



City Council Meeting JANUARY 18, 2022

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

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. PRESENTATIONS & PROCLAMATIONS

A. Kevin Carbone, Alpharetta's American Ninja Warrior

B. Georgia State Gymnastics Championship - Outstanding Performance Award presentation to the Alpharetta Gymnastics Academy

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 1/3/2022)

B. Alcoholic Beverage License Applications

PH-21-AB-38 City Eats, LLC
d/b/a City Eats Kitchen
210 South Main Street, Suite A
Alpharetta, GA 30009

Restaurant
Consumption on Premises
Liquor, Beer, Wine & Sunday Sales

Owner: City Eats, LLC
Registered Agent: Art Stephen Przbyl, II

VI. PUBLIC HEARING

A. Reserve 116 Event Venue / 4150 Old Milton Parkway

Consideration of a conditional use to allow a Special Event Facility in a 1,960 square foot space for Reserve 116. The property is located at 4150 Old Milton Parkway, Suite 116 and is legally described as being located in Land Lot 90, 1st District, 1st Section, Fulton County, Georgia.

B. Atlanta Signs Unified Development Code (UDC) Text Amendment – Sign Code Change, Tenant Panels

Consideration of text amendments to the Unified Development Code requested by Atlanta Signs to increase the number of tenant panels allowed on a monument sign in a shopping center from no more than 4 to the number of leasable tenant spaces up to a maximum of 12 tenant panels.

- C. **Unified Development Code (UDC) Text Amendments – Downtown Sign Code**
Consideration of text amendments to the Unified Development Code (UDC) to add regulations for signage in the Downtown Overlay.
- D. **Wellstar Sign Exception**
Consideration of a sign exception to allow additional wall signs, to increase the height of monument signs and to allow internally illuminated monument signs and wall signs. The property is located at 2450 Old Milton Parkway and is legally described as being located in Land Lot 749, 1st District, 2nd Section, Fulton County, Georgia.

VII. OLD BUSINESS

- A. **Speed Zone Ordinance Extension - *Second Reading***

VIII. NEW BUSINESS

- A. **ITB 22-006 FY 22 Sidewalk Repair and Replacement**
- B. **City Project Management Services, RFQ 22-1002**
- C. **IGA Between Fulton County and the City of Alpharetta for the Repair and Maintenance of Infrastructure within Lakeview Park**
- D. **On-Call Planning Services Contract Award**
- E. **South Main Street LCI Supplemental Study Contract Award**
- F. **Memorandum of Understanding between Food Well Alliance, Inc., the Atlanta Regional Commission, and the City of Alpharetta, Georgia**

IX. PUBLIC COMMENT

X. REPORTS

- A. **Council Member DeRito's appointments to the City of Alpharetta's Boards and Commissions**

XI. ADJOURNMENT TO EXECUTIVE SESSION



**A PROCLAMATION BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF ALPHARETTA, GEORGIA**

"Kevin Carbone: Alpharetta's American Ninja Warrior"

- WHEREAS:** **Kevin Carbone**, before becoming an American Ninja Warrior, grew up in the City of Alpharetta and attended Kennesaw State University. When he is not traveling, training, or competing on national television, he spends time with his parents, Elynn and Jerry Carbone, in his hometown, Alpharetta, Georgia; and
- WHEREAS:** **Kevin Carbone** began his journey as a competitor and obstacle course designer on American Ninja Warrior in 2016, when his father suggested that he visit a local ninja warrior gym. After visiting his first ninja warrior gym, Kevin was hooked and decided to do whatever it took to become an obstacle course competitor. He submitted his first audition video, but did not make the cut, so he traveled to Daytona Beach and waited in line at a local park for three weeks, until one night it was *finally* his chance to compete as a walk-on for the show. In April 2017, he became the first competitor in American Ninja Warrior history to compete on his own obstacle design, an obstacle called, "Wingnuts;" and
- WHEREAS:** **Kevin Carbone** has competed four times in American Ninja Warrior, during Seasons 9, 10, 11 and 13. In the Season 9 Daytona Beach city finals, he was the first competitor of the night to clear the "Giant Cubes" and placed 8th in order to move on to the national finals in Las Vegas. He placed 12th during the Miami qualifier and 23rd at the end of the Miami city finals in Season 10. He placed 6th during the Atlanta qualifier in Season 11, and he placed 2nd during the Atlanta city finals. Also, in Atlanta, he was one of four competitors in the region who conquered the "Mega Wall" (on his first attempt) and earned his second trip to the national finals. He placed 5th during the Tacoma qualifier and 15th during semi-finals in Season 13, where he competed on another one of his designs, "Ring Chaser," which paved the road for his third trip to nationals in Las Vegas; and
- WHEREAS:** **Kevin Carbone**, when he is not competing or training, also designs and creates obstacles and courses through his company, Maker Craft. He has won the American Ninja Warrior Obstacle Design Challenge four times with his designs, Slingshot, Wingnuts, Ring Chaser, and Déjà Vu. Kevin built his first backyard ninja warrior course for a family in Buckhead and has since completed at least 25 other unique ninja warrior backyards; and
- WHEREAS:** **Kevin Carbone** is currently training for the upcoming season of American Ninja Warrior, developing obstacles for ninja warrior gyms around the country, and is looking forward to the day when he opens his own ninja warrior gym, named after his dear friend and training partner, Travis Rust.
- NOW THEREFORE:** We, the Mayor and City Council of the City of Alpharetta, do hereby congratulate Kevin Carbone for his accolades as an American Ninja Warrior competitor, and we wish him continued success in all of his future endeavors.

So proclaimed this 18th day of January 2022.

Jim Gilvin, Mayor

Lauren Shapiro, City Clerk



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: CITY CLERK
SUBMITTED BY: LAUREN SHAPIRO
DRAFTED BY: LAUREN SHAPIRO

I. **AGENDA ITEM TITLE:** COUNCIL MEETING MINUTES FROM THE MEETING OF 1-3-2022

II. **RECOMMENDATION:**

Approve the City Council meeting minutes from January 3, 2022 as part of the Consent Agenda.

III. **REPORT IN BRIEF:**

City Clerk, Lauren Shapiro, attended, recorded, and prepared a synopsis of the pertinent information that occurred during the City Council meeting on January 3, 2022.

IV. **ATTACHMENTS:**

- City Council meeting minutes from 1-3-2022



City Council Meeting JANUARY 3, 2022 Office of the City Clerk

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 Council, but not quoted or paraphrased. This document includes limited presentation by Council and invited speakers in summary form. This is not an official record of the Alpharetta City Council Meeting proceedings. Official Minutes are recorded and available for review.

I. CALL TO ORDER

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

II. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Donald F. Mitchell
- Brian Will
- Douglas J. DeRito
- John Hipes
- Jason Binder

• Staff

- Bob Regus, City Administrator
- Mike Stacy, City Attorney
- James Drinkard, Asst. City Administrator
- Lauren Shapiro, City Clerk
- Peter Sewczwicz, Director of Public Works
- Morgan Rodgers, Director of Recreation, Parks & Cultural Services
- Kathi Cook, Director of Community Development and Economic Development
- Judge Barry Zimmerman, Municipal Court Judge
- Brooke Lappin, Director of Municipal Court Services
- Adam Montgomery, Information Security Manager
- Michael Woodman, Planning + Development Services Manager

III. PLEDGE TO THE FLAG

IV. SWEARING IN CEREMONY FOR COUNCIL MEMBER DERITO, COUNCIL MEMBER MITCHELL, AND COUNCIL MEMBER WILL

- Jenna DeRito read the Council Member Oath of Office aloud, swearing in her father, Douglas J. DeRito, while Ann Marie DeRito (Council Member DeRito's wife) held the Bible.
- Senator Brandon Beach read the Council Member Oath of Office aloud, swearing in Donald F. Mitchell.
- Stephanie Will read the Council Member Oath of Office aloud, swearing in her father, Brian Will, while Michael Will (Council Member Will's son) held the Bible.

V. ELECTION OF MAYOR PRO TEM

- ❖ Council Member Hipes offered a motion to elect Council Member Merkel as Mayor Pro Tem.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

VI. APPOINTMENT OF MUNICIPAL COURT JUDGE

A. A Resolution to Reappoint Judge Barry Zimmerman as the Municipal Court Judge for the City of Alpharetta

- City Administrator, Bob Regus, came forward to present this item.
- Staff is recommending that Mayor and Council reappoint Judge Barry Zimmerman for another four (4) years.
- With that appointment comes a change in the way that he is compensated; from a salaried role plus benefits to a straight \$475.00 per Court Session. This would be effective as of January 1, 2022.
- For the last eight (8) years, Judge Barry Zimmerman has served the City of Alpharetta.
- This pay structure would be effective for the current appointment, as well as, for appointments of future judges.
- ❖ Mayor Pro Tem Merkel offered a motion to approve the Resolution to Reappoint Judge Barry Zimmerman as the Municipal Court Judge for the City of Alpharetta.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).

B. Swearing-In of Municipal Court Judge

- City Attorney, Mike Stacy, read the Oath of Office aloud, swearing in Barry Zimmerman as the Municipal Court Judge for the City of Alpharetta.

VII. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 12/13/2021)

B. Alcoholic Beverage License Applications

1. PH-21-AB-33 Sonesta International Hotels Corporation
d/b/a Sonesta ES Suites Atlanta North Point Mall
1325 North Point Drive
Alpharetta, GA 30022

Hotel
Consumption on Premises
Beer, Wine & Sunday Sales

Owner: Sonesta International Hotels Corporation
Registered Agent: Mitchell Funk

2. **PH-21-AB-34 Sonesta International Hotels Corporation**
d/b/a Sonesta ES Suites Atlanta Alpharetta Windward
5465 Windward Parkway
Alpharetta, GA 30004

Hotel
Consumption on Premises
Beer, Wine & Sunday Sales

Owner: Sonesta International Hotels Corporation
Registered Agent: Mitchell Funk

3. **PH-21-AB-35 Sonesta International Hotels Corporation**
d/b/a Sonesta ES Suites Alpharetta North Point
3980 North Point Parkway
Alpharetta, GA 30005

Hotel
Consumption on Premises
Beer, Wine & Sunday Sales

Owner: Sonesta International Hotels Corporation
Registered Agent: Mitchell Funk

4. **PH-21-AB-36 Movie Grill Concepts XXIII, LLC**
d/b/a Studio Movie Grill
7730 North Point Parkway
Alpharetta, GA 30022

Restaurant
Consumption on Premises
Liquor, Beer, Wine & Sunday Sales

Owner: Movie Grill Concepts XXIII, LLC
Registered Agent: Mitchell Funk

5. **PH-21-AB-37 Courtyard Management Corporation**
d/b/a Courtyard Atlanta Alpharetta Avalon
11700 Amber Park Drive
Alpharetta, GA 30009

Hotel
Consumption on Premises
Liquor, Beer, Wine & Sunday Sales

Owner: Courtyard Management Corporation
Registered Agent: Michael Sard

C. Financial Management Report: Month Ending November 30, 2021

- Council Member DeRito announced that he would like to remove the December 13, 2021 City Council meeting minutes from the Consent Agenda.
- Mayor Gilvin announced that the December 13, 2021 City Council meeting minutes were removed from the Consent Agenda.
- ❖ Council Member Mitchell offered a motion to approve the Consent Agenda.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (7-0).
- ❖ Council Member Hipes offered a motion to approve the December 13, 2021 City Council meeting minutes.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved (5-0-2; as Council Member DeRito and Council Member Will abstained from voting).

VIII. NEW BUSINESS

A. Municipal Court Case Management Professional Service Agreement

- Director of Municipal Court Services, Brooke Lappin, came forward to present this item.
- Staff is recommending that Mayor and Council approve the Professional Service Agreement between the City of Alpharetta and Journal Technologies for the use of eCourt case management software.
- Currently, the Court uses Courttrac, which is an older system that was unable to be updated to meet legislative requirements. eCourt is customizable and is a cloud-based software program. eCourt will help facilitate the Court's goal of moving towards a paperless system. Entire case files will be able to be scanned and maintained within the eCourt database, and this reduces the need for physical files and will allow the Court to operate virtually, if needed.
- There is a \$10,000.00 fee to initiate the platform and a \$35,000.00 annual maintenance fee.

Public Comment:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the Municipal Court Case Management Professional Service Agreement between the City of Alpharetta and Journal Technologies.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (7-0).

B. Speed Zone Ordinance Extension

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff is recommending that Mayor and Council approve the existing speed zone ordinance and authorize the Mayor to execute all necessary documents.
- To reduce the existing posted speed limits for safety purposes, especially within the Downtown, staff collected traffic counts and crash data as well as the City's development trends and submitted them to the Georgia Department of Transportation (GDOT) in September 2021.
- Based on the collected speed data, 85 percent of all vehicles (i.e., 85th percentile) on most of the roads were observed to travel significantly higher than posted speed limits. Due to this reason, the GDOT recommended providing additional traffic calming measures, such as electronic speed detection signs on roadsides, to encourage lower driving speeds before

reducing posted speed limits.

- Staff will re-evaluate driving speeds in the Downtown in Fall 2022. If driving speeds are observed at or below posted speed limits, a new application may be submitted to the GDOT for speed limit reduction.

Public Comment:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the Speed Zone Ordinance Extension.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).

C. North Fulton Cities Automatic Aid Agreement

- City Administrator, Bob Regus, came forward to present this item.
- Staff is recommending that Mayor and Council approve the North Fulton Cities Automatic Aid Agreement between the cities of Alpharetta, Johns Creek, Milton, Roswell, and Sandy Springs.
- Automatic aid allows for the fire station that is closest to an incident to respond automatically to the incident first, regardless of the city in which the incident occurred. This has worked well in the past, and staff recommends that the City continues this Agreement.

Public Comment:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the North Fulton Cities Automatic Aid Agreement.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (7-0).
 - There was discussion during the motion about how much we appreciate the cooperation we have with our other neighboring municipalities in North Fulton.

D. Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 13080 Tidewater Crossing, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening

- City Attorney, Mike Stacy, read the Resolution aloud.

Public Comment:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve the Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 13080 Tidewater Crossing, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (7-0).

E. Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 5015 Tidewater Way, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening

- City Attorney, Mike Stacy, read the Resolution aloud.

Public Comment:

- There were no public comments.

- ❖ Council Member DeRito offered a motion to approve the Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 5015 Tidewater Way, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).

F. Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 5035 Tidewater Way, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening

- City Attorney, Mike Stacy, read the Resolution aloud.

Public Comment:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the Resolution to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 5035 Tidewater Way, Alpharetta, Georgia for Road Project – McGinnis Ferry Road Widening.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

IX. PUBLIC COMMENT

- A. There were no public comments.

X. REPORTS

A. Council Member DeRito's appointments to the City of Alpharetta's Boards and Commissions

- Council Member DeRito appointed the following individuals to serve on the City of Alpharetta's Boards and Commissions:
 - Jill Reynolds – Planning Commission
 - Pat Corkill – Design Review Board
 - Lisa Shippel – Board of Zoning Appeals
 - Sumita Patel – Cultural Arts Commission

B. Council Member Mitchell's appointments to the City of Alpharetta's Boards and Commissions

- Council Member Mitchell appointed the following individuals to serve on the City of Alpharetta's Boards and Commissions:
 - Lindsey Burnett – Board of Ethics
 - Shital Foster – Cultural Arts Commission

C. Council Member Will's appointments to the City of Alpharetta's Boards and Commissions

- Council Member Will appointed the following individuals to serve on the City of Alpharetta's Boards and Commissions:
 - Todd Stratton – Planning Commission
 - Teresa Rhodes – Design Review Board
 - Donna Shaw Murphy – Board of Zoning Appeals
 - Bonnie Steadman – Historic Preservation Commission

D. Mayor Gilvin announced the following City Department liaison appointments:

- Council Member Mitchell – Information Technology
- Council Member Will – Public Safety
- Council Member Hipes – Recreation, Parks & Cultural Services
- Mayor Pro Tem Merkel – Community Development
- Council Member DeRito – Public Works
- Council Member Binder – Finance

E. Council Member DeRito made remarks about how great it is to be back on City Council and how wonderful the City of Alpharetta currently is and was when he previously served on council.

XI. ADJOURNMENT TO EXECUTIVE SESSION

- ❖ Mayor Pro Tem Merkel offered a motion to adjourn to executive session.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin adjourned the meeting at 7:24 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: CITY CLERK
SUBMITTED BY: LAUREN SHAPIRO
DRAFTED BY: LAUREN SHAPIRO

I. AGENDA ITEM TITLE: ALCOHOLIC BEVERAGE LICENSE APPLICATIONS

II. RECOMMENDATION:

Approve the following alcoholic beverage license application as part of the consent agenda:

1. PH-21-AB-38 City Eats, LLC d/b/a City Eats Kitchen, 210 South Main Street, Suite A

III. REPORT IN BRIEF:

The above referenced Alcoholic Beverage License Applications were heard and considered during a virtual Alcohol License Public Hearing on Thursday, January 13, 2022.

There were no public comments during the hearing.

At the conclusion of the hearing, City Attorney, Mike Stacy, recommended approval and forwarded the above referenced application to City Council for final approval.

IV. ATTACHMENTS:

- Alcohol License Public Hearing meeting minutes from 12-30-2021



ALCOHOL LICENSE PUBLIC HEARING JANUARY 13, 2022

ALPHARETTA CITY CLERK'S OFFICE
VIRTUAL MEETING VIA ZOOM

CITY CLERK: LSHAPIRO@ALPHARETTA.GA.US
ASSISTANT CITY CLERK: KVANHORN@ALPHARETTA.GA.US

2:00 PM

I. VIRTUAL MEETING ZOOM LINK

The City of Alpharetta's Alcohol License Public Hearings are a virtual meeting via Zoom. The meeting begins at 2:00 p.m. on the day of the scheduled hearing. To join the meeting, please click on this link: <https://zoom.us>

Zoom Meeting ID: 920 6793 9066

II. CALL TO ORDER

- City Attorney Mike Stacy called the meeting to order at 2:01 p.m.

III. ROLL CALL

- Mike Stacy, City Attorney
- Lauren Shapiro, City Clerk
- Kiersten VanHorn, Assistant City Clerk
- Dana Farkas, Facilitator
- Johnny Esposito, Owner of City Eats

IV. PUBLIC HEARING

**A. PH-21-AB-38 City Eats, LLC
d/b/a City Eats Kitchen
210 South Main Street Suite A
Alpharetta, GA 30009**

**Restaurant
Consumption on Premises
Liquor, Beer, Wine & Sunday Sales**

**Owner: City Eats, LLC
Registered Agent: Art Stephen Przbyl, II**

- Mr. Johnny Esposito owner of City Eats and located at 201 South Main Street, Suite A Alpharetta, GA 30009 was on the call. Dana Farkas representative of City Eats was also present.
- Mr. Esposito currently holds 2 other alcohol licenses at restaurant locations in Atlanta and Decatur. He previously ran the Hard Rock Café in Atlanta and has over 30 years experience in the business.
- City Eats will highlight foods from big cities around the country and also feature live music.

- City Eats is a casual upscale restaurant with table service, bar service and outdoor dining.
- All staff are trained using the TIPS ServSafe training. Mr. Esposito is aware all servers must have a pouring permit.
- Mr. Esposito also acknowledged he will need to obtain an alcohol license from the State of Georgia once the City of Alpharetta issues the local license.
- Applicant will need to appear at the City Council meeting on Tuesday January 18, 2022 at 6:30 pm.

V. PUBLIC COMMENT

- There were no public comments

VI. ADJOURNMENT

- City Attorney Mike Stacy adjourned the hearing at 2:06 p.m.

Respectfully submitted,

Kiersten VanHorn

Kiersten VanHorn, Assistant City Clerk



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: CU-21-15 RESERVE 116 EVENT VENUE/4150 OLD MILTON PKWY

CITY COUNCIL:

JANUARY 18, 2022

This item was considered at the 1/6/2022 Planning Commission meeting. Staff recommended approval subject to 6 conditions. There were no public comments. After discussion, Planning Commission recommended approval subject to staff's recommended conditions and a change to the condition regarding valet parking (~~changes by Planning Commission depicted in RED~~). Vote 6-0

II. RECOMMENDATION:

Approve CU-21-15 Reserve 116 Event Venue/4150 Old Milton Parkway, subject to the following conditions:

1. 'Special Event Facility' shall be added as a conditional use at 4150 Old Milton Parkway, Suite 116 and limited to no more than 1,960 square feet.
2. Conditional use approval shall be limited to Reserve 116 Event Venue; no additional 'Special Event Facility' use or subleasing shall be permitted within the approved space.
3. Special event facility shall be limited to no more than 100 people, with final maximum occupancy subject to Fire Marshall approval.
4. Hours of operation shall be limited to Monday – Thursday 6:00 AM – 12:00 AM, Friday – Saturday 6:00 AM – 1:00 AM and Sunday 6:00 AM – 12:00 AM.
5. ~~Valet parking shall be provided for events hosting 60 or more people. Valet operation shall not overflow onto Old Milton Parkway. If valet operation is deemed deficient by the City Transportation Planner, operator shall work with Staff to develop an alternative service plan.~~
6. If a parking problem is identified by the City, Reserve 116 Event Venue shall be required to correct the problem by reducing the capacity of events, providing an off-site parking agreement for parking within 500' of the facility, and/or providing valet services, as approved by Staff. Signage indicating 'No Parking' in adjacent parking lots shall be posted in a conspicuous place at the event facility.

III. REPORT IN BRIEF:

The applicant, Reserve 116 Event Venue, is requesting a conditional use to operate a 'Special Event Facility' in a 1,960 square foot suite within The Shops at Old Milton center. A maximum capacity of up to 100 people is requested. The subject property is located at 4150 Old Milton Parkway, Suite 116 near the northeast corner of Old Milton Parkway and Park Woods Circle.

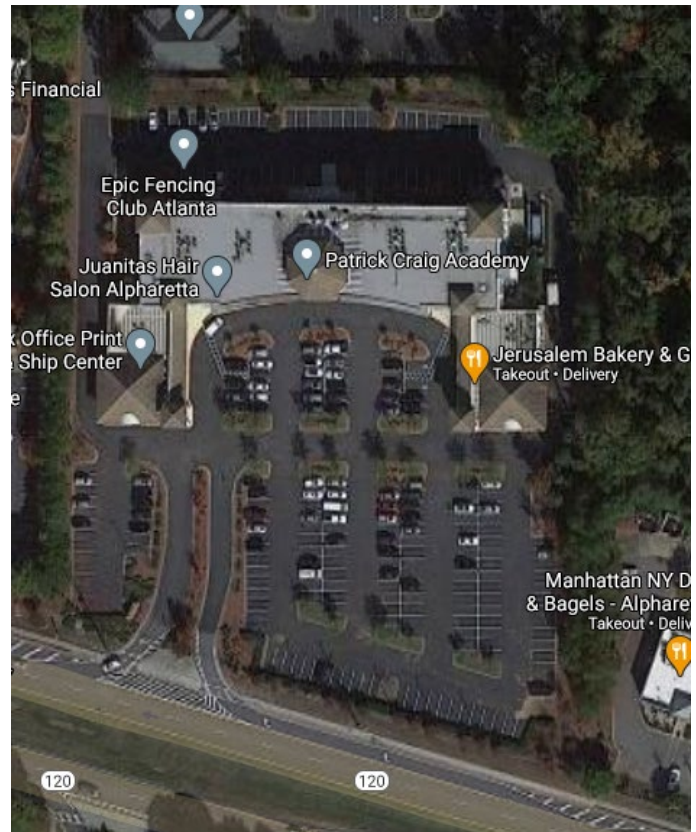
DISCUSSION

The submitted request, if approved, would allow Reserve 116 Event Venue to operate a 'Special Event Facility' in a 1,960 square foot suite in The Shops at Old Milton center. A maximum capacity of up to 100 people is requested. A conditional use is requested to allow a 'Special Event Facility'. The subject property is located at 4150 Old Milton Parkway, Suite 116 near the northeast corner of Old Milton Parkway and Park Woods Circle.

The property is zoned CUP (Community Unit Plan) and is subject to the Park Bridge Master Plan Pods B & C, which allows 'Special Event Facility' with approval of a conditional use. Surrounding properties are zoned CUP, except the property across Old Milton Parkway to the south is zoned O-P (Office-Professional). Tava Indian Cuisine and Kalos Financial are located to the west, office condominiums to the north, Manhattan NY Deli & Bagels and Alara Park Bridge Apartments to the east and The Swan Building to the south.

The Shops at Old Milton is approximately 5.1 acres and was developed in 2007 as a 2-story, approximately 50,000 square foot shopping center. Businesses occupying the center include Jerusalem Bakery, Spices Hut, FedEx Office Print & Ship Center and Epic Fencing Club, to name a few. Two (2) restaurants currently operate at the center, as well as several retail service businesses, including a beauty shop, barber shop, tutoring services, copy/shipping center, retail sales and indoor recreation. The development has 242 parking spaces, which is sufficient to serve the existing and proposed uses.

Reserve 116 Event Venue is a new business offering boutique special event services and space. The applicant proposes to use Suite 116, which is located on the 1st floor of the center. A maximum capacity of 100 people is requested for the 1,960 square foot space. Valet parking will be available for events hosting over 60 guests. The facility would accommodate weddings, birthdays, bridal and baby showers, corporate events, corporate networking events, educational trainings and or seminars, as well as fundraiser galas, etc. Event planners will be available in house and catering, such as food & drink, DJ, photography, etc., will be outsourced. Hours of operation will be Monday – Thursday 6:00 AM – 12:00 AM, Friday – Saturday 6:00 AM – 1:00 AM and Sunday 6:00 AM – 12:00 AM. The applicant anticipates approximately three (3) employees.



TRAFFIC

Traffic related to a special event facility is typically based on capacity of the facility, since the use does not usually operate during the AM or PM Peak Hour. Using the applicant's maximum capacity of 100 people and an average vehicle occupancy of two and a half (2.5) people per car, it is estimated that a full event would generate 40 vehicles. Staff reviewed the hours of operation of existing businesses at The Shops at Old Milton and found that many of the businesses have hours of operation that end between 6:00 – 7:00 PM, which increases the available parking at the center.

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 Shops at Old Milton has primary access from Old Milton Parkway and secondary access at the rear of the property through the adjacent office condominium development on Park Woods Circle. The proposed use would not have significant impacts on vehicular and pedestrian access.

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-referenced improvements are provided at the applicant's proposed location. It is anticipated that a full special event would generate approximately 40 cars. The Shops at Old Milton has 242 parking spaces. The applicant states that valet parking will be available for events hosting 60 people or more. If approved, a condition is recommended requiring that the business remediate parking problems identified by the City.

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 or businesses, which are mostly developed with non-residential uses. The special event facility should improve the synergy at The Shops at Old Milton center by providing catering opportunities for restaurants in the center.

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;

Response: The proposal should not impede the normal and orderly development of surrounding properties, which are also primarily developed with non-residential uses.

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

Response: The location and character of the special event facility is appropriate. The subject property is designated Planned Shopping Center in the Park Bridge Master Plan.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches or schools.

Response: There are no special event facilities in the immediate area. The nearest event venues are located at Phase Events (12150 Morris Road) and the Alpharetta Conference Center (9000 Avalon Boulevard), which are over two (2) miles away from the applicant's proposed location.

CONCURRENCES

Staff reviewed the applicant's proposal in consideration of the review criteria for a conditional use. The proposal should not have significant impacts on surrounding properties, which are mostly developed with non-residential uses. In addition, there is sufficient parking available in the center and the use should improve synergy with other businesses operating in the center and nearby. If approved, a condition is recommended requiring that the business remediate any parking problems identified by the City and to have valet parking available for events over 60 people.

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 December 8, 2021. There were no public comments.

IV. ATTACHMENTS:

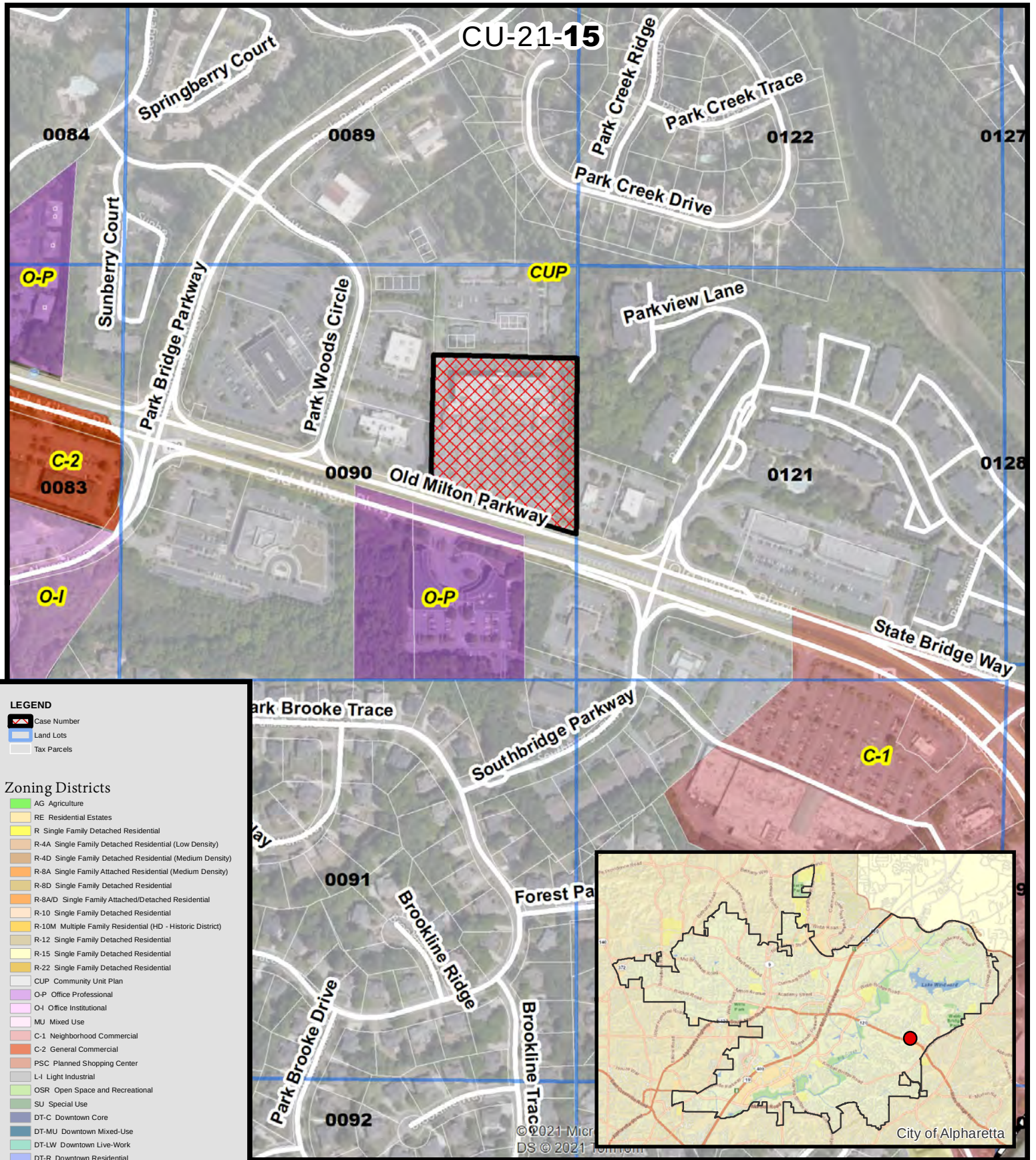
- Site Plan



Aerial Map
Reserve 116 Event Venue
4150 Old Milton Parkway

CU-21-15
D/LL: 1/1/0090
PC: 1/06/21
CC: 1/18/21

Location Map Provided by:
Community Development - GIS



Zoning Map

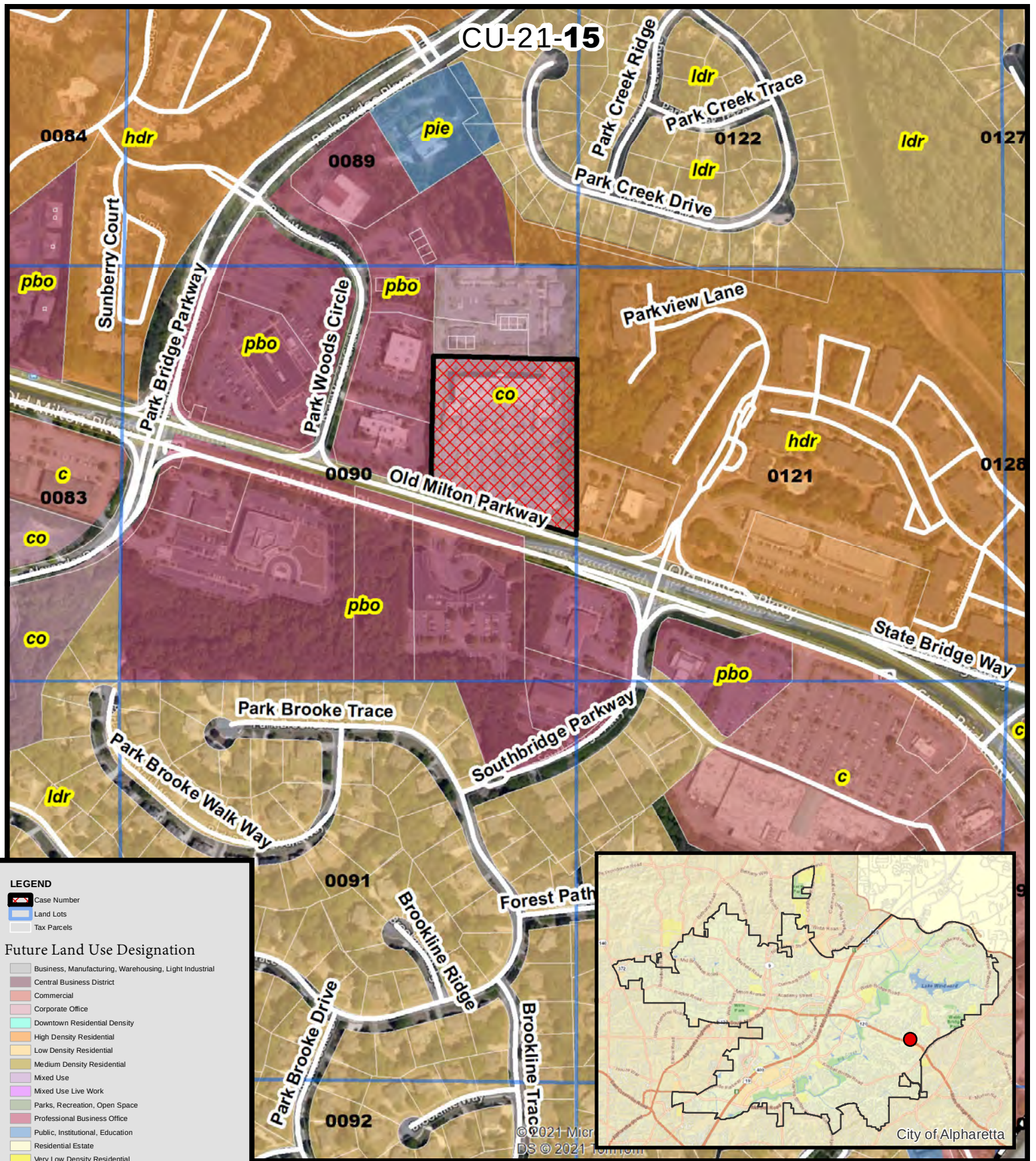
Reserve 116 Event Venue

4150 Old Milton Parkway

CU-21-15
D/LL: 1/1/0090
PC: 1/06/21
CC: 1/18/21



Location Map Provided by:
Community Development - GIS

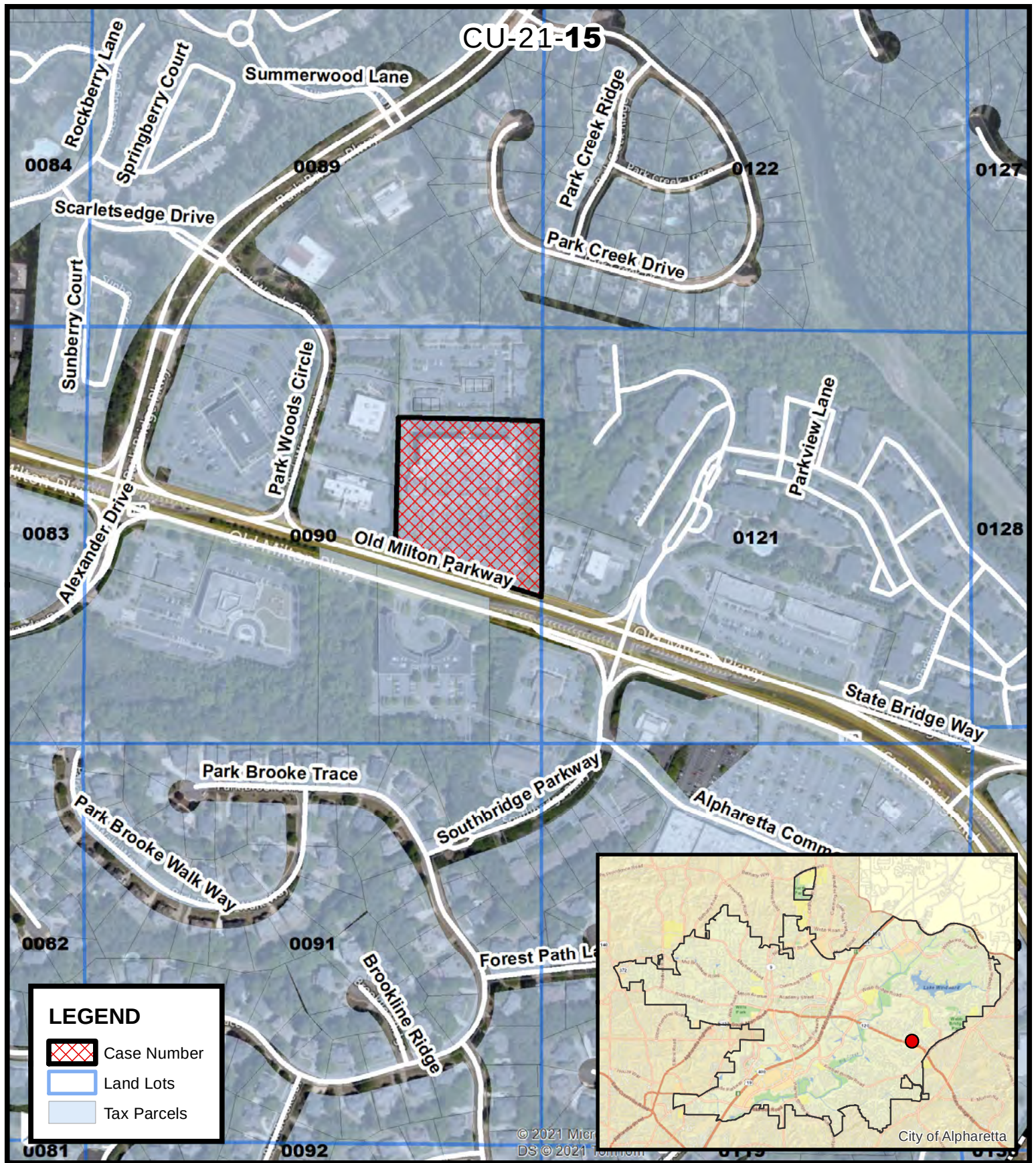


Future Land Use
Reserve 116 Event Venue
 4150 Old Milton Parkway

CU-21-15
 D/LL: 1/1/0090
 PC: **1/06/21**
 CC: **1/18/21**



Location Map Provided by:
 Community Development - GIS



Location Map
Reserve 116 Event Venue
 4150 Old Milton Parkway

CU-21-15
 D/LL: 1/1/0090
 PC: **1/06/21**
 CC: **1/18/21**

Location Map Provided by:
 Community Development - GIS



COMMUNITY DEVELOPMENT
COMMUNITY ZONING INFORMATION MEETING
DECEMBER 08, 2021
ZOOM
6:00 PM

- I. Staff Present
 - a. Michael Woodman
 - b. Ben Kern
 - c. Alex Callum
- II. Reserve 116- 4150 Old Milton Parkway
 - a. Applicant Presentation: Lele Wright
 - i. 1960 sq ft space
 - ii. The site would be used for weddings, workshops, and birthday parties.
 - b. There were no public comments or questions for this item.
- III. Atlanta Signs
 - a. Applicant Presentation: Dave West
 - i. The applicant is requesting for tenant panel signs be allowed more than four spaces.
 - b. Public Comments:
 - i. How many spaces is the applicant requesting? The applicant confirmed twelve.
- IV. Wellstar Sign Exception- 2450 Old Milton Parkway
 - a. Applicant Presentation: Mark Drye
 - i. Rebranding process for Wellstar- the signage needs to be updated
 - ii. There would be an urgent care signage along Old Milton
 - iii. The applicant is reducing the number of signs and relocating them to be more visible
 - b. Public Comments:
 - i. This is a great strategy and big improvement.
- V. Continuum- 5555 Windward Parkway
 - a. Applicant Presentation: Julie Sellers
 - i. It is currently an office park.
 - ii. Mostly hidden
 - iii. It's consistent with the city's vision
 - iv. Amenity space of 3 acres
 - v. Pedestrian friendly
 - b. Public Comments:
 - i. Is parking paid or free? The applicant confirmed that the decision had not yet been finalized.
 - ii. Can you show where the parking will be?
 - iii. How is traffic not affected by this?
- VI. Chat comments for this CZIM:

From greer laptop : the second speaker asked to be allowed to have more than 4 vendors on the sign. But how many is he asking to be allowed on the sign?

From Michael Woodman : i will get to your question once we finish the wellstar item

From greer laptop : no. thank you.

From greer laptop : the newspaper article mentioned a proposed 488 apartments. It also stated this

mixed use plan would not impact traffic. How can that be when you are adding an insane number of apartments/condos, etc? The current mixed use plan in downtown Alpharetta has made the traffic downtown a total mess. I don't see the difference between that and this proposal.

From william robichaud william.robichaud@hpe.com : Can you point out where the parking would be located for the current office buildings at the site today. Where on the block plan is parking represented

From Tim's Galaxy S10+ : C is currently a loading dock area. will that be retained is that is a parking deck?

From Tim's Galaxy S10+ : thank you

The CZIM meeting ended at 6:29 p.m.

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: Reserve 1110

Contact Name: Lele Wright Telephone: 404-797-7127

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.

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: 

Date: 12/30/2021

Print Form

December 01, 2021

Lele Wright
4150 Old Milton Parkway Suite 116
Alpharetta, GA 30005

RE: Reserve 116 Event Venue

Dear Property Owner:

Please allow this letter to serve as public notice for a [Public Hearing for a Conditional Use request at 4150 Old Milton Parkway Suite 116, Alpharetta, GA 30005.

The Community Zoning Information Meeting (CZIM) for this request will be held on December 8th at 6:00 p.m. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by the Planning Commission on Thursday, January 6th at 6:30 PM and City Council on Tuesday, January 18th at 6:30 PM. The meeting(s) will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at Reserve116alpharetta@gmail.com

Sincerely,

A handwritten signature in black ink, appearing to read 'Lele', followed by a long, sweeping horizontal line that extends to the right.

Lele Wright
Reserve 116 Event Venue
Reserve116alpharetta@gmail.com

B M T INVESTMENTS LLC
115 VILLAGE CENTRE W
WOODSTOCK GA 30188

ANOMACH INC
11539 PARK WOODS CIR STE 701
ALPHARETTA GA 30005-2413

GOKARE HOLDINGS LLC
11545 PARK WOODS CIR SUITE D
ALPHARETTA GA 30005

SOUTHTRUST BANK
P.O. BOX 2609
CARLSBAD CA 92018-2609

NORTHERN HOLDINGS LLC
11539 PARK WOODS CIR # 702
ALPHARETTA GA 30005

SCHNEIDER KIMBERLETA P
390 PARK CREEK DR
ALPHARETTA GA 30005

DOAN MIRA INC & HDP INVESTMENTS LLC
3695 GREY ABBEY DR
ALPHARETTA GA 30022

FORMOSA ATLANTA GROUP LLC
11539 PARK WOODS CIR # 101
ALPHARETTA GA 30005

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

AMREIT ALPHARETTA COMMONS LP
P O BOX 528
COLUMBIA SC 29202-0528

SIMPLY BY THE SEA PROPERTIES LLC
11539 PARK WOODS CIR STE 102
ALPHARETTA GA 30005

JPMORGAN CHASE BANK
131 S DEARBORN ST FLOOR 3
CHICAGO IL 60603

NEUSE INC
P. O. BOX 27131
RALEIGH NC 27611-7131

ZHU KAI & CHEN HONG
380 PARK CREEK DR
ALPHARETTA GA 30005

DRAKE REALTY INC
1906 POINSETTA DR
MARIETTA GA 30062

XIAO YU ET AL
11545 PARK WOODS CIR STE A
ALPHARETTA GA 30005

GT HOSPITALITY LLC
5100 PEACHTREE IND BLVD STE 100
NORCROSS GA 30071

MAKE A DIFFERENCE MINISTRIES INC
4305 STATE BRIDGE RD # 103 223
ALPHARETTA GA 30022

ESCALANTE PROPERTIES LLC
1808 BALLYBUNION DR
DULUTH GA 30097

ZHANG PING & CHEN YUANSHENG
11545 PARK WOOD CIR STE A
ALPHARETTA GA 30005

TRAN VENTURES LLC THE
4305 STATE BRIDGE RD # 106
ALPHARETTA GA 30022

CEDAR SIDE PROP LLC
4550 WEATHERVANE DR
ALPHARETTA GA 30022

ALVARO AGUDELO AGENCY LLC
11539 PARK WOODS CIR SUITE 601
ALPHARETTA GA 30005

AJY GEORGE S & KIMBERLY A B
340 PARK CREEK DR
ALPHARETTA GA 30005

KURUP KAILAS & VENUGOPAL GEETHU
370 PARK CREEK DR
ALPHARETTA GA 30005

LARA HOLDINGS INC
11539 PARK WOODS CIR UNIT 401 & 402
ALPHARETTA GA 30005

NGUYEN LANIE & ANH NGOC
310 PARK CREEK DR
ALPHARETTA GA 30005

D & C REAL ESTATE LLC
1045 LEADENHALL ST
ALPHARETTA GA 30022

MYGENOMICS LLC
11535 PARK WOODS CIR SUITE E
ALPHARETTA GA 30005

WU LETING & YING XIAOWEI
350 PARK CREEK DR
ALPHARETTA GA 30022

RP ALPHARETTA LLC
445 BISHOP ST SUITE 200
ATLANTA GA 30318

IDENTITY REALITY LLC
9754 TALISMAN DR
ALPHARETTA GA 30022

VIDHATHRI LLC
8045 BROOKWOOD WAY
CUMMING GA 30041-8348

MAZER COREY J
4165 OLD MILTON PKWY STE 270
ALPHARETTA GA 30005-4479

ANGEL ASSOCIATES LLC
11539 PARK WOODS CIR STE 602
ALPHARETTA GA 30005

LAND SELLUTIONS INC
P O BOX 2458
ALPHARETTA GA 30023-2458

WEALTH MIGRATE MEDICAL 3 HOLDINGS
LLC
1760 PEACHTREE ST NW STE 100
ATLANTA GA 30309

ATLANTA HOSPITALITY LLC
11539 PARK WOODS CIR # 201
ALPHARETTA GA 30005

DHA & ASSOCIATES LLC
11535 PARK WOODS CIR #A3
ALPHARETTA GA 30005

MICHAEL LAST REVOCABLE TRUST THE
210 AUTUMN SAGE DR
ALPHARETTA GA 30005

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

LAND SELLUTIONS INC
5675 MILLWICK DR
ALPHARETTA GA 30005

SWARANG PROPERTIES LLC
515 STONEBURY DR
ALPHARETTA GA 30005

PEACHTREE PARK PREP #2 LLC
225 PARK BRIDGE PKY
ALPHARETTA GA 30005

HAIT HOLDINGS LLC
185 STOCKWOOD DR SUITE 100
WOODSTOCK GA 30188

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

MSYS TECHNOLOGIES LLC
270 PROSPECT PL
ALPHARETTA GA 30005

TRI MELLAS LLC
5975 SHILOH RD SUITE 101
ALPHARETTA GA 30005

SPECTRUM BUILDERS DSI LLC
P O BOX 4830
ALPHARETTA GA 30023-4830

ESCALANTE PROP LLC
1808 BALLYBUNION DR
DULUTH GA 30097

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

MAKE A DIFFERENCE MINISTRIES INC
4305 STATE BRIDGE RD # 103 223
ALPHARETTA GA 30022

TMT PARK BRIDGE INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

NEEL LLC
2056 SHAUDI LANE
ATLANTA GA 30345

DAMAR INVESTMENTS LLC
11539 PARK WOODS CIR # 603
ALPHARETTA GA 30005

DHA & ASSOCIATES LLC
11535 PARK WOODS CIR #A3
ALPHARETTA GA 30005

WEINBAUM MEREDITH D
320 PARK CREEK DR
ALPHARETTA GA 30005

LARA HOLDINGS INC
11539 PARK WOODS CIR UNIT 401 & 402
ALPHARETTA GA 30005

ESCALANTE PROP LLC
1808 BALLYBUNION DR
DULUTH GA 30097

SHAFIR LORA & SHAFIR PAVEL
330 PARK CREEK DR
ALPHARETTA GA 30005

JENEI R JONATHAN & SUSAN E
360 PARK CREEK DR
ALPHARETTA GA 30005-3772

OLD MILTON PROPERTIES LLC
4125 OLD MILTON PKWY
ALPHARETTA GA 30005-4443

RP ALPHARETTA LLC
445 BISHOP ST SUITE 200
ATLANTA GA 30318

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

MP-21-11/CU-21-15

FOR OFFICE USE ONLY

Case #: PHA210057

PH #: _____

☐ Property Taxes & Code Violations Verified

☒ Fee Paid Initial: jc

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." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted 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: Lele Wright

Telephone: 404-797-7127

Address: 44 Milton Ave

Suite: _____

City Alpharetta

State: GA

Zip: 30009

Fax: _____

Mobile Tel: 404-797-7127

Email: Reserve116Alpharetta@gmail.com

Subject Property Information:

Address: 4150 Old Milton Parkway, Suite 116

Current Zoning: CUP

District: _____ Section: _____ Land Lot: _____ Parcel ID: _____

Proposed Zoning: N/A

Current Use: UNOCCUPIED

This Application For (Check All That Apply):

☒ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☐ Other (Specify): _____

Letter of Intent
Reserve 116, LLC
(A Special Event Facility)

Reserve 116 LLC is an upscale special event facility/venue. Reserve 116 will focus on providing the city of Alpharetta with a venue to host upscale stylish events in the heart of Alpharetta, GA. Its breathtaking industrial exposed brick and cement walls and beams will be the premier destination for intimate weddings, birthday celebrations, bridal and baby showers, corporate events, corporate networking events, educational trainings and or seminars as well as fundraiser galas etc. The vision is to bring an industrial stylish modern venue with city vibes to the suburbs of Alpharetta, GA. Located in the heart of Alpharetta, GA minutes from downtown Alpharetta, 400 and the Avalon. The events held will be able to accommodate, between 50 to 150 guests. Reserve 116 will partner with other local catering and pastry companies that can provide the food and pastries for any event. This event facility will be 1960 sqft and located in The Shops at Old Milton located at 4150 Old Milton Parkway suite 116. The suite is located on the first floor. The current zoning at The Shops at Old Milton is appropriate for the requested use. It is being asked of the city that a conditional use permit be granted to facilitate the special event venue.

The clientele of Reserve 116 will be screened heavily to ensure that they are a fit for the vision of the venue. The target age range for the clientele is approximately 30 years old and up. Reserve 116 will provide our clients the 1960 square foot facility that is able to hold indoor events and will be able to accommodate events of 50-150 guests in size. Lele and or the hired event planner will be able to work with each client on every detail in order to plan the perfect event/occasion. Valet parking will be available for events to go over 60 guests. Reserve 116 will continue to be informed and updated with following the CDC guidelines to ensure and follow all necessary protocols to keep our clientele and employees safe.

Currently the space is unfinished and is a shell box. The design of the space will remain as open as possible to facilitate a multitude of different events. There will be two ADA bathrooms built, a small storage room as well as prep/office space. The events will take place in the open area of the event venue.

Below are some of the event type's that will be offered at Reserve 116 event venue. This list may not be inclusive of all event types given the various type of request that have yet to be discussed with future clientele. The preliminary list is as follow:

The following are the services Reserve 116 will be able to offer its clients:

- 1960 SF space
- Wedding Ceremony and reception flip option
- Beautiful double stair case atrium for photos
- Ample parking
- Recommendations for a catering, pastry, floral, and DJ services by an outside vendor
- Stylish and classy decor for any event
- An adequate supply of tables, chairs, and linens for any event
- A highly qualified and experienced team of event coordinators
- Designed sets for photo sessions, branding, family portraits, creating video content, product shots, fashion shots, commercial shots
- Educational workshops/seminars/trainings/speaking engagements
- Bar Mitzvah
- Milestone celebrations
- Dinners (galas, fundraisers, anniversaries)
- Book signings
- Art shows

Hours of operation are as follows:

Monday: 8am -5pm	corporate educational trainings, seminars, workshops/ meetings
Tuesday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Wednesday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Thursday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Friday 5pm-12am	Wedding ceremony/reception/milestone celebrations
Saturday: 6am-12 am	Mix use of events
Sunday: 7am-11 pm	Mix use of events

APPLICANT REQUEST AND INTENT

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

It is proposed that the property be utilized as an upscale Special Event Facility in the Shopping center.

Applicant's Request (Please itemize the proposal):

1. Conditional use for Special Event Facility.

-Suite 116

-Square footage 1960 sq ft

-Name of Business: Reserve 116

-The event facility will start out with 3 employees

-Please see attachment for how the business will operate.

-Hours of operation (please see attachment)

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

The proposal would allow the space to be used as an upscale event facility. This upscale facility would be the perfect home for weddings, mile stone celebrations, fundraising galas, corporate gatherings, Educational trainings and seminars as well as a great hub for other business meetings and events. The use of this space will help enhance the city of Alpharetta by providing the city with a unique multi purpose facility and a much needed event venue in the area.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: CHARAN KANTIPUDI NEEL, LLC Telephone: 404 274 1965
Address: 2056 SHAUDI LN Suite: _____
City: ATLANTA State: GA Zip: 30345

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 |

Property Owner's Authorized Applicant (if applicable):

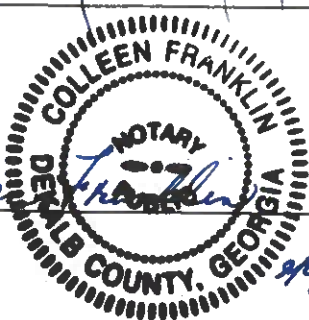
Name of Authorized Applicant: Lele Wright Telephone: 404-797-7127
Address: 44 Milton Ave Suite: _____
City: Alpharetta State: GA Zip: 30229

So Sworn and Attested:

Owner Signature: [Signature] Date: October 19, 2021

Notary:

Notary Signature: [Signature] Date: 10-19-2021



expires 12-17-2024 CF

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: **Lele Wright**

Subject Public Hearing Case: _____

Campaign Contribution Information:

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

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

Name of Official: **N/A** Position: **N/A**

Description of Contribution: **N/A** Value: **N/A**

Description of Contribution: **N/A** Value: **N/A**

Description of Contribution: **N/A** Value: **N/A**

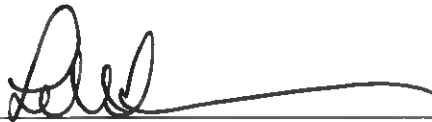
Description of Contribution: **N/A** Value: **N/A**

Description 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: _____

11/01/2021

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The proposal would allow for upscale events to take place thereby bringing hundreds of new customers to the property and the surrounding area in general.

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

The property is currently developed and is also zoned correctly. The zoning for this property would allow for its use as an event facility (venue).

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

The property is currently developed and is also zoned correctly.
The zoning for this property would allow for its use as an event facility (venue).

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

It is estimated that the property would bring approximately 1000-1500 people to Alpharetta monthly. Most of the population brought in by this business will not be during the peak business hours and or peak traffic times. The event facility will bring most traffic during after business hours and as well as during the weekends.

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

There would not be any impact to schools and utilities if the proposal were approved.

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

If the proposal were approved, this Mix use business will enhance the economic value of the city of Alpharetta by bringing in clientele that may not ordinarily visit the area. The event facility would help encourage those clients to shop locally and to utilize Alpharetta restaurants, hotels and other vendors in the city. This is especially fitting for the Alpharetta Comprehensive Plan since the plan mentions permitting mixed use business and increasing the economic growth in the area. Reserve 116, LLC will help provide economic growth in Alpharetta.

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

The property is currently a shell space and will be built out to suit the needs of this business. This is especially important since this is a unique business structure. The concept and design ideas for this space will be a perfect fit for the different aspects of this business.

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

CITIZEN PARTICIPATION FORM - PART A

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

Public Hearing or Project Name: Lele Wright

Contact Name: Lele Wright Telephone: 404-797-7127

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 Attachment

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.

B M T INVESTMENTS LLC
115 VILLAGE CENTRE W
WOODSTOCK GA 30188

ANOMACH INC
11539 PARK WOODS CIR STE 701
ALPHARETTA GA 30005-2413

GOKARE HOLDINGS LLC
11545 PARK WOODS CIR SUITE D
ALPHARETTA GA 30005

SOUTHTRUST BANK
P.O. BOX 2609
CARLSBAD CA 92018-2609

NORTHERN HOLDINGS LLC
11539 PARK WOODS CIR # 702
ALPHARETTA GA 30005

SCHNEIDER KIMBERLETA P
390 PARK CREEK DR
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P. O. BOX 27131
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5100 PEACHTREE IND BLVD STE 100
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MAKE A DIFFERENCE MINISTRIES INC
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ALPHARETTA GA 30022

ESCALANTE PROPERTIES LLC
1808 BALLYBUNION DR
DULUTH GA 30097

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TRAN VENTURES LLC THE
4305 STATE BRIDGE RD # 106
ALPHARETTA GA 30022

CEDAR SIDE PROP LLC
4550 WEATHERVANE DR
ALPHARETTA GA 30022

ALVARO AGUDELO AGENCY LLC
11539 PARK WOODS CIR SUITE 601
ALPHARETTA GA 30005

AJY GEORGE S & KIMBERLY A B
340 PARK CREEK DR
ALPHARETTA GA 30005

KURUP KAILAS & VENUGOPAL GEETHU
370 PARK CREEK DR
ALPHARETTA GA 30005

LARA HOLDINGS INC
11539 PARK WOODS CIR UNIT 401 & 402
ALPHARETTA GA 30005

NGUYEN LANIE & ANH NGOC
310 PARK CREEK DR
ALPHARETTA GA 30005

D & C REAL ESTATE LLC
1045 LEADENHALL ST
ALPHARETTA GA 30022

MYGENOMICS LLC
11535 PARK WOODS CIR SUITE E
ALPHARETTA GA 30005

WU LETING & YING XIAOWEI
350 PARK CREEK DR
ALPHARETTA GA 30022

RP ALPHARETTA LLC
445 BISHOP ST SUITE 200
ATLANTA GA 30318

IDENTITY REALITY LLC
9754 TALISMAN DR
ALPHARETTA GA 30022

VIDHATHRI LLC
8045 BROOKWOOD WAY
CUMMING GA 30041-8348

MAZER COREY J
4165 OLD MILTON PKWY STE 270
ALPHARETTA GA 30005-4479

ANGEL ASSOCIATES LLC
11539 PARK WOODS CIR STE 602
ALPHARETTA GA 30005

LAND SELLUTIONS INC
P O BOX 2458
ALPHARETTA GA 30023-2458

WEALTH MIGRATE MEDICAL 3 HOLDINGS
LLC
1760 PEACHTREE ST NW STE 100
ATLANTA GA 30309

ATLANTA HOSPITALITY LLC
11539 PARK WOODS CIR # 201
ALPHARETTA GA 30005

DHA & ASSOCIATES LLC
11535 PARK WOODS CIR #A3
ALPHARETTA GA 30005

MICHAEL LAST REVOCABLE TRUST THE
210 AUTUMN SAGE DR
ALPHARETTA GA 30005

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

LAND SELLUTIONS INC
5675 MILLWICK DR
ALPHARETTA GA 30005

SWARANG PROPERTIES LLC
515 STONEBURY DR
ALPHARETTA GA 30005

PEACHTREE PARK PREP #2 LLC
225 PARK BRIDGE PKY
ALPHARETTA GA 30005

HAIT HOLDINGS LLC
185 STOCKWOOD DR SUITE 100
WOODSTOCK GA 30188

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

MSYS TECHNOLOGIES LLC
270 PROSPECT PL
ALPHARETTA GA 30005

TRI MELLAS LLC
5975 SHILOH RD SUITE 101
ALPHARETTA GA 30005

SPECTRUM BUILDERS DSI LLC
P O BOX 4830
ALPHARETTA GA 30023-4830

ESCALANTE PROP LLC
1808 BALLYBUNION DR
DULUTH GA 30097

BNH LLC
930 BROOKLINE WAY
ALPHARETTA GA 30022

MAKE A DIFFERENCE MINISTRIES INC
4305 STATE BRIDGE RD # 103 223
ALPHARETTA GA 30022

TMT PARK BRIDGE INC
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305-1512

NEEL LLC
2056 SHAUDI LANE
ATLANTA GA 30345

DAMAR INVESTMENTS LLC
11539 PARK WOODS CIR # 603
ALPHARETTA GA 30005

DHA & ASSOCIATES LLC
11535 PARK WOODS CIR #A3
ALPHARETTA GA 30005

WEINBAUM MEREDITH D
320 PARK CREEK DR
ALPHARETTA GA 30005

LARA HOLDINGS INC
11539 PARK WOODS CIR UNIT 401 & 402
ALPHARETTA GA 30005

ESCALANTE PROP LLC
1808 BALLYBUNION DR
DULUTH GA 30097

SHAFIR LORA & SHAFIR PAVEL
330 PARK CREEK DR
ALPHARETTA GA 30005

JENEI R JONATHAN & SUSAN E
360 PARK CREEK DR
ALPHARETTA GA 30005-3772

OLD MILTON PROPERTIES LLC
4125 OLD MILTON PKWY
ALPHARETTA GA 30005-4443

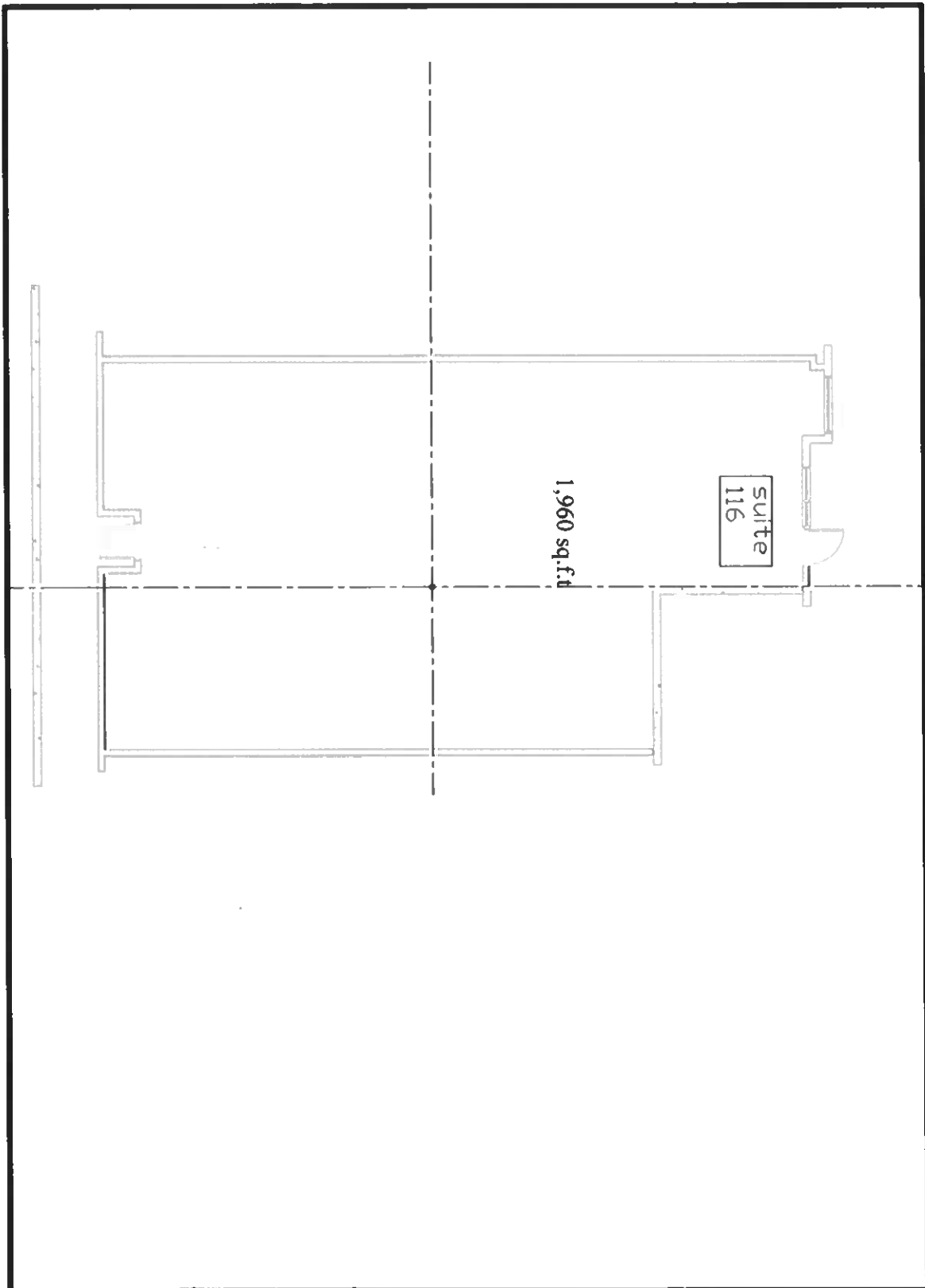
RP ALPHARETTA LLC
445 BISHOP ST SUITE 200
ATLANTA GA 30318

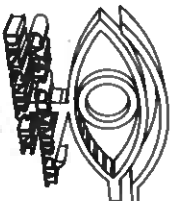
Hourly Distribution of Entering and Exiting Vehicle Trips by Land Use

Source: ITE *Trip Generation Manual* , 10th Edition

Land Use Code 495
Land Use Recreational Community Center
Setting General Urban/Suburban
Time Period Weekday
Trip Type Vehicle
Data Sites 17

Time	% of 24-Hour Traffic	
	Entering	Exiting
12-1 AM	0.5	2.1
1-2 AM	0.3	1.5
2-3 AM	0.3	1.1
3-4 AM	0.4	0.7
4-5 AM	1.3	0.3
5-6 AM	3.1	0.1
6-7 AM	16.8	2.6
7-8 AM	13.8	3.2
8-9 AM	5.7	2.7
9-10 AM	3.6	2.9
10-11 AM	3.3	2.8
11-12 PM	6.2	4.7
12-1 PM	8.9	6.1
1-2 PM	6.8	7.0
2-3 PM	5.1	6.9
3-4 PM	9.7	20.7
4-5 PM	3.6	11.6
5-6 PM	2.7	9.5
6-7 PM	1.2	2.4
7-8 PM	1.1	1.6
8-9 PM	1.0	1.6
9-10 PM	1.3	1.9
10-11 PM	1.8	2.5
11-12 AM	1.3	3.3



		SHEET TITLE	
		Suite 116	
		PROJECT	
		OLD MILTON - LANDLORD'S	
REF: PROJECT NO: 2014-08 DATE: CAD DWG FILE: A-102 FLOOR DRAWN BY:  CHECKED BY: 		DRAWING	
		A-102	

Reserve 116

Event Venue, Alpharetta, GA
Business plan

- 1. Executive summary**
- 2. Company overview**
- 3. Industry Analysis**
- 4. Customer analysis**
- 5. Competitive analysis**
- 6. Marketing plan**
- 7. Operations plan**
- 8. Management team**

Executive summary

Business Overview

Welcome to the neighborhoods newest event and creative space.

Reserve 116 will be an event venue that will hold stylish events in the heart of Alpharetta, GA. Its breathtaking industrial exposed brick and cement walls and beams will be the premier destination for intimate weddings, birthday parties, bridal and baby showers, corporate events, and fundraiser events etc. The vision is to bring an industrial stylish modern venue with city vibes to the suburbs of Alpharetta. Located in the heart of Alpharetta, GA minutes from downtown Alpharetta, 400 and the Avalon. The events held will be able to accommodate between 50 to 150 guests. Reserve 116 will partner with other local catering and pastry companies that can provide the food and pastries for any event. Reserve 116 will also work with clients in allowing them to bring in their own preferred caterers and vendors if desired with additional refundable security deposit and agreement.

Reserve 116 can also be used as the backdrop for your next photo shoot, helping you capture beautiful memories with your family and or create the content your business needs. Reserve 116 will provide set designs for content creators and social media influencers as well as family photography sessions.

Owned by Lele and Montaya Wright, a husband and wife team that have business and event planning experience of over 15 years, will ensure the success of Reserve 116. They will employ a team of three highly qualified and trained event planners and interns (Lele will start providing in house planning initially) and will partner with the most sought-after and highly recommended catering and pastry companies, florists, and Dj's that will make any event memorable and unique. The couple will also have tables/chairs and linens available for rent in house but will also work with local rental companies for items they may not offer in house.

Company overview

What is Reserve 116?

Reserve 116 is an Event Venue that will be a 1960 square foot facility that is able to hold indoor events and will be able to accommodate events of up to 50-150 guests in size. Lele and or the hired event planner will be able to work with each client on every detail in order to plan the perfect event/occasion.

Service Offering:

The following are the services Reserve 116 will be able to offer its clients:

- 1960 SF space
- Ceremony and reception flip option
- Beautiful double stair case atrium for photos
- Ample parking
- Recommendations for a catering, pastry, floral, and DJ services by an outside vendor
- Stylish and classy decor for any event
- An adequate supply of tables, chairs, and linens for any event
- A highly qualified and experienced team of event coordinators
- Designed sets for photo sessions, branding, family portraits, creating video content, product shots, fashion shots, commercial shots

Industry Analysis

The Event Venue industry will increase to over \$67 billion in the next five years. Industry growth will be driven by the following factors:

Per capita disposable income– Household disposable income, which is affected by changes in interest rates, wages, taxes and employment, can influence demand for and expenditure within the industry. Per capita disposable income is expected to increase over the next five years, which presents an opportunity for the industry.

Corporate profit is a useful indicator of industry success, as large companies often hold events. Moreover, companies with higher advertising budgets are likely to sponsor and advertise at events. As corporate profit rises, so does corporate spending on industry services. Corporate profit is expected to increase.

Number of adults aged 20 to 64– Adults aged 20 to 64 represent the largest market for industry operators because they are the most likely to host and attend events. As a result, demand for industry services is linked to the number of adults within this age bracket. The number of adults aged 20 to 64 is anticipated to rise, representing a potential opportunity for the industry.

Although the Pandemic has affected private venues and public events, Venues are now opening back up with strict COVID-19 protocols. Reserve 116 will have designated team of staff to full-time cleaning duty in order to provide a healthy and clean environment for its clients. Wedding and celebrations that were canceled and or postponed have now begun to book. Venues are now starting to see the light at the end of the tunnel. Reserve 116 will adapt to the new way of hosting events and will continue to bring in clients by being innovative and adding services that can bring in clients in a variety of ways.

Customer Analysis

Reserve 116 Event Venue will be targeting customers in the Alpharetta and surrounding areas. The list of customers will be small and medium size companies, and families in the area that require family events. They will be targeting young couples who are newly engaged, expecting parents that need a baby shower venue, parents that are planning their children's Birthday parties from toddler to Sweet 16 parties, bar mitzvah's, older couples that are celebrating milestone anniversaries. A lot of their clients will overlap, as some will be holding corporate events and will also require a family event, and vice versa. Reserve 116 will also focus on small business owners looking to expand their brand, content creators and social media influencers as well as individuals and families looking for a space for photography sessions.

Competitive Analysis

Direct and Indirect Competitors

Reserve 116 Event Venue will face competition from other businesses with a similar business profile. A summary of the competitors is below.

Next to Pure

Full service events space for graduations, parties, corporate events, rehearsals dinners. It is the sister company to the restaurant PURE which is right next door.

Metropolitan club

Full service events space for corporate functions, wedding, fundraiser etc. Can accommodate up to 400 guests for seated event and up to 800 for a standing cocktail reception.

The Avalon Hotel

The Avalon hotel offers views, location, and amenities for the client and their guests. It is a first-class, luxury hotel facility decorated with beautiful style architecture located in Alpharetta, GA not far from downtown. The venue includes panoramic views of shops and restaurants at the Avalon. It has 35,139 sq ft total event space, which includes 14 event rooms.

Other near by hotels with venue includes Atlanta Marriot and the Hilton hotel.

Competitive Advantage

Reserve 116 will be able to offer the following competitive advantages over their competition:

- Amazing and breathtaking atmosphere that includes chic industrial city vibes.
- Include a one-stop shop from venue to décor and planner in house.
- Cost effective vs. the Price of the large commercial hotel expense.
- A dedicated team of highly qualified and customer-service oriented event planners
- Partnerships with the most highly-sought after caterers, florists, and dj's that have a proven reliability and track record of servicing all types of events
- Reserve 116 will not have a restricted list of only preferred vendors. It will allow outside vendors and caterers, as the competitors will only use preferred.
- Reserve 116 will not have a food and beverage minimum as the competitors require one.
- Reserve 116 will be a boutique style event venue that will pay close attention to each detail of the clients needs and wants in order to provide an unforgettable and cost effective event and experience for its client

Success Factors

Reserve 116 Event venue will be able to achieve success by offering the following competitive advantages:

- Amazing and breathtaking atmosphere that includes stylish backdrops and décor, by providing a one stop shop for any special occasion
- Ceremony and reception option with a gorgeous elegant double staircase atrium for photography backdrop
- A dedicated team of highly qualified and customer-service oriented event in house planners

- Partnerships with the most highly-sought after caterers, florists, and dj's that have a proven reliability and track record of servicing all types of events
- Prices and accommodations you will not find in the area
- Providing a stylish backdrop for content creators to help expand their brand
- Allowing outside vendors preferred by clients

Marketing Plan

Brand & Value Proposition

Reserve 116 Event Venue will offer the unique value proposition to its clientele:

- Elegant and classy space and areas to be able to accommodate all types of events
- A dedicated team of highly qualified and customer-service oriented event planners/decorators
- In-house décor rental
- Partnerships with the most highly sought after catering and pastry companies, florists, photographers and dj's that have proven reliability and a track record of servicing all types of events.

Promotions Strategy

The promotions strategy for Reserve 116 is as follows:

Bridal Shows & Festivals

Lele and her team of event planners will attend all local bridal shows and festivals that are held annually in Georgia. The Atlanta Bridal shows and Expos are held throughout the year. The Georgia bridal show is also held annually in November and the Bridal Festival are throughout the year as well. Reserve 116 will register and will have an elegantly decorated table at the shows completed with brochures that include attractive photography, venue information, and business cards. The table will be decorated with floral samples and photographs of attractive wedding set-ups and decor. Swag bags with Reserve 116 promotional products and contact info will be handed out to potential clients and vendors.

Corporate Trade Shows

Lele and her team of event planners will also attend local trade shows/expos that promote venue options and industry events. Here, Lele and the event planners will have a table and the decor will be geared towards having a holiday party or corporate gala. They will have photos of venue options and brochures with information and business cards.

Publications

Reserve 116 will invest in large advertisements in local magazines that are geared towards weddings or corporate industry news. The advertisements will have professional photography that showcases the beautiful venue and the photos will be geared towards whichever publication it will go into. Contact information will be included in the advertisements.

Social Media

Reserve 116 will also create a Facebook, Instagram and tik tok business accounts. They will include numerous postings of beautiful photographs/videos of events held at the venue. They'll also ask the client to post photos of their event and tag Reserve 116 as well as use the hashtag #reservedjustforyou. This will increase visibility and followers of the accounts. Lele will utilize Instagram to run promotional ads in order to reach more people as well as gain more followers. Reserve 116 will partner with Alpharetta influencers who have large social media followings and allow them to use space for content in return for promoting the venue on their page. R116 will also host style shoots with local magazines in order to gain exposure of the venue from the publications.

Pricing

The pricing of Reserve 116 Event Venue will be moderate and on par with competitors so customers feel they receive value when booking their event. R116 will also run specials upon opening in order to help build rapport with the community.

Operations plan

Reserve 116 will have the following operations plan.

Operation Functions:

- Montaya Wright, Co-owner, will handle all business filings, accounting, tax payments, payroll, and permit and license obligations.
- Lele Wright, Co-owner, will be the lead event planner/decorator and oversee the team of event planners. She will also manage decor inventory, guest relations, and the social media accounts. She will also oversee and manage the participation of the bridal and event trade shows.
- Montaya & Lele will start off with a 3-person team of highly qualified event planners that will report directly to Lele. They will be in charge of taking incoming client calls, visits, and handling all aspects of the event with a client they are assigned to. The event planners will be paid based on the number of events they schedule and the size/type of event they are in charge of.
- A 3-4 person janitorial crew that will be in charge of all cleaning requirements, which will be included in booking pricing.

- Reserve 116 will outsource all catering, pastry, bar, floral, and music requirements so they are paid directly by the client and will not be on Reserve 116 payroll or management.

Milestones:

Reserve 116 will have the following milestones complete in the next five months.

09/18/2021 – Begin marketing campaign for social media and participate in the bridal shows and festivals with “Coming Soon” advertisements in order to build buzz and clientele.

10/01/2021 – Finalize lease agreement for event venue location

10/15/2021 – Begin build out plan and design of leased space

11/01/2021 – Submit Public Hearing Application with The City Of Alpharetta

11/05/2021- Send out letters to surrounding area business

01/25/2022- Public hearing

Reserve 116 Event Venue is working on achieving the following milestones:

- Register Reserve 116, LLC as a limited liability company registered to do business in the state of GA.
- Obtained the necessary business permits to operate a venue in Alpharetta, Georgia.
- Sign a Letter of Intent/lease for the event venue for a total of 1960 square feet.

As of date Reserved 116 has achieved the following milestones:

- Partnered with three trusted and reputable catering and pastry companies that are able to receive recommendations from Reserve 116 to be able to provide catering for the events.
- Partnered with three trusted and reputable florists that are able to provide floral services for the clients.
- Partnered with three trusted and reputable DJ companies that are able to provide DJ services for the clients.

- Partnered with reputable photographers that are able to provide services for clients as well as use venue space for their own needs and services.
- Began preliminary discussions with interior designer to design and help construct the desired event venue.
- Have obtained name of venue, logo, secured social media accounts

Management Team

Reserve 116 will be owned and operated by Lele and Montaya Wright. Montaya has 18 years of experience as an entrepreneur. He has owned and operated his own successful business for many years. He will be in charge of all accounting, tax and business filings, permitting, and payroll. Lele Wright has fifteen years experience as a certified event planner as well as a small business owner and has gained numerous recommendations over the years serving clients in the ATL and surrounding areas. Her event expertise and customer service skills make her a well-known and highly recommended local event planner. She also holds a master's degree in business management and a BS in marketing and advertising design.

Over the years, Lele and Montaya have attended numerous corporate galas, non-profit fundraiser galas, weddings and other events. They took notice of the key components required in order to have a highly sought after event venue.

Lele and Montaya finally found the perfect space to open their event venue that provides the entire required ambience for a memorable event. With Lele's event coordinator experience and Montaya's financial background and being able to manage a successful business, make them a perfect pair to own an event venue.

Callum, Alexandra

From: Woodman, Michael
Sent: Monday, December 6, 2021 1:31 PM
To: LELE WRIGHT
Cc: Callum, Alexandra
Subject: RE: Lele wright

Good afternoon, Lele. I hope you're doing well.

I wanted to pass along comments from the Fire Marshal (see below). I wanted you to be aware that the size of the space will likely not allow the max. capacity (150 people) that you indicate in your application. Based on this information you may consider reducing the max. capacity of the event venue as I believe it helps with approval of the conditional use. I discussed this with the Fire Marshal and he recommended that you look at a max. capacity closer to 100 people. He cannot make a final determination until he has a floor plan showing egress (entrance/exit) and total space for event venue minus any office space, storage space or restroom space.

Phillip Seabolt, Fire Marshal:

"If approved must meet all applicable building codes including 2010 ADA Standard. Applicant projects 50-150 people. Based on the information provided by the applicant the occupant load for less concentrated use without fixed seating would be 130 max. That number could decrease depending on the egress capacity. That number would also decrease when restrooms and offices are built inside the suite."

Please let me know how you would like to proceed.

Thank you,

Michael A. Woodman, AICP
Senior Planner

City of Alpharetta
Community Development Department
2 Park Plaza
Alpharetta, Georgia 30009
(678) 297-6072
www.alpharetta.ga.us

-----Original Message-----

From: LELE WRIGHT <lelewright@gmail.com>
Sent: Wednesday, November 03, 2021 1:23 PM
To: Woodman, Michael <mwoodman@alpharetta.ga.us>
Subject: Lele wright

CAUTION: This email originated from outside the City. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Callum, Alexandra

From: Woodman, Michael
Sent: Tuesday, December 7, 2021 2:04 PM
To: LELE WRIGHT
Cc: Callum, Alexandra
Subject: RE: Lele wright

Thank you, Lele. We will make that update to your application.

Michael A. Woodman, AICP
Senior Planner

City of Alpharetta
Community Development Department
2 Park Plaza
Alpharetta, Georgia 30009
(678) 297-6072
www.alpharetta.ga.us



From: LELE WRIGHT <lelewright@gmail.com>
Sent: Tuesday, December 07, 2021 1:54 PM
To: Woodman, Michael <mwoodman@alpharetta.ga.us>
Subject: Re: Lele wright

CAUTION: This email originated from outside the City. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Michael,

Thank you so much for letting me know.

Based on this information you just shared with me I have no problem with reducing the max. capacity of the event venue to 100.

Thank you so much

Lele wright

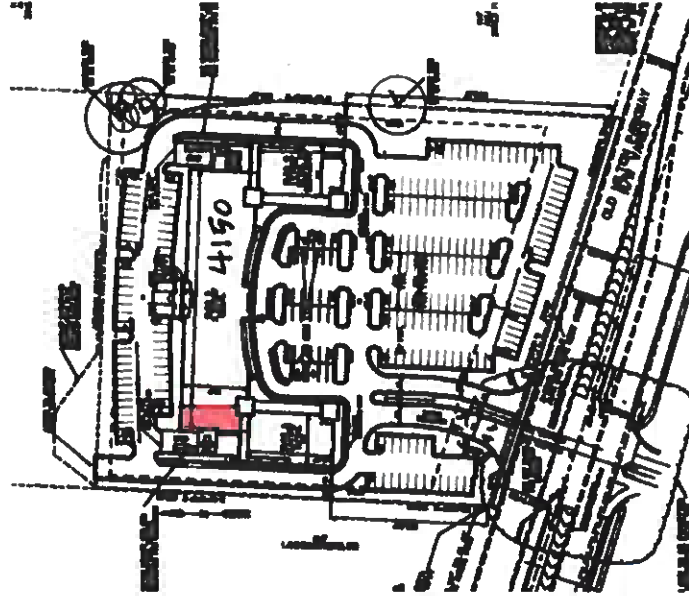
CU-21-15 Reserve 116 Event Venue/4150 Old Milton Parkway

The following are the services Reserve 116 will be able to offer its clients

- 1960 SF space
- Wedding Ceremony and reception flip option
- Beautiful double stair case atrium for photos
- Ample parking
- Recommendations for a catering, pastry, floral, and DJ services by an outside vendor
- Stylish and classy decor for any event
- An adequate supply of tables, chairs, and linens for any event
- A highly qualified and experienced team of event coordinators
- Designed sets for photo sessions, branding, family portraits, creating video content, product shots, fashion shots, commercial shots
- Educational workshops seminars trainings speaking engagements
- Bar Mitzvah
- Milestone celebrations
- Dinners (gala, fundraisers, anniversaries)
- Book signings
- Art shows

Hours of operation are as follows:

Monday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Tuesday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Wednesday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Thursday: 8am-5pm	corporate educational trainings, seminars, workshops/ meetings
Friday: 5pm-12am	Wedding ceremony/reception milestone celebrations
Saturday: 6am-12 am	Mix use of events
Sunday: 7am-11 pm	Mix use of events



ALPHARETTA CITY COUNCIL

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD MITCHELL

COUNCIL MEMBERS

JASON BINDER
BRIAN BURNETT
JOHN HINES
DARI MERKEL
KAREN RICHARD



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: PH-21-21 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – MONUMENT SIGN TENANT PANELS

CITY COUNCIL:

JANUARY 18, 2022

This item was considered at the 1/6/2022 Planning Commission meeting. There was one (1) public comment from a sign company professional stating that four (4) tenant panels may be too few, but twelve (12) may be too many. Some of the Planning Commissioners expressed a desire that Staff further research the topic to recommend if a change to the number of tenant panels is needed. After discussion, Planning Commission recommended to deny. Vote 6-0

II. RECOMMENDATION:

Deny request for Unified Development Code text amendments related to monument sign tenant panels in shopping centers.

III. REPORT IN BRIEF:

The applicant, Atlanta Signs, is requesting consideration of text amendments to Unified Development Code (UDC) Section 2.6 Sign Code, to amend the maximum allowable tenant panels allowed on a monument sign in a shopping center. The current regulation allows up to four (4) tenant panels on a monument sign in shopping centers. The applicant proposes allowing up to twelve (12) tenant panels on a monument sign.

DISCUSSION

The submitted request, if approved, would allow for monument sign tenant panels equal to the number of tenants in a shopping center up to a maximum of twelve (12) tenant panels. The City's current regulations limits the number of tenant panels on a monument sign in a shopping center to no more than four (4).

The applicant proposes the following amendments to Unified Development Code (UDC), Section 2.6 Sign Code, related to monument sign tenant panels in a shopping center:

2.6.12 Requirements for non-residential zoning districts.

- A. Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).
 - 1. Primary Free-standing Sign (Monument Sign). One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to ~~four (4) tenant panels~~ twelve (12) tenant spaces or less, limited to the number of leasable tenant spaces up to a maximum of twelve (12) actual tenant space, which shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.
- B. Signs Permitted in Shopping Centers (more than 50,000 sq. ft. enclosed leasable space).
 - 1. Primary Free-standing Signs (Monument Signs).
 - a. The maximum number of primary monument signs permitted in a shopping center is as follows:

Size of Center (enclosed leasable space)	Total Number of Signs	<u>Total Number of Tenant Panels</u>
50,000 sq. ft. to 150,000 sq. ft.	2	<u>24 or less, up to 12 each</u>
Over 150,000 sq. ft. to 200,000 sq. ft.	3	<u>36 or less, up to 12 each</u>
Over 200,000 sq. ft.	4	<u>48 or less, up to 12 each</u>

- b. The monument sign may have ~~up to four (4)~~ tenant panels, which shall be calculated as part of the copy area.
 - c. No such sign shall be located within twenty (20) ft. of the public right-of-way of the street which affords the principal means of access to the shopping center. The sight distance of each sign shall conform to City standards, and evidence of conformity shall be provided to the Director.
 - d. The maximum height of any such sign shall be ten (10) ft. and the maximum area permitted for any such sign is as follows:

Height	Area of Sign	Copy Area
10 feet or less	420 sq. ft.	78 sq. ft.

The applicant states that the UDC text amendments are needed to accurately convey businesses and services to the public, avoid consumer confusion in locating businesses and to not damage businesses and property owners by limiting advertising.

Staff believes the applicant's proposed change could be a public safety issue as the overall monument sign area of 42 square feet would not change. This would lead to smaller tenant panels that are less discernable to motorists. In addition, vehicle navigation is more commonly used to locate businesses that are unfamiliar to the customer.

Staff looked at sign code regulations in surrounding and nearby jurisdictions, as it relates to monument signs in shopping centers. Most jurisdictions do not specifically address tenant panels and do not limit tenant panels to a maximum number. However, except for the City of Milton, the other jurisdictions that were looked at allow monument signs that are greater in sign area and mostly greater in height than Alpharetta's sign regulations.

Monument Sign Regulations – Surrounding and Nearby Jurisdictions

Jurisdiction	Tenant Panels	Height	Sign Area
City of Roswell	Unlimited	Up to 12'	Up to 96 SF, 6 or more tenant panels
City of Johns Creek	Unlimited	Up to 8'	Up to 64 SF, tenant panels can be measured separately
City of Milton	Not addressed	Up to 6'	32 SF
City of Sandy Springs	Not addressed	Up to 8'	Up to 64 SF
City of Woodstock	Not addressed	Up to 12'	Up to 120 SF
City of Chamblee	Not addressed	Up to 8'	Up to 64 SF
City of Tucker	Not addressed	Up to 20'	Up to 270 SF

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on December 8, 2021. There was one (1) public comment asking about the number of proposed tenant sign panels.

IV. ATTACHMENTS:

- Ordinance



COMMUNITY DEVELOPMENT
COMMUNITY ZONING INFORMATION MEETING
DECEMBER 08, 2021
ZOOM
6:00 PM

- I. Staff Present
 - a. Michael Woodman
 - b. Ben Kern
 - c. Alex Callum
- II. Reserve 116- 4150 Old Milton Parkway
 - a. Applicant Presentation: Lele Wright
 - i. 1960 sq ft space
 - ii. The site would be used for weddings, workshops, and birthday parties.
 - b. There were no public comments or questions for this item.
- III. Atlanta Signs
 - a. Applicant Presentation: Dave West
 - i. The applicant is requesting for tenant panel signs be allowed more than four spaces.
 - b. Public Comments:
 - i. How many spaces is the applicant requesting? The applicant confirmed twelve.
- IV. Wellstar Sign Exception- 2450 Old Milton Parkway
 - a. Applicant Presentation: Mark Drye
 - i. Rebranding process for Wellstar- the signage needs to be updated
 - ii. There would be an urgent care signage along Old Milton
 - iii. The applicant is reducing the number of signs and relocating them to be more visible
 - b. Public Comments:
 - i. This is a great strategy and big improvement.
- V. Continuum- 5555 Windward Parkway
 - a. Applicant Presentation: Julie Sellers
 - i. It is currently an office park.
 - ii. Mostly hidden
 - iii. It's consistent with the city's vision
 - iv. Amenity space of 3 acres
 - v. Pedestrian friendly
 - b. Public Comments:
 - i. Is parking paid or free? The applicant confirmed that the decision had not yet been finalized.
 - ii. Can you show where the parking will be?
 - iii. How is traffic not affected by this?
- VI. Chat comments for this CZIM:

From greer laptop : the second speaker asked to be allowed to have more than 4 vendors on the sign. But how many is he asking to be allowed on the sign?

From Michael Woodman : i will get to your question once we finish the wellstar item

From greer laptop : no. thank you.

From greer laptop : the newspaper article mentioned a proposed 488 apartments. It also stated this

mixed use plan would not impact traffic. How can that be when you are adding an insane number of apartments/condos, etc? The current mixed use plan in downtown Alpharetta has made the traffic downtown a total mess. I don't see the difference between that and this proposal.

From william robichaud william.robichaud@hpe.com : Can you point out where the parking would be located for the current office buildings at the site today. Where on the block plan is parking represented

From Tim's Galaxy S10+ : C is currently a loading dock area. will that be retained is that is a parking deck?

From Tim's Galaxy S10+ : thank you

The CZIM meeting ended at 6:29 p.m.



PUBLIC HEARING APPLICATION FORMS AND REQUIREMENTS

UPDATED: JUNE 25, 2021

Sign Ordinance Text Change Request

January 18, 2022

Atlanta Signs on Demand
Dave West
5017 Gunners Run NE
Roswell, GA 30075

770-875-9715
Sales@AtlantaSigns.Net

DEPARTMENT OF COMMUNITY DEVELOPMENT

2 PARK PLAZA
ALPHARETTA, GA 30009
WWW.ALPHARETTA.GA.US

TEL: 678.297.6070
FAX: 678.297.6071

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #:

PH #:

Property Taxes & Code Violations Verified

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." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted 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: Dave West

Telephone: 770-875-9715

Address: 5017 Gunners Run NE

Suite: _____

City: Roswell,

State: GA

Zip: 30075

Fax: _____

Mobile Tel: 770-875-9715

Email: Sales@AtlantaSigns.Net

Subject Property Information: Kimball Crossing

Address: 4620 Kimball Bridge Rd., Alpharetta, GA 30022

Current Zoning: _____

District: _____

Section: _____

Land Lot: _____

Parcel ID: 11 035001570277

Proposed Zoning: _____

Current Use: Retail Strip Shopping Center

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☒ Other (Specify): Code Text Change (sign ordinance)

APPLICANT REQUEST AND INTENT

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

N/A

Applicant's Request (Please itemize the proposal):

This Text Change Request Pertains to Strip Shopping Centers with less than 50,000 sq. ft. of enclosed leasable space only.

The current Sign Ordinance limits Shopping Strip Centers to only four (4) Tenant Panels within the monument used to represent Tenants who provide products and services within the Shopping Strip Centers with less than 50,000 sq. ft. of leasable space.

This request is to propose an increase in the number of allowable Tenant Panels for Shopping Strip Center - Monument Signs. The increase should be consistent with the property capacity or number of allowable Tenants specified in the approved building plans for construction of the commercial building / Shopping Strip Center.

Most Shopping Strip Centers with less than 50,000 sq. ft. have more than four (4) Tenants and this restriction is misleading and confusing for motorists as they approach the property. Preventing retailers from being represented on the roadside sign is harmful to locally owned small businesses and consequently, the Property Owner.

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

Sign Ordinance / Code Text Change

Increasing the number of allowable Tenant Panels to be consistent with the number of businesses operating in the Shopping Strip Centers, would provide more accurate information by conveying what businesses and services are available to the public within these smaller Shopping Strip Centers (at a glance).

Small retail businesses operating within these smaller Shopping Strip Centers need this roadside representation to increase public awareness of their existence. This exposure is essential to the growth of small, locally owned and operated retailers most often located in these centers.

If a consumer anticipates a business location through the aid of Google Maps, for example, and they do not see the business on the Shopping Center Monument, this is confusing and this would cause a motorist to hesitate or bypass the Center. Motorists assume small businesses in a Shopping Strip Center would be publicized on the primary landmark used for that purpose.

Text Change Request Regarding Number of Tenant Panels in Shopping Strip Centers:

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.12 Requirements for non-residential zoning districts.

A. Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).

1. Primary Free-standing Sign (Monument Sign). One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to four ~~(4)~~ tenant panels, which shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.

Proposed Text Change:

Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).)

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.12 Requirements for non-residential zoning districts.

A. Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).

1. Primary Free-standing Sign (Monument Sign). One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to **twelve (12) tenant panels**, which shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.

Note: The proposed maximum number of twelve (12) tenant panels is based on several factors:

1. No more than twelve (12) Tenant Panels can fit within the maximum allowable copy area.
2. The allowable copy area of 42 sq ft can effectively facilitate up to twelve (12) Tenant Panels.
3. The allowable copy area of 32 sq ft can effectively facilitate up to eight (8) Tenant Panels.
4. Shopping Strip Centers (less than 50,000 sq. ft.) will often have no more than twelve tenants, however.
5. The number of Tenant Spaces in the center would dictate the number of Tenant Panels up to twelve (12). For example; if a Shopping Strip Center has six (6) Tenant Spaces, there would only be six (6) tenant panels.

Note: Small Shopping Strip Centers with more than twelve (12) Tenants, should be allowed proportionately larger copy area, based on tenant panel size calculations.

Shopping Strip Centers more than 50,000 sq. ft. of enclosed leasable space are not included in this request and are omitted with no relevance to the intent of this proposed text change.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Saruhan Capin "4109 LLC" Telephone: 212-633-9985
Address: 36 Maple Place Suite: 303
City: Manhasset State: NY Zip: 11030

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 |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Dave West / Atlanta Signs on Demand Telephone: 770-875-9715
Address: 5017 Gunners Run NE Suite: _____
City: Roswell State: GA Zip: 30075 - 1500

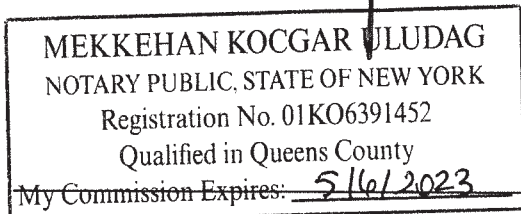
So Sworn and Attested:

Owner Signature: _____

Date: 1/18/22

Notary:

Notary Signature: _____



[Handwritten Signature]

Date: 01/18/2022

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: William David West

Subject Public Hearing Case: PHA 210055

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: _____

Description of Contribution: _____ Value: 0.00

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: January 18, 2022



PUBLIC HEARING APPLICATION FORMS AND REQUIREMENTS

UPDATED: JUNE 25, 2021

Sign Ordinance Code Text Changes Request

November 1, 2021

Atlanta Signs on Demand
Dave West
5017 Gunners Run NE
Roswell, GA 30075

770-875-9715
Sales@AtlantaSigns.Net

DEPARTMENT OF COMMUNITY DEVELOPMENT

2 PARK PLAZA
ALPHARETTA, GA 30009
WWW.ALPHARETTA.GA.US

TEL: 678.297.6070
FAX: 678.297.6071

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #:

PH #:

Property Taxes & Code Violations Verified

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." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted 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: Dave West

Telephone: 770-875-9715

Address: 5017 Gunners Run NE

Suite: _____

City: Roswell,

State: GA

Zip: 30075

Fax: _____

Mobile Tel: 770-875-9715

Email: Sales@AtlantaSigns.Net

Subject Property Information:

Address: N/A

Current Zoning: _____

District: _____

Section: _____

Land Lot: _____

Parcel ID: _____

Proposed Zoning: _____

Current Use: _____

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☒ Other (Specify): Code Text Change (sign ordinance)

APPLICANT REQUEST AND INTENT

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

N/A

Applicant's Request (Please itemize the proposal):

Sign Ordinance / Code Text Change

The current Sign Ordinance limits Shopping Strip Centers to only four (4) Tenant Panels within the monument used to represent Tenants who provide products and services within the Center.

This request is to propose an increase in the number of allowable Tenant Panels for Shopping Strip - Property Monument Signs. The increase should be consistent with the property capacity or number of allowable Tenants specified in the approved building plans for construction of the commercial building / Shopping Strip Center.

Most Shopping Strip Centers have more than four (4) Tenants and this restriction is misleading and confusing to consumers / motorists as they approach the property. Furthermore, this is damaging to the Business Owner and also the Property Owner.

See next page for proposed text

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

Sign Ordinance / Code Text Change

Increasing the number of allowable Tenant Panels to be consistent with the number of businesses operating in the Shopping Strip Centers, on the Monument Sign Structure, would provide consistency and would accurately convey what businesses and services are available to the public within the Shopping Center (at a glance).

All small businesses operating within a commercial shopping center need this representation to increase public awareness and growth provided by this exposure to potential new consumers to their business.

If a consumer anticipates a business location through the aid of Google Maps for example and they do not see the business on the Shopping Center Monument, this is confusing and this could cause a motorist to hesitate or bypass the Center. Motorist assume all businesses in the Center would be publicized on the primary landmark for the Center.

Proposed Text Change Regarding Number of Tenant Panels:

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)
2.6.12 Requirements for non-residential zoning districts.
A. Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).
1. Primary Free-standing Sign (Monument Sign). One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to ~~four (4) tenant panels, which~~ shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.

Shopping Centers (less than 50,000 sq. ft
(Ord. No. 720 , § 2(Exh. A), 2-22-2016) - 2.6.12

Proposed Text:
“The monument sign may have up to **twelve (12) tenant spaces or less, limited to the number of leasable tenant spaces up to a maximum of twelve (12) actual Tenant spaces, . . .**”

Note: The proposed maximum number of twelve (12) tenant space is based on two factors:
1. A copy area of 42 sq ft cannot effectively facilitate more than twelve (12) Tenant Spaces and a copy area of 32 sq ft cannot effectively facilitate more than eight (8) Tenant Spaces.
2. The majority of Shopping Strip Centers seldom have less than eight tenants and often have twelve or more.

B. Signs Permitted in Shopping Centers (more than 50,000 sq. ft. enclosed leasable space).
1. Primary Free-standing Signs (Monument Signs).
a. The maximum number of primary monument signs permitted in a shopping center is as follows:

Size of Center (enclosed leasable space)	Total Number of Signs	Total Number of Tenant Panels
50,000 sq. ft. to 150,000 sq. ft.	2	24 or less, up to 12 each
Over 150,000 sq. ft. to 200,000 sq. ft.	3	36 or less, up to 12 each
Over 200,000 sq. ft.	4	48 or less, up to 12 each

b. The monument sign may have up to ~~four (4) tenant panels,~~ which shall be calculated as part of the copy area.
c. No such sign shall be located within twenty (20) ft. of the public right-of-way of the street which affords the principal means of access to the shopping center. The sight distance of each sign shall conform to City standards, and evidence of conformity shall be provided to the Director.
d. The maximum height of any such sign shall be ten (10) ft. and the maximum area permitted for any such sign is as follows:

Height	Area of Sign	Copy Area
10 feet or less	420 sq. ft.	78 sq. ft.

Proposed Text:
“The monument sign may have up to **twelve (12) tenant spaces or less, limited to the number of leasable tenant spaces up to a maximum of twelve (12) actual Tenant spaces, . . .**”

Note: The proposed maximum number of twelve (12) tenant space is based on two factors:
1. A copy area of 42 sq ft cannot effectively facilitate more than twelve (12) Tenant Spaces and a copy area of 32 sq ft cannot effectively facilitate more than eight (8) Tenant Spaces.
2. The majority of Shopping Strip Centers seldom have less than eight tenants and often have twelve or more.

Please see depictions with dimensions on the following two pages...

Proposed Ordinance Text Change Results

Total Copy Area: 42 sq ft / 7' X 6' with twelve (12) Tenant Spaces

Each of (12) Tenant Spaces: 39" X 10.25"	 AVERY DENNISON

6'

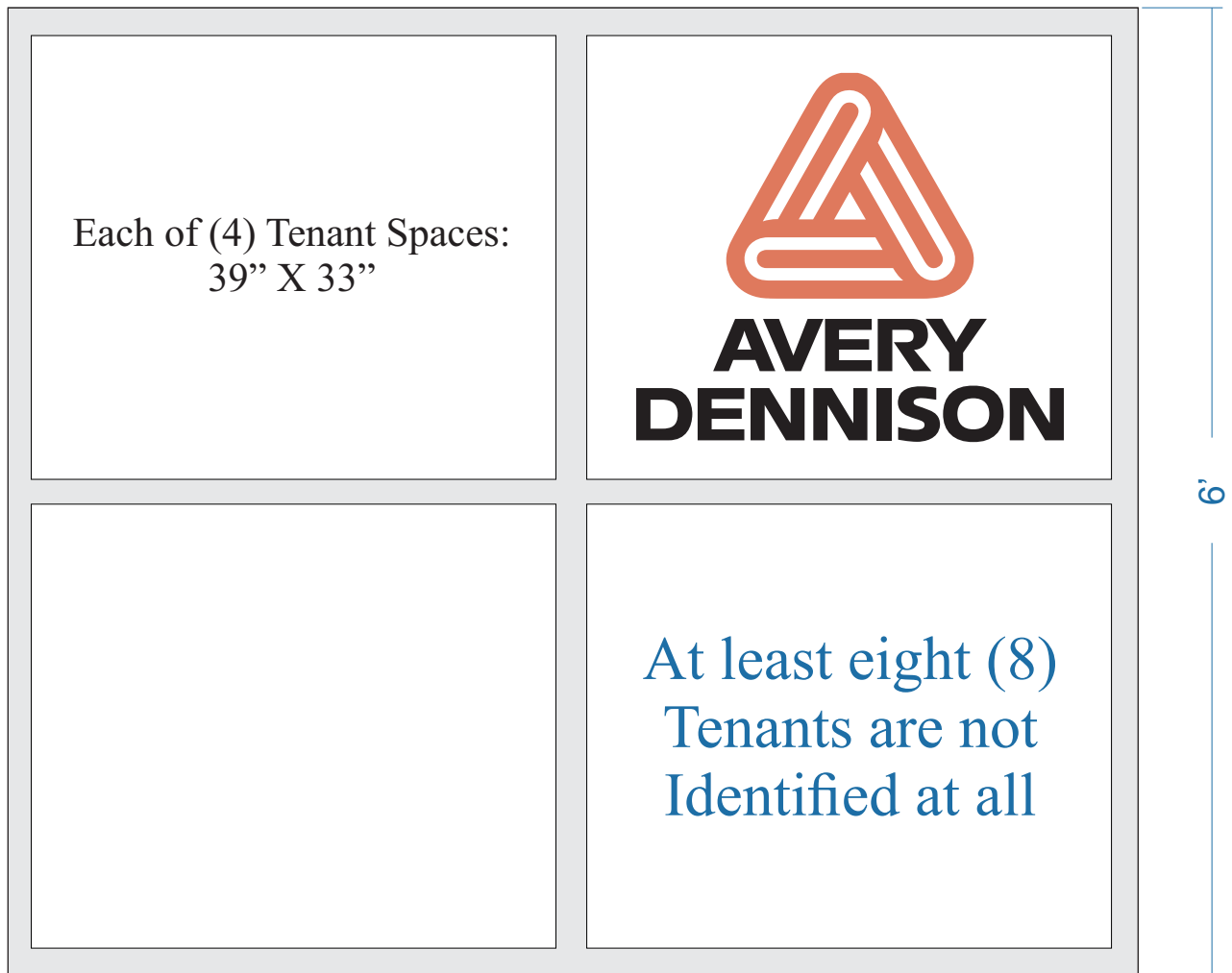
Total Copy Area: 32 sq ft / 8' X 4' with eight (8) Tenant Spaces

Each of (8) Tenant Spaces: 45" X 10"	 AVERY DENNISON

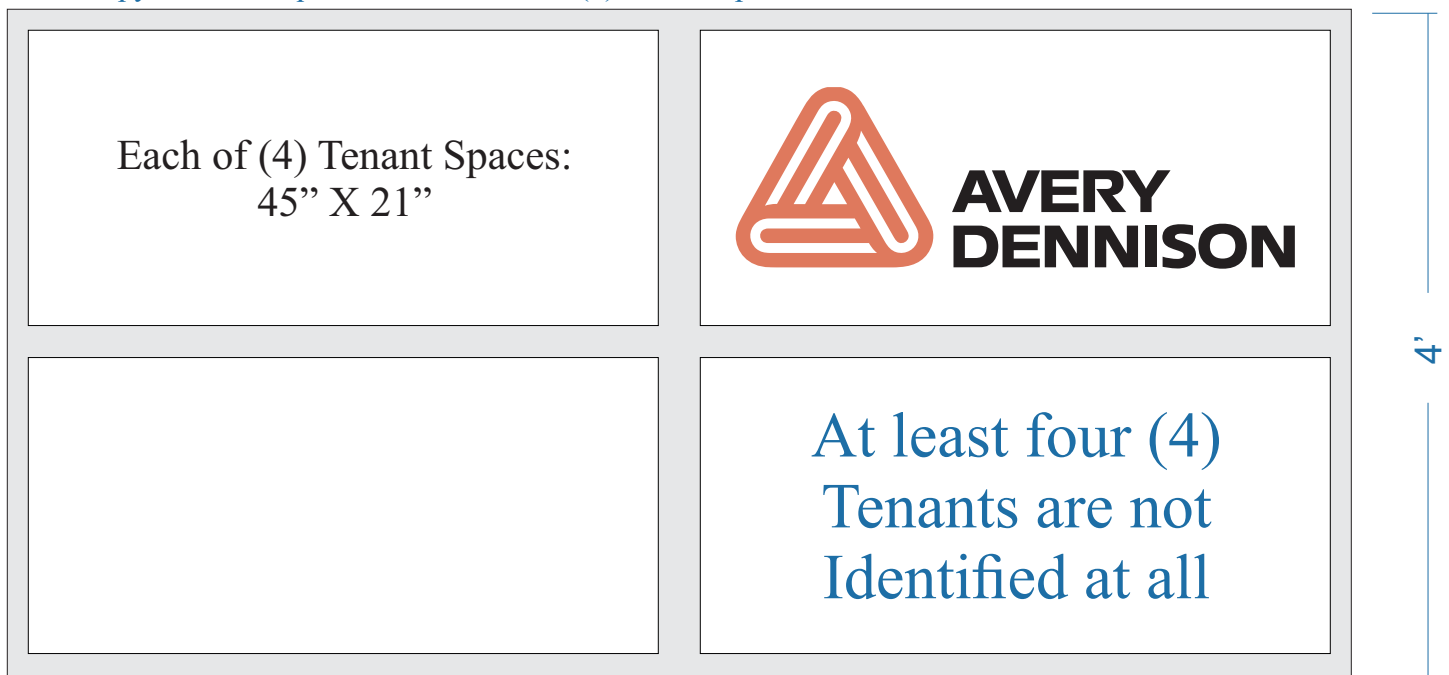
4'

Current Ordinance Results

Total Copy Area: 42 sq ft / 7' X 6' with four (4) Tenant Spaces



Total Copy Area: 32 sq ft / 8' X 4' with four (4) Tenant Spaces



PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: N/A

Telephone: _____

Address: _____

Suite: _____

City: _____

State: _____

Zip: _____

- _____

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 Sign Ordinance / Code Text Change

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: William David West

Telephone: 770-875-9715

Address: 5017 Gunners Run NE

Suite: _____

City: Roswell,

State: GA

Zip: 30075 - 1500

So Sworn and Attested:

Owner Signature: _____

Date: _____

Notary:

Notary Signature: _____

Date: _____

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: William David West

Subject Public Hearing Case: PHA 210055

Campaign Contribution Information:

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

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

Name of Official: N/A Position: _____

Description of Contribution: _____ Value: 0.00

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: October 28, 2021

AN ORDINANCE TO AMEND ARTICLE II OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO AMEND THE NUMBER OF TENANT PANELS ALLOWED ON A MONUMENT SIGN IN A SHOPPING CENTER; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, on or about May 21, 2001, the City of Alpharetta (the “City”) adopted a comprehensive zoning ordinance known and cited as the Unified Development Code of the City of Alpharetta, Georgia, which has subsequently been amended from time to time (the “Unified Development Code”); and

WHEREAS, the Mayor and Council of the City of Alpharetta (the “City Council” or “Council”) are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta; and

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs; and

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City’s operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta; and

WHEREAS, the City Council desires to amend Article II of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta;

NOW THEREFORE, The Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article II, Subsection 2.6.12(A)(1) titled “Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space), Primary Free-standing Sign (Monument Sign)” of the Unified Development Code is hereby amended by revising same as set forth in Exhibit “A” attached hereto as if fully set forth herein; and

Section 2: Article II, Subsection 2.6.12(B)(1) titled “Signs Permitted in Strip Shopping Centers (more than 50,000 sq. ft. enclosed leasable space), Primary Free-standing Signs (Monument Signs)” of the Unified Development Code is hereby amended by revising same as set forth in Exhibit “B” attached hereto as if fully set forth herein; and

Section 3: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 4: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED this the _____ day of _____, 2022.

Approved:

Jim Gilvin, Mayor

Attest:

COUNCILMEMBERS

Lauren Shapiro, City Clerk
(Seal)

Approved as to Form:

City Attorney

Exhibit “A”

2.6.12 Requirements for non-residential zoning districts.

- A. Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).
 - 1. Primary Free-standing Sign (Monument Sign). One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to ~~four (4) tenant panels~~ twelve (12) tenant spaces or less, limited to the number of leasable tenant spaces up to a maximum of twelve (12) actual tenant space, which shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.

Exhibit “B”

A. Signs Permitted in Shopping Centers (more than 50,000 sq. ft. enclosed leasable space).

1. Primary Free-standing Signs (Monument Signs).

- a. The maximum number of primary monument signs permitted in a shopping center is as follows:

Size of Center (enclosed leasable space)	Total Number of Signs	<u>Total Number of Tenant Panels</u>
50,000 sq. ft. to 150,000 sq. ft.	2	<u>24 or less, up to 12 each</u>
Over 150,000 sq. ft. to 200,000 sq. ft.	3	<u>36 or less, up to 12 each</u>
Over 200,000 sq. ft.	4	<u>48 or less, up to 12 each</u>

- b. The monument sign may have ~~up to four (4)~~ tenant panels, which shall be calculated as part of the copy area.
- c. No such sign shall be located within twenty (20) ft. of the public right-of-way of the street which affords the principal means of access to the shopping center. The sight distance of each sign shall conform to City standards, and evidence of conformity shall be provided to the Director.
- d. The maximum height of any such sign shall be ten (10) ft. and the maximum area permitted for any such sign is as follows:

Height	Area of Sign	Copy Area
10 feet or less	420 sq. ft.	78 sq. ft.



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

CITY COUNCIL SPONSOR: STAFF INITIATED

I. AGENDA ITEM TITLE: PH-21-17 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – DOWNTOWN OVERLAY SIGN CODE

CITY COUNCIL:

JANUARY 18, 2022

This item was considered at the 1/6/2022 Planning Commission meeting. There were no public comments. Planning Commission suggested clarifying 'unique material' in Subsection 2.6.12(G)(6). After discussion, Planning Commission recommended approval. Vote 6-0

II. REPORT IN BRIEF:

Consideration of text amendments to Unified Development Code (UDC) Section 2.6 Signs, to add regulations pertaining to signs in the Downtown Overlay.

DISCUSSION

Staff organized a committee to research appropriate Downtown sign regulations. The committee consisted of sign company professionals, Design Review Board (DRB) members and Staff. The results of the research were presented to the DRB on April 16, 2021 and updated to reflect feedback provided at that meeting. As a result, Staff proposes the following text amendments to Unified Development Code (UDC), Section 2.6 Signs, as it relates to signage in the Downtown Overlay:

- Prohibit sign cabinets;
- Prohibit face illuminated signs; and
- Add design regulations applicable to external illumination, monument signs, wall signs, perpendicular or hanging signs and window signs.

III. ATTACHMENTS:

- UDC Strike Through and Underline Edits
- Downtown Sign Research Presentation 4.22.21

SECTION 2.6 SIGNS¹

2.6.1 Findings, purpose and intent.

A. *Findings.*

1. The City of Alpharetta finds that signs are a proper use of private property, are a means of personal free expression and a necessary component of a commercial environment. As such, signs are entitled to the protection of the law. In the absence of regulation, however, the number of such signs tends to proliferate, with property owners' desiring ever increasing numbers and sizes of signs, leading to cluttered and aesthetically blighted thoroughfares and properties. In addition, the competition among competing sign owners for visibility of their signs contributes to safety hazards for both vehicles and pedestrians and undermines the sign owners' original purpose of presenting a clear message of its idea or identification of its premises.
2. The City further finds that the size, height, number, design characteristics, spacing and location of signs in the City directly affect the public health, safety and welfare and property values.
3. The City further finds that the regulation of the size, height, number, design characteristics, spacing and location of signs is necessary to protect the public safety, to assure compatibility of signs with surrounding land uses, to enhance the business and economy of the City, to protect the public investment in the streets and highways, to maintain the tranquil environment of residential areas, to promote industry and commerce, to eliminate visual clutter and blight, to provide an aesthetically appealing environment, and to provide for the orderly and reasonable display of both advertising and non-commercial messages for the benefit of all the City's citizens.
4. The City further finds that there is a substantial difference between signs erected by public authority and signs erected by private citizens or businesses. Signs erected by public authority are virtually all erected for the purpose of maintaining the public safety either through direct control of traffic or through provision of such type signage as street signs which enable the traveling public to know where they are located and to find where they are going. As such, with the exception of limited signs serving other purely public purposes, such as identifying government buildings or conveying government speech, virtually all government signs are erected purely for public safety purposes. Moreover, their use in the public right-of-way is necessary to ensure their visibility to the motoring public. The City finds that public utility signs are frequently of the same nature as those signs erected by governmental entities in that they provide necessary information to safeguard the public from downed power lines and from street excavations. Even where signs serve a propriety purpose, such as identifying markings on utility poles, those signs are marked primarily for the purpose of benefiting the public generally through identification of locations where there may be temporary losses of power.
5. The City further finds that there is a substantial need directly related to the public health, safety and welfare to comprehensively address these concerns through adoption of the following regulations.

B. *Purpose and Intent.* The purpose and intent of the governing authority of the City of Alpharetta in enacting this Ordinance includes, are as follows:

¹Editor's note(s)—Ord. No. 720 , § 2(Exh. A), adopted 2-22-2016, repealed former § 2.6 (2.6.1—2.6.14), and enacted a new § 2.6 as set out herein. The former § 2.6 pertained to similar subject matter and derived from the original codification and Ord. No. 713 , §§ 1—8, adopted Sept. 28, 2015.

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1. To protect the health, safety, general welfare and property values of the citizens of the City, and to implement the policies and objectives of the Comprehensive Plan of the City through enactment of a comprehensive set of regulations governing signs in the City;
 2. To regulate the erection and placement of signs within the City in order to provide safe operating conditions for pedestrian and vehicular traffic without unnecessary and unsafe distractions to drivers and pedestrians;
 3. To preserve the value of property on which signs are located and from which signs may be viewed;
 4. To maintain an aesthetically attractive city in which signs are compatible with the surrounding area;
 5. To maintain for the City's residents, workers and visitors a safe and aesthetically attractive environment and to advance the aesthetic interests of the City;
 6. To prevent the destruction of the natural beauty and environment of the City and maintain and maximize tree coverage within the City;
 7. To establish comprehensive sign regulations which effectively balance the protection of legitimate business and development needs and the rights of individuals and businesses to convey their messages through signs with the promotion of a safe and aesthetically attractive environment for residents, workers and visitors to the City and the protection of the public health, safety, and general welfare;
 8. To ensure the protection of free speech rights under the State and United States Constitution within the City;
 9. To promote economic development;
 10. To establish a permit system to allow specific types of signs in zoning districts consistent with the uses, intent and aesthetic characteristics of the areas where the signs are to be located;
 11. To provide temporary signs in limited circumstances;
 12. To place reasonable controls on non-conforming signs that are by definition contrary to the public health, safety and welfare while protecting the constitutional rights of the owners of said non-conforming signs;
 13. To provide for the maintenance of signs;
 14. To avoid the harmful aspects of the unrestricted proliferation of signs; and
 15. To ensure the fair and consistent enforcement of sign regulations.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.2 Scope of regulations.

- A. The provisions and standards of this Ordinance shall apply to all signs located or erected within the corporate limits of the City.
- B. Protected non-commercial speech shall be permitted in any place commercial speech is permitted under this Ordinance. Any sign provided for in any zoning district may contain non-commercial messages. To the extent any conflict arises between this provision and any other language found in this Ordinance, this provision shall control.
- C. Nothing herein shall be construed to permit display of any message which is obscene, illegal or speech which is otherwise unprotected under the First Amendment of the United States Constitution. Nothing herein shall be construed to prohibit a prosecution for violation of a criminal statute by the City or other duly constituted government authority or a civil action by the City or other private person or entity.

2.6.3 Definitions.

As used in this Ordinance, unless the context indicates otherwise, the following terms shall have the meaning set forth below:

Abandoned Sign. Any sign that contains or exhibits broken panels, visible rust, visible rot, damaged support structures, or deteriorated copy through lack of maintenance, or which is otherwise dilapidated, unsightly, or unkempt, and for which no person accepts maintenance responsibility.

Animated Sign. Any sign, or part of a sign, that uses any movement or change of lighting or color to depict action or create a special effect or scene, changes colors or physical position by movement or rotation, or which gives the visual impression of such movement or rotation. This includes signs that flash, blink, scroll, fade or rotate/revolve to display a message in more than one direction, and tri-vision signs, but does not include flags, banners, or canopies.

Background Area. The area of a sign face on which copy could be placed, as opposed to the copy area, where copy is in fact posted or painted. See also, "Face of Sign" (or "Sign Face").

Banner. Any sign of lightweight fabric, plastic or similar material that is intended to be hung either with a frame or without a frame. Neither flags nor canopy signs are considered banners.

Beacon. Any light with one (1) or more beams which rotate, move or which are directed into the atmosphere or at one (1) or more points not on the same lot as the light source.

Canopy (or Marquee). A permanent roof-like shelter extending from part or all of a building face and constructed of some durable material such as fabric, metal, glass or plastic.

Canopy Sign. Any sign attached to or constructed in or on a canopy. For purposes of this Ordinance, this term includes Marquee Sign.

Changeable Copy Board. Any sign or part of a sign face that incorporates changeable board or panels, each of which contain a number, letter, character, graphic, symbol or image, to form a sign message or messages ("changeable copy"), whether the changing of such panels or boards are accomplished electronically or manually. A tenant panel is not considered changeable copy.

Channel Letter Sign. A three-dimensional, individually cut letters or figures, illuminated or non-illuminated, affixed to a structure.

City. The City of Alpharetta, Georgia.

Copy. The characters, symbols, graphics, images, letters, words, writing, and/or information or advertising display on a sign surface.

Copy Area. The area in square feet of the smallest rectangle enclosing the actual copy of a sign.

Directory Sign. A single, permanent free-standing sign for multiple businesses, offices, professionals, industries or other entities located within a planned center.

Double-Faced Sign. A sign which has two (2) display areas against each other or where the interior angle formed by the display areas is sixty degrees (60°) or less, where one (1) face is designed to be seen from one (1) direction and the other face from another direction.

Electronic sign. Any sign, or portion of a sign, whose message may be changed at intervals by electronic process or by remote control, including signs such as a tri-vision sign, LCD sign or LED sign.

Facade. The exterior front of a building or structure exposed to public view.

Face of Sign or Sign Face. That part of a sign that is or can be used to announce, direct attention to, identify, advertise or otherwise communicate information. The entire area of sign on which copy could be placed. See also, "Background Area." The sign face may be composed of two or more modules on the same surface that are separated or surrounded by portions of a sign structure not intended to contain any advertising message or idea and are purely structural or decorative in nature.

Feather Sign. A temporary sign or device made of lightweight plastic, fabric, or other material, whether or not containing a message of any kind, attached to a single rod, stake or staff for support, and designed to move in the wind.

Flags. Any fabric, bunting or similar material containing distinctive colors, patterns, or symbols.

Flashing Sign. A sign, the illumination of which is not kept constant in intensity at all times when in use, and which exhibits marked changes in lighting effects.

Free-standing Sign. Any sign erected on a free-standing base, foundation, or frame, or otherwise supported by structures, supports or posts that are attached to, placed on, or anchored in the ground, and which are independent from and not attached to any building or other structure. All permanent free-standing signs shall be self-supporting structures erected on and permanently attached to solid bases or foundations.

Illuminated Sign, External. Any sign illuminated by an external light source. Such source cannot be a device that changes color, flashes or alternates.

Illuminated Sign, Internal. Any sign illuminated by an internal light source. Such source cannot be a device that changes color, flashes or alternates.

Lot or Parcel. A designed parcel, tract or area of land legally established by plat, subdivision or as otherwise permitted by law, to be separately owned, used, developed or built upon.

Monument Sign. A type of permanent free-standing sign that consists of a sign face attached on a solid base or foundation, designed in a manner such that the bottom (base) of the sign face is flush with the supporting solid base, which is directly mounted on and flush with the ground. The supporting base shall be at least as wide as the sign face and shall be constructed of brick, stone, or other architectural material as set forth herein. Also referred to as a "ground sign."

Non-conforming Sign. A sign erected or otherwise in use prior to the effective date of this Ordinance which fails in one or more respects to comply with all provisions of this Ordinance.

Obscene. Any form of speech which, taken as a whole, appeals to the prurient interest in sex, portrays sexual conduct in a patently offensive way, and which, taken as a whole, does not have serious literary, artistic, political, or scientific value. See *Miller v. California*, 413 U.S. 15, 93 S. Ct. 2607 (1973).

Outparcel. A portion of a larger parcel of land generally designed as a site for a separate structure and business from that of the larger main tract. To be recognized as an outparcel, the parcel must abut and be external to the larger main tract, have street frontage, and at the time of approval of the site plan for the larger main parcel be identified and delineated as a separate building site from that of the larger main parcel.

Pennant or Streamer. A temporary sign or device made of lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in a series, designed to move in the wind.

Permanent Sign. Any sign affixed in manner that enables the sign and its copy to resist environment loads and precludes ready removal or movement of the sign, which is designed and constructed in a manner such that its intended use appears to be indefinite, and which, when installed, is intended for permanent use.

Perpendicular Sign. A sign that is placed perpendicular to the face of a wall and can be read on both sides. Such signs can be mounted to a wall or attached to the underside of an awning.

Portable Sign. Any sign which is designed to be transported, including, but not limited to, signs transported by trailer or its own wheels, even though the wheels of such sign may be removed and remaining chassis or support constructed without wheels is converted to an "A" or "T" frame sign or attached temporarily or permanently to the ground. Portable sign also means a sign carried by a person when that person's function is to display or convey a message as a pedestrian. Portable sign also means and includes a sign attached to, mounted on, posted on, painted or drawn on a motorized or drawn vehicle, when such vehicle is parked or placed in such a manner as to serve the purpose of an advertising device, or routinely parked at a location other than the location generally associated with the message conveyed or identified thereon, or when the primary purpose or function of such vehicle is to transport the message or messages conveyed or identified thereon. Portable signs shall not be deemed to include standard bumper stickers on vehicles, license plates, or signs that may be reflected on hats or other articles of clothing.

Roof Line. The top edge of the roof or the top of the parapet, whichever forms the top line of the building silhouette.

Roof Sign. Any sign erected upon, against or directly above a roof or on top of or above the parapet of a building.

Rotating Sign. Any sign or portion of a sign that moves in a revolving or similar manner.

Sidewalk or Sandwich Board Sign. A movable sign not secured or attached to the ground or surface upon which it is located.

Sign. Any identification, description, illustration, device, fixture, structure, display or visual representation, which is visible from any public place and affixed to, or supported or suspended by, a stationary object, structure, building or the ground that uses any color, form, character, symbol, graphic, image, illumination, or writing to announce, direct attention to, identify, or advertise an object, idea, location, place, person, institution, organization, business, product, service, activity or event or to otherwise visually communicate information, ideas or messages of any kind to the public. "Sign" includes the sign face and sign structure..

Sign Structure. Any structure, other than a building, which supports, has supported or is designed to support a sign. A decorative cover is part of a sign structure.

Site Plan. A scaled, legible drawing representing the parcel of land on which a sign is to be located showing at least the property lines, public street right-of-ways, drive entrances, buildings and the location of existing free-standing signs.

Standard Informational Sign. A non-illuminated, temporary free-standing sign, which shall contain no reflecting elements, flags, projections or unpainted wooden surfaces, mounted on a post, stake or metal frame (with a thickness or diameter not greater than three and one-half inches) that is attached to, or anchored in, the ground. Standard informational signs are limited per lot to either one (1) sign that is twelve (12) square feet in area or up to four (4) signs not to exceed an aggregate of twelve (12) square feet in area. In addition, each sign shall not exceed a height of five (5) feet. These signs shall be set back not less than ten (10) feet from public right-of-way or ten (10) feet from the back of curb of a private roadway. Standard informational signs do not require a permit.

Strip Shopping Center. A multi-tenant retail center with less than fifty thousand square feet (50,000 sq. ft.) of enclosed, leasable space.

Subdivision Sign. A monument sign located at the vehicular entrance or exit of a platted residential subdivision.

Substandard Lot or Parcel. A lot or parcel that does not meet the lot area, width or public street frontage and access requirements of this Code.

Swinging Sign. A hinged sign installed on an arm or spar, and which is not also permanently fastened to an adjacent wall, ceiling or upright pole or support.

Temporary Sign. Any sign that is not a permanent sign.

Tenant Frontage or Tenant Space Frontage. The horizontal distance in feet between the left side wall and the right side wall or building end wall of a tenant space fronting on a street.

Tenant panel. A physically removable panel on a sign face that may be changed for different like-sized panels and which is at least two (2) square feet in area. Tenant panels do not include electronic signs, reader boards or changeable copy.

Tenant Space. The physical location within a building designed and intended to serve as the separate and exclusive premises for the operations of a business or entity, which has its own exclusive public entrance/exit from the exterior of the building, and which is occupied by a business or entity legally operating pursuant to all Federal, State, City or other applicable laws and regulations. The use of any such physical location by more than one (1) legally operating business or entity shall only constitute a single tenant space. In the event such a physical location is used or occupied by more than one (1) business or entity, in order for such physical location to constitute a "tenant space", all businesses and/or entities operating therein must be operating pursuant to all Federal, State, City or other applicable laws and regulations.

Under-canopy Sign. A sign suspended below the ceiling or roof of a canopy or marquee and perpendicular to the face of the building. For the purposes of this Ordinance, this term includes Under-marquee Sign.

Variable Message Board. A programmable sign that provides changing information.

Wall Sign. A sign attached to or erected against the outside wall of a building, with the face parallel to the building wall and extending not more than 1 foot (1 ft.) therefrom, and which displays only one sign face.

Window Sign. A sign installed on or inside a window for purposes of viewing from outside the building. This term does not include merchandise located in window or similar window displays.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.4 Permits and applications.

- A. PERMIT REQUIRED. Except as specifically exempted from the provisions of this Ordinance, it shall be unlawful for any person to post, display, materially change, or erect a sign in the City without first having obtained a sign permit. Notwithstanding the foregoing, signs which are not visible from a public right-of-way or from neighboring properties shall not be subject to the standards of this Ordinance. A change in the copy area of a sign shall constitute a material change.
- B. APPLICATION CONTENTS. Applications for sign permits shall be made on application forms prepared by the Director and filed by the sign owner or its agent with the Director. The application shall include a detailed description of the subject sign and such other information and documents as required by the subject application form, including the following:
 - 1. The street address of the property upon which the subject sign is to be located and a site plan of the property which bears the scaled and labeled proposed location of the sign.
 - 2. The aggregate area and copy area for all signs on the parcel.
 - 3. The name(s) and address(es) of the owner(s) of the real property upon which the subject sign is to be located.
 - 4. Name, address, telephone number, business license number and signature of the business owner authorizing placement of the sign.
 - 5. Name, address, telephone number, fax number, business license number and signature of the sign contractor.

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6. The type of sign to be erected, the area and copy area of the sign, the height of the sign (if free-standing), the shape of the sign, the color(s) of the sign, the material of the sign and details showing how the sign will be mounted, installed or erected.
 7. For permanent free-standing, ground and monument signs only, show dimensioned sign location on site plan and include structural foundation and mounting details. Indicate the location and size of all existing permanent free-standing, ground and monument signs on the property.
 8. The cost of the sign (materials and installation).
 9. All applicants for signs which incorporate electricity must obtain an electrical permit or, if previously issued, a copy of the electrical permit. Signs connected to an approved, existing wired outlet or junction box do not require electrical permits.
 10. If the proposed sign is subject to the design standards or other requirements set forth in the Design Review Board Ordinance (codified as §§ 16-37—16-46 of The Code of the City of Alpharetta, Georgia), the applicant must also submit such additional forms, information and/or documents as may be required by the provisions of said ordinance.
 11. Such other information as the City shall require to show full compliance with this and other ordinances of the City.

C. REVIEW AND CONSIDERATION OF APPLICATIONS; DECISION; APPEALS.

1. No permit shall be issued until the appropriate application has been filed with, and approved by, the Director and fees have been paid. Fees and any required deposits shall be established from time to time by resolution of the City Council. No application shall be deemed to be accepted by the Director unless and until all fees and deposits are paid and all information reasonably required by the Director is provided by the applicant. When a sign sought pursuant to an application for a permit is located or proposed to be located within the Downtown Overlay or design review for compliance with design standards is delegated and referred to the Design Review Board by the Director as authorized under the Design Review Board Ordinance, the application shall also be subject to design review by the Design Review Board in accordance with the Design Review Board Ordinance. Where design review of a sign by the Design Review Board is required in accordance with the foregoing provisions, a condition of zoning or conditional use approval, or any other applicable City code, ordinance, resolution or regulation, no permit for any such sign shall be issued without the prior grant of design approval by the Design Review Board. The decision of the Design Review Board to grant or deny design approval shall be final.
2. The Director shall reject any application that is incomplete or does not conform to the City's application requirements, contains a false material statement or omission, or is for a prohibited sign under Subsection 2.6.8. Any such application may be rejected by either returning the application to the applicant or providing written notice of rejection of the application at any time prior to the expiration of (45) business days of receipt of said application. An application which is resubmitted must meet all the standards applicable to an original application. A rejected application that is later resubmitted in conformity with this Section 2.6 shall be deemed to have been submitted on the date of resubmission, instead of the original submission date. The Director is further authorized and empowered to revoke any sign permit issued pursuant to an application containing a false material statement or omission. The rejection or revocation of a permit pursuant to the provisions of this subparagraph may be appealed to the Board of Appeals by filing a notice of appeal with the Director within fifteen (15) days of written notice of the revocation, which must state the reason(s) for the appeal. Any such appeal shall be heard in accordance with the provisions for appeal set forth in subparagraph 5 below.

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3. A sign permit shall become null and void if the sign for which the permit was issued has not been completed and erected within the time frame specified by the permit or six (6) months after the date of issuance.
 4. A complete application for a sign permit shall be approved or denied by the Director within forty-five (45) business days of its receipt by the Director and the applicant's payment of the appropriate deposit(s) and fee(s) to the City. The Director shall give written notice to the applicant of the Director's decision within such forty-five (45) business day period. If it is determined that the application fully complies with the provisions of this Section 2.6 and all other applicable laws, ordinances, codes, resolutions and regulations of the City, the application shall be approved by the Director and a sign permit shall be issued. If it is determined that the application or proposed sign does not fully comply with the provisions of this Section 2.6 and all other applicable laws, ordinances, codes, resolutions and regulations of the City, the Director shall deny the application. If the decision of the Director is to deny the application, the notice shall state the reasons for denial of the permit. The Director shall give such notice in writing by hand-delivery, certified mail, statutory overnight delivery, or e-mail using the contact information provided in the application. If the notice is sent by certified mail, overnight statutory delivery or e-mail, the notice shall be deemed to have been given on the date the notice is mailed or e-mailed by the City as indicated by the postmark or date stamp associated therewith. If the City fails to act within the forty-five (45) business day period, the permit shall be deemed to have been granted.
 5. Except as provided in Paragraph 6 below, when an application for a sign permit is denied by the Director, the applicant may appeal such denial to the Board of Appeals by filing a written notice of appeal with the Director within fifteen (15) days of the written notice of permit denial. The notice of appeal shall specify the grounds thereof. The Board of Appeals shall take final action on the appeal within sixty (60) days of the filing of the notice of appeal. If the Board of Appeals fails to act within said 60-day period, the permit shall be deemed to have been granted. Should the Board of Appeals vote to uphold the decision of the Director, the Board of Appeals shall issue a written decision indicating the reason(s) therefor to the applicant. Appeal from the decision of the Board of Appeals is by writ of certiorari to the Fulton County Superior Court and must be filed within 30 days of the date of the Board's decision.
 6. Notwithstanding the provisions of the foregoing Paragraph, when (a) a sign is subject to design review and approval by the Director for compliance with design standards and other requirements pursuant to the Design Review Board Ordinance (See Chapter 16 of The Code of the City of Alpharetta, Georgia) and (b) an application for a sign permit is denied by the Director solely on the grounds that the proposed sign does not comply with such design standards or requirements (i.e., design approval is denied by the Director), the applicant may appeal such denial to the Design Review Board by filing a written notice of appeal specifying the grounds thereof with the Director within fifteen (15) days of the written notice of permit denial. When the Director's denial of design approval under the Design Review Board Ordinance serves as the sole basis for the denial of an application for a sign permit, such permit denial shall only be appealable to the Design Review Board. The Design Review Board shall take final action on the appeal within 60 days of the filing of the notice of appeal. If the Design Review Board fails to act within said 60-day period, design approval of the proposed sign shall be deemed to have been granted. Should the Design Review Board vote to uphold the denial, the Design Review Board shall issue a written decision indicating the reason(s) therefor to the applicant. Appeal from the decision of the Design Review Board is by writ of certiorari to the Fulton County Superior Court and must be filed within thirty (30) days of the date of the Design Review Board's decision.
 7. The Director may inspect all existing signs in the City to determine if such signs conform to the provisions of the Ordinance. The Director is authorized and empowered to suspend or revoke any sign permit issued upon failure of the holder thereof to comply with any provision of this Sign Ordinance or any other ordinance of the City applicable to the subject sign. The suspension or revocation of the

permit shall not preclude the Director or City from taking any other action authorized by this Code or by law to enforce the provisions hereof, assure correction of violations or for any other lawful purpose. No permit shall be suspended or revoked until after the permittee is granted a public hearing before the Board of Appeals. The permittee shall be given fifteen (15) days' written notice of the time, place, and purpose of the hearing, with a statement of the reason(s) for the suspension or revocation of such permit. A finding that the permittee has violated a provision of this Sign Ordinance or any other ordinance of the City applicable to the subject sign shall be due cause for the suspension or revocation of the sign permit.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016; Ord. No. 751 , § 1(Exh. A), 10-16-2017; Ord. No. 805 , § 1(Exh. A), 8-10-2020)

Editor's note(s)—Ord. No. 751 , § 1(Exh. A), adopted Oct. 16, 2017, changed the title of § 2.6.4 from "Permits and labels" to read as herein set out.

2.6.5 Variances.

- A. Where a literal application of terms of this Ordinance, due to special circumstances, would result in an unusual hardship in an individual case, a variance may be granted pursuant to procedures set forth in this Code where all the following conditions exist:
1. a. Exceptional conditions pertaining to the property where the sign is to be located as a result of its size, shape or topography, which are not applicable to other lands or structures in the area; or
b. The natural features of the lot on which the sign is located or to be located, or of the land immediately adjacent to the lot, impairs the visibility of the sign such that it cannot be seen;
 2. The applicant would be deprived of rights that are commonly enjoyed by others similarly situated;
 3. Granting the variance would not confer on the applicant any significant privileges which are denied to others similarly situated;
 4. The exceptional circumstances are not the result of action by the applicant;
 5. The requested variance is the minimum variance necessary to allow the applicant to enjoy the rights commonly enjoyed by others similarly situated;
 6. Granting of the variance would not violate more than one standard of this Ordinance; and
 7. Granting the variance would not result in allowing a sign that interferes with road or highway visibility or obstruct or otherwise interfere with the safe and orderly movement of traffic.

Notwithstanding the foregoing, no variance shall be granted for any sign that is a prohibited sign under Subsection 2.6.8.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.6 Non-conforming signs.

It is the policy of the City to encourage that all signs within the City be brought into compliance with the terms and requirements of this Ordinance.

- A. The City finds that non-conforming signs may adversely affect the public health, safety and welfare. Such signs adversely affect the aesthetic characteristics of the city and may adversely affect public safety due to the visual impact of said signs on motorists and the structural characteristics of said signs. Accordingly, the following registration requirements are found to be necessary in order to minimize

these possible adverse effects through annual inspections and maintenance and allow the City to remain cognizant of the locations and maintenance of said signs.

- B. The owner(s) or authorized agent(s) of each non-conforming sign located within the City shall register said non-conforming sign with the Director no later than 90 days after the effective date of this Ordinance and shall renew this registration annually thereafter. Any non-conforming sign that does not comply with the registration requirements herein shall be deemed to be an illegal sign and shall be subject to the regulations applicable to illegal signs and all other enforcement provisions of this Ordinance. The Director shall promulgate a form for the registration of non-conforming signs and shall annually inspect said signs to assure that they continue in all other respects in conformity with all other provisions of this Ordinance and any other applicable ordinance or regulation of the City.
- C. The Director may inspect existing signs in the City from time to time to determine if such signs conform to the provisions of this Ordinance.
- D. Any non-conforming sign which is not used or leased for a continuous period of 1 year shall not be reused for sign purposes unless and until it fully conforms with the terms and requirements of this Ordinance.
- E. No change in shape, size or design, shall be permitted except to make a non-conforming sign comply with all requirements of this Ordinance.
- F. A non-conforming sign may not be replaced by another non-conforming sign.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.7 Exemptions from permit requirements.

The following signs shall be exempt from the permit requirements of Section 2.6.4, provided all standards set forth in this Ordinance are met, including, but not limited to, the standards set forth below:

- A. Standard informational signs.
- B. Address numerals, not exceeding six (6) inches in height in residential districts and twelve (12) inches in height in non-residential districts, for the sole purpose of displaying street numbers as may be required by other ordinances and other signs required by law.
- C. Flags provided that the height of a flag pole shall not exceed the allowed height provided for a structure or a building in the applicable zoning district, or sixty (60) ft., whichever is less, and in residential districts shall not exceed twenty-five (25) ft. in height or the height of the primary structure on the lot, whichever is less. In addition, the maximum dimensions of any flag shall be proportional to the flag pole height and the hoist side of the flag shall not exceed twenty percent (20%) of the vertical height of the flag pole. Each lot shall be allowed a maximum of three (3) flag poles unless a special land use permit or variance is obtained. A maximum of 2 flags per pole is allowed.
- D. Non-governmental traffic control devices in or adjacent to internal parking areas and driveways in private developments, located so as not to interfere with, or detract from, official traffic control devices, and which conform to MUTCD (current edition) standards, including, but not limited to, standards regarding size, height, design and location.
- E. Window signs meeting the standards of this Ordinance.
- F. Legally authorized public notices when posted by a government officer in the performance of his or her duties.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.8 Prohibited signs and devices.

Except as otherwise provided, the following types of signs or attention-getting devices are prohibited in all zoning districts of the City:

1. Balloons, pennants, streamers, feather signs, air or gas filled figures, or similar attention-getting devices or wind-activated devices, excluding flags.
2. Swinging signs.
3. Rotating signs.
4. Animated signs, flashing signs, and intensely lighted signs.
5. Beacons, search lights or laser lights or images.
6. Variable message boards used for purposes other than traffic management.
7. Signs which purport to be, or are an imitation of, or resemble an official traffic sign or signal.
8. Window signs which, in aggregate, exceed 20% of the window area or otherwise fail to meet the standards of this Ordinance.
9. A-frame signs, sandwich board, sidewalk or curb signs are prohibited except when placed within 5 ft. of the front door of a building.
10. Signs painted on or attached to utility poles, trees, rocks or other similar objects, except signs lawfully placed on utility poles by a government, public authority or public utility.
11. Signs which obstruct a fire escape, required exit, window or door opening used as a means of ingress or egress, or which interfere with any opening required for ventilation, or which violate any code of the City, including the Life Safety Code and the Fire Prevention Code.
12. Signs occupying a parking space required under the minimum parking requirements of this Ordinance, other than signs designating the space as reserved for handicapped or other use.
13. Signs which do not conform to City-adopted building and electrical codes.
14. Signs which emit audible sound, odor or visible matter.
15. Portable signs.
16. [Reserved].
17. [Reserved].
18. Signs attached to any street signs or traffic control devices, or to any pole supporting same, or any sign attached to any utility pole, other than those signs lawfully placed by a government, public agency, or public utility.
19. Signs projected on a building.
20. Signs in a public right-of-way other than publicly owned or maintained signs.
21. Signs which are in violation of the rules and regulations of any zoning overlay district presently existing or as may later be enacted.
22. Signs located on any substandard lot.
23. Abandoned signs.
24. Any sign that is structurally unsound, or is a hazard to traffic or pedestrians.

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25. Dilapidated or neglected signs. A sign (including sign structure) will be dilapidated or neglected if it does not present a neat and orderly appearance, which may be manifested by the following: rust or holes on or in the sign or sign structure, or broken, missing, loose or bent parts, faded or flaking paint, non-operative or partially non-operative illuminating or mechanical devices or missing letters in sign copy.
 26. Signs exceeding 156 sq. ft. in copy area if located on a commercial building, signs exceeding 240 sq. ft. in copy area if located on an industrial or office park building and/or signs and sign structures in excess of 10 ft. in height (measured from the ground to the highest point of the structure).
 27. Signs in any area designated as an undisturbed buffer pursuant to a federal, state or local law, a condition of zoning, or approved plat.
 28. Internally illuminated window signs, including neon or LED signs (except as otherwise permitted herein). Additionally, LED, string or similar lighting outlining the windows, doors or other similar building features shall be prohibited.

29. Cabinet signs in the Downtown Overlay.

30. Face illuminated channel letter signs in the Downtown Overlay.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016; Ord. No. 736 , § 1, 3-20-2017; Ord. No. 805 , § 1(Exh. A), 8-10-2020)

2.6.9 Remedies.

In case any sign covered by this Ordinance is or is proposed to be erected, constructed, altered, converted or used in violation of any provision of this Ordinance, the Director may, in addition to other remedies, and after due notice to the appropriate person(s), issue a citation for violation of this Ordinance requiring the presence of the violator in the municipal court or the Alpharetta Code Enforcement Board, or institute injunctive or other appropriate legal or administrative proceedings to prevent such unlawful erection, construction, alteration, conversion or use or to correct or abate such violation.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.10 Severability.

In the event that any section, subsection, sentence or work of this Ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining provisions of this Ordinance, which shall remain in full force and effect as if such portion so declared or adjudged unconstitutional were not originally part of this Ordinance, even if the surviving parts of this Ordinance result in greater restrictions after any unconstitutional provisions are stricken. The Mayor and Council declare that they would have enacted the remaining parts of this Ordinance if they had known such portions thereof would be declared or adjudged unconstitutional or invalid. The Mayor and Council declare their intent that should this Ordinance be declared invalid, in whole or in part, signs are to continue to be subject to regulations applicable to "structures" contained in other city ordinances, including other sections of this Code.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.11 General provisions.

Except as otherwise provided in this Ordinance, the following general regulations apply to all zoning districts in the City:

- A. MAINTENANCE AND APPEARANCE OF SIGNS.

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1. All signs shall be maintained in good condition and present a neat and orderly appearance. Any sign showing gross neglect, or which becomes dilapidated, or which is surrounded by an unmaintained ground area, or due to its condition which may pose a threat to the safety of the public may be required to be repaired or removed as set forth below.
 2. The Director, upon finding any of the above conditions, will give the owner written notice which may be up to 10 days to correct the deficiencies or to remove the sign or signs. If the owner refuses to correct the deficiencies or remove the sign, the Director may issue a citation under the enforcement provisions of this Ordinance.
- B. ILLUMINATION OF SIGNS.
1. The light from any illuminated sign shall not be of an intensity or brightness which will interfere with the peace, comfort, convenience, and general welfare of residents or occupants of adjacent properties.
 2. No sign shall have blinking, flashing, or fluctuating lights or other illuminating devices which have a changing light intensity, brightness or color.
 3. No color lights shall be used at any location or in any manner so as to be confused with or construed as traffic control devices.
 4. Neither direct nor reflected light from primary light sources shall create a hazard to operators of motor vehicles.
 5. Lighting for free-standing signs shall be located above the sign and aimed downward in order to minimize the brightness added to the night sky.
- C. MEASUREMENT OF SIGN AREA.
1. *Generally.* Except as otherwise provided herein, the area of a sign shall be computed as the area within the smallest rectangle enclosing the limits of a sign face, together with any sign face cabinet, frame, material, texture, or color forming an integral part of the sign face used to differentiate the sign face from the structure upon which it is placed. The computation of the area of a sign face shall not include the structure, supports, or uprights on which the sign face is placed or any portions of a sign structure that are not intended to contain any copy or serve background, but rather are purely structural or architectural in nature, except as provided above.
 2. *Double-Faced Signs.* For double-faced signs, when the sign face surfaces are parallel and are back to back, or where the interior angle formed by the faces is sixty (60) degrees or less, the area of the sign shall be taken as the areas on the largest side. For all other multi-faced signs, the area of the sign shall be the total area on all sides that can be viewed from any angle.
 3. *Monument Signs.*
 - a. *Area of Sign.* For monument signs, the "sign area" or "area of the sign" shall mean the total area of the visible surface of the sign, including the base, sign structure, and sign face of the sign. The computation of the sign area of a monument sign shall include the entire surface of the base, sign structure and sign face, as measured from top to bottom and side to side. For monument signs that are double-faced, when the sign face surfaces are parallel and are back to back, or where the interior angle formed by the faces is sixty (60) degrees or less, the area of the sign shall be taken as the areas on the largest side.
 - b. *Sign Face.* For monument signs, the area of the sign face shall be measured in the same manner as provided for the measurement of the area of sign for all other signs.
 - c. *Copy Area.* For monument signs, the copy area shall be measured in the manner provided in the definition of "copy area."

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- d. *Tenant Panels and Changeable Copy Board.* If a portion of a monument sign includes a sign face with tenant panels or changeable copy board, which is separated from another copy area on the sign by portions of a sign structure that are not intended to contain any copy, but rather are purely structural or architectural in nature, the portion of the sign containing tenant panels or changeable copy board shall be measured separately from the other copy area of the sign (i.e., the copy area of the monument sign is the total of (i) the area within the smallest rectangle enclosing the limits of the sign face comprised of tenant panels or changeable copy and (ii) the other (separated) copy area.

D. STANDARDS FOR MONUMENT SIGNS.

1. The base of a monument sign shall be at least as wide as the sign face. Unless otherwise specified in a Master Sign Plan or a condition of zoning approval, the base and structure of a monument sign shall be constructed of brick, stone, or other architectural materials matching the principal building's materials and color. Any poles or columns utilized for structural purposes shall be fabricated or covered so that they may not be detected visually. Foundations shall be designed to carry weight and wind load of the sign, in soil which it is placed.
2. Any tenant panels or changeable copy on a monument sign shall have a uniform background color and material.
3. All monument signs shall display the property address in numbers at least six (6) inches in height. The numerical address shall not be considered part of the sign face and shall not count against the allowable sign square footage provided such numbers are not more than twelve (12) inches in height.
4. Except for subdivision signs, monument signs may not be constructed before the principal building is on a lot.

E. BANNERS. Banners require a permit and are permitted in all zoning districts pursuant to the following standards:

1. Banners shall be permitted for either one (1) fourteen (14) day period per calendar year per lot or two (2) seven (7) day periods per calendar year per lot. An individual banner permit may be divided into two (2) non-consecutive seven (7) day periods provided the dates are stated on the permit. However, in the case of lots which contain a shopping center (or strip shopping center) with multiple tenant spaces, each tenant space shall be allowed to erect or place a banner for either one (1) fourteen (14) day period per calendar year or two (2) seven (7) day periods per calendar year.
2. In addition to the foregoing, banners shall be allowed on private property during an approved temporary use, as defined in Section 2.3.2 of the U.D.C., for the approved period of such temporary use, but not to exceed forty-five (45) days; provided, however, the placement of banners on lots during approved temporary uses shall not be permitted more than two (2) times per calendar year per lot. Any such banners shall be removed upon termination of the temporary use or within forty-five (45) days from the date it is first placed on the lot, whichever is first to occur. Upon removal, no banner shall be placed on the same lot for a period of sixty (60) days.
3. Banners shall not exceed 24 sq. ft. total area in size.
4. Banners must either be free-standing or mounted to the wall of a tenant space or the lot's existing monument sign. If free-standing, the height of the banner shall not exceed five (5) [feet] above grade. If mounted to the wall of a tenant space, the width of the banner shall not exceed tenant frontage and shall not extend above the horizontal plane of the roof where the building wall and roof meet. If mounted to the lot's existing monument sign, the banner shall not extend beyond the sign face of the monument sign.

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- 5. Banners shall be erected with supports or other means so that they do not sag or become dilapidated.
 - F. PLACEMENT OF SIGNS. Except within the Central Business District, all free-standing signs must be set back at least ten (10) ft. from the public right-of-way. Within the Central Business District, all free standing signs must be set back at least five (5) feet from the public right-of-way.
 - G. CHANGEABLE COPY. Any monument sign permitted under this Ordinance may contain up to sixty-five percent (65%) changeable copy if the sign is located on a lot zoned and used (as its principal existing use) for an institutional, public or semi-public use and which includes an indoor public assembly place accommodating one hundred (100) or more persons.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016)

2.6.12 Requirements for non-residential zoning districts.

- A. *Signs Permitted in Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space).*
 - 1. *Primary Free-standing Sign (Monument Sign).* One (1) primary monument sign no greater than ten (10) ft. in height with no more than forty-two (42) sq. ft. of copy area shall be permitted in a strip shopping center. The monument sign may have up to four (4) tenant panels, which shall be calculated as part of the copy area. This sign shall be set back 20 ft. from the public right-of-way.
 - 2. *Wall Signs.* One wall sign per road frontage for each tenant space no greater than one (1) sq. ft. of sign area per one (1) in. ft. of tenant space frontage shall be permitted; provided, however, no more than two (2) wall signs shall be allowed for a tenant space (i.e. Corner tenants within strip shopping centers may have a wall sign on the end of the building in addition to the wall sign on the front of the building for a maximum of two (2) wall signs). Up to 50% of unused tenant sign area for wall and perpendicular signs shall be permitted to be aggregated and distributed to a particular building elevation; provided, however, no more than two (2) wall sign and one (1) perpendicular sign (not greater than 8 square feet) shall be allowed on the same building elevation and additional signs shall not be internally-illuminated.
 - 3. *Rear Entrance Sign.*
 - a. Applicability. Businesses located within the first two floors of a building that backs onto a parking lot, alley, park or other public space may have an additional wall sign.
 - b. Location. Rear entrance signs shall be located near the tenant space's rear door facing the parking lot, alley, park or other public space and placed within general proximity of the associated business.
 - c. Size. The area of rear entrance signs shall not exceed 50% of the front facing sign area allowed for the same tenant.
 - 4. *Window Signs.* Window signs, as defined in this Ordinance, are permitted for each tenant space in a shopping center. The aggregate copy area of such signs, however, shall not exceed a maximum of twenty percent (20%) of the total window area of the subject tenant space. One (1) illuminated window sign is permitted for each tenant space provided that such sign does exceed a maximum of four (4) sq. ft. in area. Illuminated window signs shall be included in the maximum aggregate window sign area calculation. Any illuminated window sign shall be constant in its light emission, shall not be animated, and shall not be so large or of character to obscure vision into the premises from the outside. Window signs shall not require a permit from the Director. However, each tenant shall immediately remove any window sign upon receipt of written notification from the Director stating that such window sign obscures the vision of police or other security or safety personnel into the premises in a manner that endangers public safety.

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5. *Under-Canopy Sign.* One (1) under-canopy sign is permitted for each tenant space within a strip shopping center, which shall not exceed 8 sq. ft. in area.
 6. *Sign During Construction.* One (1) temporary free-standing sign per strip shopping center project shall be permitted during the construction of the strip shopping center or the principal building of any outparcel. Such sign shall be allowed upon the commencement of construction for which a land disturbance permit has been issued, and terminating upon the issuance of a certificate of occupancy, installation of a permanent sign, or expiration/termination of the land development permit, whichever is first to occur. The sign shall not exceed ten (10) ft. in height, thirty-two (32) sq. ft. in area, and must be set back ten (10) ft. from the public right-of-way (five (5) ft. in the Central Business District). Further, the location of the sign be confined to the site of construction, and only one (1) such sign may be permitted per project.
 7. *Standard Informational Signs.* Standard informational signs, as defined in this Section, shall be permitted for each lot. Standard informational signs do not require a permit from the Director.
- B. *Signs Permitted in Shopping Centers (more than 50,000 sq. ft. enclosed leasable space).*
1. *Primary Free-standing Signs (Monument Signs).*

- a. The maximum number of primary monument signs permitted in a shopping center is as follows:

Size of Center (enclosed leasable space)	Total Number of Signs
50,000 sq. ft. to 150,000 sq. ft.	2
Over 150,000 sq. ft. to 200,000 sq. ft.	3
Over 200,000 sq. ft.	4

- b. The monument sign may have up to four (4) tenant panels, which shall be calculated as part of the copy area.
- c. No such sign shall be located within twenty (20) ft. of the public right-of-way of the street which affords the principal means of access to the shopping center. The sight distance of each sign shall conform to City standards, and evidence of conformity shall be provided to the Director.
- d. The maximum height of any such sign shall be ten (10) ft. and the maximum area permitted for any such sign is as follows:

Height	Area of Sign	Copy Area
10 feet or less	420 sq. ft.	78 sq. ft.

- e. Reserved.
 - f. The name and street number of the shopping center may be set forth on the monument sign. The calculation of the permitted copy area shall not include the street number.
 - g. Reserved.
 - h. In addition to the monument signs permitted above, one (1) monument sign not exceeding 10 ft. in height and 32 sq. ft. in copy area is permitted for each out-parcel; provided, however, if the out-parcel is a corner lot, one (1) sign for each street frontage is permitted.
2. *Canopy Signs and Wall Signs.*
 - a. One canopy sign or wall sign is permitted for each tenant space in the shopping center.

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- b. No wall sign or canopy sign shall be located so that any part of the sign or its support extends above the top of the wall or canopy, and no copy shall be located within five (5) in. of the top of the sign.
 - c. The area of a wall sign or canopy sign shall not exceed one (1) sq. ft. for each linear foot of tenant space frontage.
 - d. Up to 50% of unused tenant sign area for wall and perpendicular signs shall be permitted to be aggregated and distributed to a particular building elevation; provided, however, no more than two (2) wall signs and one (1) perpendicular sign (not greater than 8 square feet) shall be allowed on the same building elevation and additional signs shall not be internally-illuminated.
3. *Under-Canopy Signs.*
- a. One (1) under-canopy sign is permitted for each tenant space within a shopping center.
 - b. Under-canopy signs shall extend perpendicular to the wall of the tenant space, shall not exceed 8 sq. ft. in area, and shall be attached at a uniform height sufficient to assure the safety of pedestrians. Under-canopy signs shall match the wall or canopy signage for the subject tenant space unless otherwise approved by the Director.
4. *Rear Entrance Sign.*
- a. Applicability. Businesses located within the first two floors of a building that backs onto a parking lot, alley, park or other public space may have an additional wall sign.
 - b. Location. Rear entrance signs shall be located near the tenant space's rear door facing the parking lot, alley, park or other public space and placed within general proximity of the associated business.
 - c. Size. The area of rear entrance signs shall not exceed 50% of the front facing sign area allowed for the same tenant.
5. *Signs During Construction.*
- a. One (1) temporary free-standing sign per shopping center project shall be permitted during the construction of the shopping center or the principal building of any outparcel. Such sign shall be allowed upon the commencement of construction for which a land disturbance permit has been issued, and terminating upon the issuance of a certificate of occupancy, the installation of a permanent sign, or the expiration/termination of the land development permit, whichever is first to occur.
 - b. The size of the sign shall not exceed thirty-two square feet (32 sq. ft.) in area and the height of such sign shall not exceed ten feet (10 ft.). Further, the location of the sign shall be confined to the site of construction, and only one (1) such sign may be permitted per project.
7. *Window Signs.*
- a. Window signs, as defined in this Ordinance, are permitted for each tenant space in a shopping center. The aggregate copy area of such signs, however, shall not exceed a maximum of twenty percent (20%) of the total window area of the subject tenant space.
 - b. One (1) illuminated window sign is permitted for each tenant space provided that such sign does not exceed four (4) sq. ft. in area. Illuminated window signs shall be included in the maximum aggregate window sign area calculation. Any illuminated window sign shall be constant in its light emission, shall not be animated, and shall not be so large or of a character to obscure vision into the premises from the outside.

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- c. Window signs shall not require a permit from the Director. However, each tenant shall immediately remove any window sign upon receipt of written notification from the Director stating that such window sign obscures the vision of police or other security or safety personnel into the premises in such a manner that endangers public safety.
- 8. *Reserved.*
 - 9. *Signs Permitted for Cinema Complexes.*
 - a. In addition to the primary monument signs permitted for the shopping center, one (1) monument sign, which may include changeable copy board, shall be permitted for a lot containing a cinema complex; provided, however, if the cinema complex is located on an outparcel, any cinema monument signs erected shall be in lieu of the monument sign that is otherwise permitted for the outparcel pursuant to this subsection. If the cinema complex is on a corner lot, one (1) cinema monument sign for each street frontage is permitted.
 - b. The changeable copy board shall be constructed in such a fashion to prevent wind, rain or other elements from altering the position of the copy.
 - c. The height of a monument sign for a cinema complex shall not exceed ten (10) ft.
 - d. *Reserved.*
 - e. The copy area of a monument sign for a cinema complex shall not exceed one-hundred-and-twenty (120) sq. ft.
 - f. One (1) wall sign, which may include changeable copy board, or canopy sign shall be permitted for a cinema complex; provided, however, if theaters are contained within separate buildings then one such sign shall be permitted for each building. Signage for each building shall be treated as a separate sign. The aggregate area of wall signs or canopy signs for a cinema complex shall not exceed 1 sq. ft. for each linear foot of building frontage.
 - g. No wall sign or canopy sign shall be located so that any part of the sign or its support extends above the top of the wall or canopy, and no copy shall be located within five (5) in. of the top of the sign. The provisions of this subsection pertaining to signage in cinema complexes shall also apply to cinemas not located within a shopping center.
 - 10. *Entry Wall Signs.* A sign of up to three (3) sq. ft. is permitted on the wall above or adjacent to the entry of a tenant space located in a building without a common front entry.
 - 11. *Standard Informational Signs.* Standard informational signs, as defined in this Section, shall be permitted for each lot. Standard informational signs do not require a permit from the Director.
- C. *Signs Permitted in Industrial and Office Parks.*
- 1. *Free-Standing Signs.*
 - a. *Primary Free-Standing (Monument) Signs.* A maximum of two (2) primary monument signs are permitted in an industrial or office park. No primary monument sign shall exceed 10 ft. in height. A changeable copy board is not permitted on an industrial or office park sign. No primary monument sign shall be located within 20 ft. of the public right-of-way of the street which affords the principal means of access to the industrial or office park. The permitted area for primary free-standing signs is as follows:

Frontage	Area	Copy Area
Up to 500 feet	75 square feet	60 sq. ft.
501 and more feet	100 square feet	75 sq. ft.

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- b. *Secondary Free-Standing (Monument) Signs.* One secondary monument sign shall be permitted for each building in the industrial or office park, not to exceed 32 sq. ft. in area. The height of a secondary monument sign shall not exceed 10 ft.
 - 2. *Wall Signs.* Buildings of two (2) stories or greater may have a wall sign located at the top of the building. The maximum area of such sign shall not exceed 20 sq. ft. per floor or story above road grade, not to exceed 240 sq. ft. Wall signs shall not be internally illuminated. In lieu of a wall sign, up to 50% of the wall sign area allowance may be used for a blade sign.
 - 3. *Door or Wall Sign.* One (1) sign of up to three square feet (3 sq. ft.) is permitted for each tenant space within a building. Such signs shall be located on the door of the suite, or on a wall immediately adjacent to the door of the suite for business establishments located in a building without a common front entry.
 - 4. *Directory Signs.* Directory signs are permitted in industrial or office parks. Each exterior directory sign shall be a monument sign. Height of a directory sign shall not exceed ten feet (10 ft.).
 - 5. *Reserved.*
 - 6. *Rear, Secondary or Delivery Entrance Signs.* Rear, secondary or delivery entrance signs are permitted at appropriate locations within an industrial or office park. All such signs shall be free-standing and shall not exceed eight square feet (8 sq. ft.) in size and ten feet (10 ft.) in height.
 - 7. *Signs During Construction.* One (1) temporary free-standing sign for each subdivided tract within an industrial or office park is permitted during construction. Such sign shall be allowed upon the commencement of construction for which a land disturbance permit has been issued, and terminating upon the issuance of a certificate of occupancy, the installation of a permanent sign, or the expiration/termination of the land development permit, whichever is first to occur.

The size of such sign shall not exceed thirty-two square feet (32 sq. ft.) and the maximum height of such sign shall be ten feet (10 ft.). Further, the location of the sign shall be confined to the site of construction.
 - 8. *Standard Informational Signs.* Standard informational signs, as defined in this Section, shall be permitted for each lot. Standard informational signs do not require a permit from the Director.
 - D. *Signs Permitted for Convenience Centers with Gasoline Pumps.*
 - 1. One monument sign per road frontage not to exceed ten feet (10 ft.) in height and thirty-two square feet (32 sq. ft.) in area. The monument sign may include changeable copy board, not to exceed four (4) square feet in area, which shall be calculated as part of the copy area no digital copy is allowed.
 - 2. Wall signage for convenience store and accessory buildings shall not exceed an aggregate area of eighty square feet (80 sq. ft.).
 - 3. One canopy sign per road frontage not to exceed twenty square feet (20 sq. ft.) per sign.
 - 4. Signs on pumps shall not exceed three square feet (3 sq. ft.) per pump.
 - 5. Window signs, as defined in this Ordinance, are permitted. The aggregate copy area of such signs, however, shall not exceed a maximum of twenty percent (20%) of the total window area of the subject building or tenant space. One (1) illuminated window sign is permitted for each tenant space provided that such sign does not exceed four (4) sq. ft. in area.
 - 6. *Standard Informational Signs.* Standard informational signs, as defined in this Section, shall be permitted for each lot. Standard informational signs do not require a permit from the Director.
 - E. *Signs Permitted for Free-Standing Commercial Establishments not Located within a Shopping Center, Office Park or Industrial Park.*

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1. One (1) monument sign per road frontage no greater than ten feet (10 ft.) in height with no more than thirty-two square feet (32 sq. ft.) of area. Each sign shall be set back not less than ten feet (10 ft.) from the public right-of-way, except in the Central Business District where the setback shall be not less than five feet (5 ft.) from the public right-of-way.
 2. One (1) wall sign per road frontage for each tenant space no greater than one square foot (1 sq. ft.) of area per one linear foot (1 ln. ft.) of tenant frontage; provided, however, no more than 2 wall signs shall be allowed for a tenant space.
 3. One (1) rear door sign not to exceed three square feet (3 sq. ft.) in area.
 4. Window signs not exceeding twenty percent (20%) of the glass area.
 5. One (1) sign no greater than three square feet (3 sq. ft.) located on the front door or on a wall immediately adjacent to the front door.
 6. Buildings of two (2) stories or greater may have a wall sign located at the top of the building and is not greater than 20 sq. ft. per story (of building), in area.
 7. One (1) temporary free-standing sign shall be permitted during the construction of the principal building for the lot. Such sign shall be allowed upon the commencement of construction for which a land disturbance or building permit has been issued, and terminating upon the issuance of a certificate of occupancy, the installation of a permanent sign, or the expiration/termination of the land development or building permit, whichever is first to occur. The sign shall not exceed ten feet (10 ft.) in height, thirty-two square feet (32 sq. ft.) in area, and must be set back ten feet (10 ft.) from the public right-of-way (five feet (5 ft.) in the Central Business District).
 8. Standard Informational Signs. Standard informational signs, as defined in this Section, shall be permitted for each lot. Standard informational signs do not require a permit from the Director.
- F. *Signs permitted within the Downtown Overlay and MU zoned properties.* In addition to the signs authorized under a designated category, each business in the Downtown Overlay and within MU zoned properties may utilize the following additional signage:
1. Each located on the ground floor of a building shall be permitted one (1) perpendicular sign which shall not exceed eight (8) square feet in size and shall be placed at least eight (8) feet, but no more than twelve (12) feet above sidewalk. In order to foster originality, the shape of the sign may not incorporate more than one set of parallel edges and words may only comprise up to 50% of the sign face area. The remaining sign face area must incorporate some form of graphic design. In addition, signs must be mounted on decorative black brackets.
 2. Businesses located within the first two floors of a building that backs onto a parking lot, alley, park or other public space may have an additional wall sign up to twenty-four (24) square feet in size. This additional wall sign shall be located on the back of the building facing the parking lot, alley, park or other public space and placed within general proximity of the associated business.

G. *Signs permitted within the Downtown Overlay.*

1. Building Ground Signs (monument signs) within the Downtown Overlay shall not be internally illuminated. Where illumination is needed, lighting fixtures may be placed at the top of the sign and aimed downward or may be placed on the ground and aimed in such a way as to illuminate the sign without creating spillover into the night sky. Monument signs shall have a multidimensional surface and have materials that relate to the exterior of the building. Maximum height shall not exceed 6 feet.
2. If external illumination is used, lighting fixture shall be minimized or obscured from public view unless it is part of the overall architectural design of the building.

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3. If reverse or halo illuminated letters/logo are used, a minimum of one-inch (1") and maximum of three-inch (3") return depth shall be required. No more than a two-inch (2") standoff from the wall shall be allowed. The illumination color shall relate to the interior lighting of the building on which the sign is attached. Halo lighting shall be in the color range of 2k - 5k, except that other colors shall require evidence related to the architecture of the building.
 4. Routed or layered material signs shall have a minimum thickness of three-inches (3").
 5. Signs representing symbols related to a business shall use materials limited to wood, high density urethane, sign foam and metal.
 6. Perpendicular or hanging signs shall use wood, high density urethane, sign foam, metal, or other unique materials as determined by the Design Review Board and high design details.
 7. Window signage shall have graphics with one (1) font and one (1) color. Colors shall be limited to white, gold and frosted. Logos shall be no more than one-quarter (1/4) of the window graphic and shall be permitted to be full color. Window graphics shall be limited to one area of the window. Street numbers in the transom above a door shall not count against the maximum allowable window signage area.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016; Ord. No. 736 , § 2, 3-20-2017; Ord. No. 805 , § 1(Exh. A), 8-10-2020)

2.6.13 Requirements for residential zoning districts.

- A. *Standard Informational Signs.* Each lot located in a residential district may display standard informational signs, as defined in this Ordinance. No single sign shall exceed four feet (4 ft.) in height. No sign shall be illuminated. All signs must be set back at least ten feet (10 ft.) from the right-of-way.
- B. *Subdivision Signs.* A maximum of two (2) subdivision signs per platted residential subdivision entrance are permitted, which may be erected while the subdivision is under construction and being actively marketed 'For-Sale'.. These signs shall be single-faced, not exceed ten feet (10 ft.) in height or thirty-two square feet (32 sq. ft.) in area, and be set back at least ten feet (10 ft.) from the right-of-way. Subdivision signs shall not be included in the calculation of aggregate sign area for any lot. A subdivision sign shall not be internally illuminated.
- C. *'For-Rent' Dwelling Developments.* One (1) monument sign shall be permitted for a planned 'for-rent' dwelling development. Such sign shall not exceed ten feet (10 ft.) in height or thirty-two square feet (32 sq. ft.) in area, and be set back at least ten feet (10 ft.) from the right-of-way. The sign shall not be internally illuminated.
- D. *CUP Districts.* Within CUP zoning districts, 'For-Rent' dwelling developments shall also be permitted one permanent, free-standing, directional sign. Such sign shall be a monument sign and shall match the appearance of the primary sign on the site, be setback at least ten feet (10 ft.) from the public right-of-way, and shall be no greater than thirty-two square feet (32 sq. ft.) in area.

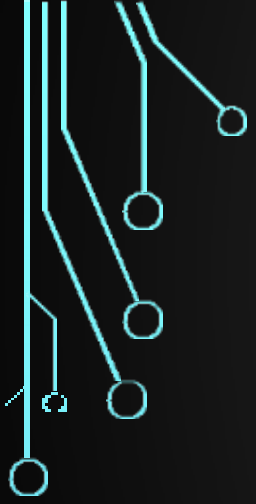
(Ord. No. 720 , § 2(Exh. A), 2-22-2016)



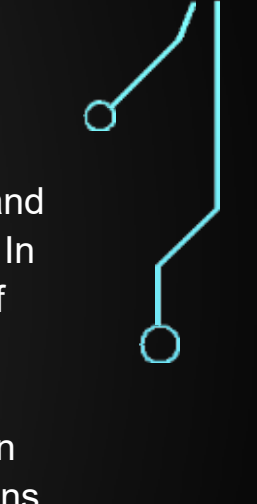
DOWNTOWN SIGN ORDINANCE CHANGES AND RESEARCH

2021 COMMITTEE MEMBERS

- HOLLY PALMER-DRB MEMBER
- KATIE ROCCO – DRB MEMBER
- PAT CORKILL – DRB MEMBER
- ROGER BROWN – DRB MEMBER
- PATTI HUXFORD – SIGN COMPANY
OWNER MANUFACTURER 25+ YEARS
- CLINT MOSELEY – SIGN COMPANY
OWNER MANUFACTURER 20+ YEARS



IMPORTANCE OF GOOD SIGNAGE

- Signs were an important aspect of 19th and early 20th century storefronts and today play an important role in defining the character of a business district. In examining historic streetscape photographs, one is struck by the number of signs—in windows, over doors, painted on exterior walls, and hanging over (and sometimes across) the street. While this confusion was part of the character of 19th century cities and towns, today's approach toward signs in historic districts tends to be much more conservative. Removal of some signs can have a dramatic effect in improving the visual appearance of a building; these include modern backlit fluorescent signs, large applied signs with distinctive corporate logos, and those signs attached to a building in such a way as to obscure significant architectural detailing. For this reason, their removal is encouraged in the process of rehabilitation. If new signs are designed, they should be of a size and style compatible with the historic building and should not cover or obscure significant architectural detailing or features. For many 19th century buildings, it was common to mount signs on the lintel above the first story. Another common approach, especially at the turn of the century, was to paint signs directly on the inside of the display windows. Frequently this was done in gold leaf. New hanging signs may be appropriate for historic commercial buildings, if they are of a scale and design compatible with the historic buildings. Retention of signs and advertising painted on historic walls, if of historic or artistic interest (especially where they provide evidence of early or original occupants), is encouraged.
- 
- 

Cabinet signs whether they are a formed (cloud) box or regular shape are prohibited from the DTO(Downtown Overlay)

No face illuminated signs are permitted in the DTO. Signs may be illuminated in several other ways

- ✓ Halo
- ✓ Indirect
- ✓ Reverse Illumination
- ✓ Exterior mounted fixture

If a fixture is used, every attempt should be made to minimize the visual impact of the fixture itself unless it is part of the overall architectural design of the building



When reverse or halo illuminated letters/logo is chosen a minimum of 1" and maximum of 3" return depth is required

No more than a 2" standoff from the wall is allowed with 1.5" being preferred

The color for the illumination should relate to the interior lighting of the building



All halo lighting should must be in the color range of 2k-5k

Other colors could be approved if good evidence exists architecturally





LAYERED MATERIALS
AND ROUTED WITH A
MINIMUM 3" THICK
OVERALL



THE USE OF SYMBOLS
RELATED TO THE BUSINESS
ARE ENCOURAGED.
MATERIALS ARE LIMITED TO:
WOOD, HDU (HIGH DENSITY URETHANE)
SIGN FOAM, METAL



Hanging or perpendicular signs must use unique materials and high design details



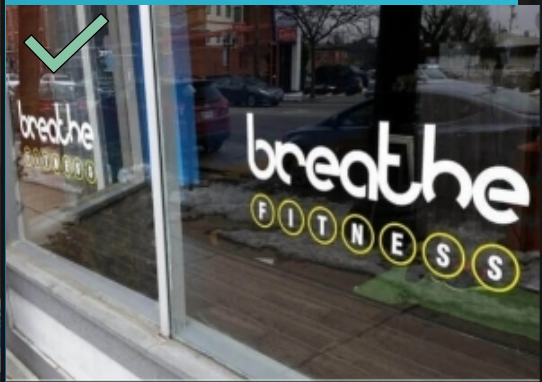
WINDOW GRAPHICS:

GRAPHICS SHOULD BE SIMPLE IN NATURE WITH 1 FONT AND 1 COLOR. WHITE, GOLD AND FROSTED ARE THE PREFERRED COLORS. LOGOS SHOULD BE MINIMAL AND CAN BE FULL COLOR.

CODE:

20% OF THE WINDOW AREA OF EACH WINDOW IS THE ALLOWABLE SPACE FOR WINDOW GRAPHICS. UNLESS THE TRANSOM ABOVE A DOOR IS USED FOR THE STREET NUMBER.

WINDOW GRAPHICS SHOULD BE IN ONE AREA OF THE WINDOW AND NOT SPREAD AROUND THE WINDOW ITSELF.





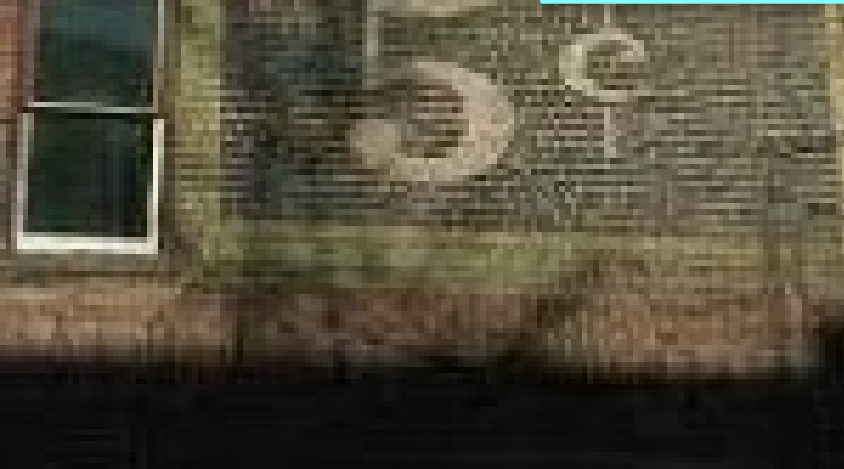
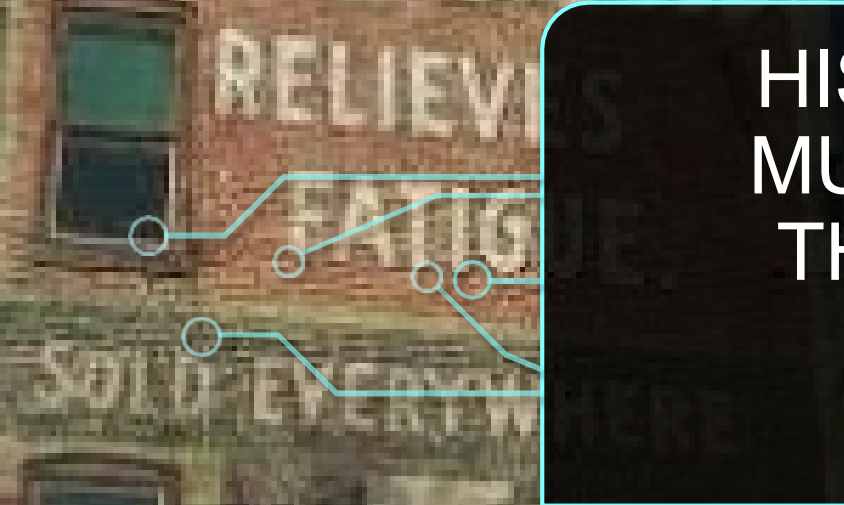
MONUMENT SIGNS MUST
INCLUDE MULTIPLE LAYERS AND
MATERIALS THAT RELATE TO THE
DESIGN AND USE OF THE
BUSINESS



CUSTOM
GABION
DESIGN



HISTORICAL ERA SPECIFIC
MURALS APPROPRIATE TO
THE BUILDING AND AREA



AN ORDINANCE TO AMEND ARTICLE II OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO ADD A DEFINITION FOR ‘CHANNEL LETTER SIGN’; TO ADD PROHIBITED SIGNS IN THE DOWNTOWN OVERLAY; TO ADD SIGN REGULATIONS FOR SIGNS PERMITTED IN THE DOWNTOWN OVERLAY; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, on or about May 21, 2001, the City of Alpharetta (the “City”) adopted a comprehensive zoning ordinance known and cited as the Unified Development Code of the City of Alpharetta, Georgia, which has subsequently been amended from time to time (the “Unified Development Code”); and

WHEREAS, the Mayor and Council of the City of Alpharetta (the “City Council” or “Council”) are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta; and

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs; and

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City’s operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta; and

WHEREAS, the City Council desires to amend Article II of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta;

NOW THEREFORE, The Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article II, Subsection 2.6.3 titled “Definitions” of the Unified Development Code is hereby amended by revising same as set forth in Exhibit “A” attached hereto as if fully set forth herein; and

Section 2: Article II, Subsection 2.6.8 titled “Prohibited signs and devices” of the Unified Development Code is hereby amended by revising same as set forth in Exhibit “B” attached hereto as if fully set forth herein; and

Section 3: Article II, Subsection 2.6.12(G) titled “Signs permitted within the Downtown Overlay” of the Unified Development Code is hereby amended by revising same as set forth in Exhibit “C” attached hereto as if fully set forth herein; and

Section 4: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this

Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 5: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED this the _____ day of _____, 2022.

Approved:

Jim Gilvin, Mayor

Attest:

COUNCILMEMBERS

Lauren Shapiro, City Clerk
(Seal)

Approved as to Form:

City Attorney

Exhibit “A”

Channel Letter Sign. A three-dimensional, individually cut letters or figures, illuminated or non-illuminated, affixed to a structure.

Exhibit “B”

2.6.8 Prohibited signs and devices.

Except as otherwise provided, the following types of signs or attention-getting devices are prohibited in all zoning districts of the City:

1. Balloons, pennants, streamers, feather signs, air or gas filled figures, or similar attention-getting devices or wind-activated devices, excluding flags.
2. Swinging signs.
3. Rotating signs.
4. Animated signs, flashing signs, and intensely lighted signs.
5. Beacons, search lights or laser lights or images.
6. Variable message boards used for purposes other than traffic management.
7. Signs which purport to be, or are an imitation of, or resemble an official traffic sign or signal.
8. Window signs which, in aggregate, exceed 20% of the window area or otherwise fail to meet the standards of this Ordinance.
9. A-frame signs, sandwich board, sidewalk or curb signs are prohibited except when placed within 5 ft. of the front door of a building.
10. Signs painted on or attached to utility poles, trees, rocks or other similar objects, except signs lawfully placed on utility poles by a government, public authority or public utility.
11. Signs which obstruct a fire escape, required exit, window or door opening used as a means of ingress or egress, or which interfere with any opening required for ventilation, or which violate any code of the City, including the Life Safety Code and the Fire Prevention Code.
12. Signs occupying a parking space required under the minimum parking requirements of this Ordinance, other than signs designating the space as reserved for handicapped or other use.
13. Signs which do not conform to City-adopted building and electrical codes.
14. Signs which emit audible sound, odor or visible matter.
15. Portable signs.
16. [Reserved].
17. [Reserved].
18. Signs attached to any street signs or traffic control devices, or to any pole supporting same, or any sign attached to any utility pole, other than those signs lawfully placed by a government, public agency, or public utility.
19. Signs projected on a building.
20. Signs in a public right-of-way other than publicly owned or maintained signs.
21. Signs which are in violation of the rules and regulations of any zoning overlay district presently existing or as may later be enacted.
22. Signs located on any substandard lot.
23. Abandoned signs.
24. Any sign that is structurally unsound, or is a hazard to traffic or pedestrians.
25. Dilapidated or neglected signs. A sign (including sign structure) will be dilapidated or neglected if it does not present a neat and orderly appearance, which may be manifested by the following: rust or holes on or in the sign or sign structure, or broken, missing, loose or

bent parts, faded or flaking paint, non-operative or partially non-operative illuminating or mechanical devices or missing letters in sign copy.

26. Signs exceeding 156 sq. ft. in copy area if located on a commercial building, signs exceeding 240 sq. ft. in copy area if located on an industrial or office park building and/or signs and sign structures in excess of 10 ft. in height (measured from the ground to the highest point of the structure).
27. Signs in any area designated as an undisturbed buffer pursuant to a federal, state or local law, a condition of zoning, or approved plat.
28. Internally illuminated window signs, including neon or LED signs (except as otherwise permitted herein). Additionally, LED, string or similar lighting outlining the windows, doors or other similar building features shall be prohibited.

29. Cabinet signs in the Downtown Overlay.

30. Face illuminated channel letter signs in the Downtown Overlay.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016; Ord. No. 736 , § 1, 3-20-2017; Ord. No. 805 , § 1(Exh. A), 8-10-2020)

Exhibit “C”

G. Signs permitted within the Downtown Overlay.

1. Building Ground Signs (monument signs) within the Downtown Overlay shall not be internally illuminated. Where illumination is needed, lighting fixtures may be placed at the top of the sign and aimed downward or may be placed on the ground and aimed in such a way as to illuminate the sign without creating spillover into the night sky. Monument signs shall have a multidimensional surface and have materials that relate to the exterior of the building. Maximum height shall not exceed 6 feet.
2. If external illumination is used, lighting fixture shall be minimized or obscured from public view unless it is part of the overall architectural design of the building.
3. If reverse or halo illuminated letters/logo are used, a minimum of one-inch (1") and maximum of three-inch (3") return depth shall be required. No more than a two-inch (2") standoff from the wall shall be allowed. The illumination color shall relate to the interior lighting of the building on which the sign is attached. Halo lighting shall be in the color range of 2k - 5k, except that other colors shall require evidence related to the architecture of the building.
4. Routed or layered material signs shall have a minimum thickness of three-inches (3").
5. Signs representing symbols related to a business shall use materials limited to wood, high density urethane, sign foam and metal.
6. Perpendicular or hanging signs shall use wood, high density urethane, sign foam, metal, or other unique materials as determined by the Design Review Board and high design details.
7. Window signage shall have graphics with one (1) font and one (1) color. Colors shall be limited to white, gold and frosted. Logos shall be no more than one-quarter (1/4) of the window graphic and shall be permitted to be full color. Window graphics shall be limited to one area of the window. Street numbers in the transom above a door shall not count against the maximum allowable window signage area.

(Ord. No. 720 , § 2(Exh. A), 2-22-2016; Ord. No. 736 , § 2, 3-20-2017; Ord. No. 805 , § 1(Exh. A), 8-10-2020)



CITY COUNCIL MEETING STAFF REPORT

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

I. AGENDA ITEM TITLE: E-21-07 WELLSTAR SIGN EXCEPTION

CITY COUNCIL: JANUARY 18, 2022

II. RECOMMENDATION:

Approve E-21-07 Wellstar Sign Exception, subject to the following conditions:

1. Wall sign location, number, and size shall be limited to submitted plans, dated 10/25/21, except to comply with the conditions below and the proposed Downtown Sign Code changes, as approved by Staff.
2. Wall signs on the north building elevation shall be removed as depicted on the submitted plans, dated 10/25/21.
3. Wall signs shall not have an internally illuminated sign face. Wall signs shall be reverse lit or externally illuminated, as approved by Staff.
4. Monument signs shall be 10' in height but shall not be internally-illuminated. Monument signs shall be reverse lit or externally illuminated in compliance with Downtown Sign Code changes, as approved by Staff.
5. Landscaping at the corner of Old Milton Parkway and Park Street and at the base of the monument sign shall remain and shall be maintained by the property owner.
6. Property owner shall assess and replace dead, dying and missing landscaping.
7. Evergreen landscaping shall be added along the north property line where sparse, as approved by Staff.
8. Dedicate a public access easement over sidewalk at the corner of Old Milton Parkway and Park Street.

III. REPORT IN BRIEF:

The applicant, Wellstar, is requesting consideration of a sign exception to allow additional wall signs, increase the height of a monument sign and to allow internally illuminated monument signs in the Downtown Overlay. The applicant proposes to aggregate allowable wall sign area and distribute to signs on the south and west building elevations. The subject property is located at 2450 Old Milton Parkway at the northwest corner of Old Milton Parkway and Park Street, which is the Wellstar medical office building.

DISCUSSION

The submitted request, if approved, would allow additional wall signs, an increase to monument sign height and internally illuminated monument signs in the Downtown Overlay. The applicant proposes to aggregate allowable wall sign area and distribute to additional signs on the south and west building elevations. The subject property is located at 2450 Old Milton Parkway at the northwest corner of Old Milton Parkway and Park Street, which is the Wellstar medical office building.

The subject property is zoned MU (Mixed Use) subject to the Old Milton Holdings Master Plan and is developed with the 2-story, 40,000 square foot Wellstar medical office building. Surrounding properties are zoned MU to the north and east, O-P (Office-Professional) to the west and DT-LW (Downtown Live-Work) to the south. The Providence Group is constructing a townhome development to the north, The

Foundry is located to the east, an office building is located to the west and an undeveloped property approved for Northside Hospital is located to the south.

A sign exception was approved on the subject property in 2018 for the Wellstar building allowing three (3) additional wall signs on the south, north and west elevations. The allowable wall sign area was aggregated and distributed to the additional signs. Five (5) wall signs were approved with a total sign area of 206.18 square feet, which was 77 square feet, or 27%, less than allowed by the Sign Code.

WALL SIGNS

For a free-standing commercial establishment, the Sign Code allows one (1) wall sign per road frontage no greater than one square foot (1 SF) of area per one linear foot (1 LF) of frontage. The Wellstar building is 184 LF along Old Milton Parkway and 103.33 LF on Park Street. As shown in the table below, the applicant requests one (1) additional wall sign on the south elevation and one (1) wall sign on the west elevation. The two (2) walls previously approved on the north elevation will be removed. The overall sign area is 94.96 square feet, or 34%, less than allowed by the Sign Code.

Elevation	Max #	# Requested	Max Sign Area	Requested Sign Area
South (Old Milton Parkway)	1*	2	156 SF	154.51 SF (107.81 SF previously approved)
North	0*	0 (2 removed)	24 SF	0 SF (74.37 SF previously approved)
East (Park Street)	1	0	103.33 SF	0 SF
West	0*	1	0 SF	33.86 SF (24 SF previously approved)
TOTAL	2	3	283.33 SF	188.37 SF (206.18 SF previously approved)

*Does not include 2018 sign exception approval. Previous sign exception allowed 2 wall signs on the south elevation, 2 on the north elevation and 1 on the west elevation.

MONUMENT SIGNS

Within the Downtown Overlay, the Sign Code allows one (1) monument sign per road frontage no greater than six feet (6') in height with no more than thirty-two square feet (32 SF) of area and monument signs shall not be internally illuminated. As shown in the table below, the applicant requests an increase to the height of two (2) monument signs from 6' to 10' and to allow internally illuminated sign cabinets.

Road Frontage	Max #	# Requested	Max Height	Height Requested	Max Sign Area	Requested Sign Area	Illumination
Old Milton Parkway	1	1	6'	10'	32 SF	28.66 SF	Internal (sign cabinet)
Park Street	1	1	6'	10'	32 SF	28.66 SF	Internal (sign cabinet)
TOTAL	2	2			64 SF	57.32 SF	

DOWNTOWN SIGN CODE CHANGES

The City is in the process of considering Sign Code changes related to signage in the Downtown Overlay. A Downtown Sign Committee consisting of DRB members, Staff and sign company professionals was established to research, review and recommend appropriate Downtown Sign regulations. As a result, text amendments to the Sign Code are proposed as it relates to signage in the Downtown Overlay, including a prohibition on sign cabinets, prohibition on face illuminated signs, and adding design regulations applicable to external illumination, monument signs, wall signs, perpendicular or hanging signs and window signs.

EXCEPTION REQUIREMENTS

The City of Alpharetta Unified Development Code Article II, Section 4.5.4. outlines the criteria set forth for granting an exception to the sign regulations. The ordinance specifically states..."an exception may be granted upon a finding that":

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of size, shape or topography; or

Response: There are no exceptional conditions because of the size, shape or topography of the property; however, there are exceptional conditions pertaining to the use of the property, which is an urgent care providing emergency medical services for the general public. The applicant's request would result in fewer wall signs and less overall sign area, which is more aesthetically pleasing. The proposed monument sign height does not exceed the height allowed in areas of the City outside of the Downtown Overlay. However, internally illuminated signs are inconsistent with the vision of the historic Downtown.

2. The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or

Response: The applicant's request would result in fewer wall signs and less overall sign area, which is more aesthetically pleasing. The proposed monument sign height does not exceed the height allowed in areas of the City outside of the Downtown Overlay. However, internally illuminated signs are inconsistent with the vision of the historic Downtown.

3. There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or

Response: There are conditions that are peculiar to the use of the property, which is an urgent care providing emergency medical services for the general public. The applicant's request would result in fewer wall signs and less overall sign area, which is more aesthetically pleasing. The proposed monument sign height does not exceed the height allowed in areas of the City outside of the Downtown Overlay. However, internally illuminated signs are inconsistent with the vision of the historic Downtown.

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the Ordinance.

Response: Granting certain parts of the applicant's request would not cause substantial detriment to the public good or impair the purpose and intent of the Ordinance. The overall sign area is less than the maximum allowed by the Sign Code, the number of wall signs is less than previously granted by the 2018 sign exception and the monument sign height does not exceed the height allowed in areas of the City outside of the Downtown Overlay. However, internally illuminated signs are inconsistent with the vision of the historic Downtown.

CONCURRENCES

Staff has reviewed the applicant's request against the review criteria for a sign exception. Certain parts of the applicant's request can be supported given that the use is an urgent care, which provides emergency medical services for the general public. The request for additional wall signs does not exceed the previous sign exception granted for the Wellstar building and would result in fewer wall signs and less overall sign area. Smaller signs will be more aesthetically pleasing than one (1) large wall sign. The request to increase monument sign height does not exceed the monument sign height allowed in areas of the City outside of the Downtown Overlay. However, the request to allow internally illuminated monument signs is inconsistent with the vision of the historic Downtown. If approved, conditions are recommended limiting wall sign and monument sign illumination to reverse lit or externally illuminated.

CITIZEN PARTICIPATION PLAN

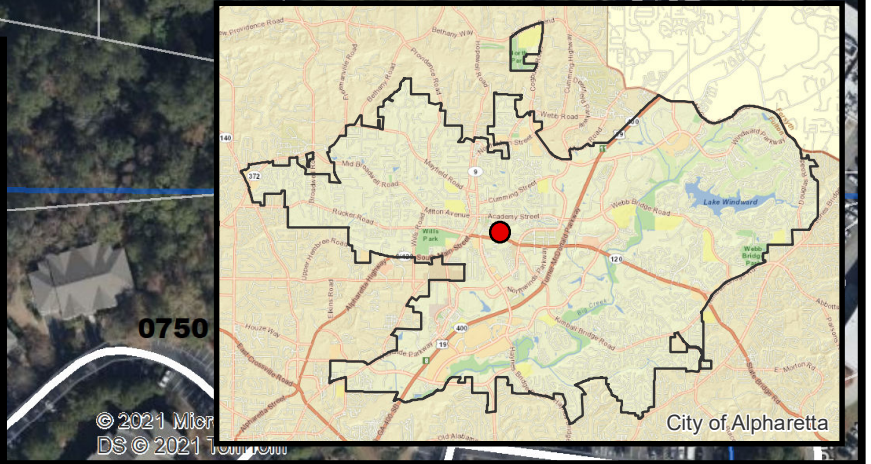
The applicant notified adjacent property owners of the sign variance request and intent for the property. The citizen participation report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on December 8, 2021. There was one (1) public comment in favor of the applicant's request.

IV. ATTACHMENTS:

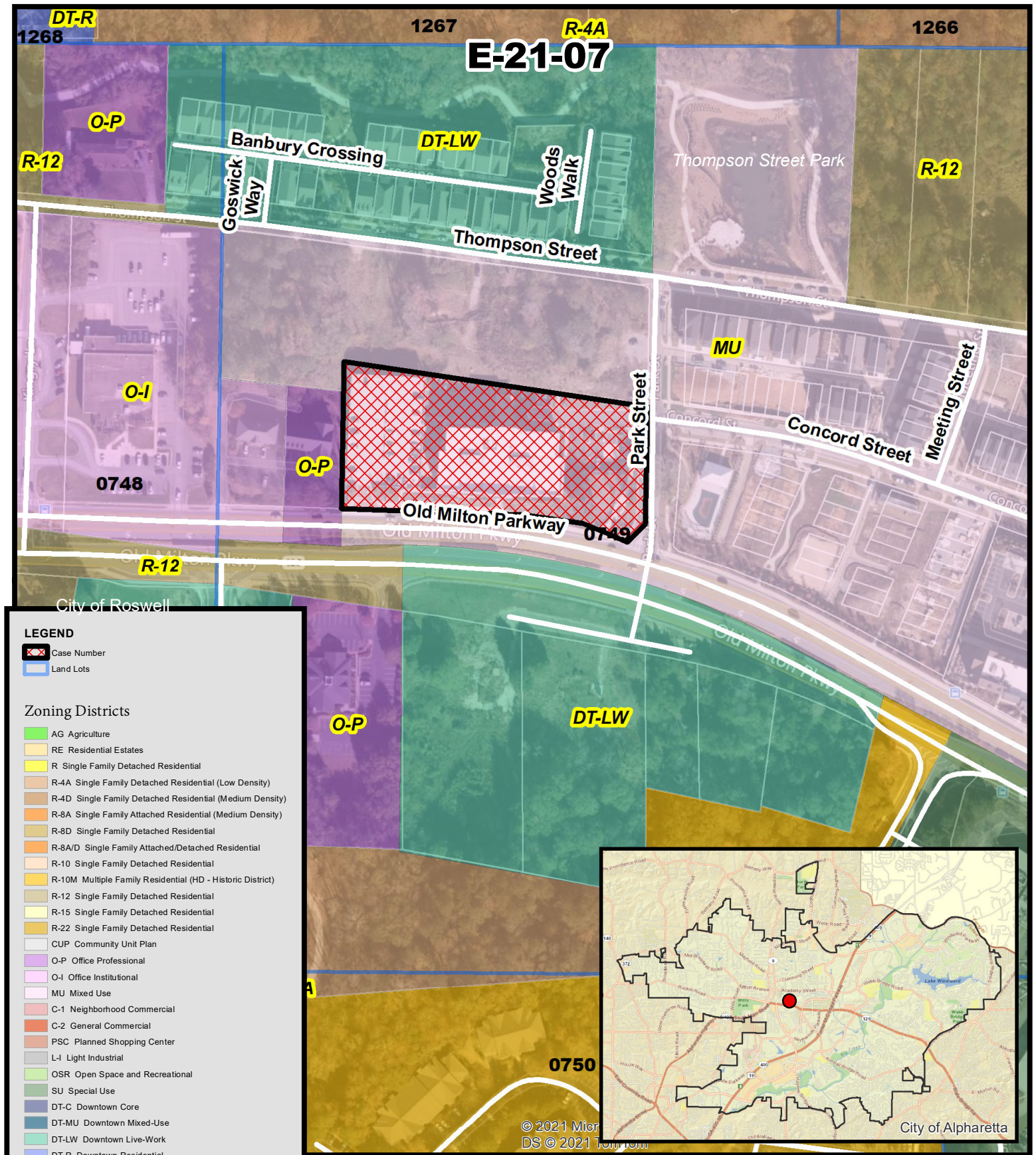
- Sign Locations & Details



Aerial Map
Wellstar Sign Exception
2450 Old Milton Parkway

E-21-07
D/LL: 1/2/749
CC Date: 1/18/22

Location Map Provided by:
Community Development - GIS

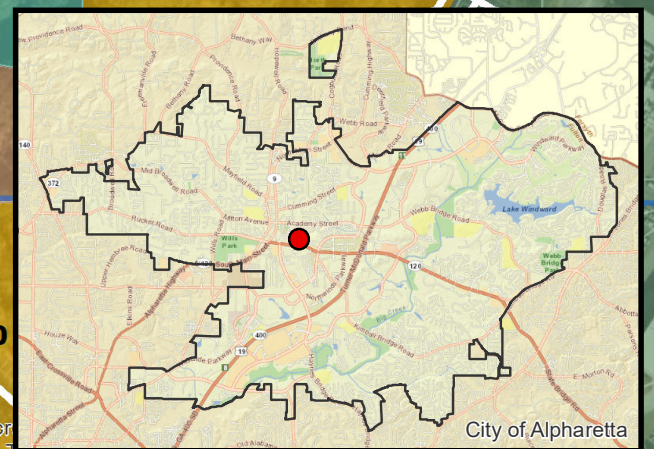


LEGEND

- Case Number
- Land Lots

Zoning Districts

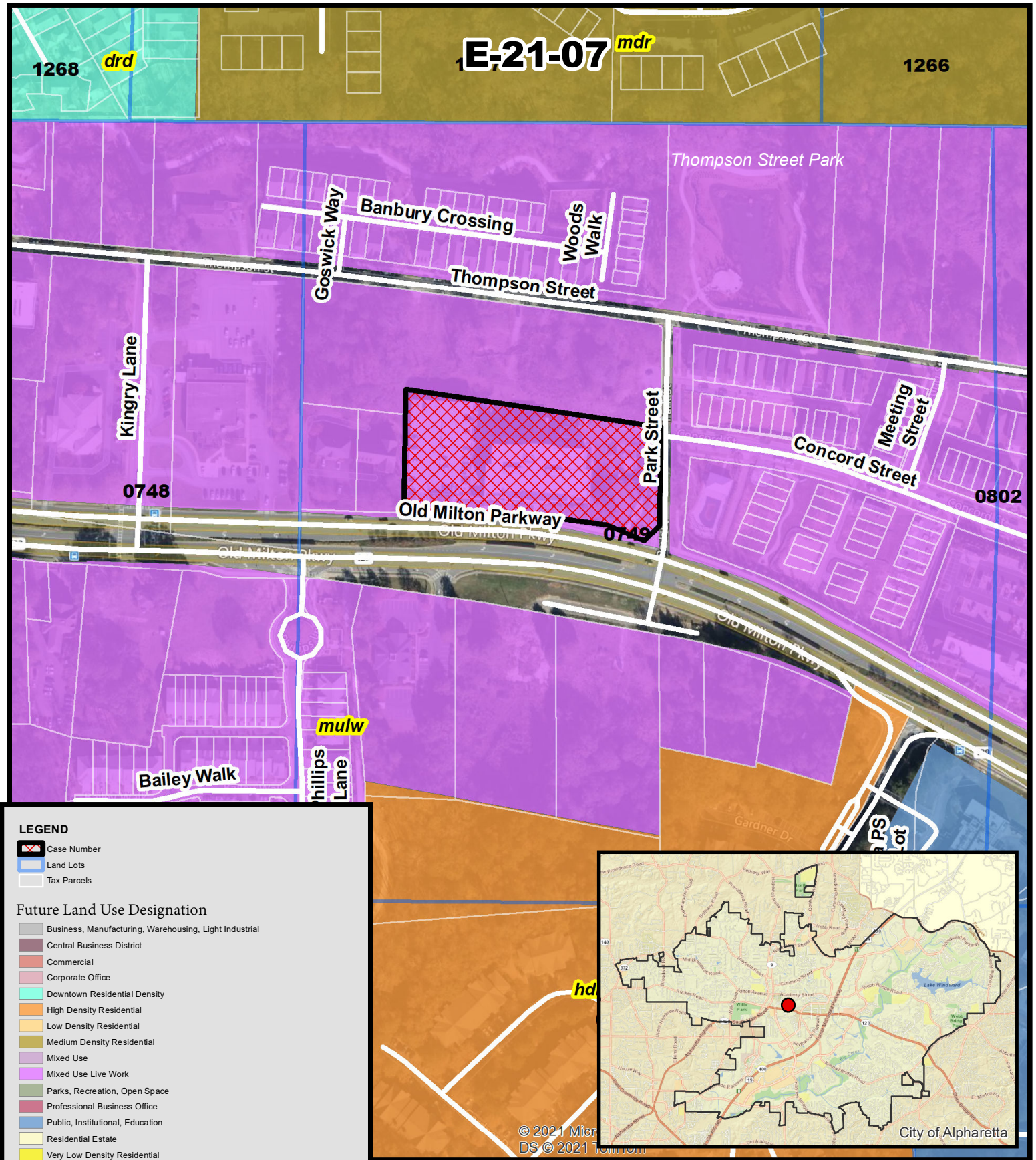
- AG Agriculture
- RE Residential Estates
- R Single Family Detached Residential
- R-4A Single Family Detached Residential (Low Density)
- R-4D Single Family Detached Residential (Medium Density)
- R-8A Single Family Attached Residential (Medium Density)
- R-8D Single Family Detached Residential
- R-8A/D Single Family Attached/Detached Residential
- R-10 Single Family Detached Residential
- R-10M Multiple Family Residential (HD - Historic District)
- R-12 Single Family Detached Residential
- R-15 Single Family Detached Residential
- R-22 Single Family Detached Residential
- CUP Community Unit Plan
- O-P Office Professional
- O-I Office Institutional
- MU Mixed Use
- C-1 Neighborhood Commercial
- C-2 General Commercial
- PSC Planned Shopping Center
- L-1 Light Industrial
- OSR Open Space and Recreational
- SU Special Use
- DT-C Downtown Core
- DT-MU Downtown Mixed-Use
- DT-LW Downtown Live-Work
- DT-R Downtown Residential
- Tax Parcels



**Zoning Map
Wellstar Sign Exception
2450 Old Milton Parkway**

**E-21-07
D/LL: 1/2/749
CC Date: 1/18/22**

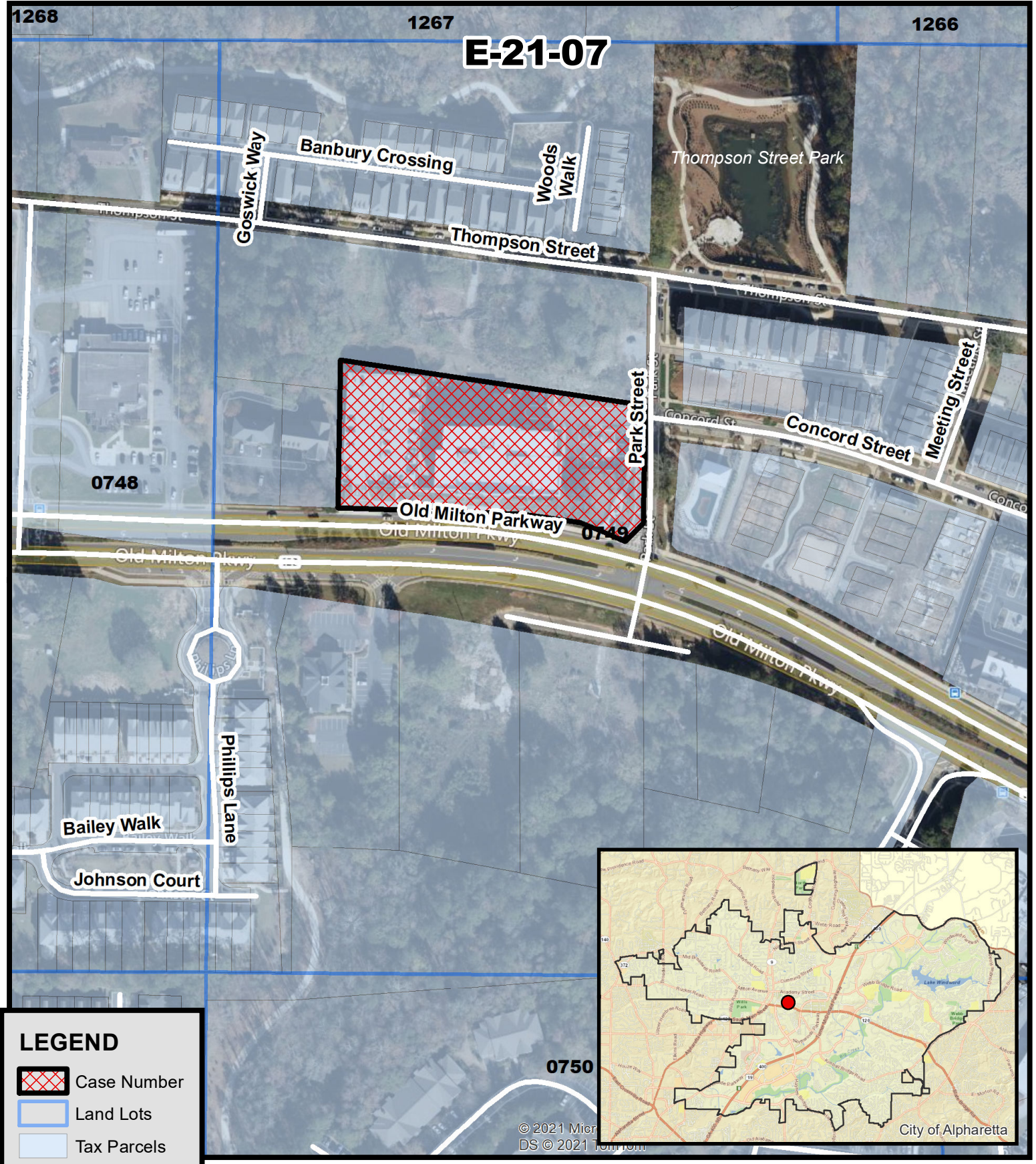
**Location Map Provided by:
Community Development - GIS**



Future Land Use **Wellstar Sign Exception** **2450 Old Milton Parkway**

E-21-07
D/LL: 1/2/749
CC Date: 1/18/22

Location Map Provided by:
Community Development - GIS



LEGEND

-  Case Number
-  Land Lots
-  Tax Parcels



Location Map
Wellstar Sign Exception
2450 Old Milton Parkway

E-21-07
D/LL: 1/2/749
CC Date: 1/18/22

Location Map Provided by:
Community Development - GIS



Avalon Health Park

Signage Variance Submittal: 25 October 2021



Existing Signage

Reference Images

WellStar Logo on West Side Of Building (Halo Lighted)



EXISTING

6

Building Identification Text at Top Of Parapet (Wall Wash Lighting).



EXISTING

5

WellStar Logo on Face Of Building (Halo Lighted)



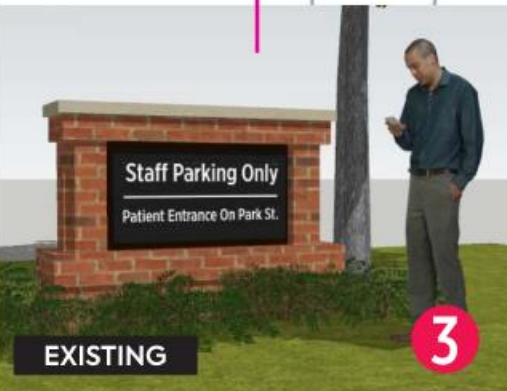
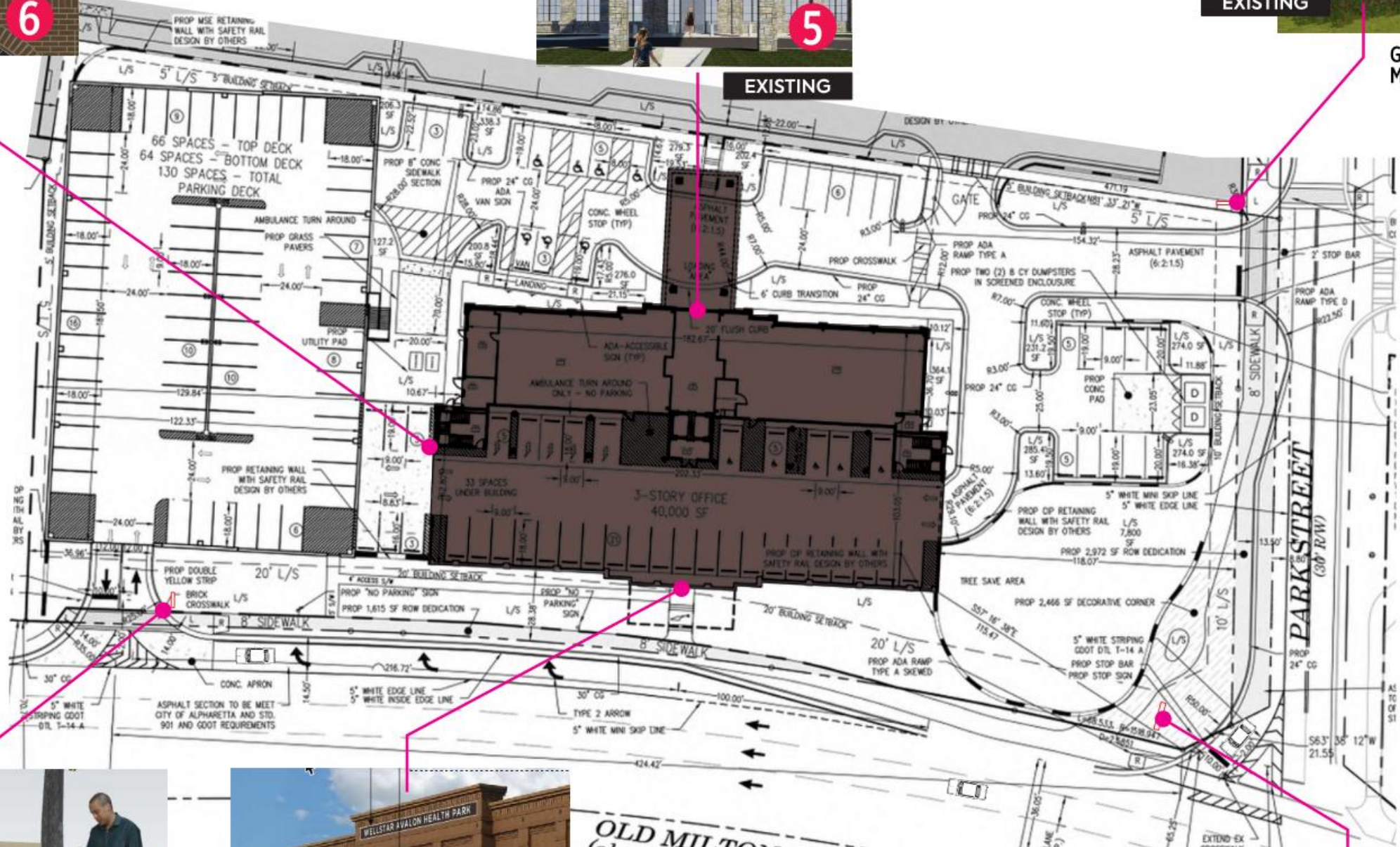
EXISTING

2

Ground Lighted Entry Monument Sign



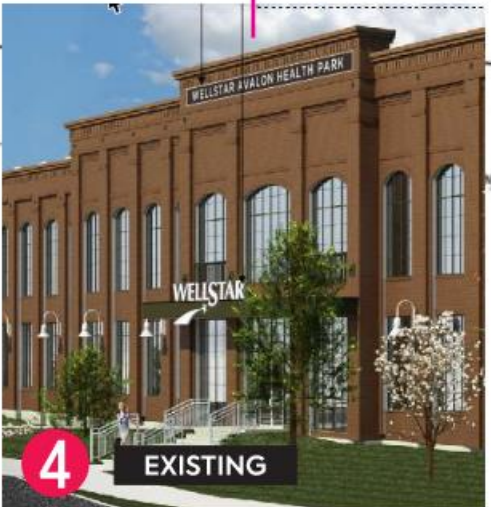
AVALON HEALTH PARK
Alpharetta, Georgia



EXISTING

3

Monument Sign at Staff Entry (Ground Lighted)



EXISTING

4

Building Identification Text at Top Of Parapet (Wall Wash Lighting).

WellStar Logo on Face Of Canopy (Halo Lighted)



1

EXISTING

Monument Sign @ Corner Of Old Milton & Park Street (Ground Lighted)

25Oct2021 City Submittal Set

CARUSODRYE (P) 770.794.0360
358 Roswell Street, Suite 2170B www.carusodrye.com
Marietta, Georgia 30060

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Existing Signage



Old Milton Parkway Monument Sign



Old Milton Parkway Deck Entry Monument



Park Street Entry Monument



AVALON HEALTH PARK
Alpharetta, Georgia

25Oct2021 City Submittal Set

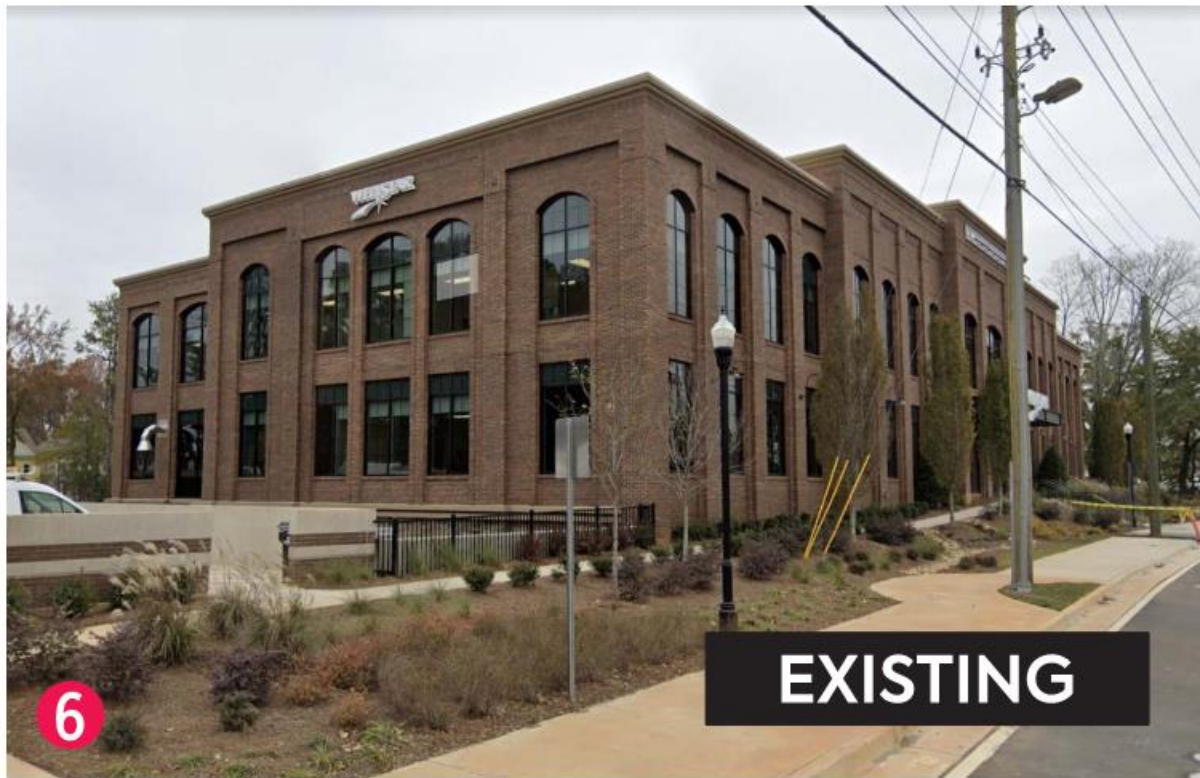
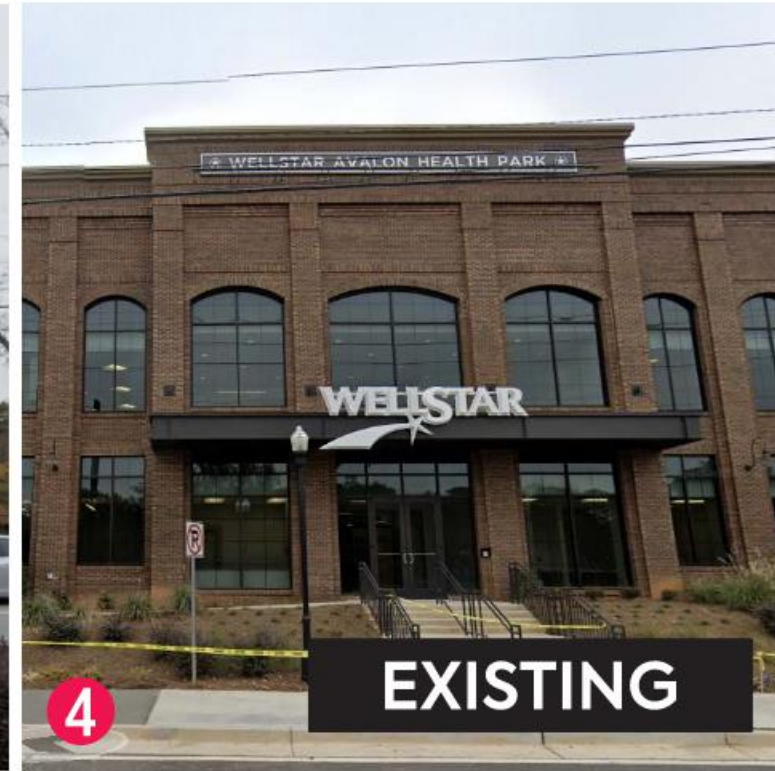
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358 Roswell Street, Suite 2170B www.carusodrye.com
Marietta, Georgia 30060

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Existing Monument
Signs (Reference Photos)



South Elevation / Old Milton Parkway Wall Signage (Existing)



West Elevation Wall Signage (Existing)



Rear/North Elevation Wall Signage (Existing)



Wellstar

AVALON HEALTH PARK
 Alpharetta, Georgia

25Oct2021

City Submittal Set

CARUSODRYE

(P) 770.794.0360

358 Roswell Street, Suite 2170B

Marietta, Georgia 30060

www.carusodrye.com

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Existing Wall Signage
 (Reference Photos)



Proposed Signage

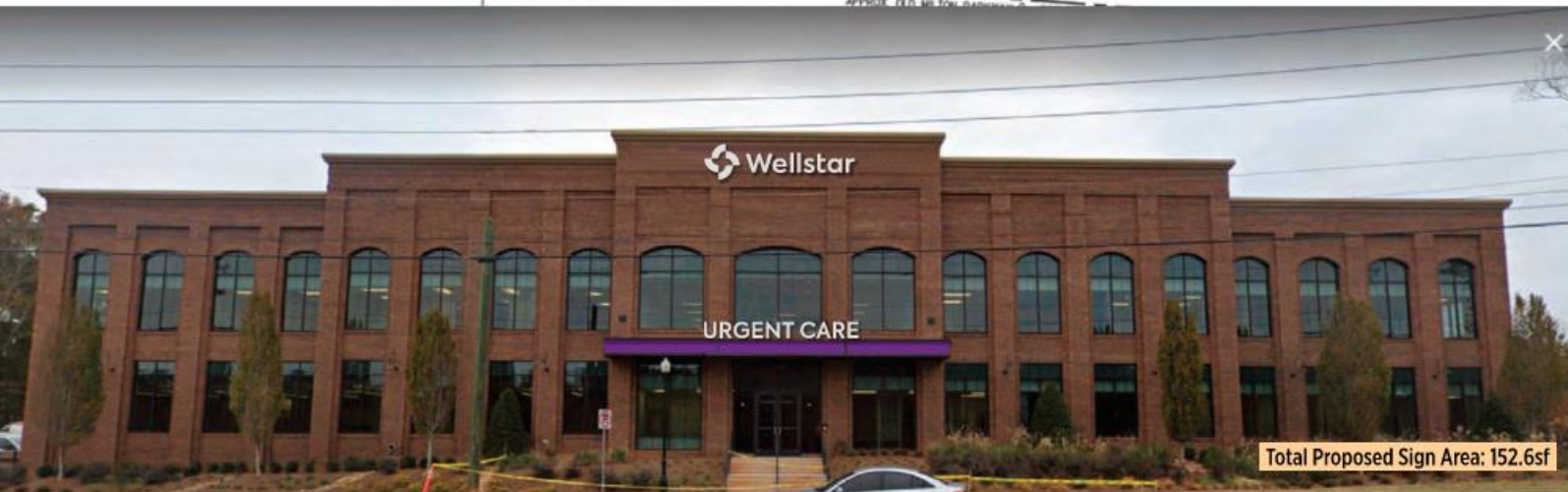
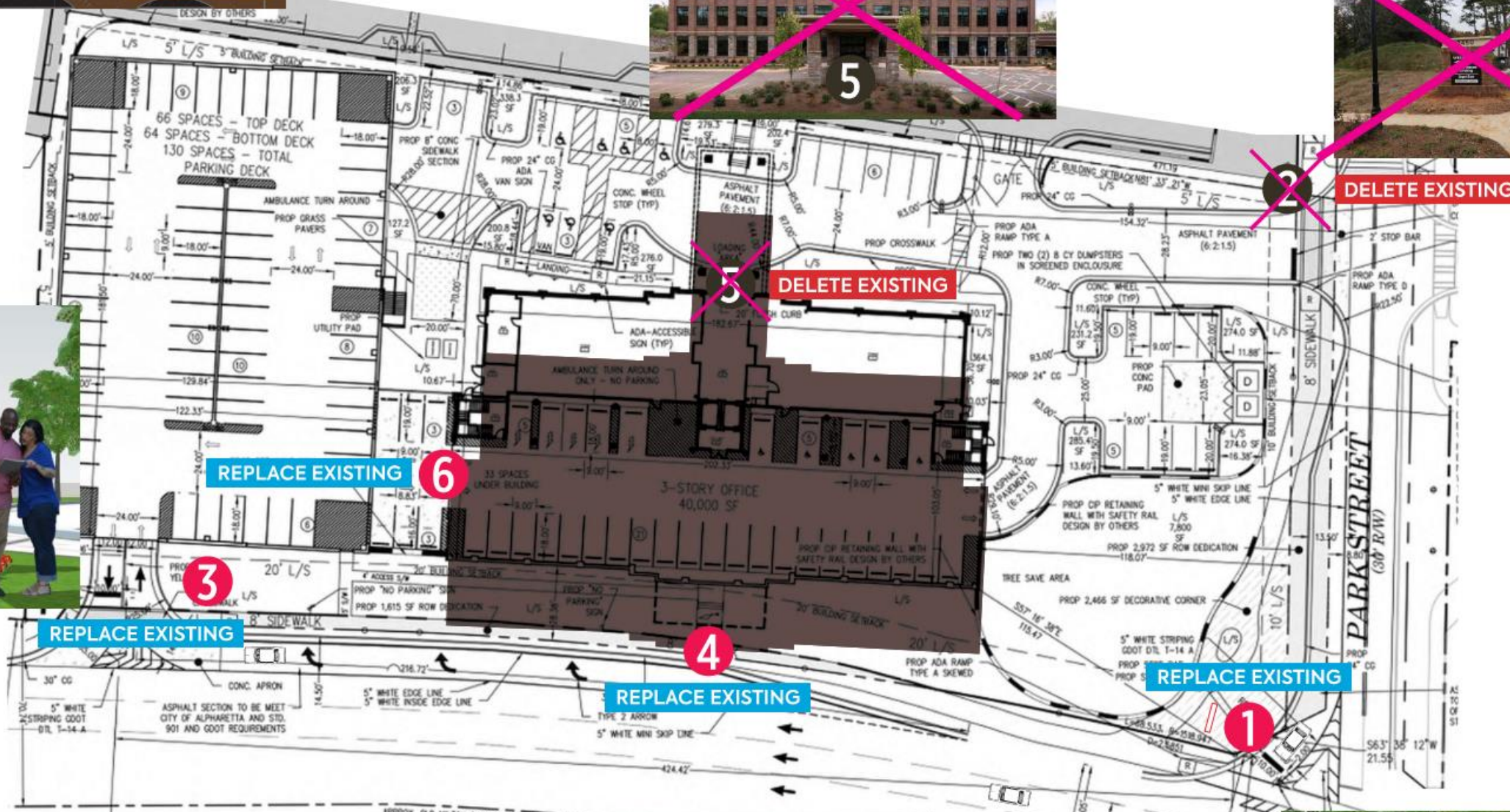
URGENT CARE

Sign Area: 33.86sf

6 PROPOSED



3 PROPOSED



4 PROPOSED

Total Proposed Sign Area: 152.6sf



5

DELETE EXISTING



DELETE EXISTING



1 PROPOSED



Wellstar

AVALON HEALTH PARK
Alpharetta, Georgia

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Proposed Replacment Signage

Wall Signage Allowances Matrix (Allowed By Ordinance / Proposed)

Elevation	Sign Type	# Of Signs Allowed By Ordinance	# Of Signs Requested	Allowed Sign Area By Ordinance	Sign Area Requested
South (Old Milton) Wall Length = 204 Linear Feet	Wall Sign	1	2	156 SF	154.51 SF
North Wall Length = 204 Linear Feet	Wall Sign	1	0	24 SF	0 SF
East (Park Street) Wall Length = 103.4 Linear Feet	Wall Sign	1	0	103.4 SF	0 SF
West Wall Length = 103.4 Linear Feet	Wall Sign	0	1	0 SF	33.86 SF
TOTAL		3	4	283.33 SF	188.37 SF



AVALON HEALTH PARK
Alpharetta, Georgia

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Signage Allowance
Comparison Matrix



EXISTING

Existing 31.95 SF Wall Sign & Uplighting To Be Removed. To Be Replaced With New Wall Sign As Illustrated Below

Existing 75.86 SF Canopy Sign To Be Removed. To Be Replaced With New Graphics On Face Of Canopy As Illustrated Below

4 Existing Wall Signage @ South Elevation (Old Milton)



PROPOSED

Proposed 106.1 SF Face Lighted Wall Sign To Replace Existing Sign (61" x 250.5")

Proposed 48.41 SF Canopy Face Lighted Lettering To Be Added (28" x 249"). Face & Side Of Canopy To Be Repainted Purple.

4 Proposed Wall Signage @ South Elevation (Old Milton)

Total Proposed Sign Area: 154.51sf



AVALON HEALTH PARK
Alpharetta, Georgia

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Wall Signage -
Location #4



4 Sign Location 4 – Proposed
Scale: 3/16" = 1'-0"

PROPOSED

Remove Existing Parapet Sign Panel - Replace With New Wellstar Lockup (Face Lighted Channel Letters)



Similar Letter Construction

Remove Existing Wellstar Canopy Sign - Replace With New "URGENT CARE" Freestanding Lettering. Lettering To Be Face Lighted. Face Of Canopy Painted Purple.



Similar Application



Proposed Face Lighting



AVALON HEALTH PARK
Alpharetta, Georgia

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Wall Signage -
Location #4



Remove Existing Parapet Sign Panel - Replace With New Wellstar Lockup (Face Lighted Channel Letters)



Similar Letter Construction

Remove Existing Wellstar Canopy Sign - Replace With New "URGENT CARE" Freestanding Lettering. Lettering To Be Face Lighted. Face Of Canopy Painted Purple.



Similar Application



Proposed Face Lighting

Proposed Lighting - Face Lighted Channel Letters

4 Sign Location 4 - Proposed
Scale: 3/16" = 1'-0"

PROPOSED



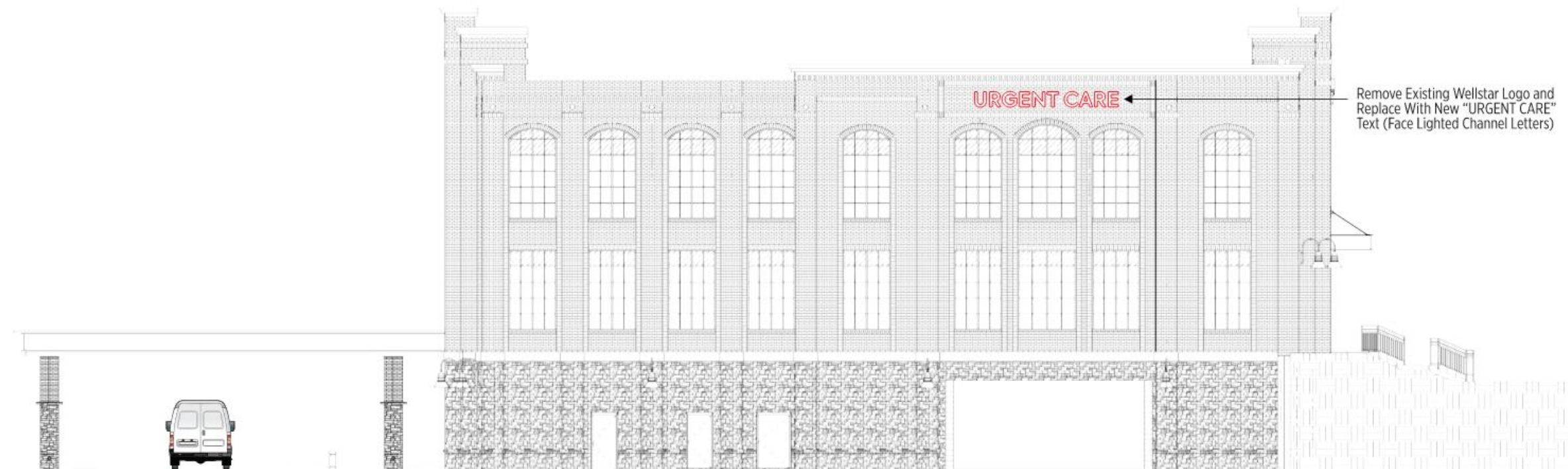
AVALON HEALTH PARK
Alpharetta, Georgia

25Oct2021 City Submittal Set

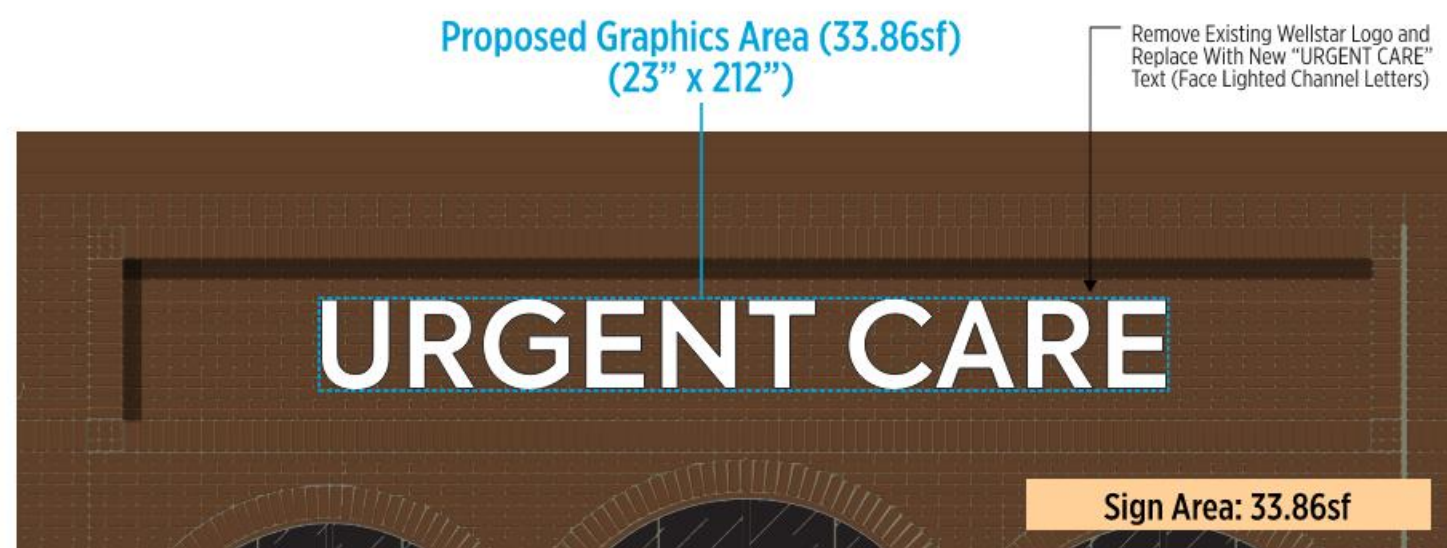
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Wall Signage -
Location #4



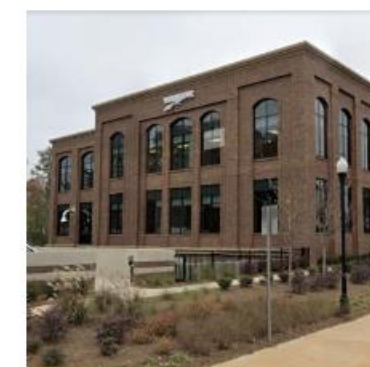
6 Overall West Elevation - Proposed Signage
Scale: 1/16" = 1'-0"



6 Sign Location 6 - Elevation Detail
Scale: 1/4" = 1'-0"



AVALON HEALTH PARK
Alpharetta, Georgia



Existing Conditions

25Oct2021 City Submittal Set

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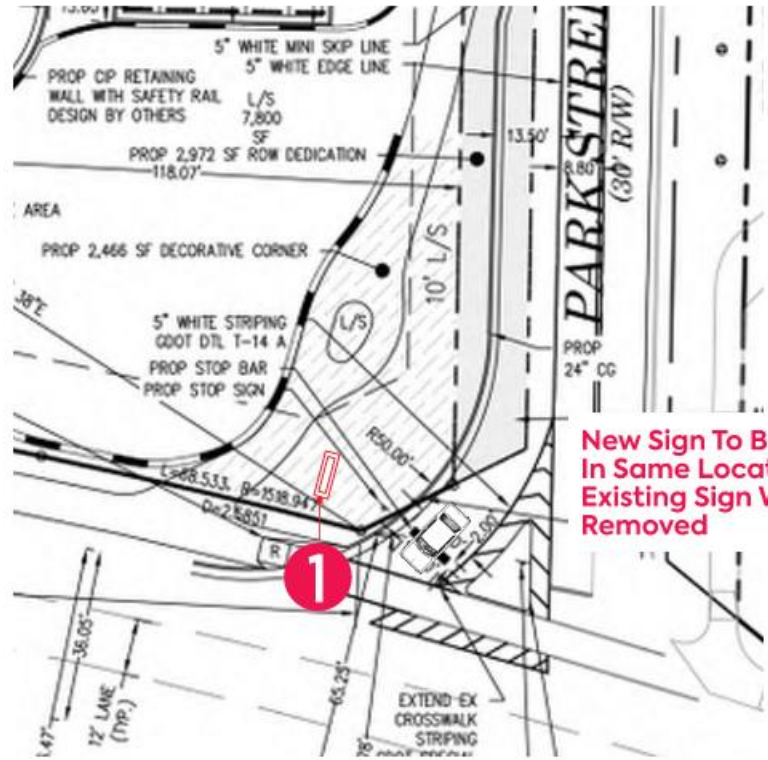
Wall Signage -
Location #6



Proposed Monument Signage



AVALON HEALTH PARK
 Alpharetta, Georgia



**New Sign To Be Installed
 In Same Location As
 Existing Sign Which Is Being
 Removed**



1 Sign Location 1 - Monument Sign @ Park Street (PROPOSED)
 Scale: 1/2" = 1'-0"

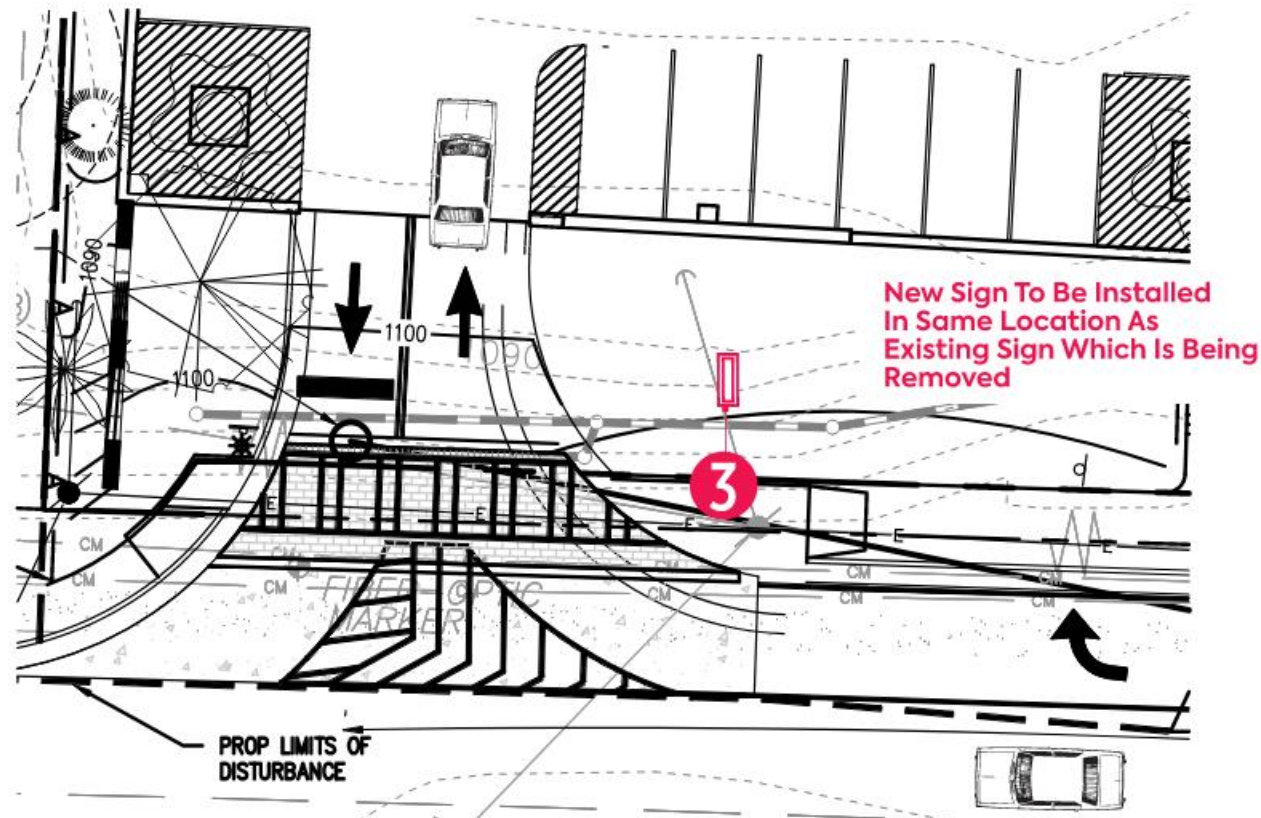
1 Site Plan Detail Sign Location 3 (Park Street)
 Scale: 1" = 40'-0"

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**Monument Sign -
 Location #1**

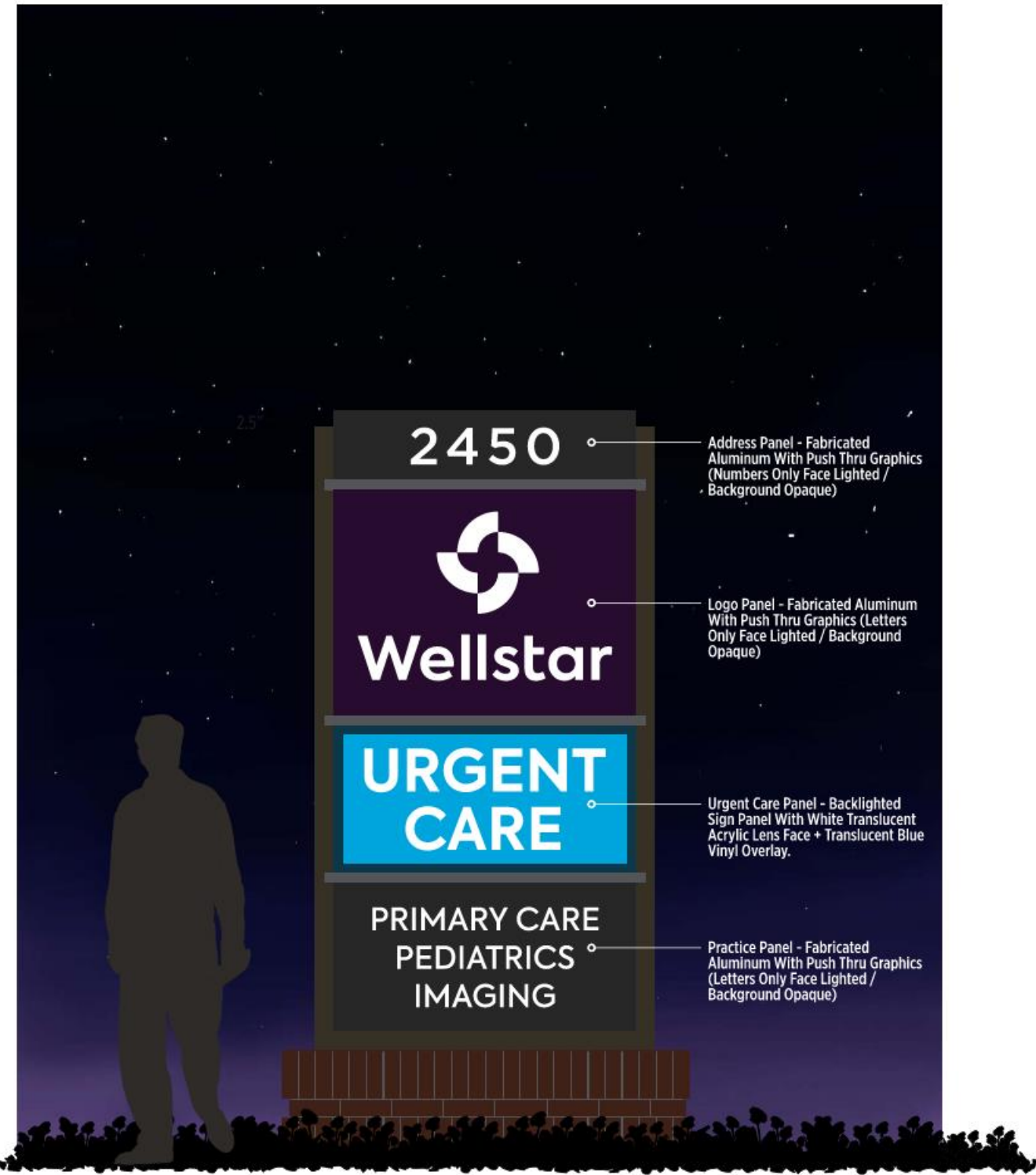


3 Site Plan Detail Sign Location 3 (Old Milton Entrance)
Scale: 1" = 20'-0"

3 Sign Location 3 - Monument Sign @ Old Milton Entry (PROPOSED)
Scale: 1/2" = 1'-0"

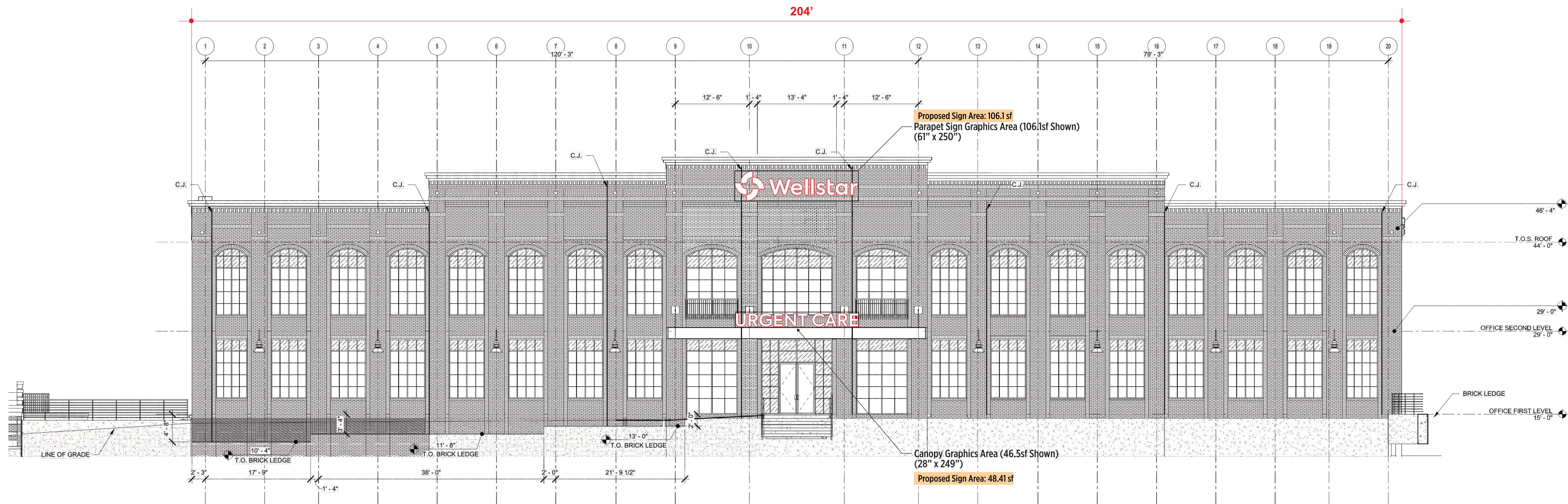


1 3 Sign Locations 1 & 3 - Proposed Monument Signs (Daytime Appearance)
Scale: 1/2" = 1'-0"



1 3 Sign Locations 1 & 3 - Proposed Monument Signs (Illumination)
Scale: 1/2" = 1'-0"

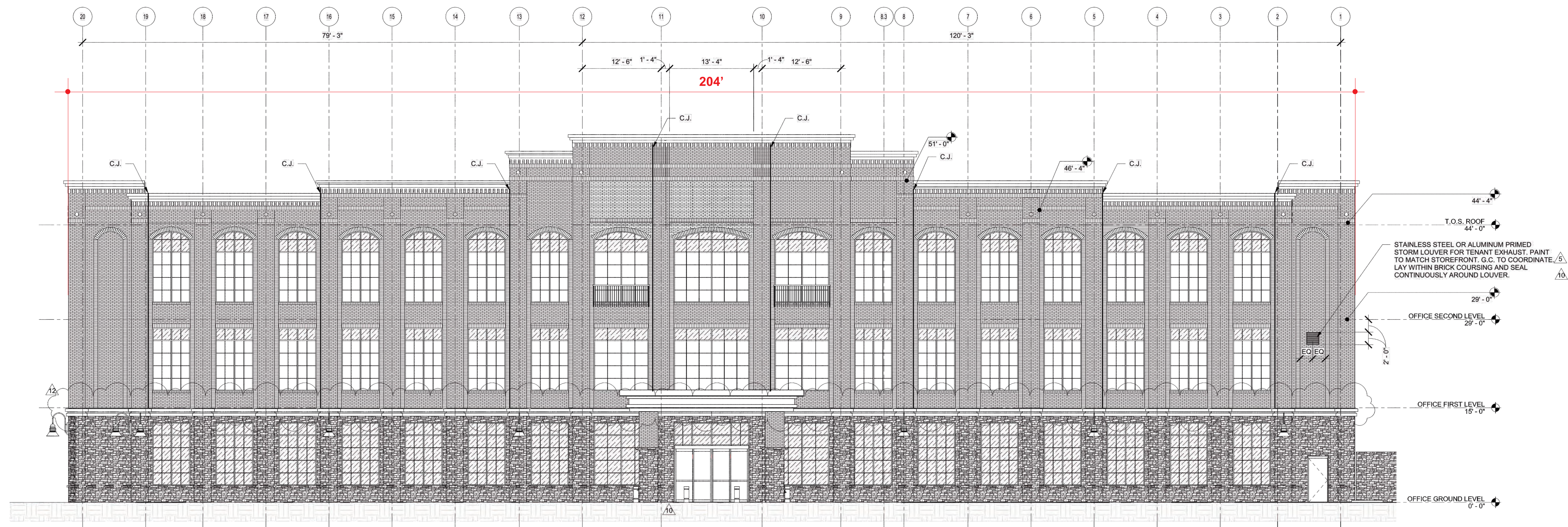
9/25/2018 3:12:28 PM
PLOTTED:
SHEET NAME: EXTERIOR ELEVATIONS SHEET NUMBER A-301 PROJECT NAME: WS NOTTING HILL
FILENAME: C:\Users\jchavez\Documents\Revit Projects\2017\1703050009 OLD MILTON VOB-X001 Central VChavez.rvt



Allowed Sign Area This Elevation = 156sf
Proposed Sign Area This Elevation = 154.51sf

1 OFFICE - SOUTH ELEVATION (Faces Old Milton Parkway)

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



Allowed Sign Area This Elevation = 24sf
Proposed Sign Area This Elevation = 0sf

2 OFFICE - NORTH ELEVATION (Faces Parking Lot)

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

WAKEFIELD
BEASLEY &
ASSOCIATES

ATLANTA • JACKSONVILLE • ORLANDO
DALLAS • PANAMA • SHANGHAI



JWB
Realty Services, LLC

WS NOTTING HILL

2450 OLD MILTON PARKWAY
ALPHARETTA, GA 30009

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Print Record

PERMIT SET 04/06/2018

Revisions

5	06/22/2018	Revision 5
10	09/04/2018	Revision 10
12	04/25/2018	Revision 12

Date	Job No.
04/06/2018	1703050009

Sheet Title

EXTERIOR
ELEVATIONS

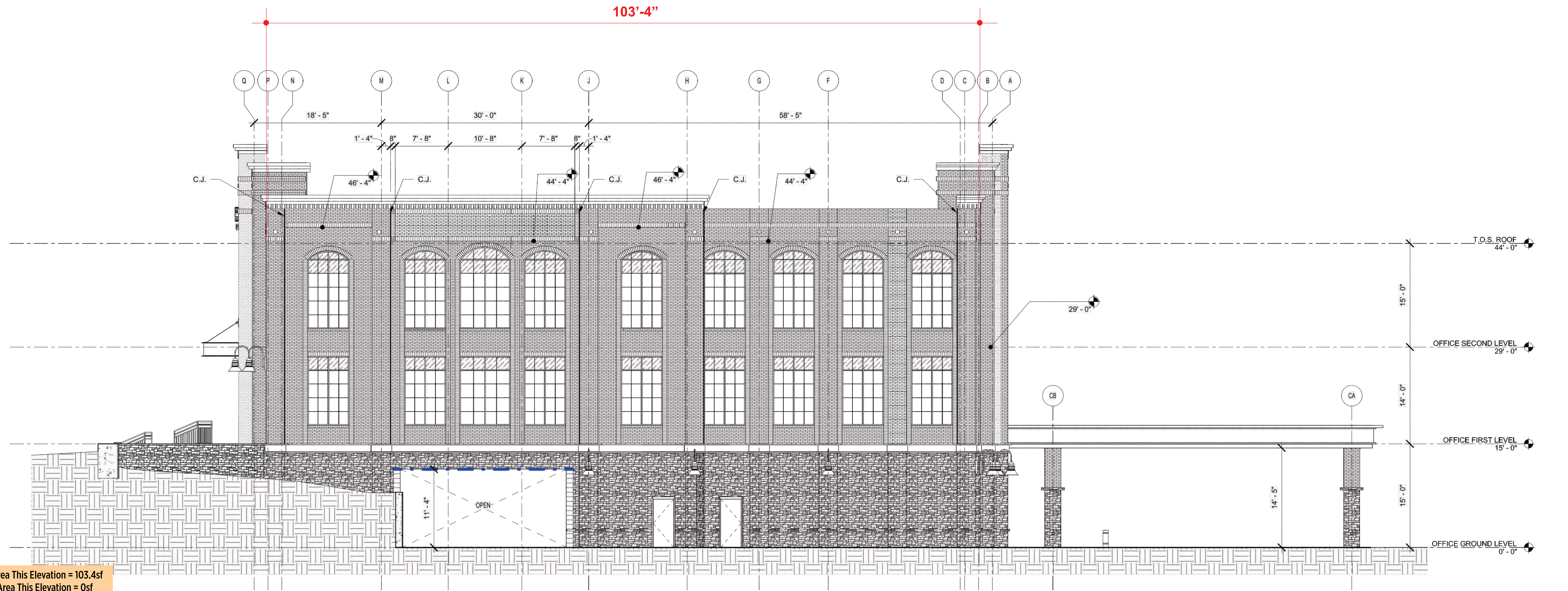
Sheet No.

A-301

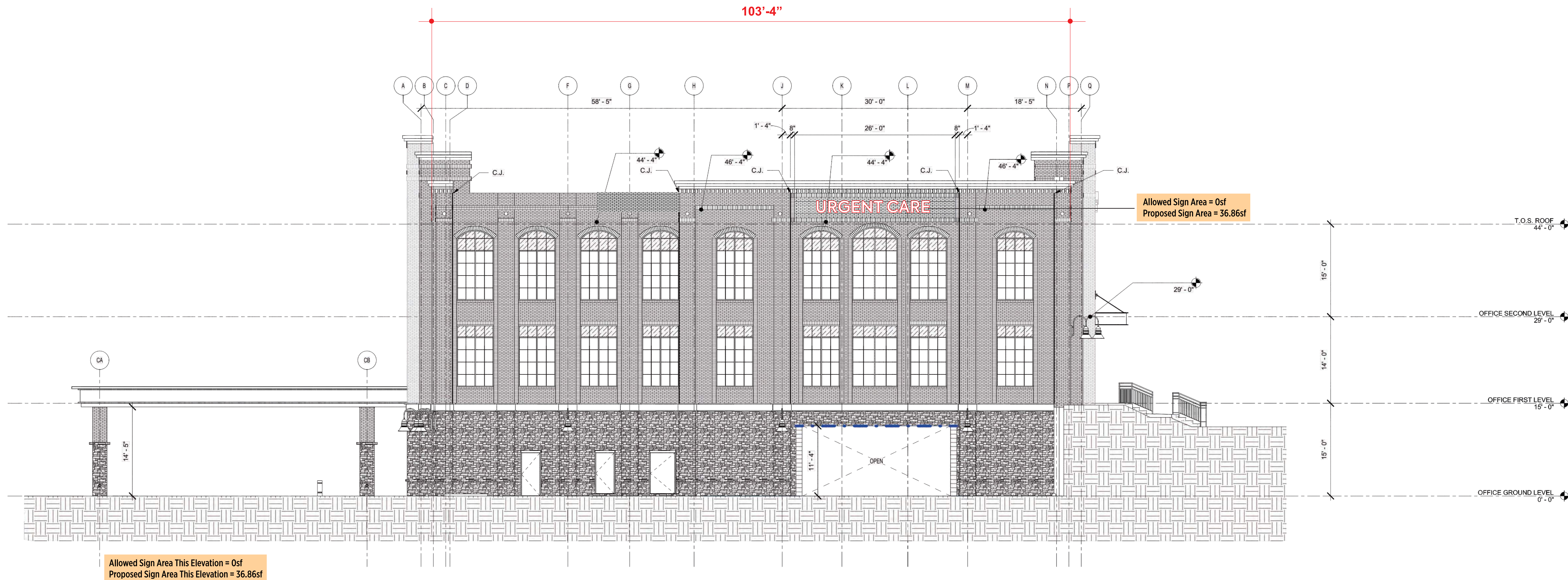
RELEASED FOR CONSTRUCTION

10/25/2021

FILENAME: C:\Users\chambers\Documents\My Recent Projects\2017\170204000 - OLD MILTON 103-KM - Central V-Chambers.rvt SHEET NAME: EXTERIOR ELEVATIONS SHEET NUMBER: A-301 PROJECT NAME: WS NOTTING HILL PLOTTED: 9/25/2018 3:12:28 PM



1 OFFICE - EAST ELEVATION (Faces Park Street)
SCALE: 1/8" = 1'-0"



2 OFFICE - WEST ELEVATION (Faces Parking Deck)
SCALE: 1/8" = 1'-0"

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JWB
Realty Services, LLC

WS NOTTING HILL

2450 OLD MILTON PARKWAY
ALPHARETTA, GA 30009

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Print Record

PERMIT SET 04/06/2018

Revisions

5	06/22/2018	Revision 5
10	09/04/2018	Revision 10
12	04/25/2018	Revision 12

Date 04/06/2018 Job No. 170204-000

Sheet Title

EXTERIOR
ELEVATIONS

Sheet No.

A-302

RELEASED FOR CONSTRUCTION

10/25/2021

LANDSCAPE STRIP TREE REQUIREMENT
(NORTH PROPERTY LINE):
TOTAL LINEAR FEET (EXCLUDING DRIVES, REQUIRED
SIDEWALKS) = 463 LF
TREES REQUIRED = 1 TREE / 50' LF = 463 / 50 = 9.3 = 10 TREES
TREES PROVIDED = 10 TREES (4" CALIPER)

LANDSCAPE STRIP TREE REQUIREMENT
(WEST PROPERTY LINE):
TOTAL LINEAR FEET (EXCLUDING DRIVES, REQUIRED
SIDEWALKS) = 232 LF
TREES REQUIRED = 1 TREE / 50' LF = 232 / 50 = 4.6 = 5 TREES
TREES PROVIDED = 5 TREES (4" CALIPER)

LANDSCAPE STRIP TREE REQUIREMENT
(PARK STREET):
TOTAL LINEAR FEET (EXCLUDING DRIVES, REQUIRED
SIDEWALKS, AND AREAS WITHIN DRIVER'S SIGHT LINE) =
139.9 LF
TREES REQUIRED = 1 TREE / 25' LF = 139.9/25 = 5.6 = 6 TREES
TREES PROVIDED = 2 PROP TREES (4" CALIPER)
4 EXISTING TREES

LANDSCAPE STRIP TREE REQUIREMENT
(OLD MILTON PARKWAY):
IN ACCORDANCE WITH SECTION 3.2.8.D OF THE CITY OF
ALPHARETTA TREE CONSERVATION, LANDSCAPE, AND BUFFER
REQUIREMENTS:
WHERE SPACING OF SHADE TREES EXCEEDS 25 FEET ON
CENTER, UNDERSTORY TREES FILL IN THE GAPS BETWEEN.
SPACING OF SHADE TREES DOES NOT EXCEED 40 FEET ON
CENTER.

DUMPSTER SCREENING REQUIREMENT

IN ADDITION TO EVERGREEN PLANTINGS,
DUMPSTER PAD IS 8' BELOW ROAD GRADE.
STEEP GRADE CHANGE OBSCURES LINE OF
SIGHT FROM ROAD.

SCREENING REQUIREMENT MET

TREE REPLACEMENT KEY

- | SYMB. | DESCRIPTION |
|-------|----------------------------|
| | - SHUMARD OAK |
| | - PRINCETON ELM |
| | - BLACK GUM |
| | - RED MAPLE |
| | - BRACKEN'S BROWN MAGNOLIA |
| | - EASTERN REDBUD |
| | - EUROPEAN HORNBEAM |
| | - NATCHEZ GRAPE MYRTLE |
| | - DYNAMITE GRAPE MYRTLE |
| | - EMILY BRUNER HOLLY |
| | - NELLIE R STEVENS HOLLY |
| | - DARK AMERICAN ARBORVITAE |

CITY OF ALPHARETTA UTILITY LANDSCAPE NOTE

ALL TREES MUST BE PLANTED A MINIMUM OF 5 FEET FROM ANY
UTILITY LINE AND OR EASEMENTS, UNLESS APPROVED BY THE CITY
ARBORIST OR UTILITY PROVIDER.

CITY OF ALPHARETTA UTILITY COORDINATION NOTE

CONTRACTOR TO PROVIDE ALL PRIVATE UTILITY PROVIDERS WITH
LANDSCAPE PLAN PRIOR TO START OF CONSTRUCTION AND OBTAIN
APPROVAL. PROOF OF APPROVAL THEN TO BE PROVIDED TO CITY
ARBORIST.

CITY OF ALPHARETTA ARBORIST NOTE

IF DECK SCREENING IS NOT ADEQUATE, ADDITIONAL EVERGREENS WILL
BE ADDED TO PROVIDE ADEQUATE SCREENING AS DETERMINED BY THE
CITY.

CONTRACTOR SHALL COORDINATE BUILDING WINDOW AND DOOR LOCATIONS WITH PLANTING PLANS

F2 SITE LIGHTING AND LOCATIONS SHALL BE COORDINATED WITH TREE REPLACEMENT PLANS
AND ELECTRICAL PLANS PREPARED BY OTHERS AND SUBMITTED TO THE BUILDING DEPARTMENT.

DENSITY AND SPECIMEN TREE REPLACEMENT - COMMERCIAL

Density Replacement Qty	Specimen Replacement Qty	Botanical Name	Common Name	Min. Size	Units for Specimen Recompense	Total Density Inches (200.2 Required)	Total Specimen Units (0.0 Required)	% Of Total*	Overstory*	% Native to GA Piedmont***
6		Acer rubrum 'October Glory'	October Glory Red Maple	4" Cal.	0.6	24"	0	8.8%	8.8%	8.8%
10		Carpinus betula 'Fastigiata'	European Fastigate Hornbeam	4" Cal.	0.6	40"	0	14.7%		
1		Cercis canadensis	Eastern Redbud	3" Cal.	0.6	3"	0	1.5%		1.5%
1		Ilex x 'Emily Bruner'	Emily Bruner Holly	2" Cal. (9-10' HT)	0.4	2"	0			
8		Ilex x 'Nellie R Stevens'	Nellie R. Stevens Holly	2" Cal. (9-10' HT)	0.4	16"	0	13.2%		
4		Lagerstroemia indica 'Dynamite'	Dynamite Crape Myrtle - STD	2" Cal. (9-10' HT)	0.4	8"	0	11.8%		
4		Lagerstroemia indica 'Natchez'	Natchez White Crape Myrtle - STD	2" Cal. (9-10' HT)	0.4	8"	0			
3		Magnolia grandiflora 'Bracken's Brown'	Bracken's Brown Magnolia	4" Cal. (13-14' HT)	0.6	12"	0	4.4%		4.4%
4		Nyssa sylvatica	Green Gable Black Gum	4" Cal.	0.6	16"	0	5.9%	5.9%	5.9%
4		Quercus shumardii	Shumard Oak	4" Cal.	0.6	16"	0	5.9%	5.9%	5.9%
7		Thuja occidentalis 'Nigra'	Dark American Arborvitae	3" Cal. (11-12' HT)	0.5	21"	0	10.3%		
16		Ulmus americana 'Princeton'	Princeton Elm	4" Cal.	0.6	64"	0	23.5%	23.5%	23.5%
68	0	TOTAL DENSITY INCHES/SPECIMEN UNITS REPLACED				230"	0	100.0%	44.1%	50.0%

*NO MORE THAN 25% OF ALL TREES PLANTED ARE OF ANY ONE GENUS

**NO LESS THAN 40% OF ALL TREES PLANTED ARE OVERSTORY TREES

***NO LESS THAN 50% OF ALL TREES PLANTED ARE NATIVE/ADAPTED TO GA PIEDMONT

Sight Distance Calculations*

Park Street	
Number of Lanes	2
Speed Limit (mph)	25
Required SDL (ft)	280
Required SDR (ft)	280
Provided SDL (ft)	229**
Provided SDR (ft)	218**
Old Milton Parkway	
Number of Lanes	3***
Speed Limit (mph)	45
Required SDL (ft)	465
Required SDR (ft)	N/A
Provided SDL (ft)	500+
Provided SDR (ft)	N/A

Sight Distance Requirements Met

*Calculations performed in compliance with AASHTO
Policy on Geometric Design of Highways & Streets,
Chapter 9.

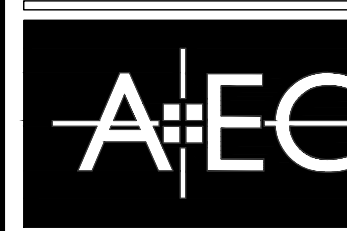
**SDL ends at Thompson St. SDR ends at Old Milton
Pkwy.



Know what's below.
Call before you dig.
Dial 811 or Call 1-800-282-7411



Scale 1" = 20'



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Land Planning
Landscape Architecture

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50 Warm Springs Circle
Roswell • Georgia • 30075
(770)641-1942 • www.aecatd.com

COMMERCIAL TREE REPLACEMENT PLAN

NOTTING HILL
ALPHARETTA, GEORGIA
FC# 17-107WR COA#:D170040

NO.	REVISIONS	DATE
3	CITY & COUNTY COMMENTS	12/1/17
4	CITY & COUNTY COMMENTS	01/04/18
5	GOVT COMMENTS	03/01/18
6	PERMIT REGION-LANDSCAPE	03/21/18
7	GOVT COMMENTS	03/27/18
8	DETENTION PERS REGION	05/11/18
9	TREE SAVE REGIONAL COMPLET SET	08/06/18

PROJECT NO: 17-3977
CIVIL DRAWN BY: SCH, JLM
CIVIL DESIGNED BY: SLR, CJF
LANDSCAPE DRAWN BY: SCH, BCG, JPS
LANDSCAPE DESIGNED BY: JPS
CHECKED BY:
DATE - AUGUST 7, 2017

SHEET

L3.0

SITE PHOTOGRAPHS



TITLE EXCEPTIONS

THE FOLLOWING EXCEPTIONS ARE LISTED IN SCHEDULE B, SECTION 2, OF COMMITMENT FOR TITLE INSURANCE, AS PREPARED BY CHICAGO TITLE INSURANCE COMPANY, COMMITMENT NO. 5529.70035(W5), EFFECTIVE DATE NOVEMBER 1, 2017.

9. All matters which affect subject property as they may appear on that certain plat of Subdivision of I.N. Thompson, recorded in Plat Book 35, Page 2, Fulton County, Georgia Records, NO MATTERS SHOWN ON SURVEY AFFECT SITE.

10. Easement from W.L. Rudasill to Georgia Power Company, dated May 22, 1950, filed for record June 12, 1950 and recorded in Deed Book 2531, Page 159, aforesaid records, MAY AFFECT SITE - BLANKET EASEMENT FOR DISTRIBUTION OF POWER.

11. Easement from J.B. Wade to Georgia Power Company, dated May 22, 1950, filed for record June 12, 1950 and recorded in Deed Book 2531, Page 160, aforesaid records, MAY AFFECT SITE - BLANKET EASEMENT FOR DISTRIBUTION OF POWER.

12. Slope Easement contained within Right of Way Deed from Wallace Spence a/k/a Noble W. Pence to Ga. Department of Transportation, dated October 14, 1994, filed for record October 21, 1994 and recorded in Deed Book 18895, Page 12, aforesaid records, AFFECTS SITE, BLANKET IN NATURE.

13. Easement from Noble W. Pence a/k/a Wallace Spence to Georgia Power Company, dated August 26, 1996, filed for record November 12, 1996 and recorded in Deed Book 21762, Page 43, aforesaid records, AFFECTS SITE, BLANKET IN NATURE.

14. Slope Easement contained within Right of Way Deed from Jewel F. Thompson to Ga. Department of Transportation, dated April 19, 1995, filed for record April 27, 1995 and recorded in Deed Book 19509, Page 222, aforesaid records, AFFECTS SITE AS PLOTTED.

15. Easement from Estate of Jewel F. Thompson by Olivia Grizzle, Executrix, to Georgia Power Company, dated August 30, 1996, filed for record November 12, 1996 and recorded in Deed Book 21762, Page 49, aforesaid records, AFFECTS SITE, BLANKET IN NATURE.

16. Slope Easement contained within Right of Way Deed from Arthur Earnshaw to Ga. Department of Transportation, dated October 6, 1994, filed for record October 12, 1994 and recorded in Deed Book 18865, Page 70, aforesaid records, AFFECTS SITE AS PLOTTED.

17. Easement from Arthur Earnshaw to Georgia Power Company, dated August 29, 1996, filed for record November 12, 1996 and recorded in Deed Book 21762, Page 44, aforesaid records, AFFECTS SITE, BLANKET IN NATURE.

18. Slope Easement within Right of Way Deed from Sandra L. Brannon to Ga. Dept. of Transportation, dated September 22, 1994, filed for record October 4, 1994 and recorded in Deed Book 18837, Page 182, aforesaid records, AFFECTS SITE AS PLOTTED.

19. Slope Easement within Right of Way Deed from Sandra L. Brannon to Ga. Dept. of Transportation, dated September 22, 1994, filed for record October 4, 1994 and recorded in Deed Book 18837, Page 187, aforesaid records, AFFECTS SITE AS PLOTTED.

20. Easement from Sandra L. Brannon to Georgia Power Company, dated August 23, 1996, filed for record November 12, 1996 and recorded in Deed Book 21762, Page 44, aforesaid records, AFFECTS SITE, BLANKET IN NATURE.

21. Right-of-Way Easement from Gerald R. Ellington & Judith Ann Ellington to Sonnee Electric Membership Corporation, a corporation, dated November 15, 1984, filed for record December 3, 1984 and recorded in Deed Book 9278, Page 218, aforesaid records, MAY AFFECT SITE, BLANKET EASEMENT FOR DISTRIBUTION OF POWER.

22. INTENTIONALLY OMITTED (REFERENCE TO PRIOR SURVEY)

SURVEYOR CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording instruments, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Craig A. Jennings
Georgia Registered
Land Surveyor # 3043

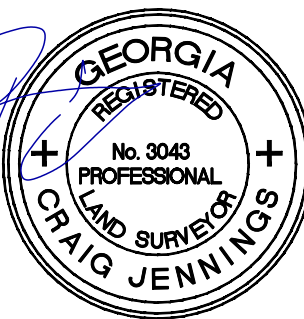
SURVEYOR CERTIFICATION

To: WS Notting Hill of Alpharetta, LLC, a Georgia limited liability company
United Community Bank
Chicago 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 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 7(a), 7(b), 8, 9, 11(a), and 13, of Table A thereof.
The field work was completed on December 13, 2017.

Map Date: December 13, 2017

Craig A. Jennings
Georgia Registered
Land Surveyor # 3043



GeoSurvey, Ltd.

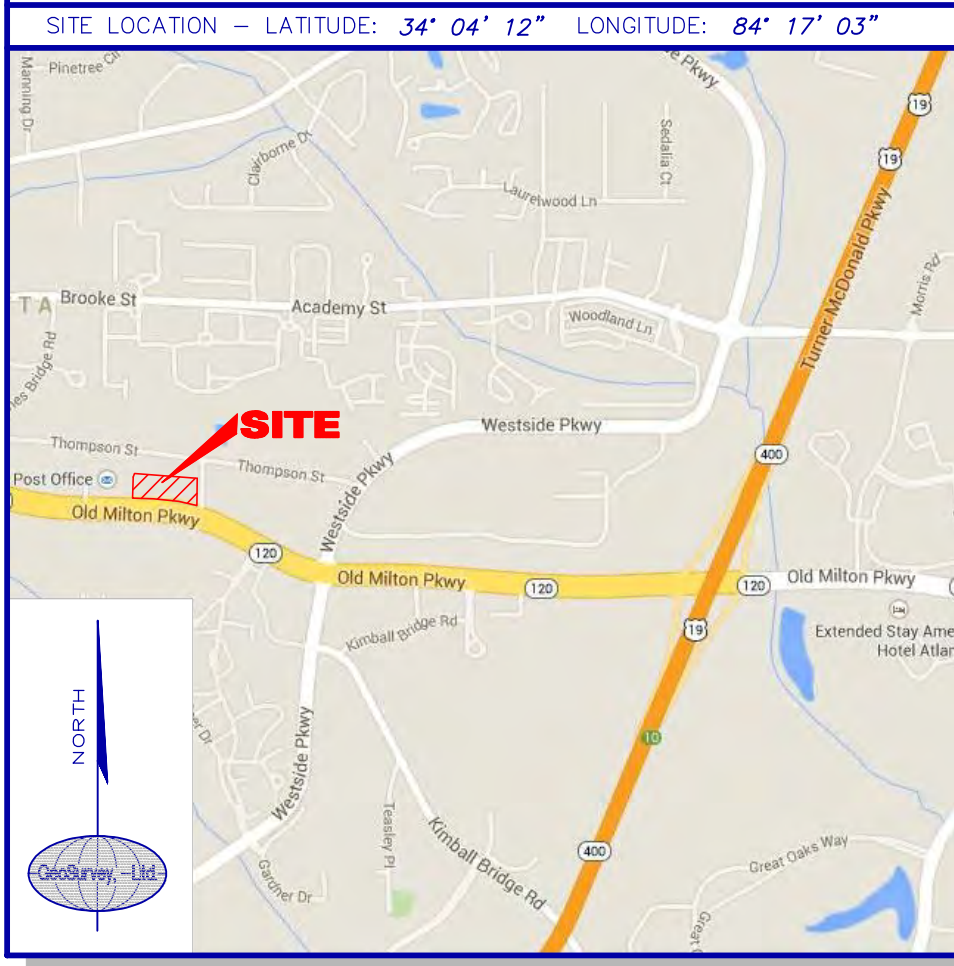
Land Surveying • 3D Laser Scanning

1660 Barnes Mill Road
Marietta, Georgia 30062

Phone: (770) 795-9900
Fax: (770) 795-8880

www.geosurvey.com
EMAIL: info@geosurvey.com
Certificate of Authorization #LSF-000621

VICINITY MAP



GENERAL NOTES

THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA BASED ON THE FLOOD INSURANCE RATE MAP FOR THIS AREA. THE MAP NUMBER FOR THIS AREA IS 13121C 0058F, AND THE DATE OF SAID MAP IS SEPT. 18, 2013. THIS DETERMINATION WAS MADE BY GRAPHICALLY DETERMINING THE POSITION OF THIS SITE ON SAID FIRM MAPS UNLESS OTHERWISE NOTED.

THE HORIZONTAL AND VERTICAL DATUM FOR THIS SURVEY IS BASED ON SURVEY REFERENCE 1.

THE SITE IS ZONED "MU" (MIXED USE DISTRICT)
ZONING CONDITIONS PER: MP-16-14/2-16-15 Notting Hill Old Milton Holdings MU LAND USE SHALL BE MIXED USE RESIDENTIAL & COMMERCIAL. SETBACKS ARE PER THE APPROVED CONDITIONS, AS REFERENCED IN PLAT BOOK 405, PAGE 125.

PLEASE NOTE: ZONING AND SETBACKS SHOULD BE CONFIRMED AND VERIFIED BY PLANNING AND ZONING PRIOR TO DESIGN OR CONSTRUCTION ACTIVITIES.

SURVEY REFERENCES

1> ALTA/ACSM LAND TITLE SURVEY FOR FOURTH QUARTER PROPERTIES XLVII, B.C. WACHOWIA BANK, NATIONAL ASSOCIATION, & LAWYERS TITLE INSURANCE CORPORATION, PREPARED BY GEOSURVEY, LTD., DATED MARCH 22, 2005, LAST REVISED MARCH 17, 2006.

2> SUBDIVISION PLAT FOR I. N. THOMPSON PROPERTY, PREPARED BY J. M. DODD, SURVEYOR, DATED JUNE 3, 1946, AND RECORDED IN PLAT BOOK 35, PAGE 2 OF THE FULTON COUNTY PUBLIC RECORDS.

3> RIGHT OF WAY PLANS FROM THE DEPARTMENT OF TRANSPORTATION, PROJECT NUMBER STP 189-1(16), PAGE 22A. DATED OCTOBER 12, 1993.

PROPERTY DESCRIPTION

All that tract or parcel of land lying and being in land lot 749 of the 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

BEGINNING at a concrete monument found at the southwest corner of the mitered right-of-way intersection of the westerly right-of-way of Park Street (having a 30' right-of-way) and the northerly right-of-way of Old Milton Parkway (State Route 120, also known as State Bridge Road, having a variable right-of-way); Thence continuing with said northerly right-of-way of Old Milton Parkway along a curve to the left having an arc length of 68.53 feet, with a radius of 1518.95 feet, being subtended by a chord bearing of North 78 degrees 53 minutes 00 seconds West, for a distance of 68.53 feet to a 5/8-inch rebar found; Thence along a curve to the left having an arc length of 97.97 feet, with a radius of 1518.95 feet, being subtended by a chord bearing of North 80 degrees 01 minutes 25 seconds West, for a distance of 97.95 feet to a 5/8-inch rebar found; Thence along a curve to the left having an arc length of 146.77 feet, with a radius of 1518.95 feet, being subtended by a chord bearing of North 84 degrees 38 minutes 23 seconds West, for a distance of 146.71 feet to a 5/8-inch rebar found; Thence along a curve to the left having an arc length of 20.78 feet, with a radius of 1518.95 feet, being subtended by a chord bearing of North 87 degrees 47 minutes 59 seconds West, for a distance of 20.78 feet to a concrete monument found; Thence North 88 degrees 14 minutes 41 seconds East, a distance of 129.00 feet to a 1/2-inch rebar found; Thence departing said northerly right-of-way of Old Milton Parkway North 02 degrees 20 minutes 52 seconds East, a distance of 182.93 feet to a 1/2-inch open top pipe found; Thence North 01 degrees 19 minutes 50 seconds East, a distance of 49.12 feet to a 5/8-inch rebar set; Thence South 81 degrees 33 minutes 21 seconds East, a distance of 125.65 feet to a concrete monument found at the north end of a mitered right-of-way intersection of said westerly right-of-way of Park Street and the northerly right-of-way of Old Milton Parkway; Thence South 63 degrees 38 minutes 12 seconds West, a distance of 38.46 feet to a concrete monument found, which is the POINT OF BEGINNING.

Said tract of land contains 2.411 Acres.

ALTA/NSPS LAND TITLE SURVEY

WS Notting Hill of Alpharetta, LLC
United Community Bank
Chicago Title Insurance Company

GS JOB NO:	20042198	DRAWING SCALE:	1"= 40'	SURVEY DATE:	12-13-2017
FIELD WORK:	CE	CITY:	ALPHARETTA	STATE:	GEORGIA
PROJ MGR:	GEE	COUNTY:	FULTON	No.	Date
REVIEWED:	JRC	LAND LOT:	749	Description	
DWG FILE:	20042198-20.dwg	DISTRICT:	1st	DISTRICT:	2nd

LEGEND

STANDARD ABBREVIATIONS	STANDARD SYMBOLS
AC AIR CONDITIONER	OT OVERHEAD TRAFFIC SIGNAL LIGHT
BH BORE HOLE	PP POWER POLE
BSL BUILDING SETBACK LINE	QW QUIET WIRE
CI CURB INLET	PL POWER LINE
CMF CONCRETE MONUMENT FND	LP LIGHT POLE
CO SANITARY CLEANOUT	ET ELECTRIC TRANSFORMER
CPD COMMUNICATION PEDESTAL	WV WATER VAULT
CRZ CRIMED TOP PIPE	GV GAS VALVE
CRZ CRITICAL ROOT ZONE	GM GAS METER
DIP DROP INLET	WV WATER VALVE
DRZ DUCTILE IRON PIPE	WM WATER METER
DWCB DOUBLE WING CATCH BASIN	FE FIRE HYDRANT
FNC FENCE	UG UNDERGROUND ELECTRIC LINE
FND FOUND	UG UNDERGROUND GAS LINE
FOC FIBER OPTIC CABLE	UG UNDERGROUND COMMUNICATION LINE
GM GAS METER	UG UNDERGROUND WATER LINE
INV INVERT	PI PHOTO POSITION INDICATOR
JN JUNCTION BOX	RP REGULAR PARKING SPACE COUNT
MH MANHOLE	RBR 5/8" RBR SET
OT OPEN TOP PIPE	SS SANITARY SEWER
PM POWER METER	SWCB SINGLE WING CATCH BASIN
POB POINT OF BEGINNING	TRANS ELECTRIC TRANSFORMER
POC POINT OF COMMENCEMENT	
RCP REINFORCED CONCRETE PIPE	
RBR 5/8" RBR SET	
SS SANITARY SEWER	
SWCB SINGLE WING CATCH BASIN	
TRANS ELECTRIC TRANSFORMER	

CLOSURE STATEMENT

THE FIELD CLOSURE UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 64,320, AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. A TRIMBLE S-6 TOTAL STATION AND TRIMBLE TSC-3 DATA COLLECTOR WERE USED TO COLLECT THIS FIELD DATA.

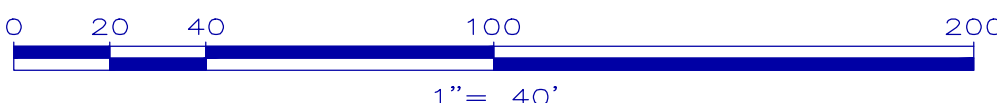
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND WAS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 321,321 FEET, SEE INT.

IF YOU DIG

Know what's below.
Call before you dig.
Dial 811
Or Call 800-282-7411



GRAPHIC SCALE



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: **Case # PHA210053**

Contact Name: **Hunter Carlson**

Telephone: **678-756-2553**

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.

NA

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: **Hunter Carlson**

Digitally signed by Hunter Carlson
Date: 2022.01.06 09:59:20 -05'00'

Date: **1/6/22**

Print Form



COMMUNITY DEVELOPMENT
COMMUNITY ZONING INFORMATION MEETING
DECEMBER 08, 2021
ZOOM
6:00 PM

- I. Staff Present
 - a. Michael Woodman
 - b. Ben Kern
 - c. Alex Callum
- II. Reserve 116- 4150 Old Milton Parkway
 - a. Applicant Presentation: Lele Wright
 - i. 1960 sq ft space
 - ii. The site would be used for weddings, workshops, and birthday parties.
 - b. There were no public comments or questions for this item.
- III. Atlanta Signs
 - a. Applicant Presentation: Dave West
 - i. The applicant is requesting for tenant panel signs be allowed more than four spaces.
 - b. Public Comments:
 - i. How many spaces is the applicant requesting? The applicant confirmed twelve.
- IV. Wellstar Sign Exception- 2450 Old Milton Parkway
 - a. Applicant Presentation: Mark Drye
 - i. Rebranding process for Wellstar- the signage needs to be updated
 - ii. There would be an urgent care signage along Old Milton
 - iii. The applicant is reducing the number of signs and relocating them to be more visible
 - b. Public Comments:
 - i. This is a great strategy and big improvement.
- V. Continuum- 5555 Windward Parkway
 - a. Applicant Presentation: Julie Sellers
 - i. It is currently an office park.
 - ii. Mostly hidden
 - iii. It's consistent with the city's vision
 - iv. Amenity space of 3 acres
 - v. Pedestrian friendly
 - b. Public Comments:
 - i. Is parking paid or free? The applicant confirmed that the decision had not yet been finalized.
 - ii. Can you show where the parking will be?
 - iii. How is traffic not affected by this?
- VI. Chat comments for this CZIM:

From greer laptop : the second speaker asked to be allowed to have more than 4 vendors on the sign. But how many is he asking to be allowed on the sign?

From Michael Woodman : i will get to your question once we finish the wellstar item

From greer laptop : no. thank you.

From greer laptop : the newspaper article mentioned a proposed 488 apartments. It also stated this

mixed use plan would not impact traffic. How can that be when you are adding an insane number of apartments/condos, etc? The current mixed use plan in downtown Alpharetta has made the traffic downtown a total mess. I don't see the difference between that and this proposal.

From william robichaud william.robichaud@hpe.com : Can you point out where the parking would be located for the current office buildings at the site today. Where on the block plan is parking represented

From Tim's Galaxy S10+ : C is currently a loading dock area. will that be retained is that is a parking deck?

From Tim's Galaxy S10+ : thank you

The CZIM meeting ended at 6:29 p.m.

Wellstar Avalon – Signage Variance Application

Contact Information:

Owner

Wellstar Health System
793 Sawyer Road
Marietta, Georgia 30062

Owner Contact

Hunter Carlson
2450 Old Milton Parkway
Alpharetta, Georgia 30009
678.756.2553
hunter.carlson@wellstar.org

Design Consultant

Mark Drye
Caruso & Drye Design Group, Inc.
358 Roswell Street, Suite 2170B
Marietta, Georgia 30060
404.405.2133
mark@carusodrye.com

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ 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." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted 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: Hunter Carlson Telephone: 470-956-9148

Address: 2450 Old Milton Pkwy Suite: _____

City Alpharetta State: GA Zip: 30009 Fax: _____

Mobile Tel: 678-756-2553 Email: hunter.carlson@wellstar.org

Subject Property Information:

Address: 2450 Old Milton Parkway Current Zoning: MU

District: 1 Section: 2 Land Lot: 749 Parcel ID: _____

Proposed Zoning: MU Current Use: Medical Office

This Application For (Check All That Apply):

- | | | |
|--|--|---|
| ☐ Conditional Use | ☐ Master Plan Amendment | ☐ Comprehensive Plan Amendment |
| ☐ Rezoning | ☐ Master Plan Review | |
| ☒ Variance | ☐ Public Hearing | |
| ☐ Exception | ☐ Other <u>(Specify):</u> _____ | |

APPLICANT REQUEST AND INTENT

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

Medical Office Practices & Urgent Care Services - Wellstar

Applicant's Request (Please itemize the proposal):

As part of a system wide re-branding / re-signing project, Applicant is requesting sign exceptions to allow the following:

- to permit allowable wall sign area on the South building elevation (Old Milton Parkway) to be divided into 2 separate signs instead of 1 sign as allowed by the sign ordinance.
- to permit allowable wall sign area on the East elevation (facing Park Street) to be used on the West elevation instead. The East Elevation is unusable for signage due to poor visibility due to existing trees.
- to allow for (2) 10' tall monument signs (one associated with Old Milton frontage, the second associated with Park Street frontage).
- to allow face-lighted graphics on the proposed monument signs included as part of the application, and for wall mounted building signage included as part of the application.

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

The proposed sign exceptions will allow for improved identification of the building occupant (Wellstar) and specifically improve visibility and legibility of signage identifying Urgent Care services. Currently patients coming for Urgent Care services indicate they are unable see or read the existing Urgent Care signage thus often missing their turn onto Park Street. This in turn causes patients to make U-Turns along Old Milton Parkway and/or re-route through adjacent residential streets, neither of which is desirable. The proposed exceptions to the sign ordinance would allow the applicant to install Urgent Care signage in locations and with lighting methods consistent with industry standards for Urgent Care facilities. Approval of these exceptions will help the applicant improve communication to vehicular traffic along Old Milton Parkway, in turn helping patients seeking urgent medical care locate and access the facility in a more expeditious and safe manner.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Hunter Carlson Telephone: 470-956-9148
Address: 2450 Old Milton Pkwy Suite: _____
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 |

Property Owner's Authorized Applicant (if applicable):

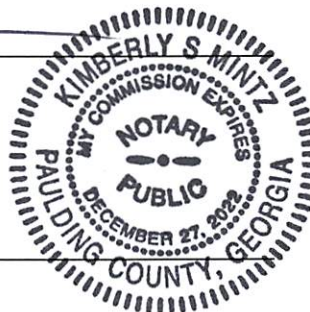
Name of Authorized Applicant: Hunter Carlson Telephone: 678-756-2553
Address: _____ Suite: _____
City Alpharetta State: GA Zip: 30009 - _____

So Sworn and Attested:

Owner Signature: [Signature] Date: 10/29/21

Notary:

Notary Signature: [Signature] Date: 10/29/21





DISCLOSURE FORM

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

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

Name of Applicant or Opponent: Hunter Carlson

Subject Public Hearing Case: _____

Campaign Contribution Information:

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

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: _____

SIGN VARIANCE REVIEW CRITERIA

Are there exceptional conditions pertaining to the property where the sign is to be located as a result of the property size, shape, or topography which are not applicable to other lands or structures in the area? If "yes," please explain.

☐ Yes

☒ No

Would the applicant be deprived of rights that are commonly enjoyed by others similarly situated? If "yes," please explain.

☐ Yes

☒ No

Would granting the variance confer on the applicant any significant privileges which are denied to others similarly situated? If "yes," please explain.

☐ Yes

☒ No

Are the exceptional circumstances the result of actions of the applicant or the applicant's representatives? If "yes," please explain.

☐ Yes

☒ No

Is the requested variance the minimum necessary to allow the applicant to enjoy rights commonly enjoyed by others similarly situated? If "no," please explain.

☒ Yes

☐ No

Would granting of the variance violate more than one standard of the Unified Development Code? If "yes," please explain.

☒ Yes

☐ No

One request involves shifting sign area from allowed building elevations to other elevations to better correspond with architectural conditions and line of sight considerations. The second request corresponds with lighting methods - to allow for face-lighted signage.

Would granting the variance result in allowing a sign that interferes with road or highway visibility or obstruct or otherwise interfere with the safe and orderly movement of traffic? On a separate sheet or sheets, please defend your response.

☐ Yes

☒ No

CITIZEN PARTICIPATION FORM - PART A

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

Public Hearing or Project Name: Wellstar Avalon Health Park Signage Exception

Contact Name: Hunter Carlson Telephone: 678-756-2553

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.

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.

These individuals will have the opportunity to respond by email.

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: **Wellstar Avalon Health Park Signage Exception**

Contact Name: **Hunter Carlson** Telephone: **678-756-2553**

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.

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

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

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

Signature of Authorized Agent: _____ Date: _____

Print Form

MULL JAMES R
2385 OLD MILTON PKY
ALPHARETTA GA 30009

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

PULTE HOME CORPORATION
2475 NORTHWINDS PKWY STE 600
ALPHARETTA GA 30009

JBGL ATLANTA DEVELOPMENT LLC
2805 DALLAS PKWY SUITE 400
PLANO TX 75093

UNITED STATES POSTAL SERVICE
1735 NORTH BROWN RD SUITE 200
LAWRENCEVILLE GA 30043-8153

JBGL ATLANTA DEVELOPMENT LLC
2805 DALLAS PKWY SUITE 400
PLANO TX 75093

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

STATE BANK & TRUST COMPANY
4219 FORSYTH RD
MACON GA 31208

MOSS LESLIE MOSS RHONDA
112 THOMPSON ST
ALPHARETTA GA 30004

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

NOTTING HILL OF ALPHARETTA LLC
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

LISA & BOB CHEELEY FOUNDATION INC
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

AVREN DOUGLAS ET AL
205 HEMBREE PARK TER
ROSWELL GA 30076

GILKEY SCOTT L
2095 WILLSHIRE GLN
ALPHARETTA GA 30009

CHESTER CHARLES E
2465 OLD MILTON PKWY
ALPHARETTA GA 30004

ZHOU RICHARD Q
205 ASCALON CT
ALPHARETTA GA 30005

MARSH BUNDY KING 2012 TRUST THE
PO BOX 20096
ATLANTA GA 30325

CHEELEY ROBERT D
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

MARSH BUNDY KING 2012 TRUST THE
PO BOX 20096
ATLANTA GA 30325

OLD MILTON HOLDINGS LLC
5100 PEACHTREE PKWY SUITE 200
NORCROSS GA 30092

NOTTING HILL OF ALPHARETTA LLC
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

NOTTING HILL OF ALPHARETTA LLC
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

PORTER DAVID E
376 AIR ACRES WAY
WOODSTOCK GA 30188-2910

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

PULTE HOME CORPORATION
2475 NORTHWIND PKWY STE 600
ALPHARETTA GA 30009

JBGL ATLANTA DEVELOPMENT LLC
2805 DALLAS PKWY SUITE 400
PLANO TX 75093

GLUCK PROPERTIES LLC
2455 OLD MILTON PKWY
ALPHARETTA GA 30004

GARDNER DRIVE L L C
200 W MONROE ST STE 2200
CHICAGO IL 60606

KALDANI NARDEN & KAHVAZADEH HAMID R
145 THOMPSON ST
ALPHARETTA GA 30004

CRP EAH TS L L C
2303 CUMBERLAND PKWY SE
ATLANTA GA 30339

ACADEMY PARK NEIGHBORHOOD ASSN INC
12102 DANCLIFF TRC
ALPHARETTA GA 30009

OLD MILTON HOLDINGS LLC
5100 PEACHTREE PKWY SUITE 200
NORCROSS GA 30092

PULTE HOME CORPORATION
2475 NORTHWINDS PKWY STE 600
ALPHARETTA GA 30009

OLD MILTON HOLDINGS LLC
5100 PEACHTREE PKWY SUITE 200
NORCROSS GA 30092

OLD MILTON HOLDINGS LLC
5100 PEACHTREE PKWY SUITE 200
NORCROSS GA 30092

OLD MILTON LEASING ENTERPRISES LLC
& NORRIS PROPER
1645 EVERSEDGE DR
ALPHARETTA GA 30004

MARSH BUNDY KING 2012 TRUST THE
PO BOX 20096
ATLANTA GA 30325

BLACKWATER VENTURES LLC
306 CHAMPIONS CT
WOODSTOCK GA 30188

OLD MILTON HOLDINGS LLC
5100 PEACHTREE PKWY STE 200
NORCROSS GA 30092

JONES JAMES T & JONES CATHERINE G
2305 DINSMORE RD
ALPHARETTA GA 30004

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: Hunter Carlson

Subject Public Hearing Case: PHA210053

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: _____

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: 11/2/21



City Council Meeting STAFF REPORT

Submitting Department: Public Works

Submitted By: Arash Moradkhani

Sponsored By:

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: SPEED ZONE ORDINANCE EXTENSION - *SECOND READING*

II. RECOMMENDATION:

Please approve the existing speed zone ordinance and authorize the Mayor to execute all necessary documents.

III. REPORT IN BRIEF:

The City's Speed Zone Ordinance was last approved in April 2018. To reduce the existing posted speed limits for safety purposes, especially within the Downtown, staff collected traffic counts and crash data as well as the City's development trends and submitted them to the Georgia Department of Transportation (GDOT) in September 2021. Based on the collected speed data, 85 percent of all vehicles (i.e., 85th percentile) on most of the roads were observed to travel significantly higher than posted speed limits. Due to this reason, the GDOT recommended providing additional traffic calming measures, such as electronic speed detection signs on roadsides, to encourage lower driving speeds before reducing posted speed limits.

Staff in the Public Works and Public Safety Departments continue providing additional traffic calming measures and will re-evaluate driving speeds in the Downtown in Fall 2022. If driving speeds are observed at or below posted speed limits, a new application may be submitted to the GDOT for speed limit reduction.

The existing list of roadways (LOR) with corresponding posted speed limits, uploaded under the Attachments section of this item, is the same as the previously approved LOR in April 2018. Staff worked with the Georgia Department of Public Safety and extended the Radar Permit (that expired on 12/22/2021).

IV. ALTERNATIVES:

N/A

V. ATTACHMENTS:

List of Roadways for Speed Ordinance_Jan 03 2022

The City Council of the City of Alpharetta is hereby requesting that the following roadways be approved for the use of speed detection devices:

**LIST OF ROADWAYS
for
CITY OF ALPHARETTA**

ON-SYSTEM

#	STATE ROUTE	WITHIN THE CITY / TOWN LIMITS OF and/or School Name	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT (MPH)
1	9	ALPHARETTA	Upper Hembree Road (City Limit)	23.37	280 feet south of Devore Road	24.46	1.09	45
2	9	ALPHARETTA	280 feet south of Devore Road	24.46	50 feet north of Marietta Street	24.90	0.44	35
3	9	ALPHARETTA	50 feet north of Marietta Street	24.90	160 feet north of Academy Street	25.12	0.22	35
4	9	ALPHARETTA	160 feet north of Academy Street	25.12	0.05 miles north of Cumming Street	25.34	0.22	35
5	9	ALPHARETTA	0.05 mi. north of Cumming Street	25.34	Windward Pkwy. (City Limit)	27.04	1.70	45
6	120	ALPHARETTA	State Route 120 runs common with State Route 9 from M.P. 6.71 to M.P. 8.08.					
7	120	ALPHARETTA	SR 9	8.08	0.37 mi. west of Webb Bridge Road (City Limit)	12.52	4.44	45
8	140	ALPHARETTA	50 feet south of SR 372 / Crabapple Road	3.26	0.06 mi. north of Rucker Road	3.50	0.24	35
9	372	ALPHARETTA	SR 140	0.00	40 feet south of Green Road	0.50	0.50	35
10	400	ALPHARETTA	Big Creek bridge (N. Roswell City Limit) (S. Alpharetta City Limit)	15.92	Forsyth County line	22.47	6.55	65

OFF-SYSTEM

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
1	Academy Street	ALPHARETTA	SR 9	Haynes Bridge Road	0.20	30
2	Academy Street	ALPHARETTA	Haynes Bridge Road	Wedgewood Drive	0.79	35
3	Alderman Drive	ALPHARETTA	Windward Parkway	Windward Concourse	1.00	35
4	Alexander Drive	ALPHARETTA	Brookside Parkway	Old Milton Parkway	0.38	30
5	Andover Road	ALPHARETTA	Hopewell Road	Surrey Point	0.39	25
6	Ash Rill Drive	ALPHARETTA	Berkshire Manor Drive	Birch Rill Drive	0.37	25
7	Barnesley Lane	ALPHARETTA	Grey Abbey Drive	Cul-de-sac	0.78	25
8	Berkshire Manor Drive	ALPHARETTA	Haynes Bridge Road	Alvin Road	0.27	25
9	Bethany Road	ALPHARETTA	Mid Broadwell Road	Mayfield Road	0.60	35
10	Big Creek Overlook	ALPHARETTA	Webb Bridge Road	Cul-de-sac	0.59	25
11	Birch Rill Drive	ALPHARETTA	Berkshire Manor Drive	Cul-de-sac	0.78	25
12	Briars Bend	ALPHARETTA	Brierfield Road	Briars Bend	0.91	25
13	Brierfield Road	ALPHARETTA	Mid Broadwell Road	Dead End	0.25	25
14	Briers Chute	ALPHARETTA	Briers Creek Drive	Dead End	0.34	25
15	Briers Creek Drive	ALPHARETTA	Briars Bend	Dead End	0.26	25
16	Broadwell Road	ALPHARETTA	Rucker Road	580 feet north of Cathedral Drive	0.40	35
17	Brookside Parkway	ALPHARETTA	Old Milton Parkway	Old Milton Parkway	0.70	35
18	Burnett Way	ALPHARETTA	Wills Road	Cul-de-sac	0.21	25
19	Caney Creek Landing	ALPHARETTA	Newport Bay Passage	Cul-de-sac	0.19	25
20	Canton Street	ALPHARETTA	Milton Avenue	50 feet north of Church Street	0.14	25
21	Canton Street	ALPHARETTA	50 feet north of Church Street	Mayfield Road	0.26	30
22	Canton Street *** SCHOOL ZONE ***	ALPHARETTA <i>Innovation Academy</i>	95 feet south of Milton Avenue	50 feet north of Lily Garden Place	0.22	25
23	Canton Street	ALPHARETTA	Mayfield Road	300 feet north of Pebble Trail	0.32	35
24	Cape York Trace	ALPHARETTA	Grey Abbey Drive	Cul-de-sac	0.62	25
25	Carybell Lane	ALPHARETTA	North Farm Drive	North Farm Drive	0.58	25
26	Chantilly Drive	ALPHARETTA	Bethany Road	Mayfield Road	0.39	25
27	Charlotte Drive	ALPHARETTA	Mid Broadwell Road	Rucker Road	0.82	35
28	Chasewood Trail	ALPHARETTA	Chasewood Landing	Cul-de-sac	0.40	25
29	Clairbourne Drive	ALPHARETTA	Clairmonte Ave.	Clairview Street	0.20	25
30	Clairmonte Ave.	ALPHARETTA	Cumming Street	Clairmonte Ave.	0.35	25
31	Clairview Street	ALPHARETTA	Clairbourne Drive	Cul-de-sac	0.40	25
32	Clipper Bay Drive	ALPHARETTA	Lake Windward Drive	Southlake Drive	0.57	25
33	Cogburn Road	ALPHARETTA	SR 9	Hopewell Road (City Limit)	0.46	35

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
34	Colony Drive	ALPHARETTA	Mayfield Road	Cul-de-sac	0.19	25
35	Compass Pointe Crossing	ALPHARETTA	Windward Parkway	Cul-de-sac	0.33	25
36	Clubhouse Drive	ALPHARETTA	Lake Windward Drive	Douglas Road	1.30	30
37	Crabapple Chase Drive	ALPHARETTA	Rucker Road	Crabapple Road	0.80	25
38	Crabapple Trace	ALPHARETTA	Chantilly Drive	Chantilly Drive	0.23	25
39	Cricket Lane	ALPHARETTA	Academy Street	Cumming Street	0.25	25
40	Cumming Street	ALPHARETTA	SR 9	Cricket Lane	1.31	35
41	Cumming Street *** SCHOOL ZONE ***	ALPHARETTA <i>Manning Oaks Elementary School</i>	1360 feet west of Henderson Parkway	985 feet east of Henderson Parkway	0.40	25
42	Devore Road	ALPHARETTA	Haynes Bridge Road	SR 9	0.40	35
43	Douglas Road	ALPHARETTA	McGinnis Ferry Road	Highland Glen Drive	1.25	35
44	Dover Avenue	ALPHARETTA	Oakmere Drive	Lantern Ridge Court	0.42	25
45	Edison Drive	ALPHARETTA	Dead End	Cul-de-sac	0.75	30
46	Encore Parkway	ALPHARETTA	Westside Parkway	North Point Parkway	0.42	35
47	Eversedge Drive	ALPHARETTA	Cul-de-sac	Cul-de-sac	0.83	25
48	Fanfare Way	ALPHARETTA	Encore Parkway	Maxwell Road	0.45	30
49	Georgia Lane	ALPHARETTA	Haynes Bridge Road	North Point Parkway	0.25	25
50	Golf Club Drive	ALPHARETTA	Windward Parkway	Private Drive	0.18	25
51	Greenmount Walk	ALPHARETTA	Rucker Road	0.7 mi. north of Rucker Road	0.70	25
52	Grenadier Lane	ALPHARETTA	South Kimball Bridge Crossing	Tuxford Drive	0.18	25
53	Grey Abbey Drive	ALPHARETTA	Cul-de-sac	Cul-de-sac	0.89	25
54	Harrington Drive	ALPHARETTA	Mayfield Road	Eversedge Drive	0.40	25
55	Harris Road	ALPHARETTA	Upper Hembree Road	Rucker Road	0.50	35
56	Haynes Bridge Road	ALPHARETTA	Academy Street	SR 120	0.30	25
57	Haynes Bridge Road	ALPHARETTA	SR 120	495 feet north of Wentworth Terrace (City Limit)	3.10	45
58	Haynes Bridge Road *** SCHOOL ZONE ***	ALPHARETTA <i>Haynes Bridge Middle School</i>	1190 feet south of Blackwatch Lane	845 feet north of Blackwatch Lane	0.39	25
59	Hembree Road	ALPHARETTA	288 feet east of Old Roswell Road	Westside Parkway	0.53	35
60	Henderson Parkway	ALPHARETTA	Cumming Street	SR 9	0.91	25

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
61	High Hampton Chase	ALPHARETTA	Waters Road	Cul-de-sac	1.08	25
62	Hillcrest Heights	ALPHARETTA	Wynridge Crossing	Cul-de-sac	0.21	25
63	Hook Road	ALPHARETTA	Mayfield Road	Shady Grove Lane	0.18	25
64	Hopewell Plantation Drive	ALPHARETTA	Cogburn Road	Penn Oak Court	0.58	25
65	Hopewell Road	ALPHARETTA	300 feet north of Pebble Trail	Vaughan Drive (City Limit)	0.34	35
66	Jayne Ellen Way	ALPHARETTA	Cumming Street	Denna Drive	0.60	25
67	Jon Scott Drive	ALPHARETTA	Devore Road	Dead End	0.37	25
68	Karen Drive	ALPHARETTA	Devore Road	Dead End	0.48	25
69	Kenneth Drive	ALPHARETTA	Mayfield Circle	Meadow Drive	0.19	25
70	Kimball Bridge Road	ALPHARETTA	Westside Parkway	320 feet east of Pinehigh Drive (City Limit)	3.80	35
71	Kimball Bridge Road *** SCHOOL ZONE ***	ALPHARETTA <i>New Prospect Elementary</i>	2612 feet east of North Point Parkway	950 feet east of North Point Parkway	0.31	25
72	Lakeview Parkway	ALPHARETTA	Haynes Bridge Road	Morrison Parkway	0.35	35
73	Lake Windward Drive	ALPHARETTA	Webb Bridge Road	Clubhouse Drive	1.29	25
74	Lantern Ridge Court	ALPHARETTA	Dover Avenue	Cul-de-sac	0.37	25
75	Manning Drive	ALPHARETTA	Cumming Street	Dead End	0.19	25
76	Maid Marion Close	ALPHARETTA	Webb Bridge Road	Cul-de-sac	0.64	25
77	Mansell Road	ALPHARETTA	Old Roswell Road / Westside Parkway	Big Creek Bridge (City Limit)	1.31	40
78	Marconi Drive	ALPHARETTA	Windward Parkway	Cul-de-sac	0.59	30
79	Market Place	ALPHARETTA	Windward Parkway	Cul-de-sac	0.25	30
80	Marietta Street	ALPHARETTA	SR 9	Old Milton Parkway	0.41	30
81	Maxwell Road	ALPHARETTA	SR 9	900 feet south of Brady Place	0.24	40
82	Maxwell Road	ALPHARETTA	Hembree Road	Westside Parkway	0.48	35
83	May Apple Drive	ALPHARETTA	Water Lilly Drive	Cul-de-sac	0.34	25
84	Mayfield Circle	ALPHARETTA	Mayfield Road	Cul-de-sac	0.46	25
85	Mayfield Manor Drive	ALPHARETTA	Mayfield Road	Cul-de-sac	0.67	25

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
86	Mayfield Road	ALPHARETTA	SR-9	Freemanville Road	2.43	35
87	Mayfield Road *** SCHOOL ZONE ***	ALPHARETTA <i>Alpharetta Elementary School</i>	1090 feet west of Hook Road	105 feet east of Hook Road	0.23	25
88	Meadow Drive	ALPHARETTA	Upshaw Drive	Cul-de-sac	0.42	25
89	Michael Drive	ALPHARETTA	Devore Road	Allyson Circle	0.39	25
90	Mid Broadwell Road	ALPHARETTA	Wills Road	Charlotte Drive	2.00	40
91	Mill Creek Avenue	ALPHARETTA	North Point Parkway	Society Street	0.52	25
92	Milton Avenue	ALPHARETTA	SR 9	0.29 miles west of Roswell Street / Canton Street	0.40	25
93	Milton Avenue	ALPHARETTA	0.29 miles west of Roswell Street / Canton Street	Wills Road	0.43	35
94	Morris Road	ALPHARETTA	SR 120	Morris Road	1.00	30
95	Nathan Circle	ALPHARETTA	Milton Avenue	Wills Drive	0.21	25
96	Newcastle Drive	ALPHARETTA	Eversedge Drive	Sulling Way	0.41	25
97	Newport Bay Drive	ALPHARETTA	Newport Bay Passage	Newport Bay Passage	0.90	25
98	Newport Bay Passage	ALPHARETTA	Clubhouse Drive	Douglas Road	0.45	25
99	North Creek Circle	ALPHARETTA	Pine Grove Drive	Pine Grove Drive	0.55	25
100	North Farm Drive	ALPHARETTA	Houze Road / SR 140	Carybell Lane	0.53	25
101	North Point Drive	ALPHARETTA	North Point Circle	North Point Parkway	0.63	35
102	North Point Parkway	ALPHARETTA	Mansell Road	Haynes Bridge Road	1.30	35
103	North Point Parkway	ALPHARETTA	Haynes Bridge Road	Windward Parkway	3.80	40
104	North Point Parkway *** SCHOOL ZONE ***	ALPHARETTA <i>Alpharetta High School</i>	772 feet south of Webb Bridge Road	1910 feet south of Webb Bridge Road	0.21	25
105	North Trace	ALPHARETTA	Hopewell Road	Cul-de-sac	0.27	25
106	Northwinds Parkway	ALPHARETTA	Haynes Bridge Road	SR 120	1.14	35
107	Oakmere Drive	ALPHARETTA	Andover Road	Cul-de-sac	0.21	25
108	Old Alabama Road Connector	ALPHARETTA	Mansell Road	0.50 miles south of Mansell Road	0.50	45
109	Old Milton Parkway	ALPHARETTA	SR 9	Wills Road	0.80	35
110	Old Roswell Road	ALPHARETTA	Mansell Road	Warsaw Road	0.40	35

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
111	Park Bridge Parkway	ALPHARETTA	Webb Bridge Road	400 feet south of Autumn Sage Drive	0.54	30
112	Park Bridge Parkway	ALPHARETTA	400 feet south of Autumn Sage Drive	SR 120	0.49	35
113	Park Brook Drive	ALPHARETTA	Kimball Bridge Road	Park Brook Trace	0.40	25
114	Park Brook Trace	ALPHARETTA	Cul-de-sac	Cul-de-sac	1.03	25
115	Park Creek Drive	ALPHARETTA	Park Bridge Parkway	Cul-de-sac	0.42	25
116	Parkmont Drive	ALPHARETTA	Warsaw Road	Dead End	0.20	25
117	Pebble Trail	ALPHARETTA	Canton Street	Cul-de-sac	0.42	25
118	Pine Grove Drive	ALPHARETTA	SR 9	Cul-de-sac	0.58	25
119	Pinehigh Drive	ALPHARETTA	Kimball Bridge Road	Pineset Drive	0.50	25
120	Pineset Drive	ALPHARETTA	Buice Road	Pinehigh Drive	0.47	25
121	Pinewalk Drive	ALPHARETTA	Buice Road	Pineset Drive	0.30	25
122	Pinewalk Forest Circle	ALPHARETTA	Pinewalk Forest Circle	Cul-de-sac	0.66	25
123	Preston Ridge Road	ALPHARETTA	North Point Parkway	Morris Road	0.61	30
124	Providence Road	ALPHARETTA	Mayfield Road	160 feet south of Providence Oaks Street (City Limit)	0.85	35
125	Roswell Street	ALPHARETTA	SR 9	Milton Avenue	0.31	25
126	Rucker Road	ALPHARETTA	Wills Road	Spring Place Lane	2.21	35
127	Salem Drive	ALPHARETTA	Colony Drive	Cul-de-sac	0.31	25
128	Sandridge Court	ALPHARETTA	Tuxford Drive	Cul-de-sac	0.27	25
129	Seale Drive	ALPHARETTA	Rock Mill Road	Seale Drive	0.72	25
130	Shady Grove Lane	ALPHARETTA	Canton Street	Pebble Trail	0.42	25
131	South Kimball Bridge Crossing	ALPHARETTA	Kimball Bridge Road	Kimball Bridge Road	0.47	25
132	Southlake Drive	ALPHARETTA	Webb Bridge Road	Douglas Road	1.50	30
133	Stanyan Street	ALPHARETTA	Thornberry Drive	Cul-de-sac	0.21	25
134	Sugar Valley Trail	ALPHARETTA	Waters Road	Cul-de-sac	0.33	25
135	Traywick Chase	ALPHARETTA	Cogburn Road	Traywick Chase	0.92	25
136	Thompson Street	ALPHARETTA	Haynes Bridge Road	Westside Parkway	0.63	25
137	Thornberry Drive	ALPHARETTA	Haynes Bridge Road	Cul-de-sac	0.31	25
138	Tuxford Drive	ALPHARETTA	Kimball Bridge Road	Cul-de-sac	1.00	25
139	Union Hill Road	ALPHARETTA	Windward Parkway	McGinnis Ferry Road	0.33	30
140	Upper Hembree Road	ALPHARETTA	100 feet west of SR 9	118 feet west of Taylor Oaks Drive	0.70	35
141	Upshaw Drive	ALPHARETTA	Mayfield Road	Dead End	0.17	25
142	Walnut Creek Crossing	ALPHARETTA	Windward Parkway	Cul-de-sac	0.16	25
143	Walnut Creek Drive	ALPHARETTA	Walnut Creek Trail	Cul-de-sac	0.17	25
144	Warsaw Road	ALPHARETTA	Old Roswell Road	Mansell Road	0.25	35

#	ROAD NAME	WITHIN THE CITY / TOWN LIMITS OF and/or <i>School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT (MPH)
145	Waters Road	ALPHARETTA	Kimball Bridge Road	Jones Bridge Road	1.35	35
146	Webb Bridge Road	ALPHARETTA	Wedgewood Drive	SR 400	0.46	35
147	Webb Bridge Road	ALPHARETTA	SR 400	Webb Bridge Way	2.90	40
148	Webb Bridge Road *** SCHOOL ZONE ***	ALPHARETTA <i>Webb Bridge Middle School</i>	1100 feet west of Park Glenn Drive	1880 feet east of Park Glenn Drive	0.56	25
149	Webb Bridge Road *** SCHOOL ZONE ***	ALPHARETTA <i>Creek View Elementary School</i>	1350 feet west of Lake Windward Drive	1000 feet east of Lake Windward Drive	0.45	25
150	Webb Bridge Road *** SCHOOL ZONE ***	ALPHARETTA <i>Alpharetta High School</i>	1967 feet east of North Point Parkway	1052 feet east of North Point Parkway	0.17	25
151	Webb Bridge Road	ALPHARETTA	Webb Bridge Way	Cul-de-sac	0.30	30
152	Webb Bridge Way	ALPHARETTA	Webb Bridge Road	Kimball Bridge Road	0.27	30
153	Westside Parkway	ALPHARETTA	Mansell Road	Windward Parkway	5.50	40
154	Wills Drive	ALPHARETTA	Milton Avenue	Old Milton Parkway	0.25	25
155	Wills Lane	ALPHARETTA	Wills Road	Dead End	0.25	25
156	Wills Road	ALPHARETTA	SR 9	Mid Broadwell Road	0.80	35
157	Windward Concourse	ALPHARETTA	Windward Parkway	McGinnis Ferry Road	0.47	35
158	Windward Parkway	ALPHARETTA	Cogburn Road	North Point Parkway	1.80	35
159	Windward Parkway	ALPHARETTA	North Point Parkway	McGinnis Ferry Road	3.32	40
160	Windward Plaza	ALPHARETTA	Windward Parkway	Windward Parkway	0.36	30
161	Wynridge Crossing	ALPHARETTA	Windward Parkway	Cul-de-sac	0.38	25

***** SCHOOL ZONE HOURS EFFECTIVE *****

A.M. from 45 minutes prior to commencement time to 15 minutes after commencement time- SCHOOL DAYS ONLY.

P.M. from 15 minutes prior to dismissal time to 45 minutes after dismissal time- SCHOOL DAYS ONLY.

ALL LISTS AND PARTS OF LISTS IN CONFLICT WITH THIS LIST ARE HEREBY REPEALED.

SO RESOLVED, this _____ day of _____ 2022.

CITY OF ALPHARETTA, GEORGIA

By: _____

Jim Gilvin, Mayor

COUNCIL MEMBERS

Donald Mitchell

Brian Will

Douglas J. DeRito

John Hipes

Jason Binder

Dan Merkel

(SEAL)

Attest:

Lauren Shapiro, City Clerk

Approve as to form and legal sufficiency:

Mike Stacy, City Attorney



City Council Meeting STAFF REPORT

Submitting Department: Public Works

Submitted By: Dennis Roland

Sponsored By:

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: ITB 22-006 FY 22 SIDEWALK REPAIR AND REPLACEMENT

II. RECOMMENDATION:

Please approve funding in an amount not to exceed \$498,000.00 to Excellere Construction LLC for the FY 22 Sidewalk repair and replacement project and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$498,000.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
FY 22 Sidewalk Repair / \$0.00	

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
FY 22 Sidewalk Repair /30341100 541420 C1801	\$498,000.00

IV. REPORT IN BRIEF:

The City maintains over 200 miles of concrete sidewalk. Concrete sidewalks are vulnerable to cracking, lifting, and crumbling due to weather changes, tree roots, vehicular traffic, and general wear and tear. These failures can result in trip hazards and unsightly conditions for pedestrians.

Prior to inspections occurring throughout the City, Public Works broke the locations of sidewalks into 4 Tiers:

- Tier I: Downtown (per the area outlined on the zoning map) and Arterials (Haynes Bridge Road, Windward Parkway, Westside Parkway, etc.)
- Tier II: Non-subdivision roads with 1/4 mile from a school, park, government building (if not already included in Tier 1)
- Tier III: Subdivision Roads
- Tier IV: All other roads (Harris, Upper Hembree, Great Oaks, etc...)

Within each tier, the condition of the sidewalk was rated on the following scale:

- Good: No vertical displacement and cracking less than 25% of the segment
- Fair: Vertical displacement no greater than 1" and cracking 26%-50% of the segment
- Poor: Vertical displacement of 1-2" and cracking 51%-75% of the segment
- Very Poor: Vertical displacement greater than 2" and cracking greater than 76% of the segment

Over 228 miles of sidewalk were evaluated, and over 80% of our sidewalk is in fair or good condition. The breakdown is below:

- Good: 388,014 lf (NOTE: lf = linear feet)

- Fair: 595,797 lf
- Poor: 173,651 lf
- Very Poor: 48,535 lf

The City has focused on providing safe access and ADA-compliant handicap accessibility for pedestrians to access parks, schools, businesses, etc. To ensure the safety of our patrons utilizing the 200+ miles of publicly maintained sidewalk, proper and proactive maintenance is essential. This project will focus on areas within the downtown overlay district, along Haynes Bridge Rd., and Georgial Ln. The project will include demolition, haul off, disposal of demoed debris, sodding, grassing, traffic loop detection replacement and new sidewalk panels and updated handicap ramps. With this project, approximately 5700 linear feet of sidewalk and 39 handicap ramps will be repaired or replaced with ADA-compliant requirements. Only conditions of very poor and or poor are included in the current scope of work.

The City prepared specifications and details for the sidewalk repairs and advertised for competitive bids on November 11, 2021. Bids for the project were received on December 9, 2021. The City received a total of five bids:

Excellere Construction LLC	\$498,000.00
DAF Concrete, Inc.	\$592,530.00
Sol Construction LLC	\$621,731.00
Baldwin Paving Company, Inc.	\$624,522.08
Multiplex , LLC of Georgia	\$1,087,870.00

The apparent low bidder, Excellere Construction LLC. is an experienced contractor and has worked on numerous projects with similar scope of work in Georgia and for the City of Alpharetta. Staff met with the owner of Excellere Construction LLC to review the scope of work and the City's expectations. Excellere Construction LLC assured staff that they would complete the project for the bid amount and within the allocated timeframe. Thus, staff determined Excellere Construction LLC to be the lowest responsive and responsible bidder. Once a contract with Excellere Construction LLC has been finalized and executed, construction may begin immediately. The anticipated completion date for the work is no more than 120 days from notice to proceed. Funding received from the American Recovery Act (ARA) will be utilized to complete this project.

V. ALTERNATIVES:

VI. ATTACHMENTS:

ITB 22-006 Bid Tab, SidewalkCondPoorVPoorOct2021 All

ITB 22-006, FY2022 Sidewalk Repair and Replacement

December 9, 2021, Bidding closed at 10:00 AM.

Preliminary Bid Tabulation – Low Bidder receives 100 Points. All other bidders receive bid scoring relative to low bidder.

FY2022 Sidewalk Repair and Replacement

Scoring Summary

Reviewer Scores

Scoring Summary

Scores

Rank

Active Submissions

View Proposal Analysis

Supplier	Total / 100 pts	B-2 - Schedule of Items / 100 pts
Excellere Construction LLC	100 pts	100 pts (\$498,000.00)
DAF Concrete, Inc.	84.05 pts	84.05 pts (\$592,530.00)
Sol Construction LLC	80.10 pts	80.10 pts (\$621,731.00)
Baldwin Paving Company, Inc.	79.74 pts	79.74 pts (\$624,522.08)
MULTIPLEX, LLC OF GEORGIA	45.78 pts	45.78 pts (\$1,087,870.00)

Sidewalk Locations

Poor/Very Poor Condition

Marietta St

Roswell St

Church St

Canton St

Cumming St

Academy St

Haynes Bridge Rd

Georgia Ln



City Council Meeting STAFF REPORT

Submitting Department: Public Works

Submitted By: Geoffrey Sarra

Sponsored By: N/A

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: CITY PROJECT MANAGEMENT SERVICES, RFQ 22-1002

II. RECOMMENDATION:

Please award RFQ 22-1002 for City Project Management Services to Atkins North America, Inc. and authorize the Mayor to execute all necessary documents.

III. REPORT IN BRIEF:

The purpose of this contract is to provide the City with a firm experienced in project management, right-of-way acquisition, construction management, and construction inspection services to assist the City with larger scale projects. The firm awarded this contract will serve as an extension of staff and work on a "task order" basis.

The Department of Public Works prepared a request for qualifications (RFQ) and advertised in November and December of 2021. A total of three statements of qualifications (SOQ) were received by the City on December 16, 2021. These SOQs were then reviewed by an evaluation committee consisting of Department of Public Works staff. Each member of the committee scored the SOQs independently based on the three evaluation criteria set forth in the RFQ: Project Manager Qualifications (35%), Construction Management & Inspection Lead Qualifications (35%), and Technical Experience & References (30%). The resulting scores were as follows:

1. 91.75 - Atkins North America, Inc.
2. 85.88 - Atlas Technical Consultants, LLC
3. 67.63 - Comprehensive Program Services, Inc.

Atkins North America, Inc. (Atkins) has provided services of the nature outlined in the RFQ document for a number of metro agencies, including the City of Atlanta, City of Roswell, Cobb County, North Fulton Community Improvement District, and Perimeter Community Improvement District. Additionally, Atkins was awarded the City's previous on-call contract for Project Management Services which ran from 2016 through 2021. The evaluation committee met with members of the Atkins team on January 5, 2022 to discuss the City's expectations of the firm selected for this contract. The Atkins representatives answered questions asked of them by staff and assured staff that they could provide the services as set forth in the RFQ document. Therefore, the evaluation committee has recommended award of RFQ 22-1002 City Project Management Services to Atkins North America, Inc.

There is no fiscal impact to the City in awarding this contract as there is no baseline amount of work guaranteed. The funding for services obtained through this contract will come from the total programmed funds for the associated project.

IV. ALTERNATIVES:

None.

V. ATTACHMENTS:

Atkins Response to RFQ 22-1002

RFQ-22-1002

RESPONSE TO REQUEST FOR QUALIFICATIONS

City of Alpharetta Program Management Services

DECEMBER 16, 2021



ATKINS

Member of the SNC-Lavalin Group

Table of Contents

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APPENDIX

- Required Forms – *attached and uploaded separately via Bonfire*
- Resumes
- Additional Attachments



Proven results
with current
TSPLOST



**Experience and
expertise with**
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
local resources**
with large bench
strength

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A. Cover letter with brief business profile



Proven results
with current
TSPLOST



**Experience and
expertise** with
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
local resources**
with large bench
strength

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A. Cover letter with brief business profile

December 16, 2021

Ms. Debora Westbrook, Procurement Agent
City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009
Submitted electronically via Bonfirehub

Dear Ms. Westbrook:

The residents of Alpharetta know the importance of a well-designed and managed transportation system and the benefits to the community of recreation and parks. This commitment to excellence is one of the reasons that Alpharetta is consistently named as one of the best places to live, work, play and retire in Georgia. This doesn't happen without the support of the citizens, elected officials and staff of the City.

Over the past five years, the City of Alpharetta has effectively and efficiently delivered transportation infrastructure projects funded through TSPLOST. **Atkins is proud to have been Alpharetta's program manager for these TSPLOST projects** during this time. We believe the City's successful delivery of TSPLOST is one of the reasons that residents convincingly voted to approve TSPLOST 2 and a new General Obligation Bond (GO Bond) to fund parks and recreation projects within the City. It is estimated that TSPLOST 2 could generate as much as \$61M in funding for the City of Alpharetta's transportation infrastructure, and the GO Bond will bring \$29.5M of investment into the City's park and recreation facilities. Combined, these funding sources represent more than \$90M in transportation, stormwater, and parks and recreation infrastructure assets to manage. The City of Alpharetta is seeking a project management team that will work with City staff to deliver these TSPLOST and Bond projects to maintain the City's high standards for quality and delivery. Having worked side-by-side with City staff these past five years **the Atkins team understands the City's high standards, we know the City's staff and processes and more importantly we are committed to the City's success.**

Atkins is a recognized leader in construction and program management, has long-standing relationships with local governments and state agencies and we are a committed partner for continuing the City's success. Atkins North America, Inc. (Atkins) was founded in 1960 in Florida and is one of America's leading providers of engineering, architectural, planning, construction, environmental and program management services. Atkins has broad public works and capital project experience, a strong understanding of the City of Alpharetta and the staff, and experience to help the City deliver the TSPLOST 2 and GO Bond projects. The Atkins team will be enhanced by our subconsultants THC, who will perform land acquisition, and Contour Engineering, who will provide geotechnical and testing services. **The Atkins Atlanta office, which will be providing services for the City, is one our largest in the U.S. with a staff of nearly 400.** For the City of Alpharetta this means **we have a deep bench of professionals equipped and available to handle your program management/ construction management needs, with a proven track record of performance and demonstrated expertise on similar contracts.**

The City has successfully delivered TSPLOST projects over the last 5 years and the Atkins team has been a proven, valued a partner, helping to ensure that projects are delivered to the City's standards. Additionally, the Atkins team serves as program manager for the North Fulton CID and the City of Roswell so we have a keen understanding of the issues, both within and outside the City's borders, that can impact project delivery. Atkins also serves as the program manager on very large programs (valued at well over \$100M) such as the Cobb County DOT SPLOST and the City of Atlanta Renew Bond and TSPLOST. **Our experienced leadership team** brings knowledge and insight from managing programs of all sizes and types and will provide the City with program management that has foresight toward **fiscal responsibility, value, and quality.** We understand the differences in TSPLOST funding sources versus bond funding sources and how they must be managed. We know the requirements for State and Federal funding should the City receive any, and we have delivered infrastructure of all types including transportation, parks and recreation and stormwater.

The Atkins team is committed—and looks forward—to a continuing, successful partnership with the City of Alpharetta and ensuring your success.

Sincerely,

R. Brian Bolick, PE
Principal-in-charge

Nikki Parris, PE
Program Manager

Atlanta

1600 RiverEdge Parkway
Suite 600
Atlanta, GA 30328
770.933.0280

Primary Contact

R. Brian Bolick, PE
Principal-in-Charge
Office 678.247.2436
Mobile 678.478.3026
brian.bolick
@atkinsglobal.com

Headquarters

4030 W. Boy Scout Blvd.
Suite 700
Tampa, FL 33607
813.282.7275

Incorporated

February 29, 1960
Florida

Federal Tax ID

59-0896138

DUNS

1488055

atkinsglobal.com



**Proven results with
current TSPLOST**



**Experience and expertise
with TSPLOST, SPLOST,
bond and/or
federally funded projects**



**Deep, available and local
resources with large
bench strength**

B. Business information

C. Contact Information

D. Consultant team and management



Proven results
with current
TSPLOST



**Experience and
expertise** with
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
local resources**
with large bench
strength

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atkinsglobal.com

B. Business information

Headquarters - Atkins North America, Inc.

4030 W. Boy Scout Blvd., Suite 700
Tampa, FL 33607 | 813.282.7275

Atkins office overseeing this project

1600 RiverEdge Parkway, Suite 600
Atlanta, GA 30328 | 770.933.0280

The Atkins Atlanta office is located 18 miles from Alpharetta.

C. Contact

Primary Contact: R. Brian Bolick, PE

Vice President/Senior Division Manager
1600 RiverEdge Parkway, Suite 600
Atlanta, GA 30328
Office 678.247.2436 | Mobile 678.478.3026
Brian.Bolick@atkinsglobal.com

D. Consultant team and management

Atkins' experience sets us apart from our competition. Atkins is managing some of the most important and largest programs in the metro Atlanta region. Our team members were selected based on their experience with the City and with Atkins, as well as overall experience with similar types of programs.

Nikki Parris, PE, will serve as the program/transportation infrastructure project manager. She brings over 23 years of public works experience with over 12 of those years in Alpharetta providing similar services for the City and the North Fulton CID.

John Boudreau, RLA, will serve as our parks and recreation lead bringing over 37 years of experience in landscape architecture, including parks and recreation.

Construction manager, **Obie Brannon, PE**, will serve as the construction manager a role he is currently serving for the City of Alpharetta's current TSPLOST program. He brings 28 years of experience overseeing all phases of construction for transportation, trail, stormwater and recreational type projects.

Our ROW lead, from subconsultant, THC, Inc. (THC), **Wesley Brock**, former Assistant Right of Administrator for GDOT, brings a wealth of knowledge from his 31 years of acquisition experience for GDOT and many local municipalities around the state.

Serving as the team's principal-in-charge will be **Brian Bolick, PE**, who served as program manager for the City of Atlanta during the startup of the Renew/TSPLOST program and serves as the principal-in-charge for the City of Roswell TSPLOST PM Services. Brian will bring his experience from these programs to the City of Alpharetta. **Taylor Wright, PE** and **Kevin Martin, Esq, AVS**, will serve as senior advisors for collaboration when needed.

Scott Thomson, PE, from subconsultant Contour Engineering (Contour), will provide geotechnical services, and **Thomas Lin, PE**, will provide stormwater expertise, bringing 15 years of experience in the design and implementation of stormwater projects across the state of Georgia.

Atkins has created a team that not only knows the City of Alpharetta but has the experience to deliver a variety of types of projects from transportation infrastructure, recreation/parks and stormwater projects. The team will be structured into four different delivery areas as seen on

the organization chart in [Figure 1, page 3](#). **This Atkins team is built to take a project from concept to construction.**

Atkins values the contributions of our subconsultants and the skills they bring to the team. As mentioned previously, Atkins has included **THC** for land acquisition services and **Contour Engineering** for geotechnical services.



Established in 1994, **THC** is a professional program management firm providing right-of-way land acquisition, relocation and noise mitigation services for airports, highway departments, utility companies, municipalities, governmental agencies and engineering firms across the US. As part of the Atkins team, THC will provide land acquisition services.



Contour is a Georgia-based multi-discipline consulting engineering firm specializing in geotechnical engineering, special inspections, construction material testing

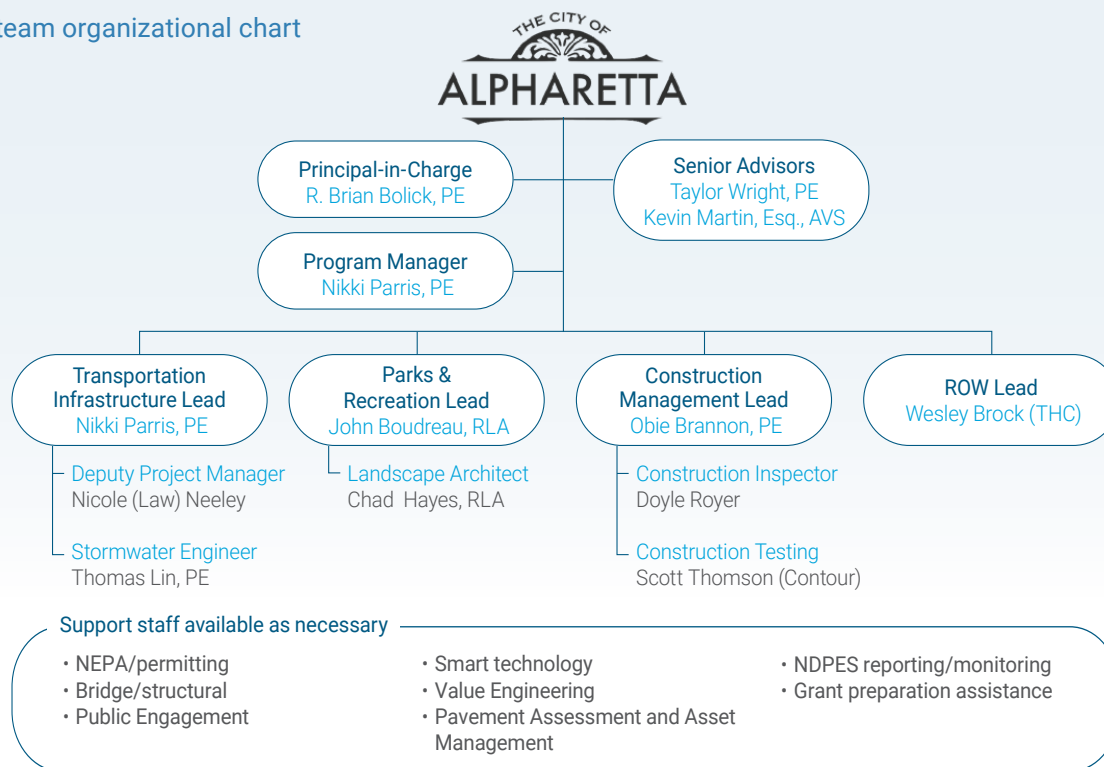
services, building envelope services, and environmental sciences. Clients include local municipalities, schools, private developers, schools and industrial/manufacturers. Contour has over 170 individuals at their Georgia locations. Atkins and Contour have a long history of partnership with several different clients including local clients such as Bartow County, Cobb County and Perimeter CID and as part of the Atkins team they will provide geotechnical and testing services.

Atkins' experience in delivering projects for the City of Alpharetta, as well as for other local clients with projects similar in complexity, allows us to be well versed in best practices to make the City's program successful. This experience also allows us to work through challenges as they arise as we have likely encountered them before. Our team is also very familiar with working on projects that are supported by different types of funding sources including local, state and federal, including being familiar with the GDOT PDP and the requirements of federal funding. In fact, we have experts on staff to help with audit compliance if necessary.

The metro area is experiencing unprecedented growth in infrastructure projects and will likely continue to grow with the new Infrastructure Bill which is starting to put a strain on local resources including transportation consulting firms. We are dedicating the current team providing the City with the confidence that **necessary and proven resources will be available to start immediately.**

The Atkins team will not require a learning curve when it comes to managing the City of Alpharetta's program. Several of the proposed key team members are currently part of the TSPLOST team including Nikki Parris, Obie Brannon and John Boudreau. This experience with the City has allowed our team members to gain a thorough understanding of policies, procedures and preferences, as well as have the necessary and established relationships with other City departments which often require collaboration. The past five years working with the City has allowed Atkins to become a trusted partner and extension of City staff, a role that Atkins embraces and is proud to have developed.

Figure 1. Atkins' team organizational chart



Project manager qualifications



Nikki Parris, PE
Program manager and transportation infrastructure lead
23 years of relevant experience

Contact: nicole.parris@atkinsglobal.com | 678.247.2435

Education

BS, Civil Engineering, Georgia Institute of Technology

Registrations/Certifications

- Professional Engineer, GA, 2003
- Georgia Soil and Water Conservation Commission Level II Certified Professional, 4/2022

Relevant Experience

- 18 of 23 years exclusively in program management including, but not limited to, the following programs:
 - › Current program manager for City of Alpharetta and City of Roswell TSPLOST programs
 - › Current program manager for TCCID and PCID
 - › 10 years as deputy program manager for DeKalb County HOST Program Management
 - › Deputy program manager for NFCID where Atkins collaborates with the City of Alpharetta regularly
 - › Current program manager for Town Center CID where she assisted in development and construction of two new parks
- Extensive knowledge of the land acquisition process serving as a liaison between right-of-way agents and designers for 1000+ parcels
- Transportation/roadway project design experience from rural roadways to urban intersections providing expertise to assist current clients
- Extensive relationships with GDOT, FHWA and other agencies necessary for projects involving local, state and federal funding

- Grant writing experience including, but not limited to, RAISE and GTIB grants
- Procurement assistance for design, construction and landscape maintenance contracts including the North Point LCI project as well as partnering with the City of Alpharetta on their joint landscape maintenance proposals

Key personnel qualifications



John Boudreau, RLA
Parks and recreation lead
37 years of relevant experience

Contact: john.boudreau@atkinsglobal.com | 678.644.5363

Education

- BLA, College of Environmental Science, State University of New York (SUNY) Syracuse, NY
- BS, College of Environmental Science, State University of New York (SUNY) Syracuse, NY

Registrations/Certifications

- GA, 0750, RLA, 1986
- SC, 1153, RLA, 2011

Relevant Experience

- 37 years of planning, landscape architecture and project management recreational project experience throughout the southeastern US
 - › Project Manager, City of Sandy Springs Recreational Department, On-call Landscape Architecture and Architecture Contract
 - › Project Manager, City of Canton, On-call Professional Engineering and Landscape Architecture Service Contract
 - › Project Manager, City of Decatur, On-call Contract Professional Engineering and Landscape Architecture Service Contract

- › Project Manager, City of Marietta, On-call Professional Engineering and Landscape Architecture Services Contract
- › Providing Landscape Architecture assistance for the TCCID, NFCID and PCID including review of trails and parks projects
- Extensive relationships with GDOT, FHWA and other agencies necessary for projects approvals including project design and implemented with federal and local funding.



Obie Brannon
Construction manager
28 years of relevant experience

Contact: obie.brannon@atkinsglobal.com | 720.475.7016

Education

BS, Civil Engineering, Georgia Institute of Technology

Registrations/Certifications

- Professional Engineer, Georgia, 1999
- Georgia Soil and Water Conservation Commission Level II Certified Design Professional
- Georgia Water Distribution Operator, 15699

Relevant Experience

- 28 years of construction experience serving state, federal and local client including but not limited to,
 - › Construction Manager for City of Roswell and Alpharetta
 - › Construction Manager for North Fulton CID
 - › Former Assistant Program Manager/Construction Manager for Cobb County SPLOST program for 4 years
 - › Former Construction Program Manager for Bartow County SPLOST program
 - › Lead Construction Engineer for FHWA Federal Lands Program
 - › Former GDOT Construction Engineer working on projects all over the state
- Extensive experience in delivering construction projects for all types of clients but recent years have been solely focused on local municipality work
- Significant knowledge of the specs and necessary items important in bid documents
- Experience in dealing with large and small contractors
- Career focus on horizontal work and involvement with several projects which have included vertical construction such as rest rooms, rest areas, sports complex, fire departments



Wesley Brock
Right-of-Way lead (THC)
31 years of relevant experience

Contact: wesley.brock@thcinc.net | 678.735.5203

Education

BAA, Real Estate, University of Georgia

Registrations/Certifications

- GA Real Estate License, 337505
- GA Real Appraiser License, 5147

Relevant Experience

- Extensive program management experience from pre-acquisition to right-of-way certification for local, state and federally funded projects such as the following:
 - › City of Dunwoody, GA Tilly Mill Road Multimodal Improvements Project, 28 parcels
 - › Bartow County, GA, Cassville-White Road Construction Project, 19 parcels
 - › City of Johns Creek, Sidewalk Improvement Projects along Autry Mill, Rogers Circle, Parson Road and Barnwell Road, 21 parcels
 - › PI 001757 Major Mobility Investment Program Phase I, II and III: SR 400 Express Lanes from I-285/Fulton to McFarland Rd/Forsyth County, 200 parcels
- Strong working knowledge of the Code of Federal Regulation (CFR), Uniform Act (URA), and other federal regulations

DID YOU KNOW?

As the former Assistant Right-of-Way Administrator for GDOT, **WES BROCK** developed the Master Valuation Program used to provide a quality-based approach to projects.



Doyle Royer
Inspection lead
35 years of relevant experience

Contact: a.royer@atkinsglobal.com | 770.933.2277

Education

High school diploma

Registrations/Certifications

Georgia Soil and Water Conservation Commission Level IA, 2022

Relevant Experience

- 35 years of construction management experience including 24 years working with Public Works/Local municipality projects which include but not limited to the following:
 - › Inspection lead for several City of Alpharetta projects including Rucker Road, Bethany roundabouts and Big Creek Greenway Trail
 - › Inspection lead for NFCID projects which are located in Alpharetta including Marconi Drive and Mansell Road
 - › Construction manager for State Farm Connection Building for MARTA
 - › Served as deputy director of construction for DeKalb County Roads and Drainage
- Extensive experience providing construction support on variety of transportation, vertical construction and trail projects
- Specialized in electrical work, plumbing, roofing, framing, welding, concrete finishing, and pipe laying
- Established relationships with City of Alpharetta staff, as well as other local agencies, for necessary coordination during project construction



R. Brian Bolick, PE
Principal-in-charge
37 years of relevant experience

Contact: brian.bolick@atkinsglobal.com | 678.478.3026

Education

BS, Civil Engineering, Clemson University

Registrations/Certifications

- Professional Engineer, GA, 1989
- Professional Engineer, SC, 1994
- Professional Engineer, FL, 1991

Relevant Experience

- Experienced in all phases of project life cycle including concept development, traffic engineering, design, construction inspection and management and program management.
 - › Current Principal-in-charge for City of Roswell TSPLOST program
 - › Previous program manager for the Renew Atlanta Bond and TSPLOST Program
 - › Previous client representative/project manager for the Flowery Branch City Hall and Police Department delivered through CM at Risk (CMAR)
 - › Previous resident construction engineer for SCDOT
- Performed more than 500 traffic engineering studies of various types including signal warrant analyses, parking studies and impact studies for private developments
- Experienced in the development of road diets and Complete Streets
- Extensive experience working with and presenting to elected officials and the public



Thomas Lin
Stormwater engineering lead
15 years of relevant experience

Contact: thomas.lin@atkinsglobal.com | 678.247.2664

Education

BS, Civil and Environmental Engineering, Georgia Institute of Technology

Registrations/Certifications

- Professional Engineer, GA, 2013
- Georgia Soil and Water Conservation Commission Level II Certified Design Professional #0000087748

Relevant Experience

- Experience developing large- and small-scale stormwater design, MS4 and water quality design and analysis for local, state, and federal projects
- Develops hydrologic and hydraulic models and analysis for bridge class culverts and bridges for local, state, and federal projects
- Knowledge of perennial stream culvert permit requirements, erosion control and sedimentation compliance
- QA/QC oversight for stormwater, water, quality, and hydrologic and hydraulic design for local, state, and federal projects
- Stormwater reviewer for projects in Alpharetta such as Davis Drive and Webb Bridge Road

WHAT OUR CLIENTS ARE SAYING

“Roswell has been working with Atkins and their program management staff to assist us with TSPLOST implementation since 2017. Their team (Brian, Nikki, and Obie) have done a great job helping our staff monitor scope and schedule for the delivery of our program. Atkins also provided staff who have assisted with the project visualization, concept development, landscape architecture, and construction inspection. Atkins has exceeded all of our expectations, and we highly recommend them to other local governments.”

Robert Dell-Ross, PE, PTOE
Deputy Director – Transportation
City of Roswell, Georgia

“Atkins was selected as the North Fulton Community Improvement District’s (NFCID) Program Manager in 2009. Since that time, they have provided project management, land acquisition, and construction management services on a variety of projects ranging from interchange landscape improvements to major bridge reconstruction over GA 400. The Atkins team has been a trusted advisor to our board of directors and staff. We are very pleased to have worked with their team for the last 10 years and look forward to our continued partnership. I would highly recommend the Atkins team to any organization that is looking for assistance in delivering their infrastructure program.”

Kristin Rome Winzeler, Program Director
North Fulton CID, Georgia

“As Executive Director of the Town Center CID, I am responsible for delivery of our \$26 million work plan, which currently includes 15 active projects. Over the past year and a half, Atkins has provided us with comprehensive project management services, and we have been thoroughly satisfied with our relationship with Atkins and with services received.”

Tracy Rathbone Styf, Executive Director
Town Center CID

E. Technical experience

F. References

G. Licensing



Proven results
with current
TSPLOST



**Experience and
expertise** with
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
local resources**
with large bench
strength

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E. Technical experience

As illustrated in **Figure 2**, Atkins is one of the leading consulting firms providing program and construction management services locally in the metro Atlanta area. Our mission is to be a single source to help our clients reach their individual goals. As shown in section D, our key personnel are committed to our clients and share in the success of their programs. We have provided our team's most relevant experience in the metro Atlanta area on the following pages, and our references are provided in **Table 1, section F**.

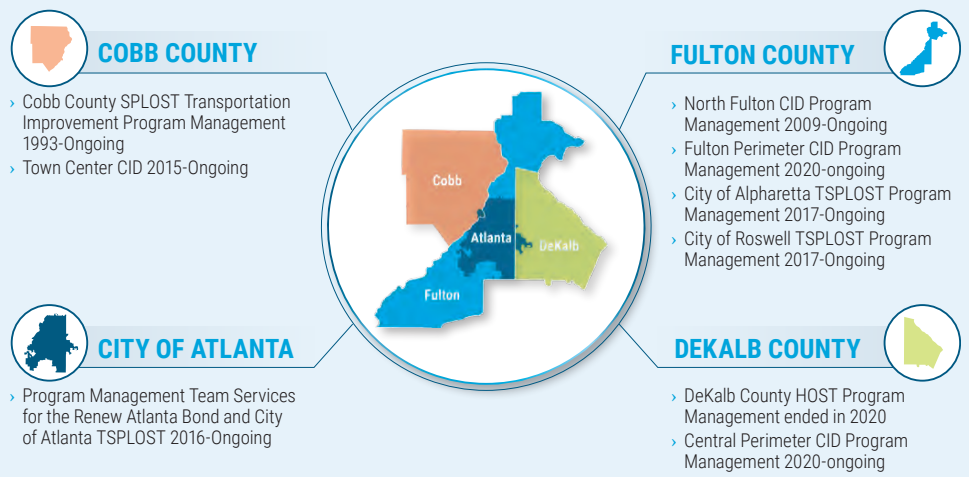


Figure 2. Providing local and relevant program management services to metro Atlanta since 1993.



Figure 3. Atkins provided construction management services for the Big Creek Greenway in Alpharetta.

City of Alpharetta TSPLOST Program Management, Fulton County, GA



Name of agency: City of Alpharetta

Agency contact, telephone number, e-mail address:
Pete Sewczwicz, PE, Deputy Transportation Director
678.297.6219

psewczwicz@alpharetta.ga.us

Project manager: Nikki Parris, PE

Dates services were provided: 2017 - ongoing

Total costs: \$53 million (Tier 1)

Brief description of services provided: Atkins was pleased to be selected as the City of Alpharetta's program manager after the TSPLOST passed in November 2016. As program manager, Atkins is currently working with City staff to manage the consultants who are preparing the construction plans and documents while the City staff typically provides right-of-way acquisition services. In addition, the Atkins team provides consultancy advice on several projects affected by the GA400 Managed Lanes project, the concept for which was unknown when the TSPLOST projects started. The Atkins team coordinates with the design consultants on value engineering options to lower construction costs and help the City maintain project budgets while still delivering the projects that citizens have been promised. Due to the successful relationship developed during preconstruction, the City entrusted Atkins with managing the construction of several of their most important projects including Rucker Road, the Bethany roundabouts and the Big Creek Greenway Trail as shown in **Figure 3**. Every project managed by our construction management team has so far been delivered under budget allowing the City to use some of the remaining budgets to further enhance the projects with landscaping and other items.

In addition to providing program management services, due to Atkins deep bench strength of services, the Atkins team was able to collaborate with staff to develop a virtual room to help educate the citizens with the upcoming TSPLOST 2 programs.



Innovative community education and engagement platform using a virtual meeting room.

DID YOU KNOW?



DELIVERING QUALITY. The Atkins team continually review plans and costs to provide the **best outcome for the City**, even for projects where Atkins was not serving as the preconstruction program manager. On the **Rucker Road project**, the contractor requested a \$223K change order related to new construction walls on the project plans. Because the walls were bid out as lump sum it was not easy to verify their original proposed costs. Our construction manager, however, performed an in-depth analysis of the contractor's quantities versus the plans and found a math error in their estimating software which eliminated the need for the additional change order request.



DID YOU KNOW?

AN ATKINS TEAM STRENGTH

is our **ability to manage large programs over \$100M** like Cobb, DeKalb and Atlanta, while bringing those best practices and experience to scale with clients such as Alpharetta, Roswell and CID's.



Cobb County Special Purpose Local Option Sales Tax (SPLOST) Transportation Improvement Program (TIP) Management, Cobb County, GA



Name of agency: Cobb County

Agency contact, telephone number, e-mail address:
Drew Raessler, Director Cobb County Department of Transportation

770.528.1645

drew.raessler@cobbcounty.org

Project manager: Wade Kelly, PE

Dates services were provided: 1993 - ongoing

Total costs: \$1.2 billion

Brief description of services provided: Cobb County voters approved a one percent sales tax for the funding of TIPs in 1985, 1990, 1994, 2005, 2011, 2016 and 2022. To meet the demands of these ambitious programs, Cobb County chose to outsource program management assistance and pre-construction/construction services. In 1993, Atkins was selected as their program manager and soon became an integral part of the Cobb County Department of Transportation, coordinating the activities of numerous consultants, contractors, utilities, and agencies successfully completing more than \$1.2 billion in transportation improvements. The program has included more than 700 construction contracts consisting of major roadway construction and widening, bridge construction and rehabilitation, shoulder widening, intersection improvements, resurfacing, stormwater improvements, trail and sidewalk improvements.

Atkins' program management includes establishing and maintaining the program's budget, schedule and cash flow. Our team continually coordinates with Cobb County's finance and budget divisions to provide adequate reporting and forecasting to the Board of Commissioners, Oversight Committee, and other interested parties. Additionally, the team coordinates, monitors and acquires all ROW acquisition project phases from concept, engineering, appraisal, and acquisition, to construction and contract closeout/remnant disposition. Atkins' construction services involve complete construction management of the projects, including contract administration, construction engineering and inspection, materials sampling, and testing—all in accordance with the County's specifications.

North Fulton Community Improvement District Program Management, Fulton County, GA



Name of agency: North Fulton Community Improvement District (NFCID)

Agency contact, telephone number, e-mail address:
Brandon Beach, Chief Operating Officer

770.594.1059

bbeach@northfultoncid.com

Project manager: Taylor Wright, PE

Dates services were provided: 2009 - ongoing

Total costs: \$45 million

Brief description of services provided: In February 2009, Atkins was selected to perform program management services for NFCID's Blueprint North Fulton which focuses on providing pedestrian, operational and landscape improvements for the stakeholders of the district. The program of projects, estimated at approximately \$45 million, includes interchange landscape and streetscape projects and intersection, signal, and major operational improvements. Funding for construction includes a combination of local, state, and federal funds.

The Atkins team has managed the design, installation, and maintenance of landscaping at the SR 400 interchanges of Mansell Road, Haynes Bridge Road, Old Milton Parkway, and Windward Parkway for which Atkins oversees maintenance. Recent operational projects that our team has managed to completion for the NFCID include Northwinds and Windward Parkway Phase 2. The Atkins team is also slated to manage the construction of the upcoming Davis Drive project which is scheduled to be completed in 2022.

Northwinds Parkway Extension. This project extended the four-lane Northwinds Parkway along a new location alignment from Kimball Bridge Road to Old Milton Parkway. This was a cooperative effort between the City of Alpharetta, NFCID, and the Georgia Department of Transportation (GDOT) to provide operation improvements and to spur economic development by providing access to the adjacent Alpharetta campus of Gwinnett Technical College. Atkins completed pre-construction, land acquisition, and performed construction management for the project.

Windward Parkway, Phase 2. The NFCID, with the City of Alpharetta, leveraged local investment with federal funding and a Georgia Transportation Infrastructure Bank grant to widen Windward Parkway from SR 400 to Deerfield Parkway. This project was successfully completed in 2020 and is open to traffic. Atkins completed pre-construction land acquisition and performed construction management including federal compliance for the project.



Figure 5. Atkins provided project management, land acquisition and construction management of Windward Parkway for NFCID.

City of Roswell TSPLOST Program Management, Fulton County, GA



Name of agency: City of Roswell

Agency contact, telephone number, e-mail address:

Rob Dell-Ross, PE, Deputy Transportation Director

770.594-6292

rdellross@roswellgov.com

Project manager: Nikki Parris, PE

Dates services were provided: 2017 - ongoing

Total costs: \$79 million (Tier 1)

Brief description of services provided:

In November 2016, the voters of Fulton County approved a \$0.75 sales tax called the TSPLOST. The funding from this tax can only be used for transportation improvements including roads, bridges, sidewalks, and bike paths. The City identified projects prior to the vote so citizens were informed about how the funds would be used. The total anticipated revenue collections from the sales tax were estimated at \$93 million. To be conservative, given the variation in sales tax collections, the program is divided into three tiers with Tier 1 representing 85% of the expected income generated from this tax. The value of Tier 1 is \$79 million, which the City has budgeted into several projects. The City can move into the lower tier projects (Tiers 2 and 3) as funding allows.

Atkins currently serves as program manager helping the City manage projects within the TSPLOST program. Because citizens voted on the TSPLOST and the specific projects within the program, maintaining schedules and budgets is very important to the City. While the City uses in-house staff to perform right-of-way acquisition and manage day-to-day preconstruction activities, it relies on Atkins to help manage the overall program. The Atkins team provides cash flow analysis and assists with design services as needed. In addition, Atkins provides consultancy advice for design related issues and maintains a monthly reporting document for quick reference. Due to this successful relationship, the City asked the Atkins team to assist in construction management of their first TSPLOST project along Rucker Road. The City has also engaged Atkins to provide additional services providing citizens with a better understanding of City projects such as renderings for the Gateway project along SR9 and creation of a virtual room to educate the public about TSPLOST 2.



Figure 6. Atkins provided services for the City of Roswell which included renderings to allow citizens to understand the highly complicated Gateway project.

Central and Fulton Perimeter CIDs Program Management, DeKalb and Fulton Counties, GA



Name of agency: Perimeter Community Improvement Districts (CIDs)

Agency contact, telephone number, e-mail address:

Ann Hanlon

770.390.1780

ahanlon@perimetercid.org

Project manager: Nikki Parris, PE

Dates services were provided: 2004 – 2011; 2020 - ongoing

Total costs: \$100 million

Brief description of services provided: Atkins has served as program manager for the Perimeter CIDs in the implementation of a more efficient transportation system with an emphasis on access, mobility, modernization and diversification. This ambitious program includes over \$100 million in intersection enhancement, pedestrian and streetscape improvements, and signage using CID funds leveraged with a combination of county, state, and federal funding.

In addition to engineering, right-of-way and construction, Atkins has assisted the Perimeter CIDs in the management of specific projects and the coordination and management of consulting engineering firms selected by the Perimeter CIDs.

As program manager, Atkins provides cash flow analysis including preparation of dashboards and schedule reviews; assisting in negotiations with consultants; managing design; tracking project progress and weekly reporting; reviewing project submittals, final construction plans, and bid documents; performing right-of-way acquisition; coordinating with utility companies; and performing construction inspection and contract administration.

One of the benefits that Atkins brings is a deep bench of experts in many fields. Atkins' Certified Value Specialist (CVS) expert, Ramesh Kalvakaalva, PE, CVS, is located in Atlanta, and facilitated a value engineering process to evaluate alternatives for ramp improvements at the Ashford Dunwoody ramp to I-285 eastbound. This formal value engineering study resulted in recommendations that were well received by the PCIDs' boards, and one of the recommended alternatives has advanced through design and is scheduled to be constructed during 2022.



Figure 7. Atkins Value Engineering for Ashford Dunwoody Ramp to I-285 eastbound.

Renew Atlanta TSPLOST and Bond Program Management Services, Fulton County, GA



Name of agency: City of Atlanta

Agency contact, telephone number, e-mail address:

Josh Rowan

404.865.8873

jrowan@atlantaga.gov

Project manager: Ian McRae, PE

Dates services were provided: 2016 - ongoing

Total costs: \$573 million

Brief description of services provided: In March 2015, voters of the City of Atlanta overwhelmingly approved a bond referendum for \$250 million of infrastructure improvements. Named the Renew Atlanta Bond Program, the referendum has been described as the largest above-ground investment in the City's infrastructure in more than a generation. This significant investment is made up of both transportation and facility projects. The Transportation projects include traffic signals, traffic signal system timing and optimization, smart city technologies, Americans with Disabilities Act (ADA) improvements and sidewalks, asphalt resurfacing, roadway improvements, Complete Streets, and bridges.. The Facility projects were focused in three primary areas- Parks and Recreation, Public Safety, and Public Art. The parks and recreation improvements included a variety of project types, such as new trail construction, swimming pool restoration, a new aquatic center, tennis court restoration, and park building improvements. Public safety projects consisted of upgrades to numerous fire stations around the city. Lastly, the improvements to public art were centered on rehabilitation of art installations around the City that had fallen into disrepair.

In 2016, Atkins was selected to provide program management services to the Renew Atlanta program including project management, project controls, construction management, materials testing, land acquisition and other services as needed. In November 2016, voters approved an additional \$0.04 TSPLOST with an expected revenue of \$278 million to be dedicated to transportation improvements, including right-of-way for the Atlanta Beltline, Complete Streets, Atlanta Bike Share, pedestrian and sidewalk improvements, traffic signal upgrades and signal system timing optimization. The City asked the Atkins team to leverage the in-place team, combined with additional resources, to add the TSPLOST projects to the bond program that was already being delivered.

In 2018, the City of Atlanta transitioned a new leadership team including the newly elected Mayor Keisha Lance Bottoms, a new Chief Operating Officer, and a new General Manager of the Renew Atlanta TSPLOST program, Josh Rowan. Working closely with the City's new leadership team, Atkins helped introduce technology and innovation, including development of dashboards, that brought increased transparency and performance metrics to the program. In 2020, the City's DOT was established under the leadership of Commissioner Rowan and assumed responsibility for implementation of both the Renew Atlanta bond and the TSPLOST. The Atkins team partnered with City staff to implement the required changes to the program while continuing to deliver the individual projects on time and on budget.

Overseeing the delivery of hundreds of projects from preconstruction through construction requires our successful collaboration with several stakeholders including 16 city council members, internal stakeholders such as the Department of Watershed Management and the Department of Parks and Recreation, local Community Improvement Districts, GDOT, FHWA and FTA.

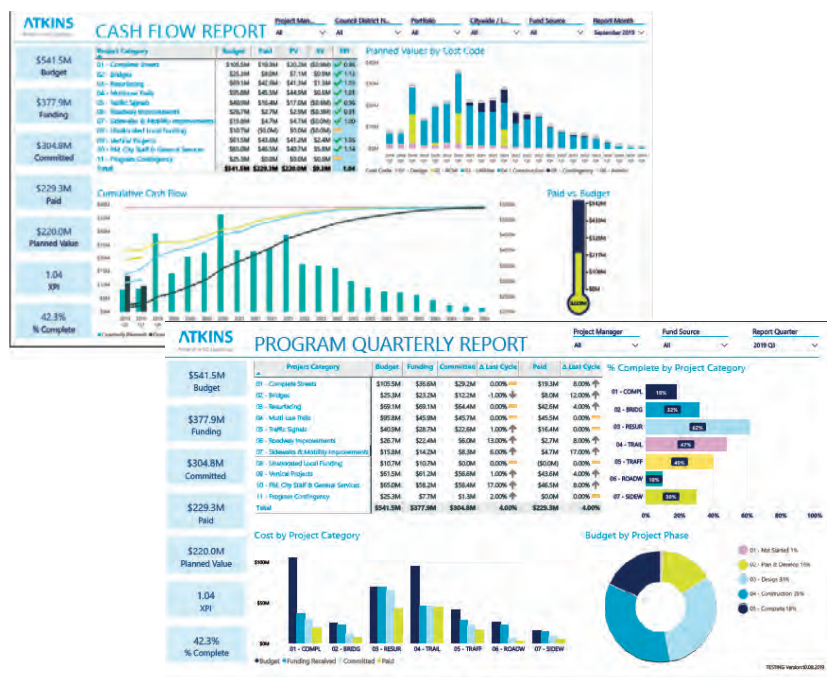


Figure 8. Example of Dashboards created for the City of Atlanta.

F. References

Table 1. Atkins team project references.

Agency	Reference
Cobb County DOT	Drew Raessler Director 770.528.1645 drew.raessler@cobbcounty.org
North Fulton Community Improvement District (NFCID)	Brandon Beach Chief Operating Officer 770.594.1059 bbeach@northfultoncid.com
City of Roswell	Rob Dell-Ross, PE Deputy Transportation Director 770.594-6292 rdellross@roswellgov.com

G. Licensing

Atkins has provided all necessary, valid, and current licenses to do business in the State of Georgia in the Appendix, including Atkins' State of Georgia Certificate of Authority and Atkins' engineering license. We have also included GDOT prequalification certificates for the Atkins team. Table 2 below lists the applicable area classes for which the Atkins team is qualified to provide services.

Table 2. GDOT service area class prequalifications

GDOT service area	ATKINS area class prequalification
1. Transportation Planning	1.01, 1.02, 1.04, 1.05, 1.06a, 1.06b, 1.06c, 1.06d, 1.06e, 1.06f, 1.07 through 1.10, 1.12 and 1.13
3. Highway Design Roadway	3.01 through 3.10, 3.12, 3.13, 3.15 and 3.17
4. Highway Structures	4.01a, 4.02 and 4.04
5. Topography	5.01 through 5.03 and 5.07
8. Construction	8.01
9. Erosion and Sedimentation Control	9.01, 9.02, and 9.03
GDOT service area	CONTOUR ENGINEERING area class prequalification
6. Soils, Foundation & Material Testing	6.01a, 6.01b, 6.02, 6.03, 6.04a, 6.04b and 6.05
GDOT service area	THC area class prequalification
ROW Services	THC's ROW manager is GDOT prequalified in land acquisition and relocation services.

Appendix

Required Forms – *attached and uploaded separately via Bonfire*

- IRS Form W9
- Bidder's Disclosure and Certifications
- E-Verify Affidavit
- Questionnaire

Resumes

Additional Attachments

- Certificate of Authority
- Engineering License
- GDOT Prequalification Documents – Atkins, Contour and THC



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with current
TSPLOST



**Experience and
expertise** with
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
local resources**
with large bench
strength

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Required Forms



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federally funded
projects**



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Required Forms | IRS Form W9

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ► Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Atkins North America, Inc.		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____		
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)		
5 Address (number, street, and apt. or suite no.) See instructions. 4030 W. Boy Scout Blvd., Suite 700		Requester's name and address (optional)
6 City, state, and ZIP code Tampa, FL 33607		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, this is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
5	9	-	0	8	9	6	1	3	8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <i>Sandra L. Padon, CONTROLLER</i>	Date ► <i>JAN 7, 2021</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Required Forms | Bidder's Disclosures and Certifications



BIDDER'S DISCLOSURES AND CERTIFICATIONS

PROCUREMENT NUMBER & TITLE: RFQ 22-1002 City Project Management Services

DISCLOSURE FORM AND CERTIFICATION OF NON-COLLUSION

Bidder must disclose any possible conflict of interest and/or any relationship that exists between any principal or employee of your corporation/firm/team/organization and with any City elected official and/or employee. Relationship may be financial, personal, or family or may be in the form of campaign contributions to elected officials. State whether Relationship DOES or DOES NOT exist. Failure to disclose or to submit this completed form may result in response being declared non-responsive and will not be considered further.

Check applicable box. Use additional forms if needed:	No known relationship exists ☐	Yes, Relationship does exist ☒	If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.
City Elected Official and/or Employee Name and position		City of Alpharetta Police Department employee: Lamont Brannon.	

Contribution Amount/Value (if any)	n/a	Contribution Date and Description	n/a
------------------------------------	-----	-----------------------------------	-----

List other Relationship if not contribution	Brother of Obie Brannon, our proposed Construction Manager.
---	---

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS

The Contractor certifies to the best of its knowledge and belief that neither it nor any of its principals:

- are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting bids or proposals by any federal, state or local entity, department or agency;
- have within a three-year period preceding this bid/offer, been convicted or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (Federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property;
- are presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 2 of this certification;
- have within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal, state or local public agency.

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards;
- Employees of this company or employees of any company supplying material or subcontracting to do work on this Contract will not engage in business ventures with employees of the CITY or Consulting Engineers nor shall they provide gifts, gratuities, favors, entertainment, loans or other items of value to employees of this Department, and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a City elected official or employee to transact business with the City by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative.

Atkins North America, Inc

Company Name

R. Brian Bolick

Signature of Authorized Officer or Agent

12/10/2021

Date

R. Brian Bolick, VP, Senior Division Manager

Printed Name & Title of Authorized Officer or Agent

1600 RiverEdge Parkway, Suite 600 Atlanta, GA 30328

Company Address

Subscribed and sworn before me on this the

10 day of December, 2021

Rosinin Rodriguez

Notary Public

4/18/2025

My Commission Expires



Required Forms | E-verify for Atkins North America, Inc.

City of Alpharetta, GA

Procurement Required Document

Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify)



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM (E-Verify)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- The Contractor will notify the City of Alpharetta in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- The Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the City of Alpharetta within five business days of receipt.

58042

Federal Work Authorization User Identification Number

Atkins North America, Inc.

Name of Contractor

10/04/2007

Date of Authorization

22-1002 City Project Management Services

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed date **12/07/2021** in **Atlanta** (city), **GA** (state).

R. Brian Bolick

Signature of Authorized Officer or Agent

R. Brian Bolick, Vice President/Senior Division Manager

Printed Name and Title of Authorized Officer or Agent

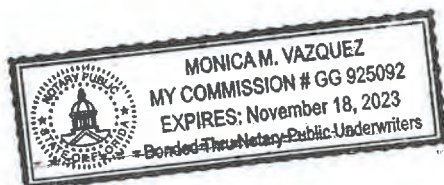
SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE **7th** DAY OF **December**, 20**21**.

[Signature]

NOTARY PUBLIC

My Commission Expires: **11/18/2023**



Required Forms | Questionnaire

Per instructions, our completed Questionnaire has been uploaded as a separate document in its entirety on Bonfirehub.

Summary			
Question Set	Questions	% Complete	Progress
1	4	100.00%	
2	3	100.00%	
Total	7	100.00%	

Question Set 1: Acknowledgements					
#		Question	Response		Comment
1.0.1		Addenda Acknowledgement	0		No addenda issued.
1.0.2		Contract Terms & Conditions Acknowledgement	Yed		Received and reviewed.
1.0.3		Insurance Requirement Acknowledgement	Yed		Received and reviewed.
1.0.4		Note any Exceptions to Contract T&Cs-Optional	-		Received and reviewed.
4 Questions			100.00% Complete		

Question Set 2: Information for Contracting				
#	Question	Response	Comment	
2.0.1	Authorized Signer for contract: Name, Business Title, Email Address	-	R. Brian Bolick, PE, Vice President/Senior Division Manager 1600 RiverEdge Parkway, Suite 600, Atlanta, GA 30328 Office 678.247.2436, Mobile 678.478.3026 , brian.bolick@atkinsglobal.com	
2.0.2	Legal notices to: Business name, Mailing address, Contact name	-	Atkins North America, Inc., Bert Shipman , Senior Contracts Manager Office: 919.431.5304 Cell: 919.608.9854, 1616 E. Millbrook, Suite 160 Raleigh, NC 27609-4968	
2.0.3	DUNS Number	-	1488055	
3 Questions		100.00% Complete		

PH100077667

Resumes



**Proven results
with current
TSPLOST**



**Experience and
expertise with
TSPLOST, SPLOST,
bond and/or
federally funded
projects**



**Deep, available and
local resources
with large bench
strength**

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NIKKI PARRIS, PE

Program Manager

Nikki Parris has served as a roadway design engineer on more than 100 transportation improvement projects for the last 23 years.

23 years of experience

18 years of program management experience

13 years of experience with Fulton County

Career summary

Nikki Parris has 23 years of experience in the design and program management of various transportation projects throughout Georgia. Her past 18 years of experience has mainly been in program management for several local counties and community improvement districts. Ms. Parris is very familiar with the Georgia Department of Transportation (GDOT) design standards, specifications, plans presentation, and plan development process. She has been involved with several GDOT projects from concept through final plans and construction.

Project experience

Program Management TSPLOST, City of Alpharetta, Alpharetta, GA. Program manager overseeing several projects for the TSPLOST program. Has been involved with most of the current TSPLOST projects from concept to construction, including the Bethany Roundabouts, Windward Widening, and several phases of Webb Bridge Road. Has assisted in the overall management of the consultants for these projects and worked closely with the construction manager for projects that Atkins provided inspection services. In addition, oversaw the creation of an educational virtual room for TSPLOST 2.

Program Management TSPLOST, City of Roswell, Roswell, GA. Program manager overseeing several projects in this metro Atlanta city. While the City uses their own in-house staff to manage the day-to-day preconstruction activities, it relies on Atkins to help them manage the overall program. Oversaw initial cash flow analysis, provided assistance with design reviews, conducted monthly meetings to discuss overall program progress, worked with the City on determining a bidding solution for Big Creek Parkway (design-bid-build vs. design-build), and oversaw several small additional requests from the City, including renderings of the Gateway project to allow citizens to better understand the project, as well as an educational virtual room for TSPLOST 2.

Program Management, Town Center Community Improvement District (TCCID), Kennesaw, GA. Program manager overseeing several projects in this 6-square-mile area around the Town Center Mall. Involved in the landscape maintenance program, assisting in developing requests for proposals, and managing design projects with Cobb County, as well as projects designed locally with TCCID. Assisting with public meetings, helping craft design standards for TCCID, and assisting with developing a lighting district for the Town Center.

Program Management, North Fulton Community Improvement District (NFCID), Alpharetta, GA. Involved as a project manager overseeing the design of several projects for this \$45 million program that involves streetscape, landscaping, and intersection and signal improvements. These projects are state and federally funded. Responsibilities include managing several design consultants as they take the projects from concept to final plans. Involved with reviewing budgets and schedules, attending meetings, and coordinating with local, state, and federal agencies throughout the design process. Atkins not only provides program management for NFCID, but also performs construction management on an as-needed basis.

Program Management Services, DeKalb and Fulton Perimeter Community Improvement Districts (PCID), DeKalb and Fulton Counties, GA. Project liaison from 2004 to 2011 and serves as program manager for several projects, tracking schedules and budgets, coordinating project reviews, and preparing project bid documents. Atkins provides program management and assistance with the landscape maintenance for DeKalb and Fulton PCIDs.

Education

B.S., Civil Engineering,
Georgia Institute of
Technology

Registrations

Professional Engineer
Georgia, 2003, 028753

Certifications

Georgia Soil and Water
Conservation Commission,
Level II Certified Design
Professional, 0000061032

Professional affiliations

American Society of
Highway Engineers (ASHE),
Past President for
Georgia Section

ASHE National Board,
Regional Representative
(former), National Director
(former), and
National Conference
Committee Chair

Women's Transportation
Seminar

American Council of
Engineering Companies,
Women in the Workforce
Committee, Summer
Conference



JOHN BOUDREAU, RLA

Parks and Recreation Lead

John Boudreau has 37 years of planning, landscape architecture, and project management experience for a diverse range and scale of recreational projects throughout the southeastern United States.

Education

B.L.A., College of Environmental Science, State University of New York (SUNY), Syracuse, NY

B.S., College of Environmental Science, SUNY, Syracuse, NY

Registrations

Registered Landscape Architect
Georgia 0750
South Carolina 1153

37 years of experience

12 years of experience with Fulton County

Career summary

John Boudreau's professional responsibilities include community planning, urban design, visioning, implementation strategy development, public process facilitation, regulatory planning, and zoning assistance for parks and recreation projects. In addition, Mr. Boudreau is actively involved in providing leadership to the North Fulton and Perimeter community improvement districts (CID). He has led and been involved with projects in the areas of transportation planning, environmental studies, land use and economic issues, public involvement, corridor studies, roadway alignments, private/public parking studies, project development, traffic safety and operations improvements, traffic signal design improvements, traffic engineering analyses for major roadways, and complete street projects.

Project experience

Abernathy Road Greenway, City of Sandy Springs, GA. Project director for \$14 million greenway project along Abernathy Road from Chattahoochee River to Roswell Road.

Big Creek Greenway, City of Alpharetta, Alpharetta, GA. Project manager for a 3-mile section of popular greenway multiuse trail that weaves its way along Big Creek and through North Fulton County office parks.

Etowah Trail, City of Canton, GA. Project manager for this multiphase 3.5-mile section of multiuse trail that weaves its way along Etowah River and through Cherokee County.

Harmon Field, City of Canton, GA. Project director and landscape architect for 20-acre active recreational facility along Etowah River.

Ivy Creek Trail, Gwinnett County Department of Transportation, GA. Landscape architect for the construction of a trail system project for Gwinnett County Department of Transportation.

Kennesaw Mountain Trail, Cobb County, Kennesaw, GA. Senior planner and landscape architect for the design and construction of Kennesaw Mountain Trail system for Cobb County Department of Transportation.

Lake Lanier Softball Complex, Gainesville, GA. Project landscape architect for Lanier Point Park, where Atkins assisted the City of Gainesville Parks and Recreation with completion of this adult softball league complex located on the shores of Lake Lanier.

Little River Trail, Fort Payne, AL. Project director and landscape architect to the National Park Department for the Little River Falls Overlook and trail.

Lucille Creek Greenway, Phase I, City of Powder Springs, GA. Project landscape architect for the Lucille Creek Greenway Trail project, a multiuse recreational and scenic greenway improvement project, which completed the linkage between downtown Powder Springs with the proposed Silver Comet Rail Trail.

Moss Rock Park, City of Hoover, AL. Project manager for the planning and design of a 260-acre regional park in the City of Hoover.

Morgan Falls Athletic Complex Master Plan, Sandy Springs, GA. Project director for master planning and landscape architecture services for the redevelopment of architecture and recreational facilities for a 27-acre active park facility.

Silver Comet Rail Trail, Atlanta Road Park/Trailhead Facility, Cobb County Department of Transportation, Cobb County, GA. Project landscape architect in charge of preparing construction plans and specifications for a trail and trailhead park/facility.

Silver Comet Rail Trail Extension Corridor Study, Cobb County, GA. Project manager for the preparation of a master plan that addresses extension of the Silver Comet Trail from Mavell Road through the Cumberland CID and extends to Chattahoochee River.



OBIE BRANNON, PE

Construction Manager

Obie Brannon has over 28 years of experience overseeing all phases of construction for public and private sector clients.

28 years of experience

18 years of program management experience

4 years of experience with Fulton County

Education

B.S. of Civil Engineering,
Georgia Institute of
Technology

Registrations

Professional Engineer,
Georgia, #25033, 1999

Certifications

Level II Certified Design
Professional, 0000007800
Georgia Water Distribution
Operator, 15699

Career summary

Obie Brannon has 28 years of experience overseeing all phases of construction for public and private sector clients. His experience includes managing construction crews in highway, intersection, bridge, and culvert improvements. Mr. Brannon's key skills include constructability reviews, budgeting and cost controls, National Pollutant Discharge Elimination System permitting, contracts, bidding, estimating, proposals, quality assurance/quality control, field engineering, change order management, and engineering speed studies. Throughout his career, he has provided 100 percent frontline construction engineering and inspection management on more than 300 highway, intersection, bridge, and culvert improvement projects that value \$1 billion. Having worked for the Georgia Department of Transportation as a project engineer earlier in his career, Mr. Brannon understands the advanced level of project administration and management that is demanded to ensure project success, as well as safety for contractors and the public.

Project experience

Program Management, North Fulton Community Improvement District (NFCID), Alpharetta, GA. Construction manager for program management services for NFCID's Blueprint North Fulton program, which focuses on pedestrian, operational, and landscape improvements for district stakeholders. The program, estimated at approximately \$20 million, includes interchange landscape projects, streetscape projects, intersection improvements, signal improvements, and major operational improvements. The main program management goal is to deliver the projects to construction.

Roswell TSPLOST Program Management Services, Georgia Department of Transportation, GA. Construction manager. Contract to perform project management, land acquisition, and construction management to design and construct managed lanes along Georgia 400.

Cobb County Special-Purpose Local-Option Sales Tax Program, Cobb County Dept. of Transportation, GA. Construction manager/project manager. Responsible for providing QC to ensure proper adherence to plans and specifications. Advises project engineers and inspectors on how to resolve construction issues that arise, participates in all plan reviews, reviews contractor proposals for changes/additional work, makes recommendation for approval/disapproval, provides cost estimates, and monitors staffing levels for projects within the SPLOST programs. Cobb County voters approved a one percent sales tax for the funding of transportation improvement programs.

IDIQ Construction Inspection Services, Federal Highway Administration-Eastern Federal Lands Highway Division. Lead construction management engineer. Responsible for providing QA/QC and ongoing project oversight. Atkins was re-selected in 2015 for a sole-source, multiyear IDIQ for CEI services for the Southern Region. To date, Atkins has received more than 40 task orders in 12 states, District of Columbia, U.S. Virgin Islands, and Puerto Rico—representing over \$400 million in construction value. Projects have required a working knowledge of AASHTO, ASTM, FP14, FLH Construction Manual and various other construction administration and testing standards, including those specified by EFLHD. Two projects of interest from this contract were the Natchez Trace Parkway (Lewis County) Bridge Repairs Construction Inspection Services, (Task Order No. 5007), Lewis County, TN and Puerto Rico CEI/CM Support, Federal Highway Administration-Eastern Federal Lands Highway Division, San Juan, PR.



WESLEY BROCK

Right-of-Way Lead

Wesley Brock has served as a right-of-way program manager for 6 years, with an additional 16 years with GDOT that led to the role of assistant right-of-way administrator.

31 years of experience
6 years of program management experience
16 years of experience with GDOT

Career summary

Wesley Brock serves as the Georgia program manager for THC and oversees all Georgia land acquisition projects. In addition to nearly 6 years with THC, Mr. Brock has 25 years of land acquisition and valuation experience, in which 16 years were with the Georgia Department of Transportation (GDOT). During his career at GDOT, he served in various right-of-way positions, including assistant right-of-way administrator, appraisal and review manager, assistant appraisal and review manager, review appraiser, and right-of-way specialist.

Mr. Brock's last position with GDOT was assistant right-of-way administrator, where he was responsible for right-of-way acquisition and right-of-way acquisition support components of the state's overall right-of-way acquisition program delivery. He also served as training coordinator for all right-of-way district and general office staff.

Education

B.B.A., Real Estate, The University of Georgia

Registrations

Real Estate License
Georgia 377505
Real Estate Appraiser
Georgia 5147

Certifications

GDOT Prequalified: Right-of-Way Project Manager, Preacquisition Agent, Acquisition Manager, Negotiation Agent 3, Relocation Negotiation Agent, Administrative Review Officer (Appeals), Plan Review, Quit Claim Deed Preparation, Appraisal Report – Level 3, Appraisal Review Report, Detailed Cost Estimator, Detailed Right-of-Way Cost Estimator for Negotiation, Preliminary Cost Estimator, Concept Team Meetings, Court Coordinator

Project experience

GDOT (PI 0001757) Major Mobility Investment Program Phases I, II and III: SR 400 Express Lanes FM I-285/Fulton to McFarland Road/Forsyth, GA. Project manager for the addition of express lanes to SR 400 to improve commute times and safety into and out of the City of Atlanta. Two express lanes in each direction (north and south) will start near the North Springs MARTA station and reduce to one lane each way (north and south) from McGinnis Ferry Road to McFarland Road in Forsyth County. THC was hired by GDOT to begin the early acquisition of 50 parcels with 48 residential relocations due to the length of time needed for the relocations. THC was awarded a second phase of 50 parcels and 20 relocations in 2020 and a third phase in 2021 of 100 parcels with 40 relocations. THC is providing program management services for all right-of-way tasks performed by THC agents and team subconsultants.

Sidewalk Improvements, City of Johns Creek, GA. Project manager for nine easements for sidewalk improvement projects on 21 parcels at multiple locations, including Autry Mill, Rogers Circle, Parsons Road, and Barnwell Road.

Tilly Mill Road Multimodal Improvements, City of Dunwoody, GA. Project manager for right-of-way and easements on 28 parcels for the construction of sidewalk and bike lane improvements, along with associated stormwater easements. The project was funded 100 percent with local funds.

Cassville-White Road Reconstruction, Bartow County, GA. Project manager for acquisition of 19 parcels and one relocation for the locally funded project, which will improve intersections and traffic movements.

GDOT (PI 0001758) I-285 FM I-75/Cobb Through Fulton to I-85/DeKalb-Express Lanes (Revive 285), GA. Project manager overseeing all aspects of right-of-way acquisition, including subconsultants. THC is acquiring 50 parcels with 10 relocations in the first phase.



DOYLE ROYER

Construction Inspector

Doyle Royer has 35 years of team leadership and construction management services delivered successfully with a hands-on approach.

Education

High School Diploma

Certifications

Georgia Soil and Water Conservation Commission, Level IA, 6/2022

35 years of construction management experience

24 years working with public works and local municipalities

5 years working with Fulton County

Career summary

Doyle Royer has 35 years in the construction and grading business, 24 of which includes working in public works road construction project management. Mr. Royer is known for his hands-on approach and being a team leader. His experience is extensive, providing construction support on various pipe, manholes, and box culverts in many different soil types. His specialties include electrical work, plumbing, roofing, framing, welding, concrete finishing, and pipe laying. He has 5 years of work experience specifically in Fulton County.

Project experience

Bethany Road Roundabouts, Construction Management Services, Alpharetta, GA.

Construction management and daily oversight of two roundabout construction projects along Bethany Road.

Roswell TSPLOST Program Management Services, Georgia Department of Transportation, GA.

Construction manager. Contract to perform project management, land acquisition, and construction management to design and construct managed lanes along GA 400.

State Farm Connection Building, Metropolitan Atlanta Rapid Transit Authority (MARTA), Atlanta, GA.

Construction project manager. This project consists of constructing a new building on the south platform end of the MARTA Dunwoody Station that will tie into the newly constructed 21-story State Farm building. Represents MARTA, ensuring construction inspection meets plans, specifications, and engineering design. Documents all progress, verifying contractor compliance with OSHA and MARTA safety protocols. Because the State Farm building is close to a MARTA overhead rail, MARTA authorities require single tracking scheduling, which can only be performed on weekends. Schedules closely with the resident engineer and oversees safety requirements and documentation during single tracking.

Marconi Drive and Mansell Road, North Fulton Community Improvement District (NFCID), Fulton County, GA.

Construction manager. The NFCID program provides pedestrian, operational, and landscape improvements for stakeholders of the district and includes interchange landscape and streetscape projects, intersection improvements, signal improvements, and major operational improvements. As part of the program management services for NFCID, improvements were made to Marconi Drive and Mansell Road. The Marconi Drive project includes widening the north side of the street and milling and resurfacing to allow for new pavement markings.

Big Creek Greenway Trail, Alpharetta, GA. Managed this \$19 million multiuse trail project consisting of 3 miles of concrete on slab, elevated boardwalk, pedestrian suspension bridge, and installation of box culverts across a 4-lane roadway, making sure everything was installed correctly according to Georgia codes and Alpharetta standards. Processed submittals, requests for information (RFI), and change order requests, along with pay estimates and maintained quantities of material used.

Rucker Road, Construction Management Services, Alpharetta, GA. Managed multiple projects for the City of Alpharetta Public Works Department. One current effort includes Rucker Road, a 3-mile road construction improvement project consisting of installing new curbs, roadway, milling, cement soil stabilization, resurfacing, sidewalks, storm drain installation, waterline installation, pedestrian lights, two roundabouts, traffic signals installation, and two new arched culvert bridges. Processed submittals, RFIs, and change order requests, along with pay estimates and maintained quantities of material used.



THOMAS LIN, PE

Stormwater Engineer

Thomas Lin has 15 years of experience in urban and rural roadway transportation design throughout Georgia.

15 years of experience

15 years of stormwater experience

Education

B.S., Civil Engineering,
Georgia Institute of
Technology

Registrations

Professional Engineer
Georgia, 2013 #038048

Certifications

Georgia Soil and Water
Conservation Commission,
Level II Certified Design
Professional, 0000087748

Career summary

Thomas Lin has 15 years of experience in urban and rural roadway transportation design for Georgia and has a focus in MS4 compliance and hydraulic design for Georgia Department of Transportation (GDOT) projects. He has completed, signed, and sealed H&H studies and post-construction stormwater reports that have been approved by GDOT. Further, Mr. Lin has prepared plans cover to cover, from concept to final, using GDOT's guidelines. His roadway design work experience includes horizontal and vertical geometry, super elevation calculations, erosion control plans, staging details, cost estimates, and detour plans. Mr. Lin's drainage design work experience includes drainage maps, hydraulic analysis, drainage calculations, profiles, rural and urban drainage design, H&H reports, bridge coordination, HEC-RAS models, FEMA No Rise Reports, MS4 compliance, MS4 infeasibility reports, and water quality treatment. He is also experienced in environmental design work, including stream buffer variance design, best management practices (BMP) allocation for water quality treatment, environmental impact quantities and reports, and sedimentation detention and retention calculations.

Project experience

I-85 North Druid Hills, GDOT, Fulton County, GA. Lead water resources engineer responsible for QC of MS4 report and BMP design of the projects. This project is the reconstruction of North Druid Hills over I-85 to accommodate the CHOA development.

SR 144 Spur along Ogeechee River, GDOT, Savannah, GA. Lead water resources engineer responsible for QC over erosion/stream migration countermeasure design and report. The project involves study of revetment options to stabilize and protect the stream bank and roadway. The embankment slope and shoulder have eroded in some places to within a few feet of the edge of pavement, so timeline of construction is a concern in addition to cost and efficacy.

I-285 Eastside Express Lanes, GDOT, DeKalb County, GA. Senior water resources engineer responsible for QC and review of stormwater, MS4 compliance, and BMPs. Lead hydraulic engineer for bridges and bridge class culverts for H&H design and construction.

15th Street Roadway Diet, GDOT, Augusta, GA. Senior design engineer responsible for mentoring junior engineers in technical design of drainage, hydraulics, MS4, roadway geometrics, and 3D modeling best practices. Additionally, responsible for budgeting and managing schedule of the project, as well as teaching theory and practical implementation using design software, such as InRoads and MicroStation. This project involved improvements to bike and pedestrian facilities along 15th Street from Calhoun Expressway to Central Avenue.



SCOTT THOMSON, PE

Construction Testing

Scott Thomson brings 28 years of expertise in geotechnical engineering and construction materials testing.

28 years of experience
15 years as principal engineer

Career summary

Scott Thomson has 28 years of engineering experience, with 15 years as a principal engineer. His areas of expertise include geotechnical engineering and construction materials testing; project management; seismic assessments; deep foundation systems, including piles, caissons, and drilled piers; settlement analysis; soil surveys; geologic site mapping; slope stability analysis; and Karst terrain and construction materials testing, in particular in-place testing of soils and concrete. His responsibilities have included serving as a project engineer project manager, technical quality assurance manager and technical lead, department manager, and branch manager.

Project experience

Municipal

- Forsyth County On-Call Services Contract
- City of Milton City Hall
- City of Milton Public Safety Headquarters
- Hall County On-Call Services Contract
- Gwinnett County On-Call Services Contract
- Metropolitan Atlanta Rapid Transit Authority, including North Line Stations and Rail Services Facility
- Hartsfield-Jackson Atlanta International Airport 5th Runway
- McCollum Field Runway Expansion, Cobb County

High Rise

- Avalon 8000 Building, Atlanta, GA
- Avalon 10000 Building, Atlanta, GA
- Interlock, Atlanta, GA
- Avalon Hotel, Atlanta, GA
- The Charles, Atlanta, GA
- 371 East Paces Ferry, Atlanta, GA
- 369 East Paces Ferry, Atlanta, GA
- The Borghese, Atlanta, GA
- Paul Coverdale Building, Athens, GA
- Two Harbor Place, Tampa, FL

Schools

- Stephens County High School
- Heard County High School
- Chattoga County High School
- Haw Creek Elementary School
- Lakeside Middle School
- Johns Creek Elementary School
- Bells Ferry Elementary School Addition

Industrial/Manufacturing/Energy

- Pennelas LNG Terminal, Pennelas, PR
- Mississippi Phosphates Gypsum Stack, Pascagoula, MS
- Georgia Power Transmission Substations (more than 15 locations throughout Georgia)

Industrial/Warehouse Developments

- Airlogistics I and II (800,000+ square feet)
- Crossroads Distribution (600,000+ square feet)
- Target Distribution (250,000+ square feet)
- Exeter Distribution (300,000+ square feet)

Education

B.S., Civil Engineering,
Georgia Institute of
Technology
M.S., Civil Engineering,
Georgia Institute of
Technology
M.B.A., Kennesaw State
University

Registrations

Professional Engineer
Georgia 24602
Alabama 26830
Florida 63479
Mississippi 16678
North Carolina 31789
Kansas 20785
South Carolina 24020
Tennessee 109893



BRIAN BOLICK, PE

Principal-in-Charge

Brian Bolick has more than 37 years of experience in all phases of the project life cycle, including concept development, traffic engineering, design, construction inspection and management, and program management.

Education

B.S., Civil Engineering,
Clemson University

Registrations

Professional Engineer
Georgia 18052
Florida 44487
South Carolina 16380

Professional affiliations

Institute of Transportation
Engineers, former Georgia
Chapter and Southern
District Board Member

American Council of
Engineering Companies,
former Georgia Chapter
Board Member

Atlanta Regional
Commission Regional
Leadership Institute, 2012

Georgia Economic
Development Academy,
2013

Leadership Forsyth, 2010
Graduate, former Board
Chair

37 years of experience

37 years of project life-cycle management

13 years of experience with Fulton County

Career summary

Brian Bolick serves in the roles of principal-in-charge and point of contact for new and ongoing projects. He has significant experience coordinating with and presenting to elected officials, stakeholder groups, and the general public. Mr. Bolick managed state-funded construction projects in Lancaster County, South Carolina, for the South Carolina Department of Transportation. In the private sector, he has managed engineering and planning staff of more than 250 employees with annual gross revenues in excess of \$45 million.

Project experience

TSPLOST Program Management Services, Roswell Department of Transportation, Roswell, GA. Principal-in-charge of this program management contract for the City. Has worked closely with the senior leadership of the Roswell Department of Transportation and is responsible for ensuring the project team adheres to project schedules, budget, and quality.

Renew Atlanta Bond and TSPLOST Program, City of Atlanta, GA. Served as the first program manager/project manager for this program, which began in 2016, overseeing more than \$500 million in infrastructure investment. Atkins serves as program manager/construction manager (PM/CM) for the Renew Atlanta Bond, a \$250 million bond focused on infrastructure improvements to transportation, parks and recreation facilities, fire stations, and public art. Additionally, Atkins served as PM/CM for the City's \$260 million TSPLOST program.

On-Call Engineering Services, Roswell Department of Transportation, Roswell, GA. As principal-in-charge who served as primary point of contact for the City on new task orders, was responsible for ensuring project managers adhered to project schedules, budget, and quality. Example projects included the design of ramp modifications at the SR 400/Holcomb Bridge Road interchange and development of the East-West Alley master plan.

On-Call Planning, Design, and Program Management Services, City of Flowery Branch, Flowery Branch, GA. As principal-in-charge/program manager since 2010, assisted the City of Flowery Branch with preparing planning studies and implementing capital improvement projects as its on-call consultant and single point of contact. Sample projects include:

- Lights Ferry Extension and Roundabout.
- Old Town Redevelopment Plan.
- City Hall, Plaza, and Pine Street Extension.

On-Call Engineering Services, Rockdale County Department of Transportation, Conyers, GA. Principal-in-charge and primary point of contact for this contract with Rockdale County. Sample projects performed under this contract include construction engineering and inspection services, bridge inspection/assessment services, countywide pavement evaluation, and development of grant applications for federal grants, including BUILD, INFRA, and RAISE grants.



TAYLOR WRIGHT, PE

Senior Advisor

Taylor Wright has 25 years of program management experience overseeing more than 10 program/project management contracts that included more than 125 projects.

Education

B.S., Civil Engineering,
Georgia Institute of
Technology

Registrations

Professional Engineer
Arkansas 10358, 2000
Georgia 24227, 1998
Mississippi 14864, 2000
North Carolina 45819, 2017
New York 99178, 2018
Pennsylvania 87138, 2018
Ohio 82722, 2017

Certifications

Georgia Soil and Water
Conservation Commission,
Level II Certified Design
Professional, 0000021857
Local Administered Project
Manual

Professional affiliations

American Council of
Engineering Companies of
Georgia, Director
Georgia Board of
Professional Engineers and
Land Surveyors

28 years of experience

25 years of program management experience

12 years of experience with Fulton County

Career summary

Taylor Wright has served as principal-in-charge/project manager overseeing more than 10 program/project management contracts with several municipalities within Fulton, Cobb, and DeKalb counties. These contracts have been continually renewed and held for more than 18 years, testifying to Mr. Wright's outstanding management and oversight. He serves as project manager for Atkins directing sidewalk and streetscape design, bridge replacement, major road widening, and interstate/interchange design projects.

Mr. Wright has been responsible for coordinating and tracking consultant design projects, facilitating reviews with state and federal staff, reporting program status to County staff and administration, right-of-way acquisition, and construction management services.

Project experience

DeKalb County Homestead Option Sales Tax (HOST) Program Management, DeKalb County, GA. Program manager/principal-in-charge for 17 years overseeing this program that leverages local funding provided by the HOST program. Led the expansion of Atkins' role to include the project management of more than 50 DeKalb transportation projects, acquisition of more than 1,100 right-of-way parcels, and construction management of more than 30 infrastructure projects. The total value of Atkins' program management for DeKalb County is approximately \$500 million.

North Fulton Community Improvement District (NFCID) Program Management, Alpharetta, GA. Program manager/principal-in-charge for 22 years. The NFCID program, called Blueprint North Fulton, focuses on providing pedestrian, operational, and landscape improvements for the stakeholders of the district. The program of projects, estimated at approximately \$45 million, includes interchange landscape projects, streetscape projects, intersection improvements, signal improvements, and major operational improvements. Funding for construction includes a combination of local, state, and federal funds.

Atkins' scope for NFCID includes project management, land acquisition, and construction management. We also work as part of an overall team for NFCID, which includes providing assistance on other tasks, such as planning future projects, preparing grant applications, and public outreach efforts.

Renew Atlanta Bond/TSPLOST Program, City of Atlanta, GA. Principal-in-charge. The City of Atlanta's combined Renew Atlanta Bond/TSPLOST Program is valued at \$550 million. The program comprises transportation and facility projects, including traffic signals, Americans with Disabilities Act and sidewalks, roadways, complete streets, bridges, public safety, parks and recreation, public facilities, and a public art program. Program management services include project management, program controls, construction management, and materials testing. Program team staff, along with City staff, work as an integrated team to deliver the program on an aggressive schedule to provide much-needed improvements throughout the City.



KEVIN MARTIN, ESQ., AVS

QA/QC and Program Advisor

Kevin Martin has provided QA/QC on more than 100 transportation improvement projects for the last 19 years.

23 years of experience

18 years of program management experience

7 years of experience with Fulton County

Education

J.D., Law, Birmingham School of Law

B.A., Economics, Auburn University

B.A., Political Science (International Relations), Auburn University

Registrations

Attorney
Alabama, ASB-8278-N72M

Certifications

American Concrete Institute, Level I
Alabama Concrete Technician
Alabama Roadway Technician
Quality Control Institute Stormwater Inspector
Advanced Maintenance of Traffic Control Inspector
Nuclear Safety Site Manager Project Engineer Training
Associate Value Specialist, SAVE International

Professional affiliations

American Bar Association, Alabama State Bar

Career summary

Kevin Martin serves as operations director for Atkins' Engineering, Design, and Project Management (EDPM) U.S. Technical Professional Organization (TPO) with a primary focus on commercial management of a more than 2,000-employee organization. Mr. Martin has 23 years of progressive responsibility and versatile experience in providing operations management, program management, project management, construction engineering, and surveying services on large projects and programs. His experience includes significant involvement in the administration of large program management contracts; complex projects administration; and construction of complex interstate roadways, bridges, and drainage structures.

Project experience

TPO Operations Director. Responsible for operations management of the TPO within EDPM U.S. with broad and versatile responsibilities that engage every corner of the business in representing the diverse interests of the technical delivery engine for the country. This position affords a granular view of the daily interactions with staff, management, support services, projects, and programs that make our business work in the United States.

Critical responsibilities include:

- Managing the communication and coordination with all partner business units (BU), shared services, finance, and business development and strategy for issues, such as challenging projects and personnel resolution; staff forecasting and budgeting; generating and managing intercompany trading agreements; fleet management; quality incident tracking and resolution; immigration coordination and approval; capital expenditures; recruiting initiatives; tracking and forecasting productivity; and ensuring company-wide adherence to safety protocols and procedures.
- Working closely with the TPO director to develop and implement overall strategy within the TPO, including optimization exercises to realign practices to best serve our customers.
- Serving as a facilitator to the TPO for GTC engagement.
- Working closely with the TPO director and the TPO digital director to advance digital integration initiatives.
- Continuing to work with the TPO director to implement and track initiatives, such as safety protocols and procedures, administrative compliance, and staff compliance for required trainings.
- Developing close working relationships with the TPO practice directors and sub-practice leads to remediate issues involving staffing demands, challenging projects, immigration compliance, and recruiting.
- Collaborating effectively with EDPM U.S. BU operations director peers and EDPM U.S. BU leadership on strategy, pursuits, labor demand determination, recruiting, retention, and staffing concerns.



CHAD HAYES, RLA

Landscape Architect

Chad Hayes has 17 years of experience in the planning and design of major landscape architectural projects across the country.

17 years of experience

17 years working throughout Georgia

Career summary

Chad Hayes has 17 years of experience in the planning and design of major landscape architectural projects across the country. His experience covers a diverse range of scale and complexity for public and private clients. Mr. Hayes' experience includes greenway and trail planning and design, park master planning, site design, detailed planting design, preparation of construction documents, community planning and design, urban design, private developments, streetscapes, residential communities, commercial outparcels, aviation projects, entertainment developments, athletic facilities, and educational and healthcare facilities.

Project experience

Abernathy Road Linear Greenway Park, Sandy Springs, GA. As senior landscape architect and land planner, provided conceptual master plan alternatives, construction drawing design package, construction observation, and public involvement meetings. The highly visible project is on both sides of Abernathy Road that extends from the Chattahoochee River at Johnson Ferry eastward to Roswell Road in the City of Sandy Springs. The first phase is more than 20 acres and includes naturalizing landscapes, walkways and trails, hardscape plazas, seating areas, restroom/pavilion facility, large open meadows and lawns, sculpture playable art gardens, southern-style gardens, parking lot, and site furnishings.

Etowah River Trails, Canton, GA. Provided master planning and construction documents for two new sections of trail connecting Etowah River Park to City-owned park land to the east of 575 and from Heritage Park to Boling Park to the west. These new multiuse river trails will complete 4 miles of trail connectivity to existing parks, to schools, and to the downtown area. Elements of the trail projects included a concrete trail, retaining walls, landscaping, elevated boardwalks, stream bank mitigation and restoration, bridges, river overlooks, and site furnishings.

Interstate North Parkway Multiuse Trail/Sidepath, Sandy Springs, GA. As senior landscape architect, provided conceptual master plan and construction documents for a 1-mile multiuse path along Interstate North Parkway. The sidepath begins on the northside of Interstate North Parkway at the Chattahoochee River and continues to the intersection of Northside Drive. The project included a 12-foot-wide concrete multiuse trail, 4-foot grass strip, stone retaining walls, storm drainage, railing, signage, and street trees. The project will become a gateway into the City of Sandy Springs and provides pedestrian connections to the Chattahoochee River National Recreation Area.

Ivy Creek Trail, Gwinnett County, GA. Served as senior landscape architect for an assessment of various trail alignment options in terms of mitigating impacts to the environment and wetland areas, while creating a safe and diverse visitor experience. Objectives of the alignment included reducing or eliminating vehicle/pedestrian crossings and reducing the number of bridged stream crossings to accomplish the connections between the park and the new trail connection near I-985.

Education

B.L.A., Landscape Architecture, Clemson University

Registrations

Registered Landscape Architect
Georgia LA001827

Certifications

Georgia Soil and Water Conservation Commission, Level II Certified Design Professional for E&SC, 0000083817



NICOLE (LAW) NEELEY

Deputy Project Manager

Nicole (Law) Neeley has 17 years of experience specializing in roadway design and project management and successfully delivers locally funded projects across metro Atlanta.

17 years of experience

10 years of program management experience

Career summary

Nicole (Law) Neeley has 17 years of experience specializing in roadway design and project management. She delivers locally funded projects, provides exceptional program management, and assists with processes on several community improvement districts from scoping to construction. These assignments have included intersection improvements, widenings, new location, and trail projects across metro Atlanta. Ms. Neeley develops program plans; reviews plans prior to submittal; assists with maintaining budgets, schedules, and invoices; and writes and reviews reports for local, state, and federal clients.

Project experience

DeKalb County Homestead Option Sales Tax (HOST) Program Management, DeKalb County, GA. As project liaison, primary responsibilities involve monitoring schedules and design for locally and federally funded projects. Involved from concept through construction, providing administrative assistance and reporting to the County, attending coordination meetings with Georgia Department of Transportation (GDOT), and performing design reviews. Coordinates with subconsultants and utility companies on behalf of the County, and coordinates with cities (city engineers) within DeKalb County for funding, utilities, and design concerns. Other responsibilities include meeting with property owners and right-of-way consultants to address design concerns. Atkins serves in a program management role for DeKalb County's \$150 million transportation program that leverages local funding provided by HOST. Atkins has provided program management, land acquisition, and construction management of more than 75 projects. Services include construction oversight, contract administration, scheduling, programming, administrative assistance and reporting, preparation of conceptual design alternatives, public participation and presentations, management of design consultants including design review, National Pollutant Discharge Elimination System monitoring and reporting, and right-of-way acquisition.

Program Management Services, DeKalb and Fulton Perimeter Community Improvement Districts (PCID), DeKalb and Fulton Counties, GA. Project liaison for several projects managing consultants hired by PCIDs for those projects. Responsible for assisting with tracking schedules and budgets, coordinating project reviews, coordinating with utility companies on various projects, preparing project bid documents, coordinating meetings among GDOT, PCIDs, and design team, and reviewing plans, project estimates, and contract deliverables.

Program Management, North Fulton Community Improvement District (NFCID), Alpharetta, GA. Project liaison. Atkins was selected to perform program management services for NFCID's Blueprint North Fulton program, which focuses on pedestrian, operational, and landscape improvements for district stakeholders. The program, estimated at approximately \$45 million, includes interchange landscape projects, streetscape projects, intersection improvements, signal improvements, and major operational improvements. The main program management goal is to deliver the projects to construction.

Education

B.S., Civil Engineering,
Tennessee State University

Additional Attachments



Proven results
with current
TSPLOST



**Experience and
expertise** with
TSPLOST, SPLOST,
bond and/or
federally funded
projects



**Deep, available and
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STATE OF GEORGIA

Secretary of State

Corporations Division

315 West Tower

#2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

AMENDED CERTIFICATE OF AUTHORITY NAME CHANGE

I, **Dorian P. Kemp**, the Secretary of State and the Corporations Commissioner of the State of Georgia, hereby certify under the seal of my office that

POST, BUCKLEY, SCHUH & JERNIGAN, INC.
a Foreign Profit Corporation

formed under the laws of the State of Florida and authorized to transact business in Georgia on 04/08/1974, has amended its application to transact business in this state by the filing of an amendment changing its name to

ATKINS NORTH AMERICA, INC.

and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated. Attached hereto is a true and correct copy of said application

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on February 25, 2011



Brian P. Kemp
Secretary of State

Control No: H858532
Date Filed: 02/25/2011 08:00 AM
Brian P. Kemp
Secretary of State



Brian P. Kemp
Secretary Of State

CORPORATIONS DIVISION

Suite 315 West Tower
2 Martin Luther King Jr. Dr.
Atlanta, Georgia 30334-1530
(404) 656-2817

**Application for Amended
Certificate of Authority of a
Foreign Entity**

An amended certificate of authority must be obtained only if a foreign entity changes its name or its jurisdiction of organization. Complete (where applicable) and return this form with a check made payable to the Secretary of State in the amount of \$20.00. Entity must be in "Active Compliance" status in order to use this form.

1. Entity Name POST, BUCKLEY, SCHUH & JERNIGAN, INC.
2. Entity Control No. H858532
3. State/Country Of Jurisdiction FLORIDA
4. Date of Authorization In Georgia 04/08/1974
5. Please Indicate Entity Type (Check One Box Only):
 - ☒ Corporation (Corporation Must Provide Certificate Of Existence From Home State With New Name)
 - ☐ Limited Liability Company
 - ☐ Limited Partnership
6. The name by which the entity will hereafter be known is:
ATKINS NORTH AMERICA, INC. (Effective April 1, 2011)
7. New Jurisdiction: NO CHANGE

ATTENTION: If any other information required in the original application for certificate of authority has changed, the entity has an obligation under Georgia law to inform the Secretary of State of said changes. Attach additional pages if necessary.

Signed By:

Ronald A. Richmond
Authorized Signature and Title
RONALD RICHMOND, VICE PRESIDENT

2/16/11
Date

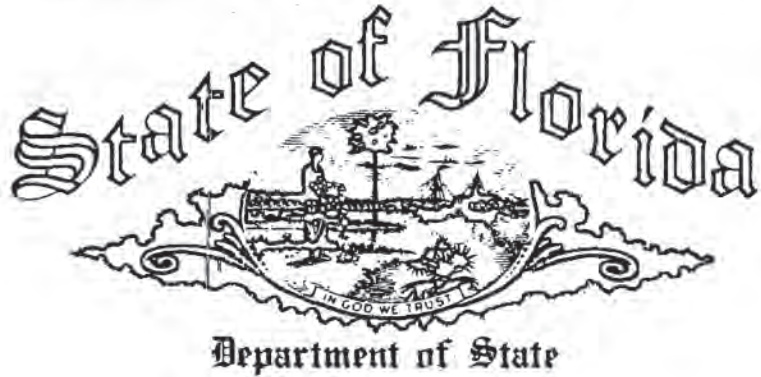
2011 FEB 25 AM 11:49
SECRETARY OF STATE
CORPORATIONS DIVISION

State of Georgia
Name Change 12 Page(s)



T1106018089

CD 518



I certify from the records of this office that ATKINS NORTH AMERICA, INC. is a corporation organized under the laws of the State of Florida, filed on February 29, 1960.

The document number of this corporation is 233840.

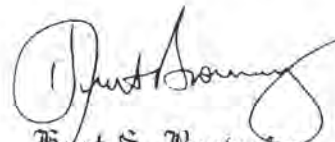
I further certify that said corporation has paid all fees due this office through December 31, 2011, that its most recent annual report/uniform business report was filed on January 5, 2011, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this the
Seventh day of February, 2011



CR2EQ22 (01-07)


Kurt S. McQuinn
Secretary of State

Additional Attachments | Atkins Engineering License



A pocket-sized license card is below. Above is an enlarged copy of your pocket card.

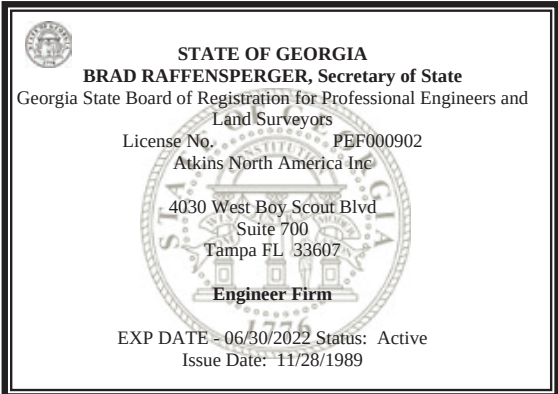
Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Atkins North America Inc
4030 West Boy Scout Blvd
Suite 700
Tampa FL 33607



Additional Attachments | Atkins GDOT Prequalification Documents

STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION NOTICE OF PROFESSIONAL CONSULTANT QUALIFICATION

You are qualified to provide Consulting Services to the Department of Transportation for the area-classes of work checked below. Notice of qualification is not a notice of selection.

NAME AND ADDRESS		DISPOSITION DATE	EXPIRATION DATE
ATKINS NORTH AMERICA, INC. 1600 RIVEREDGE PARKWAY, N.W., Suite 600, ATLANTA, GA 30328		May 7, 2020	May 10, 2023
SIGNATURE 			
1. Transportation Planning	3. Highway Design Roadway (continued)		
☒ 1.01 State Wide Systems Planning	☒ 3.09 Traffic Control System Analysis, Design and Implementation		
☒ 1.02 Urban Area and Regional Transportation Planning	☒ 3.10 Utility Coordination		
☐ 1.03 Aviation Systems Planning	☐ 3.11 Architecture		
☒ 1.04 Mass and Rapid Transportation Planning	☒ 3.12 Hydraulic and Hydrological Studies (Roadway)		
☒ 1.05 Alternate System and Corridor Location Planning	☒ 3.13 Facilities for Bicycles and Pedestrians		
☐ 1.06 Unknown	☐ 3.14 Historic Rehabilitation		
☒ 1.06a NEPA Documentation	☒ 3.15 Highway Lighting		
☒ 1.06b History	☐ 3.16 Value Engineering		
☒ 1.06c Air Studies	☒ 3.17 Design of Toll Facilities Infrastructure		
☒ 1.06d Noise Studies			
☒ 1.06e Ecology	4. Highway Structures		
☒ 1.06f Archaeology	☒ 4.01a Minor Bridges Design		
☐ 1.06g Freshwater Aquatic Surveys	☐ 4.01b Minor Bridges Design CONDITIONAL		
☐ 1.06h Bat Surveys	☒ 4.02 Major Bridges Design		
☒ 1.07 Attitude, Opinion and Community Value Studies	☐ 4.03 Movable Span Bridges Design		
☒ 1.08 Airport Master Planning	☒ 4.04 Hydraulic and Hydrological Studies (Bridges)		
☒ 1.09 Location Studies	☐ 4.05 Bridge Inspection		
☒ 1.10 Traffic Studies	5. Topography		
☐ 1.11 Traffic and Toll Revenue Studies	☒ 5.01 Land Surveying		
☒ 1.12 Major Investment Studies	☒ 5.02 Engineering Surveying		
☒ 1.13 Non-Motorized Transportation Planning	☒ 5.03 Geodetic Surveying		
2. Mass Transit Operations	☐ 5.04 Aerial Photography		
☐ 2.01 Mass Transit Program (Systems) Management	☐ 5.05 Aerial Photogrammetry		
☐ 2.02 Mass Transit Feasibility and Technical Studies	☐ 5.06 Topographic Remote Sensing		
☐ 2.03 Mass Transit Vehicle and Propulsion System	☒ 5.07 Cartography		
☐ 2.04 Mass Transit Controls, Communications and Information Systems	☐ 5.08 Subsurface Utility Engineering		
☐ 2.05 Mass Transit Architectural Engineering	6. Soils, Foundation & Materials Testing		
☐ 2.06 Mass Transit Unique Structures	☐ 6.01a Soil Surveys		
☐ 2.07 Mass Transit Electrical and Mechanical Systems	☐ 6.01b Geological and Geophysical Studies		
☐ 2.08 Mass Transit Operations Management and Support Services	☐ 6.02 Bridge Foundation Studies		
☒ 2.09 Aviation	☐ 6.03 Hydraulic and Hydrological Studies (Soils and Foundation)		
☐ 2.10 Mass Transit Program (Systems) Marketing	☐ 6.04a Laboratory Materials Testing		
	☐ 6.04b Field Testing of Roadway Construction Materials		
	☐ 6.05 Hazard Waste Site Assessment Studies		
3. Highway Design Roadway	8. Construction		
☒ 3.01 Two-Lane or Multi-Lane Rural Generally Free Access Highway Design	☒ 8.01 Construction Supervision		
☒ 3.02 Two-Lane or Multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers	9. Erosion and Sedimentation Control		
☒ 3.03 Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial Industrial and Residential Urban Areas	☒ 9.01 Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program		
☒ 3.04 Multi-Lane, Limited Access Expressway Type Highway Design	☒ 9.02 Rainfall and Runoff Reporting		
☒ 3.05 Design of Urban Expressway and Interstate	☒ 9.03 Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations		
☒ 3.06 Traffic Operations Studies			
☒ 3.07 Traffic Operations Design			
☒ 3.08 Landscape Architecture			

Additional Attachments | Contour GDOT Prequalification Documents

STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION NOTICE OF PROFESSIONAL CONSULTANT QUALIFICATION

You are qualified to provide Consulting Services to the Department of Transportation for the area-classes of work checked below. Notice of qualification is not a notice of selection.

NAME AND ADDRESS		DISPOSITION DATE	EXPIRATION DATE
CONTOUR ENGINEERING, LLC 1955 VAUGHN RD., SUITE 101, KENNESAW, GA 30144-7808		June 3, 2020	March 12, 2023
SIGNATURE 			
1. Transportation Planning	☐ 1.01 State Wide Systems Planning ☐ 1.02 Urban Area and Regional Transportation Planning ☐ 1.03 Aviation Systems Planning ☐ 1.04 Mass and Rapid Transportation Planning ☐ 1.05 Alternate System and Corridor Location Planning ☐ 1.06 Unknown ☐ 1.06a NEPA Documentation ☐ 1.06b History ☐ 1.06c Air Studies ☐ 1.06d Noise Studies ☐ 1.06e Ecology ☐ 1.06f Archaeology ☐ 1.06g Freshwater Aquatic Surveys ☐ 1.06h Bat Surveys ☐ 1.07 Attitude, Opinion and Community Value Studies ☐ 1.08 Airport Master Planning ☐ 1.09 Location Studies ☐ 1.10 Traffic Studies ☐ 1.11 Traffic and Toll Revenue Studies ☐ 1.12 Major Investment Studies ☐ 1.13 Non-Motorized Transportation Planning	3. Highway Design Roadway (continued) ☐ 3.09 Traffic Control System Analysis, Design and Implementation ☐ 3.10 Utility Coordination ☐ 3.11 Architecture ☐ 3.12 Hydraulic and Hydrological Studies (Roadway) ☐ 3.13 Facilities for Bicycles and Pedestrians ☐ 3.14 Historic Rehabilitation ☐ 3.15 Highway Lighting ☐ 3.16 Value Engineering ☐ 3.17 Design of Toll Facilities Infrastructure	
2. Mass Transit Operations	☐ 2.01 Mass Transit Program (Systems) Management ☐ 2.02 Mass Transit Feasibility and Technical Studies ☐ 2.03 Mass Transit Vehicle and Propulsion System ☐ 2.04 Mass Transit Controls, Communications and Information Systems ☐ 2.05 Mass Transit Architectural Engineering ☐ 2.06 Mass Transit Unique Structures ☐ 2.07 Mass Transit Electrical and Mechanical Systems ☐ 2.08 Mass Transit Operations Management and Support Services ☐ 2.09 Aviation ☐ 2.10 Mass Transit Program (Systems) Marketing	4. Highway Structures ☐ 4.01a Minor Bridges Design ☐ 4.01b Minor Bridges Design CONDITIONAL ☐ 4.02 Major Bridges Design ☐ 4.03 Movable Span Bridges Design ☐ 4.04 Hydraulic and Hydrological Studies (Bridges) ☐ 4.05 Bridge Inspection	
3. Highway Design Roadway	☐ 3.01 Two-Lane or Multi-Lane Rural Generally Free Access Highway Design ☐ 3.02 Two-Lane or multi-Lane with Curb and Gutter Generally Free Access Highways Design Including Storm Sewers ☐ 3.03 Two-Lane or Multi-Lane Widening and Reconstruction, with Curb and Gutter and Storm Sewers in Heavily Developed Commercial Industrial and Residential Urban Areas ☐ 3.04 Multi-Lane, Limited Access Expressway Type Highway Design ☐ 3.05 Design of Urban Expressway and Interstate ☐ 3.06 Traffic Operations Studies ☐ 3.07 Traffic Operations Design ☐ 3.08 Landscape Architecture	5. Topography ☐ 5.01 Land Surveying ☐ 5.02 Engineering Surveying ☐ 5.03 Geodetic Surveying ☐ 5.04 Aerial Photography ☐ 5.05 Aerial Photogrammetry ☐ 5.06 Topographic Remote Sensing ☐ 5.07 Cartography ☐ 5.08 Subsurface Utility Engineering	
		6. Soils, Foundation & Materials Testing ☒ 6.01a Soil Surveys ☒ 6.01b Geological and Geophysical Studies ☒ 6.02 Bridge Foundation Studies ☒ 6.03 Hydraulic and Hydrological Studies (Soils and Foundation) ☒ 6.04a Laboratory Materials Testing ☒ 6.04b Field Testing of Roadway Construction Materials ☒ 6.05 Hazard Waste Site Assessment Studies	
		8. Construction ☒ 8.01 Construction Supervision	
		9. Erosion and Sedimentation Control ☐ 9.01 Erosion, Sedimentation, and Pollution Control and Comprehensive Monitoring Program ☒ 9.02 Rainfall and Runoff Reporting ☒ 9.03 Field Inspections for Compliance of Erosion and Sedimentation Control Devices Installations	

Additional Attachments | THC GDOT Prequalification Documents



STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PREQUALIFICATION CERTIFICATE

NAME: <i>Wesley K. Brock</i>	ISSUE DATE: <i>March 5, 2019</i>
ADDRESS: <i>THC, Inc.</i> <i>3300 Breckinridge Blvd</i> <i>Suite 200</i> <i>Duluth, Georgia 30096</i>	DATE OF EXPIRATION: <i>March 4, 2022</i>
	SIGNATURE:  <i>Troy D. Byers, ROW Administrator</i>

You are qualified to provide ROW Services to the GA Department of Transportation for the Service Classifications checked below.

A - RELOCATION SERVICES	D - ACQUISITION SERVICES
☐ A-1 Conceptual Stage Study ☐ A-2 Relocation (Benefits Package Prep) ☐ A-3 Relocation Benefits Package Reviewer ☐ A-4 Relocation Benefits Training Instructor	☒ D-1 R/W Project Manager ☒ D-2 Pre-Acquisition Agent ☒ D-3 Acquisition Manager ☐ D-4-A Negotiation Agent Trainee ☐ D-4-B Negotiation Agent 1 ☐ D-4-C Negotiation Agent 2 ☒ D-4-D Negotiation Agent 3 ☒ D-5 Relocation Negotiation Agent ☒ D-6 Administrative Review Officer (Appeals) ☐ D-7 Interpreter ☐ D-9 ROW Training Instructor
B - PRE/POST PROJECT PREP SERVICES	E - PROPERTY MANAGEMENT SERVICES
☒ B-1 Plan Review ☒ B-4 Quit Claim Deed Preparation	☐ E-1 Asbestos Inspection ☐ E-2 Asbestos Abatement ☐ E-3 Demolition ☐ E-4 UST Removal ☐ E-5 Site Inspector
C - VALUATION SERVICES	F - COURT COORDINATION SERVICES
☒ C-1 Appraisal Report – Level 3 ☒ C-2 Appraisal Review Report ☐ C-3 Cost-to-Cure Report ☐ C-4 Trade Fixture Report ☐ C-5 Sign Appraisal ☐ C-6 Environmental Assessment Report ☐ C-7 Septic Tank/Well Estimators ☐ C-8 Timber Report ☒ C-9 Detailed Cost Estimator ☒ C-9-A Detailed ROW Cost Estimator for Negotiation ☒ C-10 Preliminary Cost Estimator ☒ C-11 Concept Team Meetings	☒ F-1 Court Coordinator

V9_2020_10

Required Forms | E-verify for Contour Engineering, LLC



**AFFIDAVIT VERIFYING SUBCONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (contractor) on behalf of the City of Alpharetta (GA) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

58-2531035

Federal Work Authorization (E-Verify) User Identification Number
7/13/2009

Date of Authorization
Contour Engineering, LLC

Name of Subcontractor
RFQ 22-1002 City Project Management Services

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on Dec 2 2021 in Kennesaw (city) GA (state)

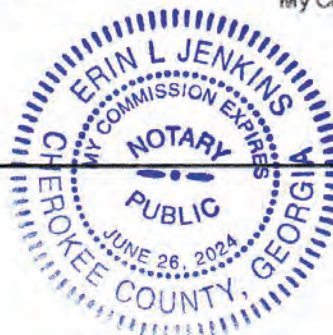
Signature of Authorized Officer or Agent
Scott Thomson - Vice President

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 2 DAY OF December 2021

Erin L. Jenkins
NOTARY PUBLIC

June 26, 2024
My Commission Expires





**AFFIDAVIT VERIFYING SUBCONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (contractor), on behalf of the City of Alpharetta (GA) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

227068
Federal Work Authorization (E-Verify) User Identification Number

07/01/2009
Date of Authorization

THC, Inc.
Name of Subcontractor

RFQ #22-1002 City Project Management Services
Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on November, 24, 2021 in Duluth (city), Georgia (state).

[Signature]
Signature of Authorized Officer or Agent

Joe A. Carroll, President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 24th DAY OF November, 2021

[Signature]
NOTARY PUBLIC

August 06, 2024
My Commission Expires



PH100077667

ATKINS
1600 RiverEdge Parkway
Suite 600
Atlanta, GA 30328
770.933.0280

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City Council Meeting STAFF REPORT

Submitting Department: Community Development

Submitted By: Kathi Cook

Sponsored By:

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: IGA BETWEEN FULTON COUNTY AND THE CITY OF ALPHARETTA FOR THE REPAIR AND MAINTENANCE OF INFRASTRUCTURE WITHIN LAKEVIEW PARK

II. RECOMMENDATION:

Approve an Intergovernmental Agreement Between Fulton County, Georgia and the City Of Alpharetta, Georgia for Repair Of Roadways and Environs At The Lakeview Development and authorize the Mayor to execute all necessary documents.

III. REPORT IN BRIEF:

The Lakeview Park development has specific streetscape design requirements such as large planting strips to encourage tree-lined streets and shallow building setbacks, creating storefront pedestrian boulevards. These requirements have necessitated locating the waterline within the roadbed of Lakeview Park. Fulton County Public Works policies currently do not allow waterlines under roads due to their capacity to make repairs to the roadway.

To address the County's concern, this agreement limits the county's responsibility to repairing the utility service, backfilling the trench and capping the repair with concrete, as required by the City's standard detail. The asphalt topping will then be the responsibility of the City of Alpharetta. A separate agreement is already executed with TPA, the developer of Lakeview Park, and its successors and assigns to complete any restoration necessitated by repairs to County facilities.

IV. ALTERNATIVES:

V. ATTACHMENTS:

IGA Lakeview Development Alpharetta and FulCo Water Failure Street Repai...

**INTERGOVERNMENTAL AGREEMENT
BETWEEN FULTON COUNTY, GEORGIA
AND CITY OF ALPHARETTA, GEORGIA
FOR REPAIR OF ROADWAYS AND ENVIRONS AT THE LAKEVIEW
DEVELOPMENT**

THIS INTERGOVERNMENTAL AGREEMENT (“IGA”) is executed as of ____ day of _____, 20__, by and between **City of Alpharetta, GEORGIA** (hereinafter “the CITY”), a municipality of the State of Georgia, and **FULTON COUNTY GEORGIA** (hereinafter “the COUNTY”), a political subdivision of the State of Georgia. The term “Party” refers individually to either City of Alpharetta or Fulton County and the term “Parties” refers to both City of Alpharetta and Fulton County.

WHEREAS, the CITY desires to improve the live work environment of its citizens by promoting more concentrated residential and commercial areas and providing greater community open and green space; and

WHEREAS, the CITY, by promoting such concentrated development, recognizes that utilities will be required to be located in the Lakeview Development, located at 2125 Lakeview Parkway, Alpharetta, Georgia, in areas such as within paved roadway areas not previously permitted due to the greater expense for repairs required from potential failures of the utilities such as the potable water system; and

WHEREAS, the CITY realizes such developments will result in significantly increased property values and associated general fund tax revenue; and

WHEREAS, the CITY realizes that such utilities experience failures from both natural and man-made causes from time to time; and

WHEREAS, the CITY does not wish the additional risk associated with failures of such utilities placed in paved roadway areas in the Lakeview Development to become the responsibility of the private property owners or the utility owner; and

WHEREAS, the COUNTY is the water utility owner and provides potable water for domestic and fire protection use to the property owners in the Lakeview Development; and

WHEREAS, the COUNTY has the facilities, equipment and staff to diligently and rapidly make repairs to its water system when failures occur; and

WHEREAS, the CITY maintains the roadways in the Lakeview Development and has the facilities, equipment and staff to diligently and rapidly make repairs to its paved roadways when failures occur; and

WHEREAS, the COUNTY does not own or operate paved roadways in Lakeview Development,

and does not have adequate facilities equipment and staff to rapidly make repairs to roadway failures; and

WHEREAS, the COUNTY and CITY desire to enter into an Intergovernmental Agreement (IGA) wherein they each assume appropriate responsibility for maintenance of their individually owned and maintained infrastructure (Roadways for CITY and Water System for County) in Lakeview Development when failures occur in areas where CITY requires or causes Water System components to be placed or exist under paved roadways; and

WHEREAS, the County and City have determined that this IGA serves the best interest of all parties and their citizens by maintaining infrastructures.

NOW THEREFORE, incorporating the foregoing recitals, and in consideration of the mutual promises, covenants and undertakings of the parties hereinafter set forth, and for the public purposes herein contained and provided for, the County and the City covenant, agree and bind themselves as follows:

I. PURPOSE.

This IGA is entered into with the understanding by the Parties that the primary purpose of this IGA is for the Parties to meet the public purpose of transportation and infrastructure improvements and maintenance including roadways and water infrastructure in Lakeview Development.

II. CITY and COUNTY RESPONSIBILITIES.

1. Where water system infrastructure is installed under paved roadways in Lakeview Development, at the request or requirement of CITY, COUNTY's responsibility for repairs to infrastructure and environs due to a failure or required maintenance to COUNTY's water and infrastructure shall be limited to repair of COUNTY's water infrastructure, stabilization and backfill of any required excavation and a concrete cap finished at the roadway subgrade level in Lakeview Development.
2. The COUNTY shall exercise diligence in repair of water system components including temporary repairs to maintain transportation capabilities of roadways in Lakeview Development.
3. All other repair of the roadway and environs shall be the responsibility of the CITY.

III. ADDITIONAL UNDERSTANDINGS.

The Parties to this IGA have mutually acknowledged and agreed to the following:

1. The Parties shall work together in a cooperative and coordinated effort, and in such a manner and fashion to bring about the achievement and fulfillment of the goals and objectives of this IGA.

2. It is not the intent of this IGA to restrict the Parties to this IGA from their involvement or participation with any other public or private individuals, agencies or organizations.
3. It is not the intent or purpose of this IGA to create any rights, benefits and/or trust responsibilities by or between the Parties.
4. This IGA shall in no way hold or obligate either Party to supply or transfer funds to maintain and/or sustain the IGA or keep in place any contract, except as specifically provided in this IGA.

IV. TERM. This IGA shall be effective upon execution by both Parties and continue until 12/31/2071, unless the IGA is terminated by either Party, and in no event shall exceed a fifty (50) year term. The parties may agree to amend this IGA at any time.

V. TERMINATION. Anything contained herein to the contrary notwithstanding, either Party may terminate the IGA:

1. If the other Party commits a material breach of the IGA and fails to cure said breach to the non-breaching Party's satisfaction after receiving thirty (30) days written notice; or
2. Without cause, if the terminating party gives ninety (90) days prior written notice to the other Party.
3. Upon termination, the responsibilities of each party shall be to continue to maintain their respectively owned infrastructure and not be obligated to the other party for damages to the other party's infrastructure caused by failure of their own infrastructure.

VI. MISCELLANEOUS.

- A. **Entire Agreement; Counterparts.** This IGA may be executed by the Parties in counterparts, each of which shall constitute an original. This IGA, including the attached exhibits, sets forth the entire understanding between the Parties pending the execution of the Agreement, and supersedes all previous agreements and understandings between them, oral or written, and may be amended only in a document executed by both Parties. No amendment, modification, termination, or waiver of any provision of this IGA, nor consent to any departure by the Parties, shall in any event be effective unless the same shall be in writing and signed by Fulton County and City, and then such waiver or consent shall be effective only in the specific instance and for the specific purpose for which given.
- B. **Governing Law.** This IGA and the Parties' rights and obligations hereunder, shall be governed by, and construed and enforced in accordance with, the laws of the State of Georgia, without regard to its conflict of laws rules.

- C. **Limitation on liability.** No rights or limitation of rights shall arise or be assumed between the Parties as a result of the terms of this IGA. Nothing herein shall be construed as a waiver of any Party's sovereign immunity.
- D. **Representations and Warranties of the Parties.** In furtherance of the public purposes of this IGA, **Fulton County** and **City of Alpharetta** hereby represent and warrant to each other (which representations and warranties shall be deemed independently material notwithstanding any prior inquiries) the following:
1. **Authority.** Each Party hereto expressly represents and warrants that (i) it has the power to make, deliver and perform this IGA, and has taken all necessary action to authorize the execution, delivery and performance of this IGA; (ii) this IGA when executed will constitute the valid obligations with respect to it legally binding upon the same and enforceable in accordance with the terms hereof; and (iii) no further consent or approval of any other Party not specifically mentioned herein is required in connection with the execution, delivery, performance, validity and enforcement of this IGA. Without limiting the generality of the foregoing, each Party hereby expressly acknowledges and represents that it has officially adopted and otherwise approved this IGA at a meeting of its governing authority in accordance with the Constitution and laws of the State of Georgia, to include, without limitation, the Georgia Open Meetings Act, O.C.G.A. 50-14-1 et seq.
 2. **Public Purpose.** This IGA and the services contemplated herein are for the public welfare and benefit and are undertaken in accordance with the laws and Constitution of the State of Georgia. Without limiting the foregoing, the parties specifically and expressly warrant and represent, and do hereby find, that this IGA (i) pertains to the provision of services and activities which the Parties are by law authorized to undertake and provide; (ii) is otherwise authorized under the Intergovernmental Contracts Clause of the Georgia Constitution of 1983, Art. IX, Sec. III, Par. 1(a); (iii) does not authorize the creation of new debt" as contemplated by Ga. Const. of 1983, Art. IX, Sec. V. Par. 1(a); and (iv) does not violate O.C.G.A. § 36-30-3(a) or otherwise prevent fee legislation by any Party in matters of government, and shall be binding and enforceable against the Parties and their successors during the term hereof in accordance with its terms.
- E. **No Conflicting Agreements.** The execution, delivery and performance of this IGA will not violate or contravene any contract, undertaking, instrument or other agreement to which **Fulton County** and/or **City of Alpharetta** are a Party or which purports to be binding upon said parties. Furthermore, the execution, delivery and performance of this IGA does not violate the provisions of any Party's respective charter or Code of Ordinances, or any statutory

or decisional laws of the State of Georgia respecting similarly situated municipal corporations or political subdivisions of said State (as the case may be). The representations and warranties contained in this Section D shall be true and correct as of the date hereof and such representations and warranties, and the obligation of **Fulton County and City of Alpharetta** to perform their respective obligations under this IGA shall be expressly conditioned upon said representations and warranties being true and correct on the date hereof. Furthermore, each Party hereto specifically acknowledges and agrees that they shall be forever estopped from making any claim, counterclaim, assertion, or other argument of any kind contrary to the representations and warranties set forth hereinabove or otherwise contained in this IGA.

- F. **Assignment; Binding Effect.** The rights and obligations of the Parties under this IGA are personal and may not be assigned without the prior written consent of **Fulton County and City of Alpharetta**. Subject to the foregoing, this IGA shall be binding upon and enforceable against, and shall inure to the benefit of, the parties hereto and their respective successors and permitted assigns.
- G. **No Third-Party Beneficiaries.** This IGA is made between and limited to **Fulton County, and City of Alpharetta** and is not intended, and shall in no event be construed to be, for the benefit of any person or entity other than **Fulton County and City of Alpharetta**, and no other person or entity shall be considered a third-party beneficiary by virtue of this IGA or otherwise entitled to enforce the terms of this IGA for any reason whatsoever.
- H. **Exhibits.** Each and every exhibit referred to or otherwise mentioned in this IGA is attached to this IGA and is and shall be construed to be made a part of this IGA by such reference or other mention at each point at which such reference or other mention occurs, in the same manner and with the same effect as if each exhibit were set forth in full and at length every time it is referred to or otherwise mentioned.
- I. **Relationship of Parties.** Notwithstanding anything in this IGA to the contrary, neither Party shall have the power to bind nor obligates the other Party except as expressly set forth in this IGA.
- J. **Survival of Representations.** All terms, conditions, covenants, warranties contained in any determination of this IGA shall survive the termination of this IGA until amended by the applicable governing authority.
- K. **Notices.** Any notice or communication required or permitted under this IGA shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the following addresses:

To Fulton County:

County Manager
Fulton County Government
141 Pryor Street, S.W
Atlanta, Ga 30303

Copy to:

County Attorney
Office of the County Attorney
141 Pryor Street, S.W., Suite 4038
Atlanta, Ga 30303

Director
Department of Public Works
141 Pryor Street, S.W., Suite 6001
Atlanta, Ga 30303

To City of Alpharetta:

Mayor
City of Alpharetta
2 Park Plaza
Alpharetta, Georgia 30009

Michael Stacy
City Attorney
Bovis, Kyle, Burch & Medlin
200 Ashford Center N.
Suite 500
Atlanta, Georgia 30338

- L. Severability Clause.** In the event that any provision of this IGA shall be deemed to be severable or invalid, and if any term, condition, phrase or portion of this IGA shall be determined to be unlawful or otherwise unenforceable, the remainder of the IGA shall remain in full force and effect, so long as the clause severed does not affect the intent of the parties. If a court should find that any provision of this IGA to be invalid or unenforceable, but that by limiting said provision it would become valid and enforceable, then said provision shall be deemed to be written, construed and enforced as so limited.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties, by and through their duly authorized representatives, have executed this IGA to be effective as of the date first set forth above.

City of Alpharetta

By: _____
Jim Gilvin, Mayor

Attest:

By: _____
City Clerk

Approved as to Form:

By: _____
City Attorney

FULTON COUNTY, GEORGIA

By: _____
Rob Pitts, Chairman
Board of Commissioners

Attest:

By: _____
Tonya R. Grier
Clerk to the Commission

Approved as to Form:

By: _____
Y. Soo Jo
County Attorney



CITY COUNCIL MEETING STAFF REPORT

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

I. AGENDA ITEM TITLE: ON-CALL PLANNING SERVICES

CITY COUNCIL: January 18, 2022

II. RECOMMENDATION:

Award contract to Starr Whitehouse and Kimley-Horn & Associates under the terms and conditions of the City's On-Call Planning Services contract and authorize Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGET ITEM: Yes FISCAL IMPACT: Yes

INCLUDED IN CURRENT FY CPTL BUDGET: Yes INCLUDED IN CURRENT FY OPRT BUDGET: Yes

TOTAL PROJECT COST: As needed basis

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Professional Services (10074100-521200)	As needed basis
Design Services (30174150-541410 C1603)	As needed basis

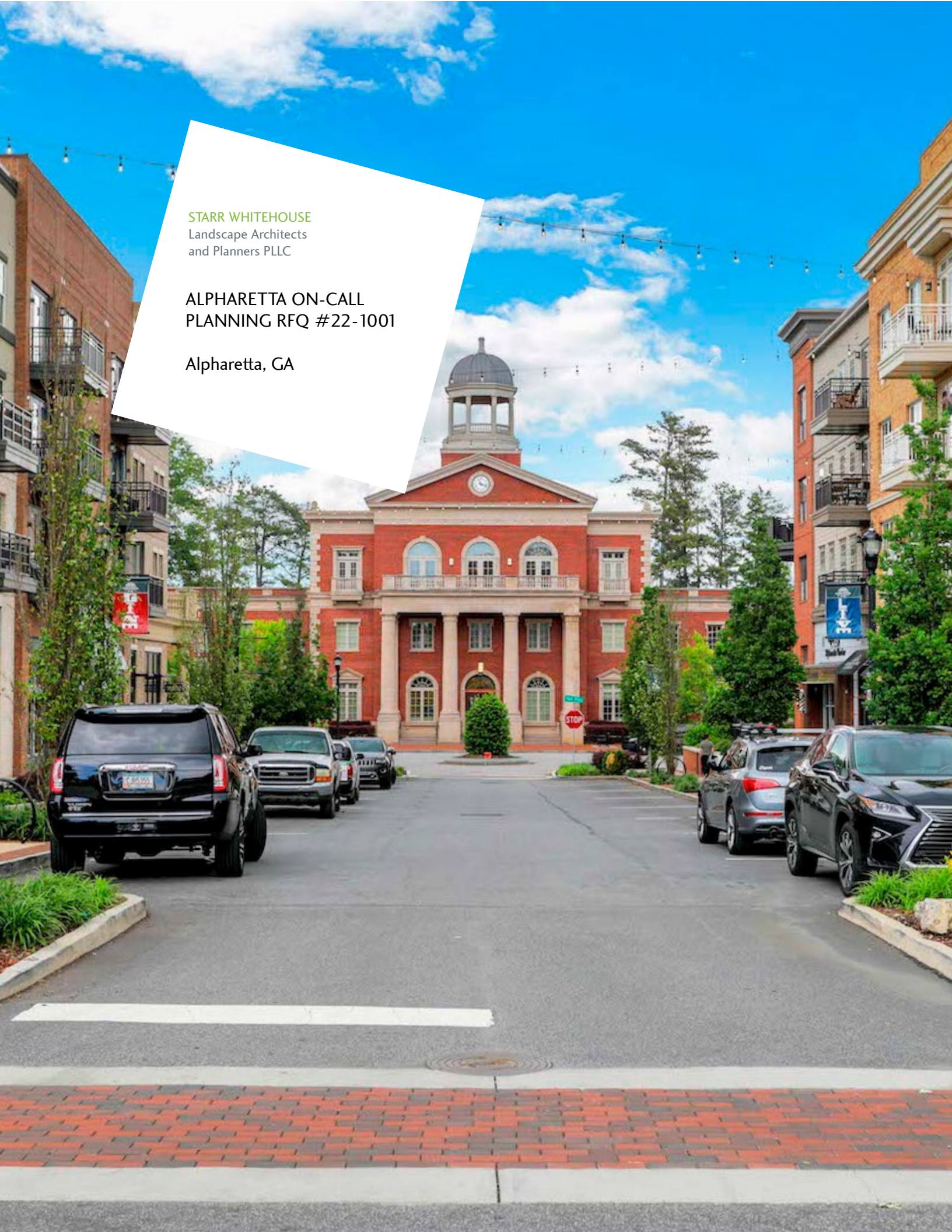
IV. REPORT IN BRIEF:

Community Development occasionally utilizes consultant planning services, which may include assistance with code revisions, urban planning, landscape architecture, and public outreach. Projects range from small exhibits for public spaces to major area plan revisions and may include state or federal grant-funded studies with costs exceeding \$50,000. City and consultant are required to follow granting agency requirements in those instances. The City seeks statements of qualifications for on-call planning services every five (5) years.

The On-Call Planning Services RFQ (#22-1001) was issued on September 9, 2021 and proposals were due on October 14, 2021. Eight (8) consultant teams responded to the RFQ with three (3) teams being shortlisted for interviews. Starr Whitehouse and Kimley-Horn were the top two (2) scoring firms, which combined the RFQ response and interview. Staff recommends awarding the contract to Starr Whitehouse and Kimley-Horn & Associates.

V. ATTACHMENTS:

- Starr Whitehouse RFP Response
- Kimley Horn & Associates RFP Response



STARR WHITEHOUSE
Landscape Architects
and Planners PLLC

ALPHARETTA ON-CALL
PLANNING RFQ #22-1001

Alpharetta, GA

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Utile Staff

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Columbia Engineering Staff

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TECHNICAL EXPERIENCE

Built Landscape: Southwest “Resiliency” Park

Built Planning: Empire State Trail Gateways

Built Code Revision: Littleton Form Based Code

Local Planning & Design: Roswell River Parks

Local Planning & Design: MLK Living Lab

Resilience Planning: A Vision for a Resilient East Harlem

COLOR RENDERINGS

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

437 Memorial Drive SE, Suite A-2
Atlanta, GA 3031
212.487.3272, Fax 212.487.3273

October 14, 2021

Department of Community Development
City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009

Re: On-Call Planning Services

Dear Sir or Madam,



Starr Whitehouse is thrilled to present our qualifications for on-call planning services to the Alpharetta Department of Community Development. This RFQ is an opportunity to harness the momentum of Alpharetta's rebuilt civic district, the new Avalon lifestyle center, and an exciting series of upcoming projects to advance the next phase in the City's growth, refining Alpharetta's urban fabric for a new and energetic public. As current collaborators on the City's North Point Parkway project, and new neighbors ourselves—our Atlanta studio was founded by Jacob Lange in 2018—Starr Whitehouse is passionate about the greater Atlanta region. We live here, have our families here, and are personally invested in the creation of sustainable communities as the region develops new and smarter forms of density. This proposal represents our commitment to that vision, and to supporting communities like Alpharetta as they redefine the scale, pace and possibility of urban life.

In recent years, Alpharetta has become a regional leader in creating a livable, sustainable, and memorable urban realm that meets the evolving needs of a contemporary public. Starting at the newly-built civic core—anchored by its municipal building, town green, and mixed-use commerce center—the City's transformation has extended outwards, reviving Main Street and fostering a new series of high-density single-family developments around downtown. More recently, with the creation of the Avalon lifestyle center in collaboration with North American Properties, the City has added another layer to its urban experience, attracting new companies, innovative professionals, and young families to invest and make their homes in Alpharetta. The City's strategy promises to bear further fruit at the upcoming North Point District, a visionary project for which Starr Whitehouse is honored to serve as landscape architect. And with the completion of the upcoming Alpha Loop and Big Creek Greenway, Alpharetta promises to increase the connectivity of downtown while expanding access to fitness, recreation and ecology for residents. In less than two decades, these interventions have transformed Alpharetta from a residential suburb navigated primarily by car to an energetic live-work community with its own distinct urban core—offering the cultural and economic benefits of a major city at the intimate scale of a small town.

This achievement goes beyond the creation of a new town green. Alpharetta's leaders have thought about the urban realm holistically, advancing a multi-pronged strategy along economic, infrastructural, ecological, and cultural lines that has woven the separate strands of the urban experience together into a self-augmenting whole. This RFQ represents an opportunity to continue this energy into the next phase of Alpharetta's development. In building on its recent wins, the City will have at least two distinct avenues to pursue:

1. Continue to develop the public realm. Leverage more city-owned properties, especially open space and the public right-of-way, to radiate the energy and connectivity of the urban core outward into other residential and commercial districts, adding new infrastructural and ecological resources along the way.
2. Develop a framework for private investment. Use the tools of zoning, code and public policy to shape future development, encouraging new commercial tenants, developers, and entrepreneurs to bring an ever-diversifying mix of economic and cultural activity to the city.

These two approaches are complementary, and both are necessary for any significant project the City undertakes. Although commercial development, for example, is largely driven by the private sector, the City's role in supporting it is not limited to zoning code and defining the building envelope, but may extend to the design and implementation of the transportation systems, environmental resources, and infrastructure that private ventures depend on for their success. Similarly, while opening a new park, plaza, or trail system is largely within the purview of the City, almost any piece of public land will benefit from private investment and community stewardship—partnerships which often require the tools of code and policy to build. As such, these two categories of intervention—planning and design—form two mutually-dependent parts of a cohesive urban strategy.

How We Can Help You



As a landscape architecture firm with a specialized practice in urban planning and resilience, Starr Whitehouse is set up to help public-private partners strategize, design, negotiate, and implement improvements to the urban realm. Our leadership began their careers in the public sector—Laura Starr as Head of Design for the Central Park Conservancy, and Stephen Whitehouse as Chief of Planning for NYC Parks—and our practice continues to consult with a broad array of public agencies to this day. Because of this experience, we are intimately familiar with the levers local government has at its disposal to catalyze and shape development. These levers include: the right-of-way, public open space, city-owned buildings, infrastructure, local cultural and ecological resources, the ability to shape building envelopes, and the power to encourage investment through economic policy. Our team is set up to deliver the full range of these services:

- Starr Whitehouse (Prime) – Planning, urban design, landscape architecture, community engagement, resilience and ecology
- Utile Architecture & Planning – National experts in form-based code, zoning, massing, and architecture
- BAE Urban Economics – National authorities on market analysis, benefit-cost analysis, and development
- Columbia Engineering – Starr Whitehouse's collaborators on North Point Parkway, and local experts in grading, civil engineering, transportation and green infrastructure

In addition to the design and planning services comprehended in the RFQ, we offer a number of unique strengths to the City of Alpharetta:

An Existing Relationship – Starr Whitehouse and Columbia Engineering are both currently engaged by the Alpharetta Community Development Department to design and implement the North Point Parkway. As this project progresses, we will understand Alpharetta better—both the physical features of the city itself, and the priorities and decision structures of its leaders. This will create efficiencies that will flatten our learning curve for future investigation and project administration, allowing our staff to concentrate on giving the Department of Community Development the data, tools and project visioning it needs for future decision-making.

Community Engagement – Starr Whitehouse has led over a hundred stakeholder workshops for clients ranging from State and local Agencies, to non-profits and community groups, to private developers. We are known for responsive strategies that put the tools of the designer into the hands of the community, building the strong and lasting consensus needed to implement high-profile projects. We have led engagement on sensitive sites such as Marsha P Johnson State Park, dedicated to the memory of a great LGBTQ+ leader of color, and developed strategies for integrating climate education for local youth into the planning process at *A Vision for a Resilient*

East Harlem and MLK Living Lab in West Atlanta. In the age of COVID, we have created new strategies to engage stakeholders while ensuring the health and safety of all involved, using tools such as Zoom, Google Hangouts, Survey Monkey, and Miro to reach broader audiences than ever before from the safety and comfort of home. For Roswell's River Parks Master Plan, Starr Whitehouse developed a website that enabled residents to embark on self-guided tours of the site, accessing virtual design proposals and answering survey questions on their mobile devices through on-site QR codes. At Marsha P Johnson State Park in Brooklyn and Promenade Hill Park in Hudson, our team ran outdoor engagement workshops on the site itself, allowing residents to participate in the give and take of the design process face-to-face while safely observing social distancing guidelines.



Resilience – Starting with our work on Rebuild By Design's *Big U Plan*, which won \$335 Million to protect Manhattan from the next Hurricane Sandy, Starr Whitehouse has been a national leader in preparing coastal and urban communities for the realities of a changing environment. We have created award-winning community resilience plans such as *A Vision for a Resilient East Harlem*, and built storm-tested resilient spaces such as Southwest Park in Hoboken, proven to absorb the ten-year storm. In Roswell, the upcoming River Parks project will create a fortified riverfront and resilient open space on the banks of the Chattahoochee, while the MLK Living Lab will bring an open-air green infrastructure laboratory to West Atlanta, incorporating the site into local high school, college, and vocational education programs.

Market Analysis – Urban realm design is most powerful when aided by sound economic and market analysis. For this reason, we have added the nationally-renowned experts at BAE Urban Economics to the project team. BAE will work closely with our design and planning staff to ensure that development and open space strategies are grounded in the reality of market forces, and are best calibrated to catalyze new investment and entrepreneurial opportunities consistent with the City's vision for its future.

Form-Based Code – To offer the City of Alpharetta greater precision in shaping the urban realm, we have engaged the zoning specialists at Utile Design, nationally-recognized experts in form-based code revision. Leveraging their dual expertise in planning and architectural strategy, Utile will write clear, implementable, and flexible code documents organized around a tailored kit of physical forms vetted with City leaders, giving the City capacity to prescribe the scale and aesthetics of future developments as needed. Utile Principal Matthew Littel adds to this his regional experience as Utile's Principal-in-Charge for the rezoning of the City of Atlanta.

On-Call Experience – In addition to technical expertise, Starr Whitehouse offers great agility and experience working with public agencies in an on-call capacity. In recent years, we have held on-call contracts with NYC Parks, the NYC Economic Development Corporation, and the New York State Office of Parks, Recreation, and Historic Preservation. Coming out of city government ourselves, our leadership has personal experience walking in the shoes of municipal decision-makers. We understand that, as an on-call consultant, our role is to be primed and ready to support the City in whatever capacity is needed—whether this means representing the interests of the client team in negotiations with partner agencies (*A Vision for a Resilient East Harlem*), creating and implementing multiple designs on a timeframe dictated by electoral cycles (Empire State Trail Gateways), or conducting complex community engagement processes on politically-sensitive sites (Marsha P Johnson State Park). Whatever the challenges and opportunities, we understand our role on this contract as being the “go-to” people for the City of Alpharetta.

Who We Are

Tracing our roots to the public sector, Starr Whitehouse knows what it takes to design the urban realm. As Chief of Design for the Central Park Conservancy, Principal Laura Starr oversaw the renovation of Central Park in the 80's and 90's, teaming with Studio Director Jeffrey Poor to re-invigorate the Great Lawn, Harlem Meer, and other cherished spaces. As Chief of Planning for the New York City Parks department, Principal Stephen Whitehouse added dozens of acres and millions of dollars in federal funding to the City Parks system, directing such watershed initiatives as the Greenway Program, the expansion of the USTA National Tennis Center, and initial planning for Governors Island, Brooklyn Bridge Park, and Hudson River Park.

Shaped by these beginnings, public realm design remains our greatest passion to this day. Moving seamlessly from strategy to design to implementation, our design and planning studios work hand-in-hand to craft strategic visions geared toward execution. We have completed a vision plan for Water Street in New York's Financial District, a streetscape master plan for the Flatiron/23rd Street BID, and a resilience plan for East Harlem. Under the leadership of Principal Michael Haggerty, we are currently collaborating with the Union Square Partnership on a streetscape and lighting master plan. Our landscape designers recently developed gateway design guidelines for New York's ambitious 750-mile Empire State Trail, later leading implementation of the first seven gateways for the new system. In the lowland city of Hoboken, NJ, Starr Whitehouse developed a master plan for New Jersey's first "resiliency park." Implementing the first phase in 2017, Starr Whitehouse crafted a beloved public space that absorbs 200,000 gallons of stormwater, and is beginning work on the Park's second phase this fall.

Expanding to Atlanta in 2018 under the direction of Principal Jacob Lange, Starr Whitehouse has been partnering with communities and local governments to restore connections between nature and the public realm across the Atlanta Metro Area. From the conversion of an abandoned lot into a pedagogical pocket park and living laboratory with Atlanta's Department of Watershed Management, to a restoration plan for two parks beloved by the community of Columbus, GA, to a new multi-phased riverfront park in Roswell, GA, each project integrates climate, ecological, social, economic, infrastructural and operational layers into designs that are innovative and implementable, earning us a reputation for ideas that get built.

We are happy to discuss this proposal with you further, and tailor our staff and strategy as needed to better suit the City's needs. Thank you for this exciting opportunity. We look forward to continuing our relationship with the City of Alpharetta and its community in support of the City's vision for its urban realm.

Sincerely,



Jacob Lange, RLA, LEED AP
Principal and Director of Starr Whitehouse Atlanta



Michael Haggerty, AICP, Assoc. AIA
Principal and Director of Urban Planning and Design

BUSINESS ORGANIZATION



PRIME CONSULTANT

Starr Whitehouse
437 Memorial Drive SE, Ste. A-2
Atlanta, GA 3031

CONTACT

Jacob Lange, Principal
212.487.3272 x122
jlange@starrwhitehouse.com

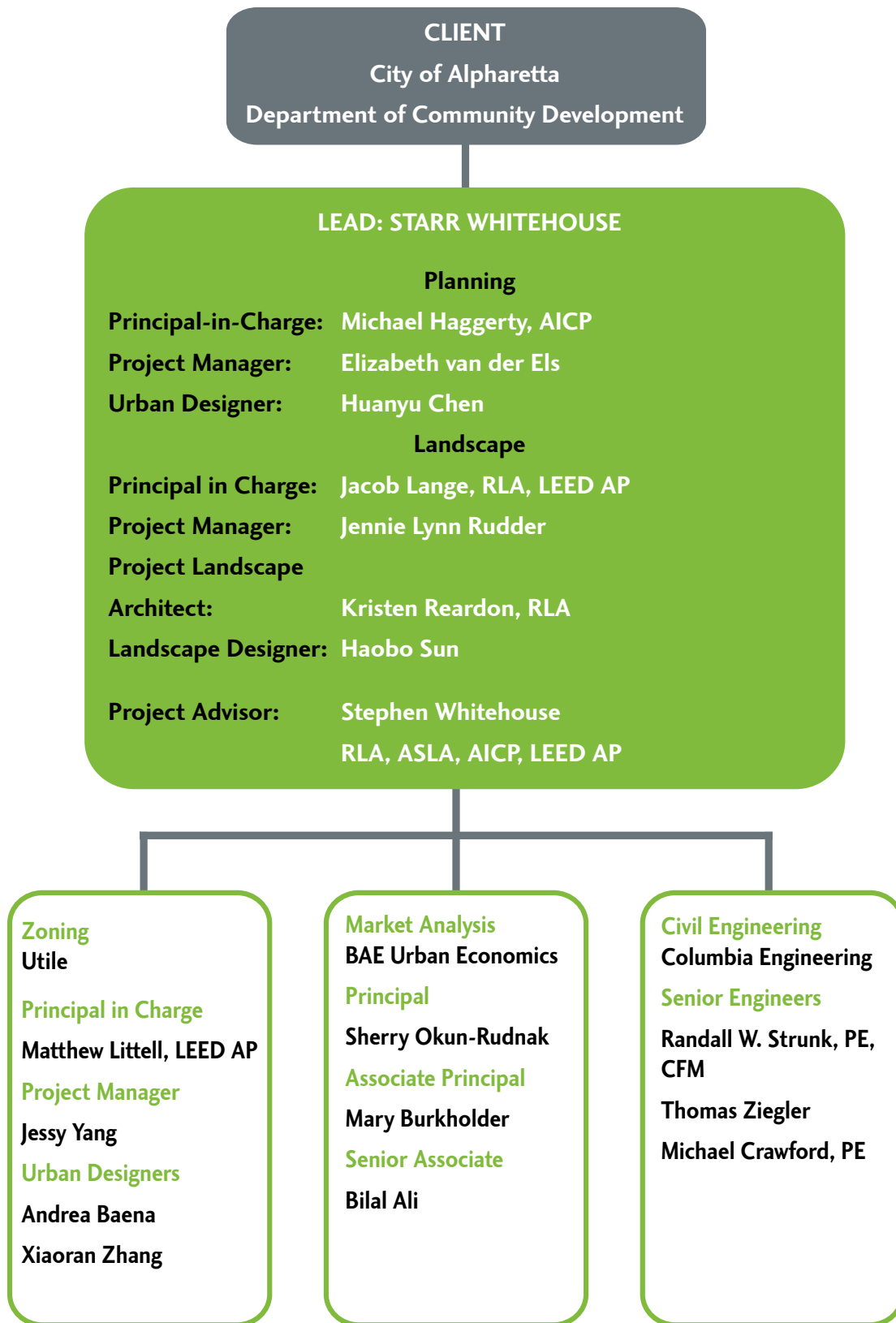
SUBCONTRACTORS:

Utile Inc.
115 Kingston St.
Boston, MA, 02111

BAE Urban Economics
710 Glen Royal Dr.
Roswell, GA, 30076

Columbia Engineering & Services
2862 Buford Highway, Suite 200
Duluth, Georgia 30096

PROJECT STAFFING CHART



STAFF MATRIX: STARR WHITEHOUSE

JACOB LANGE, RLA, LEED AP

Principal & Director, Starr Whitehouse Atlanta

Masters in Landscape Architecture, University of Georgia, Athens, GA, 2010

Bachelor in Art History, University of Louisville, Louisville, KY, 2006

Role & Responsibilities: Principal in Charge of Landscape Architecture

Licenses: Landscape Architecture, NY & GA

Certifications: LEED AP

MICHAEL HAGGERTY AICP, ASSOC. AIA

Principal & Director of Urban Planning & Design, Starr Whitehouse

Master in Architecture, Harvard University Graduate School of Design, 2017

Master in Urban Planning, Harvard University Graduate School of Design, 2006

Role & Responsibilities: Principal in Charge of Planning

Certifications: Certified Planner; Associate Member, AIA

STEPHEN WHITEHOUSE, RLA, ASLA, AICP, LEED AP

Partner, Starr Whitehouse

Master in Architecture and Urban Design, Columbia University, 1983

Bachelor in Landscape Architecture, City College of New York, 1982

Role & Responsibilities: Project Advisor

Licenses: Landscape Architecture: NY, NJ, CT

Certifications: Certified Planner; LEED AP

JENNIE LYNN RUDDER, RLA

Landscape Architect, Starr Whitehouse Atlanta

Master of Science in Urban Design, Georgia Institute of Technology, anticipated graduation date December 2021

Bachelor of Landscape Architecture, University of Georgia, 2003

Role & Responsibilities: Project Manager

Licenses: Landscape Architecture, GA & NC

KRISTEN REARDON, RLA

Senior Associate, Starr Whitehouse

Master in Architecture and Urban Design, Columbia University, 2017

Bachelor in Landscape Architecture, Cum Laude, Cornell University, 2013

Role & Responsibilities: Project Landscape Architect

Licenses: Landscape Architecture, NY

STAFF MATRIX: UTILE

MATTHEW LITTELL, LEED AP

Principal-in-Charge, Utile

Harvard University Graduate School, Master of Architecture, 1997

Columbia College, Bachelor of Arts in Religion, 1989

Role & Responsibilities: Principal-in-Charge

Certifications: LEED AP

JESSY YANG

Project Manager, Utile

Harvard University Graduate School of Design, Master of Architecture in Urban Design

Rice University School of Architecture, Bachelor of Architecture, with honors

Rice University School of Architecture, Bachelor of Arts in Architecture, Magna cum laude, Phi Beta Kappa

Role & Responsibilities: Project Manager

ANDREA BAENA

Urban Designer, Utile

Massachusetts Institute of Technology, Masters in Architecture

Universidad De Los Andes, Bachelor of Science in Industrial Engineering

Role & Responsibilities: Urban Designer

XIAORAN ZHANG

Urban Designer, Utile

Carnegie Mellon University School of Architecture, Master of Urban Design

Nanjing Tech University, Bachelor of Engineering in Urban and Rural Planning

Role & Responsibilities: Project Manager

STAFF MATRIX: BAE

SHERRY OKUN-RUDNAK, LEED AP

Principal in Charge, BAE

Master of Arts, Economics, California State University, Sacramento

Bachelor of Arts, Economics, Georgia State University

Role & Responsibilities: Principal-in-Charge

Certifications: LEED AP

MARY BURKHOLDER

Associate Principal, BAE

Master of Community Planning, University of Maryland

Master of Public Health, University of Maryland

Bachelor of Arts, Political Science, University of Michigan

Role & Responsibilities: Project Advisor

BILAL ALI

Senior Associate, BAE

Master of Community Planning, University of Maryland

Bachelor of Arts, Political Science, Minor in Mathematics, University of Rochester

Role & Responsibilities: Project Manager

STAFF MATRIX: COLUMBIA ENGINEERING

THOMAS ZIEGLER

Senior Engineer, Columbia Engineering

Master of Business Administration, University of North Carolina, 1989

Bachelor of Science Civil Engineering, North Carolina State University, 1983

Role & Responsibilities: Project Engineer

RANDALL W. STRUNK, PE, CFM

Senior Engineer, Columbia Engineering

M.E. Civil Engineering University of Louisville, 2007

B.S. Civil Engineering, University of Louisville, 2007

Role & Responsibilities: Project Engineer

Licenses: Professional Engineer

Certifications: Certified Floodplain Manager

MICHAEL CRAWFORD, PE

Senior Engineer, Columbia Engineering

B.S. Civil Engineering, Georgia Institute of Technology, 1986

Role & Responsibilities: Project Engineer

Licenses: Professional Engineer



Southwest "Resiliency" Park,
Hoboken, NJ

TEAM NARRATIVE

Starr Whitehouse has assembled a comprehensive and agile team of experts to address the wide range of opportunities in improving Alpharetta's urban realm. Our landscape staff will be led by Principal Jacob Lange, Director of Starr Whitehouse's Atlanta Studio. As Principal-in-Charge of Landscape, Jacob brings his knowledge of the Atlanta Metro Region and extensive experience leading the Starr Whitehouse team on projects ranging from on-structure green roofs, to park master planning, to resilient waterfront design. He will be assisted by Project Manager for Landscape Jennie Lynn Rudder, also of our Atlanta Studio. Jennie Lynn brings her knowledge of the region and experience coordinating complex, multi-disciplinary design teams on projects across the Southeast. For a multi-disciplinary perspective, we add Senior Associate Kristen Reardon, who brings a triple skill set in architecture, landscape architecture, and urban design, as well as extensive public open space experience. Atlanta-based landscape designer Haobo Sun rounds out the landscape staff.

Jacob is joined by Principal Michael Haggerty, who will lead our planners as Principal-in-Charge of Planning. As an urban planner and architectural designer, Michael has led a wide range of urban design and planning projects, with an emphasis on public space, innovative community engagement strategies, and climate resilience. Michael will be assisted by Planning Project Manager Elizabeth van der Els, who brings her background in community development, transportation, and resiliency in the private, public, and nonprofit sectors. Landscape and urban design Huanyu Chen rounds out the planning staff with his deep expertise in 3D modeling, graphics and project visioning.

Our staff will be closely advised by Principal and Co-founder Stephen Whitehouse, a licensed landscape architect and certified planner. As the former Chief of Planning for NYC Parks, Stephen brings his vast expertise in planning, designing, funding, implementing, and administering improvements to the public realm, as well as decades of experience with public-private partnerships.

To augment Starr Whitehouse's expertise in landscape architecture, urban design, and planning, we have added three subconsultants to our project team. Code revision will be spear headed by Utile Planning and Architecture, experts in zoning and form-based code. Built like a think tank, Utile specializes in unique regulatory, political, and design challenges, and are committed to proactive planning and design that bridges public and private jurisdictional boundaries. Utile has charted a new practice model that combines the innovative thinking of a design practice with the proactive strategic insights of business consultants. Utile will provide their renowned experts in form-based code, sophisticated information graphics, maps, and drawings, and Principal Matthew Little's local knowledge as a contributor to the rezoning of the City of Atlanta. Utile's leadership has pursued numerous projects with Principal Michael Haggerty, and collaboration between our firms will be facilitated by Planning Project Manager Elizabeth van der Els, an alumna of Utile's Boston studio.

For precision economic and market analysis, we welcome BAE Urban Economics to the project team. An award-winning, national urban economics and real estate consultancy, BAE has completed more than 2,400 client engagements for public agencies, non-profit organizations, financial

institutions, and real estate investors and developers. BAE believes that consideration of environmental impacts and social benefits alongside financial returns results in the best value for clients. Through numerous engagements in the Atlanta area, including ongoing projects, and national experience preparing market studies, economic development strategies, and development feasibility testing, BAE is well-equipped to support Alpharetta's vision for its economic future.

For Civil Engineering, traffic, and infrastructure strategy, we are thrilled to renew our collaboration with Columbia Engineering and Services, Inc. Established in 1963, Columbia Engineering and Services, Inc. (CES) has extensive experience in serving federal, state, county, and municipal public sectors. The firm has provided on-demand services to both the Gwinnett County Department of Transportation (GCDOT) and Gwinnett County Department of Water Resources (GCDWR), for 28 years and 21 years, respectively. Columbia is currently providing demand services for the cities of Sandy Springs, Suwanee, and Duluth, and is on the team for the Georgia Department of Transportation (GDOT) District 1 On-Demand, and statewide GDOT TIA On-Demand. They have previously held on-demand contracts with Cumberland Community Improvement District (CID), Perimeter CID, and the cities of Suwanee and Norcross. CES has also completed local metro projects for the GCDWR, Cobb County, the cities of Gainesville, Dunwoody, Roswell, Snellville, Tucker, Norcross, and Newnan, in addition to GDOT. Columbia's engineering experts are currently supporting Jacob Lange's efforts on the Roswell River Parks project, and will be Starr Whitehouse's collaborators on the North Point Parkway design for the City of Alpharetta.

The Empire State Trail's Syracuse Gateway on a warm spring evening.



STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Masters in Landscape Architecture,
University of Georgia, Athens, GA, 2010
Bachelor in Art History, University of
Louisville, Louisville, KY, 2006

Honors and Publications

34th Annual Award for Excellence in
Design, NYC Public Design Commission,
40th Precinct Station House, Project
Manager

ULI Atlanta Center for Leadership, Class
of 2020

"Seeing the Middle Landscape," Thesis of
Distinction, University of Georgia at
Athens

Member, The Honor Society of Sigma
Lambda Alpha, University of Georgia at
Athens

"Seeing the Middle Landscape," Georgia
Landscape, Spring 2010 ed.

Multiple articles, Landscape Architect and
Specifier News, 2009

Speaking Engagements

"From East Harlem to West Atlanta: Sowing
the Seeds of Community Resilience,"
Park Pride Greenspace Conference,
Atlanta, GA, March 2020 (postponed
to August 2020)

"Green Roof Planting Considerations,"
Guest Lecturer, Graduate Planting
Design Studio, Clemson University
School of Architecture, Spring 2020

"Our Real Work," Guest Lecturer,
University of Kentucky College of
Design, Creative Study Tour, Spring
2020

"From Versailles to Manhattan: Urban
Kitchen Gardens Then and Now,"
Bridge Gardens Spring Lecture Series,
Bridgehampton, NY, 2004

"Looking Up to the Garden," Three
Harbors Garden Club Lecture Series,
Huntington, NY, Fall 2013

Contact

Starr Whitehouse
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f: 212.487.3273
jlange@starrwhitehouse.com

Started with Firm
2015

JACOB LANGE, RLA, LEED AP

Principal-in-Charge of Landscape, Director of Starr Whitehouse Atlanta

Professional Experience

Jacob is a landscape architect and the Director of Starr Whitehouse's Atlanta studio, where he leads projects ranging from urban open spaces, waterfront parks, and community-focused green infrastructure, to large-scale mixed-use developments and multi-family residential amenity spaces. Under Jacob's direction, Starr Whitehouse leads two of the City of Atlanta's Green Infrastructure Design Challenge projects, integrating stormwater management into community-enhancing open spaces and educational and vocational training programs that support economic development in underserved communities. In Roswell, GA, Jacob currently leads the implementation of a new riverfront park on the Chattahoochee River, expanding waterfront access, extending local habitat, and reinforcing shoreline resilience.

Jacob is an active member of the ULI Atlanta chapter and graduate of the chapter's 2020 Center for Leadership program. He has volunteered extensively for Park Pride's Park Visioning program and served as an advisor to the Candler Park Conservancy and the Friends of Memorial Drive Greenway as they implement ambitious long-term vision plans.

Jacob remains active on projects in the Northeast, where he manages some of Starr Whitehouse's most ambitious public open spaces. These include St. Mary's Park in the Bronx, the reconstruction of the FDR Drive Promenade at Carl Schurz Park in Manhattan, and public open spaces for The Durst Organization's new mixed-use developments at Queens Plaza Park in Queens and along the Delaware Waterfront in Philadelphia. He is also lead designer for the NYC Economic Development Corporation's reconstruction of the Brooklyn Bridge Esplanade, a linear park and multi-use urban trail that weaves its way under, over, and through a complex network of transportation and utility infrastructure.

Representative Projects

Roswell RiverParks, Roswell, GA
Green Infrastructure Challenge: MLK Living Lab, Atlanta, GA
Green Infrastructure Challenge: Continental Colony, Atlanta, GA
Vine Street Development & Park, Philadelphia, PA
St. Mary's Anchor Park Master Plan and Reconstruction, Bronx, NY
FDR Drive Promenade Rehabilitation, New York, NY
Brooklyn Bridge Esplanade, New York, NY
New Rochelle Transit-Oriented Development, New Rochelle, NY
Queens Plaza Park Development & Park, Queens, NY
Greenpoint Terminal Market Master Plan and Development, Brooklyn, NY
Covington Town Center Development, Covington, GA
Amy Erwin Memorial Garden, Candler Park, Atlanta, GA
NYPD 40th Precinct Station House, Bronx, NY
St. Barnabas Hospital Annex, Bronx, NY
Equinox Hudson Yards Development, New York, NY
Atlantic Chestnut Affordable Housing, Brooklyn, NY
Lexington Gardens Affordable Housing, New York, NY
Duane Street Co-op Amenity Terrace, New York, NY
East 149th Street Development, Bronx, NY



STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Master in Architecture, Harvard University
Graduate School of Design, 2017

Master in Urban Planning, Harvard
University Graduate School of Design,
2006

Bachelor of Arts, Bard College, 2001

Awards

Urban Resilience Award, USAID

SEED Award, Design Corps

Social Impact Design Award, AIA SF

Urban Design Merit Award, AIA NY

Merit Award, ASLA NY

Presidential Public Service Fellowship,
Harvard University

Graduate Student Leadership Institute
Fellowship, Harvard University

Community Service Fellowship, Harvard
University GSD

Award for Academic Excellence, Harvard
University GSD

John Bard Scholarship, Bard College

Publications

"East Harlem Gets Ready," Urban
Omnibus, 2019

"A Tropicalist Turn: Housing in Dhaka,"
Fabrications: Journal of the Society of
Architectural Historians, Australia and
New Zealand, 2017

"Catalytic Currents," Architecture and
Waste (book chapter), 2017

"Storytelling for Social and Environmental
Impact in Design," Public Interest
Design Practice Guidebook (book
chapter), 2016

"Indonesian Cities Moving Ahead," Journal
of Asian Urbanism, 2013

Speaking Engagements

Midwest Sustainability Summit

ULI / NYU Urban Lab FDR Technical
Advisory Panel

Park Pride Atlanta

Enterprise Community Partners Affordable
Housing Leadership Institute

American Planning Association National
Planning Conference

New York University

Wentworth Institute of Technology

U.S. Army War College

USAID Global Development Lab, Bangkok

Boston Society of Architects

The General Society of New York

BMW Guggenheim Lab

Structures for Inclusion 13

Public Interest Design Institute

Centre for Policy Research, Delhi

MICHAEL HAGGERTY, AICP, Assoc. AIA

Principal-in-Charge of Planning

Professional Experience

Michael Haggerty is a Senior Associate at Starr Whitehouse Landscape Architects and Planners where he leads design and planning projects related to parks, housing, waterfronts, and resilience. Recent work includes *A Vision for a Resilient East Harlem*, a climate resilience plan for two miles of waterfront areas in upper Manhattan, certain recommendations of which are currently being implemented by NYC EDC with Michael's involvement; a community vision for Carroll Park in Brooklyn, NY; public realm design for affordable housing developments in Brooklyn and the Bronx, NY; a commercial landscape in São Paulo, Brazil; and a downtown public space for transit-oriented development in New Rochelle, NY.

Michael began his career with the public art organization Creative Time in New York, and subsequently earned professional degrees in architecture and urban planning at Harvard University Graduate School of Design. Michael has also worked internationally across several countries in Asia and Africa. His work on participatory design in communities impacted by climate change in Indonesia, in particular, has been widely recognized by the U.S. Agency for International Development, the SEED Award for Public Interest Design, and the American Institute of Architects San Francisco.

Representative Projects

Union Square Partnership Streetscape and Lighting Plan, New York, NY

Marsha P Johnson State Park Community Engagement and Schematic Design,
Brooklyn, NY

Manhattan Greenway Harlem River, New York, NY

A Vision for a Resilient East Harlem, New York, NY

New Rochelle Transit-Oriented Development, New Rochelle, NY

Luna Corporate Plaza and Marketplace, São Paulo, Brazil

Carroll Park Community Vision Plan, Brooklyn, NY

Bedford Green House Courtyard, Bronx, NY

Re-envisioning Branch Libraries, New York, NY*

Newark Master Plan Revision, Newark, NJ – Urban design and neighborhoods
element and land use map revision for Newark's first master plan in 50 years.*

Harlem River Promenade, Bronx, NY*

Future of the Gardiner Expressway Environmental Assessment and Integrated
Urban Design Study, Toronto, Canada*

Bard College Campus Framework, Annandale-on-Hudson, NY*

NYU Plans 2031 Phase 1, New York, NY*

Unified New Orleans Recovery Plan, New Orleans, LA*

Padang Housing and Vulnerability Assessment, Padang, Indonesia*

Ger Area Disaster Risk Reduction and Community Action Plan, Ulaanbaator,
Mongolia*

Global Program for Inclusive Municipal Governance, Luanda, Angola*

Cities Development Strategies (CDS), Solo, Pekalongan, and Banjarmasin,
Indonesia*

**Work completed prior to joining
Starr Whitehouse.*

Started with Firm

2016

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Master in Architecture and Urban Design,
Columbia University, 1983
Bachelor in Landscape Architecture,
City College of New York, 1982
Bachelor in English and American
Literature and Language, Harvard
University, 1976

Registration

Landscape Architecture, New York,
Connecticut, New Jersey
LEED AP

Professional Organizations/Affiliations

American Society of Landscape Architects
American Institute of Certified Planners
American Planning Association
Urban Land Institute

Awards

WEDG Certification, Metropolitan
Waterfront Alliance, Starlight Park, 2017
Merit Award, ASLA NY, Compass
Residences, 2016
APA National Planning Excellence Award,
Big U, 2015
William H. White Award, APA Metro
Chapter, Rebuild by Design: the Big U,
2014
Merit Award, ASLA NY, Design the Edge:
Hallets Cove, 2014
Merit Award, ASLA NY, Harlem River
Promenade, 2014
Honor Award, ASLA NY, Bushwick Inlet
Park, 2013
Platinum Award, American Council of
Engineering Companies, Brooklyn
Queens Expressway Enhancement, 2012
Silver Award, American Council of
Engineering Companies, Water Street: A
New Approach, 2012
"Excellence in Design", The Public Design
Commission Award for Bushwick Inlet
Park, 2009
Urban Design and Project Merit Award,
NY AIA for Hudson RISE, 2008
"Excellence on the Waterfront," Waterfront
Center Annual Award for East River
Esplanade Park, 1995

Contact

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sw@starrwhitehouse.com

Started with Firm

2006

STEPHEN WHITEHOUSE, ASLA, AICP, LEED AP

Project Advisor

Professional Experience

Stephen is a landscape architect and urban planner whose diverse pursuits share a concern for the environmental quality and social vitality of places. He formerly served as Chief of Planning for the New York City Department of Parks & Recreation, where he managed the expansion of the USTA National Tennis Center in Flushing Meadows and launched the City's Greenway system. Since co-founding Starr Whitehouse with Laura Starr, he has worked with public and private clients to create dynamic urban districts and engaging landscapes that connect people to nature.

Rather than focusing on a single aspect of the work, he's always been most fascinated by the juncture points. "Natural systems, patterns of settlement, infrastructure – seeing all these come together to make a place is interesting to me, not just as abstract concepts," he says, "but in terms of seeing good results at the end." He describes his role in terms of junctures as well. "I'm the translator," he says. "I serve as the mediator between the specialists and the public. I like communicating with people, and seeing things shaped by the creative interactions of people and institutions."

Representative Projects

Freshkills South Park, Staten Island, NY
Roswell Riverparks, Roswell, GA
Brooklyn Bridge Esplanade, New York, NY
Harlem Greenway Link, New York, NY
Rebuild by Design: The Big U, New York, NY
Bushwick Inlet Park, Brooklyn, NY
Compass Residences Affordable Housing, Bronx, NY
Hoboken Southwest Park, Hoboken, NJ
Greenpoint Terminal Market Master Plan, Brooklyn, NY
Harlem River Greenway Link, New York, NY
Rodman's Neck NYPD Training Facility, Bronx, NY
Water Street: A New Approach, New York, NY
Brooklyn Queens Expressway Enhancement, Brooklyn, NY
Mayors Special Initiative for Rebuilding and Resiliency, Staten Island and
Manhattan, NY
Gowanus Green, Brooklyn, NY
Flatiron/23rd Street Partnership Streetscape Master Plan, New York, NY
East 4th Street Cultural District Streetscape Master Plan, New York, NY
NYC Dept. of Environmental Protection, Long Term Control Plan for CSO's
Design the Edge: Hallets Cove
Times Square Alliance Study
Governors Island Park Planning and Design, New York Harbor
Governors Island Alliance
Bayville, Long Island, Town Center Plan
Starlight Park Bronx River House, Bronx, NY
Duarte Square Schematic Design for Trinity Real Estate, New York, NY
As Chief of Planning for NYC Parks, oversaw expansion of the USTA National
Tennis Center, NYC Greenway Implementation, and open space mitigation
for major development projects such as Riverside South and Queens West



STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Master of Science in Urban Design,
Georgia Institute of Technology,
anticipated graduation date of
December 2021

Bachelor of Landscape Architecture,
University of Georgia, 2003

Registration

Landscape Architecture, GA and NC

Professional Organizations

Urban Land Institute

American Society of Landscape Architects

Honors and Awards

ULI Atlanta Center for Leadership, Class
of 2019

Board Member and President, UGA CE+D
Alumni Association 2017-2018

Atlanta Regional Commission New Voices
Committee, 2015-2016

ASLA Florida Chapter Community Service
Award, 2005, 2007-2008

Started with Firm

2020

JENNIE LYNN RUDDER, RLA

Landscape Project Manager

Professional Experience

Jennie Lynn Rudder is a registered landscape architect in Starr Whitehouse's Atlanta studio. She relishes the challenge and energy of interdisciplinary project teams, and brings more than a decade of experience leading a variety of complex projects—from intensive on-structure spaces, to public urban infill, to high-quality mixed income housing. In all these projects, the common thread is a collaborative approach that unites landscape design with stakeholder desires, the vision of allied disciplines, green infrastructure, and urban forms.

In addition to her work at Starr Whitehouse, Jennie Lynn is a candidate for Master of Science in Urban Design at the Georgia Institute of Technology. Her interest in large-scale urban districts has led her to advanced study of Urban Design, broadening and deepening her landscape architecture practice.

Representative Projects

Roswell River Parks, Roswell, GA

The Cove at Covington Town Center, Covington, GA

Grady Center for Advanced Surgical Services, Atlanta, GA*

Midtown Union Residential Tower, Atlanta, GA*

Gardenside at The Villages of East Lake, Atlanta, GA*

Novel Old Fourth Ward, Atlanta, GA*

Broadstone Junction, Norcross, GA*

Novel LoSo Station, Charlotte, NC*

Mandolin, Franklin, TN*

The Vecina, San Antonio, TX*

AMLI Arts Center, Atlanta, GA*

Alexan City View, Atlanta, GA*

Park83, Roswell, GA*

Downtown Dublin Streetscape, Dublin, GA*

The Park at SouthWood, Tallahassee, FL*

The Preserve at Henderson Beach, Destin, FL*



*Work completed prior to joining Starr
Whitehouse.*

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Master of Urban & Environmental
Planning, Urban Design Certificate,
University of Virginia, School of
Architecture

Bachelor of Arts, Social Thought and
Political Economy & International
Relations, *Cum Laude*, University of
Massachusetts, Amherst

Volunteering

Native Plant Trust's Plant Conservation
Volunteer (PCV): MA, 2020 - Present
Boston Public School Academic Mentor:
Boston, MA, 2020- Present
Esplanade Friends Council: Boston, MA,
2018- Present

Engineers Without Borders: 2017-2018
New Orleans Water Collaborative:
Raingarden Design Build
(Co-organizer), New Orleans, LA, 2017
KaBOOM! Design Build Playground
Internship, San Francisco, CA Summer
2015

The Battery Conservancy, Farm
Apprenticeship, New York, NY, 2013
Brooklyn Grange Rooftop Farm
Internship, New York, NY, 2013

Started with Firm
2021



ELIZABETH VAN DER ELS

Planning Project Manager

Professional Experience

Elizabeth joined Starr Whitehouse in 2021 as an urban planner with a background in community development, transportation, and resiliency. Prior to Starr Whitehouse, Elizabeth worked in the private, public, and non-profit sectors. Her work included managing and collaborating on large-scale community engagement efforts, waterfront development projects, climate action plans, and city master plans in urban contexts like New Orleans, Boston, and Houston.

In her free time, Elizabeth has been active in green infrastructure community design builds, youth education programs about design, and urban gardening initiatives. Elizabeth is currently conducting research with the National Cooperative Highway Research Program (NCHRP) spearheaded by the National Academies of Sciences, Engineering, and Medicine and Transportation Research Board (TRB). The objective of the research panel, "Incorporating Resilience Concepts and Strategies in Transportation Planning" is to develop a guidebook on how state DOTs and other transportation agencies can integrate resilience concepts into transportation planning efforts at all scales of application.

Elizabeth holds a Master's of Urban and Environmental Planning with a certificate in Urban Design from the University of Virginia and an interdisciplinary undergraduate degree in Social Thought and Political Economy at the University of Massachusetts Amherst and an International Relations Certificate.

Representative Projects

Union Square Partnership Streetscape and Lighting Plan, New York, NY
Nissequogue River State Park Master Plan, Kings Park, NY
Southwest "Resiliency" Park Expansion, Hoboken, NJ
Salem Municipal Harbor Plan, Salem, MA*
Beverly and Salem: Resilient Together Climate Action & Resilience Plan, Beverly and Salem, MA*
Imagine Nashua Master Plan Nashua, NH*
Little Walnut Creek Greenbelt Community Master Plan, Austin, TX*
Stewart Beach Park Pavilion Galveston, TX*
Oak Park Stormwater Management New Orleans, LA*
Connecting Our City and Our Coast: Framework for City Action on Coastal Resilience New Orleans, LA*
Zilker Botanical Garden Master Plan Austin, TX*
Healthy Parks Plan Travis, Bastrop, Caldwell, TX*
Little Walnut Creek Greenbelt Community Master Plan, Austin, TX*
Complete Streets Workshop New Orleans, LA*
Westchase Livable Center Study Houston, TX*
Homewood Comprehensive Community Plan, Pittsburgh, PA*

* Work completed prior to joining Starr
Whitehouse

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

Education

Master in Architecture and Urban Design,
Columbia University, 2017

Bachelor in Landscape Architecture,
Cum Laude, Cornell University, 2013

Registration

Landscape Architecture, NY

Awards

Lucille Smyser Lowenfish Memorial Prize,
2017

ASLA Award of Honor, 2013

Graduation with Distinction in Research,
2013

Newsday Scholar Artist Award, 2009

Leadership Activities

ALSA PPN SDD Chair, 2018-19

ASLA PPN SDD Committee Member,
2016-17

GSAPP Student Council UD
Representative, 2016-17

Faculty Hiring Committee Student
Representative, 2012-13

Thirst Project at Cornell President and
Founder, 2011-13

Contact

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kreardon@starrwhitehouse.com

Started with Firm

2017

KRISTEN REARDON, RLA

Project Landscape Architect

Professional Experience

With a background in architecture, landscape architecture, and urban design, Kristen is passionate about exploring the intersection between landscapes and urban environments. With a focus on designing resilient urban spaces, her work is informed by extensive risk analysis, particularly within our changing climate. As Associate at Starr Whitehouse, Kristen manages a diverse array of projects across all scales, from public open spaces to residential terraces. She believes that successful designs are ones that address the human design scale and encourage community participation. Her recent work includes the design for a 35-acre nature preserve in Arverne East, Queens; the transformation of an existing parking lot into a resilient maritime dunescape ecology with educational exhibits at the Jones Beach Energy and Nature Center; and several amenity terraces at residential buildings across New York. She has seven years of experience and received a Master of Science in Architecture and Urban Design from Columbia University.

Representative Projects

Southwest "Resiliency" Park Expansion, Hoboken, NJ

Arverne East Nature Preserve, Queens, NY

Halletts Point Waterfront Development, Queens, NY

Jones Beach Energy and Nature Center, Jones Beach, NY

Jones Beach West Games, Jones Beach, NY

Halletts Point 7, Queens, NY

Lecount Place High Rise, New Rochelle, NY

Elmont Road Park, Hempstead, NY

East Harlem Resiliency Study, New York, NY

Harlem River Greenway Link, New York, NY

Hudson North Bay Connector, Hudson, NY

25 Park Row, New York, NY

Equinox Hudson Yards Development Roof Tops, New York, NY

Empire State Trail Manhattan Gateways, New York, NY

USTA National Tennis Center, Queens, NY*

White Plains Hospital, White Plains, NY*

Shenyang Senior Living Development, Shenyang, China*



*Work completed prior to joining
Starr Whitehouse.

Matthew Littell LEED AP
Principal-in-Charge

Matthew Littell is one of the founding principals of Utile. Through his work in the firm's architecture, planning, and early phase development projects, he has gained an expertise in building and zoning codes and the regulatory process specifically as they relate to urban design, housing and land use.

Matthew served as Utile's principal-in-charge for Imagine Boston 2030, the city's first comprehensive plan in 50 years. He has directed many of the firm's early phase planning and urban design projects, including the Downtown Boston Waterfront Municipal Harbor Plan, as well as the design guidelines and zoning for the Rose Kennedy Greenway District. He has led planning efforts in several Massachusetts Gateway cities, including Holyoke, Revere and Chelsea, MA, and has just completed a plan for Boston's first Flood Resilience Guidelines and Zoning Overlay. He is currently the firm's principal-in-charge for citywide rezoning efforts in Atlanta and Detroit.

Matthew teaches a course on contemporary urban design issues at Boston College. He earned his M.Arch. from Harvard's Graduate School of Design in 1997, where he received the Boston Society of Architects' James Templeton Kelly award for the best final design project, as well as the Clifford Wong prize for outstanding design in housing.

Matthew has been with Utile for eighteen years.

utile

**Education**

Harvard University Graduate School,
Master of Architecture, 1997

Columbia College, Bachelor of Arts in
Religion, 1989

Affiliations

Northeastern University Department
of Architecture, Lecturer in Computer
Aided Design, Graduate Thesis Studio

Selected Projects

Atlanta Rezoning, Atlanta, GA—for
the City of Atlanta with TSW

Boston Flood Resiliency Zoning
Overlay District & Resiliency Design
Guidelines, Boston, MA—for the City
of Boston

Imagine Boston 2030, Boston, MA—
The City of Boston's first citywide
master plan in 50 years

Downtown Boston Waterfront
Planning Initiative, Boston, MA—for
the City of Boston

Buffalo Bayou East Master Plan,
Houston, TX—with MVVA and HR&A
for the Buffalo Bayou Partnership

Portland Housing Authority Master
Planning, Portland, ME

Climate Ready Boston: Coastal
Resilience Solutions for Dorchester,
Dorchester, MA—with SCAPE for the
City of Boston

Salem Municipal Harbor Plan Update,
Salem, MA—Ongoing update for the
City of Salem

Lynn Waterfront Master Plan, Lynn,
MA—for the City of Lynn

Chelsea Creek Municipal Harbor
Plan, Chelsea, MA—for the City of
Chelsea

Dorothea Dix Park Master Planning,
Raleigh, NC—with MVVA

Lower Roxbury Housing Analysis,
Roxbury, MA—for The American City
Coalition (TACC)

Greenway District Planning Study,
Boston, MA—for the City of Boston

Stuart Street Planning Study, Boston,
MA—Comprehensive planning study
and zoning update

Long Beach Corridor Vision Plan,
CA—in collaboration with RSAUD

East Anaheim Street Corridor Study,
Long Beach, CA—in collaboration
with RSAUD

Chelsea Soldiers' Home Campus
Redevelopment Master Plan, Chelsea,
MA

Frontage Road Municipal Operations,
Boston, MA—for the City of Boston

88 Hudson Street Condominiums,
Boston, MA—51 units of affordable
housing for Asian CDC

One Beach, Revere, MA—39 units
of affordable senior housing for The
Neighborhood Developers

The Mastlight, South Weymouth,
MA—265-unit mixed-use develop-
ment on a former naval air station

MetroMark Apartments, Boston,
MA—283 units for The Brennan
Group & John M. Corcoran Company

Spencer Green, Chelsea, MA—48
units of affordable housing for The
Neighborhood Developers

Upper Washington, Dorchester, MA—
Mixed-Use development for VietAID

242 Spencer Avenue, Chelsea, MA—34
units of affordable housing for The
Neighborhood Developers

Lyman Terrace Redevelopment
Studies, Holyoke, MA—for
MassDevelopment

Jessy Yang
Project Manager

Jessy grew up in Alief, Houston, a neighborhood just west of Sharpstown and the beltway. Since joining Utile in 2018 as an architectural and urban designer, he has led several neighborhood-scale projects, including the Tyler Street Housing Plan in Pittsfield, MA for MassDevelopment, which proposed proforma-ready small-scale housing prototypes for the area's vacant lots, and the Littleton Common Revitalization Plan in Littleton, MA, which implemented a form-based code to promote a mixed-use, walkable town center. Additionally, Jessy has experience with architectural test-fits, streetscape designs, flood resiliency design guidelines, and other urban projects that foreground the public realm.

Jessy received his Bachelor of Architecture from Rice University and Master of Architecture in Urban Design with distinction from the Harvard University Graduate School of Design, where he was the recipient of the Award for Outstanding Leadership in Urban Design. Prior to Utile, Jessy has worked at Asakura Robinson Company, Page Southerland Page, Machado Silvetti, and CAZA Architects. In addition to professional practice, Jessy has taught design studios at the University of Houston, Boston Architectural College, and Boston College.

Jessy has been with Utile for three years.

utile



Education

Harvard University Graduate School of Design, Master of Architecture in Urban Design

Rice University School of Architecture, Bachelor of Architecture, with honors

Rice University School of Architecture, Bachelor of Arts in Architecture, Magna cum laude, Phi Beta Kappa

Selected Projects

Littleton Common Revitalization & Form-based Zoning, Littleton, MA

Boston Flood Resiliency Zoning Overlay District & Resiliency Design Guidelines, Boston, MA

Tyler Street Housing Plan, Pittsfield, MA—for MassDevelopment

Vision Haverhill 2035 Citywide Master Plan, Haverhill, MA

Dorothea Dix Park Master Planning, Raleigh, NC—with MVVA

Shirley Ave. Streetscape Design, Revere, MA—for the City of Revere

Frontage Road Municipal Operations Planning, Boston, MA

Tech Client Data Center Workspace Prototype, Nationwide

Education

Massachusetts Institute of Technology, Masters in Architecture

Universidad De Los Andes, Bachelor of Science in Industrial Engineering

Selected Projects

Atlanta Rezoning, Atlanta, GA—for the City of Atlanta with TSW

Sweetser Circle Study, Everett, MA—with Howard Stein Hudson for the City of Everett

Salem Municipal Harbor Plan Update, Salem, MA—Update for the City of Salem

Valparaiso City Development Plan, Valparaiso, Chile—Advisor for the Planning Office of Valparaiso, *prior to joining Utile*

Community Integration Corridor, Bogota, Colombia—urban acupuncture project for Fundacion Grupo Social, *prior to joining Utile*

Rio 4.0 Smart City, Rionegro, Colombia—interdisciplinary consulting team for local government, *prior to joining Utile*

Village Loop, Chitrad, Gujarat, India—integrative urban design and water management for Aga Khan Agency for Habitat, *prior to joining Utile*



Andrea Baena Urban Designer

utile

Andrea Baena joined Utile in 2020 as an architectural and urban designer. She has worked extensively at the crossroads of urbanism, business strategy and design research. Andrea has applied her design work across numerous contexts: Colombia, Spain, India, Mexico, France, Brazil, Italy, United States and Chile. Contextual sensibility and stakeholder engagement have always been on the foreground of her work.

Andrea is engaged in open public debate at AlCentro Think Tank, where she is Housing and Territory Director. She is also currently teaching the System Dynamics Course within the Master in Strategic Architectural Management at Universidad de los Andes. Prior to joining Utile, she worked as Innovation and Development Director at Contexto Urbano, the largest architecture and urban design firm in Colombia, leading diverse teams in the development of actionable innovation.

Andrea was born in Bogotá, Colombia and holds a cum laude BS in Industrial Engineering from Universidad de los Andes. She obtained a Master of Architecture from MIT, where she served as co-chair of Latinx, a student-led initiative connecting with research and practice in Latin America, and received an award for her thesis focused on designing the urban edge bordering the Virgen Swamp in Cartagena, Colombia.

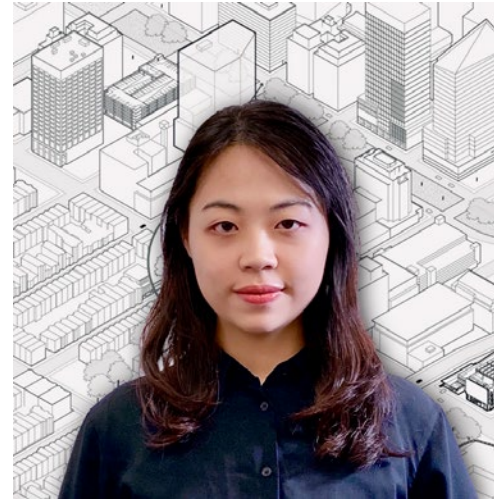
Andrea has been with Utile for one year.

Xiaoran Zhang Urban Designer

Xiaoran joined Utile in 2021 as an urban designer. She earned her Master of Urban Design from Carnegie Mellon University School of Architecture, and her Bachelor of Engineering in Urban and Rural Planning from Nanjing Tech University in China. Xiaoran explores shaping urban environment in various scales, from community placemaking to city and district sustainable guidelines. As a George W. Anderson, Jr. Award recipient from Carnegie Mellon University School of Architecture, she dived deep into her thesis on cooperative-based community system innovation with a focus on co-housing and public space typology research. Prior to joining Utile, Xiaoran worked closely with communities, and was working as an intern at Squirrel Hill Urban Coalition in Pittsburgh to assist community-based development in practice.

Born and raised in a community with affluent local culture from Xuzhou, China, Xiaoran has a deep-rooted understanding of community engagement and local culture conservation. Powered by interest, Xiaoran is a trained permaculture designer with an interest in volunteering in community gardens and farms.

Xiaoran has been with Utile for less than one year.



Education

Carnegie Mellon University School of Architecture, Master of Urban Design

Nanjing Tech University, Bachelor of Engineering in Urban and Rural Planning

Selected Projects

I-195 Redevelopment District On-call Test-fits, Providence, RI—for the I-195 Redevelopment District Commission

Strip District Sustainable Community Strategy, Pittsburgh, PA—Stakeholder engagement and baseline assessment for 3R Sustainability (*while with Squirrel Hill Urban Coalition in Pittsburgh, PA*)

From Saturday Market to Neighborhood Center, Pittsburgh, PA—Mixed-use complex design for Bloomfield Development Corporation (*while with Squirrel Hill Urban Coalition in Pittsburgh, PA*)

CoVillage, Kansas City, MO —East Village redevelopment design proposal for the ULI Hines Student Competition (*with a team at Carnegie Mellon University*)

utile

Sherry Okun-Rudnak
Principal, BAE



Education

Master of Arts,
Economics, California
State University,
Sacramento

Bachelor of Arts,
Economics, Georgia
State University

Affiliations

American Planning
Association

University of Southern
California

Urban Land Institute

US Green Building
Council, LEED AP

Years with BAE

8

Professional Experience

Sherry Okun-Rudnak leads projects across BAE offices. She specializes in providing practical real estate development advisory services, economic development support, market studies, financial feasibility analyses, and economic impacts analyses to BAE's clients.

Sherry is leading BAE's assignments in providing market and housing services to the cities of Woodstock, Villa Rica, and Winder, GA as part of their downtown master plans. As part of this assignment, she is evaluating market conditions and housing needs, as well as identifying opportunities for placemaking and catalytic development.

Sherry recently led an Equitable TOD analysis for the Metropolitan Atlanta Rapid Transit Authority (MARTA), in Atlanta, GA. MARTA is planning to develop a new transit line. As part of this effort, Sherry conducted a market analysis and prepared development feasibility testing to promote development policies that minimize displacement of existing residents and support local job creation.

She also recently assisted the City of Long Beach on negotiating its P3 Civic Center including a new City Hall, Port Headquarters, Main Library, Lincoln Park, and new private development. She is currently assisting LA County with negotiating with private developers to deliver a new DPSS office in the Downtown LA Arts District.

Sherry has lectured on real estate market analysis for the ULI Real Estate School, and is an Adjunct Instructor for the University of Southern California's Sol Price School of Policy Studies. She relocated to her hometown of Atlanta, GA in early 2020.

**MARTA I-20 East Expansion
Equitable TOD Study**

Atlanta, GA

Market Analysis
Demand Projections
Feasibility Testing
Economic Development
Strategy
Equity Assessment and
Strategy

**South Fulton Economic
Development Strategy**

South Fulton, GA

Market Analysis
Economic Development
Strategy

**Downtown Woodstock/Hwy
92 LCI**

Woodstock, GA

Market Analysis
Opportunity Site Analysis

New York City M1 Hotel

New York, NY

Market Analysis
Demand Projections

Alexandria Route 1 Analysis

Alexandria, VA

Market Analysis
Feasibility Testing

**Charlotte TOD Density Bonus
Program Analysis**

Charlotte, NC

Financial Feasibility Testing
Policy Development Assistance

LA County DPSS P3

Los Angeles, CA

Feasibility Analysis
RFQ/P Development
Developer Evaluations
Negotiation Support

Long Beach Civic Center P3

Long Beach, CA

Market Analysis
Land Valuation
Feasibility Analysis

Mary Burkholder,
MCP, MPH
Associate Principal



Education

Master of Community
Planning, University of
Maryland

Master of Public Health,
University of Maryland

Affiliations

Urban Land Institute

International Economic
Development Council

American Public Health
Association

Years with BAE

4

Professional Experience

Mary is an expert in economic development, transit-oriented development, and public finance. She brings over 20 years of experience working as a consultant, and for organizations in the public and non-profit sectors. She is Associate Principal of BAE's Washington, DC office.

Mary is a hands-on leader and advisor, with a broad portfolio of project experience that includes: preparing a market analysis and redevelopment plan for Chesapeake Redevelopment and Housing Authority's properties; developing and managing the Arundel Community Reinvestment program for funding of community and economic development in Anne Arundel County's revitalization areas: preparing economic development strategies for South Fulton, GA; Baltimore, MD, Smithsburg, MD, Wilmington, NC and York County, PA. She is also an expert in collecting and analyzing public health data from U.S. Department of Health and Human Services, the Centers for Disease Control and the Robert Wood Johnson Foundation.

Prior to joining BAE, Mary served in leadership roles in economic and community development including Senior Vice President of the Anne Arundel Economic Development Corporation, Senior Vice President of Housing and Economic Development for the Local Initiatives Support Corporation (LISC), and Assistant Secretary, Business Development for the Maryland Department of Business and Economic Development.

Mary serves on the Maryland Economic Development Association Past Presidents Council and the Anne Arundel County Food Bank Board of Directors. She is a member of the Urban Land Institute, the International Economic Development Council, and the American Public Health Association.

Alexandria Route 1 South Economic Analysis

Alexandria, VA
Financial Feasibility Analysis
Market Opportunity
Evaluation

Wilmington Economic Development Strategy

Wilmington, NC
Comprehensive Strategy
Industry cluster analysis
focused on tourism, port,
pharmaceutical sectors

Amazon HQ2 Economic Impact Analysis

Washington, DC
Economic Impact Analysis
Market Analysis
Tech Ecosystem Analysis

South Fulton Economic Development Strategic Plan

South Fulton, GA
Market Analysis
Community Engagement
SWOT Analysis
Strategic Plan

South Baltimore Economic Analysis

Baltimore, MD
Market Analysis
Redevelopment Analysis
Economic Development Plan

Smithsburg Economic Development Strategy

Smithsburg, MD
Market Study
Community Engagement
Economic Development
Plan

Bilal Ali, MCP
Sr Associate, BAE



Education

Master of Community Planning, University of Maryland

Bachelor of Arts, Political Science, Minor in Mathematics, University of Rochester

Years with BAE

2

Professional Experience

Bilal, who joined BAE in November 2019, has expertise in economic development, fiscal impact analysis, and quantitative research methods. He is a Senior Associate in BAE's Washington, DC office. Since joining BAE he has helped to prepare a financing study for a park in Staten Island, a housing market analysis for Bristol, Virginia, market and fiscal analyses for Annapolis, MD Comprehensive Plan, and an economic development strategic plan for South Fulton, Georgia. Prior to joining BAE, Bilal worked as an analyst for a consulting firm in the Washington area that specializes in fiscal impact analysis, impact fee studies, and infrastructure financing reports.

Bilal has strong research and analytical skills. He is adept in using ArcGIS and SPSS for research and analysis.

Earlier in his career, Bilal worked for the Senate Democratic Policy and Communications Center at the United State Senate. As Deputy Regional Press Secretary, he wrote press releases, talking points, social media content, and summaries for caucus policy initiatives.

As a graduate student, he was part of a student team that developed a "A Framework for Preservation and Growth in Creswell" (Harford County, MD), conducting the fiscal impact analysis for the study. The study has been awarded Best Student Project by the Maryland APA, was runner-up for Best Student Project by the National APA and won the Maryland Sustainable Growth Commission's 'Sustainable Growth Challenge

MARTA Hub Market Analysis

DeKalb County, GA
Market Analysis
Land-to-Improvement Ratio Analysis

South Fulton Economic Development Strategic Plan

South Fulton, GA
Market Analysis;
Economic Development Plan

Downtown/Hwy 92 LCI

Woodstock, GA
Market Analysis
Housing Analysis

Staten Island Skyway Financing Study

Staten Island, New York
Case Study Analysis
Financing Strategy

New York City Special Hotel Permit Study

New York, NY
Market Analysis
Demand Projections

Annapolis Comprehensive Plan

Annapolis, MD
Market Analysis
Fiscal Analysis

Bristol Redevelopment and Housing Authority Master Plan

Bristol, VA
Market Analysis
Financial Analysis

Center Street Market Study

Frostburg, MD
Economic Development Analysis
Market Analysis
Housing Analysis



Thomas Ziegler – Columbia Engineering Senior Engineer

Mr. Ziegler has 36 years of experience in providing engineering services for a variety of State, County, and Municipal transportation departments, and private sector clients throughout the southeast. His primary focus consists of transportation related projects which include traffic analysis, transportation planning, roadway design, bridge/structural design, construction phase services, lighting design, signal design, signal timing, and ITS elements. He has spent twenty-five years of increasing senior management positions leading Georgia, Florida, and Alabama focused transportation groups. He has developed and continues to maintain long-term relationships with key clients, teaming partners, contractors, and concessionaires throughout the Southeast. He is active in several professional organizations serving in many leadership roles including ACEC Transportation Forum Coordinator and Procurement Committee Member, Past President of the ASHE Georgia Section, and Chairman of the 2009 ASHE National Conference.

OFFICE ADDRESS

2862 Buford Highway
Suite 200
Duluth, GA 30096

YEARS OF EXPERIENCE

36 years total
1.5 years with Columbia

EDUCATION

- Master of Business Administration, University of North Carolina, 1989
- B.S. Civil Engineering, North Carolina State University, 1983

REGISTRATION

GA PE #022319

AFFILIATIONS

- American Road & Transportation Builders Association
- American Public Works Association
- American Society of Highway Engineers/
- Design-Build Institute of America
- Institute of Transportation Engineers/ Georgia Section

Relevant Experience

North Point Parkway LID Streetscape Enhancements and Complete Streets Upgrade Project, Alpharetta, GA. Project Manager. This approximate 1.5-mile project is located along North Point Parkway from Mansell Road to Haynes Bridge Road. This is a federally funded project which includes concept refinement through final design and is an implementation culminating more than twelve years of planning within the North Point LCI Activity Center. The project involves evaluating a road diet from six lanes to four lanes, with the additional space being used to create space for multimodal facilities including multi-use paths, and bioswale retention and treatment facilities. Key elements of this transformational project include Landscape Architecture and Planning; Stormwater Management Design; Traffic Engineering and Roadway Design; Database Development, Sue services; Geotechnical investigations and Environmental Services.

City of Macon, Little Richard Penniman Connector, Macon, GA. Project Manager. This project was for developing plans to provide a vital link between downtown Macon and Mercer University. This 3,400-foot project is located primarily on new alignment and included replacing a non-compliant bridge over Norfolk Southern RR. The project was developed using a Complete Street approach, including, but not limited to, a decorative streetscape, sidewalks/ multi-use trail, retaining walls, bicycle lanes, street/pedestrian lighting, closed storm drainage system, and accommodation for a future transit system.

City of Johns Creek, SR 120 Widening, Johns Creek, GA. Project Manager. This project was for the design and preparation of construction documents for the widening of 1.2 miles of SR 120/Kimball Bridge Road from State Bridge Road to Jones Bridge Road. The project scope included field surveys, database development, roadway design, utility coordination, public involvement, geotechnical investigations, environmental services, and preliminary plans. An extensive traffic analysis was performed to evaluate access management, alignment, and widening alternatives. In addition, this federally funded project underwent full NEPA processing and documentation.

Forsyth County Department of Transportation, SR 371 (Post Road) widening, Forsyth County, GA. Project Manager/Senior Engineer. This project was for widening SR 371 for approximately five miles from Sr 9 to Sr 20. The project scope included field surveys, database development, roadway design, utility coordination, public involvement, concept development, preliminary plans, environmental and geotechnical services. The project consisted of widening the existing rural two travel lanes to four lanes (with additional turning lanes), a typical 20-foot raised median, curb and gutter, closed and open drainage systems, a concrete sidewalk on the south side, and a 10-foot-wide multi-use trail on the north side. Horizontal and vertical cures have been designed to meet current design standards and to improve safety along this rapidly developing corridor. Retaining walls are included to reduce impacts to adjacent properties and utilities. Project development followed the GDOT PDP.



Randall W. Strunk, PE, CFM—Columbia Engineering Senior Engineer

Mr. Strunk has 15 years of experience in civil engineering in the areas of transportation, water resources, and utilities, 13 of which are with Columbia. He has worked on projects on the local, county, state and private levels, seeing many through from concept study to construction plans, construction specifications and construction oversight. He has worked as the project manager for several municipal public works projects, including leading several demand service contracts including for the City of Duluth, City of Sandy Springs, and Gwinnett County. He has built a reputation for providing innovative, cost-effective solutions for difficult projects with short deadlines. He has taught several classes on proper hydrodynamic modeling as well AutoCAD Civil 3D.

OFFICE ADDRESS

2862 Buford Highway
Suite 200
Duluth, GA 30096

YEARS OF EXPERIENCE:

15 years total
13 years with Columbia

EDUCATION

M.E. Civil Engineering
University of Louisville,
2007

B.S. Civil Engineering,
University of Louisville,
2007

REGISTRATION

Georgia PE #035712
North Carolina PE #050570
Tennessee PE #123293

AFFILIATIONS

- American Council of Engineering Companies (ACEC)
- American Society of Highway Engineers (ASHE)
- Georgia Association of Water Professionals (GAWP)
- Georgia Association of Floodplain Managers (GAFM)
- American Society of Floodplain Managers (ASFPM)
- Southeastern Stormwater Association (SESWA)
- Leadership Gwinnett Class of 2018

Relevant Experience

Tilly Mill Road @ Andover Drive Intersection Design, Dunwoody, GA. Project Manager. Mr. Strunk was in charge of design of intersection reconfiguration to add a pedestrian refuge and left turn lane along Tilly Mill Road. Project included utility coordination, roadway design, stormwater design, signing and marking design, and erosion control.

Roswell Road at Grogan Ferry Road Intersection Improvement and Access Control Project. Project Manager. Mr. Strunk was responsible for the design of the intersection improvement and access control project along the primary thoroughfare in the City in order to provide safety to the residences. The design modified a 14' flush median to a raised median throughout with a signalized intersection. The project was the first in the City to implement the Next Ten concept which aims to change the Roswell Road corridor to a boulevard feel. Access for businesses was limited due to the raised median leading to concerns from businesses. Mr. Strunk assisted the City with the public information open house to explain the need to the businesses and receive their feedback on the design and met with local property owners affected by the design. The project includes roadway design, drainage design, wall design, landscape design, erosion control design, utility coordination, and intersection design.

McIntosh Parkway, Newnan, GA. Project Manager. Mr. Strunk was in charge of 0.4 miles of existing roadway widening and reconstruction along with 1 mile of new location roadway construction. The design utilized two 11' lanes with curb and gutter and an arterial section with a 16' raised median, 4 -11' lanes, and curb and gutter to connect downtown Newnan with the Ashley Park shopping area. Project design included roundabout intersection at the crossing of McIntosh Parkway and Greison Trail. Project includes 8-foot concrete sidewalk and asphalt shared-use path. It also includes three new bridge culverts, utility coordination, a closed drainage system, intersection realignments, striping and signing, erosion control, and comprehensive monitoring plans. Project currently under construction.

Powers Ferry Road Roadway Improvements, Sandy Springs, GA. Construction Completed January 2015. Project Manager. Mr. Strunk was responsible for roadway improvements along Powers Ferry Road between Eppington Drive and Whitemere Court designed to eliminate the street flooding. A proposed profile and cross slopes were designed to drain the area properly to the existing and proposed drainage structures. The proposed storm pipe was designed to avoid the numerous existing utilities in the area including avoiding power poles, gas lines, water lines, and clay sewer lines.

Greensboro Streetscape SR 15/SR 44 FROM CS 819/WEST, PI No. 0016633. Project Manager. TAP project that includes a streetscape restoration along Broad Street in the Historic Downtown of the City of Greensboro. Mr. Strunk's responsibilities include project management, quality control, sidewalk/path design, concept report development, and drainage design.



Michael Crawford, PE—Columbia Engineering

Senior Engineer

Mr. Crawford has over 35 years of experience in a wide range of transportation planning and traffic engineering projects. He has served as project manager for transportation planning studies, traffic impact studies, conceptual roadway designs, travel time studies, signal designs, access plans, pavement marking plans and other planning and operations studies for public and private clients. In addition, he has provided expert testimony on the transportation aspects of various types of civil suits. Mr. Crawford has been involved in all aspects of transportation and land-use planning. His experience includes conceptual roadway design, conceptual site designs/land-use plans, Development of Regional Impact Analyses, local government comprehensive planning, impact fee development and independent assessment and traffic signal timing. These projects have spanned a broad range of planning and operations applications for major public and private clients. He also has extensive experience in the application of microcomputers for transportation engineering, including capacity analysis, signal system timing plan design and traffic flow simulation-programming modeling.

OFFICE ADDRESS

2862 Buford Highway
Suite 200
Duluth, GA 30096

EXPERIENCE

35 years total
1 year with Columbia

EDUCATION

B.S. Civil Engineering,
Georgia Institute of
Technology, 1986

REGISTRATIONS

GA PE #019633
FL PE #47232

Relevant Experience

North Point Parkway LID Streetscape Enhancements and Complete Streets Upgrade Project, Alpharetta, GA. Traffic Lead. This approximate 1.5-mile project is located along North Point Parkway from Mansell Road to Haynes Bridge Road. This is a federally funded project which includes concept refinement through final design and is an implementation culminating more than twelve years of planning within the North Point LCI Activity Center. The project involves evaluating a road diet from six lanes to four lanes, with the additional space being used to create space for multimodal facilities including multi-use paths, and bioswale retention and treatment facilities. Key elements of this transformational project include Landscape Architecture and Planning; Stormwater Management Design; Traffic Engineering and Roadway Design; Database Development, Sue services; Geotechnical investigations and Environmental Services.

Poncey Highlands, Midtown, and Candler Park Sidewalk Improvements, Atlanta, GA. Project Manager. This project required of locations, improvements, and implementation methods and schedules for approximately \$2 million of sidewalk and ADA improvements in the subject neighborhoods. Mr. Crawford worked with the City Council member representing each neighborhood, as well as community and civic leaders, to develop a program of improvements to meet ADA and mobility needs in each area. Once improvement types and locations were approved, Mr. Crawford also worked with the City's on-call contractor to implement all the improvements. This included permitting, tree permitting, public involvement, and construction oversight.

Martin Luther King Boulevard Complete Streets Project, Atlanta, GA. Project Manager. This project was for the final design and construction phase of the \$40 million MLK Boulevard Complete Streets project. The project length was approximately 7 miles, from Northside Drive to Fulton Industrial Boulevard. In the section closest to town, the corridor was converted from a 4-lane undivided roadway to a 2-lane roadway with a median and an exclusive, physically separated bicycle/pedestrian boulevard. The project also included a linear park, as well as connections to major parks, churches, neighborhoods, and historic areas. The project traversed the historic Atlanta University Area, and abutted Morris Brown College, Mozley Park, and Westview Cemetery. The project included extensive public involvement, and project adjustments to avoid unknown utilities and historic sites discovered during construction.

Boulevard South Corridor Study, Atlanta, GA. Project Manager. This project was a corridor study along Boulevard South from Woodward Ave to McDonough Boulevard. The project included alternatives analysis to add on-street bicycle lanes, provide intersection improvements and signal upgrades, and to provide access management and traffic calming features. The project traversed the Grant Park Historic District, and experienced significant bicycle pedestrian, local, and regional traffic. The project developed concepts for short- and long-term improvements to improve operations, provide additional intermodal capabilities, and to provide access management where applicable.

LICENSE DOCUMENTATION



October 17, 2017

Michael Haggerty, AICP
9 Laurel Street, Apt. 1
Cambridge, MA 02139

RE: AICP Certification Verification

Please accept this letter as confirmation that Michael Haggerty, AICP is a current member, in good standing, of the American Institute of Certified Planners (AICP), the professional institute of the American Planning Association (APA). The official details of the member's certification are:

AICP Certification Start Date: 1/7/2011

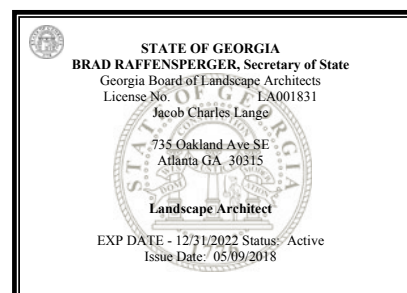
AICP Certification Number: 24896



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Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (404) 424-9966
www.sos.ga.gov/plb

Jacob Charles Lange
735 Oakland Ave SE
Atlanta GA 30315



LICENSE DOCUMENTATION

**The University of the State of New York
Education Department
Office of the Professions
REGISTRATION CERTIFICATE
Do not accept a copy of this certificate**

License Number: 002879-01

Certificate Number: 0854883UPD

REARDON KRISTEN ELIZABETH
80 BROAD STREET
SUITE 1700
NEW YORK NY 10004-0000

is registered to practice in New York State through 11/30/2022 as a(n)
LANDSCAPE ARCHITECT

LICENSEE/REGISTRANT

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EXECUTIVE SECRETARY

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COMMISSIONER OF EDUCATION
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DEPUTY COMMISSIONER
FOR THE PROFESSIONS

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GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

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Name	License #	Profession	License Type	Status	Address
Rudder, Virginia Lynn	LA001765	Landscape Architects	Landscape Architect	Active	Atlanta GA 30306
1					

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Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.ga.gov/plb.
Please refer to Board Rules for any continuing education requirements your profession may require.

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237 Coliseum Drive
Macon GA 31217
Phone: (404) 424-9966
www.sos.ga.gov/plb

Randall Wayne Strunk
4765 Spring Park Circle
Suwanee GA 30024

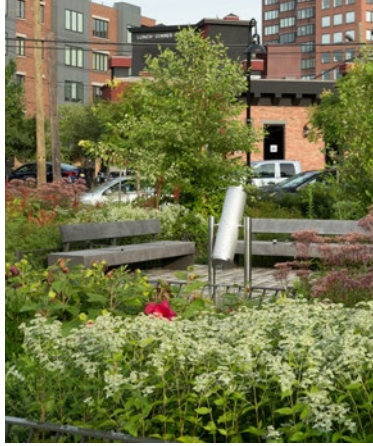


STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

BUILT LANDSCAPE: SOUTHWEST “RESILIENCY” PARK

The City of Hoboken
Hoboken, NJ



Southwest Park sets new standards for integrating urban public space with storm protection. In a chronically flooding lowland district, the park weaves social spaces over layers of flood infrastructure. Rain gardens, bioswales, and permeable pavement are the visible, teachable expression of the park's environmental mission, while subsurface chambers detain the 200,000-gallon ten-year storm. Community visioning sessions set every component of the park's program, including an open lawn and playful elements to engage children, a granite amphitheater and pedestrian mall, and a dog run for year-round social activation. Starr Whitehouse developed every component of the park's design, including visioning, grant applications, and management of the full design team. Proven in several large-scale storm events, Southwest Park is the first project in New Jersey and one of the earliest projects nationally to implement recommendations from Rebuild By Design. Simultaneously catalyzing civic life and protecting the neighborhood from flooding, the park provides a replicable model for more resilient urban communities.



Start Date:	2013
Completion Date:	Master plan 2014; Phase 1 2017; Phase 2 ongoing
Estimated Cost:	Phase 1: \$5 Million; Phase 2: TBD
Area:	1 acre
Product/Service Provided:	Planning, Engagement, Concept, Contract Documents, Construction
Client Contact:	Stephen Marks, Former Municipal Manager, City of Hoboken 201 -246-1418, smarks@kearnynj.org
Key staff:	Stephen Whitehouse, Michael Haggerty. Phase 2 Kristen Reardon Elizabeth van der Els, Phase 2

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

BUILT PLANNING: EMPIRE STATE TRAIL GATEWAYS

Hudson River Valley Greenway / NYS Office of Parks, Recreation & Historic
Preservation

Multiple Sites, New York State



Above, a map of the entire Empire State Trail system. The gateways link visitors to the greater trail system and reflect regional character. At center, the gateway in Buffalo allows visitors to reflect on the region's local character, landscapes, and diverse history.

In 2017, Starr Whitehouse teamed with C+G Partners and ALTA Planning + Design to create design guidelines for New York State's ambitious Empire State Trail system, a continuous 750-mile route spanning from the urban core of New York City north to Canada and west to Buffalo. Now, Starr Whitehouse has been retained with Bergmann as Engineer of Record to design and implement the first seven gateways for the new system. Located in Manhattan, Syracuse, Rochester, Lockport, Tonawanda, and Buffalo, each Gateway reflects the local character of its host community and provides New Yorkers with the opportunity to explore the state's iconic landscapes and diverse history. The Gateways also enhance access points to the trail, transforming them into vibrant social spaces with small gathering areas and amenities such as benches, restrooms, potable water, information kiosks, bike repair, and charging stations. Native plant palettes provide visual interest as well as habitat for local and migratory animal and insect life. Lauded by Gov. Cuomo, the Trail will protect native ecosystems and drive economic activity. Upon its completion, the corridor is now the longest multi-use state trail in the nation.



Completion Date:

2018–2019

Cost Per Site:

\$350,000

Product/Service Provided:

Planning, Landscape Architecture, Construction Administration

Client Contact:

Andy Beers Director, Empire State Trail

Hudson River Valley Greenway | Hudson River Valley National Heritage Area
(518) 473-847

Andy.Beers@hudsongreenway.ny.gov

Key Staff:

Stephen Whitehouse

Littleton Common Form-Based Code

Littleton, Massachusetts

Client

Town of Littleton

Type

Form-Based Code

Year/Status

2019-2020

Utile Team

Jessy Yang, Project Manager

Key Collaborators

Dan Bartman

Fort Point Associates

UMass Donohue Institute

Reference

Town of Littleton

37 Shattuck St.

Littleton, MA 01460

Maren A. Toohill, Town Planner

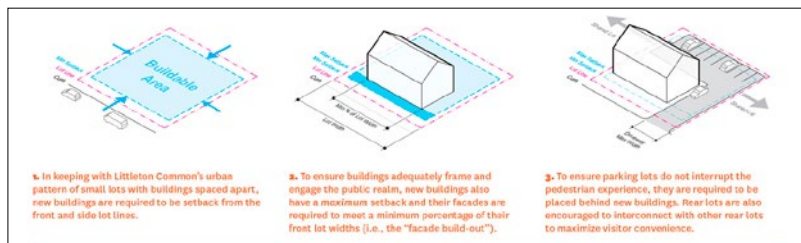
(978) 540-2425

mtoohill@littletonma.org

A direct outcome of the Littleton Common Revitalization project, Utile worked with planner and form-based code consultant Dan Bartman to conceptualize and write a Form-Based Code zoning document for the Littleton Common Village District. The Code would both meet the goals for the Common—to be walkable, mixed-use, and compact—and anchor its design and planning principles in the history and character of Littleton.

In short, the Code fosters predictable future developments by

establishing a framework that allows for a wide range of design freedom within a clear set of constraints. These design controls range from the urban scale of the lot to the material scale of building components and landscapes. Most notably, at the massing scale, buildings shall reference New England farmhouses in terms of height and assemblages, ensuring that they remain moderate in scale and yet capable of accommodating large floorplates necessary for contemporary uses.



Front Lot Building

On corner lots, up to 2 Front Lot Buildings are permitted. On interior or key lots, 1 Front Lot Building and up to 1 Back Lot Building is permitted.

Primary Massing		Secondary Massing		Use and Features		Permitted Building Components	
Width (max)	36 ft	Projection from side or Rear Wall (max)	18 ft or 50% of the largest primary massing, whichever is less	Ground Story Occupation	Commercial	Projecting Gable	Projecting Storefront
Depth (max)	64 ft	Roof Ridge Offset (min)	6 ft	Upper Story Occupation	Any	Side Wing	Rear Addition
Facade Build-out (min)	-	Building Separation	20 ft	Dwelling Units (max)	1 / 1.25 parking spaces	Corner Window	Cross Gable
Primary Front	60%	Distance from any other building (min)	-	Fenestration	-	Bay Window	Balcony
Secondary Front (Corner Lots)	50%			Ground Story (min)	50%		
				Upper Story (min/max)	15% / 50%		
Height		Building Separation		Permitted Frontage Types			
Story Height	-			Gallery			
Ground Story (min)	14 ft			Entry Plaza			
Second Story (min/max)	10 ft / 12 ft			Dining Patio			
Half Story	10 ft / 18 ft			Front Garden			
Number of Stories (max)	2.5 stories						
Building Height (max)	36 ft						



Above: Since the adoption of the Littleton Village Common Form-based Code, proponents of a comprehensive redevelopment on 289 Great Rd have been working to update the project to work with Utile's new form-based zoning codes. In contrast to the original proposal, buildings are now closer to the street, more parking is hidden at the rear of the site, and building frontage areas have many more public-facing amenities. (Architect: Maugel Architects)



utile

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

LOCAL PLANNING & DESIGN: ROSWELL RIVER PARKS

City of Roswell Department of Recreation, Parks, Historic and Cultural Affairs
Roswell, GA



Starr Whitehouse is excited to be leading the planning and design of a new multi-phase waterfront park for the city of Roswell, GA. Reclaiming an industrial site, the park will include an iconic community facility, a restored stream with step pools and constructed wetlands, a children's stormwater garden with interactive play elements that express the site's natural and industrial history, a restored riverbank with event lawn and food truck plaza, a kayak launch, a fitness loop, and a long-range forestry management plan. Together, these ecology and community-forward amenities will extend habitat and expand waterfront access along the Chattahoochee. The planning is currently occurring in collaboration with various local collaborators.

Left, a view of the Chattahoochee River from the site's diverse ecological riverbank. At center, a rendered view of the park's social nexus featuring an event lawn and food truck plaza with improved river access in the foreground, and a community building beyond.



Start Date:

2020

Completion Date:

May 2020 (Design), Construction ongoing

Product/Service Provided:

Master Planning, Landscape Architecture, Park Design, Project Management

Client Contact:

Jeffrey Leatherman, Director Recreation, Parks, Historic and Cultural Affairs

City of Roswell, Georgia

jleatherman@roswellgov.com

770.641.3705

Key staff:

Jacob Lange

Stephen Whitehouse

Jennie Lynn Rudder

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

LOCAL PLANNING & DESIGN: MLK LIVING LAB

City of Atlanta Department of Watershed Management
Atlanta, GA



Above, a plan of the site. Below, perspectival rendering with cubic feet of stormwater detained by green infrastructure systems.

A winning entry in Atlanta's Green Infrastructure Design Challenge, MLK Living Lab combines resilient, educational, and social strategies into a vibrant public space. The design centers on stormwater capture solutions that are legible and serve a pedagogical and economic function for students and local residents of this underserved community. Partnering with Spelman College and the West Atlanta Watershed Alliance (WAWA), Starr Whitehouse will integrate the site into existing educational and workforce training initiatives, such as classes in environmental science at Spelman, and vocational training at Atlanta CREW and the Green Infrastructure Resilience Institute. This strategy will not only posit the site as an education and economic engine for the community, it will also give the City access to maintenance support and performance metrics funded through existing community initiatives. Placing community involvement at the fore of the project, Starr Whitehouse will facilitate and implement feedback at every stage to ensure productive and ongoing use of the space, crafting protective elements that enhance the neighborhood that they defend.



Start Date:	2020
Completion Date:	December 2022
Estimated Cost:	\$900,000
Area:	.3 Acres
Product/Service Provided:	Planning, Community Participation, Concept Design, Contract Documents and Construction Administration
Client Contact:	Deborah S. Martin, City of Atlanta Department of Watershed Management 404.546.3237 demartin@atlantaga.gov
Key Staff:	Jacob Lange, Jennie Lynn Rudder

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

RESILIENCE PLANNING: A VISION FOR A RESILIENT EAST HARLEM

NYC Parks, Mayor's Office of Recovery and Resiliency
New York, New York



(Below) A view of E 106th Street transformed into a resilient spine of stormwater and transportation infrastructure.

A Vision for a Resilient East Harlem was a year-long visioning project with NYC Parks and the Mayor's Office of Recovery and Resiliency to address the impacts of climate change in a diverse, densely populated, and rapidly developing area of upper Manhattan. The team studied the impacts of future sea level rise, coastal surge, rain events, and extreme heat on physical assets and socially vulnerable groups with particular attention to waterfront open spaces along the Harlem River. The final vision plan makes recommendations for integrating storm water management and coastal protection with open space planning and social resiliency throughout the neighborhood. Through an innovative stakeholder outreach strategy, the team partnered with DREAM in order to closely collaborate with community institutions and residents and continues to offer a curriculum in resiliency planning to DREAM high school students. The courses expose students to principles and methods of neighborhood mapping, analyzing social vulnerability, and designing green infrastructure.



Start Date:

2017

Cost:

\$972,000 (fee)

Service Provided:

Planning, Community Engagement

Client Contact:

Alda Chan, AICP, Project Administrator, NYC Parks

212.360.3473

alda.chan@parks.nyc.gov

Key Staff:

Michael Haggerty

Stephen Whitehouse

Kristen Reardon



ROSWELL RIVER PARKS

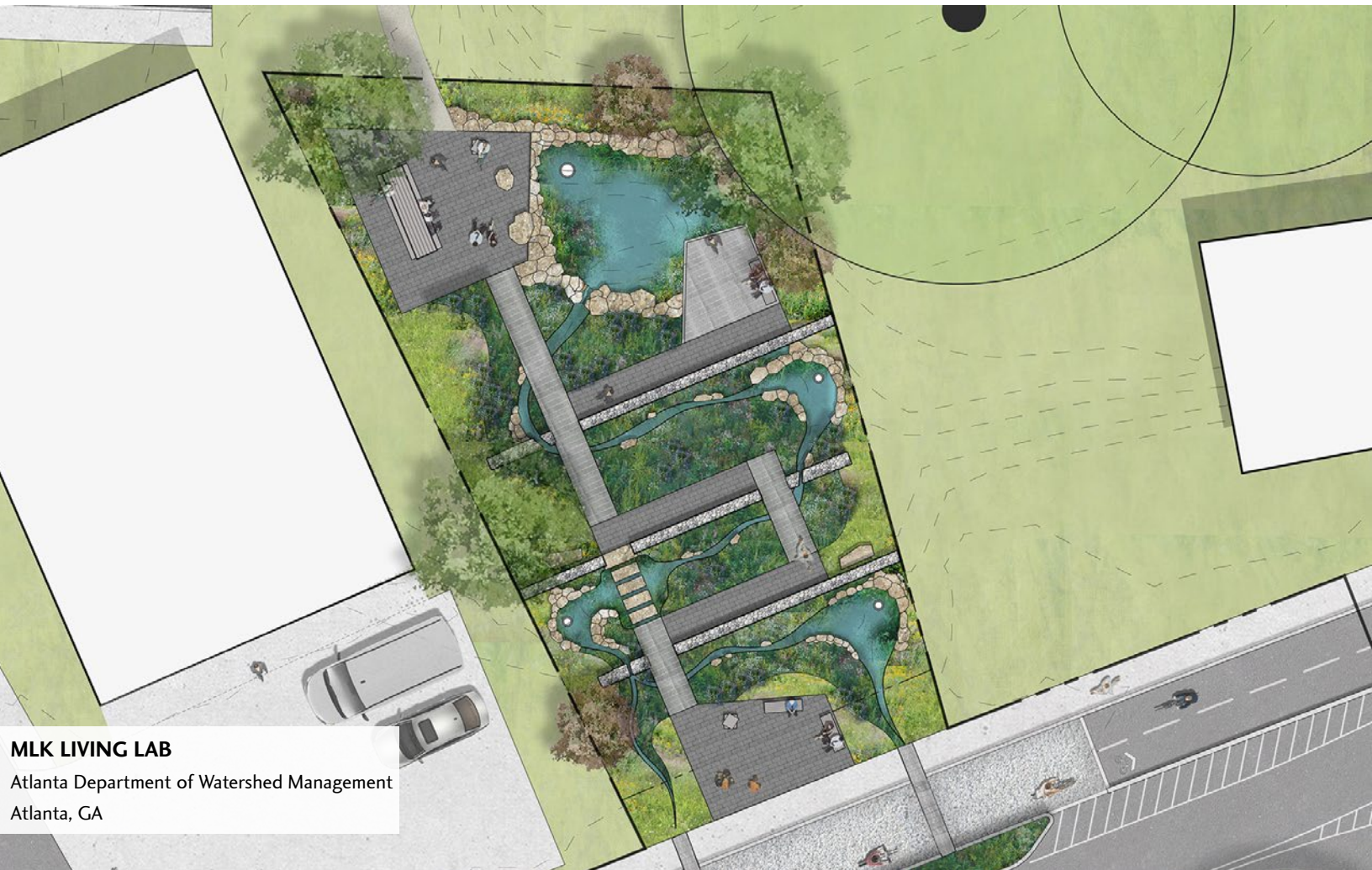
City of Roswell
Roswell, GA



RESTORATION PLANNING FOR LAKEBOTTOM PARK

Trees Columbus
Columbus, GA

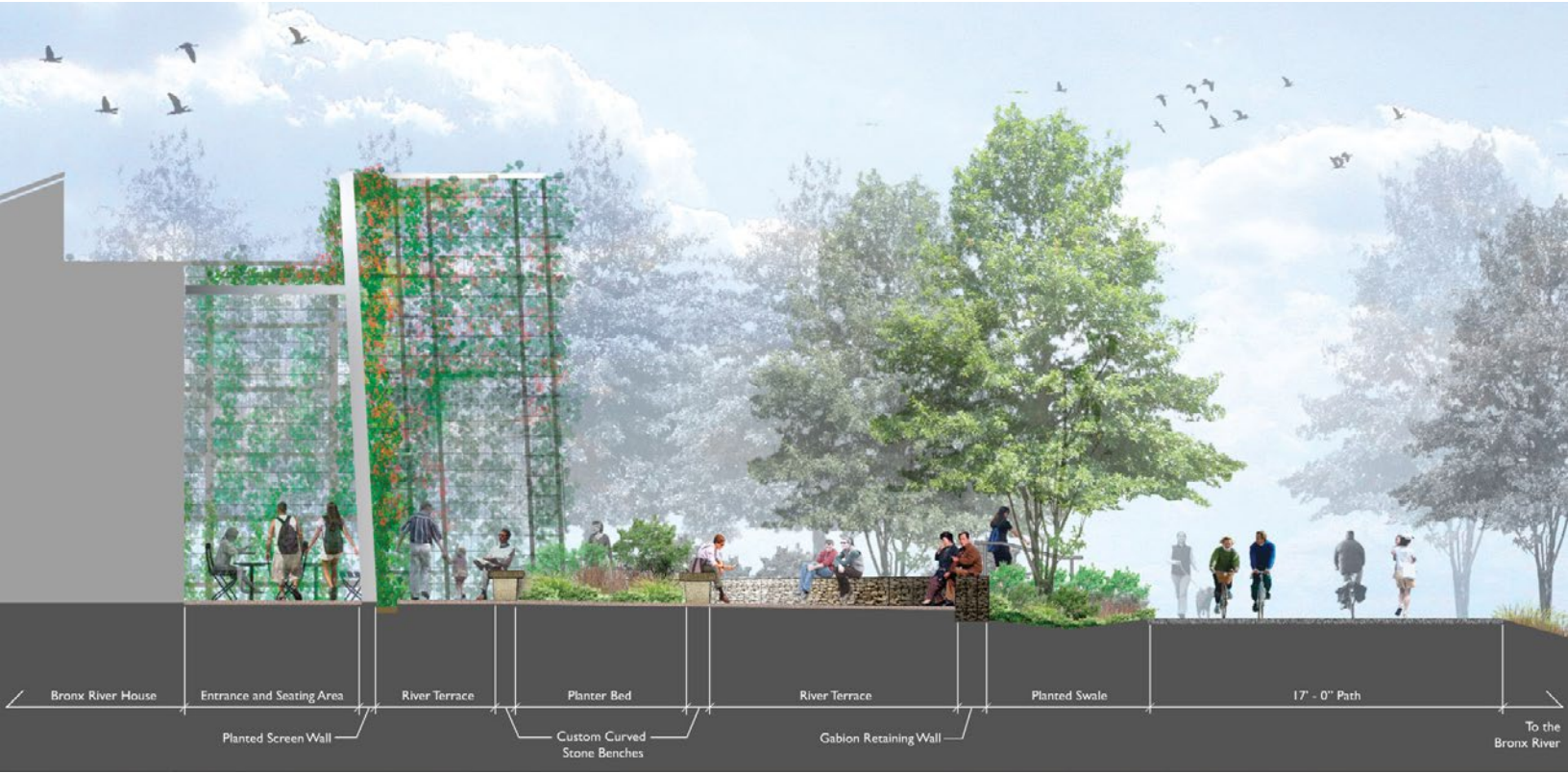
MLK LIVING LAB
Atlanta Department of Watershed Management
Atlanta, GA



MLK LIVING LAB
Atlanta Department of Watershed Management
Atlanta, GA

THE COVE @ COVINGTON TOWN CENTER

Elevation Development Group
Covington, GA



BRONX RIVER HOUSE

Bronx River Alliance
Bronx, NY



GREENPOINT TERMINAL MARKET

Private Developer
Brooklyn, New York



JONES BEACH ENERGY & NATURE CENTER

NYS Office of Parks, Recreation, and Historic Preservation
Wantagh, New York



MANHATTAN GREENWAY HARLEM RIVER
NYC EDC; NYC Parks
New York, New York



MANHATTAN GREENWAY HARLEM RIVER
NYC EDC; NYC Parks
New York, New York



MARSHA P JOHNSON STATE PARK
NYS Office of Parks, Recreation, and Historic Preservation
Brooklyn, New York



MARSHA P JOHNSON STATE PARK
NYS Office of Parks, Recreation, and Historic Preservation
Brooklyn, New York

LUNA COMMERCIAL DEVELOPMENT AND MARKETPLACE
Autonomy Investimentos
São Paulo, Brazil



LUNA COMMERCIAL DEVELOPMENT AND MARKETPLACE
Autonomy Investimentos
São Paulo, Brazil



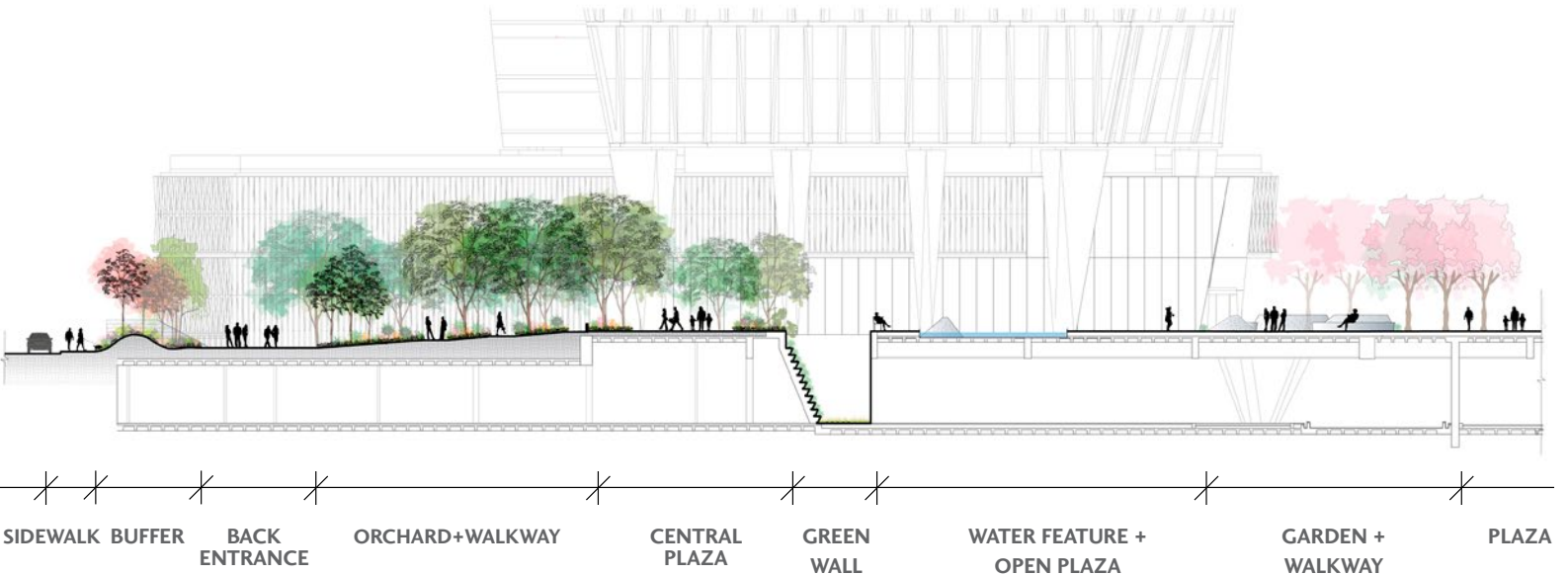
LUNA COMMERCIAL DEVELOPMENT AND MARKETPLACE

Autonomy Investimentos
São Paulo, Brazil



LUNA COMMERCIAL DEVELOPMENT AND MARKETPLACE

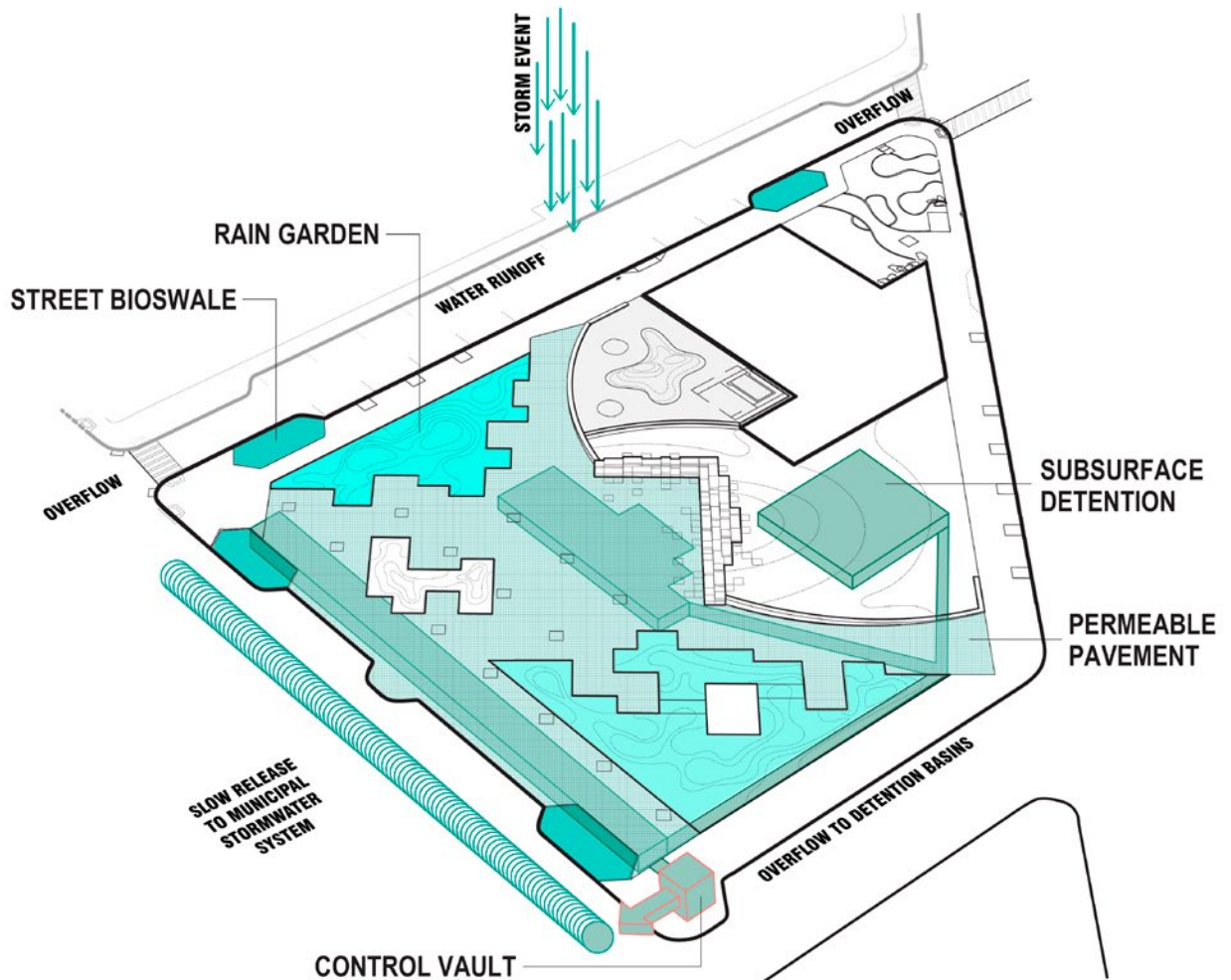
Autonomy Investimentos
São Paulo, Brazil



SOUTHWEST "RESILIENCY" PARK

City of Hoboken

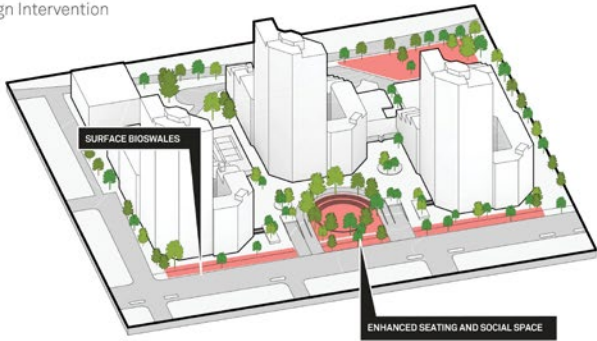
Hoboken, NJ



A VISION FOR A RESILIENT EAST HARLEM
NYC Parks
New York, NY

PROTOTYPE: WATER SQUARE

■ Design Intervention



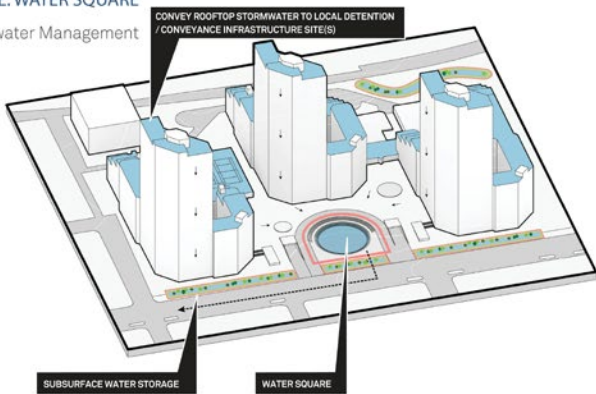
PROTOTYPE: RENOVATED ASPHALT PLAYGROUNDS

■ Design Intervention



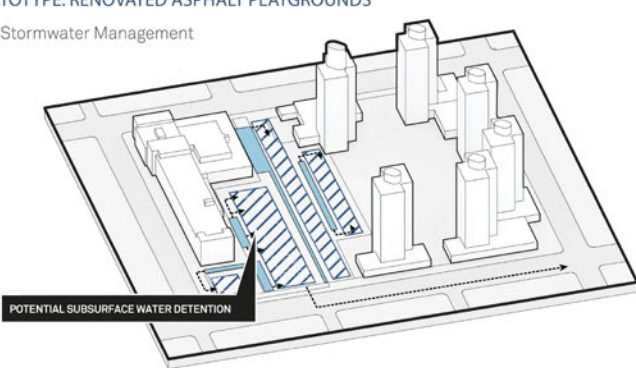
PROTOTYPE: WATER SQUARE

■ Stormwater Management

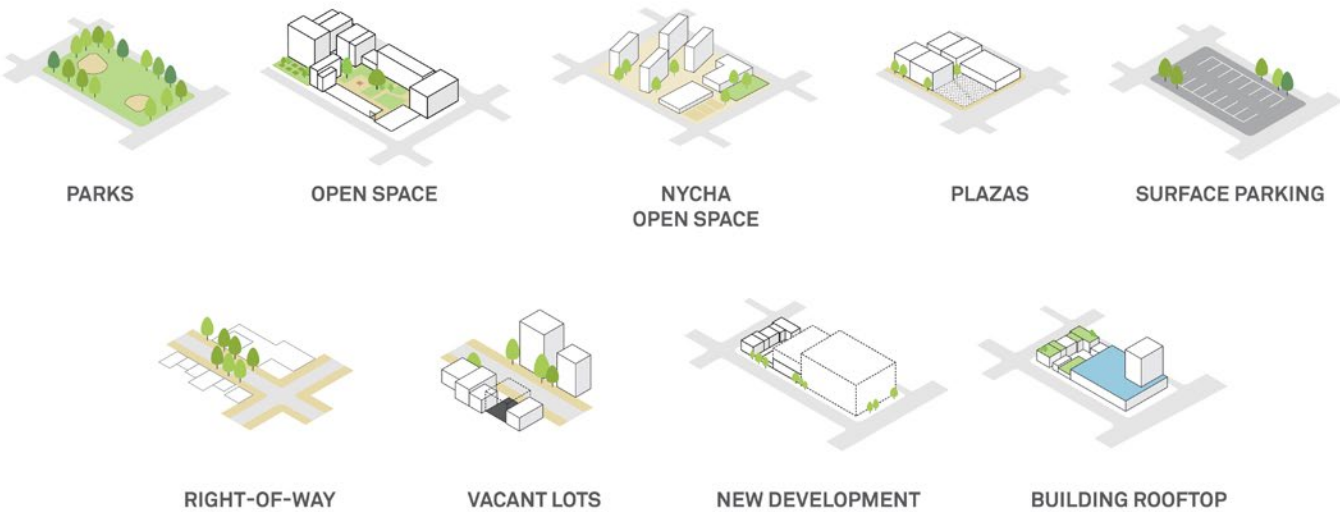


PROTOTYPE: RENOVATED ASPHALT PLAYGROUNDS

■ Stormwater Management



OPPORTUNITIES:



INTERVENTIONS:



ON-CALL PLANNING SERVICES FOR THE
Department of Community Development

Statement of Qualifications
RFQ #22-1001



1. Company Profile/Overview/Executive Summary

ON-CALL PLANNING SERVICES FOR THE **Department of Community Development**

OCTOBER 14, 2021 | COVER LETTER

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009
Attn: Abby Shipp, Procurement Agent

RE: On-Call Planning Services for the Department of Community Development (RFQ # 22-1001)

Dear Ms. Shipp and Members of the Selection Committee:

Kimley-Horn is honored to have served as a partner to the City of Alpharetta for the past 15 years. We take great pride in the role we have played as partners to City staff and stakeholders to help facilitate and implement the City's vision for Downtown, North Point, and Brookfield, in addition to our involvement in the City's Comprehensive Plan, design of three new bridges over GA 400, updates to the City's tree and landscape ordinance, and other development and urban design initiatives across Alpharetta. We are proud of our track record of success with the City and hope to continue as a trusted partner and advisor through this opportunity.

Founded in 1967, Kimley-Horn has been in business for 54 years and established for more than 20 years in the Atlanta region. Today, we employ more than 275 planning, design, environmental, and engineering professionals, including 102 employees in Alpharetta. Our planning and landscape architecture team is comprised of 23 professionals, including four certified planners, eight registered landscape architects, and three professionals who are currently completing their certification and registration exams. The enclosed statement of qualifications further highlights our team's technical experience.

Over the last decade, we built our urban planning and design reputation through our interdisciplinary expertise. Our skillsets include and combine community planning, urban design, landscape architecture, public engagement, transportation planning, code review and revisions, and real estate market analysis to create great places and stronger communities. Our commitment to local community building is evidenced by our leadership of more than 30 community master plans over the last ten years as well as planning and design on-call engagements with the cities of Alpharetta and Dunwoody, Forsyth County, and numerous community improvement districts (CIDs). We are committed to efforts that build on the unique qualities and strengths of each client community with a focus on action and implementation. Our experience with on-call contracts give us the knowledge and experience to provide high-level quality services while quickly and efficiently identifying the right skillsets and team members for each assignment.

Thank you for the opportunity to share our qualifications and to continue our service to the City of Alpharetta. If you have any questions, please contact me at eric.bosman@kimley-horn.com and 404.201.6135.

Sincerely,



Eric Bosman, AICP
Authorized Signer / Project Manager

Business Organization

FIRM BIO

LENGTH OF TIME IN BUSINESS: 54 YEARS

Kimley-Horn was founded in 1967 by transportation planners and traffic engineers in Raleigh, NC. Today, it is a full-service planning, engineering, and environmental consulting firm with more than 4,000 employees nationwide, offering comprehensive services in the following practice areas:

- Urban Planning
- Landscape Architecture
- Land Development
- Transportation
- Transit
- Environmental Sciences
- Water Resources
- Airports/Aviation
- Intelligent Transportation Systems (ITS)

Kimley-Horn's proven multidisciplinary team of professional planners, landscape architects, urban designers, environmental scientists, and engineers understand the tensions and synergies between land use, transportation, economics, urban design, and community building. We have put this knowledge to use to create successful downtown plans, corridor strategies, and greenspace and trail initiatives throughout the Southeast. Kimley-Horn believes strongly in approaching each project, large or small, with an understanding of sense of place, sense of natural ecosystems, and an awareness of public desires and concerns. We listen to clients and stakeholders to understand their objectives for a project, how those goals connect with the project site, and how people will use the site. This collaboration creates a collective vision that guides our collaboration, design, prioritization processes, and implementation strategies.

Our firm has partnered with municipalities and organizations across the country to develop progressive and context-sensitive plans that balance economic, environmental, and social values. Our planning team is well-versed in urban design, multimodal transportation, economic development, graphic design and illustrations, community engagement, and implementation policy. The planning team's varied experience includes community building and placemaking plans, urban design initiatives, wayfinding and branding strategies, zoning and policy updates, real estate analysis and development, environmental and sustainability improvements, and all forms of transportation planning, including vehicular, pedestrian and bicycle, freight, and parking. We are committed to multidisciplinary efforts that set high expectations and are focused on implementation. Our skill for understanding context and our history with the city will enable us to craft specific solutions based on local character of Alpharetta.

CONTACT INFORMATION

Business Name:

Kimley-Horn and Associates, Inc.
Prime Consultant

Headquarters:

421 Fayetteville Street
Suite 600
Raleigh, NC 27601

Home Office:

817 West Peachtree Street
Suite 601
Atlanta, GA 30308

Primary Contact:

Eric Bosman, AICP (Project Manager)
Mailing Address:
817 West Peachtree Street
Suite 601
Atlanta, GA 30308
Phone: 404 201 6135
Email: eric.bosman@kimley-horn.com

OUR TEAM WILL BE MANAGED FROM OUR ATLANTA MIDTOWN
OFFICE. WORK WILL BE PRIMARILY DONE FROM OUR
ATLANTA MIDTOWN AND ALPHARETTA OFFICES.

ON-CALL PLANNING SERVICES FOR THE
Department of Community Development

Statement of Qualifications
RFQ #22-1001



3. Project Staffing

Organizational Chart

Our staffing plan for the On-Call Planning Services for the Department of Community Development is shown in the organization chart below. We have given careful consideration to the composition of our team, identifying the most qualified personnel with recent, relevant experience and the availability to commit to the completion of the plan. Resumes of our key personnel are found on the following pages.



Kathi Cook

Director, Department of
Community Development

Eric Bosman, AICP

Project Manager

Landscape Architecture

Haley Maitre, PLA
Eric Shade, PLA, LEED AP
Winston Mitchell, PLA
Kate Winn

Urban Planning /Public Engagement

Beth Tucker, AICP
Jon Tuley, AICP
Allison Galloway, AICP
Cristina Pastore, P.E., AICP
Jourdyn Fuga, P.E., RSP₁

Code Revisions

Winston Mitchell, PLA
Kelley Klepper, AICP
Philip DiMaria, AICP, CNU-A

Key Staff Members

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Eric Bosman, AICP - Vice President, Project Manager

Responsibilities: Eric will be responsible for project communication with the Director of the Department of Community Development, project monitoring and quality control, and the alignment of staff to each contract assignment. Eric will play a significant role on assignments related to land use planning, urban design, and public engagement and an advisory, oversight, and management role on other assignments. He also will be responsible for overseeing project status and progress.

Discipline: Urban Design and Land Use Planning

Licensing and Certifications: American Institute of Certified Planners (#016093)

Relevant Education: Master of Urban Planning, University of Illinois, Urbana-Champaign; Master of Architecture, University of Illinois, Urbana-Champaign; Bachelor of Arts, Architecture, Clemson University

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Haley Maitre, PLA - Landscape Architect and Land Planner

Responsibilities: Haley will help lead community and land planning initiatives as well as large-scale landscape architecture and urban design efforts.

Discipline: Landscape Architecture and Land Planning

Licensing and Certifications: Professional Landscape Architect in Georgia (#001906)

Relevant Education: Master of City Planning, Urban Studies and Planning, Massachusetts Institute of Technology; Certificate of Urban Design, Massachusetts Institute of Technology; Bachelor of Landscape Architecture, Texas A&M University

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Eric Shade, PLA, LEED AP - Landscape Architect

Responsibilities: As a licensed landscape architect with 25 years of experience, Eric will lead landscape architecture design and implementation efforts.

Discipline: Landscape Architecture

Licensing and Certifications: Professional Landscape Architect in Georgia (#001232), LEED Accredited Professional

Relevant Education: Bachelor of Landscape Architecture, Environmental Design, University of Georgia

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Winston Mitchell, PLA - Landscape Architect/Urban Designer/Code Writer

Responsibilities: With his experience in urban design, landscape architecture, community planning, and code writing, Winston will play a significant role with urban design and landscape architecture assignments as a designer and task manager, as well as code review and writing assignments.

Discipline: Urban Design, Planning, and Landscape Architecture

Licensing and Certifications: Professional Landscape Architect in Texas (#3222), applying for reciprocity in Georgia

Relevant Education: Master of Urban and Regional Planning, University of Louisville; Bachelor of Landscape Architecture, University of Georgia

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Kate Winn - Landscape Analyst

Responsibilities: Kate will assist with landscape architecture design and implementation efforts.

Discipline: Landscape Architecture

Licensing and Certifications: N/A

Relevant Education: Bachelor of Landscape Architecture, University of Georgia

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Beth Tucker, AICP - Urban Planner and Public Engagement Specialist

Responsibilities: With 14 years of community planning and public engagement experience, Beth will play a lead role on comprehensive planning, multimodal transportation and trail planning, wayfinding/signage design, and public engagement efforts.

Discipline: Urban Planning and Public Engagement

Licensing and Certifications: American Institute of Certified Planners (#33037)

Relevant Education: Master of Urban Environmental Planning + Design, University of Georgia; Bachelor of Arts, English, University of Georgia

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Jon Tuley, AICP - Urban Planner

Responsibilities: Based on his wealth of community planning and economic development experience, Jon will be available to lead, assist with, or review community and economic development initiatives and help guide public engagement efforts, if necessary.

Discipline: Urban Planning and Public Engagement

Licensing and Certifications: American Institute of Certified Planners (#024739)

Relevant Education: Master of City and Regional Planning, Georgia Institute of Technology; Bachelor of Science, Marketing, Lipscomb University; Bachelor of Science, Management, Lipscomb University

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Allison Galloway, AICP - Urban Planner, Multimodal Transportation Planner

Responsibilities: Allison will assist with community planning and/or multimodal transportation planning efforts as well as urban design, land planning, and/or wayfinding/signage design efforts.

Discipline: Urban Planning and Multimodal Transportation Planning

Licensing and Certifications: American Institute of Certified Planners (#32770)

Relevant Education: Master of City and Regional Planning, Urban Design, Georgia Institute of Technology; Bachelor of Science, Building Construction, Georgia Institute of Technology

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Cristina Pastore, P.E., AICP - Transportation Planner/Engineer

Responsibilities: Cristina will be involved in transportation planning, traffic study, and modeling efforts as well as community planning efforts that can benefit from a transportation perspective.

Discipline: Urban Planning and Transportation Planning

Licensing and Certifications: Professional Engineer in Georgia (#033499) and Ohio (#72781); American Institute of Certified Planners (#222407)

Relevant Education: Master of Science, Civil Engineering, Georgia Institute of Technology; Master of City and Regional Planning, Georgia Institute of Technology; Bachelor of Science, Civil Engineering, University of Akron

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Jourdyn Fuga, P.E., RSP₁ - Transportation Planner/Engineer

Responsibilities: Jourdyn will assist with any transportation planning, traffic study, and modeling efforts.

Discipline: Urban Planning and Transportation Planning

Licensing and Certifications: Professional Engineer in Georgia (#043421), Road Safety Professional (#168)

Relevant Education: Bachelor of Science, Civil Engineering, Georgia Institute of Technology; Bachelor of Science, Public Policy, Georgia Institute of Technology

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Kelley Klepper, AICP - Code Specialist

Responsibilities: As one of our firm's zoning experts, Kelley will be available to lead and/or assist with code reviews, revisions, or writing, including involvement with form-based codes or hybrid codes.

Discipline: Community Planning and Code Revisions

Licensing and Certifications: American Institute of Certified Planners (#014572)

Relevant Education: Master of Arts, Geography and Urban Planning, East Tennessee State University; Bachelor of Science, Psychology, East Tennessee State University

Name, Title, Role, and Responsibilities for this Project – note licensing and certifications:

Philip DiMaria, AICP, CNU-A - Planning Analyst, Code Revisions

Responsibilities: Philip will assist with any code reviews, revisions, or writing and he will be available to assist with the technical or coding aspects of community planning efforts.

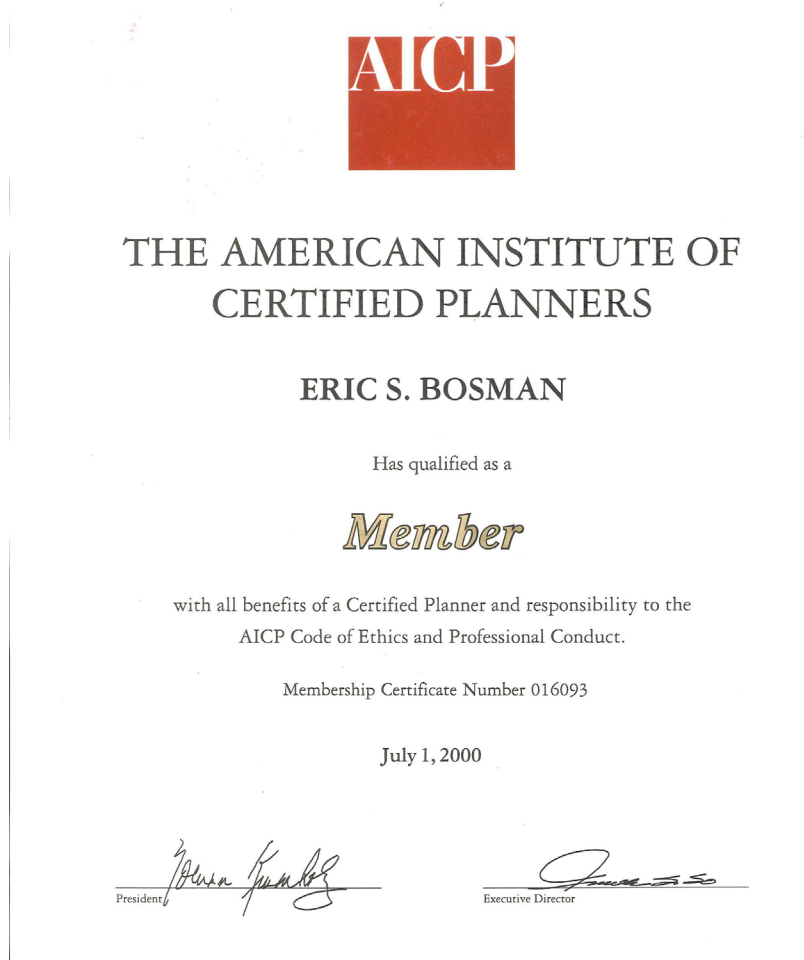
Discipline: Community Planning and Code Revisions

Licensing and Certifications: American Institute of Certified Planners (#32396), Congress for the New Urbanism Accreditation

Relevant Education: Bachelor of Science, Geography, Arizona State University

Key Staff Members - Licenses and Certifications

Eric Bosman, AICP



Eric S. Bosman, AICP



Choose File No file chosen

Upload

APA ID: 123911

Member Type: Regular Member

Profile Status: Visible only to other members

[Edit Profile](#)

APA Membership: Expires 12/31/2021

Primary Chapter: GA | Expires 12/31/2021

AICP Membership: Expires 12/31/2021

AICP Start Date: 07/01/2000

AICP Certification #: 016093



PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Haley R Maitre

Address:

Atlanta GA 30306

Primary Source License Information

Lic #: LA001906	Profession: Landscape Architects	Type: Landscape Architect
Secondary:	Method: Examination	Status: Active
Issued: 3/12/2021	Expires: 12/31/2022	Last Renewal Date:

Associated Licenses

No Prerequisite Information

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

Data current as of: September 22, 2021 8:17:52

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PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Eric Harmon Shade

Address:

Marietta GA 30066

Primary Source License Information

Lic #:	LA001232	Profession:	Landscape Architects	Type:	Landscape Architect
Secondary:		Method:	Examination	Status:	Active
Issued:	10/2/2000	Expires:	12/31/2022	Last Renewal Date:	10/27/2020

Associated Licenses

No Prerequisite Information

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

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GREEN BUILDING CERTIFICATION INSTITUTE

HEREBY CERTIFIES THAT

Eric Shade

HAS ACHIEVED THE DESIGNATION OF

LEED® ACCREDITED PROFESSIONAL

BY DEMONSTRATING THE KNOWLEDGE OF GREEN BUILDING PRACTICE
REQUIRED FOR SUCCESSFUL IMPLEMENTATION OF THE LEADERSHIP IN ENERGY
AND ENVIRONMENTAL DESIGN (LEED®) GREEN BUILDING RATING SYSTEM™.



Chairman

Shirley R. ...

June 30, 2009
Date Issued

Peter Templeton, President

Peter Templeton

Printed on 50% bamboo fibers / 50% post-consumer fibers with vegetable based inks.



THE TEXAS BOARD OF ARCHITECTURAL EXAMINERS

Certifies that it has registered and authorized
to practice in the State of Texas

Winston Gaty Mitchell
as
Landscape Architect

In testimony whereof this certificate has been issued
by the authority of this board Registration No: 3222

Renewal of this registration is due May 31, 2022

**Applying for reciprocity in GA*

Elizabeth Tucker, AICP

Please upload a photo that shows you at your professional best. The photo can be a jpg, jpeg, or png file.

No file chosen

APA ID: 304934

Member Type: Regular Member

Profile Status: Visible only to other members

[Edit Profile](#)

APA Membership: Expires 06/30/2022

Primary Chapter: GA | Expires 06/30/2022

AICP Membership: Expires

AICP Start Date: 04/12/2021

AICP Certification #: 33037

Jonathan E. Tuley, AICP



No file chosen

APA ID: 189463

Member Type: Regular Member

Profile Status: Private

[Edit Profile](#)

APA Membership: Expires 12/31/2021

Primary Chapter: GA | Expires 12/31/2021

AICP Membership: Expires 12/31/2021

AICP Start Date: 01/26/2011

AICP Certification #: 024739

Allison Galloway, AICP

Please upload a photo that shows you at your professional best. The photo can be a jpg, jpeg, or png file.

No file chosen

APA ID: 330280

Member Type: Regular Member

Profile Status: Visible only to other members

[Edit Profile](#)

APA Membership: Expires 09/30/2022

Primary Chapter: GA | Expires 09/30/2022

AICP Membership: Expires 09/30/2022

AICP Start Date: 11/30/2020

AICP Certification #: 32770



PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Cristina C Pastore

Address:

Atlanta GA 30312

Primary Source License Information

Lic #: PE033499	Profession: Engineers / Land Surveyors	Type: Professional Engineer
Secondary:	Method: Comity	Status: Active
Issued: 9/23/2008	Expires: 12/31/2022	Last Renewal Date: 12/31/2020

Associated Licenses

No Prerequisite Information

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

Data current as of: October 4, 2021 12:0:44

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This certificate hereby qualifies

Cristina C. Pastore, AICP

as a member with all the benefits of a Certified Planner
and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number 022748

Paul Farmer, FAICP
Executive Director and CEO

Graham Billingsley, AICP
President



PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

Licensee Details

Licensee Information

Name: Jourdyn Rachelle Fuga

Address:

Atlanta GA 30310

Primary Source License Information

Lic #:	PE043421	Profession:	Engineers / Land Surveyors	Type:	Professional Engineer
Secondary:		Method:	Examination	Status:	Active
Issued:	5/25/2018	Expires:	12/31/2022	Last Renewal Date:	12/3/2020

Associated Licenses

No Prerequisite Information

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

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Ms. Jourdyn Rachelle Fuga, P.E., RSP1MPRIITE

Transportation Engineer/Planner
Kimley-Horn and Associates, Inc.

Business Address (Preferred Mailing Address)
817 West Peachtree Street NW
Suite 601
Atlanta GA 30308
USA

Home Address
1265 Hartford Avenue
Atlanta GA 30310
USA

T: (404) 201-6153 F:

Email: jourdyn.fuga@kimley-horn.com





**American Institute
of Certified Planners**

Creating Great Communities for All

August 17, 2020

B. Kelley Klepper, AICP
Kimley-Horn and Associates
1777 Main Street
Suite 200
Sarasota, FL 34236

RE: AICP Certification Verification

Please accept this letter as confirmation that B. Kelley Klepper, AICP is a current member, in good standing, of the American Institute of Certified Planners (AICP), the professional institute of the American Planning Association (APA). The official details of the member's certification are:

AICP Certification Start Date: 7/1/1999

AICP Certification Number: 014572

AICP is the APA's professional institute, providing recognized leadership nationwide in the certification of professional planners, ethics, professional development, planning education, and the standards of planning practice.

AICP certified planners carry a high mark of distinction because they are required to meet rigorous standards, maintain their expertise through continuing education, and serve community interests.

For more information about the requirements to become AICP, please see our website www.planning.org/aicp.

Please let us know if we can offer any additional assistance.

Sincerely,

Ryan Zack, Certification Maintenance Associate

The American Planning Association's Professional Institute

1030 15th St, NW Suite 750 West
Washington, DC 20005

Chicago Office
205 N. Michigan Avenue
Suite 1200
Chicago, IL 60601-5927
p: 312.431.9100

planning.org

Washington D.C. Office
1030 15th Street, NW
Suite 750 West
Washington, DC 20005-1503
p: 202.872.0611

AICP President
Deborah A. Lawlor, FAICP, PP

Chief Executive Officer
Joel Albizo, FASAE, CAE



This certificate hereby qualifies

Philip DiMaria

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 32396


Joel Albizo, FASAI, CUP
Chief Executive Director


Deborah Lawlor, FAICP, PP
President


American Institute
of Certified Planners
Creating Great Communities for All

Verify: <https://www.youracclaim.com/go/YWANGOLg>

CNU CONGRESS FOR THE
NEW URBANISM

WHO WE ARE

WHAT WE DO

RESOURCES

GET INVOLVED

SUPPORT



Philip DiMaria

CNU Accredited ✓

This member does not yet have a bio.

Location

Sarasota, FL
United States

Profession

Urban Planner

Specialty

Mixed-Use Urbanism

Employer

ON-CALL PLANNING SERVICES FOR THE
Department of Community Development

Statement of Qualifications
RFQ #22-1001



4. Resumes/Statements of Qualifications for Consultant Team and Management

Kimley-Horn is qualified in the disciplines required for this request, including code revisions, urban planning, landscape architecture, public outreach, and grant funding assistance. The resumes on the following pages showcase our team's experience and qualifications.

Project Manager



Eric Bosman, AICP has 26 years of experience as an urban designer and community planner. Over the last two decades he has assisted communities, CIDs, educational systems, and other organizations as a project manager, facilitator, planner, and designer, transforming and revitalizing communities throughout the Southeast. Many of his efforts combine community design, land use planning, market analysis, and transportation planning to create more vibrant, livable communities. Eric has created implementation strategies to guide and manage several multi-million-dollar public improvement programs. Almost all of Eric's professional projects include public involvement sessions to gather community input as an integral part of the planning and design process. He is an accomplished presenter and instructor and has conducted numerous professional development seminars on leadership skills, group dynamics, and communications.

PROFESSIONAL CREDENTIALS

Master of Urban Planning,
University of Illinois,
Urbana-Champaign

Master of Architecture,
University of Illinois,
Urbana-Champaign

**Bachelor of Arts,
Architecture,**
Clemson University

**American Institute of
Certified Planners**

YEARS OF EXPERIENCE

**Total: 26
Kimley-Horn: 9**

RELEVANT EXPERIENCE

Forsyth County, Forsyth County On-Call

Forsyth County, GA | Project Manager

City of Alpharetta, North Point Livable Centers Initiative (LCI) 2018 Update

Alpharetta, GA | Principal-in-Charge

City of Alpharetta and North Fulton CID, GA 400 Bridge Enhancements

Alpharetta, GA | Principal-in-Charge

City of Dunwoody, Planning On-Call and Project Renaissance Parks and Trails

Dunwoody, GA | Project Manager

Gwinnett County, Gwinnett Bus Rapid Transit (BRT) Corridor Study

Gwinnett County, GA | Project Planner

North Fulton CID, On-Call Planning and Urban Design Services

Fulton County, GA | Project Manager

City of Alpharetta, Downtown Master Plan

Alpharetta, GA | Project Manager

Perimeter CID, Perimeter Park at Dunwoody MARTA Station

Dunwoody, GA | Project Planner, Public Engagement

Forsyth County, North Subarea Trails Master Plan

Forsyth County, GA | Project Manager

City of Greer, Community Master Plan

Greer, GA | Project Planner

Chamblee Doraville CID, I-285 Top End Transit Feasibility Study and Station Planning

Chamblee, GA | Project Manager

Pinellas Suncoast Transit Authority (PSTA), SunRunner Transit Oriented Development (TOD) Strategic Plan

Tampa, FL | Project Manager

Landscape Architect and Land Planner



Haley Maitre, PLA is a landscape architect and planning and urban design consultant with more than 15 years of experience developing mixed-use urban districts, campus master plans, and urban waterfronts. Her work encompasses a wide range of scales and project types—from small urban plazas to large scale master planning. Haley also has experience in architectural sales, marketing, and business development.

PROFESSIONAL CREDENTIALS

Master of City Planning, Urban Studies and Planning,
Massachusetts Institute of Technology

Certificate of Urban Design,
Massachusetts Institute of Technology

Bachelor of Landscape Architecture,
Texas A&M University

Professional Landscape Architect in GA

YEARS OF EXPERIENCE

Total: 16
Kimley-Horn: <1

RELEVANT EXPERIENCE

City of Alpharetta, Brookside Alpharetta Area Plan

Alpharetta, GA | Project Designer/Task Manager

Lawrenceville Center Associates, LLC, Lawrenceville Corners Shopping Center

Lawrenceville, GA | Landscape Architect

Wood Partners, Great Sky Master Plan

Canton, GA | Landscape Architect and Task Manager

Wood Partners, Sandtown Village

South Fulton, GA | Landscape Architect and Task Manager

Trammell Crow Residential, Stanley Road Master Plan

Dacula, GA | Landscape Architect, Planner and Task Manager

Croatan Investments, Audubon Apartments at Briarclif Master Plan and Feasibility Study

Atlanta, GA | Project Manager

Landscape Architect



Eric Shade, PLA, LEED AP has 25 years of landscape architecture experience providing technical proficiency and project management guidance to deliver project excellence. He puts technology and sustainability at the forefront of his practice and leads the constructability review for quality control and quality assurance (QC/QA). Adept at working with the multidisciplinary teams common to large assignments, Eric has significant experience on projects requiring multiple city and state agency reviews. He has a strong passion for construction and a firm grasp of techniques, making Eric an invaluable asset on all projects he designs.

PROFESSIONAL CREDENTIALS

Bachelor of Landscape, Environmental Design,
University of Georgia

Professional Landscape Architect in GA

LEED Accredited Professional

YEARS OF EXPERIENCE

Total: 25
Kimley-Horn: <1

RELEVANT EXPERIENCE

Hines, 10000 Avalon – Office Development*

Alpharetta, GA | Landscape Architect

Hines, 8000 Avalon-Office Development*

Alpharetta, GA | Landscape Architect

Holder Properties, Project Spirit-LEED certified Data Center Development*

Alpharetta, GA | Landscape Architect

Gables Residential, Gables Brookhaven Multifamily Development*

Brookhaven, GA | Project Manager

Cousins Properties, 1200 and 1230 Peachtree Street – Office Redevelopment*

Atlanta, GA | Landscape Architect

**Eric worked on project prior to joining Kimley-Horn in 2021*

Landscape Architect / Urban Designer / Code Writer



streetscape and public space design.

Winston Mitchell, PLA brings diverse experience that includes urban design, landscape architecture, comprehensive planning, and placemaking. He has worked on a broad range of projects with various aspects of land use planning, including comprehensive plans, zoning and tree ordinance updates, public engagement, and master planning. He also has worked on a variety of urban design and placemaking projects, with a particular emphasis on transportation and infrastructure related projects, including hardscape and planting design, signage and wayfinding, design guidelines, infrastructure aesthetics, and streetscape and public space design.

PROFESSIONAL CREDENTIALS

Master of Urban and Regional Planning,
University of Louisville

Bachelor of Landscape Architecture,
University of Georgia

Professional Landscape Architect in TX (applying for reciprocity in GA)

YEARS OF EXPERIENCE

Total: 7
Kimley-Horn: 5

RELEVANT EXPERIENCE

City of Alpharetta and North Fulton CID, GA 400 Bridge Enhancements

Alpharetta, GA | Project Manager

Forsyth County, Forsyth County On-Call

Forsyth County, GA | Project Planner

North Carolina State University, Centennial Campus Design Guidelines

Raleigh, NC | Project Manager

MARTA, Cambellton Corridor Transit Project

Atlanta, GA | Project Manager

Gwinnett County, Gwinnett BRT Corridor Study

Gwinnett County, GA | Project Planner

City of Spring Hill, Parks, Recreation, and Greenways Master Plan Update

Spring Hill, TN | Project Planner

Gwinnett County, Gwinnett Trails Program Implementation

Gwinnett County, GA | Project Planner

Landscape Analyst



Kate Winn has five years of landscape architecture experience, working with a myriad of project types across the Atlanta area. She has completed work for a variety of multifamily developments throughout the Southeast, and she has had involvement with the landscape design of large masterplanned mixed-use, industrial, and office developments. Kate's landscape design experience includes Emory Executive Park, the Georgia Power mixed-use development, and multifamily developments within the Atlanta metro.

PROFESSIONAL CREDENTIALS

Bachelor of Landscape Architecture,
University of Georgia

YEARS OF EXPERIENCE

Total: 5
Kimley-Horn: 2

RELEVANT EXPERIENCE

Gwinnett County, Gwinnett Environmental Heritage Center Master Plan

Buford, GA | Landscape Analyst

Perimeter CID, Commuter Trails Improvement

Dunwoody, GA | Landscape Analyst

The HUB, 2600 Chandler Drive

Bowling Green, KY | Landscape Analyst

Dockside, 894 Tiger Boulevard

Clemson, SC | Landscape Analyst

AHS Residential, Tributary, Riverside Parkway

Douglasville, GA | Landscape Analyst

Shiloh Road, 1465 Shiloh Road

Kennesaw, GA | Landscape Analyst

Urban Planner and Public Engagement Specialist



Beth Tucker, AICP brings a wide base of planning and urban design knowledge and communications experience. She has used her planning knowledge to engage varying audiences on a spectrum of projects and settings, from small municipalities to large urban cores, and from groups of four stakeholders to hundreds of concerned residents. Beth has supported the City of Alpharetta on a range of projects, including the Downtown Alpharetta Master Plan, Comprehensive Land Use Plan Update, and North Point LCI 2018 Update as well as on various grant and funding application submittals. She currently leads on-calls with several Gwinnett County Departments, including Community Services and Department of Transportation (DOT) (as well as Gwinnett County Transit), where she leads teams that support urban planning, transportation planning, landscape architecture, data analysis, grant writing, and public engagements efforts.

PROFESSIONAL CREDENTIALS

Master of Urban Environmental Planning + Design,
University of Georgia

Bachelor of Arts, English,
University of Georgia

American Institute of Certified Planners

YEARS OF EXPERIENCE

Total: 14
Kimley-Horn: 8

RELEVANT EXPERIENCE

City of Alpharetta, North Point LCI 2018 Update

Alpharetta, GA | Project Manager

Gwinnett County, Gwinnett BRT Corridor Study

Gwinnett County, GA | Public Involvement Lead and Project Planner

Gwinnett County, Countywide Trails Master Plan

Gwinnett County, GA | Deputy Project Manager

City of Alpharetta Comprehensive Land Use Plan Update

Alpharetta, GA | Public Involvement Lead and Project Planner

Gwinnett County, Gwinnett Trails Program Implementation

Gwinnett County, GA | Program Manager

Urban Planner



Jon Tuley, AICP has worked in urban planning and community development for 15 years. Since joining Kimley-Horn in 2019, he has focused on small area plans, corridor plans, comprehensive plans, transit and TODs, corridor studies, and community engagement. He has experience in both local and regional planning, having worked with various local governments and for the Atlanta Regional Commission (ARC). In this role, Jon led various economic development initiatives, led or provided oversight on many LCI studies and other local planning efforts, and oversaw the Development of Regional Impact (DRI) program and housing related work, including the creation of the Metro Atlanta Housing Strategy. During his time at ARC, Jon focused on main street revitalization, creation of new town centers, bicycle and pedestrian facilities, and economic and community development.

PROFESSIONAL CREDENTIALS

Master of City and Regional Planning,
Georgia Institute of Technology

Bachelor of Science, Management,
Lipscomb University

Bachelor of Science, Marketing,
Lipscomb University

American Institute of Certified Planners

YEARS OF EXPERIENCE

Total: 15
Kimley-Horn: >1

RELEVANT EXPERIENCE

Gwinnett County, Gwinnett BRT Corridor Study

Gwinnett County, GA | Deputy Project Manager

ARC, Aerotropolis Atlanta Blueprint*

Atlanta, GA | ARC Project Manager

City of Fairburn, Downtown LCI Update

Fairburn, GA | Urban Design Task Manager

MARTA, Campbellton Road Corridor Transit and Land Use Master Plan

College Park, GA | Project Planner

City of East Point, East Point Willingham Drive Corridor Improvement Study

East Point, GA | Project Manager

Gwinnett County, Gwinnett 2030/2040 Unified Plan Assessment

Gwinnett County, GA | Project Manager

**Jon worked on project prior to joining Kimley-Horn in 2019*

Urban and Multimodal Transportation Planner



Allison Galloway, AICP has eight years of experience working to improve the built environment and is passionate about creating connected and vibrant places that promote community flourishing. Her key interests include urban planning, public engagement, and bicycle and pedestrian planning for city, county, and CID projects. Her recent experience includes a variety of public engagement efforts aimed to be inclusive to a diverse group of stakeholders through multiple formats—incorporating social media, community events, open houses, stakeholder meetings, and workshops to create an effective public engagement strategy. In addition to facilitating in-person meetings, Allison has created various forms of communication materials, such as interactive maps and presentations for online use. She is passionate about creating a public engagement process that is transparent, builds understanding, and results in a positive experience for the client and the community.

PROFESSIONAL CREDENTIALS

Master of City and Regional Planning, Urban Design,
Georgia Institute of Technology

Bachelor of Science, Building Construction,
Georgia Institute of Technology

American Institute of Certified Planners

YEARS OF EXPERIENCE

Total: 8
Kimley-Horn: 4

RELEVANT EXPERIENCE

Forsyth County, Forsyth County On-Call

Forsyth County, GA | Project Planner

City of Alpharetta, North Point LCI 2018 Update

Alpharetta, GA | Project Planner

North Fulton CID, On-Call Planning and Urban Design Services

Fulton County, GA | Project Manager

City of Alpharetta and North Fulton CID, GA 400 Bridge Enhancements

Dunwoody, GA | Project Planner

Upper Westside CID, On-Call Planning Services

Atlanta, GA | Project Manager

Gwinnett County, Countywide Trails Master Plan

Gwinnett County, GA | Project Planner

Transportation Planner / Engineer



Cristina Pastore, AICP, P.E. is a transportation planner and traffic engineer who is responsible for the successful completion of some of the most complex multimodal transportation plans in metro Atlanta in recent years. She has managed Comprehensive Transportation Plans (CTPs) for North Fulton (2010 and 2018), DeKalb (2014 and one underway), Cobb (nearing completion), and Gwinnett counties (2017) as well as multiple city-level CTPs, all of which have been adopted by their respective governing bodies. In addition to her CTP work, she also manages and supports small area plans, corridor studies, and multimodal transportation plans such as trails and transit.

PROFESSIONAL CREDENTIALS

Master of Science, Civil Engineering,
Georgia Institute of Technology

Master of City and Regional Planning,
Georgia Institute of Technology

Bachelor of Science, Civil Engineering
University of Akron

American Institute of Certified Planners

Professional Engineer in GA and OH

YEARS OF EXPERIENCE

Total: 16
Kimley-Horn: 16

RELEVANT EXPERIENCE

ARC, North Fulton CTP (2010 and 2018)

Atlanta, GA | Project Manager

Gwinnett County, Gwinnett BRT Corridor Study

Gwinnett County, GA | Project Manager

City of Milton, Update to Milton Comprehensive Transportation Plan

Milton, GA | Project Manager

City of Milton, Milton Trails Enhanced Engagement and Alignment Analysis

Milton, GA | Project Manager

DeKalb County, Unified 2050 CTP and Comprehensive Plan Update

DeKalb County | Project Planner

City of Alpharetta, Downtown Master Plan

Alpharetta, GA | Project Engineer

North Fulton CID, Blueprint North Fulton Update (2.0)

Fulton County, GA | Project Engineer

Transportation Planner / Engineer



Jourdyn Fuga, P.E., RSP, has a strong and diverse background in traffic engineering and transportation planning, with a special focus on safety and operations. She understands the intricate relationship between land use and people movement and has completed numerous evaluations and plans, developing transportation solutions to a multitude of unique sites in urban settings. She takes a multimodal approach to her traffic engineering solutions, balancing priorities of vulnerable roadway users with motorist needs and operations. She is proficient with industry software, including MicroStation, Synchro, HCS, GIS, Sidra, Cube, and the GDOT GEARS and Numetric crash databases.

PROFESSIONAL CREDENTIALS

Bachelor of Science, Civil Engineering,
Georgia Institute of Technology

Bachelor of Science, Public Policy,
Georgia Institute of Technology

Professional Engineer in GA

Road Safety Professional

YEARS OF EXPERIENCE

Total: 8
Kimley-Horn: 8

RELEVANT EXPERIENCE

City of Sandy Springs, Transportation Master Plan

Sandy Springs, GA | Lead Transportation Engineer

ARC, North Fulton CTP

Fulton County, GA | Transportation Planner

City of Sandy Springs, Road Safety Analysis: Roswell Road and Abernathy Road

Sandy Springs, GA | Deputy Project Manager

GDOT, I-85 Corridor PEL Study

Duluth, GA | Project Engineer/Task Manager

City of Johns Creek, Intersection Safety Analysis

Johns Creek, GA | Deputy Project Manager

North Fulton CID, Blueprint North Fulton Update III

Fulton County, GA | Transportation Planner

Code Specialist



Kelley Klepper, AICP, has 30 years of code experience, including land development codes, form-based codes, code updates, comprehensive planning, growth management, public policy, urban growth boundaries and management, small and special area plans, transportation, development-related issues facing growing communities, and urban and rural design. He has successfully worked with a variety of governmental agencies throughout the Southeast to create, review, and revise their codes, ordinances, regulations, and other land use policies. In addition, he is experienced in coordinating and conducting public meetings, presentations, and charrettes.

PROFESSIONAL CREDENTIALS

Master of Arts, Geography and Urban Planning,
East Tennessee State University

Bachelor of Science, Psychology,
East Tennessee State University

American Institute of Certified Planners

YEARS OF EXPERIENCE

Total: 30
Kimley-Horn: 16

RELEVANT EXPERIENCE

City of Monroe, Transform Monroe (Monroe Unified Development Ordinance [UDO])

Monroe, NC | Project Manager

Town of Rolesville, Rolesville Land Development Ordinance (LDO)

Rolesville, NC | Project Manager

City of Venice, Venice Land Development Code Update

Venice, FL | Project Manager

Virginia DOT, Hydraulic Small Area Plan and Code Review

Charlottesville, VA | Project Planner

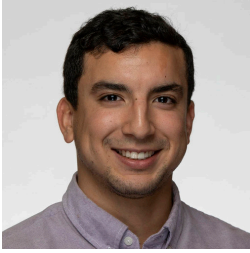
Town of Butner, Butner Gateway Small Area Plan and Code Update

Butner, NC | Project Planner

City of Cape Canaveral, Zoning Code Amendments

Cape Canaveral, FL | Project Manager

Code Revisions and Planning Analyst



Philip DiMaria, AICP, CNU-A, Philip is experienced with land planning, code revisions and GIS. He has worked in both public and private sectors as an infrastructure planner for a quickly growing Tampa Bay community and as a consultant serving diverse communities through land development code updates, form-based codes, comprehensive planning, redevelopment planning, land use analyses, multimodal transportation planning, and context sensitive urban design. Philip is a member of the American Institute of Certified Planners and the Congress for the New Urbanism, American Planning Association, Urban Land Institute, and Form-Based Codes Institute.

PROFESSIONAL CREDENTIALS

Bachelor of Science, Geography,
Arizon State University

American Institute of Certified Planners

Congress for New Urbanism

American Planning Association

YEARS OF EXPERIENCE

Total: 6

Kimley-Horn: 4

RELEVANT EXPERIENCE

City of Venice, Land Development Code Update

Venice, FL | Project Planner

City of St. Petersburg, Comprehensive Plan and Land Development Code

St. Petersburg, FL | Project Planner

City of Tavares, Comprehensive Plan Update

Tavares, FL | Project Planner

City of Maitland, Comprehensive Plan

Maitland, FL | Planning Analyst

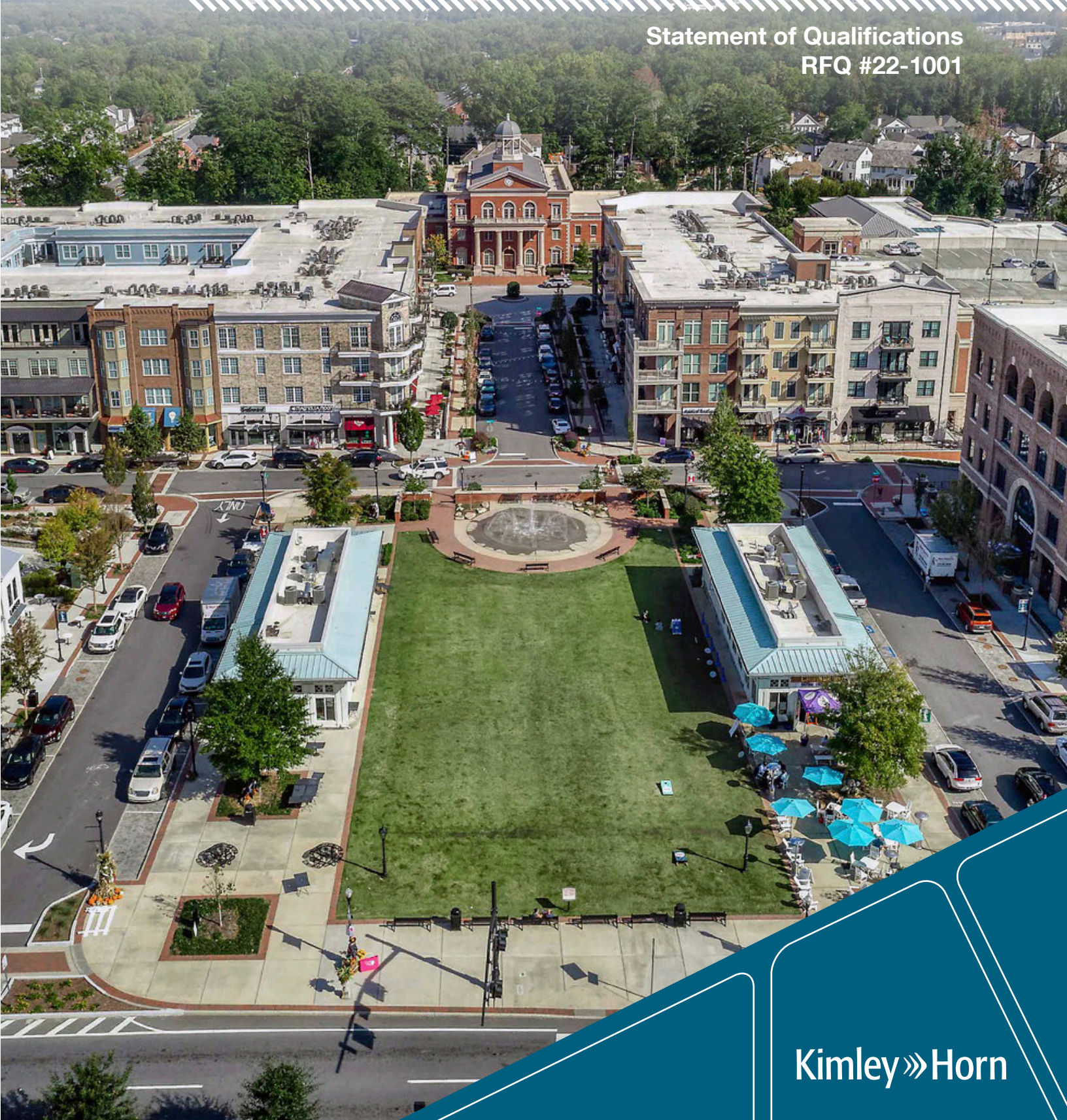
City of Sebastian, Coastal Resiliency Plan and Comprehensive Plan Updates

Sebastian, FL | Project Planner



ON-CALL PLANNING SERVICES FOR THE
Department of Community Development

Statement of Qualifications
RFQ #22-1001



5. Technical Experiences / References

City of Dunwoody Planning On-Call and Project Renaissance Parks and Trails

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING, CODE REVISIONS, LANDSCAPE ARCHITECTURE

📍 DUNWOODY, GA

DESCRIPTION OF SERVICES / SCOPE

Kimley-Horn also played a major role in the development and implementation of revitalization plans for the City of Dunwoody's historic village center and Georgetown community area and complete design and construction documents for three new City of Dunwoody parks, including a multipurpose trail that links the parks together. The three parks (Georgetown, Dunwoody Green, and Pernoshal Park) were developed as part of the city's Project Renaissance, a new mixed-use residential infill project. Each park is strategically located throughout a mixed-use residential area and is easily accessed via a multipurpose community trail. These three parks provide valuable recreation and gathering space for residents while acting as important gateway elements to Project Renaissance. The parks feature:

- Family active playgrounds
- Multipurpose lawns and play fields
- Two bocce courts
- Amphitheater and event lawn
- Recreation multipurpose fields
- Picnic shelters and areas
- Multipurpose trail and exercise stations
- Water feature and events plaza
- Central gazebo and restrooms
- Large and small shelters
- Small spray pad feature
- Woodland preserve walk with boardwalks, overlooks, and soft path system



Client/Agency: City of Dunwoody

Client/Agency Contact:

Richard McLeod (Planning)
678.382.6802 | richard.mcleod@dunwoodyga.gov
4800 Ashford Dunwoody Road
Dunwoody, GA 30338
Brent Walker (Landscape Architecture)
678.382.6850 | brent.walker@dunwoodyga.gov
4800 Ashford Dunwoody Road
Dunwoody, GA 30338

Project Manager: Eric Bosman

Key Personnel: Winston Mitchell (Project Planner)

Project Beginning and End Dates:

Sept 2012- Apr 2016

Role: Master Planning, Parking Programming, Public Engagement, Landscape Architecture, Civil Engineering, Low-impact Stormwater Design, and Construction Phase Services

Size: Master Planning: 250 acres, Landscape Architecture: 10 acres

Cost: Varies by project.

On-Call Services: \$43,200 - \$48,000 per year;
Dunwoody Green Design: \$204,500; Pernoshal Park Design: \$204,500

Construction Costs: Georgetown and Dunwoody Green: \$2,200,000; Pernoshal Park: \$2,100,000

Forsyth County Planning & Community Development On-call

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING AND CODE REVISION

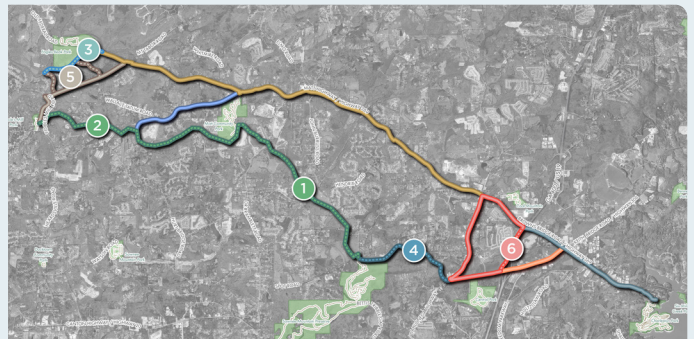
📍 FORSYTH COUNTY, GA

DESCRIPTION OF SERVICES / SCOPE

In 2018, Kimley-Horn developed the land use element of Foster Forsyth, Forsyth County's Comprehensive Plan Update. Based on the comprehensive plan and the short-term work program established by the plan, Forsyth County selected Kimley-Horn to provide on-call services to the county's planning and community development department.

North Subarea Trails Master Plan: Kimley-Horn developed a trail master plan for the county's north subarea based on data and input collected from a previous multi-year planning process. Kimley-Horn worked with a group of area stakeholders and officials to develop a trail network plan that embodies the community's vision for connectivity of residential, commercial, and recreational assets. The plan also addresses recommended policies and standards for trail types, amenities, and design standards; implementation coordination with roadway projects, private development patterns, and large utility easements; and recommends system phasing, costing, and funding sources.

Tree Ordinance Update and Grading Revisions: Kimley-Horn conducted a public process, developed revisions to the county's tree protection and replacement ordinance, modified the county's grading regulations, and developed a series of low impact stormwater design incentives. Based on public input and county direction, our team significantly modified the county's tree ordinance to refine and add appropriate definitions, strengthen tree preservation steps and information provided as part of the zoning and permitting process, increase tree save areas, strengthen minimum recompense standards, increase fines and penalties for unauthorized removal of significant trees, and update tree care and maintenance practices. The team also recommended improvements to the county's grading practices.



Client/Agency: Forsyth County Planning and Community Development Department

Client/Agency Contact:

Tom Brown

770.781.2115 | twbrown@forsythco.com

110 East Main Street, Suite 100

Cumming, GA 30040

Project Manager: Eric Bosman

Key Personnel: Beth Tucker (Land Use Planning and Public Engagement), Allison Galloway (Trails Planning), Winston Mitchell (Code Revisions)

Project Beginning and End Dates:

Apr 2018 - Jan 2020

Role: Land Use Planning, Trails Planning and Preliminary Design, and Ordinance Writing

Size: North Subarea Trail Plan: 35 miles of trails; Land Use Planning and Ordinance: 247 square miles

Cost: Comprehensive Plan Update: \$120,000; Tree Ordinance and Grading Revisions: \$119,500; Trails Master Plan: \$79,750

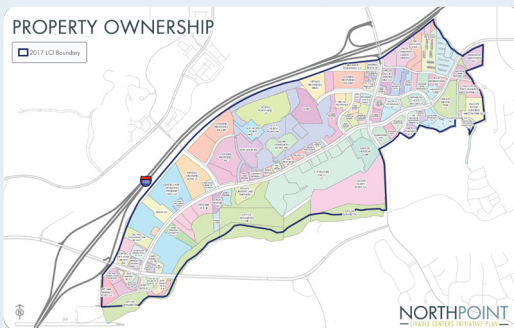
North Point Livable Centers Initiative (LCI) 2018 Update

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING

📍 ALPHARETTA, GA

DESCRIPTION OF SERVICES / SCOPE

Over the last decade, North Point Mall has served as the center for retail and dining in North Fulton County, attracting thousands of visitors every week. Recently, new competitors emerged and begun to capture the attention of consumers by creating a shopping experience less characterized by the automobile and sprawling parking and more by experience, walkability, compactness, and pedestrian-friendliness. Through an eight-month planning process, Kimley-Horn developed a 10-year update to the original 2008 LCI study, including an evaluative look at some of the challenges facing the North Point area. Based on an extensive existing conditions and market analysis and public outreach effort, the planning team developed a five-initiative approach for the city to position the North Point area for future success. The initiative includes: constructing a stormwater park gathering and event space, placemaking with activation strategies and interactive art, maximizing the Big Creek Greenway as a district amenity, incorporating green pathways and parallel multimodal roads, and integrating on-demand transit options. In addition, the planning team developed a corresponding project-specific five-year action plan and 100-day implementation program for the city to use to help realize the plan's vision. Based on stakeholder and public input, the plan also recommended the refinement of an EcoDistrict brand/theme for the area.



Client/Agency: City of Alpharetta

Client/Agency Contact:

Kathi Cook

678.297.6070 | kcook@alpharetta.ga.us

2 South Main Street

Alpharetta, GA 30009

Project Manager: Eric Bosman

Key Personnel: Cristina Pastore (Deputy Project Manager, Transportation Planning), Beth Tucker (Deputy Project Manager, Public Involvement), Allison Galloway (Deputy Project Manager, Land Use Planning)

Project Beginning and End Dates:

Aug 2014 - Jan 2016

Role: Land Use Planning, Transportation Planning, Project Identification and Definition, and Public Engagement

Size: approximately 6.6 miles

Cost: \$125,000

GA 400 Bridge Enhancements

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING AND LANDSCAPE ARCHITECTURE

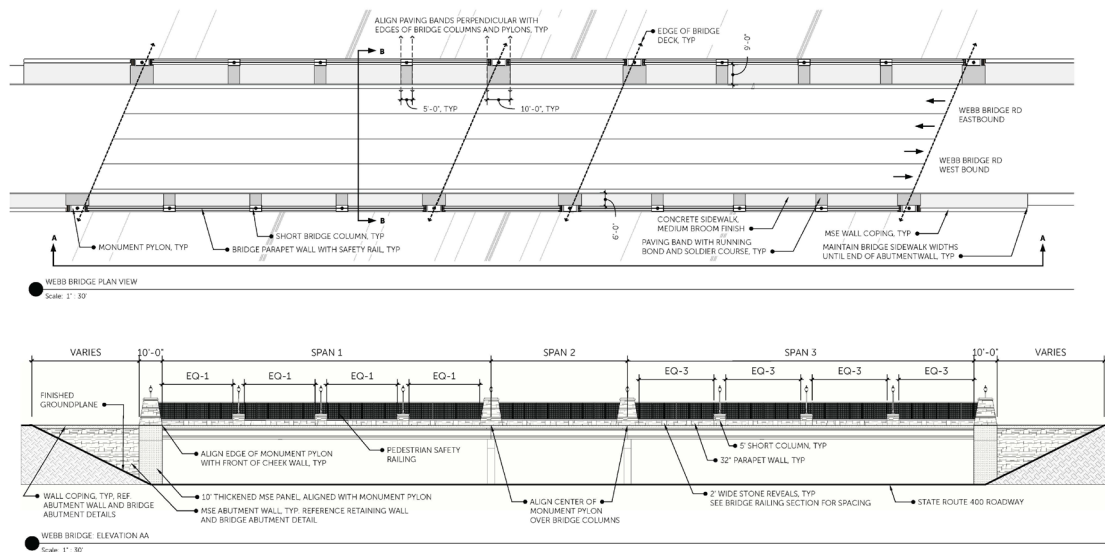
ALPHARETTA, GA

DESCRIPTION OF SERVICES / SCOPE

The planned addition of express and transit lanes to GA 400 required the a reconstruction of the Kimball Bridge Road and Webb Bridge Road bridges and the addition of a new bridge at Tradewinds Parkway within the City of Alpharetta. Allowed to dictate the design of the new bridges, Kimley-Horn was selected to provide design guidance, facilitate work session charrettes, develop aesthetic design standard documents, produce photorealistic renderings, and represent the City of Alpharetta and North Fulton CID at multiple coordination meetings with GDOT and other stakeholders.

CONCEPT DESIGN: WEBB BRIDGE ROAD

BRIDGE PLAN AND ELEVATION



Client/Agency: City of Alpharetta

Client/Agency Contact:

Pete Sewczwicz

678.297.6219 | psewczwicz@alpharetta.ga.us

1790 Hembree Road

Alpharetta, GA 30009

Project Manager: Winston Mitchell

Key Personnel: Eric Bosman (Principal-in-Charge),
Allison Galloway (Project Planner)

Project Beginning and End Dates:

Apr 2020 - Jan 2021

Role: Urban Design and Landscape Architecture

Size: Kimball Bridge: 237 linear feet; Webb Bridge:
357 linear feet; Tradewinds Bridge: 300 linear feet

Cost: Kimball Bridge: \$937,571; Webb Bridge:
\$1,211,344; Tradewinds Bridge: \$1,405,997

Gwinnett Bus Rapid Transit (BRT) Corridor Study

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING AND CODE REVISION

📍 GWINNETT COUNTY, GA

DESCRIPTION OF SERVICES / SCOPE

To accommodate current and anticipated growth, Gwinnett County—in partnership with the Gateway85 CID, Gwinnett Place CID, Sugarloaf CID, and ARC—is embarking on a detailed look at its first proposed BRT corridor, the first-of-its-kind in the Metro Atlanta region.

The study is a ten-mile section of the proposed 15-mile BRT route alignment along I-85. The study will evaluate locations for major BRT stations along the corridor and propose recommendations for the look of the stations and surrounding areas. In addition, the study will provide guidance for changes in zoning or other transit-supportive policies needed to position the corridor for successful BRT implementation. Recommendations will be determined by community engagement, to understand the community's vision and preferences for the development of the corridor, and technical analysis. The engagement plan pivoted from in-person meetings and intercepts to a nearly all-virtual education and input gathering process due to the COVID-19 pandemic.



Client/Agency: Gwinnett County

Client/Agency Contact:

David Tucker

770.822.7485 | david.tucker@gwinnettcountry.com

75 Langley Drive

Lawrenceville, GA 30046

Project Manager: Cristina Pastore

Key Personnel: Jon Tuley (Deputy Project Manager),
Jourdyn Fuga (Transportation Planner)

Project Beginning and End Dates:

Feb 2020 - ongoing

Role: Land Use Planning, Transportation and Transit Planning, Project Identification and Definition and Public Engagement

Size: 11 miles

Cost: \$800,000

Gwinnett Trails On-Call

SPECIFIC PROJECT EXPERIENCE: URBAN PLANNING AND LANDSCAPE ARCHITECTURE

📍 GWINNETT COUNTY, GA

DESCRIPTION OF SERVICES / SCOPE

After developing the Gwinnett Countywide Trails Master Plan in 2018, the Kimley-Horn team provided implementation support services to advance the plan to realization. Under our on-call contract with community services, Kimley-Horn is providing general program management and multidisciplinary support services, including landscape architecture, urban design and placemaking, planning, grant research and writing, communications and public relations, public outreach, project management and consultant coordination, and additional implementation services. Our team is establishing partnerships for funding and implementation, supporting signage fabrication coordination, serving as the county's representative on the Chattahoochee Working Group, performing asset management site visits, and running GIS analyses for various planning efforts in the county. The team also represented the county as a stakeholder for the Chattahoochee RiverLands Master Plan, a 100-mile greenway that borders the western portion of the county.

For branding and recognition of the program, Kimley-Horn developed and executed a robust public outreach strategy and attended multiple community events to raise awareness for the system. We foster public and private partnerships (including with Gwinnett cities and CIDs; regularly write informational/promotional pieces for various county, regional, and national media sources; create visually appealing graphics, renderings, and other materials to communicate the plan as well as key programmatic messaging; and launched a system website. Our team supports collaboration between multiple county departments for the success of the system, including the departments of community services, transportation, water resources, and communications. Beyond program implementation, Kimley-Horn also provides the full spectrum of services needed for trail design projects, including trail design engineering, structural and site civil engineering, landscape architecture design, and environmental science and surveying. Kimley-Horn supported Gwinnett Trails with numerous national awards and recognition, including a 2020 Annual Achievement award from the Coalition of Recreational Trails, which recognizes innovative and profound use of USDOT funds.



Client/Agency: Gwinnett County

Client/Agency Contact:

Tina Fleming
770.822.8890 | tina.fleming@gwinnettcountry.com
75 Langley Drive
Lawrenceville, GA 30046

Project Manager: Beth Tucker

Key Personnel: Winston Mitchell (Project Planner),
Allison Galloway (Project Planner)

Project Beginning and End Dates: Master Plan:
2016-2018, Implementation Plan: 2019-Present

Role: Land Use and Transportation Planning, Urban
Design, Landscape Architecture, Grant Writing,
Communications, and Public Engagement

Size: Expansion of system from 135 to 310 miles

Cost: Implementation program support varies by task,
\$679,695 to date

ON-CALL PLANNING SERVICES FOR THE
Department of Community Development

Statement of Qualifications
RFQ #22-1001

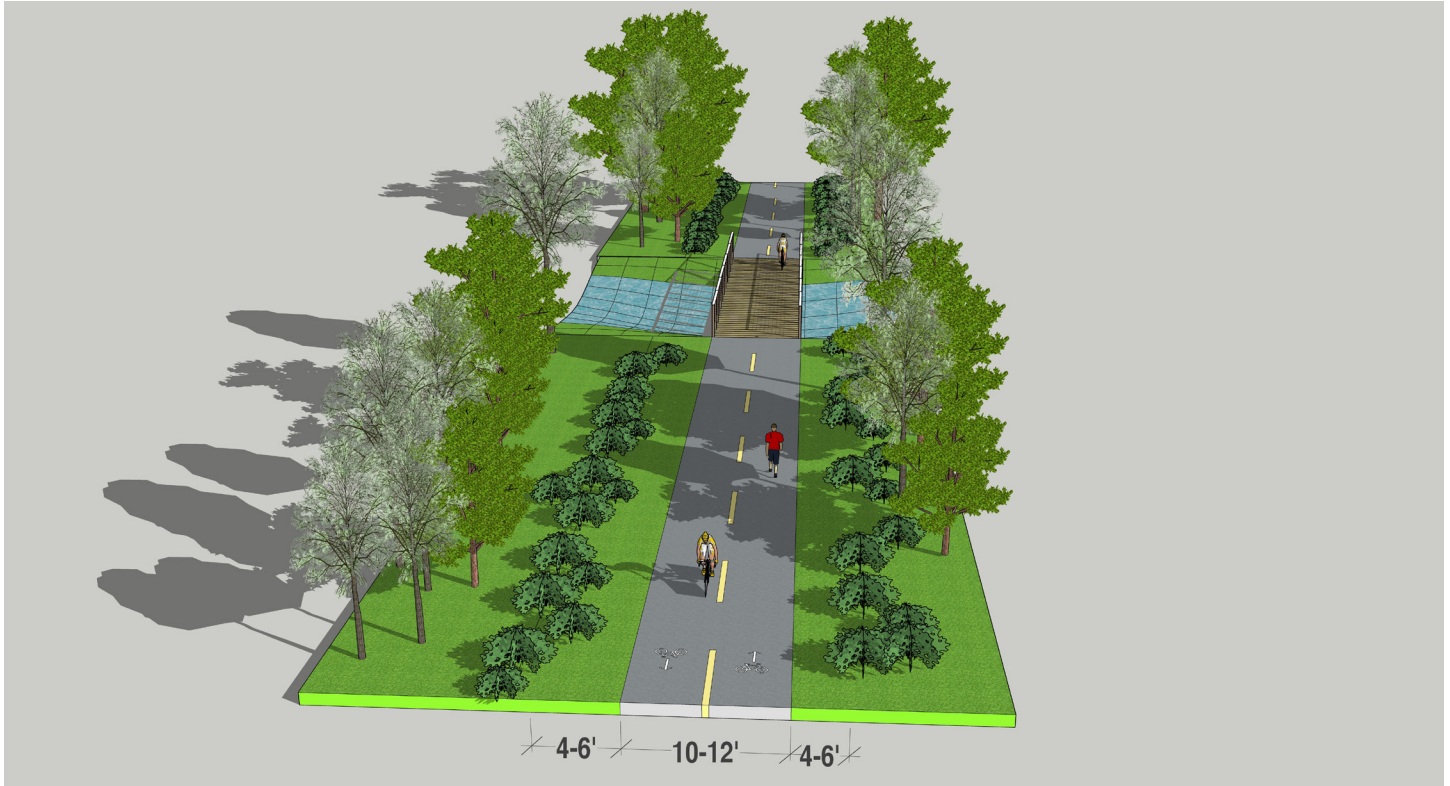


6. Color Renderings

Typical Section

NORTH SUBAREA TRAILS MASTER PLAN

📍 FORSYTH COUNTY, GA



PERNOSHAL PARK, CITY OF DUNWOODY PLANNING ON-CALL AND PROJECT RENAISSANCE PARKS AND TRAILS

16 ACRE PARCEL

SHALLOWFORD ROAD

20,116

OPEN MEADOW

230 FT

MULTI-PURPOSE SPORTS FIELD

110 FT

10 ADDITIONAL PARKING SPACES

20 PARKING SPACES ON-SITE

PERNOSHALL COURT

20-40 FEET ON-SITE FOR A FULL LOT PARKING SPACES

KEY

- A MP TRAIL CONNECTION TO 16 ACRE PARCEL
- B TERRACED SEATING
- C CORNER ENTRANCE PLAZA
- D RAISED CROSSWALK
- E LARGE PAVILION
- F RESTROOMS
- G BIO SWALES
- H MP TRAIL HEAD
- I BIKE RACKS
- J HALF SPORT COURTS
- K PICKLEBALL COURT
- L FULL SPORT COURT
- M FUTURE MP TRAIL CONNECTION TO BROOK RUN
- ★ INTERACTIVE TRAIL FEATURE OPPORTUNITY

Dunwoody **Kimley-Horn**
Smart people - Smart city and Associates, Inc.

Perspective

GWINNETT BRT CORRIDOR STUDY

📍 GWINNETT COUNTY, GA



MAJOR ACTIVITY CENTER

PLACE TYPE RENDERING
FEBRUARY 2021

Kimley»Horn



Satellite Blvd to
Jimmy Carter Blvd
BRT STUDY



CITY COUNCIL MEETING STAFF REPORT

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

I. AGENDA ITEM TITLE: SOUTH MAIN STREET LCI SUPPLEMENTAL STUDY

CITY COUNCIL: January 18, 2022

II. RECOMMENDATION:

Award contract in the amount of \$200,000.00 to HKS under the terms and conditions of the City's South Main Street LCI Supplemental Study contract and authorize Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGET ITEM: Yes FISCAL IMPACT: Yes

INCLUDED IN CURRENT FY CPTL BUDGET: Yes INCLUDED IN CURRENT FY OPRT BUDGET: No

TOTAL PROJECT COST: \$200,000.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
ARC Livable Centers Initiative (LCI) Program Match (30174150-521200-C2114)	\$40,000.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
ARC LCI Program Grant (34074150-331150-C2114)	\$160,000.00

IV. REPORT IN BRIEF:

On February 22, 2021, Mayor and City Council authorized Staff to submit an application to the Atlanta Regional Commission's (ARC) Livable Centers Initiative (LCI) Program seeking grant funding for the South Main Street LCI Supplemental Study. ARC awarded the City \$160,000.00 to complete the Study, with the City committed to a 20% match in the amount of \$40,000.00.

The goal of the South Main Street LCI Supplemental Study is to develop a plan to improve the South Main Street area including pedestrian, bicycle and transportation elements, and public space activation. The analysis and recommendations will look at the LCI area's economic and development characteristics to prepare a strategy that supports the plan recommendations, ensures the proposed plan is realistic and provide guidance for future

actions. With the involvement of community stakeholders in the study area, the study will evaluate and address a Community Vision, Area and Existing Plan Assessment, Economic and Development Strategy, Transportation Strategy, and Placemaking Strategy.

The City issued the South Main Street LCI Supplemental Study RFP (#22-106) on September 16, 2021 with proposals due on October 21, 2021. Three (3) consultant teams responded to the RFP and all three (3) teams were shortlisted for interviews. The HKS project team was the top scoring consultant team, which combined the RFP response and interview. Staff recommends awarding the contract to HKS.

V. ATTACHMENTS:

- ARC Subgrant Agreement
- HKS RFP Response
- Study Area Map

SUBGRANT AGREEMENT

THIS AGREEMENT, entered into as of this 27th day of July, 2021, by and between the City of Alpharetta, Georgia (hereinafter referred to as the "Subgrantee") and the ATLANTA REGIONAL COMMISSION (hereinafter referred to as "ARC").

WITNESSETH THAT:

WHEREAS, ARC desires to engage the Subgrantee to render certain services hereinafter described in connection with an undertaking or project (hereinafter referred to as the "Project") which is to be wholly or partially financed by a grant from the United States Department of Transportation, (hereinafter, along with the appropriate auditing agency of the entities making such grant, referred to as "the Concerned Funding Agencies");

WHEREAS, the Subgrantee desires to render such services in connection with the project;

NOW THEREFORE, in consideration of the premises and the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

1. Engagement of the Subgrantee. ARC hereby agrees to engage the Subgrantee and the Subgrantee hereby agrees to perform the services hereinafter set forth in accordance with the terms and conditions herein.
2. Scope of Services. The Subgrantee shall do, perform and carry out in a satisfactory and proper manner, as determined by ARC, the work and services described in Attachment "A" which is attached hereto and made a part hereof.
3. Time of Performance. The services of the Subgrantee are to commence immediately upon execution of this agreement. Work and services shall be undertaken and pursued in such sequence as to assure their expeditious completion and as may be required in Attachment "A." All work and services required hereunder shall be completed on or before October 31, 2022.
4. Compensation. The Subgrantee shall be compensated for the work and services to be performed under this agreement as set forth in Attachment "B" which is attached hereto and made part hereof. Compensation for work and services in the performance of this contract shall not exceed \$160,000.
5. Approval of Subcontracts. None of the work or services to be performed under this agreement by the Subgrantee shall be subcontracted without the prior written approval of ARC's Executive Director or his authorized agent. If such approval is requested, all subcontract documents shall be submitted to ARC's Executive Director or his authorized agent, for his review and approval prior to the execution of such subcontract. Further, if requested by ARC's Executive Director or his authorized agent, the Subgrantee shall provide ARC with such documentation as ARC's Executive Director shall require, regarding the

method the Subgrantee used in selecting its subcontractor. The Subgrantee acknowledges that if work or services to be performed under this agreement is financed solely or partially with federal funds, the selection of subcontractors is governed by regulations requiring competition between potential subcontractors or adequate justification for sole source selection. The Subgrantee agrees to abide by such regulations in its selection procedure.

Notwithstanding the foregoing, it is the policy of ARC that only highly qualified consultant teams shall be used to perform planning work. The Subgrantee agrees that it shall conduct procedures in accordance with 2 C.F.R. 200.320(d) using competitive proposals. Evaluation criteria will be established such that proposers' qualifications carry the most weight in the selection process. While cost or price may be factor in the evaluation process, ARC's policy is that cost and price shall comprise no more than 25% of the overall weighted criteria established for said process. Failure to comply with this policy will result in disapproval of any subcontract(s) and withdrawal of ARC funding.

6. Prompt Payment and Retainage. The prime subgrantee agrees to pay each subcontractor under this prime grant for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime subgrantee receives from ARC. The prime subgrantee agrees further to return retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of ARC. This clause applies to both DBE and non-DBE subcontracts.

Any subgrantee found not to be in compliance with this clause will be considered in breach of contract and any further payments will be withheld until corrective action is taken. If subgrantee does not take corrective action, subgrantee may be subject to contract termination.

7. Assignability. The Subgrantee shall not assign, sublet or transfer all or any portion of its interest in this agreement without the prior written approval of ARC.
8. Amendments. ARC may require changes in this agreement. Except for termination for cause or convenience, such changes, including any increase or decrease in the amount of the Subgrantee's compensation shall be incorporated in written amendments to this agreement. Amendments to this agreement may be executed on behalf of ARC only by ARC's Executive Director and Chairman.
9. Insurance. The Subgrantee will have and maintain insurance coverage that complies with the laws of the state of Georgia, as well as reasonable and prudent business practices. Such insurance shall at least include Worker's Compensation, Public Liability, Property Damage, and Valuable Papers coverage.
10. Indemnification. The Subgrantee shall hold harmless and indemnify ARC, its officers, directors, and employees from and against losses, reasonable attorney's fees and costs, that may be based on any injury to persons or property caused by the negligent performance of services under this agreement by the Subgrantee or any person employed by the Subgrantee.

11. Formal Communication. Formal communications regarding this agreement shall include, but not necessarily be limited to correspondence, progress reports and fiscal reports.

All formal communication regarding this agreement shall be in writing between the person executing this agreement on behalf of the Subgrantee (executor) and ARC's Executive Director. However, the Subgrantee executor and ARC's Executive Director shall each have the right to designate in writing to the other an agent to act in his or her behalf regarding this agreement. Any restrictions to such designation must be clearly defined in the written designation.

In this regard, ARC's Executive Director hereby designates the Director of the Center for Livable Communities as his agent for purposes of this contract only, except for Amendments and Terminations.

12. Reports. The Subgrantee shall furnish ARC with narrative progress reports, in such form and frequency as may be specified by ARC's Executive Director or his authorized agent, outlining the work accomplished by the Subgrantee during the period, including the current status of the Project, and the percentage of work which has been completed.
13. Financial Reports. In addition to other records required by this contract, the Subgrantee agrees to provide to ARC such additional financial reports in such form and frequency as ARC may require in order to meet ARC's requirements for reporting to the Concerned Funding Agencies.
14. Program Fraud and False or Fraudulent Statements or Related Acts. The Subgrantee acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Subgrantee certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the project for which this contract work is being performed. In addition to other penalties that may be applicable, the Subgrantee further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Subgrantee to the extent the Federal Government deems appropriate.
15. Review and Coordination. To ensure adequate assessment of the Subgrantee's project and proper coordination among interested parties, ARC shall be kept fully informed concerning the progress of the work and services to be performed hereunder. The Subgrantee may be required to meet with designated representatives of ARC and the Concerned Funding Agencies from time to time to review the work and services performed. The Subgrantee shall be given reasonable written notice of such meetings.

16. Inspections. Authorized representatives of ARC and the Concerned Funding Agencies may at all reasonable times review and inspect the Project activities and data collected pursuant to this agreement. Except where specifically prohibited by law, all reports, studies, records, and computations prepared by or for the Subgrantee under this agreement shall be made available to authorized representatives of ARC and the Concerned Funding Agencies for inspection and review at all reasonable times in the Subgrantee's office where data is normally accumulated. Approval and acceptance of such material shall not relieve the Subgrantee of its professional obligation to correct, at its expense, any errors found in the work unless such errors can be shown to be caused by inaccurate or incomplete information provided by ARC.
17. Maintenance of Cost Records. The Subgrantee shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the Project and shall make such material available at all reasonable times during the period of the agreement, and for three years from the date of final payment under the agreement, for inspection by ARC, the Concerned Funding Agencies, and if the work and services to be performed under this agreement is wholly or partially funded with federal funds, the Comptroller General of the United States, or any of their duly authorized representatives. The Subgrantee shall include the provisions of this paragraph in any subcontract executed in connection with this Project.
18. No Obligation by the Federal Government. ARC and the Subgrantee acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to ARC, the Subgrantee, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.
19. Status as Independent Contractors. Nothing contained in this agreement shall be construed to constitute the Subgrantee or any of its employees, servants, agents or subcontractors as a partner, employee, servant, or agent of ARC, nor shall either party to this agreement have any authority to bind the other in any respect, it being intended that each shall remain an independent contractor.
20. Subgrantee's Personnel. The Subgrantee represents that it has, or will secure at its own expense, all personnel required to perform the services under this agreement. Such personnel shall not be employees of ARC, nor shall such personnel have been employees of ARC during any time within the twelve-month period immediately prior to the date of this agreement, except with the express prior written consent of ARC. Further, the Subgrantee agrees that no such former ARC employees shall be involved in any way with the performance of this agreement, without the express prior written approval of ARC.
21. Employees' Rate of Compensation. The rate of compensation for work performed under this project by a staff member or employee of the Subgrantee shall not exceed the compensation of such person that is applicable to his or her other work activities for the Subgrantee.

Charges for salaries and wages of individuals shall be supported by time and attendance and payroll distribution records.

22. Interest of Subgrantee. The Subgrantee covenants that neither the Subgrantee, nor anyone controlled by the Subgrantee, controlling the Subgrantee, or under common control with the Subgrantee, nor its agents, employees or Subgrantees, presently has an interest, nor shall acquire an interest, direct or indirect, which would conflict in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the Subgrantee's service hereunder in an impartial and unbiased manner. The Subgrantee further covenants that in the performance of this agreement no person having any such interest shall be employed by the Subgrantee as an agent, Subgrantee or otherwise. If the Subgrantee contemplates taking some action which may constitute a violation of this paragraph, the Subgrantee shall request in writing the advice of ARC, and if ARC notifies the Subgrantee in writing that the Subgrantee's contemplated action will not constitute a violation hereof, then the Subgrantee shall be authorized to take such action without being in violation of this paragraph.
23. Interest of Members of ARC and Others. No officer, member or employee of ARC, and no public official of any local government which is affected in any way by the project, who exercises any function or responsibilities in the review or approval of the project or any component part thereof, shall participate in any decision relating to this agreement which affects his or her personal interests or the interest of any corporation, partnership or association in which he or she is directly, or indirectly, interested; nor shall any such officer, member or employee of ARC, or public official of any local government affected by the project, have an interest, direct or indirect, in this agreement or the proceeds arising therefrom.
24. Officials Not to Benefit. No member of or delegate to the Congress of the United States of America, resident commissioner or employee of the United States Government, shall be admitted to any share or part of this agreement or to any benefits to arise herefrom.
25. Compliance with Requirements of the Concerned Funding Agencies. The Subgrantee shall be bound by the applicable terms and conditions of the Grant Contract between ARC and the Concerned Funding Agencies which said Grant Contract is on file in the offices of ARC and is hereby made a part of this agreement as fully as if the same were attached hereto. ARC will notify the Subgrantee in writing of any applicable changes within a reasonable time after ARC has received appropriate notice of such changes from the Concerned Funding Agencies.
26. Rights in Documents, Materials and Data Produced. For purposes of this agreement, "data" includes, but is not limited to, writings, sound recordings, photographs, films, videotapes or other graphic representations and works of a similar nature. ARC and the Concerned Funding Agencies shall have the right to use same without restriction or limitation and without compensation to the Subgrantee other than as provided in this agreement. The Subgrantee acknowledges that matters regarding rights to inventions and materials

generated by or arising out of this agreement may be subject to certain regulations issued by the Concerned Funding Agencies.

27. Data and Software Licensing. During performance of the work covered by this Agreement ARC may provide certain data or software products, such as aerial photography or commercially available planning data and software, to the Subgrantee that have been obtained from various sources under specific licensing agreements. The Subgrantee acknowledges that any data or software that ARC may provide hereunder is provided as a non-exclusive, non-transferable, limited license for the Subgrantee or its Sub-Subgrantees to use the data or software for the work covered by this Agreement only. The Subgrantee shall not redistribute, republish or otherwise make this data or software available to any party not covered by this Agreement. The Subgrantee or any Sub-Subgrantees shall not use this data or software for any work not covered by this Agreement. The Subgrantee further acknowledges that upon completion of the project covered by this Agreement all data and software provided by ARC will be returned to ARC and all copies of the data or software residing on the Subgrantee's or Sub-Subgrantee's computer systems will be removed.
28. Publicity. Articles, papers, bulletins, reports or other material reporting the plans, progress, analysis or results and findings of the work conducted under this agreement shall not be presented or published without first submitting the same to ARC for review and comment. No such presentation shall be made until comments have been received from ARC regarding such review; provided, however, if such comments have not been received by the Subgrantee within thirty calendar days after such submission, it shall be presumed that ARC has no objection thereto. ARC's comments, objections, reservations or disagreements regarding such material shall be accommodated as ARC shall specify.
29. Assurances. The Subgrantee hereby assures and certifies that it will comply with the appropriate regulations, policies, guidelines and requirements (as applicable), including, but not limited to, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 48 CFR 31, "Contract Cost Principles and Procedures," Executive Order 12372, "Intergovernmental review of Federal programs," U.S. Office of Management and Budget Circular Nos. A 21, "Cost Principles for Educational Institutions," and A 133, "Audits of States, Local Governments and Non-Profit Organizations," or other requirements imposed by ARC or the Concerned Funding Agencies concerning requirements of law or project matters as expressly made applicable by ARC herein, as they relate to the application, acceptance, use and audit of federal funds for this federally assisted project. For audits of fiscal years beginning on or after December 26, 2014, the provisions of 2 CFR 200.501 supersede OMB circular A133. A nonfederal entity that expends \$750,000 or more in federal awards during its fiscal year must have a single or program-specific audit conducted for that year. Also, the Subgrantee gives assurance and certifies with respect to this agreement that:
 - a. For all agreements:
 - i. It possesses legal authority to apply for this agreement, and, if appropriate, to finance and construct any proposed facilities; and, any required resolution, motion or similar

action has been duly adopted or passed as an official act of the Subgrantee's governing body; that proper authorization exists for the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Subgrantee to act in connection with the application and to provide such additional information as may be required, and, upon ARC approval of its application, that the person identified as the official representative of the Subgrantee is authorized to execute an agreement incorporating the terms of its application.

- ii. It understands that the phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.
- iii. It will comply with Title VI of the Civil Right Act of 1964 (P.L. 88-352 and 42 USC 2000d) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of age, handicap, religion, creed or belief, political affiliation, sex, race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any project or activity for which the applicant receives federal financial assistance and will immediately take any measures necessary to effectuate this assurance. The Subgrantee shall take affirmative action to ensure that qualified applicants are employed and qualified subcontractors are selected, and that qualified employees are treated during employment, without regard to their age, handicap, religion, creed or belief, political affiliation, race, color, sex or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training including apprenticeship, and participation in recreational and educational activities.

The Subgrantee shall in all solicitations or advertisements for subcontractors or employees placed by or on behalf of the Subgrantee, state that all qualified applicants will receive consideration for employment without regard to age, handicap, religion, creed or belief, political affiliation, race, color, sex or national origin. The Subgrantee shall not discriminate against any qualified client or recipient of services provided through this agreement on the basis of age, handicap, religion, creed or belief, political affiliation, race, color, sex or national origin. The Subgrantee shall cause foregoing provisions to be included in all subcontracts for any work covered by this agreement so that such provisions will be binding upon each subcontractor.

The Subgrantee shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as ARC or the Concerned Funding Agencies may require.

The Subgrantee agrees to comply with such rules, regulations or guidelines as ARC or the Concerned Funding Agencies may issue to implement the requirements of this paragraph.

- iv. It will comply with applicable requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal and federally assisted projects.
- v. It will comply with the applicable provisions of the Hatch Act which limits the political activity of employees.
- vi. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
- vii. It will cooperate with ARC in assisting the Concerned Funding Agencies in this compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting, through ARC, with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying, through ARC, the Concerned Funding Agencies of the existence of any such properties, and by (b) complying with all requirements established by ARC or the Concerned Funding Agencies to avoid or mitigate adverse effects upon such properties.
- viii. For agreements not involving federal financial assistance for construction, it will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Concerned Funding Agencies, through ARC, of the receipt of any communication from the Director of the EPA Office of Federal Activities indicting that a facility to be used in the project is under consideration for listing by EPA.
- ix. It will comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in U.S. Department of Labor regulations (41 CFR Part 60).
- x. The Subgrantee agrees that throughout the performance of this contract it will remain in full compliance with all federal and state immigration laws, including but not limited to provisions 8 USC 1324a and O.C.G.A. § 13-10-91 regarding the unlawful employment of unauthorized aliens and verification of lawful presence in the United States. Thereunder, Subgrantee will ensure that only persons who are citizens or nationals of the United States or non-citizens authorized under federal immigration laws are employed to perform services under this contract or any subcontract hereunder.

- xi. The Subgrantee agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

The Subgrantee further agrees to include the provisions contained in the forgoing paragraph in each subcontract for services hereunder.

The Subgrantee shall not retaliate or take any adverse action against any employee or any subcontractor for reporting, or attempting to report a violation(s) regarding applicable immigration laws.

- b. For agreements involving either full or partial federal financial assistance for construction projects(s):
 - i. It will comply with the provisions of Executive Order 11296, relating to evaluation of flood hazards, and Executive Order 11288, relating to the prevention, control, and abatement of water pollution.
 - ii. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to and Usable by, the Physically Handicapped," Number A117 1-1961, as modified (41 CFR 101 - 17.703). The Subgrantee will be responsible for conducting inspections to ensure compliance by the Subgrantee with these specifications.
- c. For agreements exceeding \$100,000.00 in federal financial assistance:
 - i. It will comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857 (h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).

30. Certifications.

- a. **Prohibition Against Use of Funds to Influence Legislation (Lobbying).** No part of any funds under this agreement shall be used to pay the salary or expenses of any Subgrantee, or agent acting for the Subgrantee, to engage in any activity designed to influence legislation or appropriations pending before the Congress as stated in 49 CFR 20.
- b. **Debarment and Suspension.** The Subgrantee agrees to comply with the nonprocurement debarment and suspension rules in 49 CFR 29.
- c. **Drug-Free Workplace.** The Subgrantee agrees and certifies that it will comply with the requirements for a Drug-Free Workplace, as described in Section 50-24-3 of the Official Code of Georgia, including passing through this requirement to lower tier Subgrantees.

- d. The Subgrantee agrees and hereby certifies that it will comply with the Georgia Security and Immigration Compliance requirements of O.C.G.A. § 13-10-91.
31. Other Requirements. In addition to other requirements of this agreement, the Subgrantee agrees to comply with, and shall be bound by, the applicable terms and conditions of all state and federal laws or regulations governing and defining resources, project administration, allowable costs and associated procurement standards, and the ARC Disadvantaged Business Enterprise Plan (in compliance with 49 CFR Part 26), as appropriate. In addition, the Subgrantee further agrees to comply with the DBE Utilization Plan submitted to ARC as part of its proposal. All such documents are hereby made part of this agreement fully as if the same were attached hereto.

The Subgrantee shall not discriminate on the basis of race, color, national origin, or sex in the performance of this agreement. The Subgrantee shall carry out applicable requirements of 49 CFR 26 in the award and administration of DOT assisted agreements. Failure by the Subgrantee to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.

The Subgrantee agrees to pay each subcontractor under this prime agreement for satisfactory performance of its agreement no later than ten business days from the receipt of each payment that said prime Subgrantee receives from ARC. The prime Subgrantee agrees further to return retainage payments to each subcontractor within ten business days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of ARC. This clause applies to both Disadvantaged Business Enterprises and non-Disadvantaged Business Enterprises.

32. Termination for Mutual Convenience. ARC or the Subgrantee may terminate this agreement in whole or in part when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of funds. The two parties shall, through formal written amendment, agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated. The Subgrantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. ARC shall evaluate each noncancelable obligation to determine its eligibility for inclusion in project costs. Settlement will be made in accordance with the terms and conditions of this agreement. ARC shall allow full credit to the Subgrantee for the ARC share of the non-cancelable obligations, properly incurred by the Subgrantee prior to termination.
33. Termination for Convenience. ARC may terminate this agreement, in whole or in part, at any time by giving written notice to the Subgrantee of such termination and specifying the effective date thereof, at least fifteen days before the effective date of such termination. In that event, all information and material produced or collected under this agreement and/or used in the performance of the scope of services shall, at the option of ARC, become its

property. If this agreement is terminated by ARC as provided in this paragraph, the Subgrantee will be reimbursed for the otherwise allowable actual expenses incurred by the Subgrantee up to and including the effective date of such termination, as authorized in Attachment "B." The Subgrantee shall not incur new obligations for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. ARC shall evaluate each noncancelable obligation to determine its eligibility for inclusion in project costs.

34. Termination of the Agreement for Cause. If the Subgrantee, due to its action or failure to act, shall fail to fulfill in a timely and proper manner its obligations under this agreement, or if the Subgrantee has or shall violate any of the covenants, agreements, representations or stipulations of this agreement, ARC shall thereupon have the right to terminate this agreement by giving written notice to the Subgrantee of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all information and materials collected or produced under this agreement and/or used in the performance of the scope of services shall, at the option of ARC, become its property. The Subgrantee shall be entitled to receive just and equitable compensation for any satisfactory work completed under the Scope of Service up to and including the effective date of termination as authorized in Attachment "B." Notwithstanding the foregoing to the extent provided by law, the Subgrantee shall not be relieved of liability to ARC for damages sustained by ARC by virtue of any breach of this agreement by the Subgrantee and ARC may withhold any payments to the Subgrantee for the purpose of set-off for damages caused by the Subgrantee's breach, until such time as the exact amount of damages to ARC from the Subgrantee is determined.
35. Termination Due to Non-Availability of Funds. Notwithstanding any other provision of this agreement, in the event that any of the funds for carrying out the functions to which this agreement relates do not become available, then, upon written notice to the Subgrantee, this agreement may be immediately terminated without further obligation of ARC.
36. Suspension Due to Non-Availability of Funds. The Concerned Funding Agencies have the right to suspend financial assistance for this project. Consequently, ARC reserves the same right regarding this agreement. Such suspension would cause the withholding of further payments and/or prohibiting the Subgrantee from incurring additional obligations during the suspension period. However, unless notified in writing to the contrary, such suspension would not invalidate obligations otherwise properly incurred by the Subgrantee prior to the date of suspension to the extent that they are noncancelable.
37. Disputes and Appeals Any dispute concerning a question of fact arising either from a Subgrantee or subgrant selection decision, or under a Subgrantee or subgrant contract, once executed, shall be decided by the cognizant Center Director who, after advisory consultation with all appropriate ARC officials (e.g., Director of Business Services, General Counsel, etc.), shall promptly reduce such decision concerning the question of fact to writing and mail, or otherwise furnish a copy thereof, to the disputing party (i.e., as appropriate, either: the unsuccessful proposer; or the Subgrantee or subgrantee). The Center Director shall concurrently fully advise the disputing party, in writing, of the provisions outlined herein

below concerning the disputing party's right to appeal the decision to the ARC Executive Director. A copy of all such documents shall also be furnished to the Director of Business Services.

The decision of the Center Director shall be final and conclusive unless, within ten (10) calendar days of receipt of such written decision, the disputing party mails or otherwise furnishes a written appeal concerning the question of fact to the ARC Executive Director, who shall arrange a formal hearing within twenty (20) calendar days after receipt of such appeal. Both the appealing party and the cognizant Center Director shall be notified no less than five (5) calendar days in advance of the hearing and shall have the right to present witnesses and give evidence concerning the question of fact at such time. Within twenty (20) calendar days after the hearing, the Executive Director shall make a decision concerning the question of fact in writing to the appealing party and to the cognizant Center Director. A copy of the decision shall also be furnished to the Director of Business Services.

The decision of the Executive Director concerning the question of fact shall be final and conclusive unless determined by the cognizant grantor agency or agencies, or the Comptroller General of the United States, or a court of competent jurisdiction to have been arbitrary, capricious, an abuse of discretion or otherwise not in accordance with the law.

Pending final decision of an appeal to the Executive Director under a Subgrantee or subgrant contract already executed, the Subgrantee or subgrantee shall proceed diligently with the performance of the contract and in accordance with the cognizant Center Director's decision.

Nothing in the foregoing shall be construed as making final the decisions of the cognizant Center Director or the Executive Director as such decision relate to question of law.

38. Force Majeure. In no event shall either Party be responsible or liable for any failure or delay in the performance of its obligations hereunder upon the occurrence of any circumstance beyond the control of either party, such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, work stoppages, accidents, mandatory quarantines, pandemics, curfews, or other restrictions of movements, or civil disorder, to the extent that such circumstances make it illegal or impossible for either Party to fulfill the terms of this Agreement. Any termination or delay in the performance of this Agreement without liability is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical, but in no event longer than ten (10) days, after learning of such basis. It is understood that both Parties shall use reasonable efforts which are consistent with industry standard to fulfill the performance of this agreement to the extent feasible.
39. Applicable Law. This agreement shall be deemed to have been executed and performed in the State of Georgia. All questions of interpretation and construction shall be construed by the laws of Georgia.

IN WITNESS WHEREOF, the Subgrantee and ARC have executed this agreement as of the day first above written.

ATTEST:



Brittany Zwald
ARC Assistant Secretary

CITY OF ALPHARETTA

By: [Signature]
Title: Mayor

ATLANTA REGIONAL COMMISSION

By: John B. Hammond, III on behalf of
Executive Director
By: W.K. [Signature]
Chair

ATTACHMENT A

Scope of Work

I. General: The work to be accomplished is in support of the following Atlanta Regional Commission (ARC) sub-element:

102CAS - Livable Centers Initiative Investment Policy Studies (LCI)

II. Area covered: All the necessary services provided in this subgrant contract will support the study of LCI-related programs and projects within the Downtown Alpharetta LCI Area. The study area may extend beyond these limits if needed for logical termini purposes.

III. Goal: Portions of the Atlanta Metropolitan Transportation Planning Area are in maintenance for both ozone and PM2.5 standards under the Clean Air Act Amendments of 1990. Because of this designation, the region must look toward better development practices that support increased use of transportation modes other than single occupant vehicles (SOV) to help reduce emissions and meet air quality requirements. The LCI Program seeks to increase the use of alternatives to driving alone by developing transportation projects and other programs to improve accessibility, expand mixed-uses, utilize transit, and support further development in the study area. Evaluation of the existing structure and development of likely scenarios should produce recommendations for future investment that support ARC's Livable Centers Initiative Program. Improving safety and walkability will result in increases the alternatives to driving alone.

IV. Work Tasks:

The City of Alpharetta will develop an implementation strategy and implementation projects for the South Main Street area within the Downtown Alpharetta LCI area and including some properties just outside of the LCI boundary. The purpose of this strategy is to keep the LCI plan relevant and produce new recommendations for implementation.

The City of Alpharetta and ARC anticipate the following outcomes from the study to be:

- Develop a vision for the area to encourage reinvestment within South Main Street
- Develop transportation investments that provide for safe movement of pedestrians, bicycles, and transit in, through and around South Main Street
- Develop opportunities for creative placemaking along South Main Street
- Develop a framework of policies and programs to help accomplish the vision.
- Develop guidance for development type, scale, and character in the study area.
- Identify key redevelopment sites and strategies to activate them.

The work to be accomplished under this contract is divided into the following tasks:

Task 1– Public Engagement:

The goal of this task is to develop a local planning outreach process that promotes the involvement of all stakeholders in the study area, with efforts and accommodations made to include low to moderate income, minority, and elderly or disabled community members. The subgrantee will conduct an outreach process that promotes the involvement of all stakeholders in the study area. The ARC Project Manager must be notified of all meetings taking place.

- Project information shall be uploaded to the subgrantee website to provide basic project information to the public along with project materials and meeting summaries.
- A Project Management Team shall be formed with representatives from Alpharetta and ARC.
- The subgrantee and consultant team will seek input and comments from a project advisory group of major stakeholders.
- The subgrantee and consultant teams will seek to work with artists in the development of bus stops concepts.

The subgrantee will schedule at least three public open engagement opportunities, in a format determined by the project team, the following topics/milestones should be covered by the public engagement activities (at a minimum):

- Provide an overview of the study process, the goals of the study, key dates, and opportunities for public input.
- Solicit opinions on goals and objectives of the concepts and recommendations.
- Seek input and consensus on preferred concepts and vision.

Final Plan Review

The final plan review is to be at the ARC offices to discuss the plan process, issues, or unique activities that occurred, and future projects that are needed to implement the plan once the plan is complete.

Task 2 – Plan Development

The goal of this task is to develop and improve the South Main Street area including pedestrian, bicycle and transportation elements, and public space activation.

In addition, the analysis and recommendations will look at the LCI area's economic and development characteristics to prepare a strategy that supports the plan recommendations, ensures the proposed plan is realistic and provide guidance for future actions.

This analysis and recommendations should be coordinated with other completed studies, programs, developments, and organizations. At a minimum, this study will evaluate and address the following:

- **Community Vision**
 - Develop a vision and goals for the South Main Street Area that provides a mix of land uses appropriate for future growth, placemaking elements, and transportation investments.
 -

- **Area and Existing Plan Assessment**
 - Prepare an updated assessment of existing physical conditions of roadways and trails, including existing bicycle and pedestrian infrastructure, transit ridership, bus stops, traffic control devices, crashes and right of ways in the South Main Street area.
 - Examine and summarize existing LCI, transit, housing, trail, land use and transportation plans, development proposals, and zoning that would have an impact on this study area.
 - Evaluate the demand and feasibility assessment for housing (by type and cost), and other uses within the LCI area and assessment of competing uses in districts near the LCI area.
- **Economic and Development Strategy**
 - Identify where new development or redevelopment can be located to catalyze further reinvestment most effectively.
 - Identify new housing development types that can be introduced within the LCI study area that align with development type, scale, and character in the study area or community vision.
 - Develop a new vision and goals for South Main Street that provides a mix of land uses appropriate for future growth including new and/or revised land use regulations needed to complete the development vision.
 - Develop recommendations and strategies that identify best practices, development incentives and/or financing mechanisms for housing and economic development that align with the Regional Housing Strategy and The Atlanta Region's Plan.
 - Development recommendations and strategies for existing resident retention in the South Main Street Area.
 - Create site-specific recommendations for 2-3 catalytic sites in the South Main Street area that include a market analysis, regulatory recommendations, and visualization of key concepts. These could include interim or temporary uses to activate the area before development occurs. These recommendations should be an assessment of community and economic benefits.
- **Transportation Strategy**
 - Explore multi-modal transportation connections between the South Main Street Corridor and key destinations near the South Main Street area.
 - Examine and develop concepts for bus transit shelters.
 - Define street level improvements including bike facilities, transit stop improvements, sidewalks, pedestrian crossings, or other pedestrian enhancements.
 - Examine and propose temporary and interim transportation improvements.
 - Develop conceptual renderings of the key transportation recommendations.
 - Ensure the incorporation of green infrastructure within transportation recommendations.
- **Placemaking Strategy**
 - Identify potential locations for public space and placemaking activation in the South Main Street Area.
 - Define area theme(s) for public space activation and placemaking.

- Determine public space and placemaking elements and strategies, including but not limited to public art, wayfinding, lighting both decorative and safety, and streetscapes.
- Develop conceptual plans for the creative bus stop locations. One concept should be designed to be implemented shortly after the completion of the planning process. Ensure that the bus stops meet applicable City of Alpharetta, and transit operator criteria.

Task 3 –Prepare Project Deliverables

The goal of this task is to compile the results of the overall work effort, the study process, relevant findings, and recommendations into a final study/plan document. The final study document shall include the following (not necessarily in this order):

- **Summaries of the plan development process:**
 - A description of the study process and methodology, data gathering techniques and findings, and general outcomes.
 - A description of the public participation process used to achieve a community-supported program of improvements.
 - Summary of the Area and Plan Assessments.
- **Draft Concept Plan**
 - An area plan map outlining the type of elements and strategies to be installed at recommended locations.
 - Summaries of the Strategies written in a cohesive, user friendly format.
 - Maps, concept illustrations, and other graphic representations to support the plan including (but not limited to): the study area, existing land use, future land use, existing transportation facilities, developments, and proposed transportation improvements.
- **Implementation Strategy**
 - Describe the organizational structure and processes that will be used to ensure the action plan items are implemented. Focus should be given to collaboration opportunities with other organizations and strategies to ensure continued support from local elected officials, residents, and businesses.
 - A 100-day Action plan shall be developed to include no-cost or very low-cost actions and organizational steps needed to keep momentum going and the stakeholders involved and sharing responsibility for the plan's success.
 - A summary of the changes required within the zoning ordinance, development regulations and/or other locally adopted policies to support the concept plan and street design standards.
 - An evaluation process used to monitor plan implementation and update the action plan every five years (or more often if need), should be identified.
 - Five-year Implementation Plan (aka Schedule of Actions): Using the "5 Year Implementation Plan" template provided by ARC, create a list of all actions and

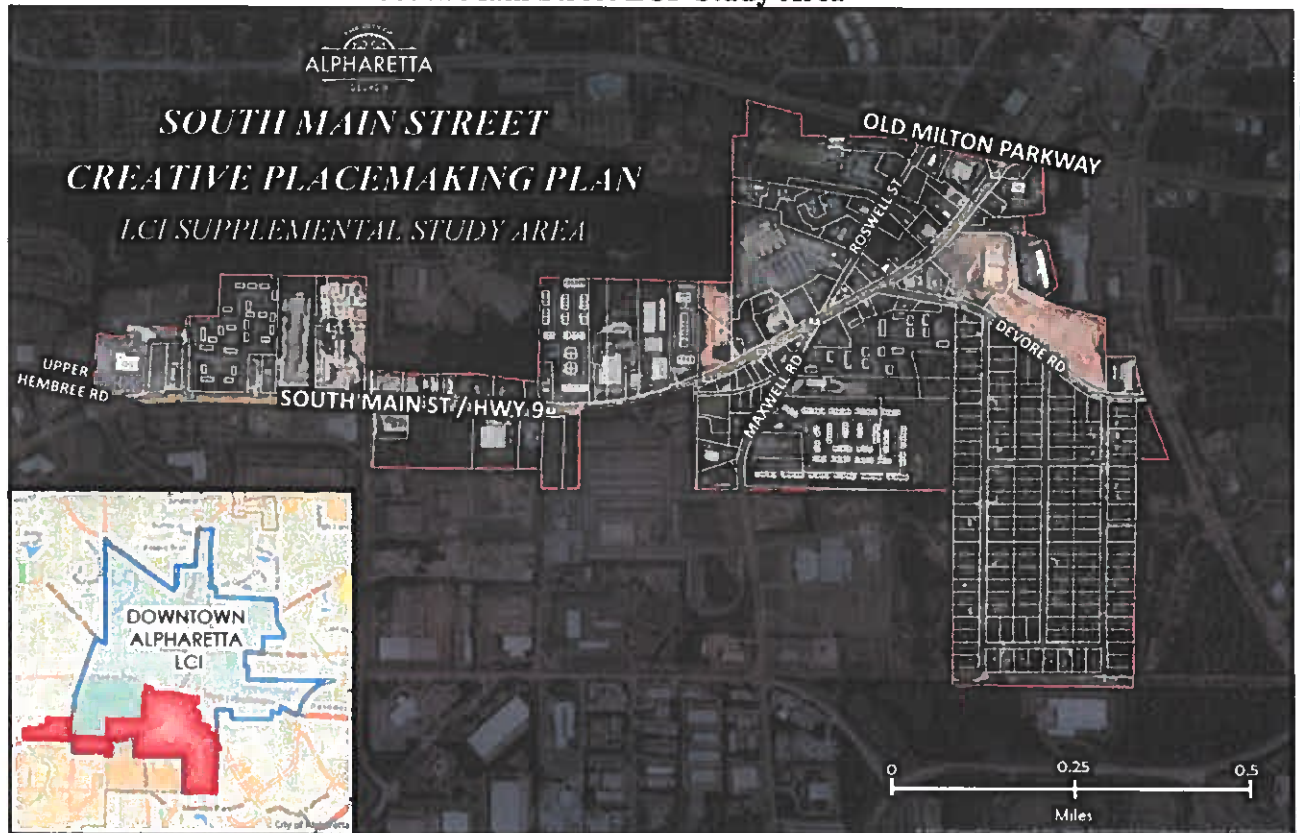
projects that are planned in the study area to implement the study goals, programs, and projects. Schedules should include estimated start date, completion date, cost estimate, funding sources, and responsible party. This short-term implementation plan should include specific actions with start and end dates that implement the LCI plan, including, but not limited to:

- A prioritized description of transportation improvement projects (local, state and federal) that will support the study area goals.
- A prioritized description of housing strategies, particularly for affordable and mixed income housing developments, that support a job-housing match, aging in place, and efficient utilization of transportation facilities in the study area. These should align with the Regional Housing Strategy recommendations.
- A prioritized description of economic development and placemaking strategies.
- A prioritized description of transportation improvement projects that are longer term in nature.
- For key projects identified by the Project Management Team, a detailed implementation guide.
- **Appendix**
 - The full market/fiscal feasibility report
 - Detailed transportation assessment
 - Assessment of existing plan
 - Detailed code changes of the changes required within the zoning ordinance, development regulations and/or other locally adopted policies to support the concept plan, housing recommendations, and street design standards.

Format of Deliverables:

- PDF file of the document, any appendices, concept plans, and typical sections
- Electronic files in their original formats with supporting graphics and GIS or other data files (Excel, InDesign, etc.)

EXHIBIT A-1
South Main Street LCI Study Area



ATTACHMENT B

Compensation and Method of Payment

I. Compensation: The total cost of the Project (as described in “Attachment A”) is \$200,000. ARC’s compensation to the Subgrantee will not exceed 80 percent of the actual costs incurred. However, in no event will the total compensation and reimbursement, if any, to be paid to the Subgrantee under this contract exceed the sum of \$160,000. All costs in excess of \$160,000 are to be paid by the Subgrantee.

A breakdown of this compensation is shown in Exhibit B-1, “Budget Estimate”, which is attached to and made part of this contract for financial reporting, monitoring and audit purposes.

II. Method of Payment: The following method of payment replaces that specified in the main body of the contract.

A. Progress Payments: The Subgrantee shall be entitled to receive progress payments on the following basis. As of the last day of each month during the existence of this contract, the Subgrantee shall prepare an invoice for payment documenting work completed and costs incurred during the invoice period. This invoice shall be submitted to ARC along with the monthly report by the 10th of the following month. Any work for which reimbursement is requested may be disallowed at ARC’s discretion if not properly documented, as determined by ARC, in the required monthly narrative progress report.

Upon the basis of its audit and review of such invoice and its review and approval of the monthly reports called for in the paragraph concerning “Reports” in the main body of the contract, ARC will, at the request of the Subgrantee, make payments to the Subgrantee as the work progresses but not more often than once a month. Invoices shall reflect 100% of the allowable actual costs incurred, be numbered consecutively, and submitted each month until the project is completed. Reimbursement payments from ARC shall be at 80% of the approved invoiced costs.

Subgrantee’s monthly invoices and monthly narrative progress reports are to be submitted to the ARC Director or his authorized agent and must be received by him not later than the 10th day of the following month. ARC may, at its discretion, disallow payment of all or part of an invoice received after this deadline.

B. Final Payment: Final payment shall only be made upon determination by ARC that all requirements hereunder have been completed. Upon such determination and upon submittal of a final invoice, ARC shall pay all compensation due to the Subgrantee, less the total of all previous progress payments made.

Subgrantee’s final invoice and documents as described in “Attachment A, Task 3 – Prepare Project Deliverables” must be received by ARC no later than one month after the project

completion date specified in Paragraph 3 of the contract. ARC may, at its discretion, disallow payment of all or part of a final invoice received after this deadline.

III. Completion of Project: It is agreed that in no event will the maximum compensation and reimbursement, if any, to be paid to the Subgrantee under this contract exceed \$160,000 and that the Subgrantee expressly agrees that they shall do, perform, and carry out in a satisfactory and proper manner, as determined by ARC, all of the work and services described in Attachment A.

IV. Access to Records: The Subgrantee agrees that ARC, the Concerned Funding Agency, or Agencies and, if appropriate, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the Subgrantee which are directly pertinent to the project for the purpose of making audit, examination, excerpts and transcriptions.

The Subgrantee agrees that failure to carry out the requirements set forth above shall constitute a breach of contract and may result in termination of this agreement by ARC or such remedy as ARC deems appropriate.

V. ARC's Designated Agent. In accordance with Paragraph 5 of the main body of this contract, ARC's Director hereby designates ARC's Director of Center for Livable Communities, as his agent ("Cognizant Center Director") for purposes of this contract only, except for executing amendments hereto.

EXHIBIT B-1

Budget Estimate

Task 1 – Public Involvement	\$50,000
Task 2 – Plan Development	\$100,000
Task 3 – Prepare Deliverables	<u>\$50,000</u>
Total Cost	\$200,000
ARC Share (80%)	\$160,000
Local Share (20%)	\$40,000

* Note: The estimates listed above are preliminary and actual costs by task may vary so long as the total contract value does not increase. Any change to the budget estimates shown above must be requested in writing and approved by ARC's Cognizant Center Director.

UP2134

Final Audit Report

2021-07-29

Created:	2021-07-27
By:	Brittany Zwald (BZwald@atlantaregional.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAATYRju0qrJ7iB8HLYjPwaa4CsQ19ec_ak

"UP2134" History

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Document 1 - Cover Letter, Company Information

October 21, 2021

Debora Westbrook
Procurement Agent and
Single Point of Contact
678.297.6052
purchasing@alpharetta.ga.us

RE: Response to Request for Proposal
City of Alpharetta
South Main Street LCI
Supplemental Study 22-106

Dear Ms. Westbrook and Selection Committee:

HKS is excited to submit our proposal for the City of Alpharetta South Main Street LCI Supplemental Study. We trust our proposal demonstrates our sincere passion, urban planning expertise, and understanding of your goals. The project provides a compelling platform to carefully balance an inspiring vision with the economics of a detailed, achievable action plan.

BRIEF BUSINESS PROFILE

HKS is a global firm of architects, designers, advisors and makers driven by curiosity and devoted to creating places that combine beauty with performance. Our 1,300 people in 24 locations are united by our shared culture and sense of purpose. We value honesty, diversity and inclusion and we celebrate creative thinking. In partnership with each other, our clients and our partners, we craft powerful ideas and solutions.

The HKS story began in 1939 as a small architectural practice primarily focused on residential and commercial design, but quickly diversified into additional market sectors. Presently, we are a top-three architectural firm that has achieved national and international prominence by providing a full range of architectural services for projects with a wide range of size and complexity.

At the urging of our clients, HKS opened our **Atlanta office** in 2000, having worked in Georgia since the mid-1990s. We have always been a relationship driven firm with repeat clients that date back over 40 years. Our first clients in Atlanta are still clients after 20 years. Since then, we have progressed to be one of Atlanta's top architectural firms, as ranked annually by the Atlanta Business Chronicle. The office continues to provide a broad range of design services for commercial, corporate, hospitality, assembly/entertainment and healthcare facilities.

SUMMARY OF HKS STRENGTHS

As you read this document, you will find distinct characteristics that differentiate our team including:

Innovative Approach: HKS has tailored an integrated approach that blends the key ingredients of an LCI in a way that is atypical of traditional processes. We will bring the best practices from around the world that develop smart and sustainable cities and apply it specifically to the unique context of Alpharetta through immersive data analysis and community engagement. We have enabled cities across the country to create business interest and allowed the jurisdictions to adopt policies that encourage healthy and vibrant developments. HKS believes that the

HKS, Inc.
191 Peachtree Street NE
Suite 5000
Atlanta, GA 30303
404.442.7878



Document 1 - Cover Letter, Company Information

methodology crafted will steer the effort to create effective, efficient and dynamic results that will set your project apart.

Urban Planning and Design Expertise: The HKS team showcases experience that covers multiple dimensions of the city fabric. Our studio is comprised of innovative urban planners, architects, researchers, engineers and graphic artists who have proven expertise in enhancing cities with environmental stewardship, while connecting history with the present and the future. We offer the accessibility of a local firm with the resources of a national company.

Distinguished Partnerships: HKS has carefully selected a local team that offers familiarity of the Alpharetta landscape and insightful expertise. Sycamore will lead the public engagement process. Sherwood Design Engineers will provide assessment of existing (physical conditions), site development and green infrastructure. Noell Consulting Group will provide strategic and tactical advice on market trends and real estate economics. NV5 is renown for marrying land planning and multi-modal transportation into seamless plans with intricate connectedness translated in zoning codes. SITE solutions will support placemaking, as the firm's objective is to craft spaces that connect people; to gather, to relax, and to engage in higher purpose.

BUSINESS INFORMATION

Managing Office

HKS, Inc.
191 Peachtree Street NE
Suite 5000
Atlanta, GA 30303

Parent Company

HKS, Inc. (Corporate)
350 N Saint Paul St.
Suite 100
Dallas, TX 75201

CONTACT

Sheba Ross
Urban Planning and
Design Director
191 Peachtree Street NE
Suite 5000
Atlanta, GA 30303
404.442.7726
Cell: 404.909.0649
sross@hksinc.com

Please do not hesitate to contact us any time if you have questions or need further information. We look forward to working with the City of Alpharetta and hope that amidst the plethora of submittals, this one stands out as the right team that will transform Main Street with a comprehensive and robust solution!

Sincerely,

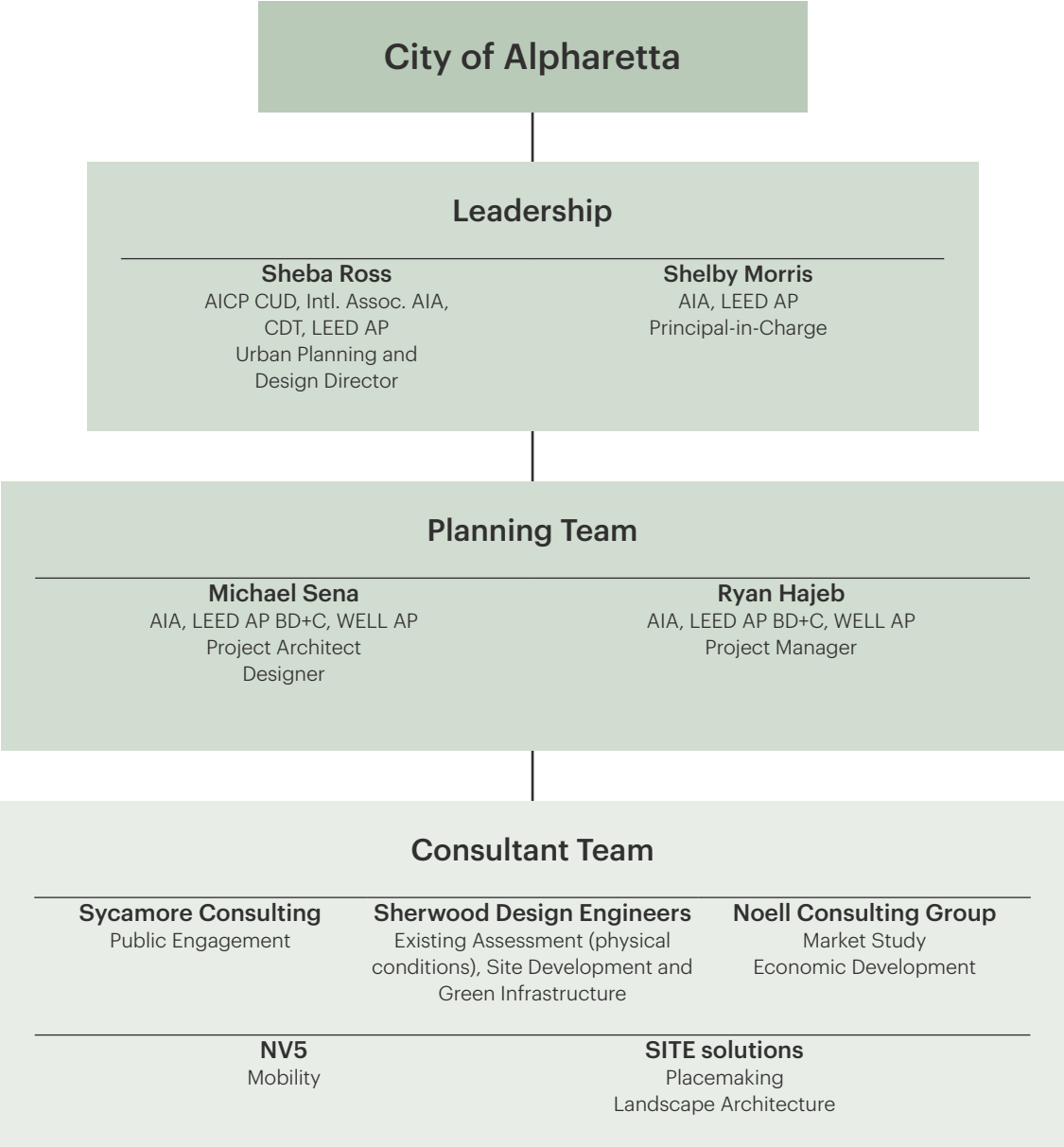


Shelby Morris, AIA, LEED AP
Principal



Sheba Ross, AICP CUD,
Intl. Assoc. AIA, CDT, LEED AP
Urban Planning and Design Director

Team Organization



Sheba Ross

AICP CUD, Intl. Assoc. AIA, CDT, LEED AP

HKS

Role: Urban Planning and Design Director

Combining the power of creativity and the joy of collaboration, Sheba enjoys crafting tangible outcomes from simple ideas for complex projects. She pursued a career in architecture and urban design to create culturally defined and environmentally driven projects, which reflect her commitment to buildings and the spaces between them. Her focus has been master planning, schematic design and design development. By working closely with owners and stakeholders, Sheba gains their confidence through custom solutions and innovative approaches. Sheba also engages public participation in projects that transform their communities by linking health with the urban realm. Sheba was recognized by the ULI Atlanta WLI pioneer program as one of the top 24 most influential women in real estate in Atlanta.

- 1. Where is this individual located?** Atlanta, Georgia
- 2. How long has this individual been employed by this respondent?** 8 years
- 3. Years of experience?** 21 years
- 4. Licenses or accreditation?**
 - Registered Architect: India
 - Registered Planner: United States
 - Advanced Specialty Certification in Urban Design
 - Certified Construction Documents Technologist
 - LEED Accredited Professional
 - International Associate, American Institute of Architects
 - American Planning Association
 - American Institute of Certified Planners
 - ULI Center of Leadership Alumni 2018
 - ULI mini Technical Assistance Panel, Chair 2020
 - ULI Center for Leadership, Chair 2021-2022
 - Master of Urban Design, University of Colorado at Denver
 - Bachelor of Architecture, Anna University, India
- 5. What is the availability of this individual to devote time to the project?** 50%
- 6. What is this individual's length of experience with the project team?** 7 years
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.



Relevant Projects

Downtown Fayetteville Livable Centers Initiative

Fayetteville, Georgia

Covers a study area of about 900 acres with the goal to establish tools to activate private development and help guide related public investment. Tools include a refreshed downtown boundary, new design guidelines, and zoning and land development regulations to improve accessibility, expand mixed uses, and feature creative placemaking strategies.

Medline Regional Activity Center Livable Centers Initiative

Atlanta, Georgia

Health and wellness plan for an LCI study of 520 acres in DeKalb County blending the healthcare strategy of DeKalb Medical Hospital with the concepts of ARC's Lifelong Communities and CDC's Healthy neighborhoods

Buford Highway Corridor Vision Master Plan

Brookhaven, Georgia

Envision the character of 300 acres around Buford Highway and I-85 through concept, identity, massing, land use and accessibility

LaGrange Hamilton Mixed Use Destination Center Master Plan

LaGrange, Georgia

Master plan of 105 acres with scenario analysis for highest and best use of parcels with innovative strategies for multiple developer engagement

Carter Oak Shopping Center Revitalization

Norcross, Georgia

Roadmap to create an inclusive catalytic development of 18.5 acres that enhance pedestrian connectivity and provides adequate vehicular parking for a unique and diverse experience in Gwinnett County. Part of the ULI Center for Leadership exercise.

Shelby Morris

AIA, LEED AP

HKS

Role: Principal-in-Charge

Given the opportunity to learn the entire process of both design and construction through his early experience working for contractors, Shelby knows the importance of each stage in an architectural project. As the director of commercial practice at the Atlanta office, he utilizes this knowledge to successfully follow through with his clients’ desires and needs through the completion of each project.

Over his 18 years in the field, he has led over \$800 million of design and design/build projects. His projects have won many awards including Atlanta Business Chronicle’s Real Estate Deal of the Year award.



- 1. **Where is this individual located?** Atlanta, Georgia
- 2. **How long has this individual been employed by this respondent?** 2.5 years
- 3. **Years of experience?** 18 years
- 4. **Licenses or accreditation?**
 - Registered Architect: Georgia
 - NCARB certified
 - LEED Accredited Professional
 - American Institute of Architects
 - AIA Christopher Kelley Leadership Development Program, Chair
 - ULI Atlanta Advisory Committee
 - ULI Center for Leadership
 - AIA National YAF (Young Architects Forum) Advisory Committee
 - AIA Practice Innovation Lab Committee
 - AIA Regional YAF Board of Directors
 - AIA Atlanta Board of Directors
 - Masters in Architecture, Texas Tech University
- 5. **What is the availability of this individual to devote time to the project?** 10%
- 6. **What is this individual’s length of experience with the project team?** 2.5 years
- 7. **Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

Tropicana Field Master Plan

St. Petersburg, Florida

Master plan for an 86-acre site for MLB’s Tampa Bay Rays’ ballpark, entertainment districts, innovation districts, office headquarters and residential buildings tied together by a comprehensive open space system. This project helped shape the WELL Community International Standard pre-pilot as a Working Group Member

Downtown Fayetteville Livable Centers Initiative

Fayetteville, Georgia

Covers a study area of about 900 acres with the goal to establish tools to activate private development and help guide related public investment.

Brookhaven Mixed Use Destination at Buford Highway Corridor

Brookhaven, Georgia

Envision the character of 300 acres around Buford Highway and I-85 through concept, identity, massing, land use and accessibility

Morrisville Outlet Mall Master Plan

Morrisville, North Carolina

30-acre site mixed-use master plan to repurpose an existing retail outlet mall to office space

Phipps Plaza Mall Revitalization (Office, Hotel, and Entertainment)*

Atlanta, Georgia

Repositioning a traditional suburban mall into an urban center. The project changed the face of the mall to create a walkable and inviting retail environment along Peachtree Road. Prior experience with Beck

*Relevant experience prior to HKS

Michael Sena

AIA, LEED AP BD+C, WELL AP

HKS

Role: Project Architect, Designer

Growing up, Michael enjoyed sketching and creating things with his hands. Architecture was a natural progression of that, offering the opportunity to create physical spaces out of visions and ideas. He most enjoys solving problems within a design concept, looking at it from many different angles to find the right solution.

He works directly with the client in coordinating the efforts of the project team and consultants throughout each phase of project development. He works closely with stakeholders to translate their vision and goals into successful projects.



- 1. Where is this individual located?** Atlanta, Georgia
- 2. How long has this individual been employed by this respondent?** 6 years
- 3. Years of experience?** 6 years
- 4. Licenses or accreditation?**
Registered Architect: Georgia
LEED Accredited Professional Building Design + Construction
WELL Accredited Professional
American Institute of Architects
NCARB Certified

Bachelor in Architecture, University of Tennessee
- 5. What is the availability of this individual to devote time to the project?** 75%
- 6. What is this individual's length of experience with the project team?** 6 years
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

1424 Brookhaven MXD

Atlanta, Georgia

12-acre site master plan in a prime area in Brookhaven to envision the highest and best use of the land

Project Shutze Mixed-use

Atlanta, Georgia

Mixed-use project to develop the site of the Patterson Funeral Home in Atlanta. The project is currently studying options for an office tower, multi-family and hotel

760 Ralph McGill Parcel A

Atlanta, Georgia

1 million sf, two-phase office building with approximately 75,000 sf of ground-level retail, 30,000 sf of public plaza space, and below-grade parking for 2,400 cars

Charlotte Office Building

Charlotte, North Carolina

150,000 sf office building and parking deck

14th and Spring

Atlanta, Georgia

250,000 sf office building with associated parking

901 West Peachtree Street

Atlanta, Georgia

300,000 sf office building

Banyan Street Capital Southeast

Atlanta, Georgia

Building repositioning design services and FF&E selection for multiple properties

Ryan Hajeb

AIA, LEED AP BD+C, WELL AP

HKS

Role: Project Manager

Inspired to become an architect while touring the buildings and cathedrals of Renaissance Florence, Ryan believes design is the foundation of our experience with the cities and structures we inhabit. He values the impact the built world can have on shaping and connecting communities in a meaningful way.

As a project manager, designer and construction contract administrator, he works directly with the client in coordinating and implementing the efforts of the project team and consultants throughout each phase of project development. He has worked with several regional and international HKS offices, provided project management and design support on a number of urban design, hospitality, commercial and healthcare projects.



- 1. Where is this individual located?** New York, New York
- 2. How long has this individual been employed by this respondent?** 8.5 years
- 3. Years of experience?** 10
- 4. Licenses or accreditation?**
 - Registered Architect: New York, Utah
 - NCARB certified
 - LEED Accredited Professional Building Design + Construction
 - WELL Accredited Professional
 - American Institute of Architects
 - Master of Architecture, University of Melbourne
 - Bachelor of Science in Architectural Studies, University of Utah
- 5. What is the availability of this individual to devote time to the project?** 10%
- 6. What is this individual's length of experience with the project team?** 2 years
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

Kobe Waterfront Development

City of Kobe, Japan

126,000 sqm waterfront sports entertainment district conceptual design, including a basketball arena, mixed-use retail and commercial development

Abravanel Hall Master Plan

Salt Lake City, Utah

Master plan and program for expansion and renovation of the site plazas, fountain, main lobby, ticket office, back of house and equipment spaces

Lehigh Valley Resort and Spa

Northampton, Pennsylvania

200,000 sf, 206-key wellbeing destination resort on a 460-acre farm-to-table mixed-community including a spa, wellness center, restaurants, bar, lounges, 20,000 sf conference space and branded residences

Regent Street Hotel and Residences

Salt Lake City, Utah

294,000 sf, 208-key hotel with 64 high-end residences, meeting room areas and restaurant. Targeting LEED Gold certification

High Street Phase I

Dunwoody, Georgia

Over one million sf mixed-use development with residential, retail, office and parking that will serve as the first phase of an urban living development

Hokkaido Ballpark

Kitahiroshima, Japan

28,800 seat retractable roof ballpark and mixed-use development

Jen Price

AICP

Sycamore Consulting, Inc.

Role: Public Engagement

Jen is an AICP certified with extensive experience in master planning, community impact assessments, environmental justice analysis and stakeholder involvement. She has designed and carried out public involvement programs for a variety of transportation and land use projects for numerous clients including Georgia DOT, MARTA, and numerous cities and counties in Georgia. While adept in traditional methods of engaging the public, Jen has also successfully led and implemented projects employing nontraditional outreach strategies such as online meetings and webinars, virtual public meetings, online surveys, tactical urbanism demonstrations and the use of social media.



- 1. Where is this individual located?** Atlanta, Georgia
- 2. How long has this individual been employed by this respondent?** 16 years
- 3. Years of experience?** 20 years
- 4. Licenses or accreditation?**
American Institute of Certified Planners, July 2007
MS of Urban and Regional Planning from the Florida State University
BS of Civil Engineering from Florida A&M University
BS of Mathematics from Bethune-Cookman College
- 5. What is the availability of this individual to devote time to the project?** 45%
- 6. What is this individual's length of experience with the project team?**
Sycamore and HKS have worked together on projects since 2014.
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

MedLine Livable Centers Initiative

DeKalb County, Georgia

Developed and implemented the public involvement program supporting this LCI project focusing on the MedLine area in DeKalb County, which includes DeKalb Medical Center, Medlock, Suburban Plaza and Patel Plaza. Responsibilities included the identification of stakeholders; coordination of core team meetings, interviews, and public workshops and meetings; development and implementation of a tactical urbanism workshop; development, administration, and summary of online and paper surveys; and assisting in the development of recommendations and preparation of final report.

Greenbriar Town Center Livable Centers Initiative

Atlanta, Georgia

Consulting led the public engagement process with key tasks including convening and engaging a Core Team of key stakeholders in the study area; assisting in the planning of a study area bus tour for key stakeholders and the project management team; developing an outreach collateral campaign that included postcards, yard signs, kiosk posters, and flyers distributed to stakeholders through various means; and coordinating a series of Robocalls to further inform and engage the public. Sycamore consulting also created a project website and online survey. Key stakeholder interviews were hosted as well as a series of public meetings including a day-long charrette at Greenbriar Mall.

Memorial Drive Revitalization Plan

DeKalb County, Georgia

DeKalb undertook the Memorial Drive Revitalization Plan in order to provide vision and consensus of business owners and the community, and to create a revitalization strategy for this important corridor. As the lead for public engagement, key tasks included convening and engaging a Business Development Advisory Committee; planning and hosting a series of public meetings and workshops; and planning and hosting a series of intercept survey/pop up style outreach events

Jim Remlin

PE, LEED AP

Sherwood Design Engineers

Role: Sr. Project Manager

Jim Remlin is a Senior Project Manager at Sherwood Design Engineers and manages the Atlanta Office. He serves as Senior Project Manager for several of Sherwood's most innovative projects, including Brooklyn Bridge Park, Mirabeau Water Garden, Westside Reservoir Park, HUB 404 and Boulevard Crossing Park. Jim specializes in the oversight and development of master planning concepts related to site utilities, streetscapes, stormwater management and site layouts, as well as the advancement and development of construction level documentation. Jim manages direct coordination with project architects, landscape architects and planners as well as local and federal agencies to evaluate and achieve project goals and client needs.

Jim has worked on a wide array of project types, including institutional, open-space, residential, and mixed-use developments. These projects involve low impact design initiatives, LEED, SITES design and sustainability strategies with a major focus on stormwater quality improvement, flood mitigation and ecological restoration.

- 1. Where is this individual located?** Atlanta, Georgia
- 2. How long has this individual been employed by this respondent?** 11 years
- 3. Years of experience?** 16 years
- 4. Licenses or accreditation?**
Registered Professional Engineer: States of Georgia & New York
Georgia Soil & Water Conservation Commission Certified
LEED Accredited Professional
American Society of Civil Engineers

Villanova University, Bachelor of Science in Civil Engineering
- 5. What is the availability of this individual to devote time to the project?** 20%
- 6. What is this individual's length of experience with the project team?**
Jim has national experience with HKS. Locally, he has worked with SITE solutions on park planning and construction documentation projects.
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.



Relevant Projects

Downtown Atlanta Master Plan

Atlanta, Georgia

2,600 Acres - Sherwood led efforts in evaluating watersheds, drainage networks, history, and urban reaction to the hidden streams of Downtown to develop framework mapping and concept development to inform future development.

ABI Westside Trail Extension

Atlanta, Georgia

1.3 Mile Corridor - Work has included watershed scale mapping and topography review that has helped to further evaluate design goals that are best aligned with the environment, drainage and how the future trail can best integrate with future capital improvements and adjacent neighborhoods.

ABI Boulevard Crossing Park

Atlanta, Georgia

25 Acres - Proposed performative landscape features integrate bioretention and stormwater storage nodes throughout the park's passive and active spaces helping to promote education, improve the on-site ecosystem and be a model for parks in the region.

Georgia World Congress Pedestrian Mall (GWCC)

Atlanta, Georgia

3 Acres - To provide for increasing vehicular and pedestrian circulation in the GWCC, Sherwood developed a pedestrian focused promenade allowing greater pedestrian connectivity and activation.

HUB 404

Atlanta, Georgia

10 Acres - Conceptual level civil engineering support for the design including evaluating utility, stormwater, access and circulation strategies and a high level approach to site stormwater open space integration.

David Laube

Noell Consulting Group

Role: Real Estate Market Analysis

David experience includes market analysis advice across the spectrum of land uses and as a development partner on numerous urban mixed-use developments in the Southeast.



1. **Where is this individual located?** Atlanta, Georgia
2. **How long has this individual been employed by this respondent?** 12 years
3. **Years of experience?** 20 years
4. **Licenses or accreditation?**
N/A

Bachelors of Building Construction & Certificate in Land Development, Georgia Institute of Technology
5. **What is the availability of this individual to devote time to the project?** 20% through duration of the market study phase
6. **What is this individual's length of experience with the project team?**

NCG and HKS have worked together on projects since 2020.
7. **Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

Suwanee LCI, Downtown Suwanee Master Plan

Suwanee, Georgia

Market analysis for the Downtown Suwanee area, both to identify overall demand potential and development opportunities and to contribute to the master planning initiative

Lakewood LCI Plan

Atlanta, Georgia

Market and economic analysis portion of the Lakewood Livable Centers Initiative (LCI) plan for development and redevelopment opportunities for the study area

Atlanta BeltLine Real Estate, Housing, and Economic Development Action Plan

Atlanta, Georgia

Seven month analysis of market and existing conditions, in-house resources and staff, and potential new revenue sources and best practices to develop Strategic action plan

John Karnowski

PE, PTOE, AICP

NV5

Role: Traffic Services Lead

John has worked in both the public and private transportation sector for over 32 years. He has acquired experience in virtually all areas of traffic and transportation engineering, including traffic engineering, safety audits, signal design and timing, communication design, ITS, incident management, highway corridor studies, intersection design, traffic control plans, ramp metering, and performance measures.



1. **Where is this individual located?** Atlanta, Georgia
2. **How long has this individual been employed by this respondent?** 6 years
3. **Years of experience?** 32 years
4. **Licenses or accreditation?**
Registered PE: Georgia
Professional Traffic Operations
Engineer - National
American Institute of Certified
Planners - National

B.S., Civil Engineering, Georgia Institute of Technology
5. **What is the availability of this individual to devote time to the project?** 30%
6. **What is this individual's length of experience with the project team?**
NV5 and HKS have worked together on projects since 2020.
7. **Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

Devore Road at South Main Street, Mixed-Use Development

Alpharetta, Georgia

John completed a traffic impact study with an emphasis on safe vehicular and pedestrian movements. Many of the study conclusions tied into the Georgia DOT's plans for improvements along SR 9, but the primary recommendation eliminated the two-way, center turn lane in favor of median refuge islands. NV5's traffic engineers worked with GDOT and the City in crafting a mobility plan that could be incorporated into the zoning recommendations.

Opelika Road Corridor Master Redevelopment Plan

Auburn, Alabama

John drafted a transportation plan that fits the land use changes envisioned by the community. Access management to improve safety for bikes and pedestrians was a significant outcome. Specific tasks performed included infrastructure and policy inventories, safety, and capacity analyses, alternatives analyses, and modeling, corridor study, modeling, public involvement, transportation planning, and visioning

Citywide Speed and Safety Study

Berkeley Lake, Georgia

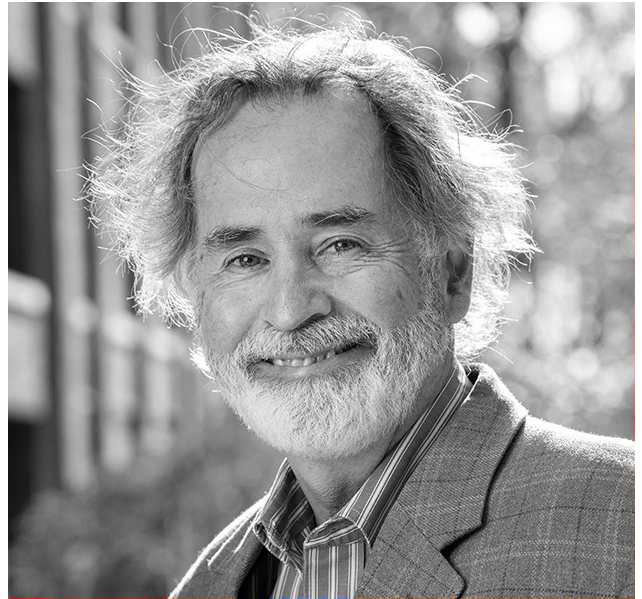
John developed unique solutions to calm traffic and improve safety. Project tasks included evaluating safety and speed concerns at intersections and around curves, and developing a safety priority ranking of the proposed solutions. In a separate follow-up study, John evaluated and prioritized where street side paths, cycle tracks, or off-system paths could be built.

Kevin McCarthy

SITE solutions

Role: Placemaking

With decades of experience both on the West coast and in Atlanta, native New Yorker Kevin McCarthy knows deep down being all mixed up has proven to be a boon. He believes it allows for deep experiences to be drawn from all those locales. They inform and contribute to every new design's sense of place and quality of sui generis. Which, Kevin says, is apt for today's time of blended project types, delivery mechanisms, vertically integrated mixed use, public /private partnerships and landscapes on/in/over buildings!



- 1. Where is this individual located?** Atlanta, Georgia
- 2. How long has this individual been employed by this respondent?** 20 years
- 3. Years of experience?** 40 years
- 4. Licenses or accreditation?**
Professional Landscape Architect: California

Bachelor of Landscape Architecture, State University of New York
- 5. What is the availability of this individual to devote time to the project?** 15%
- 6. What is this individual's length of experience with the project team?**
SITE solutions and HKS have worked together on projects since 2019.
- 7. Give 3 examples of specific experience relevant to this project.** See relevant projects.

Relevant Projects

Avalon

Alpharetta, Georgia

Riverton

Sayreville, New Jersey

Colony Square

Atlanta, Georgia

Northpoint Mall

Alpharetta, Georgia

The Point Park

Alpharetta, Georgia

OAK

Oklahoma City, Oklahoma

Celebration Pointe

Gainesville, Florida

The Works

Atlanta, Georgia

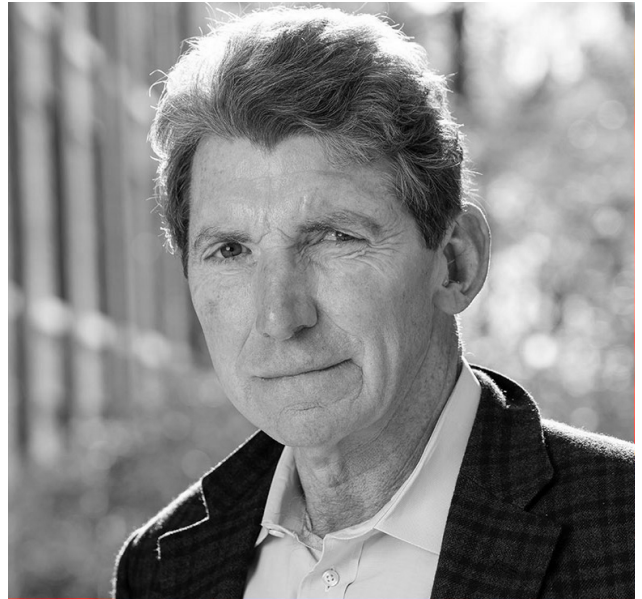
David Floyd

ASLA

SITE solutions

Role: Design Director, Landscape Architecture

With a career that spans more than four decades, David is a recognized expert in retail and multi-family. His wealth of experience enables him to provide thoughtful design that enhances the overall appeal of all development types. David continues to have an active role in Site Solution's design studio. Prior to co-founding Site Solutions, David served as Director of Design for Post Landscape, a division of Post Properties Incorporated. He earned a bachelor's degree in horticulture from Clemson University and a bachelor's degree in landscape architecture from the University of Georgia.



Relevant Projects

Avalon

Alpharetta, Georgia

Riverton

Sayreville, New Jersey

Colony Square

Atlanta, Georgia

Northpoint Mall

Alpharetta, Georgia

The Point Park

Alpharetta, Georgia

OAK

Oklahoma City, Oklahoma

Celebration Pointe

Gainesville, Florida

1. **Where is this individual located?** Atlanta, Georgia
2. **How long has this individual been employed by this respondent?** 20 years
3. **Years of experience?** 40 years
4. **Licenses or accreditation?**
Professional Landscape Architect: Georgia, South Carolina, Texas, Virginia, Tennessee, North Carolina, New Jersey

Bachelors of Landscape Architecture - University of Georgia 1981
Bachelors of Science in Ornamental Horticulture - Clemson University 1978
5. **What is the availability of this individual to devote time to the project?** 10%
6. **What is this individual's length of experience with the project team?**
SITE solutions and HKS have worked together on projects since 2019.
7. **Give 3 examples of specific experience relevant to this project.** See relevant projects.

How we deliver with efficiency and economy

Schedule control

It's about more than great design. There is a bigger picture that must always be considered. It's about great design done in a timely and well thought-out manner that is delivered when we promise. It's about ensuring that project delivery is met so that costs, performance and construction are all successfully managed. It's about our team working with your team. Reaching goals. Delivering services. And, making the total project, from start to finish, a success.

The big picture

HKS diligently works to maintain our well-established reputation for technical production and construction administration capability. We have an established track record demonstrating the professional quality of our contract documents and we constantly work to ensure that we have the most recent knowledge, enabling us to be responsive to coordination and constructability issues. We believe in taking a holistic approach to the entire process of project delivery, keeping in mind costs and performance of building systems, construction technology and schedule. It's all part of the bigger picture.

Schedule approval and next steps

Because of our early implementation of the scheduling process, HKS has an outstanding record of meeting schedules and gaining and maintaining consensus among the team members. We will, at the project onset, meet with the owner and project representatives to review and endorse the proposed schedule. Once your schedule is approved, the project manager, supported by the principal-in-charge and your project representative, will monitor and coordinate the work efforts of HKS and our consultants.

Cost control

Quality, consistency and cost are not mutually exclusive. When managed in a well-thought manner, they can work together to create a project that exceeds expectations while remaining in line with the original scope. It takes hard work and a team dedicated to value management, but in the end it's a critical step in providing you with the best possible service and outcome.

Producing designs within requested cost parameters has established HKS as an industry leader. We use proven, historic project cost data during the design process combined with a proactive, dynamic cost control approach.

We categorize, store and index project type information in our database as it relates to current geographical market conditions. Cost data is compared and updated with our consultants and contractors. At each project phase, costs are reviewed and confirmed alongside the historical data we have collected.

Our cost control process, better known as HKS value management, is a key element of document delivery. Internal design tools such as product specifications, HKS guide sheets and established HKS minimum design standards are used to develop an initial project scope consistent with your budget.

Scope values are monitored and reviewed with competing contractors during the bidding phase. Should costs exceed documented, budgeted amounts during bidding or negotiation, our value management process allows for systematic, productive scope modification efforts such as alternative product and system reviews, contractor-proposed scope reductions and phased scope construction.

We strive to deliver projects in line with your project scope.

Document 3 - Experience with Similar Projects, References

Team:

HKS, NV5, NCG

Size:

900 acres

Schedule:

Forecasted - December

2020 - September 2021

Actual - December 2020 -

September 2021

Budget:

\$150,000

Services:

Community engagement

Streets and mobility

Zoning

Urban planning and design
guidelines

Relevant Issues:

LCI grant

Collaboration with City
government and local
stakeholders

Highest and best use

Transportation and zoning

Reference Contact:

Denise Brookins

Director of Planning

City of Fayetteville

210 Stonewall Avenue West

Fayetteville, GA 30214

dbrookins@fayetteville-ga.

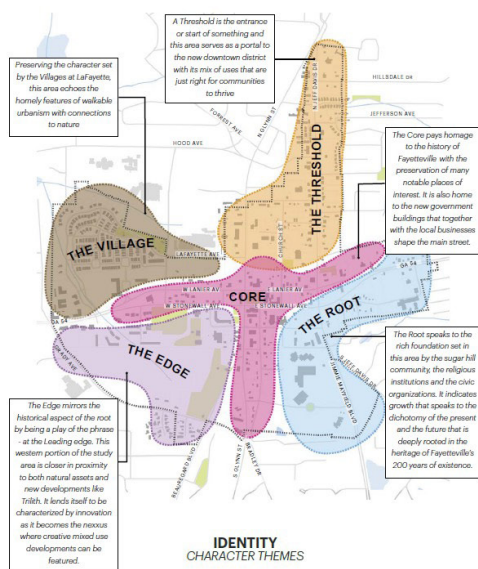
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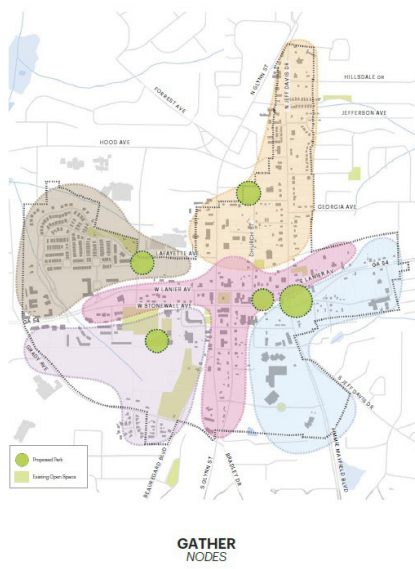
Downtown Fayetteville LCI

Fayetteville, Georgia

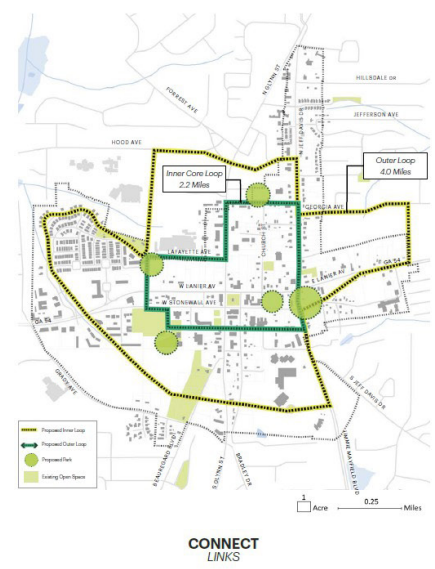
The LCI project is an integrated effort to establish the tools needed to activate private development and help guide related public investment in approximately 900 acres around the Fayetteville downtown area. The study includes establishing a regulatory plan and associated design guidelines for the new main street mixed-use district, including identifying character areas within the district. This includes addressing urban design standards like architectural details, building massing, landscaping, streetscaping, signage, utilities, public space and public amenities such as parks, plazas, community gardens and gateway markers along corridors. The project features unique methods for community engagement during the pandemic and includes a comprehensive website, photo scavenger hunt, an online survey that received over 1000 responses, virtual design charrettes using the Miro app and hybrid preference surveys.



Areas distinguished by common characteristics based on physical environment analysis and community perception



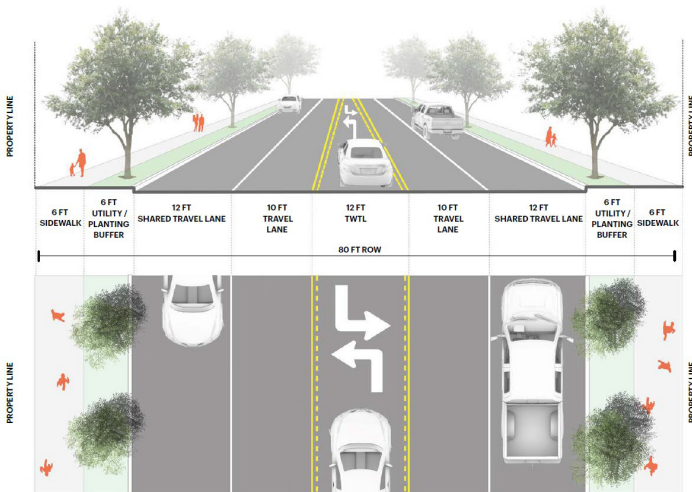
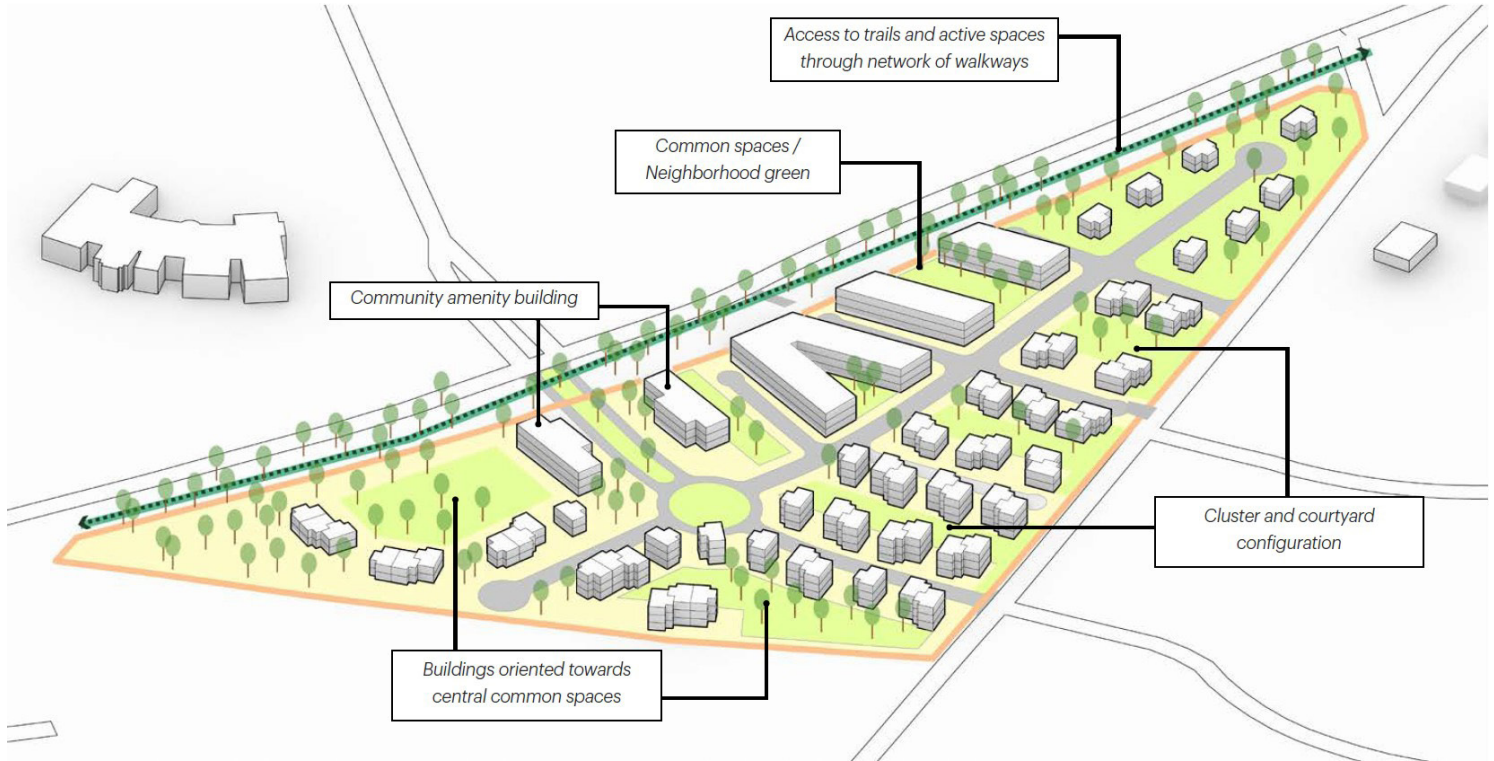
Strategic focus points for orientation, pause, celebration and engagement. New nodes provide placemaking opportunities unique to each character area.



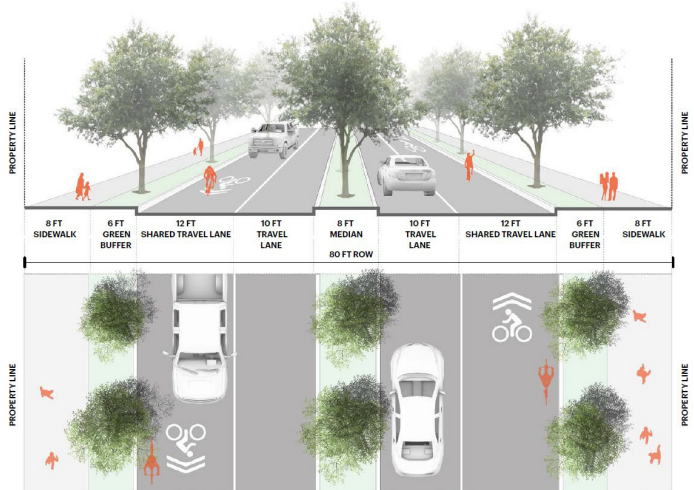
Routes along which people move throughout the city that offer legibility and access.

Document 3 - Experience with Similar Projects, References

Downtown Fayetteville LCI, Fayetteville, Georgia - Continued



Major Commercial Street Section and Plan



Major Boulevard Section and Plan

Document 3 - Experience with Similar Projects, References

Team:

Sycamore Consulting

Size:

n/a

Schedule:

Forecasted - July 2020

Actual - December 2019

Budget:

\$34,900

Services:

Public engagement

Relevant Issues:

Developing a sense of place

Engaging existing

businesses

Economic viability

Reference Contact:

Larry Washington, URP

Senior Planner, Long

Range Planning

DeKalb County Department

of Planning & Sustainability

330 W. Ponce De Leon

Avenue, 5th Floor

Decatur, GA 30030

404 371 2178

lwashington@

dekalbcountyga.gov

Memorial Drive Revitalization Corridor Plan

DeKalb County, Georgia

The DeKalb County Department of Planning and Sustainability undertook the Memorial Drive Revitalization Plan in order to provide vision and consensus of business owners and the community, and to create a revitalization strategy for this important corridor. The plan seeks to enhance the long term economic viability of the Memorial Drive corridor, a major thoroughfare with current bus system, a heavy rail transit station, colleges, and a highly accessible transportation road network. The Revitalization Plan also established strategies for creating a “sense of place” upon entering the corridor from Atlanta or Gwinnett.

As the lead for public engagement, key tasks included convening and engaging a Business Development Advisory Committee; planning and hosting a series of public meetings and workshops; and planning and hosting a series of intercept survey/pop up style outreach events. Because of the concentration of international residents along Memorial Drive, this effort coordinated closely with community residents, stakeholders and service providers with special attention to the refugee community and other traditionally underserved populations.



Document 3 - Experience with Similar Projects, References

Team:

Sherwood Design Engineers

Size:

2,600 acres

Schedule:

Forecasted - 2020

Actual - 2020

Budget:

\$55,000

Services:

Master planning

Sustainability

Stormwater management

Relevant Issues:

Open space connectivity

Streetscape enhancement

Flooding

Water quality improvement

Reference Contact:

Jennifer Ball

Vice President, Planning and

Economic Development

Central Atlanta Progress

(CAP) Atlanta Downtown

Improvement District

(ADID)

84 Walton St NW

Suite 500

Atlanta, GA 30303

404 376 2865

404 522 3344

AtlantaDowntown.com

Downtown Atlanta Master Plan - Where Rivers are Born

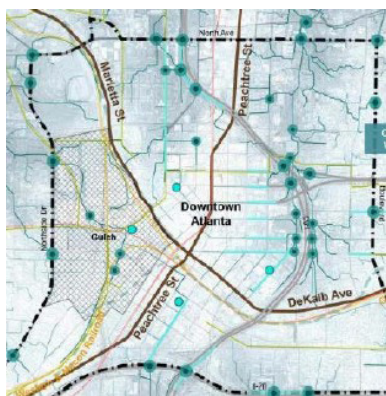
Atlanta, Georgia

Sherwood led efforts in evaluating watersheds, drainage networks, history, and urban reaction to the hidden streams of Downtown. Centered around the themes:

- What if downtown became connected to the surrounding city and region in many ways with watersheds taking on increased importance for the ecological future of downtown, the city and the region?
- What if watershed became the connective tissue of the future of Atlanta?

Through data analysis and visualization of topography, drainage networks, and the historic response to topographic conditions; a framework was developed to inform, orient, and engage stakeholders around the hidden headwaters of two rivers that are fed by historic springs and watersheds originating from downtown.

Occurring in a post-Covid landscape, the team dynamically adapted and developed innovative tools and engaging digital workshop sessions involving design leaders throughout the City of Atlanta. Through a collaborative effort of orienting policy, design, and watersheds to promote sustainable growth and future development; the team was able to thoughtfully develop framework mapping and concept development to inform future development in Downtown Atlanta.



kawana@cityofsugarhill.com

NV5 was engaged again in 2021 to update the 2016 plan to account for the city's rapid growth and development. As a part of this update, NV5 will provide the City with a set of recommendations that address mobility infrastructure and operational improvements for the downtown study area. Recommendations will be provided in a report format similar to the previously submitted document and shall include recommended mobility enhancements for travel modes currently available to the city, i.e., automobile, bicycle, and pedestrian. The report also will provide recommendations for parking and traffic calming. The report appendix will include collected data, e.g., traffic counts, parking inventory, utilization, and turnover, operational analysis output results, and demand calculations.



Document 3 - Experience with Similar Projects, References

Team:

SITE solutions

Size:

26 Acres phase I
(80 acres overall)

Schedule:

Forecasted – Q2 2020
construction
Q4 2019 design
Actual – Q3 2020
construction
Q4 2019 design

Budget:

Confidential

Services:

Landscape architecture
Placemaking
Furniture design
Lighting

Relevant Issues:

Pedestrian design
Roadway and traffic calming
Cyclist connections
Placemaking

Reference Contact:

Mr Greg Catoe
Vice President Construction
Selig Enterprises
404 898 9031
gcatoe@seligenterprises.
com

The Works

Atlanta, Georgia

A collection of warehouse and manufacturing buildings from the turn of the 20th century comprise the first 26 acres of development at The Works on Chattahoochee Boulevard, a planned 80 acre mixed use project on the burgeoning westside of Atlanta, Georgia. The first phase of the project contains multiple F&B tenants along with flagship retail, creative office space, a food hall by Gansevoort, as well as a new tasting room for Scofflaw Brewery.

The site is organized around the original railroad circulation which served the various buildings on the property. Aptly named 'The Spur,' this linear space connects the bulk of the active uses on the campus in a landscape which is reminiscent of the site's industrial past. Rather than being a single spatial expression, The Spur acts as a series of spaces that interact with building uses and the micro-climates created by shade and grade transitions. Industrial inspired material ties these spaces together, along with a landscape that is intended to evoke the idea of found spaces and moments of intimacy with the natural world within a highly urbanized environment.

Specific design interventions, which include native plantings that highlight the transitions of seasons and time, custom furnishings designed to host a variety of gatherings, along with bespoke details which summon the site's history create an exterior atmosphere for gathering, working, and celebrating together.



Our plan will complement your Vision.

HKS, in partnership with **Sycamore Consulting**, **Sherwood Design Engineers**, **Noell Consulting Group**, **NV5**, and **SITE solutions**, is equipped to craft a plan that will complement the vision of the Alpharetta South Main Street LCI to be a dynamic and welcoming district in which generations of diverse citizens can engage, create, contribute, and flourish.

But it's more than a master plan.

We believe that there is no 'one size fits all' approach. We will combine market analysis, critical thinking with urban planning expertise to create actionable LCI frameworks responsive to time, construction and transition. We will analyze past, present and potential functions to understand new interventions and will align it with local policy instruments.



Photos of The Maxwell, Iglesia Poder Y Gozo, and the Alpharetta Welcome Center taken during team site walk of South Main Street

Ability to create a cohesive vision.

Our team will work with all the stakeholders to create the blueprint of a place that ties together the uses and activities, comfort and image, access and linkages, and sociability.

Public Engagement.

Residents, business owners and frequent visitors have the most reliable perspective on the needs and gaps of a city's fabric. Our team has outlined unique methods to ensure maximum engagement of the public by using hands-on mapping techniques, ballots, voting, live-polling and web surveys, keeping the current pandemic in mind.

Understanding Existing Constraints.

Our team has worked with several different cities and counties to not only analyze their utilities and infrastructure needs but to also envision strategies to maintain and grow. This information and existing relationships with the multiple facets of Alpharetta position us to have a comprehensive outlook.

Strategies to attract businesses.

This team has expertise in finding ways to attract businesses to key development sites through incentives, grants, and private funding. We have crafted several Downtown developments and hence understand the importance of simplifying complex scenarios.

Track Record of Success.

The projects we have master-planned locally and internationally have transformed communities with their development. They have created business interest in the cities and allowed the jurisdictions to adopt policies which encouraged healthy and vibrant developments.

Your project

Our approach has been designed with the end in mind: To target the Community Vision stated in the **2035 Comprehensive Plan**, and help advance Alpharetta as a Signature City.

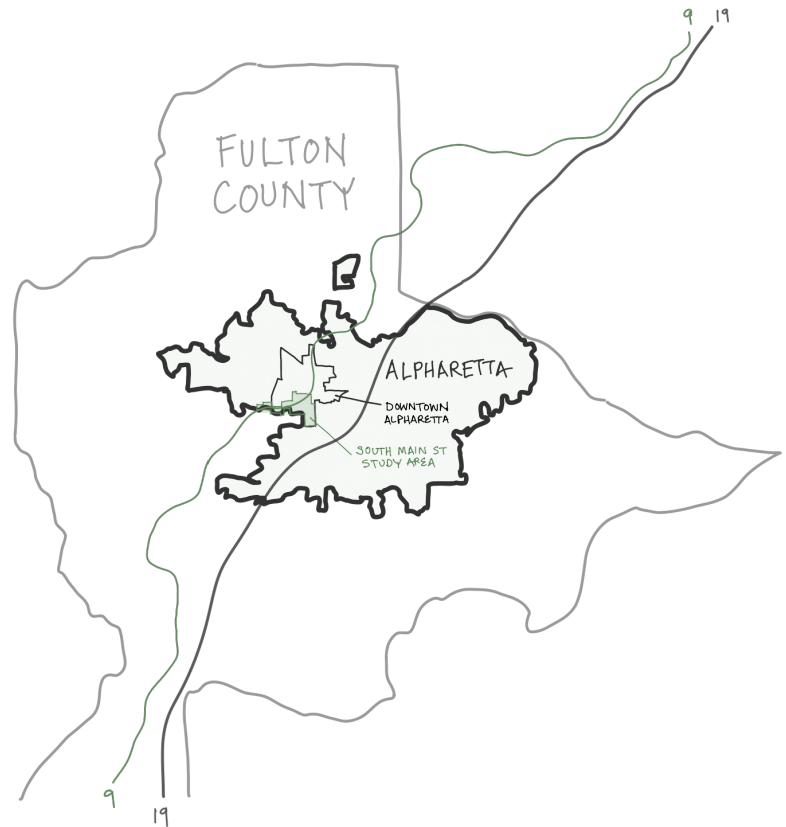
ENHANCE established commercial along Main Street/GA-9 with streetscape and property improvements, as well as vehicular, pedestrian, bicycle and public transportation connectivity to destinations along the corridor, activity centers, neighborhoods, and Wills Park.

CREATE opportunities for new mixed use, commercial, office and medium- and high-density residential development along the corridor.

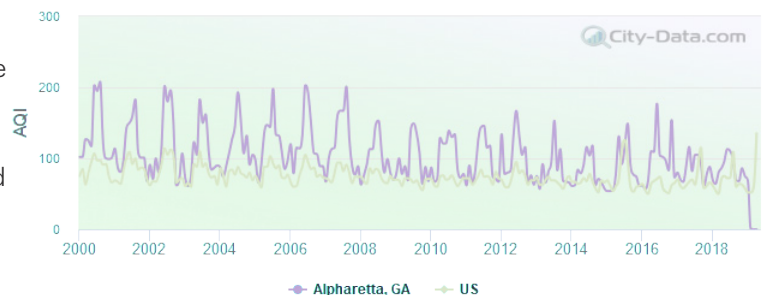
In order to cater our process to your unique context, we have illustrated some early observations that will shape the character of the parcels and conceptualize a cohesive vision for approximately 300 acres under the LCI scope. Our approach features the following:

- An understanding of the physical context and the key environmental concerns
- An awareness of the gaps in land use and market trends
- Our combined experience working on projects in proximity to the study area
- A detail of the process components requested in the scope
- Innovative process methods
- A 4-step productive process
- Efficient Schedule and Work plan

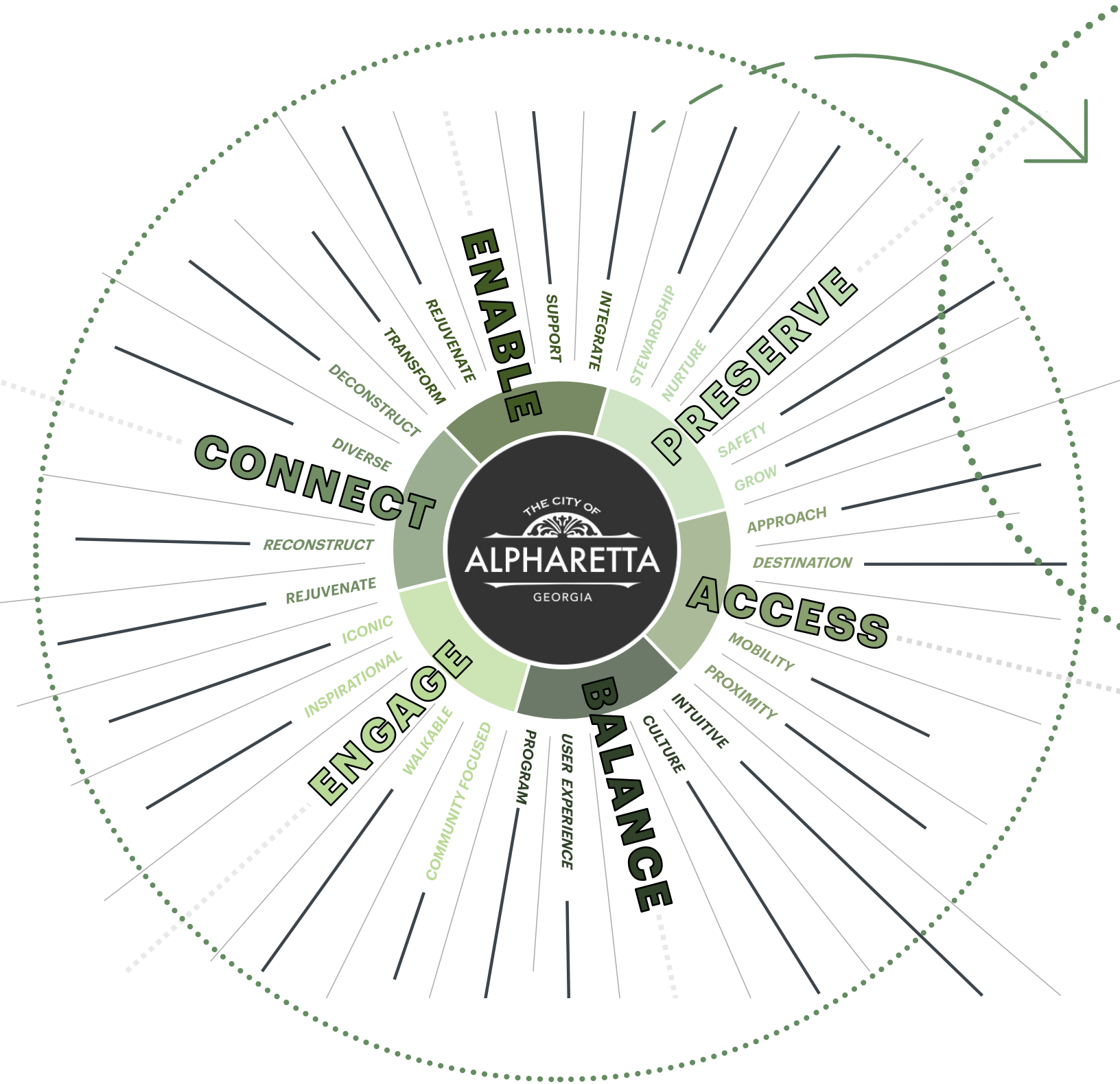
The expected outcome is to guide city officials and the public through a master planning process to articulate the expanded boundary of the LCI influence and inform land use, transportation network, socio-economic character and priority catalyst sites that are aligned to the enhanced development regulations.



Air Quality Index



Our Approach



Document 4 - Proposed Approach, Available Resources, Schedule and Work in Process

COMMUNITY VISION:

VALUES

PRIORITIES

CHALLENGES

IMPLEMENTATION

STRATEGIES

and

PROGRAM

RECOMMENDATIONS

DEVELOPMENT

GUIDELINES

The Alpharetta South Main Street LCI represents an opportunity to reconsider the way people experience Alpharetta, whether by car, bicycle, or foot. This area has incredible potential to extend successes of Downtown Alpharetta into new areas of the city, and influencing economic and recreational development along the way.

The 6 requested scope items will be achieved in a thorough manner through a comprehensive approach. At the end of every stage, a PDF will be submitted and there will be a review window before proceeding to the next stage to maintain accountability and stay committed to the overall goal of this effort.

- 4 weeks : **INVESTIGATE** (Data Collection and Analysis)
- 8 weeks : **EXPLORE** (Options and Alternatives)
- 8 weeks : **RECOMMEND** (Plan Development)
- 4 weeks : **DOCUMENT** (Final Report)

The following pages illustrate the schedule and scope of services in this methodology that will be completed by HKS and its consultants team.



Community
Vision



Economic &
Development



Public
Engagement



Transportation
Strategy



Area & Existing Plan
Assessment



Placemaking
Strategy



01 | Community

Meaningful places balance key attributes with a city's brand and identity. This wheel illustrates a **360° approach** by obtaining cues of priorities from the 2035 Comprehensive Plan and shown to suggest how it can be customized for the Livable Centers Initiative. The project strategy highlights our team's combined approach to represent these facets for Alpharetta through intentional engagement, in-depth research, and creative solutions.

Our Scope



02 | Public Engagement

In any public project, the degree of success in building consensus between key stakeholders, elected officials and the public often relies on the strength of the project's strategy for engaging the public. We understand the need to listen to and hear from a variety of voices and to reach a broader range of populations. Our approach will make participation convenient, simple, and engaging, including conventional strategies as well as social media and web-based tools. The ability to reach the larger public and collect input not only promotes transparency in information sharing, it also assists in building positive energy around a project.

Key Audiences

Outreach to key stakeholders is a critical piece of the public engagement approach. The Team will work with the City to identify and establish a Project Advisory Group (PAG) to include major stakeholders representing a variety of interests. The PAG will meet in advance of key public engagement opportunities and will serve to guide the study direction. The General Public will be engaged during three key outreach opportunities:

- Opportunity #1 – Community Listening Session
- Opportunity #2 – Refinement of Vision and Goals; Understanding of Community Needs
- Opportunity #3 – Tactical Demonstration Project & Community Celebration

Community Surveys

Our goal is to be as inclusive as possible, always recognizing the need to reach non-meeting-goers and other stakeholders who would like to be involved on their own time. The Team will draft and create one brief online survey to be distributed in coordination with the first engagement opportunity. The purpose of the survey will be used to collect input on community values and vision for the future of the South Main Street area of Alpharetta.

Project Communications

- Online Engagement
- Social Media Engagement

Process Documentation

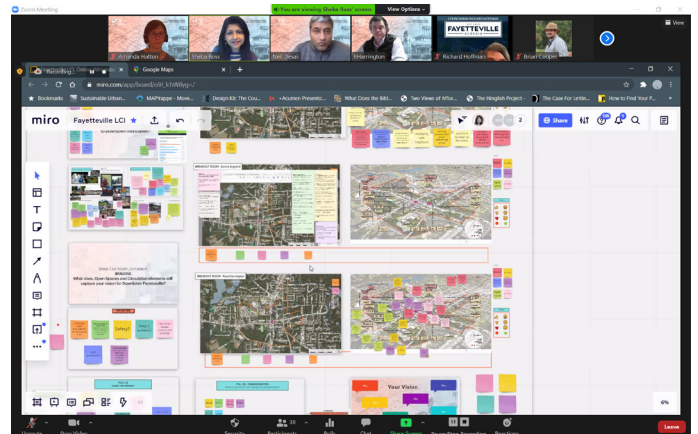
Documentation of public feedback is a key component in accurately translating public input into ideas. A standard format will be developed to summarize each meeting and public engagement event. The summary will document the activity's purpose, venue, participation/attendance, and key issues heard.

Deliverables

- Public Involvement Plan
- Community Survey Report
- Social Media Engagement Plan
- Summary of all PI Activities



Focus Groups create awareness around the project, and allow for feedback.



Virtual engagement allows us to reach an even wider range of the community.



03 | Area & Existing Plan Assessment

To fully understand the project constraints and its opportunities, we will approach the project by first evaluating and mapping the regional watershed, the existing circulation patterns, and the associated existing utilities (storm, sewer, water, etc.). An analysis at this scale allows an opportunity to provide both the Client and the Design Team feedback that can help to inform the development of plan alternatives that specifically identify where reinvestment opportunities could overlap with existing needs and connectivity constraints. These regional existing conditions maps will identify issues related to pedestrian and bicycle circulation, stormwater flooding and water quality concerns, current and future land use modifications, open space gaps and/or connectivity opportunities, utility infrastructure needs and ecological enhancement opportunities.

We feel that capital infrastructure improvements need to perform multiple functions to create a better more integrated network that aligns infrastructure needs with maintenance, performance, aesthetic and placemaking. For this reason, we will strive to think practically about how and where green infrastructure stormwater strategies can be implemented into both streetscape (in the form of bioswales or traffic calming bulb outs) and open space (active and passive recreation zones) throughout the study area. We have found that green infrastructure can help to not only provide water quality and stormwater flood reduction benefits but can also help to integrate education, aesthetics and sustainability into the vision and further enhance the marketability of the plan.

Much of the support that we can provide will help ensure the current infrastructure, circulation, and ecological systems will function today and in the future scenarios. Of equal importance and in addition, we will assess how the landform and the future reinvestment opportunities can best blend with the existing built condition to create future scenarios that are more innovative and tackle current and future conditions related to water infrastructure, transportation and place-making. We believe that the future vision should allow for pedestrian, bicycle, vehicular and future mobility integration, create better connected open space and re-imagined and more performative streetscapes that better integrate people, utilities, and stormwater. Through our experience, a more holistic approach to utility infrastructure and the integration of innovative stormwater management and green infrastructure strategies as components of the future vision, will help to create opportunities for smart water use strategies and better aligns landscape maintenance with system performance.

Deliverables

- Watershed Mapping Evaluation
- Existing Conditions Infrastructure Constraints and Opportunity Map
- Kit of Parts Development
- Overall Framework / System Development Mapping
- Review and Feedback to alternatives and final MP layout



04 | Economic & Development Strategy

Our first objective in this engagement is to identify market opportunities for residential and commercial land uses in the study area; opportunities that are market-based, yet may not be readily apparent in the study area today. This requires having an in-depth understanding of the audiences fueling demand potential for land uses in and around the study area/site; their lifestyles, needs and affordability, and expectations, and how real estate offerings in the study area/site can best be tailored to these audiences to maximize market appeal. The following summarizes the key scope items undertaken in the market analysis.

- Identify and quantify the various target market audiences in the area, including an examination of:
 - Population and household growth and employment growth in an applicable CMA (Competitive Market Area) and in the larger market overall, including key defining characteristics of households in the area (households by tenure, income, age, etc), growth by employment type, growth of smaller businesses, etc;
 - The size and growth of any major economic drivers in the City/County, its current employment, and how and where growth is likely to occur in the coming years;
 - Other potential audiences that could create demand potential in the study area, including commuters, visitors to the area, shoppers at retail destinations, etc.
- As available, understand demonstrated demand for commercial and residential products in the study area and surrounding trade area. Utilize an array of sources, including secondary data, interviews/surveys of comparable property types, interviews with brokers, developers, etc to understand the health of the market, potential opportunities available, prices/lease rates, occupancy/sales trends, etc.
- Create a series of demand models to estimate demand potential, in the larger market area and the study area specifically, for for-sale and rental residential, office, and retail uses. These demands should be grounded in economic reality with an eye toward the future; understanding where the market is heading and how this effort could potentially influence the market.

- Identify Barriers to Capturing Demand and Implementation Strategies
- Prepare a matrix summarizing the key land uses examined, current and likely future trends, suitability for the study area, demand potential in the coming years, desired/appropriate formats, intensity characteristics, and key needs or barriers that must be addressed to realize demand potential and feasibly deliver product.
- Meet with the larger team (client and consulting) to review the results of our research and analysis and identify any key issues that may need clarification or refinement, other issues to consider, review potential barriers, etc.

Equally important to understanding market opportunities and demand potential is gaining an understanding the critical steps to bringing these opportunities into reality. In providing this knowledge we will utilize a number of analyses that identify key barriers to development, be they financial or physical, and identify potential solutions to these barriers.

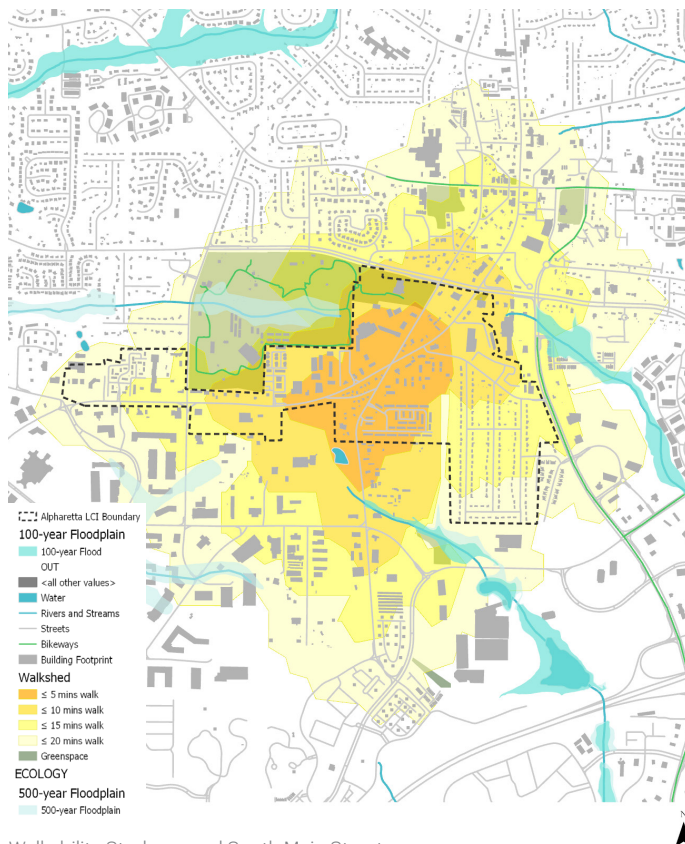
- Create a series of back-of-the-envelope financial analyses to understand the financial feasibility of delivering recommended products to the market. In doing so we will identify potential financial gaps that may exist that must be addressed.
- Adding to this will conduct a series of interviews with developers of these products to understand the barriers they encounter in delivering these products, their perspectives on developing in the study area, and how the City/County and other key entities can address these barriers and potentially enhance their willingness to deliver these products.
- Suggest new policies and programs, or recommend adjustments to existing ones, that will maximize potential for delivery of identified projects. As necessary, we will also make tweaks to recommended products and achievable levels of absorption.

Deliverable

- A written report summarizing key findings and conclusions accompanied by supporting data in the form of charts and other exhibits.

05 | Transportation Strategy

Once we understand the existing traffic, facility conditions, operations and performance, travel patterns, and mobility needs in the South Main Street Corridor, we will craft a set of broad but focused concepts that support multimodal mobility. We will specifically look at the potential to implement complete streets and establish multimodal transportation connections between the corridor, key destinations, and nearby areas. We will use the input received from the project's public workshops and design charrettes to identify potential strategies for linking the South Main Street Corridor to important destinations and the surrounding area and improve circulation within the corridor. Our recommendations may consider strategies such as adding bicycle parking and enhancing bicycle facilities, expanding pedestrian infrastructure, closing gaps in the pedestrian network and improving access to public transit services.



Walkability Study around South Main Street

We will also evaluate pedestrian and cyclist safety and comfort, and assess the practicality of utilizing strategies such as median islands and HAWK signals within the study corridor, specifically looking at how these facilities might aid pedestrians and cyclists when crossing SR 9, supporting civic spaces that encourage public gathering and exchanging ideas.

In addition to pedestrian facility and bicycle infrastructure improvements, we will consider strategies that help calm vehicular traffic within the South Main Street Corridor while at the same time facilitating improved vehicular flow. We will look at the impact of extending Devore Road to Roswell Street and the potential for an innovative intersection improvement at SR 9. We will also evaluate the SR 9 and Maxwell/Roswell Street for safety and operational improvements. Where practical, roadway improvement recommendations may also include techniques to incorporate green infrastructure solutions to address stormwater impacts and the potential loss of vegetation along the corridor.

Travel by public transit is also a vital mobility option for the South Main Street Corridor, and we will examine and develop concepts for augmenting bus transit stops. Our approach will consider practical strategies to improve transit vehicle progression through the corridor and improve traveler safety while at the same time improving the visibility of transit services as a viable travel alternative. We will evaluate tactics such as "far side" bus stops, curb extensions, and bus pull-out lanes. We will also look at combining art with practical technology solutions, helping better incorporate bus transit shelters into the South Main Street area and contributing to the sense of place.

Deliverables

- Existing Conditions Policy, Project, and Program Evaluation and Recommendations
- Mobility Playbook
 - 100-Day Action Plan
 - Schedule of Action
 - Monitoring Element



06 | Placemaking Strategy

In the context of the larger study, placemaking elements will be established to: enhance identity, create activation opportunities, further extend multi-modal and micro mobility opportunities, and refine the 'look and feel' of Downtown Alpharetta as a cohesive district. The three main aspects of the land use and urban design component of the master plan are:

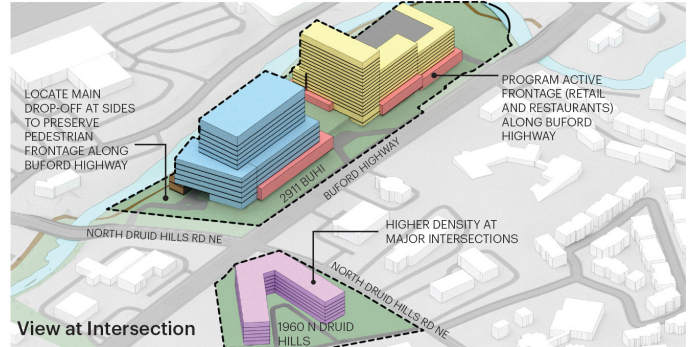
Benchmark Analysis

We will begin by conducting studies to ascertain the standards desired by Alpharetta and to compare other robust master plans that have exercised successful planning strategies so that benchmarks can be established. These case studies will be evaluated not only in terms of geographic context, but also to get cues for innovation and proven strategies. All of this will facilitate creating apt guiding principles that will frame the project and help with maintaining accountability.

Additionally, we will review landscape and public realm requirements for buffer zone planting and utility corridors to establish strategies for minimizing conflicts between the two elements. We will also review of opportunities for amenities within the public realm to further enhance its existing multi-modal components.

Multiple Schemes Development and Assessment

In order to create different options for the distribution of land use, density, mix of uses, massing, bulk and public space network, we will focus on the critical factors influencing South Main Street and gain consensus on opportunities and constraints. There will be client/ public /consultants brainstorming sessions to craft optional schemes and design alternatives that embrace sustainable solutions which can be evaluated based on cost, viability and constructability. We will craft a phased development plan with up to 3 options that will be distinct based on layout and distribution. The spectrum of urban design standards will include architectural details, building massing, landscaping, streetscaping, signage, utilities, and gateway portals along corridors.



Example of design and development guidelines

The studies and plans will be expressed in 2D and 3D in order to have a better perspective of the designs and their impact on the context. Following every charrette, the design team will consolidate, develop and refine the plethora of recommendations from the participants which will include a scoring sheet that will display the comparison and preferences.

Final Plan Development

The development of the preferred plan is best tackled in two segments. The first effort will be to draft Short Term and Long Term projects and initiatives in a tangible manner to inform a plan that ensures Downtown Alpharetta's continue growth as a vibrant, mixed-use community core. The purpose of the second segment is to create specific illustrations and graphics for the final document that guides the strategy for future developments in the target area. We will prepare a matrix for implementation to distinguish regulations, policies, public works projects, and financing measures. Visuals will be catered to the specific audience for maximum benefit.

Deliverables

- Visioning document identifying development opportunities
- Framework document to indicate policies and programs to accomplish collective vision
- Plan document with development guidelines for key catalytic sites and general study area illustrating bulk, scale, character, and use.
- Look and Feel visual document to establish character of public realm components including landscape, hardscape, lighting, and amenities
- Recommendations to alleviate conflicts between landscape requirements in Alpharetta with utility corridors

Document 4 - Proposed Approach, Available Resources, Schedule and Work in Process

HKS is one firm and one profit center. Why is this important to you?

Aside from sharing resources, knowledge, and expertise across geographies and practices, HKS will never compete between studios for your projects. We are one firm dedicated to delivering you the best project with the best team for you. We seamlessly pull staff and experts tailored to fit your project allowing access to over 1,300 professionals and their expertise.

Our design team of professionals are well positioned to take on this project and offer access to leading industry expertise and leadership. We will see this project grow from early definition and criteria, into a significantly exceptional solution. Our collective work stems from a passion for great design and the desire to bring it to life in a fulfilling and rewarding process. Our commitment to this, is something we take great pride in.

It's a value that we hold onto very seriously, and internally so it is second nature as we lead clients through projects. With our Atlanta office leading the effort we will integrate expertise from other offices as and when needed. Our team represents a wide available level of resources by company. We are dedicated to each other, in our collective team approach and committed to this very important project along with our strategic consultants.

Some of the team's active projects are the following :

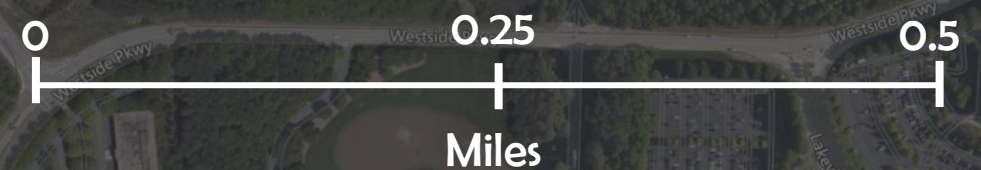
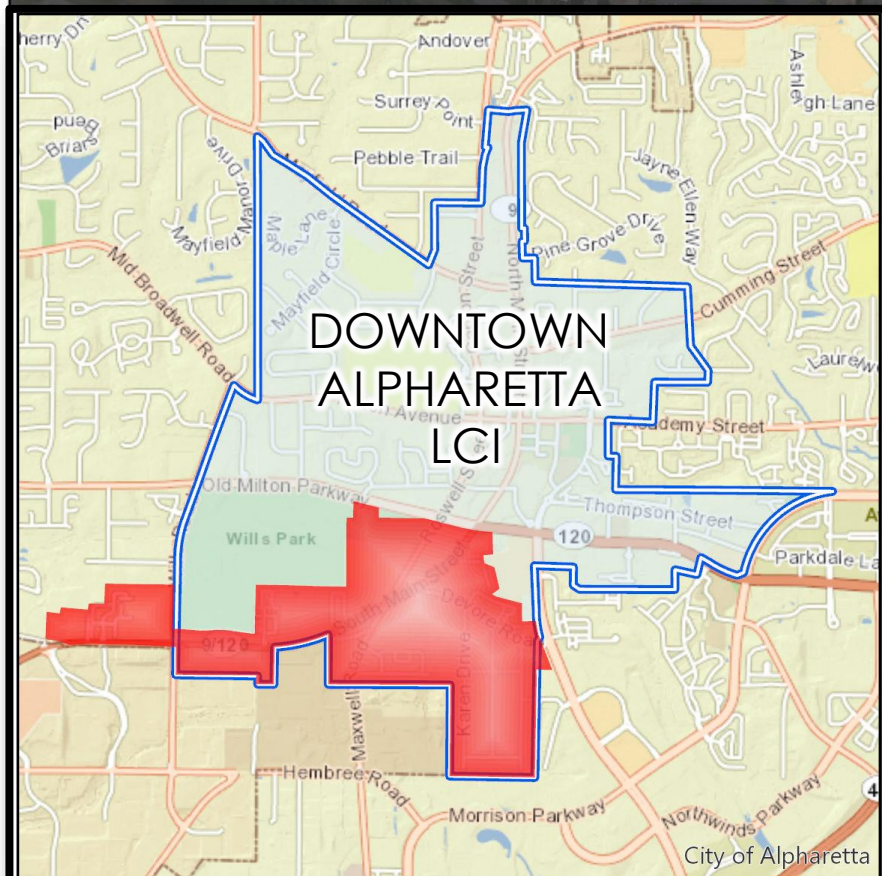
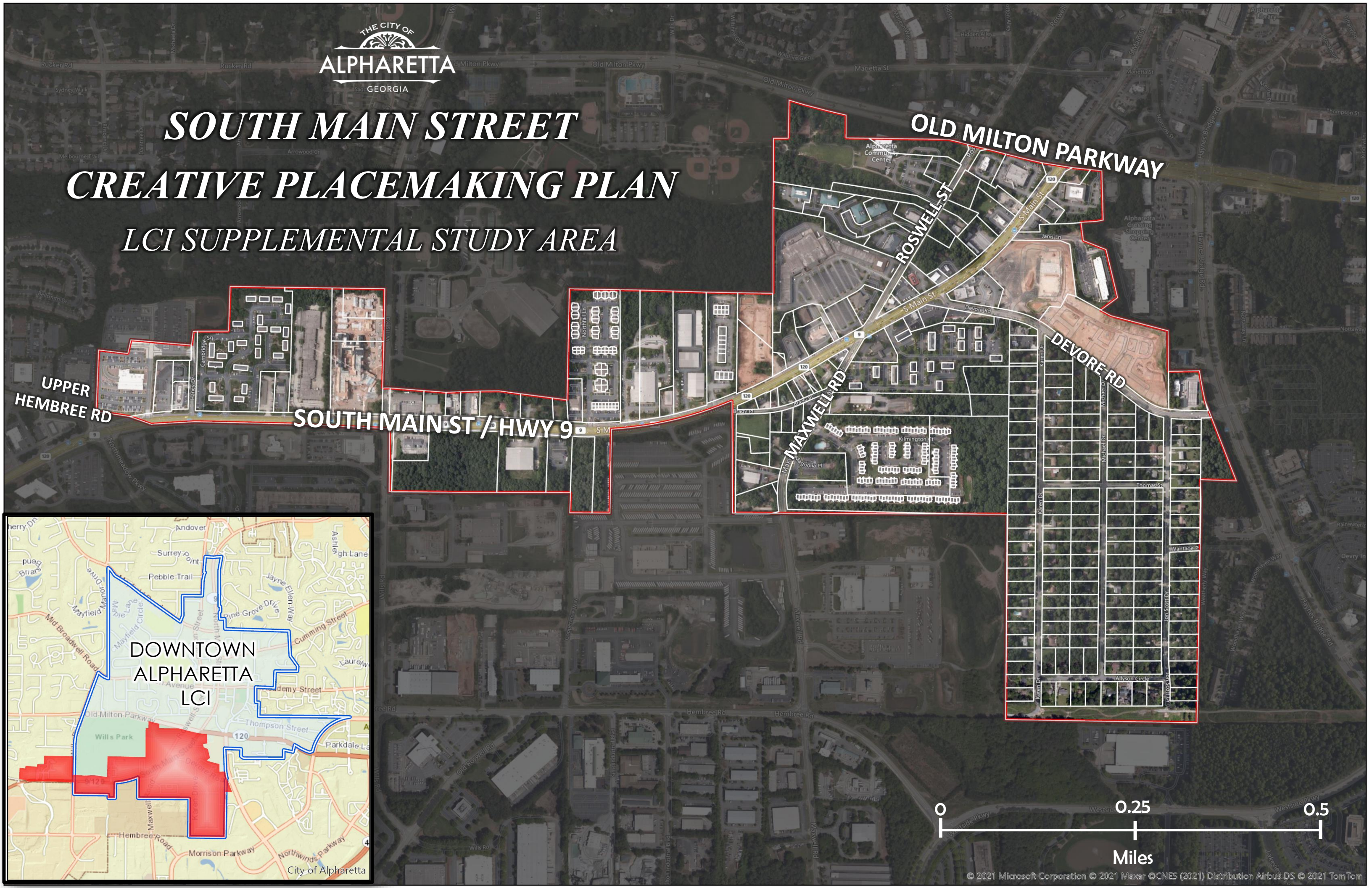
- Sugar Hill Downtown Mobility Plan Update
- ABI Boulevard Crossing Park
- ABI Westside Trail Extension
- Georgia World Congress Pedestrian Mall
- Atlanta BeltLine Subarea Four Master Plan Update
- Atlanta Land Trust - Donnelly Avenue Site Market Study
- Gateway Ventures Roswell Market Study
- City of Fayetteville Highway 85 North LCI Expansion Market Study
- Health Master Plan
- City of Fayetteville LCI

WEEK	Month 1				Month 2				Month 3				Month 4				Month 5				Month 6			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Investigate				Explore								Recommend								Document			
Project Kick-Off and Visioning	•																							
Existing Plan Assessment				•																				
Market Analysis																								
Public Engagement : Listening Sessions			•																					
Explore Options																								
Public Engagement : Refinement of Vision & Goals							•																	
Develop and Recommend Guidelines											•					•				•				
Public Engagement : Demonstration & Celebration																				•				
Prepare Project Deliverables				•								•								•				•

*These timeframes are based on our previous experience. Durations may need to be adjusted per city and community time frames.

**In addition to the identified meetings, there will be bi-weekly conference calls with the Project Management Team.

SOUTH MAIN STREET CREATIVE PLACEMAKING PLAN LCI SUPPLEMENTAL STUDY AREA





City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Recreation, Parks & Cultural Services

Submitted By: Morgan Rodgers

Sponsored By:

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: SIGNING OF FOOD WELL ALLIANCE MOU FOR CITY AGRICULTURE PLAN

II. RECOMMENDATION:

Approve and sign, as presented, the MOU for the City Agriculture Plan between the City of Alpharetta, the Atlanta Regional Commission, and Food Well Alliance and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
----------------------	---------------

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
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IV. REPORT IN BRIEF:

On October 15, 2021, the Recreation, Parks & Cultural Services Department applied for the City Agriculture Plan grant offered by Food Well Alliance and the Atlanta Regional Commission. On December 4, 2021 a Community Food Forum was hosted at Old Rucker Farm to gauge community interest, and on December 8, 2021 a meeting with city department leaders was hosted to confirm the support and commitment from all city departments in fulfilling a comprehensive city agriculture plan, if awarded.

On December 17, Food Well Alliance notified the City of Alpharetta that we have been awarded this grant, which includes a comprehensive city agriculture plan and \$75,000 to implement a portion(s) of the plan.

The commitment requirements from the City of Alpharetta are as follows:

- Provide matching in-kind and/or fiscal support for the City Agriculture Plan's implementation such as staff time, use of city-owned equipment, and/or city-owned real estate of at least \$75,000.00.
- Provide a dedicated and responsive point of contact.
- Provide data, adopted plans, reports, and other requested information and materials needed to complete the project.
- Provide regular updates of the planning process to elected leadership and advisory board representatives to ensure successful adoption.
- Ensuring interim and final deliverables are accessible and available to all responsible municipal parties and provide summary feedback to ARC and Food Well Alliance.
- Provide guidance and feedback to Food Well Alliance and ARC regarding project deliverables and public engagement activities such as convenings, site visits, and events, including logistical and administrative support such as booking meeting venues, scheduling with local stakeholders, and outreach to stakeholders for engagement activities, where applicable.
- Participate in public presentations, reports, and/or media interviews about the City Agriculture Plan.

V. ALTERNATIVES:

VI. ATTACHMENTS:

- City Agriculture Plan MOU.
- City Agriculture Plan Award Letter.



December 17, 2021

Amanda Musilli
Community Services Manager - Marketing, Special Events, and Community Agriculture
Recreation, Parks, and Cultural Services
City of Alpharetta
2 Park Plaza
Alpharetta, Georgia 30009

Re: 2022 City Agriculture Plan Award

Dear Ms. Musilli,

I am pleased to inform you that Food Well Alliance and the Atlanta Regional Commission have selected the City of Alpharetta, Georgia to develop and implement the metro Atlanta region's second City Agriculture Plan.

We are proud to support the City of Alpharetta in engaging diverse community leaders to build and support an equitable and resilient local food system within your city.

The City Agriculture Plan process includes three phases:

- Phase One: Community Engagement
Food Well Alliance will work with the City of Alpharetta and community organizations to identify local assets and engage residents in identifying their priorities for local food and agriculture to inform the planning process.
- Phase Two: City Agriculture Planning
The Atlanta Regional Commission will work with the City of Alpharetta and the City Agriculture Plan Steering Committee and use community-stated priorities to develop an inclusive and equitable City Agriculture Plan.
- Phase Three: City Agriculture Plan Implementation
Upon successful completion and adoption of the City Agriculture Plan, Food Well Alliance will provide funding of \$75,000.00 for implementation within the community.

The Memorandum of Understanding

Please see the attached Memorandum of Understanding which outlines:

- the City Agriculture Plan purpose and context;
- the roles and responsibilities of Food Well Alliance, the Atlanta Regional Commission, and the City of Alpharetta, Georgia;
- related provisions such as time of performance and modifications.

Below is an overview of the review and comment process for the enclosed draft Memorandum of Understanding.

- Please confirm your receipt of this notice and the draft Memorandum of Understanding.
- Once the applicable individuals within City of Alpharetta review and provide comment on the draft Memorandum of Understanding, please send any proposed revisions to Food Well Alliance Policy and Advocacy Manager, Sarah Brown, at sarah@foodwellalliance.org by Friday, January 14th, 2022.

- After Food Well Alliance, the Atlanta Regional Commission, and the City of Alpharetta reach agreement on the revised draft Memorandum of Understanding, please coordinate execution of the Memorandum of Understanding by the appropriate individual(s) within the City of Alpharetta.
- **Please do not announce this award externally outside of City of Alpharetta staff until the Memorandum of Understanding is finalized.** At that time, Food Well Alliance and the Atlanta Regional Commission staff will work with City of Alpharetta representatives to announce Alpharetta's selection and the upcoming City Agriculture Planning process.

We greatly value your partnership in ensuring strong local food systems thrive within metro Atlanta. We look forward to working closely with the City of Alpharetta to help build healthier, more resilient, and equitable communities.

Sincerely,



Kate Conner
Executive Director
Food Well Alliance



Sam Shenbaga
Managing Director, Community Development Group
Atlanta Regional Commission

Enclosure:

Draft Memorandum of Understanding between Food Well Alliance, Inc. the Atlanta Regional Commission, and the City of Alpharetta, Georgia



MEMORANDUM OF UNDERSTANDING

between Food Well Alliance, Inc., The Atlanta Regional Commission,
and City of Alpharetta, Georgia

PURPOSE

This Memorandum of Understanding (the “MOU”) is intended to provide a framework for the working relationship between Food Well Alliance, Inc., a Georgia nonprofit corporation, (hereinafter referred to as “Food Well Alliance”), the Atlanta Regional Commission (hereinafter referred to as “the ARC”), and the City of Alpharetta, Georgia, (hereinafter referred to as “Alpharetta”), to facilitate the process, development, and implementation of a City Agriculture Plan.

WHEREAS, Food Well Alliance is a collaborative network of local leaders working together to build thriving community gardens and urban farms across metro Atlanta; and

WHEREAS, the ARC is the regional planning and intergovernmental coordination agency for the 11-county Atlanta region and develops regional and local plans to protect and manage metro Atlanta’s natural and cultural resources, including local food production activities; and

WHEREAS, Alpharetta is a municipality in the State of Georgia located within metro Atlanta; and

WHEREAS, in August, 2021, Food Well Alliance, in partnership with the ARC, announced calls for the 5-county (Fulton, DeKalb, Cobb, Clayton, and Gwinnett) metro Atlanta cities to develop a City Agriculture Plan that would prioritize community gardens and urban farms; and

WHEREAS, Food Well Alliance held community food forums in two (“2”) cities across metro Atlanta in December 2021 to assess community and city readiness to develop a City Agriculture Plan; and

WHEREAS, Food Well Alliance and the ARC selected the City of Alpharetta to develop a City Agriculture Plan based on predetermined feasibility criteria; and

NOW THEREFORE, for and in consideration of the promises and commitments herein, the parties agree as follows:

CONTEXT

Conceived by Food Well Alliance in response to learnings from Atlanta’s Local Food Baseline Report published in November 2017, Food Well Alliance convened metro Atlanta local food leaders to design a collaborative planning process to engage metro Atlanta’s municipal governments and diverse community leaders to protect, enhance, and support sustainable and resilient local food systems. This MOU is signed with the purpose of affirming mutual understanding and ensuring cooperation among Food Well Alliance, the ARC and Alpharetta with the ultimate goal of including diverse community leaders in completing and implementing a City Agriculture Plan.

ROLES AND RESPONSIBILITIES

Food Well Alliance will:

- Lead the City Agriculture Plan’s community engagement phase, including the design, planning, preparation, and facilitation of no less than three (“3”) city specific community engagement events.
- Engage the general public to ensure that Alpharetta stakeholders are representative of socio-economically and/or ethnically diverse community members.
- Engage in community asset mapping to identify the community leaders and local organizations working on city agriculture projects within Alpharetta.
- Collect data, analyze information, and draft a report on the community asset mapping results for distribution to ARC and Alpharetta.
- Select a representative to meet in-person and/or hold conference calls regularly to discuss the City Agriculture Plan with the Project Management team including representatives from ARC and Alpharetta.
- Work with ARC to coordinate the City Agriculture Plan Steering Committee process, including organizing Steering Committee meetings and leading communications pre and post meetings.
- Facilitate the selection of two (“2”) to three (“3”) Alpharetta community leaders to serve as delegates for ARC’s Steering Committee to support the development of the City Agriculture Plan.
- Communicate quarterly progress updates from the Steering Committee planning phase to relevant Alpharetta city officials.
- Assist with applying for grant funding to be utilized towards implementation activities identified in the City Agriculture Plan.
- Provide funding for the City Agriculture Plan’s implementation by community organizations located within Alpharetta with funding of \$75,000.00.

- Provide related marketing and communications support, including but not limited to videography and photography, to capture the City Agriculture Plan process and promote Alpharetta as a leader in city agriculture plan development.
- Participate in program data collection and formal evaluation for grant reporting and program improvement purposes.

The Atlanta Regional Commission will:

- Select a representative to meet in-person or hold conference calls regularly throughout the community engagement and planning processes to discuss the City Agriculture Plan with the Project Management team including Food Well Alliance and Alpharetta representatives.
- Outline a City Agriculture Plan framework including relevant case studies based on pilot East Point City Agriculture Plan and urban agriculture resources from various sources prior to the call for applications for future City Agriculture Plans.
- Lead a Steering Committee orientation session for interested community members and city officials to review planning processes and set expectations for participation and outcomes.
- Participate in the community engagement phase as a resource for identifying community assets and an introduction to the Alpharetta residents.
- Compile relevant background information and research for the Steering Committee prior to the first planning meeting.
- Lead the selection of the remaining Steering Committee delegates outside of the appointed community leaders based on predetermined stakeholder needs.
- Establish a regular and efficient cadence for Steering Committee planning meetings, based on the availability of the Project Management Team and Steering Committee members.
- Lead the City Agriculture Planning process with the Steering Committee including facilitation of all planning meetings.
- Incorporate the results of the community asset mapping and feedback from the community engagement phase into the City Agriculture Planning process.
- Produce a complete draft of the City Agriculture Plan following the final planning meeting.
- Lead initial process of Planning and Zoning Commission (or comparable city body) approval including preparation of presentation and background documents, first work session and first formal meeting presentations, and requested plan edits. Subsequent presentations at later work sessions and formal meetings would be the responsibility of Alpharetta staff.
- Lead initial process of City Council approval including preparation of presentation and background documents, first work session and first formal meeting presentations, and requested plan edits. Subsequent presentations at later work sessions and formal meetings would be the responsibility of Alpharetta staff.
- Produce a final draft of the City Agriculture Plan including any and all city edits following Alpharetta City Council's approval.

- Participate in program data collection and evaluation for relevant grant reporting and program improvement purposes.

The City of Alpharetta will:

- Provide a dedicated and responsive point of contact to meet in-person or hold conference calls regularly throughout the community engagement and planning processes to discuss the City Agriculture Plan with the Project Management team including Food Well Alliance and ARC representatives and ensure the process is moving forward in a timely manner.
- On a reasonable basis, provide data, adopted plans, reports, and other requested information and materials needed to complete the project.
- Provide regular updates of the planning process to elected leadership and advisory board representatives to ensure successful adoption.
- Engage in best efforts to make interim and final deliverables accessible and available to all responsible municipal parties and provide summary feedback to ARC and Food Well Alliance.
- Engage in best efforts to make interim and final deliverables accessible and available to all responsible municipal parties and provide summary feedback to ARC and Food Well Alliance.
- Provide matching fiscal support for the City Agriculture Plan's implementation of at least \$75,000.00, and not to exceed \$75,000.00.
- Provide in-kind support for the City Agriculture Plan's implementation such as staff time, use of city-owned equipment, and/or city-owned real estate. Whether to provide in-kind support, and the extent of such provision of in-kind support, shall be within the sole discretion and determination of the City.
- Upon request, the City of Alpharetta will provide Food Well Alliance and the ARC with documentation of in-kind support including the monetary value.
- Provide guidance and feedback to Food Well Alliance and ARC regarding project deliverables and public engagement activities such as convenings, site visits, and events, including logistical and administrative support such as booking meeting venues, scheduling with local stakeholders, and outreach to stakeholders for engagement activities, where applicable.
- Participate in public presentations, reports, and/or media interviews about the City Agriculture Plan as may be reasonably requested.

TIME OF PERFORMANCE, AMENDMENTS, AND MODIFICATIONS.

- a) This MOU shall become effective upon execution by all parties and remain in effect until the completion of the City Agriculture Plan or termination by one of the parties as provided below.
- b) Any party may terminate this MOU upon sixty ("60") days written notice to the other party.

[signatures on following page]

By way of signature, Food Well Alliance, the ARC, and Alpharetta agree to collaboratively design the City Agriculture Plan to protect, enhance, and support a resilient local food system within Alpharetta.

IN WITNESS WHEREOF, the undersigned parties, by and through their respective duly authorized representatives, executed this MOU as of the date last written below.

FOOD WELL ALLIANCE, INC.

Signature: _____
Name: Kate Conner
Title: Executive Director

Date: _____

THE ATLANTA REGIONAL COMMISSION

Signature: _____
Name: Michael Alexander
Title: Director, Center for Livable Communities

Date: _____

CITY OF ALPHARETTA, GEORGIA

Signature: _____
Name: Jim Gilvin
Title: Mayor of the City of Alpharetta

Date: _____

Approved as to Content:

Morgan Rogers
Recreation, Parks & Cultural Services Director

Approved as to Form:

Michael D. Stacy
City Attorney



City Council Meeting STAFF REPORT

Submitting Department: City Clerk

Submitted By:

Sponsored By:

Meeting Date: January 18, 2022

I. AGENDA ITEM TITLE: COUNCIL MEMBER DERITO'S APPOINTMENTS TO THE CITY OF ALPHARETTA'S BOARDS AND COMMISSIONS

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS: