



City of Stockbridge
Bringing People
Together

STOCKBRIDGE CITY COUNCIL

Mayor Judy Neal

Mayor Pro Tem Anthony S. Ford

Councilman Elton Alexander

Councilman John Blount

Councilwoman LaKeisha Gantt

Councilwoman Neat Robinson

CITY MANAGER

Randy Knighton

CITY CLERK

Vanessa Holiday

DEPUTY CLERK

Randi Rainey

CITY ATTORNEY

Michael Williams

**Council Meeting
Agenda
October 9, 2017 6:00 PM**



Council Chamber 2nd Floor

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, OCTOBER 9, 2017 6:00 PM

Mayor & City Council

Judy Neal, Mayor
Anthony S. Ford, Mayor Pro Tem
Elton Alexander, Councilman
John Blount, Councilman
LaKeisha Gantt, Councilwoman
Neat Robinson, Councilwoman

Administration

Randy Knighton, City Manager
Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

- I. Call to Order**
- II. Invocation- Pastor Steve Murell**
- III. Pledge of Allegiance**
- | | | |
|-----------------------|----------------|---------------|
| IV. Roll Call | Present | Absent |
| Mayor Pro Tem Ford | _____ | _____ |
| Mayor Neal | _____ | _____ |
| Councilman Alexander | _____ | _____ |
| Councilman Blount | _____ | _____ |
| Councilwoman Gantt | _____ | _____ |
| Councilwoman Robinson | _____ | _____ |
- V. Adoption of the Agenda**
- VI. Adoption of Minutes of the following meetings: SCM of 8/3/2017, SCM 8/4/2017,, SCM of 8/14/2017, Council Meeting of 8/14/2017, Retreat of 8/17/2017, Retreat of 8/18/2017, and Work Session of 8/29/2017**
 - SCM of 8/3/2017**
 - SCM of 8/4/2017**
 - SCM of 8/14/2017**
 - Council Meeting of 8/14/2017**
 - Retreat of 8/17/2017**
 - Retreat of 8/18/2017**
 - Work Session of 8/29/2017**

Review of Ceremonial Presentations: Breast Cancer Awareness Month, Women's Small Business Month and Retired Educators

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.

PUBLIC HEARING

Item # 1 - Resolution to Short-Term Work Program and Capital Improvements Element Annual Update: 2017-2021 to the Atlanta Regional Commission

Presented by: Camilla Moore

Item # 2 - Ordinance- Landscape Ordinance Update

Presented by: Camilla Moore

Item # 3 - Ordinance- Highway Corridor Overlay Update

Presented by: Camilla Moore

NEW BUSINESS

Item # 4 - Ordinance- Clothing Bins in the City

Presented by: Camilla Moore

Item # 5 - Council Consideration- Use of the Ted Strickland Community Center

Presented by: Councilwoman Robinson

Item # 6 - Resolution to appoint member to Main Street Advisory Board to fill a vacancy

Presented by: Kira Harris- Braggs

DISCUSSION

Item # 7 - Council Consideration- Task Order No.6- HVAC Evaluation

Presented by: Randy Knighton , Decius Aaron

CITY MANAGER'S COMMENTS

Randy Knighton

CITY ATTORNEY'S COMMENTS

Michael Williams

COUNCIL'S COMMENTS

Councilman Alexander

Councilman Blount

Mayor Pro Tem Ford

Councilwoman Gantt

Councilwoman Robinson

MAYOR'S COMMENTS

Mayor Judy Neal

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ANNOUNCEMENT OF UPCOMING MEETINGS & EVENTS

All meetings will be held at City Hall unless otherwise noted. Meeting dates and times are subject to change. Please check the city's website www.cityofstockbridge.com or contact City Hall offices at 770.389-7900 for information.

- Keep Stockbridge Together Town Hall Meeting, Tuesday, October 10, 2017 at **6:30 P.M.** City Hall Chamber.
- Main Street Small Business Mixer, Tuesday, October 17, 2017 at 6:00 P.M. at the Merle Manders Conference Center
- Keep Stockbridge Together Town Hall Meeting, Wednesday, October 18, 2017 at **6:30 P.M.** City Hall Chamber.
- Breast Cancer Luncheon, Thursday, October 19, 2017 from Noon to 3:00 P.M. at the Merle Manders Conference Center
- Breast Cancer Awareness Walk – Saturday, Oct. 21, 2017 8:00 A.M. – 12:00 P.M. at Clark Park 111 Davis Rd., Stockbridge.
- Work Session Meeting, Tuesday, October 24, 2017 at 6:00 P.M. at City Hall.

2017 Voting Dates Time Location
October 16 th – 20 th 8am - 5pm Henry County Elections Office
October 21 st (Sat.) 8am - 2pm Merle Manders Conference Ctr.
Henry County Elections Office
October 23 rd – 27 th 8am - 5pm Henry County Elections Office
October 28 th (Sat.) 8am - 2pm Merle Manders Conference Ctr.
Henry County Elections Office
October 29 th (Sun.) 1pm - 5pm Merle Manders Conference Ctr.

Motion to Adjourn.

Stockbridge

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.



SUMMARY MINUTES SPECIAL CALLED MEETING THURSDAY, AUGUST 3, 2017 9:00 A.M.

Mayor & City Council

Mayor Judy B. Neal
Mayor Pro Tem Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Meeting called to order by Mayor Neal

There was no invocation or pledge.

City Clerk, Vanessa Holiday proceeded with a verbal roll call. All members of Council were present with the exception of Councilman Alexander and Councilman Blount. A quorum was confirmed.

Mayor Pro Tem Ford motioned to adopt the Agenda; second by Councilwoman Gantt. The motion passed 3-0.

Councilwoman Gantt motioned to convene into Executive Session for Personnel Matters; second by Mayor Pro Tem Ford. The motion passed 3-0.

Councilman Blount and Councilman Alexander joined the Council in Executive Session at 9:03 A.M. and 9:15 A.M. respectively.

Councilwoman Robinson exited the meeting during Executive Session at 12:08 P.M.

Motion to adjourn Executive Session: Ford/Gantt Passed 4-0.

Motion to reconvene the Special Called Meeting: Gantt/Ford Passed 3-0. (Councilman Blount was not present for the vote).

Motion to adjourn: Alexander/Ford Passed 4-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor

Stockbridge

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.



SUMMARY MINUTES SPECIAL CALLED MEETING THURSDAY, AUGUST 4, 2017 10:00 A.M.

Mayor & City Council

Mayor Judy B. Neal
Mayor Pro Tem Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Meeting was called to order by Mayor Neal

There was no invocation or pledge.

City Clerk, Vanessa Holiday proceeded with a verbal roll call. All members of Council were present with the exception of Councilwoman Gantt. A quorum was confirmed.

Councilman Alexander motioned to adopt the Agenda; second by Mayor Pro Tem Ford. The motion passed 4-0.

Councilwoman Robinson motioned to convene into Executive Session for Personnel Matters; second by Mayor Pro Tem Ford. The motion passed 4-0.

Motion to convene Executive Session for Personnel: Robinson/Ford Passed 4-0.

Mayor Neal exited the meeting during Executive Session at 12:00 P.M.

Motion to adjourn Executive Session: Robinson/Alexander Passed 4-0.

Motion to reconvene Special Called Meeting: Alexander/Robinson Passed 4-0.

Motion to adjourn: Alexander/Blount Passed 4-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor

August 4, 2017 10:00 a.m. 4640 N. Henry Blvd. Stockbridge, GA 30281

Phone: (770) 389-7900



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.



**SUMMARY MINUTES
SPECIAL CALLED MEETING
MONDAY, AUGUST 14, 2017 4:30 P.M.**

Mayor & City Council

Mayor Judy B. Neal
Mayor Pro Tem Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Call to Order by Mayor Neal at 4:30 P.M.

There was invocation or pledge.

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

Councilman Alexander motioned to adopt the Agenda; second by Mayor Pro Tem Ford. The motion passed 4-0.

Motion to convene Executive Session for Personnel Matters: Ford/Robinson 4-0.

Motion to adjourn Executive Session: Alexander/Ford 4-0.

Motion to reconvene meeting: Robinson/Ford 4-0.

Motion to adjourn: Ford/Robinson 4-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor

Stockbridge

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.



SUMMARY MINUTES COUNCIL MEETING

MONDAY, AUGUST 14, 2017 6:00 p.m.

Mayor & City Council

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

Administration

Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Call to Order made by Mayor Neal.

Invocation was provided by Edward Mitchell and Usman Khan of Islamic Society of South Atlanta (ISSA)

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; a quorum was confirmed.

Mayor Pro Tem Ford motioned to amend the Agenda to include an Executive Session Item for Real Estate following Public Comments; to add under New Business Item #6 Approval of Tyler Software; Item #7 Approval of Permitting and Building & Inspections Vendors; Item #8 Approval of Falcons Activities to the 9/12 Food Truck Tuesday City Event; Item #9 Approval of the Carl Vinson Institute of Government contract for the OCS Impact Feasibility Study; and, Table Item #1 U.S. Census Presentation until the August 29, 2017 Work Session Meeting; second by Councilman Alexander. The motion passed 5-0.

Mayor Pro Tem Ford motioned to approve the Minutes of the Special Called Meeting of 6/12/2017, Council Meeting of 6/12/2017, Special Called Meeting of 6/28/2017, and Work Session Meeting of 6/28/2017; second by Councilman Alexander. The motion passed 5-0.

Mayor Neal introduced newly assigned Command Officers of the North Henry Precinct; Deputy Chief Mark Amerman, Captain Jason Bolton and Major Chuck Simmons.

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.

Ms. Mildred Reed spoke in support of an RFP going forward for the design of the Carrie Mae Hambrick Cultural Arts Center, and in favor of Main Street's (RSVP) (MOU) Memorandum of Understanding by the Carl Vinson Institute.

EXECUTIVE SESSION (Real Estate)

Councilman Alexander motioned to convene Executive Session for Real Estate; second by Mayor Pro Tem Ford. The motion passed 5-0.

Mayor Pro Tem Ford motioned to adjourn Executive Session; second by Councilwoman Ganft. The motion passed 5-0.

Mayor Pro Tem Ford motioned to reconvene the meeting; second by Councilwoman Ganft. The motion passed 5-0.

PRESENTATION

1. 2020 Census Update (TABLED)
Presented by: Mayor Pro Tem Ford & William Curry, Geographer
U.S. Dept. of Commerce – U. S. Census Bureau
Will be presented at the August 29, 2017 Work Session Mtg.

PUBLIC HEARING

2. Variance: VR-17-10-S
Applicant: DD's Discounts 31 Highway 138 West Stockbridge, GA requests a variance from development regulations for the property located at 31 Highway 138 West, in Land Lot 71 of the 12th District. Parcel ID No. S03-05-001-000.
Variance from sign regulations:
 1. Request for increased square footage of main wall sign from maximum allowable of 100 square feet to the requested amount of 281.1 square feet.
 2. Request for an increased number of wall signs from the allowed amount of one (1) wall sign by code, to two (2) wall signs.Presented by: Camilla Moore, Community Development Director

Ms. Moore reviewed the requests and noted the Henry County Planning Commission had recommended denial due to the City of Stockbridge modifying its sign ordinances and that the City's Planning Commission Committee recommends approval of Request #1 with the following conditions:

1. An increase in the square footage of mail wall sign from maximum allowable of 100 square feet to the requested amount of 281.1 square feet or less, not to encroach into the decorative building façade (Attachment – Site Photo), and to the site plan that was received by the Community Development Department.
2. Applicant must obtain proper business license from the City of Stockbridge Business Service Division.
3. The property and suite must meet all development standards.
4. The business may not extend to occupy a different or greater area of land.
5. Compliance with the plans review approval process.

Staff's recommendation was to deny Request #2.

Councilman Alexander noted his disapproval of this type of business and would not be voting in favor of this item.

Councilwoman Gantt motioned to approve the recommendations of the City's Planning Commission of item #1 with conditions and denial of item #2; second by Mayor Pro Tem Ford. The motion passed 4-1 (Alexander opposed).

NEW BUSINESS

3. Council Consideration to approve the Main Street RSVP Memorandum of Understanding (MOU)
Presented by: Kira Harris-Braggs, Main Street Manager
Ms. Harris-Braggs noted the City has been accepted into the Main Street RSVP program through the Carl Vinson Institute of Government to continue moving forward with the development of downtown Stockbridge and that the MOU (Memorandum of Understanding) between Carl Vinson and the City is required to continue the process.

Mayor Pro Tem Ford motioned to approve the RSVP MOU; second by Councilwoman Gantt. The motion passed 5-0.

4. Council Consideration to approve Engineered Restorations, Inc. for waterproofing services at the Municipal Court in the amount of \$28,300.00 and City Hall in the amount of \$3,800.00
Presented by: Decius Aaron, Public Works Director
Mr. Aaron referred to the repairs required for both the Municipal Court and City Hall buildings and has asked Falcon Design to look at different remedies to alleviate the water problems. Mr. Aaron introduced Skip Latten of Falcon Design who spoke about traditional methods that have not worked and has proposed using an epoxy injection system. Mayor Neal noted funds would come from SPLOST III.

Mayor Pro Tem Ford motioned to approve Engineered Restorations, Inc. for waterproofing services at the Municipal Court in the amount of \$28,300.00 and City Hall in the amount of \$3,800.00; second by Councilwoman Robinson. The motion passed 4-1 (Alexander abstained).

5. Council Consideration to approve Task Release No. 3 Under Master Engineering Services Agreement Between the City of Stockbridge and Carter & Sloope, Inc. for SCADA Water System Improvements in the amount of \$36,600.00
Presented by: Decius Aaron, Public Works Director

Councilwoman Gantt motioned to approve Task Release No. 3 Under Master Engineering Services Agreement Between the City of Stockbridge and Carter & Sloope, Inc. for SCADA Water System Improvements in the amount of \$36,600.00; second by Mayor Pro Tem Ford. The motion passed 5-0.

6. Council Consideration for approval of Tyler Energov Software for Code Enforcement/GIS/Business Licensing/Planning
Presented by: Camilla Moore, Community Development Director
Ms. Moore requested approval to purchase Tyler Energov Software for Code Enforcement, GIS, Business Licensing and Planning and Permitting with the initial start up costing \$32,000 for implementation of all 5 modules and \$4,000 for the annual maintenance agreement. Ms. Moore noted funding from the Planning Division's budget.

Councilwoman Gantt motioned to approve Tyler Energov Software in the amount of \$32,000 and recurring annual maintenance fee in the amount of \$4,000; second by Mayor Pro Tem Ford. The motion passed 5-0.

7. Council Consideration for approval of the selection of Permitting and Building Inspections vendor Charles Abbott & Associates
Presented by: Camilla Moore, Community Development Director
Ms. Moore referenced the RFP process for permitting services had been completed and Charles Abbott Associates, Inc. is recommended for approval, further noting she is hopeful of a September 1st. start date.

Mayor Pro Tem Ford motioned to approve Bid Selection of Permitting and Building & Inspections vendor for the City of Stockbridge (Charles Abbott Associates, Inc.); second by Councilwoman Gantt. The motion passed 5-0.

8. Council Consideration to fund Falcons Cheerleaders and Mascot attendance at Tasty Tuesday on Sept. 12th not to exceed \$950.00
Presented By: Councilman Alexander
Mayor Neal expressed the Falcon Cheerleaders will be at the last Food Truck Tasty Tuesday; funds will be allocated from the Food Truck budget in the amount of \$950, with no budget amendment.

Councilman Alexander motioned to approve Falcons Activities at the September 12, 2017 Food Truck Tuesday City Event in the amount of \$950.00 (no budget amendment required); second by Mayor Pro Tem Ford. The motion passed 5-0.

9. Carl Vinson Institute Feasibility Study

Presented By: Michael Williams, City Attorney

Attorney Williams noted the proposed packet is for the De-Annexation Fiscal Impact Study which would be completed by the Carl Vinson Institute (estimated around four months or less and in time to go before local legislation) and has been quoted not to exceed \$20,700 with funding from the Planning Department.

Councilman Alexander motioned to approve the Carl Vinson Institute Feasibility Study; second by Councilwoman Robinson provided the second. The motion passed 5-0.

DISCUSSION

10. Carrie Mae Hambrick Cultural Arts Center Design

Presented by: Councilman Blount

Councilman Blount made a request for a timeline of when RFP will be put out for the new Carrie Mae Hambrick building.

Ms. Moore recommended staff schedule dates for Council to take tours of a variety of facilities for ideas and comparisons along with community input.

11. Splash Pad Design and Location

Presented by: Councilwoman Gantt

Councilwoman Gantt noted she had spoken with the Public Works Director and the Community Development Director and believes this should be discussed more during the upcoming retreat. Ms. Moore issued a proposed timeline with construction beginning in late October 2017 and will be funded by SPLOST.

12. Development Performance Bonds

Presented by: Councilman Alexander

Councilman Alexander noted he would like to begin the discussion to protect homebuyers from buying homes in unfinished subdivisions, and developers starting up but not finishing. Attorney Williams noted cities usually do not get involved with Performance Bonds.

13. Affordable Housing

Presented by: Councilman Alexander

Councilman Alexander noted he has seen growth within the city with the increase in property taxes and rental properties and asked Ms. Moore about putting in place requirements for affordable housing. Ms. Moore noted the City's Comprehensive Plan would include affordable housing for low to moderate income households.

14. Youth & Senior Center

Presented by: Councilman Alexander

Councilman Alexander stated he belief that the City needs to make a serious decision on trying to create a building that has everything or build a youth/senior center, while placing amenities in the under-developed areas throughout the city. No action taken.

15. Amphitheater

Presented by: Councilman Alexander

Councilman Alexander stated he believes City should move forward with the footprint and actual designs of creating the Amphitheater. Ms. Moore recommended staff schedule dates for tours of a variety of facilities for ideas and comparisons along with community input.

COMMENTS FROM THE CITY CLERK

Ms. Holiday noted the upcoming week of August 21 – 25th was Qualifying for those interested in running for office in the City's 2017 Municipal Election and that qualifying would take place from 8:30 A.M. to 4:30 P.M. with the office being closed for lunch from 1:00 P.M. to 2:00 P.M. daily.

COMMENTS FROM THE CITY COUNCIL

Councilwoman Robinson invited everyone to attend the upcoming Hwy. 138 Overlay meeting scheduled for August 15th; thanked staff for all that they do.

Councilwoman Ganitt thanked everyone for coming out; thanked staff and asked that the August 15th Hwy. 138 Overlay meeting be moved to the Ted Strickland Community Center.

Mayor Pro Tem Ford noted he looks forward to the upcoming Budget Retreat; is glad citizens came out and asked everyone to remain engaged as he will fight against the proposed City of Eagles Landing's attempt to de-annex property from the City of Stockbridge.

Councilman Blount asked residents who may have received the Petition letter in the mail to return it to the City; noted banners in support of the City's opposition to de-annexation of properties will be going up; and stated we (Stockbridge) built this City.

Councilman Alexander reflected on the recent incident in Charlottesville, VA noting the young hero who lost her life and asked all to pray for the victims and denounce that type of activity.

COMMENTS FROM THE MAYOR

Mayor Neal referenced the upcoming Overlay and De-Annexation meetings and asked everyone to review the upcoming meetings and events on the Agenda.

UPCOMING OFFICIAL CITY MEETINGS/EVENTS/ANNOUNCEMENTS

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.

- Food Truck Tasty Tuesday, August 15, 2017 from 5:30 – 9:00 p.m.
***(New Location) Clark Park 111 Davis Rd. Stockbridge**
- Hwy. 138 Overlay Guidelines Public Hearing Tuesday, August 15, 2017 at 6:30 p.m. at City Hall.
- Town Hall Meeting, Wednesday, August 16, 2017 at 6:00 PM., Cannon Cleveland Community Room 2580 GA Hwy. 42 McDonough, GA – De-Annexation and Negative Impact of the proposed City of Eagles Landing.
- Downtown Development Authority Meeting, Monday, August 21, 2017 at 6:00 p.m. City Hall, Levi Meeting Room.
- Town Hall Meeting, Tuesday, August 22, 2017 at 6:00 PM., Global Impact Christian Ministries 125 Red Oak Rd. Stockbridge, GA – De-Annexation and Negative Impact of the proposed City of Eagles Landing.
- Food Truck Tasty Tuesday, August 22, 2017 from 5:30 – 9:00 p.m.
***(New Location) Clark Park 111 Davis Rd. Stockbridge**
- Work Session Meeting, Tuesday, August 29, 2017 at 6:00 p.m. City Hall
- Food Truck Tasty Tuesday, August 29, 2017 from 5:30 – 9:00 p.m.
***(New Location) Clark Park 111 Davis Rd. Stockbridge**
- Town Hall Meeting, Wednesday, August 30, 2017 at 3:00 PM., City Hall – De-Annexation and Negative Impact of the proposed City of Eagles Landing.

UPCOMING COUNCILMEMBER & YOUTH MEETINGS AND/OR EVENTS

UPCOMING CIVIC EVENTS

EXECUTIVE SESSION (If necessary)

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

Mayor Pro Tem Ford motioned to adjourn Executive Session; second by Councilman Alexander. The motion passed 5+0.

Mayor Pro Tem Ford motioned to reconvene the meeting; second by Councilwoman Ganft. The motion passed 5-0.

ADJOURN

Councilwoman Ganft motioned to adjourn the meeting; second by Mayor Pro Tem Ford. The motion passed 5-0.

Respectfully submitted:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor



City of Stockbridge

SUMMARY MINUTES

BUDGET RETREAT

MONDAY, AUGUST 17, 2017 9:00 A.M.

Mayor & City Council

Mayor Judy B. Neal
Mayor Pro Tem Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Michael Williams, City Attorney
Linda Nabers, City Treasurer
Decius Aaron, Public Works Dir.

Call to Order by Mayor Neal at 9:15 A.M.

There was invocation or pledge.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present during roll except Councilwoman Gantt who joined the meeting at 12:03 P.M.

Councilman Alexander motioned to adopt the Agenda; second by Mayor Pro Tem Ford. The motion passed 4-0.

Mayor Neal read the following as the FY2018 Budget Retreat Goals: "Continue a fiscally sound approach to the City's finances resulting in a 2018 balanced budget acceptable to Stockbridge citizens based on revenue estimates resulting in the City remaining free of 'city' property taxes."

Proposed FY2018 Budgets reports were presented by the following departments:

Human Resources Managers, Renee Wheeler presented Proposed FY2018 staffing level requests.

Executive Assistant to Mayor & Council presented Proposed FY2018 Governing Body requests.

Attorney Mike Williams presented Proposed FY2018 Youth Council requests.

Treasurer Linda Nabers presented Proposed FY2018 Executive, Administrative and Municipal Court requests.

Community Development Director Camilla Moore presented Proposed FY2018 Planning & Community Development requests.

Councilwoman LaKeisha Gantt presented Proposed FY2018 Downtown Development Authority requests.

Steven Lease with Liberty Technology presented Proposed FY2018 Information Technology requests.

Councilwoman Robinson exited the meeting at 3:00 P.M.

Mayor & Council engaged in a review and recap of the day.

Motion to adjourn made by Councilwoman Gantt; second by Mayor Pro Tem Ford. The motion passed 3-0 (Councilman Blount was not in attendance for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk, CMC

Judy Neal, Mayor



City of Stockbridge

SUMMARY MINUTES

BUDGET RETREAT

MONDAY, AUGUST 18, 2017 9:00 A.M.

Mayor & City Council

Mayor Judy B. Neal
Mayor Pro Tem Anthony S. Ford
Councilman Elton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Michael Williams, City Attorney
Linda Nabers, City Treasurer
Decius Aaron, Public Works Dir.

Call to Order by Mayor Neal at 9:00 A.M.

There was invocation or pledge.

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

Mayor Pro Tem Ford motioned to adopt the Agenda; second by Councilwoman Robinson. The motion passed 4-0.

Mayor & Council reviewed the budget requests presented by staff on Day on the Budget Retreat.

Proposed FY2018 Budgets reports were presented by the following departments:

Public Works Director Decius Aaron presented Proposed FY2018 Public Works requests.

Main Street Manager Kira Harris-Braggs presented Proposed FY2018 Main Street Program requests.

Conference Center and Events Manager CieCie McGhee presented Proposed FY2018 Conference Center, Community Center & Events requests.

Motion to Convene Executive Session: Ford/Alexander Passed 4-0.

Motion to adjourn Executive Session: Ford/Robinson Passed 4-0

Motion to reconvene meeting: Ford/Robinson Passed 4-0.

Clerk was directed to put out notice of Special Called Meeting to be held on Thursday, September 7, 2017 at 7:00 P.M. for Personnel, Litigation and Real Estate.

Mayor & Council identified proposed City Events and proposed funding sources for FY2018.

Mayor & Council identified proposed top (4) Projects and proposed funding sources for FY2018.

Motion to adjourn made by Councilwoman Robinson; second by Councilman Blount Passed 3-0. (Mayor Pro Tem Ford was not present for the vote).

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor

Stockbridge

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.



SUMMARY MINUTES COUNCIL MEETING

TUESDAY, AUGUST 29, 2017 6:00 p.m.

Mayor & City Council

Mayor Judy Neal
Mayor Pro Tem Anthony S. Ford
Councilman Eton Alexander
Councilman John Blount
Councilwoman LaKeisha Gantt
Councilwoman Neat Robinson

Administration

Vanessa Holiday, City Clerk
Randi Rainey, Deputy City Clerk
Michael Williams, City Attorney

Call to Order made by Mayor Neal.

Invocation was provided by Pastor Robert Elam of All About Change Ministries.

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 and a quorum was confirmed

Mayor Pro Tem Ford motioned to amend the Agenda to remove item #2; second by Councilwoman Gantt. The motion passed 5-0.

Review of Minutes of the following meetings: Council Meeting of 7/10/2017, Work Session Meeting of 7/25/2017 and Special Called Meeting of 7/26/2017 will be adopted at the September 11, 2017 Meeting.

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. None

PRESENTATION

1. 2020 Census Update

Presented by: Mayor Pro Tem Ford William Curry, Geographer
U.S. Dept. of Commerce – U. S. Census Bureau

Mayor Pro Tem Ford referenced the 2017 GMA Convention where he sat in on the 2020 Census Update and invited Mr. William Curry of the U.S. Dept. of Commerce – U. S. Census Bureau to make a presentation to the City. Mr. Curry spoke regarding the upcoming 2020 noting information has been sent to City officials with more to come. Mr. Curry noted the 2020 Census update will allow electronic, telephone and paper submissions and stressed the importance of accounting for all households as federal funding per capita for Stockbridge residents is \$1,339.00. Mr. Curry further noted Apartment residents must be identified by individual units, and that the database cannot be shared. Mr. Curry also noted training would begin in October of this year, and the address list is scheduled to be sent to the City in February 2018 and must be signed by the highest elected official and returned within 120 days.
No Action

NEW BUSINESS

2. Council Consideration to approve the On-Call Landscaping Vendor (Big Mo's Lawncare Maintenance and Landscaping, LLC). Presented by: Decius Aaron, Public Works Director

Councilman Blount inquired about the number of staff members currently in the department noting he would have preferred to have had discussions about the on-call services with Mr. Aaron.

Councilman Alexander motioned to approve the On-Call Landscaping Vendor Big Mo's Lawncare Maintenance and Landscaping; second by Councilwoman Gantt. The motion passed 4-0-1 (Blount abstained).

3. Council Consideration to approve the On-Call Water & Sewer Emergency & Operational Repair/Maintenance and Construction Services Vendor (Site Engineering, Inc.) Presented by: Decius Aaron, Public Works Director

Councilman Blount reiterated his position regarding the on-call services.

Councilwoman Robinson motioned to approve the On-Call Water & Sewer Emergency & Operational Repair/Maintenance and Construction Services Vendor (Site Engineering, Inc.); second by Councilwoman Gantt. The motion passed 4-0-1 (Blount Abstained).

4. Council Consideration to approve the On-Call Street Maintenance Vendor (DAF Concrete).
Presented by: Decius Aaron, Public Works Director

Councilman Blount again reiterated his position regarding on-call services.

Councilman Alexander motioned to approve the On-Call Street Maintenance Vendor (DAF Concrete); second by Councilwoman Gantt. The motion passed 4-0-1 (Blount Abstained).

DISCUSSION

5. Request for 2017 Budget Amendment in the amount of \$10,000 for Dues, Registration Fees and Travel Expenses for Youth Council and Chaperones to attend Youth Conference in Charlotte, N.C.
Presented by: Councilwoman Robinson & Attorney Williams
Attorney Williams stated the proposed budget amendment from City's reserve funds in the amount of \$10,000 is to allow the city's youth participation in the National League of Cities Convention that will be held in November. Attorney Williams noted the discussion began when the committee had budgeted \$2,000 to attend a leadership training in Macon in October; however, they have not heard back from them. Attorney Williams noted the Youth Council Advisory Committee has voted to move forward upon Council approval.

Council will review and revisit at the next meeting.

COMMENTS FROM THE CITY MANAGER

COMMENTS FROM THE CITY CLERK

Ms. Holiday noted Qualifying for the 2017 Municipal Election had ended and announced the Candidate Forum to be held at the Merle Manders Conference Center on Tuesday, October 3rd at 6:30 P.M.

COMMENTS FROM THE CITY COUNCIL

Councilman Alexander thanked everyone for coming out and tuning in; noted the unveiling of the statue of Martin Luther King, Jr. was a great event; noted his desire to bring a museum/tourist attraction to the City of Stockbridge that will highlight the King family's legacy; quoted Dr. Bernice King, "this is the day that the Lord has made"; invited everyone to the 2017 Bridgefest/Hispanifest event on Saturday, September 30th; and stated Stockbridge was an inclusive city.

Councilman Blount stated, "People don't care how much you know, but rather they need to know how much you care"; stated the City was moving forward with economic development and other deliverables; and thanked everyone for coming out.

Mayor Pro Tem Ford noted he was also in attendance of the ML King, Jr. statue unveiling noting the statue faces the east where the sun rises daily and is in Liberty Plaza, further noting this statue is the only one in the plaza that is not of an elected official; thanked citizens for being engaged; and welcomed Mr. Knighton to the City.

Councilwoman Gantt thanked everyone for their continued prayers, asked that everyone pray for the hurricane victims of Texas and asked the Mayor & Council to agree to have a location in Stockbridge be a drop-off site for supplies; wished everyone a Happy Labor Day; noted her door is and always has been open; invited everyone to attend Food Truck Tuesday as it was happening right now, and stated she loves Stockbridge.

Councilwoman Robinson thank everyone for coming out and noted she was also in attendance of the ML King, Jr. statue unveiling and noted the replica of the sign naming the Bridge in Stockbridge near City Hall in honor of Martin Luther King, Sr. was given to Dr. Bernice King on the same historic day; referenced the County's recent Intergovernmental Retreat at the Atlanta Motor Speedway with the slogan "Our Time is Now, It's Up To Us"; thanked staffed for all that they do; invited everyone to attend Food Truck Tuesday going on now at Clark Park.

COMMENTS FROM THE MAYOR

Mayor Neal announced the August 30th De-Annexation Meeting taking place at 3:00 P.M. City Hall; announced the scheduled road closure at East Atlanta Rd. on August 31st; announced the next Hwy. 138 Overlay meeting at 6:30 at City Hall; and announced the September 7, 2017 Special Called Meeting where the Council is expected to confirm the nomination of Mr. Randy Knighton as City Manager followed by a reception.

UPCOMING OFFICIAL CITY MEETINGS/EVENTS/ANNOUNCEMENTS

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.

- Town Hall Meeting, Wednesday, August 30, 2017 at 3:00 PM., City Hall – De-Annexation and Negative Impact of the proposed City of Eagles Landing.
- East Atlanta Road Closure from Love Street to N. Henry Blvd. – August 31st 7:00 A.M. and will re-open September 1st at 7:00 A.M.
- Hwy. 138 Overlay Guidelines Public Hearing Tuesday, September 5, 2017 at 6:30 p.m. at City Hall.
- Fall Job Fair, Thursday, September 7, 2017 from 10:00 A.M. – 2:00 P.M. at the Merle Manders Conference Center 111 Davis Rd. Stockbridge
- Special Called Meeting of the City Council; Thursday, September 7, 2017 at 7:00 P.M. City Hall.
- 911 Ceremony – Monday, September 11, 2017 at the intersection of GA Hwy. 138 and North Henry Blvd. Stockbridge beginning at 9:00 A.M.

- Council Meeting, Monday, September 11, 2017 at 6:00 P.M. City Hall.
- Final 2017 Food Truck Tasty Tuesday, September 12, 2017 from 5:30 – 9:00 p.m.
*(New Location) **Clark Park 111 Davis Rd. Stockbridge**
- Hwy. 138 Overlay Guidelines Stakeholder Meeting Tuesday, September 19, 2017 at 6:30 p.m. Ted Strickland Community Center 130 M L King, Sr. Heritage Trail, Stockbridge
- Work Session Meeting, Tuesday, September 26, 2017 at 6:00 P.M. at City Hall.
- Hwy. 138 Overlay Guidelines Public Hearing Tuesday, September 26, 2017 at 6:30 p.m. at City Hall.

EXECUTIVE SESSION

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

Councilman Alexander motioned to adjourn Executive Session; second by Mayor Pro Tem Ford. The motion passed 5-0.

Mayor Pro Tem Ford motion to approve the Jodeco Development Agreement with corrected changes to be made by the City Attorney at the direction of the Mayor and Council as it relates to De-Annexation; second by Councilman Alexander. The motion passed 5-0.

Councilwoman Robinson motioned to adjourn the meeting; second by Mayor Pro Tem Ford. The motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk CMC

Judy Neal, Mayor

CITY COUNCIL MEETING

Meeting Date:

October 9, 2017

Department Requesting Agenda Item:

Planning and Zoning

Action Type:

☒ *Action requested by City Council*

☐ *For informational purposes only*

Attachments/Exhibits for Agenda Item:

1. Resolution to Approve the Short Term Work Program 2017-2021 and Capital Improvements Element Annual Update
2. Legal Ad
3. Resolution No. R17-804 approval to Transmit the STWP & CIE Annual Update to the ARC and DCA, dated July 10, 2017
4. Georgia Department of Community Affairs (DCA) Approval to adopt letter, dated August 21, 2017.
5. 2017-2021 Short Term Work Program and Capital Improvements Element Update (Amended according to DCA comments)

Presenter:

Camilla Moore, Community Services Director

SHORT TERM WORK PROGRAM AND CAPITAL IMPROVEMENTS ELEMENT ANNUAL UPDATE ADOPTION AND AMENDMENT TO THE HENRY COUNTY COMPREHENSIVE PLAN

The 2017-2021 Short Term Work Program and Capital Improvements Element Update (STWP/CIE) was prepared by the City and facilitated by the Henry County Planning & Zoning Department in accordance with the Development Impact Fee Compliance Requirements and the Minimum Planning Standards and Procedures for Local Comprehensive Planning, established by the Georgia Planning Act.

On July 10, 2017, a public hearing was held, and the Council approved a resolution to transmit the STWP/CIE document to the Georgia Department of Community Affairs (DCA) and the Atlanta Regional Commission (ARC) for review. Both agencies have determined that the annual submittal is in compliance with the Development Impact Fee Act and Minimum Standards and Procedures for Local Comprehensive Planning.

Additional Comments / Recommendation:

Renewal of Qualified Local Government (QLG) status is contingent upon official adoption of the update as an amendment to the Comprehensive Plan.

Staff recommends that the Stockbridge City Council adopt the 2017-2021 Short Term Work Program and Capital Improvements Element Update (STWP/CIE), in accordance with State requirements.

RESOLUTION NO. _____

CITY OF STOCKBRIDGE, GEORGIA

**SHORT TERM WORK PROGRAM AND CAPITAL IMPROVEMENTS ELEMENT
ANNUAL UPDATE ADOPTION AND AMENDMENT TO THE HENRY COUNTY/CITY
JOINT COMPREHENSIVE PLAN**

WHEREAS, Stockbridge, Georgia has prepared the 2017-2021 Short Term Work Program and Capital Improvements Element Update in accordance with the Development Impact Fee Compliance Requirements and the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989, as amended and as determined by correspondence received from the Georgia Department of Community Affairs and the Atlanta Regional Commission, dated August 21, 2017; and

WHEREAS, a Public Hearing was held to transmit the Short Term Work Program and Capital Improvement Element on July 10, 2017, at Stockbridge City Hall-Council Chambers;

NOW THEREFORE BE IT RESOLVED THAT, the Stockbridge City Council does hereby adopt the annual update of the Short Term Work Program and Capital Improvements Element covering the five-year period 2017-2021.

BE IT FURTHER RESOLVED THAT, the Stockbridge City Council amends and updates the Henry County/City Joint Comprehensive Plan to include the 2017-2021 Short Term Work Program and Capital Improvements Element Update by reference.

BE IT SO RESOLVED this 9th day of October, 2017.

Judy Neal, Mayor

ATTEST:

Vanessa Holiday, City Clerk

PUBLIC HEARING NOTICE

Notice is hereby given that the Henry County Board of Commissioners and the Cities of Stockbridge and Hampton will conduct a Public Hearing for the purpose of approving a resolution to adopt the Short Term Work Program and Capital Improvements Element Annual Update: 2017-2021 to the Atlanta Regional Commission. Copies of the document will be available at the Henry County Planning and Zoning Department, 140 Henry Parkway, McDonough, GA 30253.

Jurisdiction	Adoption Public Hearing	Location
Henry County	Henry County Board of Commissioners Tuesday, October 3, 2017 9:00 a.m.	Henry County Administration Building Community Meeting Room 140 Henry Parkway McDonough, GA 30253
Hampton	Hampton City Council Tuesday, October 10, 2017 6:00 p.m.	Hampton City Hall 17 East Main Street Hampton, GA 30228
Stockbridge	Stockbridge City Council Monday, October 9, 2017 6:00 p.m.	Stockbridge City Hall 4640 North Henry Boulevard Stockbridge, GA 30281



Atlanta Regional Commission

August 21, 2017

Mayor Judy Neal
City of Stockbridge
140 Henry Parkway
McDonough, Georgia 30253

RE: Capital Improvements Element (CIE) Annual Update

Dear Mayor Neal,

ARC has completed the regional review of the 2017 CIE Annual Update for the City of Stockbridge. We are pleased to inform you that the Georgia Department of Community Affairs (DCA) has determined that the update conforms to the Development Impact Fee Compliance Requirements and the Minimum Standards and Procedures for Local Comprehensive Planning.

Renewal of Qualified Local Government (QLG) status is contingent on local adoption of the CIE update, which may take place at any time. Prior to adoption, please review and consider the attached advisory comments from DCA in relation to the CIE update. Once adopted, please send ARC digital copies of the adoption resolution and the final, "as adopted" CIE update document so that we may forward them to DCA. Upon receiving notice that the update has been adopted, DCA will renew the City's QLG status.

I commend Stockbridge's leadership and staff for your commitment to the comprehensive planning process. Please contact Andrew Smith at (470) 378-1645 or asmith@atlantaregional.org if you have any questions or if we can provide further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Samyukth Shenbaga", with a long horizontal flourish extending to the right.

Samyukth Shenbaga, AICP
Manager, Community Development Group

Enclosures

Cc: Daunte Gibbs, Director of Planning & Zoning, Henry County

atlantaregional.org
International Tower
229 Peachtree St, NE | Suite 100
Atlanta, Georgia 30303

Andrew Smith

From: Jon West <Jon.West@dca.ga.gov>
Sent: Friday, August 11, 2017 4:20 PM
To: Jared Lombard; Andrew Smith; Jonathan Tuley; Robert Herrig
Cc: PEMD OPQG Administration; Cam Yearty
Subject: Stockbridge Annual Capital Improvement Element (CIE) Update Approval w Advisories

Jared, Andrew, Jon & Robert

Our staff has reviewed the Annual Capital Improvement Element (CIE) Update for the City of Stockbridge and finds that it adequately addresses applicable requirements. We do, however, have an advisory comment, below. Please review the advisory comment with the local government before they move forward. The next step is for the local government to adopt the CIE Update. As soon as your office provides written notice that the CIE Update has been adopted and provides DCA with a digital copy of the final adopted version of this document, we will notify the local government that its Qualified Local Government status has been extended. If you have any questions, please contact us at 404-679-5279.

Advisory Comments to the Community

Annual Financial Report

- The row provided in the Annual Financial Report for identifying the service area for each fund category was left blank. While DCA assumes a citywide service area if no other indication is provided, the local government is technically required to identify the specific area served. Before moving forward with adopting this update and in updates prepared for future reporting cycles, please ensure that the cells in this row have been filled.

Other

- The document provided for review should be submitted as a searchable PDF. At a minimum, the document must be clear and legible. The document that was submitted to DCA for review was scanned poorly and difficult to read. For future submissions, please ensure that the document is easily readable and, preferably, submitted as a searchable PDF.

Thanks,



Learn more about our commitment to [fair housing](#).

Jon A. West, AICP
Senior Planner: Local & Intergovernmental Programs
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329
Direct 404-327-6872
Fax 770-302-9703
Jon.West@dca.ga.gov

STATE OF GEORGIA

CITY OF STOCKBRIDGE

ORDINANCE NO.

AN ORDINANCE TO PROVIDE FOR LANDSCAPING STANDARDS IN THE ZONING CODE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt certain landscaping standards; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Title 12 of the Stockbridge Municipal Code is hereby amended by adding a new Chapter 12.05 attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the

greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of adoption.

ORDAINED this _____ day of _____,
2017.

CITY OF STOCKBRIDGE, GEORGIA

Judy Neal, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____

EXHIBIT A
LANDSCAPING

EXHIBIT A

CHAPTER 5. LANDSCAPING, BUFFERS AND TREE PROTECTION

Sec. 5.00.00. Generally

Sec. 5.01.00. Definitions

Sec. 5.02.00. Buffer requirements

Sec. 5.03.00. Landscaping requirements

Sec. 5.04.00. Tree and vegetation protection

5.0.0. INTENT, PURPOSE, AND TITLE

5.0.1. *Intent*

This ordinance shall apply to all properties or portions thereof located within the incorporated areas of Stockbridge, Georgia, to the extent the provisions contained herein. The City Council of the City of Stockbridge hereby finds the protection and preservation of trees, the planting of new trees and other landscape material, and the provision of buffers between dissimilar uses as part of the development process is a public purpose and provides for the public health and general welfare.

5.0.2. *Purpose*

- A. The purpose of this chapter is to provide requirements for the landscaping and buffering of developments and for the protection of existing trees in all zoning districts in order to enrich the urbanized and natural environment of the city of Stockbridge.
- B. General requirements for landscaping of a development site are set forth in section 5.01.00, requirements for landscaped buffers are set forth in section 5.02.00, and requirements for the protection of trees are set forth in section 5.03.00
- C. It is the intent of the City to reduce the adverse visual, environmental and aesthetic effects of development in order to achieve the following objectives:
 - 1. Minimize stormwater runoff rates;
 - 2. Maximize the capacity of groundwater recharge in urban or suburban areas;
 - 3. Increase air filtration and removal of particulate and gaseous pollutants through additional plant materials;
 - 4. Provide shade and noise attenuation;
 - 5. Filter and reduce the glare of headlights and reflected sunlight from parked automobiles onto the public street rights-of-way and adjacent properties;

6. Improve the appearance of parking areas; and
7. Minimize the visual blight created by large expanses of paved surfaces.

Sec. 5.01.00. DEFINITIONS

Buffer: Land area used to visibly separate one use from another through screening and distance to shield or block noise, light, glare, visual or other conditions, minimize physical passage to dissimilar uses or to reduce air pollution, dust, dirt and litter. Buffer widths vary depending upon the zoning district and the adjacent zoning district and conditions of zoning. Specific types of buffers include:

- (A) **Natural/Undisturbed Buffer:** Land area in which there is no disturbance including but not limited to removal of understory trees or vegetation, and no grading allowed except for maintenance or removal of hazardous trees, approved perpendicular access and utility crossings.
- (B) **Enhanced Natural Buffer:** Land area where an existing natural buffer is found to be inadequate and therefore requires additional vegetative screening. No disturbance is allowed except for maintenance or removal of hazardous trees, approved perpendicular access, utility crossings and the initial addition of vegetative screening.
- (C) **Maintained Landscape Buffer:** Land area in which grading is allowed and re-vegetation to a buffer is required specific to zoning case. Buffer must be replanted but also maintained per approved landscape plan and not allowed to revert to a Natural/Undisturbed Buffer.
- (D) **Stream Buffer (State):** “The area of land immediately adjacent to the banks of state waters in its natural state of vegetation, which facilitates the protection of water quality and aquatic habitat.” The definition of stream buffer is governed by Georgia Law, O.C.G.A. § 12-17-3(2).
- (E) **Stream Buffer (Local):** With respect to a stream, a natural or enhanced vegetated area (established by Section 19.5.1 (1)), lying adjacent to the stream.

All land development activity subject to this ordinance shall meet the following requirements:

1. An undisturbed natural vegetative buffer shall be maintained for fifty (50) feet, measured horizontally, on both banks (as applicable) of the stream as measured from the top of the stream bank.
2. An additional setback shall be maintained for twenty-five (25) feet, measured horizontally, beyond the undisturbed natural vegetative buffer, in which all impervious cover shall be prohibited. Grading, filling and earthmoving shall be minimized within the setback.
3. No septic tanks or septic tank drain fields shall be permitted within the buffer or setback.

Clearing: The removal of vegetation from a property, whether by cutting or other means.

Clear Cutting: The broad removal of all trees and/or vegetation from an area.

Construction Buffer: A type of buffer which is temporary and remains in effect during the construction of a project.

Critical Root Zone: An area represented by a concentric circle centering on the tree's trunk with a radius equal in feet to one (1) times the number of inches of the trunk diameter.

Deciduous Tree: A tree that drops foliage at one season of the year, generally in autumn.

Department: The City of Stockbridge Community Development Department of, as established by the City of Stockbridge City Council, and as operated through the actions and administration of the City Manager or his/her designee.

Development Activity: Any alteration of the natural environment which requires the approval of a development or site plan and issuance of a development permit.

Development Permit: A permit that is issued by the City that authorizes development activity, and includes but is not limited to, a land disturbance permit or building permit.

Development Regulations: The adopted regulations providing for the subdivision and development of real property within the City, as amended from time to time by the City Council.

Diameter: The diameter of a tree is to be measured by one of the following methods:

- (A) For Existing Trees: The standard measure for existing trees on site is Diameter at Breast Height (DBH). The tree trunk diameter is measured at a height of four and one half (4½) feet above ground level on the uphill side of the tree. If a tree splits into multiple trunks below four and one half (4½) feet, the measurement will be taken at the most narrow point beneath the split.
- (B) For Newly Planted Trees: The standard measure for newly planted trees will be the diameter of the trunk six (6) inches above the ground level.

Director: The Director of the Department of Planning and Zoning or his/her designee.

Dripline: A line on the ground established by a vertical plane extending from a tree's outermost branch tips down to the ground; i.e., the line enclosing the area directly beneath the tree's crown from which rainfall would drip.

Floodplain, 100-Year: Those lands subject to flooding, which have at least a one percent probability of flooding occurrence in any calendar year; and specifically, the floodplain as

shown on the Flood Boundary and Floodway Map as prepared by the Federal Emergency Management Agency (FEMA).

Evergreen Tree: A tree that maintains foliage throughout the entire year.

Grading: The placement, removal or movement of earth.

Grubbing: The removal of stumps or roots from a site.

Impervious Surface: A surface that does not permit the absorption of fluids particularly pertaining to stormwater runoff.

Land Disturbance Permit (LDP): Any permit other than a Building Permit issued by City of Stockbridge that authorizes clearing or grading activities on a site or portion of a site. Said permit may be Clearing, Clearing and Grubbing, Grading, or Development Permit as defined and authorized under the Development Regulations of the City of Stockbridge.

Landscape Strip: Land area located within the boundary of a lot and required to be set aside and used for landscaping upon which only limited encroachments are authorized.

Pervious Surface: A surface that permits the absorption of fluids particularly pertaining to stormwater runoff.

Saved Tree: A tree in which the critical root zone has not been disturbed by more than twenty-five (25) percent.

Screening: A method of shielding or obscuring one abutting or nearby structure or use from another by opaque fencing, walls, berms, densely planted vegetation, or the like.

Shrub: A woody plant of relatively low height, as distinguished from a tree by having several stems rather than a single trunk.

Timber Harvesting: The felling, loading and transporting of timber products (pulpwood, etc.). The term "timber harvesting" may include both clear cutting and selective cutting of timber.

Tree: Any living, self-supporting woody or fibrous plant which normally obtains a diameter at breast height of at least three (3) inches.

Tree Density Unit (TDU): A credit assigned to a tree, based on the diameter of the tree, in accordance with tables contained in this Ordinance.

Tree Density Standard (TDS): The minimum number of Tree Density Units per acre which must be achieved on a property after development.

Tree: Any self-supporting woody perennial plant, usually having a main stem or trunk and many branches, and at maturity normally attaining a trunk diameter greater than 3 inches at any point and a height of over 10 feet.

Tree Diameter: The widest cross-sectional dimension of a tree trunk measured at diameter breast height (dbh) or at a point below dbh for new trees or multi-trunked species, but in no case less than 6 inches from the ground.

Tree Protection Area (TPA): Any portion of a site wherein are located existing trees which are proposed to be p r e s e r v e d in order to comply with the requirements of this Ordinance. The Tree Protection Area shall include no less than the total area beneath the tree canopy as defined by the dripline of the tree or group of trees collectively.

Tree Planting List: The recommended species of replacement trees listed in Appendix “A” of this ordinance.

Tree Protection Area: Any portion of a site wherein are located existing trees which are proposed to be preserved in order to comply with the requirements of this article. The Tree Protection Area shall include no less than an area defined by this ordinance as the minimum critical root zone disturbed to be considered a saved tree.

Tree Removal: Any act which causes a tree to die within two (2) years after commission of the act.

Tree Replacement/Protection Plan (TP/RP): A plan that identifies tree protection areas where existing trees are to be preserved and where proposed replacement trees are to be planted on a property to meet minimum requirements, as well as methods of tree protection to be undertaken on the site and other pertinent information.

Tree Thinning: Selective cutting or thinning of trees only for the clear purpose of good forestry management in order to protect said forest from disease or infestation and in no way, shall be construed as clear cutting.

Zoning Buffer: A buffer required by the Zoning Ordinance or as a condition of zoning, special use or variance approval for a specific property.

Zoning Ordinance: The adopted zoning ordinance of the City of Stockbridge, as amended from time to time by the City Council.

Sec. 5.02.00. BUFFER REQUIREMENTS

Sec. 5.02.01. Applicability. Buffers shall be required between dissimilar districts or uses in accordance with the provisions of the Zoning Ordinance or as a condition of zoning, special use or variance approval.

Sec. 5.02.02. *Purpose and intent*

The intent of these requirements shall be to enhance the visual and aesthetic appearance of the city. The purpose of these buffer requirements is to achieve the following objectives:

- A. Provide space definition and landscape continuity within the built environment;
- B. Provide screening and relief from traffic, noise, heat, glare, odor and the spread of dust and debris;
- C. Reduce the impact of development on the drainage system and reduce flooding;
- D. Provide a sense of privacy;
- E. Reduce or eliminate the impacts of incompatibility;
- F. Reduce the visual impact of unsightly aspects of adjacent development; and
- G. Provide for the separation of spaces.

Sec. 5.02.03. Location, measurement, and design of buffers

- A. Buffers shall meet the minimum width requirements contained in the Zoning Ordinance, except as authorized to be reduced by the applicable buffer reduction process, as follows:
 - a. As specified in the "Minimum Buffer Strip Requirement Table"; or
 - b. As specified in a residential zoning district for a permitted non-residential use (e.g. a church, temple, synagogue, etc.); or
 - c. As required by a condition of zoning, special use, or variance approval
- B. Buffers shall be located on the outer perimeter of a lot or parcel, extending to the lot or parcel boundary line. Buffers shall not occupy any portion of an existing, dedicated or reserved public or private street, or right-of-way.
- C. Buffer width is normally measured from the property line; however, design variations are allowed. Average width shall be measured at the two (2) end points of the buffer and two (2) additional points which are each approximately one-third ($1/3$) of the total linear distance from the end point.
- D. Buffers shall be designed to avoid or minimize plantings within drainage, utility or other easements.
- E. Buffers shall be designed taking into consideration soils conditions, topography and natural resources. Native vegetation shall be used for landscaping and buffering unless the applicant demonstrates that the use of non-native, drought-resistant plants would best serve the site and advance the objectives of this section.
- F. Buffers shall be established by the owner of the proposed development site.
- G. Buffers shall be maintained by the property owner.

Sec. 5.02.04. Buffer area standards

- A. Minimum buffer area standards are presented in Table 5.02.03 (A).

Table 5.02.04 (A). Buffer Area Standards

Proposed Land Use	Adjacent Zoning District	Minimum Buffer Area
Office Institutional Commercial Mixed-use areas	RA, R-1, R-2, R-3, R-4, R-5 and RS	50 feet
Industrial	RA, R-1, R-2, R-3, R-4, R-5 and RS	100 feet
Commercial Mixed-use area	RD, RMH and RM	30 feet
Industrial	RD, RMH and RM	75 feet
Manufactured home parks Duplex Development Multifamily development	RA, R-1, R-2, R-3, R-4, R-5 and RS	20 feet
All other situations	20 feet	

Sec. 5.02.05. Plant materials for buffers on nonresidential developments

- A. Buffers required for nonresidential uses shall be planted with a combination of plant materials.
- B. Existing plants within a designated buffer area shall not be removed, unless the plants are dead or diseased. Where the administrator finds that existing plants do not provide an appropriate buffer, the following plant materials are required for each fifty (50) linear feet of buffer:
 - 1. One (1) large tree.
 - 2. Two (2) medium or small trees.
 - 3. Ten (10) screening shrubs.

Sec. 5.02.06. Plant materials for buffers on residential developments

- A. The following plant materials shall be required for each fifty (50) linear feet of buffer on a residential development:
 - 1. One (1) large tree.
 - 2. Two (2) medium or small trees.
 - 3. Ten (10) screening shrubs.

- B. Buffer areas shall meet the standards for landscape plant materials set forth in Section 5.01.04.

Sec. 5.02.07. Screening Requirements

- A. Buffers shall be natural, undisturbed, and free of encroachments except as authorized by a condition of zoning, special use or variance approval, or as authorized herein, and shall contain the existing tree cover and vegetation as well as any supplemental plantings or replantings as may be required.
- B. Buffers shall be of such nature and density so as to screen activities, structures and uses on the property from view from the normal level of a first story window on an abutting lot and shall further provide a year-round effective visual screen.
- C. Buffers required alongside property lines shall extend to a street right-of-way line unless otherwise required by the Director in order to observe the sight distance requirements contained in the Development Regulations, or as authorized by a condition of zoning, special use, or variance approval.
- D. In situations where the required buffer width is partially or completely contained within an existing easement (e.g. power or natural gas transmission, etc.), the screening requirements of this Ordinance shall be met outside of the easement area.

Sec. 5.02.08. Supplemental Plantings

- A. Buffers in which vegetation is non-existent or is inadequate to meet the screening requirements of this Ordinance shall be planted with supplemental plantings so as to provide a year-round effective visual screen.
- B. Supplemental plantings and replantings shall consist of evergreen trees, shrubs, or combination thereof, native or adaptable to the region. All trees planted shall be a minimum of 6 feet in height at time of planting and shall be a species which will achieve a height of at least 20 feet at maturity. All shrubs planted shall be a large growing species, shall be a minimum of 3 feet in height at time of planting and shall be a species which will achieve a height of at least 10 feet at maturity.
- C. All supplemental plantings shall be installed to allow for proper plant growth and maintenance.

Sec. 5.02.09. Non-Vegetative Screening

- A. Non-vegetative materials utilized to satisfy the screening requirements of this Ordinance, in addition to the use of existing vegetation and/or supplemental plantings, may consist of walls, fences, earthen berms or any combination thereof.
- B. If walls or fences are to be utilized, their placement and installation shall be such so as to cause minimal disturbance of existing vegetation and located so as to provide an effective visual screen.

Sec. 5.02.10. *Disturbance or Encroachments*

- A. Ditches, swales, stormwater conveyance facilities, stormwater detention ponds, sanitary sewer conveyance facilities, similar facilities, and any associated easements, shall not encroach into a buffer except that necessary access and utility crossings (e.g. stormwater or sanitary sewer pipes) may encroach into the buffer as near to perpendicular as practical.
- B. Supplemental plantings or replantings of vegetation, or authorized non-vegetative screening devices shall be authorized to encroach into a buffer provided there is minimal disturbance of any significant existing vegetation.
- C. Land disturbance is authorized in areas of a buffer that are devoid of significant vegetation provided that the final grade and replantings of vegetation meet the screening requirements contained herein.
- D. Dying, diseased or dead vegetation may be removed from a buffer provided minimal disturbance occurs. Vegetation thus removed shall be replaced where necessary to meet the screening requirements contained herein.

Sec. 5.02.11. *Protection During Land Disturbing Activities*

- E. During authorized land disturbing activities, buffers shall be clearly demarcated and protected prior to commencement of, and during, construction.
- F. The method of demarcation and protection utilized shall be in accordance with Best Management Practices(BMP) or as required by the Department.

Sec. 5.02.11. *Standards for Construction of Buffers*

A. Where Required

Construction buffers shall be required where specifically provided in the Zoning Ordinance between single family residential subdivisions, or as a condition of zoning, special use or variance approval.

B. Time Constraints

Construction buffers shall only be in effect during the construction period of a project and shall terminate upon project completion. In the case of a residential subdivision, a construction buffer shall terminate upon each individual lot with the issuance of a Certificate of Occupancy for the principal dwelling.

Sec. 5.02.12. *Disturbance or Encroachment*

- A. Construction buffers shall be natural, undisturbed and free of encroachments except as authorized by a condition of zoning, special use or variance approval, or as authorized herein.
- B. The encroachment of ditches, swales, stormwater conveyance facilities, stormwater detention ponds, sediment basins, sanitary sewer conveyance facilities, similar facilities, and any associated easements, into a construction buffer shall not be authorized except that necessary access and utility crossings (e.g. stormwater or sanitary sewer pipes), and natural bottom detention ponds (sediment basins must be located outside of the construction buffer) and their appurtenant structures which require no grading and removal of trees, may encroach upon the construction buffer.
- C. If the construction buffer on a residential lot is devoid of existing trees and vegetation, and a tree survey is submitted to document this situation prior to conducting land disturbing activities (including clearing) on the lot, then the Department may authorize the encroachment of a building or structure into the construction buffer for a distance not to exceed 10 feet.

Sec. 5.02.13. *Protection During Land Disturbing Activities*

- A. During authorized land disturbing activities, construction buffers shall be clearly demarcated and protected prior to commencement of, and during, construction.
- B. The method of demarcation and protection utilized shall be in accordance with Best Management Practices (BMP) or as required by the Department.

Sec. 5.03.00. LANDSCAPE REQUIREMENTS

Sec. 5.03.01. Applicability and provision of landscape plans

- A. The requirements of Chapter 5 shall apply to all properties to be used, developed, or redeveloped within the city, except as may specifically be exempted in subsection 5.03.01.C., below.
- B. In order to demonstrate compliance with the requirements of this chapter, a landscaping plan shall be submitted with applications for development approval for all development subject to these standards. The requirements and procedures for submittal, review and approval of all applications are set forth in Chapter 12.
- C. The following types of development are exempt from the requirements of this Section:
 - 1. Single-family dwellings;
 - 2. Duplex buildings; and
 - 3. Applications for accessory uses, accessory structures or temporary uses.

Sec. 5.03.02. Maintenance requirements

- A. All landscaped areas shall be maintained to ensure that plant materials remain healthy. Any diseased or dead plant materials shall be replaced as soon as reasonably possible based on the growing season, but not later than six (6) months following identification of the need for replacement.
- B. Necessary trimming and maintenance shall be performed to maintain the health of the plant materials, to provide an aesthetically pleasing appearance and to ensure that landscaped and buffer areas serve the intended purpose.

Sec. 5.03.03. Landscape standards for nonresidential development

- A. Required landscaped areas, including general landscaping, parking lot landscaping, perimeter landscaping and buffer areas shall not be disturbed by grading, property improvements or construction activities, except where necessary to prevent a nuisance, or to maintain natural plant growth, or to remove diseased, misshapen, or dangerous and decayed trees.
- B. All landscaped areas, including general landscaping, parking lot landscaping, perimeter landscaping and buffer areas shall utilize existing natural vegetation in an undisturbed state provided that the existing vegetation is appropriate for inclusion.
- C. A minimum of twelve (12) percent of the total buildable area in any parcel shall be devoted to landscaping.
- D. The requirement to provide landscaping shall be in addition to any buffers as required in Section 5.02.00.

E. The site design standards for landscaping are provided in Table 5.03.03 (E).

Table 5.03.03 (E). Site Design Standards for Nonresidential Landscaping

Location of Landscaping	Number of Plants	Type of Plants
Front yard setback	1 tree per 40 linear feet of frontage Full coverage of pervious areas	50 percent large trees Grass or ground cover
Side yard setback	1 tree per 25 linear feet of frontage Full coverage of pervious areas	50 percent large trees Grass or ground cover
Rear yard setback	1 tree per 25 linear feet of frontage Full coverage of pervious areas	Grass or ground cover

Sec. 5.03.04. *Residential landscape standards*

- A. Prior to issuance of a certificate of occupancy, any parcel of land for which a building permit has been requested shall have preserved or planted trees, meeting the following standards:
1. Minimum caliper for planted trees is one and one-half (1½) inches.
 2. A minimum of seventy-five (75) percent of planted trees shall be hardwoods.
 3. All recorded lots within a subdivision shall have planted or preserved the required number of trees according to the zoning district, as set forth in subsection 5.01.02.B.
 4. Requirements for planting or preserving trees are in addition to requirements for landscaping and buffer areas, but may be located included in the landscaping and/or buffer areas.

B. Tree planting requirements.

Tree planting requirements are presented in Table 5.01.02 (B).

Table 5.03.04 (B). Tree Planting Requirements

Zoning District	Number of Trees Planted or Preserved	
	First acre	Each additional ¼ acre
RA, R-1	10	2

R-2	7	2
RM, RMH	10	2
R-3, R-4, R-5, RD, RS	4 trees per parcel (no matter the parcel size)	

- C. Standards for subdivision entrances. A minimum of one (1) large tree, one (1) medium or small tree and five (5) shrubs shall planted or retained for each subdivision entrance sign located on private property. The type, size and location of these plant materials shall conform to the specifications set forth in section 5.01.04. Plant materials shall not be located to interfere with the clear visibility requirements of Section 8.01.07.

Sec. 5.03.05. Landscape requirements for parking lots

- A. *Perimeter landscaping for parking lots.* A landscaped area having a minimum horizontal dimension of 10 feet shall be maintained between the property line and a parking lot. The width of a sidewalk shall not be included within the 10-foot perimeter landscape area.
- B. *Interior landscaping.*
1. Parking lots with twenty (20) or more parking spaces shall provide interior landscaping.
 2. Interior planting areas may be in tree islands, at the end of parking bays, or between rows of parking spaces. Planting areas may also be located within driveway medians, provided the median is a minimum of ten (10) feet wide.
 3. There shall be one (1) tree required for each two hundred fifty (250) square feet of interior landscape areas.
 4. Parking lots shall be designed so that no more than twelve (12) parking spaces occur in an unbroken row without an intervening landscaped area having a minimum width of eight feet measured from the back of curb to back of curb.
 5. Landscape islands, peninsulas, or medians shall conform to the planting area specifications set forth in subsection 5.01.04.E.
 6. Vehicle stops or curbing shall be used to ensure that vehicles do not overhang required landscaped areas.

Sec. 5.03.06. Landscape plant materials standards

- A. Trees for landscaped and buffer areas shall be selected from Table 5.01.04 (A). Where the planting area is within a power line easement, small trees shall be selected. (Plants noted with

the symbol “*” are preferred for buffers; recommended trees for all landscaping and reforestation are noted with the symbol “#.”)

Table 5.05.06 (A). Landscape Materials — Trees

Large Trees (also called shade trees or canopy trees; height at maturity 35 or more feet)	Medium Trees (also called under story trees; height at maturity 25 to 35 feet)	Small Trees (also called under story trees; height at maturity less than 25 feet)
# Willow Oak	Mountain Silverbell	Japanese Maple
# Sugar Maple	Saucer Magnolia	Star Magnolia
# Scarlet Oak	# Sourwood	# Japanese Dogwood
# Red Maple	Weeping Cherry	# Flowering Dogwood
English Oak	# Leyland Cypress	# Crape Myrtle
# Bald Cypress	Yoshino Cherry	# Eastern Redbud
# Schumard Oak	# Golden Rain Tree	# Wax Myrtle
# Dawn Redwood	Kwansan Cherry	Amur Maple
# White Oak	Mountain Ash	*# Yaupon Holly
Chinese Elm	Redmond Linden	Crabapple
Darlington Oak	Yellowwood	# Sweetbay Magnolia
Littleleaf Linden	*# American Holly	# Service Berry
Ginkgo (male only)	# Pistachio	
	Japanese Black Pine	
Japanese Cedar	*# Cherry Laurel	
# Tulip Poplar	* Arizona Cypress	

Japanese Katsura Tree	*# Virginia Pine	
# London Plane-Tree	* Eastern Red Cedar	
(Sycamore)	# River Birch	
Japanese Pagoda	# Fosters Holly	
American Beech		
Japanese Zelkova		
# Southern Magnolia		
Deodar Cedar		
Sequoia		
# Sawtooth Oak		
# Red Oak		
# Blackgum or Tupelo		
# Black Walnut		

B. Shrubs to be installed in landscaped or buffer areas shall be selected from Table 5.01.04(B).

Table 5.03.06 (B). Landscape Materials — Shrubs

Large Screening Shrubs	Small Shrubs (height at maturity is approximately 36 inches)	
American Holly	Warty Barberry	Forsythia
	Dwarf Burford Holly	Dwarf Burning Bush
Burford Holly	Dwarf Chinese Holly	Spirea (all varieties)

Osmanthus	Japanese Holly	Viburnum
Nellie R. Stevens Holly	Dwarf Yaupon Holly	Oakleaf Hydrangea
Thorny Eleagnus	Mugo Pine	Japanese Flowering Quince
Savannah Holly	Juniper	Weigela
Hetz Juniper	Oregonholly Grape	Azalea
Ligustrum	Nandina	Flowering Jasmine
Arborvitae	Dwarf Nandina	Winter Jasmine
Russian Olive	Leatherleaf Vinburnum	
Eastern Red Cedar	Winter Honeysuckle	Chinese Witchhazel
	* Northern Bayberry	* Cleyera
	* Pittosporum	* Euonymus
	* Japan Yew	
	* Red Tip	*

C. Grasses and ground covers shall be selected from Table 5.01.04 (C).

Table 5.03.06 (C). Landscape Plant Materials — Grasses and Ground Covers

Grass	Ground Cover
Fescue	* Shore Juniper
Bermuda	English Ivy (shade)

Centipede	* Periwinkle (shade)
Zoysia	Purpleleaf Wintercreeper
	Dwarf Roses
	Aaronsbeard St. Johnswort
	* Evergreen Candytuft (border)
	Rockyspray Cotoneaster
	Lily-Turf
	Willowleaf Cotoneaster
	Creeping Lilyturf (shade)
	Pachysandra (shade)
	Hybrid Daylily
	Ornamental Grasses
	* Liriope

D. All plant materials shall meet the following general requirements:

1. All plant materials shall be nursery grown, number 1 grade and installed according to accepted planting procedures.
2. All plant materials shall meet current American Association of Nurseryman Standards.

E. All plant materials shall meet the size and location specifications presented in Table 5.01.04(E).

Table 5.03.06 (E). Plant Materials Specifications

Plant	Size at Planting	Maximum
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	Spacing	
Large trees	2-inch caliper	40 feet apart, on center
Medium and small trees — single trunk	1-inch caliper	25 feet apart, on center
Medium and small trees — multiple trunks	5 feet in height	25 feet apart, on center
Large screening shrubs	4 feet in height	5 feet apart, on center
Shrubs	18 inches in height	24 inches apart, on center
Ground cover	Installed in a manner that presents a finished appearance and complete coverage	
Grass	Sodded, sprigged, plugged, or seeded, except that solid sod shall be used in drainage swales or other areas subject to erosion. Lawn grasses shall be planted to achieve complete coverage within two calendar years from the time of planting.	

- F. Where both large and medium/small trees are planted, they shall be planted in a double staggered row, alternating large and medium/small trees.
- G. Spacing requirements for trees shall include consideration of trees planted on abutting properties. Trees may be grouped, so long as a sufficient planting area is provided as set forth in paragraph I., below.
- H. Trees shall be planted in locations away from septic tanks and drain fields.
- I. Planting areas shall meet the following specifications:
 - 1. A planting area of one hundred twenty-five (125) square feet shall be required for each medium or large tree.
 - 2. A planting area of ninety (90) square feet shall be required for each small tree.
 - 3. The minimum dimension of any planting area shall be ten (10) feet.

- J. Notwithstanding the above, street trees shall be shown on a development landscape plan.

Sec. 5.04.00. TREE AND VEGETATION PROTECTIONS

Sec. 5.04.01. Purpose

The purpose of this section is to provide for the protection, conservation, and replacement of trees and landscaping to improve the urbanized and natural environment of the city of Stockbridge. The policy of the City of Stockbridge is to minimize trees removal on development sites and, upon proper site development, achieve replacement of trees by uniform standards set forth in this section.

Sec. 5.04.02. Applicability

- A. The terms and provisions of this section and the standards set forth herein shall apply in the following circumstances:
1. Individuals engaged in any activity, private and/or governmental, on real property that requires issuance of a land disturbance permit within the city according to subsections 12.02.06. F through H.
 2. Individuals engaged in the building and/or development of single-family homes or subdivisions, multifamily and manufactured home developments, and all nonresidential uses.
 3. Owners of individual properties more than five (5) acres in size and which are not part of a platted subdivision.
- B. Nothing in this section shall be construed to allow removal of any tree or vegetation in a required stream buffer, watershed buffer, buffer adjacent to waters of the state, or other undisturbed or planted buffer located for protection of natural resources, except where such removal has been specifically authorized as set forth in this UDC.

Sec. 5.04.03. Specific requirements for timber lands

- A. Land used for silviculture shall comply with the requirements of subsection 5.03.03.B. or subsection 5.03.03.C., below.
- B. Land declared silviculture shall be exempt from the requirements for tree protection, provided the following conditions are met:
1. A certificate from the tax assessor indicating agricultural preference has been presented to the City;
 2. A forest management plan demonstrating compliance with the erosion control standards set forth in Section 8.05.00; and

3. A commitment to follow Georgia Forestry Commission "Best Management Practices" as set forth in paragraph E., below.
- C. Land that has been designated as silviculture may subsequently be developed, provided that a development plan has been prepared and approved by the administrator prior to any clearing, grading, clear-cutting or other land disturbance. The purpose of the development plan is to ensure that cutting or harvesting of trees occurs in such a manner as to avoid the practice called "clear-cutting" prior to any subsequent development.
- D. Prior to clearing, harvesting, or cutting trees, or any grading or land disturbance, a combined timbering and logging permit shall be obtained from the City, according to procedures set forth in subsection 12.02.06.H. The development plan shall include a forest management plan for the timberland site. The management plan shall demonstrate compliance with erosion control standards set forth in Section 8.05.00, protection of soil and water resources, and compliance with all applicable best management practices.
- E. Georgia Forestry Commission "Best Management Practices" (BMPs) include, but are not limited to, the following measures:
 1. Analyze and plan site preparation, considering all aspects of streamside management zones.
 2. Avoid the cutting of roads or trails unless necessary. Roads or trails determined to be necessary according to Georgia Forestry Commission BMPs shall not be located on ridge-tops and the use of soft roads or trails during wet ground conditions shall be avoided.
 3. Avoid harrowing, root raking or bulldozing.
 4. When forestry activities are completed for a period, temporary access roads shall be retired. This includes reshaping, mulching and seeding, in combination with installing water bars.
 5. Logging debris shall be deposited on exposed soil, dry washes, and at points of concentrated drainage created by skid trails and roads. Such debris shall not be piled in live or wet-weather streams.
 6. Logging equipment shall not be services in locations where such activities will adversely impact soil or water quality.
 7. Skidding on steep slopes shall be conducted along a gradual grade rather than perpendicular to the slope and such skidding shall be alternated between several skidding trails to minimize soil exposure and disturbance.
- F. In addition to the BMPs set forth above and promulgated by the Georgia Forestry Commission, the property owner shall not conduct any other land disturbing activities for a period of three (3) years following completion of such forestry practices. (See subsection 8.05.01.A.6.)

Sec. 5.04.04. Exemptions

The following situations shall be exempt from the provisions of Section 5.03.00:

- A. Individual homeowners within platted subdivisions. This exemption does not exempt owners from requirements for protective buffers along streams, creeks and reservoirs as set forth in Chapter 3.
- B. All properties for which a covenant has been established with the Henry County Board of Tax Assessors, pursuant to O.C.G.A. §§ 48-5-7.1 and 48-5-7.4, shall be exempt from the terms of this appendix provided such covenant has not been breached and otherwise remains in effect.
- C. The following situations within all residential districts shall also be exempted:
 - 1. Where an addition to a principal dwelling will constitute structural and exterior changes to the dwelling.
 - 2. Where construction of an accessory structure(s) and/or uses including, but not limited to, swimming pools and tennis courts is permitted, including an accessory dwelling.
 - 3. Removal of diseased, dead, infested or dying trees, or living pine trees or other trees that may pose a danger to an existing or proposed dwelling or other substantial structure.
 - 4. Mass grading shall be allowed on lots having an area of ten thousand, eight hundred and ninety (10,890) square feet or less.

Sec. 5.04.05. Requirements in all zoning districts

- A. The mass grading and/or clear-cutting of properties which are five (5) acres in area or greater for the purpose of residential development is strictly prohibited, except as noted in subsection 5.03.04.C. As to each such development, only that land area necessary for development and construction of roadways, utilities and amenity areas (i.e., parking lots for clubhouses, pool areas, tennis courts, etc.) shall be cleared.
- B. Mass grading and clear cutting of any lot in a residential subdivision shall be prohibited, except as noted in subsection 5.03.04.C. On such lots, land shall be cleared only as is necessary for purposes of the proper development of the lot. Clearing shall be limited to the specific development and an area not to exceed ten (10) feet from the specific development, including areas for installation of the following improvements:
 - 1. Placement of the individual dwelling;
 - 2. Placement of driveways and sidewalks;
 - 3. Placement of utilities and detention ponds;
 - 4. Placement of septic systems;
 - 5. Building roads;
 - 6. Placement of decks and patios; and
 - 7. Installation of proper drainage as required by the City of Stockbridge.

- C. Developers and builders shall coordinate the location of utilities with all utility companies in order to prevent root damage within the critical root zones of protected trees to minimize damage to trees within protected zones.
- D. Topographical difficulties and/or the installation of utilities shall be considered at the time of the development of a residential subdivision or parcel. Each parcel of land shall be considered on a case-by-case basis as to the removal of trees where topography and/or utility installation is a factor. Special consideration shall be given to maintaining the natural topography of the site when possible, and to incorporate the preservation of existing trees into the development plans for the site. The administrator shall have final approval of the site development plans. Failure to follow the approved development plan shall result in denial of the certificate of occupancy.
- E. Unnecessary removal of trees or other vegetation shall be prohibited. The planting of grass or other ground covers shall not supersede the requirement for trees as indicated by each zoning district.
- F. Efforts shall be taken to preserve existing trees, especially those sound trees that are eight (8) inches dbh or larger. The preservation of large specimen trees is encouraged.
- G. Tree species proposed for planting shall be ecologically compatible with the site.
- H. Replacement trees shall be planted in a manner that will provide adequate space for nourishment, light and maturation.

Sec. 5.04.06. Protection of trees during construction

Methods and standards for tree protection shall be required as follows:

- A. Trees identified to be preserved and/or planted, and being counted as credit for meeting the requirements of Section 5.03.00, shall have a valid, recognizable method of tree-protection (tree-save) marking or delineation installed at the critical root zones.
- B. No person engaged in the construction of any structure(s) or improvement(s) shall encroach on a designated tree-save/critical root zone area with heavy machinery or store heavy building materials, including gravel, soil or debris piles, in such areas.
- C. During construction, a tree save area must be designated around any trees that are to remain at the end of construction. Desirable trees shall be identified and a physical barrier set up around the tree or group of trees. This barrier may consist of a four-foot high orange safety fence, wide plastic caution tape, a simple fence made of lumber, or other appropriate methods used to identify the drip line area.
- D. Tree save area barriers shall be placed beyond the drip line area (critical root zone) and shall prevent the stockpiling of soil or building materials, dumping cleaning solvents, or parking vehicles or equipment within this barricaded area.

STATE OF GEORGIA

CITY OF STOCKBRIDGE

ORDINANCE NO.

AN ORDINANCE TO PROVIDE FOR A HIGHWAY OVERLAY DISTRICT; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt regulation a highway overlay district; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Chapter 12.02 of the Stockbridge Municipal Code is hereby amended by adding a new Section 12.02.104 attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any

of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of adoption.

ORDAINED this _____ day of _____,
2017.

CITY OF STOCKBRIDGE, GEORGIA

Judy Neal, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____

EXHIBIT A
HIGHWAY OVERLAY ORDINANCE



HIGHWAY CORRIDOR OVERLAY DISTRICT
SECTION 12.02.104

COMMUNITY DEVELOPMENT DEPARTMENT

EXHIBIT A

HIGHWAY CORRIDOR OVERLAY DISTRICT

SEC. 12.02.104

Sec. 12.02.104 Highway corridor overlay district.

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12.02.104(G)	Effect of Highway corridor overlay district provisions.
12.02.104(H)	Property development standards.
12.02.104(I)	Public improvement standards.

A. Purpose of article. The purpose of the City of Stockbridge Highway Corridor Overlay District is:

1. To promote the general health, safety, and welfare of the community where residents and visitors can live, work, eat, and play.
2. To promote economic development by diversifying the employment base for a stronger City of Stockbridge.
3. To improve public health and provide safe and efficient movement within the overlay district by promoting development patterns that encourage physical activity such as walking and bicycling.
4. To encourage a balanced mix of retail, professional, residential, civic, entertainment, and cultural uses.
5. To improve the efficient operation of traffic around City of Stockbridge.
6. To provide accessible, sufficient parking in an unobtrusive manner.
7. To create an attractive gateway that is aesthetically appealing and environmentally responsible.
8. To encourage innovative development projects that set standards for landscaping, open space, community design, and public amenities.
9. To establish consistent and harmonious design standards for public improvements and private property development within the overlay district so as to unify the distinctive visual quality of City of Stockbridge.

B. **Definitions.** As used in this section, unless specifically stated otherwise, the following terms shall be defined as indicated. Words used in this section but not defined herein shall be as defined by appendix A. Where any definition herein conflicts with a definition in appendix A, the definition contained herein shall prevail.

1. *AASHTO*: American Association of State Highway and Transportation Officials.
2. *Administrator*: Director of the City of Stockbridge Planning and Zoning Department or their designee.
3. *Architectural review committee (ARC)*: A panel of City of Stockbridge staff which consists of the planning and zoning, building, environmental compliance/plan review and transportation departments.
4. *Civic use*: "Social, Institutional, or infrastructure-related activities; social, cultural, or religious assembly" as established in table , and hospitals.
5. *Commercial use*: A term collectivity defining retail, office, and lodging uses.
6. *Existing street*: A public street that is open, under construction, or completely funded, or approved at the date of application for review under this section.
7. *Front*: To place an element, such as a building, along the front setback.
8. *Front yard*: In addition to the definition established in appendix A, all yards abutting a street shall meet the setback requirement for front yards.
9. *Industrial use*: "Industrial use, manufacturing, and waste-related activities" as established in table .
10. *Live-work unit*: A dwelling unit containing an office use of the lesser of six hundred (600) square feet in floor area or forty (40) percent of the unit's total floor area. Office uses shall be adjacent to sidewalk area; and shall be the place of employment for no more than five (5) persons, at least one (1) of whom shall be a resident thereof. A live-work unit is considered a mixed-use building. Live-work units are permitted in residential and commercial areas, according to the framework plan.
11. *Lodging use*: Premises available for daily and weekly renting of bedrooms, including motels and hotels.
12. *Mixed-use building*: A building containing at least two (2) different uses.
13. *Occupiable space*: Covered and conditioned building area utilized for any use except parking, storage, or mechanical features.
14. *Office use*: "Offices activities" as established in table and medical and dental offices and related services.
15. *Overlay district*: City of Stockbridge Highway Corridor Overlay District.
16. *Retail use*: "Shopping, business, or trade activities" and "restaurants-type activity" as established in table and fitness clubs, spaces, and gyms.
17. *Residential use*: "Residential activities" as established in chapter 2, table .
18. *Sidewalk area*: An area improved for walking along an existing street, primary grid, or secondary grid that begins at the street curb, or edge of pavement if no curb exists, and consists of a contiguous and continuous landscape zone and pedestrian zone.
 - a. *Sidewalk landscape zone*: The paved or unpaved portion of the sidewalk area adjacent to the street and reserved for trees, groundcover, and street furniture including, waste receptacles, traffic signs, newspaper boxes, bicycle racks and similar elements in a manner that does not obstruct pedestrian access or motorist visibility.

- b. *Sidewalk pedestrian zone*: The paved portion of the sidewalk area reserved for pedestrian passage and unobstructed by any permanent objects to a height of eight (8) feet above the paved surface. The pedestrian zone shall be adjacent to the landscape zone and shall have a consistent cross-slope not exceeding two (2) percent.
- 19. *Storefront treatment*: An architectural treatment that:
 - a. Is provided on the first story of a façade abutting a street.
 - b. Provides an occupiable space for a minimum of the first twenty (20) feet in depth behind the street façade.
 - c. Provides a display window area consisting of:
 - i. A non-glass base or knee wall beginning at finished floor elevation and extending to not less than six (6) inches but not more than twenty-four (24) inches above it.
 - ii. A glass display window a minimum of seventy (70) percent of the length of the facade beginning at the top of the knee wall, to not less than eight (8) feet above finished floor elevation. Said window shall provide views into the building interior, or into display cases having a minimum depth of three (3) feet and accessible from the building interior.
 - iii. A primary pedestrian entrance that remains unlocked during normal business hours, and has a minimum of seventy (70) percent glass surface area.
 - d. Provides no length of façade exceeding twenty (20) feet without intervening glass display windows or glass doors.
 - e. Provides a non-glass sign band having a minimum height of twenty-four (24) inches and a maximum height of sixty (60) inches. Multiple-occupancy developments/subdivisions exceeding five (5) acres shall adhere to the master sign plan regulations of section _____.
 - f. Has an expression line above the sign band a minimum height of eight (8) inches.
- 20. *Usable open space*: Includes land which is accessible and available to all residents for whose use the space is intended. Usable open space does not include proposed street rights-of-way or school sites, public and private surface easements, accessory buildings, open parking areas, driveways and access ways for the dwellings, land area utilized for garbage and refuse disposal or other servicing maintenance or required front and street side yards.
- 21. *Use*: A land use or function of classification category.
- 22. *Utility zone*: An area reserved for utilities including fire hydrants, street lights, traffic control boxes, and similar elements. The utility zone may be located within the entire right-of-way and/or where utility easements are provided. All applicants must defer to the City of Stockbridge Department of Transportation for the detailed addendum for utility placement, entitled utility placement standard.
- C. **Variations**. There shall be two (2) types of variations from the requirements of this district: administrative waivers and variances. Whether a variation requires an administrative waiver or a variance shall be determined by the administrator.
 - 1. Administrative waivers permit a practice that is not consistent with a specific provision of this section, but is justified by its intent or purpose, or by hardship. The administrator or their designee shall have the authority to approve or disapprove administratively a request for an administrative waiver in accordance with section _____, administrative waiver, in addition to granting relief from the following:
 - a. Site planning.
 - b. Development standards.

- c. Sidewalks and streets.
 - d. Frontages.
 - e. Architecture.
2. Variances permit a practice that is not consistent with a provision nor the purpose of this section. Variances shall be granted only in accordance with section _____, variances.

D. Procedural requirements.

- 1. Procedural requirements shall adhere to section _____.

E. Site planning: All sites.

- 1. Notwithstanding, the requirements of section _____, buffer requirements, there are no minimum buffers within this district other than the stream buffer protection requirements, according to section _____. Where this district abuts an area not within it, the requirements of section _____ shall apply.
- 2. The requirements of section _____ shall apply to all sites regarding joint access driveways and cross access easements.
- 3. The requirements of section _____ shall apply to all sites regarding watershed protection areas.
- 4. Open space areas should be delineated on each conceptual plan, which shall receive approval from the building and plan review department.

F. Boundaries. This ordinance _____ applies to land parcels of record within unincorporated City of Stockbridge as depicted on exhibit "A" which is attached hereto and incorporated herein by reference. These boundaries are further depicted on the City of Stockbridge official zoning map adopted as amended on the date of adoption of this ordinance, which is attached hereto as exhibit "B" and incorporated herein by reference. The City of Stockbridge Highway Corridor overlay district boundaries include all unincorporated parcels of land abutting Highway 138 West, Highway 42 North, Jodeco Road, Eagles Landing Parkway, Hudson Bridge Road, Rock Quarry Road, East Lake Parkway, East Atlanta Road and North Henry Boulevard. All state routes and associated rights-of-way are within the jurisdiction of the Georgia Department of Transportation (GDOT) and any improvements within these respective rights-of-way are subject to GDOT. All property contained within any parcel subject to this ordinance [section] on the date of adoption of this ordinance shall continue to be subject to this ordinance, even if the parcel is subdivided in the future.

G. Effect of highway corridor overlay district provisions.

- 1. *Application.* This overlay district is supplemental to the underlying zoning district classifications established in the City of Stockbridge Unified Land Development Code governing all properties and approvals within this overlay district. The provisions of this ordinance [section] shall be overlaid upon and shall be imposed in addition to said underlying zoning regulations and other City of Stockbridge ordinances. The planning and zoning director or their designee is authorized to promulgate and enforce such rules, regulations, guidelines, and standards as may be reasonably necessary or desirable to give effect to the provisions of this ordinance [section].
- 2. *Relationship to underlying zoning district standards and other provisions of unified land development code.* In any case where the standards and requirements of the overlay district conflict with those of the base-zoning district or with other provisions of the unified land development code, the standards and requirements of the overlay district shall govern.
- 3. *Exceptions.* The provisions of this ordinance [section] shall not apply to the following:

- a. Completion of work subject to preliminary plats, site development plans, construction plans, building permits, or interior finish permits approved prior to the effective date of adoption of this ordinance [section] for those parcels not previously covered within the highway overlay district.
- b. Improvements and additions that are made to a single-family residence previously permitted and built on a lot of record prior to enactment of this ordinance [section] for those parcels not previously covered within the overlay district.
- c. Construction of a single-family dwelling on an existing lot of record within a single-family residential subdivision with final plat approved prior to enactment of this ordinance [section], for those parcels not previously covered within the overlay district, provided that the new construction shall be of a similar floor area, materials and design as the single-family dwellings on adjacent lots in the same subdivision.
- d. Construction, rehabilitation, restoration, repair of a nonresidential structure, interior renovations or interior finishes within an existing structure, or addition to an existing nonresidential structure that was permitted prior to the enactment of this ordinance [section] for those parcels not previously covered within the highway corridor overlay district shall not be subject to the provisions of the highway corridor overlay district, provided that such construction is on a lot of record and does not affect a change to more than twenty (20) percent of the existing permitted structure or five thousand (5,000) square feet, whichever is less.

4. *Building plan application.*

- a. All building plans submitted pursuant to an application for a building permit should clearly indicate all of the proposed building materials and colors for each facade as described in ordinance [section].
- b. The plans should clearly show the location and calculate the amount/percentages of all building materials per facade.
- c. Groups of buildings on the same parcel of land may be reviewed and permitted as a single project rather than individual buildings.

H. *Property development standards.*

1. *Prohibited uses.*

- a. Self-service storage, mini-warehouses, or warehousing and storage.
- b. Salvage, junk, wrecking, recycling, waste, and scrap yards.
- c. Adult bookstore.
- d. Sexually oriented businesses or establishments.
- e. Pawnshop or loan brokers, other than mortgage loan brokers.
- f. Rooming and boarding houses.
- g. Automotive repair and maintenance, except car washes.
- h. Truck Terminals, Truck Storage, Truck Repair and all Industrial Uses.

2. *Ground floor area limitation.* New commercial buildings may not exceed one hundred fifty thousand (150,000) gross square feet in ground floor area. New commercial buildings greater than one hundred fifty thousand (150,000) gross square feet must obtain conditional use approval. In determining whether to grant an increase in ground floor size beyond one hundred fifty thousand (150,000) square feet, the zoning advisory board shall consider the following factors, in addition to those listed in chapter 11:

- a. The site has safe, immediate access to the highway corridor overlay district, as applicable.

- b. The building site will provide convenient inter-connections with adjacent uses and properties that serve both pedestrians and automobiles.
 - c. The floor area of the proposed building is the smallest feasible to serve the function of the proposed use.
 - d. The architectural design of the building reduces the perceived size of the building by appropriate articulations and variations in the massing, façade, roofline, materials, colors, and textures of the building exterior.
 - e. The building and site meets or exceeds all other standards set forth in this ordinance [section] and by the City of Stockbridge Unified Land Development Code.
3. *Lot standards.*
- a. Minimum lot size shall be as follows:
 - i. For outparcels or stand-alone commercial projects: One (1) acre.
 - ii. For commercial lots within a common development with shared parking and interconnectivity: One-half (½) acre.
 - b. Minimum commercial lot frontage: One hundred seventy-five (175) feet along an arterial.
 - c. Nonresidential lots shall be generally rectangular with a ratio of depth to frontage not greater than 4:1.
 - d. Residential subdivisions shall comply with one (1) of the following two (2) requirements:
 - i. Reverse-fronting lots are required for residential subdivisions along streets classified as arterials or collectors, subject to subparagraph b. below. Reverse-fronting residential lots shall be platted with a landscaped access easement restricting vehicular access placed adjacent to the public right-of-way. Such easement shall be a minimum of twenty (20) feet in depth and include one (1) of the following:
 - aa. A continuous four-foot high solid wall constructed entirely of brick or stone masonry.
 - bb. A four-foot high fence constructed of a combination of brick or stone masonry pillars with iron pickets.
 - cc. A vegetated strip of canopy trees, shrubs, and groundcover that provide a full landscape buffer.
 - ii. If a residential lot is separated from the arterial or collector street by a minimum twenty-foot wide landscaped strip and a residential street, a residential lot may face an arterial or a collector street.
4. *Access management standards.*
- a. *Driveways.* Driveway connections to public streets shall be consistent with the following standards:
 - i. Driveway connections shall not be permitted within the controlled access zone of an intersection.
 - ii. Outparcels with less than two hundred (200) feet of road frontage are restricted to internal access only.

- iii. Driveways that enter a major thoroughfare at traffic signals must have at least two (2) outbound lanes (one (1) for each turning direction) of at least eleven (11) feet in width, and one (1) inbound lane with a maximum width of eleven (11) feet. All lanes shall align with respective lanes on the opposite side of the intersection.
- iv. No residentially developed property may have a curb cut in excess of thirty (30) feet in width, and no nonresidential property may have a curb cut in excess of forty (40) feet without approval of the City of Stockbridge Department of Transportation Director.
- v. Except for single-family and two-family residences, driveway grades shall conform to the requirements of the Georgia Department of Transportation Regulations for Driveway and Encroachment Control.
- vi. Except where driveways are on opposite sides of a raised median, commercial or industrial driveways, or public roads, on opposite sides of a street shall either directly align or have offsets per ULDC section , as measured between the extended centerlines of such driveways. Along City roads, where property frontage width is such that the minimum offsets cannot be met, or intersection sight distance cannot be met with a driveway location that meets or exceeds the minimum spacing requirement, the City of Stockbridge DOT Director may allow placement of a driveway with a lesser offset distance. Where lack of frontage does not provide for the minimum spacing, the driveway may be required to be a joint use driveway with the adjoining owner.
- vii. Whenever possible, driveways on undivided arterials, collector streets, or local streets should align with driveways (if any) on the opposite side of such street.
- viii. On a divided arterial street that includes a median, driveways should align with median breaks whenever possible. Driveways not meeting this standard shall be limited to right turn access and right turn egress.
- ix. Driveway throat length. The length of a driveway or "throat length" for a commercial or office development shall be designed in accordance with the vehicle storage required for entering and exiting vehicles to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site vehicle circulation. The throat lengths specified in table are generally acceptable guidelines intended for the major entrance driveway of a commercial development.

Driveway Length for Commercial Centers Table

Commercial Center Total Gross Floor Area	Length of Principal Driveway*
Under 25,000 square feet	50 feet—60 feet
25,000—50,000 square feet	60 feet—85 feet
51,000—100,000 square feet	85 feet—135 feet
101,000—150,000 square feet	135 feet—180 feet

151,000—200,000 square feet	180 feet—200 feet
Over 200,000 square feet	200 feet or more
Note: * For driveways that allow right turns only the throat length may be reduced by one-third (⅓).	

- b. *Deceleration lanes.*
 - i. A major driveway entering a street classified as a collector or above with a regulated arterial speed thirty-five (35) miles per hour or greater shall be required to provide a deceleration lane consistent with the standards set in chapter 8.
 - ii. An acceleration or deceleration lane that would begin or end within seventy-five (75) feet of another driveway or intersecting street shall be lengthened so that it connects with the adjacent street or driveway.
- 5. *Landscaped strip to screen parking lots and loading areas.*
 - a. Where a parking lot or loading area for a commercial, industrial, or institutional use is located adjacent to the public right-of-way, it shall be screened from the public right-of-way consistent with chapter 5 of the City of Stockbridge Unified Land Development Code.
 - b. Setbacks for screening areas facing the highway corridor overlay district shall be based on future right-of-way consistent with chapter 8 City of Stockbridge DOT guidelines.
- 6. *Environmental controls.*
 - a. Stormwater management design shall comply in all respects with the current edition of the Georgia Stormwater Management Manual and ULDC.
 - b. Parking lot landscaping. Parking areas shall incorporate landscaped areas as required in chapter 5. Such landscaped areas shall cover at least twelve (12) percent of the parking area.
- 7. *Parking requirements.* Off-street parking shall be required as in chapter 8 of the City of Stockbridge Unified Land Development Code, except as provided in this subsection:
 - a. *Maximum number of parking spaces.* The maximum number of parking spaces that may be constructed on impervious surfaces shall be no more than one hundred twenty-five (125) percent of the minimum number of required parking spaces. Parking spaces in excess of one hundred five (105) percent shall be constructed on pervious surfaces recommended in paragraph 3.b. of this subsection.
 - b. *Pedestrian circulation.* Parking areas shall be designed to facilitate safe and convenient use by pedestrians. Commercial and multifamily developments shall provide designated pedestrian pathways or sidewalks connecting the front entrance of the principal building to the sidewalk along the abutting street, including marked crosswalks across interior driveways.
 - c. *Paving materials for parking lots.*
 - i. All parking areas shall be paved with asphalt, concrete, or pervious materials approved by the City of Stockbridge Department of Transportation Director.
 - ii. Pervious paving. Recommended pervious paving materials include those 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.

- iii. Paving areas shall be of sufficient size and strength to support the weight of service vehicles.

8. *Dumpsters.*

a. *Location.*

- i. Dumpsters and trash receptacles shall be located where they are not visible from adjacent residentially zoned properties and shall be adequately screened from view from all other adjacent properties and streets.
- ii. Dumpsters shall be enclosed either within a building or out of sight from public streets or located outside to the rear of the principal building.
- iii. Dumpsters shall be set back a minimum of five (5) 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.*

- i. Dumpsters shall be placed on concrete pads of sufficient size and strength to support the weight of service vehicles.
- ii. 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.

9. *Lighting.*

a. *Streetlights.*

- i. Streetlights shall be provided on all public streets; provided, however, that streetlights shall be provide outside the right-of-way of Hwy. 138 East, Hwy. 155 North and South, Hwy. 20 East and West (excluding Bruton Smith Overlay District), Hwy. 81 East and West, Hwy. 42 North and South, Jonesboro Road, Jodeco Road, Hudson Bridge Road, East Lake Parkway, Fairview Road (excluding Fairview Road Overlay District), East Atlanta Road, and Hwy. 19/41, as applicable.
- ii. The spacing of street lights shall be staggered, one hundred fifty (150) feet on-center, along both sides of the roadway.
- iii. All street lighting shall be subject to review and approval of the City of Stockbridge Department of Transportation Department. All street lighting along the roadway posted at thirty (30) mph and above shall meet GDOT standards and requirements including placement location per chapter 5 of the GDOT Design Policy Manual.
- iv. 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.
- v. Streetlights shall be consistent with section of the unified land development code.

b. *Parking lot, sidewalk, and building illumination.*

- i. Lighting shall be designed to prevent light spillover on to adjacent properties. All lighting shall be fully shielded, have recessed luminaries, downcast, or be cut-off luminary fixtures mounted in such a manner that the cone of light is directed downward and does not cross any property line of the site.
- ii. Only incandescent, florescent, metal halide, low-pressure sodium, or color corrected, high-pressure sodium may be used. The same type of lighting must be used for the same or similar types of lighting on any one (1) site.

- iii. Pedestrian lights shall be consistent with table Table 11.1.1.
- iv. Parking light fixtures shall be the box head type, shall have a maximum height of thirty-five (35) feet, and shall employ a fluted pole. All parking light fixtures and poles shall be black.

Lighting Specifications Table

	Streetlight	Pedestrian Light	Parking Light
Maximum Height	40 feet	15 feet	35 feet
Color	Black	Black	Black
Pole Type	Unspecified	Fluted	Fluted
Fixture Type	Cobra Head	Unspecified	Box Head
Shielding	Full-cutoff	Semi-cutoff, cutoff, or full-cutoff	Full-cutoff
Spacing	150 feet on center	Unspecified	Unspecified

- c. *Security lighting restrictions.*
 - i. Full cutoff luminaires shall be used for all security lighting.
 - ii. The number of luminaires remaining on for security lighting shall not exceed one-fourth ($\frac{1}{4}$) the total number of each type of luminaire number by four (4), any remainder is counted as a whole number.
 - d. *Sign illumination.*
 - i. Automatic changeable copy signs and neon signs are prohibited.
 - ii. Signs may be illuminated internally, subject to ULDC requirements, with external lighting fixtures provided that fixtures are directed downward and away from streets and adjacent property and public streets. All lighting shall be fully shielded, have recessed luminaires, or be full cut-off luminaire fixtures.
 - e. *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.
10. *Architectural standards.* The following design guidelines and standards apply to all newly constructed buildings used for commercial, industrial, or residential purposes.
- a. *General architectural requirements.*
 - i. The use of a common palette of building materials should be maintained for building facades to create a consistent and traditional architectural identity. Traditional architecture shall include, for example, the use of brick, pitched roofs, low-profile signage, and subdued colors. For large commercial/retail buildings and multifamily

buildings, variations in façade, roofline and depth should be provided to lend the appearance of multitenant occupancy. All design and construction shall be subject to architectural review by the City or its designated architect to ensure adherence with this subsection K and the structures of traditional architecture.

- ii. All ground or roof-mounted mechanical, HVAC, and like systems shall be screened from public street view (within three hundred (300) feet) on all sides by an opaque wall or fence made of brick, stucco, split face block, or landscaping.
 - iii. For all commercial buildings, roof-mounted mechanical, HVAC, and like systems shall be screened from public street view (within three hundred (300) feet) on all sides by a raised parapet or pitched roof along the edge of the roofline.
 - iv. Contrasting accent colors on any single facade shall be limited to no more than ten (10) percent of the total wall area for any single façade.
 - v. Permanent mounted exterior neon lights shall not be allowed.
 - vi. Buildings that are located on outparcels and all accessory buildings shall be constructed of materials complementing the principal building with which they are associated.
 - vii. Back-lit awnings, roof-mounted lights, and/or roof mounted flag poles are not permitted. Satellite dishes shall be located and painted to blend with the background as much as practical.
- b. *Building materials.* Table and this subsection outlines allowed building materials that are may be used and combined to create a consistent, attractive, interesting and long-lasting building design:

Allowed Building Materials Table

Brick	Stone	Glass	Tilt/Pre-Cast	Stucco	Concrete Blocks	CMU/Split-Face Block	Cementious Fiber-Board	Metal	Tile
Yes	Yes	Yes	No	Max. 50% per facade	No	Max. 10% per facade	No*	No	No
Note: * Allowed for residential buildings. Buildings must have a minimum 4:12 roof pitch.									

- i. *Allowed building materials.*
 - aa. Brick, except that brick veneers that are intended to simulate brick exteriors are not acceptable;
 - bb. Stone. Natural stone such as, but not limited to, granite, limestone, acid marble are allowed building materials. Terra cotta and/or cast stone, which simulate natural stone, are also acceptable. Painted stone is not allowed;
 - cc. Split-face block/concrete masonry unit (CMU) is restricted to ten (10) percent of the surface area of the facade;
 - dd. Tilt/architectural pre-cast concrete is not allowed;

- ee. High grade stucco is restricted to fifty (50) percent of the surface area of a facade;
 - ff. Natural wood and/or cementous fiberboard siding are allowed only for residential buildings;
 - gg. Glass;
 - hh. Exposed concrete block, metal, and tile are not allowed as building materials on a facade.
- ii. *Ratios and amounts of allowed building materials.*
 - aa. Accent/trim exterior building material. Small amounts of building materials such as wood, tile, etc., may be used to enhance the facade of the building or for decorative elements, but should not exceed ten (10) percent of total wall area per facade.
 - bb. Facade calculations. With the exception of accent/trim materials, there shall be no more than two (2) primary building materials used. When stucco is used as a building material for a facade, it is restricted to fifty (50) percent of the total. The allowed facade materials shall not apply to entry doors and/or roll-up doors.
 - iii. The amount of permitted material shall be calculated using the gross square footage of wall area per facade.

 For example, a building has a front facade with a gross facade area of one thousand two hundred (1,200) square feet with four hundred (400) square feet consisting of windows and doors. Begin with one thousand two hundred (1,200) square feet for required building material calculations. A wall area of one thousand two hundred (1,200) square feet shall have no more than six hundred (600) square feet of stucco on the front facade [e.g. (one thousand two hundred (1,200) × fifty (50) percent = six hundred (600))]. The balance shall be brick or other allowed material. Trim or accent material may account for up to ten (10) percent or one hundred twenty (120) square feet.
- c. *Roof requirements.* Materials for 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.
 - i. *Pitched roofs.* All buildings less than five thousand (5,000) square feet of gross floor area must have a pitched roof with a minimum pitch of 4:12. All one-story buildings less than ten thousand (10,000) gross square feet must have a pitched roof (between 3:12 and 12:12); provided, however, that if a pitched roof is not possible, a combination of flat roof and pitched roof is required. Provide a pitched roof on front and side of the building to screen view of any flat roof. Create arcades, drive-under canopies, porches, and other features with pitched roof.
 - ii. *Mansard roofs.* Mansard roofs shall have a maximum pitch of 12:12 with a minimum twelve-foot vertical surface length.
 - iii. *Flat roofs.* Building materials for flat roofs shall meet local codes.

 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. All buildings with flat roofs should include parapet articulation on the front facade(s) of such building. 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.

- iv. *Other.* Drive under canopies for gasoline pumps may have flat roof with vertical or factory formed facing of finished sheet metal.
- d. *Arcade/structural canopy for retail use.* For any multitenant commercial development, a covered arcade/structural canopy shall be provided along the front facade of the building. Arcades are covered walkways connected to the principal building. They should 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 multitenant commercial development provided that they blend aesthetically with the front façade of the building and has the approval of the building owner and the planning director.
- e. *Street orientation.* Principal building entrances shall be oriented to public streets.
- f. *Building height.* Any building of which fifty (50) percent or more is located within two hundred fifty (250) feet of the centerline of an arterial street shall be no more than three (3) stories in height.

A relief from height restrictions shall only be allowed if conditional use approval is granted by the zoning advisory board, in accordance with procedures in the City of Stockbridge Unified Land Development Code. In deciding whether to grant a height increase, the zoning advisory board shall consider the following factors, in addition to those listed in the ULDC:

- Proximity and relationship of the proposed building to other buildings that are more than three (3) stories or thirty-five (35) feet in height.
 - Impact of the proposed building on single-family residences on nearby tracts.
 - Topography and vegetation that screen the view of the proposed building.
 - On-site screening and/or landscaped buffers.
 - Provision of public open space in exchange for increased building height.
 - The effect of additional building height on traffic congestion.
 - Access of the site to major traffic arteries.
 - Economic development opportunities for the City of Stockbridge.
 - The necessity of greater building height to the function of the proposed use.
 - The quality of the architectural design and its compatibility with its surroundings.
- g. *Building massing and modulation.* The massing of building facades longer than one hundred fifty (150) feet that are approximately parallel to the right-of-way and oriented to a public street shall be modulated to increase visual interest, as follows.
 - i. Building facades that are less than five hundred (500) feet long shall be modulated at intervals no greater than one hundred (100) feet in length.
 - ii. Building facades that are more than five hundred (500) feet long shall be modulated with intervals no greater than twenty (20) percent of the length of the façade.
 - h. *[Minimum area.]* No nonresidential building shall have less than two thousand (2,000) square feet of heated floor space.
 - i. *[Minimum cornice depth.]* Building design shall include minimum one-foot deep cornices along the entire front façade of buildings and extending for a distance of at least ten (10) feet along the sides of buildings.
 - j. *[Minimum high-contrasting base.]* Building designs shall include a minimum two-foot high contrasting base, along the entire front façade of buildings and extending for a distance of at least ten (10) feet along the sides of buildings.

- k. *Satellite dish antennae.* No satellite dishes shall be permitted within view from public streets.
 - l. *Off-street loading areas.* Off-street loading areas shall be located in the rear of buildings and screened from view from adjacent property or streets.
11. *Signage.* Except as provided in this subsection, signage shall comply with the regulations in section _____ of the City of Stockbridge Unified Land Development Code.
- b. Freestanding and project entrance signs shall be limited to ground signs. Round signs shall be limited to base and sign structure shall be constructed of materials such as brick, stone, stucco, wood or metal consistent with the architecture and exterior treatment of the building.
 - c. The maximum sign area of any ground sign, inclusive of any border and trim, but excluding the base, apron, supports and other structural members shall be:
 - i. Ground signs on lots zoned commercial or industrial, including shared signs, on lots with more than one (1) tenant shall be no greater than fifty (50) square feet in sign area.
 - ii. Ground signs on lots zoned commercial or industrial with one (1) tenant shall be no greater than thirty-two (32) square feet in sign area.
 - iii. Ground signs on lots zoned O-I shall be no greater than thirty-two (32) square feet of sign area.
 - iv. Ground signs for single business premises shall be no greater than thirty-two (32) square feet in sign area.
- I ***Public improvement standards.*** Public rights-of-way (new and existing streets/roads) within the highway corridor overlay district shall be improved in accordance with the following standards:
1. *Street standards.* Public rights-of-way located within the highway corridor overlay district shall be classified by type (i.e. arterial, collector, local, or nonresidential access) by the City of Stockbridge Department of Transportation and shall be consistent with section _____ design guidelines as follows:
- a. *Arterial:*
 - i. Forty-five (45) mph design speed.
 - ii. Minimum one hundred twenty-foot right-of-way.
 - iii. Ten-foot (minimum) wide landscaped strip located outside of planned right-of-way (both sides of street), including a ten-foot wide sidewalk.
 - iv. Pedestrian lights are required in landscaped strip on both sides of arterial.
 - v. Street trees are required in landscaped strip on both sides of arterial.
 - b. *Collector:*
 - i. Thirty-five (35) mph design speed.
 - ii. Minimum eighty-foot right-of-way.
 - iii. Depending on adjacent land use, lanes shall conform to one (1) of the following two (2) options:
 - aa. Two (2) travel lanes at twelve (12) feet with center turn lane at fourteen (14) feet in commercial areas.
 - bb. Two (2) travel lanes at twelve (12) feet with turn lane at intersection provided between intersections for planned developments or residential areas.
 - iv. Twenty-four-inch wide curb and gutter.
 - v. Eight-foot (minimum) wide landscaped strip along outside curb (both sides of street).

- vi. Five-foot (minimum) wide sidewalk outside landscaped strip (both sides of street).
 - vii. Streetlights and pedestrian lights are required in landscaped strip on both sides of collector. On roads posted at thirty (30) mph or greater, streetlights and pedestrian lights shall be placed per chapter 5 of the GDOT Design Policy Manual.
 - viii. Street trees are required in landscaped strip on both sides of collector. On roads posted at thirty (30) mph or greater, street trees shall be placed per chapter 5 of the GDOT Design Policy Manual and the GDOT Policy for Landscaping.
- c. *Local streets:*
- i. Twenty-five (25) mph design speed.
 - ii. Minimum fifty-foot right-of-way.
 - iii. Two (2) travel lanes at eleven (11) feet each.
 - iv. Twenty-four-inch wide curb and gutter.
 - v. Eight-foot (minimum) wide landscaped strip along outside curb.
 - vi. Five-foot (minimum) wide sidewalk outside landscaped strip.
 - vii. Streetlights are required in landscaped strip on both sides of local street.
 - viii. Street trees are required in landscaped strip on both sides of local street.
- d. *Nonresidential access street:*
- i. Twenty-five (25) mph design speed.
 - ii. Minimum fifty-foot right-of-way.
 - iii. Two (2) travel lanes at eleven (11) feet each.
 - iv. Eighteen-inch wide curb and gutter, twenty-four (24) inches if public right-of-way.
 - v. Five-foot (minimum) wide landscaped strip along outside curb, eight-foot if public right-of-way.
 - vi. Five-foot (minimum) wide sidewalk outside landscaped strip.
 - vii. Street trees are required in landscaped strip on both sides of local street.
- e. *Underground utilities are required for all street frontages.* Upon written application pursuant to chapter 11, an exception may be granted by the zoning advisory board in cases where, due to unique topography or the presence of rock, the installation of underground utilities would present a severe and unique hardship.

2. *Network standards.*

- a. *Connectivity.* Within all nonresidential or multifamily developments or any single-family residential development of five (5) or more acres, the following standards shall apply unless a variance is sought and obtained from the zoning advisory board pursuant to chapter 11 due to unusual topography or environmental constraints such as major streams and rivers that create a severe and unique hardship:
 - i. No local street may be longer than six hundred (600) feet without an intersection with another local through street. Cul-de-sac streets shall not count as through streets.
 - ii. Continuous pedestrian walkways shall be provided to connect building entrances to required sidewalks along street frontage.
 - iii. A cul-de-sac street that ends within two hundred (200) feet of the right-of-way of an adjacent collector or arterial street shall provide a five-foot wide sidewalk in a ten-foot

wide easement connecting the sidewalk on the cul-de-sac to the sidewalk on the adjacent collector or arterial street.

- iv. Dead-end streets, including cul-de-sac streets, shall not exceed three hundred (300) feet in length and shall not serve more than thirty (30) dwelling units.

- b. *Vehicular access points*: Minimum number of driveways or streets required per table below.

Minimum Vehicular Access Points Table

Type of Development	Minimum Number of Vehicular Access Points to Public Streets* (so long as the minimum separation standards are met per ULDC)
Nonresidential, less than 50 required parking spaces	1
Nonresidential, 50-299 required parking spaces	2
Nonresidential, 300-999 required parking spaces	3
Nonresidential, 1,000 or more required parking spaces	4 or more

- c. Utilization and provision of connections to and from adjacent developments and developable parcels.
 - i. All development plans shall incorporate and continue all sub-arterial streets stubbed to the boundary of the development plan by previously approved development plans or existing development.
 - ii. All development plans shall provide for future public street connections to adjacent developable parcels by providing a local street connection spaced at intervals not to exceed six hundred (600) feet along each development plan boundary that abuts potentially developable or redevelopable land.
- d. *Interparcel access*. For developments along an arterial or collector street, except where a variance is sought and obtained from the zoning advisory board pursuant to chapter 11 because of topographic or other site-specific constraints that create a unique and severe hardship, compatible developments, as determined by the planning director, shall provide a network of nonresidential access streets that meet the following:
 - i. Access streets shall be constructed for a commercial or multifamily residential development that abuts another commercial or multifamily residential development, whether existing or planned. The development of the site shall incorporate the following:

- aa. Continuous non-residential access street, where necessary to connect adjacent parcels along the thoroughfare.
 - bb. Driveway aprons, stub-outs and other design features to indicate that abutting properties may be connected to provide cross access.
 - ii. New commercial or multifamily property that abuts a planned, new or existing multifamily residential property shall provide for a five-foot wide sidewalk connecting the two (2) uses.
 - iii. New multifamily residential development that abuts a planned, new or existing commercial property shall provide for a five-foot wide sidewalk connecting the two (2) uses.
 - e. *Crosswalks:*
 - i. All intersections on streets posted at twenty-five (25) mph or less shall contain crosswalks that connect to sidewalks in all quadrants. For streets posted at over twenty-five (25) mph, crosswalks shall be placed when determined as warranted by engineering study by a professional traffic operation engineer and such studies are subject to City of Stockbridge review and approval.
 - ii. Crosswalks shall be either demarcated with high-reflectivity thermoplastic paint or brick pavers, as determined by City of Stockbridge.
3. *Street trees.* Subject to City of Stockbridge DOT's review and approval, canopy trees shall be provided in street rights-of-way including medians and required landscaped strips adjacent to all streets. For roadways/streets either classified as collector or above, or posted at thirty (30) mph or greater, the tree types, sizes, and lateral offset to trees are to be governed by chapter 5 of the GDOT Design Policy Manual and the GDOT Policy for Landscaping. Trees and vegetation shall be located such that such vegetation shall not be located within the required sight lines necessary for intersection sight distance based on the road's posted speed limit.
- a. Appropriate street tree species include the following:
 - i. Large trees—Average spacing forty (40) feet on center:
 - Nuttall Oak
 - Shumard Oak
 - Willow Oak
 - Gingko (Variety: President, Autumn Gold, male gender)
 - Princeton Elm
 - Chinese Elm (varieties Allee, Athena, Drake, Bosque)
 - Bald Cypress (variety: Shawnee Brave)
 - Zelkova (variety Green Vase or Village Green)
 - Northern Red Oak
 - Red Leaf Maple
 - ii. Small trees—Average spacing twenty (20) feet on center:
 - Crepe Myrtle
 - Saucer Magnolia (variety: Butterflies)
 - Chinese Fringe Tree
 - Golden Rain Tree

- Texas Redbud (*Cercis reniformis*)
 - Kousa Dogwood
 - Washington Hawthorn 'Princeton Sentry'
 - Zelkova (variety: Wires)
- b. No more than twenty-five (25) (or twenty-five (25) percent of the total number, whichever is greater) of the trees installed may be of any one (1) genus.
 - c. No more than twenty-five (25) percent of the street trees used in a single development shall be of the small tree species, unless limited by roadway classification or posted speed limit that affect tree type placement.
4. *Improvement guarantees.* At the option of City of Stockbridge, the developer may be required to provide to the City financial security to guarantee the installation of project improvements required in this ordinance [section]. The developer's financial guarantee may be any of the following:
- a. An escrow of funds with the City;
 - b. An escrow of funds with a bank upon which the City can draw;
 - c. An irrevocable letter of credit or commitment upon which the City can draw;
 - d. A performance bond for the benefit of the City upon which the City can collect; and
 - e. Any other form of guarantee approved by the board of commissioners that will satisfy the objectives of this subsection.

The guarantee shall be in an amount sufficient to secure the full costs, as determined by the City of Stockbridge Community Development Director, of the construction cost of the improvements, based on the most recent edition of Georgia Department of Transportation "Item Means Summary" or other comparable standardized cost estimation procedure.

STATE OF GEORGIA

CITY OF STOCKBRIDGE

ORDINANCE NO.

AN ORDINANCE TO PROVIDE FOR REGULATION OF
DONATION DROP BOXES; TO PROVIDE FOR
SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES;
TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER
PURPOSES.

WHEREAS, the governing authority of the City of Stockbridge is the Mayor and Council thereof;

WHEREAS, the governing authority of the City of Stockbridge, Georgia desires to adopt regulations for donation drop boxes; and,

WHEREAS, the health, safety, and welfare of the citizens of Stockbridge, Georgia, will be positively impacted by the adoption of this Ordinance.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY ORDAINS:

Section 1. That Title 9 of the Stockbridge Municipal Code is hereby amended by adding a new Chapter 9.100 attached hereto as Exhibit A.

Section 2. The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

Section 3. (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the

greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section 4. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section 5. Penalties in effect for violations of the City of Stockbridge at the time of the effective date of this Ordinance shall be and are hereby made applicable to this Ordinance and shall remain in full force and effect.

Section 6. The effective date of this Ordinance shall be the date of adoption.

ORDAINED this _____ day of _____, 2017.

CITY OF STOCKBRIDGE, GEORGIA

Judy Neal, Mayor

ATTEST:

Vanessa Holiday, City Clerk

APPROVED AS TO FORM:

Michael Williams, City Attorney

Date Presented to Mayor: _____

Date Received from Mayor: _____

EXHIBIT A

CHAPTER 9.100 - DONATION DROP BOXES

Sec. 9.100.010. - Purpose.

The purpose of this Chapter is to regulate the placement of unattended donation drop boxes within the City of Stockbridge. The procedures and requirements of this Chapter are intended to: promote the community's health, safety, and welfare by regulating unattended donation boxes for clothing or other salvageable personal property; ensure that unattended donation boxes do not pose a hazard to pedestrian and vehicular traffic; ensure that material is not allowed to accumulate outside of the unattended donation boxes where it can be scattered by adverse weather conditions, animal contacts and human activities; and establish criteria that avoid attracting vermin, unsightliness, and public health hazards. Donation drop boxes shall be subject to the following regulations.

Sec. 9.100.020. - Registration required.

- (a) All existing donation drop boxes erected on land within the City shall within one hundred eighty (180) days of the effective date of this Chapter 9.100, be registered with the City. New donation drop boxes erected in in the City shall register with the City prior to their establishment. Registration of the donation drop boxes shall be accompanied by:
 - (1) Written and notarized approval from the property owner consenting to the placement of the donation drop box(es) on their property as well as acknowledgement that the property owner has received a copy of these regulations and is aware of the requirements and the penalties and/or fines associated with non-compliance. This approval must include the name, physical address and phone number of the property owner as well as the physical address and parcel ID number of the site where the donation drop box(es) will be located;
 - (2) A site plan or drawing depicting the size (height, width, and length) and location of any and all donation drop boxes located on the property; and
 - (3) Information identifying the organization(s) responsible for maintenance and monetary proceeds of the donation drop box(es), including a physical address, contact name, phone number, and website (if applicable) for the organization(s).
- (b) Donation drop boxes not registered with the City within the prescribed timeframe shall be removed at the expense of the property owner, and may be subject to enforcement and fines pursuant to this Chapter. For the first year of this program, staff will hold in abeyance any removal of donation drop boxes until November 1, 2018 to provide additional time to educate donation drop box operators and property owners of the requirements of this Code.
- (c) The registration of the donation drop box shall be valid for a period of five (5) years after which the owner or operator of the donation drop box shall be required to reregister with the City. The registration fee shall be established pursuant to a resolution to be adopted by the City Council.

- (d) Owners of donation drop boxes shall be required to obtain an occupational tax certificate from the City.

Sec. 9.100.030. - Design, location safety and maintenance requirements.

- (a) Donation drop boxes shall not be allowed in any residential zoning district, except on properties of places of worship which will be allowed as a special exemption in this Chapter.
- (b) Donation drop boxes are permitted only on properties where there is an active primary use.
- (c) Donation drop boxes shall not be permitted on vacant lots or abandoned property.
- (d) Donation drop boxes must be placed on a paved or concrete surface and be located to the side or rear of the lot (behind the front line of the principle building on site). The location of the donation drop boxes must meet the minimum setback requirements for the lot for accessory structures and the boxes may not be placed in any required buffer, landscape strip, parking space, fire lane, loading zone, drive aisles or circulation area identified as required under applicable codes.
- (e) The donation drop boxes are not permitted to be located in a manner that obstructs visibility within any public or private right-of-way or at any other location that may cause hazardous conditions, constitute a threat to public safety, or create a condition detrimental to surrounding land uses.
- (f) The maximum size for any donation drop box shall be five (5) feet in width by five (5) feet in depth and seven (7) feet in height.
- (g) When multiple donation drop boxes are located on an individual property, they must be adjacent to one another. When it is not feasible to place donation drop boxes adjacent to one another, then they must not be located within the same view shed.
- (h) The total allowable number of donation drop boxes depends on the size of the parcel on which the donation drop box is located with the following limitations:
 - (1) Property equal to or less than one (1) acre shall have a maximum of one (1) donation drop box.
 - (2) Property greater than one (1) acre shall allow one (1) donation drop box per one (1) full acre.
 - (3) All donation drop boxes must be designed so that they are secured from unauthorized access.
- (i) All donation drop boxes shall have the following clearly identified, in writing on the face of the box:
 - (1) Specific items and materials requested for donation.
 - (2) Information identifying the organization(s) responsible for the maintenance and monetary proceeds of the donation drop box including a contact name, phone number, physical address and website for the organization(s).
 - (3) Statement that no items or materials may be left outside of the box.

- (4) Statement that the box is not intended for refuse disposal and liquids are prohibited (i.e. "Do not use for garbage, candy or food wrappers, drink bottles etc.")
- (5) In addition to the requirements above, the City-issued registration sticker shall be affixed to the front face of the donation drop box.
- (j) Each donation drop box must be regularly emptied of its contents so that it does not overflow.
- (k) All donated items must fit and be contained in the donation drop box. Donated items or materials shall not remain or be allowed outside of donation drop boxes and the areas around each box.
- (l) The owner or operator of the donation drop box, as well as the property owner of the parcel, shall be responsible for maintaining the area around each donation drop box so that it is free of litter, garbage, and any other undesirable material.
- (m) Failure to maintain the donation drop box or the area surrounding the donation drop box may result in removal of the donation drop box, at the expense of the property owner and/or owner or operator of the donation drop box, and the property owner and/or owner or operator of the donation drop box shall be prohibited from future donation drop boxes being allowed on this site for a period of five (5) years.
- (n) The property owner may remove the donation drop box from their property at any time regardless of a valid registration with the City.

Sec. 9.100.040. - Waivers.

A waiver of the total allowable size and number of donation drop boxes and/or the registration fee per donation drop box may be requested by submitting a letter to the City Manager or his/her designee, that demonstrates compliance with the following conditions:

- (1) The site is solely occupied by a public, educational, not-for-profit, or religious use or facility with adequate written proof of such organizational status.
- (2) The location, design, and maintenance of the donation drop box(es) is otherwise in conformance with this Chapter and applicable law.

Sec. 9.100.050. - Notice of violation.

- (a) If a violation of this Chapter is documented, the property owner and/or operator of the donation drop box shall be responsible for ensuring compliance with the regulations of this section.
- (b) With the first violation of this Chapter, the property owner and/or operator of the donation drop box shall be required provide a written plan to the City to ensure full compliance with the regulations contained in this section within five (5) days. The property owner and/or operator of the donation drop box shall be subject to a fine of one-hundred (\$100.00).

- (c) With the second violation of this Chapter, the property owner and/or operator of the donation drop box shall be required to show records and logs for compliance with this Chapter and will be required to hire a private company to assist them in ongoing compliance with this Chapter. The property owner and/or operator of the donation drop box shall be subject to a fine of five hundred dollars (\$500.00).
- (d) With the third or any additional violation of this Chapter, the property owner and/or operator of the donation drop box shall be required to remove the donation drop box from the property at the expense of the property owner and/or operator of the donation drop box within thirty (30) days of the notice of violation. The property owner shall be suspended from having a donation drop box at this location for a period of five (5) years and shall be suspended from operating any new donation drop boxes in the City for a period of five (5) years. The property owner and/or operator of the donation drop box shall be subject to a fine of one thousand dollars (\$1,000.00).

Council
Consideration –
Use of the Ted
Strickland
Community Center.
Presented by:
Councilwoman
Robinson

STATE OF GEORGIA
COUNTY OF HENRY
CITY OF STOCKBRIDGE

RESOLUTION NO. _____

A RESOLUTION NAMING AND APPOINTING A MEMBER OF THE MAIN STREET ADVISORY BOARD TO FILL A CERTAIN VACANCYS; PROVIDING FOR SEVERABILITY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES.

WHEREAS, the City of Stockbridge ("City") is a municipal corporation located within Henry County, Georgia duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City;

WHEREAS, a vacancy exists on the Main Street Advisory Board for the City of Stockbridge; and

WHEREAS, the City Council finds it necessary and proper to name certain individuals to fill such vacancies.

NOW THEREFORE, THE MAYOR AND CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVE AS FOLLOWS;

Section 1. **Board of Directors** – The Mayor and City Council of the City of Stockbridge resolve that there is hereby named and appointed as a member of the Main Street Advisory Board the following named person, which appointment is contingent upon the successful passage of a background check:

Name

Terms of Office

until _____

The Mayor and Council of the City further resolve that commencing with the date of adoption of this resolution each of the persons named above as directors shall serve in such capacity for the term set forth opposite his or her respective name.

Section 2. **Documents** – The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this Resolution, subject to approval as to form by the City Attorney.

Section 3. **Severability** - To the extent any portion of this Resolution is declared to be invalid, unenforceable, or non-binding, that shall not affect the remaining portions of this Resolution.

Section 4. **Repeal of Conflicting Provisions** - All City resolutions inconsistent with this Resolution are hereby repealed.

Section 5. **Effective Date** - This Resolution shall be effective immediately upon the date of its adoption by the City Council and Mayor as provided in the City Charter.

SO RESOLVED, this the _____ day of _____, 2017.

CITY OF STOCKBRIDGE, GEORGIA

JUDY NEAL, MAYOR

ATTEST:

VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:

MICHAEL WILLIAMS, CITY ATTORNEY



RECEIVED

OCT 03 2017
City of Stockbridge
City Clerk's Office
1640 North Henry Blvd.
Stockbridge, GA 30281



APPLICATION FOR BOARD OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: Tamara L. Isbell

Occupation: Accountant/Project Coordinator Employer: Sito Engineering Inc

Home Address: 110 Misty Ridge Trail City: Stockbridge Zip: 30281

Home Phone: _____ Home E-Mail: _____

Work Phone: _____ Work E-Mail: _____

Cell Phone: () Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

Wooden Treasure Designs
110 Misty Ridge Trail
Stockbridge, GA 30281

1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 26

- Site Engineering Inc currently has a contract with City of Stockbridge for Stormwater Improvements Project ITB #17ITB062017-FDC. My role at SEI is to make sure all bidding paperwork is complete and accurate, once awarded the project I assist the project manager with the coordination of the projects paperwork (i.e., contracts being signed and returned, insurance certificates issued and P&P Bonds executed.)

City of Stockbridge

BOARD OR COMMISSION APPLICATION

i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

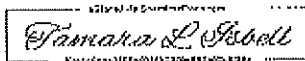
I have lived in Stockbridge for 17 years and during that time I have seen decisions made that I feel do not benefit the City and at this point in my career I can offer a unique perspective, I have 24+ years of construction experience, (i.e. new, restoration and historic) and with Wooden Treasure Designs, I travel and participate in City Festivals, & Markets all over the Southeast. I've learned how to revitalize old neighborhoods, bring new businesses and clients to the area while maintaining a high standard of

ii) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

DDA

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Signature

Tamara L. Isbell
Printed Name

10/03/2017
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

RECEIVED

SEP 07 2017

City Clerk's Office
City of Stockbridge



APPLICATION FOR BOARD OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: LaSonya Cato

Occupation: Business Owner

Employer: Otac Agricultural Recycling

Home Address: 3853 Glen Park Dr

City: Lithonia

Zip: 30038

Home Phone: ()

Home E-Mail: _____

Work Phone: (770) 389-8855

Work E-Mail: _____

Cell Phone: ()

Preferred E-Mail:

☒ Home

☐ Work

Name and address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable)

Otac Agricultural Recycling 55 Valley Hill Rd Stockbridge GA 30281

BOARD OR COMMISSION APPLICATION

- a) Which Board(s) or Commission(s) do you wish to be appointed to? Main Street Advisory Board
If applying for the Main Street Advisory Board, which position? Vice-President
(see positions noted below)
- b) How long have you been a resident or business owner/operator in the City of Stockbridge? 4 Years 2 Months
- c) Are you current with all of your financial obligations to the City? ☒ Yes ☐ No
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application.
Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:
- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge
☐ Yes ☒ No If yes, please explain:
- h) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No
If yes, please explain:

City of Stockbridge

BOARD OR COMMISSION APPLICATION

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

As a business owner for over twenty years my experience in media, logistics, agriculture and restaurants is what the Main Street initiative is comprised of, with the multifaceted businesses that Main Street has to offer. I am open and willing to bring awareness to the community on the commerce happening on Main Street.

- ii) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☒ Yes ☐ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

1. Downtown Development Authority (DDA)
2. Board of Ethics
3. Zoning Advisory Board (ZAB)

APPLICANT STATEMENT

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LaSonya Shannell Cato
Rep. MEA 17 (REVISED JAN. 1, 2004)

LaSonya Cato

09/04/2017

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



APPLICATION FOR BOARD OR COMMISSION APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Stockbridge uses to get this insight is through the various Boards and Commissions of the City of Stockbridge. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Stockbridge and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: Dianna Foster

Occupation: Owner

Employer: Cola Beauty

Home Address: 2400 Parkwood Dr NW

City: Atlanta

Zip: 30324

Home Phone: () N/A

Home E-Mail: N/A

Work Phone: (678) 829-3352

Work E-Mail:

Cell Phone: ()

Preferred E-Mail: ☐ Home ☒ Work

Street address of the business entity you own/operate, located within the city limits of Stockbridge (if applicable):

South W. Josephy Blvd Stockbridge GA 30281

BOARD OF COMMISSION APPLICATION

- a) Which Board or Commission do you wish to be appointed to? Stockbridge Regional Advisory Board
- b) If applying for the Main Street Advisory Board, which position? Business owner/ operator for
200 Maple Street, Stockbridge
- c) How long have you been a resident or business owner/operator in the City of Stockbridge? years 4 months
- d) Are you current with all of your financial obligations to the City? ☒ Yes ☐ No
- e) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- f) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- g) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:
- _____
- _____
- _____
- h) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Stockbridge? ☐ Yes ☒ No If yes, please explain:
- _____
- _____
- _____
- i) Do you have any employment or contractual relationship with the City of Stockbridge that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No If yes, please explain:
- _____
- _____
- _____

BOARD OR COMMISSION APPLICATION

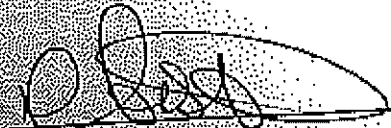
Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I would like to serve on the board for the
Station Program because their core values of local
environment + economic development align with my goals
as a business owner in the City of Stockbridge.

Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☐ Yes ☒ No If yes, please list the Boards or Commissions for which you would like to be considered (In order of interest):

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission office of the City of Stockbridge that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Signature

Dianna Foster
Printed Name

9-18-17
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

Task Release

THIS ___ day of _____, 2017 the undersigned Owner offers and the undersigned Engineer agrees to provide and perform services as identified herein (the "Work") on a project identified herein (the "Project") under the terms and conditions set forth herein and in a certain extension of **Master Agreement** for engineering services, dated January 31, 2017, between the Owner and the Engineer (the "Master Agreement") which is incorporated herein by reference and made a part hereof as if fully restated herein.

1. The Project:

- 1.1 This Task Release is for a Project described as:
TASK ORDER 6: Evaluation of City Hall HVAC System

1.2 MERLE MANDERS CONFERENCE CENTER

Existing 2 story brick assembly/event building, built in 2001. Approx. 6,044 sq.ft. banquet hall. Existing HVAC systems for banquet hall consist of 3 split systems. Outdoor units are Carrier condensing units – 7.5 tons each. Each unit is paired with 2 twinned vertical 80% furnaces. Reports are that parties who rent the building have requested refunds because there was not enough air conditioning, and a quick initial calculation confirms the shortfall.

HVAC equipment is 16 years old, which is its life expectancy, so units are ready to be replaced. The choices are: 1) Replace equipment because of their age (with same capacities) + add more equipment (and ducts, diffusers, and return grilles) to reach the correct cooling load, or 2) Replace equipment with equipment having correct cooling capacity; replace/modify ductwork, diffusers, and grilles.

1.3 CITY HALL

Existing 3 story brick municipal building, built in 2007. Existing HVAC systems primarily consist of one split system per floor. Outdoor units are Carrier condensing units – 14 tons, 25 tons, 40 tons (units have had compressor failures). Each unit is paired with an indoor air handling unit. Zoning is accomplished with variable volume terminal units. Investigate existing HVAC problems described as "air quality issues".

2. The Work:

- 2.1 Engineer shall provide the following Work on the Project as defined herein and as follows:

A. Preliminary Engineering

The Engineer will meet with Al Barnes and Ryan Dixon with the City of Stockbridge on August 3, 2017 to observe the existing conditions and gather general information while touring the Merle Manders Conference Center and City Hall mechanical spaces.

The Engineer and/or its sub-consultants will visit the project site again to take measurements of the existing HVAC systems. At the Merle Manders Conference Center, we will measure duct work, building dimensions and diffusers/grilles and identify locations for additional equipment. At City Hall, we will measure the refrigerant line lengths and to gather additional as-built HVAC information. We also anticipate making another site visit with Carrier to review the HVAC systems. All site visits and meetings will be on a time and expense basis.

B. Engineering Design

The City will provide us a hard copy of all building design drawings for our use. The Engineer will provide electrical and mechanical engineering design through our sub-consultants who are licensed professional engineers in the State of Georgia as follows:

Merle Manders Conference Center

- Run load calculations
- Analyze existing HVAC system
- Run a test and a balance of the existing HVAC system prior to design to determine current performance. This cost for the test will be passed along to the City as a reimbursable expense.
- Provide written report describing two (2) options for the City of Stockbridge to select from to solve the HVAC problems at this facility.
- Provide design documents including mechanical and electrical drawings and specifications and Contract Documents based on the City's decision of which option. These design documents will be sealed and signed by a Georgia Licensed Professional Engineer and they will indicate the scope, extent and character of the work to be performed and furnished by a Mechanical Contractor. We will furnish these documents to the Owner (the City of Stockbridge) for review and approval and incorporate any changes or recommendations.

City Hall

- Analyze the existing HVAC systems to address the "air quality issues", reasons for compressor failures and other related HVAC issues. The analysis will address refrigerant pipe routing, lengths and heights; installation methods; and HVAC control system (Carrier I-Vu).
- Excluded from our Scope of Basic services: Redesign of ductwork and detailed space-by-space load calculations services.
- Prepare a Technical Memorandum of the results of our analysis including a summary letter, supporting sketches and drawings and technical specifications to be used by a Contractor to make necessary repairs. The design will cover the replacement/upgrade of the existing I-Vuc; however, if

the City wants to replace the units with a Variable Refrigerant Flow HVAC System, it is significantly more expensive and will require significant design effort so we are including that as a cost adder in our fee proposal. We will furnish these documents to the Owner for review and approval and incorporate any changes or recommendations.

C. Bidding

The Owner may wish to procure a Contractor to complete the proposed work directly without our assistance; however, should you desire bid phase services from us, C&S will assist the Owner in advertising and obtaining competitive and qualified bids for the project in accordance with local and State law. The advertisement period shall last a minimum of 30 days and the Owner will pay all necessary advertising fees. We will provide the Owner with one (1) set of final design documents to be kept on file during the advertisement period.

If requested to provide Bid Phase services, C&S will maintain a record of prospective bidders to whom Bidding Documents have been issued and receive and process contractor charges for Bidding Documents. We will respond to Requests for Information (RFIs) and issue Addenda as appropriate to clarify, correct, or change the Bidding Documents. We will also consult with the Owner and participate in all decisions as to the acceptability of substitute materials, subcontractors, suppliers, and other individuals and entities proposed by prospective contractors for those portions of the project as to which such acceptability is required by the Bidding Documents. We do not believe a pre-bid conference is necessary for this type of project so we have excluded that from our Scope of Work, however, one can be added as an Additional Service if requested by the Owner. Should the Owner procure a Contractor without our assistance, we can still respond to RFIs during bidding as needed.

If requested to provide Bid Phase services, C&S will attend and manage the Bid Opening, review bids, and prepare a certified Bid Tabulation. We will provide a Letter of Recommendation to the Owner regarding award of the contract as appropriate and assist in assembling and awarding contracts for the Project.

If requested to provide Bid Phase services, C&S will prepare the Notice of Award and Contract Documents and forward them to the selected Contractor for execution. We will receive the executed contracts, bonds and insurance documents from the contractor and forward them to the Owner for their review and approval.

D. Construction Administration

Management of construction efforts (i.e. "construction management" services) are specifically excluded from our Scope of Work; however, if requested, C&S will provide professional services in the general administration of the construction contract and act as the Owner's representative to the extent and limitations of the duties, responsibilities and authority of the Engineer as established in this written Agreement and in the

Contract Documents. After the contracts have been executed by all parties, C&S will complete, with reasonable promptness, the following tasks as needed during construction of the project:

- a. *Pre-Construction Conference:* Attend and lead one (1) pre-construction conference that will be hosted by the Owner at their office and issue a Notice to Proceed to the selected Contractor.
- b. *Clarifications and Interpretations (Field Orders):* Respond in writing with reasonable promptness to Requests for Information (RFI's) and issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents and shall be provided as part of the Engineer's Scope of Services; however, if the Contractor's request for information, clarification, or interpretation are, in the Engineer's professional opinion, for information readily apparent from reasonable observation of field conditions or a review of the Contract Documents, or are reasonably inferable there from, the Engineer shall be entitled to compensation for Additional Services for the Engineer's time spent responding to such request provided the Engineer notify Owner in advance that it deems such request to be so apparent, seek compensation for such clarification and interpretation and Owner does not timely instruct the Engineer not to undertake the clarification or interpretation. Should the Owner agree to reimburse the Engineer for these Additional Services, the Engineer shall prepare a Change Order for the Owner that will deduct the cost of these Additional Services from the Owner's contract with the Contractor.
- c. *Change Orders:* Review and recommend Change Order justifications and prepare change orders to modify the Contract Documents as may be necessary.
- d. *Shop Drawings and Samples:* Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for general conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.
- e. *Schedules:* Review and determine the acceptability schedules which the Contractor is required to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.
- f. *Substitutes and "or equal":* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor, but subject to the provisions outlined in Additional Services.

- g. Progress Meetings:* C&S will attend progress meetings at the jobsite as needed, but at a minimum, on a monthly basis. We will prepare meeting agendas, lead the progress meetings and issue meeting minutes for review and approval by the Owner and Contractor.
- h. Applications for Payments:* Based on Engineer's observations as an experienced and qualified professional and on review of Applications for Payment and accompanying supporting documentation:
 - 1) Determine the amount that Engineer recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute Engineer's representation to Owner, based on such observations and review, that, to the best of Engineer's reasonable knowledge, information and belief, Contractor's Work has progressed to the point indicated, the quality of such Work is generally in accordance with the Contract Documents, to the results of any subsequent tests called for in the Contract Documents, and being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe Contractor's Work. In the case of unit price work, Engineer's recommendations of payment will include final determinations of quantities and classifications of Contractor's Work (subject to any subsequent adjustments allowed by the Contract Documents).
 - 2) By recommending any payment to the Contractor, Engineer shall not thereby be deemed to have represented that observations made by Engineer to check the quality or quantity of Contractor's Work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's Work in progress, or involved detailed or special inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment including final payment will impose on Engineer responsibility to supervise, direct, or control Contractor's Work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work beyond the responsibilities specifically assigned to the Engineer in this Agreement. It will also not impose responsibility on Engineer to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the Work in progress, materials, or equipment has passed to Owner free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.
- i. Record Drawings:* We will prepare and furnish the Owner one (1) set of reproducible and one (1) electronic copy in Adobe PDF format of the Project Record Drawings showing appropriate record information that is

annotated and furnished to us by the Contractor in accordance with the Contract Documents after construction is complete.

- j. *Contractor's Completion Documents:* Receive from the Contractor and transmit to the Owner operating and maintenance manuals, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, Samples and other data, including the annotated Record Documents and Record Drawings which are to be assembled by Contractor and furnished to us.
- k. *Substantial Completion:* After receiving notice from Contractor that they consider the entire Work complete and ready for its intended use, we will conduct one (1) pre-final observation in company with the Owner and Contractor to observe the Contractor's work to determine if, based on the Engineer's professional opinion and belief and based only on information available at the time of pre-final on-site observation, the Work is substantially complete. If we do not consider the Work substantially complete, we will notify the Contractor in writing giving reasons therefore. If, after considering any objections of Owner, Engineer considers the Work substantially complete, Engineer shall deliver a certificate of Substantial Completion to Owner and Contractor in accordance with the provisions in the Contract Documents. Attached to the certificate will be a punch-list of items that, in the Engineer's professional opinion, knowledge and belief, are deficient and must be completed or corrected before we recommend final payment be made to the Contractor by the Owner. The certificate of Substantial Completion is intended to be interpreted only as an expression of professional opinion and therefore does not constitute an expressed warranty or guarantee.
- l. *Final Notice of Acceptability of the Work:* After receiving notice from the Contractor that the punch-list items are completed, we will conduct one (1) final on-site observation in company with Owner and the Contractor to determine if the completed Work of Contractor is acceptable in the Engineer's professional opinion, reasonable knowledge and belief and based only on information available at the time of final on-site observation and to the extent of the services provided by Engineer under this Agreement, so that Engineer may recommend, in writing, final payment to Contractor. We will notify the Contractor and the Owner in writing of any particulars in which the final observation reveals that the Work is incomplete or defective.
- m. *Limitation of Responsibilities:* Engineer shall not be responsible for the acts or omissions of any Contractor, or of any subcontractors, suppliers, or other individuals or entities performing or furnishing any portions of the Work, or any agents or employees of any of them. The Engineer shall not be responsible for the failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents or any laws, codes, rules or regulations.

B. Construction Observation

It is understood that the Engineer's Scope of Services under this Agreement does not include onsite project/construction observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided for by the Owner. The Owner assumes all responsibility for interpretation of the Contract Documents and for construction observation and the Owner waives any claims against the Engineer that may be in any way connected thereto.

In addition, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer, its officers, directors, employees and sub-consultants (collectively, the Engineer) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the Engineer.

Engineer shall not be responsible for the acts or omissions of any Contractor, or of any subcontractors, suppliers, or other individuals or entities performing or furnishing any portions of the Work, or any agents or employees of any of them. The Engineer shall not be responsible for the failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents or any laws, codes, rules or regulations.

If the Owner requests in writing that the Engineer provide onsite construction observation services, and if the Engineer agrees in writing to provide such services, then the Engineer shall be compensated for providing these services as an Additional Services.

3. Contract Time:

Upon execution of this Contract and commitment by Owner of funds to complete the Project, Engineer will commence performance of its services hereunder, and will complete same within a time period mutually established between Owner and Engineer to meet Project schedules.

4. Fee Summary:

Fee Basis

We propose to complete our work for Basic Services described herein on a lump sum or hourly not-to-exceed without prior written authorization, fee basis.

<u>Task No.</u>	<u>Description</u>	<u>Fee Basis</u>
1.	Preliminary Engineering & Site Visits	Hourly not-to-exceed \$ 7,300
2.	Engineering Design Merle Manders Conference Center	Lump Sum \$18,900

	City Hall	Lump Sum \$17,500
3.	Bidding	Hourly not-to exceed \$ 6,800
4.	Construction Administration	
	Merle Manders Conference Center	Hourly not-to-exceed \$ 7,200
	City Hall	Hourly not-to-exceed \$ 7,200
5.	Onsite Construction Observation	Excluded
Total Budget =		\$64,800

Fee Basis assumes that the design, bidding and construction of improvements will occur concurrently for both the Merle Manders Conference Center and City Hall so that we can combine trips and effort. If the projects will need to be designed, bid or constructed separately, then additional costs may apply.

If the City wishes to replace their existing HVAC system at City Hall with a Variable Refrigerant Flow (VRF) ITVAC system, then there will be a cost adder to Task 2 because of the increased design effort. The cost adder to Task 2 will be \$26,200, which will bring the total project budget to \$90,800.

The Fee Basis does not include the cost for the load test and balance, which will be invoiced as a reimbursable expense.

Hourly rates for Basic Services Additional Services are provided in the Master Agreement; however, hourly rates for Mechanical Engineer shall be \$150/hr. which will be marked up 1.15 in accordance with the Master Agreement.

- 4.1 The Owner agrees to pay the Engineer for the Work described the hourly rates provided herein for the agreed upon scope described herein.
- 4.2 **Reimbursable Expenses:** Sub-consultant expenses and cost of load test and balance of HVAC units.
- 4.3 **Additional Services:** Services not included within the Basic Scope of Services above, which are considered Additional Services, are specifically excluded from the Scope of the Engineer's services, but can be provided on an hourly basis in accordance with Exhibit A in the Master Agreement executed between the Owner and the Engineer. Additional Services include, but are not limited to, the following:
 - a. Services required as a result of Owner providing incomplete or incorrect Project information to Engineer.
 - b. Furnishing services of Engineer's Sub-Consultants, if any, for other than Basic Services.
 - c. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, or other dispute resolution process related to the Project. Preparation time for deposition and trial testimony or arbitration will be charged at hourly rate multiplied by 1.25. Actual time for deposition, trial testimony or arbitration including travel time will be charged at hourly rate multiplied by 2.0. Reimbursable expenses will be charged at actual cost multiplied by 1.15.

- d. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner and not specifically provided in the Basic Services.
- e. Services in connection with Work Change Directives and Change Orders to reflect changes requested by Owner so as to make compensation commensurate with the extent of the Additional Services rendered.
- f. Other services performed or furnished by Engineer not otherwise detailed or provided for in this Agreement.
- g. All building and permit fees and building inspection fees

5. The Primary Contacts:

- 5.1 The Engineer designates the following individual as its primary contact for day-to-day communications with the Owner under this Task Release:

Martin C. Boyd, P.E. (706) 769-4119
 Name Phone
 Email mboyd@cartersloope.com

- 5.2 The Owner designates the following individual as its primary contact for day-to-day communications with the Engineer under this Task Release:

 Name Phone
 Email _____

WITNESS the signatures of the Owner's and the Engineer's authorized representatives placed on duplicate copies of this Task Release on the day and year first above written.

Carter & Sloope, Inc. ("Engineer")	City of Stockbridge ("Owner")
 _____ Signature By: <u>Martin C. Boyd, PE.</u> Title: <u>Senior Engineer</u> Date: <u>September 7</u> , 2017	_____ Signature By: _____ Title: <u>City Manager</u> Date: _____, 2017