



CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

DESIGN REVIEW COMMITTEE

700 Doug Davis Drive
Hapeville, GA 30354

June 20, 2024 6:00 PM

AGENDA

1. **Call to Order**
2. **Roll Call**

Jonathan Love
Brian Gregory
John Stalvey
Gregory Morgan
Jacquie Smyth

3. **Approval of Minutes**

- 3.I. Minutes of May 15, 2024

Documents:

1. DRC Minutes May 15, 2024

4. **Old Business**

- 4.I. 3637 Elm Street Revisions

Background: Vincent Lucier is requesting review of the revised plans that were previously approved for the renovation and second-floor addition to an existing single-family dwelling at 3637 Elm Street. The property is zoned RMU, Residential Mixed Use and is subject to the Neighborhood Conservation Area (Subarea B) of the Architectural Design Standards.

Documents:

1. Planners Report 3637 Elm Street
 2. 3637 Elm Street

5. **New Business**

- 5.I. 673 North Central Avenue Pergola Addition

Background: Shannon Short has submitted an application seeking approval to construct a 275-square foot pergola on the front of the building at 673 North Central Avenue. The property is located in the U-V, Urban Village Zoning District, and is subject to the Arts District Overlay and the Hapeville Architectural Design Standards.

Documents:

1. Planners Report 673 North Central Avenue
 2. Application - 673 North Central Avenue_Redacted

- 5.II. 3302 Myrtle Street Rear Patio/Deck Addition

Background: Greg Morgan has submitted an application seeking approval to construct a 226-square foot rear screened porch with a rooftop terrace on the existing single-family dwelling at 3302 Myrtle Street. The property is zoned R-1, One Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

Documents:

1. Planners Report 3302 Myrtle Street
 2. Application - 3302 Myrtle Street_Redacted
- 5.III. 3336 Myrtle Street Exterior Renovation

Background: Simi Khera has submitted an application seeking approval to remodel the existing structure at 3336 Myrtle Street. The property is zoned R-1, One Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

Documents:

1. Planners Report 3336 Myrtle Street
 2. Application - 3336 Myrtle Street_Redacted
6. **Next Meeting Date - Wednesday, July 17, 2024**
7. **Adjourn**



Design Review Committee Meeting
700 Doug Davis Drive
Hapeville, GA 30354
May 15, 2024, 6:00 PM

MINUTES

1. **Call to Order**

Jonathan Love called the meeting to order at 6:08PM.

2. **Roll Call**

Jonathan Love
Brian Gregory
John Stalvey
Gregory Morgan
Jacquie Smyth

3. **Approval of Minutes**

3.I Minutes of April 17, 2024

MOTION ITEM: John Stalvey made a motion, Gregory Morgan seconded to approve the minutes of April 17, 2024, as submitted. Motion Carried: 4-0; Jacquie Smyth abstained

4. **Old Business**

4.I 3335 Dogwood Drive

New Townhome Development

Background:

Daniel Kerr on behalf of Dogwood Assemblage LLC has submitted an application seeking approval to construct 58 attached single-family built-to-rent homes to be located on a newly consolidated parcel at 3335 Dogwood Drive (formerly 3309-3345 Dogwood Drive). The townhomes range from 1,399 to 1,664 square feet (3 bedrooms, 3 bathrooms). The property is within the U-V, Urban Village Zoning District and is subject to the Architectural Design Standards.

MOTION ITEM: John Stalvey made a motion, Jacquie Smyth seconded to table the application until June 20, 2024. Motion Carried: 5-0

4.II 3558 Elm Street

New Mixed-Use Development (Revision)

Background:

Derek Hutchison on behalf of Terwilliger Pappas is requesting the review of revised elevations for the construction of a mixed-use, multifamily, and retail development to be located at 3558 Elm Street. The property is zoned RMU, Residential Mixed Use and is subject to the Commercial/Mixed-Use Area of the Architectural Design Standards. The Design Review Committee approved this item on April 17, 2024.

MOTION ITEM: Gregory Morgan made a motion, John Stalvey seconded to approve the revised plans as submitted. Motion Carried: 5-0

4.III 3637 Elm Street

Request for Design Exception

Background:

Vincent Lucier is requesting a design exception to the previously approved plans for the renovation and second-floor addition to an existing single-family dwelling at 3637 Elm Street. The property is zoned RMU Residential Mixed Use and is subject to the Neighborhood Conservation Area (Subarea B) of the Architectural Design Standards.

MOTION ITEM: Brian Gregory made a motion, John Stalvey seconded to table the application until June 20, 2024. No further construction should occur on the exterior of the structure until the applicant addresses the following items and the plans are approved by the Committee.

Applicant shall update plans as follows:

- **Add additional trim around all windows to increase the appearance of a recess**
- **Make trim consistent on all windows**
- **Create sill running from end to end on all windows**
- **Confirm and correct window locations, especially on right elevation**
- **Indicate overhangs are 16"**
- **Extend the first story roofline across the full front elevation**

Applicant shall adjust the construction of the soffits to be sloped soffits. In this case the plans are correct, but the as built is not.

The Committee also granted the following design exceptions:

- **Allow flush mount windows**
- **Mullions between double windows are less than 6" in width**

Motion Carried: 5-0

5. Next Meeting Date – Thursday, June 20, 2024, at 6:00PM

6. Adjourn

MOTION ITEM: John Stalvey made a motion, Jonathan Love seconded to adjourn the meeting at 7:25PM. Motion Carried: 5-0

Respectfully submitted by,

Brian Gregory, Secretary

Jonathan Love, Chairman



DEPARTMENT OF PLANNING AND ZONING
PLANNER'S REPORT

DATE: June 14, 2024
TO: Tonya Hutson
FROM: Lynn Patterson
RE: **Design Review – 3637 Elm Street Revisions June 2024**

BACKGROUND

The City of Hapeville received a revised application with updated drawings from Vincent Lucier on June 10th after the May 15th 2024 Design Review Committee Meeting. At that meeting, the Committee requested Mr. Lucier to ensure the drawings plans submitted matched the as-built and met all requirements from the Design Review Committee. The Committee further directed:

“No further construction should occur on the exterior of the structure until the Plans are approved.

Applicant shall update plans as follows:

- a. **Add additional trim around all windows to increase the appearance of a recess**
- b. **Make trim consistent on all windows**
- c. **Create sill running from end to end on all windows**
- d. **Confirm and correct window locations, especially on right elevation**
- e. **Indicate overhangs are 16-inches**
- f. **Extend the first story roof-line across the full front elevation.**

Applicant shall adjust the construction of the soffits to be sloped soffits. In this case the plans are correct, but the as built is not.

Two design exceptions are granted:

- a. **Allow flush mount windows**
- b. **Mullions between double windows are less than 6-inches in width”**

The plans submitted still have discrepancies from the as-built and do not follow the requirements as passed from the May 15, 2024 meeting.

- The slope on the front porch gable is not the same slope as constructed (proposed front elevation). This should be corrected.
- The window sizes on the front second floor plans do not match the new windows as installed (Item #4 in Applicant letter, proposed floor plan-2nd floor). This should be corrected.
- Staff does not understand Item #1 listed on the letter, “Special attention will be paid to surrounding the installation of the windows onto Non-Rotting Cement/hard (*sic*) plank siding”. Please clarify.
- The soffits are now shown with eaves blocks (item #6 of Applicant letter) **instead** of sloped soffits as required from the meeting and as shown and approved from previous submissions (all elevations). The DRC directed the applicant to keep the sloped soffits and correct during construction when application revisions are approved.
- A 12” overhang is still shown on the Proposed Left Side Elevation though a 16” overhang is requested and shown on the other 3 elevations.
- The proposed right-side and left-side elevations still show fixed transom windows, yet the installed windows are described as operational (Item #5 indicated in the letter dated June 10, 2024).

- The front sidewalk is shown as large 3" thick poured concrete pavers. Item #7 is requested approval for the sidewalk – as these are in the right of way, these are not deemed "accessible" and should be continuous concrete. The on-site walkway can be maintained as separate pavers.
- Item #2 states "We are requesting to trim the windows with 6" x 2" recessed hardy plan on to the sealed structured. Surrounding the window with the approved sized cement hardy plank trim." **Why is this described as recessed?** The trim is to provide the appearance of a recessed window, not trim. It is recommended the DRC see a detail drawing for the proposed trim.
- A 2" sill (wood, hardy-plank or vinyl) has been called out on the proposed front elevation drawings and in Item #3 of the applicant letter. It is recommended that the DRC see the proposed sill material/design detail.
- Please note that all trim, sills, soffits, etc should be consistent on all elevations.



Monday, June 10, 2024

4480 South Cobb Dr
Smyrna, GA 30080
LC # RBI 003311 / RBQA005398
v.lucier@adonaibuilders.net
Main 770-899-8000

Project : 3637 Elm Street Hapeville, GA 30354

Permit# 084453/23HPL-00538

Dear Sirs/Madames :

When considering the remodeling and adding additional living space to the above mentioned address, we determined that there would have to be design modifications to several areas of the dwelling :

- The proposed Window installation and exterior trim
- The window size of the 3 approved windows on the front 2nd floor
- The Soffit and fascia
- The site plan walkways and sidewalk

Replace previously approved Non-Conforming windows

1. Special attention will be paid to surrounding the installation of the windows onto Non-Rotting Cement/Hard plank siding.
2. We are requesting to trim the windows with 6"x 2" recessed hardy plank on to the sealed structure. Surrounding the window with the approved sized Cement/Hardy plank trim.
3. We are requesting to add a minimum size 2" window sill on all windows. Composed of either wood, hardy plank or vinyl.
4. The size of the windows installed on the 2nd floor be increased from 24"x24" to (1) left side 24" x 38", (1) Center 24"x 34", (1) right side 24"x 38"
5. The left Elevation transom window indicated as "random" had been indicated on the previously approved plans. The added transom window on the right elevation. Both are fully operational double pane low E windows with screens.
6. We request that the overhang be increased from 12" to 16". And all the added over hangs are 16". We are requesting that the 16" over hangs be accepted as "boxed/finished End" soffits and fascia vs. sloped "open soffits", fascia only.
7. The site plan was approved for pavers. We are requesting an approval for poured concrete 3" thick pavers for walkway and sidewalk



Monday, June 10, 2024

Sincerely,

Vincent R. Lucier
Project Manager
Adonai Custom Estates General Contracting

Site Plan

3637 Elm St
Hapeville, GA 30354

Existing Heated square footage: 1580
Proposed added Heated square footage: 470
Total Heated square footage for House: 2050

(In Feet)
1 inch = 20 ft.

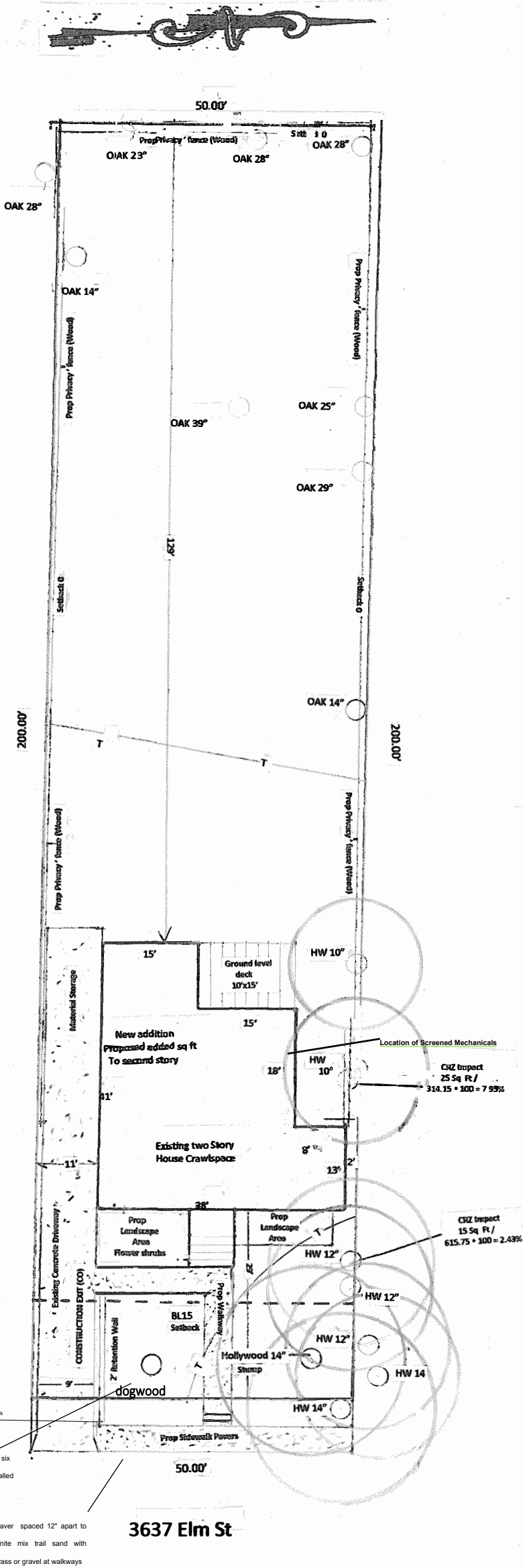
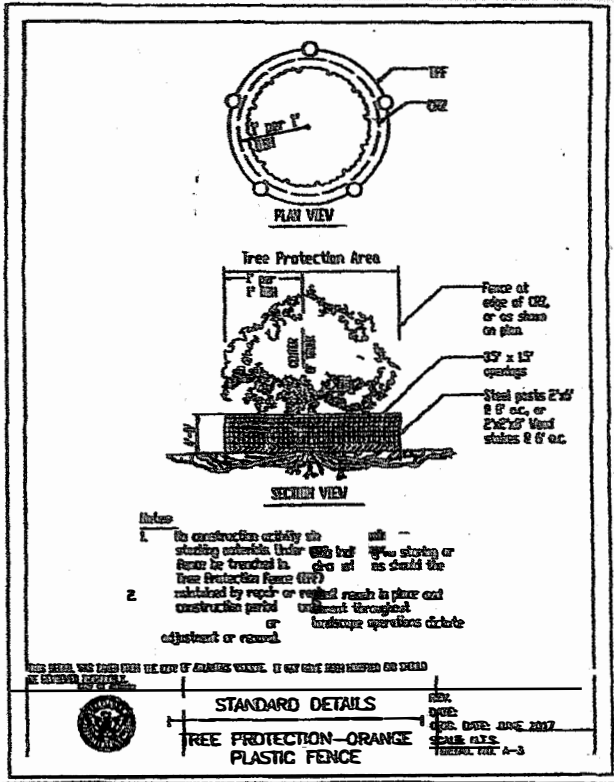
Zoning RMU

Parcel Number 14009600020046
Location Address 3637 Elm ST
Hapeville, GA 30354

Legal Description
Property Class R3 – Residential Lots
Neighborhood 1420
Tax District 30
Zoning RMU
Acres 0.2296
Homestead N
Exemptions

Owner: SHYNNA MITCHELL/BME
PROPERTIES,LLC
3637 Elm ST
Hapeville, GA 30354
Vincent@distinguishedpropertymanagement.com
770-899-8000

Point of contact: Jerome Bright
jcbright45@gmail.com
678-596-4379



Area of site = 10000	
FAR – 2050 / 10000 = 0.20%	
Impervious Coverage –	Driveway = 640
	Walkway = 84
	Front Porch = 80
	Rear Deck = 150
	Total Impervious = 954
Impervious Lot Coverage Total 2050 + 954 = 3004 / 10000 = 0.30%	

Minimum Building Setback Requirements
Zoned RMU
Front Yard – 15'
Side Yard – 0'
Rear Yard – 0'

House Elevation

Left and Right front corner = 3' and 3' above ground level respectively
Left and Right Rear corner = 1' and 1' above ground level respectively
House is on a Basement (Addition will be added to existing dwelling at same elevation)

General Requirements:

Dirt statement- Project does not require Dirt movement that will exceed allowed cubic yards – Earthwork is Below 500 cu. Yd. No Haul route will be required.
Graded slopes- No graded slope shall exceed 2h: 1v – Dirt will be stocked piled on site.
No trees will be impacted by construction.

Erosion, Sedimentation and Pollution Control (ES&PC) Plan:

Construction Exit (Co): listed on site plan (Driveway)
Perimeter control silt fence (Sd1-C) : Shall not disturb any trees on site.
Disturbed Area Stabilization (Ds1, Ds2, Ds3, Ds4): method will be Ds3

Erosion and Sediment control Plan:

- The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures prior to or concurrent with land-disturbing activities.
- Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.
- Disturbed areas left idle 14 days shall be stabilized with temporary vegetation and mulch; disturbed areas remaining idle 30 days shall be stabilized with permanent vegetation.
- Erosion and sediment control measures shall be inspected at least weekly, after each rain, and repaired as necessary.
- Additional erosion and sediment control measures shall be installed if determined necessary by on-site inspection.
- Silt fence shall be "Type C" as per the Manual for Erosion and Sediment Control in Georgia, and be wire reinforced.

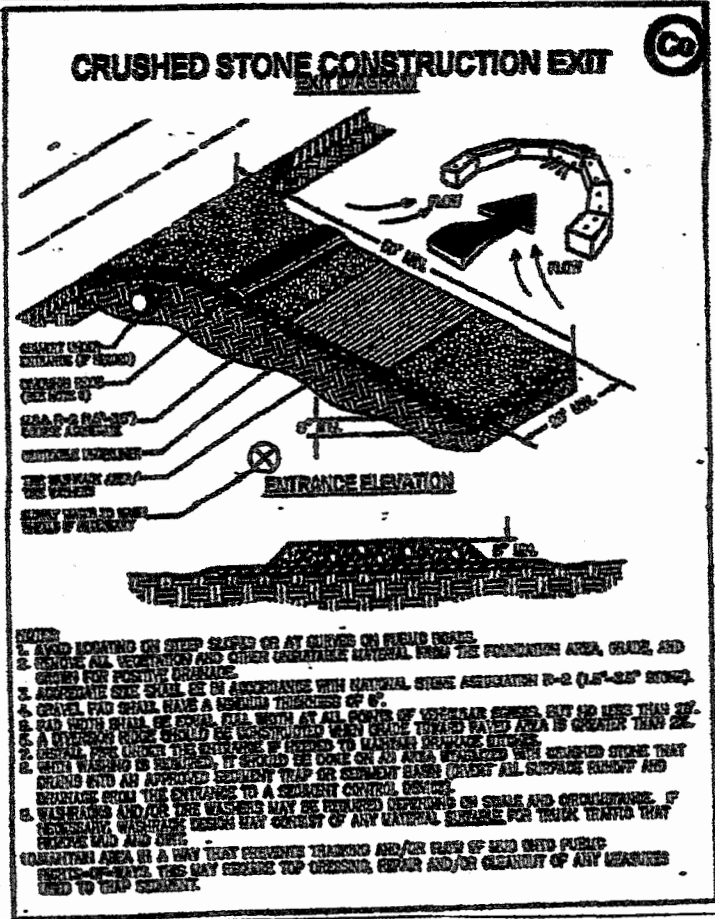
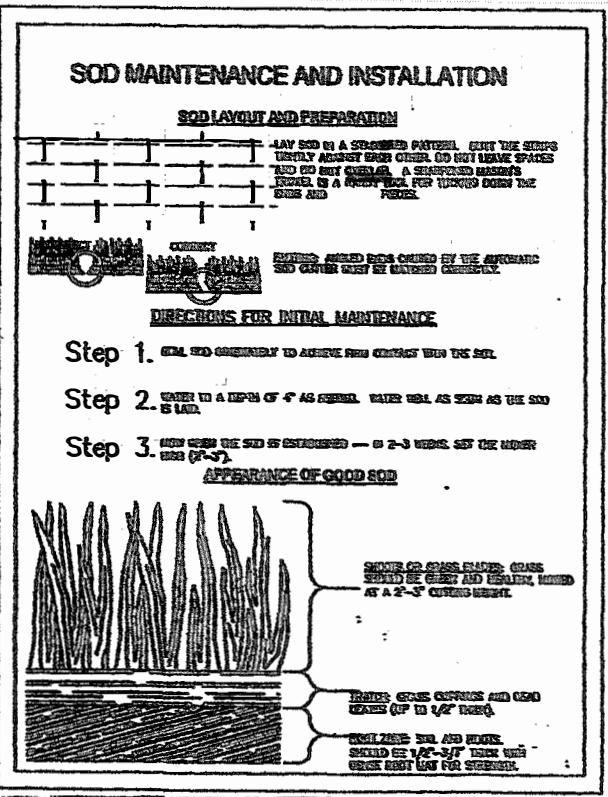
NOTE: PROPERTY LINES SHOWN ON THIS SURVEY/MAY REPRESENT PHYSICAL FIELD CONDITIONS BY EVIDENCE OF APPARENT POSSESSION (IRON PINS FOUND, OLD & ESTABLISHED FENCE LINES, OLD WALL LINES, ETC.) THEY MAY DIFFER AND BE IN CONFLICT WITH EVIDENCE FOUND AT THE APPLICABLE COUNTY COURTHOUSE. THEY MAY ALSO DIFFER FROM OTHER SURVEYOR OPINIONS AND/OR NEIGHBORING SURVEYS/PLATS. A FULL LAND TITLE REPORT OBTAIN ON ALL PROPERTIES, INCLUDING ADJACENT AND CONTIGUOUS PROPERTIES MAY BE NEEDED TO RESOLVE ALL POSSIBLE PROPERTY LINE DISPUTES OR DISCREPANCIES.

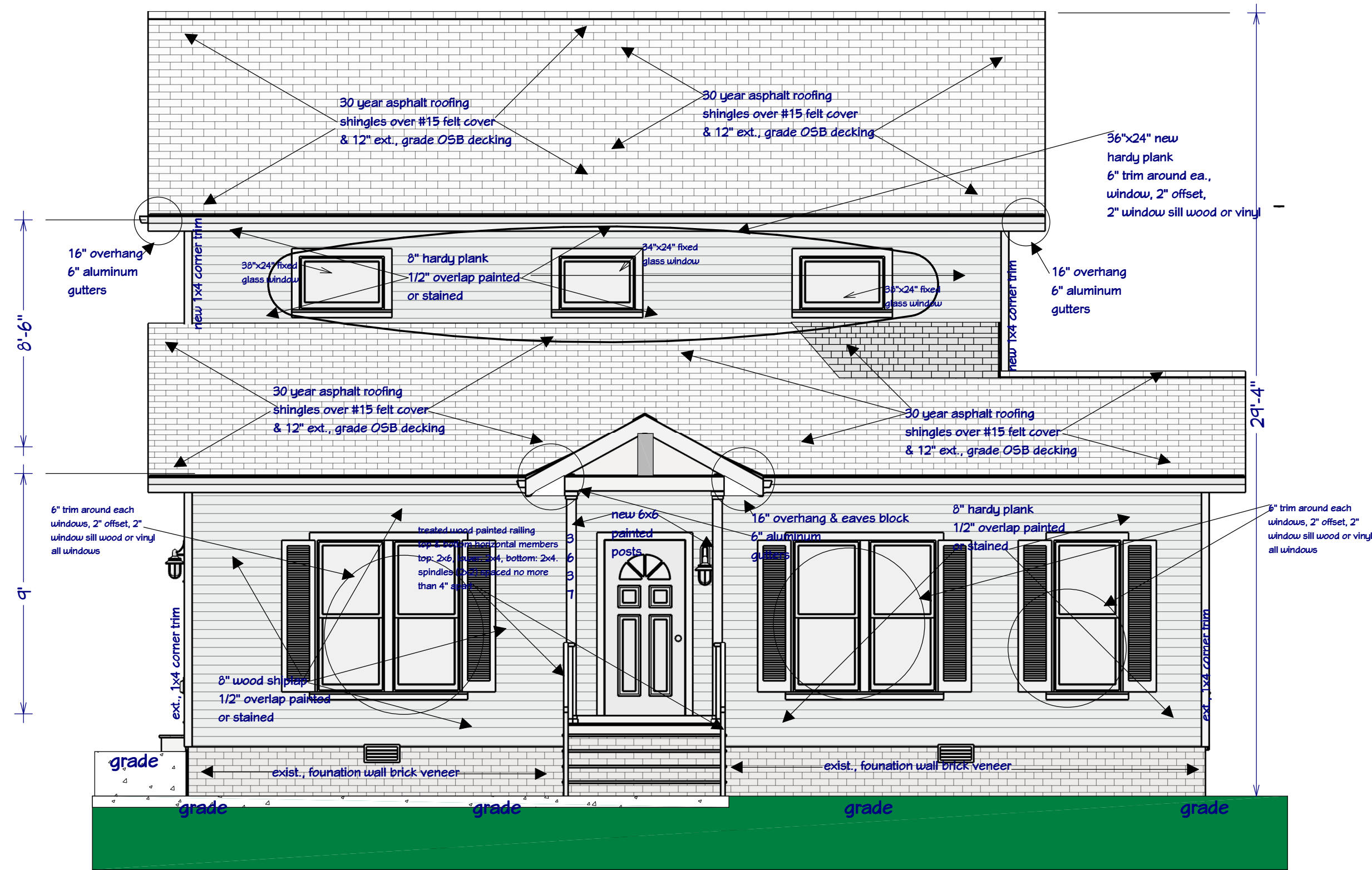
THIS SURVEY WAS MADE WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT. EXISTING AND ENCUMBRANCES MAY EXIST WHICH BENEFIT AND BURDEN THIS PROPERTY. THIS SURVEY IS SUBJECT TO REVISIONS AND UPDATE UPON RECEIPT OF SAID TITLE COMMITMENT.

GEORGIA811
Utilities Protection Center, Inc.
1-800-282-7411
Know what's below.
Call before you dig.

STRUCTURAL PRACTICES				
CODE	PRACTICE	DETAIL	DETAILED SYMBOL	DESCRIPTION
Co	CONSTRUCTION EXIT			A crushed stone and burlap of construction site exit to stabilize, prevent erosion, and provide a path for debris removal.
Sd1	PERIMETER CONTROL SILT FENCE			A barrier to prevent sediment from the construction site. It may be made of stone or burlap, sandbags, logs and poles.

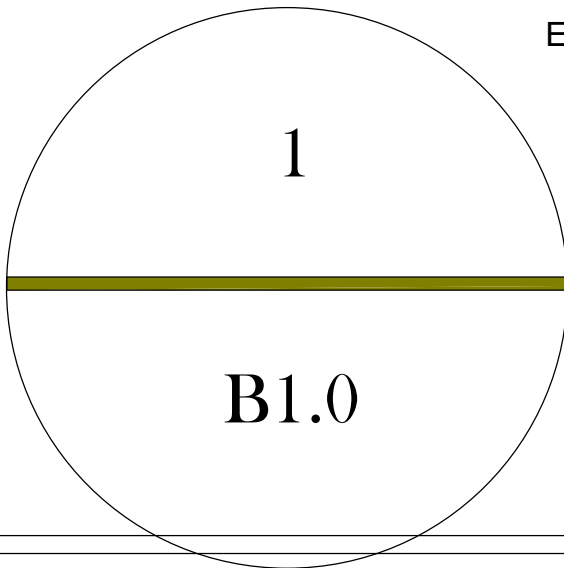
VEGETATIVE PRACTICES				
CODE	PRACTICE	DETAIL	DETAILED SYMBOL	DESCRIPTION
Ds1	STABILIZING TEMPORARY PROTECTION FOR DISTURBED AREAS WHERE EROSION MAY NOT BE A MAJOR CONCERN			Stabilizing a temporary protection for disturbed areas where erosion may not be a major concern. It may be made of stone or burlap, sandbags, logs and poles.
Ds2	STABILIZING A TEMPORARY VEGETATION COVER WITH FAST GROWING SPECIES TO PREVENT EROSION			Stabilizing a temporary vegetation cover with fast growing species to prevent erosion.
Ds3	STABILIZING A PERMANENT VEGETATION COVER WITH FAST GROWING SPECIES TO PREVENT EROSION			Stabilizing a permanent vegetation cover with fast growing species to prevent erosion.
Ds4	STABILIZING A PERMANENT VEGETATION COVER WITH FAST GROWING SPECIES TO PREVENT EROSION			Stabilizing a permanent vegetation cover with fast growing species to prevent erosion.





- NOTES:**
1. 6" trim around each window, 2" offset, 2" window sill wood or vinyl.
 2. Windows on the main floor: All windows will have 6" trim around each window, 2" offset, 2" window sill wood or vinyl. hardy plank trim all the way around and will be flush mounted w/o grids.
 3. Windows grouped together will have center mullen of 6" or more, which is 2" more than side trim and will be flush mounted w/o grids.
 4. All windows will have 4" hardy plank and will be flush mounted w/o grids
 5. 6" Trim around each window, 2" offset, 2" window sill wood or vinyl.

Elevation 1



PROPOSED FRONT ELEVATION

SCALE: 1/4" = 1'-0"

NO.	DESCRIPTION	BY	DATE

release for construction

CLIENT: SHYNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8590
danatdesigns1@gmail.com

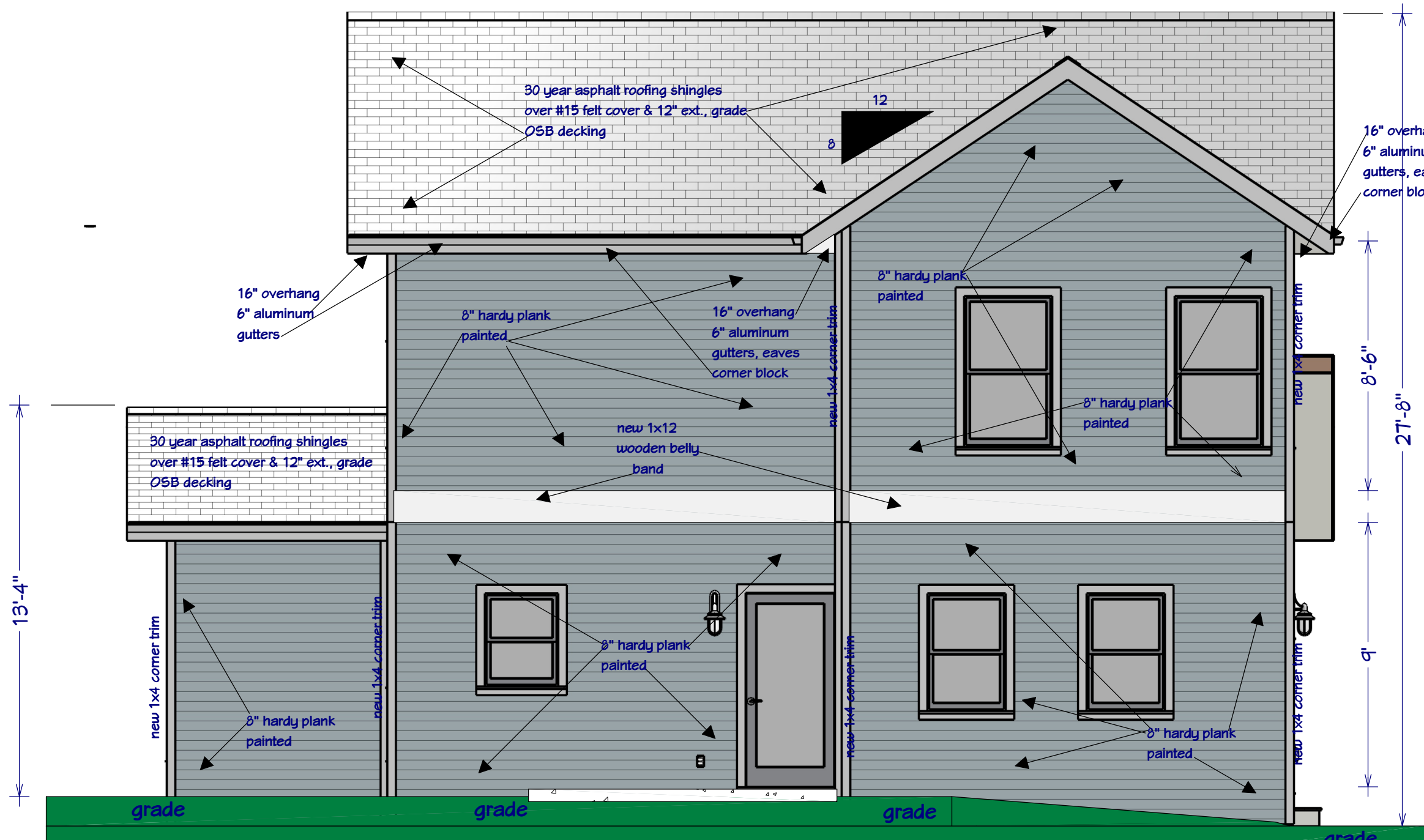
DATE:
MAY 30, 2024
revised

SCALE:

1/4" = 1'-0"

SHEET:

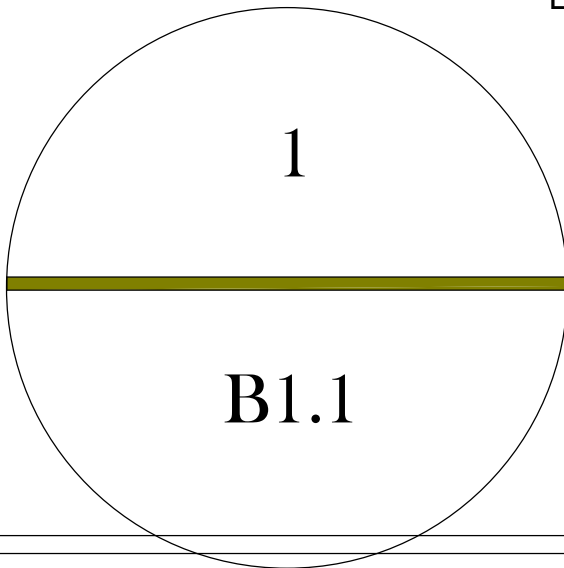
B1.0



NOTES:

- 1. 6" trim around each window, 2" offset, 2" window sill wood or vinyl.
- 2. Windows on the main floor: All windows will have 6" trim around each window, 2" offset, 2" window sill wood or vinyl. hardy plank trim all the way around and will be flush mounted w/o grids.
- 3. Windows grouped together will have center mullen of 6" or more, which is 2" more than side trim and will be flush mounted w/o grids.
- 4. All windows will have 4" hardy plank and will be flush mounted w/o grids
- 5. 6" Trim around each window, 2" offset, 2" window sill wood or vinyl.

Elevation 4



PROPOSED REAR ELEVATION

SCALE: 1/4" = 1'-0"

NO.	DESCRIPTION	BY	DATE

release for construction

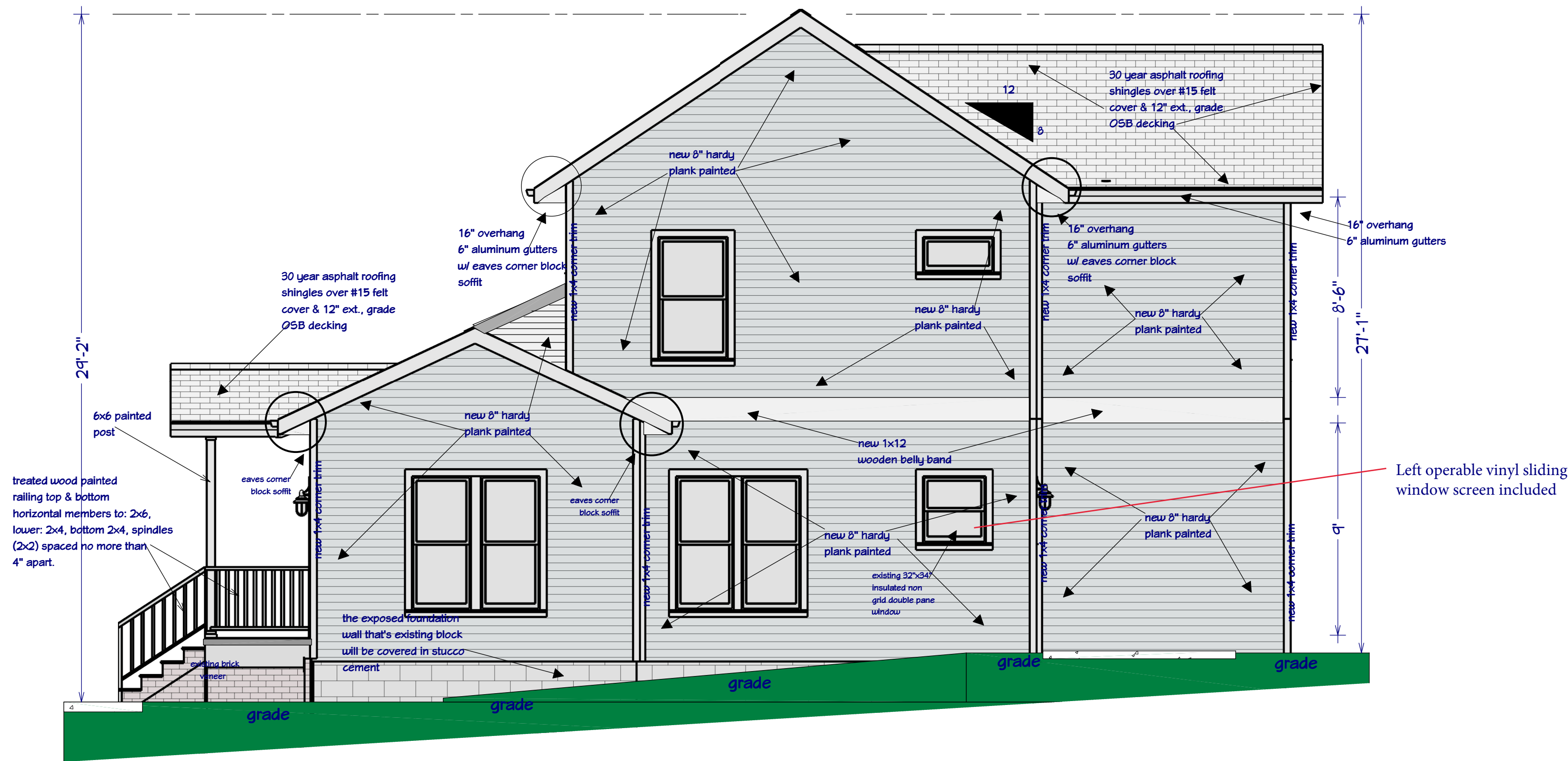
CLIENT: SHYNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8590
danatdesigns1@gmail.com

DATE:
MAY 30, 2024
revised

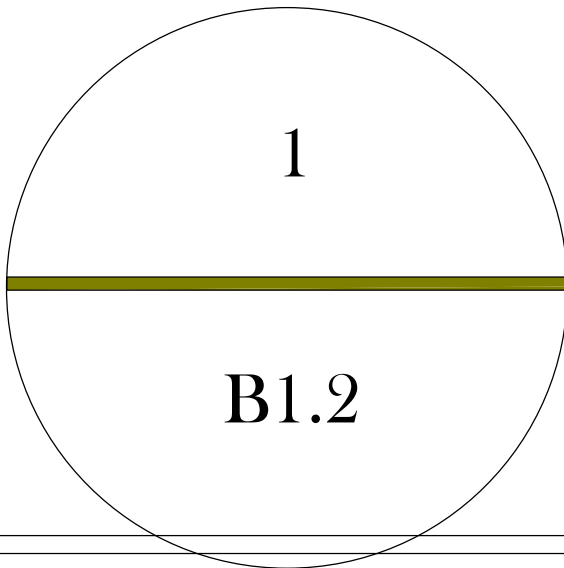
SCALE:
1/4" = 1'-0"

SHEET:
B1.1



- NOTES:
1. 6" trim
around each window, 2" offset, 2" window sill wood or vinyl.
 2. Windows on the main floor: All windows will have 6" trim
around each window, 2" offset, 2" window sill wood or vinyl.
hardy plank trim all the way around and will be
flush mounted w/o grids.
 3. Windows grouped together will have center mullen of
6" or more, which is 2" more than side trim and will be
flush mounted w/o grids.
 4. All windows will have 4" hardy plank and will be
flush mounted w/o grids
 5. 6" Trim around each window, 2" offset, 2" window sill wood or vinyl.

Elevation 3



PROPOSED RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

NO.	DESCRIPTION	BY	DATE

release for construction

CLIENT: SHYNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8590
danatdesigns1@gmail.com

DATE:
MAY 30, 2024
revised

SCALE:
1/4" = 1'-0"

SHEET:
B1.2

NO.	DESCRIPTION	BY	DATE

release for construction

CLIENT: SHYNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8590
danatdesigns1@gmail.com

DATE:
MAY 30, 2024
revised

SCALE:

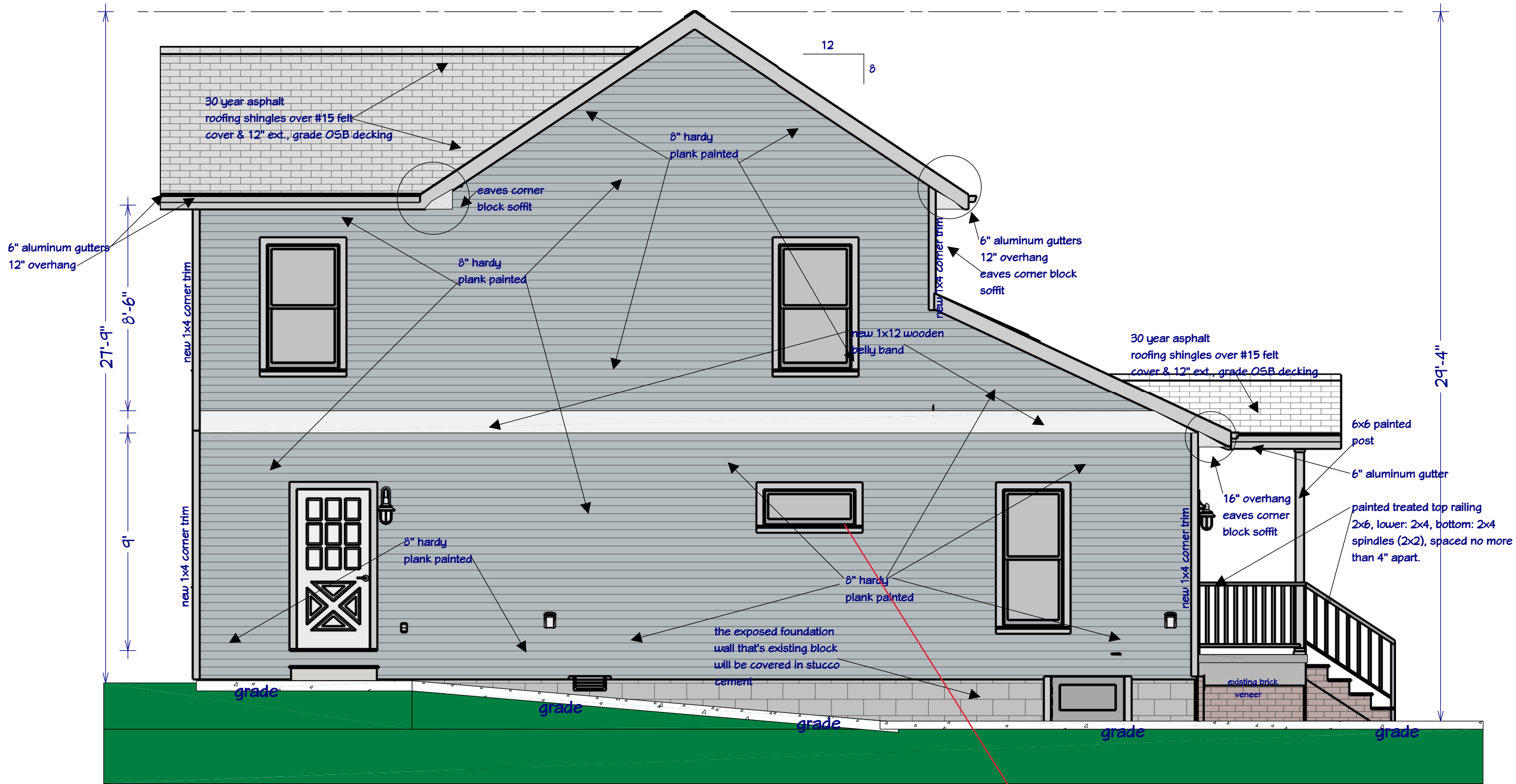
1 / 4" = 1'-0"

SHEET:

B1.3

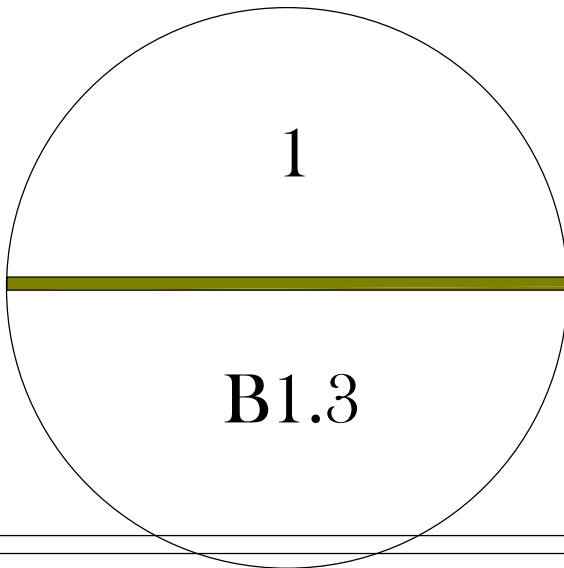
NOTES:

- 6" trim
around each window, 2" offset, 2" window sill wood or vinyl.
- Windows on the main floor: All windows will have 6" trim around each window, 2" offset, 2" window sill wood or vinyl.
hardy plank trim all the way around and will be flush mounted w/o grids.
- Windows grouped together will have center mullen of 6" or more, which is 2" more than side trim and will be flush mounted w/o grids.
- All windows will have 4" hardy plank and will be flush mounted w/o grids
- 6" Trim around each window, 2" offset, 2" window sill wood or vinyl.



Elevation 2

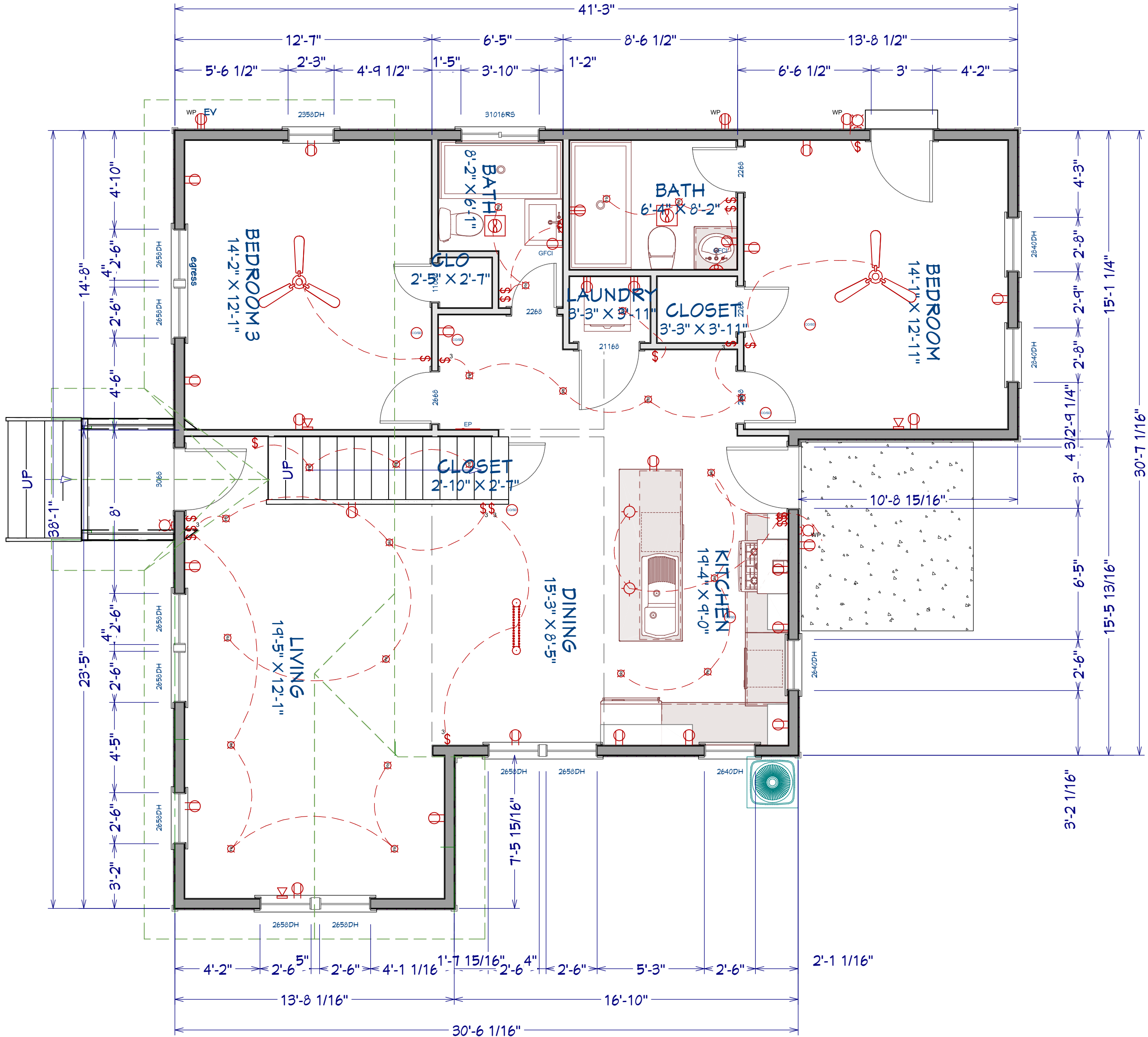
Left operable vinyl sliding
window screen included



PROPOSED LEFT SIDE ELEVATION
SCALE: 1 / 4" = 1'-0"

1st Floor

LIVING AREA
1225 SQ. FT.



1
B1.4

PROPOSED FLOOR PLAN-1ST FLOOR
SCALE: 1/4" = 1'-0"

NO.	DESCRIPTION	BY	DATE

release for construction

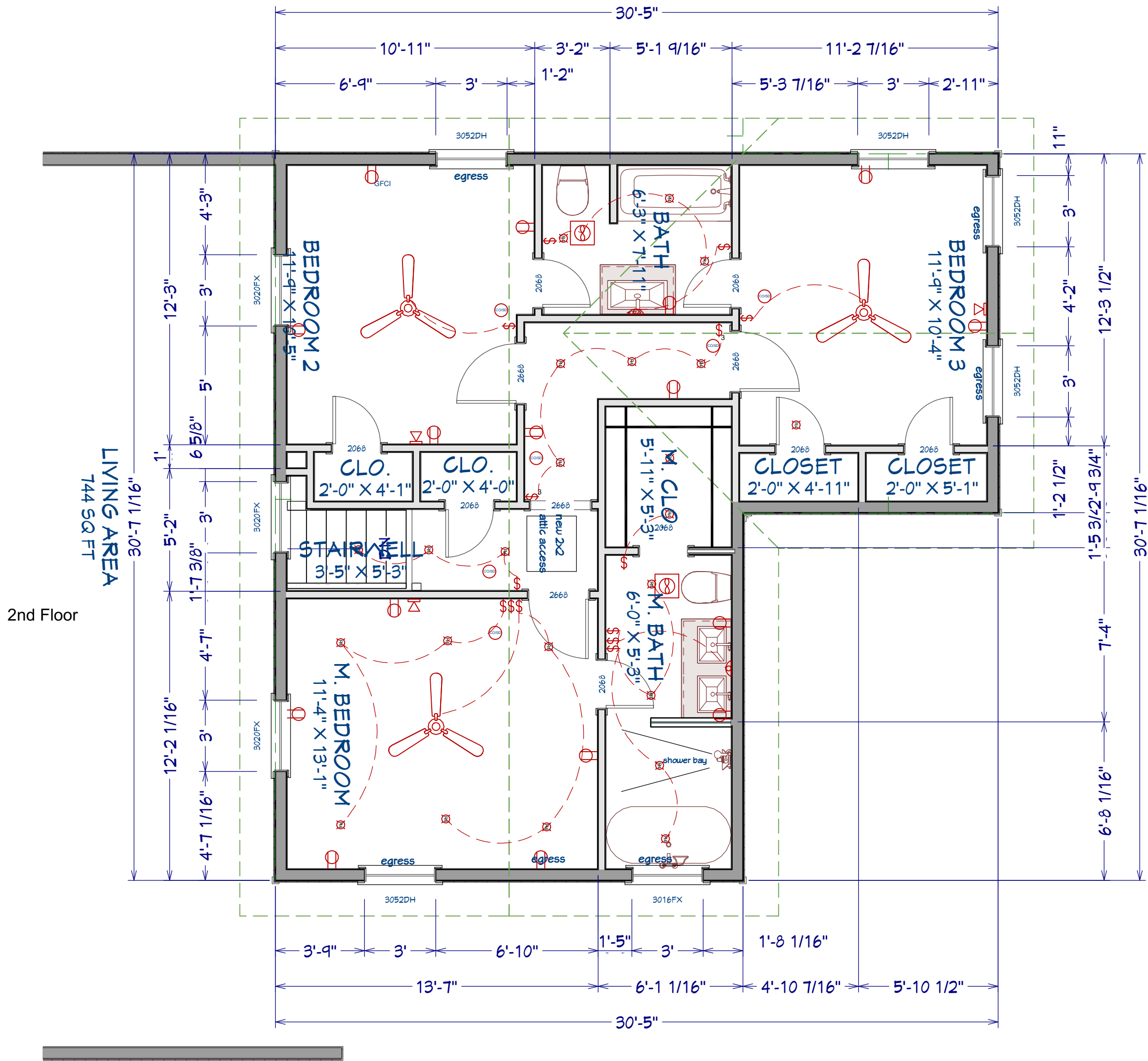
CLIENT: SHYNNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8390
danatdesigns1@gmail.com

DATE:
JAN., 20, 2024
revised

SCALE:
1/4" = 1'-0"

SHEET:
B1.4



- NOTES:
1. 6" trim around each window, 2" offset, 2" window sill wood or vinyl.
 2. Windows on the main floor: All windows will have 6" trim around each window, 2" offset, 2" window sill wood or vinyl. hardy plank trim all the way around and will be flush mounted w/o grids.
 3. All windows will have 4" hardy plank and will be flush mounted w/o grids
 4. 6" Trim around each window, 2" offset, 2" window sill wood or vinyl.

1
B1.5

PROPOSED FLOOR PLAN-2ND FLOOR

SCALE: 1/4" = 1'-0"

NO.	DESCRIPTION	BY	DATE

release for construction

CLIENT: SHYNNA MITCHELL
PROJECT: 3637 ELM STREET
HAPEVILLE, GA 30354
PROJECT NUMBER: 080823

DESIGNER: DANA T DESIGNS
678-596-8590
danatdesigns1@gmail.com

DATE:
MAY 30, 2024
revised

SCALE:

1/4" = 1'-0"

SHEET:

B1.5



























PLANNER'S REPORT

TO: Tonya Hutson
 FROM: Lynn Patterson
 RE: Design Review for 673 North Central, Pergola Addition
 DATE: 6/14/24

Key:
 Compliant ✓
 Not Compliant ✗
 Incomplete:
 Not Applicable:

BACKGROUND

The City of Hapeville received a Design Review Application from Shannon Short for the construction of a 275 SF pergola to be installed on the front of the building at 673 North Central Ave, Hapeville, GA 30354. The pergola is to be constructed of smooth cedar 6x6 posts and beams, 2x4 cedar rafters, black metal hardware, bronze polycarbonate roof panels, ceiling fans and string lights. The property is located in the U-V, Urban Village Zoning District, and is subject to the Arts District Overlay and the Hapeville Architectural Design Standards.

Please note the zoning listed on the application and drawings is incorrect (application indicates C-2). The project description also lists a screened back porch with roof top terrace, etc. on a single family house and should be corrected.

There is also a non-compliant storage unit in the rear which must be removed prior to any construction. Code Enforcement has been in contact with the business owner already.

CODE

(a) Site development standards.

- ✓ Except where indicated, setbacks shall be established by zoning.
- ✗ On corner lots the principal building shall be located adjacent to the street intersection, subject to setback or build-to line requirements of zoning.
- ✗ On new buildings in subarea A, where the adjoining buildings were built before 1950, the main facade of the new structure shall align with the average existing building facade line of the two adjoining structures closest to the proposed setback. This will maintain the historic uniform setbacks of subarea A and place buildings close to the public right-of-way, thereby, encouraging pedestrian access.
- Except where a greater height is required by zoning, buildings shall provide a minimum height of 24 feet along the build-to line or front setback, including roof parapet walls. One-story buildings meeting this requirement are permitted.
- Except where a greater height is required by zoning, the first story finished floor to ceiling slab height shall be a minimum of 12 feet.
- ✗ Maximum building heights shall be established by zoning, except that buildings within 150 feet of a neighborhood conservation area and without an intervening street shall be limited to a maximum height of 35 feet, and shall meet the transitional height plane requirements.
- ✗ Space able to be occupied requirements shall be as follows:
 - One-family attached and detached dwellings and two-family dwellings shall provide first-story occupiable space for a minimum of the first ten feet of depth along the enfronting facade.
 - Reserved.
 - All other buildings, including parking decks, shall provide first-story occupiable space for a minimum of the first 20 feet of depth along the enfronting facade.
- ✗ Individual front facades of one-family detached dwellings within 15 feet of the front lot line or build-to line shall have no more than two corners, excluding bay windows, porches or stoops.
- ✗ Portions of enfronting facades containing first-story retail or restaurant uses shall be composed as a simple plane with jogs of less than ten feet.
- Buildings along Atlanta Avenue, North Central Avenue, South Central Avenue, Virginia Avenue, Dogwood Drive (except in subarea C), or Sylvan Road shall enfront for a minimum of 80 percent of the width of the front setback or build-to line. In no case shall a break in buildings along said streets exceed 30 feet in width. Enfronting facades along said streets shall also meet the requirement of subsection (g)11. for all uses.
- ✓ Sidewalks shall be located along all public and private streets. Sidewalks shall be of the widths indicated on the "Commercial/Mixed-use Area Sidewalk Table" and shall consist of two areas: a landscape area and a clear area.
 - The landscape area shall be adjacent to the curb and is intended for the placement of trees, street furniture (including utility poles, waste receptacles, fire hydrants, traffic signs and newspaper vending boxes), bus shelters, bicycle racks, public kiosks and similar elements in a manner that does not obstruct pedestrian access or motorist visibility.

The landscape area may be primarily paved adjacent to on-street parking and shall be landscaped in all other areas. Street trees shall be planted a maximum of 40 feet on center, spaced equal distance between streetlights, and in line with stripes of parallel parking spaces. All newly planted trees shall be a minimum caliper of two and one-half inches measured 12 inches above ground, shall be limbed up to a minimum height of seven feet and shall have a minimum mature height of 40 feet. Variations to this may be reviewed as approved by the city planning commission.

The clear area shall be the portion of the sidewalk reserved for pedestrian passage and unobstructed by permanent objects to a height of eight feet, including, but not limited to, steps and stoops, traffic-control boxes, and utility structures. The sidewalk clear area shall have a consistent cross-slope not exceeding two percent. No awning or canopy shall extend more than five feet over the clear area.

Where property abuts a neighborhood conservation area without an intervening street, the sidewalk area within 20 feet of such shall taper when necessary to provide a smooth transition to the existing residential sidewalk. In the event that the abutting residential area has no existing sidewalk the sidewalk shall taper to a width of six feet, measured from the street curb, or as approved by the planning commission.

NOTES:

The proposed project does not involve any modifications to the building itself and therefore, any design requirements for the building may be granted a Design Exception.

(c) Supplemental area and fence standards.

- ⊗ Supplemental areas in the commercial/mixed-use area shall be limited to the treatments identified in Figure 3 and as otherwise identified in this section.
- ✓ All first story enfronting commercial uses and all enfronting buildings on Atlanta Avenue, North Central Avenue, South Central Avenue, Virginia Avenue, Dogwood Drive (except in subarea C), or Sylvan Road shall provide the "storefront and awning treatment" identified in Figure 3, and subject to the following additional requirements:
 - ⊗ The supplemental area shall be hardscaped.
 - ✓ Temporary or movable fences surrounding outdoor dining are permitted in the supplemental area.
 - ✓ Fences, walls or hedges having the same setback as the adjacent building, with provisions for pedestrian access, are encouraged where a parking lot or other un-built area fronts a required sidewalk.
 - ⊗ All enfronting buildings not along Atlanta Avenue, North Central Avenue, South Central Avenue, Virginia Avenue, Dogwood Drive (except in subarea C), or Sylvan Road shall provide any of the treatments identified in Figure 3.
 - ⊗ "Common yard, porch and fence, terrace or light court," or "forecourt" treatments identified in Figure 3, the supplemental area shall be landscaped and shall include a minimum of one tree every 50 feet of frontage. See list of allowed trees on in section 93-2-14.
 - ✓ For "porch and fence, terrace or light court, stoop-front," or "forecourt" treatments identified in Figure 3:
 - ⊗ Fences in the supplemental area are permitted and shall be picket-wood, stone, composite materials or ornamental metal, with the finished side facing the street.
 - ⊗ Retaining walls in the supplemental area are permitted and shall not exceed 32 inches in height unless required by topography.
- ⊗ All street-facing walls shall be faced with stone, full-depth brick, or smooth stucco.
- ⊗ Chain link fencing is not permitted in areas visible from a public right-of-way.
- ⊗ Where a development adjoins the neighborhood conservation area, the development shall provide a physical barrier between the two to minimize disruptive light, noise, odor, dust, unsightly appearances and intrusive activity relative to the residential area. A smooth transition to the adjacent neighborhood conservation area shall be ensured by providing:
 - ⊗ A minimum 20-foot landscaped buffer located within the development site along the boundary with the neighborhood conservation area. Said buffer shall be planted with a minimum of one tree per 40 linear feet. Shrubs, flowers or grasses shall also be provided and maintained to a minimum height of four feet to visually screen new development and provide an attractive boundary that encourages continued investment in adjacent residential zones.
 - ⊗ A permanent opaque wall between six and eight feet in height and faced in wood, stacked stone, full-depth brick or hard-coat true stucco. Said wall may be located anywhere within the required landscaped buffer.
 - ⊗ Where a public or private alley separates the development from a neighborhood conservation area the landscape buffer and permanent opaque wall shall be provided adjacent to the alley.

NOTES:

RECOMMENDATIONS

The proposed design for the pergola to be installed at 673 Dogwood Drive is within the allowable building area. As pergolas are not listed in the City's Architectural Design Standards, the Design Review Committee may use its discretion for approval of the modification.

CITY OF HAPEVILLE

DESIGN REVIEW APPLICATION

SUBMITTAL DATE:

5/15/24

NOTE:

All applications must be typed or neatly printed. Applications or an authorized representative is required to personally appear at the Design Review Meeting to answer questions.

The Design Review Committee meets the third Wednesday of each month. Every attempt will be made to place your application for review on the next month's agenda following the submittal of a completed application with supporting documents; however, that may not always be possible. The City reserves the right to schedule applications as deemed necessary.

Applicant:

Shannon Shert

Contact Number:

Applicants Address:

718 Campbell Circle Hapeville, Ga 30354

E-Mail Address:

ification:

C-2

Address of Proposed Work:

673 N. Central Ave

Parcel ID# (INFORMATION MUST BE PROVIDED):

14 0098 00170302

Property Owner:

~~Shannon~~ Laura Murphy

Contact Number:

Project Description (including occupancy type):

Case Belli
Build cedar pergola
style covered patio area on front for more year round
seating and outdoor space.
Commercial - C2 zoning

Contractors Name:

Sholt Construction

Contact Number:

Contact Person:

Shannon Sholt

Contact Number:

I hereby make application to the City of Hapeville, to the Design Review Committee for the above referenced property. I do hereby swear or affirm that the information provided here and above is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand that the City of Hapeville, Georgia, reserves that right to enforce any and all ordinances regardless of any action or approval on this application. I further understand that it is my/our responsibility to conform with all of City of Hapeville's Ordinances in full. I hereby acknowledge that all requirements of the City of Hapeville shall be adhered to. I can read and write the English language and/or this document has been read and explained to me and I have full and voluntarily completed this application. I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for violation thereof.


Applicants Signature

May 15, 2024
Date

Project Class (check one):

☐ Residential

☒ Commercial

☐ Mixed-Use Development

Project Type:

☐ New Commercial Construction

☒ Addition to Existing Commercial Building

☐ Addition to Existing Residential Structure

☐ Accessory Structure

☐ Site Plan, Grading & Landscaping

☐ New Single-Family Residential Construction

☐ Other

Total Square Footage of proposed New Construction: 275

Total Square Footage of existing building: 800

Estimated Cost of Construction: \$ 14,200

List/Describe Building Materials on the exterior of the **existing** structure: _____

White stucco, black wood window & door casing, concrete
patio.

List/Describe Building Materials **proposed** for the exterior facade of the new structure: _____

Smooth cedar 6x6 posts & beams, 2x4 cedar rafters, black
metal hardware, bronze polycarbonate roof panels, ceiling
fans & string lights.

Will any trees be removed to accommodate the project? not no

NOTICE

Please be advised that the Community Service Department is here to assist all applicants regarding application procedures, meeting schedules and necessary deadlines. The Community Service Department does **NOT** make any final decisions for the Design Review Committee, Sign Committee, Planning Commission, Board of Appeals or rezoning request to Mayor and Council.

A complete application and dimensioned architectural drawings must be submitted before the Community Service Department will accept an application and forward the same to the appropriate entity.

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Please be advised that the Community Service Department shall not be responsible for your purchasing materials, equipment, items, signs, etc... before you receive final approval by any entity whose approval is required.

I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for a violation thereof.

(Please Print & Initial)

I  swear or affirm that before receipt of an application, I have received this notice and I read and write the English language or I have had someone read and explain this document to me.



imagine
Hapeville
georgia

DEPARTMENT OF PLANNING AND ZONING

DESIGN REVIEW APPLICATION INSTRUCTIONS AND ACKNOWLEDGEMENT

I, the undersigned, agree that with my signature and submission to the City of Hapeville, I have done the following:

- ☒ Read the City of Hapeville's Architectural Design Guidelines and relevant Code sections for my proposed project. The Architectural Design Guidelines may be found here:
https://library.municode.com/ga/hapeville/codes/code_of_ordinances?nodeId=PTIICOOR_CH81ARDEST
- ☒ Ensured that my proposed project meets all of the required criteria per the City of Hapeville Code of Ordinances.
- ☒ Submitted my application materials in full by the published deadline for review by Staff prior to the Design Review Committee meeting.
- ☒ Identified and explained all deficiencies or components of the proposed project that do not meet with the requirements set forth in the Code. This explanation should be submitted as a separate document in the application.
- ☒ Understood that any deficiencies in the application must be resolved at least 10 days prior to the Design Review Committee meeting or the application may not be presented to the DRC for review.
- ☒ Submitted dimensioned architectural drawings and details for all projects unless allowed in writing by the Community Services or Planning & Zoning Department.
- ☒ Agreed to submit any required revisions by the Design Review Committee with updated drawings to the Community Services Department for review prior to requesting any permits.

Shannon Short

SS

5/15/24

Printed Name

Signature

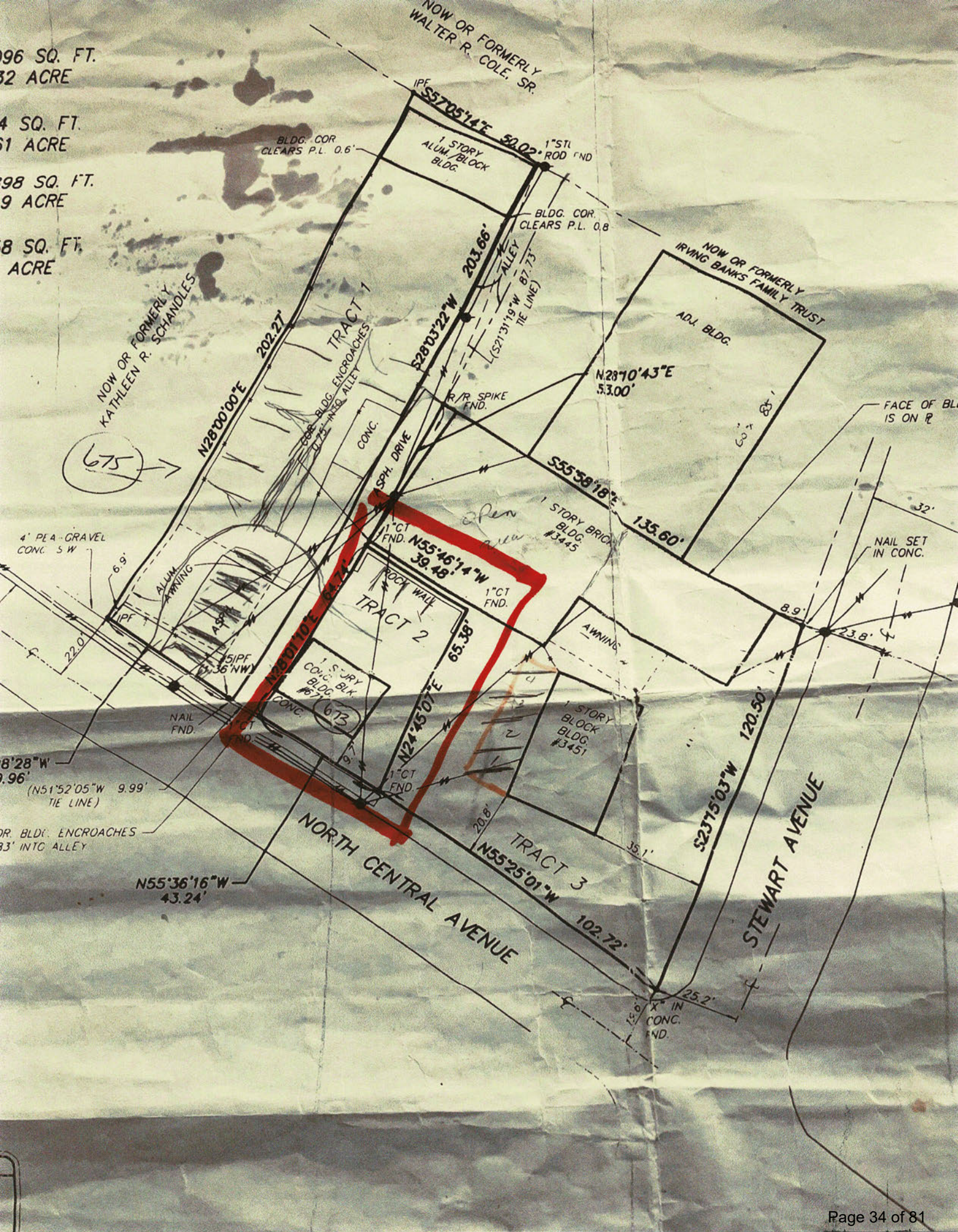
Date

Should you have any questions, please do not hesitate to contact the Community Services Department at 404-669-2120.

Thank you for interest and investment in the City of Hapeville.

8 SQ. FT.
ACRE

NOW OR FORMERLY
WALTER R. COLE, SR.











NEW PATIO COVERING

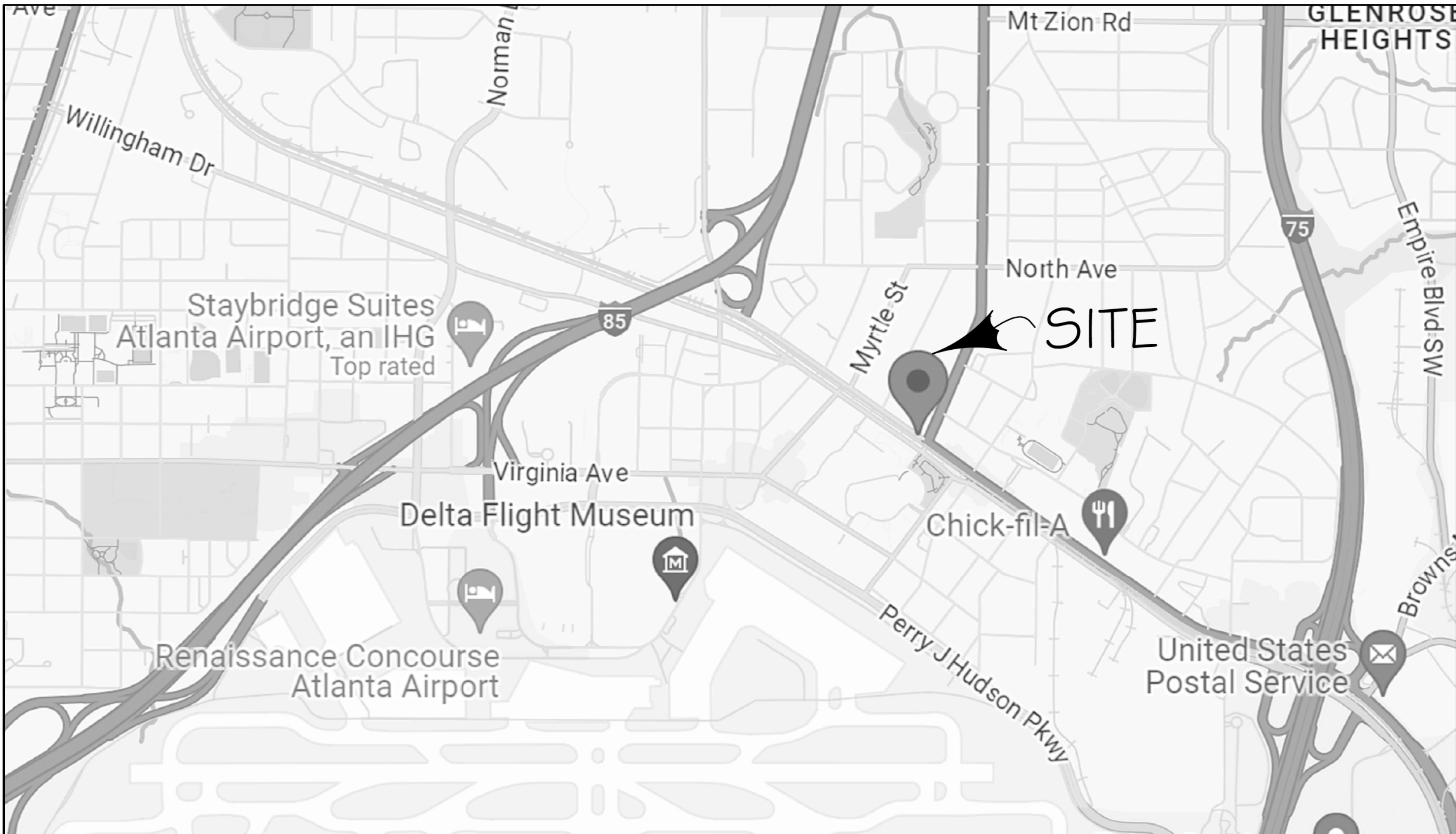
CAFE BELLI

G M I D

greg morgan interior design

GREG MORGAN, DESIGNER

3302 MYRTLE STREET
HAPEVILLE, GA. 30354



1 LOCATION PLAN
SCALE: NO SCALE

PROJECT DESCRIPTION:

Addition of Screened Back Porch w/ Roof Top Terrace onto the back of existing single family house. Additionally New Single Car Garage and ADU with Boulevard Style Driveway, front path and parking pad at back of house. Grading Required.

DRAWING INDEX:

- T. 1 Title Sheet
- A 1.1 Plan and Elevations
- A 1.2 Roof Plan, Ceiling Plan and Section

PROJECT GENERAL NOTES:

1. Construction drawings are to show conformity to building codes and for architectural design information only. General Contractor is responsible for all final material selections and for coordination and oversight of construction process.
2. Construction shall meet the requirements of all applicable building codes including any product, drawings, or specifications not provided within the scope of this drawing set.
3. Construction and installation shall follow all manufacturer guidelines and recommendations, including those needed for warranties.
4. All existing conditions and dimensions shall be field verified prior to commencement of construction. Discrepancies shall be brought to the Architect's attention so that design modifications can be made if necessary.
5. Dimensions noted on drawings shall take precedence over scaled dimensions.
6. General Contractor is responsible for verifying engineering issues meet all applicable codes, including structural, electrical, HVAC, and plumbing work. Discrepancies shall be brought to the Architect's attention so that design modifications can be made if necessary.

PROJECT CONTACTS:

OWNER:
Maruf (Mano) Ali
Belli Cafe LLC
673 N/ Central Ave
Hapeville, GA 30354

GENERAL CONTRACTOR:
Shannon Short
SCI
678-776-3276
shortconstructioninc@gmail.com

CODE INFORMATION:

Project Address: Belli Cafe LLC
673 N/ Central Ave
Hapeville, GA 30354

Zoning: C-2

Existing Building Height: 14' - 3" (No Change)

Existing Building SF: 800 s.f. (No Change)

15 MAY 2024 FOR DRC REVIEW

BELLI
CAFE

673 N. CENTRAL AVE.
HAPEVILLE, GA.

APPLICABLE CODES

INTERNATIONAL BUILDING CODE (IBC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL RESIDENTIAL CODE FOR ONE- & TWO-FAMILY DWELLINGS (IRC) - 2018 EDITION WITH GEORGIA STATE AMENDMENTS.

INTERNATIONAL FIRE CODE (IFC) - 2018

INTERNATIONAL PLUMBING CODE (IPC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL MECHANICAL CODE (IMC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

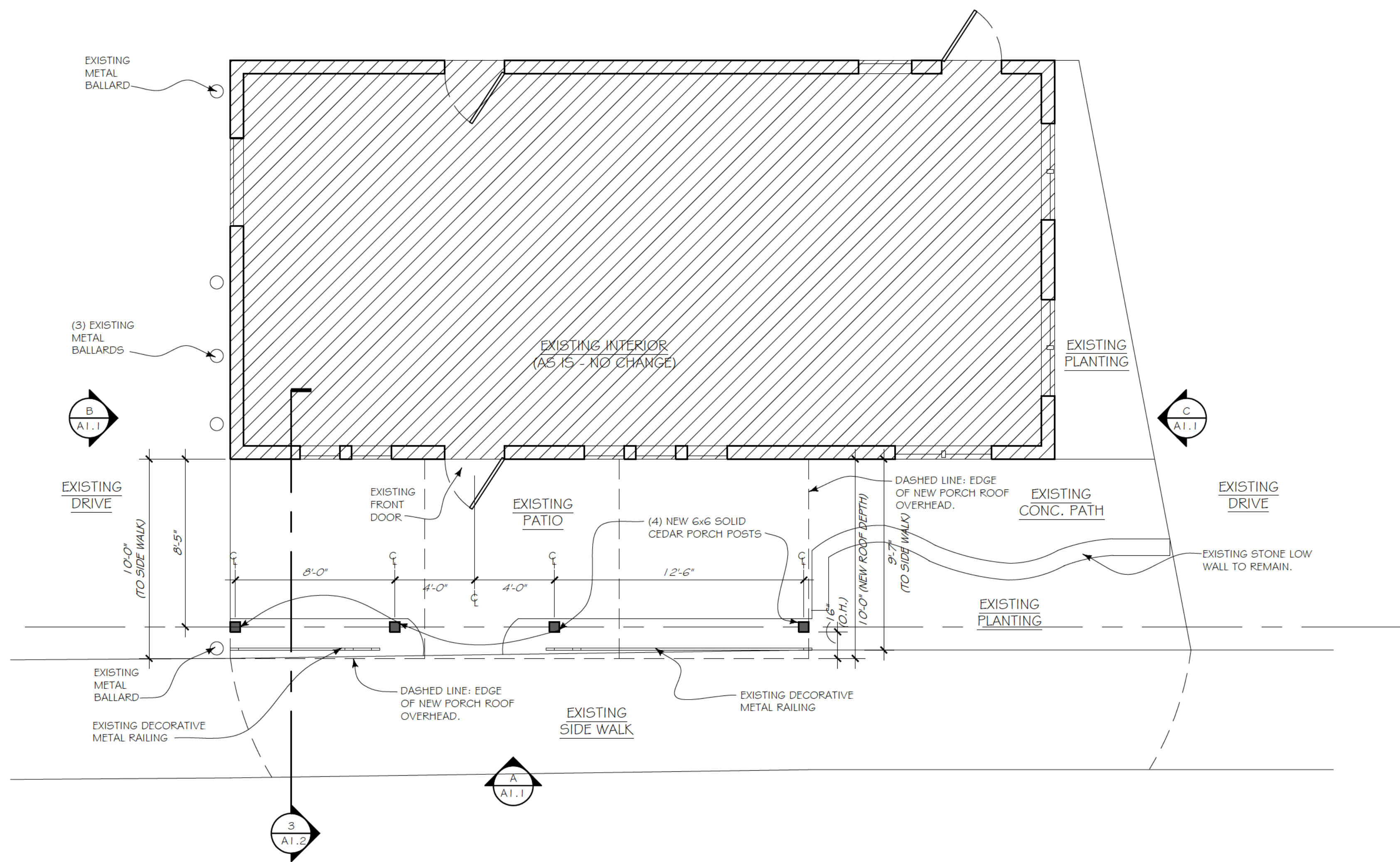
INTERNATIONAL FUEL GAS CODE (IFGC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL ENERGY CONSERVATION CODE (IECC) - 2015 EDITION W/ GEORGIA STATE SUPPLEMENTS & AMENDMENTS

NATIONAL ELECTRICAL CODE - 2017 EDITION WITH NO GEORGIA STATE AMENDMENTS

TITLE SHEET
CODE

T-1



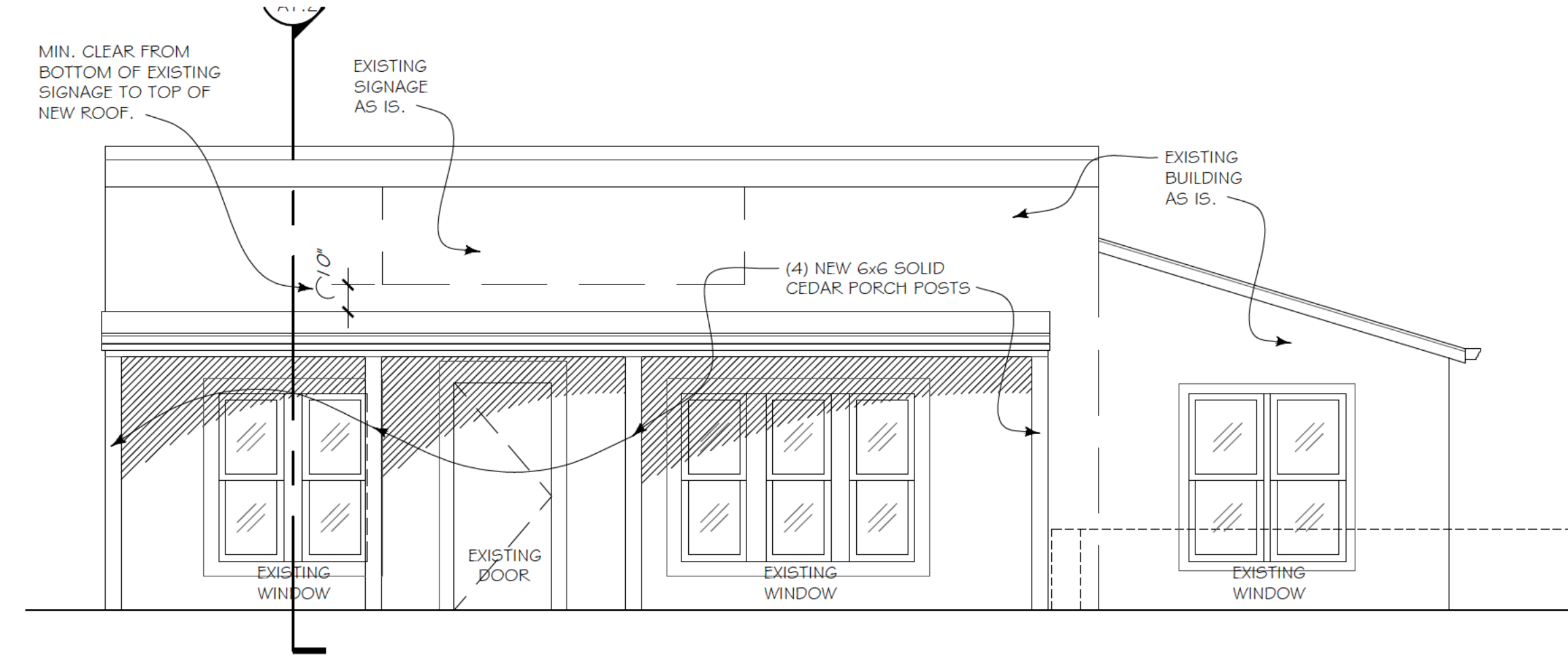
1 PLAN
SCALE: 1/4" = 1' - 0"

**CONSTRUCTION
GENERAL NOTES**

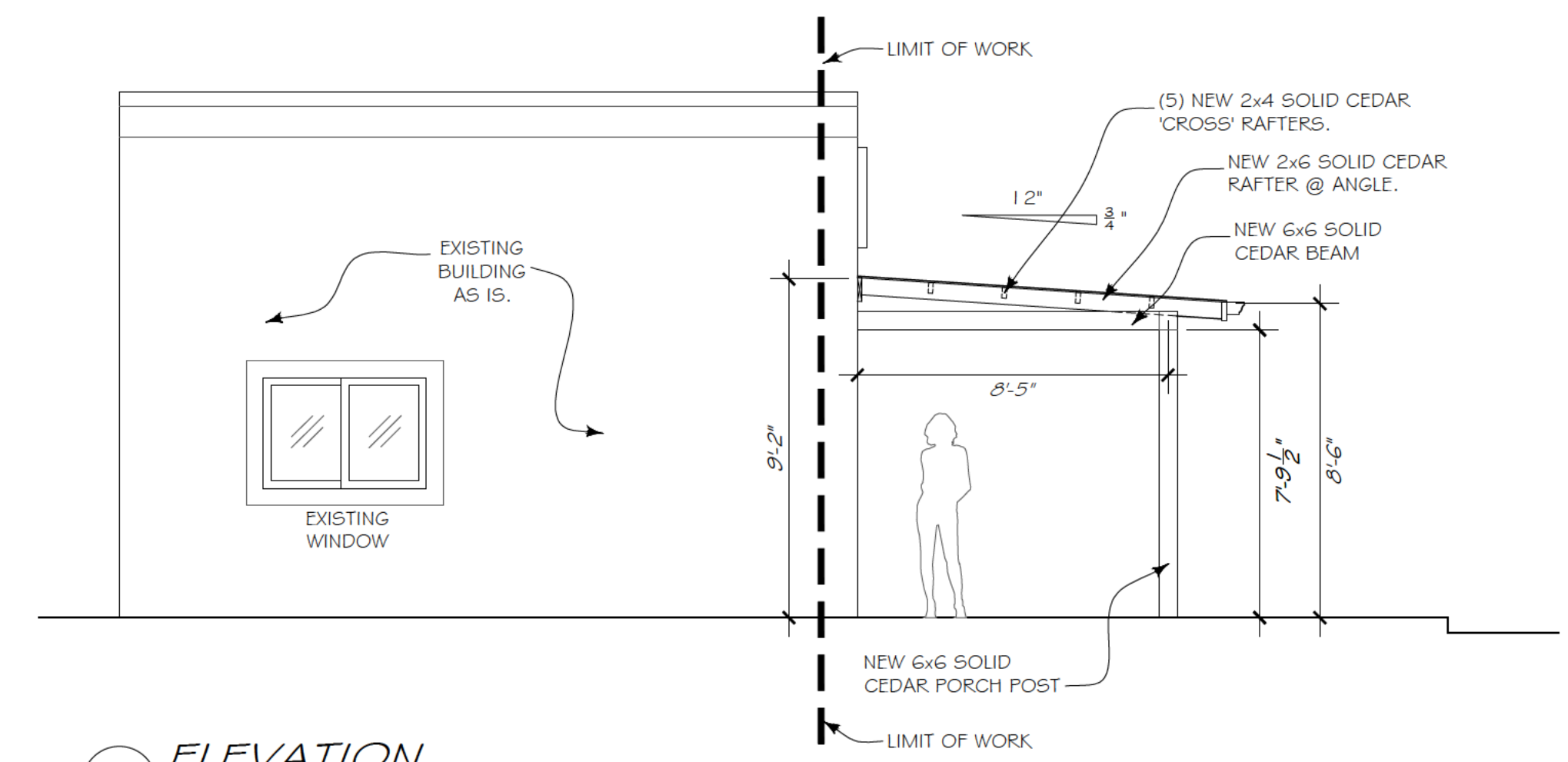
1. DIMENSIONS ARE TO FACE OF WOOD FINISH - U.N.O.
2. EXISTING CONSTRUCTION TO REMAIN UNLESS NOTED OTHERWISE.
3. BRACE STRUCTURE AS REQUIRED DURING DEMOLITION PROCESS.
4. PATCH & REPAIR ADJACENT CONSTRUCTION & FINISHES TO REMAIN.
5. GENERAL CONTRACTOR TO CONFER WITH STRUCTURAL ENGINEER.

WALL LEGEND

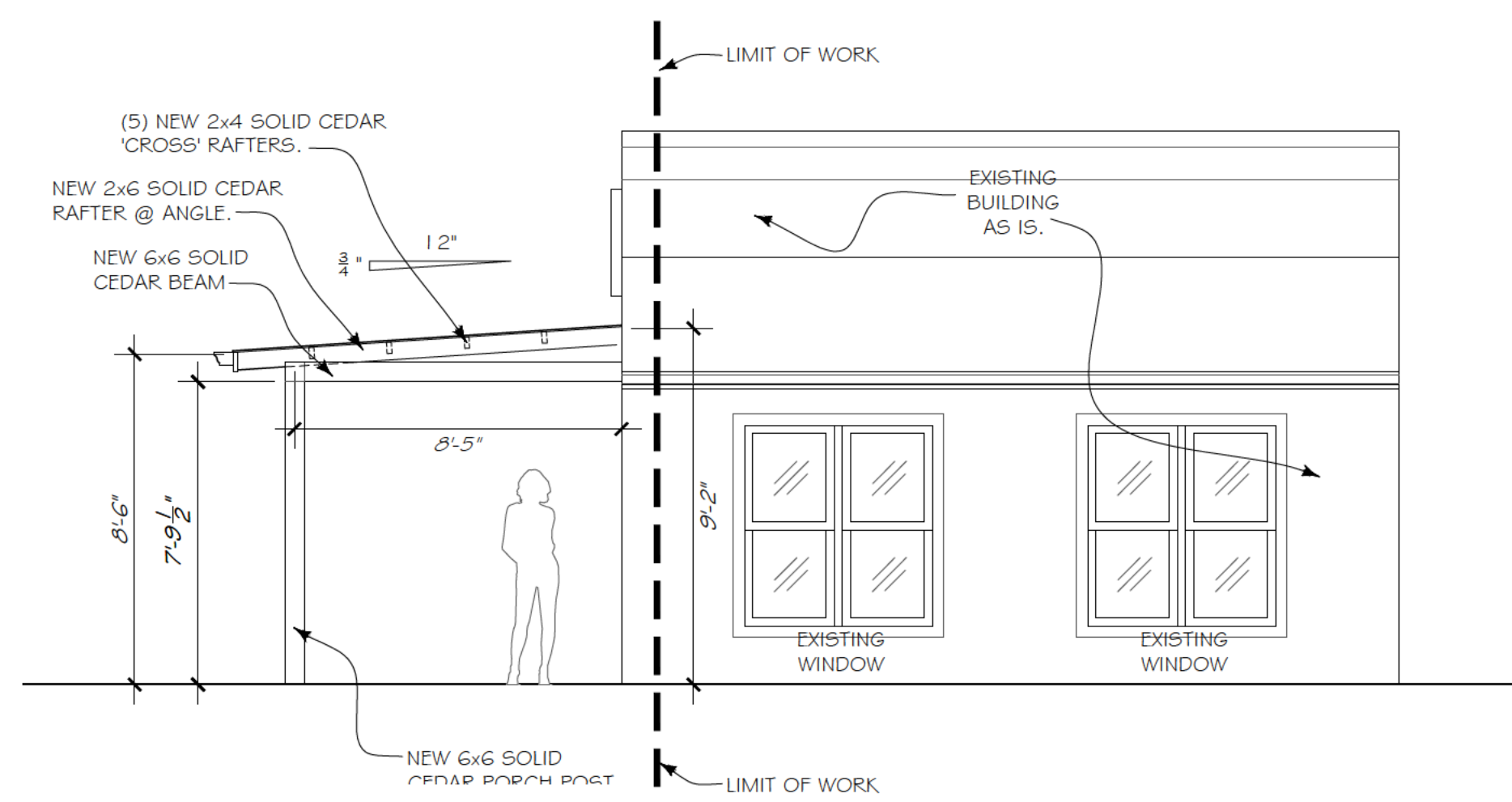
	EXISTING WALL
	NEW CONSTRUCTION



A ELEVATION
SCALE: 1/4" = 1' - 0"



B ELEVATION
SCALE: 1/4" = 1' - 0"



C ELEVATION
SCALE: 1/4" = 1' - 0"

G M I D

greg morgan interior design

GREG MORGAN, DESIGNER

3302 MYRTLE STREET
HAPEVILLE, GA. 30354

15 MAY 2024 FOR DRC REVIEW

BELLI
CAFE

673 N. CENTRAL AVE.
HAPEVILLE, GA.

PROPOSED
PLAN &
ELEVATIONS

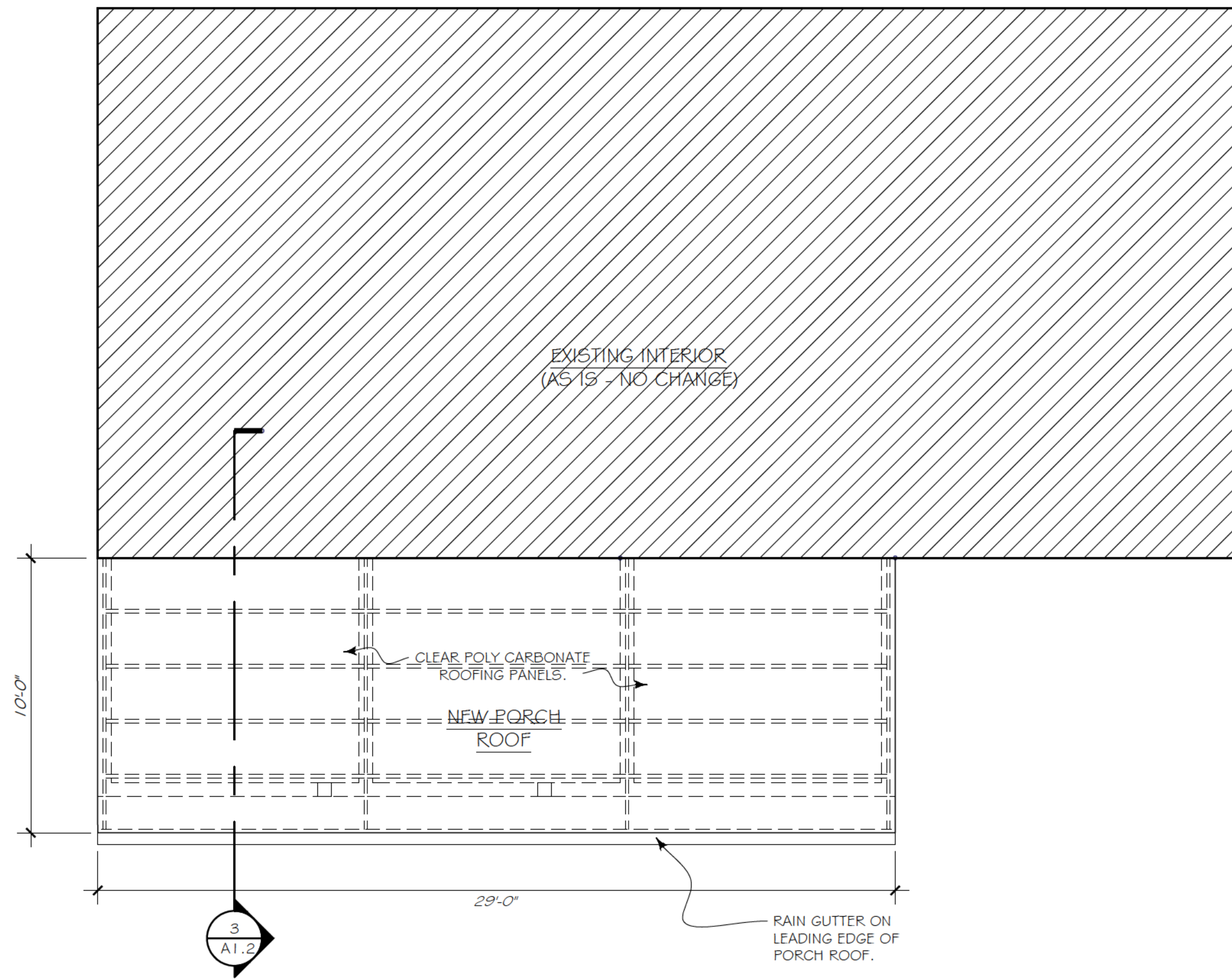
A 1.1

BELLI
CAFE

673 N. CENTRAL AVE.
HAPEVILLE, GA.

ROOF PLAN
FRAME PLAN
SECTION

A 1.2



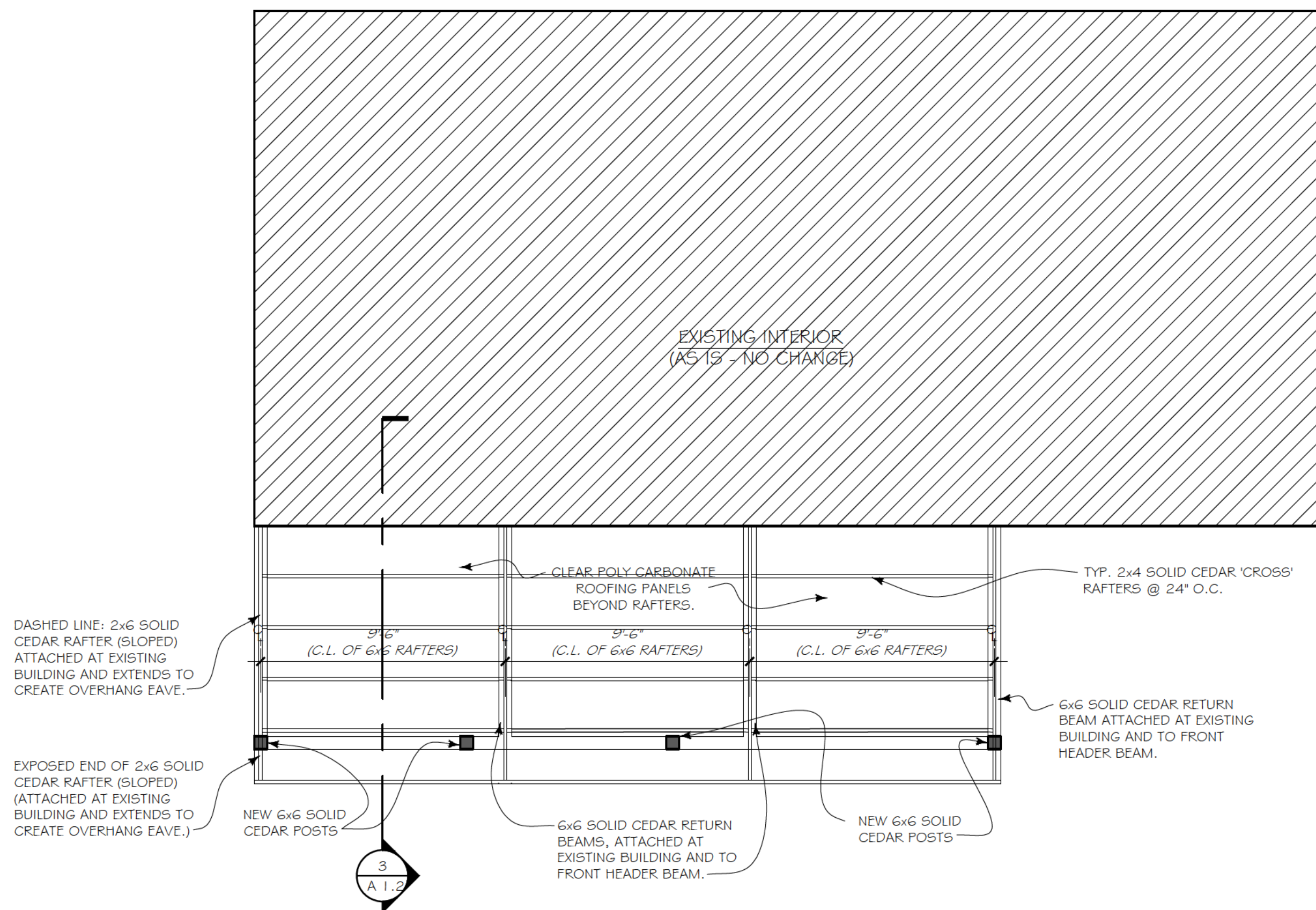
1 ROOF PLAN
SCALE: 1/4" = 1'-0"

CONSTRUCTION
GENERAL NOTES

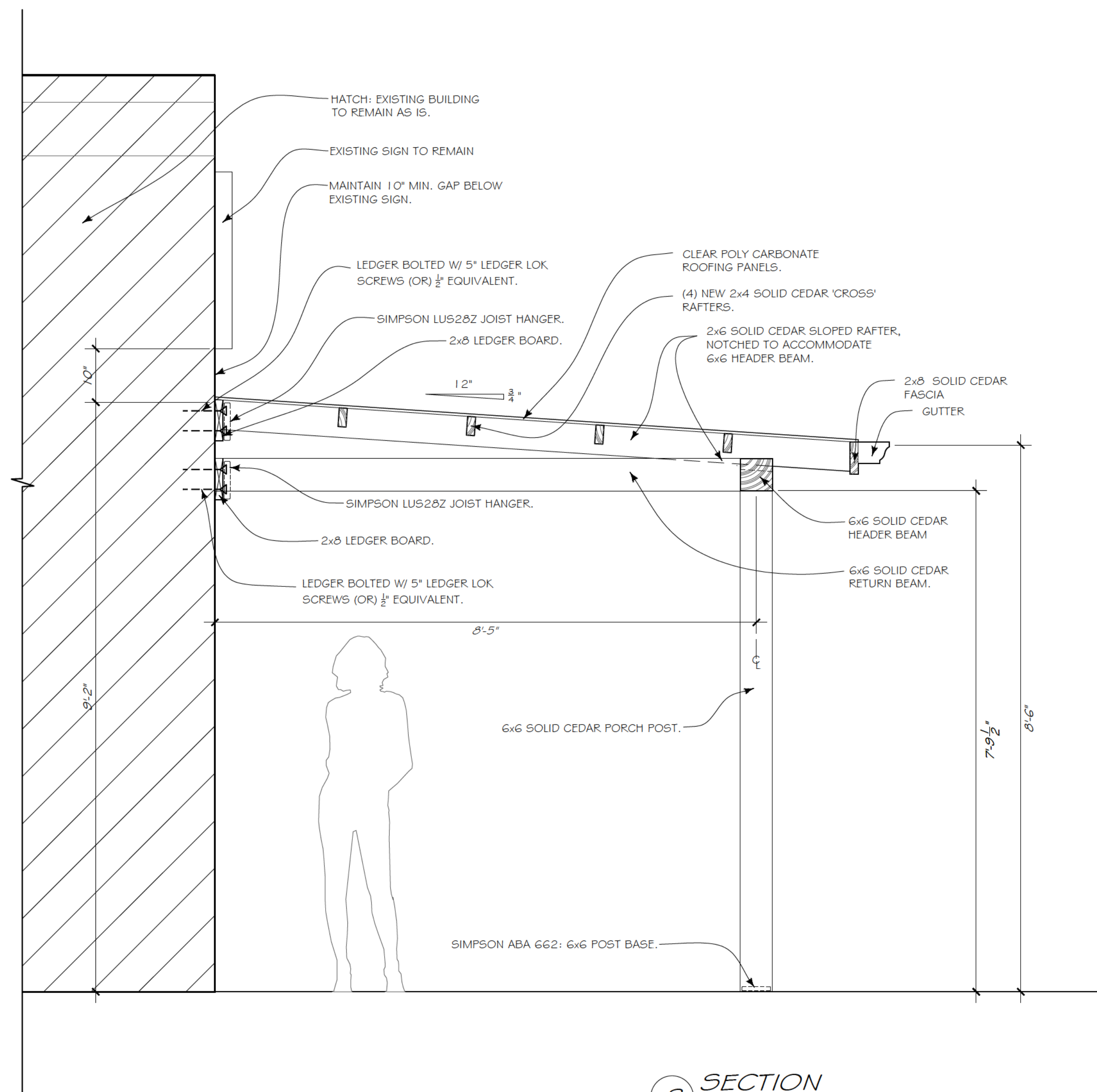
1. DIMENSIONS ARE TO FACE OF WOOD FINISH - U.N.O.
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5. GENERAL CONTRACTOR TO CONFER WITH STRUCTURAL ENGINEER.

WALL LEGEND

- EXISTING WALL
- NEW CONSTRUCTION



2 REFLECTED CEILING PLAN
SCALE: 1/4" = 1'-0"



3 SECTION
SCALE: 3/4" = 1'-0"



**DEPARTMENT OF PLANNING AND ZONING
PLANNER'S REPORT**

DATE: June 10, 2024
 TO: Tonya Hutson
 FROM: Lynn Patterson
 RE: **Design Review – 3302 Myrtle Street, rear patio and deck**

Key:

Compliant:	✓
Not Compliant:	✗
Incomplete:	✎
Not Applicable:	⊘

BACKGROUND

The City of Hapeville has received a design review application from Greg Morgan to install a 226 SF rear screened in porch with a roof top terrace to an existing single-family dwelling at 3302 Myrtle Street. The porch will be located within the buildable area (outside of the setback). Actual setback dimensions have not been provided. The porch will be faced with cementitious siding and the railing on the deck will be metal.

The property is zoned R-1 – One Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards. (Please note the drawings indicate R-4 which should be corrected).

CODE

SEC. 81-1-7. NEIGHBORHOOD CONSERVATION AREA

Based on goals established in this chapter, the following standards are required in the neighborhood conservation area identified in section 81-1-3. This includes two subareas: subarea D and subarea E. All of the standards contained in this section shall apply to all development in all subareas. Subarea requirements are found within the applicable subsection.

This section shall govern subarea C of the commercial/mixed-use area. It may also govern one-family detached dwellings and two-family dwellings in the commercial/mixed-use area, provided that the section is applied in its entirety.

(a) Site development standards

- ✓ Except where indicated, setbacks shall be established by zoning.
- ⊘ On corner lots the principal building shall be located adjacent to the street intersection, subject to setback or build-to line requirements of zoning.
- ⊘ Minimum building heights shall be established by zoning.
- ⊘ Within subareas D and E maximum building heights shall be as established by zoning, except that:
 - Where this chapter provides a more-stringent standard as compared to the zoning code, the more-stringent standard shall prevail. The only exception to this shall be a use grandfathered under the zoning code.
 - Portions of buildings equal to or less than five feet from a side or rear lot line shall be limited in height to the greater of 16 feet.
 - Portions of buildings between five and ten feet of a side or rear lot line shall be limited in

height to the greater of 25 feet.

Portions of buildings ten feet or greater from a side or rear lot line shall be limited in height to 35 feet.

- ⊙ Outside of subareas D and E maximum building heights shall be as established by zoning.
- ✓ All buildings shall provide first-story occupiable space, for the first ten feet of building depth along the enfronting facade.
- ⊙ Sidewalks shall be located along all public and private streets. Sidewalks shall consist of two areas: a landscape area and a clear area.
 - Developments less than one acre shall provide a minimum one-foot landscape zone and a minimum four-foot clear zone.
 - Development of one acre or more shall provide a minimum two-foot landscape zone and a minimum five-foot clear zone.
 - The above notwithstanding, multifamily developments and all developments along Dogwood Drive shall provide a minimum five-foot landscape zone and a minimum six-foot clear zone.

STAFF COMMENT: This is a rear deck addition.

(f) Street Facing Facade and Style Standards.

- ⊙ Exterior facade materials shall be limited to:
 - Full-depth brick;
 - Natural or cast stone;
 - Smooth natural-wood siding and/or cement-based siding;
 - Shake siding;
 - Painted fish-scale style shingles, but only when used in front gables;
 - True, smooth hard-coat stucco, provided that its use is limited to gables of Tudor revival-style buildings.
- Exterior building materials shall not be:
 - Simulated brick veneer, such as Z-Brick;
 - Exterior insulation and finish systems (EIFS);
 - Exposed concrete block;
 - Metal siding or other metal exterior treatment;
 - Glass curtain walls;
 - Liquid vinyl;
 - T-1-11 siding;
- ⊙ Vinyl siding, except that existing one-family detached homes with vinyl siding covering more than 70 percent of the exterior facade may replace said siding or construct an addition faced in vinyl siding.
- ⊙ Facade materials shall be combined horizontally, with the heavier below the lighter.
- ⊙ Blank, windowless walls are prohibited along all facades. See subsection *81-1-7(g)11*.
- ⊙ Foundations shall be constructed as a distinct building element that contrasts with facade materials. Foundations that are exposed above the ground, must be parged with cement, stuccoed over or be faced in brick, natural stone, or cast stone.
- ⊙ All exterior stair risers visible from a street shall be enclosed.
- ⊙ Porches, stoops, and balconies may be located in the front or side yard.

- ⊗ Porches, stoops, and balconies along front and side building facades shall not be enclosed with screens, plastics, or other materials that hinder visibility and/or natural air flow.
- ⊗ Porches, stoops, and balconies shall be made of painted or stained wood, stone, brick, or ornamental metal, subject to the additional restrictions below.
- ⊗ Wooden porches, stoops, and balconies shall provide top and bottom horizontal members on railings. The top railing shall consist of two elements. The upper element shall measure two [inches] by six inches and the lower element shall measure two [inches] by four inches. The bottom railing shall measure two [inches] by four inches.
- ⊗ Front porches and front stoops of principal buildings shall face and be parallel to the front lot line or build-to line.
- ✓ Porch and stoop foundations shall be enclosed.
- ⊗ Front and side porches and stoops shall not have unpainted, unstained or otherwise untreated or exposed pressure treated lumber along the building line that abuts a public right-of-way.
- ⊗ Balconies shall have not less than two clear unobstructed open or partially open sides. Partially open is to be constructed as 50 percent open or more. The total combined length of the open or partially open sides shall exceed 50 percent of the total balcony perimeter.
- ⊗ Stoops and porch[es] shall be a minimum of two feet and a maximum of four feet from grade to the top of the stairs, unless existing topography is greater.
- ⊗ Stoops shall provide a minimum top landing of four feet by four feet.
- ⊗ Stoop stairs and landings shall be of similar width.
- ⊗ Stoops may be covered or uncovered.
- When provided, porches shall have a minimum clear depth of eight feet from building facade to outside face of column.
- ⊗ Front porch widths shall be between 80 percent and 100 percent of the adjacent facade.
- ⊗ Side porch widths (including wraparound porches) shall be between 25 percent and 100 percent of the adjacent facade.
- ⊗ Enfronting porches may have multistory verandas, living space, or balconies above.
- ⊗ Porch columns shall be spaced a maximum distance of eight feet on center.
- ⊗ Front porch columns shall have foundation piers extending to grade.
- ⊗ All porches shall be covered.
- ⊗ Enfronting balconies are only permitted on attached or detached one-family home facades when porches are not provided on said facades.
- ⊗ Enfronting balconies shall have a minimum clear depth of four feet.
- ⊗ Enfronting balcony widths shall be between 25 percent and 100 percent of the adjacent facade.
- ⊗ Balconies may be covered or uncovered.

STAFF COMMENT: The railings are metal. The area below will be faced with cattle rail.

RECOMMENDATIONS

Upon satisfaction of any items requested by the Design Review Committee, the application may be approved as compliant with Architectural Design Standards.

CITY OF HAPEVILLE

DESIGN REVIEW APPLICATION

SUBMITTAL DATE: 06-05-2024 (REVISED OF 05-10-24)

NOTE: All applications must be typed or neatly printed. Applications or an authorized representative is required to personally appear at the Design Review Meeting to answer questions.

The Design Review Committee meets the third Wednesday of each month. Every attempt will be made to place your application for review on the next month's agenda following the submittal of a completed application with supporting documents; however, that may not always be possible. The City reserves the right to schedule applications as deemed necessary.

Applicant: GREG MORGAN Contact Number: [REDACTED]
Applicants Address: 3302 MYRTLE STREET, HAPEVILLE, GA 30354
E-Mail Address: [REDACTED] Zoning Classification: R-3
Address of Proposed Work: 3302 MYRTLE ST, HAPEVILLE, GA 30354
Parcel ID# (INFORMATION MUST BE PROVIDED): 14-009800140073
Property Owner: GREG & JULIE MORGAN Contact Number: [REDACTED]
Project Description (including occupancy type): BACK PORCH ADDITION

Contractors Name: SHANNON SHORT Contact Number: [REDACTED]
Contact Person: GREG Contact Number: [REDACTED]

I hereby make application to the City of Hapeville, to the Design Review Committee for the above referenced property. I do hereby swear or affirm that the information provided here and above is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand that the City of Hapeville, Georgia, reserves that right to enforce any and all ordinances regardless of any action or approval on this application. I further understand that it is my/our responsibility to conform with all of City of Hapeville's Ordinances in full. I hereby acknowledge that all requirements of the City of Hapeville shall be adhered to. I can read and write the English language and/or this document has been read and explained to me and I have full and voluntarily completed this application. I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for violation thereof.

[Signature]
Applicants Signature

06-05-2024
Date

Project Class (check one):

☒ Residential ☐ Commercial ☐ Mixed-Use Development

Project Type:

☐ New Commercial Construction ☐ Addition to Existing Commercial Building
☒ Addition to Existing Residential Structure ☐ Accessory Structure
☐ Site Plan, Grading & Landscaping ☐ New Single-Family Residential Construction
☐ Other

Total Square Footage of proposed New Construction: 223 $\pm$

Total Square Footage of existing building: 1030 $\pm$

Estimated Cost of Construction: \$150,000

List/Describe Building Materials on the exterior of the **existing** structure: _____

RED BRICK w/ STONE ACCENTS,
HARDI PLANK SIDING IN ROOF GABLES
& BACK FACING SHED ROOF DORMER.

List/Describe Building Materials **proposed** for the exterior facade of the new structure: _____

MATCHING HARDI PLANK

Will any trees be removed to accommodate the project? _____

NO

NOTICE

Please be advised that the Community Service Department is here to assist all applicants regarding application procedures, meeting schedules and necessary deadlines. The Community Service Department does **NOT** make any final decisions for the Design Review Committee, Sign Committee, Planning Commission, Board of Appeals or rezoning request to Mayor and Council.

A complete application and dimensioned architectural drawings must be submitted before the Community Service Department will accept an application and forward the same to the appropriate entity.

Building inspections issued by the City of Hapeville are contracted out to State of Georgia Certified Inspectors. These inspectors make the final decisions regarding building, electrical, plumbing and HVAC work completed in the City of Hapeville. The Hapeville Fire Marshal conducts inspections issued through the Community Services Department as needed. Both the Certified Inspectors and Fire Marshal make the final decisions before Certificates of Occupancy's are issued.

Please be advised that the Community Service Department shall not be responsible for your purchasing materials, equipment, items, signs, etc... before you receive final approval by any entity whose approval is required.

I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for a violation thereof.

(Please Print & Initial)

gm

I GREG MORGAN swear or affirm that before receipt of an application, I have received this notice and I read and write the English language or I have had someone read and explain this document to me.



DEPARTMENT OF PLANNING AND ZONING

DESIGN REVIEW APPLICATION INSTRUCTIONS AND ACKNOWLEDGEMENT

I, the undersigned, agree that with my signature and submission to the City of Hapeville, I have done the following:

GM Read the City of Hapeville's Architectural Design Guidelines and relevant Code sections for my proposed project. The Architectural Design Guidelines may be found here:
https://library.municode.com/ga/hapeville/codes/code_of_ordinances?nodeId=PTIICOOR_CH81ARDEST

GM Ensured that my proposed project meets all of the required criteria per the City of Hapeville Code of Ordinances.

GM Submitted my application materials in full by the published deadline for review by Staff prior to the Design Review Committee meeting.

GM Identified and explained all deficiencies or components of the proposed project that do not meet with the requirements set forth in the Code. This explanation should be submitted as a separate document in the application.

GM Understood that any deficiencies in the application must be resolved at least 10 days prior to the Design Review Committee meeting or the application may not be presented to the DRC for review.

GM Submitted dimensioned architectural drawings and details for all projects unless allowed in writing by the Community Services or Planning & Zoning Department.

GM Agreed to submit any required revisions by the Design Review Committee with updated drawings to the Community Services Department for review prior to requesting any permits.

GREG MORGAN Morgan 16-05-2024
Printed Name Signature Date

Should you have any questions, please do not hesitate to contact the Community Services Department at 404-669-2120.

Thank you for interest and investment in the City of Hapeville.



FRONT VIEW
FOR REFERENCE
NO CHANGES

Morgan Home
3302 Myrtle Street, Hapeville, GA

EXISTING HOUSE





BACK VIEW

Morgan Home
3302 Myrtle Street, Hapeville, GA



BACK VIEW AND SOUTH
 SIDE VIEW

EXISTING HOUSE





NORTH SIDE VIEW AND
BACK VIEW



BACK VIEW AND NORTH
SIDE VIEW

Morgan Home
3302 Myrtle Street, Hapeville, GA

EXISTING HOUSE



SCREEN PORCH & ROOF TOP PATIO MORGAN

G M I D

greg morgan interior design

GREG MORGAN, DESIGNER

3302 MYRTLE STREET
HAPEVILLE, GA. 30354

SITE PLAN NOTES

- THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO OR CONCURRENT WITH LAND-DISTURBING ACTIVITIES.
- EROSION CONTROL MEASURES WILL BE MAINTAINED AT ALL TIME. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR BREAK THE SEDIMENT SOURCE.
- DISTURBED AREAS LEFT IDLE 14 DAYS SHALL BE STABILIZED WITH TEMPORARY VEGETATION AND MULCH; DISTURBED AREAS REMAINING IDLE 30 DAYS SHALL BE STABILIZED WITH PERMANENT VEGETATION.
- EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSPECTED AT LEAST WEEKLY, AFTER EACH RAIN, AND REPAIRED AS NECESSARY.
- ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED IF DETERMINED NECESSARY BY ON-SITE INSPECTION.

APPLICABLE CODES

INTERNATIONAL BUILDING CODE (IBC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL RESIDENTIAL CODE FOR ONE- & TWO-FAMILY DWELLINGS (IRC) - 2018 EDITION WITH GEORGIA STATE AMENDMENTS.

INTERNATIONAL FIRE CODE (IFC) - 2018

INTERNATIONAL PLUMBING CODE (IPC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL MECHANICAL CODE (IMC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL FUEL GAS CODE (IFGC) - 2018 EDITION W/ GEORGIA STATE AMENDMENTS.

INTERNATIONAL ENERGY CONSERVATION CODE (IECC) - 2015 EDITION W/ GEORGIA STATE SUPPLEMENTS & AMENDMENTS

NATIONAL ELECTRICAL CODE - 2017 EDITION WITH NO GEORGIA STATE AMENDMENTS

PROJECT DESCRIPTION:

Addition of Screened Back Porch w/ Roof Top Terrace onto the back of existing single family house.

PROJECT GENERAL NOTES:

- Construction drawings are to show conformity to building codes and for architectural design information only. General Contractor is responsible for all final material selections and for coordination and oversight of construction process.
- Construction shall meet the requirements of all applicable building codes including any product, drawings, or specifications not provided within the scope of this drawing set.
- Construction and installation shall follow all manufacturer guidelines and recommendations, including those needed for warranties.
- All existing conditions and dimensions shall be field verified prior to commencement of construction. Discrepancies shall be brought to the Architect's attention so that design modifications can be made if necessary.
- Dimensions noted on drawings shall take precedence over scaled dimensions.
- General Contractor is responsible for verifying engineering issues meet all applicable codes, including structural, electrical, HVAC, and plumbing work. Discrepancies shall be brought to the Architect's attention so that design modifications can be made if necessary.

CODE INFORMATION:

Project Address: 3302 Myrtle Drive
Hapeville, GA 30354

Zoning: R-4

Construction Type: Type VB

Existing House Height: 24' - 0"
(No Change)

Existing House Conditioned Area:	Existing	1,030 s.f.
	Proposed Addition	0 s.f.
	Proposed Total:	1,030 s.f.

Lot Coverage:	Existing Coverage	1,905 s.f.
	Plus New Screened Porch	+226 s.f.
	TOTAL	2,131 s.f.

Lot Coverage Ratio: 2,131 s.f. / 9,750 s.f. = 0.22
(Complies with 0.350 max.)

Site Area: 9,750 Square Feet

DRAWING INDEX:

T.1 Title Sheet

A 1.1 Main Level Proposed

A 1.2 Upper Level & Foundation

A 2.0 Existing & Proposed Exterior Elevations

A 3 Section

PROJECT CONTACTS:

OWNER:
Greg and Julie Morgan
3302 Myrtle Street
Hapeville, GA 30354

GENERAL CONTRACTOR:

OPEN TO BID

05 JUNE 2024 DRC REVIEW

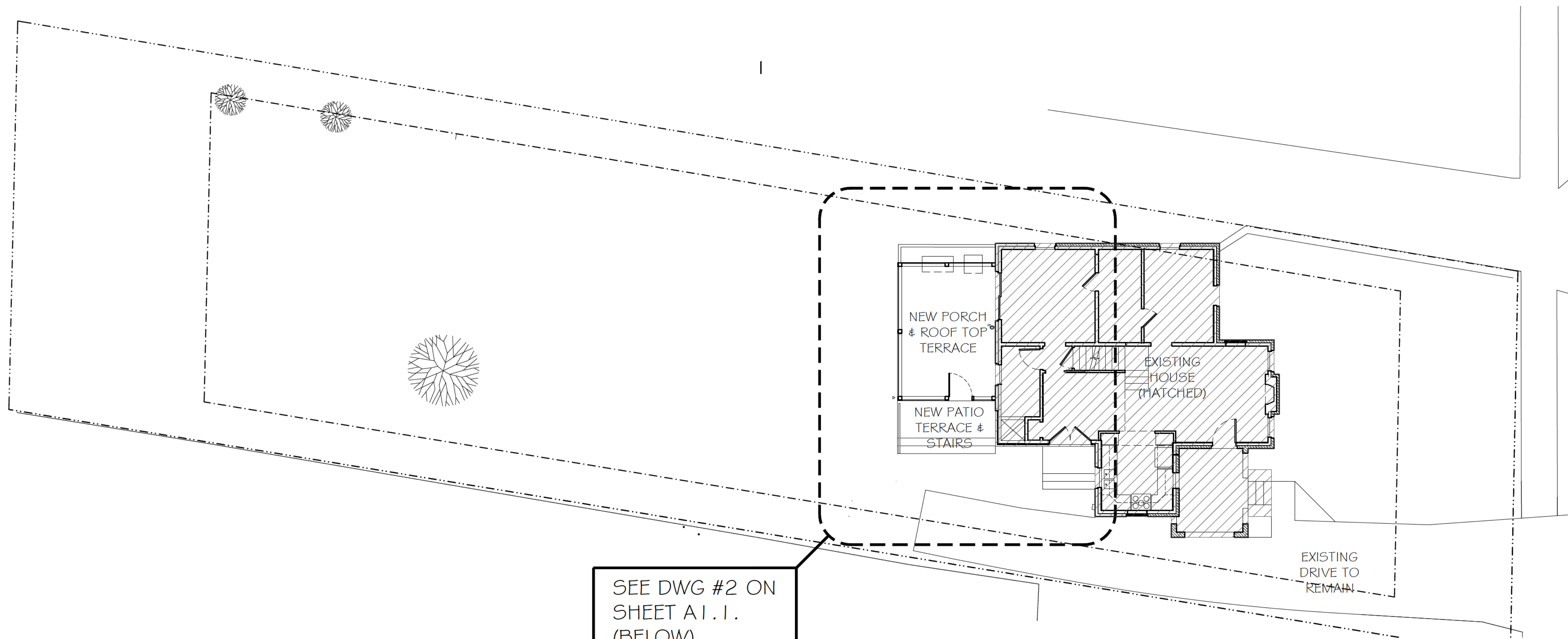
MORGAN
RESIDENCE

3302 MYRTLE ST
HAPEVILLE, GA.

TITLE SHEET
CODE

T-1

GREG MORGAN, DESIGNER

3302 MYRTLE STREET
HAPEVILLE, GA. 30354SEE DWG #2 ON
SHEET A1.1.
(BELOW)1 REFERENCE SITE PLAN
SCALE: NOT SCALEDDEMOLITION
GENERAL NOTES

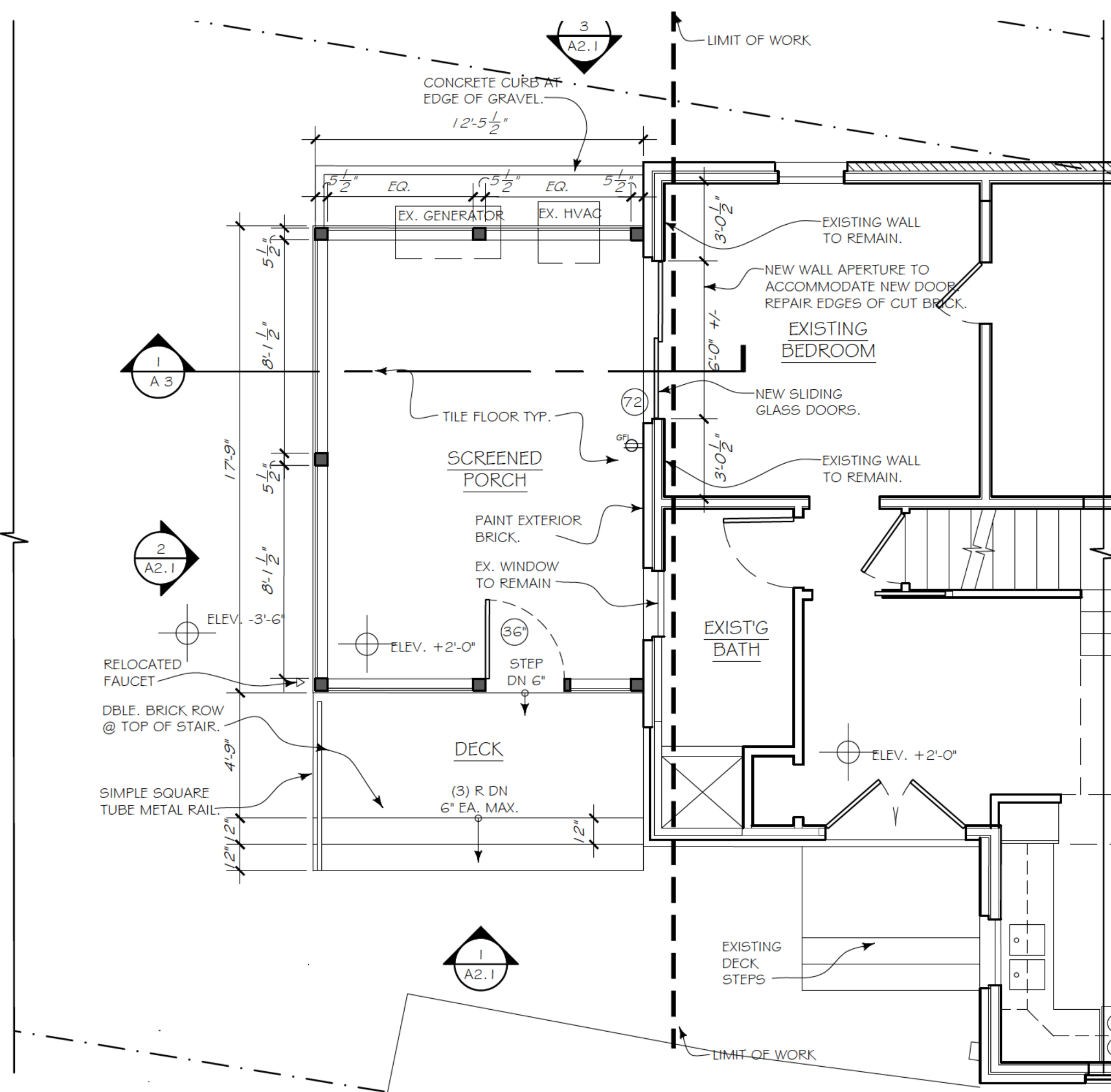
1. EXISTING CONSTRUCTION TO REMAIN UNLESS NOTED OTHERWISE.
2. BRACE STRUCTURE AS REQUIRED DURING DEMOLITION PROCESS.
3. PATCH & REPAIR ADJACENT CONSTRUCTION & FINISHES TO REMAIN.
4. RELOCATION OF GENERATOR AND HVAC: DISCONNECT & CAP PRIOR TO WORK.

CONSTRUCTION
GENERAL NOTES

1. DIMENSIONS ARE TO FACE OF WOOD FINISH - U.N.O.
2. REFER TO FINISH MATRIX REGARDING ALL FINISH SELECTIONS. (TBD)
3. SEE EXTERIOR ELEVATIONS FOR EXTERIOR DOOR & WINDOW INFORMATION.
4. CONSTRUCTION IS EXISTING TO REMAIN UNLESS NOTED OTHERWISE.

WALL LEGEND

- EXISTING WALL
- NEW CONSTRUCTION
- NEW BRICK VENEER

2 CONSTRUCTION PLAN
SCALE: 1/4" = 1' - 0"05 JUNE 2024 DRC REVIEW
01 MAR 2024 FOR PRICING
06 OCT 2023 FOR REVIEWMORGAN
RESIDENCE3302 MYRTLE ST
HAPEVILLE, GA.MAIN LEVEL
PROPOSED

A 1.1

DEMOLITION
GENERAL NOTES

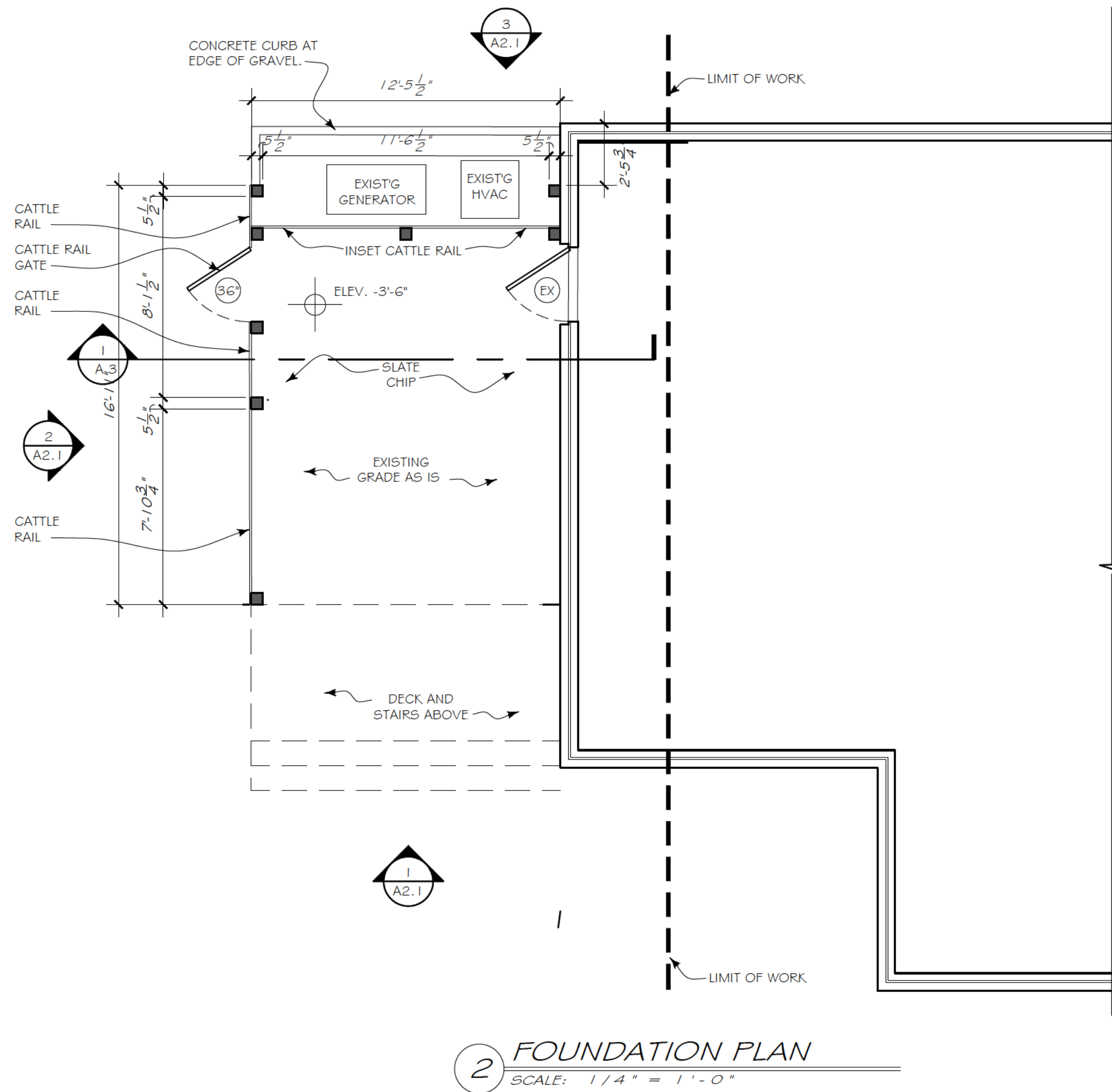
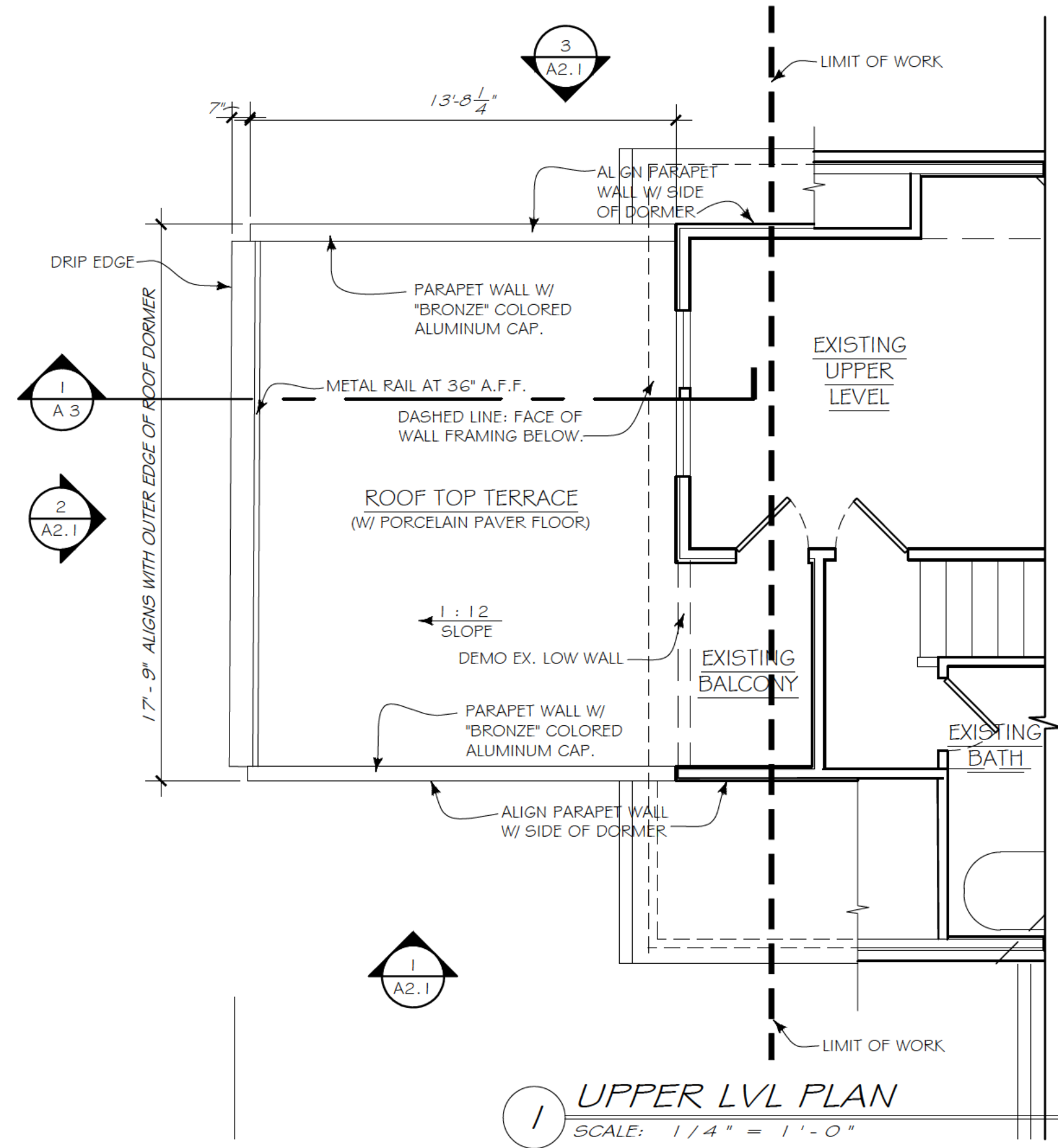
1. EXISTING CONSTRUCTION TO REMAIN UNLESS NOTED OTHERWISE.
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3. SEE EXTERIOR ELEVATIONS FOR EXTERIOR DOOR & WINDOW INFORMATION.
4. CONSTRUCTION IS EXISTING TO REMAIN UNLESS NOTED OTHERWISE.

WALL LEGEND

- EXISTING WALL
- NEW CONSTRUCTION



06 JUNE 2024 DRC REVIEW

01 MAR 2024 FOR PRICING

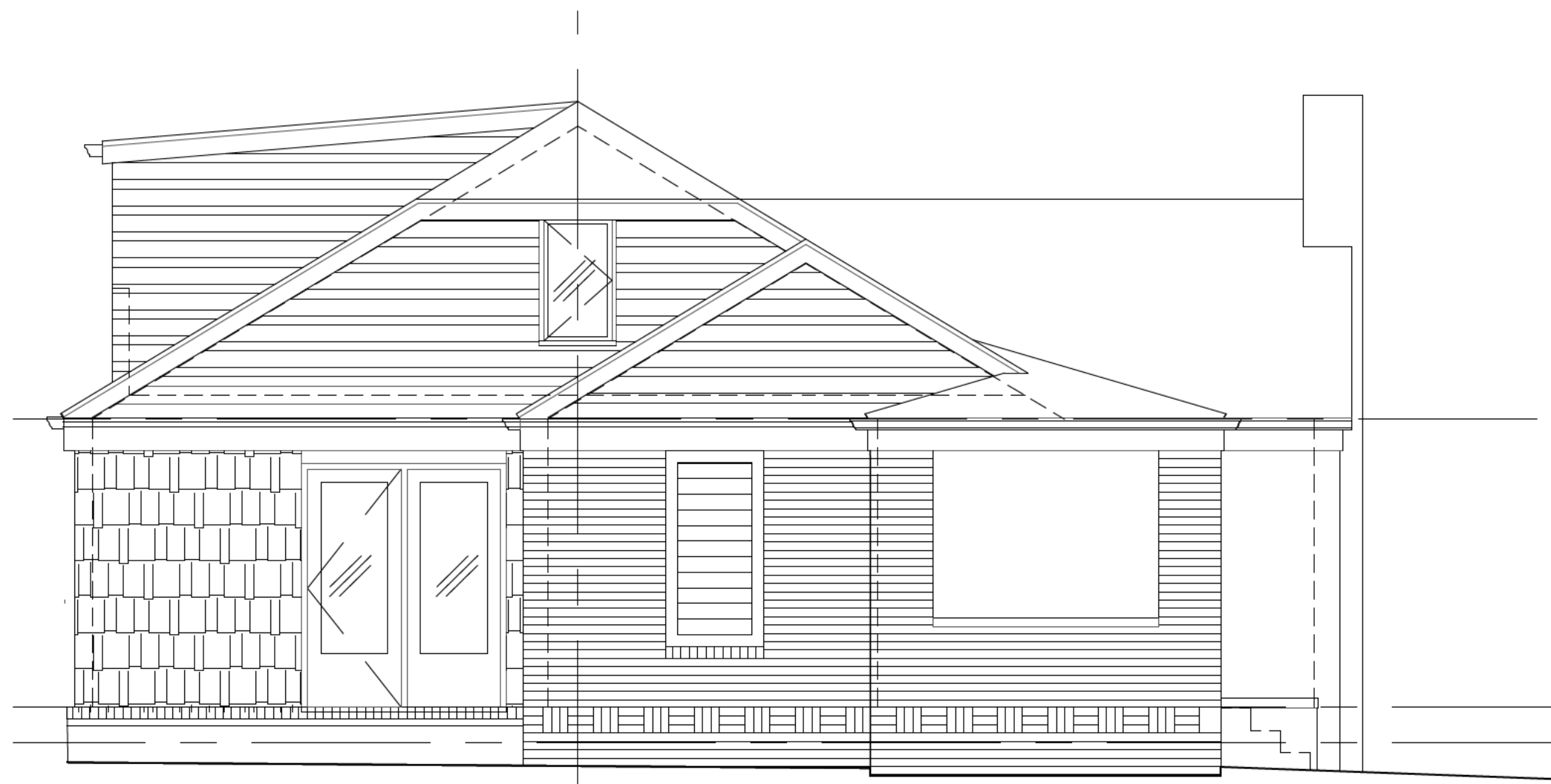
06 OCT 2023 FOR REVIEW

MORGAN
RESIDENCE

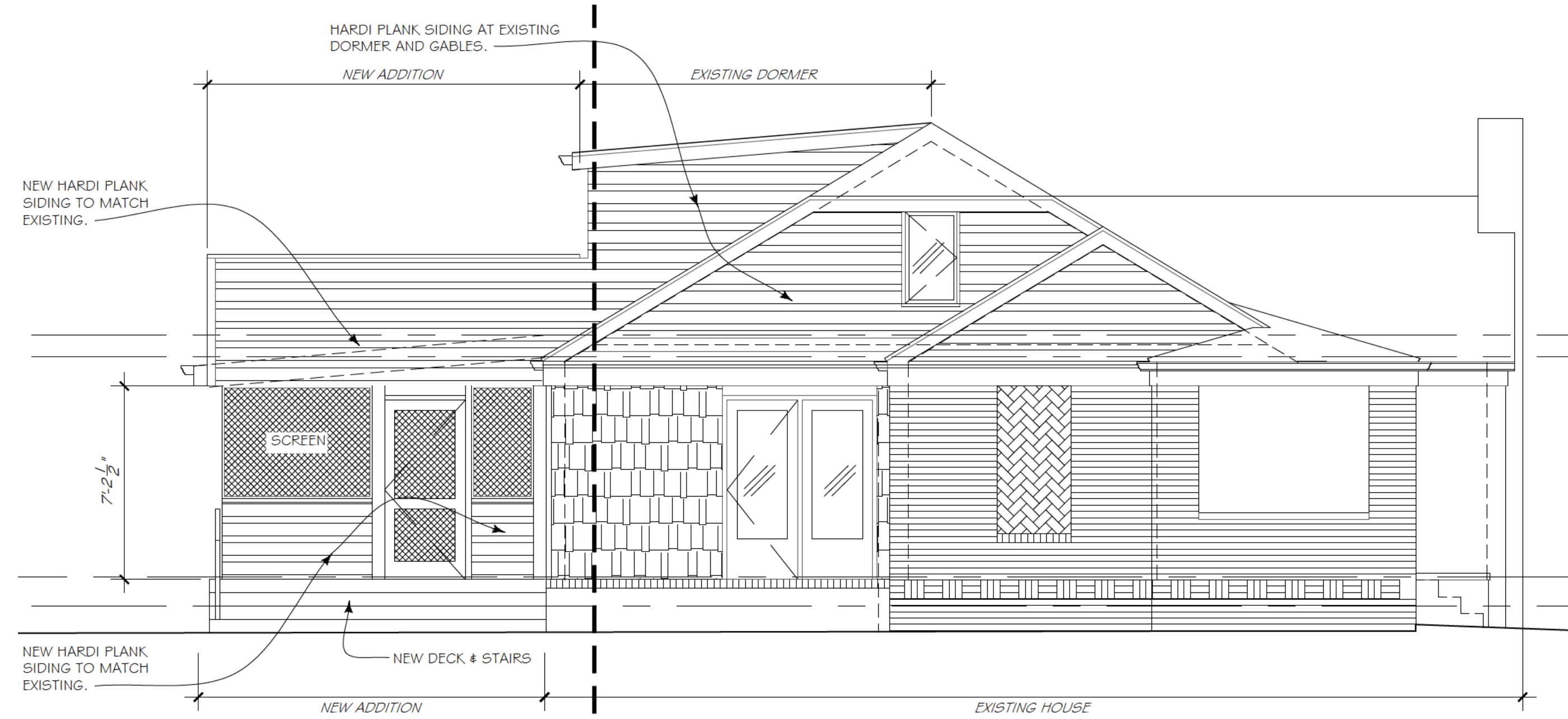
3302 MYRTLE ST
HAPEVILLE, GA.

UPPER
LEVEL AND
FOUNDATION

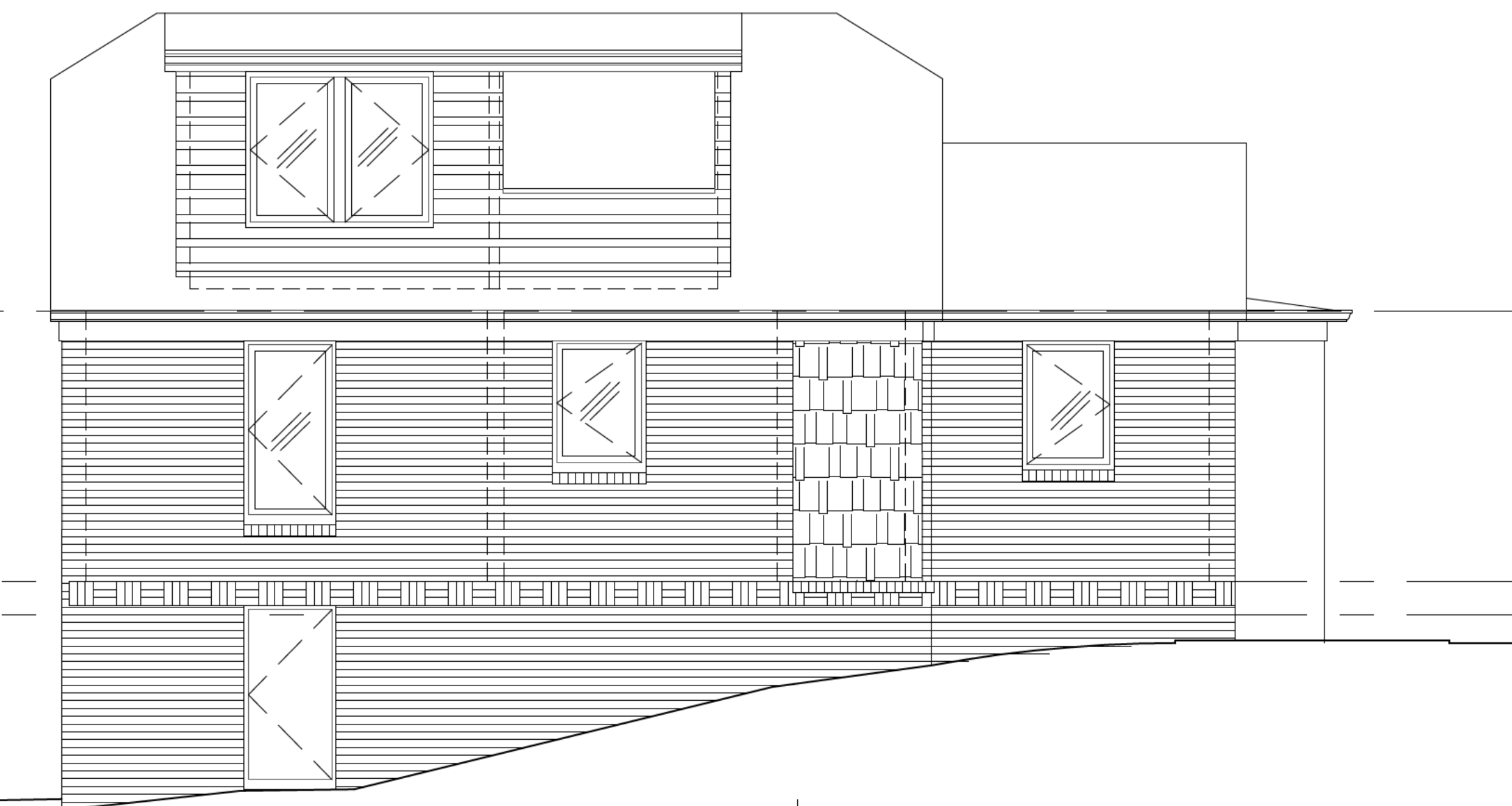
A 1.2



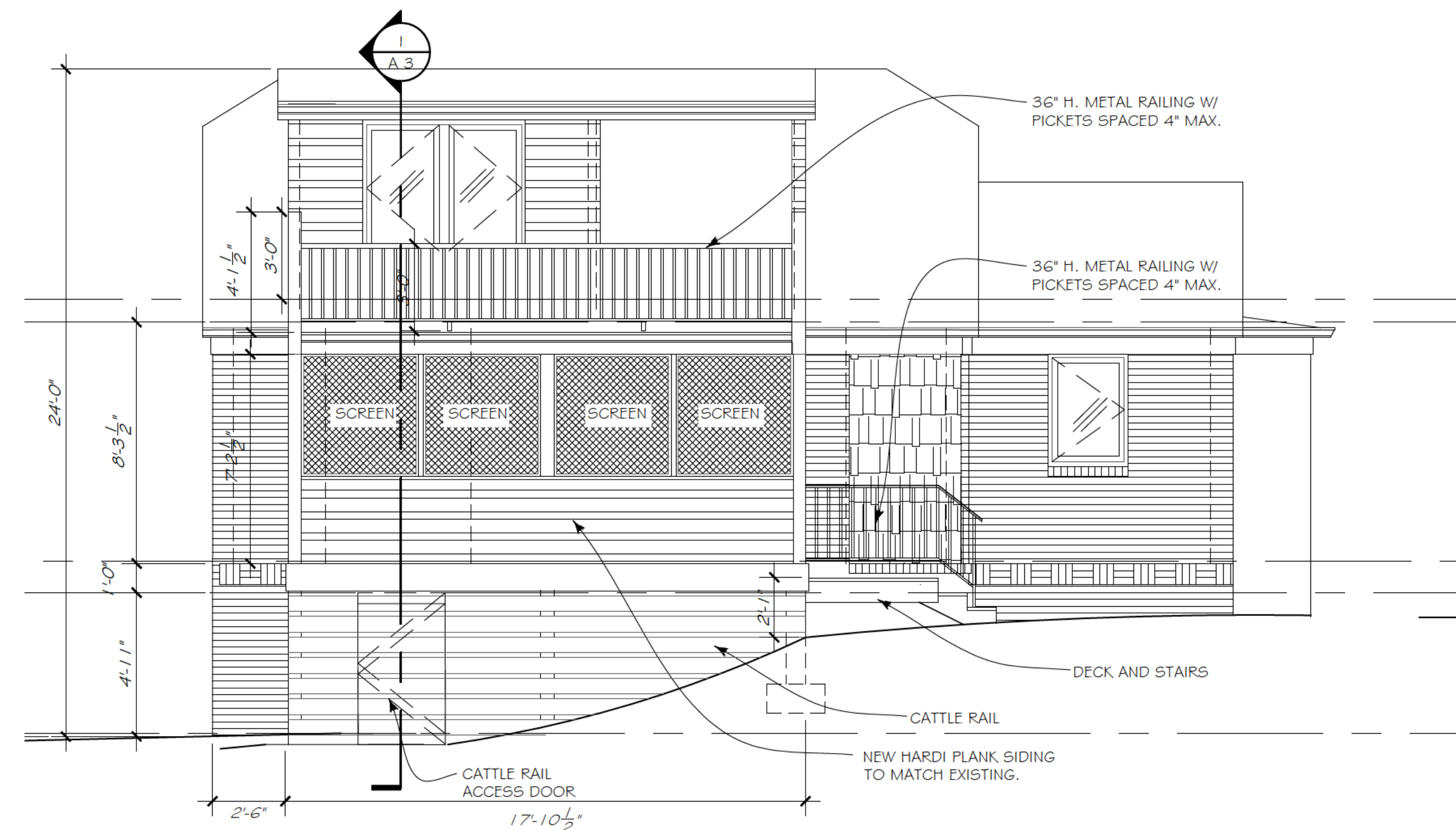
A EXISTING SIDE - NORTH
SCALE: 1/4" = 1'-0"



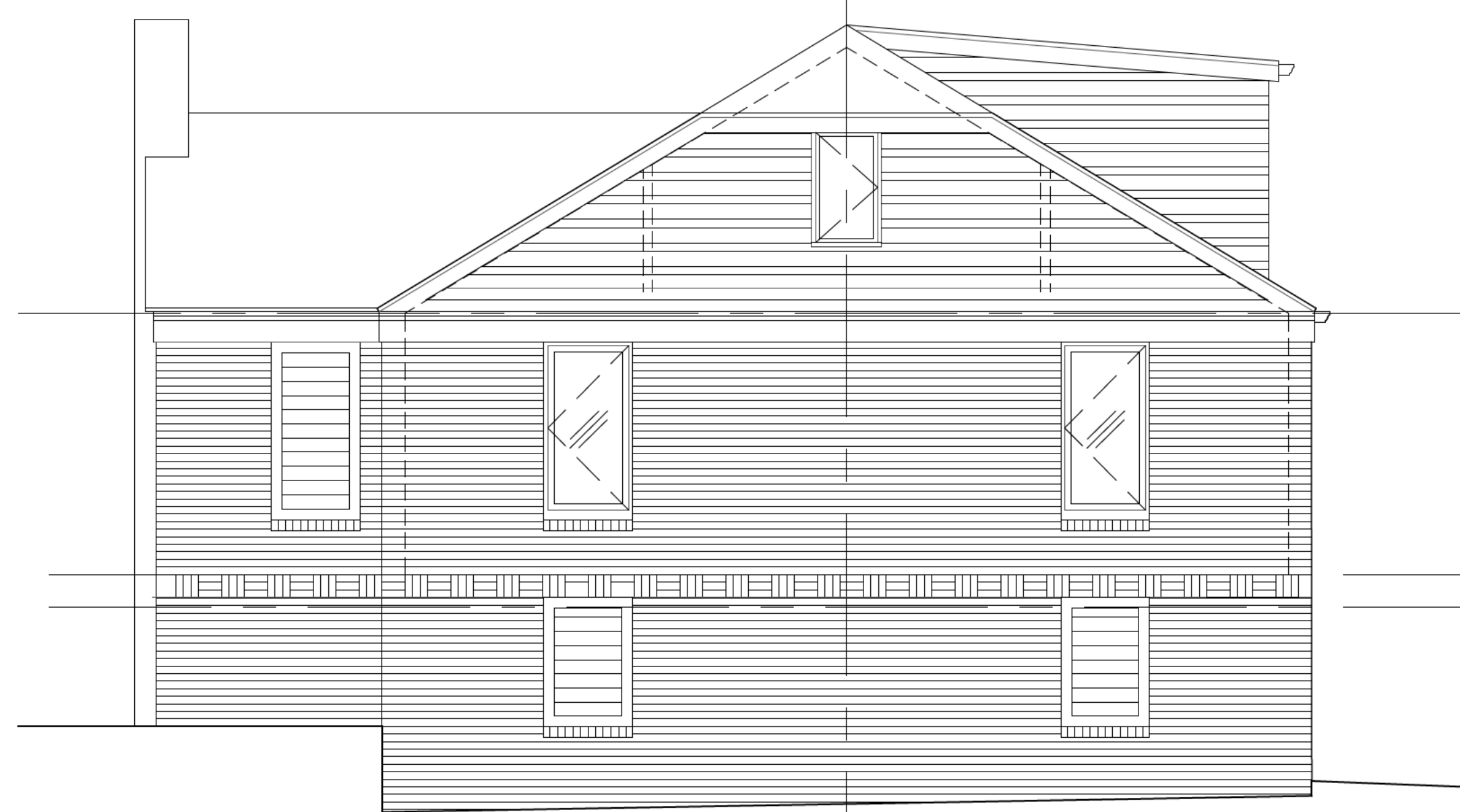
1 PROPOSED SIDE - NORTH
SCALE: 1/4" = 1'-0"



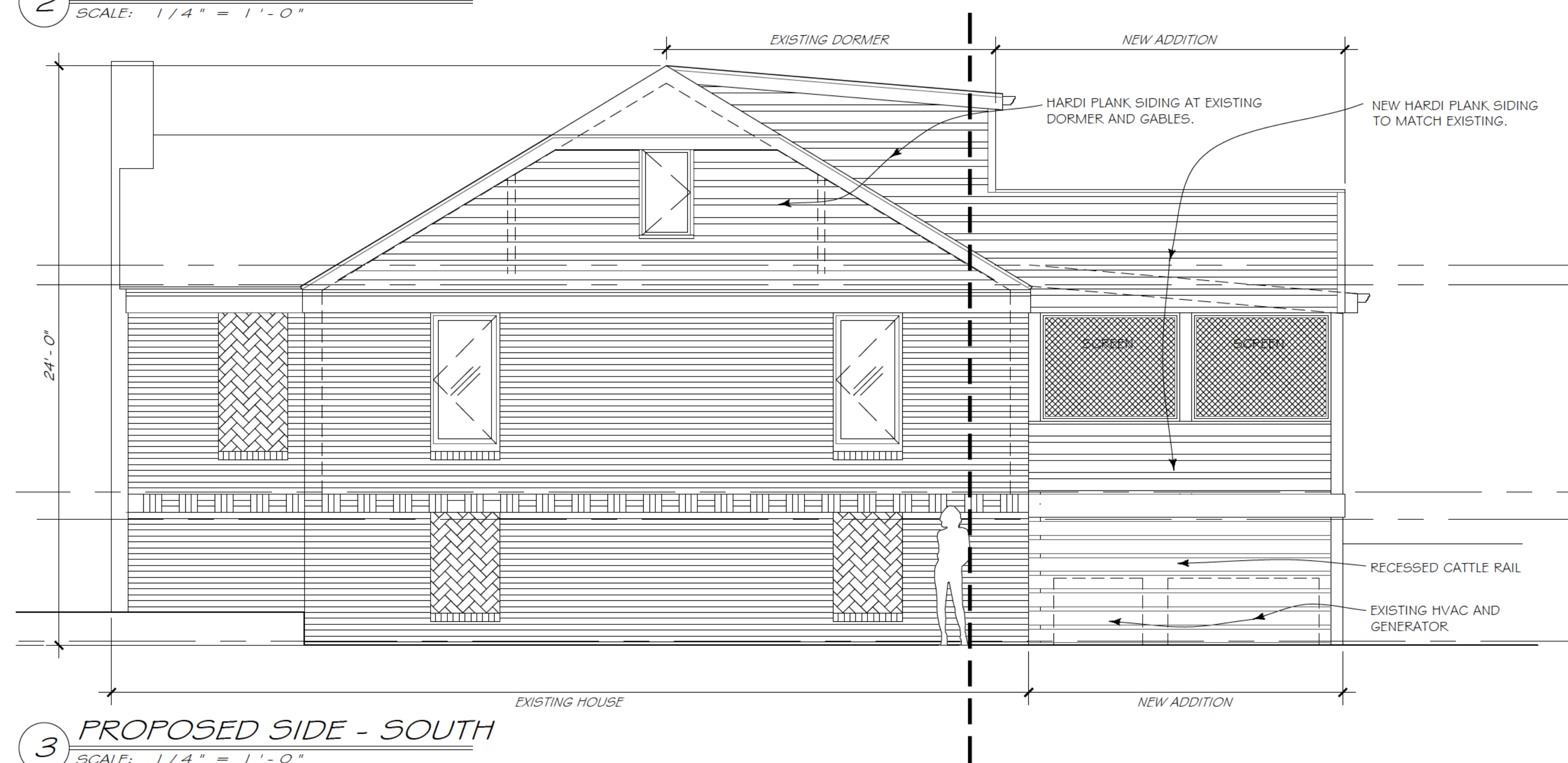
B EXISTING SIDE - EAST
SCALE: 1/4" = 1'-0"



2 PROPOSED BACK - WEST
SCALE: 1/4" = 1'-0"



C EXISTING SIDE - SOUTH
SCALE: 1/4" = 1'-0"



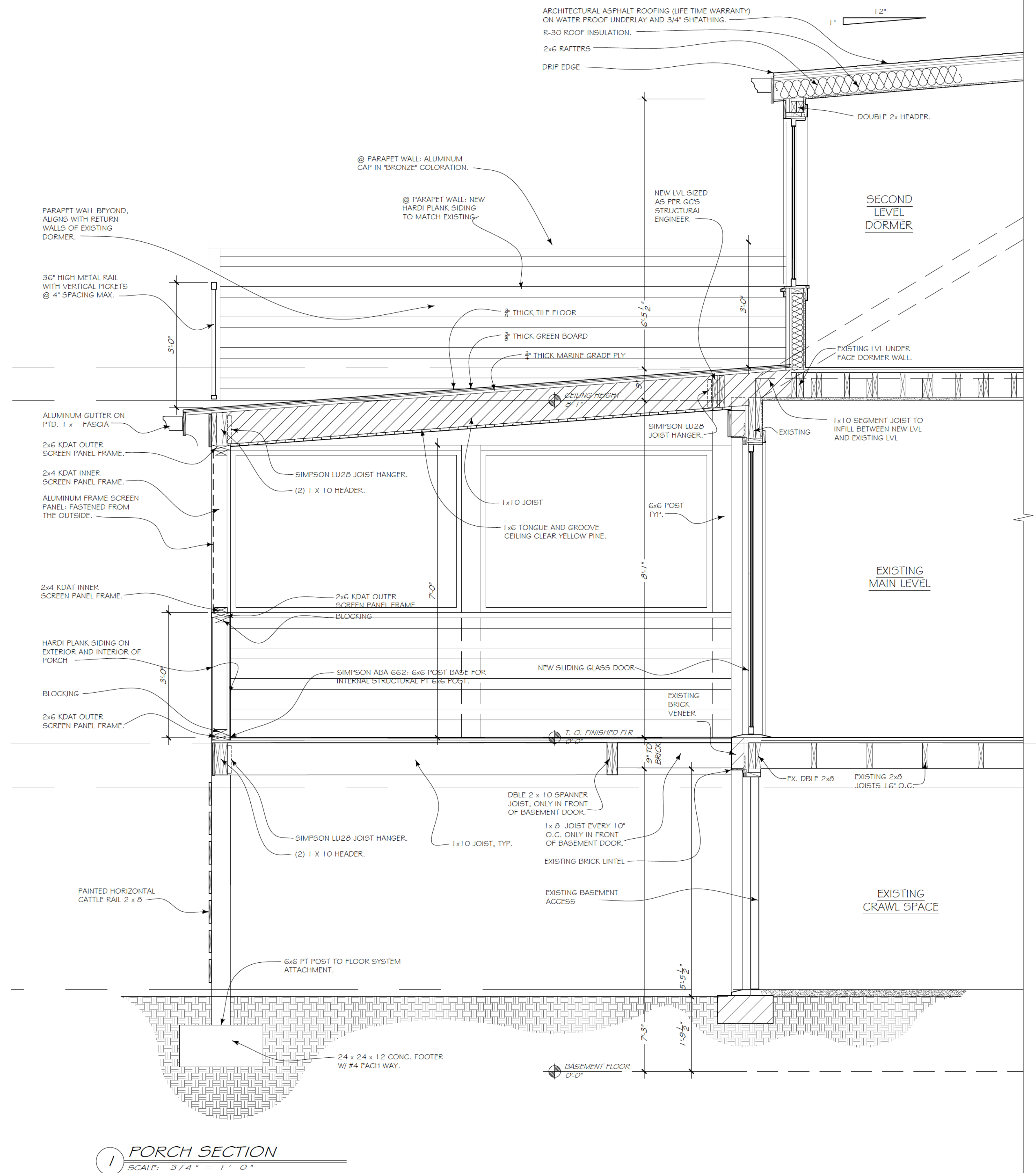
3 PROPOSED SIDE - SOUTH
SCALE: 1/4" = 1'-0"

M O R G A N
R E S I D E N C E

3302 MYRTLE ST
HAPEVILLE, GA.

PROPOSED
SECTION

A 3





DEPARTMENT OF PLANNING AND ZONING
PLANNER'S REPORT

DATE: June 14, 2024
TO: Tonya Hutson
FROM: Lynn Patterson
RE: **Design Review –3336 Myrtle Street, exterior renovations**

Key:

Compliant:	✓
Not Compliant:	✗
Incomplete:	✎
Not Applicable:	⊘

BACKGROUND

The City of Hapeville has received a design review application from Simi Khera to remodel the exterior of an existing structure located at 3336 Myrtle Street to make it a single-family dwelling. **The application states there is no additional square footage, however, a portion of the front porch/balcony has been incorporated as heated space which constitutes an expansion and requires a variance from the Board of Appeals prior to approval (See Sec. 93-3-2. Nonconforming uses and structures permitted).** Per the application, the single-family dwelling will have 3 bedrooms and 3 bathrooms and an office. Parking will be provided on a parking pad at the rear of the residence. The exterior materials proposed are hardiplank and board and batten siding. The height of the structure is 30' 3".

The property is zoned R-1, One Family Residential and is subject to the requirements of the Neighborhood Conservation Area section of the Architectural Design Standards.

CODE

SEC. 81-1-7. NEIGHBORHOOD CONSERVATION AREA

Based on goals established in this chapter, the following standards are required in the neighborhood conservation area identified in section 81-1-3. This includes two subareas: subarea D and subarea E. All of the standards contained in this section shall apply to all development in all subareas. Subarea requirements are found within the applicable subsection.

This section shall govern subarea C of the commercial/mixed-use area. It may also govern one-family detached dwellings and two-family dwellings in the commercial/mixed-use area, provided that the section is applied in its entirety.

(a) Site development standards

- ✗ Except where indicated, setbacks shall be established by zoning.
- ⊘ On corner lots the principal building shall be located adjacent to the street intersection, subject to setback or build-to line requirements of zoning.
- ✓ Minimum building heights shall be established by zoning.
- ⊘ Within subareas D and E maximum building heights shall be as established by zoning, except that:
 - Where this chapter provides a more-stringent standard as compared to the zoning code, the more-stringent standard shall prevail. The only exception to this shall be a use grandfathered under the zoning code.

Portions of buildings equal to or less than five feet from a side or rear lot line shall be limited in height to the greater of 16 feet.

Portions of buildings between five and ten feet of a side or rear lot line shall be limited in height to the greater of 25 feet.

Portions of buildings ten feet or greater from a side or rear lot line shall be limited in height to 35 feet.

- ✓ Outside of subareas D and E maximum building heights shall be as established by zoning.
- ✓ All buildings shall provide first-story occupiable space, for the first ten feet of building depth along the enfronting facade.
- ✓ Sidewalks shall be located along all public and private streets. Sidewalks shall consist of two areas: a landscape area and a clear area.
 - Developments less than one acre shall provide a minimum one-foot landscape zone and a minimum four-foot clear zone.
 - Development of one acre or more shall provide a minimum two-foot landscape zone and a minimum five-foot clear zone.
 - The above notwithstanding, multifamily developments and all developments along Dogwood Drive shall provide a minimum five-foot landscape zone and a minimum six-foot clear zone.

STAFF COMMENT: *The existing structure is in the setback and a portion of the screened in porch has been enclosed increasing the square footage of heated space. The applicant had been previously advised that a nonconforming structure (encroaching in the setback) will require Board of Appeals approval. There is a sidewalk along Myrtle Street.*

(b) Supplemental Area and Fence Standards

- ✗ Developments shall locate landscape supplemental areas adjacent to first-story residential uses and place a minimum of one tree every 50 feet in the supplemental area. See list of allowed trees in section 93-2-14.
- Chain link fencing is not permitted in areas visible from a public right-of-way.
- On all lots a fence, wall, curb or hedge between six and 48 inches in height is encouraged at the back of the required sidewalk, except at openings to access steps, drives or pedestrian walkways.
- Fences adjacent to the street shall be picket-wood, stone, composite materials or ornamental metal, with the finished side facing the street.
 - Retaining walls adjacent to the required sidewalk shall not exceed 32 inches in height unless required by topography.
- All street-facing walls shall be faced with stone, brick, or smooth stucco.
- Small planting between retaining walls and the required sidewalk are encouraged and should have a minimum width of six inches.

STAFF COMMENT: A tree should be provided.

(c) Utility Standards

- ✓ Mechanical features shall not be located in the supplemental area or front yard and shall be screened from view from any park or along any public right-of-way with planting, walls or fences of equal or greater height. Acceptable materials for screening shall include those materials found in subsection

(f)1., provided they are compatible with the principal structure.

- ⊙ When located on rooftops, mechanical features shall be incorporated in the design of the building and screened with materials similar to the building.
- ⊙ Street lights may be provided by the developer in an effort to maintain a safe, walkable and well-lit public area throughout the city; pedestrian-scale street lights as approved by the DRC and the department of community services shall be provided by the developer, subject to site plan and design review in new development.
- ✓ All developments shall provide a light at the front door. Lighting designed to illuminate the path to the front door is allowed. Spotlighting may be provided as long as it is properly shielded and does not become an annoyance to adjacent property owners or the public. General area illumination with oversized flood lights is prohibited. Specifically, lighting shall be shielded so that the source of light is not visible from adjacent properties or the public right-of-way.
- ✓ Trees shall not be planted directly above storm drains.

STAFF COMMENT: Exterior mechanical not shown, must be screened if visible from right of way.

(d) *Parking and Traffic Standards*

- ✎ One-family detached dwellings and two-family dwellings shall meet the following requirements:
 - ✎ Driveways shall have a minimum width of nine feet and a maximum width of 15 feet.
 - Circular drives are permitted.
 - A grass strip in the middle of driveways is encouraged.
- ⊙ All other buildings shall meet the following requirements:
 - Parcels are permitted a maximum of one driveway curb cut per street. In cases where a property abuts multiple streets the total number of curb cuts or portions thereof may be allocated to a single street.
 - Driveways shall have a maximum width of 12 feet for one-way and 24 feet for two-way.
 - Two curb cuts serving two one-way driveways shall be counted as one curb cut.
 - Public or private alleys, or driveway providing vehicular access to two or more parcels shall not constitute a curb cut.
 - New public streets shall not count as curb cuts.
 - Parcels are permitted a maximum of one driveway curb cut per street frontage. In cases where a property abuts multiple streets the total number of curb cuts or portions thereof may be allocated to a single street.
- ⊙ Carports are only permitted subject to the following requirements:
 - Carports shall be located in the rear or side yard, but shall not be visible from a public right-of-way.
 - Carport roofs shall be supported by columns with a minimum width and depth of eight inches.
 - The base of carport columns shall be faced in stacked brick or stacked stone to a minimum height of three feet above grade.
- ✎ On-site parking shall be prohibited in the supplemental areas. This shall not be interpreted as restricting on-street parking located along a public street.
- ⊙ Garage access on single-family lots shall be prohibited in the front yard of the home.

STAFF COMMENT: Width of driveway not provided. Parking provided in rear. Front pavers may not be used for parking.

(e) Roof and Chimney Standards

- ✗ Principal building roofs for one-family detached dwellings shall have a minimum usable life of thirty (30) years, per manufacturer's warranty.
- ✗ Roof shingles shall be slate, cedar, or asphalt.
- ⊖ Roof tiles shall be clay, terra cotta or concrete.
- ⊖ Metal roofs are:
 - ⊖ Allowed on one-family and two-family detached dwellings;
Permitted on multifamily and townhouse dwellings only when screened from the adjacent street by a parapet wall.
- ✗ Gutters shall be copper, aluminum or galvanized steel.
- ✗ Downspouts shall match gutters in material and finish.
- ✗ Roof forms shall be based on architectural style.
- ✗ All roofs, excluding dormers, shall overhang a minimum of 12 inches beyond the facade.
- ⊖ Dormers are permitted on all style homes (unless specified), but shall not be taller than the main roof to which they are attached.
- ⊖ Chimneys exposed to the public view may not be faced in wood or cement based siding and may not be of an exposed metal or ceramic pipe. All chimneys shall be wrapped in a brick, stone or suitable masonry finish material.
- ⊖ Chimneys on exterior building walls shall begin at grade.
- ⊖ Chimneys shall begin at grade and be faced with brick or stacked stone; extend chimneys between three and six feet above the roof line.

STAFF COMMENT: Roof material and warranty not provided. Gutters and downspout detail not provided. Architectural style does not meet City Standards.

(f) Street Facing Facade and Style Standards.

- ✓ Exterior facade materials shall be limited to:
 - Full-depth brick;
 - Natural or cast stone;
 - ✓ Smooth natural-wood siding and/or cement-based siding;
 - Shake siding;
 - Painted fish-scale style shingles, but only when used in front gables;
 - True, smooth hard-coat stucco, provided that its use is limited to gables of Tudor revival-style buildings.
- Exterior building materials shall not be:
 - Simulated brick veneer, such as Z-Brick;
 - Exterior insulation and finish systems (EIFS);
 - Exposed concrete block;
 - Metal siding or other metal exterior treatment;

Glass curtain walls;

Liquid vinyl;

T-1-11 siding;

Vinyl siding, except that existing one-family detached homes with vinyl siding covering more than 70 percent of the exterior facade may replace said siding or construct an addition faced in vinyl siding.

- ✓ Facade materials shall be combined horizontally, with the heavier below the lighter.
- ✓ Blank, windowless walls are prohibited along all facades. See subsection 81-1-7(g)11.
- ✋ Foundations shall be constructed as a distinct building element that contrasts with facade materials. Foundations that are exposed above the ground, must be parged with cement, stuccoed over or be faced in brick, natural stone, or cast stone.
- ✓ All exterior stair risers visible from a street shall be enclosed.
- ✓ Porches, stoops, and balconies may be located in the front or side yard.
- ✓ Porches, stoops, and balconies along front and side building facades shall not be enclosed with screens, plastics, or other materials that hinder visibility and/or natural air flow.
- ✋ Porches, stoops, and balconies shall be made of painted or stained wood, stone, brick, or ornamental metal, subject to the additional restrictions below.
- ⊖ Wooden porches, stoops, and balconies shall provide top and bottom horizontal members on railings. The top railing shall consist of two elements. The upper element shall measure two [inches] by six inches and the lower element shall measure two [inches] by four inches. The bottom railing shall measure two [inches] by four inches.
- ✓ Front porches and front stoops of principal buildings shall face and be parallel to the front lot line or build-to line.
- ✓ Porch and stoop foundations shall be enclosed.
- ✓ Front and side porches and stoops shall not have unpainted, unstained or otherwise untreated or exposed pressure treated lumber along the building line that abuts a public right-of-way.
- ⊖ Balconies shall have not less than two clear unobstructed open or partially open sides. Partially open is to be constructed as 50 percent open or more. The total combined length of the open or partially open sides shall exceed 50 percent of the total balcony perimeter.
- ✓ Stoops and porch[es] shall be a minimum of two feet and a maximum of four feet from grade to the top of the stairs, unless existing topography is greater.
- ⊖ Stoops shall provide a minimum top landing of four feet by four feet.
- ⊖ Stoop stairs and landings shall be of similar width.
- ⊖ Stoops may be covered or uncovered.
- ✗ When provided, porches shall have a minimum clear depth of eight feet from building facade to outside face of column.
- ✗ Front porch widths shall be between 80 percent and 100 percent of the adjacent facade.
- ⊖ Side porch widths (including wraparound porches) shall be between 25 percent and 100 percent of the adjacent facade.
- ⊖ Enfronting porches may have multistory verandas, living space, or balconies above.
- ✋ Porch columns shall be spaced a maximum distance of eight feet on center.
- ⊖ Front porch columns shall have foundation piers extending to grade.
- ✓ All porches shall be covered.
- ✓ Enfronting balconies are only permitted on attached or detached one-family home facades when porches are not provided on said facades.

- ✓ Enfronting balconies shall have a minimum clear depth of four feet.
- Enfronting balcony widths shall be between 25 percent and 100 percent of the adjacent facade.
- ✓ Balconies may be covered or uncovered.

STAFF COMMENT: Foundations that are exposed above the ground, must be parged with cement, stuccoed over or be faced in brick, natural stone, or cast stone.. Front steps appear to be concrete and meet the enclosure requirement. Second story of porch has glass treatment in lieu of railing. Front porch that had been removed was 10' deep and 17'9" wide on a 31' wide structure – does not meet the 80% width requirement.. Reduced from enclosure to heated space to 6'4 deep. No columns present.

(g) Door and window standards.

- ✓ The main entry door to enfronting principal buildings shall face, be visible from, and be accessible from the adjacent public sidewalk.
- ✗ The main entry door to all uses shall be linked to the sidewalk via a pedestrian walkway or wheelchair access.
- ✓ Building numbers at least six inches in height shall be located above or beside the street-facing pedestrian entrance, or above or beside the stairs accessing a front porch.
- Doors that operate as sliders are prohibited along enfronting facades.
- ✗ Window panes shall be recessed a minimum of three inches and a maximum of eight inches from the adjacent facade, except on frame houses, on which panes shall be recessed a minimum of two inches.
- Where windows lights are utilized they shall be true divided lights, simulated divided lights, or one-over-one lights. Grids-between-glass (GBGs) are prohibited.
- ✗ Window trim shall not be flush with the exterior facade and shall provide a minimum relief of one-quarter inch or greater.
- Where used, window shutters shall match one-half the width of the window opening.
- Painted window or door glass is prohibited.
- ✗ Enfronting windows and door glass (except on churches and fire stations) shall utilize clear glass or tinted glass. Tinted glass shall have a transmittance factor of 50 percent or greater and shall have a visible light reflectance factor of ten or less.
- ✓ Windows shall be provided for a minimum of thirty (30) percent and a maximum of 50 percent of the total street-facing facade of the principal building, with each facade and story calculated independently.
- ✗ Street-facing window units shall not exceed 28 square feet with minimum height of three feet, with the exception of transoms and fan lights.
- ✗ Wood trim between four and six inches wide shall surround windows of wood frame structures. Windows grouped together shall have center mullions two inches wider than the side trim.
- ✗ Sills shall be of masonry, wood, stone, cast stone, or terra cotta.

STAFF COMMENT: No walkway to sidewalk from front door provided. Window details, including recess and tint provided. Window dimensions not provided to ensure 28SF is not exceeded. Wood trim detail and sill detail not provided.

(h) Detached one-family dwellings/ two-family dwellings. In addition to the requirements of subsections (a) through (g), the following shall apply to detached one-family dwellings and two-family dwellings.

✓ **First Stories.** First stories shall be elevated above the grade between two and four feet, unless existing topography is greater or unless wheelchair access is desired and cannot be provided from the side or rear.

✗ **Window Sills.** Enfronting first story window sills should be no less than two and one-half feet and no more than three and one-half feet above finished floor elevation.

⊙ **Wheelchair access.** Where practical, wheelchair access, when provided, should be installed at the side or rear of the home in order to preserve the architectural character of the primary facade.

Architectural style. Architecture is one of the most critical components of place, and nowhere is this more evident than on building facades. The design and character of street-facing facades is a reflection of both buildings and their users, and must be carefully considered for its impact on the overall sense of place.

Other:

New homes in the neighborhood conservation area should be designed to reflect the principal traditional styles found in the community. These include national folk, Queen Anne, ranch, Tudor revival, craftsman, and minimal traditional styles.

These styles, however, do not reflect the only styles historically found in Hapeville, which also includes a few occurrences of neocolonial revival. Where an applicant desires to utilize a style historically found in Hapeville, but not reflected in the six principal styles identified in subsections (4)a. through (4)e., they shall provide the Design Review Committee with photo documentation of the relevant style in Hapeville, a description of the key features of such style, and written justification of such style's appropriateness for the community.

STAFF COMMENT: Sill height should be provided.

Architectural style not listed in the principal traditional styles nor has photo documentation of relevant style been provided.

RECOMMENDATIONS

There are two fundamental issues that need to be resolved with this application prior to the Design Review Committee making a decision on the application:

First, the application states there is no additional square footage, however, a portion of the front porch/balcony has been incorporated as heated space which constitutes an expansion and requires a variance from the Board of Appeals prior to approval (See Sec. 93-3-2. Nonconforming uses and structures permitted). Staff spoke with the applicant previously and informed her of the requirement if the square footage had been expanded. At that time, Staff informed her the incorporation of the screened-in porch into heated space is considered a form of expansion.

Second, the architectural style proposed with the remodel does not meet either one of the 6 approved styles nor has the applicant provided photo evidence of a relevant style found elsewhere in Hapeville.

The remainder of the comments provided in the report are to ensure that when the first two issues are resolved, the plans are compliant with the detailed architectural requirements (see below):

Furthermore, to comply with the requirements of the Architectural Design Standards, please provide the following on all plan sheets:

- Install a front yard tree per approved tree list found in the Tree Conservation section of the City's Code.
- Screen any exterior mechanical if visible from right of way.
- Provide roof material and warranty (30 year min).
- Show details for gutters and downspouts
- Ensure foundations that are exposed above the ground are parged with cement, stuccoed over or be faced in brick, natural stone, or cast stone..
- Ensure that front steps are concrete and therefore meet the enclosure requirement.
- Include a walkway to the sidewalk from the front door.
- Provide all window details, including dimensions (ensure that they are more than 28SF and are a minimum of 3' in height), recess (2" minimum) and tint (tinted glass shall have a transmittance factor of 50 percent or greater and shall have a visible light reflectance factor of ten or less.)
- Provide window trim detail and sill detail
- Provide sill height (30" to 42")
- Provide width of driveway (min 9' max 15')
- Ensure that front pavers are used for parking.

Elements that would require a design exception if approved:

- Second story of porch has glass treatment in lieu of railing.
- Front porch does not meet the 80% requirement
- Front porch does not meet the 8' minimum depth.

When submitting revisions, please submit a summary sheet, cloud all changes on plans and update the revision date on the sheets.

CITY OF HAPEVILLE

DESIGN REVIEW APPLICATION

SUBMITTAL DATE: 15 May 2024 _____

NOTE: All applications must be typed or neatly printed. Applications or an authorized representative is required to personally appear at the Design Review Meeting to answer questions.

The Design Review Committee meets the third Wednesday of each month. Every attempt will be made to place your application for review on the next month's agenda following the submittal of a completed application with supporting documents; however, that may not always be possible. The City reserves the right to schedule applications as deemed necessary.

Applicant: Simi Khera _____ **Contact Number:** _____
Applicants Address: 3281 Bachelor St Atlanta GA 30344\

E-Mail Address: _____ **Zoning Classification:** R1 _____

Address of Proposed Work: 3336 Myrtle St Hapeville GA

Parcel ID# (INFORMATION MUST BE PROVIDED): 14 009800140024

Property Owner: Simi Khera **Contact Number:** _____

Project Description (including occupancy type):
Renovation of an exisisting structure to make a single family NO additional square footage added

Contractors Name: Trey Dickson **Contact Number:** _____

Contact Person: Simi Khera **Contact Number:** _____

I hereby make application to the City of Hapeville, to the Design Review Committee for the above referenced property. I do hereby swear or affirm that the information provided here and above is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand that the City of Hapeville, Georgia, reserves that right to enforce any and all ordinances regardless of any action or approval on this application. I further understand that it is my/our responsibility to conform with all of City of Hapeville's Ordinances in full. I hereby acknowledge that all requirements of the City of Hapeville shall be adhered to. I can read and write the English language and/or this document has been read and explained to me and I have full and voluntarily completed this application. I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for violation thereof.

SKhera

15 May 2024

Applicants Signature

Date

Project Class (check one):

x _____ Residential _____ Commercial _____ Mixed-Use Development

Project Type:

_____ New Commercial Construction _____ Addition to Existing Commercial Building

_____ Addition to Existing Residential Structure _____ Accessory Structure

_____ Site Plan, Grading & Landscaping _____ New Single-Family Residential Construction

x _____ Other

Total Square Footage of proposed New Construction: 2000 square feet

Total Square Footage of existing building: 2000 square feet

Estimated Cost of Construction: \$200,000

List/Describe Building Materials on the exterior of the **existing** structure: The existing structure is made of _____

Wood/vinyl planking

List/Describe Building Materials **proposed** for the exterior facade of the new structure: _____

The proposed exterior will be a mix of hardy plank and board and batton.

Will any trees be removed to accommodate the project? no _____

NOTICE

Please be advised that the Community Service Department is here to assist all applicants regarding application procedures, meeting schedules and necessary deadlines. The Community Service Department does **NOT** make any final decisions for the Design Review Committee, Sign Committee, Planning Commission, Board of Appeals or rezoning request to Mayor and Council.

A complete application and dimensioned architectural drawings must be submitted before the Community Service Department will accept an application and forward the same to the appropriate entity.

Building inspections issued by the City of Hapeville are contracted out to State of Georgia Certified Inspectors. These inspectors make the final decisions regarding building, electrical, plumbing and HVAC work completed in the City of Hapeville. The Hapeville Fire Marshal conducts inspections issued through the Community Services Department as needed. Both the Certified Inspectors and Fire Marshal make the final decisions before Certificates of Occupancy's are issued.

Please be advised that the Community Service Department shall not be responsible for your purchasing materials, equipment, items, signs, etc... before you receive final approval by any entity whose approval is required.

I understand that it is a felony to make false statements or writings to the City of Hapeville, Georgia pursuant to O.C.G.A. 16-10-20 and I may be prosecuted for a violation thereof.

(Please Print & Initial)

I Simi Khara SKhara swear or affirm that before receipt of an application, I have received this notice and I read and write the English language or I have had someone read and explain this document to me.



DEPARTMENT OF PLANNING AND ZONING

DESIGN REVIEW APPLICATION INSTRUCTIONS AND ACKNOWLEDGEMENT

I, the undersigned, agree that with my signature and submission to the City of Hapeville, I have done the following:

- ☒ Read the City of Hapeville's Architectural Design Guidelines and relevant Code sections for my proposed project. The Architectural Design Guidelines may be found here:
https://library.municode.com/ga/hapeville/codes/code_of_ordinances?nodeId=PTIICOOR_CH81ARDEST
- ☒ Ensured that my proposed project meets all of the required criteria per the City of Hapeville Code of Ordinances.
- ☒ Submitted my application materials in full by the published deadline for review by Staff prior to the Design Review Committee meeting.
- ☒ Identified and explained all deficiencies or components of the proposed project that do not meet with the requirements set forth in the Code. This explanation should be submitted as a separate document in the application.
- ☒ Understood that any deficiencies in the application must be resolved at least 10 days prior to the Design Review Committee meeting or the application may not be presented to the DRC for review.
- ☒ Submitted dimensioned architectural drawings and details for all projects unless allowed in writing by the Community Services or Planning & Zoning Department.
- ☒ Agreed to submit any required revisions by the Design Review Committee with updated drawings to the Community Services Department for review prior to requesting any permits.

Simi Khera

15 May 2024

Printed Name

Signature

Date

Should you have any questions, please do not hesitate to contact the Community Services Department at 404-669-2120.

Thank you for interest and investment in the City of Hapeville.







IPF
IPS
CMP
R/W
CL
FES
L.L.L.
T.B.M.
INV.
S.S.M.
P.O.
F.H.
L.P.
ICV
T.P.
D.M.
G.V.
B.
P.C.

IRON PIN FOUND
1/2" REBAR SET
CORRUGATED METAL PIPE
RIGHT OF WAY
CENTER LINE
PROPERTY LINE
FLARED END SECTION
LAND LOT LINE
TEMPORARY BENCHMARK
INVERT ELEVATION
SANITARY SEWER MANHOLE
POWER POLE
FIRE HYDRANT
LIGHT POLE
IRRIGATION CONTROL VALVE
TRAVERSE POINT (60D NAIL)
DRAINAGE MANHOLE
GAS VALVE
BENCHMARK
PROPERTY CORNER

X
T
G
W
SS
P

PROPERTY LINE
FENCE
TELEPHONE LINE
GAS LINE
WATER LINE
SANITARY SEWER LINE
POWER LINE

OTP
CTP
RB
Y.I.
D.I.
SMH
CO
GW
AC
N/F
PT
RRT

OPEN TOP PIPE
CRIMP TOP PIPE
REBAR
YARD INLET
DRAIN INLET
SAN. SEWER MANHOLE
CLEANOUT
WATER METER
WATER VALVE
GUY WIRE
AIR CONDITIONER
NOW OR FORMERLY
PERC. TEST (BOREHOLE)
4x4 TRANSFORMER
RAIL ROAD TIE WALL

Zoning: R-1

Setback
Front Yard: 25'
Side Yard: 7'
Rear Yard: 15'

HAPEVILLE RESIDENCE

3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED	REVISED	DATE
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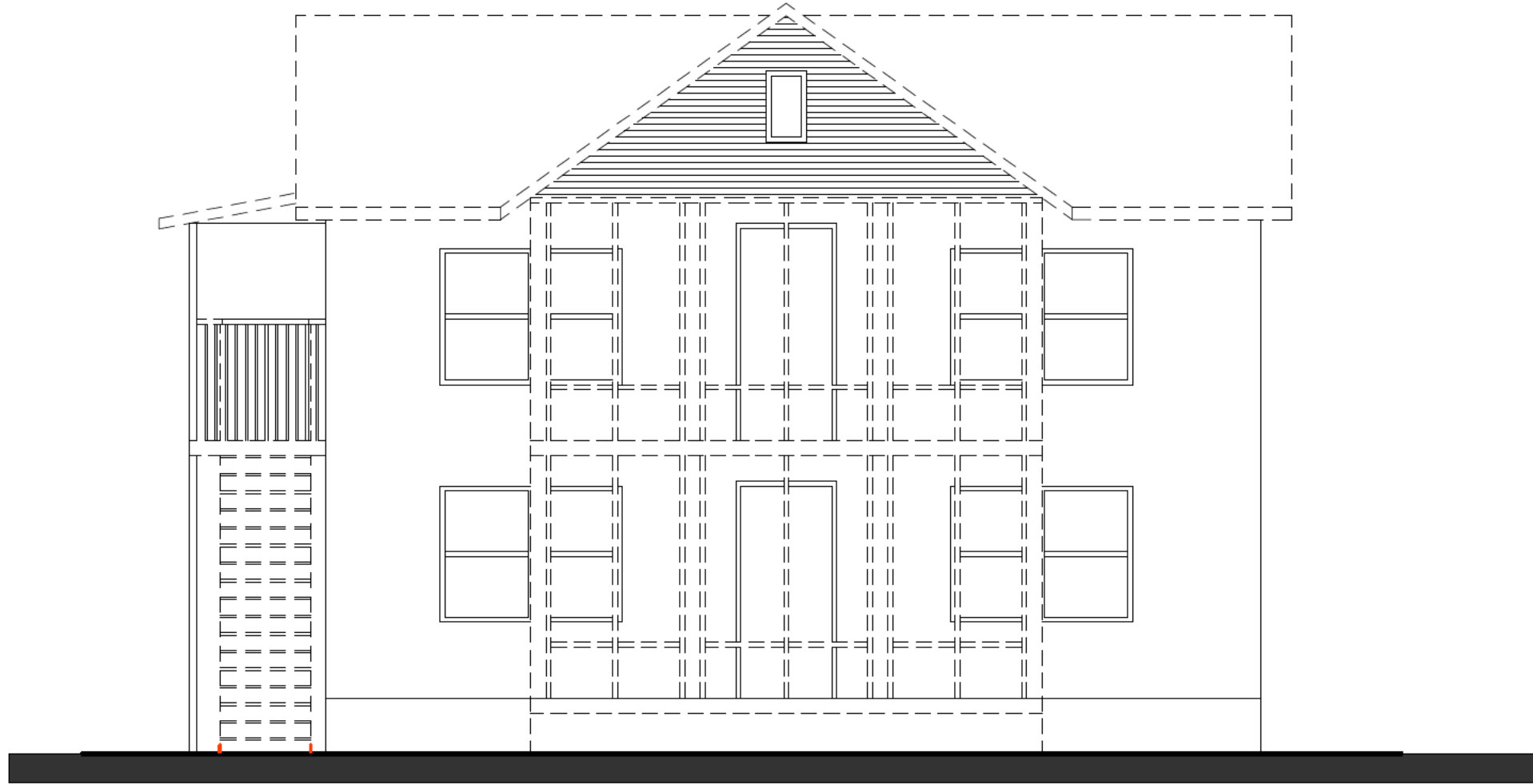
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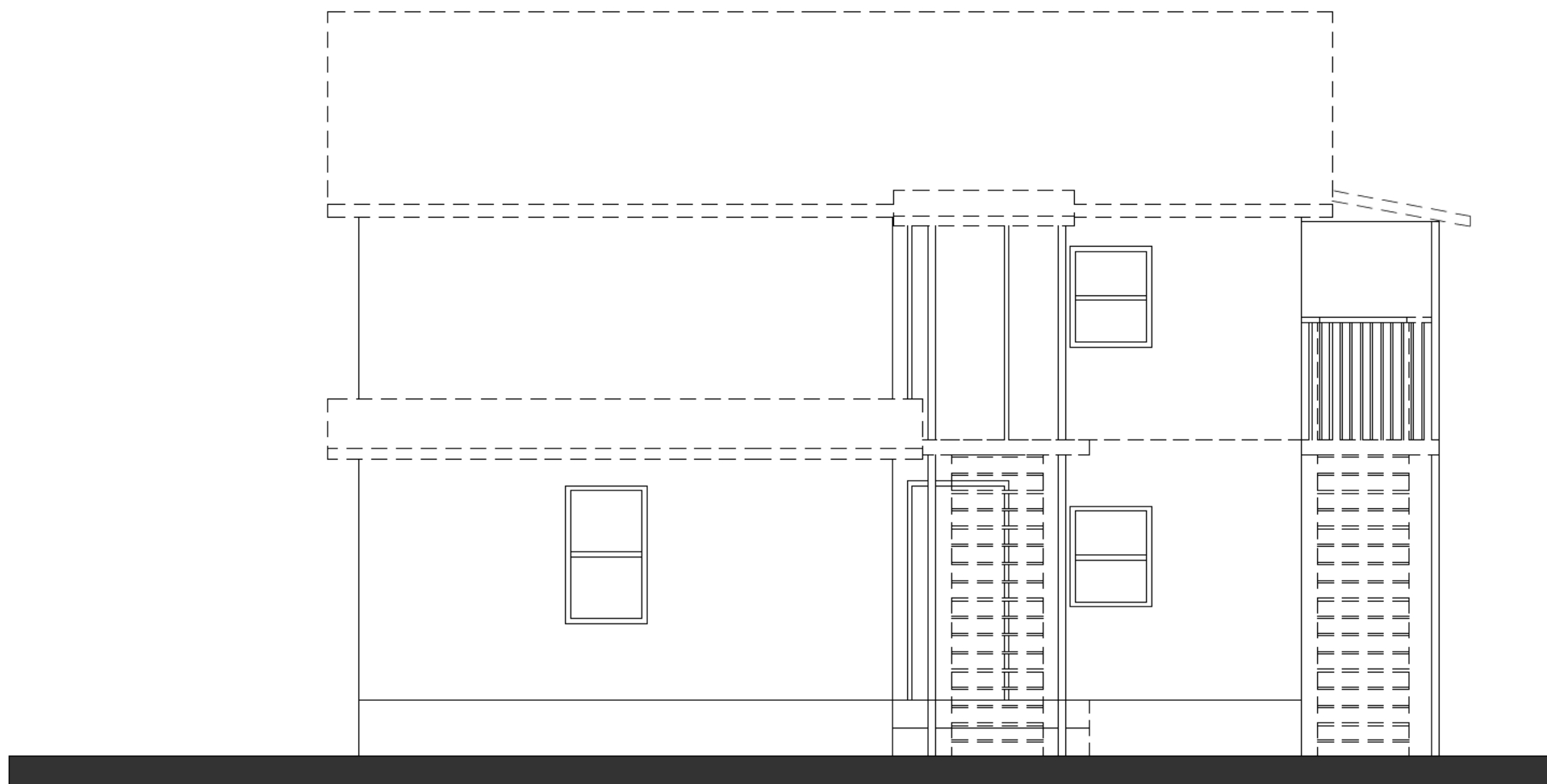
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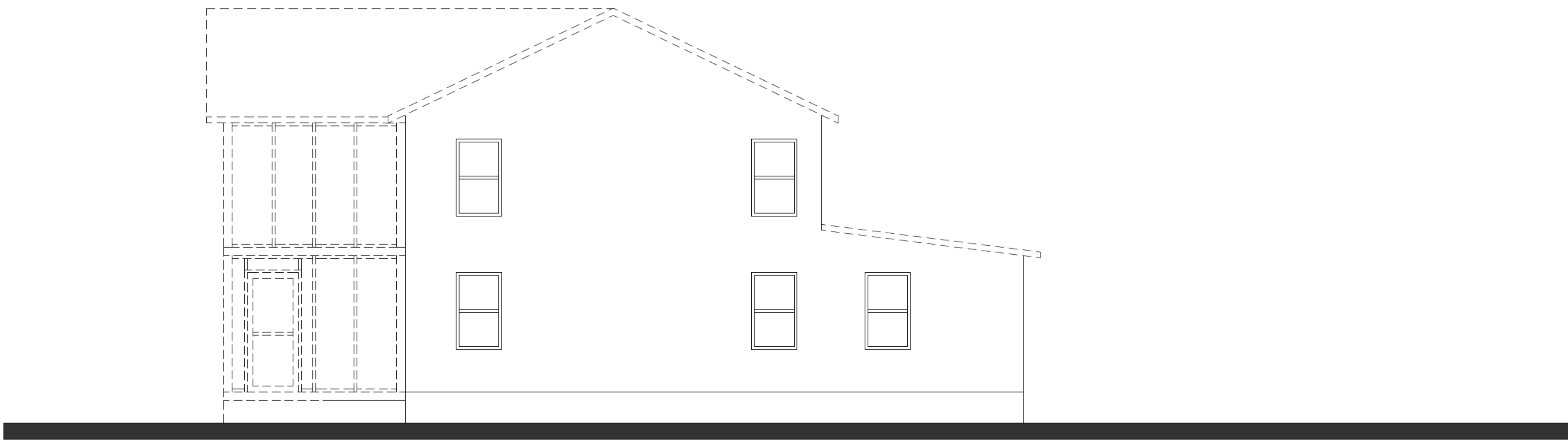
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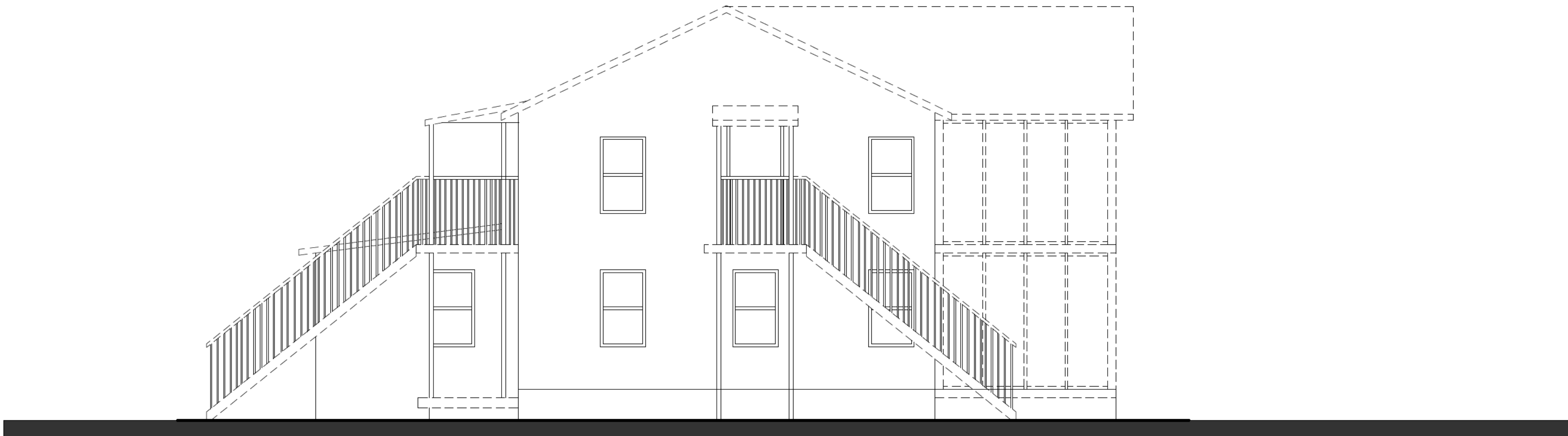
① Front Elevation Demolition



③ Back Elevation



② Side Elevation Left Demolition



④ Side Elevation Right Demolition

HAPEVILLE RESIDENCE

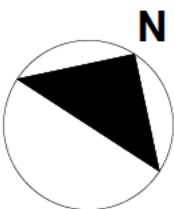
3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED REVISED	DATE

EXISTING ELEVATIONS

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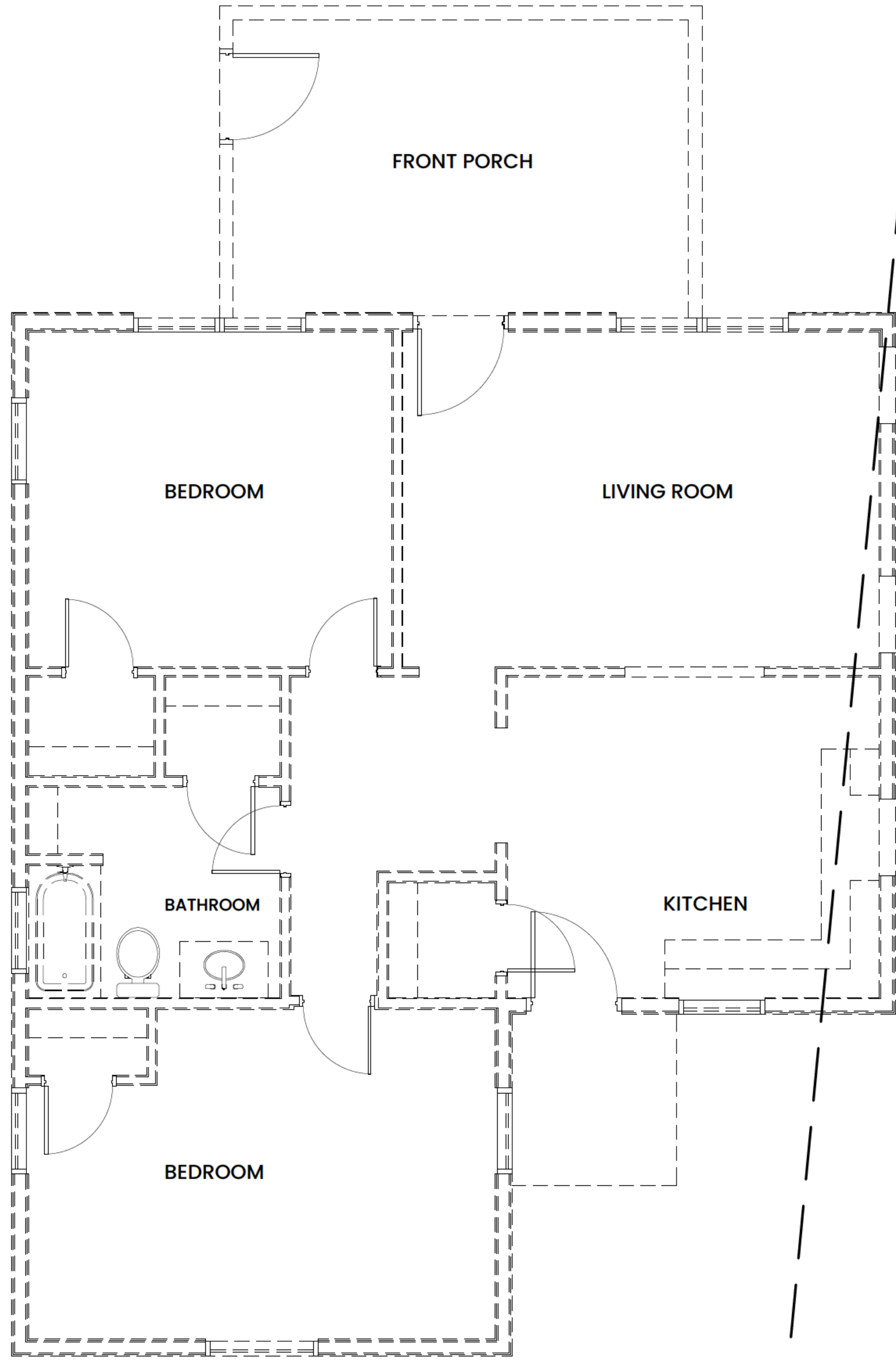
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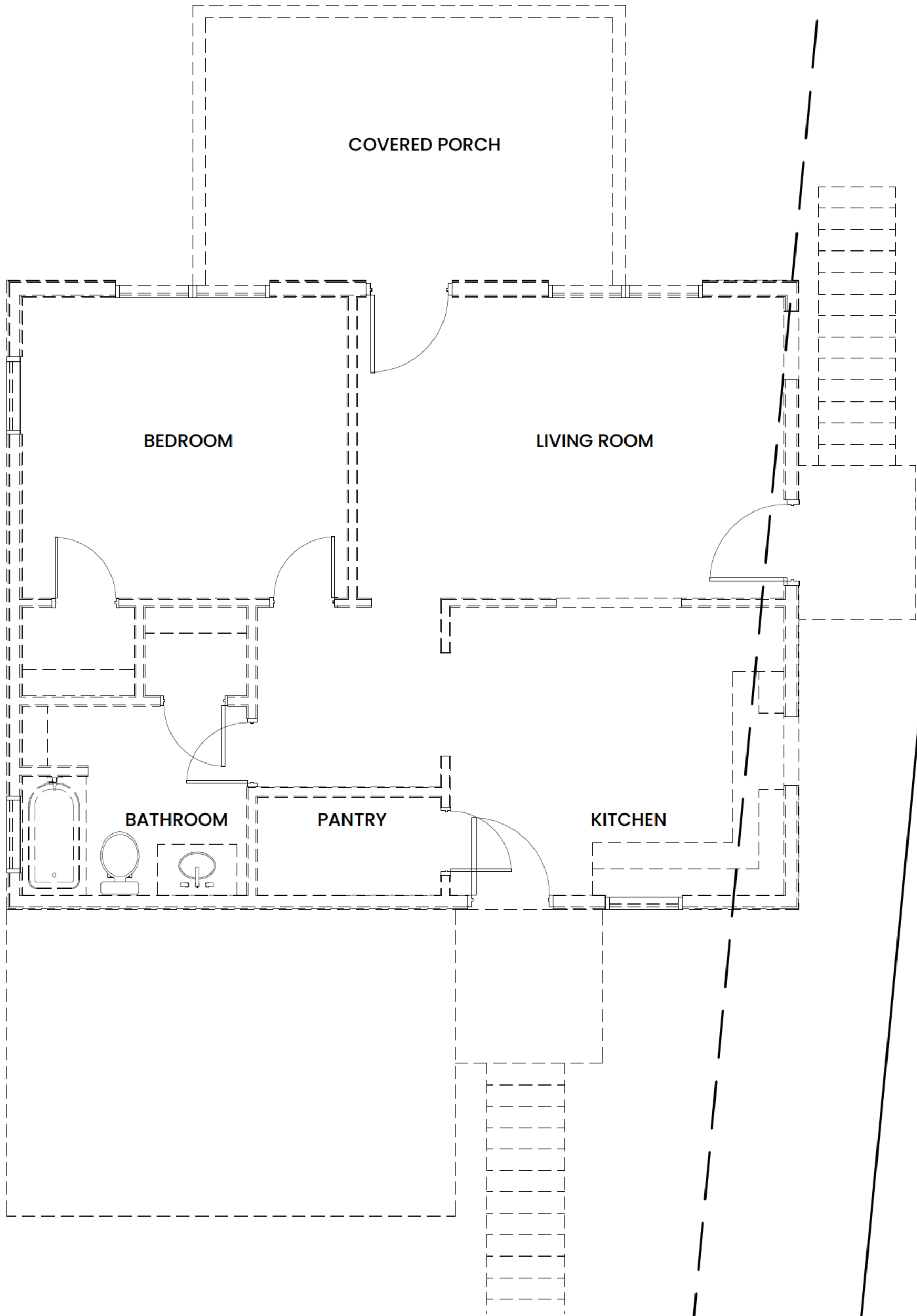
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① First Floor Demolition Plan



② Second Floor Demolition Plan



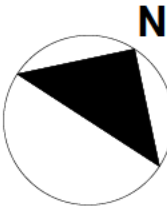
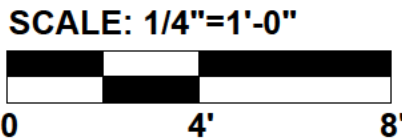
HAPEVILLE RESIDENCE

3336 Myrtle St, Atlanta, GA 30354, USA

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EXISTING FLOOR PLANS

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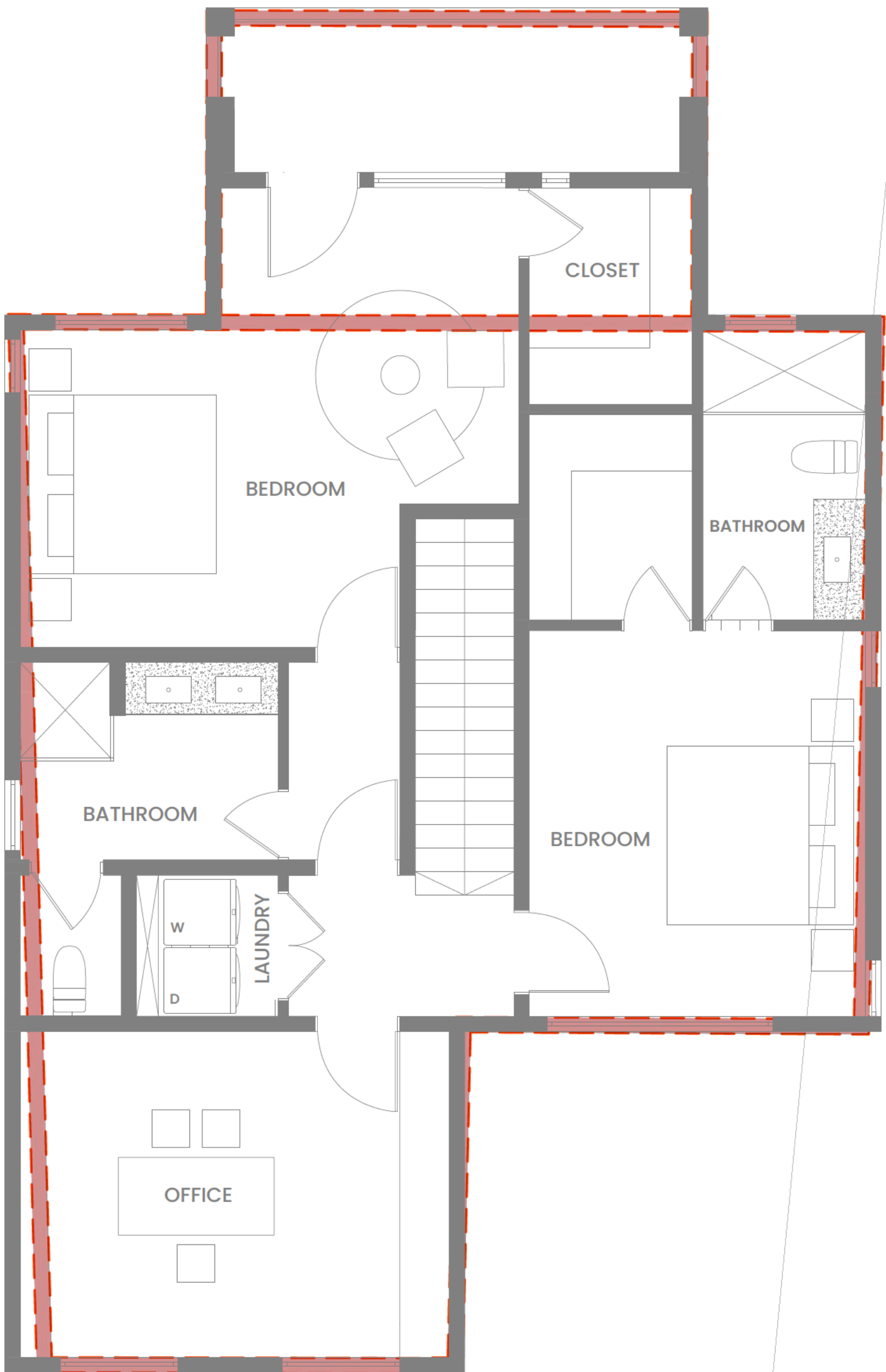
1 First Floor



NOTE

Project to be built using the previous house foundations and following the exact original perimeter. Verify on site before construction.

1 Second Floor



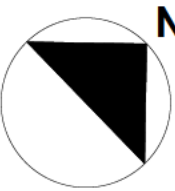
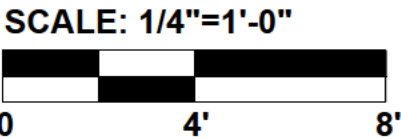
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No.	ISSUED REVISED	DATE

EXISTING PERIMETER

Sheet size 24" x 36"



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HAPEVILLE RESIDENCE

3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED REVISED	DATE

EXTERIOR RENDERS

Sheet size 24" x 36"



HAPEVILLE RESIDENCE

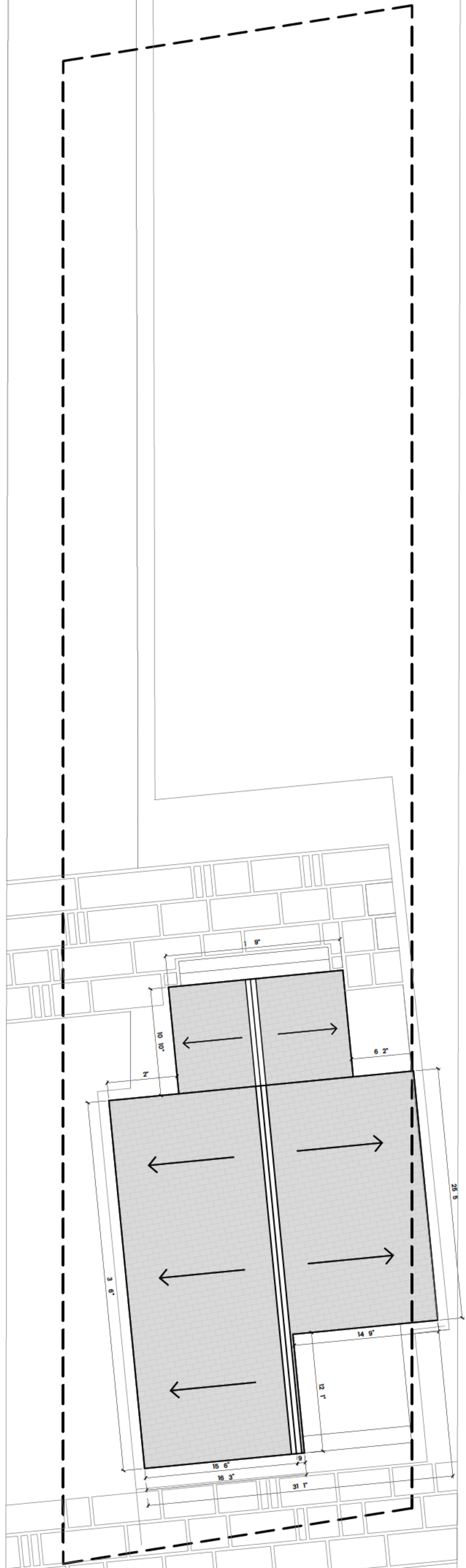
3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED	REVISED	DATE
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EXTERIOR RENDERS

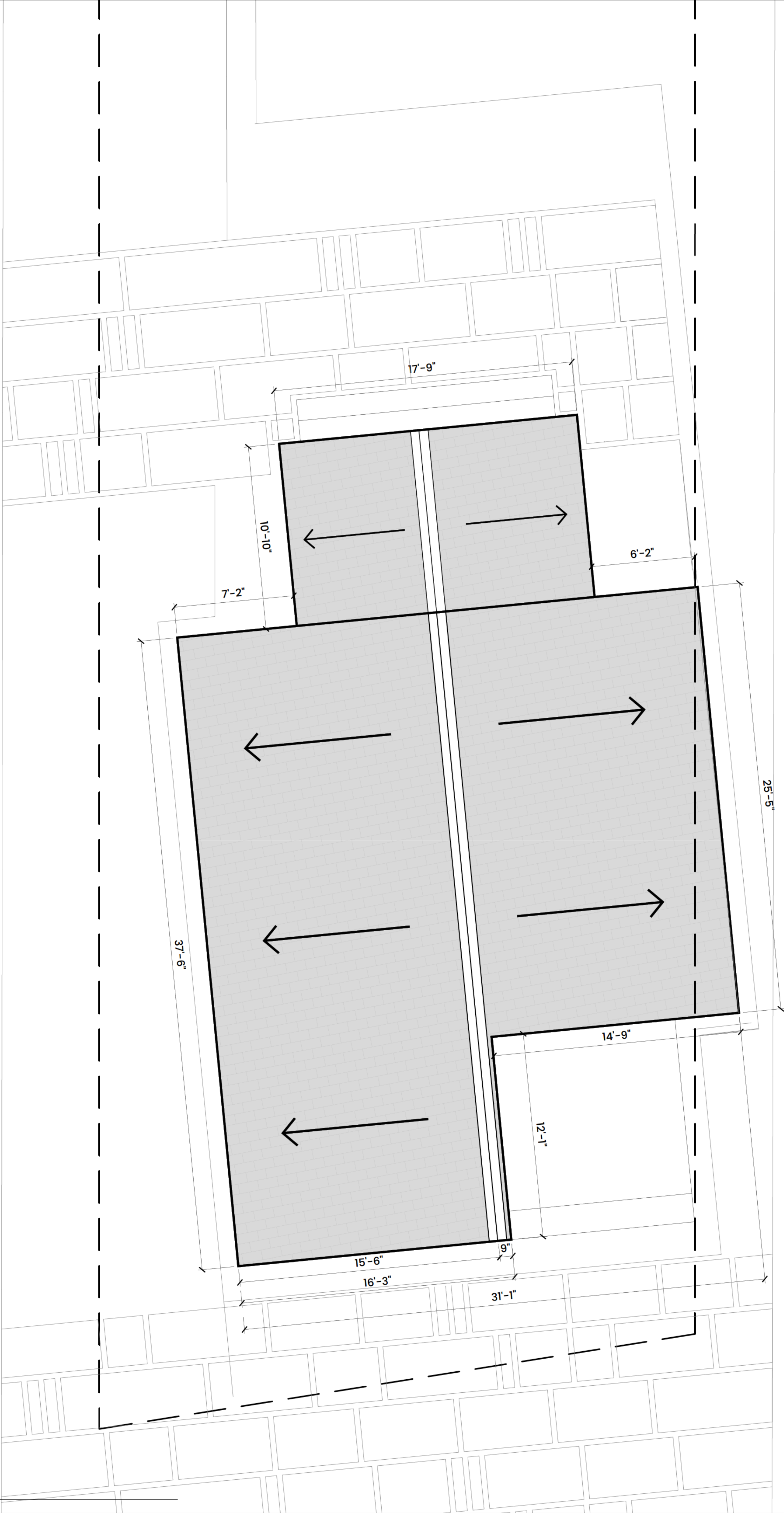
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AREA SCHEDULE	
NAM	AR A
ACC SS	102.65 Sq. t.
RS OOR	1075.44 Sq. t.
S COND OOR	1075.44 Sq. t.
RRAC	102.65 Sq. t.



1 Roof Plan
Scale 3/32" = 1'-0"

1 Roof Plan



1 Roof Plan

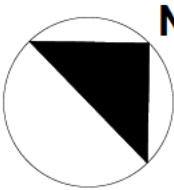
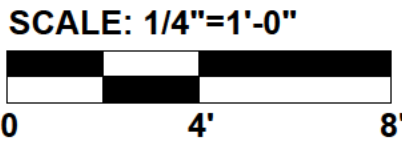
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3336 Myrtle St, Atlanta, GA 30354, USA

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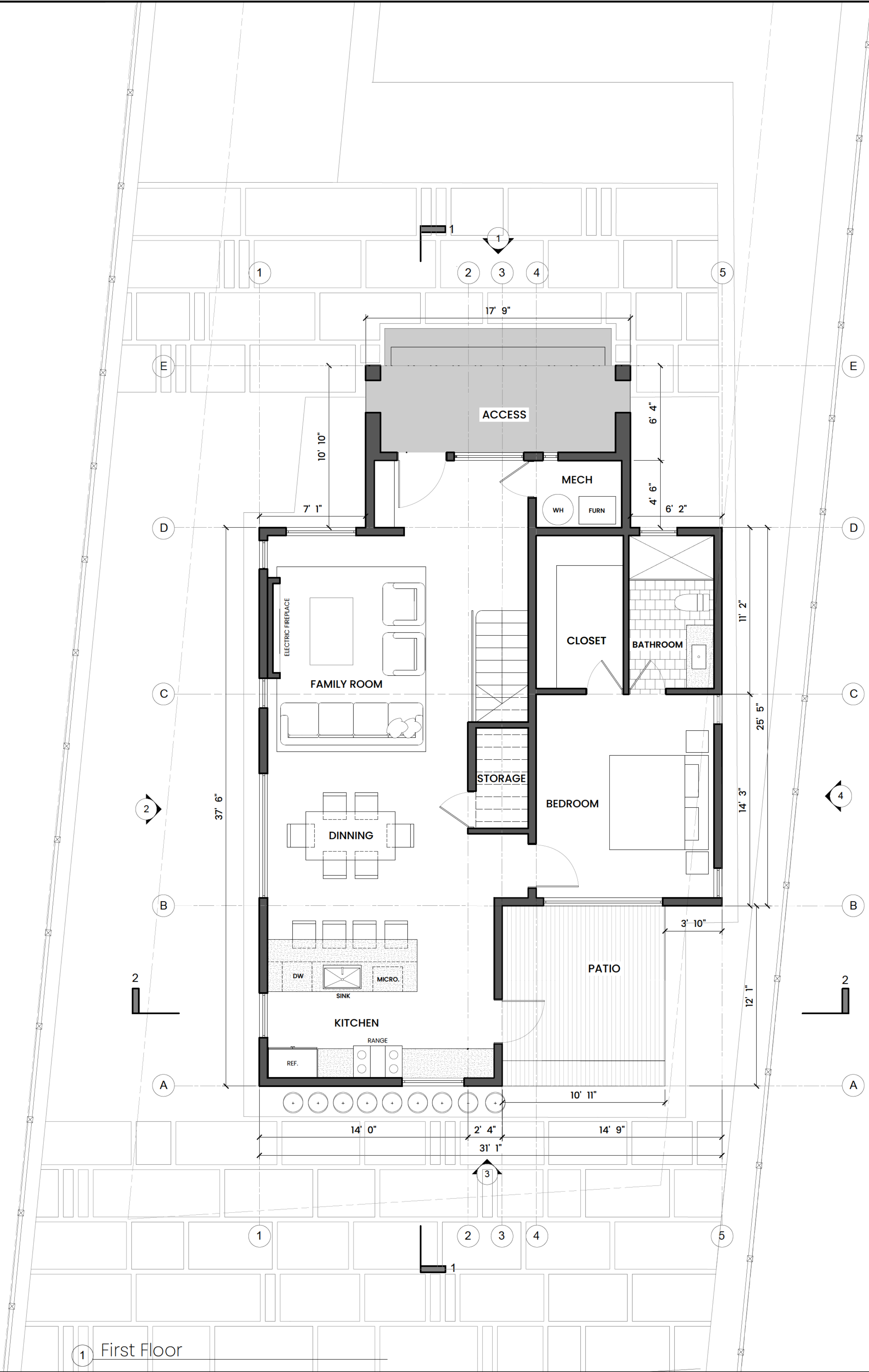
ROOF PLAN

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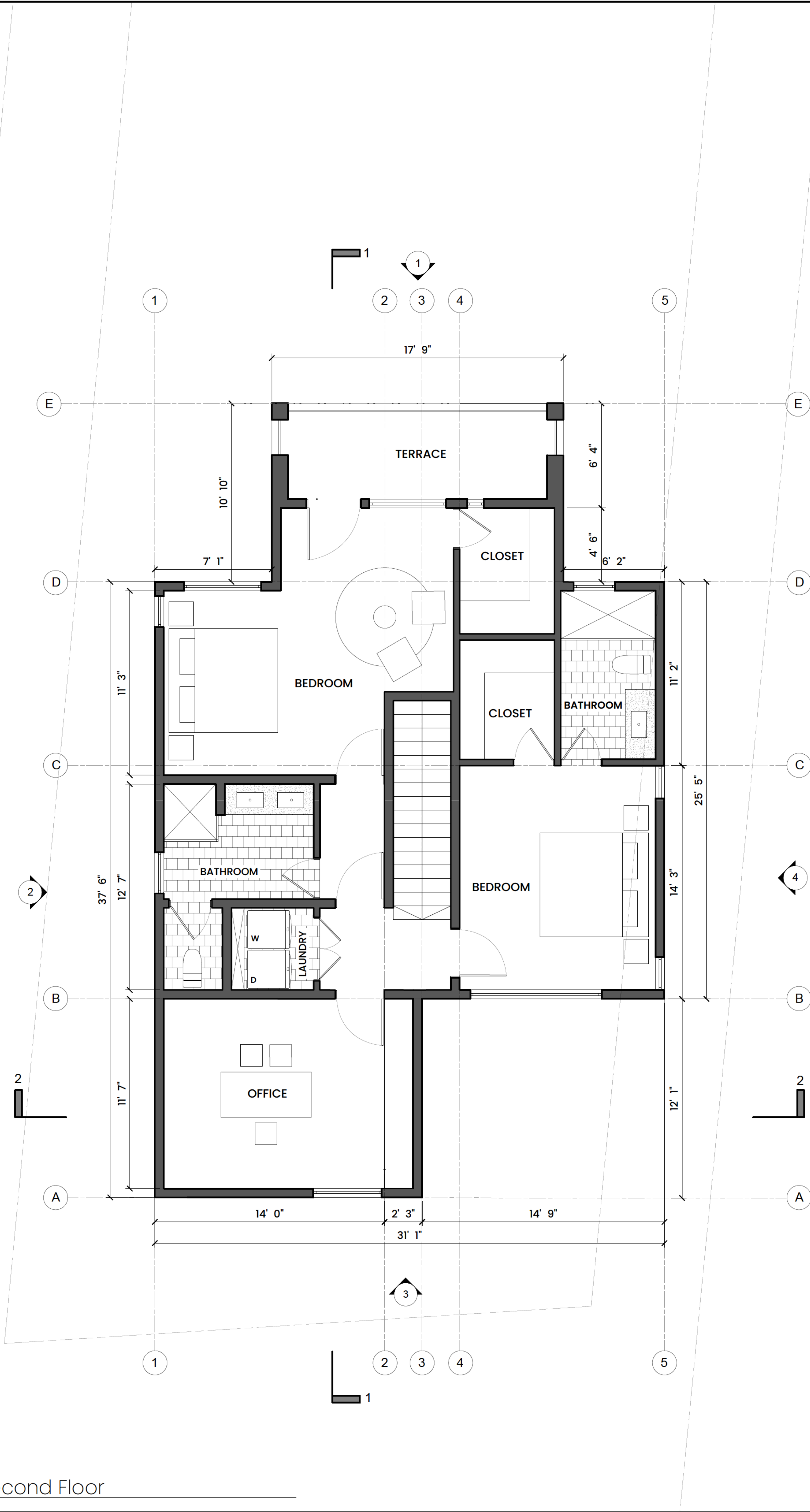


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1 First Floor



2 Second Floor

HAPEVILLE RESIDENCE

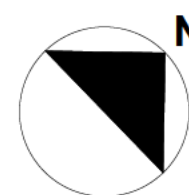
3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED	REVISED	DATE
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FLOOR PLAN DIMENSION

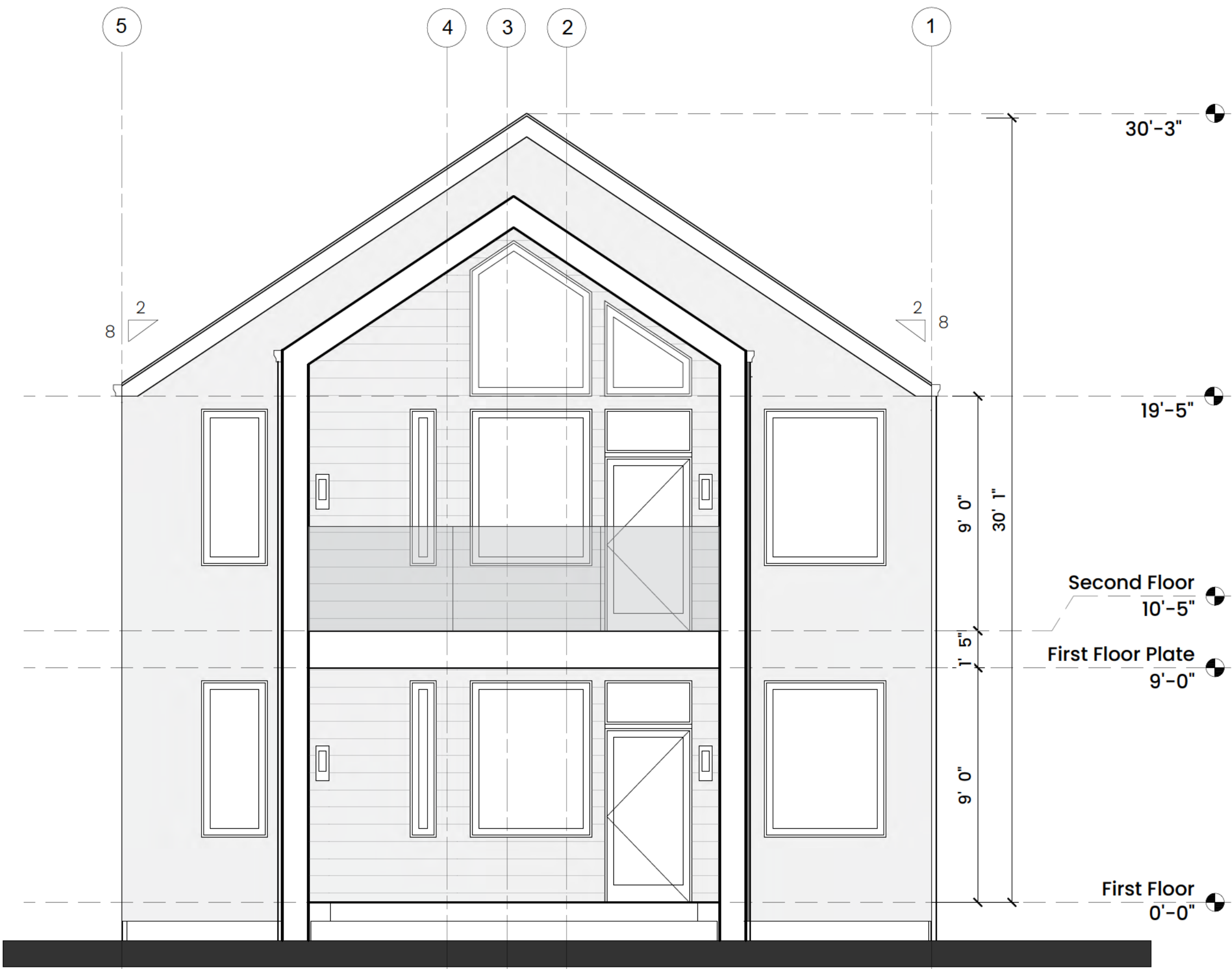
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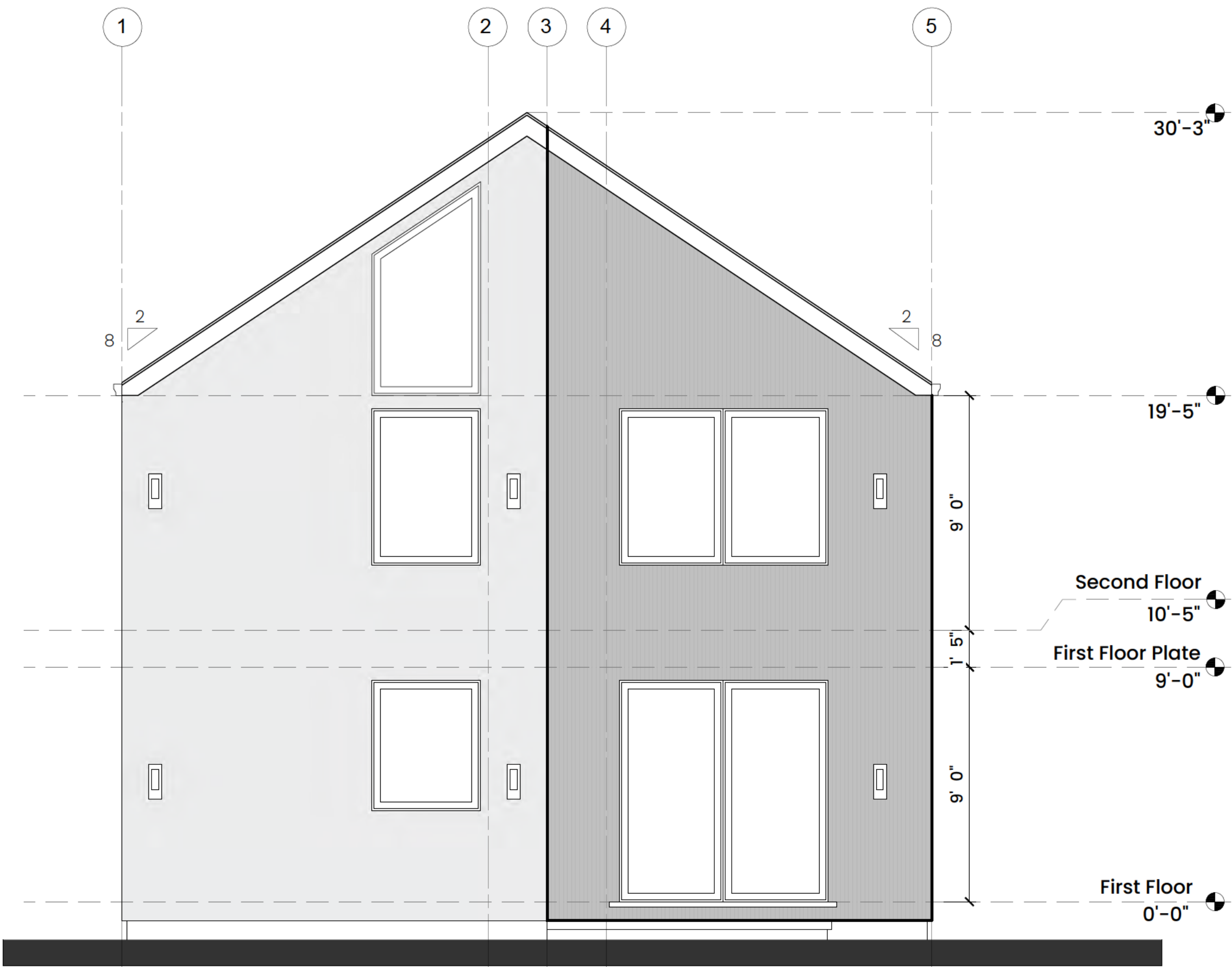
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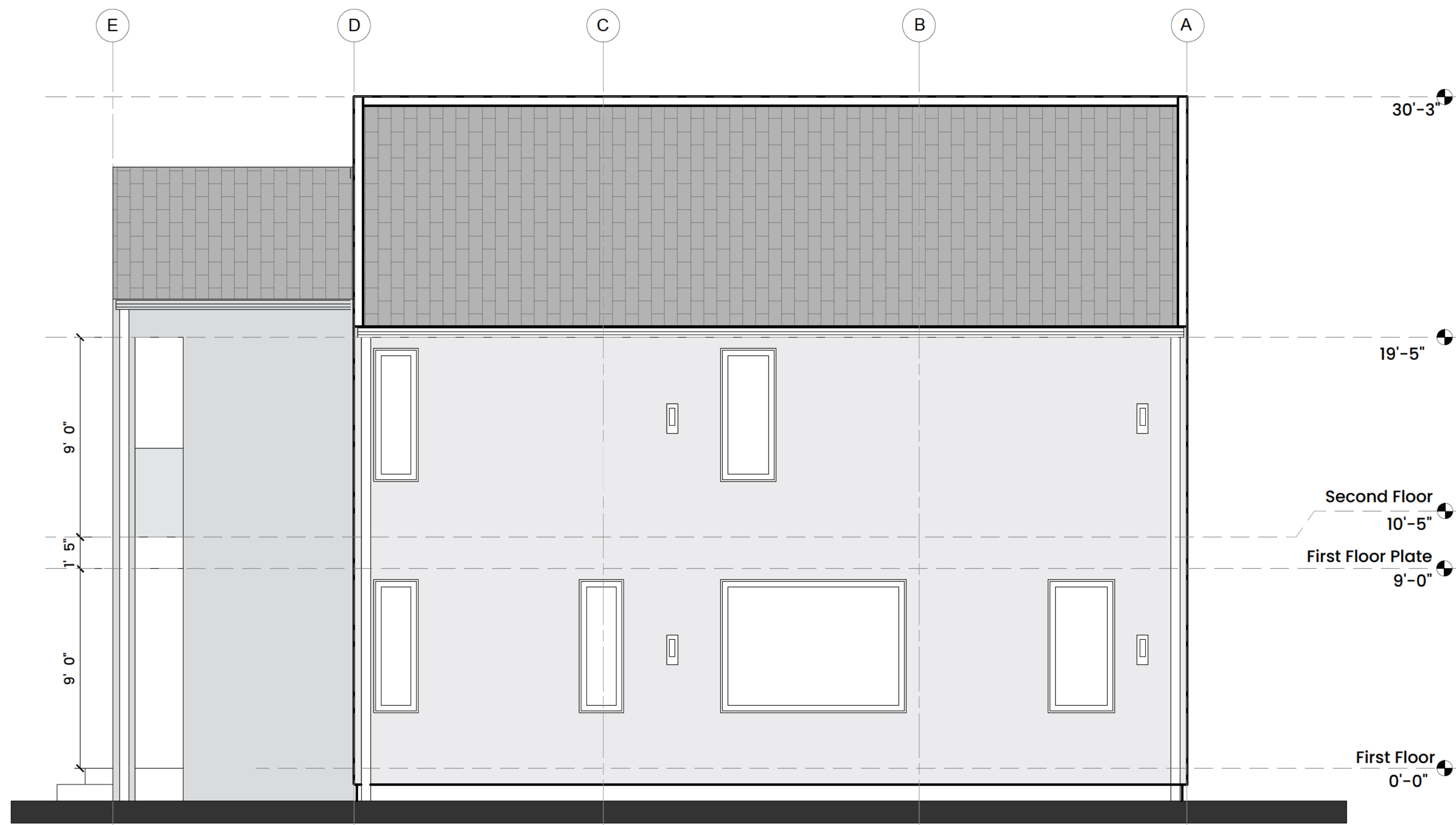


WINDOWS PERCENTAGE					(g)Door and window standards. 11.Windows shall be provided for a minimum of thirty (30) percent and a maximum of 50 percent of the total street facing facade of the principal building, with each facade and story calculated independently.
NAM		acade Sq. ft.	Windows Sq. ft.	Percentage	
RS	OOD	324.76 Sq. ft.	105.48 Sq. ft.	32.48%	
S COND	OOD	455.50 Sq. ft.	137.95 Sq. ft.	30.30%	

1 Front Elevation A



3 Back Elevation C



2 Side Elevation B



4 Side Elevation D

HAPEVILLE RESIDENCE

3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED	REVISED	DATE
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ELEVATIONS

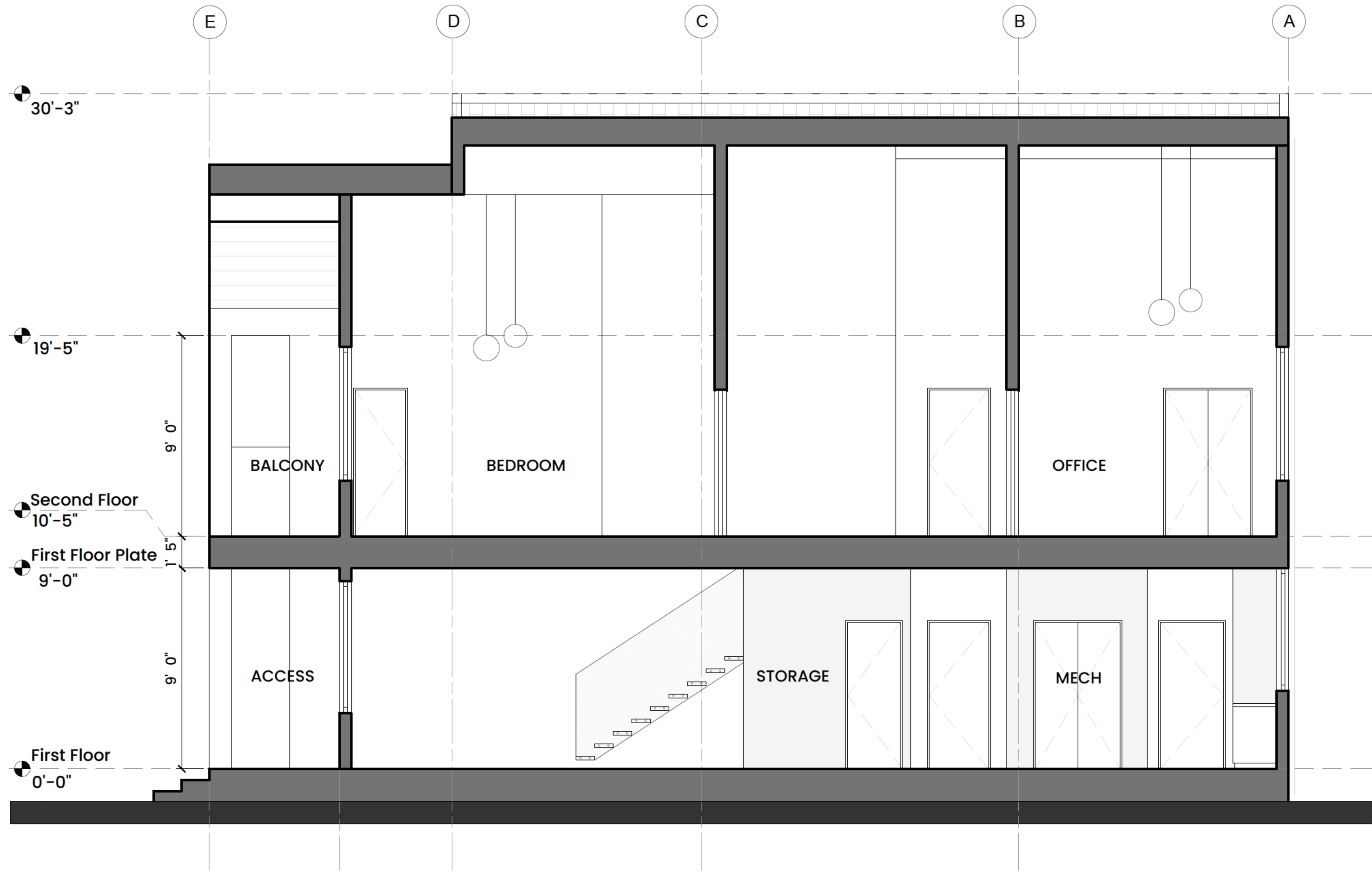
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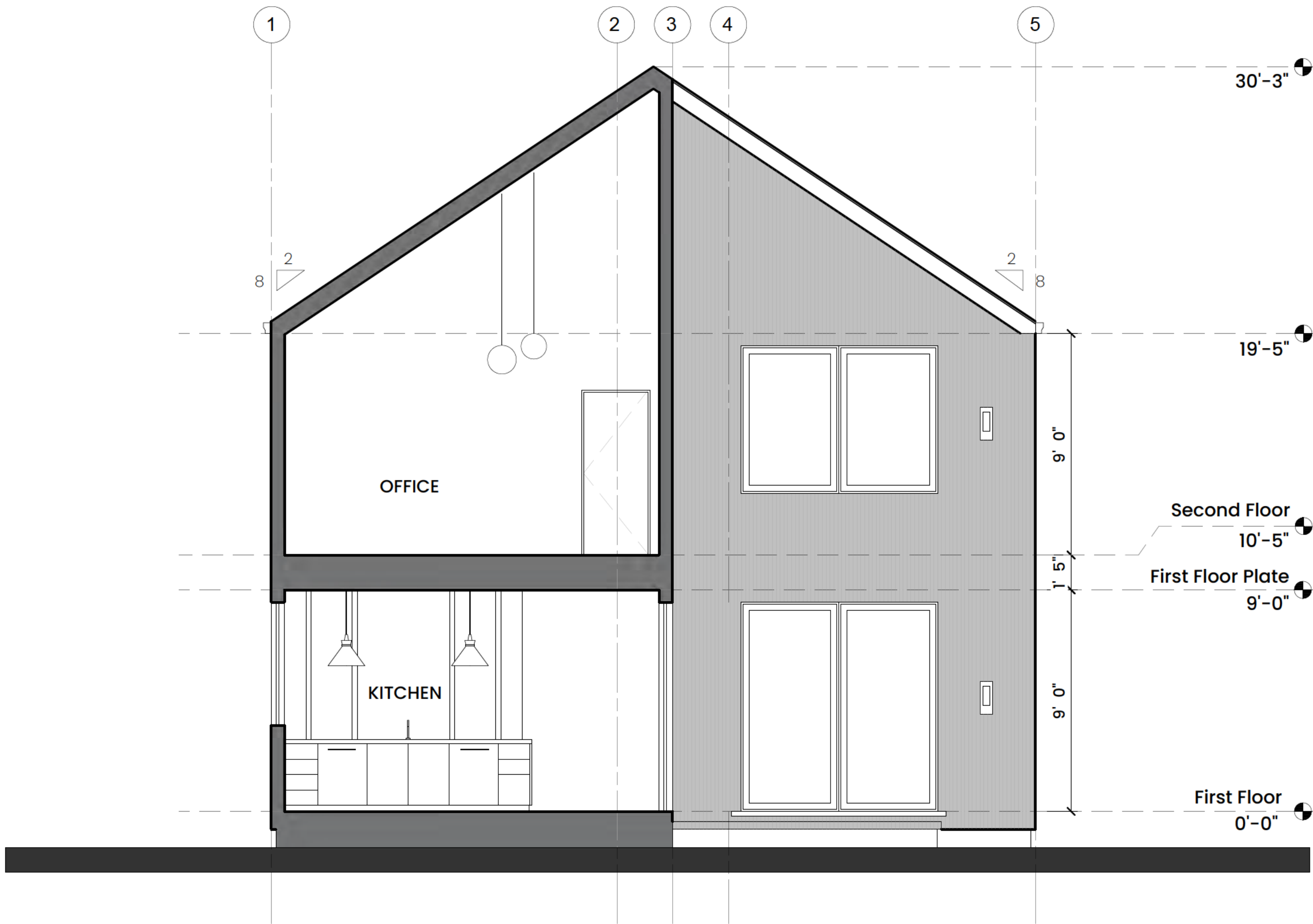


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1 Section 1



2 Section 2

HAPEVILLE RESIDENCE

3336 Myrtle St, Atlanta, GA 30354, USA

No.	ISSUED	REVISED	DATE

SECTIONS

Sheet size 24" x 36"

