



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.

Brian Wismer, Chairman
Lucy Dolan, V. Chairman
G. Leah Davis
Miller Radford
Jeanne Rast
Cliff Thomas

Planning Commission Meeting

700 Doug Davis Drive
Hapeville, GA 30354

November 19, 2024 6:00 PM

AGENDA

1. Call to Order

2. Roll Call

Brian Wismer, Chairman
Lucy Dolan, V. Chairman
G. Leah Davis
Miller Radford
Jeanne Rast
Cliff Thomas

3. Approval of Minutes

3.I. Minutes of October 8, 2024

Documents:

1. Minutes - 10-08-2024_draft

4. New Business

4.I. 3165 - 3167 Dogwood Drive (Phase II) Final Plat Review

Background:

IHD Investments is requesting final plat review for the properties located at 3165 - 3167 Dogwood Drive (Parcel ID's: 14-0099-0003-042-2, 14-0099-0003-112-3, 14-0099-0003-113-1) for the purpose of constructing townhomes. The properties are zoned V, Village.

Documents:

1. Application - 3165 - 3167 Dogwood Drive_Phase II_Final Plat_Redacted
2. Plans - 3165 - 3167 Dogwood Drive_Phase II_Final Plat
3. Planner's Report - 3165 Dogwood Drive Subdivision Final Plat Phase II
4. Engineer's Report - 3165 Dogwood Drive Final Plat Phase 2 Review -1

4.II. 613 Spring Street Site Plan Review

Background:

Joshua Crook is requesting site plan review to construct a 918-sf addition and 408-sf accessory dwelling unit (ADU) to an existing single-family dwelling at 613 Spring Street (Parcel ID: 14-0095-0005-006-9). The property is zoned R-SF, Residential Single Family.

Documents:

1. Application - 613 Spring Street_Site Plan_Redacted
2. Planner's Report - 613 Spring Street_Site Plan_ADU_V2
3. Plans - 613 Spring Street_Site Plan

4.III. 2025 Planning Commission Meeting Schedule

Background:

Consideration and action to approve the 2025 Planning Commission meeting schedule. The schedule includes one key change: the November meeting will be held on Monday, November 17, 2025, to accommodate the November election and Veterans Day holiday.

Documents:

1. 2025 Planning Commission Meeting Dates and Deadline Schedule_draft

5. **Next Meeting Date - December 10, 2024 at 6:00 PM**

6. **Adjourn**



Brian Wismer, Chairman
Lucy Dolan, Vice Chairman
G. Leah Davis
Miller Radford
Jeanne Rast
Cliff Thomas

**Planning Commission Meeting
700 Doug Davis Drive
Hapeville, Georgia 30354**

October 8, 2024 6:00 PM

MINUTES

1. Called to Order at 6:00 PM.

2. Roll Call

Brian Wismer, Chairman
Lucy Dolan, Vice Chairman
G. Leah Davis
Miller Radford
Jeanne Rast
Cliff Thomas

3. Approval of Minutes

3.I. Minutes of September 10, 2024

MOTION ITEM: Cliff Thomas made a motion to approve the minutes of September 10, 2024, subject to corrections. Lucy Dolan seconded the motion. Motion Carried: 4-1; Jeanne Rast abstained.

4. New Business

4.I. 736 South Central Avenue

Conditional Use Permit

Background:

Kohaleth Knight of Donehoo-Lewis Funeral Home requested a Conditional Use Permit to operate a funeral home at 736 South Central Avenue, Hapeville, Georgia 30354, Parcel Identification Number 14-0098-0006-003-2. The property is zoned V, Village, and is subject to the zoning regulations under Section 93-11.1-4 (Conditional uses) of the City of Hapeville Zoning Ordinance.

Findings

This is a change of ownership with no modifications to the signage, parking lot, entrance and exit, or the building. The property has been used as a funeral home since 1934.

The application and included survey show parking provided on the site to the rear (23 parking spaces, including 2 ADA compliant at the rear building entrance).

The property is located in the V, Village Zoning District and in the Arts Overlay Zoning District. A funeral home is permitted as a Conditional Use within the V Zoning District and is subject to the provisions of Article 11.1.

Recommendation

The proposed use of a funeral home is compatible with the Village Zoning District and meets the intent of the district. The conditional use application is recommended for approval.

Public Comment: None.

MOTION ITEM: Cliff Thomas made a motion to give a favorable recommendation to Mayor & Council for the requested Conditional Use Permit at 736 South Central Avenue to operate a funeral home. The motion was seconded by Leah Davis. MOTION CARRIED: 5-0.

4.II. 3409 Dogwood Drive Conditional Use Permit

Background:

Jeresha Sherri White requested a Conditional Use Permit to operate a daycare center at 3409 Dogwood Drive, Parcel Identification Number 14-0098-0017-017-9. The property is zoned U-V, Urban Village, and is subject to the zoning regulations under Section 93- 11.2-5 (Conditional uses) of the City of Hapeville Zoning Ordinance.

Findings

The center will serve between 40 and 50 children between the ages of “walking” and 9 years. The center will be licensed through Bright from the Start Childcare.

The property, zoned U-V, Urban Village, requires kindergarten schools/day care center to obtain a conditional use permit.

Operating hours: The application states that the care provided is 12 months per year, 5 days per week (Monday through Friday), from 630am to 6pm. Drop-off is typically between 630a and 840a. Pick-up is typically between 4pm and 6pm. The applicant has noted that Belle Luxe is not open during the morning drop-off period.

The application states there will be between 3 and 5 employees on-site during business hours who will park at the rear.

Building layout: The location of the daycare in the building, including entrances and exits have been shown. There are two entrances, one at the front and one at the rear of the building. The floor plan does not seem correct as Whipped by Kiara space does not indicate any restrooms and is closed off from the rest of the building. Please provide correct floor plan.

Site plan: The site plan provided shows 10 parking spaces in the rear, an enclosed play area, and illegible landscaping plans.

Circulation: The application proposes that drop-off would occur either at the front or rear of the building. The front parking requires drivers to back onto Dogwood Drive, a state highway. The proposed layout, which differs from the current layout, shows a two-way drive starting at the rear of the building with an inadequate turn radius to accommodate cars changing direction. Furthermore, the width between the property line and the front of the building is narrow and not wide enough to accommodate two-way traffic. It would only allow for either an entering car or a departing car. This could create a back up on Dogwood Drive during drop-off or pick-up times. There is no secondary exit from the rear.

Buffer: A 15' evergreen landscape buffer with a fence or wall is required. The landscaping plans indicate the remainder of the property will be softscaped with trees and presumably grass or ground cover.

There is a 3' brick wall that separates the adjacent property loading dock. Playground fencing (6') will further separate the property.

Parking: The application and view of the site indicate 8 parking spaces at the front of the building, however only 7 are shown on the plan, and "10-15" more parking spaces in the rear, however, 10 are shown on the proposed site plan for a total of 18 parking spaces. There are three tenants with active occupational tax permits with the city. Tenant spaces include Whipped by Kiara (396 SF) requiring 2 parking spaces, Belle Luxe Day Spa (1400 SF per OTP), and Tax Academy (1500 SF). The proposed childcare facility will replace Tax Academy. The remaining two tenants require 5 spaces, so 13 would be available for the daycare. The front spaces are not recommended for pick up and drop off. Should the 3 to 5 employees of the childcare utilize the rear parking spaces, that would limit the available parking to 5 to 7 spaces.

Note: the property owner also has a parking agreement for 3 of the remaining 13 spaces, reducing the available spaces to 10. approved by the Board of Appeals, with Co-Creative Arts for overflow parking as needed. The applicant noted this arrangement may be terminated, however, if it is required for the operation of the childcare.

In addition, please note most of the site plans are illegible. Please resubmit so they can be clearly read.



Recommendation

Please correct the floor plan as per above for the correct layout for Whipped by Kiara and also ensure all documents are legible.

Please also provide the total square footage for the proposed childcare center.

There are two key circulation issues as determined by the Chief of Police (see attached). The driveway to access the rear parking can only accommodate one lane of traffic to the rear of

the building. There are only 5 to 7 spaces available after staff has parked in the rear. The turnaround at the rear of the property does not have an adequate turning radius. Vehicles parked in the front of the building would be required to back into traffic onto Dogwood Drive, a state highway.

The site plan should be clarified for softscape areas and the evergreen buffer/opaque fence. While the proposed use of the property as a day care is consistent with the U-V zoning district, the circulation and parking for this property remains problematic and with consequences to the surrounding street and properties.

The proposed use of a childcare center serving 40 to 50 children is not supported by City Staff.

Chairman Wismer addressed the comments outlined in the staff reports.

Commissioner Davis addressed concerns regarding traffic, parking, and pickup/drop-off logistics

Public Comment: None.

MOTION ITEM: Jeanne Rast made a motion to recommend approval to the Mayor and Council for the operation of a daycare center at 3259 Dogwood Drive, contingent upon plan revisions that address staff comments and resolve access issues raised by the Police Chief and Fire Marshal. The motion was seconded by Lucy Dolan. MOTION CARRIED: 5-0.

4.III. Text Amendment Regulations for Event Centers

Background:

Consideration of an amendment to the Code of Ordinances, Article 1 (Title, Definitions and Applications of Regulations), Section 93-1-2 (Definitions), Article 11.2, U-V Zone (Urban Village), Section 93-11.2-5 (Conditional uses), Article 11.1 V Zone (Village), Section 93- 11.1-4 (Conditional uses), Article 11.5 RMU Zone (Residential Mixed Use), Section 93- 11.5-5 (Uses requiring a special use permit), Article 14, C-2 Zone (General Commercial), Section 93-14-3 (Permitted uses) to update the regulations for event centers.

Dr. Patterson requested that this item be tabled until the November 19, 2024 meeting.

MOTION ITEM: Leah Davis made a motion to table the text amendment for regulations for event centers until November 19, 2024. The motion was seconded by Lucy Dolan. MOTION CARRIED: 5-0.

5. Next Meeting Date: November 19, 2024 at 6:00 PM.

6. Adjourn

MOTION ITEM: Lucy Dolan made a motion to adjourn the meeting at 7:05 p.m. The motion was seconded by Jeanne Rast. **MOTION CARRIED: 5-0.**

Respectfully submitted by,

Brian Wismer, Chairman

Adrienne Senter, Secretary

24-PC-11-13

**CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
SUBDIVISION APPLICATION**

Name of Applicant IHD Investments Inc.

Mailing Address 2015 Parkhaven Ct. Roswell GA 30076

Telephone _____ Mobile [REDACTED]

Email [REDACTED]

Property Owner (s) IHD Investments Inc.

Mailing Address 2015 Parkenhaven Ct. Roswell GA 30076

Telephone _____ Mobile [REDACTED]

Address/Location of Property:

3165 and 3167 Dogwood Drive (Metropolitan PKWY), Hapeville GA 30354

Present Zoning Classification: V (Village)

Present Land Use: New 23 townhomes

Parcel ID #: 14-0099-0003-42-2 14-0099-112-3 14-0099-0003-113-1

I hereby make application to the City of Hapeville, Georgia for the above referenced property. I hereby 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 the 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 fully comply with all City of Hapeville Codes and Ordinances. I hereby acknowledge that all requirements of the City of Hapeville shall be met. I am able to read and write in English or this document has been read and explained to me and I have fully and voluntarily completed this application. I also understand that false statements or writings made to the City of Hapeville, Georgia are deemed a felony pursuant to O.C.G.A. 16-10-20 and I/we may be prosecuted for a violation thereof.

Ehud Goldstein

Digitally signed by Ehud Goldstein
Date: 2024.10.15 21:55:06 -04'00'

Applicant's signature

Date: 10-15-2024

Sworn to and subscribed before me

This _____ day of _____, 20____.

Notary Public

**CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
SUBDIVISION APPLICATION**

WRITTEN SUMMARY

Provide a detailed summary of the proposed project in the space provided below:

We own the three parcels listed above on Dogwood Dr. Hapeville 30354, and we have approval to build 23 new townhomes

Please divide our property into 23 separate parcels for each of the townhomes that are being built per the approved permits and attached Final Plat

**CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
SUBDIVISION APPLICATION**

AUTHORIZATION OF PROPERTY OWNER

I CERTIFY THAT I AM THE OWNER OF THE PROPERTY LOCATED AT:

3165 Dogwood Dr Hapeville and 3167 Dogwood drive (listed also at Metropolitan Pkwy), Hapeville 30354

City of Hapeville, County of Fulton, State of Georgia

WHICH IS THE SUBJECT MATTER OF THIS APPLICATION. I AUTHORIZE THE APPLICANT NAMED BELOW TO ACT AS THE APPLICANT IN THE PURSUIT OF THIS APPLICATION FOR PLANNING COMMISSION REVIEW.

Name of Applicant:

Ehud Goldstein - IHD Investments Inc.

Address of Applicant:

2015 Parkhaven Ct. Roswell GA 30076

Telephone of Applicant:

Ehud Goldstein

Digitally signed by Ehud Goldstein
Date: 2024.10.15 22:03:15 -0400

Signature of Owner

Ehud Goldstein - IHD Investments Inc.

Print Name of Owner

Personally Appeared Before Me this _____ day of _____, 20____.

Notary Public

A Preliminary Plat is a document used to determine the practical ability to subdivide a particular property within the City of Hapeville. Information relating to environmental condition, zoning, development impact, consistency with the Hapeville Comprehensive Plan and relevant town master plans will be considered in the decision process. Submittal of the plat does not guarantee the approval of a Final Plat, a legal document, once recorded with the County, finalizes the subdivision of the land. To be considered, a Preliminary Plat must contain the following information:

- _____ The proposed subdivision name and location, the name and address of the owner or owners, and the name of the designer of the plat who shall be a state-registered engineer or surveyor.
- _____ Date, approximate north point and graphic scale.
- _____ The location of existing and platted property lines, streets, buildings, watercourses, railroads, sewers, bridges, culverts, drain pipes, water mains and any public utility easements, the present zoning classification, if any, both on the land to be subdivided and on the adjoining land; and the names of adjoining property owners or subdivisions.
- _____ Plans of proposed underground utility layouts (including sewers, water and electricity) showing feasible connections to the existing or any proposed utility systems.
- _____ The names, locations, widths and other dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines and utilities.
- _____ Contours at vertical intervals of not more than five feet when specifically not required by the planning commission.
- _____ The acreage of the land to be subdivided.
- _____ Location sketch map or city map showing relationship of subdivision site to area.

Please initial each item on the list above certifying that all required information has been included on the preliminary plat. Sign and submit this form with your Preliminary Plat application. Failure to include this form and information required herein may result in additional delays for the consideration of your application.

Applicant Signature: Ehud Goldstein

Digitally signed by Ehud Goldstein
Date: 2024.10.15 22:04:17
+0100

Date 10-15-2024

Final Plat Checklist

A Final Plat is a legal document, once approved and signed by the Hapeville Planning Commission, can be recorded with Fulton County Superior Court. Only a final plat legally subdivides a parcel. Filing with the County will establish the new deed for the property and assign tax parcel identification information. To be considered, a Final Plat must contain the following information:

- ☒ The lines of all streets and roads, alley lines, lot lines, building setback lines, lots numbered in numerical order, house numbers, reservations, easements and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.
- ☒ Sufficient data to determine readily and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line, whether curved or straight, and including true north point. This shall include the radius, central angle and tangent distance for the centerline of curved streets and curved property lines that are not the boundary of curved streets.
- ☒ All dimensions to the nearest 100th of a foot and angles to the nearest minutes.
- ☒ Location and description of monuments.
- ☒ The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining unsubdivided property.
- ☒ Date, title, name and location of subdivision, graphic scale and true north point.

Please initial each item on the list above certifying that all required information has been included on the plat. Sign and submit this form with your Final Plat application. Failure to include this form and information required herein may result in additional delays for the consideration of your application.

Supplemental Documents for Final Plat:

- Certification showing that the applicant is the landowner or legally authorized representative and dedicates streets, rights-of-way and any sites for public use.
- Certification by surveyor or engineer to accuracy of survey and plat and placement of monuments.
- Certification by the City Engineer that the subdivider has complied with one of the following alternatives:
 1. All improvements have been installed in accord with the requirements of the regulations; or
 2. A security bond has been posted in sufficient amount to ensure the completion of all required improvements.
- Certification of approval to be signed by the secretary of the Planning Commission following the approval of the final plat.

Once a Final Plat has been approved and signed by the Chair of the Hapeville Planning Commission, the applicant may pick up copies of the plat for filing with Fulton County Superior Court at 136 Pryor Street, Atlanta, GA 30303. Once filed and stamped by the recorder's office, a copy should be returned to the Hapeville Department of Economic Development to be held on file.

Applicant Signature: Ehud Goldstein ^{Digitally signed by Ehud Goldstein}
^{Date: 2024.10.15 22:04:10 -04'00'}

Date 10-15-2024



FLOOD NOTE:

I HAVE, THIS DATE, EXAMINED THE "FLOOD HAZARD MAP" AND FOUND IN MY OPINION REFERENCED PARCEL IS NOT IN AN AREA HAVING SPECIAL FLOOD HAZARDS, WITHOUT AN ELEVATION CERTIFICATION SURVEYOR IS NOT RESPONSIBLE FOR ANY DAMAGE DUE TO ITS OPINION FOR SAID PARCEL. MAP ID: 13-2103050E
EFFECTIVE DATE: 09/18/2013, ZONE: X-X

THE FLOOD INFORMATION ON THIS PLAN HAS BEEN DETERMINED AFTER REVIEW OF MAPS WHICH ONLY APPROXIMATE THE LOCATION OF THE APPLICABLE FLOOD HAZARD AREA. A SECOND OPINION OR COMPREHENSIVE FLOOD EVALUATION STUDY IS SUGGESTED FOR MORE ACCURATE INFORMATION. FOR FURTHER INFORMATION CONTACT THE LOCAL DRAINAGE DEPARTMENT, CORPS OF ENGINEERS AND INSURANCE COMPANY OR AN APPRAISER.

FUTURE FLOOD DISCLAIMER:

THE FLOOD DATA SHOWN HEREON IS PER FEMA ACTIVE PANEL MAP WITH EFFECTIVE DATE, AS SHOWN, THERE MAY BE FUTURE FLOOD ELEVATION INFORMATION STUDIED INTERNALLY BY THE LOCAL GOVERNING MUNICIPALITY IN WHICH THE SUBJECT PROPERTY SITUATES AND THAT INFORMATION MAY NOT BE AVAILABLE TO THE PUBLIC, THEREBY NOT REFLECTED ON THE CURRENT FEMA PANEL MAP ON THE DATE OF THIS SURVEY. WE REQUEST ANY AND ALL FUTURE FLOOD INFORMATION FROM THE APPLICABLE MUNICIPALITIES AND SHOW THAT INFORMATION HEREON WHENEVER POSSIBLE. IT IS THE RESPONSIBILITY OF THE END USER OF THIS SURVEY TO VERIFY THE APPLICABLE FLOOD INFORMATION DURING THE DEVELOPMENT PHASE, OR OTHER FUTURE USE, BEYOND THE DATE OF THIS SURVEY.

THIS SURVEY PLAN OF THE PROPERTY MUST BE USED AS A SINGLE STAND ALONE DOCUMENT. IT CAN NOT BE SCANNED AND ALTERED, CROPPED OUT, COPY/PASTE, OR MODIFIED WITH SURVEY LAND EXPRESS TITLE BLOCK, SURVEYOR'S STAMP AND SIGNATURE. THIS SURVEY PLAN CAN BE ONLY ATTACHED AS A SEPARATE DOCUMENT BY ITSELF TO DEVELOPMENT PROJECTS AND SITE PLANS AND CAN NOT BE INCORPORATED INTO ANY OTHER DOCUMENT. EXPRESS TITLE BLOCK, SURVEYOR'S STAMP AND SIGNATURE TO SOME OTHER DEVELOPMENT PROJECTS REGULATED BY ANY OTHER PARTY. THIS SURVEY PLAN IS THE ORIGINAL BLUE INK SIGNATURE OF THE SURVEYOR OF RECORD.



Course	Bearing	Distance
L1	S 00°40'32" E	49.51'
L2	S 89°19'28" W	21.09'
L3	N 00°40'32" W	49.51'
L4	N 89°19'28" E	21.09'
L5	S 89°19'28" W	21.09'
L6	N 00°40'32" W	49.51'
L7	N 89°19'28" E	21.09'
L8	S 89°19'28" W	21.09'
L9	N 00°40'32" W	49.51'
L10	N 89°19'28" E	21.09'
L11	S 89°19'28" W	21.09'
L12	N 00°40'32" W	49.51'
L13	N 89°19'28" E	21.09'
L14	S 89°19'28" W	21.09'
L15	N 00°40'32" W	49.51'
L16	N 89°19'28" E	21.09'
L17	S 89°19'28" W	21.09'
L18	N 00°40'32" W	49.51'
L19	N 89°19'28" E	21.09'
L20	S 89°19'28" W	21.09'
L21	N 00°40'32" W	49.51'
L22	N 89°19'28" E	21.09'
L23	S 89°19'28" W	21.09'
L24	N 00°40'32" W	49.51'
L25	N 89°19'28" E	21.09'
L26	S 00°24'57" E	49.51'
L27	S 89°35'03" W	21.00'
L28	N 00°24'57" W	49.51'
L29	N 89°35'03" E	21.00'
L30	S 89°35'03" W	21.00'
L31	N 00°24'57" E	49.51'
L32	N 89°35'03" E	21.00'
L33	S 89°35'03" W	21.00'
L34	N 00°24'57" W	49.51'
L35	N 89°35'03" E	21.00'
L36	S 89°35'03" W	21.00'
L37	N 00°24'57" W	49.51'
L38	N 89°35'03" E	21.00'
L39	S 89°35'03" W	21.00'
L40	N 00°24'57" W	49.51'
L41	N 89°35'03" E	21.00'
L42	S 89°35'03" W	21.00'
L43	N 00°24'57" W	49.51'
L44	N 89°35'03" E	21.00'
L45	S 89°35'03" W	21.00'
L46	N 00°24'57" W	49.51'
L47	N 89°35'03" E	21.00'
L48	S 89°35'03" W	21.00'
L49	N 00°24'57" W	49.51'
L50	N 89°35'03" E	21.00'

PHASE II

TOTAL LAND AREA
71331.17 SF / 1.638 AC

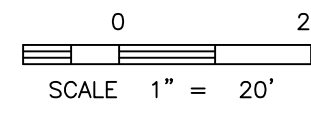
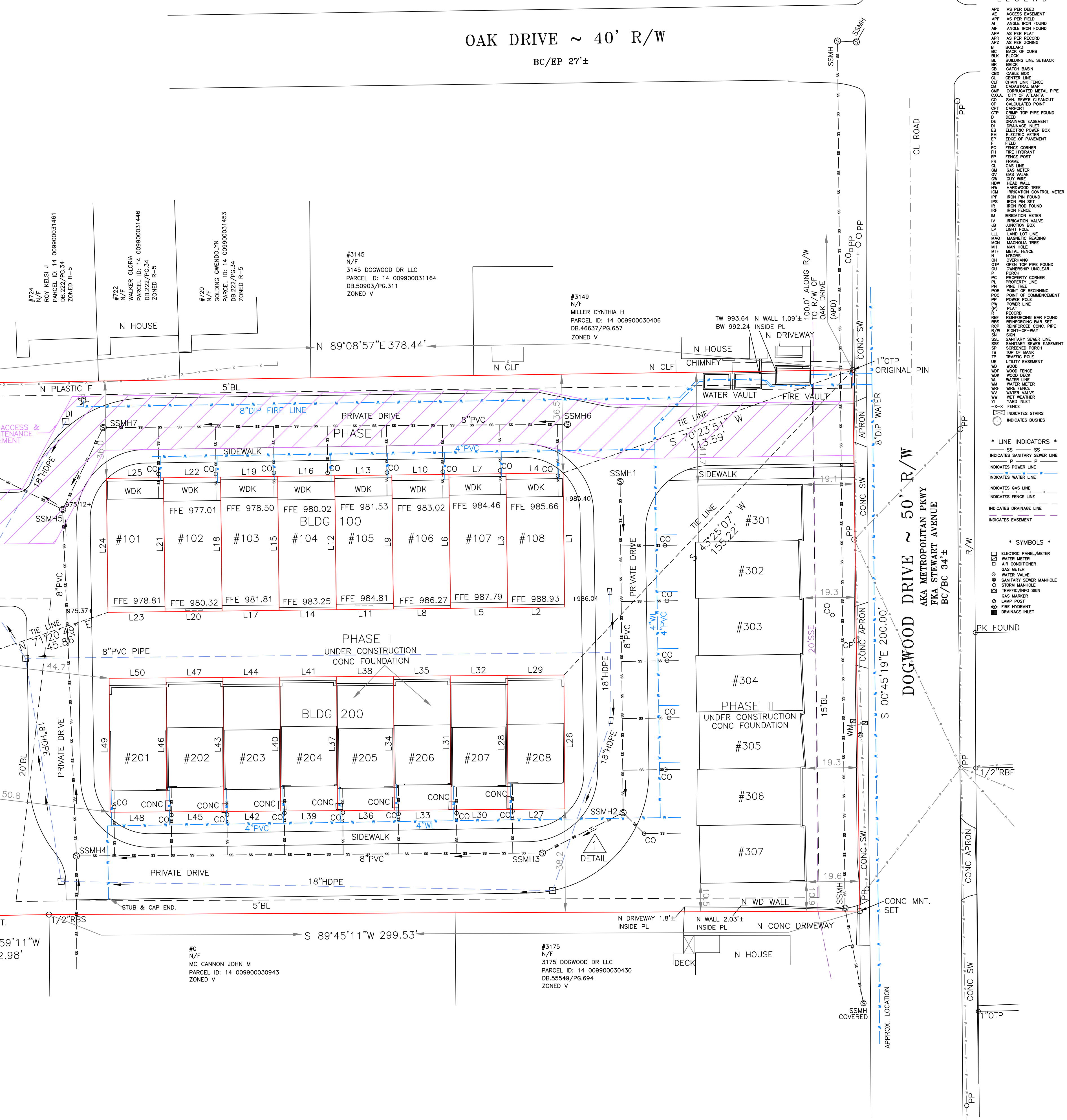
LOT	FOUNDATION AS BUILT PREPARED FOR:	SHEET 1 OF 1
SUBDIVISION	UDI GOLDSTEIN	
LAND LOT 99	14TH DISTRICT	
FULTON COUNTY, GEORGIA	DB.62936/PG.191	
FIELD WORK DATE SEPT 24, 2024	PRINTED/SIGNED SEPT 30, 2024	
ALL MATTERS PERTAINING TO TITLE ARE EXCEPTED	PAPER SIZE: 24" x 36"	
PROPERTY ADDRESS: 3165 & 3167 DOGWOOD DRIVE HAPEVILLE, GA 30354		
24 LENOX POINT ATLANTA, GA 30324 FAX 404-601-0941 TEL 404-252-5747 INFO@SURVEYLANDPRESS.COM		

ZONING NOTE:
BEFORE DEVELOPMENT OF THIS PROPERTY, DEVELOPER AND ARCHITECT TO CONFIRM ZONING DISTRICT, PER ZONING DEPARTMENT.

PROPERTY IS ZONED V
CITY OF HAPEVILLE
BUILDING SETBACKS:
FRONT 15'
SIDE 5'
REAR 20'
BUILDING HEIGHT 2 1/2 STORIES

SURVEY NOTES:

1. STORM SEWER, SANITARY SEWER AND OTHER BURIED UTILITIES MAY HAVE BEEN PAVED OR COVERED OVER. THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN HEREON ARE BASED ON ABOVE GROUND STRUCTURES AND RECORD DRAWINGS PROVIDED TO THE SURVEYOR. LOCATION OF UNDERGROUND UTILITIES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE MADE DURING THE PROCESS OF THIS SURVEY TO LOCATE BURIED UTILITIES. BEFORE EXCAVATIONS ARE BEGUN, TELEPHONE, ELECTRIC, WATER AND SEWER, GAS COMPANIES SHOULD BE CONTACTED FOR VERIFICATION OF UTILITY TYPE AND FOR FIELD LOCATIONS.
2. THIS PLAN WAS PREPARED TO SHOW THE APPROXIMATE LOCATION OF THE IMPROVEMENTS AND IS NOT RECORDED. FORCES SHOULD NOT BE LOCATED USING SIDE DIMENSIONS FROM THE HOUSE. ALL MATTERS OF THE TITLE ARE EXCEPTED. THIS PLAN IS SUBJECT TO ALL LEGAL EASEMENTS AND RIGHT OF WAY PUBLIC OR PRIVATE.
3. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD RECORDED AND NOT RECORDED, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
4. THIS SURVEY WAS MADE WITHOUT THE BENEFIT OF CURRENT TITLE COMMITMENT, EASEMENTS AND ENCUMBRANCES MAY EXIST WHICH BENEFIT OR BURDEN THIS PROPERTY. MATTERS OF TITLE ARE EXCEPTED. PROPERTY OWNER OR PERSON ORDERING THE SURVEY IS RESPONSIBLE TO CONTACT CLOSING ATTORNEY OR TITLE COMPANY FOR A FULL TITLE SEARCH AND COMMITMENT INCLUDING ALL THE EXCEPTION.
5. SURVEY LAND EXPRESS, INC. IS NOT RESPONSIBLE FOR AND DOES NOT WARRANT THE ZONING INFORMATION AND INTERPRETATION AS PROVIDED HEREIN. THIS INFORMATION IS OBTAINED USING ON-LINE SOURCES, ETC. AND CANNOT GUARANTEE ITS ACCURACY. IT IS RECOMMENDED THAT THE CLIENT OR USER OF THIS DATA VERIFY THIS INFORMATION WITH THE ISSUING AUTHORITY.
6. THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREON. THIS PLAN DOES NOT EXTEND TO ANY UNNAMED, PERSON, PERSONS, OR ENTITY WITHOUT THE EXPRESS RE-CERTIFICATION OF THE SURVEYOR NAMING SUCH PERSON, PERSONS, ENTITY.





PLANNER'S REPORT

DATE: November 14, 2024
TO: Adrienne Senter
FROM: Lynn Patterson
RE: 3165 Dogwood Drive, Final Plat (Phase II)

BACKGROUND

IHD Investments has submitted a final subdivision plat application for the second phase of the 23 townhome development located at 3165 Dogwood Drive, 3167 Dogwood Drive (preliminary plat approved in November 2020). The first phase included 16 of the total 23 proposed townhomes. The parcels requested in this final plat in this application are the remaining 7 at the front of the property. The total parcel is 1.63 acres with individual fee simple lots. The remainder of the area will be owned and maintained by the developer until the HOA is established.

The property is located in the V, Village zoning district and the A-D, Arts District Overlay.

CODE REQUIREMENTS

Final Plat

The final plat shall show:

a. The lines of all streets, roads, and allies, lot lines, building setback lines, lots numbered in numerical order, house numbers, reservations, easements and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.

Compliant

b. Sufficient data to readily determine and reproduce on the ground the location, bearing and length of every street line, lot line, boundary line, block line and building line, whether curved or straight, and including the true north point. This shall include the radius, central angle and tangent distance for the centerline of curved streets and curved property lines that are not the boundary of curved streets.

Compliant

c. All dimensions to the nearest 100th of a foot and angles to the nearest minute.

Compliant

d. Location and description of monuments.

Compliant

e. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining property.

Compliant

f. Date, title, name and location of subdivision, graphic scale and true north point.

Compliant

g. Location map showing site in relation to area.

Compliant

h. Certification showing that the applicant is the landowner or legally authorized representative and dedicates streets, rights-of-way, improvements and any sites for public use

Engineer's report requesting the following:

1. The Final Plat should include the certification statement showing that the applicant is the landowner or legally authorized representative and dedicates streets, rights-of-way, improvements and any sites for public use per 90-1-2.f.4.h of the City Code.

2. The applicant should provide the Certification of Final Plat Approval provided in Section 90-1-2.f.4.k of the City Code.

3. CAD file should be provided for City records.

Sec. 90-1-3. - General requirements and minimum standards of design.

(a) Streets.

(1) Conformity to the major street plan. The location and width of all streets and roads shall conform to the official major street plan.

No Change

(2) Relation to adjoining street systems. The proposed street system shall extend existing streets or projects at the same or greater width, but in no case less than the required minimum width.

No Change

(3) Street widths. The minimum width of right-of-way, measured from lot line to lot line, shall be as shown on the major street plan, or if not shown on that plan, shall be not less than as follows:

a. For major streets, 70 feet as may be required. Major streets are those regional roads to be used primarily for fast or heavy traffic and will be located on the major street plan.

b. For arterial streets, 60 feet. Arterial streets are those which carry traffic from minor streets to the major streets and include the principal streets utilized for local circulation.

c. For minor and collector residential streets, 50 feet. Minor streets are those which are used primarily for access to the abutting residential properties and designed to discourage their use by through traffic. Collector residential streets are those which carry traffic from residential streets to arterial streets.

d. For dead-end streets (culs-de-sac), 50 feet. Cul-de-sacs are permanent dead-end streets or courts designed so that they cannot be extended in the future. "Hammerhead" turnarounds are also permitted on dead-end streets accessing low density neighborhoods.

e. For alleys, ten feet to 16 feet. Alleys are minor public ways used primarily for service access to the back or side of properties otherwise abutting on a street. In cases where topography or other typical physical conditions make a street of the required minimum width impracticable, the planning commission may modify the above requirements. Through proposed business areas the street widths shall be increased ten feet on each side if needed to provide parking without interference of normal passing traffic.

No Change

(4) Additional width on existing streets. Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet the above minimum street width requirements.

a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.

- b. When the subdivision is located on only one side of an existing street, one-half of the required right-of-way, measured from the centerline of the existing roadway, shall be provided.

No Change. Additional right of way was not requested by the City.

(5) Restriction of access. When a tract fronts on an arterial street or highway, the planning commission may require those lots to be provided with frontage on an access street.

Not applicable

(6) Street grades. Grades on major streets shall not exceed seven percent. Grades on other streets may exceed seven percent but not ten percent.

Not applicable

(7) Horizontal curves. Where a deflection angle of more than ten degrees in the alignment of a street occurs, a curve of reasonably long radius shall be introduced. On streets 60 feet or more in width, the centerline radius of curvature shall be not less than 300 feet; on other streets not less than 100 feet.

Not applicable

(8) Vertical curves. All changes in grade shall be connected by vertical curves of minimum length in feet equal to 15 times the algebraic difference in rates of grade for major streets and one-half this minimum length for other streets. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one inch equals 100 feet horizontal, and one-inch equals 20 feet vertical, may be required by the planning commission.

Not applicable

(9) Intersections.

- a. Street intersections shall be as nearly at right angles as is possible, and no intersection shall be at an angle of less than 60 degrees.

Not applicable

- b. Property line radii at street intersections shall not be less than 20 feet and where the angle of street intersection is less than 75 degrees, the planning commission may require a greater curb radius. Wherever necessary to permit the construction of a curb having a desirable radius without curtailing the sidewalk at a street corner to less than normal width, the property line at such street corner shall be rounded or otherwise set back sufficiently to permit such construction.

Not applicable

(10) Tangents. A tangent of at least 100 feet long shall be introduced between reverse curves on arterial and collector streets.

Not applicable

(11) Street jogs. Street jogs with centerline offsets of less than 125 feet shall be prohibited.

Not applicable

(12) Dead-end streets.

Not applicable

- a. Minor terminal streets or courts designed to have one end permanently closed shall be no more than 400 feet long unless necessitated by topography. They shall be provided at the closed end with a turnaround having an outside roadway diameter of at least 80 feet and a street right-of-way diameter of at least 100 feet. "Hammerhead" turnarounds are also permitted on dead-end streets accessing low density neighborhoods.

- b. Where, in the opinion of the planning commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the

boundary of the property. These dead-end streets shall be provided with a temporary turnaround having a roadway diameter of at least 80 feet.

(13) Private streets and reserve strips. There shall be no private streets platted in any subdivision. Every subdivided property shall be served from a publicly dedicated street. There shall be no reserve strips controlling access to streets, except where the control of such strips is definitely placed with the community under conditions approved by the planning commission.

Internal Driveways shown. Compliant.

(14) Street names. Proposed streets in obvious alignment with others already existing and named shall bear the names of existing streets. In no case shall the name for proposed streets duplicate existing street names, irrespective of the use of the suffix street, avenue, boulevard, driveway, place or court.

Not applicable

(15) Alleys. Alleys shall be provided to the rear of lots used for business purposes, and shall not be provided in residential blocks except where the subdivider produces evidence satisfactory to the planning commission of the need for alleys.

Not applicable

(b) Blocks.

Not applicable

(1) Length. Blocks shall not be less than 400 feet or more than 1,200 feet in length, except as the planning commission considers necessary to secure efficient use of land or desired features of street pattern. In blocks over 800 feet in length, the planning commission may require one or more public cross walks of not less than ten feet in width to extend entirely across the block and at locations deemed necessary.

(2) Width. Blocks shall be wide enough to allow two tiers of lots of minimum depth, except where fronting on major streets or prevented by topographical conditions or size of the property, in which case the planning commission will approve a single tier of lots of minimum depth.

(c) Lots.

(1) Arrangement. Insofar as practical, side lot lines shall be at right angles to straight street lines or radial to curved street lines. Each lot shall have frontage on a public street.

The townhomes are positioned internally such that they do not have frontage on a public street.

(2) Minimum size. The size, shape and orientation of lots shall be such as the planning commission deems appropriate for the type of development and use contemplated. Remnant lots, that is, parcels of land that would not comply with the minimum lot area or width following subdividing shall be prohibited. Such remnant parcels shall be added to adjacent lots rather than be platted as unusable parcels.

Compliant

a. The size and widths of lots shall in no case be less than the minimum requirements of the zoning ordinance. No lot shall have a width greater than six times the lot depth at the building setback line without specific approval by the planning commission.

Compliant

b. Size of properties reserved or laid out for commercial or industrial properties shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated. Platting of individual lots should be avoided in favor of an overall design of the land to be used for such purposes.

Not applicable

(3) Minimum depth. The minimum depth of building setback lines from the right-of-way shall not be less than 30 feet and in the case of corner lots 15 feet from the side street right-of-way unless a lower standard is allowed by an existing zoning ordinance.

Allowed by zoning district.

(4) Corner lot dimension. Corner lots shall be sufficiently wider and larger to permit the additional side yard requirements of the zoning ordinance or building setback lines outlined above.

Not applicable

(5) Lots on a curved street or cul-de-sac. All such lots shall comply with the minimum lot frontage at the building setback line. No lot shall have a lot width less than 35 feet at the street right-of-way.

Not applicable

(6) Lots in more than one municipality. No new lot created subsequent to the effective date of this chapter shall be divided by a city boundary line.

Not applicable

(7) Double frontage lots. No lot, other than a corner lot, shall have frontage on more than one street unless a reserve strip that would prohibit vehicle access is created.

Not applicable

(d) Public use and service areas. Due consideration shall be given to the allocation of areas suitably located and of adequate size for playgrounds and parks for local or neighborhood use as well as public service areas. Plats indicating dedication of park and playground areas to the city shall be approved conditionally subject to the written acceptance of the land by mayor and council. *N/A*

(1) Public open spaces. Where a school, neighborhood park or recreation area or public access to water frontage, shown on an official map or in a plan made and adopted by the planning commission, is located in whole or in part in the applicant's subdivision, the planning commission may require the dedication or reservation of such open space within the subdivision up to a total of ten percent of the gross area or water frontage of the lot, for park, school or recreation purposes.

Not applicable

(2) Easements for utilities. Except where alleys are permitted for the purpose, the planning commission may require easements, not less than ten feet in width, for wires, conduits, storm and sanitary sewers, gas, water and heat mains or other utility lines, along all rear lot lines, along side lot lines if necessary, or if, in the opinion of the planning commission, advisable. Easements of the same or greater width may be required along the lines of or across lots, where necessary for the extension of existing or planned utilities. Easements greater than ten feet in width may be required where additional utilities, utilities larger in size or utilities greater than five feet in depth below grade are proposed in the easement.

See Engineer's report.

(3) Community assets. In all subdivisions, due regard shall be shown for all natural features such as large trees, watercourses, historical resources and similar community assets which, if preserved, will add attractiveness and value to the property.

Not applicable

(e) Suitability of the land.

(1) The planning commission shall not approve the subdivision of land if, from adequate investigations conducted by all public agencies concerned, it has been determined that in the best interest of the public the site is not suitable for platting and development purposes of the kind proposed.

(2) Land subject to flooding and land deemed to be topographically unsuitable shall not be platted for residential occupancy, or for any other uses as may increase danger to health, life or property or aggravate erosion or flood hazard. Such land within the plat shall be set aside for those uses as shall

not be endangered by periodic or occasional inundation or shall not produce unsatisfactory living conditions.

See Engineer's report.

(f) Large tracts or parcels. When land is subdivided into larger parcels than ordinary building lots, those parcels shall be arranged so as to allow for the opening of future streets and logical further resubdivision.

Not applicable

(g) Group housing developments. A comprehensive group housing development, including single-family attached developments and the large-scale construction of housing units together with necessary drives and ways of access, may be approved by the planning commission although the design of the project does not include standard street, lot and subdivision arrangements, if departure from the foregoing standards can be made without destroying their intent.

Compliant – relevant section for townhomes without street frontage.

(h) Variances. Where the subdivider can show that a provision of these standards would cause unnecessary hardship if strictly adhered to, and where, because of topographical or other conditions peculiar to the site, in the opinion of the planning commission, a departure may be made without destroying the intent of these provisions, the planning commission may authorize a variance. Any variance thus authorized is to be stated in writing in the minutes of the planning commission with the reasoning on which the departure was justified set forth.

Not required

(i) Zoning or other regulations.

(1) No final plat of land within the force and effect of an existing zoning ordinance will be approved unless it conforms to that ordinance.

(2) Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in zoning regulations, the building code or other official regulations, the highest standard shall apply.

Sec. 90-1-4. - Development prerequisite to final approval.

(a) Required improvements. Every subdivision developer shall be required to grade and improve streets and alleys, install curbs and sidewalks, monuments, sewers, stormwater inlets and water mains in accordance with specifications established by the city.

(1) Monuments.

a. Concrete monuments four inches in diameter or square, three feet long, with a flat top, shall be set at all street corners, at all points where the street lines intersect the exterior boundaries of the subdivision, and at angle points and points of curve in each street. The top of the monument shall have an indented cross to identify properly the location and shall be set flush with the finished grade.

b. All other lot corners shall be marked with iron pipe not less than three-fourths inch in diameter and 24 inches long and driven so as to be flush with the finished grade.

Compliant

(2) Grading. All streets, roads and alleys shall be graded to their full width by the subdivider so that pavements and sidewalks can be constructed on the same level plane. Due to special topographical conditions, deviation to the above will be allowed only with special approval of planning commission.

a. Preparation. Before grading is started, the entire right-of-way area shall be first cleared of all stumps, roots, brush and other objectionable materials and all trees not intended for preservation.

b. Cuts. All tree stumps, boulders and other obstructions shall be removed to a depth of two feet below the subgrade. Rock, when encountered, shall be scarified to a depth of 12 inches below the subgrade.

c. Fill. All suitable material from roadway cuts may be used in the construction of fills, approaches, or at other places as needed. Excess materials, including organic materials, soft clays, etc., shall be removed from the development site. The fill shall be spread in layers not to exceed 12 inches loose and compacted by a sheep's foot roller. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped, but where water is used to assist compaction the water content shall not exceed the optimum of moisture.

N/A

(3) Storm drainage. An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc., shall be provided for the proper drainage of all surface water. Cross drains shall be provided to accommodate all natural water flow, and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's formula, but in no case shall the pipe be less than 12 inches. Cross drains shall be built on straight lines and grade, and shall be laid on a firm base but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth uniform invert. They shall be placed at a sufficient depth below the roadbed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one foot below the roadbed. In all cases, drainage improvement plans and the improvements themselves shall be approved by the city engineer.

Drainage system design shall be in accordance with the Georgia Stormwater Management Manual published by ARC, latest update, unless approved otherwise. Drainage systems shall also comply with all other applicable city ordinances and regulations, including the floodplain management ordinance, post development stormwater management regulations and the erosion and sediment control ordinance. Drainage construction shall comply with the state department of transportation standard specifications unless approved otherwise. Storm drain pipe material within city street rights-of-way shall be reinforced concrete pipe in accordance with state department of transportation specifications.

Compliant

(4) Roadway surfacing. After preparation of the subgrade, the roadbed shall be surfaced with material required by local standards, but of no lower classification than crushed rock, stone or gravel. The size of the crushed rock or stone shall be that generally known as crushed rock stone from two and one-half inches down including dust. Spreading of the stone shall be done uniformly over the area to be covered by means of appropriate spreading devices and shall not be dumped in piles. After spreading, the stone shall be rolled until thoroughly compacted. The compacted thickness of the stone roadway shall be no less than six inches.

Following application of a crushed stone base having a minimum thickness of six inches, contractor shall provide surface paving of local and minor residential streets consisting of two inches of 19 mm Superpave asphalt. Upon issuance of a certificate of occupancy for 90 percent of the dwellings served by the street have been built, or prior to the end of the one-year maintenance period (but after the 11th month), whichever occurs first, contractor shall provide a final wearing course of one and one-half inch of 12.5 mm Superpave asphalt paving. All paving materials shall meet the requirements of the state department of transportation standard specifications.

Not applicable

(5) Minimum pavement widths. Due to the diversity of development in the city, required pavement widths will necessarily vary with the character of building development and the amount of traffic encountered. Minimum pavement widths between curbs shall be as follows:

- a. For minor residential streets, 30 feet. Most minor streets in residential developments.
- b. For collector streets, 36 feet. Including minor streets which in the opinion of the planning commission will involve sufficient traffic and/or parking to justify the width.
- c. For arterial streets and highways, as may be required.

Additional right of way was not requested by the City. GDOT did not require a deceleration or acceleration lane.

(6) Curbs and gutters. Except on rural streets, the subdivider shall provide permanent six-inch concrete curbs with 24-inch integral concrete gutters or standard rolled curb and gutters.

Compliant

(7) Sidewalks.

- a. For the safety of pedestrians and of children at play, installation by the developer of sidewalks on both sides of streets will normally be required. The commission may waive the requirements of sidewalks along streets where a park, railroad or other use on one side of a street makes a sidewalk nonessential.
- b. Sidewalks shall be located not less than one foot from the property line to prevent interference or encroachment by fencing, walls, hedges or other planting or structures placed on the property line at a later date. In single-family residential areas and multifamily or group housing developments, concrete sidewalks shall be five feet wide and four inches thick. Sidewalks in commercial areas shall be five feet wide and ten feet wide as dictated by adjoining sidewalk widths.

Interior Sidewalks not shown on plat – shown on site plan.

(8) Installation of utilities. After grading is completed and approved and before any base is applied, all of the work for underground utilities including water mains, gas mains, electrical lines, etc., and all service connections shall be installed completely and approved throughout the length of the road and across the flat section. All driveways for houses to be built by the developer shall be cut and drained.

Compliant

(9) Water supply system.

- a. Water mains properly connected with the city water supply system shall be constructed in such a manner as to adequately serve all lots shown on the subdivision plat for both domestic use and fire protection. Water mains shall be located on public property and not private property.
- b. The sizes of water mains, the location and types of valves and hydrants, the amount of soil cover over the pipes and other features of the installation shall be approved by the city engineer and fire chief.

(10) Sanitary sewers. Sanitary sewers shall be installed in such a manner as to serve adequately all lots with connection to the public system, according to plans approved by the city engineer.

Compliant

(b) Recommended improvements. The planting of street trees and installation of street name signs is considered a duty of the subdivider as well as good business practice.

(1) Street trees.

- a. Street trees are a protection against excessive heat and glare and enhance the attractiveness and value of abutting property. The planning commission will assist the subdivider in location of trees and species to use under varying conditions.

b. It is recommended that trees be planted inside the property lines where they are less subject to injury, decrease the chance of motor accidents and enjoy more favorable conditions for growth. If trees are to be planted within a planting strip in the right-of-way, their proposed locations and species to be used must be submitted for the planning commission's approval since the public inherits the care and maintenance of such trees.

Compliant

- (c) Guarantees in lieu of completed improvements. No final subdivision plat shall be approved by the planning commission or accepted for record by the clerk of the superior court until the improvements listed shall be constructed in satisfactory manner and approved by the city engineer, or in lieu of such prior construction, the planning commission may accept a security bond in an amount equal to the estimated cost of installation of the required improvements, whereby improvements may be made and utilities installed without cost to the city in the event of default by the subdivider.

Compliant

RECOMMENDATION

Any deficiencies identified in the Engineer's Report must be addressed, Once the deficiencies are addressed, the plat is compliant for Phase II and may be approved by the Planning Commission.

November 12, 2024

Ms. Adrienne Senter
Planning & Development Coordinator
Department of Economic Development
City of Hapeville
3468 N. Fulton Avenue
P.O. Box 82311
Hapeville, Georgia 30354

Re: 3165 & 3167 Dogwood Drive Final Plat
Final Plat Review No. 1
K&W Ref. No. 24012

Dear Ms. Senter:

As requested, I have reviewed the Final Plat for the 3165 Dogwood Drive Site to be located on a 1.64 acre parcel on Dogwood Drive, within a V Zoning District. This review is for compliance with the Final Plat requirements of Chapter 90-1-2 of the City ordinances. My comments are as follows:

1. The Final Plat should include the certification statement showing that the applicant is the landowner or legally authorized representative and dedicates streets, rights-of-way, improvements and any sites for public use per 90-1-2.f.4.h of the City Code.
2. The applicant should provide the Certification of Final Plat Approval provided in Section 90-1-2.f.4.k of the City Code.
3. CAD file should be provided for City records.

I have retained one copy of the plans provided for review in the event there are questions. The applicant should be made aware that the review does not constitute a waiver of City Ordinance requirements or assumption of responsibility for full review of City Ordinance requirements. Deviations from Ordinance requirements may be noted at any time during the review, permitting or construction processes. Re-submittals should include a narrative indicating how and where the review comments were addressed.

Sincerely,
KECK & WOOD, INC.



Aaron Humphrey, P.E.
Project Engineer

C.C. Greg Sistrunk (Keck+Wood)

24-PC-11-14

**CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
PLANNING COMMISSION APPLICATION**

Name of Applicant Joshua Crook

Mailing Address: 613 Spring Street, Hapeville, GA 30354

Telephone [REDACTED] Mobile # [REDACTED] Email [REDACTED]

Property Owner (s) Joshua Crook/Erica Jong

Mailing Address 613 Spring Street, Hapeville, GA 30354

Telephone [REDACTED] Mobile # [REDACTED]

Address/Location of Property: 613 Spring Street, Hapeville, GA 30354

Parcel I.D. # (INFORMATION MUST BE PROVIDED): 14 009500050069

Present Zoning Classification: R-SF Size of Tract: 0.236 acre(s)

Present Land Use: Single family home with ADU (submitted for review)

Please check the following as it applies to this application

- ☒ Site Plan Review
☐ Conditional Use Permit
☐ Temporary Use Permit
Other (Please State) _____

I hereby make application to the City of Hapeville, Georgia 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 the right to enforce any and all ordinances. 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 too. 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 a violation thereof.

Applicant's signature [Signature]
Date: 9/20/24

Sworn to and subscribed before me

This 20 day of September, 2024
[Signature]
Notary Public



**CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
PLANNING COMMISSION APPLICATION**

WRITTEN SUMMARY

In detail, provide a summary of the proposed project in the space provided below. (Please type or print legibly.)

613 Spring Street was purchased in December 2023 as our primary residence and is a single family residence with an open living room and kitchen, 2 bedrooms and 1 full bathroom. The property is recorded to be 850 square feet. There is an enclosed side porch that was turned into a laundry room by a previous owner, which we will maintain for this purpose.

The proposed project includes construction of an addition to the back of the home. The first floor of the addition will include a primary bedroom suite and closet, kitchen and pantry area, and stairs. The second floor will include a loft/recreation space, and attic storage. The front of the house will include the addition of a front porch.

To improve the aesthetics of the front of the house, the door and 2 windows will be moved. The rear of the house will include a covered back deck. The interior of the existing home will include renovations - replacing the trim, updating the bathroom, adding a primary bathroom, and converting the existing kitchen to a bedroom/office space.

CITY OF HAPEVILLE
ECONOMIC DEVELOPMENT DEPARTMENT
PLANNING COMMISSION APPLICATION

AUTHORIZATION OF PROPERTY OWNER

I CERTIFY THAT I AM THE OWNER OF THE PROPERTY LOCATED AT:

613 Spring Street

Hapeville, GA 30354

City of Hapeville, County of Fulton, State of Georgia

WHICH IS THE SUBJECT MATTER OF THIS APPLICATION. I AUTHORIZE THE APPLICANT NAMED BELOW TO ACT AS THE APPLICANT IN THE PURSUIT OF THIS APPLICATION FOR PLANNING COMMISSION REVIEW.

Name of Applicant **Joshua Crook**

Address of Applicant
613 Spring Street, Hapeville, GA 30354

Telephone of Applicant

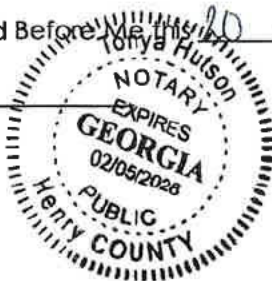

Signature of Owner

Joshua Crook

Print Name of Owner

Personally Appeared Before Me this 20 day of September, 2024.

Notary Public



Site Plan Checklist – Please include with your application.

A site plan is used to determine the practical ability to develop a particular property within the City of Hapeville. Information relating to environmental condition, zoning, development impact, consistency with the Hapeville Comprehensive Plan and relevant town master plans will be considered in the decision process. To be considered, a site plan **must** contain the following information:

(Please **initial** each item on the list above certifying the all required information has been included on the site plan)

 jdc

A brief project report shall be provided to include an explanation of the character of the proposed development, verification of the applicant's ownership and/or contractual interest in the subject site, and the anticipated development schedule. Please complete and submit all forms contained within the application for site plan review.

 jdc

Site plans shall be submitted indicating project name, applicant's name, adjoining streets, scale, north arrow and date drawn.

 jdc

The locations, size (sf) and height (ft) of all existing and proposed structures on the site. Height should be assessed from the base of the foundation at grade to the peak of the tallest roofline.

 jdc

Site plans shall include the footprint/outline of existing structures on adjoining properties. For detached single-family residential infill development, the front yard setback shall be assessed based on the average setback of existing structures on adjoining lots. Where practical, new construction shall not deviate more than ten (10) feet from the average front yard setback of the primary residential structure on an adjoining lot. Exemption from this requirement due to unnecessary hardship or great practical difficulty can be approved at the discretion of the Planning Commission. To be considered for an exemption, the applicant must submit a "Request for Relief" in writing with their site plan application, including the conditions that necessitate relief (i.e. floodplain, wetland encroachment, excessive slope, unusual lot configuration, legally nonconforming lot size, unconventional sitting of adjoining structures, etc).

Farjdc

The location and general design cross-section characteristics of all driveways, curb cuts and sidewalks including connections to building entrances. A walkway from the primary entrance directly to the public sidewalk is required for all single-family residential development.

Farjdc

The locations, area and number of proposed parking spaces. Please refer to Article 22.1 Chart of Dimensional Requirements to determine the correct number of parking spaces for your particular type of development.

Farjdc

Existing and proposed grades at an interval of five (5) feet or less.

Farjdc

The location and general type of all existing trees over six (6) inch caliper and, in addition, an identification of those to be retained. Requirements for the tree protection plan are available in Code Section 93-2-14(f). Please refer to Sec. 93-2-14(y) to determine the required tree density for your lot(s).

Farjdc

A Landscape Plan: The location and approximate size of all proposed plant material to be used in landscaping, by type such as hardwood deciduous trees, evergreen trees, flowering trees and shrub masses, and types of ground cover (grass, ivies, etc.). Planting in parking areas should be included, as required in Section 93-23-18.

N/A

The proposed general use and development of the site, including all recreational and open space areas, plazas and major landscape areas by function, and the general location and description of all proposed, outdoor furniture (seating, lighting, telephones, etc.). Detached single-family residential development may be exempt from this requirement.

Farjdc

The location of all retaining walls, fences (including privacy fences around patios, etc.) and earth berms. Detached single-family residential development may be exempt from this requirement.

N/A

The identification and location of all refuse collection facilities, including screening to be provided. Detached single-family residential development may be exempt from this requirement.

Jdc

Provisions for both on-site and offsite storm-water drainage and detention related to the proposed development.

N/A

Location and size of all signs. Detached single-family residential development may be exempt from this requirement.

Jdc

Typical elevations of proposed building provided at a reasonable scale (1/8" = 1'0") and include the identification of proposed exterior building materials. Exterior elevations should show all sides of a proposed building.

Jdc
Jdc

Site area (square feet and acres).

Allocation of site area by building coverage, parking, loading and driveways, and open space areas, including total open space, recreation areas, landscaped areas and others. Total dwelling units and floor area distributed generally by dwelling unit type (one-bedroom, two-bedroom, etc.) where applicable.

N/A

Floor area in nonresidential use by category. Detached single-family residential development may be exempt from this requirement.

Jdc
Jdc

Total floor area ratio and/or residential density distribution.

Number of parking spaces and area of paved surface for parking and circulation

Jdc

At the discretion of the planning commission, analyses by qualified technical personnel or consultants may be required as to the market and financial feasibility, traffic impact, environmental impact, storm water and erosion control, etc. of the proposed development.

Please **initial** each item on the list above certifying the all required information has been included on the site plan, sign and submit this form with your site plan application. Failure to include this form and information required herein may result in additional delays for the consideration of your application.

Applicant Signature: _____
Date 09/20/2024





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

DATE: November 14, 2024
TO: Adrienne Senter
FROM: Lynn Patterson
RE: **Site Plan Review – 613 Spring Street, Addition and ADU, Revised**

BACKGROUND

The City of Hapeville has received a site plan application from Joshua Crook to construct a 918 SF addition and a front porch (159 SF) and back porch (340 SF) to an existing 850 SF single-family dwelling and also construct a 408 SF ADU above a new garage to be located in the rear yard at 613 Spring Street. The original dwelling is a one-story structure. The addition and renovations will create a one-and-a-half-story dwelling. The new height of height of the primary dwelling will be 24' 6" and the ADU will be 21' 11".

The property is zoned R-SF, Single Family Residential, and is subject to the Neighborhood Conservation Area, SubArea E of the Architectural Design Standards.

REVIEW

Sec. 93-11.3-1. - Intent.

The R-SF zone is established in order to protect residential areas currently developed with one-family detached dwellings, and adjoining areas undeveloped, likely to be developed for residential purposes by allowing single-family homes and prohibiting other uses. The regulations of the R-SF zone are specifically intended to:

- (1) Ensure the best use of the land;
- (2) Ensure and protect the orderly and proper future development of the land according to its best indicated potential use for single-family dwellings;
- (3) Protect and promote a suitable environment for family life;
- (4) Discourage any use which would generate other than usual residential traffic on minor streets; and
- (5) Discourage any use which, because of its character or size, would create excessive requirements or costs for public service.

Sec. 93-11.3-2. - Permitted uses.

The following uses are permitted in any R-SF zone:

- (1) One-family dwellings detached;

Sec. 93-2-5. Accessory uses, accessory buildings, yard requirements of accessory buildings, outbuildings and fences.

- (2) i) Accessory buildings in lots developed for residential use shall be permitted in R-0, R-AD, R-1, R-2, R-3, R-4, R-5, R-1, R-SF, V, U-V, RMU or C-R zoning districts.

REQUIREMENTS

Sec. 93-22.1-1. - Chart of dimensional requirements

Dimensional Requirements for **R-SF Zoning** are as follows:

						Minimum Front Yard Setback		Minimum		Maximum			
Development Type	Lot Frontage (FT)	Min. Lot Area (SF)	Lot Area/ DU (SF)	Floor Area/ DU (SF)	Max. Lot Coverage (%)	Minor Col.	Maj. Arterial	Side	Rear	Stories	Feet	Min. Parking Spaces	Max. Unit/ Blde. Lot
Single-family Detached	40	4,000	4,000	1,000	70	15	15	5	20	2½	35	2 DU	1

Sec. 93-2-16. - Site plan review.

- (a) *Intent and purpose.* The site plan review procedures are intended to ensure adequate review and consideration of potential impacts of proposed development upon surrounding uses and activities, and to encourage a high standard of side planning and design resulting in quality development in the city.
- (b) *Application.* An application for site plan review may be filed by the owner, or agent for the owner, of any property to be developed according to the plan. All applications for site plan review shall be filed with the building official for transmission to the planning commission. Site plan review requirements are applicable for all proposed development in all zones within the city and all property submitted for annexation.
- (c) *Submission requirements.* Applications for site plan review shall contain the following information and any additional information the planning commission may prescribe by officially adopted administrative regulations; ten copies of the application shall be submitted:

- (1) *Site and landscape plan.* Maps and site plans shall be submitted (minimum scale of 1" = 50' or larger, e.g., 1" = 40', 1" = 30', etc.) indicating project name, applicant's name, adjoining streets, scale, north arrow and date drawn, showing:

- a. The locations, size and height of all existing and proposed structures on the site.

- ***The plans show the proposed location of the dwelling and accessory building/ADU.***
- ***The height of the house is 26' 6" and the ADU will be 21' 11".***
- ***Dimensions from the property line to the ADU are 31' 8 ¼". Distance between the ADU and the primary dwelling is 27' 6 3/8".***
- ***The west section of the existing dwelling encroaches in the setback (3' 3"). This will require a variance in order to expand the footprint of the dwelling. The Board of Appeals is set to hear the variance request on November 21, 2024.***

- b. The location and general design cross section characteristics of all driveways, curb cuts and sidewalks including connections to building entrances.

- ***The width of the driveway is 9' (some areas are narrower toward the back of the lot). Proposed driveway material is either concrete or equivalent. Applicant is aware gravel is not permitted for driveways per Code.***
- ***There is no sidewalk shown, however, there is a sidewalk located on the opposite side of Spring Street. Sidewalk waiver will be reviewed by Design Review Committee.***
- ***The plan does show a walkway from the front entrance to Spring Street.***

c. The locations, area and number of proposed parking spaces.

- ***Two parking spaces are required for the primary dwelling. The ADU requires an additional parking space. Two parking spaces are proposed in the driveway and one in the garage. The length of the driveway is sufficient such that cars would not be parked in the supplemental area.***

d. Existing and proposed grades at an interval of five feet or less.

- ***Existing grades are shown at two-foot intervals. No grade change is proposed per the site plan.***

e. The location and general type of all existing trees over six-inch caliper and, in addition, an identification of those to be retained.

- ***Compliant***

f. The location and approximate size of all proposed plant material to be used in landscaping, by type such as hardwood deciduous trees, evergreen trees, flowering trees and shrub masses, and types of ground cover (grass, ivies, etc.). Planting in parking areas should be included, as required in section 93-23-18.

- ***Grass is proposed in front yard.***

g. The proposed general use and development of the site, including all recreational and open space areas, plazas and major landscape areas by function, and the general location and description of all proposed outdoor furniture (seating, lighting, telephones, etc.).

- ***Not applicable to residential development.***

h. The location of all retaining walls, fences (including privacy fences around patios, etc.) and earth berms.

- ***Existing walls and a fence are shown.***

i. The identification and location of all refuse collection facilities, including screening to be provided.

- ***Not applicable to single-family development.***

j. Provisions for both on-site and off-site stormwater drainage and detention related to the proposed development.

- ***Not applicable.***

k. Location and size of all signs.

- ***Not applicable.***

- (2) *Site and building sections.* Schematic or illustrative sections shall be drawn to scale of 1" = 8' or larger, necessary to understand the relationship of internal building elevations to adjacent site elevations.
- **The building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards.**
- (3) *Typical elevations.* Typical elevations of proposed building shall be provided at a reasonable scale (1/8" = 1'0") and shall include the identification of proposed exterior building materials.
- **The building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards.**
- (4) *Project data.*
 - a. Site area (square feet and acres).
- ***The total site area is .236 acres or 10,291 SF. The minimum lot size is 4,000 SF.***
- b. Allocation of site area by building coverage, parking, loading and driveways, and open space areas, including total open space, recreation areas, landscaped areas and others.
- ***Impervious surface is complete: includes primary dwelling 2491 SF, ADU 408 SF, Pavers 1229 SF, other concrete 119 SF. Total square footage of impervious surface is 4,247 SF or 41.2% Maximum allowed is 70%.***
- c. Total dwelling units and floor area distributed generally by dwelling unit type (one-bedroom, two-bedroom, etc.) where applicable.
- ***Single family dwelling with loft includes three bedrooms and two bathrooms.***
- d. Floor area in nonresidential use by category.
- ***Not applicable.***
- e. Total floor area ratio and/or residential density distribution.
- ***The minimum required floor area is 1,000 SF. New square footage is 1,455 SF.***
- f. Number of parking spaces and area of paved surface for parking and circulation.
- ***The plan states there are 3 parking spaces, 1 in the garage and 2 in the driveway. The driveway is long enough to accommodate two cars not parked in the supplemental area but rather beyond the front façade of the house.***
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- (5) *Project report.* A brief project report shall be provided to include an explanation of the character of the proposed development, verification of the applicant's ownership and/or contractual interest in the subject site, and the anticipated development schedule. At the discretion of the planning commission, analyses by qualified technical personnel or consultants may be required as to the market and financial feasibility, traffic impact, environmental impact, stormwater and erosion control, etc. of the proposed development.
- ***Development schedule is provided.***

Sec. 93-2-26. - Accessory dwelling units (ADU).

An accessory dwelling unit is an accessory building occupied as a residence. Accessory buildings may be occupied as an ADU by another party so long as one of the dwelling units on the property is owner-occupied. The ADU may be occupied by the property owner or rented. The unit must be aesthetically similar to the primary structure. The primary use of the lot must remain single-family, and the lot may not be subdivided nor may the accessory unit be sold separately. In addition to all requirements for accessory structures, the following criteria apply to ADUs:

- (1) All ADUs require a building permit and certificate of occupancy. The application for this permit must be made to the planning and zoning department and must include a sworn, notarized statement from the property owner stating that the owner will occupy one of the dwelling units on the premises as their primary residence. Any transfer of ownership of the property will require a new sworn, notarized statement to be submitted by the new owners.
- (2) ADUs are allowed in districts R-0, R-1, R-2, R-3, R-4, R-5, R-AD, and R-SF. Additionally, they are allowed in districts U-V, V, and RMU granted the primary use of the lot is residential.
- (3) Plumbing including running water and sanitary sewer is required in an ADU.
- (4) A full kitchen is permitted. However, an ADU is only allowed to have one kitchen.
- (5) The lot must be a minimum of 4,000 square feet.
- (6) The structure must be at least 240 square feet.
- (7) The property must have an additional parking space beyond the given minimum parking requirements.
- (8) Only one accessory dwelling unit may be created per lot.

Sec. 93-2-5. Accessory uses, accessory buildings, yard requirements of accessory buildings, outbuildings and fences.

1) Accessory uses.

- a) Where allowed by Code, accessory structures may be used for storage.
- b) The presence of such facilities or equipment as utility services, utility meters, mailboxes, bathroom, or kitchen equipment in an accessory building or a portion of a principal dwelling shall be considered prima facie evidence that such accessory building or such portion of a principal dwelling is a separate and distinct dwelling unit and is subject to the regulations of the zoning district in which it is located. See [section 93-2-26](#), accessory dwelling units (ADU).
- c) Temporary structures may only be used in conjunction with permitted construction work in any zoning district and shall be removed immediately upon the completion of construction.

Additional regulations regarding temporary structures are found in this chapter.

2) Permanent accessory structures.

- a) An accessory building or structure is a structure detached from the principal structure on a lot of record, the use of which is incidental and subordinate to the primary use of the property. Accessory buildings shall comply with the following standards and all other applicable regulations of this zoning ordinance and the architectural design standards. Where a conflict exists, the standards of this section shall control.
- b) Accessory uses and structures in lots developed for commercial, industrial or mixed-uses shall comply with the following standards and all other applicable regulations of this zoning ordinance:

i) Accessory buildings in commercial, industrial or mixed-use lots shall be permitted in C-1, C-2, V, U-V, RMU, I-1, and I-2 zoning districts.

ii) The accessory use or structure shall contribute to the comfort, convenience or necessity of the occupants of the principal use or structure served.

iii) The accessory use or structure shall be subordinate in area, extent and purpose to the primary use or structure served.

iv) The accessory use or structure shall not be injurious to the use and enjoyment of surrounding properties.

v) Restrictions on the number, size and height.

(1) There may not be more than two accessory structures on a commercial lot.

(2) Accessory structures may not exceed ten percent of the primary structure floor area. The floor area or square footage of an accessory structure shall include all square footage (heated or otherwise) When more than one accessory building is erected, the "maximum accessory building size" controls the sum of the floor areas of those buildings.

(3) Unless otherwise specified, accessory structures used solely for storage may not exceed 100 square feet.

(4) Gazebos, arbors, fireplaces, and waste receptacle enclosures shall be exempt in calculating the maximum number of accessory structures on a lot. However, such structures shall be subject to the accessory structure setback standards.

(5) No accessory structure shall exceed the height of the principal structure.

vi) Permitting.

(1) No accessory building shall be erected or placed on a lot that does not contain a principal structure. Building permits may be issued for the principal structure and an accessory structure; however, a certificate of occupancy must be issued for the principal structure prior to issuance of a certificate of occupancy for an accessory structure.

(2) All accessory structures in excess of 100 square feet or any accessory structures including mechanical, electrical or plumbing with construction require a building permit and certificate of occupancy.

(3) All accessory structures must meet all applicable fire, building, and safety codes.

vii) Construction and design requirements.

(1) All accessory structures must be placed on a permanent foundation. Structures not placed on a permanent foundation are considered temporary structures and are subject to regulations found in this chapter.

(2) The accessory structure must complement the principal structure in terms of architectural design, materials, roof pitches, and other details. All accessory structures are required for review by the design review committee.

(3) Where applicable, access to the second story of an accessory building must be located within the interior of the ground floor space.

(4) Commercial outdoor cooking facilities are considered an accessory structure to the principal commercial structure. Commercial outdoor cooking facilities must be:

- (a) Associated with a permitted, permanent food establishment;
- (b) Be located within a permanent structure or surrounded by opaque stained or painted fencing or walls with overhead protection;
- (c) Have floor surfaces that are smooth, easily cleanable and of durable construction; and
- (d) Meet all fire, building, and health codes. Commercial outdoor cooking facilities may not exceed 20 percent of the square footage of the permanent food establishment.

(5) Placement.

- (a) All accessory buildings and structures shall be located on the same lot as the principal structure to which they are accessory.
- (b) Accessory buildings shall be allowed in rear yards only. An accessory building located within 20 feet of the principal structure shall comply with the setback requirements of the principal structure to which it is accessory. Accessory buildings located more than 20 feet from the principal structure may be placed five feet from a side or rear lot line unless otherwise directed by the fire marshal. In addition to these yard requirements, the horizontal separation of accessory buildings from the structure on the same lot and the horizontal separation from all structures on adjacent lots shall be at least ten feet.
- (c) Accessory buildings on a corner lot shall comply with the setback for the principal structure. No accessory building on a corner lot that adjoins a residentially used or zoned lot to the rear shall be located within 25 feet of the rear property line. This 25-foot setback will not be required when the adjoining yard is a rear yard.
- (d) Accessory structures may not adversely affect nor reduce the number of parking spaces for the principal structure that are required by city ordinance or exceed impervious surface limits.
- (e) Notwithstanding standards of this chapter to the contrary, nothing shall prohibit the re-construction of accessory buildings that are legal, nonconforming structures that have been in existence for a minimum of 20 years along the existing and established building line. All other standards of the chapter shall remain in effect.

c) Accessory uses and structures on a residential lot shall comply with the following standards and all other applicable regulations of this zoning ordinance:

- i) Accessory buildings in lots developed for residential use shall be permitted in R-0, R-AD, R-1, R-2, R-3, R-4, R-5, R-1, R-SF, V, U-V, RMU or C-R zoning districts.
- ii) The accessory use or structure shall contribute to the comfort, convenience or necessity of the occupants of the principal use or structure served.

iii) The accessory use or structure shall be subordinate in area, extent and purpose to the primary use or structure served.

iv) The accessory use or structure shall not be injurious to the use and enjoyment of surrounding properties.

v) General restrictions; restrictions on number, size and height.

(a) No accessory structure shall have a ground floor area greater than that of the principal residential structure. Square footage of the accessory building is limited to the schedule presented in Table A—Accessory Building Allowance Based on Dwelling Unit Size, or Table B—Accessory Building Allowance Based on Lot Size (owner's option). **The floor area of an accessory structure shall be calculated to include all conditioned floor area.** If allowed, when more than one accessory building is erected, the "maximum accessory building size" controls the sum of the floor areas of those buildings.

Table A—Accessory Building Allowance Based on Dwelling Unit Size

Dwelling unit ground floor area in square feet	Accessory building size
800	320
1,000	400
1,200	480
1,400	560
1,600	640
2,000	800
2,400	960
3,000	1,200
3,600	1,440
4,000	1,600

Table B—Accessory Building Allowance Based on Lot Size

Lot size in square feet	Accessory building size based on variable percentage of lot size
2,400	240
4,000	360
6,750	540
7,000	560
8,500	595
10,000	650
21,780	1,089
32,670	1,307
43,560	1,525
54,450	1,634

(b) Outdoor residential cooking facilities, gazebos, arbors, pool equipment shelters, arbors, fireplaces, residential greenhouses and waste receptacle enclosures shall be exempt in calculating the maximum number of accessory structures on a lot.

(c) The number of accessory buildings may vary depending on the size of the lot. Table C—Maximum Number of Accessory Buildings establishes the schedule for number of accessory buildings allowed on a building lot.

Table C—Maximum Number of Accessory Buildings

Lot size	Maximum number of accessory buildings
Up to one-half acre	1
Up to one acre	2
Over one acre	3

(d) The height of an accessory building shall not exceed 25 feet or the height of the principal residential structure measured from the average adjacent grade to the peak or ridgeline of the roof, whichever is less.

vi) Permitting.

(a) No accessory building shall be erected or placed on a lot that does not contain a principal dwelling. Building permits may be issued for the principal dwelling and an accessory structure; however, a certificate of occupancy must be issued for the principal dwelling prior to issuance of a certificate of occupancy for an accessory structure.

(b) A building permit shall be required for the construction, erection or set-up of any accessory building in excess of 100 square feet or any accessory structures which include mechanical, electrical, or plumbing.

(c) A separate certificate of occupancy shall be required for the construction, erection or set up of any accessory building intended for human occupancy such as an accessory dwelling unit, home office or any accessory building in excess of 144 square feet.

(d) All accessory structures must meet all applicable fire, building, and safety codes.

vii) Construction and design requirements.

(a) Accessory buildings shall be architecturally compatible with the principal dwelling on the lot and meet architectural design standards.

(b) All accessory structures in excess of 80 square feet must be placed on a slab or permanent foundation.

(c) All accessory structures must meet all applicable building, fire, and safety codes.

(d) Second story access. Where applicable, access to the second story of an accessory building must be located within the interior of the ground floor space.

(e) When an accessory building is attached to the principal dwelling by a breezeway, passageway, deck, or similar means, the accessory building shall comply with the setback requirements of the principal dwelling to which it is accessory. In order to qualify as an attached garage or accessory building, therefore eliminating the need for compliance with these accessory building standards, the attached accessory building must share a common wall with the principal dwelling that is a minimum of 80 percent of the wall length of the accessory building or 20 feet, whichever is greater. Such common wall must be an integral part of the principal dwelling. An attached garage or accessory building shall comply in all respects with the standards applicable to the principal dwelling.

(f) Additional construction and design requirements for accessory dwelling units requirements are found in [section 93-2-26](#), accessory dwelling units (ADUs).

The exterior stairs are not compliant with Code. Also there may only be one accessory building on the lot. Any other existing sheds or accessory buildings must be removed.

viii) Placement.

(a) Accessory buildings shall be located on the same lot as the principal dwelling to which they are accessory.

(b) Accessory buildings shall be allowed in rear yards only. An accessory building located within 20 feet of the principal dwelling shall comply with the setback requirements of

the principal dwelling to which it is accessory. Accessory buildings located more than 20 feet from the principal dwelling may be placed five feet from a side or rear lot line.

(c) Accessory buildings on a corner lot shall comply with the setback for the principal dwelling. No accessory building on a corner lot that adjoins a residentially used or zoned lot to the rear shall be located within 25 feet of the rear property line. This 25-foot setback will not be required when the adjoining yard is a rear yard.

(d) All accessory buildings must be located a minimum of ten feet from the principal dwelling and all other accessory buildings on the lot or on neighboring lots. This distance shall be measured from outside wall to outside wall.

(e) Except as herein provided, the minimum yard requirements of [section 93-22.1-1](#) of this chapter also apply to accessory buildings. In addition to these yard requirements, the horizontal separation of accessory buildings from the dwelling on the same lot and the horizontal separation of accessory buildings from dwelling on adjacent lots shall comply with standards in Table D—Distance from Dwelling for Very Large Accessory Buildings. All distances shall be measured from outside wall to outside wall.

Distance from dwelling should be provided.

Table D—Distance from Dwelling for Very Large Accessory Buildings

Percent of dwelling unit ground floor area	Distance from dwelling
40 percent	10 feet
50 percent	30 feet
60 percent	50 feet
70 percent	70 feet

(f) Notwithstanding standards of this chapter to the contrary, nothing shall prohibit the re-construction of accessory buildings that are legal, nonconforming structures that have been in existence for a minimum of 20 years along that established building line. That building line shall be the minimum setback for re-building of the accessory building on the lot. All other standards of the chapter shall remain in effect.

FINDINGS

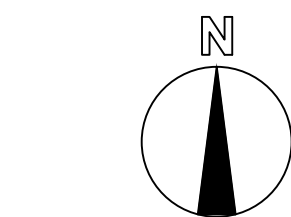
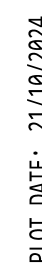
A variance is required for the expansion of the nonconforming (3.3' side setback). Variance hearing is scheduled for November 21, 2024.

The site plan is compliant with Zoning Code and may be approved by the Planning Commission subject approval of the variance by the Board of Appeals on November 21, 2024 for expansion of a non conforming building.

It is understood the building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards and may require revision.



Location Map – 613 Spring Street



Location Map

SHEET - OF 28

City of Hapeville 2025 Meeting Schedule

Hapeville Planning Commission 2025

All Planning Commission meetings are scheduled for 6:00 p.m. at the Municipal Annex, 700 Doug Davis Drive, unless otherwise posted.

	Submittal Deadline	Meeting Date
January	December 2, 2024	Tuesday, January 14, 2025
February	January 2, 2025	Tuesday, February 11, 2025
March	February 3, 2025	Tuesday, March 11, 2025
April	March 3, 2025	Tuesday, April 8, 2025
May	April 1, 2025	Tuesday, May 13, 2025
June	May 1, 2025	Tuesday, June 10, 2025
July	June 2, 2025	Tuesday, July 8, 2025
August	July 1, 2025	Tuesday, August 12, 2025
September	August 1, 2025	Tuesday, September 9, 2025
October	September 2, 2025	Tuesday, October 14, 2025
November	October 1, 2025	Monday, November 17, 2025
December	November 3, 2025	Tuesday, December 16, 2025

Partial or incomplete applications will not be placed on the Planning Commission agenda until they are accepted as complete. Meeting dates and deadlines are subject to final review and approval by the Planning & Economic Development Manager.