



Where Community Connects

STOCKBRIDGE CITY COUNCIL

Mayor

Anthony Ford

Mayor Pro Tem John Blount

Councilwoman LaKeisha Gantt

Councilman Elton Alexander

Councilwoman Neat Robinson

Councilman Alphonso Thomas

CITY MANAGER

Randy Knighton

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

**Council Meeting
Agenda
June 10, 2019 6:00 PM**



Stockbridge City Hall

4640 N. Henry Blvd.

Stockbridge, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

MONDAY, JUNE 10, 2019 6:00 PM

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem John Blount
Councilwoman LaKeisha Gantt
Councilman Elton Alexander
Councilwoman Neat Robinson
Councilman Alphonso Thomas

Administration

Randy Knighton, City Manager
Camilla Moore, Asst. City Mngr.
Vanessa Holiday, City Clerk
Michael Williams, City Attorney
Randi Rainey, Deputy City Clerk

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

ADOPTION OF THE MINUTES FOR THE FOLLOWING MEETINGS: 4/8/2019 & 4/30/2019

- 1 Summary Minutes of 4/8/2019
- 2 Summary Minutes of 4/30/2019

PUBLIC COMMENTS

CEREMONIAL REVIEW

AGENDA REQUEST

Item # 3 - Appeal Hearing

Applicant: Jacqueline Kennedy/ Kennedy Events, LLC.

Nature of Request: Denial of Business Permit

Location: 114 West Burke Street

Proposed Use: Event Center

Reason for Denial: Moratorium in place for Assembly Uses

Presented by: Camilla Moore

OLD BUSINESS

- 4 Council Consideration to approve the Jodeco Development Standards and Site Plan - Presented by: Camilla Moore

NEW BUSINESS

- 5 Council Consideration to approve Policy for Theft of Service and Tampering with Water Meters - Presented by: Decius Aaron
- 6 Council Consideration to approve Policy for Water Leak Adjustments and Application Process - Presented by: Decius Aaron
- 7 Council Consideration to fill vacancies and appoint members of the Youth Council Advisory Committee - Presented by: Michael Williams
- 8 Council Consideration to appoint members of the Development Authority and Public Facilities Authority - Presented by: Michael Williams

INFORMATIONAL

CONSENT AGENDA

PUBLIC HEARING

CITY MANAGER'S COMMENTS (Randy Knighton)

CITY CLERK'S COMMENTS (Vanessa Holiday)

COMMENTS FROM THE CITY COUNCIL

MAYOR'S COMMENTS (Mayor Anthony Ford)

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ADJOURNMENT



Where Community Connects

**SUMMARY MINUTES
COUNCIL MEETING**

MONDAY, APRIL 8, 2019 6:00 P.M.

Mayor & City Council

**Mayor Anthony S. Ford
Councilman Elton Alexander
Mayor Pro Tem John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas**

Administration

**Randy Knighton, City Manager
Camilla Moore, Asst. City Manager/
Community Development Director
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney**

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford.

Invocation by Mr. James Turner.

Pledge of Allegiance was recited in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members of Council were present.

Mayor Pro Tem Blount motioned to amend the Agenda to remove Item #8; second by Councilwoman Gantt. Th motion passed 4-1 (Councilman Alexander opposed).

Councilwoman Gantt motioned to approve the Minutes for the following meetings; second by Councilwoman Robinson. The motion passed 5-0.

1. 2/11/2019
2. 2/26/2019
3. 2/28/2019
4. 3/01/2019

PUBLIC COMMENTS

All persons wishing to speak for public comment must sign in with the City Clerk prior to the beginning of the meeting. You must sign your name, address, and phone number. You will be able to address the Mayor and Council for three (3) minutes. Speakers must respect all members of the elected body, officials, and staff. Defamation, unruliness and/or swearing will not be tolerated while meetings are in session.

There were no public comments.

CEREMONIAL REVIEW

Mayor Ford reviewed the ceremonial presentations for:

Proclamation – Child Abuse Prevention Awareness Month

Proclamation presented by the Henry County Board of Elections

Swearing-In of City of Stockbridge Fire Marshal, Demetries Wells.

Mr. Wells thanked the City for the opportunity; referenced his 22 years of experience noting this was his second job since college; looks forward to doing great things in the City, specifically, the quickness of issuing Certificates of Occupancy.

OLD BUSINESS

5. Council Consideration to amend Ordinance No. OR19-478 regarding Chapter 4.08 – Fire Prevention and protection of the Code of the City of Stockbridge, GA and amending Resolution No. R19-1029, Resolution No. R19-1030 and Resolution No. R19-1031 with an effective date of April 9, 2019.

Presented by Michael Williams, City Attorney

Attorney Williams noted Council adopted and approved Ordinance No. OR19-478 regarding the transfer of Chapter 4.08 – Fire Prevention and Protection and two (2) Resolutions; Resolution No. R19-1029, Resolution No. R19-1030 and Resolution No. R19-1031 with an effective date of April 1, 2019. Attorney Williams also noted the Fire Marshal was sworn in as of April 8, 2019 and would like to amend Ordinance No. OR-19-478, and Resolutions: R19-1029, R19-1030 and R19-1031 with an effective date of April 9, 2019.

Councilman Alexander motioned to approve Council Consideration to amend Ordinance No. OR19-478 regarding Chapter 4.08 – Fire Prevention and protection of the Code of the City of Stockbridge, GA and amending Resolution No. R19-1029, Resolution No. R19-1030 and Resolution No. R19-1031 with an effective date of April 9, 2019; second by Councilwoman Gantt. The motion passed 5-0.

6. Council Consideration to transfer Planning & Zoning services from Henry County to the City of Stockbridge effective April 9, 2019.

Presented by Michael Williams, City Attorney

Attorney Williams noted Council approved the hiring of a City Planner who authorizes the notification of the County, the City will take over the Planning and Zoning Department effective April 9, 2019.

Councilman Alexander motioned to approve the transfer Planning & Zoning services from Henry County to the City of Stockbridge effective April 9, 2019; second by Councilwoman Gantt. The motion passed 5-0.

NEW BUSINESS

7. Council Consideration to approve the request for use of the Ted Strickland Community Center on May 1, 2019 for the Great Atlanta Homebuilders Association Luncheon.

Presented by Mayor Ford

Mayor Ford noted he has been requested to be the keynote speaker for the quarterly chapter meeting with Greater Atlanta Homebuilders Association. Mayor Ford has requested the use of the Ted Strickland Community Center on May 1, 2019 with a luncheon associated with it to present the newly adopted plan and the vision of the Downtown area of the City.

Councilman Alexander noted he thought this would be a great opportunity to bring developers into the downtown area.

Councilman Thomas motioned to approve with Community Development taking the lead, and to include other Builders and Developers in the invitation; second by Mayor Pro Tem Blount. The motion passed 3-2 (Councilman Alexander and Councilwoman Robinson opposed).

8. Council Consideration to approve the request for use of the Merle Manders Conference Center on September 8, 2019 for the Council on Aging Fundraiser event.

Presented by Randy Knighton – City Manager

Item Removed from Agenda.

9. Council Consideration to approve the request for use of the Ted Strickland Community Center on April 19, 2019 from 6:00 p.m. to 9:00 p.m. for the Youth Council Art Show

Presented by Councilwoman Robinson

Councilwoman Robinson noted she will be stepping down as the Council Liaison for the Youth Council at the end of the term and noted the Youth Council is asking to host an art show as an end of year event; the Youth Advisory Committee has already approved the event and flyers have been distributed. City Clerk, Vanessa Holiday asked for

clarification on when the term will be ending; Councilwoman Robinson stated the term for the youth ends May 2019.

Councilwoman Robinson motioned to approve the request for use of the Ted Strickland Community Center on April 19, 2019 from 6:00 p.m. to 9:00 p.m. for the Youth Council Art Show; second by Councilman Alexander. The motion passed 5-0.

10. Council Consideration to approve the request for use of the Merle Manders Conference Center on May 4, 2019 from 12:00 p.m. to 4:00 p.m. for the Youth Council Workshop

Presented by Councilwoman Robinson

Councilwoman Robinson noted for the past 2 years, the Youth Council has held an end of the year workshop and would like to request use of the Merle Manders Conference Center on May 4, 2019 from 12:00 p.m. to 4:00 p.m. for their Youth Council Workshop. Councilwoman Robinson noted the Youth Council would be utilizing Clark Park and the lower level of the conference center and the balcony.

Councilwoman Robinson motioned to approve the request for use of the Merle Manders Conference Center on May 4, 2019 from 12:00 p.m. to 4:00 p.m. for the Youth Council Workshop; second by Councilman Alexander. The motion passed 5-0.

11. Council Consideration to approve the Printing and Marketing Services for the City to be awarded to - Curtis 1000, a Subsidiary of Taylor Strategic Relationships (TSR) RE: Contract No. 111815, City of Stockbridge Contract no. 2019008P not to exceed \$50,000.00

Presented by Lindell Miller – Purchasing Supervisor

Ms. Miller noted staff is requesting approval to utilize a cooperative contract for an annual amount not to exceed over \$50,000 for the printing and marketing services for the new branding line. Councilman Alexander inquired as to who was the award recipient. Ms. Miller noted the bid was awarded to Taylor Strategic Relationship, a subsidiary of Curtis.

Councilwoman Gantt motioned to approve the Printing and Marketing Services for the City to be awarded to - Curtis 1000, a Subsidiary of Taylor Strategic Relationships (TSR) RE: Contract No. 111815, City of Stockbridge Contract no. 2019008P not to exceed \$50,000.00; second by Councilwoman Robinson. The motion passed 5-0.

12. Council Consideration to approve RFQ for qualified contractors to bid on the Amphitheater Project.

Presented by Randy Knighton- City Manager

Mr. Knighton noted staff is seeking approval to move forward with an RFQ (Request for Qualification) to find bidders for the Amphitheater Project. Mr. Knighton stated bidders will be building on 100% construction, with a 2-tier process, with qualifying the bidders first. Councilman Alexander requested to hear the time line process. Mr. Knighton mentioned the bid will be placed for 30 days, after a bidder is selected, the contractors bid will be placed for 30 days, once a selection is made, staff is to expect to break ground after that.

Councilwoman Gantt motioned to approve the RFQ for qualified contractors to bid on the Amphitheater Project; second by Councilwoman Robinson. The motion passed 5-0.

COMMENTS FROM THE CITY MANAGER

Randy Knighton commended staff for continuing to do a top notched job for the City; referenced the TSW architects and the pain staking process to get the Amphitheater project off the ground, noting in the end, everyone will be proud.

Upon request from Councilman Alexander, Mr. Knighton provided a projected timeline with a 2-tiered process with the RFQ going out for 30 days and coming back to the City for recommendations to be presented to the Council and then placing a bid out for constructions for 30 days and following the same process followed by a ground-breaking event.

COMMENTS FROM THE CLERK'S OFFICE

No comments.

COMMENTS FROM THE CITY COUNCIL

Councilman Thomas reflected on the First Responders Appreciation Luncheon he hosted earlier in the day noting the courage and commitment of each of the men and women who answer the call every day and noted the Department leaders thanked the City for recognizing them; referenced the Community Prayer Vigil held for the wounded officers and the Smith family to help the community come together and heal; thanked staff for their assistance, and anyone else who had a hand in making the event a success.

Mayor Pro Tem Blount concurred with the comments of Councilman Thomas, noting the luncheon was awesome and that he knows Officer Webb and had spoken with him and referred to him as a hero; referenced the Community Prayer Vigil, noting the family was thankful and stated there is no right or wrong way to comfort and love noting the City's new tagline "Where Community Connects"; noted the imaginary line between cities and counties that can't stop communities

from coming together; referenced Cities Week and invited all seniors age 55+ to attend the Bingo Bash on April 24th from 10am – noon.

Councilwoman Gantt thanked the First Responders and all of the surrounding cities for their support, noting they all truly showed what happens when we all come together when we have a tragedy hit this close to home, noting she greatly appreciates the First Responders; noted the Community Prayer Vigil was great and asked that you continue to keep the families in prayer, and noted one of the victims was an innocent 16-year old young man who attended Dutchtown H.S.; asked for continued prayers for the City and County noting Stockbridge is “Where Community Connects”; and invited everyone out for the Art Painting event during Cities Week on April 25th at the Ted Strickland Community Center from 6:30 p.m. to 8:30 p.m.

Councilman Alexander thanked everyone for coming out and tuning in; thanked all of the First Responders; noted he enjoyed the Community Prayer Vigil, noting he had met with the White family earlier in the day and stated the family needs help and support and referenced the GoFundMe account that he has shared on his personal page to assist the White family; referenced the Cities Week Trail Alive event taking place on April 27th from 10am – 1pm, and encouraged everyone to stay active because Henry County is #1 for heart disease.

Councilwoman Robinson referenced Officers Taylor Webb and Keegan Merritt who love our community and asked for continued prayers for them; thanked Pastor McBride for opening his arm to the family for the viewing on Wednesday; noted the NAACP Youth Council would be hosting a Prayer Vigil with the support of the Stockbridge Youth Council at Mickie D. Cochran Park on Wednesday at 7:30 p.m. noting the youth are hurting as the kids come off Spring Break, this was one of their classmates who is now gone and ask that the community support the youth; referenced the Amphitheater, noting the Council has put things in motion to make this happen; asked that you share your thoughts, suggestions and ideas.

COMMENTS FROM THE MAYOR

Mayor Ford noted that in light of the discussion surrounding the Facilities Use Policy, the Cities Week Meet the Mayor event will take place at City Hall on April 22nd; referenced the November Diabetes Education forum and an Economic Summit taking place in June; thanked the First Responders Officer Webb and Officer Merritt; referenced the Community Prayer Vigil, and noted the incident received national attention as Stockbridge is on the map where he noted, people are watching, good or bad; wished everyone a Happy Easter and asked that everyone keep the faith as the City moves forward.

Mayor Ford read the upcoming meetings and events.

UPCOMING MEETINGS

Meeting will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com, Facebook page or contact City Hall offices at 770-389-7900 for updates and detailed information.

- Youth Council meeting, Wednesday, April 10, 2019 at 5:30 p.m./ Levi Room.
- Downtown Development Authority meeting, Monday, April 15, 2019 at 6:00 p.m./Levi Rm.
- Community S.P.L.O.S.T. meeting, Tuesday, April 16, 2019 at 6:30 p.m. at the Merle Manders Conference Center 111 Davis Rd. Stockbridge, GA
- Youth Council Advisory Committee, Wednesday, April 17, 2019 at 6:30 p.m./Levi Room
- Planning Commission meeting, Thursday, April 25, 2019 at 7:00 p.m./Council Chamber
- Work Session meeting, Tuesday, April 30, 2019 at 6:00 p.m. at City Hall in the Council Chamber.

UPCOMING EVENT(S) & ANNOUNCEMENTS

- Taste of Henry – Harper Event Center Friday, April 12, 2019 – McDonough, GA at 7:00 p.m. The City of Stockbridge Main Street and Events Team will have tents and Food Truck present.
- Tasty Tuesday Food Truck Takeover, Tuesday, April 16, 2019 from noon to 2:00 p.m. at Wal-Mart on Hudson Bridge Rd.
- Job Fair, Thursday, April 18, 2019 – 10:00 a.m. – 2:00 p.m. at the Merle Manders Conference Center 111 Davis Rd. Stockbridge, GA

ALL CITY OFFICES WILL BE CLOSED FRIDAY, APRIL 19TH FOR GOOD FRIDAY

CITIES WEEK ACTIVITIES:

April 22 – Mayor's Meet & Greet Luncheon – Ted Strickland Community Ctr.
Registration Required

April 23 – Scouts Appreciation– Ted Strickland Community Ctr.- closed event

April 24 – Bingo Bash – 10:00 a.m. – noon – Ted Strickland Community Ctr.

April 25 – Paint Mixer – Ted Strickland Community Ctr. – 6:30 p.m.
Registration Required

April 26 – Unity in the Community – Eagle's Landing MS – 2:30 p.m.- closed event

April 27 – Trail Alive – Reeves Creek Trail/Memorial Park 10:00 a.m.

ONGOING INITIATIVES

- Meet & Greet the Mayor Mondays with Mayor Anthony S. Ford from 10:00 a.m. - noon **every fourth Monday** of the month (appointment required). Please contact LaQuinda Jackson @ 678-833-3348 for more information and scheduling.
- Don't Trash Stockbridge No Litter Campaign – Ongoing – spearheaded by Councilman Thomas. Contact: LaQuinda Jackson @ 678-833-3348 for more information.
- Monthly Bingo Bash at the Ted Strickland Community Center – spearheaded by Councilman Blount. Visit the City's website or Facebook page for dates and information.
- Quarterly Town Hall – Ongoing – spearheaded by Councilman Alexander. Visit the City's website or Facebook page for dates and information.
- Keep Stockbridge Beautiful – Ongoing – spearheaded by Councilman Alexander. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly Clergy RoundTable – spearheaded by Councilwoman Robinson. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly *Welcoming Stockbridge* RoundTable – spearheaded by Councilwoman LaKeisha Gantt. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly *Homeowners and Neighborhood Association* RoundTable – spearheaded by Mayor Pro Tem Blount. Contact LaQuinda Jackson @ 678-833-3348 for more information.

Mayor Pro Tem Blount motioned to adjourn the meeting; second by Councilman Thomas. The motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor



Where Community Connects

**SUMMARY MINUTES
WORK SESSION MEETING**

TUESDAY, APRIL 30, 2019 6:00 P.M.

Mayor & City Council

**Mayor Anthony S. Ford
Councilman Elton Alexander
Mayor Pro Tem John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson
Councilman Alphonso Thomas**

Administration

**Randy Knighton, City Manager
Camilla Moore, Asst. City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney**

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford

Invocation by Randy Knighton

Pledge of Allegiance was recited in unison.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present.

Mayor Pro Tem Blount motioned to amend the Agenda to remove Item#9; second by Councilwoman Robinson. The motion passed 5-0.

Review of the Minutes for the following meetings:

1. 03/11/2019 2. 03/26/2019 SCM 3. 3/26/23019 – No Action taken.

PUBLIC COMMENTS

All persons wishing to speak for public comment must sign in with the City Clerk prior to the beginning of the meeting. You must sign your name, address, and phone number. You will be able to address the Mayor and Council for three (3) minutes. Speakers must respect all members of the elected body, officials, and staff. Defamation, unruliness and/or swearing will not be tolerated while meetings are in session.

Mr. Kenneth Wilson of K Piano gave an overview of the music program; noted the self-funded program has been here for 9-years, has taught over 16,000 kids to play piano; and noted the students have a 100% graduation rate; noted he is working in partnership with Smith-Barnes Elementary for the Smart Camp program; reached out to the City's Youth Council and was

unaware the program was being restructured; noted his passion about working with the youth. Mr. Wilson noted he had sent the Mayor & Council a package for their review.

NEW BUSINESS

4. Quarterly Reports (1st Quarter 2019)

1. Henry County Public Safety – North Henry Public Precinct

Presented by: Officer Johnson

Officer Johnson provided detailed information regarding Hot Zones within the City Limits. Officer Johnson noted there were no homicides, 1 reported rape in January, 2 robberies, 6 aggravated assaults, 8 commercial burglaries, 20 residential burglaries, 177 thefts, 20 stolen vehicles, 36 frauds, 59 drugs/narcotic arrest, and 10 DUI's.

2. Stockbridge Youth Council

Presented by Ericka Harvey, Acting Chair and Joc'quelyn Carter, Treasurer

Ms. Harvey noted the Youth Council attended the National League of Cities in Los Angeles last November; hosted a Teen Etiquette Workshop; completed a Public Service Project at a local Fire Station; participated in the Martin Luther King Jr. parade; had an informative meeting with Congressman David Scott; hosted the GMA Youth Symposium; and hosted an Art Show.

Ms. Harvey also noted changes of the Youth Council Advisory Board noting Councilwoman Robinson stepping down as the Council Liaison. Ms. Harvey also noted the membership of the students seeking to return to the Youth Council has been restored.

Ms. Harvey referenced the upcoming events to include an End of Year Awards Ceremony and students will be able to submit applications for the 2019 - 2020 Youth Council beginning in May.

Ms. Alexander noted due some outstanding items and remaining questions, she will follow up with staff and present the Council with a detailed Financial Report at the May 28, 2019 Work Session meeting.

Councilman Alexander and Councilwoman Gantt thanked the committee members for their service.

3. Downtown Development Authority

Presented by: Councilwoman Gantt and James Touchton (Economic Development Director)

Councilwoman Gantt noted the DDA is in the process of awarding another façade grant and is looking into implementing and RSVP process which will be discussed more in Executive Session.

Mr. Touchton noted the DDA has hired a broker to help bring ideas to the RSVP Plan and stated that in the next few months, the DDA should be able to announce new development within the downtown area. Attorney Williams referenced the recent legislation that passed regarding the Public Facilities Authority; and is currently pending the Governor's signature and further noting, this would allow the City to finance several projects with the authority.

4. Main Street Program

Presented by Kira Harris-Braggs Main Street Program Manager

Ms. Harris-Braggs noted Main Street staff assisted the Public Information Officer with the *City's New Branding Launch* event; and has continued working on a tourism project of which the City received grant funding; noted (2) two new members were appointed to the Main Street Advisory Board, along with the re-appointment of (3) board members; assisted with the Façade Grant for Fletcher and Sons Automotive; referenced the on-going partnership with the Cochran Library and hosted the first of two exhibits featured in the library; hosted a *Local Love Social Media Campaign* which supports local small businesses; and assisted with welcome packets for the GMA Youth Council Symposium.

5. Public Works

Presented by Decius Aaron, Public Works Director

Mr. Aaron noted out of 109 projects, 57 have been completed, with 52 projects currently in various stages of being completed; noted parking lot cameras are being installed at Memorial and Clark parks; noted the HVAC is currently being worked on at City Hall, the Merle Manders Conference Center and Municipal Court buildings; broke down the percentages of projects: Government buildings has 23%, Stormwater has 8%, Wastewater has 27%, Water has 19%, Parks have 13% and Public Works has 10%, noting the City has \$11,179,388 of projects, with the largest project being the Wastewater Treatment Plant Facility costing \$4.7 million; \$3 million is allocated for the Public Works Administrative Building; \$1 million is for the LMIG list; \$1 million for the HVAC systems at City Hall, Merle Manders Conference Center and the Municipal Court Buildings; referenced the Davis Road Sidewalk Project will be bid out starting next week for Phase 1; noted staff has begun working with Memorial Parks' Pour and Play for the playground; and advertising has started for Phase 1 of the Smith-Barnes project.

6. Community Development

Presented by Camilla Moore Asst. City Mgr./Community Dev. Dir. Ms. Moore noted over \$2.7 million has been collected in last years revenues and over the last 3 months over 1.7 million (largely business licenses fees) has been collected without having impact fees. Ms. Moore noted several business license renewals have been sent out, with \$41,000 in delinquency status and staff is in the process of collecting and serving notices for those past due accounts; noted the top five Code Enforcement issues are: prohibited parking, high grass, trash debris, curb and illegal signs and illegal dumping; noted Building and Permits has issued 23 land disturbance permits, 34 building permits and 23 dirt permits; noted there will be a Moe's, Chicken Salad Chick, Wendy's and Jersey Mikes restaurant coming into the City who will all follow the city's façade and design standards; referenced a new Soapy Suds Car Wash, RaceTrac, Tru Hilton Hotel and Best Western which should be completed around November; and noted the RFQ for the Amphitheater is out, staff is currently waiting on proposals, and stated the RFP for Towing and the RFP for the Zoning Ordinance will be presented at the June 10th meeting with a July start date.

7. Economic Development

Presented by James Touchton, Economic Development Dir. Mr. Touchton noted there have been meetings with developers to bring new development to the downtown area; noted the Henry County Development Authority and City are working together to potentially relocate German Company Headquarters to the City, and will know if the company has chosen the City within the next few months; referenced meetings with developers who are interested in creating a mixed-use development along Hudson Bridge and Mt. Zion roads.

8. Finance

Presented by: John Wiggins, Interim City Treasurer. Mr. Wiggins noted as of March 31, 2019 the General Fund revenues are \$2,097,144, with total expenses being \$1,697,241 which consist of the General Fund and an operating income of \$699,903. Mr. Wiggins also noted the City paid the debt services in February in the amount of \$950,759 and gave the city a net change fund balance of \$250,856.

5. Resolution to fill a vacancy and appoint the City Treasurer.

Mayor Pro Tem Blount motioned to appoint John Wiggins to fill the vacancy of the City Treasurer position; second by Councilwoman Gantt. The motion passed 5-0.

Mr. Wiggins thanked the Mayor and Council for presenting the opportunity, as well as Mr. Randy Knighton, City Manager.

6. Council Consideration to approve striping of one Tennis Court at Gardner Park for Pickleball in the amount of \$500.00 – Parks Fund.

Presented by Decius Aaron, Public Works Director

Mr. Aaron noted a few citizens inquired about having a Pickleball court and after speaking with the City Manager, Mr. Aaron recommended turning one of the tennis courts at Gardner Park into a pickleball court in the amount of \$500.00 using Park Funds.

Mr. Knighton added he wanted to acknowledge it publicly and make the Mayor and Council aware of the potential change in appearance to the courts.

Mayor Pro Tem Blount questioned why both courts were not being striped.

Councilman Thomas motioned to approve striping of one tennis court at Gardner Park for Pickleball in the amount of \$500.00 using Park Funds; second by Councilwoman Gantt. The motion passed 4-1 (Mayor Pro Tem Blount opposed).

7. Council Consideration to award a contract to Rush Truck Centers of Ga, Inc. under the State of GA Contract no. 99999-SPD-SPD0000155-0001 in the amount of \$98,489.00 from Solid Waste Fund Balance.

Presented by Lindell Miller, Purchasing Supervisor

Ms. Miller noted the Public Works Department is requesting to purchase a mini garbage truck under the State of GA contract. Councilman Thomas expressed concerns with the type of truck being purchased and requested to have a Public Works Log enforced to have Public Works workers ride around the City daily. Mr. Knighton expressed he would go out with the Public Works workers to look at what needs to be picked up noting the Public Works crews are on a rotational basis to mow grass and complete trash and litter pick-up and would complete limbs pick up on a needed basis. Mr. Aaron noted the truck would be used to pick up following City events and would be available for additional residential household and garbage pickups if needed.

Councilwoman Gantt motioned to approve the award the contract to Rush Truck Centers of Ga, Inc. under the State of GA Contract no.

99999-SPD-SPD0000155-0001 in the amount of \$98,489.00 and bring back to the Council a plan for use of the vehicle at a future meeting; second by Councilwoman Robinson. The motion passed 5-0.

8. Council Consideration to approve bid selection for demolition of the Old Police station with an estimated cost of \$45,840.00.

Presented by Lindell Miller, Purchasing Supervisor

Ms. Miller noted staff is asking for approval to utilize the City of Atlanta's most recent contract to demolish the old police precinct in the amount of \$45,840.00, with an estimated annual cost of \$100,000 to include other properties. Mayor Pro Tem Blount inquired if the contract was a package deal to include everything. Ms. Miller noted the first project deals with the police precinct for 1 year with the option to renew. Councilwoman Robinson asked for a break down of cost for all demolitions to take place.

Councilman Alexander motioned to approve the Demolition Package in the amount of \$100,000; second by Councilwoman Gantt. The motion passed 5-0.

9. Council Consideration to approve the renewal of the City's Liability Insurance.

Presented by Randy Knighton, City Manager

Item Removed from the Agenda.

10. Council Consideration to amend the City's Smoking Ban Ordinance

Presented by Michael Williams, City Attorney

Attorney Williams noted this would be an update to the current City Smoking Ban Ordinance passed in 2005. Mr. Williams also noted there would be changes made to the definition section by adding a section for e-cigarettes; prohibiting smoking within 20 feet of public commercial building or multi-family buildings; and adding a definition section for hookah and hookah bars. Attorney Williams further noted the current Ordinance allows smoking in smoking rooms, restaurants, bars and private clubs and noted the request from Councilman Alexander was to have smoking remain in bars only and smoking would continue in hookah bars or lounges and e-cigarette areas.

Councilman Alexander motioned to approve the amendment to the City's Smoking Ban Ordinance; there was no second to the motion. The motion failed due to lack of a second.

DISCUSSION

11. Council Discussion on activating the Development Authority and appointing members to the Public Facilities Authority

Presented by Michael Williams, City Attorney

Attorney Williams noted staff needs direction as to see if Council wants to advertise for members for the Public Facilities Authority or bring in a slate of candidates to choose from for consideration; also, informed Council they could adopt a Resolution for the Development Authority any day as long as there are members. Mayor Ford inquired what the criteria would be for selecting candidates. Attorney Williams explained for the Develop Authority, candidates must be a taxpayer and live within the City and 1 of the 7 members can be from the governing body; for the Public Facilities Authority, they would have to be a subject matter expert with a certain number of residents on the board. Attorney Williams recommends bringing in a slate of candidates for Council to consider.

The consensus of the Council directed staff to comprise a Slate of Candidates for Council Consideration.

12. Council Discussion to officially name Monument Park

Presented by Mayor Pro Tem Blount

Mayor Pro Tem Blount expressed the City has always promoted unity and suggested naming the park (which was never formerly named) *Unity Monument Park* with the City's new tag line attached.

Councilman Alexander expressed this is the first he is hearing about it and believes it is an attack on the Eagles Landing community and was also concerned there had been no communication with the Eagle's Landing community noting their financial contribution in partnership of the project.

Councilwoman Robinson expressed she is fine with adding the City logo but does not want to take away from the Eagles Landing Community and made a statement that when something goes up, something else must come down, echoing the sentiments of communication between the City and the Eagle's Landing community.

Mayor Pro Tem Blount reiterated the thought was to unite the community, thus the name *Unity Monument Park*.

Mayor Pro Tem Blount motioned to name the park *Unity Monument Park*; second by Councilwoman Gantt. The motion passed 3-2 (Alexander/Robinson opposed).

COMMENTS FROM THE CITY MANAGER

Randy Knighton noted his appreciation of staff and dedication of city workers; noted the Quarterly Reports reflect a lot of activity in the City; referenced the Cities Week events where citizens were exposed to the many things that are happening here in the City; and invited everyone to come out and attend the SPLOST V meeting taking place on Monday, May 6th at 6:30 p.m. at the Merle Manders Conference Center.

COMMENTS FROM THE CLERK'S OFFICE

Vanessa Holiday noted the importance of encouraging phrases and taking a moment during the day to simply hear your inner voice, citing the Phrase for the Day: *In the middle of every difficulty lies opportunity.* – Albert Einstein.

COMMENTS FROM THE CITY COUNCIL

Councilman Thomas thanked staff for their assistance with the Cities Week activities where the City was highlighted in a positive manner; asked that focus remain on moving the City forward; noted concerns of getting all of the necessary buildings demolished, noting the City is on the right track; noted he is in favor of bringing a Project Manager on board to move projects forward; and invited everyone to come out and participate in the Memorial March on Monday, May 27th at 9:00 a.m. at the Merle Manders Conference Center to pay tribute to those who made the ultimate sacrifice.

Mayor Pro Tem Blount thanked those attending and tuning in to the meeting, and wished his wife a Happy Anniversary; invited everyone out to the National Day of Prayer Service on Thursday at 6:30 p.m.; noted that since he began his service on the Council, every decision he has made was to always move the City forward and noted that anyone can check his record; further noted that his only motive is to move the City forward, unify the community and to serve; noted it was hard to be a politician and easy to serve; stated that based on what was said tonight means they truly don't know who James Blount is; noted that of the 536 cities in Georgia, Stockbridge is the only city that bans smoking in cars with minors; stated that he is only one vote; and stated he didn't understand how naming a park Unity would be perceived as negative.

Councilwoman Gantt thanked staff their assistance with Cities Week events, specifically Ms. Jackson for juggling (6) events; thanked Mr. Knighton and everyone for coming together to help make the city shine, noted Stockbridge was a model city for Cities Week; noted the Welcoming Stockbridge Committee was an amazing eye opener with a great group of people of different genres, also noting the city is missing a group of people (millennials) and needs to do a better job with updating the website and technology to reach those individuals.

Councilman Alexander noted that he measures success by results; referenced the change of the street to M L King, Sr. Heritage Trail several years ago, and nothing has happened since then; noted no Capital Improvement Projects in 5 years; noted no Youth Center; noted his visit to the City of East Point where the Mayor and City Manager have worked together over the last 5 years to develop the downtown; noted the City needed to have individuals in leadership roles ready to act; noted the no smoking in cars ban had zero citations because the Stockbridge ordinances aren't enforced by HCPD; questioned the motive behind the name change of newly named Unity Monument Park without discussions between the City and the Eagles Landing Community Association or public input; thanked everyone for coming out and participating in Trail Alive and invited everyone to come out this weekend to the Keep Stockbridge Beautiful initiative.

Councilwoman Robinson thanked everyone for their participation in Cities Week; noted the Unity in the Community event at Eagle's Landing Middle School was a great time where there was interaction between students and law enforcement officers from various public safety division and kids could become familiar with them by engaging in a relaxed environment; noted her previous comments during the meeting were not to knock anyone down, her statement was to note that when you put something up, you must take something down relating to the newly named Unity Monument Park; and expressed the importance of communication between the City and the Eagle's Landing community.

COMMENTS FROM THE MAYOR

Mayor Ford referenced his recent attendance along with Councilman Thomas, of a ribbon cutting where he presented a proclamation to the Kappa Psi Epsilon Military Sorority, Inc. who supports many of the City's military/veterans events; noted the American Legion has 200 chapters and the GA Sate Headquarters is here in Stockbridge, and they have stated they would like to participate in the City's Memorial March, 9-11 Ceremony and Veterans Day events; noted the recent March of Dimes Walk was a huge success with over 500 participants (and gave a shout out to his fraternity) and is looking forward to returning in the future; asked everyone to keep the faith; and gave many thanks for a successful Cities Week.

UPCOMING MEETINGS

Meeting will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com, Facebook page or contact City Hall offices at 770-389-7900 for updates and detailed information.

- Youth Council meeting, Wednesday, May 8, 2019 at 5:30 p.m./ Levi Room.
- Main Street Advisory Board meeting, Friday, May 10, 2019 at 9:00 a.m./ Levi Room.
- Youth Council Advisory Committee, Wednesday, May 15, 2019 at 6:30 p.m./Levi Room
- Downtown Development Authority meeting, Monday, May 20, 2019 at 6:00 p.m./Levi Rm.

- Planning Commission meeting, Thursday, May 23, 2019 at 7:00 p.m./Council Chamber
- Work Session meeting, Tuesday, May 28, 2019 at 6:00 p.m. at City Hall in the Council Chamber.

UPCOMING EVENT(S) & ANNOUNCEMENTS

- National Day of Prayer – Thursday, May 2, 2019 at 6:30 p.m. at City Hall – Council Chamber Spearheaded by Mayor Pro Tem Blount.
- Keep Stockbridge Beautiful – Saturday, May 4, 2019 - spearheaded by Councilman Alexander. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Food Truck Tuesday kickoff, Tuesday, May 7, 2019 from 5:30 – 9:00 p.m. at Clark Park 111 Davis Rd. Stockbridge
- Don't Trash Stockbridge No Litter Campaign – Saturday, May 11, 2019 from 8:00 a.m. – noon Memorial Cemetery - spearheaded by Councilman Thomas. Contact: LaQuinda Jackson @ 678-833-3348 for more information.
- Food Truck Tuesday kickoff, Tuesday, May 14, 2019 from 5:30 – 9:00 p.m. at Clark Park 111 Davis Rd. Stockbridge
- Welcoming Stockbridge RoundTable – Tuesday, May 14, 2019 at 6:30 p.m. in the Levi Meeting Room - spearheaded by Councilwoman Gantt
- Women in Business Brunch, Thursday, May 16 – 10:00 a.m. – 1:00 p.m. at the Merle Manders Conference Center 111 Davis Rd. Stockbridge, GA spearheaded by Councilwoman Robinson.
- Historic Preservation – Green Front Café Plaque Dedication – Saturday, May 18, 2019 at 2:30 p.m.
- Food Truck Tuesday kickoff, Tuesday, May 21, 2019 from 5:30 – 9:00 p.m. at Clark Park 111 Davis Rd. Stockbridge
- Quarterly Town Hall – Thursday, May 23, 2019 at 7:00 p.m. at J. W. Suites Event Center spearheaded by Councilman Alexander.
- Annual Memorial March – Monday, May 27, 2019 at 9:00 a.m. at the Merle Manders Conference Center 111 Davis Rd.– Registration is FREE and available online at www.cityofstockbridge.com under Events
- Monthly Bingo Bash Wednesday, May 29, 2019 from 10:00 a.m. – noon at the Ted Strickland Community Center – spearheaded by Mayor Pro Tem Blount

CITY OFFICES WILL BE CLOSED MONDAY, MAY 27, 2019 IN OBSERVANCE OF MEMORIAL DAY.

ONGOING INITIATIVES

- Meet & Greet the Mayor Mondays with Mayor Anthony S. Ford from 10:00 a.m. - noon **every fourth Monday** of the month (appointment required). Please contact LaQuinda Jackson @ 678-833-3348 for more information and scheduling. Meet & Greet will take place on Tuesday, May 28, 2019 due to the Memorial Day holiday.

- Don't Trash Stockbridge No Litter Campaign – Ongoing – spearheaded by Councilman Thomas. Contact: LaQuinda Jackson @ 678-833-3348 for more information.
- Monthly Bingo Bash from 10:00 a.m. – noon at the Ted Strickland Community Center spearheaded by Mayor Pro Tem Blount. Visit the City's website or Facebook page for dates and information.
- Quarterly Town Hall – Ongoing – spearheaded by Councilman Alexander. Visit the City's website or Facebook page for dates and information.
- Keep Stockbridge Beautiful – Ongoing – spearheaded by Councilman Alexander. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly Clergy RoundTable – spearheaded by Councilwoman Robinson. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly Welcoming Stockbridge RoundTable every 2nd Tuesday of each month at 6:30 p.m. in the City Hall Levi Meeting Room – spearheaded by Councilwoman Gantt. Contact LaQuinda Jackson @ 678-833-3348 for more information.
- Quarterly Homeowners and Neighborhood Association RoundTable – spearheaded by Mayor Pro Tem Blount. Contact LaQuinda Jackson @ 678-833-3348 for more information.

Councilwoman Robinson motioned to convene Executive Session for Litigation, Personnel and Real Estate; second by Councilwoman Gantt. The motion passed 5-0.

Councilman Alexander motioned to adjourn Executive Session; second by Councilman Thomas. The motion passed 5-0.

Councilman Alexander motioned to reconvene the meeting; second by Councilwoman Gantt. The motion passed 5-0.

Councilwoman Gantt motioned to adjourn; second by Councilman. The motion passed 5-0.

Respectfully submitted by:

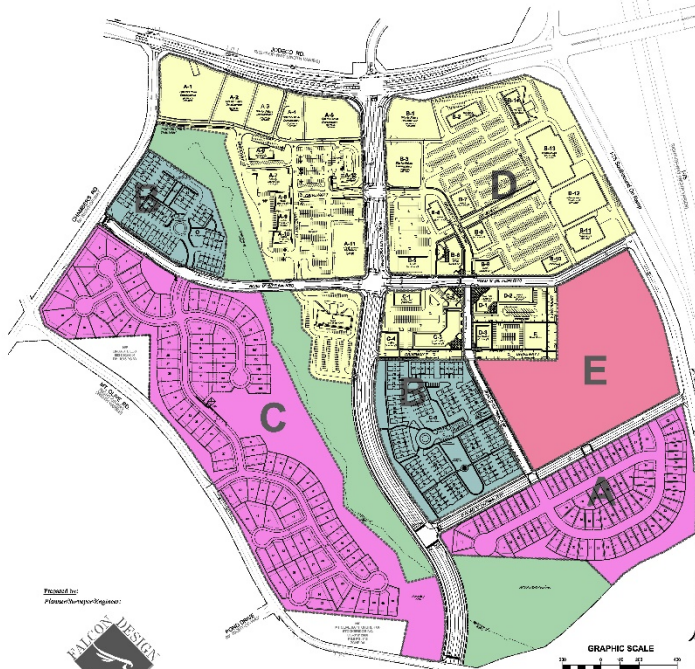
Vanessa Holiday, City Clerk CMC

Anthony S. Ford, Mayor

JODECO SOUTH

Design Guidelines

Submitted for:
Everly
 Planned Town Development
 City of Stockbridge, Georgia
 Prepared by:
 Estate of Gucy L. Chen &
 The Marital Trust / Trustee Yee Chen
 City of Stockbridge, Georgia



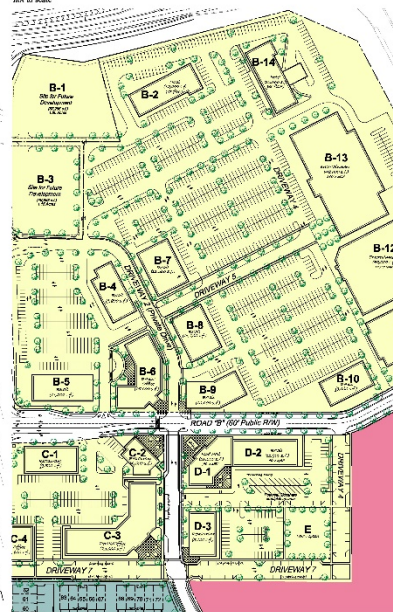
Prepared by:
 Patton Design

ENGINEERING, PLANNING & SURVEYING
 1175 W. 10th Street
 Stockbridge, Georgia 30087
 (770) 962-1111
 www.pattondesign.com

Date: May 3, 2019

Current plan is for discussion purposes only.
 Final design may vary from depicted configuration,
 in accordance with approved DRI 02304.

Town Center Detailed View



Zoning Classification

Existing Zoning: Planned Town Development (PTD)

Total Site Acres: ~6.1665

Planned Town Development Standards*

*City of Stockbridge Comprehensive Ordinance 10-10-10, Chapter 10-10-10, Article 10-10-10, Section 10-10-10.1

PTD A: 79 Lots / Single-Family Development (Detached)

Area: ~14.7 acres (96% of site)
 Min. Lot Size: 4,400 sq ft
 Min. Lot Width: 40 ft
 Min. Front Yard Setback: 12' from back of curb
 Min. Side Yard Setback: 5'
 Min. Rear Yard Setback: 20'
 Min. Heated Floor Area: 1,600 sq ft per dwelling unit
 Max. Height: None
 Parking: 2-car garage
 Allotment: Allowed (not required)
 Paved: Allowed (not required)
 Sewage System: Public sewer system
 Water System: County water system

PTD B: 141 Lots / Single-Family Development (Attached)

Area: ~15.7 acres (96% of site)
 Min. Lot Size: N/A
 Min. Lot Width: 30 ft
 Min. Front Yard Setback: 12' from back of curb
 Min. Side Yard Setback: 5' (10' between buildings)
 Min. Rear Yard Setback: None
 Min. Heated Floor Area: 650 sq ft (one-bed); 900 sq ft (two-bed); plus 200 sq ft each additional bedroom
 Max. Height: None
 Parking: 2-car garage (None if located in a Mixed-use building)
 Allotment: Allowed (not required)
 Paved: Allowed (not required)
 Sewage System: Public sewer system
 Water System: County water system

PTD C: 115 Lots / Single-Family Development (Detached)

Area: ~15.3 acres (27% of site)
 Min. Lot Size: 6,000 sq ft
 Min. Lot Width: 50 ft
 Min. Front Yard Setback: 12' from back of curb
 Min. Side Yard Setback: 5'
 Min. Rear Yard Setback: 20'
 Min. Heated Floor Area: 1,600 sq ft per dwelling unit
 Max. Height: None
 Parking: 2-car garage
 Allotment: Allowed (not required)
 Paved: Allowed (not required)
 Sewage System: Public sewer system
 Water System: County water system

PTD D: Commercial

Area: ~15.4 acres (27% of site)
 Min. Lot Size: None
 Min. Lot Width: None
 R/W Acres: Not required
 Setback: None

PTD E: 396 Units / Multi-Family (Apartments)

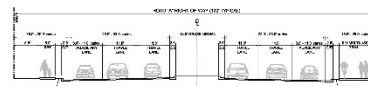
Area: ~14.5 acres (96% of site)
 Min. Front Yard Setback: 12' from back of curb (25' maximum)
 Min. Heated Floor Area: 650 sq ft (one-bed); 900 sq ft (two-bed); plus 200 sq ft each additional bedroom
 Max. Height: None

OPEN SPACE

~1.1 acres (18% of site)

PUBLIC ROW

~15.8 acres (96% of site)



Site and Pedestrian Facilities

The proposed Master Plan is designed with a street network to clearly define the site and pedestrian facilities. The 11-lane "Main A" section includes a 10' wide sidewalk and 7' sidewalk. These facilities will accommodate pedestrian and cycling along the pathway. In addition to providing a safe route to the neighborhood near the site, the site and pedestrian facilities will be provided to ensure and improve the development.

10' wide Multi-use Trail (Typical)
 7' wide Sidewalk (Typical)

Chapter 1. Introduction

1.1 Purpose:

The project is a mixed-use development consisting of approximately 158 acres located in the southwest quadrant of the interchange of Interstate 75 and Jodeco Road. The overall development will include approximately 725,000 square feet of mixed-use including 615 residential units.

The Georgia Regional Transportation Authority reviewed and approved the proposed project as DRI #2504, on October 23, 2015.

On December 16, 2016, the City of Stockbridge Council voted and approved the annexation of the Property into the Community Development Director limits of the City of Stockbridge. The Council also voted and approved the rezoning of the Property to Planned Town Development. The actions of the City Council were codified through the adoption of OR16-392.

The purpose of the Design Guidelines is to provide standards for a quality development while creating a sense of place in the overall project area. As part of the DRI approval, certain development conditions for the Project were adopted and have been incorporated into these Design Guidelines.

1.2 Intent:

The intent of the Design Guidelines is:

- a. To develop a mixed-use development that creates a new diverse and pedestrian-friendly neighborhood, with a mix of housing, shopping, workplace and entertainment uses and nodes for transportation access, all within a short walk of each other. A range of types, sizes, amenities, and uses will enhance a series of inviting functional public spaces, including shopping streets and pedestrian-friendly streetscapes, open spaces, courtyards, trails, residential, office, and retail in mixed-use buildings.
- b. To promote the general health, safety, and welfare of the community where residents and visitors can live, work, eat, and play.
- c. To provide consistent standards for quality development in the design area.
- d. To encourage a balanced mix of retail, professional, residential, civic, entertainment, and cultural uses.
- e. To encourage accessibility for both vehicles and pedestrians.
- f. To provide accessible, sufficient parking in an unobtrusive manner.
- g. To create an attractive gateway that is aesthetically appealing and environmentally responsible.
- h. To set standards for landscaping, open space, community design, and public amenities.
- i. To establish a high standard for aesthetically pleasing development that is compatible with the surrounding neighborhoods.

1.3 Definitions:

Accessory Building: A Building that is located on the same Lot as a Principal Building but incidental to and detached from that Principal Building.

Building: Any structure built for support, shelter, or enclosure for any occupancy or storage. *Building*

Elements: Special or accessory features of a building.

Condominium: A building in which dwelling units, offices or floor area are owned individually and the common areas and related facilities are under a shared ownership.

Cornice: A horizontal molded projection that is located at the very top of a building or wall.

Commercial use: A term collectivity defining retail, office, and activities involving the sale of goods and services on a single lot or within a single building.

Civic Use: Uses that provide public or institutional services on a single lot or within a single building.

Declarant: The overall project developer for the development, Jodeco 158, LLC., or their specified appointee(s).

Declarant Rights (Developer's Rights): Permissions that are specifically stated and outlined in this document and may be assigned, transferred or terminated at will by the Declarant. Additional rights may be recorded along with future property deeds.

Design Guidelines: This document in parts or its entirety; also known as "Development Standards" and referred to as "Guidelines" herein.

Development Standards: This document in parts or its entirety; also known as "*Design Guidelines*" and referred to as "Guidelines" herein.

Development of Regional Impact (DRI): Large-scale developments reviewed by the Department of Community Affairs due to their potential effects on the region.

Façade: Any exterior wall of a building which is exposed to public view or any wall which is viewed by persons not within the building.

Front: To place an element, such as a building, along the front setback. *Frontage:*

The form and character of a building facing a Public or Private Street. *GRTA:* The

Georgia Regional Transportation Authority

Height: The vertical distance measured from the average level of the finished grade along all walls of the building to the highest point of the roof for A-frame, dome, and flat roofs (including the top of any parapet); to the deck-line for mansard roofs; and to the average height between the eaves and ridgelines for gable, gambrel, hipped, saltbox, or shed roofs. Chimneys, spires, mechanical rooms, and other building elements shall not be counted towards building height, so long as they comprise no more than 25 percent of the aggregate roof area.

Industrial use: "Industrial use, manufacturing, and waste-related activities" as defined by Community Development Director Code on a single lot or within a single building.

Interstate Sign: A static printed or digital sign located adjacent to the Right-of-Way of I-75 that may be up to 14' height and 48' in width.

Community Development Director: The Manager of the governmental Community Development Director or his/her authorized staff member.

Lot: A designated parcel, tract, or area of land to be owned, developed or built upon.

Lot Line: A line bounding a lot that divides one lot from another lot or street.

Lot Width: The horizontal measurement between the Lot Lines on the side of a Lot.

Luminaire: A lighting fixture complete with a light source, a reflector for directing the light, an opening for light to pass through, an outer shell for protection, and a connection to a source of power.

Median: Portion of a public or private street that separates traffic that travels in opposing directions.

Mixed-Use: A combination of different land uses on a single lot or within a single building.

Multi-use/Multi-purpose Trail: Paved or gravel path intended for pedestrians and bicycle movement

Offset: A ledge or recess in a wall formed by an adjacent reduction in thickness.

On-street Parking Zone: That portion of a street that shall contain parking either entirely or partly within the public right-of-way.

Outparcel: A lot reserved for later sale.

Planting Strip: Area within a street right-of-way dedicated to landscape planting including groundcover, shrubs, and trees. This can be located on the side of one-way traffic or in between traffic that travels in opposing directions.

Private Street: A street that is privately owned and that entity shall be responsible for all upkeep and maintenance.

Principal Building: Building in which the primary use of the lot is located.

Public Street: A street that is dedicated to the governmental Community Development Director who shall be responsible for all upkeep and maintenance.

Mixed-use building: A Building containing at least two (2) different uses.

Residential Use: A Lot or Building used exclusively as a home or place for living purposes and can include Single-family and/or Multiple-family dwellings, including apartments, townhouses, condominiums or cluster homes.

Residential Building: Building or construction that is exclusively residential in use; can be single-family or multi-family in nature.

Right-of-Way: The space between property lines of a street dedicated to public or private use for pedestrian and/or vehicular movement, which also may accommodate public utilities. Also known as ROW.

Street: Any vehicular way shown upon an officially approved plan and includes the land between the street lines, whether improved or unimproved, public or private.

Street furnishings: A collective term for objects installed on sections of streets and roads for a variety of purposes, including but not limited to benches, bike racks, mailboxes, streetlamps, traffic lights, traffic signs, bus stops, taxi stands, recycling bins, and waste receptacles.

Street Trees: Species of deciduous shade trees that are suitable for planting along Public and Private Streets and in ROW.

Sidewalk: Pavement dedicated to pedestrian movement in a street right-of-way.

Townhouse: A single-family dwelling connected to at least two other dwellings by a common fire-resistant wall in which each unit has direct access to its own front and rear Lot and no unit is located over another unit.

TOWNHOUSE (ROW HOUSE). A single-family dwelling unit constructed in a group of three or more attached units. Each unit extends from foundation to roof, not more than three stories in height, with a separate means of egress, and with an open space/yard or public way on at least two sides. Each townhouse shall be considered a separate building with independent exterior walls and shall be separated by a 2-hour fire-resistance-rated wall assembly. (Effective January 1, 2014)

Use: A land use or function of classification category.

Variations. Revisions or Administrative Waivers to these development guidelines as determined by the Community Development Director.

Chapter 2. Regulating Plan

2.1. Administration:

- a. The review and approval of site plans for development within this project shall be administered by the Community Development Director in accordance with these Design Guidelines.
- b. In any case where the standards and/or requirements of these Guidelines conflict with those of the base-zoning district, use or with any other provisions of the Community Development Directors code, the standards and requirements of these Guidelines shall govern

2.2. Procedural Requirements:

- a. Preliminary Concept Plan
Developer may submit a preliminary concept plan for review and preliminary approval by the Community Development Director. It shall be designed on state plane coordinates, drawn at a scale of 100 feet to one inch on sheets not exceeding 24 inches by 36 inches in area and be prepared by a surveyor, engineer or landscape architect. It should provide sufficient detail to adequately depict the proposed area for development and include the preliminary layout for all proposed structures including but not limited to buildings, paving, detention, utilities, landscaping and other hardscape items.

2.3. Land Disturbance Permit:

- a. The developer will be required to prepare a complete set of construction site plans, including profiles, cross-sections, specifications, and other supporting data for all streets, utilities, and other facilities. The applicant shall also submit all required application and documentation for construction plan approval and the specified number of copies as defined by the Community Development Director.

2.4. Building Plan Permits:

- a. The builder will be required to prepare a complete set of building plans and pertinent application and documentation for plan approval along with the specified number of copies as defined by the Community Development Director.
- b. All building plans submitted pursuant to an application for a building permit should clearly indicate all the proposed building materials and colors for each facade as described in these Guidelines.

2.5. Lot Division:

- a. Only Lots that are exclusively Residential, shall meet the size and configuration requirements outlined within these Guidelines. All other Lots do not have any minimum lot size or configuration requirements.
- b. No Lots are required to have frontage on a Public ROW.
- c. All Lots may be developed in a single use or may contain a mix of uses on a single development site.

2.6. Variations:

- a. The Community Development Director shall have the authority to approve or disapprove a request for an Administrative Waiver that is justifiable due to its intent or purpose, or by hardship.

Chapter 3. Overall site design.

The most important aspect of mixed-use development is the way that the project is integrated physically and functionally as to encourage pedestrian activity and walking as the primary means of moving through and around the project. The proposed mixed-use development consists of 158-acres and is zoned as a Planned Town Development (PTD). The site will be development consistent with the site plan received by Community Development on 5/3/2019 and adopted by mayor council on May 28, 2019 to be developed with the following percentages:

- A. POD A – Single-family (Detached - 14.7 acres @ 9% of site)
- B. POD B - Single-Family (Attached – 15.7 acres @ 9% of site)
- C. POD C – Single-Family (Detached – 35.3 acres @ 21% of site)
- D. POD D – Commercial (52.4 acres @ 32% of site)
- E. POD E – Multi-Family (14.5 acres @ 9% of site)
- F. POD F – Open/Green Space (18.1 acres @ 11% of site)

NOTATION: Only 20 to 25% of the residential development may be developed prior to the development of commercial parcels. At least 25% of the commercial parcels must be developed before the remanding residential parcels can be developed.

A. Site Design Standards, General.

1. Overall building form.

Buildings should provide and enhance the pedestrian scale and orientation of the district. The following concepts help to achieve that goal:

- a. Buildings may be built to the property line or right-of-way easement to enclose a pedestrian-oriented landscape. Pedestrian-oriented amenities are important. When development accommodates specific pedestrian activities, the setback may vary up to twenty feet with city approval, if the space is planned for outdoor dining associated with an eating establishment, recessed plaza or specific district design standards or landscape needs. The setback cannot be used for parking.
- b. Buildings shall utilize elements such as massing, materials, windows, canopies and articulated roof forms to create a visually distinct base as well as a cap. Architectural elements shall not extend into or beyond the right-of-way.
- c. There should be variations in facades, floor levels, architectural features and exterior finishes to create the appearance of several smaller buildings. Upper stories shall be articulated with features such as bays and balconies.
- d. Special attention should be given to designing a primary building entrance, one that is clearly visible from the street and incorporates changes in mass, surface, or finish to give emphasis.
- e. Corner and public buildings because of location, purpose or size should be given special attention in

the form of building features, such as towers, cupolas, and pediments.

- f. The development of ground level viewpoints and corridors as well as public balconies and roof spaces which take advantage of solar access and views are encouraged.
- g. Minor pedestrian passages of at least 12-feet shall be provided between buildings where access is needed to allow pedestrians to move through the district to another district.

2. Building Height and Massing Standards.

New buildings and additions should be delineated both vertically and horizontally to reflect a human scale. The height of buildings should provide for a human scale to the overall streetscape while respecting surrounding development in the area. In no case should the height of a building exceed that specified by the City Zoning Ordinance.

All structures in this district must meet the following minimum site design standards.

- a. The portion of buildings along the street should not exceed a maximum height of five to six stories. Increased height beyond that should be achieved on the by setting back the upper floors from the initial five or six stories, thus reducing the impact of the overall mass.
- b. On all roads where the right-of-way is more narrow, the maximum facade height shall should not exceed six - (6) stories.
- c. For each additional ten (10) feet back from the front face of the building, the building may rise another ten (10) feet, or fraction thereof. This measure should allow sufficient light to reach the street below and enclose the public right-of-way in such a way that promotes walkability.
- d. Structures over ten stories shall be evaluated on an individual basis.

3. Pedestrian Connectivity and Accommodation.

- a. To foster pedestrian usage in the mixed-use district, sidewalks must be a minimum of eight feet in width internally, except when the Community Development Director determines this width is not feasible. Permeable surfaces should be utilized to the maximum extent feasible.
- b. Properties or development projects abutting major streets in the district shall have zero- to twelve-foot setbacks from the right-of-way, pedestrian-friendly storefronts with display windows along fifty percent of their facade and the facades shall not be plain or sterile but incorporate architectural features, such as windows, entrances and variations in setback, so that no wall plane is wider or longer than two and one-half times the height of the wall plane.
- c. All buildings and sites shall be designed to be pedestrian friendly by the use of connecting walkways.
- d. Safe pedestrian connections shall be made between buildings within a development, to any streets adjacent to the property, to any pedestrian facilities that connect with the property, when feasible between developments, and from buildings to the public sidewalk to minimize the need to walk within the parking lot among cars.
- e. All pedestrian connections shall be shown on the related site plan or plat.
- f. Street furniture to meet the needs of pedestrians shall be provided, as needed and as appropriate. Examples of street furniture include streetlights, benches, water fountains, trash receptacles, bicycle racks, and dog-walking areas.

4. Parking areas.

- a. On-site parking shall be located primarily to the sides or rear of the building. Variations may be approved by the Community Development Director, subject to the following criteria:
 - i. The use is a big box with outparcels helping to screen parking, or
 - ii. At least 50% of the parking is located to the side or rear of the building, or
- b. Parking lots shall be directly connected to a sidewalk leading to the main entrances of all buildings on site and include marked crosswalks across interior driveways and vehicular aisle.
- c. Parking lots shall be designed with a hierarchy of circulation: major access drives with no parking; major circulation drives with little or no parking; and then parking aisles for direct access to parking spaces.
- d. The use of shared parking with adjacent sites is encouraged as per the shared parking provision of the Land Development Code. A shared parking agreement must be recorded into the deed of all participating parcels.

5. Access.

- a. Adjoining properties shall be encouraged to share curb cuts to reduce interruptions to the sidewalks.
- b. Properties that are adjoining must enter into an agreement to create space for a connection between the two (2) properties. This keeps traffic off the main road and increases the likelihood that a customer will only have to look for a parking space once if desired.

6. Parking Lot Landscaping/Buffering.

- a. At least thirty percent (30%) of the paved surface area of each surface parking lot shall be shaded by mature landscaping within five (5) years of construction to provide a cool environment.
- b. The area between a parking lot and the public ROW shall have a boundary strip of at least five (5) feet. Trees within the boundary shall be planted a maximum of forty (40) feet on center, and no boundary shall have less than one (1) tree. A brick or stone wall thirty (30) inches tall, or shrubs maintained at a minimum mature height of twenty-four (24) inches and a maximum height of thirty (30) inches, shall be provided within the strip.
- c. All areas along the corridor not developed with buildings or prepared surfaces for parking, circulation, utilities or the like, shall be landscaped and maintained with ornamental plantings. These plantings should be native or drought-tolerant plants to minimize the need for irrigation. Green field and wooded areas should be left as is, until developed into another use. Paved areas of the site shall be limited in size to the area required to accommodate the intended use.

7. Parking structures.

- a. Parking structures shall be architecturally consistent with the project buildings, including the use of the same primary finish materials as the exterior of the adjacent or adjoining buildings.
- b. When placement of parking structures along site frontages is necessary, visual mitigation such as landscape buffers, upper-level setbacks, or additional architectural treatment shall be used.
- c. The view of a parking structure from a public street shall be minimized by placing its shortest dimension along the street edge.
- d. The top deck of parking structures shall include screen walls, periphery landscape islands, or similar features where visible from public view in order to soften the appearance of the top of the parking structure and screen the view of cars on the top deck of the structure.
- e. All top deck lighting shall be screened and directed downward to avoid light spill onto the street below and shall consist of only bollards or building lighting. Light poles are prohibited.

8. Exterior Lighting.

- a. Exterior Lighting. Pedestrian areas need to be well-marked and well-lit. Exterior lighting shall be an integral part of the architecture and landscape design. Street lighting shall relate in scale to the pedestrian character of the area. Pedestrian lighting shall be provided at a pedestrian scale of three to twelve feet, with the source light being shielded to reduce glare, thereby encouraging safe access to these areas twenty-four hours per day. Overall, lighting and pedestrian zone lighting is needed but shall not create glare or light spillage off site or beyond parking lots and streets.
- b. Lighting should be provided at all entrances, pathways, parking areas, and recessed areas.
- c. All exterior lighting fixtures shall use full cutoff luminaires to reduce both energy usage and glare, as well as prevent light pollution.
- d. Lighting shall be pointed at the ground or the building directly to prevent glare onto neighboring areas.
- e. Light fixtures, light pole bases, and poles, shall be consistent with each other, the architecture of buildings (if any), and/or nearby street lighting.

9. Street Design.

- a. Streets shall be designed in a manner which facilitates efficient vehicular access, smooth traffic flow, and the safety of pedestrians.
- b. A sufficient turning radius shall be provided within street cul-de-sacs and other areas to facilitate turning movements of utility and emergency vehicles.

- c. The usage of bicycles for personal transportation or recreation is encouraged. All bicycle racks shall be appropriately positioned and located in areas which ensure the safety of the bicyclists or uses of alternative non-motorized modes of transportation and which do not hinder the safety or mobility of pedestrians or vehicles.

10. Acceleration and Deceleration Lanes.

Acceleration and deceleration lanes shall be required on major arterials when deemed necessary by the City Engineer.

11. Trash Enclosures, Storage Areas, and External Structures. Landscaping, fencing, berms, or other devices integral to overall site and building design shall screen trash enclosures, storage areas, and other external structures.

- a. Service yards, refuse and waste-removal areas, loading docks, truck parking areas and other utility areas shall be screened from view by the use of a combination of walls, fences, and dense planting. Screening shall block views to these areas from on-site as well as from public rights of way and adjacent properties.
- b. All trash dumpsters shall be provided with solid enclosures. Fats, oils, grease receptacles shall be provided with solid enclosures.
- c. Enclosures shall be composed of 8-foot-high solid masonry or decorative precast concrete walls, with opaque gates and self-latching mechanisms to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles. Gates shall be made of opaque metal for durability. Chain link gates with or without opaque slats are not acceptable. Colors and materials shall be consistent with the main building or use.
- d. Where trash enclosures, storage areas, or other external structures are adjacent to parking areas, a three-foot landscaped buffer shall be provided that does not impede access into and out of vehicles.
- e. These areas shall be well maintained and oriented away from public view.
- f. The consolidation of trash areas between buildings is encouraged.
- g. The use of modern disposal and recycling techniques is encouraged.
- h. This Section shall not apply to community or public recycling bins or drop boxes; however, the location shall be determined by Staff in accordance with the standards herein.

12. Utility Boxes. Dense vegetative buffers which include an evergreen variety of plant materials shall be placed where appropriate to screen all utility boxes and pedestals in order to remain attractive during the winter months.

13. **Utilities** are required to be underground and aboveground equipment shall be located away from major pedestrian streets and corners. Equipment boxes and vaults must be placed in back of the sidewalk and where landscaping can minimize or screen their impact.
14. **Satellite Dishes**. Satellite dishes shall be located in such a manner as to blend with the background, if possible. Locations shall be determined by the Community Development Department.

B. Site Design Standards: Non-Residential Development.

1. Shopping Cart Corrals.

- a. Shopping cart corrals are required for big box or mid box retail uses and shall not occupy any required parking spaces
- b. The shopping cart corral rail finish shall match or compliment the exterior finishes of the main building through the use of two out of three of the same exterior colors and finishes.
- c. No art is allowed on cart corrals.
- d. Vegetation buffers shall encompass at least two-sides of cart corrals.

2. Uses Within Buildings. All uses established in any commercial, office warehouse, business park, or industrial zone shall be conducted entirely within a fully enclosed approved building except those uses deemed by the City Council to be customarily and appropriately conducted in the open.

- a. Uses which qualify for this exception include vegetation nurseries, home improvement centers with lumber, outdoor cafes, outdoor retail display, car wash vacuums, auto dealerships, and similar uses.
- b. Approved temporary uses, such as Christmas tree lots, shall be exempt from this requirement.

3. Outdoor Display

- a. All retail product displays shall be located under the buildings' permanent roof structure, 3-feet from entrance doors, or on designated display pads.
- b. All display areas shall be clearly defined on the approved Site Plan and designated on the site with a contrasting colored, painted, or striped surface.
- c. Display areas shall not block building entries or exits, pedestrian walks, or parking spaces in front of the building. Outdoor display areas shall not spill into walkways or any drive aisle adjacent to a building.
- d. Seasonal uses outside of these areas may be approved through the Temporary Use process.

4. Access Requirements for each commercial lot:

- a. Each roadway shall not be more than forty feet in width, measured at right angles to the center line of the driveway except as increased by permissible curb return radii; and
- b. The entire flare of any return radii shall fall within the right-of-way.

5. Off-street Truck Loading Space. Every structure involving the receipt or distribution by vehicles of materials or merchandise shall provide and maintain on the building's lot adequate space for standing, loading, and unloading of the vehicles in order to avoid undue interference with public use of streets, alleys, required parking stalls, or accessible stalls.

6. Screening and Maintenance of Storage & Loading Areas

- a. To alleviate the unsightly appearance of loading facilities, these areas shall not be located on the side(s) of the building facing the public street(s). Such facilities shall be located interior to the site.
- b. Screening for storage and loading areas shall be composed of 8-foot high solid masonry or architectural precast concrete walls with opaque gates and self-latching mechanisms, to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles.
- c. Gates shall be made of opaque metal for durability. Chain link gates with opaque slats are prohibited.
- d. The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.
- e. Trash areas shall be designed to include the screening of large items (e.g. skids and pallets) as well as the trash bin(s) that are needed for the business (unless storage is otherwise accommodated behind required screened storage areas).
- f. All wall-mounted mechanical, electrical, communication, and service equipment, including satellite dishes and vent pipes, shall be screened from public view by parapets, walls, fences, landscaping or other approved means.
- g. All rooftop and sidewall mechanical equipment and other extensions allowed above the building height shall be concealed by or integrated within the roof form or screened from view. The following appurtenances or necessary extensions above the roofline that require screening include stair wells, elevator shafts, air conditioning units, large vents, heat pumps and mechanical equipment.
- h. Service and loading areas must be screened from street and pedestrian ways.
- i. Pedestrian Access. Pedestrian and bicycle paths and connections are required within the development and shall be provided to the closest activity areas (i.e., schools, business area, park, major arterial, etc.).

7. Buffers.

- a. A wall and landscaping, fencing, or landscaping of acceptable design shall effectively screen the borders of any commercial or industrial lot which abuts an existing agricultural or platted residential use. Such a wall, fence, or landscaping shall be at least six feet in height, unless a wall or fence of a different height is required by the Community Development Director as part of a site Plan review. Such wall, fence, or landscaping shall be maintained in good condition with no advertising thereon, except as permitted by city's Landscaping Ordinance.
- b. No chain link or wood fences are permitted as buffering or screening between commercial and residential. Decorative masonry, rod-iron, brick, stone, stucco, fiber-cemented siding are suggested types of fences, and as circumstances require, one or the other may be required.
- c. Unless otherwise required, walls or fences used as a buffer or screen shall not be less than six feet in height.

8. Parking Lot Buffers.

- a. There shall be a minimum of 10 feet of landscaping between parking areas and side and rear property lines adjacent to residential land uses.

9. Building Buffer:

- a. No building shall be closer than 10-feet from any private road, driveway, or parking space. The intent of this requirement is to provide for building foundation landscaping and to provide protection to the building. Exceptions may be made for any part of the building that may contain an approved drive-up window.
- b. Drive-through lanes must be screened with an approved landscape buffer.
- c. Escape lanes must be provided for all drive-throughs.

- 10. Interconnection.** All parking and other vehicular use areas shall be interconnected with adjacent non-residential properties in order to allow maximum off-street vehicular circulation.

C. Driveway and Parking Standards

The parking standards describe the appropriate locations for parking lots and garages in relationship to buildings and frontage. Multi-modal circulation options, including pedestrian and bicycle accommodations and connections to the surrounding street network are also defined herein.

1. General Requirements:

All parcels shall provide convenient inter-connections with adjacent parcels that serve both pedestrians and automobiles that meet the following:

- a. Streets shall be constructed for all commercial or multifamily residential development that abuts another commercial or multifamily residential development.

- b. Continuous non-residential streets, where necessary to connect adjacent parcels along the thoroughfare.
- c. Driveway aprons, stub-outs and other design features to indicate that abutting properties may be connected to provide cross access.

2. Paving Materials for Parking Lots:

- a. All parking areas, entrance and exit driveways shall be paved with asphalt, concrete, or pervious materials approved by the Community Development Director.
- b. Pervious paving is recommended and includes materials described in the current edition of the Georgia Stormwater Management Manual as the porous concrete or modular porous paver systems under the limited application Stormwater structural controls.
- c. Paving areas shall be of sufficient size and strength to support the weight of service vehicles.

3. Off-Street Parking, Loading and Service Areas:

- a. All off-street parking, loading, and service areas shall be separated from walkways, sidewalks and streets by curbing or other suitable protective devices.
- b. Where possible, off-street parking, loading, and service areas shall be screened from streets and primary building frontages as per the Chapter 8: Landscape & Hardscape Guidelines.
- c. Parking garages shall be given an architecturally articulated street edge with clearly defined openings.
- d. On-Street parking is allowed on publicly accepted streets and may be utilized in satisfying the number of required parking spaces if they are within one-hundred feet (100') of the building entrance.
- e. Off-street loading areas shall be located in the rear of buildings and screened from view from adjacent property or streets.

4. Shared Parking:

- a. Adjacent uses or establishments may provide shared parking with a reduced quantity of parking as compared to the sum of parking spaces required for each individual use.
- b. A written request for shared parking shall be presented to the Community Development Director for consideration. At a minimum the request shall include:
 - i. A paved driveway connection between the adjacent developments such that automobiles may move from one (1) parcel or use to the adjacent parcel or use without exiting to the public street.
 - ii. A designated pedestrian connection from uses to the shared parking facility.

5. Pedestrian Circulation:

- a. Parking areas shall be designed to facilitate safe and convenient use by pedestrians. All developments shall provide designated pedestrian pathways or sidewalks connecting the front entrance of the principal building to the sidewalk along the abutting Public or Private Street, including marked crosswalks across interior driveways.
- b. Sidewalk widths
 - i. Internal to Residential uses - minimum five foot (5') wide sidewalk on both sides of Public or Private Streets.
 - ii. Adjacent to mixed-use or commercial areas - minimum eight feet (8') wide sidewalk on both sides of Public Streets.
 - iii. External along roads A, B, C – a minimum of twelve feet (12') wide sidewalks on both sides of the Public Streets.
- c. Sidewalks may be included within any required landscape area.
- d. All intersections on Public and Private Streets shall contain crosswalks that connect to sidewalks in all quadrants.
- e. Street level retail uses with sidewalk frontage shall provide an entrance to the building from the sidewalk in addition to any other access that may be provided to the building.
- f. Employee parking shall be provided on site, or as part of a shared parking agreement or

- at a parking structure. One space per employee based on the largest shift.
- g. Parking lots shall have internal landscaping as well as be screened from streets and pedestrian ways.
- h. Parking garages shall be screened to improve the pedestrian environment in mixed-use zones.
- i. Crosswalks - Crosswalks shall be demarcated with brick pavers of common types throughout the development, subject to approval.
- j. Multi-Use Trail - There shall be a multi-use trail, a minimum of ten foot (10') wide, along one side of the main north-south Public Street that bisects the site as per the DRI.

6. Bicycle Parking:

- a. All nonresidential uses that are required to provide off-street parking spaces for motorized vehicles shall also provide bicycle parking spaces. Uses that require up to fifty (50) off-street parking spaces for motorized vehicles shall provide at least one (1) bicycle rack plus one (1) more bicycle rack for each additional fifty (50) parking spaces required for motorized vehicles.
- b. Residential developments shall provide a minimum of one (1) bicycle rack for up to ten (10) dwelling units and one (1) additional rack per each additional ten (10) dwelling units.
- c. Bicycle spaces shall be located such that the rack and bicycle do not obstruct any walkway.
- d. The location and style of each bicycle rack shall be provided on the plans for site plan review and meet the standards of the Community Development Director.
- e. No single bicycle parking area should exceed ten (10) racks or twenty (20) spaces or impede normal pedestrian flow.
- f. It is recommended that the bicycle parking area be located within one hundred (100) feet of the facility entrance, preferably visible from that entrance. In no case shall the bicycle parking be further than two hundred and fifty (250) feet from the entrance.

D. Signage

1. **Signage** in the mixed-use district should be done to clearly relay information and should be appropriate scale to the buildings and should focus on the close-in nature of the slow vehicle and pedestrian traffic. Signage shall be consistent throughout district.
 - a. Where possible, signs should be an integral part of the building rather than an afterthought. Wall-mounted signs shall not project more than six inches from the building.
 - b. Building-mounted or wall signs for retail shops and commercial area may be located in the storefront area above the door height and below canopy (typically eight feet above floor).
 - c. Signs shall be centered between architectural elements and between columns to allow building architecture to be expressed. Signs shall not necessarily be centered on lease premises.
 - d. Signage shall be placed facing primary pedestrian streets.
 - e. Overhanging, building-mounted or blade signs which hang from the canopy, arcade or building front may be utilized to increase visibility.
 - f. Each sign is calculated separately and shall conform to all applicable maximum area limitations. Calculated maximum areas are not transferable to other facades. Each tenant is allowed to place signage on no more than two facades.
 - g. Monument signs can be internally illuminated.
 - h. Wall signs shall be of the channel style lettering. Box signs are prohibited.

2. Size and Placement:

- a. The design, size, and location of each sign will be reviewed and approved in context with the design of the building to which it pertains and its specific use.
- b. No signage is permitted within the vision clearance triangle at street intersections.

- c. Signs mounted on buildings, other than those that name the building, should be clearly visible from the street level.

3 Regulated Signage:

Signage will conform to the requirements set forth in Chapter 8.12 of the Sign Ordinance with the following exceptions:

- a. Interstate signs will be allowed in three (3) locations adjacent to the Right-of-Way of I- 75.
- b. Wall signs for large retailers shall be permitted. One sign on principal entrance and an additional sign on an alternative side.
- c. Entertainment uses may be permitted to have a marquee with reader board or electric lettering and/or internal illumination but will be reviewed on a case-by-case basis.
- d. Professionally commissioned painted wall murals shall be permitted but will be reviewed on a case-by-case basis.
- e. Building plaques shall be permitted.

E. Landscape and Hardscape Guidelines

1. Street and Parking Lighting:

- a. Streetlights
 - i. Streetlights shall be provided on all public streets;
 - ii. All roadway lighting, streetlights, and parking lights shall be the full cutoff type. Pedestrian lights shall be the semi-cutoff, cutoff, or full-cutoff type.
- b. Parking Lot, sidewalk and building illumination. Outdoor lighting standards shall be as per Community Development Zoning Codes.
- c. Drive-under canopies and pump islands at fueling stations. The luminaire shall be recessed into the canopy ceiling so that the bottom of the luminaire does not extend below the ceiling.

2. Site Furnishing:

- a. Site Furnishings shall be coordinated to complement architecture and create a cohesive community character.
- b. Site Furnishings shall be provided along streets, trails, and throughout plazas to support and promote pedestrian and bicycle use leading to a vibrant socially connected community in conjunction with the approved DRI.
- c. Site Furnishings shall have durable and timeless design intended for heavy use. Materials include metal, wood, and wood composite.
- d. Site Furnishings shall be affixed to the ground and easily serviceable.
- e. The location and frequency of all Site Furnishings shall be determined by the Declarant and be approved by the Community Development Director.

3. Planting:

- a. General
 - 1) All non-residential single-family plans that include planting materials shall be designed, signed and sealed by a State of Georgia Professional Registered Landscape Architect.
 - 2) The Landscape Architect is solely responsible for selection of plant materials which are subject to approval by the Community Development Director.
- b. Landscape Plan Materials Standards
 - 1) All plant materials are measured at current ANSI standards.
 - 2) Street Trees/Deciduous trees: Minimum size at time of planting is 2.5-3" caliper.

- 3) Evergreen and Coniferous Trees: Minimum size at the time of planting is 4'-6' in height.
 - 4) Ornamental trees: Minimum size at the time of planting is 2" caliper or 5' in height.
 - 5) Evergreen and Coniferous Shrubs: Minimum size at the time of planting is 24" in spread/height.
 - 6) Deciduous Shrubs: Minimum size at the time of planting is 24" in spread/height.
 - 7) Ground Cover: Installed in a manner that presents a finished appearance and on slopes steeper than 20 percent.
 - 8) Lawns: All lawn areas shall be sodded and planting strips within the right-of-way shall be used in combination with other methods of biofiltration.
- c. Buffer & Screening Requirements
1. Parking areas that are visible from Public or Private Streets shall be buffered by one of the following:
 - i. A minimum ten (10) foot wide planting strip located between the property line and the parking lot.
 - ii. A five (5) foot wide planting strip that includes a wall constructed of similar materials as the primary building twenty-four inches (24") to thirty-six inches (36") high with shrubs and other plantings on either side.
 2. The quantity, location and species of plant materials in the required planting strip shall be determined by pedestrian access, utilities and other public safety considerations.
- d. Street Trees
1. Street Trees shall be allowed to be placed in planting strips within the Right-of-Way, in medians and/or both sides of all Public or Private Streets.
 2. The quantity, location and species of Street Trees shall be based on pedestrian access, utilities, and other public safety considerations.

4. Other:

- a. The development shall have extensive landscaping of large parking areas, along streetscapes and for pedestrian-oriented open spaces which can be seen from the street and pedestrian-oriented areas. Landscaping can also help to define areas and separate areas thereby bringing a human scale to these intense uses.
- b. Parking areas shall have one tree per every 10-parking stalls or have trees between every two to four ferry loading lanes. Parking areas must be screened from all pedestrian-oriented areas through the use of trees, shrubs, walls and/or trellis structures with plants.
- c. Parking lots shall provide landscaping next to buildings and along walkways.
- d. Arbors or trellises supporting living landscape materials may be considered for ornamentation on exterior walls. Any such feature should cover an area of at least one hundred square feet and include sufficient plantings to achieve at least thirty percent coverage by plant materials within three years.
- e. Pedestrian activity is encouraged onto the site.

F. Site Design Standards: Residential Development.

- a. Staggering of setbacks and building massing is encouraged. Variable setbacks and building massing establish a visually interesting streetscape and avoids monotony().
- b. Vary the distance between adjacent homes to create a variety of types/sizes of yards.
- c. Location of garages and driveways should maximize the street parking opportunities.

- d. Vary driveway and garage locations to add variety to the street scene and diminish the visual impact of garage doors along street frontages.
- e. Minimum length of driveways shall be twenty-five (25') feet.

CHAPTER 4. Building Standards

1. Building Design Standards.

All structures in this district must meet the following minimum site design standards.

- a. Street Orientation:
 - 1. The main entrance to all the buildings shall be oriented to Public Streets, where feasible.
 - 2. When possible, buildings located on a corner should have the main entrance situated to address both streets therefore accentuating the corner position and improving visibility and pedestrian circulation.
- b. Building Orientation.
 - 1. The required building setbacks of the underlying zoning district may be reduced in order to encourage new commercial buildings to develop closer to the street.
 - 2. Buildings may be set back further to allow for an appropriate building frontage zone which may include balconies or steps, public plazas, outdoor dining areas, or additional landscaping.
 - 3. Corner lots should be oriented to the corner and used to create focal points at the four (4) corners of major street intersections.
 - 4. When adjacent to existing commercial developments that are set further back, a step-back design may be utilized to transition to the desirable setback pattern, reducing excessive variation.

2. Building Service Elements.

- a. Building Equipment and Services:
 - 1. Mechanical or utility equipment including utility meters shall be screened from public view.
 - a) The method of screening may be architecturally integrated with the structure in terms of materials, color, shape and size in such a manner that the equipment is not visible from street level.
 - b) Vegetation and landscaping may be used to screen on-grade elements. Landscaping must be maintained.
- b. Refuse containers or dumpsters shall be located in the rear or side yard of a property and shall be screened from view of the public right of way.
- c. Enclosures:
 - i. Enclosures shall reflect the architecture of the proposed development and include walls constructed with appropriate and compatible materials.
 - ii. The enclosure shall have a minimum height of eight (8) feet, or two (2) feet taller than the highest point of the waste/grease container, compactor or dumpster, whichever is greater.
 - iii. Gates shall allow access to refuse containers while denying open views of the contents within.
 - iv. The use of chain link fencing is not acceptable as concealment of mechanical units or waste/grease containers.
- d. Rooftop mechanical units or other services and utilities located above grade shall be screened from public view. The method of screening can be met by implementing one (1) or more of the following strategies:
 - i. Enclosing the utility within a roof that is integrated into the building form;

- ii. Locating the utility within an enclosed mechanical penthouse whose materials and detailing complement the building architecture;
- iii. Locating the utility far enough from the parapet so as to be effectively invisible from adjacent public rights-of way.
- e. New development shall bury utilities when possible to avoid a visually cluttered streetscape and to promote a more aesthetically pleasing environment.

3. Dumpsters.

a. Dumpsters

Location:

- 1) Dumpsters and trash receptacles shall be located to minimize the visibility from the street/sidewalk and building entrances and shall be adequately screened from view from all other adjacent properties and streets.
- 2) Dumpsters shall be entirely located within a building or enclosed on four (4) sides with an enclosure matching materials/color of the Principal Building.
- 3) Dumpsters shall be set back a minimum of ten (10) feet from all property lines. If a buffer is required on the subject property line, the dumpster shall not be located within the buffer.

b. Pad

- 1) Dumpsters shall be placed on concrete pads of sufficient size and strength to support the weight of service vehicles. A minimum concrete apron of eight-feet (8') is required in front on concrete pad.
- 2) Restaurants and other food service establishments shall place dumpsters on concrete pads that are designed to slope into a drain that is equipped with a grease trap meeting Health Department specification.
- 3) Dumpsters enclosures larger than 100 square feet shall be provided with pedestrian access.

4) Mechanical and Other Building Systems:

Rooftop and ground level mechanical and electrical service equipment, solar collectors, satellite dishes, and any other communications equipment shall be screened from public view, sidewalks, streets, and from all adjoining buildings to the extent where possible and practical. This screening may be accomplished with materials compatible with the finishes and character of principle structures or other architectural methods.

5) No Exterior Vending Machines:

Exterior vending machines (freestanding or attached) must not be visible from the street or neighboring properties.

6) Utilities:

All utilities shall be fed underground.

7) Permitted Uses:

a. Residential

- i. Single-Family Development (Detached)
- ii. Single-Family Development (Attached) – Townhouses (RM-2)
- iii. Single-Family Development (Attached) – Condominiums (RM-3)
- iv. Multi-Family Development - Apartments

b. Commercial

c. Mixed Use

Mixed-Use Buildings are permitted anywhere in the development. Ground floors may accommodate retail or other uses. Upper floors areas shall be flexible and can be developed for residential and/or non-residential uses, such as offices.

a. Single Family Development (Detached)

The development standards for the single-family detached dwelling units are as follows:

Maximum net density	3.88 units per acre
Minimum lot size	Minimum of 5,500 square feet
Minimum lot width	50 feet
Maximum lot width	200 feet
Minimum front setback	12 feet from back-of-curb; or at the minimum lot width
Maximum front setback	35 feet
Minimum side yard	5 feet
Minimum rear yard	20 feet
Maximum height	None
Minimum floor area	The minimum heated floor area shall be as follows: a. 1/3 – 1,800, b. 1/3 – 2,000, c. 1/3 2,200
Private Streets	Allowed
Curb and gutter	Required
Paved driveway	Required
Sidewalks	Required
Streetlights	Required
Underground utilities	Required
Public sewer	Required
Public water	Required
Residential parking garage	Required; two car garages
Alleys	Allowed, but not required.
Porches	Allowed, but not required.
Recreation/Open space	None required as the residential development shall have access to the public open space and amenities within the overall development.
Concurrent construction requirement	N/A; specified in the approved DRI

Maximum number of lots	N/A; specified in the approved DRI
Architectural requirements	As per Guidelines, Chapter 7

b. Single-Family Development (Attached) - Townhouse may consist of:

Townhouses shall either be designed as a unified building or as a series of individualized units. Townhouses are suitable to be placed in both residential or non-residential areas and may either be on a common Lot or individually lotted per RM2 Zoning Conditions.

The development standards for the single-family detached dwelling units are as follows:

Maximum net density	Nine (9) townhouse dwelling units per acre. (unless included in a mixed-use)
Maximum number of lots	N/A; specified in the approved DRI
Minimum lot size	N/A
Minimum lot width	N/A
Maximum unit width	Twenty-four (24) feet
Minimum front yard	Twenty (20) feet from right-of-way
Minimum front setback	12 feet from back-of-curb; or at the minimum lot width
Maximum front setback	None
Minimum side yard	0 feet;
Minimum distance between buildings	Forty (40) feet
Minimum rear yard	Thirty (30) feet
Maximum height	None
Minimum floor area (heated space)	One thousand (1,000) square feet for a one (1) bedroom unit; one thousand three hundred (1,300) square feet per two (2) bedroom unit; one thousand four hundred (1,400) square feet per three (3) bedroom unit; and two hundred (200) additional square feet per additional bedroom.
Maximum units per building	Six (6) units
Private Streets	Allowed
Curb and gutter	Required
Paved driveway	Required
Sidewalks	Required
Streetlights	Required
Underground utilities	Required

Public sewer	Required
Public water	Required
Residential parking garage	Required; two car garages (None; if located in a Mixed-use Building)
Parking (Guest)	Required; one (1) additional off-street parking space for each three (3) buildings. Guest parking must be in addition to driveway parking.
Alleys	Allowed, but not required.
Porches	Allowed, but not required.
Recreation/Open space	None required as the residential development shall have access to the public open space and amenities within the overall development.
Concurrent construction requirement	N/A; specified in the approved DRI
Architectural requirements	Yes
Concurrent construction requirement	N/A; specified in the approved DRI
Multi-use paths	Multi-use paths are required in all developments developed under the standards of this district. Such paths shall be twelve-feet (12') in width and shall be constructed to connect residential lots to residential and non-residential developments.
Central garbage facility	Required; development shall provide centralized garbage facilities for garbage and refuse collection. Individual residential garbage pick-up per unit shall not be permitted.
School children waiting area	A covered structure to house school aged children waiting for transportation to school is required at the main entrance in all developments developed under the standards of this district.

c. Single-Family Development (Attached) - Condominiums

Condominiums are suitable to be placed in either residential or non- residential areas and may either be on a common Lot or individually lotted per RM-3 Zoning conditions.

The development standards for the single-family attached dwelling units are listed below:

Maximum net density	Nine (9) dwelling units per acre. (unless included in a mixed-use)
Maximum number of lots	N/A; specified in the approved DRI
Minimum lot size	N/A
Minimum lot width	N/A
Maximum unit width	Twenty-four (24) feet
Minimum front yard	Sixty (60) feet from right-of-way
Minimum front setback	12 feet from back-of-curb; or at the minimum lot width

Maximum front setback	None
Minimum side yard	0 feet;
Minimum distance between buildings	Forty (40) feet
Minimum rear yard	Thirty (30) feet
Maximum height	None
Minimum floor area (heated space)	One thousand (1,000) square feet for a one (1) bedroom unit; one thousand three hundred (1,300) square feet per two (2) bedroom unit; one thousand four hundred (1,400) square feet per three (3) bedroom unit; and two hundred (200) additional square feet per additional bedroom.
Maximum units per building	Eight (8) units
Private Streets	Allowed
Curb and gutter	Required
Paved driveway	Required
Sidewalks	Required
Streetlights	Required
Underground utilities	Required
Public sewer	Required
Public water	Required
Residential parking garage	Required; two car garages (None; if located in a Mixed-use Building)
Parking (Guest)	Required; one (1) additional off-street parking space for each three (3) buildings. Guest parking must be in addition to driveway parking.
Alleys	Allowed, but not required.
Porches	Allowed, but not required.
Recreation/Open space	None required as the residential development shall have access to the public open space and amenities within the overall development.
Concurrent construction requirement	N/A; specified in the approved DRI
Architectural requirements	Yes
Concurrent construction requirement	N/A; specified in the approved DRI
Multi-use paths	Multi-use paths are required in all developments developed under the standards of this district. Such paths shall be twelve-feet (12') in width and shall be constructed to connect residential lots to residential and non-residential developments.

Central garbage facility	Required; development shall provide centralized garbage facilities for garbage and refuse collection. Individual residential garbage pick-up per unit shall not be permitted.
School children waiting area	A covered structure to house school aged children waiting for transportation to school is required at the main entrance in all developments developed under the standards of this district.

d. Multi-family Development (Apartments)

Apartment Buildings are permitted in the development. The ground floor shall be flexible and can utilized for residential use or non-residential use.

Maximum net density	Twenty (20) units per acre
Maximum number of lots	N/A; specified in the approved DRI
Minimum lot size	N/A
Minimum lot width	N/A
Maximum unit width	N/A
Minimum front yard	Sixty (60) feet from right-of-way
Minimum front setback	12 feet from back-of-curb; or at the minimum lot width
Maximum front setback	None
Minimum side yard	Twenty (20) feet
Minimum distance between buildings	Forty (40) feet
Minimum rear yard	Forty (40) feet
Maximum height	None
Minimum floor area (heated space)	Nine hundred (900) square feet for a one (1) bedroom unit; one thousand two hundred (1,200) square feet per two (2) bedroom unit; and for three (3) or more bedroom units, two hundred (200) additional square feet per additional bedroom.
Maximum units per building	None
Private Streets	N/A
Curb and gutter	Required
Paved driveway	Required; located in rear of residential structure
Sidewalks	Required
Streetlights	Required
Underground utilities	Required
Public sewer	Required

Public water	Required
Parking	Required; two (2) off-street parking spaces for each one (1) or two (2) bedroom apartment and one (1) additional off-street parking space for each additional bedroom are required. For units with a residential parking garage, one (1) additional off-street parking space is required for the third and each additional bedroom.
Alleys	Allowed, but not required.
Porches	Allowed, but not required.
Recreation/Open space	None required as the residential development shall have access to the public open space and amenities within the overall development.
Concurrent construction requirement	N/A; specified in the approved DRI
Architectural requirements	Yes
Concurrent construction requirement	N/A; specified in the approved DRI
Multi-use paths	Multi-use paths are required in all developments developed under the standards of this district. Such paths shall be twelve-feet (12') in width and shall be constructed to connect residential lots to residential and non-residential developments.
Central garbage facility	Required; development shall provide centralized garbage facilities for garbage and refuse collection. Individual residential garbage pick-up per unit shall not be permitted.
School children waiting area	A covered structure to house school aged children waiting for transportation to school is required at the main entrance in all developments developed under the standards of this district.

Overall architectural design.

- a. Building design concepts should respond to the site plan by forming street edges and by encouraging active, safe street life offering a variety of activities. Buildings should recognize site patterns and help define entries to interior courtyards, building entrances, and public spaces to encourage family and community activities.
- b. Use architectural styles that are associated with traditional neighborhood design and newer multifamily designs that delineate separation of the units.
- c. The architectural designs shall utilize a variety of roof forms to create diverse elevations. Residential units, office and commercial/retail spaces shall overlook the streets and courtyards as part of a unified and defined sense of space.
- d. Parapets, cornices, shed roofs, dormers and other secondary roof forms create variety in the units and break up the massing of the overall buildings. Varied roof heights and roof elements also serve to reinforce the diverse experience of the streetscape. Vertical elements such as bays and decks which sometimes carry to the ground and to upper levels help to create variation in the facade that modulate the building facade.
- e. The materials used in design of the buildings should also reinforce the diverse experience of the elevations. Roof colors should be coordinated to complement the color schemes.
- f. Plaza or courtyard materials can be used to create a community space, through the use of color and scoring as patterns in the hardscape. Landscape creates diversity, provides color and softens the building and hardscape environment, while benches or seating areas, play areas and public art help residents and visitors enjoy the space and environment, making it a place where people want to visit, shop, live and recreate.

1. Building Design.

- a. Architectural Details. The following architectural elements are required to provide visual interest and create a sense of human scale:
 - 1) Awnings, Sunshades and Canopies. Weather protection is encouraged for pedestrian street frontages with ground floor commercial. The minimum width of such elements shall be four feet. Minimum height is eight feet, maximum height is twelve feet. Awnings with painted signs are permitted; however, they must be externally lit. Internally illuminated awnings are not permitted. Subject to approval.
 - 2) Front Porches. Front porches, stoops, bay windows and dormers are encouraged on buildings which contain residential dwellings.
 - 3) Trees, Plants and Flowers. The use of potted plants and flowers as well as street trees are encouraged but shall not impede pedestrian traffic (subject to approval).
 - 4) Street Furniture. Public seating, trash receptacles and informational directional kiosks shall be of uniform design and be provided throughout development. Sidewalk widths, street trees, landscaping, weather protection, public art, street furniture and other amenities for pedestrians in public rights-of-way and public plazas which are required and are abutted by

private development shall provide an additional three feet to six feet for a total sidewalk width of no less than eight feet (subject to approval)

b. **Building Fenestration.**

- 1) **Facades.** Decorative masonry, brick, stone, stucco, or city approved fiber-cemented siding.
- 2) Any facade visible from a public right-of-way, pedestrian corridor or public open space should incorporate fenestration. Fenestration patterns for street level uses should have generous amounts of clear glass and be designed to incorporate displays. Glass curtain walls, reflective glass, and painted or dark tinted glass are not permitted.
- 3) **Street Visibility.** Upper and lower story windows are encouraged to overlook streets and open spaces.

c. **Proportions.** The scale of all structures in relationship to other structures and spaces is important. Buildings and the spaces between should relate easily and openly to the external public areas. To balance horizontal features on longer facades, vertical building elements, such as building entries, should be emphasized (subject to approval).

d. **Modulation.** Building facades visible from public rights-of-way, pedestrian corridors or public open space, except for ground floor commercial, shall be modulated approximately every forty feet. The modulation shall have a minimum depth of four feet.

e. **Articulation.** Facades should be varied and articulated to provide visual interest to pedestrians. The roof line of buildings should be modulated and should include interesting architectural features, such as decorative eave, trim, or cornice. Window articulation through use of a decorative trim, such as window hoods and the use of smaller regularly spaced windows in upper stories with smaller divided lights. Storefront designs and materials should be allowed to be unique while maintaining the character of the building facade of which they are a part. The base of buildings should be articulated through use of plinths, pilasters or other elements.

f. **Materials and Colors.** Exterior building materials and finishes should convey an impression of permanence and durability. Materials such as decorative masonry, stone, stucco, brick, or fiber-cemented siding are encouraged. Where masonry is used for exterior finish, decorative patterns should be considered. These patterns could include a change in color or material. Exterior colors should be given careful consideration in the context of the surrounding buildings and environment (subject to approval).

2. Signage.

Signage in the mixed-use district should be done to clearly relay information and should be appropriate scale to the buildings and should focus on the close-in nature of the slow vehicle and pedestrian traffic. Signage shall be consistent throughout district.

- a. Where possible, signs should be an integral part of the building rather than an afterthought. Wall-mounted signs shall not project more than six inches from the building.
- b. Building-mounted or wall signs for retail shops and commercial area may be located in the storefront area above the door height and below canopy (typically eight feet above floor).
- c. Signs shall be centered between architectural elements and between columns to allow building

architecture to be expressed. Signs shall not necessarily be centered on lease premises.

- d. Signs shall be compatible in scale and proportion with building design and other signs.
- e. Signage shall be placed facing primary pedestrian streets.
- f. Overhanging, building-mounted or blade signs which hang from the canopy, arcade or building front may be utilized to increase visibility.
- g. Letter height shall not exceed eighteen inches. Larger first letters up to twenty-four inches will be permitted.
- h. Each sign is calculated separately and shall conform to all applicable maximum area limitations. Calculated maximum areas are not transferable to other facades. Each tenant is allowed to place signage on no more than two facades.
- i. Monument signs can be internally illuminated.
- j. Wall signs shall be of the channel style lettering. Box signs are prohibited.

3. Sign Material and Fabrication:

- a. Appropriate materials for all signage other than ground signs include the following:
 - 1) Metal finishes. Polished, brushed, patterned, and weathering metals with natural patinas
 - 2) Cast/stone concrete
 - 3) Glass tile/terra-cotta
 - 4) Metal: copper, bronze, brass, galvanized steel, raw steel, brushed aluminum
 - 5) Painted or engraved directly on facade surface or glazing
 - 6) Etched glass
 - 7) Acrylic with matte finish, combined with other materials
 - 8) Printed canvas (awnings) – subject to approval
 - 9) Additional materials approved by the Community Development Director.
- b. Ground monument signs are required. When used, appropriate materials for these signs include the following:
 - 1) Formed concrete: specialty finish (with integral color or stain)
 - 2) Brick and stone masonry
 - 3) Metal: bronze, brushed aluminum, stainless steel, galvanized steel, raw steel
 - 4) Glass: etched frosted, colored, luminous
 - 5) Green screen (metal mesh combined with vines or groundcover plantings)
 - 6) Additional materials approved by the Community Development Director.

4. Architectural Design Standards, Residential.

Requirements for Buildings that are Residential in Use Only: These requirements only pertain to buildings that are exclusively Residential in nature.

- a. Residential lots shall meet the following requirements depending on dwelling type:
 - 1. Single-family residential shall meet the same requirements for single-family residential as provided therein, except the maximum net density is four du/nua but may be increased to five du/nua with density credits. Furthermore, single-family detached residences shall meet the following minimum architectural standards:

b. Standard Percentages

- i. Twenty-five (25) percent of the dwelling units shall have all sides made entirely of brick, except eaves and cornices and gables as the builder desires (note that where this ordinance refers to sides or siding, cornices, gables and eaves are excluded).
- ii. Twenty-five (25) percent of the dwelling units shall have all sides made entirely of brick, stone, stucco, or any combination thereof.
- iii. Twenty-five (25) percent shall have three sides made entirely of brick, stone, stucco, or any combination thereof with the back made of cement fiberboard siding.
- iv. Twenty-five (25) percent shall have front facades made of all brick, stone, stucco or a combination of with the remaining three sides made of cement fiberboard siding.
- v. A minimum "water table" of 3 feet shall be made up of primary materials around the three sides of each unit.

c. Custom Homes - The City of Stockbridge encourages the development of exemplary neighborhoods with architecture intended to enhance the character and value of detached residences within the City. In order to allow for flexibility in approving customized architecture for detached residences within a Mixed-Use Neighborhood Development District, the following minimum architectural standards shall be met:

- ii. A minimum of 2,500 square feet (SF)
- iii. The front facade of each dwelling unit shall be comprised of not less than eighty (80) percent of either brick or stone, or a combination of brick and stone, and the remaining twenty (20) percent may be comprised of stucco, shake, and/or cement fiberboard siding. In determining the percentage of materials on the front facade, neither doors, windows, garage doors, gables nor eaves shall be included in such calculation.
- iv. The side and rear facades of each dwelling unit may be comprised of any combination of primary materials including brick and/or stone and secondary materials including stucco, shake and/or cement fiberboard siding; provided, however, the proposed materials must be harmonious with the front facade materials for such dwelling unit.

d. Review and Approval Process. Site and Architectural Review will be done by the Community Development Department as part of the permitting process for the related site plan, subdivision plat, or other applicable development application. Such review shall be done prior to issuance of any permits.

e. In no case shall vinyl, metal, or aluminum siding of any kind be used on the front, side or rear elevations of a dwelling unit, including the gables and eaves.

f. Staggering of setbacks and building massing is encouraged. Variable setbacks and building massing establish a visually interesting streetscape and avoid monotony.

5. **Architectural Design Standards, Non-Residential.**

Requirements for Buildings not Exclusively Residential (Includes Mixed-use, Commercial, Institutional, etc.):

a. Façade

1. Allowed building materials include:

- a) Brick, or brick veneers at least 3" thick. (thinner veneers are subject to City Approval.

- b) Stone. Natural stone such as, but not limited to, granite, limestone, acid marble is allowed to building materials. Terra cotta and/or cast stone, which simulate natural stone, are also acceptable. Painted stone is not allowed;
- c) Split-face block/concrete masonry unit (CMU) is restricted to twenty (20) percent of the surface area of the façade;
- d) High grade stucco;
- e) Natural wood and/or Cementous fiberboard siding;
- f) Glass;
- g) Glazing shall be clear or slightly tinted glass (not opaque nor highly reflective). Metal screens or bars shall not cover window openings;
- h) Exposed concrete block, metal and tile are not allowed as building materials on a façade;
- i) Other building materials as approved by the Community Development Director.
- j) Vinyl or aluminum siding shall not be permitted, except by Administrative waiver.

6. Building Facades and Materials.

- a. Facades shall be finished with durable architectural materials. Appropriate materials include brick, stone, concrete stucco, decorative terra-cotta, and clear glass panels. Concrete masonry units (CMU), exterior insulation finish systems (EIFS), metal siding, vinyl siding, synthetic stucco and any material deemed by city staff to be less durable products are prohibited.
- b. Bright colors should be used for detail in small areas while earth tones or raw materials can be used for larger areas. The intrinsic color of durable materials is preferred over painted materials, however when buildings must be painted the color should complement the building use and the coloring of adjacent buildings.
- c. It is recommended that more than one (1) material or color of material be used in each building to give texture and to avoid monotony.
- d. Street-facing building facades shall be horizontally divided at least every third floor using architectural means such as string courses, recesses, reveals or other architectural detailing.
- e. Street-facing building facades shall also be vertically divided utilizing major and minor articulations to create visual interest and avoid monotony. Major articulations shall occur at least every sixty (60) feet of horizontal facade length and may be accomplished through: a change of facade materials extending from grade through the cornice; physical offsets; and/or similar means intended to convey the impression of separate buildings. Minor articulations shall occur approximately every thirty (30) feet of horizontal facade length and may be accomplished by: the use of pilasters; the use of smaller offsets; or similar means intended to create the appearance of structural bays.

7. Roof requirements for Buildings under 20,000 sq. ft.:

- a. Materials
 - 1. Pitched roofs shall be limited to architectural dimensional grade asphalt shingles, natural slate, natural terra cotta, natural wood shake, copper or factory finished sheet metal.
 - 2. Exposed metal flashing shall be copper, or factory finished sheet metal. If factory finished metal flashing is used, such as standing seam, the color must be subdued to blend with other materials or of a color to simulate weathered copper or bronze.
 - 3. There shall be roof articulations/offsets at a minimum of one (1) per each one hundred twenty-five (125) linear feet of length by a change in the top line of the parapet. Additional articulation may occur at any lesser distance. If the front facade is less than one hundred twenty-five (125) linear feet of length, then a minimum of one (1) roof articulation must occur.

- b. Type
 - 1) *Mansard roofs.*
 - 2) Shall have a maximum pitch of 12:12
 - 3) Shall have a minimum twelve (12) foot vertical surface length.
- i. Flat Roofs
 - a) Building materials for flat roofs shall meet local codes.
 - b) All buildings with flat roofs should include parapet articulation on the front façade(s) of such building.
- ii. Green Roofs
 - a) Shall be highly recommended and will be reviewed on a case-by-case basis.
- iii. Canopies
 - a) Drive under canopies for gasoline pumps may have flat roof with vertical or factory formed facing of finished sheet metal.
 - b) *Arcade/structural canopy for retail use.* For any multi-tenant commercial development, a covered arcade/structural canopy shall be provided along the front facade of the building. It shall be a minimum of five (5) feet in width and designed to provide covered areas for relief from the weather. Different arcade/structural canopy designs may be used for each individual tenant/business within a multi-tenant commercial development provided that they blend aesthetically with the front façade of the building and has the approval of the building owner and the Community Development Director.

8. Windows and Transparency.

- a. All street-fronting first stories shall have windows that meet the following requirements along the portion of the building fronting a public street or public sidewalk:
 - i. They shall be of clear, unpainted or similarly treated glass to allow views of store interior or display windows.
 - ii. Windows shall be located along a minimum of seventy-five percent (75%) of street frontage.
 - iii. They shall start a maximum of three (3) feet above the sidewalks and shall have a minimum height of ten (10) feet above the sidewalks.
 - iv. The maximum facade length without windows shall be ten (10) feet. Glass doors may count towards these requirements.
- b. All building stories above the first story shall have windows and doors that equal a minimum of thirty percent (30%) of the total facade area, with each story being calculated independently. Additionally, all street-facing upper story windows shall be predominately arranged in a grid, subject to individual window variation.

9. Entrances.

- a. All first story uses shall have a primary pedestrian entrance, which faces, is visible from, and is directly accessible from the sidewalk.
- b. All first story businesses with more than sixty (60) feet of frontage along sidewalks shall provide one (1) pedestrian entrance for every sixty (60) linear feet of frontage or fraction thereof.
- c. Some form of protection is required at all retail frontage along the corridor for relief from inclement weather. This can take the form of awnings, canopies, or other accessory shade structures as approved by the zoning administrator.
- d. Awnings should be architecturally consistent with the building and made of durable opaque materials such as cloth or canvas; the use of shiny, high-gloss, translucent materials such as vinyl or plastic is prohibited.

- e. The color of awnings shall be compatible with the building facade.
- f. The scale of the awning (height, length, depth and overall bulk) shall be compatible with the building storefront.
- g. Columns to support canopies are not permitted in the public right of way.
- h. Awnings and canopies shall only include signage when such signage is located within an apron that is less than twelve (12) inches in height and is subject to all other applicable sign requirements of this document.



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

06/10/2019

FUNDING SOURCE

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ SPONSORSHIP
- ☐ DEPT. FUND BALANCE

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

ITEM/PROJECT/EVENT: Theft of service and tampering with water meter policy.

DESCRIPTION:

Theft of service and tampering with water meter policy.

APPROVED BY:

FINANCE DEPT. N/A

CITY MANAGER 

AMOUNT

N/A



Theft of Service and Tampering with Water Meter Policy

Water meters are installed to meter water that is for sale from the City of Stockbridge's water system and it is illegal for any unauthorized person to alter, tamper with, relocate, willfully damage, bypass or reconnect a water meter after the City of Stockbridge has disconnected it.

I. **GENERAL**

Meter tampering shall be defined as tampering with or bypassing the city's meter or equipment or other instances of water service diversion such as physically disorienting the meter, attaching objects to the meter to divert or bypass water service or insertion of objects into the meter and other electrical and mechanical means of tampering with, bypassing or diverting water service.

Any meter or service found to have been altered, tampered with or bypassed in a manner that would cause such meter to inaccurately measure and register the water consumed or which would cause the water to be diverted from the recording apparatus of the meter shall be prima facie evidence of intent to violate this policy by the person in whose name such meter is installed or the person or persons using or receiving the benefits of such unmetered, unregistered or diverted water. The city will notify law enforcement of all instances of meter tampering.

II. **POLICY STATEMENT**

A. Tampering with utility equipment or stealing service will result in the immediate disconnection of service with or without prior notification. Theft of service shall include, but not be limited to the following:

1. Opening valves at the curb or meter that have been turned off by utility personnel.
2. Breaking, picking or damaging cut-off locks.
3. By-passing meters in any way.
4. Taking unmetered water from hydrants by anyone other than an authorized official of a recognized fire department, fire insurance company or utility for any purpose other than firefighting, testing or flushing of hydrants.
5. Use of sprinkler system water service for any purpose other than fire protection.

6. Removing, disabling or adjusting meter registers.
7. Connecting to or intentionally damaging water lines, valves or other appurtenances for the purpose of stealing or damaging utility equipment.
8. Moving the meter or extending service without permission of the City of Stockbridge.
9. Any other intentional act of defacement, destruction or vandalism to utility property or act that effects utility property.
10. Any intentional blockage or obstruction of utility equipment.

III. UNAUTHORIZED USAGE PENALTIES

A. Tampering with water meters

Where the water has been cut off due to non-payment but is being received through tampering with the water meter, a fee of seventy-five (**\$75.00**) dollars will be charged to the account in connection with the placement of a locking device on the water meter. This fee will be in addition to any other fee previously assessed.

B. Tampering with locked device

If the customer's water has been disconnected for non-payment and the lock is cut to restore service, additional fees will be charged and the water service will not be restored until the past due balance, reconnect fee and all additional fees are paid. After the first (1st) cut lock, a barrel lock will be placed on the meter as well as a cage. If these are tampered with, then the meter will be pulled. The fees for the above are as follows:

- **Cut Padlock** – fifty (**\$50.00**) dollars fee plus meter tampering fee of one-hundred (**\$100.00**) dollars.
- **Damaged Valve** – one hundred (**\$100.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour plus cost of materials to repair.
- **Barrel Lock Installation** - twenty (**\$20.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.
- **Meter Cage Installation** – twenty-five (**\$25.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.
- **Meter Pull** – one-hundred (**\$100.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.

C. Unauthorized meter or a straight line

Where a water meter has been removed and water is being obtained through an unauthorized meter or "straight line," a fee of one-hundred and twenty-five (\$125.00) dollars will be charged to the account in addition to any other fee previously assessed. In addition to the above penalties, the responsible party may be cited and required to appear in the City of Stockbridge Municipal Court to answer said charge or charges.

IV. **ADJUSTED BILLS DUE TO TAMPERING**

In the event of meter tampering, any of the following may be used to calculate bills and assess charges for the billing periods in which the meter tampering occurred.

1. Bills may be calculated based upon service consumed by that member at that location under similar conditions during periods preceding the initiation of meter tampering. Such estimated bills shall be based on at least twenty-four (24) consecutive months of comparable usage history of that member when available, or less history if the member has not been served at that location for twenty-four (24) months.
2. Bills may be calculated based upon that member's usage at that location after the meter tampering has been corrected.
3. Bills may be calculated where the amount of unmetered consumption can be calculated by industry recognized testing procedures.
4. The city may use other methods of calculating bills for unmetered water when the usage of other methods are more appropriate.
5. The city will charge for all labor, material and equipment necessary to repair or replace all equipment damaged due to meter tampering.



Theft of Service and Tampering with Water Meter Policy

Water meters are installed to meter water that is for sale from the City of Stockbridge's water system and it is illegal for any unauthorized person to alter, tamper with, relocate, willfully damage, bypass or reconnect a water meter after the City of Stockbridge has disconnected it.

I. GENERAL

Meter tampering shall be defined as tampering with or bypassing the city's meter or equipment or other instances of water service diversion such as physically disorienting the meter, attaching objects to the meter to divert or bypass water service or insertion of objects into the meter and other electrical and mechanical means of tampering with, bypassing or diverting water service.

Any meter or service found to have been altered, tampered with or bypassed in a manner that would cause such meter to inaccurately measure and register the water consumed or which would cause the water to be diverted from the recording apparatus of the meter shall be prima facie evidence of intent to violate this policy by the person in whose name such meter is installed or the person or persons using or receiving the benefits of such unmetered, unregistered or diverted water. The city will notify law enforcement of all instances of meter tampering.

II. POLICY STATEMENT

- A. Tampering with utility equipment or stealing service will result in the immediate disconnection of service with or without prior notification. Theft of service shall include, but not be limited to the following:
1. Opening valves at the curb or meter that have been turned off by utility personnel.
 2. Breaking, picking or damaging cut-off locks.
 3. By-passing meters in any way.
 4. Taking unmetered water from hydrants by anyone other than an authorized official of a recognized fire department, fire insurance company or utility for any purpose other than firefighting, testing or flushing of hydrants.
 5. Use of sprinkler system water service for any purpose other than fire protection.

6. Removing, disabling or adjusting meter registers.
7. Connecting to or intentionally damaging water lines, valves or other appurtenances for the purpose of stealing or damaging utility equipment.
8. Moving the meter or extending service without permission of the City of Stockbridge.
9. Any other intentional act of defacement, destruction or vandalism to utility property or act that effects utility property.
10. Any intentional blockage or obstruction of utility equipment.

III. UNAUTHORIZED USAGE PENALTIES

A. Tampering with water meters

Where the water has been cut off due to non- payment but is being received through tampering with the water meter, a fee of seventy-five (**\$75.00**) dollars will be charged to the account in connection with the placement of a locking device on the water meter. This fee will be in addition to any other fee previously assessed.

B. Tampering with locked device

If the customer's water has been disconnected for non-payment and the lock is cut to restore service, additional fees will be charged and the water service will not be restored until the past due balance, reconnect fee and all additional fees are paid. After the first (1st) cut lock, a barrel lock will be placed on the meter as well as a cage. If these are tampered with, then the meter will be pulled. The fees for the above are as follows:

- **Cut Padlock** – fifty (**\$50.00**) dollars fee plus meter tampering fee of one-hundred (**\$100.00**) dollars.
- **Damaged Valve** – one hundred (**\$100.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour plus cost of materials to repair.
- **Barrel Lock Installation** - twenty (**\$20.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.
- **Meter Cage Installation** – twenty-five (**\$25.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.
- **Meter Pull** – one-hundred (**\$100.00**) dollars plus labor at thirty-dollars and seventy-five cents (**\$30.75**) per hour.

C. Unauthorized meter or a straight line

Where a water meter has been removed and water is being obtained through an unauthorized meter or "straight line," a fee of one-hundred and twenty-five (\$125.00) dollars will be charged to the account in addition to any other fee previously assessed. In addition to the above penalties, the responsible party may be cited and required to appear in the City of Stockbridge Municipal Court to answer said charge or charges.

IV. **ADJUSTED BILLS DUE TO TAMPERING**

In the event of meter tampering, any of the following may be used to calculate bills and assess charges for the billing periods in which the meter tampering occurred.

1. Bills may be calculated based upon service consumed by that member at that location under similar conditions during periods preceding the initiation of meter tampering. Such estimated bills shall be based on at least twenty-four (24) consecutive months of comparable usage history of that member when available, or less history if the member has not been served at that location for twenty-four (24) months.
2. Bills may be calculated based upon that member's usage at that location after the meter tampering has been corrected.
3. Bills may be calculated where the amount of unmetered consumption can be calculated by industry recognized testing procedures.
4. The city may use other methods of calculating bills for unmetered water when the usage of other methods are more appropriate.
5. The city will charge for all labor, material and equipment necessary to repair or replace all equipment damaged due to meter tampering.



City of Stockbridge

Staff/Council Recommendation For Council Approval

Meeting Date

06/10/2019

FUNDING SOURCE

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST
- ☐ CDBG
- ☐ GRANT FUNDING
- ☐ COUNCIL INITIATIVE
- ☐ SPONSORSHIP
- ☐ DEPT. FUND BALANCE

FROM ACCOUNT:

TO ACCOUNT:

PRESENTER: Decius T. Aaron

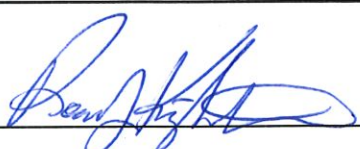
ITEM/PROJECT/EVENT: Approve leak adjustment policy and application.

DESCRIPTION:

Approve leak adjustment policy and application.

APPROVED BY:

FINANCE DEPT. _____

CITY MANAGER  _____

AMOUNT

N/A



City of Stockbridge Utility Billing Department
4640 North Henry BLVD
Stockbridge, GA 30281
(770) 389-7901

Leak Adjustment Request Form

Customer to Complete within 30 Days after Leak Repair
Please Print

Account Number: _____ Daytime Number: _____

Name as it appears on Account: _____

Service Address: _____

Describe your leak problem (plumber's invoice or receipts of materials used to repair leak must be attached for approval):

Date leak was repaired: ____/____/____

Was the leak repaired within the last **30** calendar days? _____ (if No, your request will not be processed)

Do you have your receipts attached? _____ (if No, your request will not be processed)

Signature of Customer _____ Date ____/____/____

Internal Use Only

Leak Dates: ____/____/____ thru ____/____/____

Leak Consumption = _____ Gallons Water = \$ _____ Sewer = \$ _____

Water Adjustment = \$ _____ Sewer Adjustment = \$ _____

Total Adjustment = \$ _____ Balance due = \$ _____

Approved by: _____ Date: ____/____/____



Water Leak Adjustment Policy

I. **PURPOSE**

The purpose of this policy is to provide a basis for the City of Stockbridge's Utility Billing Department to adjust high bills caused by underground leaks in water lines or equipment on customers' property that the customer could not reasonably have known about with normal diligence. The reason for providing a policy for reducing these bills is to relieve possible financial hardship on residents and businesses caused by no fault of their own. The intent is to provide some relief for catastrophic losses of water but not high uses caused by lack of maintenance or a change in activity at the home or business.

II. **LEAK ADJUSTMENTS FOR LOSS TO WATER AND SEWER BILLS**

Threshold Considerations

Leak adjustments to water and sewer bills will be considered when all of the following threshold conditions have been met:

- When a leak has been repaired, the account holder has up to thirty (30) calendar days from the date the leak was repaired to present to the City of Stockbridge's Utility Billing Department the Leak Adjustment Request Form and one of the following documents:
 - If repaired by plumber – the original plumber statement of repairs.
 - If repaired by the customer – the original receipt of material purchased to make repair.
- The City shall not be obligated to make an adjustment of any bills not contested within thirty (30) days from the billing date.
- Account holder must submit the Leak Adjustment Request Form in writing before the bill due date.
- Account must not be delinquent (only the current month usage is owed) but an approved payment plan agreed upon by account holder does not constitute delinquency.
- Account holder must not have received a previous adjustment -one (1) undetected leak per year from last adjustment (for example -received adjustment on 10/28/18 will not receive another until after 10/28/19).

- The City shall be under no obligation to extend the discount or due date or the time for paying the bills because the account holder disputes the amount of the bill.
- Only one (1) billing adjustment will be allowed per premise.
- Car washes do not receive a discount on monthly sewer charges.

III. **NO ADJUSTMENTS WILL BE GRANTED FOR THE FOLLOWING**

- Lack of proper maintenance or negligence by account holder **(or third party such as renter, contractor, etc.)** which culminates in a water loss as being appropriate for approving an adjustment in the bill.
- Faulty toilets, leaking faucet or other interior fixtures, basement, crawl space, hot water heater, frozen pipes, busted pipes, hydrants or faucets left on, hot tubs, fishponds, etc.
- Premises left or abandoned or vacated without reasonable care for the plumbing system.
- High water use caused by seasonal activities such as watering of lawn, gardening, filling swimming pools, washing vehicles, pressure washing, etc.
- Leaks on irrigation systems or irrigation lines or garden hoses, leaks on any water lines coming off the primary water service line.
- Leak was caused by a third (3rd) party from whom the customer is able to recover their costs. Examples include, but are not limited to, theft, vandalism, and negligence and construction damage.
- The meter at said property has been accessed, tampered with or turned on/off by anyone other than a City of Stockbridge employee and that action resulted in the loss of water.
- More than one occurrence per any twelve (12) month period.
- Bills claimed to be lost or not received.
- Homes under construction/major renovation.
- When leak continues for four (4) or more months, there will be no adjustment for the fourth (4th) or subsequent months.

IV. **PROCEDURE FOR DETERMINING THE LEAK ADJUSTMENT AMOUNT**

The City of Stockbridge only adjusts the sewer portion of the bill and can make adjustments of the sewer portion for three (3) consecutive months if the usage is higher than normal. Private swimming pools meeting the requirement of at least twenty-four (24") inches deep, a surface area of at least one hundred (100) square feet, and a permanently equipped re-circulating system shall be eligible for a manual sewer adjustment. An adjustment is allowable for sewer only. One (1) adjustment for one (1) bill per calendar year will be allowed (January 1 – December 31st). The sewer consumption will be adjusted to the prior (6) month historical average. If the customer

has not established a six (6) month history, an average will be calculated based on any historical billing information available. The customer also has an option to purchase an irrigation meter that would be charged for water only. The city will make adjustments for both water and sewer for malfunctioning meters or misreads.



City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281



APPLICATION FOR YOUTH ADVISORY BOARD

Citizens provide a great insight and knowledge to City government. The Stockbridge Youth Advisory Board is an avenue to strengthen relationships between the youth and their community by creating programs and encouraging opportunities for youth to give back to the community.

REQUIREMENTS FOR PARTICIPATION:

- Must be a resident of City Limits of Stockbridge.
- Must be at least 18 years of age
- Must pass a background check

APPLICANT INFORMATION

Applicant Name: Gabriel Armstead

Occupation: _____

Home Address: 574 Goldfinch Way

City: Stockbridge

Zip: 30281

Home Phone: _____

Home E-Mail: _____

Work Phone: _____

Work E-Mail: _____

Cell Phone: _____

Preferred E-Mail:

☒ Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

I would like to be apart of the charge being created for the youth of Stockbridge. Teaching them leadership skills and creating goals while implementing new ideas.

b.) What pertinent skills/experiences and contributions can you bring to this program?

Leadership skills, youth development , personal growth, community service ideas and projects

eSigned via eSignatures.com
Gabriel T. Armstead
Key: 1a47b0d6a194ad103f5e5d99f2c9a0

Gabriel Armstead

05/21/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281 ,

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281



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APPLICANT INFORMATION

Applicant Name: Ollie Richardson

Occupation: Associate Pastor/Mech. Ops Sup.

Home Address: 564 Creek Valley Ct.

City: Stockbridge

Zip: 30281

Home Phone: [REDACTED]

Home E-Mail: [REDACTED]

Work Phone: [REDACTED]

Work E-Mail: [REDACTED]

Cell Phone: [REDACTED]

Preferred E-Mail:



Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

I had an opportunity to speak at a recent Youth Council event, and I was thoroughly impressed by what I experienced. I believe it to be a "good work" that's being done by the current council members, and I would love

b.) What pertinent skills/experiences and contributions can you bring to this program?

I have a host of leadership skills & certifications (Emory University), as well as Public Speaking, and Entrepreneurial experience and guidance.

eSigned via ScanlessDocs.com
Ollie Antonio Richardson
Key: 1aa7b046a104ed1037a5d800209a0

Ollie A. Richardson

05/14/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



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APPLICANT INFORMATION

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Occupation: _____

Home Address: 574 Goldfinch Way City: Stockbridge Zip: 30281

Home Phone: _____ Home E-Mail: [REDACTED]

Work Phone: _____ Work E-Mail: _____

Cell Phone: [REDACTED] Preferred E-Mail: ☒ Home ☐ Work



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Stockbridge, GA 30281



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Occupation: Associate Pastor/Mech. Ops Sup.

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City: Stockbridge

Zip: 30281

Home Phone: [REDACTED]

Home E-Mail: [REDACTED]

Work Phone: [REDACTED]

Work E-Mail: [REDACTED]

Cell Phone: [REDACTED]

Preferred E-Mail:

☒ Home

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YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

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b.) What pertinent skills/experiences and contributions can you bring to this program?

I have a host of leadership skills & certifications (Emory University), as well as Public Speaking, and Entrepreneurial experience and guidance.

Signed via ScantronDocuSign
Ollie Antonio Richardson
Key: 1a67b044e1c5ed10d15a5d10b0f2c3a

Ollie A. Richardson

05/14/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



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- Must pass a background check

APPLICANT INFORMATION

Applicant Name: Lynn Bolander

Occupation: Actively Retired

Home Address: 145 Wexford Ct.

City: Stockbridge

Zip: 30281

Home Phone: _____

Home E-Mail: _____

Work Phone: _____

Work E-Mail: _____

Cell Phone: _____

Preferred E-Mail:

☒ Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

Middle and High school is a difficult time for kids. I am interested in helping them make good decisions by having good choices open to them.

b.) What pertinent skills/experiences and contributions can you bring to this program?

I am a retired social studies teacher and taught children this age. They need activities that interest them as well as leaders who will help them make good choices. I taught at an alternative school in Arizona and my students were in rehab, detained or expelled from a regular school. I motivated them to work on assignments and pass the class. Sometimes, that involved lots of phone calls and face time, but they got interested in learning.

eSigned via DocuSign.com

Key: 1aa7b94ca194nd102f5a5d8d6820aa

Lynn Bolander

05/30/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



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- Must pass a background check

APPLICANT INFORMATION

Applicant Name: Rachelle Frank

Occupation: Parapro

Home Address: 248 Edison drive City: Stockbridge Zip: 30281

Home Phone: [REDACTED] Home E-Mail: [REDACTED]

Work Phone: [REDACTED] Work E-Mail: _____

Cell Phone: [REDACTED] Preferred E-Mail: ☒ Home ☐ Work

YOUTH ADVISORY BOARD APPLICATION

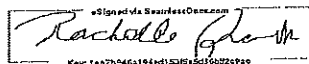
Page 2 of 2

a.) Why are you interested in participating?

I am a Mother of three, I've lived in Stockbridge since 2004. I enjoy working with kids and young adults especially for our community.

b.) What pertinent skills/experiences and contributions can you bring to this program?

I am currently employed at Stockbridge Methodist Preschool as a Parapro. I interact with many people that live in our community and know what they are looking for as parents and students for the past 13 years.


eSigned via SecureScan.com
Key: 1a87b84c194ed150f950f00229e0

Rachelle Frank

06/02/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov

Sharika Zellars

Therapist

120 Brookfield Drive

Stockbridge

30281

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

I am interested in participating because I believe in the importance of strengthening my community. I think one of the ways that we can do this is by empowering our young people. I think it is important that we model

b.) What pertinent skills/experiences and contributions can you bring to this program?

I am a therapist with more than 14 years of experience working in the community. I have worked with children of all ages in settings ranging from schools, to group homes and even athletic teams. I am active at my children's school. This year I was a room parent. In this role I organized and coordinated all the class events and worked with the school PTO on schoolwide fundraisers and events. In my church I serve in the children's ministry teaching several times a month. I have been a mentor for several young women throughout the last 15 years and this has given me

eSigned via SecureSignDance.com
Sharika Zellars
Key: 1a27b04fa154ed162f5e5d16d2c9a

Sharika Zellars

05/30/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281



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- Must be at least 18 years of age
- Must pass a background check

APPLICANT INFORMATION

Applicant Name: Kadeem Slocum

Occupation: Recent College Graduate

Home Address: 126 Brenleigh Park Drive

City: Stockbridge

Zip: 30281

Home Phone: _____

Home E-Mail: _____

Work Phone: _____

Work E-Mail: _____

Cell Phone: _____

Preferred E-Mail:

☒ Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

I have a passion for making my community a better environment. I believe I have a great deal to offer for that cause.

b.) What pertinent skills/experiences and contributions can you bring to this program?

I have great people skills which have been on display through my jobs as a technical analyst at Clayton State University, a Cashier at Ingles Market and a Resident Assistant at Gordon State College. I have a Bachelors in history from Gordon State College and my desire to teach in the future was shown in my work as an after school teacher at McGarrah Elementary School.

eSigned via SeamlessDoc.com
Kadeem Jamal Slocum
Key: 1a37b0c0a16ced150159d019207290e

Kadeem Slocum

05/30/2019

Signature

Printed Name

Date

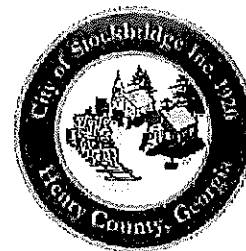
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Stockbridge, Georgia 30281

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- Must be at least 18 years of age
- Must pass a background check

APPLICANT INFORMATION

Applicant Name: LaTarris Burney

Occupation: Parole Investigator

Home Address: 161 Edison Drive

City: Stockbridge

Zip: 30281

Home Phone: [REDACTED]

Home E-Mail: [REDACTED]

Work Phone: [REDACTED]

Work E-Mail: [REDACTED]

Cell Phone: [REDACTED]

Preferred E-Mail: ☒ Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

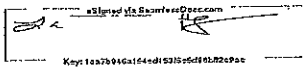
Page 2 of 2

a.) Why are you interested in participating?

To help inform the troubled youth on how the justice system works

b.) What pertinent skills/experiences and contributions can you bring to this program?

I have been employed by the Parole Board for almost 20 years and I run across a lot of youthful offenders that are completely unaware of how the justice system works and find themselves involved in situations that they are completely clueless about. I just want to shed some light on how on wrong decision can be a devastating one.


Key: 1ea7b946a164ed15215c5d1e102c9ac

Signature

LaTarris Burney

Printed Name

05/24/2019

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov



City of Stockbridge
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Stockbridge, GA 30281



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- Must be at least 18 years of age
- Must pass a background check

APPLICANT INFORMATION

Applicant Name: Glenn Collins

Occupation: Retired Federal Agent

Home Address: 960 Flippen Road

City: Stockbridge

Zip: 30281

Home Phone: _____

Home E-Mail: _____

Work Phone: _____

Work E-Mail: _____

Cell Phone: _____

Preferred E-Mail:

☐ Home

☐ Work

YOUTH ADVISORY BOARD APPLICATION

Page 2 of 2

a.) Why are you interested in participating?

I grew up in the City of Stockbridge. My family has had ties to the community for more than 100 years. I've observed the community transition over the years and I would like to be an active part of the growth and

b.) What pertinent skills/experiences and contributions can you bring to this program?

I recently retired after 27 years of federal service. During my employment, I served as a special agent, federal security director for DHS and diplomat assigned to Africa, Europe and the Middle East. I am a product of this community and would like to expose our youth to areas and experiences that they may not receive otherwise, specifically in the areas of government, negotiations, parliamentary procedures, acceptance of other cultures, etc. Also, I have served as a mentor for at risk teens as well as those who are presently incarcerated for more than 5

eSigned via ScanfessDoc.com

willie glenn collins

Key: 1a2b3c4d5e6f7g8h9i0jklmnopqr

Glenn Collins

05/31/2019

Signature

Printed Name

Date

Please return signed application to:

City Clerk
City of Stockbridge
4640 North Henry Blvd.
Stockbridge, Georgia 30281

Fax: 770.389.7912
Email: vholiday@cityofstockbridge-ga.gov