 seats. Church-related services shall be limited to Sunday worship service, weekday Bible Study, administrative office and occasional church-related services such as, weddings, baptisms, funerals or similar services. Residential use of the building is prohibited. Occasional overnight stays in accordance with religious practices is permitted.
2. Property shall be developed substantially similar to plans by Rhodes Engineering Services, Inc., dated 7/8/2020, except for modifications required to comply with the conditions below.
3. Developer shall install minimum 6’ planting strip with street trees, 6’ sidewalk and curb and gutter along the property frontage on Upper Hembree Road and Harris Road. In addition, pedestrian lighting shall be provided at approximately 120’ on center, as approved by Staff.
4. Building shall be limited to no more than 1 story, with mezzanine, over a basement and no more than 22,211 SF.
5. Building shall be primarily brick or stone on 3 sides with a gable roof and compatible with the residential character of the area, as approved by DRB.
6. Church building shall connect to the public sidewalk.
7. Corner of Harris Rd and Upper Hembree Rd shall have heavy decorative landscaping, as approved by DRB.
8. Required landscape strips shall be exclusive of overhead utilities and easements.
9. Dumpster enclosure shall be masonry to match the church with a metal opaque gate, as approved by DRB.
10. Retaining walls visible from the street shall be decorative, as approved by DRB. Retaining walls shall maintain a min. 5’ setback from the undisturbed buffer and shall not impact trees within the buffer. Retaining walls visible from off-site shall exceed 6’ in height.
11. On-site parking shall be limited to the two (2) parking areas depicted on the site plan prepared by Rhodes Engineering Services, Inc., dated 7/8/2020. Rear parking area shall be screened from Harris Road including supplementing with evergreens, if existing vegetation does not provide a screen, as approved by DRB. Applicant will work with staff to consider the location and configuration of a connection between the 2 parking lots, if feasible.
12. Off-site parking agreement and shuttle/valet service shall be maintained with the operation of the church. A copy of the off-site parking agreement shall be provided to the City prior to a Certificate of Occupancy (CO).
13. There shall be no outside speakers or broadcasts, including music that is audible from outside the building or off the property.
14. A police officer shall be utilized for services in order to manage and direct traffic.
15. Tree save areas shall be as depicted on the plan prepared by Rhodes Engineering Services, Inc., dated 7/8/2020, except that there may be impacts to certain trees on the eastern side of the property related to stormwater improvements and a sanitary sewer connection. The applicant shall work with Staff to layout those facilities with the least impact to desirable trees in the eastern tree save area, as approved by Staff.
16. Developer shall make every effort to tie into the existing storm drainage system on Harris Court. Proof of correspondence shall be provided to the City explaining to the affected property owner the benefits of tying release points directly into pipe systems. If unsuccessful, developer shall provide

a stormwater outfall design that distributes stormwater into sheet flow discharge or makes every effort to conform to the existing condition flow patterns. Stormwater facilities shall not encroach upon the undisturbed buffer, except that a drainage easement may cross the buffer in order to tie into the system on Harris Court. Location of drainage easement shall minimize impacts to existing trees and shall be replanted where necessary, as approved by Staff. Outfalls, swales, and ditches shall be lined with river rock where visible to adjacent properties.

**b. PH-20-05 Unified Development Code Text Amendments – Alpharetta
Downtown Code, Murals, Special Event Facility, Temporary Uses and Fences**

Kathi Cook, Director of Community Development presented Consideration of text amendments to Unified Development Code (UDC) Subsection 1.4 Definitions, to add definitions for 'Mural', 'Privacy Fence' and 'Special Event Facility'. Text amendments to add 'Special Event Facility' as a permitted and conditional use in certain zoning districts. Text amendments to add a temporary use for non-profit seasonal events and regulations related to the location and appearance of fences and walls. Text amendments to the Alpharetta Downtown Code related to land use categories and the use table.

There was discussion of:

- 75 days twice a year being a long time for a non-profit seasonal event
- Removing "chain link fence" and replace "certain heavily traveled" with "collector or arterial"

There was no public comment.

- ❖ Commissioner Zurinkas offered a motion to approve as presented with one change to the appearance of 2.3.6.D striking the word " chain link fence" both times from that last highlighted section and replacing " certain heavily traveled" with " collector or arterial."
- Commissioner Bernard seconded the motion
- The motion was approved (5-0)

**c. PH-20-11 Unified Development Code Text Amendments – Conditional Use Permit
Criteria and Discount Store definition**

Kathi Cook, Director of Community Development, presented Consideration of text amendments to Unified Development Code (UDC) Section 1.4 Definitions, to amend the definition for 'Discount Store' and Subsections 2.2(a) and 4.2.3(B) to add review criteria related to a request for a Conditional Use Permit.

There was no public comment.

After discussion:

- ❖ Commissioner Perkins offered a motion to approve as delineated by Staff with the minor changes to # 7 striking “ the same use and replacing with similar uses and conflicting uses, such as residences, government buildings, parks, churches or schools.
- Commissioner Bernard seconded the motion
- The motion was approved (5-0)

VII. ADJOURNMENT

Chairman Kung'u adjourned the meeting at 7:53 p.m.



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: MP-20-03/CU-20-06 C3 NORTH ATLANTA CHURCH/5815 WINDWARD PARKWAY

PLANNING COMMISSION: SEPTEMBER 3, 2020

CITY COUNCIL: SEPTEMBER 28, 2020

II. RECOMMENDATION:

Approve MP-20-03/CU-20-06 C3 North Atlanta Church/5815 Windward Parkway, subject to the following conditions:

1. 'Church, Synagogue' shall be added as a conditional use in Pod 66 of the Windward Master Plan at 5815 Windward Parkway, Suite 302, and limited to no more than 2,044 square feet.
2. Conditional use approval shall be limited to C3 North Atlanta Church; no additional 'Church, Synagogue' uses or subleasing shall be permitted within the approved space.
3. Maximum number of seats permitted for a single worship service shall not exceed 100 seats.
4. The use shall be limited to Sunday worship service. There shall not be ancillary services, such as Mother's morning out, day care (except during service), vacation bible school, or similar services.
5. Hours of operation shall be limited to Sundays from 7:00 AM to 5:00 PM.
6. There shall be no outside speakers or broadcasts, including music which is audible from outside the building or off the property.
7. An officer shall be utilized for services in order to manage and direct traffic, if determined by the City to be necessary.
8. Signage shall comply with the City's Sign regulations required for an office building. The church shall not have outdoor displays, including displaying vehicles with church advertisements that are visible from the street.
9. C3 North Atlanta Church shall obtain a business license from the City.

III. REPORT IN BRIEF:

The applicant, C3 North Atlanta Church, is requesting a master plan amendment and conditional use to allow a 'Church, Synagogue' to operate in a 2,044 square foot suite within an existing retail/office center. The proposed use requires a master plan amendment to add the use to Windward Master Plan Pod 66 and a conditional use to allow a 'Church, Synagogue' for C3 North Atlanta Church. The subject property is located at 5815 Windward Parkway, Suite 302, at the southeast corner of Windward Parkway and North Point Parkway.

DISCUSSION

The submitted request, if approved, would allow C3 North Atlanta Church to operate a 'Church, Synagogue' in a 2,044 square foot suite within an existing retail/office center. The applicant is subleasing from Roam Innovative Workplace and recently became aware that a conditional use was necessary to allow the use. The subject property is located at 5815 Windward Parkway, Suite 302, at the southeast corner of Windward Parkway and North Point Parkway.

The property was developed in 2005 as a 2-story, 47,400 square foot retail strip center with office on the 2nd floor. Other businesses occupying the building include Roam Innovative Workplace, KnuckleUp Fitness, Little Tokyo Sushi and Wildflour, to name a few. The property and surrounding properties are zoned CUP (Community Unit Plan) and subject to the Windward Master Plan. The Windward Park mixed-use development is located to the west, the former Black Walnut Café and Georgia's Own Credit Union are located on outparcels to the north, AT&T is located to the south and Windward Oaks office park is located to the east.

C3 North Atlanta Church is a non-denominational church and is part of C3 Church Global. The church is utilizing two (2) spaces within the Roam suite, which have theater seating configurations. The C3 room is 1,435 square feet and has a capacity of 100 people and the Forum room is 609 square feet and has a capacity of 55 people. Two (2) services are proposed on Sundays at 10:00 AM and 11:30 AM, with an anticipated attendance of approximately 40 people at each service. The applicant requests hours of operation from 7:00 AM to 5:00 PM on Sundays to allow for setup and teardown. C3 North Atlanta Church does not provide ancillary services, such as Mother's morning out, daycare (except during services), vacation bible school, or similar services. The church employs one (1) full-time staff member and has a membership of approximately 75 people.

There are approximately 230 parking spaces serving the subject property, of which 190 spaces are required for the retail/office center (1 space per 250 square feet). The Unified Development Code (UDC) requires one (1) space for each two (2) seats in the principal assembly room. Based on a congregation of approximately 75 people, a total of 38 parking spaces would be required. There are sufficient parking spaces to serve the existing and proposed uses on the property.

The Windward Master Plan was approved in 1980 with a substantial update in 1993 (MP-92-03) for a 3,000+ acre planned community, including residential, commercial, office, industrial and recreational uses. The subject property is located in Pod 66, which is approved for and developed with residential uses and a variety of non-residential uses, including office-institutional, research and development, service retail uses and a destination hotel. A 'Church, Synagogue' requires approval of a conditional use in the CUP district. Church use is permitted by-right in most residential pods in the Windward Master Plan; however, none have been constructed in those pods. As shown in the table below, master plan amendments have been considered in Pod 66 and within the Master Plan to allow 'Church, Synagogue' use.

Windward Master Plan Amendments – Pod 66 and 'Church' use

File #	Project Name	Pod	Requested Change	Outcome	Date
MP-15-07 / CLUP-15-08 / V-15-21	Duke Realty Webb Bridge Rd Subdivision	66	15 Single-family detached homes	Approved	5/23/2016
MP-15-04 / V-15-08	Windward Park (f.k.a. Windward Mill)	66	31,400 SF retail/restaurant, 500,000 SF office, 250 room limited service hotel, 25,800 SF retail, 191 Townhomes, 200 For-Sale Condominiums, 24 live-work townhomes	Approved	7/27/2015
MP-13-02 / CLUP-13-09 / V-13-22	Windward Pod 66	66	91 Single-Family Detach Homes	Approved	1/27/2014
MP-13-04 / CU-13-09	HealthSouth	66	60-bed acute inpatient rehabilitation hospital	Approved	8/26/2013

MP-07-07 / CLUP-07-07	1st Baptist Church	66	Church and associated uses	Approved	10/22/2007
MP-06-14 / CU-06-04	Habakkuk Center	56	Church use	Approved	1/22/2006

Staff prepared the table below in order to compare the applicant's proposal to existing, similarly situated religious facilities in the City. The applicant's proposal appears to be consistent with City religious facilities located in commercial and office areas.

Religious Facilities Located in Commercial Areas

Project Name	Address	Zoning	Capacity/Parking	Year Approved
The Parish Anglican Church	11940 Alpharetta Hwy	O-I	150 seats, 5,000 SF suite, 210 spaces	2019
Encounter Church	Regal Cinemas at Avalon	MU	2 auditorium spaces	2015
Church of the Savior	100 Prospect Place	CUP	15 seats, 2,200 SF, 9 spaces	2014
Hunuman Mandir	390 Cumming St	C-1	154 persons, 2,300 SF suite, 38 spaces	2012
The River Lutheran Church CU-08-16	501 South Main St	C-2	60 seats, 1,660 SF suite, 8 spaces	2008
Mohsen Roozitalab	11545 Park Woods Cir	CUP	2,200 SF suite, 59 spaces	2002

TRAFFIC

City Staff prepared trip generation information for the proposed 100-seat church, which estimates that the use would generate 54 trips during the Sunday peak hour.

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: The zoning proposal would be suitable as it relates to the use and development of adjacent or nearby properties. The applicant proposes to utilize coworking office space on Sundays when the space is not being used by others. In addition, the space is located on the 2nd floor of the building, which is designated for office use. Therefore, the proposed church use would not take away from the retail synergy of the shopping center.

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

Response: The zoning proposal should not adversely affect existing businesses within the retail/office center. However, approval of the church would impact new requests for alcoholic beverage licenses, which require a minimum 300' distance from a church. The 300' distance, as

measured from door to door, would cover all buildings on the subject property and including the two (2) outparcels.

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

Response: The applicant's proposal would not have impacts on the natural environment.

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

Response: The property is currently being used for retail and office use. The church is proposed as a sublease to Roam Innovative Workplace and would be limited to Sundays only.

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 applicant's proposal should not have significant impacts on public facilities and services. If approved, a condition is recommended requiring a police office to direct traffic, if determined to be necessary by the City.

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

Response: Not applicable.

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 zoning proposal reflects a reasonable balance. The City has churches that are situated in residential areas, as well as in existing commercial space.

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

Response: The property is currently being used for retail and office use. The church is proposed as a sublease to Roam Innovative Workplace and would be limited to Sundays only.

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

Response: The zoning proposal is compatible with the Comprehensive Land Use Plan designation of the 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: The property has access from Windward Parkway and North Point Parkway. The proposed use should not have significant impacts on vehicular and pedestrian access. If approved, a condition is recommended requiring a police officer to direct traffic, if determined to be necessary by the City.

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 above improvements are sufficiently addressed on the subject property.

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: The proposal should not significantly impact surrounding properties in the area. However, approval of the church would impact new requests for alcoholic beverage licenses, which require a minimum 300' distance from a church. The 300' distance, as measured from door to door, would cover all buildings on the subject property and including the two (2) outparcels. If approved, conditions are recommended limiting expansion and services offered by the church.

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 proposal should not have significant impacts on development in the area. The proposed use would be located on the 2nd floor of the center. Therefore, the proposed church use would not take away from the retail synergy of the shopping center. If approved, conditions are recommended limiting expansion and services offered by the church.

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 church is proposed in an existing retail/office center, which has sufficient parking and circulation to serve the use. The proposed use would be located on the 2nd floor of the center. Therefore, the proposed church use would not take away from the retail synergy of the shopping center. If approved, conditions are recommended limiting expansion and services offered by the church.

CONCURRENCES

City Staff has reviewed the applicant's proposal and finds that it can generally support the request for master plan amendment and conditional use. The church is proposed in an existing retail/office center, which has sufficient parking and circulation to serve the use. The proposed use would be located on the 2nd floor of the center, which is designated for office use and does not operate on Sundays. Therefore, the proposed church use would not take away from the retail synergy of the shopping center. The proposed church would have little impact during peak hours for traffic and the proposed size of the church in relation to the size of the property and parking are consistent with religious facilities in the City that are similarly situated in commercial areas. However, approval of the church would impact new requests for alcoholic beverage licenses, which require a minimum 300' distance from a church. If approved, it is recommended that conditions be established as part of the application that regulate and limit any expansion of the church.

CITIZEN PARTICIPATION PLAN

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.

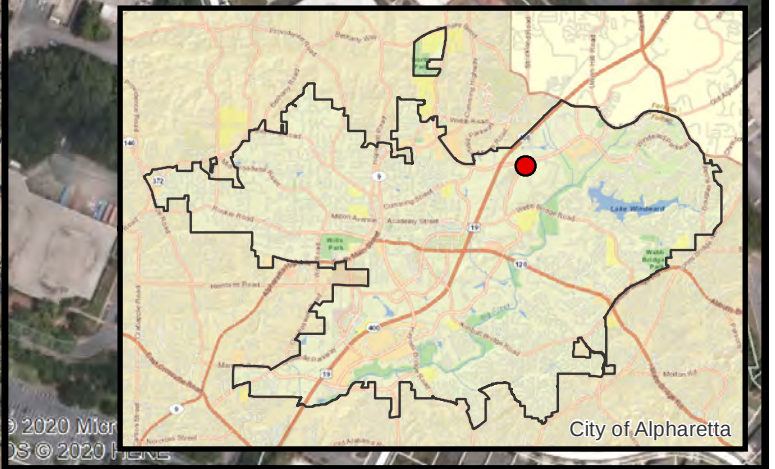
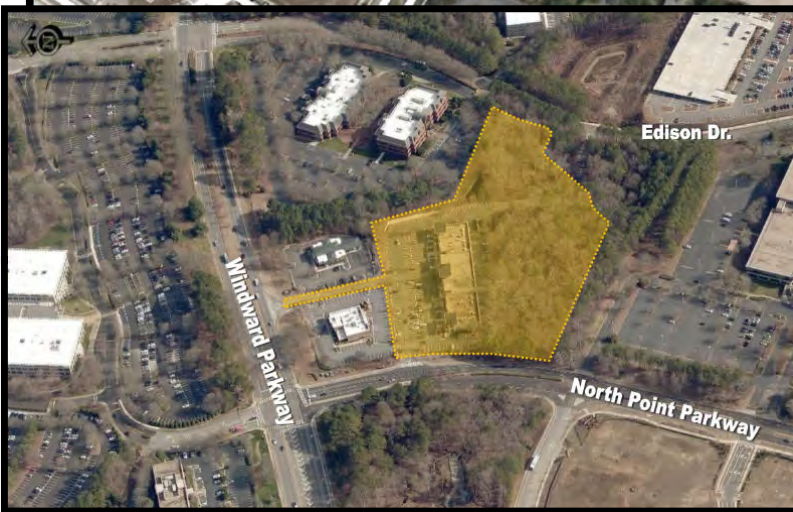
COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on August 12, 2020. There were no public comments.

IV. ATTACHMENTS:

- Site Plan
- Floor Plan

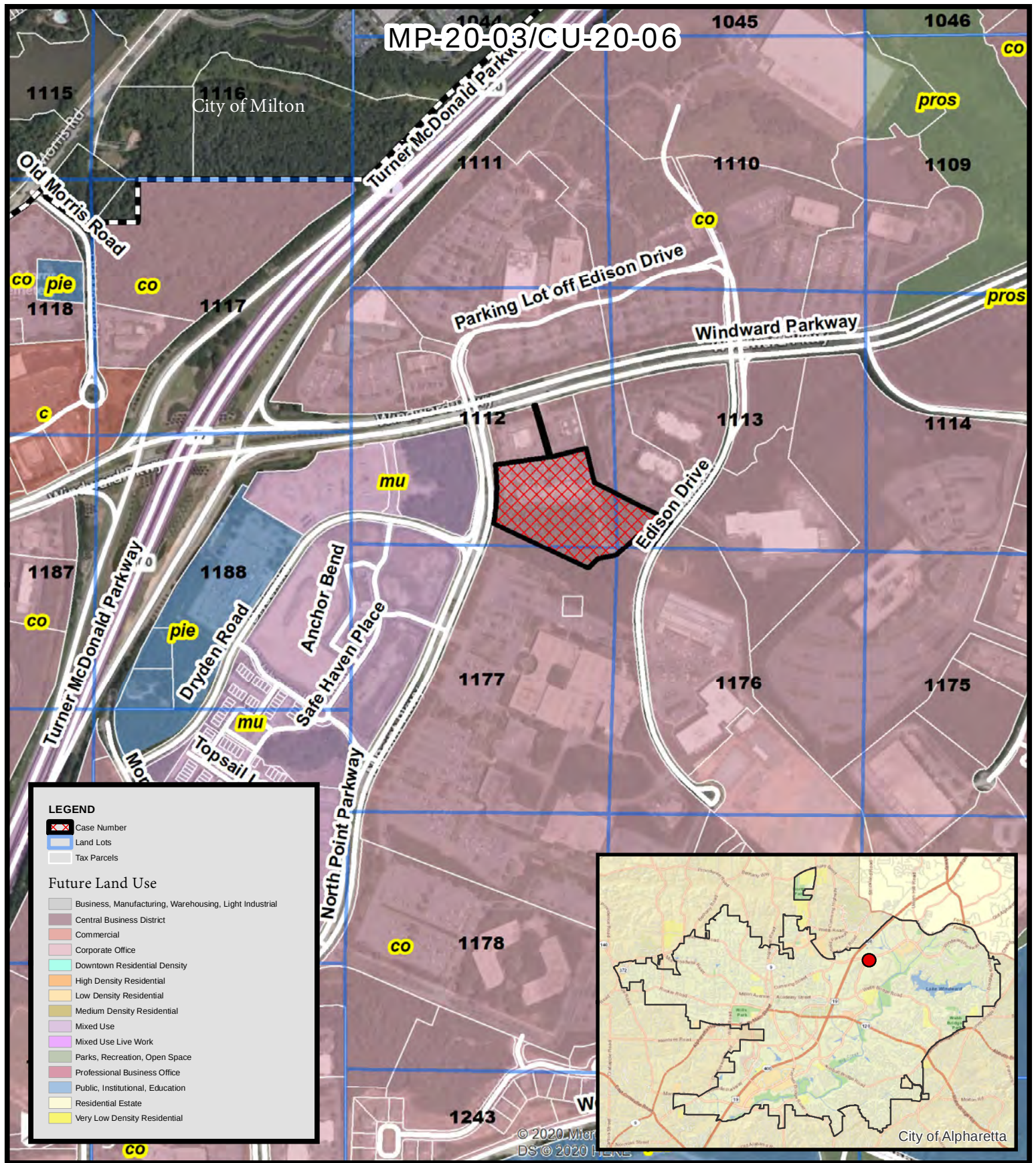
MP-20-03/CU-20-06



Aerial Map
C3 North Atlanta Church
5815 Woodward Parkway

MP-20-03/CU-20-06
D/LL: 2/1/1112, 1113, 1177
PC: 9/3/20
CC: 9/28/20

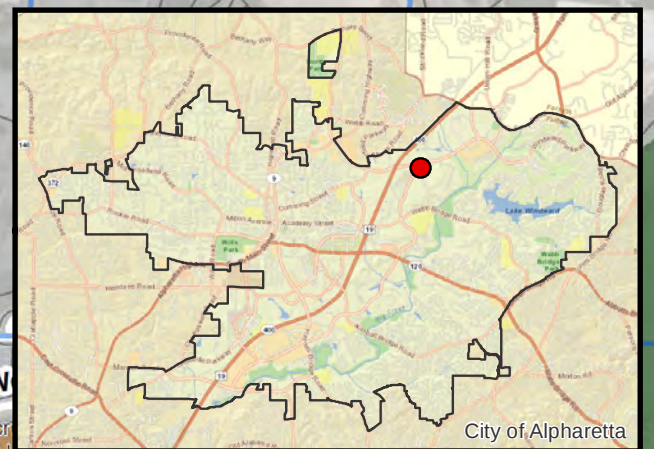
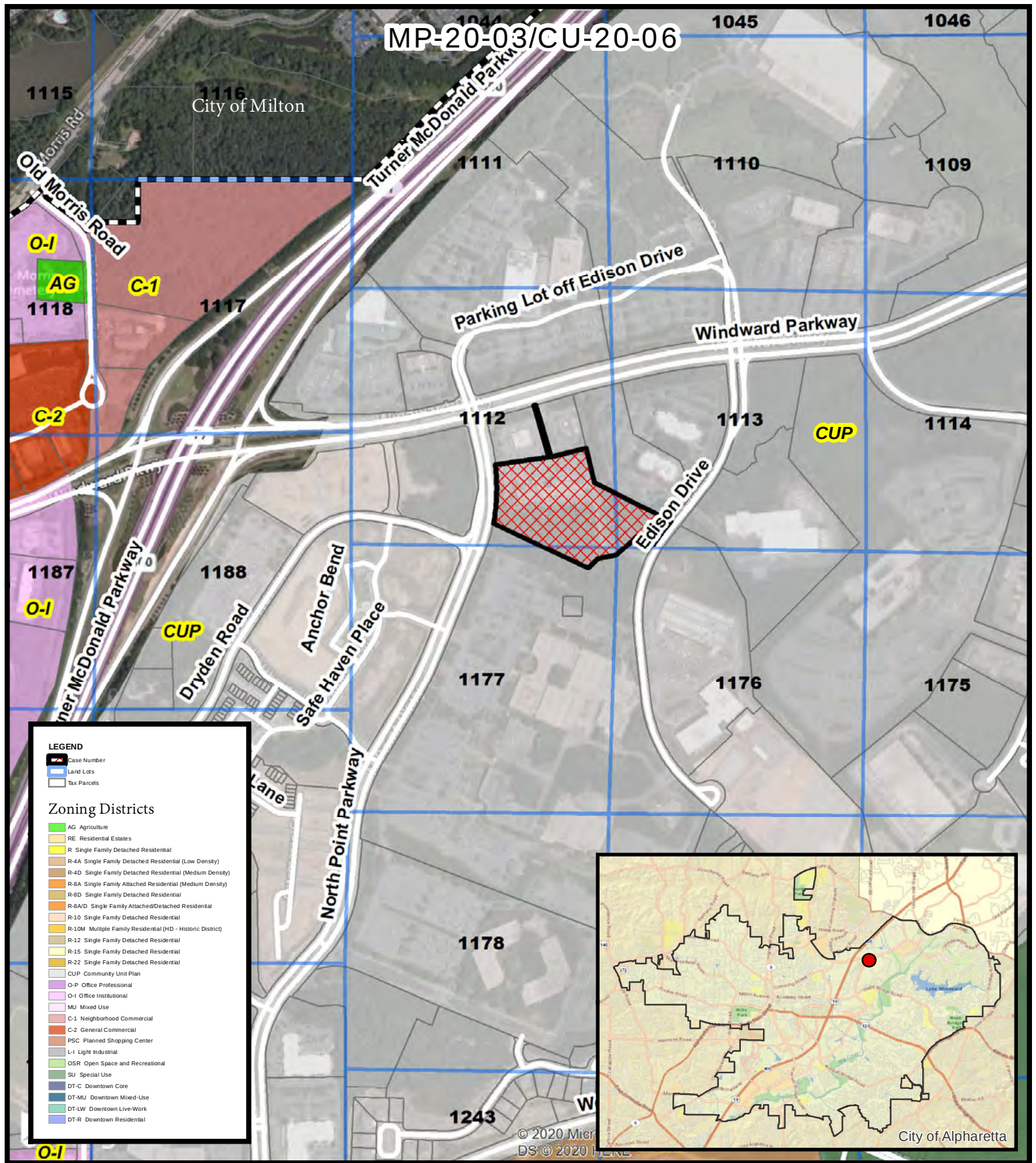
Location Map Provided by:
Community Development - GIS



Future Land Use C3 North Atlanta Church 5815 Woodward Parkway

MP-20-03/CU-20-06
D/LL: 2/1/1112, 1113, 1177
PC: 9/3/20
CC: 9/28/20

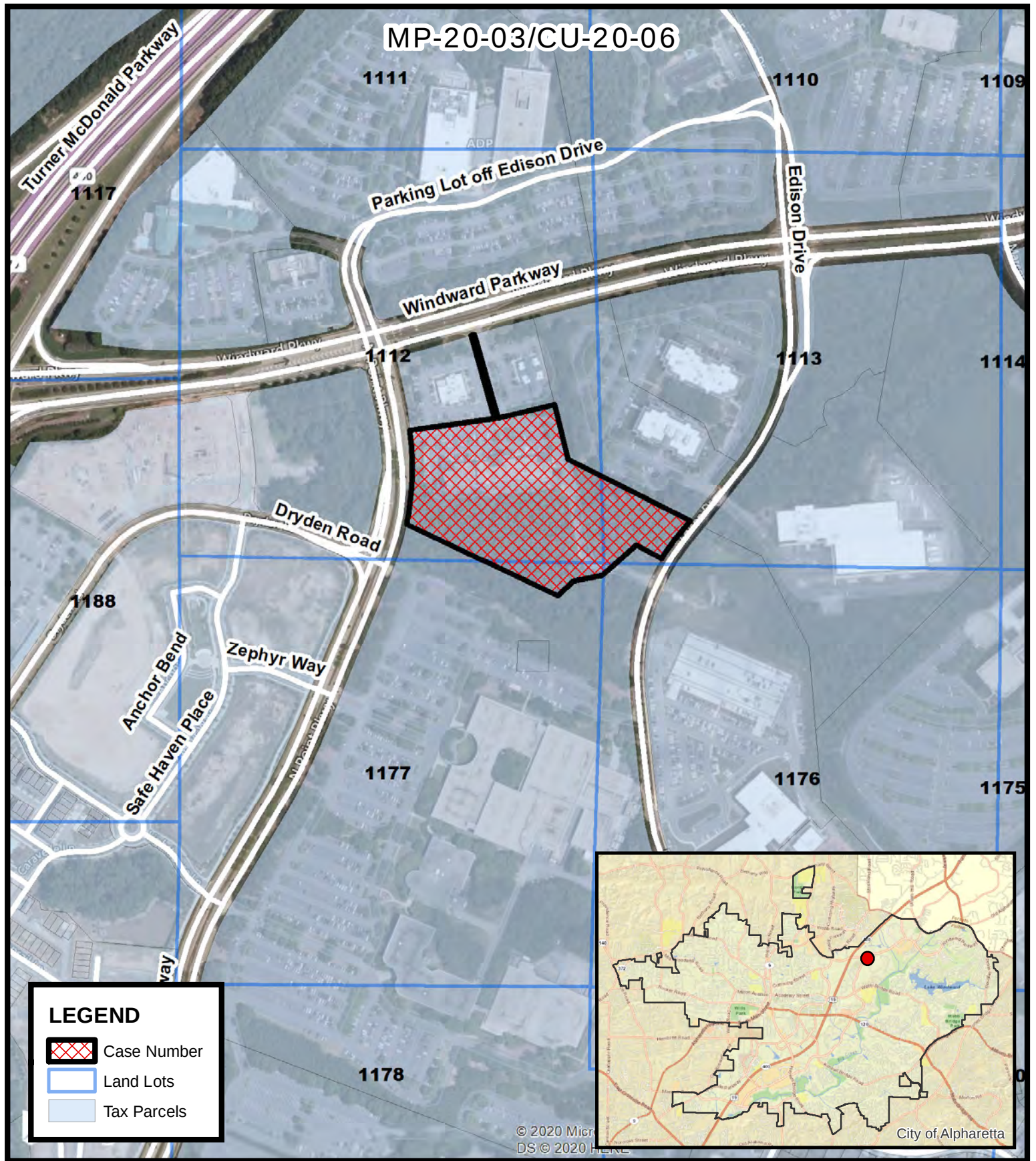
Location Map Provided by:
Community Development - GIS



Zoning Map
C3 North Atlanta Church
5815 Woodward Parkway

MP-20-03/CU-20-06
D/LL: 2/1/1112, 1113, 1177
PC: 9/3/20
CC: 9/28/20

Location Map Provided by:
 Community Development - GIS



Location Map
C3 North Atlanta Church
5815 Woodward Parkway

MP-20-03/CU-20-06
D/LL: 2/1/1112, 1113, 1177
PC: 9/3/20
CC: 9/28/20

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: C3 North Atlanta Church MP=20-03/CU-20-06

Contact Name: Aaron Snow Telephone: 818-770-2557

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.

None noted. C3 North Atlanta did not receive any inquiries, comments or concerns from the required mailing.

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) _____ |

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: AS Date: 8/11/2020

Print Form



August 5, 2020

RE: MP-20-03/CU-20-06 C3 North Atlanta Church
Conditional Use Permit Application and Master Plan Amendment by C3 North Atlanta, Inc. located at
5815 Windward Parkway, Suite 302, Alpharetta, GA.

Dear Property Owner,

This is to advise that C3 North Atlanta, Inc. has applied to the City of Alpharetta for a conditional use permit and master plan amendment to hold regular church services at Roam, located at 5815 Windward Parkway. The services would be held on Sunday mornings at 10:00 and 11:30 am. We would have a small volunteer staff onsite for setup and breakdown from 7am to 1:30 pm.

The Community Zoning Information Meeting is Wednesday, August 12, 2020 from 6:00 p.m. to 7:00 p.m. in Council Chambers, City Hall, 2 Park Plaza, Alpharetta, GA, 30009.

The Planning Commission meeting is scheduled for September 3, 2020 at 6:30 pm in Council Chambers, City Hall, 2 Park Plaza, Alpharetta, GA, 30009.

The City Council meeting is scheduled for September 28, 2020 at 6:30 pm in Council Chambers, City Hall, 2 Park Plaza, Alpharetta, GA, 30009.

Should you have any comments to share or have any questions, you may contact us via email at elise@c3northatl.com.

Thank you in advance for your consideration. If we may answer any questions or provide further clarification, please let us know.

Sincerely yours,

Ps Aaron Snow

7/2/20

FIFTY NINE ZERO FIVE WINDWARD PARK
WAY LLC
3756 LAVISTA RD SUITE 200
TUCKER GA 30084

STOCKBRIDGE WINDWARD OAKS LLC
P.O. BOX 450233
ATLANTA GA 31145

5905 WINDWARD INVESTORS LLC
621 NORTH AVE NE STE C110
ATLANTA GA 30308

A T & T COMMUNICATIONS
2613 BROWNTOWN RD NW
ATLANTA GA 30318

ADP INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

A D P INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

KM BUILDING LLC
5780 WINDWARD PKWY SUITE 275
ALPHARETTA GA 30005-5216

A T & T RESOURCE MGMT CORP
P O BOX 7207
BEDMINSTER NJ 07921-7207

WINDWARD CREATIVE LP
3350 RIVERWOOD PKWY SUITE 750
ATLANTA GA 30339

WINDWARD POINT WHP INC
3930 E JONES BRIDGE RD SUITE 145
NORCROSS GA 30092

WINDWARD NORTHPOINT LLC
742 PEACHOID RD
GAFFNEY SC 29341-3499

GEORGIA'S OWN CREDIT UNION
1155 PEACHTREE ST NE STE 400
ATLANTA GA 30309-3600

LAUKIEN DIRK
24 WATERWAY AVE SUITE 225
SPRING TX 77380

WINDWARD MILL LLC
P.O. BOX 450233
ATLANTA GA 31145-0233

STOCKBRIDGE WINDWARD OAKS LLC
P.O. BOX 450233
ATLANTA GA 31145

- (1) THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 25,996 FEET AND AN ANGULAR ERROR OF 01 SECONDS PER ANGLE POINT AND WAS ADJUSTED USING THE COMPASS RULE.
- (2) THE EQUIPMENT USED TO OBTAIN THE FIELD DATA WAS A TOPCON GTS-3D WITH ELECTRONIC DISTANCE METER.
- (3) THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND WAS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 352,482 FEET.
- (4) BEFORE YOU DIG, CALL THE UTILITIES PROTECTION CENTER, INC. AT 1-800-282-7411 FOR UNDERGROUND UTILITIES LOCATION.
- (5) ATTORNEY CONSULTATION IS RECOMMENDED FOR ZONING AND SETBACK REQUIREMENTS FOR THIS SITE.
- (6) THE INFORMATION SHOWN ON THIS DRAWING CONCERNING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR, ARCHITECT, OWNER AND THEIR AGENTS ARE RESPONSIBLE FOR MAKING THEIR OWN DETERMINATIONS AS TO THE ACTUAL TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.
- (7) A PORTION OF THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X (0.2% ANNUAL CHANCE FLOOD HAZARD) PER FLOOD INFORMATION RATE MAP (FIRM) PANEL 13121C0059F, EFFECTIVE SEPTEMBER 18, 2013.
- (8) NO EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION WAS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.
- (9) NO EVIDENCE OF FIELD DELINEATION OF WETLANDS WAS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.
- (10) SURVEY REFERENCES: Fulton County, Georgia Records;

Survey Certification

To: ORF II Windward Crossing, LLC, Mutual of Omaha Bank and/or their successors and assigns, as their interest may appear, Old Republic National Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 6, 17, 18, and 19 of Table A thereof. The fieldwork was completed on October 17, 2019.

Date of Plat or Map: November 1, 2019



Claude S. Brown
Claude S. Brown, RLS # 2420

```

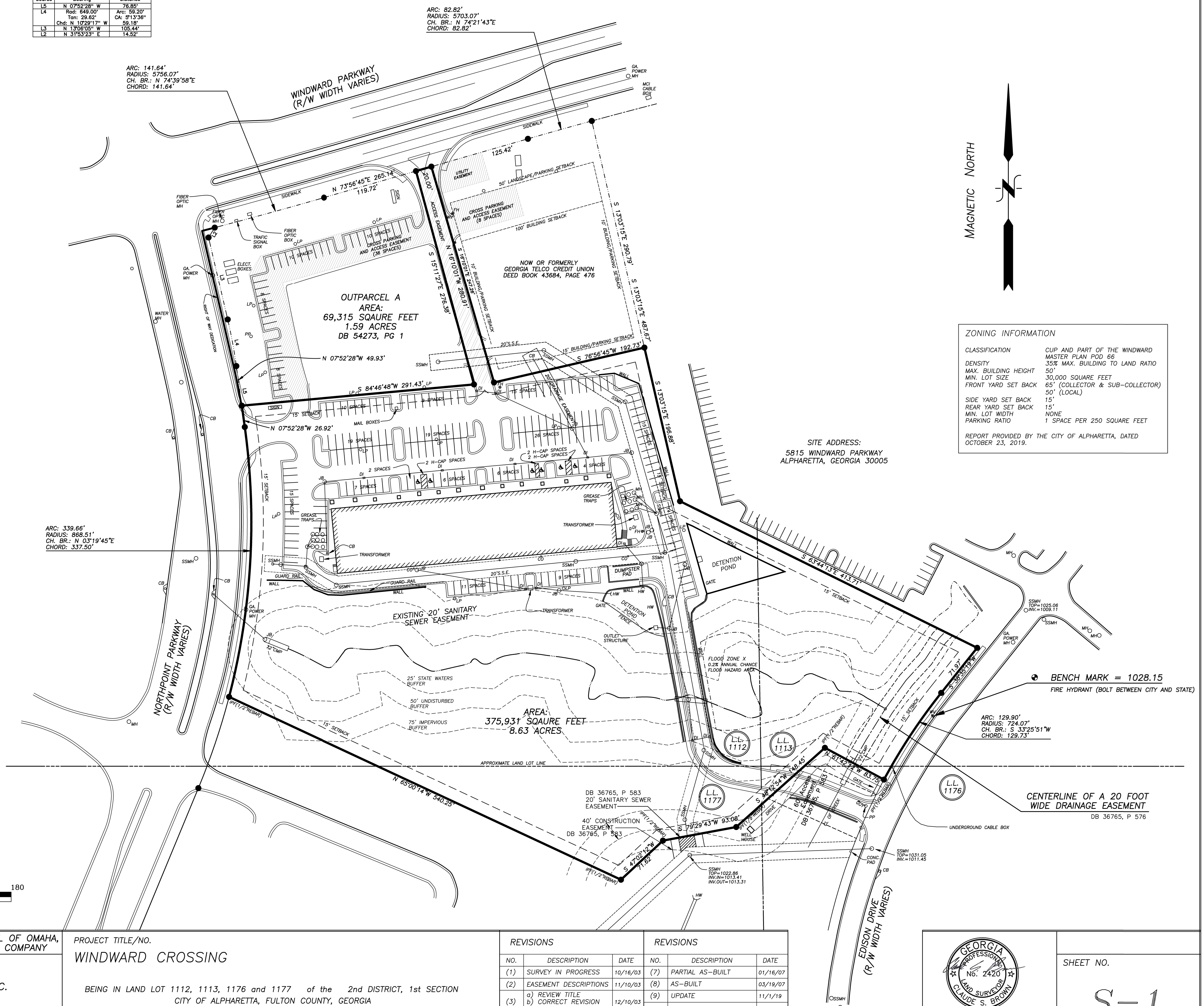
IPS  --- IRON PIN SET (1/2" REBAR)
IPF (1/2" REBAR ) --- IRON PIN FOUND (TYPE)
R/W  --- RIGHT OF WAY
PP   --- POWER POLE

  ────
  ────  OVERHEAD WIRES
  ────
  x x x x x  FENCE
L. L.  --- LAND LOT
CMP  --- CORRUGATED METAL PIPE
RCP  --- REINFORCED CONCRETE PIPE
CB   --- CATCH BASIN
OI   --- DROP INLET
SSMH  --- SANITARY SEWER MANHOLE
a.k.a.  --- ALSO KNOWN AS
D.O.T. --- DEPARTMENT OF TRANSPORTATION
FP    --- FLAG POLE

```



Course	Bearing	Distance
L5	N 07°52'28" W	76.85'
L4	Rad: 649.00' Tan: 29.62' Chd: N 10°29'17" W	Arc: 59.20' CA: 5'13'36" 59.18'
L3	N 13°06'05" W	105.44'
L2	N 31°53'23" E	14.52'



ALTA/ACSM LAND TITLE SURVEY PREPARED FOR	ORF II WINDWARD CROSSING, LLC, MUTUAL OF OMAHA, and OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY
DRAWN BY: VML	Prepared By REGISTERED LAND SURVEYORS, INC. 136 Savanna Estates Drive Canton, Georgia 30015 770-998-7676 registeredlandsu@comcast.net
CHECKED BY: C. BROWN	
DATE: SEPTEMBER 9, 2003	
SCALE: 1" = 60'	
JOB NO.: 1869	

PROJECT TITLE/NO.
WINDWARD CROSSING

BEING IN LAND LOT 1112, 1113, 1176 and 1177 of the 2nd DISTRICT, 1st SECTION
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

REVISIONS			REVISIONS		
NO.	DESCRIPTION	DATE	NO.	DESCRIPTION	DATE
(1)	SURVEY IN PROGRESS	10/16/03	(7)	PARTIAL AS-BUILT	01/16/07
(2)	EASEMENT DESCRIPTIONS	11/10/03	(8)	AS-BUILT	03/19/07
(3)	a) REVIEW TITLE b) CORRECT REVISION DATE NO. 1	12/10/03	(9)	UPDATE	11/1/19
(4)	60" ACCESS EASEM'T	12/17/03			
(5)	NAME CHANGE + UPDATE	10/17/05			
(6)	DB REF. & ADDRESSES	10/17/05			



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

SHEET NO.

S-1

OF 1 SHEET

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

MP-20-03/CU-20-06
C3 North Atlanta Church
FOR OFFICE USE ONLY

Case #: _____

☐ Fee Paid Initial: _____

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.

Contact Information:

Contact Name: Aaron Snow

Telephone: 818-770-2557

Address: 130 Concord Trc

Suite: _____

City: Alpharetta

State: GA

Zip: 30009

Fax: n/a

Mobile Tel: 818-770-2557

Email: aaron@c3northatl.com

Subject Property Information:

Address: 5815 Windward Pkwy Ste 302

Current Zoning: CUP

District: 2

Section: 1

Land Lot: 1112,1113,1176,1177

Parcel ID: 21 549011120237

Proposed Zoning: N/A

Current Use: Multiple Occupancy

This Application For (Check All That Apply):

☒ Conditional Use

☐ Master Plan Amendment

☐ Exception

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Comprehensive Plan Amendment

☐ Other (Specify): _____

7/2/20

APPLICANT REQUEST AND INTENT C3 North Atlanta Church

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

C3 North Atlanta is a religious 501(c)(3) organization and desires to hold religious services at Roam. C3 North Atlanta is a non-denominational church and is a part of C3 Church Global.

C3 North Atlanta will be renting a shared office space footprint from Roam, a co-working office space organization. Roam is located in Suite number 302. C3 North Atlanta intends to utilize the following spaces:

C3 Room (Capacity 100 in theater seating configuration)

Forum (Capacity 55 in theater seating configuration)

Lobby Area for ingress and egress.

C3 North Atlanta would hold services on Sundays at 10:00 am and 11:30 am. Anticipated attendance would be 40 per service, well within the capacity of the area rented.

Applicant's Request (Please itemize the proposal):

To secure a conditional use permit as required by the City of Alpharetta to operate as a church at Roam.

Attached floor plans indicate the rooms utilized.

To allow for setup and teardown, hours of operation shall be Sundays from 7 am to 5 pm.

C3 North Atlanta does not provide ancillary services such as Mother's morning out, full time daycare, vacation bible school or similar services.

C3 North Atlanta is governed by a Board of Directors and is overseen by C3 Church Americas and C3 Church Global.

C3 North Atlanta employs 1 full time staff member and has a membership of approximately 75 members. Further staffing is administered by a team of volunteers, common in the church community.

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

The request would facilitate worship services in the C3 Room as well as provide experiences for student activities in the Forum Room.

7/2/20

MP-20-03/CU-20-06
C3 North Atlanta Church

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: WES Allen (property manager) Telephone: 404-375-0745
Address: 11770 Haynes Bridge Road Suite: 205-S42
City: Alpharetta State: GA Zip: 30009

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:

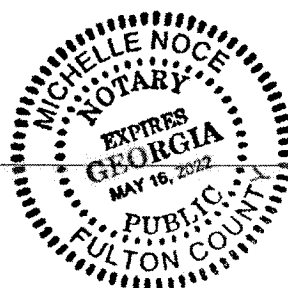
Name of Authorized Applicant: Room / C3 North Atlanta Church Telephone: _____
Address: 5815 Windward Parkway Suite: 302
City: Alpharetta State: GA Zip: 30005

So Sworn and Attested:

Owner Signature: [Signature] Date: 7/1/20

Notary:

Notary Signature: [Signature] Date: 7/1/20



7/2/20

MP 20-03/CU 20-06
DISCLOSURE FORM C3 North Atlanta Church

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: C3 North Atlanta, Inc.Subject Public Hearing Case: C3 North Atlanta**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 as 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/ADescription of Contribution: N/A Value: N/ADescription of Contribution: N/A Value: N/ADescription of Contribution: N/A Value: N/ADescription of Contribution: N/A Value: N/ADescription of Contribution: N/A Value: N/A**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: 7/1/20

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

This property is already zoned for similar and compatible uses and is surrounded by non-residential property.

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

This proposal will not have any negative impact upon the land use and value of surrounding properties. This proposal will also give the opportunity for nearby residential citizens beyond the commercial property zone a convenient place of worship.

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

The use is not excluded from current zoning but requires approval of a conditional use permit.

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

As the subject property is located within a commercial/retail area, no significant increase to population or traffic during the Sunday timeframe should be noted.

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

The conditional use permit approval would not have an impact schools or utilities.

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

This proposal should be complementary with the Alpharetta Comprehensive Plan and the Future Land Use Map. No physical site changes are noted and the actual use would be one of a regular tenant in an approved complex.

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

There are no changing conditions that would affect the development of the property as this is an existing complex.

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.

7/2/20

CITIZEN PARTICIPATION FORM - PART A

MP 20 03/CU 20 06

C3 North Atlanta Church

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: C3 North Atlanta

Contact Name: Aaron Snow

Telephone: 818-770-2557

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.

See attaching listing

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 <i>(Please Specify)</i> |

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.

Entities may respond via email at hey@c3northatl.com

7/2/20
FIFTY NINE ZERO FIVE WINDWARD PARK
WAY LLC
3756 LAVISTA RD SUITE 200
TUCKER GA 30084

STOCKBRIDGE WINDWARD OAKS LLC
P.O. BOX 450233
ATLANTA GA 31145

5905 WINDWARD INVESTORS LLC
621 NORTH AVE NE STE C110
ATLANTA GA 30308

A T & T COMMUNICATIONS
2613 BROWNTOWN RD NW
ATLANTA GA 30318

ADP INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

A D P INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

KM BUILDING LLC
5780 WINDWARD PKWY SUITE 275
ALPHARETTA GA 30005-5216

A T & T RESOURCE MGMT CORP
P O BOX 7207
BEDMINSTER NJ 07921-7207

WINDWARD CREATIVE LP
3350 RIVERWOOD PKWY SUITE 750
ATLANTA GA 30339

WINDWARD POINT WHP INC
3930 E JONES BRIDGE RD SUITE 145
NORCROSS GA 30092

WINDWARD NORTHPOINT LLC
742 PEACHOID RD
GAFFNEY SC 29341-3499

GEORGIA'S OWN CREDIT UNION
1155 PEACHTREE ST NE STE 400
ATLANTA GA 30309-3600

LAUKIEN DIRK
24 WATERWAY AVE SUITE 225
SPRING TX 77380

WINDWARD MILL LLC
P.O. BOX 450233
ATLANTA GA 31145-0233

STOCKBRIDGE WINDWARD OAKS LLC
P.O. BOX 450233
ATLANTA GA 31145

7/2/20

MP-20-03/CU-20-06
C3 North Atlanta Church



July 1, 2020

Owner name here
Address
City, State, Zip

Dear Property Owner,

This is to advise that C3 North Atlanta, Inc. has applied to the City of Alpharetta for a conditional use permit to hold regular church services at Roam, located at 5815 Windward Parkway. The services would be held on Sunday mornings at 10:00 and 11:30 am. We would have a small volunteer staff onsite for setup and breakdown from 7am to 1:30 pm.

C3 North Atlanta and the City of Alpharetta are interested to ascertain if your business has any comments regarding this application.

Should you have any comments to share, you may contact us via email at hey@C3northatl.com.

Thank you in advance for your consideration. If we may answer any questions or provide further clarification, please let us know.

Sincerely yours,

Ps Aaron Snow

(1) THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 25,968 FEET AND AN ANGULAR ERROR OF 01 SECONDS PER ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.

(2) THE EQUIPMENT USED TO OBTAIN THE FIELD DATA WAS A TOPCON GTS-10 WITH ELECTRONIC DISTANCE MEASUREMENT SYSTEM.

(3) THESE PLATS HAD BEEN CALCULATED FOR CLOSURE AND WAS FOUND TO ACCURATE WITHIN ONE FOOT IN 352,482 FEET.

(4) BEFORE YOU DO, CALL THE UTILITIES PROTECTION CENTER, AT 1-800-882-7417 FOR UNDERGROUND UTILITIES LOCATION.

(5) ATTORNEY CONSULTATION & RECOMMENDATIONS FOR ZONING AND SETBACK REQUIREMENTS FOR THIS SITE.

(6) NOTICE: ANY OTHER DOCUMENTS CONCERNING UTILITIES NOT BEING SUBMITTED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR ARCHITECT, OWNER AND THEIR AGENTS ARE RESPONSIBLE FOR MAKING THEIR OWN DETERMINATIONS AS TO THE ACTUAL TRUE LOCATION AND DEPTH OF ANY EXISTING UTILITIES. IT MAY BE NECESSARY TO HAVE MANHOLES TESTED.

(7) A PORTION OF THIS PROPERTY IS LOCATED WITHIN PLOD ZONE 1 (FLORA AREA, CHASSA FLOOD HAZARD) PER FLOOD INFORMATION RATE MAP (FIRM) PANEL 12C01J006SF, EFFECTIVE SEPTEMBER 18, 2013.

(8) NO EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION WAS OBSERVED IN THE PROCESS OF CONDUCTING THE SURVEY.

(9) NO EVIDENCE OF FUEL DEMILITARIZATION OF METALRADS WAS OBSERVED IN THE PROCESS OF CONDUCTING THE SURVEY.

(10) SURVEY REFERENCES: Fulton County, Georgia Records:
Ordinance No. 14
Use Regulatory Notes Issued Date August Day Year At: 1/10/14
Survey by MATTHEW S. BROWNING COMPANY JANUARY 24, 1984. LAST REVISED SEPTEMBER 6, 1984.
SURVEY BY DAVID A. BURKE FOR LOUISIANA ENGINEERING INC., LIMITED FEBRUARY 3, 2003.
PLAT BOOKS 162, 163, 169

DUTAILLEAU DECID BETWEEN AT&T CORP. AND LUCENT TECHNOLOGIES, INC.,
DATED MARCH 12, 2003.

DEED BOOK 9146, PAGE 186 VESTING DEC ID TRACT C
DEED BOOK 115927, PAGE 196 VESTING DEC ID TRACT C
DEED BOOK 131018, PAGE 346 NIGHT-O'-WAY DEED
DEED BK# 1140, PAGE 318 SWARTZ EMC Easement, too general to locate
Deed Book 4407, PAGE 156 Swartz EMC Easement, too general to locate
DEED BOOK 570, PAGE 215 Swartz EMC Easement, too general to locate
DEED BOOK 7822, PAGE 308 Swartz EMC Easement, too general to locate
DEED BOOK 7971, PAGE 309 Swartz EMC Easement, too general to locate
PLAT BOOK 1841, PAGE 158 Swartz EMC Easement, too general to locate
DEED BOOK 9988, PAGE 277 Right of Way Deed, does not affect subject property
DEED BOOK 8706, PAGE 362 Right of Way Deed, does not affect subject property

plaintiff's property claim abandoned in DC Case #DC 32041, Page 5
Amendment to the Declaration of Conveyance, Conditions and Restrictions pertaining to Property
Assignment or Declaration of Conveyance, Conditions and Restrictions
Warning Deed With Endorsements that affects Subject Property

Plat Book 36765, Page 363
Secondary Survey and Access Easement Agreement that affects subject property and shows hereon
Atlanta Gas Light Company Easement, too general to locate
Declaration of Conveyance, Conditions and Restrictions, affects subject property
Georgia Power Company Easement, too general to locate
Swartz EMC Easement, too general to locate
Deed Book 97273, Page 257 Plaintiff's Merit Amendment

To: ORF II Waterford Crossing, LLC, Mutual of Omaha Bank and/or their successors and assigns, as their interest may appear, Old Republic National Title Insurance Company

This is to certify that this map or plot and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 6, 17, 18, and 19 of Table A thereof. The fieldwork was completed on October 12, 2018.

Date of Plot or Map: November 1, 2019



Clark S. Brown, RLS # 2420

IPS --- IRON PIN SET (1/2" REBAR)
 IPF (1/2" REBAR) --- IRON PIN FOUND (TYPE)
 R/W --- RIGHT OF WAY
 PP --- POWER POLE
 --- OVERHEAD WIRES
 --- FENCE
 L L --- LAND LOT
 CUP --- CORRUGATED METAL PIPE
 RCP --- REINFORCED CONCRETE PIPE
 CB --- CATCH BASIN
 --- DROP INLET
 SSWH --- SANITARY SEWER MANHOLE
 --- ALSO MANHOLE
 D.O.T. --- DEPARTMENT OF TRANSPORTATION
 EP --- FLAG POLE



ALTA/ACSM LAND TITLE SURVEY PREPARED FOR ORF II WINDWARD CROSSING, LLC, MUTUAL OF OMAHA,
and OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

DRAWN BY: JMB

CHECKED BY: C. BROWN

DATE: SEPTEMBER 4, 2063

SCALE: 1" = 60'

JOB NO - 1859

Prepared By
REGISTERED LAND SURVEYORS, INC.
136 Sawanna Estates Drive
Canton, Georgia 30015
770-998-7676
registeredandsu@comcast.net

PROJECT TITLE/NO.

WINDWARD CROSSING

BEING IN LAND LOT 1112, 1113, 1176 and 1177 of the 2nd DISTRICT, 1st SECTION
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

REVISIONS			REVISIONS		
NO.	DESCRIPTION	DATE	NO.	DESCRIPTION	DATE
(1)	SURVEY IN PROGRESS	10/10/63	(7)	PARTIAL AS-BUILT	01/11/68
(2)	EASIMENT DESCRIPTIONS	11/11/69	(8)	AS-BUILT	03/11/68
(3)	a) REVIEW TITLE b) CORRECT REVISION DATE NO. 1	12/09/63	(9)	UPDATE	11/11/69
(4)	60' ACCESS EASEMENT	12/11/63			
(5)	NAME CHANGE & UPDATE	06/17/70			
(6)	DR. RITE & ADDRESSES	10/12/70			

REVISIONS		
NO.	DESCRIPTION	DATE
(2)	PARTIAL AS-BUILT	01/78
(3)	AS-BUILT	03/78
(9)	UPDATE	11/78



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

SHEET NO.

Structure

OF 1 SHEET

7/12/20

C3 North Atlanta Church

MP-20-03/CU-20-06



Windward Crossing

5815 Windward Pkwy., Alpharetta, GA 30005

LEASING INFORMATION

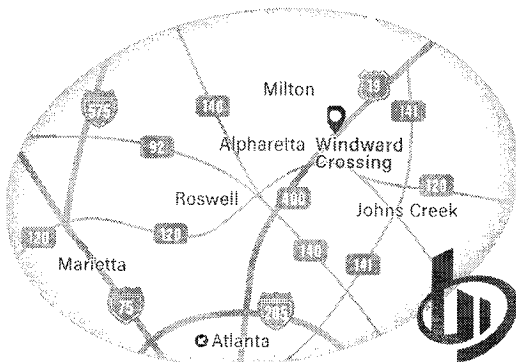
Rental Rate	\$20 NNN
Year Built	2005
Property Type	General Retail Shop
Building/GLA	47,383 SF
Parking	--
Intersection	North Point Pkwy. and Windward Pkwy.
Traffic Light	Yes
Traffic Count	32,800 AADT (Windward Pkwy.)

LEASING CONTACT

Wes Allen

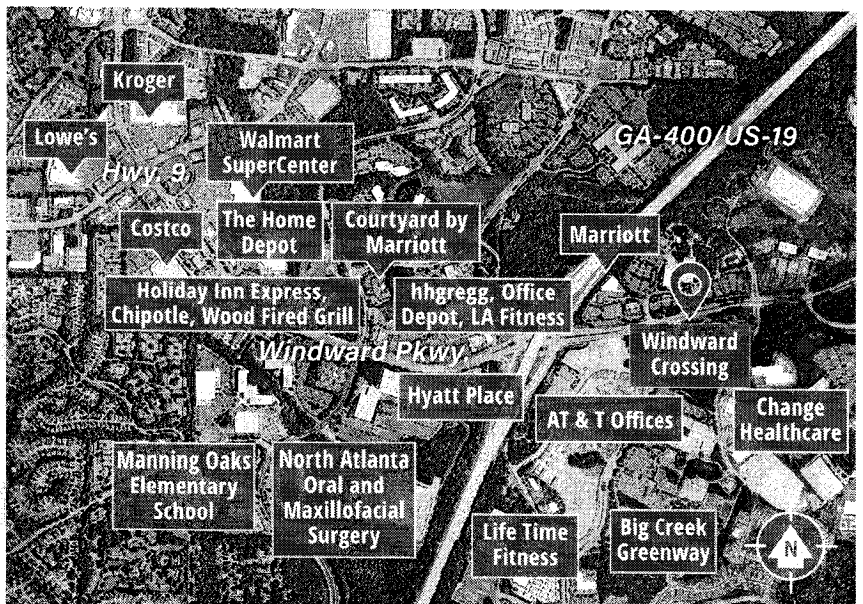
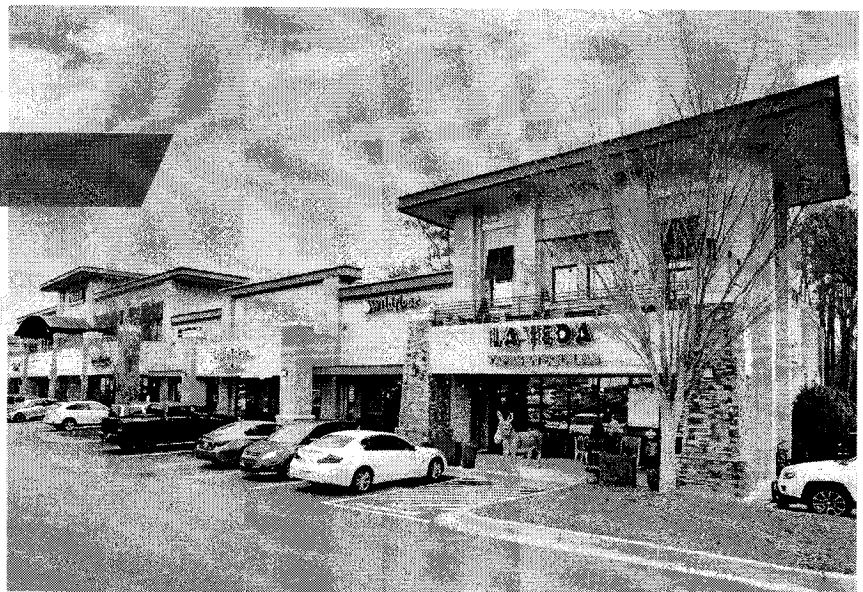
404-375-0745 wallen@plnms.com

LOCATION MAP

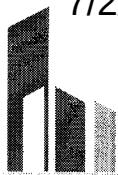


DEMOGRAPHICS

Radius	1-Mile	3-Mile	5-Mile
Population	2,056	72,610	167,720
Household	901	28,286	61,484
Avg. Income	\$99,756	\$126,625	\$133,683



7/2/20



WINDWARD CROSSING

5815 Windward Pkwy., Alpharetta, GA 30005

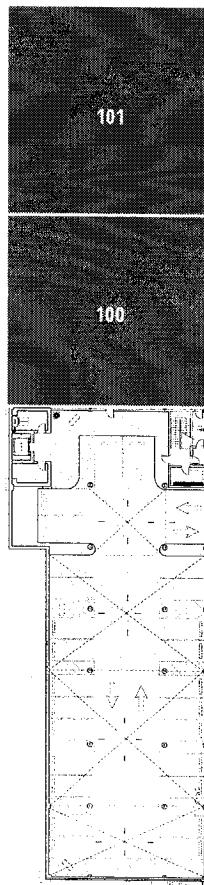
CENTER HIGHLIGHTS

- Property has a great mix of existing tenants tailored toward daytime population: modern co-working/meeting places, restaurants, cafés, and wellness centers.
- The surrounding Windward community includes a 1,400 AC business park, 6.8 million SF office spaces, more than 2,000 luxury homes, and an affluent residential base.
- Property surrounded by modern lifestyle and shopping centers, featuring unique restaurants, boutique shops and wellness/fitness retail stores.
- Alpharetta is the sixth fastest-growing city in the nation and has been named a top place for families to live.

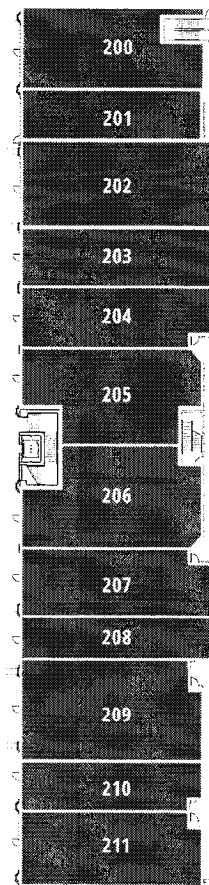
LEASING INFORMATION

STE	TENANT
100	Available (6,048 SF)
101	Knuckle Up
200/201	Rusii Indian Cuisine
202	Q'Paso Latin Grub
203	Available (1,440 SF)
204	MDW Hair Salon
205/206	Any Lab Test Now
207	Available (2,124 SF)
208	Benchmark Physical Therapy
209	Little Tokyo
210	Wildflour Cafe
211	Hacienda Bar & Grill
300	Roam Innovative Workplace

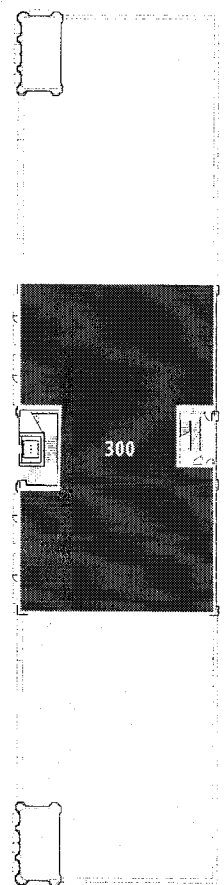
BASEMENT LEVEL

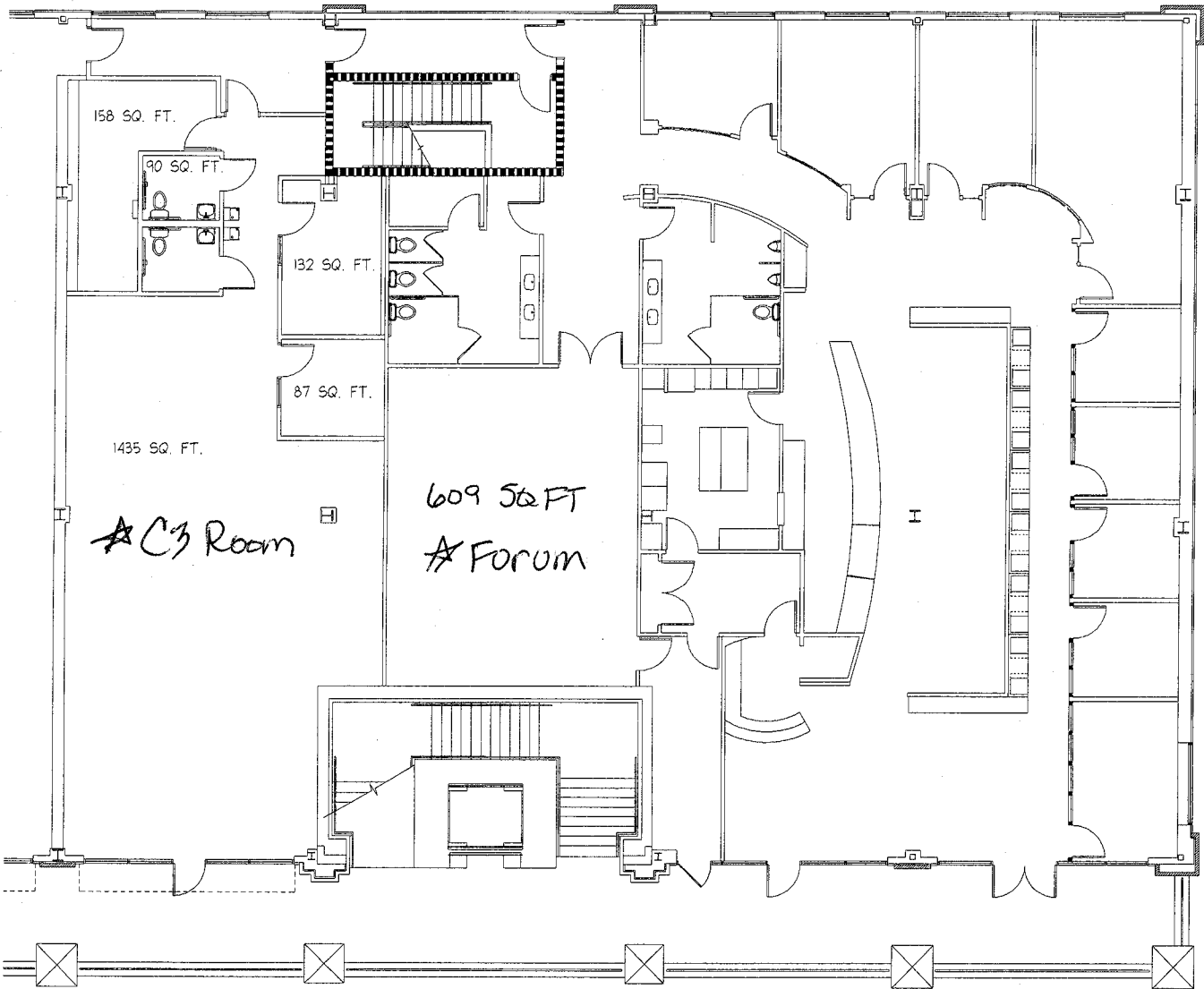


MAIN LEVEL



SECOND LEVEL





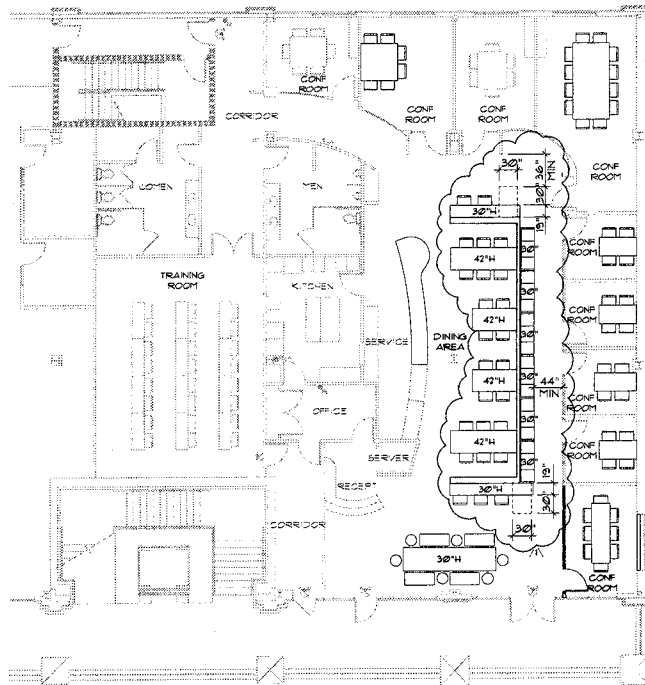
Rooms
to be
used

★ C3 Room

609 SQ. FT.
★ Forum

INTERIOR ALTERATIONS FOR: ROOM

5815 WINDWARD PARKWAY
SUITE 302
ALPHARETTA, GA 30005



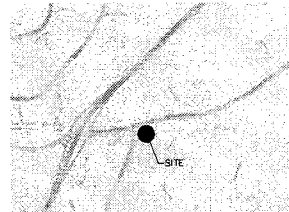
ARRANGEMENT PLAN

1 A01 SCALE: 1/8" = 1'-0"

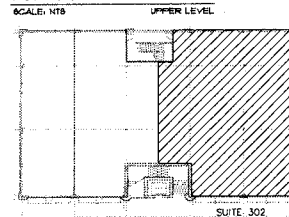
NOTE:

ALL WOOD BLOCKING AND BRACING TO BE FIRE RESISTANT TREATED FOR TYPE IIB CONSTRUCTION

VICINITY PLAN



KEY PLAN



EFFECTIVE CODES

ADMINISTRATION: (THE MOST RESTRICTIVE SUPERSEDES)	ED. LATEST
CODE OF THE CITY OF ALPHARETTA, GA	ED. 1994
STANDARD BUILDING CODE, CHAPTER 1	ED. LATEST
CITY OF ALPHARETTA UNIFIED DEV. CODE	ED. 2000
BUILDING: INTERNATIONAL BUILDING CODE	ED. 2000
W/ GA AMENDMENTS 1801, 2000, 2010	
FIRE SAFETY: INTERNATIONAL FIRE CODE	ED. 2000
W/ GA AMENDMENTS 2001, 2010	
LIFE SAFETY CODE NFPA 101	ED. 2000
CITY SPRINKLER CODE ORD NO. 770	ED. LATEST
ELECTRICAL: NATIONAL ELECTRICAL CODE	ED. 2000
W/ GA AMENDMENTS 3003	
ENERGY: INTERNATIONAL ENERGY CONSERV. CODE	ED. 2000
W/ GA AMENDMENTS 1201	
ADA: GEORGIA ACCESS LAW 120-3-120	ED. LATEST
PLUMBING: INTERNATIONAL PLUMBING CODE	ED. 2000
W/ GA AMENDMENTS 2001 THRU 2011	
MECHANICAL: INTERNATIONAL MECHANICAL CODE	ED. 2000
W/ GA AMENDMENTS 2001, 2000, 2010, 2011	

TENANT

ROOM
5815 WINDWARD PARKWAY
SUITE 302
ALPHARETTA, GA 30005
PHONE: 678.495.2260
EMAIL: PEYTON@MEETATROAM.COM
CONTACT: PEYTON DAY

GENERAL CONTRACTOR

TOTAL COMMERCIAL CONSTRUCTION
2810 PEACHTREE ROAD
SUITE 402
ATLANTA, GA 30305
PHONE: 404.839.9271
EMAIL: CARLTONBROWN@AOL.COM
CONTACT: CARLTON BROWN

ARCHITECT

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CONTACT: ERNIE KNOCH, AIA

DRAWING LIST

- ISSUED OR REVISED
- ISSUED, NO REVISIONS

NUMBER	SHEET NAME
A01	TITLE SHEET
A11	FLOOR PLAN
A12	RCP AND DEVICE PLAN

SCOPE OF WORK

AN INTERIOR ALTERATION FOR AN EXISTING COFFEE AND CONFERENCE ROOM FACILITY. THE SCOPE OF WORK INCLUDES APPROXIMATELY 491 SF OF NEW CONSTRUCTION: NEW CONFERENCE ROOM AND A HALF-HEIGHT PARTITION. THE REMAINING 4655 SF ARE TO RECEIVE NEW FINISHES AND NEW FURNISHINGS. EXISTING FIRE ALARM AND DETECTION SYSTEMS, FIRE EXTINGUISHERS, EGRESS ILLUMINATION AND EXIT SIGNAGE REMAIN UNALTERED.

PROJECT INFORMATION

PROJECT DATA				
OCCUPANCY / GROUP CLASSIFICATION: ASSEMBLY A2				
TYPE OF CONSTRUCTION: IIB				
SPRINKLERED: YES				
SEISMIC USE GROUP: 1				
SEISMIC DESIGN CATEGORY: C				
TOTAL INTERIOR FINISH AREA: 5142 USE				
FLOOR LEVEL: UPPER				
TOTAL NUMBER OF STORIES IN BUILDING: 2				
CALCULATED OCCUPANCY LOAD: 228				
REQUIRED MIN FLOOR LIVE LOAD: 100 PSF				
OCCUPANCY LOAD CALCULATIONS: ROOM-BY-ROOM				
USE	OCCUP CLASS	SIZE (SF)	SF/PERSON	PERSONS
RECEPTION	B1	384	100G	4
SERVICE AREA	B1	10	100G	1
DINING	A2	1255	15N	87
CONFERENCE ROOM	A2	141	15N	10
CONFERENCE ROOM	A2	85	15N	6
CONFERENCE ROOM	A2	85	15N	6
CONFERENCE ROOM	A2	85	15N	6
CONFERENCE ROOM	A2	85	15N	6
CONFERENCE ROOM	A2	31	15N	2
CONFERENCE ROOM	A2	164	15N	11
CONFERENCE ROOM	A2	183	15N	13
CONFERENCE ROOM	A2	132	15N	9
TRAINING ROOM	E	690	20N	35
KITCHEN	A2	220	100G	3
SERVICE AREA	A2	215	100G	3
OFFICE	B1	11	100G	2
WOMEN	B1	241	100G	3
MEN	B1	259	100G	3
TOTAL PERSONS				228
EGRESS WIDTH CALCULATIONS				
OCCUPANCY LOAD X 2" PER PERSON + REQ'D EGRESS WIDTH				
228 X 2" PER PERSON + 46" REQ'D WIDTH TOTAL				
4 EXITS PROVIDED AT 36" EA = 144"				

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ARCHITECTS
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CUMMING, GA 30042
678.495.2244



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DATE	ISSUE
12.12.11	CONSTRUCTION
12.22.11	REV 1

ROOM

INTERIOR ALTERATIONS
5815 WINDWARD PARKWAY
SUITE 302
ALPHARETTA, GA 30005

DATE	12 DECEMBER 2011
DRAWN BY	CHECKED
PROJECT NO.	201101

TITLE SHEET
A01

C3 North Atlanta Church

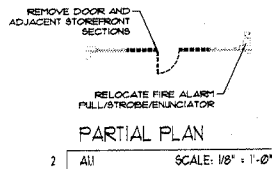
MP-20-03/CU-20-06

- * GENERAL CONTRACTOR IS TO FURNISH ALL LABOR AND MATERIALS REQUIRED TO COMPLETE THE DEMOLITION, REMOVAL, AND DISPOSAL OF ALL EXISTING PARTITIONS, PARTITION WALLS, CEILING GRID AND TILES, LIGHTING, HVAC COMPONENTS AND STOREFRONT DOOR.
- * REMOVE TO THE SOURCE AND TERMINATE ALL UTILITIES WHERE DEMOLITION OCCURS OR IS A RESULT OF DEMOLITION. REMOVE ALL ABANDONED CABLES, WIRES AND PIPES IN THE CEILING PLUMB.
- * CONTRACTOR TO PROVIDE ADEQUATE SAFETY MEASURES TO PROTECT THE EMPLOYEES, VISITORS, PUBLIC AND WORKERS FROM HARM OR HAZARDS.
- * CONTRACTOR TO OBTAIN AND FOLLOW ALL BUILDING RULES AND REGULATIONS.
- * DISPOSAL OF ALL TRASH IS TO BE DONE IN A SAFE AND LEGAL MANNER.
- * PATCH AND REPAIR ALL PARTITIONS AND FINISHED SURFACES WHERE EXISTING COMPONENTS WERE TO BE REMOVED. PREPARE TO NEW CONDITION WITH NEW FINISHES.

AND B:
1. CLEAR ANODIZED ALUMINUM STOREFRONT ASSEMBLY.
2. 1/4" TEMPERED GLASS.
3. HARDWARE : PUSH/PULL BARS, SILENCERS, CLOSER, DOOR HOLD, WALL STOP, CYLINDER WITH THUMB-TURN ON INTERIOR.
C:
1. DARK BRONZE ANODIZED ALUMINUM STOREFRONT ASSEMBLY, MATCH EXISTING.
2. INSTALLED TEMPERED GLASS.
3. HARDWARE : PUSH/PULL BARS, LEATHER SEALS, CLOSER, CYLINDER, ADA THRESHOLD.
4. PROVIDE ONE ASSEMBLY OPPOSITE HAND.

GENERAL STOREFRONT NOTES:

1. PROVIDE SHOP SUBMITTALS FOR STOREFRONT ASSEMBLY INCLUDING ANCHORING DETAILS.



- BUILDING IS PROTECTED BY AN AUTOMATIC FIRE PROTECTION SPRINKLER SYSTEM PER NFPA-13. CONTRACTOR TO OBTAIN LISTED PARTS TO GOVERNING JURISDICTION AS REQUIRED FOR PERMITS.
- FIELD VERIFY ALL CONDITIONS AND DIMENSIONS SHOWN ON PLAN AS EXISTING OR CORRECTED. NOTIFY THE ARCHITECT OF ANY DISCREPANCY PRIOR TO CONSTRUCTION.
- COORDINATE ALL ACTIVITIES WITH OTHER TRADES AND DISCIPLINES PRIOR TO COMMENCEMENT OF WORK.
- ALL EXISTING WORK, EQUIPMENT OR MATERIAL TO REMAIN THAT IS DAMAGED BY CONTRACTOR'S ACTIVITIES UNDER THIS CONTRACT SHALL BE REPLACED OR REPAIRED TO ORIGINAL CONDITION AT NO ADDITIONAL TIME OR COST TO THE OWNER.
- ALL WORK SHALL CONFORM WITH DRAWINGS AND SPECIFICATIONS IN ACCORDANCE WITH ALL APPLICABLE GOVERNING MUNICIPAL AND REGIONAL ORDINANCES AND THE REQUIREMENTS OF THE PERMIT.
- ALL WOOD BLOCKING AND BRACING TO BE FIRE RESISTANT TREATED FOR TYPE IIB CONSTRUCTION.

- * DOOR FASTENERS ON ALL GYP BD.
- * DOOR FRAMES TO BE LOCATED WITH EDGE OF FRAME 4" FROM INTERSECTION OF ADJACENT PERPENDICULAR PARTITION, UNO
- * BOTTOM FLOOR TRACK OF PARTITIONS TO BE BUTT-JOINTED, NO CUT-AND-LAP JOINTS.
- * ALL DIMENSIONS MARKED "CLEAR" OR "CLR" SHALL BE MAINTAINED AND SHALL NOT VARY MORE THAN 1/8" WITHOUT WRITTEN CONSENT FROM THE ARCHITECT.
- * PROVIDE NEW GLASS 4" INTERIOR FINISHES:
 - * WALLS THROUGHOUT OFFICE
 - * CARPET IN OFFICES AND STAINED CONCRETE IN CORRIDOR AND TOILET ROOMS.
- * PROVIDE 1/4" PERIMETER RELIEF AND ACOUSTICAL SEALANT AT GYP BD ALONG CEILING AND FLOOR, TYP AT ALL OFFICE INTERIORS.
- * ACOUSTICAL SEALANT AT OPENINGS THROUGH OFFICE PARTITIONS.
- * PRF 2X BLOCKING IN WALLS AT ALL WALL-MOUNTED DOOR STOPS.

NOTE: ALL DIMENSIONS ARE TO FACE-OF-GYP BD

EXISTING TO REMAIN

TO BE REMOVED

SOUND ATTENUATION BATTS, UNO

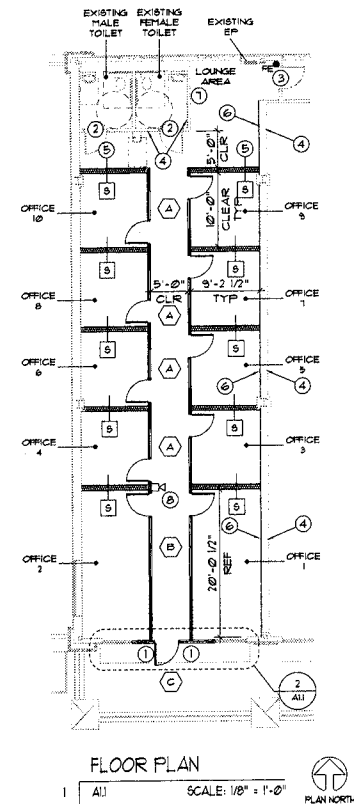
NEW INTERIOR NON-LOADBEARING PARTITION:
3'-0"X8'-10 GAUGE METAL STUDS @ 24" O.C. WITH
5/8" TYPE X GYP BD EACH SIDE - EXTEND TO
DECK.

NEW INTERIOR NON-LOADBEARING PARTITION:
6" TOP & BOTTOM TRACK WITH 3'-5/8" 10 GAUGE
STAGGERED METAL STUDS @ 24" O.C. 1/2" RCM-1
RESILIENT CHANNEL, OR EQ ON ONE SIDE, 5/8"
TYPE X GYP BD EACH SIDE - EXTEND TO 0"
ABOVE CEILING, BRACE TO STRUCTURE ABOVE

FIRE EXTINGUISHER

TYPE LADDER CUP WITH WALL BRACKET, MOUNT FE
AT 48" AFS TO HANDLE

- ① NEW PARTITION TO EXTEND TO STOREFRONT GLASS. PROVIDE DARK UNIFORM TINT FILM AT EXTERIOR GLASS FOR WIDTH OF NEW INTERIOR PARTITION.
- ② PROVIDE CLOSER.
- ③ PROVIDE CLOSER AND SIGNAGE, "DOOR TO REMAIN UNLOCKED WHEN THE BUILDING IS OCCUPIED". LSC 2000 713.8.
- ④ PROVIDE BLOW-IN INSULATION FOR SOUND ATTENUATION.
- ⑤ EXTEND PARTITION TO DECK.
- ⑥ ADD LAYER OF 5/8" "QUIETROCK" OR EQ. TO LENGTH OF DEMISING PARTITION, PROVIDE AS AN ALTERNATE.
- ⑦ PROVIDE FRT PLYWOOD BLOCKING CENTERED AT 6'-0" AFF (COORDINATE OUTLETS AND PLASMA SCREEN BRACKET IN FIELD).
- ⑧ RELOCATED EXISTING FIRE ALARM PULL-STATION/DETECTOR.



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ROAM
OFFICE SUITE
INTERIOR ALTERATIONS
5815 WINDWARD PARKWAY
SUITE 300
ALPHARETTA, GA 30005

DATE 24 JULY 2000
DRAWN BY EK | CHECKED EK
PROJECT NO.

FLOOR
& DEMO
PLANS

C3 North Atlanta Church

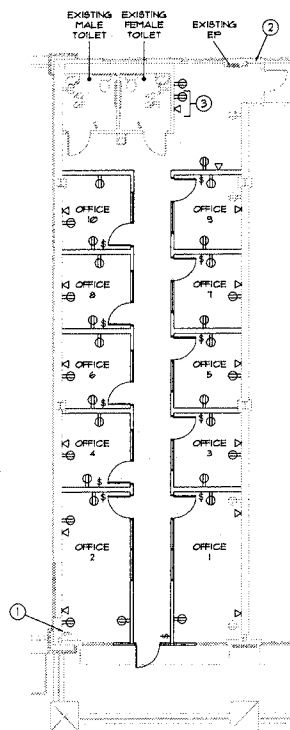
MP-20-03/CU-20-06

- ELECTRICAL INSTALLATION TO COMPLY WITH LOCAL CODES. ELECTRICAL CIRCUITING, WIRING SIZE, CONDUIT SIZE AND LOCATION ARE THE RESPONSIBILITY OF THE CONTRACTOR. ELECTRICAL MATERIALS TO BE LISTED BY UNDERWRITERS LABORATORIES. CONTRACTOR TO BE RESPONSIBLE FOR MAKING ALL CONNECTIONS TO BUILDING SERVICE.

- SCOPE OF ELECTRICAL WORK TO BE BASED ON ELECTRICAL DEVICE LOCATION PLANS FOR TYPE, QUANTITY AND LOCATION. ARCHITECT IS NOT RESPONSIBLE FOR ENGINEERING.
- PROVIDE PULL STRINGS TIED OFF ABOVE THE CEILING FOR ALL DATA AND PHONE BOXES AND ALL. ALL NEW DATA CABLES AND PHONE WIRING ARE PROTECTED BY CONDUIT THROUGH FLEXY-OR-TERMINO-LOCATED. SUBJECT TO APPROVAL BY THE CODE OFFICIALS. PHONE WIRING AND COVER PLATES SHALL BE PROVIDED BY THE TENANT'S TELEPHONE SYSTEM VENDOR.
- ELECTRICAL OUTLETS AT ALL WEET AREAS TO BE GFI PER ALL LOCAL CODES.
- WHERE OUTLETS ARE INDICATED BACK-TO-BACK, STAGGER OUTLETS MINIMUM AMOUNT ON OTHER SIDE OF PARTITION.
- ALL CONDUIT TO BE CONCEALED, IN/O.
- HEIGHTS NOTED ON PLAN ADJACENT TO ELECTRICAL DEVICES INDICATE DIMENSION FROM FINISHED FLOOR TO BOTTOM OF BOX.
- DIMENSIONS ARE TO CENTER OF DEVICE OR GROUPS OF DEVICES. SPACING WITHIN A GROUP TO BE 100 MM.
- CONTRACTOR TO VERIFY LOCATIONS OF STRUCTURAL SYSTEMS WHERE OPENING IS INDICATED ON PLANS. IF A CONFLICT OCCURS, NOTIFY THE ARCHITECT FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK.
- CONTRACTOR TO CONFIRM MANUFACTURER'S ELECTRICAL REQS FOR ALL APPLIANCES AND EQUIPMENT SPECIFIED. IF A CONFLICT OCCURS, NOTIFY THE ARCHITECT FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK.
- COORDINATE DEVICE AND COVER PLATE COLORS WITH INTERIOR DESIGNER.
- FINAL ELECTRICAL DEVICE COORDINATION IN FIELD WITH INTERIOR DESIGNER AND ARCHITECT.
- ACOUSTICAL SEALANT AT ALL DEVICE OPENINGS THROUGH WALLS.

	EXISTING SINGLE POLE SWITCH
	EXISTING DUPLEX OUTLET
	DUPLEX OUTLET
	VOICE/DATA OUTLET WITH WIRING
	SINGLE POLE SWITCH

- ① REMOVE DEVICE AND PATCH GYP BD.
- ② REMOVE EXISTING TELCO BD. TELCO TO BE ROUTED TO EXISTING ELECTRICAL/TELCO ROOM IN ADJACENT ROOM G3 SPACE.
- ③ PLASMA SCREEN LOCATION; PORTRAIT ORIENTATION. OUTLET AND DATA LOCATED AT 66" AFF (COORDINATE IN FIELD). HORIZONTAL ORIENTATION TO BE HIDDEN FROM VIEW BEHIND MONITOR.



2 A12 SCALE: 1/8" = 1'-0"

- EXISTING ACOUSTICAL CEILING AND GRID TO BE REMOVED, UNO.
- MODIFY EXISTING SPRINKLER HEADS AS REQUIRED.
- NEW LIGHTING TO TIE INTO EXISTING ELECTRICAL PANEL.
- FINAL LIGHTING COORDINATION IN FIELD WITH ARCHITECT.
- DEMO EXISTING ACOUSTICAL CEILING HVAC COMPONENTS AND LIGHT FIXTURES, UNO
- TEST AND BALANCE DIFFUSERS AND PROVIDE WRITTEN REPORT TO ARCHITECT.

EMERGENCY LIGHT COMBO, EXISTING

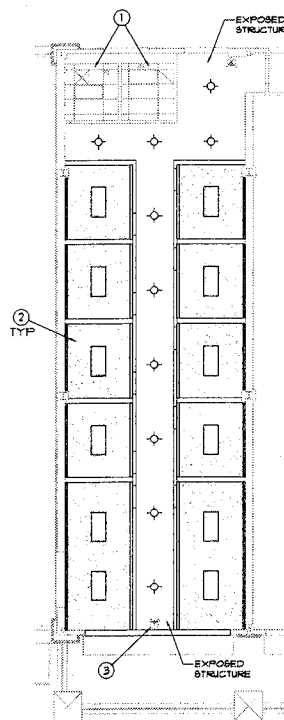
2x4 FLUORESCENT, VOLUMETRIC LIGHTING
LIXIONIA LIGHTING OR EQUAL
MATCH EXISTING IN SUITE 302 CONF ROOMS
PROVIDE SUBMITTAL PRIOR TO ORDERING

CUSTOM, TBD
BY OTHERS

LINEAR SLOT SUPPLY DIFFUSER, WHITE
PROVIDE SUBMITTAL PRIOR TO ORDERING

LINEAR RETURN DIFFUSER, MATCH SUPPLY
PROVIDE SUBMITTAL PRIOR TO ORDERING

- ① EXISTING ACOUSTICAL CEILING, GRID, HVAC COMPONENTS AND LIGHT FIXTURES TO REMAIN. REPLACE DAMAGED OR SOILED CEILING TILES TO MATCH EXISTING.
- ② NEW GYP BD CEILING AT 10'-0" AFF. PROVIDE SOUND ATTENUATION BATTS ON CEILING.
- ③ RELOCATED EXISTING EMERGENCY LIGHT COMBO.



1 A12 SCALE: 1/8" = 1'-0"



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ROAM
OFFICE SUITE
INTERIOR ALTERATIONS

5815 WINDWARD PARKWAY
SUITE 300
ALPHARETTA, GA 30005

DATE 24 JULY 2

DRAWN BY	CHECKED
----------	---------

EK

PROJECT NO. 301

REF:	412
DEVICE:	

DEVICE	A-1
PLAN	

1. *Journal of the American Medical Association*, 1997; 277: 1001-1005.

[illegible]

6/2/20

C3 North Atlanta Church

MP-20-03/CU-20-06

- BUILDING IS PROTECTED BY AN AUTOMATIC FIRE PROTECTION SPRINKLER SYSTEM PER NFPA-13. CONTRACTOR TO SUBMIT STAMPED PLANS TO GOVERNING JURISDICTION AS APPLICABLE. REMOVE FIELD VERIFY ALL CONDITIONS AND DIMENSIONS SHOWN ON PLAN AS EXISTING. NO VARIATION ALLOWED. THE ARCHITECT OR ANY DISCREPANCY PRIOR TO CONSTRUCTION.
- COORDINATE ALL ACTIVITIES WITH OTHER TRADES AND DISCIPLINES PRIOR TO COMMENCEMENT OF WORK.
- ALL EXISTING WORK, EQUIPMENT OR MATERIAL TO REMAIN THAT IS DAMAGED BY CONTRACTOR'S ACTIONS UNDER THIS CONTRACT SHALL BE REPLACED OR REPAIRED TO ORIGINAL CONDITION AT NO ADDITIONAL TIME OR COST TO THE OWNER.
- ALL WORK SHALL CONFORM WITH DRAWINGS AND SPECIFICATIONS IN ACCORDANCE WITH ALL APPLICABLE GOVERNING MUNICIPAL AND STATE CODES. EXISTING BLINDS TO BE CLEANED, REPAIRED AND/OR REPLACED TO MATCH AS REQUIRED FOR TENANT OCCUPANCY.

- GENERAL CONTRACTOR IS TO FURNISH ALL LABOR AND MATERIALS REQUIRED TO COMPLETE THE DEMOLITION, REMOVAL, AND DISPOSAL OF ALL INDICATED ITEMS INCLUDING BUT NOT LIMITED TO: GYPSUM BOARD, ELECTRICAL WIRING AND DEVICES, LIGHTING, MILLWORK, HVAC COMPONENTS AND FINISHES.
- REMOVE TO THE SOURCE AND TERMINATE ALL UTILITIES WHERE DEMOLITION OCCURS OR IS A RESULT OF DEMOLITION. REMOVE ALL ABANDONED CABLES, WIRES AND PIPES IN THE CEILING PLenum.
- ALL EXISTING WORK, EQUIPMENT, OR MATERIALS TO REMAIN THAT IS DAMAGED BY THE OPERATION UNDER THIS CONTRACT SHALL BE REPLACED OR REPAIRED AT NO ADDITIONAL COST TO THE OWNER.
- CONTRACTOR TO PROVIDE ADEQUATE SAFETY MEASURES TO PROTECT THE EMPLOYEES, VISITORS, POLICE AND WORKERS FROM HARM OR HAZARDS.
- CONTRACTOR TO OBTAIN AND FOLLOW ALL BUILDING RULES AND REGULATIONS.
- DISPOSAL OF ALL TRASH IS TO BE DONE IN A SAFE AND LEGAL MANNER.
- EXISTING FINISHES INCLUDING BUT NOT LIMITED TO WALL COVERINGS, BASE, CARPET, ACoustICAL CEILING TILE AND GRID TO BE REMOVED.
- ALL PARTITIONS PENETRATING ACoustICAL CEILING GRID TO BE REMOVED COMPLETELY.
- PATCH AND REPAIR ALL PARTITIONS AND FINISHED SURFACES WHERE EXISTING MATERIALS ARE TO BE REMOVED. PREPARE TO NEW CONDITION WITH NEW FINISHES.

- SCREW FASTENERS ON ALL GYP BD.
- DOOR FRAMES TO BE LOCATED WITH EDGE OF FRAME 4" FROM INTERSECTION OF ADJACENT PERPENDICULAR PARTITION, UNO.
- BOTTOM FLOOR TRACK OF PARTITIONS TO BE BUTT-JOINTED, NO CUT-AND-LAP JOINTS.
- ALL DIMENSIONS MARKED "CLEAR" OR "CLR" SHALL BE MAINTAINED AND SHALL NOT VARY MORE THAN +/-8" WITHOUT WRITTEN CONSENT FROM THE ARCHITECT.
- PROVIDE NEW CLASS "A" INTERIOR FINISHES: PAINT THROUGHOUT AND NEW CARPET IN TRAINING AND CONFERENCE ROOMS.

NOTE: ALL DIMENSIONS ARE TO FACE OF GYP BD

EXISTING TO REMAIN

***** EXISTING FIRE-RATED PARTITION

TO BE REMOVED

NEW INTERIOR NONLOADBEARING PARTITION:
3-5/8", 20 GAUGE METAL STUDS @ 16" O.C.
WITH 5/8" GYP BD EACH SIDE - TO CEILING

NEW LOW PARTITION:
3-5/8" 20 GAUGE METAL STUDS @ 16" O.C.
1/2 2X4 NAILER UNDER TOP TRACK, 5/8"
GYP BD EACH SIDE AND TOP - 4'-6" H

NEW LOW PARTITION:
CROSS-BRACED DOUBLE 3-5/8", 20 GAUGE
METAL STUDS @ 16" O.C. WD 2X4 NAILER
UNDER TOP TRACKS, 5/8" GYP BD EACH
SIDE AND TOP - 4'-6 1/4"

- ① COORDINATE WITH FURNITURE TO ACCOMMODATE A 4" CLEAR 18" MIN.
- ② PARTITION ENDWALL TO BE CENTERED OVER EXISTING FLOOR OUTLET BOX.
- ③ NEW METAL STUD GYD BD PARTITION FOR THE DEPTH OF THE EXISTING AGG TO STOREFRONT GLASS. PROVIDE DARK WINDOW TINT AT EXTERIOR GLASS FOR WIDTH OF NEW INTERIOR PARTITION.
- ④ REMOVE EXISTING ALGOS BACK TO ALIGN WITH ADJACENT STOREFRONT. RETAIN AND REUSE EXISTING WOOD FINISHES.
- ⑤ REPLACE EXISTING COUNTERTOP WITH NEW SOLID SURFACE TOP, 3" OVERHANG AT CUSTOMER-SIDE. RETAIN EXISTING COUNTERTOP AND RETURN TO TENANT.
- ⑥ REMOVE AND RETAIN EXISTING WOOD CHAIR RAIL AND SHELF. RETURN TO TENANT.
- ⑦ REMOVE BUILT-IN CABINET AND REFRIGERATOR. RETURN TOP AND REFRIGERATOR. RETURN TO TENANT.
- ⑧ INFILL EXISTING WINDOW WITH 3-5/8" METAL STUDS, 5/8" GYD ON ONE SIDE AND DATT INSULATION.
- ⑨ REMOVE AND RETAIN EXISTING WHITE BOARD ASSEMBLIES. RETURN TO TENANT.

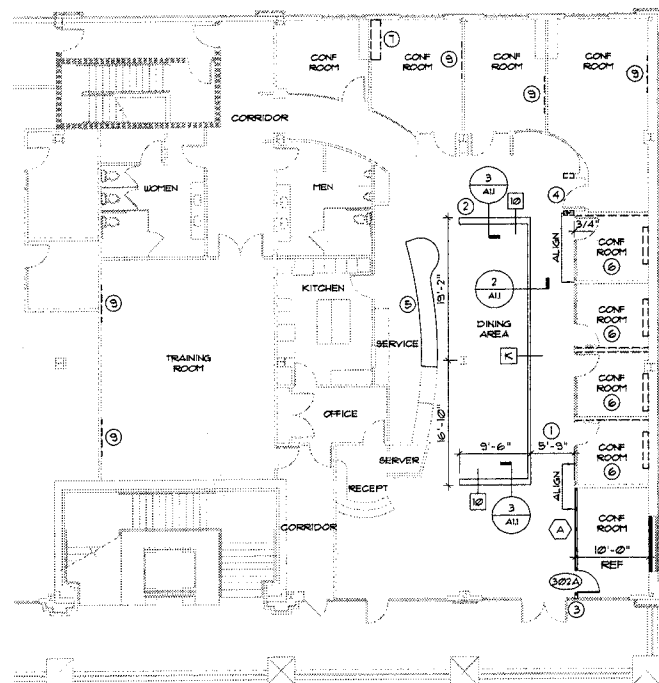
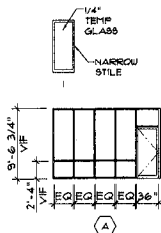
DOOR AND FRAME SCHEDULE								
MARK	DOOR				FRAME		COMMENTS	
	SIZE	THK	TYPE	MATERIAL	FINISH	MATERIAL		FINISH
302A	3'-0" x 7'-0"	"	"	ALUMINUM	ANODIZ	ALUMINUM	ANODIZ	PUSH/PULL, BARS, SILENCERS, CLOSER, ADA THRESHOLD, HINGES, THUMBTURN CYLINDER, MAGNETIC DOOR HOLD

DOOR NOTES:

1. ALL DOOR HARDWARE TO BE ADA-COMPLIANT AND MATCH EXISTING.
2. PROVIDE SHOP SUBMITTALS FOR HARDWARE.

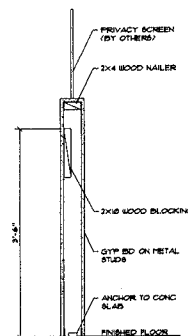
WINDOW NOTES:

1. CLEAR ANODIZED ALUMINUM STOREFRONT ASSEMBLY, MATCH EXISTING.
2. ALL GLASS TO BE 1/4" TEMPERED.
3. PROVIDE SHOP SUBMITTALS FOR STOREFRONT ASSEMBLY INCLUDING ANCHORING DETAILS.



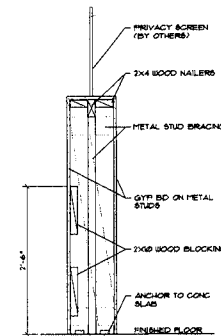
FLOOR PLAN

ALL SCALE: 1/8" = 1'-0"



PARTITION SECTION

2 All SCALE: 1 1/2" = 1'-0"



PARTITION SECTION

3 All SCALE: $1/2" = 1'-0"$

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877.300.0344



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[illegible]

ROAM

INTERIOR ALTERATIONS

5815 WINDWARD PARKWAY
SUITE 302
ALPHARETTA, GA 30004

DATE 12 DECEMBER
DRAWN BY EK | CHECKED
PROJECT NO.

FLOOR
PLAN

C3 North Atlanta Church

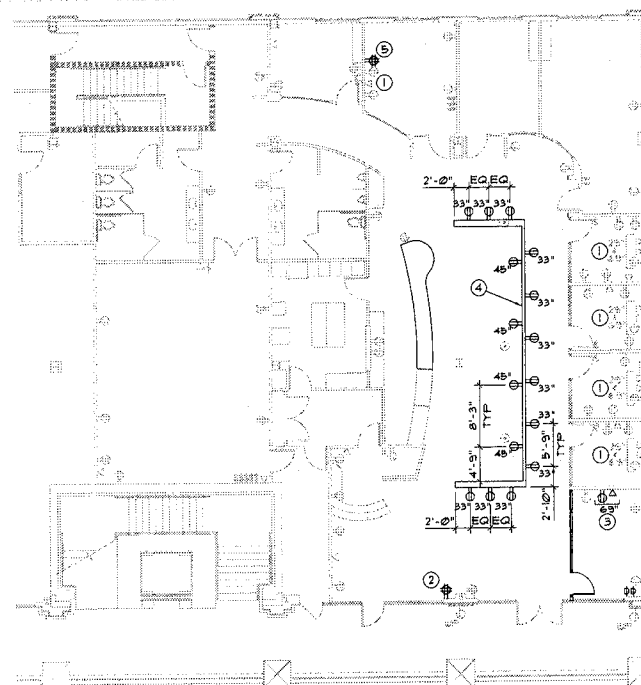
MP-20-03/CU-20-06

- ELECTRICAL INSTALLATION TO COMPLY WITH LOCAL CODES.
ELECTRICAL CIRCUITING, WIRING SIZE, CONDUIT SIZE AND LOCATION
ARE THE RESPONSIBILITY OF THE CONTRACTOR. ELECTRICAL
MATERIALS TO BE LISTED BY UNDERWRITERS LABORATORIES.
CONTRACTOR TO BE RESPONSIBLE FOR MAKING ALL CONNECTIONS
TO BUILDING SERVICE.

- SCOPE OF ELECTRICAL WORK TO BE BASED ON ELECTRICAL DESIGNATION PLANS FOR TYPE, QUANTITY AND LOCATION. ARCHITECT IS NOT RESPONSIBLE FOR ENGINEERING.
- PROVIDE FULL STRENGTH TIE OFF ABOVE THE CEILING FOR ALL DATA AND PHONE BATTERS, AND ALL NEW DATA CABLES AND PHONE BATTERS SHALL BE PROTECTED BY CONDUIT THROUGH PLUMB OR URETHAN-COLORED. SUBJECT TO APPROVAL BY THE CODE OFFICIALS. PHONE WIRING AND COVER PLATES SHALL BE PROVIDED BY THE TENANT. ELECTRICAL CHARGE IS NOT INCLUDED.
- ELECTRICAL OUTLETS AT ALL WET AREAS TO BE GFI PER ALL LOCAL CODES.
- WHERE OUTLETS ARE INDICATED BACK-TO-BACK STAGGER OUTLETS MINIMUM AMOUNT ON OTHER SIDE OF PARTITION.
- ALL CONDUIT TO BE CONCEALED, UNO.
- HEIGHTS NOTED ON PLAN ADJACENT TO ELECTRICAL DEVICES INDICATE DIMENSION FROM FINISHED FLOOR TO BOTTOM OF BOX.
- DIMENSIONS ARE TO CENTER OF DEVICE OR GROUPS OF DEVICES. SPACING WITHIN A GROUP TO BE 8" O.C. MAX.
- CONTRACTOR TO VERIFY LOCATIONS OF STRUCTURAL SYSTEMS WHERE CORING IS INDICATED ON PLANS. IF A CONFLICT OCCURS, NOTIFY THE ARCHITECT FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK.
- CONTRACTOR TO CONFIRM MANUFACTURER'S ELECTRICAL REQS FOR ALL APPLIANCES AND EQUIPMENT SPECIFIED. IF A CONFLICT OCCURS, NOTIFY THE ARCHITECT FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK.
- COORDINATE DEVICE AND COVER PLATE COLORS WITH INTERIOR DESIGNER.
- FINAL ELECTRICAL DEVICE COORDINATION IN FIELD WITH INTERIOR DESIGNER AND ARCHITECT.

	EXISTING DUPLEX OUTLET
	EXISTING QUAD OUTLET
	EXISTING FLOOR BOX, QUAD
	EXISTING VOICE/DATA OUTLET
	EXISTING SINGLE POLE SWITCH
	DUPLEX OUTLET
	QUAD OUTLET
	EXISTING FLOOR BOX, QUAD
	VOICE/DATA OUTLET
	SINGLE POLE SWITCH
	DIMMER SWITCH

- ① LOWER THE MONITOR, ASSOCIATED BLOCKING AND OUTLETS. COORDINATE FINAL HEIGHT WITH INTERIOR DESIGNER. NOTE THAT EXISTING HEIGHTS ARE PROVIDED FOR REFERENCE. TABLE TOP HEIGHT IS 36" AFF.
- ② LOCATE DEVICE AS FAR AS POSSIBLE TOWARDS OUTER EDGE.
- ③ PROVIDE 2X UOD BLOCKING FOR MONITOR BRACKET. COORDINATE FINAL HEIGHT AND LOCATION OF DEVICES WITH INTERIOR DESIGNER.
- ④ INSTALL OUTLET BOXES HORIZONTALLY. COORDINATE FINAL HEIGHT AND LOCATION OF OUTLETS WITH INTERIOR DESIGNER.
- ⑤ LOCATE NEW QUAD OUTLET BOX AT 35" AFF AND CENTERED ON NEW TABLE. COORDINATE LOCATION WITH INTERIOR DESIGNER.

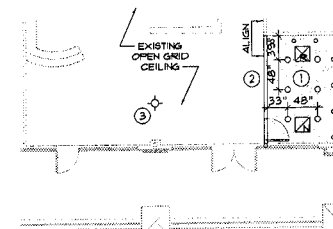


Al2 SCALE: 1/8" = 1'-0"

- EXISTING TO REMAIN, U.N.O.
- MODIFY EXISTING SPRINKLER HEADS AS REQUIRED.
- NEW LIGHTING TO TIE INTO EXISTING ELECTRICAL PANEL.
- FINAL LIGHTING COORDINATION IN FIELD WITH INTERIOR DESIGNER AND ARCHITECT.

- ① REMOVE EXISTING GYP BO CEILING, ACOUSTICAL CEILING AND GRID. RETAIN ALL LIGHT FIXTURES AND HVAC COMPONENTS. RETURN TO TENANT. NEW GYP BO CEILING, MATCH HEIGHT OF ADJACENT CONFERENCE ROOM CEILING. MODIFY EXISTING SPRINKLER HEADS AS REQUIRED.
- ② BOTTOM OF NEW GYP BO SOFFIT IS 9'-6 3/4" AFF. EXTEND SOFFIT TO DECK.
- ③ CENTER OVER NEW TABLE, COORDINATE IN FIELD.

- ☐ RECESSED FLUORESCENT, 6" DIA, DIMMER
NEW
- ☐ RECESSED HALOGEN, 3" DIA, DIMMER
RELOCATED
- ☐ CHANDELIER, TBD
NEW, BY OTHERS
- ☒ SUPPLY AIR DIFFUSER
RELOCATED
- ☒ RETURN AIR GRILLE
NEW



2 A12 SCALE: 1/8" = 1'-0"

Architecture Interiors • Design
8115 VICTORIA COURT
CUMMING, GA 30040
877.300.0344



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[illegible]

INTERIOR ALTERATIONS

5815 WINDWARD PARKWAY
SUITE 302
ALPHARETTA, GA 30005

DATE 12 DECEMBER
DRAWN BY CHECKED
EK
PROJECT NO.

RCP &
DEVICE
PLAN

412

C3 North Atlanta Church

MP-20-03/CU-20-06



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: CU-20-05 BRIGHTMONT ACADEMY/1230 UPPER HEMBREE ROAD

PLANNING COMMISSION: SEPTEMBER 3, 2020

CITY COUNCIL: SEPTEMBER 28, 2020

II. RECOMMENDATION:

Approve CU-20-05 Brightmont Academy/1230 Upper Hembree Road, subject to the following conditions:

1. 'School, Academic' shall be added as a conditional use at 1230 Upper Hembree Road, Suite 101, and limited to no more than 11 instructional offices and a total of 3,541 square feet.
2. Conditional use approval shall be limited to Brightmont Academy; no additional 'School, Academic' uses or subleasing shall be permitted within the approved space.
3. The use shall be limited to one-on-one academic school instruction and tutoring.
4. Hours of operation shall be limited to Monday – Thursday 8:30 AM – 6:00 PM and Friday 8:30 AM – 5:00 PM.

III. REPORT IN BRIEF:

The applicant, Brightmont Academy, is requesting a conditional use to allow a 'School, Academic' to operate in a 3,541 square foot suite within the Alpharetta Medical Center office building. The proposed use requires approval of a conditional use in the O-P (Office-Professional) zoning district. The subject property is located at 1230 Upper Hembree Road, Suite 101 on the north side of Upper Hembree Road and east of Harris Road.

DISCUSSION

The submitted request, if approved, would allow Brightmont Academy to operate a 'School, Academic' in a 3,541 square foot suite within the Alpharetta Medical Center office building. The zoning of the property is O-P (Office-Professional), which allows 'School, Academic' with the approval of a conditional use. The subject property is located at 1230 Upper Hembree Road, Suite 101 on the north side of Upper Hembree Road and east of Harris Road.

The 1.01-acre property was developed in 1994 with a two (2) story, 12,000 square foot office building. Surrounding properties are zoned O-P to the east, PSC (Planned Shopping Center) and City of Roswell to the south, O-I (Office-Institutional) to the west and R-10 (Dwelling, 'For-Sale', Residential) to the north. A medical office building is located to the east, the former Harry's Market (Whole Foods) and Roswell Business Center to the south, Spirit of God Church was recently approved to the west and Creekside at Hembree Subdivision to the north.

There are 61 surface parking spaces serving the building with a parking ratio of 5.1/1,000 square feet. The Unified Development Code (UDC) requires one (1) space for each classroom and administrative office, plus five (5) spaces for visitors. The applicant's suite would accommodate

eleven (11) instructional offices. Therefore, the proposed use would require 16 parking spaces. There are sufficient parking spaces to serve the existing and proposed uses on the property.

Brightmont Academy is a fully-accredited private school offering one-to-one instruction for students in grades 6-12 and tutoring for students in grades 3-12. The school has been operating for 20 years and has 14 campuses in Arizona, Colorado, Illinois, Michigan, Minnesota and Washington. Two (2) additional campuses are planned for Georgia (Alpharetta) and Illinois. Brightmont Academy does not operate like a traditional school, students arrive and depart at various times throughout the day. Brightmont does not provide transportation (bussing) to students and locations do not include cafeterias, gymnasiums or outdoor space. Hours of operation are Monday – Thursday from 8:30 AM to 6:00 PM and Friday from 8:30 AM to 5:00 PM. The number of employees is estimated to be between eight (8) to twelve (12). The applicant estimates that the proposed location would house eleven (11) instructional offices with approximately 17 students at the facility at any one time. Other Brightmont Academy locations are found in retail strip centers or on the ground floor of office buildings.

Staff prepared the table below in order to compare the applicant's proposal to existing, similarly situated academic and commercial schools in the City. The applicant's proposal appears to be consistent with schools located in commercial and office areas.

Academic and Commercial Schools Located in Commercial & Office Zoning Districts

Name	Location	Zoning	Year
A-1 Driving School	11940 Alpharetta Hwy	O-I	2018
Creative Studios of Atlanta	274 North Main St	O-I	2011
Aloha Math Tutoring	350 Prospect Place	CUP (Park Bridge MP)	2009
Language School (Ramirez)	271 North Main St	O-I	2005
The Goddard School	4875 Windward Pkwy	C-1	2003

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: The subject property has access from Upper Hembree Road. The proposed use should not have significant impacts on vehicular and pedestrian access. The school does not function like a traditional school, students are dropped off and picked up at various times throughout the day.

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 above improvements are sufficiently addressed on the subject property.

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: The proposal should not have significant impacts on surrounding properties. If approved, conditions are recommended limiting expansion and services offered by the school.

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 proposal should not have significant impacts on development in the area. Academic and commercial schools are similarly situated in retail and office buildings. If approved, conditions are recommended limiting expansion and services offered by the school.

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 school is proposed in an existing office building, which has sufficient parking and circulation to serve the use and is consistent with academic and commercial schools that are similarly situated in retail and office buildings. If approved, conditions are recommended limiting expansion and services offered by the school.

CONCURRENCES

City Staff has reviewed the proposal and finds that it can generally support the request for conditional use. The request is not in conflict with the established review criteria for a conditional use and the use is consistent with academic and commercial schools in the City that are similarly situated in commercial and office areas. In addition, the applicant has stated that the other tenants in the building do not object to the school. However, it is recommended that conditions be established as part of this application that regulate and limit any expansion of the school.

CITIZEN PARTICIPATION PLAN

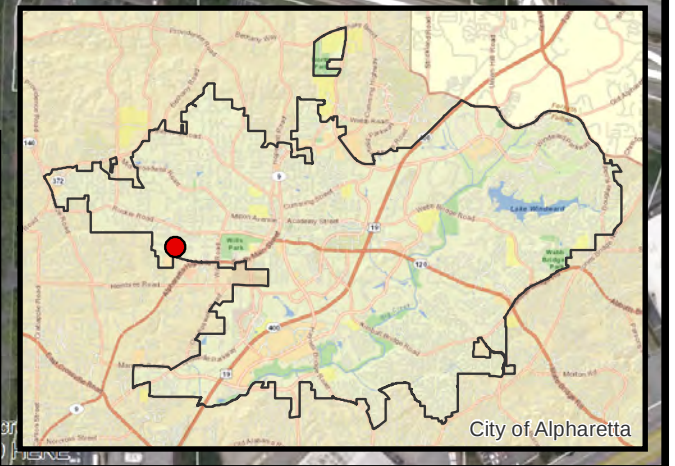
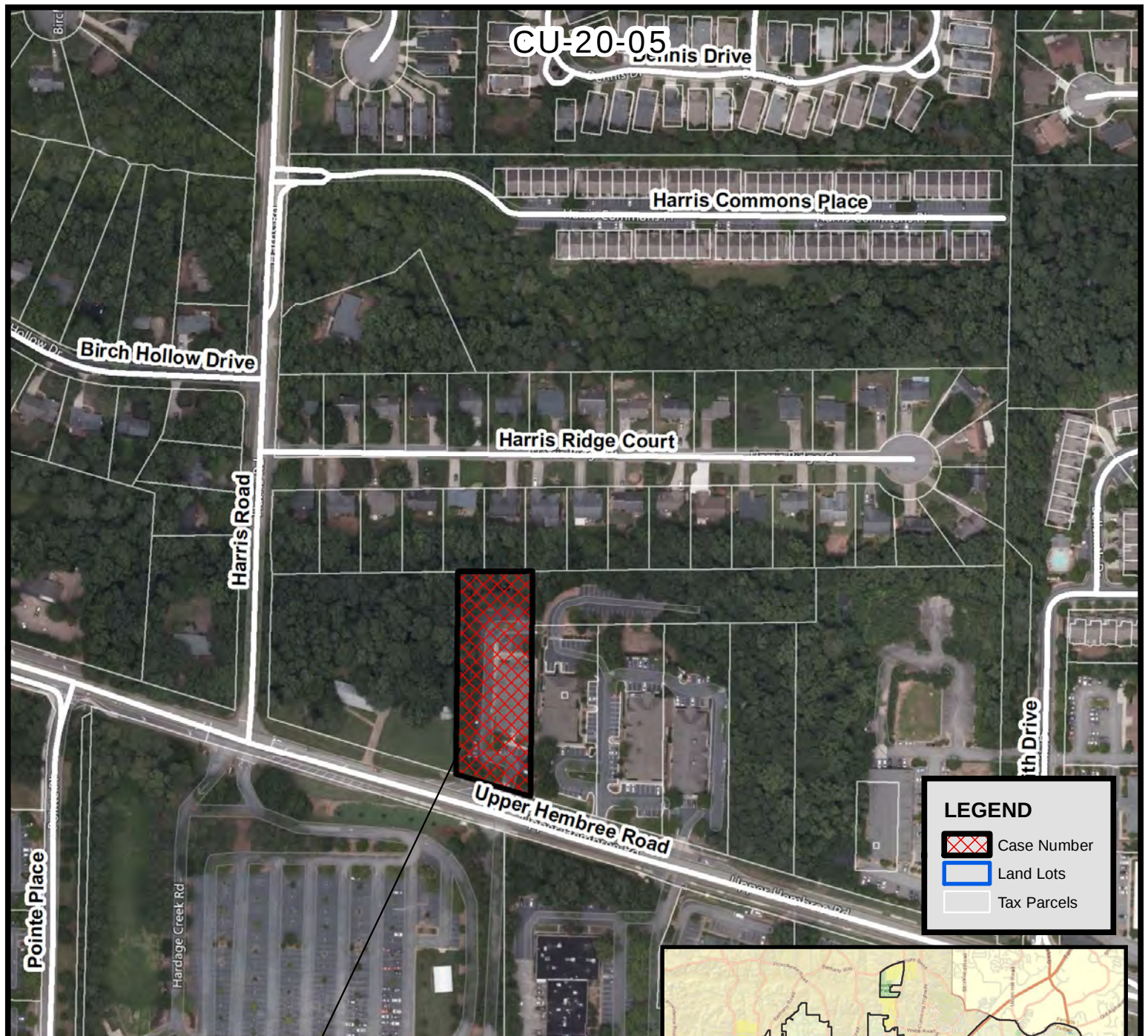
The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on August 12, 2020. There were no public comments.

IV. ATTACHMENTS:

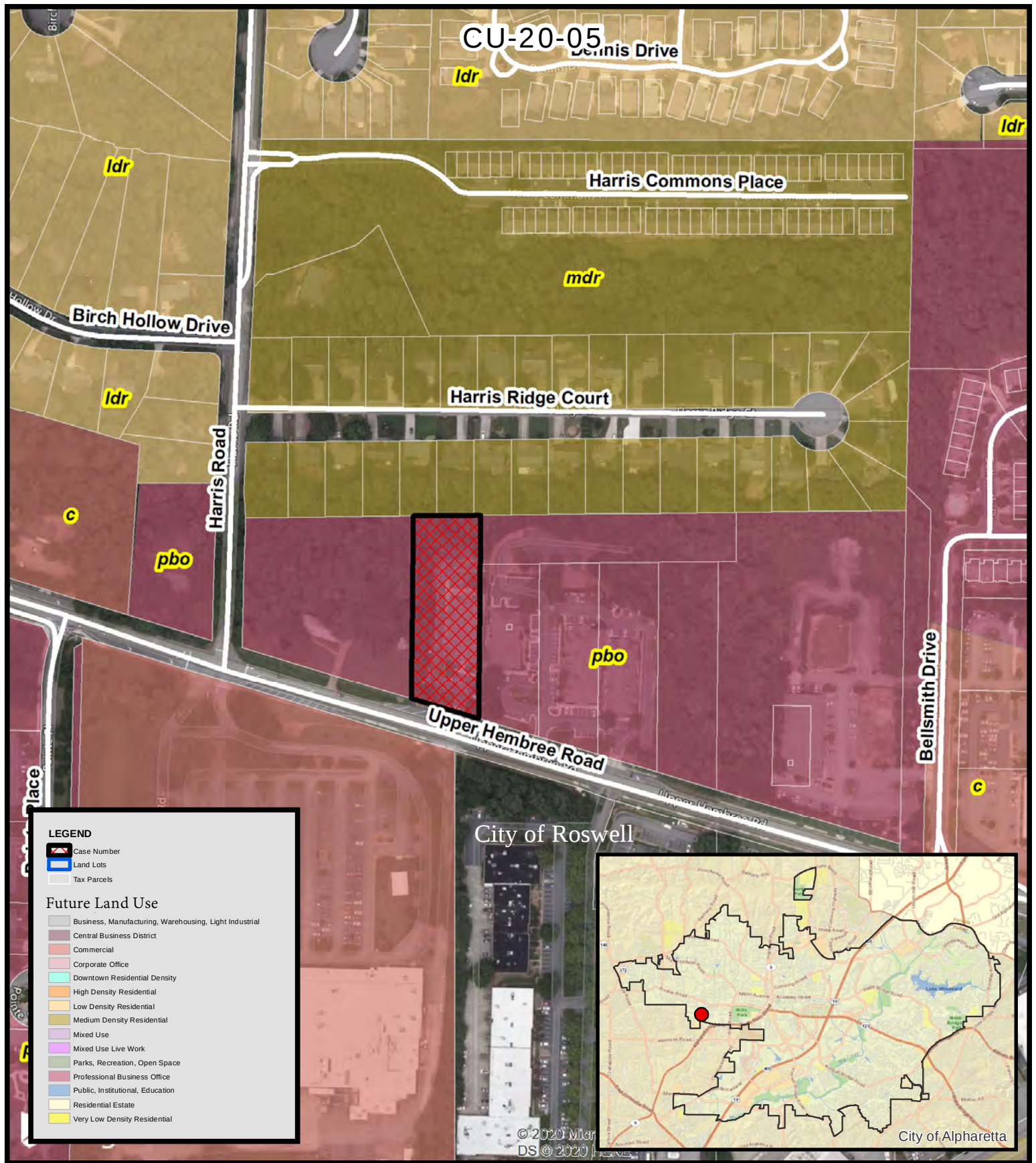
- Site Plan



Aerial Map
Brightmont Academy
1230 Upper Hembree Road

CU-20-05
D/LL: 1/2/553
PC: 9/3/20
CC: 9/28/20

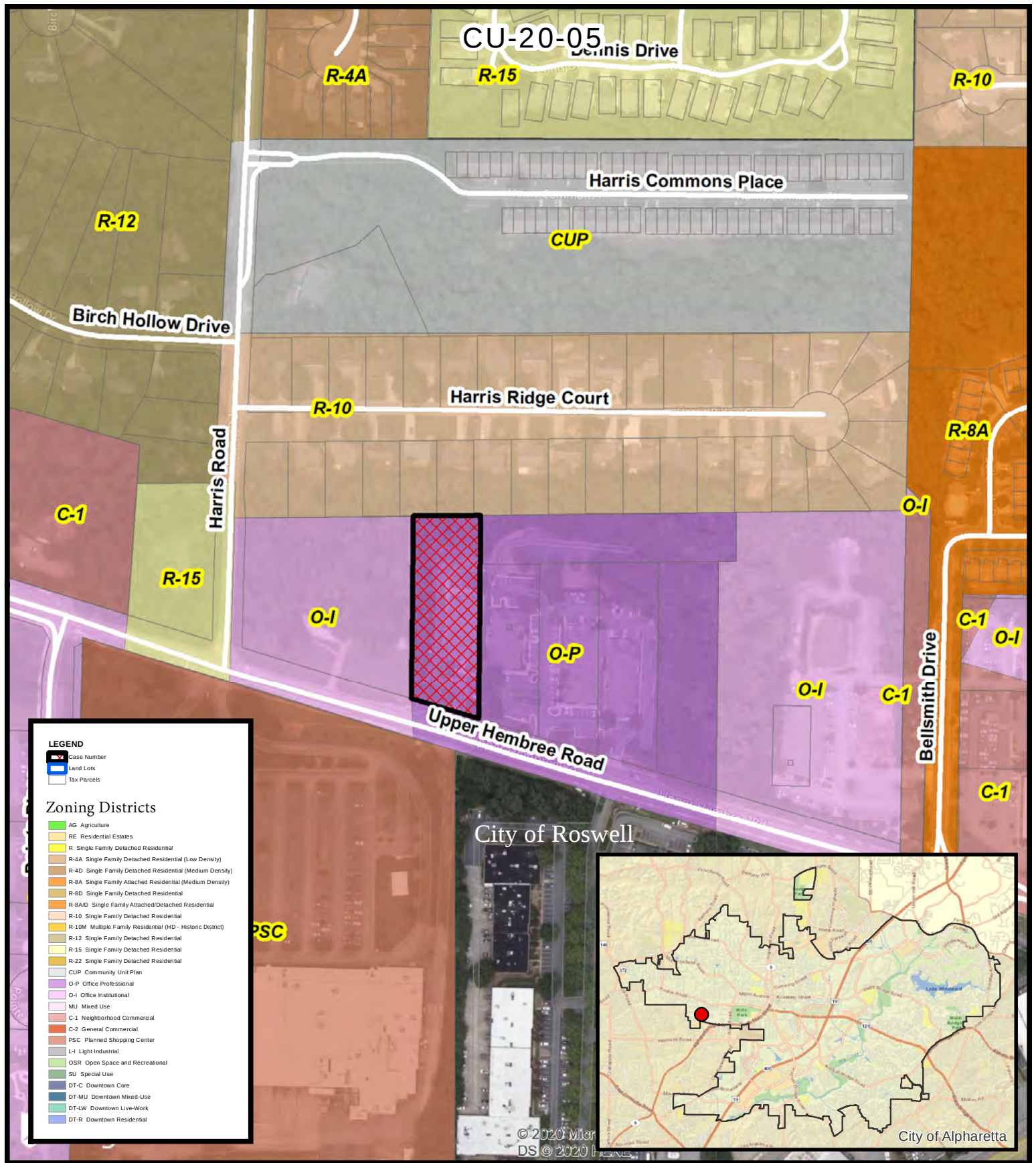
Location Map Provided by:
Community Development - GIS



Future Land Use Brightmont Academy 1230 Upper Hembree Road

CU-20-05
D/LL: 1/2/553
PC: 9/3/20
CC: 9/28/20

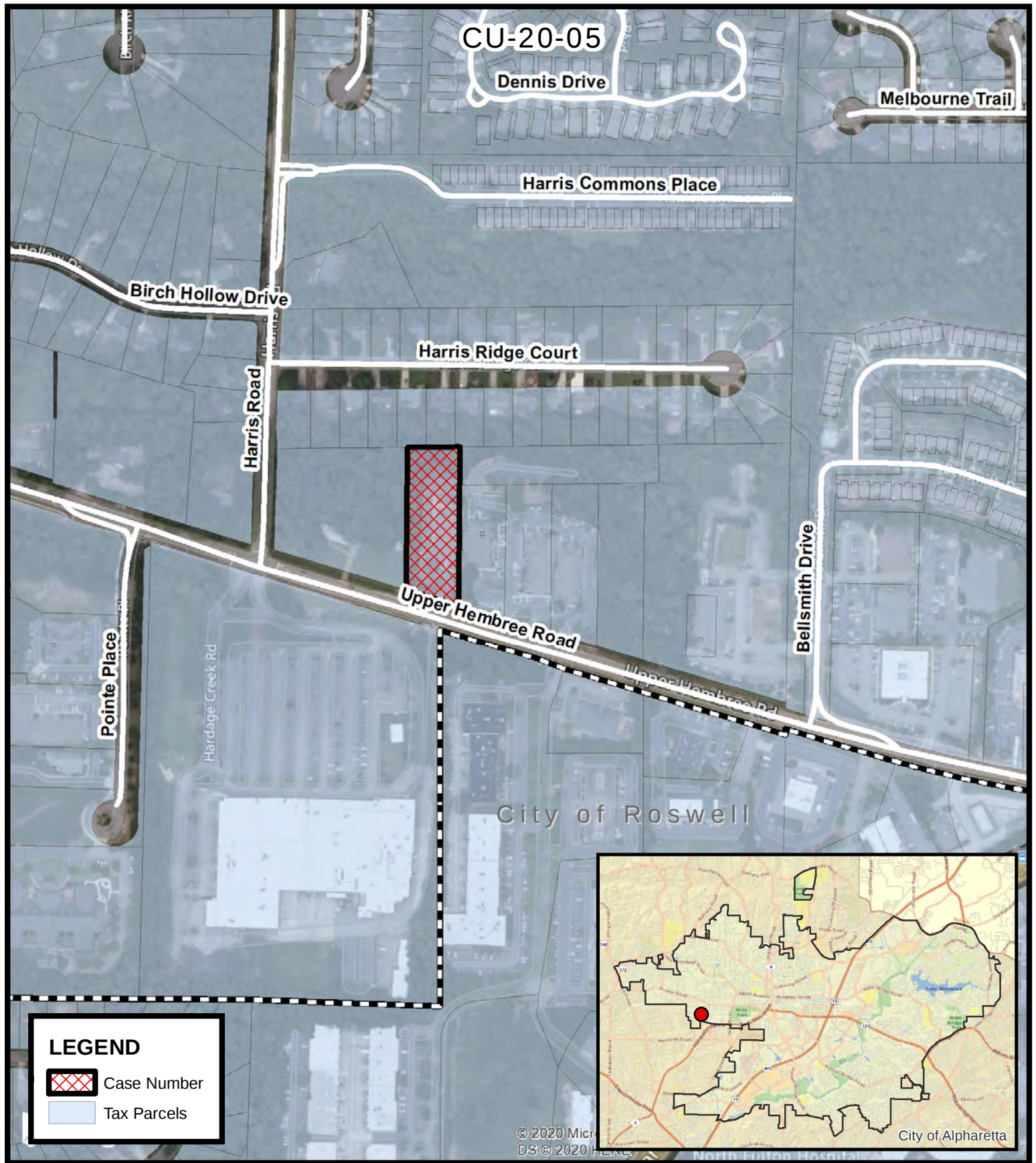
Location Map Provided by:
Community Development - GIS



Zoning Map Brightmont Academy 1230 Upper Hembree Road

CU-20-05
D/LL: 1/2/553
PC: 9/3/20
CC: 9/28/20

Location Map Provided by:
Community Development - GIS



Location Map
Brightmont Academy
1230 Upper Hembree Road

CU-20-05
D/LL: 1/2/553
PC: 9/3/20
CC: 9/28/20

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: 1230 Upper Hembree Rd, S-101-Conditional Use-Brightmont Academy

Contact Name: Duane Wood Telephone: 404-260-7434 x701

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.

We received no feedback.

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) _____

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: _____

R. Duane Wood

Date: _____

8/12/2020

Print Form

June 29, 2020

LETTER 1

HARRIS COMMONS COMMUNITY ASSOCIATION INC.
1100 NORTHMEADOW PKWY STE 114
ROSWELL, GA 30076

To whom it may concern:

The purpose of this letter is to notify you of an upcoming conditional use hearing as required by the City of Alpharetta for the following property:

**1230 Upper Hembree Rd
Suite 101
Roswell, GA 30076**

The city of Alpharetta requires anyone requesting a conditional use variance to notify all surrounding property owners within a 500ft radius.

We are requesting a conditional use (School: Academic) for Suite 101 within the subject property. The building is in the O-P district which may be used for School: Academic upon approval as a conditional use by the City Council as per Alpharetta, GA Unified Development Code Section 2.2.12.C.2.d.

The proposed use is not like a traditional school with specific times for all students to arrive, buses, cafeteria or outside facilities. Brightmont Academy is similar to office, daycare, medical or professional use with clients (students) arriving and departing at various times throughout the day. The use is compatible with the office and professional building clients and employees in the immediate area.

Brightmont Academy, a Delaware C-Corp, is a for-profit educational services company. There are 14 locations throughout the country and they have been helping children become more academically and emotionally successful for the last 20 years. They help K-12 children in a unique one-student, one-teacher instructional model. Brightmont provides credit recovery, skill-building, tutoring, ACT/SAT preparation, reading intervention and original instruction. Many of students also attend local public and private schools in conjunction with attending Brightmont. All students attending Brightmont will arrive by private transportation (either driving there themselves or by their parents). Brightmont does not provide any bussing, nor do any of its locations include a cafeteria, nor a gymnasium, nor any sports teams, nor a playground or any outdoor space.

If you have any comments regarding the hearing, please contact us by phone at 404-260-7434, by fax at 877-298-8098 or email at info@rdwco.com.

Thank you

RDW Real Estate Company, LLC

July 15, 2020 LETTER 2

CARLOS M CASTRO & ROSAS ROSA M PEREZ
1190 UPPER HEMBREE RD
ROSWELL, GA 30076

RE: Conditional Use Variance Application, by BIS Properties, LLC for the property located at 1230 Upper Hembree Rd, Suite 101, Roswell, GA, 30076; Alpharetta UDC 2.2.12.C.2.d.

Dear Property Owner:

BIS Properties, LLC has filed an application for a Conditional Use Variance for 1230 Upper Hembree Rd, Suite 101, Roswell, GA, 30076. The request is for a conditional use (School: Academic) for Suite 101 within the subject property for Brightmont Academy, Inc. The building is in the O-P district which may be used for School: Academic upon approval as a conditional use by the City Council as per Alpharetta, GA Unified Development Code Section 2.2.12.C.2.d.

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The Community Zoning Information Meeting (CZIM) is scheduled for August 12, 2020 at 6:00 PM in the community room at City Hall. The Planning Commission meeting is scheduled for September 3, 2020 at 6:30 PM at City Hall. The City Council meeting is scheduled for September 28, 2020 at 6:30 PM at City Hall.

If you have any questions or comments regarding the hearing, please contact us by phone at 404-260-7434, by fax at 877-298-8098 or email at info@rdwco.com.

Thank you,

RDW Real Estate Company, LLC
Duane Wood, Manager

1230 UHR CONTACT LIST

CASTRO CARLOS M & PEREZ ROSAS ROSA
M
1190 UPPER HEMBREE RD
ROSWELL GA 30076

WAIBEL JAMES G
4218 HARRIS RIDGE CT
ROSWELL GA 30076

MARTIN JAMES F
1004 RIVERBEND CLUB DR
ATLANTA GA 30339

ROSWELL INVESTMENTS LLC
1000 E NORTH ST STE 200
GREENVILLE SC 29601

DAVIS HAROLD A JR
4215 HARRIS RIDGE CT
ROSWELL GA 30076

BARNETT MARK D
11920 HARRIS RD
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

JOHNSON GISELLE M
4213 HARRIS RIDGE CT
ROSWELL GA 30076

MAGUIRE ANNELYSS K & MAGUIRE GREG
8500 BIRCH HOLLOW DR
ROSWELL GA 30076

CROMEN PAMALA K
4211 HARRIS RIDGE CT
ROSWELL GA 30076

GUY-RICE BONNA K RICE DENNIS
4204 HARRIS RIDGE CT
ROSWELL GA 30076

DWM FAMILY TRUST THE
3522 ASHFORD DUNWOODY RD # 249
ATLANTA GA 30319

CHASTEEN ROGER E
4209 HARRIS RIDGE CT
ROSWELL GA 30076

ORAM RICHARD A JR & JOANNE R
4206 HARRIS RIDGE CT
ROSWELL GA 30076

DUFFY JAIME & DUFFY GRANT
4200 HARRIS RIDGE CT
ROSWELL GA 30076

GRAFT JEANNETTE & JAMES
140 BAY COLT RD
ALPHARETTA GA 30004

BHAVANI GIRIDHARAN R
4208 HARRIS RIDGE CT
ROSWELL GA 30076

RUSSELL ELAINE L
4202 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

PEREZ COLLEEN
4210 HARRIS RIDGE CT
ROSWELL GA 30076

HOEY RICHARD R & ANITA LORELEI
4212 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

STEPHENS BRUCE A
4220 HARRIS RIDGE CT
ROSWELL GA 30076

KONTUL JANICE M
4214 HARRIS RIDGE CT
ROSWELL GA 30076-4610

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

CHRISTENSON CASEY S
4222 HARRIS RIDGE CT
ROSWELL GA 30076

HUTCHISON SEAN J & PATRICIA M
4216 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

HELGESON ANNE M & DANIEL W
4224 HARRIS RIDGE CT
ROSWELL GA 30076

PATEL GHANSHYAM
520 SUMMERHILL DR
ROSWELL GA 30075-7140

DAF FUTURES LLC
1300 UPPER HEMBREE RD SUITE D
ROSWELL GA 30076

OREM SHANNON P & LAUREN
4221 HARRIS RIDGE CT
ROSWELL GA 30076

EC UPPER HEMBREE LLC
1240 UPPER HEMBREE RD UNIT D
ROSWELL GA 30076

JOHNS CREEK REAL ESTATE HOLDINGS L
TD & C
9100 OLD SOUTHWICK PASS
ALPHARETTA GA 30022

IRVIN GEORGE O & MARTHA A
1200 UPPER HEMBREE RD
ROSWELL GA 30076

TETSADJIO JEAN P & CHARLOTTE
4217 HARRIS RIDGE CT
ROSWELL GA 30076

ROSWELL BC LLC
780 OLD ROSWELL PL SUITE 100
ROSWELL GA 30076

SCHNEIDER DIANNE
3055 HARBOR DR
FORT LAUDERDALE FL 33316

HARRIS COMMONS COMMUNITY ASSOCIATI
ON INC .
1100 NORTHMEADOW PKWY STE 114
ROSWELL GA 30076

WILBURN MARCUS WILBURN LAINA
4205 HARRIS RIDGE CT
ROSWELL GA 30076

EC UPPER HEMBREE LLC
1240 UPPER HEMBREE RD UNIT D
ROSWELL GA 30076

LOWREY ROBERT N & TAMARA L
4203 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

BLANCO MILAGRO
4201 HARRIS RIDGE CT
ROSWELL GA 30076

WHOLE FOODS MARKET GROUP INC
550 BOWIE ST
AUSTIN TX 78703

HK PROPERTIES INC & ASHLEY GLEN PA
RTNERS L L C
9105 NESBIT LAKE DR
ALPHARETTA GA 30022

July 15, 2020

CARLOS M CASTRO & ROSAS ROSA M PEREZ
1190 UPPER HEMBREE RD
ROSWELL, GA 30076

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If you have any questions or comments regarding the hearing, please contact us by phone at 404-260-7434, by fax at 877-298-8098 or email at info@rdwco.com.

Thank you,

RDW Real Estate Company, LLC
Duane Wood, Manager

CITY OF ALPHARETTA

6/29/20

Brightmont Academy

CU-20-05

FOR OFFICIAL USE ONLY

PUBLIC HEARING APPLICATION

Case #: _____

☐ Fee Paid Initial: _____

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.

Contact Information:

Contact Name: Duane Wood Telephone: 404-260-7434 x701

Address: 1875 Old Alabama Road Suite: 620

City: Roswell State: GA Zip: 30076 Fax: 877-298-8098

Mobile Tel: 678-861-8254 Email: info@rdwco.com

Subject Property Information:

Address: 1230 Upper Hembree Rd, Suite 101 Current Zoning: O-P

District: 1 Section: 2 Land Lot: 553 Parcel ID: 12 223005530665

Proposed Zoning: O-P Current Use: Office

This Application For (Check All That Apply):

☒ Conditional Use

☐ Master Plan Amendment

☐ Exception

☐ 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?

The proposed use is School: Academic and we are requesting a conditional use (School: Academic) of a property in the O-P district which may be used for School: Academic upon approval as a conditional use by the City Council as per Alpharetta, GA Unified Development Code Section 2.2.12.C.2.d.

The proposed use is not a traditional school with specific times for all students to arrive, buses, cafeteria or outside facilities. Brightmont Academy is more like a office or daycare or medical professional use with clients (students) arriving and departing at various times throughout the day. The use is compatible with the office and professional building clients and employees in the immediate area.

Applicant's Request (Please itemize the proposal):

Address: 1230 Upper Hembree Rd, Suite 101, Roswell, GA 30076

Square footage: 3,541 sf

Name of Business: Brightmont Academy

Description: Brightmont Academy is an accredited private school offering one-to-one instruction for students in grades 6-12, and tutoring for students in grades 3-12. Founded in 1999, Brightmont has helped over 4,000 students experience success, and have 14 campuses in the states of Arizona, Colorado, Georgia (proposed), Illinois, Michigan, Minnesota, and Washington. The proposed Alpharetta location is the first in Georgia and the demand for services in the area is strong.

Website: www.brightmontacademy.com/about-us/school-overview

Hours of Operation: 8:30 AM - 6:00 PM M-F

Employees: 8 - 12 as business grows

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

Brightmont Academy, a Delaware C-Corp, is a for-profit educational services company. There are 14 locations throughout the country and it has been helping children be more academically and emotionally successful for the last 20 years. We help children in K - 12th grade in a unique one-student, one-teacher instructional model. Brightmont provides credit recovery, skill-building, tutoring, ACT/SAT preparation, reading intervention and original instruction. Many of our customers attend local public and private schools in conjunction with attending Brightmont. All of the children attending Brightmont will arrive by private transportation (either driving there themselves or by their parents). Brightmont does not provide any bussing, nor do any of its locations include a cafeteria, nor a gymnasium, nor any sports teams, nor a playground or any outdoor space.

We are estimating we would have 11 instructional offices. The maximum number of children at the facility at any one time would be approximately 17. Our location will be open from 8:30 - 6:00 Monday through Thursday and 8:30 - 5:00 on Fridays. The peak period for Brightmont is typically from 10:00 - 2:00. The homework studio is utilized as a study hall period that might be scheduled for some students that need to do their homework while on campus. Brightmont does not offer any extracurricular activities and is not open on the weekends. Brightmont prides itself on being very flexible with its daily schedule. There are children who will arrive throughout the morning and some that will arrive in the afternoon (i.e. some might arrive at 8:30 am, some at 10:30 and at 1:00 pm). All Brightmont Academy locations are either in retail strip-mall centers surrounded by other local businesses or on the ground floor of office buildings.

6/29/20

CU-20-05

PROPERTY OWNER AUTHORIZATION

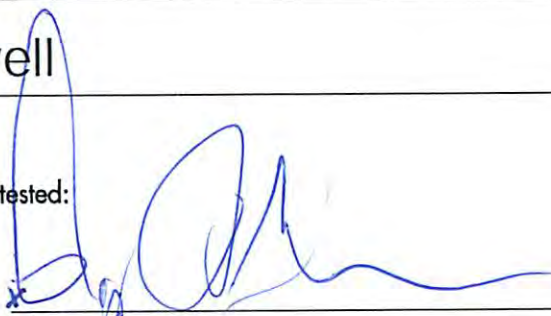
Brightmont Academy

Property Owner Information:Contact Name: Ray Bachman, BIS Properties, LLC Telephone: 770-645-6909Address: 1230 Upper Hembree Rd Suite: 200City: Roswell State: GA Zip: 30076Authorization:

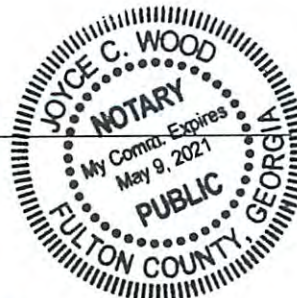
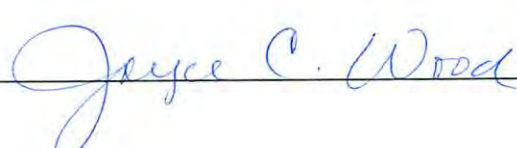
I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

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: Duane Wood Telephone: 404-260-7434 x701Address: 1875 Old Alabama Rd Suite: 620City: Roswell State: GA Zip: 30076So Sworn and Attested:Owner Signature: 

Notary:

Notary Signature: Date: 6/25/20Date: 6/25/20

6/29/20

CU-20-05

DISCLOSURE FORM

Brightmont Academy

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: Ray Bachman, BIS Properties, LLC

Subject Public Hearing Case: 1230 Upper Hembree Rd, S-101-Conditional Use-Brightmont Academy

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 as 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: NONE - N/A Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

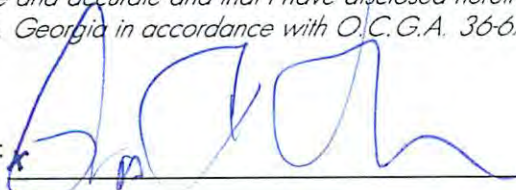
Description of Contribution: _____ Value: _____

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: 6/25/20

6/29/20

Brightmont Academy

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The proposed use is not a traditional school with specific times for all students to arrive, buses, cafeteria or outside facilities. Brightmont Academy is more like a office, daycare, or medical/professional office use with clients (students) arriving and departing at various times throughout the day. The use is compatible with the office and professional building clients and employees in the immediate area.

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

There should be no adverse or beneficial impact on the surrounding property values based on this use as it is compatible with the existing tenants.

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

Yes, the property was formerly a pediatricians office which has been renovated to speculative office suites and the proposed use is highly compatible with the current space and zoning.

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

There should be no additional traffic or population increase over the original pediatrician's office and similar to the new office uses.

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

None, similar uses to office/professional medical spaces.

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

The proposed use is School: Academic of a property in the O-P district which may be used for School: Academic upon approval as a conditional use by the City Council as per Alpharetta, GA Unified Development Code Section 2.2.12.C.2.d.

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

No, property was purchased in 2018 and renovated converting former medical/professional offices to office (professional/administrative). There will not be any parking or further development and support required.

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.

6/29/20

CU-20-05

CITIZEN PARTICIPATION FORM - PART A

Brightmont Academy

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: 1230 Upper Hembree Rd, S-101-Conditional Use-Brightmont Academy

Contact Name: Duane Wood Telephone: 404-260-7434 x701

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.

Please See Attached List of

adjoining property owners to

contact.

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 <i>(Please Specify)</i> |

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.

We will mail a letter to each address above and individuals will have the opportunity to reply to the letter via phone or email with any concerns about the proposal.

CITIZEN PARTICIPATION FORM - PART A - Attachment C
6/29/20 11-20-05
Brightmont Academy

CASTRO CARLOS M & PEREZ ROSAS ROSA
M
1190 UPPER HEMBREE RD
ROSWELL GA 30076

WAIBEL JAMES G
4218 HARRIS RIDGE CT
ROSWELL GA 30076

MARTIN JAMES F
1004 RIVERBEND CLUB DR
ATLANTA GA 30339

ROSWELL INVESTMENTS LLC
1000 E NORTH ST STE 200
GREENVILLE SC 29601

DAVIS HAROLD A JR
4215 HARRIS RIDGE CT
ROSWELL GA 30075

BARNETT MARK D
11920 HARRIS RD
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

JOHNSON GISELLE M
4213 HARRIS RIDGE CT
ROSWELL GA 30076

MAGUIRE ANNELYSS K & MAGUIRE GREG
8500 BIRCH HOLLOW DR
ROSWELL GA 30076

CROMEN PAMALA K
4211 HARRIS RIDGE CT
ROSWELL GA 30076

GUY-RICE BONNA K RICE DENNIS
4204 HARRIS RIDGE CT
ROSWELL GA 30076

DWM FAMILY TRUST THE
3522 ASHFORD DUNWOODY RD # 249
ATLANTA GA 30319

CHASTEEN ROGER E
4209 HARRIS RIDGE CT
ROSWELL GA 30076

ORAM RICHARD A JR & JOANNE R
4206 HARRIS RIDGE CT
ROSWELL GA 30076

DUFFY JAIME & DUFFY GRANT
4200 HARRIS RIDGE CT
ROSWELL GA 30076

GRAFT JEANNETTE & JAMES
140 BAY COLT RD
ALPHARETTA GA 30004

BHAVANI GIRIDHARAN R
4208 HARRIS RIDGE CT
ROSWELL GA 30076

RUSSELL ELAINE L
4202 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

PEREZ COLLEEN
4210 HARRIS RIDGE CT
ROSWELL GA 30076

HOEYE RICHARD R & ANITA LORELEI
4212 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

STEPHENS BRUCE A
4220 HARRIS RIDGE CT
ROSWELL GA 30076

KONTUL JANICE M
4214 HARRIS RIDGE CT
ROSWELL GA 30076-4610

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

CHRISTENSON CASEY S
4222 HARRIS RIDGE CT
ROSWELL GA 30076

HUTCHISON SEAN J & PATRICIA M
4216 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

HELGESON ANNE M & DANIEL W
4224 HARRIS RIDGE CT
ROSWELL GA 30076

CITIZEN PARTICIPATION FORM - PART A - Attachment 2 - CU-20-05
6/29/20 Brightmont Academy

PATEL GHANSHYAM
520 SUMMERHILL DR
ROSWELL GA 30075-7140

DAF FUTURES LLC
1300 UPPER HEMBREE RD SUITE D
ROSWELL GA 30076

OREM SHANNON P & LAUREN
4221 HARRIS RIDGE CT
ROSWELL GA 30076

EC UPPER HEMBREE LLC
1240 UPPER HEMBREE RD UNIT D
ROSWELL GA 30076

JOHNS CREEK REAL ESTATE HOLDINGS L
TD & C
9100 OLD SOUTHWICK PASS
ALPHARETTA GA 30022

IRVIN GEORGE O & MARTHA A
1200 UPPER HEMBREE RD
ROSWELL GA 30076

TETSADJIO JEAN P & CHARLOTTE
4217 HARRIS RIDGE CT
ROSWELL GA 30076

ROSWELL BC LLC
780 OLD ROSWELL PL SUITE 100
ROSWELL GA 30076

SCHNEIDER DIANNE
3055 HARBOR DR
FORT LAUDERDALE FL 33316

HARRIS COMMONS COMMUNITY ASSOCIATI
ON INC .
1100 NORTHMEADOW PKWY STE 114
ROSWELL GA 30076

WILBURN MARCUS WILBURN LAINA
4205 HARRIS RIDGE CT
ROSWELL GA 30076

EC UPPER HEMBREE LLC
1240 UPPER HEMBREE RD UNIT D
ROSWELL GA 30076

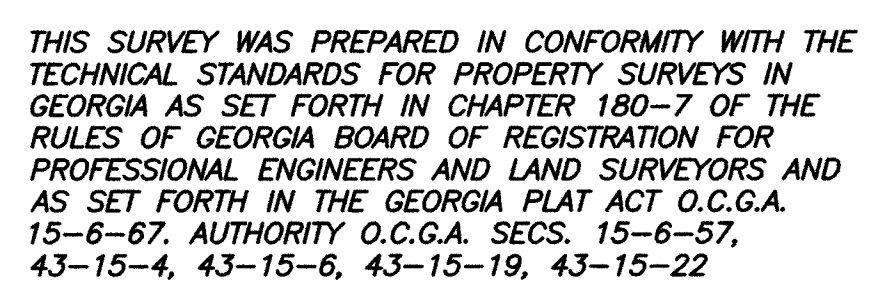
LOWREY ROBERT N & TAMARA L
4203 HARRIS RIDGE CT
ROSWELL GA 30076

SUGAROAK HEMBREE MEDICAL LLC
481 CARLISLE DR
HERNDON VA 20170

BLANCO MILAGRO
4201 HARRIS RIDGE CT
ROSWELL GA 30076

WHOLE FOODS MARKET GROUP INC
550 BOWIE ST
AUSTIN TX 78703

HK PROPERTIES INC & ASHLEY GLEN PA
RTNERS L L C
9105 NESBIT LAKE DR
ALPHARETTA GA 30022



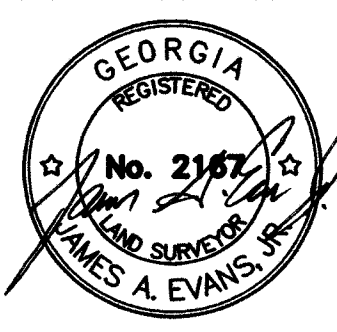
FLOOD STATEMENT
THIS PROPERTY IS LOCATED ON MAP NUMBER 13121C0054 F OF THE
FIRM FLOOD INSURANCE RATE MAP DATED SEP. 18, 2013 FOR FULTON,
GEORGIA AND IS NOT IN AN AREA HAVING SPECIAL FLOOD HAZARDS.

**3279 POWDER SPRINGS ROAD
POWDER SPRINGS, GA. 30127
PH. (770)943-0000**

L.L. 553, DISTRICT 1, SECTION 2
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA
MAY 18, 2018

OCONEE STATE BANK
CHICAGO TITLE INSURANCE COMPANY

James A. Egan
GEORGIA REGISTERED LAND SURVEYOR



LEGAL DESCRIPTION

ALL THAT TRACT or parcel of land lying and being in Land Lot 553 of the 1st District, 2nd Section, Fulton County, Georgia, and being more particularly described as follows:

BEGINNING at a point located on the northeast right-of-way line of Upper Hembree Road (80' R/W) 376.15' southeast, as measured along said right of way line, from the point of intersection of the northeast right-of-way line of Upper Hembree Road with the east right of way line of Harris Road (60' R/W); thence running North 01° 40' 41" East 404.50' to a point on the north land lot line of Land Lot 553; thence running South 89° 43' 00" East and along said land lot line 131.49' to a point; thence running South 01° 40' 41" West 442.59' to a point on the northeast right-of-way line of Upper Hembree Road; thence running North 73° 27' 25" West along said right of way line 136.00' to the POINT OF BEGINNING; all as shown on plat of survey prepared by Carlton Rakestraw and Associates, dated May 4, 1994.

Building Information

Building Description - A multi-tenant, two (2) story office building with 12,000 gross square feet.
Building Construction Type per 2018 IBC, Chapter 6 - Type V-B
Fire Protection - Fully Sprinklered
Generator - No
Fire Alarm - Yes
Number of Stories - 2 Stories
Project Location - 1st Floor
Area of Construction - 3,444 SF
Total Building Area - 12,000 SF
Date of Building Construction - 1994

2020 City of Alpharetta Code Requirements

Building - 2018 International Building Code (IBC), with 2020 Georgia Amendments
Fire Safety - 2018 International Fire Code (IFC) (No Georgia Amendments)
Plumbing - 2018 International Plumbing Code (IPC), with 2020 Georgia Amendments
Mechanical - 2018 International Mechanical Code (IMC), with 2020 Georgia Amendments
Gas Piping - 2018 International Fuel Gas Code (IFGC), with 2020 Georgia Amendments
Electrical - 2017 National Electrical Code (NEC) (No Georgia Amendments)
Energy - 2015 International Energy Conservation Code (IECC), with 2020 Georgia Amendments;
Optional: 2013 ASHRAE 90.1 Standard for Commercial Buildings

Accessibility - Georgia Accessibility Code - GSFC Rules & Regulations, 120-3-20A, referencing the 2010 ADA (Americans with Disabilities Act)
Life Safety - NFPA 101-2018 Life Safety Code; as amended by Rules and Regulations of the Safety Fire Commissioner, Chapter 120-3-3 through the Georgia Department of Community Affairs
Administration - The Code of the City of Alpharetta, Georgia - latest revision; 1994 Standard Building Code (SBC), Chapter 1 - Administration; City of Alpharetta Unified Development Code - latest revision.

Georgia Accessibility Code

We certify that we have prepared these plans in conformity with Chapter 120-3-20A of the Rules and Regulations of the Georgia Safety Fire Commissioner referencing the 2010 ADA Standards for Accessible Design for making buildings and facilities accessible to and usable by people with disabilities to the best of our knowledge, information and belief for the scope of the work herein permitted.

Project Information

Project Description: Interior alteration of existing business office. Existing office suite is vacant. Alteration to existing tenant demising walls and existing ceiling to be 1 Hour Rated. Work includes construction of new partitions, new decorative finishes per building tenant standard, and associated Mechanical and Electrical alterations, modifications to existing life-safety devices. MEP design is by others. Fire Alarm systems and associated devices are to be permitted by licensed Fire Protection Engineer

Suite 101- 3,444 SF

Occupancy Use and Classification per 2018 NFPA 101: Section 6.1.1.1; E - Educational Occupancy
Occupant Load Calculation for the Suite 101: Refer to sheet I-1.2 Life Safety Plans
Plumbing Calculations - 2018 IPC Table 403.1: Refer to sheet I-1.2 Life Safety Plans

Notice of Shared Responsibility

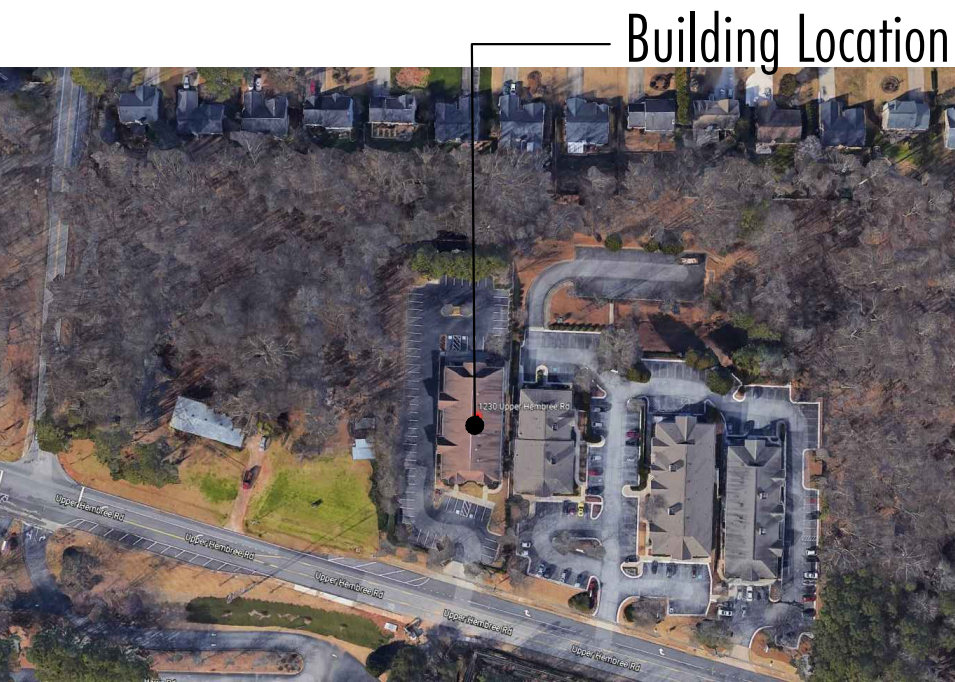
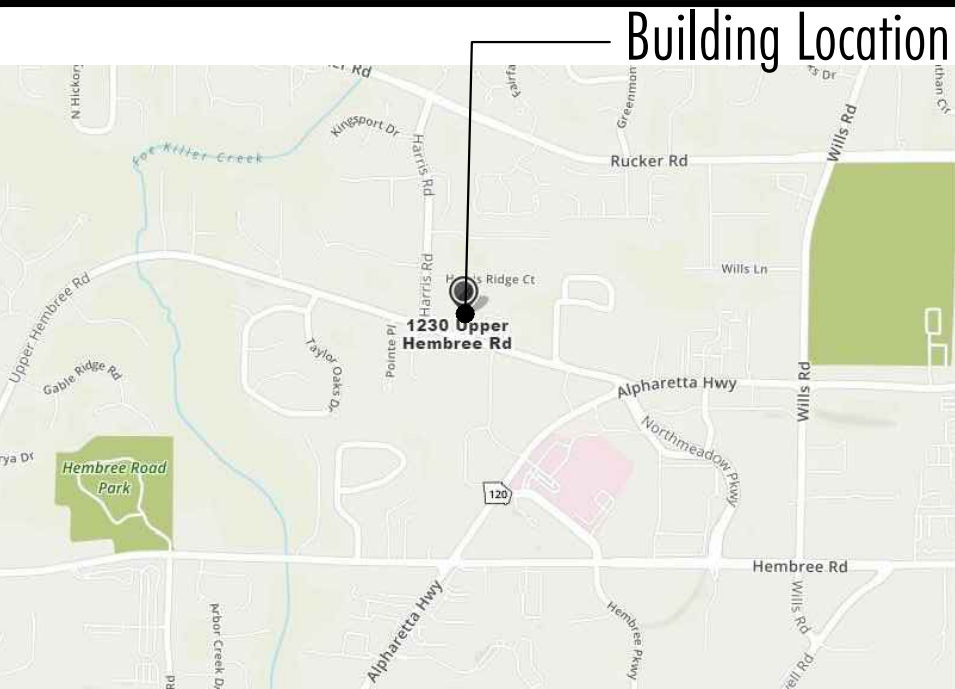
At this time, NELSON has only been engaged on this project to provide professional services limited to the preparation of construction documents, thereby allowing the Architect of Record limited involvement during the construction administration phase. Due to this fact, Georgia Code requires us to include the following statement on our documents:

"The Architect of Record and NELSON are not responsible for interpreting the intent of these construction documents, including making modifications as may be necessary during the construction phase; the Architect of Record is no longer liable for the work where changes to these documents have been made."

Table of Contents

- I-1.1 Title Sheet**
- I-1.2 Life Safety Plan**
- I-1.3 General Notes**
- I-2 Construction Plans**
- I-3 Details**
- E1 Lighting**
- E2 Power & Systems**
- E3 Legends/Schedules**
- E4 Notes**
- M1 HVAC**
- M2 Specifications**

Vicinity Maps

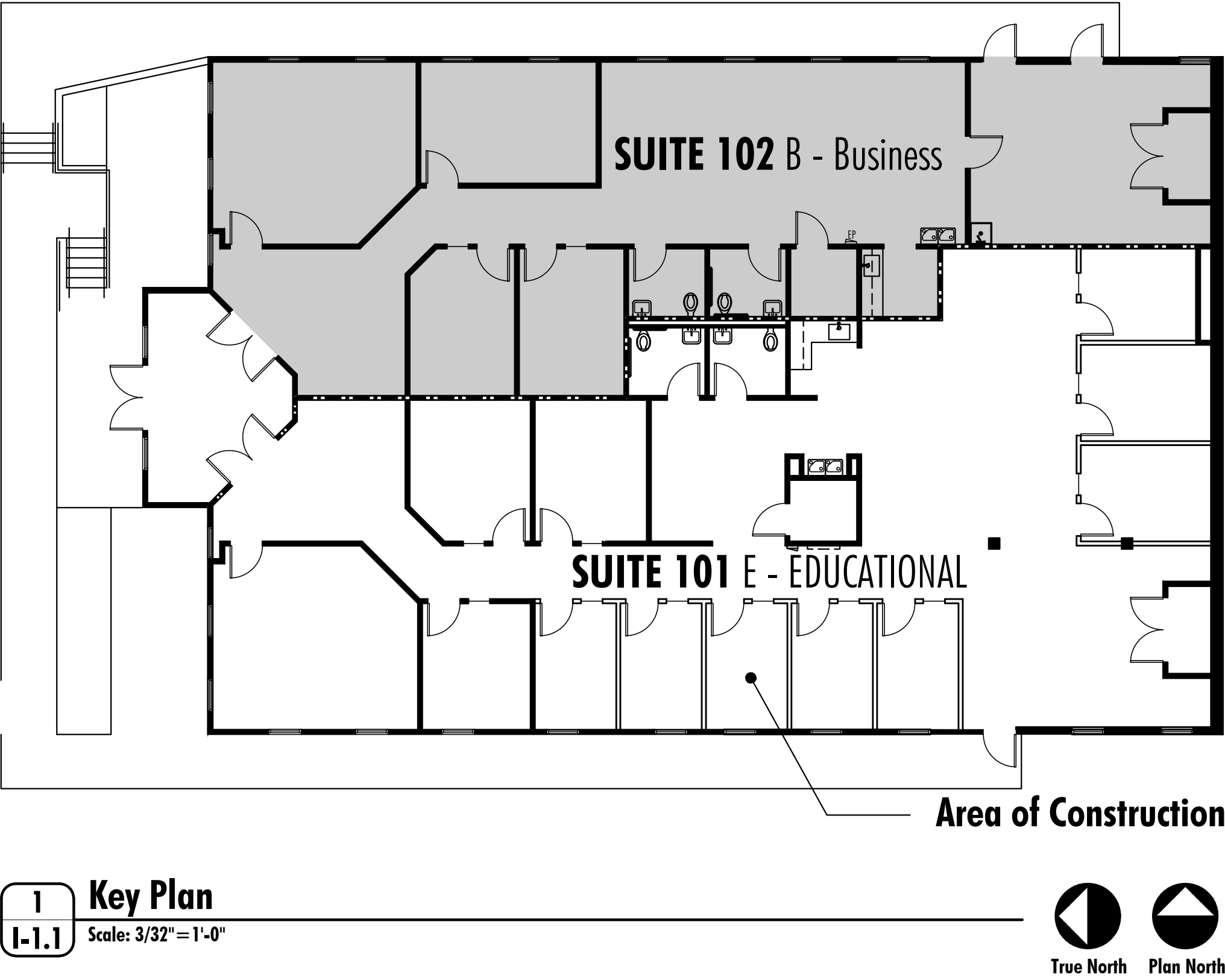


NO EXTERIOR ALTERATIONS TO THE SITE

Brightmont Academy

1230 Upper Hembree Rd
Suite 101
Roswell, GA 30076

Interior Planning & Design NELSON 1170 Peachtree Street, N.E. Suite 1700 Atlanta, GA 30309 Contact - Tyler O'Brien Architect - Scott Meekins Phone - 404.881.1811 Fax - 404.876.1289 Email - TylerOBrien@nelsonww.com/SMeekins@nelsonww.com	Contractor RDW CONSTRUCTION COMPANY, LLC 1875 Old Alabama Rd Suite 620 Roswell, GA 30076  Contact - Mike Skeeters Phone - 404.260.7434 Email - mike@rdwcco.com
Owner BIS Properties, LLC AUTHORIZED AGENT OF OWNER RDW Real Estate Company, LLC 1875 Old Alabama Road, S-620 Roswell, GA 30076 Contact - R. Duane Wood Phone - 404.260.7434 x 701 Fax - 877.298.8098 Email - info@rdwco.com	Tenant Brightmont Academy 1230 Uper Hembree Rd Suite 101 Roswell, GA 30076  Contact - Anna Vasquez Email - Anna.Vasquez@brightmontacademy.com



NELSON

Nelco Architecture, Inc.
a licensed affiliate

1170 Peachtree St. N.E.
Suite 1700
Atlanta, Georgia 30309
404.881.1811

Release History

Date	Remark
04.06.2020	Issued for Permit, Pricing, and Construction

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RDW COMPANIES
Reliability ♦ Discernment ♦ Wisdom

Brightmont Academy

1230 Upper Hembree Rd
Suite 101
Roswell, GA 30076

Project Area: 3,444 SF

Title Sheet

Drawn By T.O'Brien
Checked By C.Siemer/ S.Meekins
Project Number 20.0001222.000
File ID BrightmontAcademy_CD01_1
Date 04.02.2020

Released For Construction

Sheet Number

I-1.1

6/29/20

Brightmont Academy

Now enrolling for summer school: reading intervention, math, and courses | [Click Here to Read More](#)

THE ONE-TO-ONE SCHOOL

ACCREDITED PRIVATE SCHOOL, GRADES 6-12

ENROLL FOR SY 2019-20 | SUMMER SCHOOL

CELEBRATING 20 YEARS!



About Us

Brightmont Academy is a **fully accredited private school** serving students with a **one-to-one instructional approach**. Our mission is to provide customized one-to-one instruction to help as many students as possible reach their full academic potential and **prepare for college and career**.

Every day for 20 years, we have seen the positive results of this approach and we are proud to have helped more than 4,000 students find their paths to becoming more confident and successful learners. Read about the students we support or choose your local campus to learn more.

[Students We Support](#)[Campuses](#)

Our carefully chosen education team continually encourages students. They deliver effective, customized one-to-one instruction for each student. Our experts include:

- **Seasoned administrators:** The **leadership team** and individual campus directors each have extensive experience working with middle school and high school students.
- **Dedicated, experienced teachers:** Brightmont Academy teachers are selected for their demonstrated knowledge in their respective disciplines and their ability to teach, motivate, and mentor students.

We are committed to helping each student achieve learning gains and develop confidence. Each success makes us proud to be part of **the Brightmont team**.

6/29/20

Brightmont Academy

Now enrolling for summer school: reading intervention, math, and courses | [Click Here to Read More](#)

THE ONE-TO-ONE SCHOOL

ACCREDITED PRIVATE SCHOOL, GRADES 6-12

ENROLL FOR SY 2019-20 | SUMMER SCHOOL

CELEBRATING 20 YEARS!



Who We Are

Brightmont Academy is an accredited private school for students in grades 6-12 established in 1999. We provide instruction using a [one-to-one approach](#) exclusively, meaning one teacher instructs one student in a private learning room throughout the entire session.

With the one-to-one format, our staff becomes our most important resource. They deliver effective, customized one-to-one instruction for each student. Our experts include:

- **Leadership team.** With headquarters in Chicago, IL, the members of the [leadership team](#) have master's degrees or higher and are considered experts in their areas. This team is responsible for education programs, operations, and all support services necessary for our campuses to operate efficiently. Our leaders hold multiple credentials including principal certifications, and have previously served in leadership and executive roles.
- **Seasoned administrators:** The individual campus directors, many with master's degrees, each have more than 10 years of experience in leadership and administrative positions such as high school principals, counselors, district curriculum directors, special education directors, education consultants, and other positions enabling high levels of advising and serving students and families. Please visit individual [campus pages](#) for background information on the campus director in your area.
- **Dedicated, experienced teachers:** Brightmont Academy teachers are selected for their demonstrated knowledge in their respective disciplines and their ability to teach, motivate, and mentor students. Teachers draw upon a wide variety of instructional methods and utilize multiple curricula to match learning styles and needs of their students.

We are committed to helping each student achieve learning gains and develop confidence, and have a long history of helping students succeed, a small sample of which can be observed through our [student success stories](#) and the extensive list of [colleges](#) where our students have been accepted. Please contact any [campus](#) for more information about Brightmont Academy and how we might customize a program to serve you.

[Work with Us](#)[Get Started](#)[ABOUT US](#) 

Enrollment Options

[Full-Time Programs](#)[Individual Courses](#)[Tutoring](#)

Parent Feedback



THE ONE-TO-ONE SCHOOL

ACCREDITED PRIVATE SCHOOL, GRADES 6-12

ENROLL FOR SY 2019-20 | SUMMER SCHOOL

CELEBRATING 20 YEARS!



Academics

Academics and Accreditation

As an accredited private school, our curriculum includes all required 6th- to 12th-grade courses in math, language arts, science, and social studies. In addition, we offer Spanish and elective courses at all levels of rigor ranging from standard high school level college prep curriculum to Honors courses and Advanced Placement®. View a complete list of our [course offerings](#).

Brightmont Academy is [accredited](#) by AdvancED, and other independent organizations. Credits are accepted for college admission, and Brightmont Academy grants a high school diploma recognized by colleges and universities. Please [consult with a campus director](#) to determine appropriate courses for every aspiration.

One-to-One Instruction Model

At Brightmont Academy, all instruction is delivered by one teacher working with one student in a private learning room. With a [class size of one](#), instruction is tailored to each student's level, building strong student-teacher relationships and allowing for immediate feedback and adjustment within each lesson. Incorporating student interests into instruction also helps keep the student engaged and progressing efficiently.

Mastery-based Instruction

Brightmont Academy issues credit based on [mastery](#), not seat time. This allows true customization of the pacing of a course and takes advantage of the one-to-one instruction model. Students progress at their own pace, moving forward with assessments demonstrate that the student has met mastery and reviewing and remediating when necessary.



THE ONE-TO-ONE SCHOOL

ACCREDITED PRIVATE SCHOOL, GRADES 6-12

ENROLL FOR SY 2019-20 | SUMMER SCHOOL

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One-to-One Instruction is Effective for Many Learners

Because **one-to-one instruction** fully individualizes the learning process, it effectively addresses a wide range of learning styles and needs. Brightmont offers this successful approach in **full-time private school**, **individual courses**, and **tutoring**. Our 1-to-1 instructional model means 93% of our students feel more confident and better prepared for life after graduation.

Students with Learning Difficulties

Brightmont Academy offers a new beginning for **students with learning disabilities**, **attention deficits**, emotional issues, health concerns or other special needs. Our one-to-one instruction fully accommodates the learning styles and needs of each individual. Students with learning difficulties work with dedicated teachers who have the expertise required to challenge and encourage them.

Students Struggling in School

One-to-one instruction at Brightmont offers students the focused step-by-step support that helps them:

- Graduate from high school
- Complete a course successfully
- Gain important academic and study skills

By using a **mastery-based approach** within the one-to-one format, teachers may provide remedial instruction when needed, and students gain confidence knowing that they will not move ahead in the curriculum until they are ready.

Students Needing a More Flexible Schedule

6/29/20

Brightmont Academy

Brightmont offers one-to-one instruction on a flexible schedule for students who may simply need an alternative to the structure of a traditional school. Teachers are sensitive to students' academic and personal circumstances.

Students Looking to Advance

Students seeking a greater challenge experience a more rigorous approach at Brightmont Academy. Our one-to-one instruction allows students to progress at an accelerated pace and take more demanding courses, such as Honors and Advanced Placement®.

Gifted students are also well served in Brightmont Academy, as our one-to-one instruction and mastery-based approach allow students to progress more quickly and to access curricula at the right challenge level. Brightmont provides customized programs for **gifted and twice exceptional (2E) students**, addressing both academic and emotional needs.

Athletes

Brightmont offers flexibility to work around competition schedules, and our academic offerings include many courses that have that have been approved by **NCAA** for students wanting to meet initial eligibility requirements.

Performers

Highly accomplished musicians, actors, models, and dancers may find balancing school with a demanding rehearsal and performance schedule challenging. Brightmont Academy offers the flexibility to schedule classes around these commitments.

Homeschooled Students

Brightmont Academy provides many supports to families who are **homeschooling**, or who are transitioning out of a homeschool situation. All Brightmont instruction is done in a one-to-one setting, allowing maximum flexibility to coordinate with the parent on scheduling, curriculum choice, and the number of subjects studied at any given time.

International Students

International students wishing to study in the United States can enroll at Brightmont Academy for a full course of study. Learn more about admissions for **international students**.

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[Get Started](#)[OUR STUDENTS](#) 

Enrollment Options

[Full-Time Programs](#)[Individual Courses](#)[Tutoring](#)

Instruction Based on Student Needs

Elizabeth's outstanding academic career was interrupted when health problems caused her to miss school. The flexible schedule and pace offered by Brightmont allowed her to graduate on time.

"Although Elizabeth was very capable, she could never have accomplished this without Brightmont and their wonderful, understanding teachers," said Lauren, Elizabeth's mother.



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Frequently Asked Questions

Brightmont Academy uses a **one-to-one instructional approach** exclusively. **This learning environment** is very different for most students and families, so below are some questions that frequently come up in our conversations with families. If you have further questions, or would like information specific to your individual situation contact your local campus director or call 1-888-521-0887.

Questions

— Is this an online school? Do students work on their own?

No, Brightmont Academy is a **brick-and-mortar school**. When we say one-to-one instruction, we define this as one teacher sitting next to one student and teaching according to that student's learning plan throughout the scheduled instruction time. We do use a **media-rich digital curriculum as well as textbook-based curricula**, but in conjunction with direct instruction from a qualified teacher.

*During COVID-19 school closures, we are instructing students online.

— Does it work? Will my child be successful at Brightmont?

Brightmont Academy has a 20-year history of success and numerous **graduates** providing testimonials about their experience.

— My child has medical issues. What if we learn we need a hospital or residential placement mid-year?

6/29/20

Brightmont Academy

Brightmont Academy allows 18 months to complete our annual programs. Most students complete courses in less time than a traditional school year, so this timeline allows the student to put instruction on pause while receiving medical or therapeutic treatment, and then resume instruction when the student is healthier and more able to benefit from instruction. Rather than forfeit tuition and partial credits, Brightmont Academy will work with you to help your child receive the proper care medically, emotionally, and academically, even if those needs should change throughout the year.

— We are relocating unexpectedly and I don't see your school calendar posted. When do terms start?

Brightmont Academy is open year-round and accepts students at any time of year. Further, we are able to structure classes to allow students to earn semester or trimester credits, or any partial credit as needed by the student. We are perfect for families moving at an atypical time of year as we are able to begin instruction at any time. Some students remain at Brightmont through the end of the school year or until they receive their diploma; others remain at Brightmont to stay on par with their peers until a seat opens up in another school.

— Why do students come to Brightmont?

There are many reasons why Brightmont Academy is the right solution for students. Some want to accelerate their graduation date or to take more **advanced classes** than are available in their public, charter, or private school. Others want to add a particular course to their transcript and may need a different schedule than what is otherwise available. Still others are behind in credits or skills and seek a private place to grow without pressure from peers who may be working at a different level. Every situation is unique, and we accommodate **athletes**, performers, **homeschooled** students, and many other types of learners. The best way to determine if Brightmont is right for you is to tour a campus and talk with a campus director.

— We enrolled at Brightmont a year ago for tutoring, but now our situation has changed. Can I enroll as a student for a different subject?

Absolutely! Many of our students return for a wide variety of reasons and services. One of the advantages of enrolling at Brightmont is that you get an entire team of education professionals, so we are able to accommodate the student's changing needs over time. Our enrollment fee is only charged once, so there is never an additional fee to return, even years later, or to discuss an alternate program with a campus director.

— I believe Brightmont can help my child, but it's expensive for my budget. Are scholarships available?

Some states do provide **scholarships** that may be used at Brightmont Academy. Brightmont offers customized full-time programs designed to accommodate a wide variety of needs and learning goals so tuition costs for each student will vary. In addition, we strongly recommend that you consult with a campus director before ruling out Brightmont Academy for financial reasons. In many cases, a student may be served through a hybrid program where they earn some credits at Brightmont in our one-to-one setting, and other credits in another school or program, which reduces the overall cost from our standard full-time tuition. In addition, **tuition loans** are available.

— How do I know my child will like his or her teacher?

Our teachers are specially selected for sharing our philosophy that all students can succeed in addition to having strong content knowledge and pedagogical skills. We like everyone we work with, and most students do, too! But in the event your child is placed with someone who either is not a good match for their personality and learning style, or doesn't explain concepts in a way that your child can understand, then we can make a teacher change. Please discuss your concerns with the campus director.

— Does Brightmont serve students with special needs?

Yes. Although Brightmont Academy is not classified as a special education school, all campuses have staff able to make accommodations and to provide specially designed instruction for **special education students**, especially those with **Attention Deficit Hyperactivity Disorder (ADHD)**, **learning disabilities**, depression, anxiety, **gifted abilities**, and autism. Please meet with a campus director for more information on how we might serve your child's special needs.

— How do I know if Brightmont is right for me/my child?

Now enrolling for summer school: reading intervention, math, and courses | [Click Here to Read More](#)



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Campuses

Locations

Choose the campus nearest you to learn how Brightmont Academy will help your student achieve real academic progress and gain a new sense of confidence! Contact us to schedule a visit.

Chandler, AZ	(480) 526-7090
Deer Valley, AZ	(623) 738-0710
Scottsdale, AZ	(480) 948-2800
Broomfield, CO	(720) 961-5091
Castle Pines, CO	(720) 961-5073
Alpharetta, GA - New!	(888) 521-0887
Barrington, IL - New!	(888) 521-0887
Northfield, IL - New!	(888) 521-0887
Ann Arbor, MI	(734) 316-8651
Birmingham, MI	(248) 430-3060
Northville, MI	(734) 548-8740
Mendota Heights, MN	(952) 564-2164
Plymouth, MN	(763) 452-4650
Redmond, WA	(425) 373-0800
Sammamish, WA	(425) 836-1600
Seattle, WA	(206) 284-2300