CITY COUNCIL MEETING

Ted Terry – Mayor

YT Bell
Andrea Cervone
Jamie Carroll
Awet Eyasu
Ahmed Hassan
Mario Williams

Keith Barker – City Manager

AGENDA

Thursday, January 3, 2019 7:00PM

A. CALL TO ORDER

B. ROLL CALL

C. ADMINISTRATIVE BUSINESS/ PRESENTATION

C1) Approve Minutes: 12/4/18
C2) Council Elect Vice-Mayor
C3) Recognize Retirees

D. CONSENT AGENDA

D1) Confirm Attorney
D2) Confirm Auditor
D3) Confirm Judge
D4) Confirm Solicitor

E. PUBLIC COMMENTS

F. REPORTS:

1) Planning & Zoning Report
2) City Manager's Report
3) City Attorney's Report
4) Council Remarks
5) Mayor's Report

G. OLD BUSINESS

None

H. NEW BUSINESS

H1) PUBLIC HEARING: Myrick Gurosky and Associates for North American Mission Board of the Southern Baptist Convention, Incorporated with Clarkston International Bible Church is submitting a site development plan for a proposed Planned Unit Development (PUD) consisting of nine (9) parcels located at 3895 Church Street-Parcel 18 096 16 003, 3865 Church Street, 18 096 06 006, 3871 Church Street, 18 096 16 005, 993 Rowland Street-18 096 15 005, 1011 Rowland Street-18 096 15 004, 1001 Rowland Street-18 096 15 006, 966 Rowland Street-18 096 16 008, 954 Rowland Street-18 096 16 010, 960 Rowland Street-18 096 16 009 Clarkston, GA 30021. If approved the PUD will include multifamily housing, new parking areas, and an activity center. **DEFERRED**

H2) Adopt a Resolution to Renew the Service Delivery Strategy

H3) Approve Bid for Friendship Forest Wildlife Sanctuary Renovations

H4) Approve Resolution to Grant A License To Global Growers To Allow Community Garden Farming At Forty Oaks

H5) Adopt Ordinance to Establish a Historic Preservation Commission

H6) Adopt a Non-Discrimination Ordinance

H7) Discuss Amending Zoning Ordinance to allow automobile sales as a conditional use in NC-2

ADJOURNMENT:

Note: Detailed Information on current Agenda Items can be found at the City of Clarkston Website Agenda page. **http://clarkstonga.gov/council-agenda-archive**

MINUTES

CLARKSTON CITY COUNCIL

Tuesday, December 4, 2018

Officials Present

Mayor:	Ted Terry
Council:	YT Bell, Jamie Carroll, Andrea Cervone, Awet Eyasu, Ahmed Hassan,
City Manager:	Keith Barker
City Clerk:	Tracy Ashby
City Attorney:	Stephen Quinn

Mayor Terry called the meeting to order at 7:00pm.

Roll Call: YT Bell, Awet Eyasu, Ahmed Hassan,

By Phone: Mario Williams

Pledge of Allegiance

Awet Eyasu made a motion to amend to agenda to add the United Somali proclamation. Ahmed Hassan seconded the motion. A vote was called and the motion carried: item added as C4 (4, 0).

Council Member Andrea Cervone arrive 7:08pm.

C. ADMINISTRATIVE BUSINESS/ PRESENTATION

C1) Approve Minutes: 11/3 Special Call, 11/8 Council Meeting and 11/27 Special Call
Awet Eyasu made a motion to approve the minutes for the 11/3 Special Call, 11/8 Council Meeting and 11/27 Special Call. Ahmed Hassan seconded the motion. A vote was called and the motion carried (5, 0).

C2) Proclamation Honoring Pastor Adams
Mayor Terry read the Proclamation acknowledging Pastor Adams for fifty years of service to the Community. Pastor Adams thanked the Mayor and Council.

Council Member Jamie Carroll arrived 7:15pm.

C3) Proclamation for United Somali
Ahmed Hassan read the proclamation.

C4) Presentation - Food Well Alliance's -New Local Government Initiative
Will Sellers provided information on an initiative for City Urban Agricultural Plan.

D. EXECUTIVE SESSION:
Awet Eyasu made a motion to go into Executive Session to discuss a personnel matter. YT Bell seconded the motion. A vote was called and the motion carried (5, 0).

Executive Session motion to go close the executive session and to go into open session. Jamie Carroll seconded the motion. A vote was called and the motion carried (5, 0).

E. PUBLIC COMMENTS

Ms. Ryan commended Officers Priest, Boyd and Walker for their efforts to save an abandoned dog.

Martha Wallace, Chair, Clarkston Senior Resident Advisory Committee encouraged residents to participate in the committee.

Several attendees spoke on behalf of the Somali community and supporting the unity efforts.

Emanuel Ransom and Amina Osman spoke in support of having take-home police cars in the 2019 budget.

Jamie Rosenthal provided an update on the 'Roots Down Project' flower planting.

Mayor Terry closed public comments.

F. REPORTS:

1) Planning & Zoning Report

Shawanna Qawiy gave an over view of the applications submitted to the Planning & Zoning Committee. She reported that the Secretary, Melissa Foster, has submitted her resignation effective December 31, 2018, so there is an opening for that position. Sher reported a Planned Unit Development application for the NAMB and a rezoning request for 3723 Debelle Street are scheduled for the upcoming 12-18-18 P/D meeting/1-3-19 Council Meeting.

2) City Manager's Report

Mr. Barker provided the Finance report thru November 30, 2018. He reported on the Trees Atlanta plantings. He invited residents to attend the 12-6-18 Open House for the Parks and Trails Master Plan for the public to provide comment.

3) City Attorney's Report

No report.

4) Council Remarks

YT Bell invited the public to attend the Holiday events on Saturday, December 8.

Awet Eyasu clarified the City did not pay any expenses for his travel to Somalia.

Ahmed Hassan thanked the large turnout for the meeting and encouraged they continue to attend the meetings.

Jamie Carroll thanked the Council and the Community for their support and efforts in 2018.

Andrea Cervone echoed the other council remarks and encouraged residents to participate in their upcoming initiatives.

Mario Williams addressed concerns on the two Somalia proclamations and his recent travel to Somali. He appreciated the opportunity to visit to gain a better understanding of the issues facing Somalia and he also clarified no one paid for his trip.

5) Mayor's Report

Mayor Terry appreciated being able to serve Clarkston in 2018 and he looked forward to the upcoming year and input form the residents.

G. OLD BUSINESS

G1) Second Read - Amend City Charter Article III, Sec 302(b) To provide for an Acting City Manager when the City Manager is absent/unavailable on a short term basis; and provide for an interim City Manager when the City Manager is absent or unavailable for more than ten days

Mayor Terry stated this is the second reading and adoption of the proposed Charter amendment. YT Bell made a motion to amend City Charter Article III, Sec 302(b) to provide for an Acting City Manager

when the City Manager is absent/unavailable on a short term basis; and provide for an interim City Manager when the City Manager is absent or unavailable for more than ten days. Awet Eyasu seconded the motion. A vote was called and the motion carried (6, 0).

H. NEW BUSINESS

H1) Public Hearing 2019 Budget

1) 2019 Budget Presentation

Mr. Barker provided the 2019 Budget presentation and addressed any questions.

2) Public Hearing – To take public comment on the 2019 Proposed Operating & Enterprise Fund Budget - Mayor Terry opened the public hearing.

Brian Medford spoke in support of adding a public works position

No further public comments. Mayor Terry closed the public hearing.

3) Council Adopt 2019 Operating & Enterprise Budget Ordinance

Ahmed Hassan made a motion to adopt the 2019 Budget with the amendment of increasing "Tell Me a Story" from $4,000 to $6,000 and Sagal Radio from $7,500 to $9,500. YT Bell seconded the motion. A vote was called and the motion carried (6, 0).

Mario Williams (attendance by phone) departs the Council Meeting (9:04p).

H2) PUBLIC HEARING: Variance requests from (Silver Oaks Apartments) Netz Fund Silver Oaks, LLC/TWG, Development, and LLC c/o J. Alexander Brock to vary from Section 614 of the Zoning Ordinance to eliminate the Street Frontage Requirement (proposed Tract II) and to vary from Section 622 of the Zoning Ordinance- Permitted encroachments upon required setbacks. If granted, these variances will allow the applicant to divide the existing lot, known at 1281 Brockett Road, Clarkston, GA 30021 into two lots.

Shawanna Qawiy provided a summary of the request application. The Planning and Zoning Committee had recommended approval with the following condition:

1- Tract 1 will contain the existing 41 buildings to be renovated and improved and the 25 foot rear setback encroachment of the existing pool deck.

2- Tract 2 will remain undeveloped and will contain the existing detention pond and the 10 foot front yard encroachment of the existing pool deck, even with the transfer of ownership.

3- The new plat shall contain an access and maintenance easement agreement for maintenance of the stormwater structure and runoff for the property. The maintenance easement agreement shall be recorded and shall remain in effect even with the transfer of ownership

4-The current plat shall be submitted to DeKalb County and City staff for review of compliance with all added (current) conditions before being recorded.

5- The owners shall be responsible for compliance with the Corps of Engineers for wetlands.

Council and applicant discussion on confirming no residents will be displaced during the renovation process and affordable housing component of the project.

The Mayor opened the Public Hearing.

Speakers in support of the variance request:

None

Speakers opposed to the variance:
None
Awet Eyasu made a motion to approve the variance requests from (Silver Oaks Apartments) Netz Fund Silver Oaks, LLC/TWG, Development, and LLC c/o J. Alexander Brock to divide the existing lot known as 1281 Brockett Road, Clarkston, GA 30021 into two lots and with the staff recommended conditions. Jamie Carroll seconded the motion. A vote was called and the motion carried (5, 0).

H3) PUBLIC HEARING: A variance request from the Vietnamese Faith Baptist Church, Incorporated submitted by Craig Taylor (Agent) of parcel 18-142-01-086 located at 4692 East Ponce de Leon Avenue, consisting of 14.3941 acres to vary from Section 1102-Design Standards and Section 1107 Minimum off-street parking requirements to reduce the required parking requirements of 2.0 spaces per unit to 1.5 spaces per unit and to reduce the parking space from 20 feet deep to 18 feet deep.

Shawanna Qawiy provided a summary of the request application. The Planning and Zoning Committee had recommended approval with the following condition:

1- The pre-application meeting with City staff and the owners/developers is required to determine all specifications as required for conformity with the regulations of the Zoning Ordinance.

2- The owners shall be responsible for all maintain all local and state stream buffer requirements and compliance with the Corps of Engineers for wetlands.

Discussion with the applicant on the traffic study and the planned size, affordability and services/amenities for the apartments.

Mayor Terry opened the public Hearing
Speakers in support of the variance request:
None
Speakers opposed to the variance:
None

Jamie Carroll made a motion to approve the variance request with the conditions outlined by the staff. Andrea Cervone seconded the motion. A vote was called and the motion carried (5, 0).

H4) Approve 2019 Local Maintenance Improvement Grant (LMIG) application submittal to the Georgia Department of Transportation
Mr. Barker detailed that each year, Georgia cities and counties have the opportunity to submit applications to GDOT to receive funds earmarked for transportation and infrastructure improvement. Successful application require a commitment of the governing authority to match the LMIG funds, successful implementation of previous LMIG projects and appropriateness of the proposed project. Based on formula calculations, Clarkston's allocation for 2018 will be $88,634.92.

Additionally, the city will request that the unspent 2018 LMIG allocation of $84,118.28 be shifted to FY 2019 and combined with the 2019 LMIG allocation applied towards construction of the "Rowland Street Green Street – Road Diet" Project.

Ahmed Hassan made a motion to approve 2019 Local Maintenance Improvement Grant (LMIG) application submittal to the Georgia Department of Transportation. YT Bell seconded the motion. A vote was called and the motion carried (5, 0).

H5) Amend Chapter 3 of the Code of Ordinances regarding alcohol to define, permit and regulate Microbreweries and establish fees for Microbreweries License
Jamie Carroll discussed this ordinance would permit microbreweries to regulate and operate in the City of Clarkston. Council discussion on the opportunities for residents, businesses and visitors that microbreweries can provide and the fees for the resolution.

Jamie Carroll made a motion to adopt the Microbrewery ordinance adopt the resolution to set the annual fee for a microbrewery license to $1,000 for applications and set the onetime application fee for an open patio area to $150. YT Bell seconded the motion. A vote was called and the motion carried (3 Yes- Jamie Carroll, Andrea Cervone, YT Bell, 2 Abstain- Awet Eyasu Ahmed Hassan).

H6) Approve Application for Beer/Wine/Distilled Spirits Alcohol – Dawghouse Restaurant & Lounge
Mr. Barker reported that the City has received a new alcohol beverage license application for Beer/Wine/Malt Beverages and Distilled Spirits. The location to be considered for this alcohol beverage license is Dawghouse Restaurant & Lounge located at 4622 E Ponce de Leon Ave. The ARC has performed a thorough review of the various components to this application. The owner has been informed that the City will be closely reviewing all quarterly food/alcohol and monthly distilled spirits tax reports to ensure that they are in compliance with all applicable codes, including Sec. 3-27, which articulates the provisions for by-the-drink sales of alcohol only being allowed at bona fide restaurants.

Awet Eyasu made a motion to approve the approve the application for Beer/Wine/Distilled Spirits Alcohol – Dawghouse Restaurant & Lounge, 4622 E Ponce de Leon Ave. YT Bell seconded the motion. A vote was called and the motion carried (4 Yes- Andrea Cervone, YT Bell, Jamie Carroll, Awet Eyasu, 1 Abstain- Ahmed Hassan).

H7) Appoint Planning and Zoning Board Member to fill one vacant position and to reconfirm one expiring term
Mayor recommend reported there was vacant position on the Planning and Zoning Board and Mr. Harry Kendrick has submitted an application of interest to serve and that current Planning and Zoning Board member Charles McFarland current term will expire on December 31, 2018. It is recommended to extend his term an additional four (4) years after his current term expires.

Jamie Carroll made a motion to appoint Harry Kendrick to fill the vacant Planning and Zoning Board seat and to reconfirm Charles McFarland for an additional four years, after his current term expires on December 31, 2018. Andrea Cervone seconded the motion. A vote was called and the motion carried (5, 0).

H8) Approve New City Manager and Contract Agreement
Mayor Terry stated that the Council had selected a City Manager Finalist and offered a contract to Mr. Robin Gomez. Mr. Gomez has accepted the contract offer.

Andrea Cervone made a motion to appoint Robin Gomez to serve as our City Manager and that the Council approve the contract as prepared by the City Attorney. YT Bell seconded the motion. A vote was called and the motion carried (5, 0).

ADJOURNMENT:

Awet Eyasu made a motion to adjourn the Council Meeting. YT Bell seconded the motion. A vote was called and the motion carried (5, 0).

Meeting adjourned 9:56pm.

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: January 3, 2019

ITEM NO: D1

ACTION TYPE: Resolution

HEARING TYPE: Council Meeting

SUBJECT: Appoint City Attorney

DEPARTMENT: Administration

PUBLIC HEARING: ☐YES ☒ NO

ATTACHMENT: ☒ YES X☐NO
Pages:

INFORMATION CONTACT: Keith Barker
City Manager 404 296-6489

PURPOSE:
To Appoint the City Attorney

NEED/ IMPACT:
In accordance with Section 3.03 of the Clarkston City Charter, the mayor and council shall appoint a city attorney, together with such assistant city attorneys as may be authorized by ordinance. The city attorney shall be responsible for representing and defending the city in all litigation in which the city is a part; may be the prosecuting officer in the municipal court; shall attend the meetings of the council as directed; shall advise the council, mayor, and other officers and employees of the city concerning legal aspects of the city's affairs; shall approve as to form and legality all contracts, deeds, ordinances and resolutions having the force of law.

Mr. Stephen Quinn has served in this capacity since 2008.

RECOMMENDATION:
Staff recommends the City Council vote to reappoint Mr. Stephen Quinn as City Attorney.

MAULDIN & JENKINS

September 28, 2018

Honorable Mayor and Members of the
City Council and City Manager of
City of Clarkston, Georgia
3921 Church Street
Clarkston, Georgia 30221

Attn: Dan Defnall, Finance Director and Keith Barker, City Manager

We are pleased to confirm our understanding of the services we are to provide the City of Clarkston, Georgia (the "City") for the year ended December 31, 2018. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Clarkston, Georgia as of and for the year then ended. These statements will include the budgetary comparison information for the General Fund and any major special revenue fund. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis (MD&A).
2. Schedule of Changes in the City's Net Pension Liability and Related Ratios.
3. Schedule of City Contributions – Pension Plan.
4. Budgetary comparisons for the Major Special Revenue Funds.

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.
2. Schedule of Projects Constructed with Special Purpose Local Option Sales Tax Proceeds.
3. Combining and individual fund statements.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards.*

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Members of the City Council for the City of Clarkston, Georgia. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

Management Responsibilities
Management is responsible for the financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein.

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and to prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review subsequent to the start of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains

and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to an exempt offering document with which Mauldin & Jenkins is not involved, you agree to clearly indicate in the exempt offering document that Mauldin & Jenkins is not involved with the contents of such offering document.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of

transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and,

accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards.*

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Clarkston, Georgia's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards.*

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Clarkston's major programs. The purpose of these procedures will be to express an opinion on the City of Clarkson's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards.* We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Clarkston, Georgia; however, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mauldin & Jenkins and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mauldin & Jenkins personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulatory body. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately April 15, 2019 and to issue our reports no later than June 30, 2019. Douglas A. Moses is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be $33,500 for the year ended December 31, 2018. This fee includes the audit of one major federal grant program. Our hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. The above fees are based on anticipated cooperation from your personnel (including complete and timely receipt by us of the information on the respective client participation listings to be prepared annually) and the assumption that unexpected circumstances (including scope changes) will not

be encountered during the audit. If significant additional time is necessary, we will discuss it with management and arrive at a new fee estimate before we incur the additional costs.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, arbitration, or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

We appreciate the opportunity to be of service to the City of Clarkston, Georgia and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

MAULDIN & JENKINS, LLC

Douglas A. Moses

RESPONSE:

This letter correctly sets forth the understanding of the City of Clarkston, Georgia.

By: Keith Barker

Title: City Manager

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: January 3, 2019

ITEM NO: D3

ACTION TYPE: Resolution

HEARING TYPE: Council Meeting

SUBJECT: Approve Contract for Municipal Court Judge Services with David C. Will

DEPARTMENT: Administration

PUBLIC HEARING: ☐YES ☒ NO

ATTACHMENT: ☒ YES ☐NO
Pages: 3

INFORMATION CONTACT: Keith Barker
City Manager 404 296-6489

PURPOSE:
To Approve a Contract for Municipal Court Judge Services with David C. Will

NEED/ IMPACT:
In accordance with the Charter, Sec. 3.04, the City of Clarkston Municipal Court shall be presided over by a qualified judge appointed by the City Council on an annual basis.

Judge David Will has served in this capacity for two calendar years. The initial term of the agreement was for one (1) year and is renewable annually.

The attached Agreement outlines the services to be provided by Mr. David C. Will and sets the level of compensation which will be $2,000 per month.

RECOMMENDATION: Staff recommends the City Council vote to approve the attached Contract for Municipal Court Judge Services between David C. Will and the City of Clarkston.

CONTRACT TO PROVIDE MUNICIPAL COURT SERVICES

THIS AGREEMENT is made and entered into effective January 1, 2019, with the CITY OF CLARKSTON, GEORGIA, a municipal corporation, hereinafter referred to as "CITY" and DAVID C. WILL, Attorney at Law.

W I T N E S E T H:

WHEREAS, the CITY desires the services of DAVID C. WILL as Municipal Judge, pursuant to Section 3.04 of the Charter of the CITY OF CLARKSTON; and

WHEREAS, DAVID C. WILL desires to serve in said capacity as an independent contractor, rather than as an employee of the CITY OF CLARKSTON; and

WHEREAS, it is the desire of both parties hereto to establish and set forth their mutual responsibilities one to the other.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed as follows:

1. Duties. The CITY hereby contracts with DAVID C. WILL to perform all functions and duties specified in Section 3.06 of the Charter of the CITY OF CLARKSTON and to perform such other legally permissible and proper duties and functions as said position shall require. These duties shall include, but are not limited to, the following:

    a. Provide an overview of the Municipal Court judicial function, including pretrial conferences, scheduling of pro tem judges, and annual reviews of the financial condition of the Municipal Court system;

    b. Preside over criminal, traffic, parking cases, arraignments, trials, and hearings and set forth the courtroom calendar;

    c. Develop and carry out policies for trial procedures, including the adoption of an appropriate bail schedule;

    d. Coordinate with the City Solicitor and Court Clerk to reduce or eliminate backlog of pending cases;

    e. Review annually, data gathered by the CITY regarding cases generated by the Clarkston Police Department which are being filed in the District Court;

    f. Prepare an annual report concerning Municipal Court operations and personally present that report to the Council;

    g. Annually review and recommend changes to the Clarkston Municipal Code which relate to Municipal Court;

    h. Make recommendations to the CITY to improve the financial or other operating conditions of the Court; and

i. Appoint a qualified member of the State Bar of Georgia to serve as Public Defender for the Municipal Court pursuant to O.C.G.A. § 36-32-1(f).

2. Independent Contractor. In performing the duties of Municipal Court Judge, DAVID C. WILL shall serve as an independent contractor and not as an employee of the CITY. The CITY shall have no right or responsibility to control or influence the manner in which he carries out his judicial responsibilities, save and except that DAVID C. WILL agrees to carry out his duties in a timely, consistent, and impartial manner. If any employee or agent of DAVID C. WILL's tasked to assist with the duties of DAVID C. WILL under this agreement such employee/agent shall remain solely employee/agent of DAVID C. WILL. DAVID C. WILL agrees to comply with Title 34, Chapter 9 and all other applicable laws as to such persons.

3. Pro Tem Services. While it is agreed that DAVID C. WILL shall personally serve as Municipal Judge and shall be available to fill the duties of that office generally not less than eighty percent of the time, it is anticipated that ethical conflicts, scheduling conflicts, vacations, illness, etc., will occasionally require the appointment of pro tem municipal judges. It is understood that it is in the interest of both parties to maintain an active pool of pro tem judges so that the work for the Municipal Court will not be interrupted when DAVID C. WILL must be absent from that position. Therefore:

   a. On or before the 1st of January of each and every year this contract remains in effect, DAVID C. WILL shall submit to the City Council the names of those persons whom he wishes to nominate as pro tem judges for the 12 months following the date of such appointment. These persons shall all be members of the Georgia State Bar, in good standing, and must be satisfactory to the City Council of the CITY. Upon receiving such list of proposed pro tem judges, the City Council shall, at its next regularly scheduled meeting, or as soon thereafter as may be convenient, review the list of persons nominated by DAVID C. WILL and approve or deny their appointment as pro tem municipal judges. Any pro tem municipal judge shall also be an independent contractor and not an employee of the City of Clarkston and shall exercise the same functions, duties, powers, and responsibilities as those assumed by DAVID C. WILL pursuant to this agreement.

   b. DAVID C. WILL shall be responsible to compensate all pro tem municipal judges at his own expense and upon such terms as he and they may agree.

   c. DAVID C. WILL shall make a reasonable effort to maintain a pool of at least two pro tem municipal judges and shall endeavor to rotate pro tem services evenly among the approved pro tem pool so that all will be reasonably familiar with Municipal Court procedures should their service be necessary.

   d. DAVID C. WILL shall instruct all pro tems concerning procedures and customary sentences in order to promote uniformity to the greatest extent possible.

4. Term. This Agreement shall commence on the date set forth on page one and shall continue until December 31, 2019. This contract may be renewed annually upon the terms set forth herein or upon any other terms mutually acceptable to both parties.

5. Compensation. Effective January 1, 2019 the compensation shall be $2,000 monthly. Payment

shall be made on or before the last working day of each month this Agreement remains in effect.

6. Removal. DAVID C. WILL may be removed from his position as Municipal Judge during the term of this Agreement for the reasons and upon the procedures set forth in O.C.G.A. § 36-32-2.2.

7. Hours of Work. It is recognized that the hours devoted by the judge in the performance of his responsibilities may vary with the caseload of the Court. The judge shall report, when requested by the City Council, an account describing the amount of time he is devoting to his judicial duties.

8. Periodic Review. The City Council may review the performance and compensation of the Municipal Court Judge by such method and at such times as the Council shall deem appropriate.

9. Dues and Subscriptions. The Municipal Court Judge shall maintain membership in the Georgia Council of Municipal Court Judges and all fees required for such membership shall be paid by the CITY. In addition, the CITY encourages the Municipal Judge to participate in national, regional, and state and local associations and organizations necessary and desired for his continued professional growth and advancement and to improve his performance as Municipal Judge of the CITY OF CLARKSTON. Should the Municipal Judge desire to incur any expenditure for any of the proposed activities outlined above, he may obtain prior consent from the City Manager of the CITY OF CLARKSTON, in which event the CITY shall be obligated to reimburse for such pre-authorized expenses.

10. Professional Development. The CITY agrees to reimburse the Municipal Judge for registration, travel, and subsistence expenses for professional and office travel, meetings, and occasions deemed necessary or desirable to continue the professional development of the Municipal Judge. The procedures for reimbursement referred to in paragraph 9 above shall apply to expenses incurred pursuant to this paragraph as well.

11. General Provisions. This Agreement shall constitute the entire agreement between the parties and supersedes any previous agreements or understandings. If any provisions or a portion thereof contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect. No other benefits, consideration, or compensation of any kind shall be due from CITY to DAVID C. WILL or any pro tem judge other than as set forth herein.

CITY OF CLARKSTON:

Ted Terry, Mayor

Date: _____

David C. Will, Municipal Judge

Date: _____

ATTEST:

_____
City Clerk

Approved as to Form:

_____
Stephen G. Quinn

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: January 3, 2019

ITEM NO: D4

HEARING TYPE: Council Meeting

ACTION TYPE: Resolution

SUBJECT: Approve Contract for Municipal Court Solicitor Services with Christopher Diwan

DEPARTMENT: City Council

PUBLIC HEARING: ☐YES ☒ NO

ATTACHMENT: ☒ YES ☐NO
Pages: 3

INFORMATION CONTACT: Keith Barker
Contact: 404-296-6489

PURPOSE:
To Approve a Contract for Municipal Court Solicitor Services with Christopher Diwan

NEED/ IMPACT:
The Public Safety Committee recommended that Christopher Diwan be appointed as the Municipal Court Solicitor effective January 1, 2019.

Mr. Diwan has served as the City of Clarkston for two calendar year. The initial term of the agreement was for one (1) year and is renewable annually.

The attached Agreement outlines the services to be provided by Christopher Diwan and sets the level of compensation which will be $1,000 per month.

RECOMMENDATION:
The City Manager recommends the City Council vote to approve the attached Contract for Municipal Court Solicitor services between Christopher Diwan and the City of Clarkston.

CONTRACT TO PROVIDE MUNICIPAL COURT SERVICES

THIS AGREEMENT is made and entered into effective this 1st day of January, 2019, by and between the CITY OF CLARKSTON, GEORGIA, a municipal corporation, hereinafter referred to as "CITY" and CHRISTOPHER DIWAN, Attorney at Law.

W I T N E S E T H:

WHEREAS, the CITY desires the services of CHRISTOPHER DIWAN as City Solicitor, pursuant to Section 3.04 of the Charter of the CITY OF CLARKSTON; and

WHEREAS, CHRISTOPHER DIWAN is qualified to provide such services and desires to serve in said capacity as an independent contractor, rather than as an employee of the CITY OF CLARKSTON; and

WHEREAS, it is the desire of both parties hereto to establish and set forth their mutual responsibilities one to the other.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed as follows:

1. Duties. The CITY hereby contracts with CHRISTOPHER DIWAN to perform all functions and duties specified in the RFP for City Solicitor and to perform such other legally permissible and proper duties and functions as said position shall require. These duties shall include, but are not limited to, the following:

    a. Prosecute cases within the jurisdiction of the City Charter, Ordinances, and Georgia State Statutes that are within the original jurisdiction of the Clarkston Municipal Court;

    b. Perform advanced professional legal work involving the prosecution of defendants in misdemeanor criminal cases;

    c. Participate in administrative and research functions in civil areas when so directed by the City Manager;

    d. Report to the City Manager as requested regarding the functions of the Municipal Court system;

    e. Collaborate with the Municipal Court Judge to develop and carry out policies for trial procedures;

    f. Coordinate with the Municipal Court Judge, Public Defender and Court Clerk to reduce or eliminate backlog of pending cases;

    g. Annually review data gathered by the CITY regarding cases generated by the Clarkston Police Department and filed in the Municipal Court;

    h. Prepare an annual report concerning Municipal Court operations and results and personally present that report to the City Council;

i. Annually review and recommend changes to the Clarkston Municipal Code which relate to Municipal Court; and

j. Make recommendations to the CITY to improve the financial or other operating conditions of the Court.

2. Independent Contractor. In performing the duties of City Solicitor, CHRISTOPHER DIWAN shall serve as an independent contractor and not as an employee of the CITY. The CITY shall have no right or responsibility to control or influence the manner in which she carries out her prosecutorial responsibilities, save and except that CHRISTOPHER DIWAN agrees to carry out her duties in a timely, consistent and effective manner.

3. Term. This Agreement shall commence on the date set forth on page one and shall continue until December 31, 2019. This contract may be renewed annually upon the terms set forth herein or upon any other terms mutually acceptable to both parties. Notwithstanding the foregoing, CHRISTOPHER DIWAN shall serve at the pleasure of the City Council. No rights, responsibilities, salary, or other benefits shall extend beyond the term of this Agreement and nothing in this Agreement shall be deemed to vest in CHRISTOPHER DIWAN any property interest in the duties, responsibilities, or compensation provided in this contract or any right to the continuation thereof.

4. Compensation. Effective January 1, 2019 the compensation shall be $1,000 monthly. Payment shall be made on or before the last working day of each month this Agreement remains in effect.

5. Hours of Work. It is recognized that the hours devoted by the Solicitor in the performance of her responsibilities may vary with the caseload of the Court. The Solicitor shall report to the City Manager upon request the amount of time she is devoting to her duties as Solicitor.

6. Periodic Review. The City Council may review the performance and compensation of the City Solicitor by such method and at such times as the Council shall deem appropriate.

7. Dues and Subscriptions. The City Solicitor shall maintain membership in an appropriate statewide organization for City Solicitors and all fees required for such membership shall be paid by the CITY. In addition, the CITY encourages the City Solicitor to participate in national, regional, and state and local associations and organizations necessary and desired for her continued professional growth and advancement and to improve her performance as City Solicitor. Should the City Solicitor desire to incur any expenditure for any of the proposed activities outlined above, she may obtain prior consent from the City Manager of the CITY OF CLARKSTON, in which event the CITY shall be obligated to reimburse for such pre-authorized expenses.

8. Professional Development. The CITY agrees to reimburse the City Solicitor for registration, travel, and subsistence expenses for professional and office travel, meetings, and occasions deemed necessary or desirable to continue the professional development of the City Solicitor. The procedures for reimbursement referred to in paragraph 7 above shall apply to expenses incurred pursuant to this paragraph as well.

9. General Provisions. This Agreement shall constitute the entire agreement between the parties and supersedes any previous agreements or understandings. If any provisions or a portion

thereof contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect. No other benefits, consideration, or compensation of any kind shall be due from CITY to CHRISTOPHER DIWAN other than as set forth herein.

CITY OF CLARKSTON:

_____	_____
Ted Terry, Mayor	CHRISTOPHER DIWAN, City Solicitor
Date:_____	Date:_____

ATTEST:

_____
City Clerk

Approved as to Form:

_____
Stephen G. Quinn
City Attorney

CITY OF CLARKSTON

ITEM NO: H1

CLARKSTON CITY COUNCIL

HEARING TYPE:
City Council

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Resolution

MEETING DATE: January 3, 2019

SUBJECT: Myrick Gurosky and Associates for the North American Mission Board of the Southern Baptist Convention, Incorporated with the Clarkston International Bible Church have submitted a planned unit development (PUD) request that will include multifamily housing, parking areas, and an activity center of the properties located at 3895 Church St., 3865 Church St., 3871 Church St., 993 Rowland St., 1011 Rowland St., 1001 Rowland St., 966 Rowland St., 954 Rowland St., and 960 Rowland St.

DEPARTMENT:
Planning & Development

PUBLIC HEARING: ☒ YES ☐ NO

ATTACHMENTS: ☒ YES ☐ NO
Pages:

INFORMATION CONTACT:
Shawanna Qawiy, Planning and Dev. Director
PHONE NUMBER: 404-296-6489

PURPOSE: The Mayor and City Council shall review the PUD submittal for acceptance and determine whether or not to move forward with a public hearing. If it is determined, by the mayor and city council, after review of the proposed application and materials for the PUD, that it is deemed acceptable, Council may move forward into a public hearing.

NEED/ IMPACT: The applicants have s submitted an application and development plans to be reviewed as a mixed use planned unit development (PUD). Currently three (3) parcels are zoned NR-1 Low Density Neighborhood Residential and six (6) parcels are zoned NC-1 Neighborhood Commercial. The request is for approval of a mixed use planned unit development that will consist of multifamily housing, new parking areas and an activity center. The requested PUD review is permitted within the zoning classifications of NC-1.

A mixed use development incorporates a minimum of forty thousand (40,000) square feet on multiple parcels which has design and development features that would not be possible by the application of lot by lot zoning districts regulations. A PUD is a provision that allows more flexibility to development projects that incorporate two (2) or more buildings on a tract or over several tracts of land than would otherwise be allowed by the underlying zoning district regulations. According to Section 901 of the Zoning Ordinance, the purpose of planned unit developments are to encourage the best possible site plans and building arrangements under a unified plan of development rather than on a lot by lot basis. The developer benefits from better land utilization, economy in the provision of road and utilities and flexibility in design. The City gains the advantages of variety in building types compatibility of uses and optimum community development. A review of the PUD plans by the City provides an opportunity to assure that the development will be in harmony with the character of the neighborhood. A PUD provides unified approaches to the development of land that provides for a simplified process of enabling

development which would otherwise require numerous applications for variations from the provisions of the zoning code and provide for the development of stable environments that are compatible with surrounding areas of the community. It also ensures the provisions of open space, parks and recreation land and facilities for the use of the occupants of the development.

The PUD requests were reviewed at the November 20, 2018 Planning and Zoning Board meeting. The Planning and Zoning Board voted to defer/postpone a decision and requested a traffic impact study from the applicant to be submitted at the next Board meeting (January 22, 2019).

STAFF RECOMMENDATION: *Staff Analysis Attached*

Staff recommended conditional approval of the Planned Unit Development with conditions.

PLANNING AND ZONING BOARD RECOMMENDATIONS:

Based on the December 18, 2018, planning and zoning Board public hearing meeting, the Board recommended to defer/postpone a decision on the PUD submittal until the applicant can submit a requested traffic impact study.

PUD-18-01

CITY OF CLARKSTON
where possibilities grow

PLANNED UNIT DEVELOPMENT (PUD) ANALYSIS

Report Prepared by: Shawanna N. Qawiy, MPA, MSCM
Planning & Development Director

Applicant: Myrick Gurosky and Associates for North American Mission Board of the Southern Baptist Convention Inc. w/Clarkston International Bible Church

Location: 3895 Church St.| 3865 Church St.| 3871 Church St. |
993 Rowland St. | 1011 Rowland St. | 1001 Rowland St. | 966 Rowland St.
954 Rowland St.| 960 Rowland St.

Request: A planned unit development that will include multifamily housing, new parking areas, and an activity center.

Parcel ID(s): 18 096 16 003 | 18 096 06 006 | 18 096 16 005 |
18 096 15 005 | 18 096 15 004 | 18 096 15 006 | 18 096 16 008
18 096 16 010 | 18 096 16 009

Current Land Use: The properties currently has a renovated place of assembly, parking areas, vacant building (soon to be demolished) of the Clarkston International Bible Church, vacant lots.

Sign Posted: **December 3, 2018**

Planning & Zoning Meeting: **December 18, 2018; 7PM**

City Council Meeting: **January 3, 2019; 7PM**

Lot Size: 4.45 acres

Road Access: Church Street, Rogers Street and Rowland Street

Public Utilities:
Water and Wastewater Treatment –. All planned developments are required to connect to county water and sewer services. Public water service connections are available on this property. If additional public sewer service is warranted it will be made available via line extensions at the developer's/property owner's expense. This will be confirmed during the required permitting review process.

Zoning Overview: Myrick Gurosky and Associates for North American Mission Board of the Southern Baptist Convention Inc., with Clarkston International Bible Church has submitted an application and development plans to be reviewed as a mixed use planned unit development (PUD). Currently three (3) parcels are zoned NR-1 Low Density Neighborhood Residential and six (6) parcels are zoned NC-1 Neighborhood Commercial. The request is for approval of a mixed

use planned unit development that will consist of multifamily housing, new parking areas and an activity center. The requested PUD review is permitted within the zoning classifications of NC-1.

A Planned unit developments (PUD) a provision that allows more flexibility to development projects that incorporate two (2) or more buildings on a tract or over several tracts of land than would otherwise be allowed by the underlying zoning district regulations. According to Section 901 of the Zoning Ordinance, the purpose of planned unit developments are to encourage the best possible site plans and building arrangements under a unified plan of development rather than on a lot by lot basis. The developer benefits from better land utilization, economy in the provision of road and utilities and flexibility in design. The City gains the advantages of variety in building types compatibility of uses and optimum community development. A review of the PUD plans by the City provides an opportunity to assure that the development will be in harmony with the character of the neighborhood. A PUD provides unified approaches to the development of land that provides for a simplified process of enabling development which would otherwise require numerous applications for variations from the provisions of the zoning code and provide for the development of stable environments that are compatible with surrounding areas of the community. It also ensures the provisions of open space, parks and recreation land and facilities for the use of the occupants of the development.

Based on the submission of the information and documents from the applicants with multifamily housing, and a multipurpose building that will be occupied with retail, offices and restaurants the development will be a mixed use development. A mixed use development incorporates a minimum of forty thousand (40,000) square feet on multiple parcels which has design and development features that would not be possible by the application of lot by lot zoning districts regulations. Site planning in the proposed PUD mixed use development will consider topography and will be compatible with the topography of the land and is encouraged to preserve any unusual and valuable natural features. The proposed mixed use PUD shall not adversely affect developed or undeveloped neighboring properties and shall consider the location of structures screening, setbacks and street design in the evaluation of relationship of the development to its surrounding areas.

The location of the proposed buildings 100 and 200 will be the site for the multifamily housing development (954/960 Rowland St.) It meets the setback requirements as outlined in the Ordinance for front yard setback of 10', the side setback of none, since it does not abut a single family residential district, and rear setback of 10' when not abutting a single family residential district. Building 300 as known as 3865 Church Street, the Christian Life Center has an approved certificate of occupancy and meets the zoning districts applicable setback requirement of the buildings 100 and 200. Buildings 400 and 500 will be located at 3895 Church Street. The front of buildings 400 and 500 will face towards the proposed commons space. The side of the proposed buildings will meet the zoning district buffer requirements since the development will not face the street. From review, building 400 appears to be close to the side setback line, which according to the zoning ordinance regulations for NC-1, has a side setback of none, since it does not abut single family residential.

Transportation Facilities:

The development will have access from Rogers Street, Rowland Street, and Church Street. The streets have functional classifications as Local Roads. On local roads local traffic gain access to a property. Indian Creek Drive and East Ponce de Leon Avenue have functional classification of Minor Arterial Roads. Minor arterials are high-capacity urban roads. The primary function of an arterial road is to deliver traffic from collector roads to freeways or expressways, and between urban centers at the highest level of service possible.

Service and emergency vehicles shall have adequate access for firefighting and other emergency equipment service deliveries and refuse collections. The final review will be conducted during the permitting process by DeKalb County.

The applicant is required to show acceptable design and construction of storm sewer and/or storm water retention facilities. The proposed mixed use PUD plans north of the Rowland Street (buildings 100-500) and also for the parking lot reconstruction south of Rowland Street is proposing three (3) drainage basins. The two (2) basins north of Rowland Street will discharge into the existing city storm system at the southwest corner of the site. The basin south of Rowland Street will discharge into the existing city storm system at the northeast corner of the site. The two (2) basins that the applicant is proposing north of Rowland Street will utilize a separate underground detention system and water quality treatment unit to meet the storm water quality standards. The proposed basin south of Rowland Street will utilize water quality treatment units to meet the storm water quality standards per the Georgia Stormwater Management Manual. The final approval of the proposed storm sewer and stormwater retention facilities will be confirmed during the required permitting review process with the City and DeKalb County.

The maximum density for this proposed mixed use PUD will not exceed the density requirements of the NC-1 zoning district. The maximum density of building coverage in the NC-1 zoning district is 80 % (155,535.2 sq. ft.). With a combined total site square footage of 194,419, the building density is 54,685 square feet for all buildings (100-500). The building density requirement has been met. **Table 1.1** shows the square footage of each building.

The yards along the exterior boundaries of the proposed mixed use development shall not be less than five (5) feet in width. Each building has a 10’ setback from the property lines facing Rowland Street and Church Street. The buffer requirements for the NC-1 zoning district is that when a use within the NC-1 district directly abuts the NR-1, NR-2, or NR-3 district a 30 foot landscape buffer shall be required. The proposed mixed use PUD does not directly abut the aforementioned zoning districts.

The common open space requirements for the underlying zoning district of NC-1 is 20% of the development. Since the properties located at 993, 1001 and 1011 Rowland Street will be a grandfathered use for Christian Life Center and the development. The proposed open space calculations have included these properties. The open space requirement has been met.

Table 1.0 illustrates the proposed open space for the PUD

Table 1.0

Property Address	Lot Square footage +/-	Open space square footage Per lot	Total % Open Space for the PUD
954 Rowland St.	13,977.55	10,654.69	
960 Rowland St	14,449.23	7, 289.27	
966 Rowland St.	14,717.26	2,096.79	
3865 Church St	34,358.41	8,268.59	
3871 Church St.	15,770.71	4,670.28	
3895 Church St.	39,581.77	26,117.946	
993 Rowland St	20,121.09	5,199.62	
1001 Rowland St	20,213.07	3,567.87	
1011 Rowland St	20,503.10	4,725.49	
	193,626.19	**75,593.546**	**39%**

Table 2.0 Illustrates the zoning and current land uses for the adjacent properties:

Table 2.0

	Current Zoning	Current Land Use
North	NC-1	Current Place of Assembly
East	NR-1	Parking
South	NR-1	Parking
West	NC-1	Vacant Lots

Table 3.0 Illustrates the parcel addresses and the proposed PUD land use with building heights:

Table 3.0

Sq. Ft.	Current Address	Proposed Land Use	Building Height
15,259 13,379	954 Rowland Street 960 Rowland Street	Multifamily housing Building 100= 3,438 sq. ft. Building 200= 3,438 sq. ft. Lots will be submitted for lot combination. **24% building density**	Building 100 24'-10" (chimney adds additional 4'-8") Building 200 – 35' (adding chimney will exceed requirement)
14,810	966 Rowland Street	No new building will be constructed on this parcel.	
34,073	3865 Church Street	Christian Life Center Previously combined with 972 Rowland St. for renovations Building 300= 12,824 sq. ft. **38% building density**	Building 300 26'-11"
15,987	3871 Church Street	No new building will be constructed on this parcel.	
39,644	3895 Church Street	Building 400=12,670 sq. ft. Multipurpose building- restaurant, doctor's office, office space, retail space Building 500= 3971 sq. ft.- Retail building **42% building density**	Building 400 34' – 4" Building 500 21'- 0"
61,267	993/1001/1011 Rowland Street	No new buildings will be constructed on these parcels. These parcels are non-conforming grandfathered uses that will be remain as parking areas.	

Table 4.0 Illustrates parking requirements for the proposed PUD:

Table 4.0

	Current Address	Parking Requirements	Parking Spaces
	954 Rowland Street 960 Rowland Street	A. Boarding/rooming houses=1 space per bedroom B. Multifamily= 2 spaces per dwelling unit **Building 100**= 4 bedrooms **Building 200** = 8 bedrooms	A. 4 bedrooms =4 spaces or 8 spaces B. 4 bedrooms= 8 spaces or 16 spaces
	3865 Church Street	**Building 300** 1 space per 3 seats in the main assembly area or 1 space per 50 sq. ft. where fixed seats are not provided.	87 spaces
	3895 Church Street	**Building 400** Restaurant|3208 sq. ft. Restaurant | 1817 sq. ft. @ 1 space per 100 sq. ft. no seats/ 1 space per 3 seats + 1 employee min. of 10 spaces Doctor's office| 3814 sq. ft. 6 spaces per practitioner @ 2 practitioners Office space| 7622 sq. ft. 1 space per 250 sq. ft. Retail space | 1812 sq. ft. 1 space per 250 sq. ft. **Building 500** Retail| 3735 sq. ft. 1 space per 250 sq. ft.	43 spaces 19 spaces 12 spaces 31 spaces 8 spaces 15 spaces
			Total parking spaces required **227**

Future Land Use: ***Mixed Use***: According to the Clarkston 2040 Comprehensive Plan, this area is a mix of diverse uses including multifamily housing, commercial, office, and urban compatible industrial uses (marker spaces, manual crafts and breweries).

General Standards for approval:

When any request is made for a Planned Unit Development (PUD) to construct two (2) or more buildings on a tract or several tracts of land, the following points will be reviewed as follows;

Point 1: Is the proposed development suitable in view of the use and development of adjacent or nearby property?

All planned unit development shall meet standards all requirements as set forth based on the permitted type of PUD. Planned mixed use developments require forty thousand (40,000) square feet on multiple parcels which is permitted in the NC-1 zoning district. Only those uses permitted in the zoning district which the proposed development is located shall be permitted in the planned

unit development. The impacts of post-development may affect traffic circulation and other uses of lands surrounding the property. The development is suitable in view of the proposed development of multi-family, office space, restaurants and retail that is permitted in the zoning district.

***Point 2*: Does the proposed development adversely affect the existing use or usability of adjacent or nearby property?**

If the mixed use PUD request is approved, it would permit uses to be constructed that are suitable in view of the use of adjacent land uses. The proposed PUD will not adversely affect the existing use or usability of adjacent or nearby properties. As outlined in the Clarkston 2040 Comprehensive Plan this area is designated as mixed use, which includes a mix of diverse uses including multifamily housing, commercial, office, and urban compatible industrial uses (marker spaces, manual crafts and breweries).

***Point 3:* Does the proposed development result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?**

The development will cause an increased use of existing streets, with vehicular and pedestrian traffic. The nature of the proposed development will create an increase in the number of vehicular trips on Rogers Street, Market Street and North Indian Creek Drive. Due to the streetscape project along Rowland Street the developer has had a meeting with the consultant team to discuss traffic calming measures on Rowland Street. If approved the applicant/developer will be required to follow all policies and procedures, best management practices (BMPs) for land disturbance, demolition and pertaining to storm water runoff and erosion/sedimentation control. The applicants have submitted a tree replacement and landscape plans, and all buffer requirements will be adhered to base on the requirements outlined in the zoning district. School facilities will not be adversely affected by the proposed mixed use PUD.

***Point 4*: Are there other existing or changing conditions which, because of their impact on the public health, safety, morality and general welfare of the community give supporting grounds for either the approval or denial of the proposed development?**

There are concerns about traffic flow based on the entrances and exits of the proposed development onto Church Street and Rowland Street. However, because the development will be included in a road diet on Rowland Street, the impact the vehicular traffic and pedestrian traffic has on the proposed developed has the potential of being a suitable community oriented project.

Recommendation):

Staff recommends **conditionally approving** of the Planned Unit Development (PUD) request submitted with the following conditions;

1. The applicant shall adhere to the Metropolitan North Georgia Water Planning District and Georgia Stormwater Management Manual requirements.
2. Retail shall have no more than five thousand (5,000) square feet of gross floor area.
3. If off street parking facilities are used at night, they shall be properly illuminated for the safety of pedestrians, vehicles and for security. The lightning shall be designed so as not to reflect onto or cause glare in any adjacent residential district.

4. The plan shall provide bicycle parking racks at a ratio of a least (1) bicycle parking space every twenty (20) automobile parking spaces (12 bicycle parking spaces). The bicycle parking spaces shall be located within the landscape zone a maximum distance of one hundred (100) feet from the building entrance, or shall be located at least as close as the closest automobile space and shall provide a concrete pad upon which the bicycle parking space shall be firmly rooted.
5. All developments are required to comply with all signage provisions as outlined in the Ordinance.
6. No uses which emit odors, fumes or continuous loud noise are permitted.
7. The applicant shall submit to the City and DeKalb County for review, and recording of the lot combination of 954 and 960 Rowland Street.

Additional Information:

Street Index Map	Current Zoning and Future Land Maps	Conceptual Site Plan
Aerial Map of location	Tax Map	

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Form # 200-SD

Land Disturbance/Zoning Compliance

This page must be completed in full by the Applicant. Please also see Applicant Instructions and checklists.

SUBMITTAL CHECKLIST

Applicants may be required to have a Pre-Application meeting. At that meeting you will be informed whether or not the scope of your project warrants a full development plan review, which includes **land disturbance** and **zoning compliance.**

Your application must include the following items, or it will not be considered complete:

- ☐ Completed Application form
- ☐ Five (5) Sets of Plans (Pre-Application will determine if applicant is exempt from any of the plans)
  - Survey with Existing Conditions (see Checklist)
  - Site Plan (See Checklist)
  - Engineering and Environmental Plans (see Checklists) (if land disturbance triggered; depends upon square footage of disturbed area and stormwater improvements
  - Landscape and Tree Plan (see Checklist)
  - PUD Documents (if applicable, see Checklist)
- ☐ Written Legal Description of Property
- ☐ Property Deed
- ☐ Tax Assessor Parcel Record Card
- ☐ Recorded Plat of Property (Five (5) copies)

Check here if applicant seeks to annex the listed property into the City limits ☐

FOR OFFICE USE/DETERMINATION

Review determination and fee: Review fee (payable to *The City of Clarkston*) depends on type of review(s). (See Fee Schedule):

____ Zoning Compliance (type) _____ (Fee) _____

____ Land Disturbance (type(s)) _____ (Fee) _____

APPLICANT INFORMATION (see property information details below for complete information)

Brooks Haley — Applicant Name

Myrick Gurosky and associates — Company

(205) 313-3020 — Primary Phone #

(205) 441-4861 — Alternate Phone #

Fax #

bhaley@mgandassociates.com — Email Address

Pre-Application Date: _____ **City Plnr/Engr Project #** _____ Rev. 05/01/12

Case # _____

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Form # 200-SD

Land Disturbance/Zoning Compliance

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

3895 Church Street — Clarkston, GA — 30021
Property Address/Location — Suite/Apt. # — City, State — Zip Code

18 096 16 003 — 0.9
Parcel ID/Property Tax Identification Number — Total Acreage

Place of Assembly - Religious — NC-1
Present Use(s) — Present Zoning (Official Zoning Map)

~~Place of Assembly~~ Mixed Use
Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name — Lot # — Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB
Owner (Person, Firm, Corporation, or Agency) — Company Name

4200 North Point Pkwy — Alpharetta, GA — 30022
Mailing Address — Suite/Apt. # — City, State — Zip Code

770-410-6000
Primary Phone # — Fax # — Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Myrick Gurosky and Associates
Name and Company (Owner's Agent or Attorney)

700 Montgomery Hwy — 156 — Birmingham, AL — 35216
Mailing Address — Suite/Apt. # — City, State — Zip Code

(205) 313-3020 — bhaley@mgandassociates.com
Primary Phone # — Fax # — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature — 11/14/18 Date

TOM WIGGINTON EXECUTIVE SNAILED SERVICES
Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL
MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Form # 200-SD

Land Disturbance/Zoning Compliance

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

3865 Church Street — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18096 16 0006 — Parcel ID/Property Tax Identification Number
0.8 — Total Acreage

Place of Assembly - Religious — Present Use(s)
NC-1 — Present Zoning (Official Zoning Map)

Place of Assembly - Religious — Proposed Use(s)

☒ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name — Lot # — Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency) / Company Name
4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code
770-410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gwosky and Associates
700 Montgomery Hwy — Mailing Address
136 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code
(205) 313-3020 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature
11/14/18 — Date
TOM WIGGINTON SR EXEC DIR SHARED SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL
MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Land Disturbance/Zoning Compliance

Form # 200-SD

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

3871 Church Street — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18096 16005 — Parcel ID/Property Tax Identification Number
0.41 — Total Acreage

Parking — Present Use(s)
NC-1 — Present Zoning (Official Zoning Map)

Parking — Proposed Use(s)

☐ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name
Lot #
Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency)
Company Name

4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code

(770) 410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gurosky and Associates

700 Montgomery Hwy — Mailing Address
156 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code

(205) 313-3020 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

[signature] — Owner Signature
11/14/18 — Date

TOM WIGGINTON EXEC DIR STRATEGY SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman — Signature of Notary Public in the State of Georgia

NOTARY SEAL

MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Land Disturbance/Zoning Compliance

Form # 200-SD

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

993 Rowland Street — Clarkston, GA — 30021
Property Address/Location — Suite/Apt. # — City, State — Zip Code

18096 15 005
Parcel ID/Property Tax Identification Number

0.5
Total Acreage

Parking
Present Use(s)

NR-1
Present Zoning (Official Zoning Map)

Parking
Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name — Lot # — Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB
Owner (Person, Firm, Corporation, or Agency) — Company Name

4200 North Point Pkwy — Alpharetta, GA — 30022
Mailing Address — Suite/Apt. # — City, State — Zip Code

Primary Phone # — Fax # — Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Myrick Gurosky and Associates
Name and Company (Owner's Agent or Attorney)

700 Montgomery Hwy — 156 — Birmingham, AL — 35216
Mailing Address — Suite/Apt. # — City, State — Zip Code

(205) 313-3020 — bhaley@mgandassociates.com
Primary Phone # — Fax # — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature — Date 11/14/18

TOM WIGGINTON SR EXEC DIR SHARED SERVICES
Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL
MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Land Disturbance/Zoning Compliance

Form # 200-SD

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

1011 Rowland Street — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18D96150004 — Parcel ID/Property Tax Identification Number
0.5 — Total Acreage

Parking — Present Use(s)
NR-1 — Present Zoning (Official Zoning Map)

Parking — Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name
Lot #
Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency)
Company Name

4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code

770-410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gurosky and Associates

700 Montgomery Hwy — Mailing Address
156 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code

205-313-3030 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature
11/14/18 — Date
TOM WIGGINTON SR VICE PR SHARED SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL
MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Land Disturbance/Zoning Compliance

Form # 200-SD

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

1001 Rowland Street — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18 096 15 006 — Parcel ID/Property Tax Identification Number
0.5 — Total Acreage

Parking — Present Use(s)
NR-1 — Present Zoning (Official Zoning Map)

Parking — Proposed Use(s)

☐ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name
Lot #
Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency)
Company Name

4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code

770-410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gwozsky and Associates

700 Montgomery Hwy — Mailing Address
156 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code

(205) 313-3020 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature
11/14/18 — Date

IAN WIGGINTON SR REAL DIR SHARED SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL: MARJORIE BOWMAN — NOTARY PUBLIC — GWINNETT CO., GEORGIA — MY COMMISSION EXPIRES FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Form # 200-SD

Land Disturbance/Zoning Compliance

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

966 Rowland Street — Property Address/Location; Suite/Apt. #; Clarkston, GA — City, State; 30021 — Zip Code

18096 16008 — Parcel ID/Property Tax Identification Number

0.3 — Total Acreage

Single Family — Present Use(s)

NC-1 — Present Zoning (Official Zoning Map)

Parking — Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name; Lot #; Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency); Company Name

4200 North Point Pkwy — Mailing Address; Suite/Apt. #; Alpharetta, GA — City, State; 30022 — Zip Code

770-410-6000 — Primary Phone #; Fax #; Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley; Myrick Gurosky and Associates — Name and Company (Owner's Agent or Attorney)

700 Montgomery Hwy — Mailing Address; 156; Birmingham, AL — Suite/Apt. #, City, State; 35216 — Zip Code

(205) 313-3020 — Primary Phone #; Fax #; bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature; 11/14/18 — Date

TOM WIGGINTON IRS TFC DIR STATION SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman — Signature of Notary Public in the State of Georgia

NOTARY SEAL: MARJORIE BOWMAN NOTARY PUBLIC GWINNETT CO., GEORGIA MY COMMISSION EXPIRES FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Form # 200-SD

Land Disturbance/Zoning Compliance

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

954 Rowland St — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18096016010 — Parcel ID/Property Tax Identification Number
0.4 — Total Acreage

Single Family — Present Use(s)
NC-1 — Present Zoning (Official Zoning Map)

Multi Family — Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name
Lot #
Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency)
Company Name

4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code

770-410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gurosky and Associates

700 Montgomery Hwy — Mailing Address
166 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code

(205) 313-3020 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature
11/14/18 — Date

TOM WIGGINTON SR EXEC DIR STRATEGIC SERVICES — Print Name

Subscribed and sworn before me this 14 day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY SEAL
MARJORIE BOWMAN
NOTARY PUBLIC
GWINNETT CO., GEORGIA
MY COMMISSION EXPIRES
FEB 23 2022

CITY of CLARKSTON

SITE DEVELOPMENT APPLICATION

Land Disturbance/Zoning Compliance

Form # 200-SD

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PARCEL (PROPERTY) INFORMATION

960 Rowland Street — Property Address/Location
Suite/Apt. #
Clarkston, GA — City, State
30021 — Zip Code

18096 16009 — Parcel ID/Property Tax Identification Number
0.3 — Total Acreage
Single Family — Present Use(s)
NC-1 — Present Zoning (Official Zoning Map)
Multi-Family — Proposed Use(s)

☑ Indicate here if there are more than one subject parcels (attach information accordingly)

Legal description includes: Or: ☑ Indicate here that an exhibit identifying property location is attached.

Subdivision Name — Lot # — Block #

PROPERTY OWNER

North American Mission Board of the Southern Baptist Convention, Inc. - NAMB — Owner (Person, Firm, Corporation, or Agency) / Company Name
4200 North Point Pkwy — Mailing Address
Suite/Apt. #
Alpharetta, GA — City, State
30022 — Zip Code
770-410-6000 — Primary Phone #
Fax #
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

Brooks Haley — Name and Company (Owner's Agent or Attorney)
Myrick Gurosky and Associates
700 Montgomery Hwy — Mailing Address
156 — Suite/Apt. #
Birmingham, AL — City, State
35216 — Zip Code
(205) 313-3000 — Primary Phone #
Fax #
bhaley@mgandassociates.com — Email Address #

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature
11/14/18 — Date
TOM WIGGINTON SENIOR DIR. SHARED SERVICES — Print Name

Subscribed and sworn before me this 14th day of November, 2018.

Marjorie Bowman
Signature of Notary Public in the State of Georgia

NOTARY MARJORIE BOWMAN — MY COMMISSION EXPIRES FEB 23 2021 — GWINNETT CO., GEORGIA — NOTARY PUBLIC

CITY OF CLARKSTON:
Disclosure of Campaign Contributions

Disclosure of Campaign Contributions

City of Clarkston

Pursuant to OCGA, Section 36-67A-3(a), the following disclosure is mandatory when an applicant or any representative has made campaign contributions aggregating $250.00 or more to a local government within two (2) years immediately preceding the filing of this application.

It shall be the duty of the applicant and the attorney representing the applicant to file a disclosure with the governing authority of the respective local government. The following questions **must** be answered:

Have you, the applicant, made $250.00 or more in campaign contributions to a **local** government official within two years immediately preceding the filing of this application?

Yes ☐ No ☑

If the answer is **yes**, you must file a disclosure report with the governing authority of City of Clarkston showing:

1. The name and official position of the local governing authority in City of Clarkston to whom the campaign contribution was made.

_____
Name and official position of the applicant/representative (Please Print)

2. The dollar amount and description of each campaign contribution made during the two (2) years immediately preceding the filing of this application and the date of each such contribution was made.

_____ $ _____
Description of Campaign Contribution (Please Print) Dollar Amount

This disclosure must be filed within ten (10) days after the application is first filed and must be submitted to the City of Clarkston, 3921 Church Street, Clarkston, GA 30021.

_____ 11/15/18
Signature (choose one) Applicant ☐ Owner ☑ Date

Marjorie Bowman 11/15/18
Notary Signature Date and Seal

MARJORIE BOWMAN NOTARY PUBLIC GWINNETT CO., GEORGIA MY COMMISSION EXPIRES FEB 23 2022

CITY OF CLARKSTON:
Disclosure of Campaign Contributions

Disclosure of Campaign Contributions

City of Clarkston

Pursuant to OCGA, Section 36-67A-3(a), the following disclosure is mandatory when an applicant or any representative has made campaign contributions aggregating $250.00 or more to a local government within two (2) years immediately preceding the filing of this application.

It shall be the duty of the applicant and the attorney representing the applicant to file a disclosure with the governing authority of the respective local government. The following questions **must** be answered:

Have you, the applicant, made $250.00 or more in campaign contributions to a **local** government official within two years immediately preceding the filing of this application?

Yes ☐ No ☑

If the answer is **yes**, you must file a disclosure report with the governing authority of City of Clarkston showing:

1. The name and official position of the local governing authority in City of Clarkston to whom the campaign contribution was made.

_____
Name and official position of the applicant/representative (Please Print)

2. The dollar amount and description of each campaign contribution made during the two (2) years immediately preceding the filing of this application and the date of each such contribution was made.

_____ $ _____
Description of Campaign Contribution (Please Print) Dollar Amount

This disclosure must be filed within ten (10) days after the application is first filed and must be submitted to the City of Clarkston, 3921 Church Street, Clarkston, GA 30021.

_____ 11/15/18
Signature (choose one) Applicant ☐ Owner ☑ Date

Marjorie Bowman 11/15/18
Notary Signature Date and Seal

MARJORIE BOWMAN NOTARY PUBLIC GWINNETT CO., GEORGIA MY COMMISSION EXPIRES FEB 23 2022

2017079439 DEED BOOK 26257 Pg 18

Real Estate Transfer Tax $3,560.00

Filed and Recorded:
5/16/2017 4:23:01 PM
Debra DeBerry
Clerk of Superior Court
DeKalb County, Georgia

After recording, return to:

LAW OFFICES OF HODGES AND BROADAWAY
300 Parkbrooke Place, Suite 150
Woodstock, GA 30189
H080.497

STATE OF GEORGIA
COUNTY OF DeKalb

LIMITED WARRANTY DEED

THIS INDENTURE is made as of May 15, 2017, between **Clarkston International Bible Church, Inc., a Georgia nonprofit corporation a/k/a Clarkston International Bible Church as successor by name change to Clarkston Baptist Church, Inc., a Georgia nonprofit corporation** (a copy of Certificate of Name Change Amendment filed with the Georgia Secretary of State is attached hereto as Exhibit "C") ("Grantor") and **The North American Mission Board of the Southern Baptist Convention, Inc., a Georgia nonprofit corporation** ("Grantee") ("Grantor" and "Grantee" to include their respective heirs, successors, executors, administrators, legal representatives and assigns where the context requires or permits).

WITNESSETH:

GRANTOR, in consideration of the sum of Ten and No/100ths Dollars and other valuable consideration, the receipt and sufficiency whereof are hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and does hereby grant, bargain, sell, alien, convey and confirm unto Grantee:

All that tract or parcel of land lying and being in the City of Clarkston, DeKalb County, Georgia (hereinafter referred to as the "Land"), and being more particularly described in Exhibit "A" attached hereto and incorporated herein.

TO HAVE AND TO HOLD the Land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of Grantee forever in FEE SIMPLE; subject only to the matters (hereinafter referred to as the "Permitted Exceptions") set out in Exhibit "B" attached hereto and incorporated herein.

AND GRANTOR WILL WARRANT and forever defend the right and title to the Land unto Grantee against the claims of any persons owning, holding or claiming by, through or under Grantor, except for claims arising under or by virtue of the Permitted Exceptions.

GRANTOR and GRANTEE agree that usage of the Land shall include Grantee establishing a "Send Relief Hub" on the Land to execute, model, and multiply mercy and justice ministry among the diverse community of Clarkston, Georgia, in accordance with the general terms of a Ministry Cooperation Agreement.

GRANTOR reserves unto itself and its successors and assigns, a right of reversion in the event that the Grantee, at any time, attempts to sell, transfer, or otherwise dispose of the Land or any part thereof to any party, other than to a party which is not then Grantee's parent, subsidiary, or affiliate or ceases to operate the Send Relief Hub as provided herein.

IN WITNESS WHEREOF, the Grantor has executed these presents and affixed their respective seals the day and year first above written.

"GRANTOR":

Signed, sealed and delivered in the presence of:

Witness

CHARLES H. GRIFFIN, Jr.
Print Name

Notary Public

My Commission Expires: June 10, 2019

[NOTARIAL SEAL]

ANNALISA J KEIPERT
MY COMMISSION EXPIRES
JUNE 10, 2019
DEKALB CO., GEORGIA
NOTARY PUBLIC

Clarkston International Bible Church, Inc., a Georgia nonprofit corporation a/k/a Clarkston International Bible Church as successor by name change to Clarkston Baptist Church, Inc., a Georgia nonprofit corporation

By:
Its: CEO

EXHIBIT "A"

TRACT 1

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia, in the Town of Clarkston, and being the westerly one-half of Town Lot 20 of said town according to a plat of the Town of Clarkston, recorded in Deed Book W, Page 487, of the DeKalb County Records, and more particularly described as follows:

BEGINNING at a point on the southeast side of Rowland Street located 200 feet northeast of the northeast right-of-way line of Hill Street, which beginning point is also at the northwest corner of said Town Lot 20, running thence in a northeasterly direction along the southeast side of Rowland Street toward Market Street, a distance of 100 feet to a point, running thence in a southeasterly direction 202.6 feet to a point on the northwest side of Rogers Street; thence southwesterly along the northwest side of Rogers Street 100 feet to the southwest corner of said Lot 20; thence in a northwesterly direction along the southwest line of Said Lot 20, a distance of 202.5 feet to the point of beginning; formerly known as 1011 Rowland Street, according to the present system of numbering of houses in the Town of Clarkston, as per plat of survoy made for Clarkston Methodist Church by Sam Corley, Surveyor, dated March 18, 1964, presently an asphalt improved lot used solely for Church parking purposes, the same being subject to an easement to grantor to construct a storm drain line thereon.

TRACT 2

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia, and more particularly described as follows:

BEGINNING at an iron pin located on the north-east corner of the intersection of Hill Street and Rowland Street in the City of Clarkston, Georgia, running thence north 28 degrees, 45 minutes east along the easterly side of Rowland Street one Hundred (100) feet to an iron pin; thence south 60 degrees, 15 minutes east two hundred one and seven-tenths (201.7) feet to an iron pin located on the westerly side of Rogers Street; thence south 28 degrees, 45 minutes west one hundred (100) feet to an iron pin located at the northwest corner of the intersection of Hill Street and Rogers Street; thence North 60 degrees west along the northerly side of Hill Street two hundred two (202) feet to an iron pin at the point of beginning. According to plat of survey made for W. C. Gibson of S. T. Corley Surveyor, dated December, 1951 and recorded in Plat Book 1369, page 96, DeKalb County Records.

TRACT 3

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia, being Lot 5A, Block 15, and more particularly described as follows:

BEGINNING at a point on the easterly side of Rowland Street, in the City of Clarkston, Georgia, 100 feet north from an iron pin at the northeast corner of the intersection of Hill Street and Rowland Street; thence running northerly (north 28 degrees 45 minutes east), along the easterly side of Rowland Street, 100 feet to an iron pin; thence south 60 degrees 15 minutes east 202.1 feet to the westerly side of Rogers Street; thence southerly along the west side of Rogers Street 100 feet; thence north 60 degrees 15 minutes west 201.7 feet to the east side of Rowland Street and the point of beginning, being improved property with a house thereon known as 1029 Rowland according to the present system of numbering houses in DeKalb County, Georgia.

1001 ROWLAND ST

TRACT 4

All that tract and parcel of land lying and being in

Lot 18; in dimension one hundred (100) feet by two hundred (200) feet, more or less, and bounded by the right-of-way of the Georgia Railroad, to-wit: one hundred (100) feet along the tract from the center thereof; and by Lot 17; and by two streets crossing at right angles, names of which streets are not given on the map of the town; said Lot 18 being situated in the Town of Clarkston, Georgia.

Also, a certain parcel or tract of land lying, being and situated on the south-easterly side of Georgia Railroad's main tract in Clarkston, DeKalb County, Georgia, and being more particularly described as follows:

BEGINNING at a point two thousand two hundred eighty-seven and two tenths (2,287.2) feet west (Railroad's Operating Direction) of Georgia Railroad's mile post 160, and one hundred (100) feet southeasterly from, measured at right angles to, the center line of Georgia Railroad's main track, said point also being one hundred (100) feet northeasterly from the intersection of the northeasterly line of Hill Street with Georgia Railroad's southeasterly right of way line, which is one hundred (100) feet southeasterly from, measured at right angles to, the center line of said main track; thence northeasterly parallel to the center line of said main track one hundred (100) feet thence southeasterly on an angle to the right of ninety one (91) degrees and nineteen (19) minutes, one hundred ninety eight and four tenths (198.4) feet to the northwesterly line of Rowland Street; thence southwesterly on an angle to the right of eighty-eight (88) degrees and fifty eight (58) minutes one hundred (100) feet along said line of Rowland Street; thence northwesterly on an angle to the right of ninety one (91) degrees and two (2) minutes, one hundred and ninety eight (198) feet to the point of beginning, as shown outlined in red on Georgia Railroad's Print No. 269/68, dated May 9, 1958, which is attached hereto and made a part hereof. Said property is Located In Land Lot 96 of the 18th District of DeKalb County, Georgia, and known as Lot No. 17 according to plat recorded in Plat Book 27, page 80, DeKalb County Records, as shown on the plat attached hereto.

TRACT 5

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia and being more particularly described as follows:

Beginning at a point where the Northeasterly boundary line of the 80-foot right-of-way of Hill Street intersects the Southeasterly boundary line of the 200 right-of-way of the Georgia Railroad Main Tract; thence running Southeasterly along and following said Northeasterly boundary line of Hill Street a distance of approximately 198 feet to the point where the said Northeasterly boundary line of Hill Street intersects the Northwesterly boundary line of the 40 foot right-of-way of Rowland Street; then running Southwesterly in a straight line a distance of approximately 80 feet to a point where the Southwesterly boundary line of Hill Street intersects the Northwesterly boundary line of Rowland Street; thence running Northwesterly a distance of approximately 198 feet along said Southwesterly boundary of line of Hill Street to a point where said Southwesterly boundary line of Hill Street intersects said

Southeasterly boundary line of said railroad right-of-way; thence running Northerly along said Southeasterly boundary line of said railroad right-of-way a distance of approximately 80 feet to the point of beginning; being that portion of a certain public road known as Hill Street, with the city limits of Clarkston, GA.

TRACT 6

All that tract or parcel of land

lying and being in the Town of Clarkston, DeKalb County, Georgia, and described in the plan of said town as Lot No. One (1) bounded by Hill Street, Rowland Street and the Georgia Railroad, fronting the Georgia Railroad right-of-way one hundred (100) feet, and running back East same width as front, one hundred ninety eight (198) feet, bounded by Hill Street, Rowland Street, Lot No. Two (2) and the Georgia Railroad, and being the same property conveyed to the Clarkston Baptist Church by A. B. Goza by deed recorded in Book 360, page 597, DeKalb County Records.

TRACT 7

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 96 OF THE 18TH DISTRICT,DEKALB COUNTY,GEORGIA,AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHWESTERLY SIDE OF ROWLAND STREET ON THE RIGHT OF WAY OF THE GEORGIA POWER COMPANY AND RUNNING THENCE NORTHWESTERLY ALONG THE LINE OF THE PROPERTY OF FENTON B.CULLEY AND F.B.CULLEY,SR.,198 FEET TO THE RIGHT OF WAY OF THE GEORGIA RAILROAD;THENCE IN A NORTHEASTERLY DIRECTION ALONG THE SAID RIGHT OF WAY OF THE GEORGIA RAILROAD 75 FEET TO THE CORNER OF THE PROPERTY OF THE BAPTIST PASTORIUM;THENCE SOUTHEASTERLY ALONG THE LINE OF THE PROPERTY OF THE SAID BAPTIST PASTORIUM 198 FEET TO THE RIGHT OF WAY OF THE SAID GEORGIA POWER COMPANY AND ROWLAND STREET;THENCE SOUTHWESTERLY ALONG THE RIGHT OF WAY OF THE GEORGIA POWER COMPANY 75 FEET TO THE CORNER OF THE PROPERTY OF THE SAID FENTON B.CULLEY AND F.B.CULLEY,SR., THE POINT OF BEGINNING. BOUNDED ON THE NORTHERN SIDE BY THE RIGHT OF WAY OF THE GEORGIA RAILROAD ON THE EAST SIDE BY THE PROPERTY BELONGING TO THE BAPTIST CHURCH;ON THE SOUTHERN SIDE BY THE RIGHT OF WAY OF THE GEORGIA POWER COMPANY;ON THE WESTERN SIDE BY LANDS OF THE CULLEYS. BEING IMPROVED PROPERTY KNOWN AS NO.972 ROWLAND ROAD, ACCORDING TO THE PRESENT SYSTEM OF NUMBERING HOUSES IN DEKALB COUNTY,GEORGIA.
LESS AND EXCEPT FROM THE ABOVE DESCRIBED PROPERTY IS THAT PROPERTY CONVEYED BY DEEDS RECORDED AT DEED BOOK 3722,PAGE 290 AND DEED BOOK 3722,PAGE 294,DEKALB COUNTY RECORDS.

TRACT 8

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia and being more particularly described as follows:

To find the true point of beginning, start at the intersection of the northeast right of way of Indian Creek Road and the northwesterly right of way of Rowland Street (right of way varies); thence northeasterly along the northwesterly right of way of Rowland Street a distance of 76.00 feet to an iron pin found and the point of beginning; thence from the point of beginning, N 60°52'24" W a distance of 186.91 feet to an iron pin found; thence N 32°33'00" E a distance of 18.00 feet to an iron pin set; thence N 22°23'41" E a distance of 57.09 feet to an iron pin set; thence S 59°02'22" E a distance of 196.01 feet to an iron pin set on said northwestern right of way of Rowland Street; thence S 31°48'00" W a distance of 75.00 feet to the point of beginning; said property is more commonly known as 960 Rowland Street according to the present system of numbering houses in the City of Clarkston, Georgia. Reference: Deed Book 16426, Page 130, DeKalb County Superior Court Records.

TRACT 9

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County Georgia and being more particularly described as follows:

BEGINNING as a point located 64.6 feet northeasterly from the centerline of North Indian Creek Road (rights of ways vary) and 22 feet northwesterly from the centerline of Rowland Street (rights of ways vary); thence North 58°57'04" West a distance of 122.16 feet to a ½" rebar set; thence North 32°55'19" West a distance of 39.75' to a ½" rebar set; thence North 52°09'57" West a distance to a ½" rebar set located on 32' from the centerline of Church Street (right of way varies); thence, North 32°33'00" East a distance of 68.0 feet to a ½" rebar set; thence South 58°52'24" East a distance of 186.91 feet to a ½" rebar set a distance of 22' from the centerline of Rowland Street; thence South 31°48'00" West a distance of 78 feet to the point of beginning.

Said property is further described in a plat of survey prepared by Hennirigs Land Surveys (Steve B. Hennings, RLS) for John W. Bedford and Jacqueline E. Bedford, dated July 22, 2009, said plat being incorporated by reference thereto.

Said property is more commonly known as 954 Rowland Street, DeKalb County, according to the present system of numbering houses and lots in the City of Clarkston, Georgia; Reference: Deed Book 3756, Page 41 and Deed Book 5047, Page 537, DeKalb County Superior Court records.

SHOULD BE 637

EXHIBIT "B"
PERMITTED EXCEPTIONS

1. All applicable, city, state and county real and personal property taxes for the year 2017 and subsequent years which are liens not yet due and payable.

2. All matters as would be disclosed by a current and accurate survey and inspection of the premises, including without limitation, encroachments, easements, measurements, variations in area or content, party walls, or riparian rights. Upon receipt of a survey acceptable to the Company, this item may be replaced with a specific survey reading.

As to Tracts 1, 2 and 3

3. All matters affecting subject property as shown on Plat recorded in Deed Book W, Page 487, records of the Superior Court of DeKalb County, Georgia.

As to Tract 4

4. Easement from Clarkston Baptist Church to Georgia Power Company, dated December 20, 1983, filed January 30, 1984 and recorded in Deed Book 4912, Page 17, aforesaid records.

5. All matters affecting subject property as shown on the following plats, all aforesaid records:

   (A) Deed Book W, Page 487; and
   (B) Plat Book 27, Page 80.

As to Tract 5

6. All matters affecting subject property as shown on Plat recorded in Deed Book W, Page 487, aforesaid records.

As to Tract 7

7. Permit to Cut of Trim Trees from Author E. Wolfe to Georgia Power Company, a corporation, dated January 26, 1966, filed March 28, 1966 and recorded in Deed Book 2086, Page 788, aforesaid records.

8. Easements as contained in that certain Right of Way Deed from William D. Dobson and Lucille N. Dobson to DeKalb County, a political subdivision of the State of Georgia, dated November 15, 1977, filed November 17, 1977 and recorded in Deed Book 3722, Page 290, aforesaid records.

9. Easements as contained in that certain Right of Way Deed from William D. Dobson and Lucille N. Dobson to DeKalb County, a political subdivision of the State of Georgia, dated November 15, 1977, filed November 17, 1977 and recorded in Deed Book 3722, Page 294, aforesaid records.

As to Tract 9

10. Permit to Cut or Trim Trees from J. W. Bedford to Georgia Power Company, a corporation, dated January 6, 1966, filed March 28, 1966 and recorded in Deed Book 2086, Page 796, aforesaid records.

11. Easements as contained in that certain Right of Way Deed from John William Bedford to DeKalb County, a political subdivision of the State of Georgia, filed March 8, 1978 and recorded in Deed Book 3756, Page 41, aforesaid records.

As to all Tracts:

12. Unrecorded Lease Agreement by and between Clarkston International Bible Church, Inc. f/k/a Clarkston Baptist Church, Inc. ("Tenant") and The North American Mission Board of the Southern Baptist Convention, Inc. ("Landlord"), dated May __, 2017.

13. Right of First Refusal Option to Purchase as contained in that certain First Refusal Option Agreement by and between Clarkston International Bible Church, Inc. f/k/a Clarkston Baptist Church, Inc. and The North American Mission Board of the Southern Baptist Convention, Inc., dated as of May 15, 2017, filed _____ and recorded in Deed Book _____, Page _____, aforesaid records.

EXHIBIT "C"

Secretary of State
Corporations Division
315 West Tower
#2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

DOCKET NUMBER : 040791090
CONTROL NUMBER: A100977
EFFECTIVE DATE: 03/08/2004
REFERENCE : 0077
PRINT DATE : 03/19/2004
FORM NUMBER : 611

G. PHILLIP BRAMLETT
STE A, 2302 BROCKETT ROAD
TUCKER, GA 30084

CERTIFICATE OF NAME CHANGE AMENDMENT

I, Cathy Cox, the Secretary of State and the Corporations Commissioner of the State of Georgia, do hereby certify under the seal of my office that

CLARKSTON BAPTIST CHURCH, INC.
A DOMESTIC NONPROFIT CORPORATION

has filed articles of amendment in the Office of the Secretary of State changing its name to

CLARKSTON INTERNATIONAL BIBLE CHURCH, INC.

and has paid the required fees as provided by Title 14 of the Official Code of Georgia Annotated. Attached hereto is a true and correct copy of said articles of amendment.

WITNESS my hand and official seal in the City of Atlanta and the State of Georgia on the date set forth above.

Cathy Cox
Secretary of State

DEED BOOK 25252 PG 249
Clerk of Superior Court
DeKalb County, Georgia

ARTICLES OF AMENDMENT
FOR
CLARKSTON BAPTIST CHURCH, INC.

Pursuant to O.C.G.A. § 14-2-1006, on /February 29, 2004, the Members of Clarkston Baptist Church, Inc., a corporation organized and existing under the laws of the State of Georgia, adopted an amendment to the Articles of Incorporation for the Corporation as follows:

AMENDMENT

The Corporation shall be known as Clarkston International Bible Church, Inc.

Said amendment was adopted by the unanimous vote of Members and Directors. A majority vote of Members is required but is also sufficient to amend the Articles of. Incorporation.

IN WITNESS WHEREOF, Clarkston Baptist Church, Inc. has caused these Articles of Amendment to be executed and its corporate seal to be affixed and has caused the foregoing to be attested, all by its duly authorized officers, on this 5th day of March, 2004.

CLARKSTON BAPTIST CHURCH, INC.

William A. Perrin

By: William Perrin
Title: Designated Director

Name Reservation Request 140219

CORPORATIONS DIVISION
2004 MAR -8 P 3:04
SECRETARY OF STATE

AFTER RECORDING, PLEASE RETURN ORIGINAL TO:

NORTH AMERICAN MISSION BOARD OF THE
SOUTHERN BAPTIST CONVENTION, INC.
4200 NORTH POINT PARKWAY
ALPHARETTA, GA 30022

PREPARED BY:

JAMES W. CROCKER, P.C.
6400 POWERS FERRY ROAD
SUITE 200 ATLANTA, GEORGIA 30339
File # 18-0019

20180073404 DEED BOOK 26869 Pg 13
Real Estate Transfer Tax $310.00
Filed and Recorded
4/23/2018 2:39:52 PM
Debra DeBerry
Clerk of Superior Court
DeKalb County, Georgia

STATE OF GEORGIA
COUNTY OF DEKALB

WARRANTY DEED

THIS INDENTURE made this 5th day of April, 2018, between

BAOHANH NGUYEN,

as party or parties of the first part, hereinafter called Grantor, and

THE NORTH AMERICAN MISSION BOARD, OF THE SOUTHERN BAPTIST CONVENTION, INC. ,

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN DOLLARS and other good and valuable consideration ($10.00) in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee, the following described property:

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of Dekalb County, Georgia, and being more particularly described as follows:

BEGINNING at a rebar placed on the Northwesterly right-of-way of Rowland Street (having a 40 foot right-of-way) said rebar being located 150.00 feet Northeasterly, as measured along the Northwesterly right-of-way of Rowland Street from its intersection with North Indian Creek Drive, said point of beginning also being at the Southeasterly corner of property now or formerly owned by Emanuel Ransom; running thence North 58 degrees 59 minutes 05 seconds West, as measured along the Northeasterly line of said Emanuel Ransom property, 198.00 feet to a rebar placed on the Southeasterly right-of-way of Church Street; running thence North 31 degrees 00 minutes 55 seconds East, as measured along the Southeasterly right-of-way of Church Street, 75.00 feet to a rebar placed, and the Southwesterly line of property now or formerly owned by Clarkston Baptist Church; running thence South 58 degrees 59 minutes 05 seconds East along the southwesterly line of said Clarkston Baptist Church, 198.00 feet to a rebar placed on the Northwesterly right-of-way of Rowland Street; running thence South 31 degrees 00 minutes 55 seconds West, as measured along the Northwesterly right-of-way of Rowland Street, 75.00 feet to the rebar placed at the POINT OF BEGINNING. Said property being more particularly shown on a survey prepared by Virgil F. Gaddy & Associates, dated December 29, 1999.

Being improved property known as 966 Rowland Street, according to the present system of numbering houses in the City of Clarkston, Dekalb County, Georgia.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this first day and year first above written.

Signed, sealed and delivered in the presence of:

Witness Jacki Logan

Notary Public

JAMES W. CROCKER NOTARY PUBLIC DEKALB COUNTY, GEORGIA MY COMMISSION EXPIRES JUNE 24, 2020

BAOHANH NGUYEN (Seal)

[Attach Notary Seal]

Please return to:
JAMES W. CROCKER, P.C.
6400 POWERS FERRY ROAD
SUITE 200 ATLANTA, GEORGIA 30339
17-0202

2017167210 DEED BOOK 26609 Pg 153

Real Estate Transfer Tax $270.00

Filed and Recorded:
11/20/2017 3:08:13 PM
Debra DeBerry
Clerk of Superior Court
DeKalb County, Georgia

STATE OF GEORGIA
COUNTY OF DEKALB

WARRANTY DEED

THIS INDENTURE made this 22nd day of **September, 2017**, between

LINDA L. STOREY,
as party or parties of the first part, hereinafter called Grantor, and

THE NORTH AMERCAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION, INC., a Georgia corporation,

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN DOLLARS and other good and valuable consideration ($10.00) in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee, the following described property:

All that tract or parcel of land lying and being in Land Lot 96 of the 18th District of DeKalb County, Georgia, and being part of Lot 9 of the E. N. Kittredge Property, and being more particularly described as follows:

BEGINNING at a point on the Southeasterly side of Rowland Street 80 feet Northeasterly from the point where the Southeasterly side of Rowland Street intersects the Northeasterly side of Indian Creek Street; running thence Northeasterly along the Southeasterly side of Rowland Street a distance of 140 feet to a point; thence Southeasterly 190 feet to the Northwesterly side of Rogers Street; running thence Southwesterly along the Northwesterly side of Rogers Street 140 feet to a point; running thence Northwesterly 190 feet to the Southeasterly side of Rowland Street and the point of beginning. And being improved property known as No. 961 Rowland Street, according to the present system of numbering houses in DeKalb County, Georgia.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this first day and year first above written.

Signed, sealed and delivered in the presence of:

Witness

Notary Public
My commission expires

LINDA L. STOREY (Seal)

JAMES W. CROCKER NOTARY PUBLIC GWINNETT COUNTY, GEORGIA MY COMMISSION EXPIRES 03-04-2020

PLANNING & ZONING BOARD MEETING

MINUTES

December 18, 2018 7:00 PM
City Hall
3921 Church Street

A. CALL TO ORDER: The meeting was called to order @ 7:00 PM.

B. ROLL CALL: Chairman Birendra Dhakal, Vice-Chair Charles McFarland, Amy Medford, Felicia Weinert, P&D Director Shawanna Qawiy and Secretary Melissa Foster.

C. APPROVAL OF NOVEMBER 2018 MEETING MINUTES: Ms. Medford made a motion to approve the November minutes. Ms. Weinert gave a second and the motion passed 3/0.

D. NEW BUSINESS

1. **PUBLIC HEARING**: Myrick Gurosky and Associates for North American Mission Board of the Southern Baptist Convention, Incorporated with Clarkston International Bible Church is submitting a site development plan for a proposed Planned Unit Development (PUD) consisting of nine (9) parcels located at 3895 Church Street-Parcel 18 096 16 003, 3865 Church Street- 18 096 06 006, 3871 Church Street- 18 096 16 005, 993 Rowland Street-18 096 15 005, 1011 Rowland Street-18 096 15 004, 1001 Rowland Street-18 096 15 006, 966 Rowland Street-18 096 16 008, 954 Rowland Street-18 096 16 010, 960 Rowland Street-18 096 16 009 Clarkston, GA 30021. If approved, the PUD will include multifamily housing, new parking areas and an activity center. David Melber was present to speak for the application and explained that they embraced many aspects of the 2040 Comprehensive Plan and look forward to being in the City.
   Ms. Qawiy recapped the Zoning Overview. The request is for approval of a mixed use development planned unit development (PUD) that will consist of multifamily housing, new parking areas and an activity center. Planned Unit Developments (PUD) are a provision that allows more flexibility to development projects that incorporate two (2) or more buildings on a tract or over several tracts of land than would otherwise be allowed by the underlying zoning district regulations. According to Section 901 of the Zoning Ordinance, the purpose of PUD's are to encourage the best possible site plans and building arrangements under a unified plan of development rather than on a lot by lot basis. The developer benefits from better land utilization, economy in the provision of road and utilities and flexibility in design. The City gains the advantages of variety in building types, compatibility of uses and optimum community development.

A review of the PUD plans by the City provides an opportunity to assure that the development will be in harmony with the character of the neighborhood. A PUD provides unified approaches to the development of land that provides for a simplified process of enabling development which would otherwise require numerous applications for variations from the provisions of the zoning code and provide for the development of stable environments that are compatible with surrounding areas of the community. It also ensures the provisions of open space, parks and recreation land and facilities for the use of the occupants of the development.

According to the Clarkston 2040 Comprehensive Plan, this area is a mix of diverse uses including multifamily housing, commercial, office, and urban compatible industrial uses (marker spaces, manual crafts and breweries). When any request is made for a PUD to construct 2 or more buildings on a tract or several tracts of land, the following points will be reviewed: 1) Is the proposed development suitable in view of the use and development of adjacent or nearby property? 2) Does the proposed development adversely affect the existing use or usability of adjacent or nearby property? 3) Does the proposed development result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools? 4) Are there other existing or changing conditions which, because of their impact on the public health, safety, morality and general welfare of the community give supporting grounds for either the approval or denial of the proposed development?

Based on review, staff recommends conditional approval of the PUD request, with the following conditions:

-The applicant shall adhere to the Metropolitan North Georgia Water Planning District and Georgia Stormwater Management Manual requirements.

-Retail shall have no more than five thousand (5000) square feet of gross floor area.

-If off street parking facilities are used at night, they shall be properly illuminated for the safety of pedestrians, vehicles and for security. The lighting shall be designed so as to not reflect onto or cause glare in any adjacent residential district.

-The plan shall provide bicycle parking racks at a ratio of at least one (1) bicycle parking space for every twenty (20) automobile parking spaces (12 bicycle parking spaces). The bicycle parking spaces shall be located within the landscape zone a maximum distance of one hundred (100) feet from the building entrance, or shall be located at least as close as the closest automobile space and shall provide a concrete pad upon which the bicycle parking space shall be firmly rooted.

-All developments are required to comply with all signage provisions as outlined in the ordinance.

-No uses which emit odors, fumes or continuous loud noise are permitted.

-The applicant shall submit to the City and DeKalb County for review and recording of the lot combination of 954 and 960 Rowland Street.

The Public Hearing was opened. Chairman Dhakal explained that public comments were limited to 3 minutes and asked for comments in opposition of the project.
Susan Hood (Clydedale) asked for a large, readable site plan and not finding one available, provided her own. She wants to limit the size of the buildings, as one is 23,000 SF and the maximum allowed gross floor area for retail in the NC-1 zoning district is 5,000 SF for retail. She wants an engineering traffic study to evaluate access to see if it can be improved and to limit the number of events held on the property. She also wants a unified development plan, as the properties between Rowland and Rogers show no development on the current plan. Chris Busing (Mauck St) and Warren Hadlock (W. Smith St) ceded their time to Ms. Hood in order for her to fully articulate her concerns.
John Cargill (Rogers St) wants public parking on Hill Street to remain available and wants all housing to remain single family residential.
Karen Feltz (Rowland St) wants an overall design guideline to be implemented throughout the entire city (not just on this project), and wants a development traffic study.
Laura Hopkins (Poplar Drive) went over the zoning district guidelines and strongly stated that the main goal is to keep Clarkston a walking neighborhood. She thinks the renovated building on the project is an eyesore. She expressed gratitude to the Board for their willingness to listen to the public's concerns. Madelyn Posey (College Ave.) ceded her time to Ms. Hopkins.
Dean Moore (Rayford Trail) doesn't agree with the 3 minute time limit. He wants the Board to delay a decision until more info is given. He wants a detailed site plan, does not agree with the non-conforming 23,000 SF building and wants an engineered traffic plan. Bob Humphries ceded his time to Mr. Moore.
Ann McCormack (Belle Glade) is concerned about increased impact on already stressed infrastructure and that the project will not provide for the entire community.
Susan Moore (Rayford Trail) thinks NAMB has used backhanded tactics regarding the project so far and does not want Clarkston to be a regional hub for any church.
Harry Kendricks (Post Oak Drive) wants the committee to consider the impact to the citizens of Clarkston.
Renita Knight (Rowland St) wants to see a design plan, especially regarding the 2 houses the church acquired between Rogers and Rowland. Cathy Case ceded her time to Ms. Knight.
Daniel Pope (College Ave) wants more dialogue about what we envision for Clarkston in the future and is concerned about the impact of increased traffic and noise associated with the project.
As there were no public comments in favor of the request, the public hearing was closed.

Ms. Weinert expressed her concerns about the project being a regional hub for the church and does not support any outdoor activity.
Ms. Medford has concerns about traffic, wants to reduce parking and cars and increase pedestrian and bike traffic and green space. She expressed concern about it being a hub and Mr. Melber stated that it will only continue to serve the people of Clarkston that it currently serves. He also stated that the parking regulations and the comprehensive plan guidelines conflict regarding number of parking spaces required.

Ms. Medford politely asked Mr. Melber to acquire a Traffic Impact Study. Mr. Melber stated he would take it back to the representatives.

Ms. Medford made a motion for a full cycle deferment of this issue until the January Planning and Zoning meeting. Mr. McFarland gave a second and the motion passed 3/0.

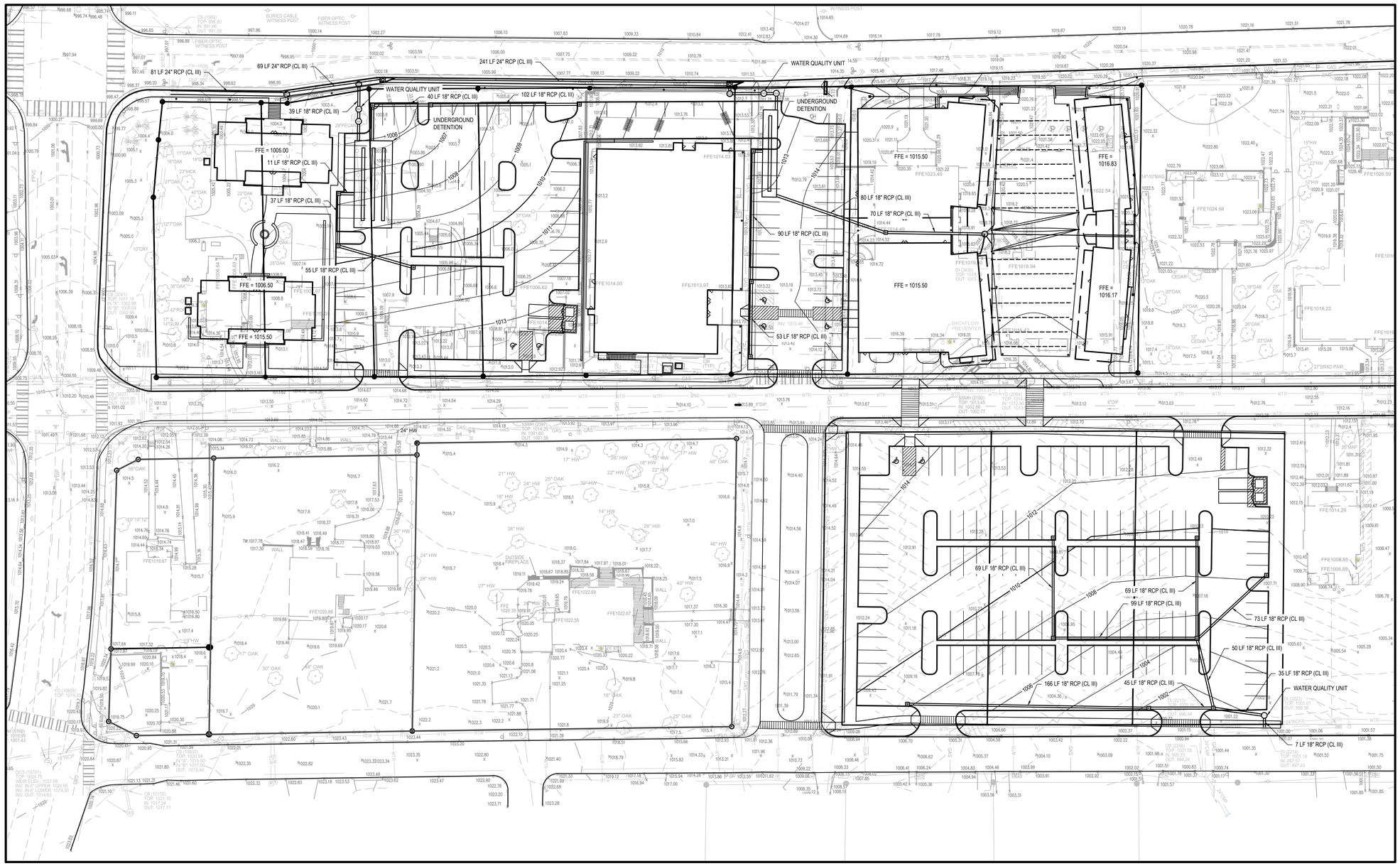
2. **PUBLIC HEARING:** rezoning request from Christopher Malone to rezone the property located at 3723 Debelle Street- Clarkston, GA 30021, parcel 18 067 03 001 from NR-1 Low Density Neighborhood Residential to NR-3 High Density Residential. If approved, the applicant will subdivide the property into two (2) lots to construct a new 1400 SF single family home on the vacant lot. WITHDRAWN

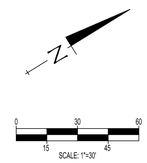
E. 2019 PLANNING AND ZONING BOARD MEETING CALENDAR Mr. McFarland made a motion to approve the 2019 calendar. Ms. Medford gave a second and the motion passed 3/0.

F. OTHER BUSINESS: None presented

G. ADJOURNMENT: Ms. Medford made a motion at 8:39PM to adjourn the meeting. Ms. Weinert gave a second and the motion passed 3/0.

Respectfully submitted,
Melissa M. Foster
Secretary





LBYD, Inc.
Civil and Structural Engineers
716 South 30th Street
Birmingham, AL 35233
Main (205) 251-4900

PROJECT NO.
102-17-189

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SEND RELIEF - CLARKSTON
PUD Submission Package

Site Development
Planning for PUD
Clarkston, Georgia

North American Mission Board

DEVELOP DESIGN CONSTRUCT

CMH Architects
1600 International Park Drive
Suite 300
Birmingham, AL 35243
(205)397-1871 - TEL
(205)969-3930 - FAX

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REVISIONS

SHEET TITLE
CONCEPTUAL GRADING AND DRAINAGE PLAN

PROJECT NUMBER
1401.04

ISSUE DATE

DRAWN BY

CHECKED BY

SHEET NUMBER
C1.0

NAMB

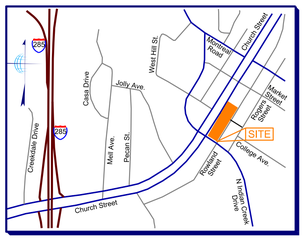
BOUNDARY & TOPOGRAPHIC SURVEY
FOR
NORTH AMERICAN MISSION BOARD
OF THE SOUTHERN BAPTIST CONVENTION
LOCATED IN
LAND LOT 96, 18th DISTRICT,
CITY OF CLARKSTON, DEKALB COUNTY, GEORGIA

REFERENCE MATERIAL

1. PLAT FOR THE CITY OF CLARKSTON RECORDED IN PLAT BOOK W; PAGE 487 AMONG THE PUBLIC RECORDS OF DEKALB COUNTY
2. LIMITED WARRANTY DEED RECORDED IN DEED BOOK 26257; PAGE 18 IN AFORESAID RECORDS.

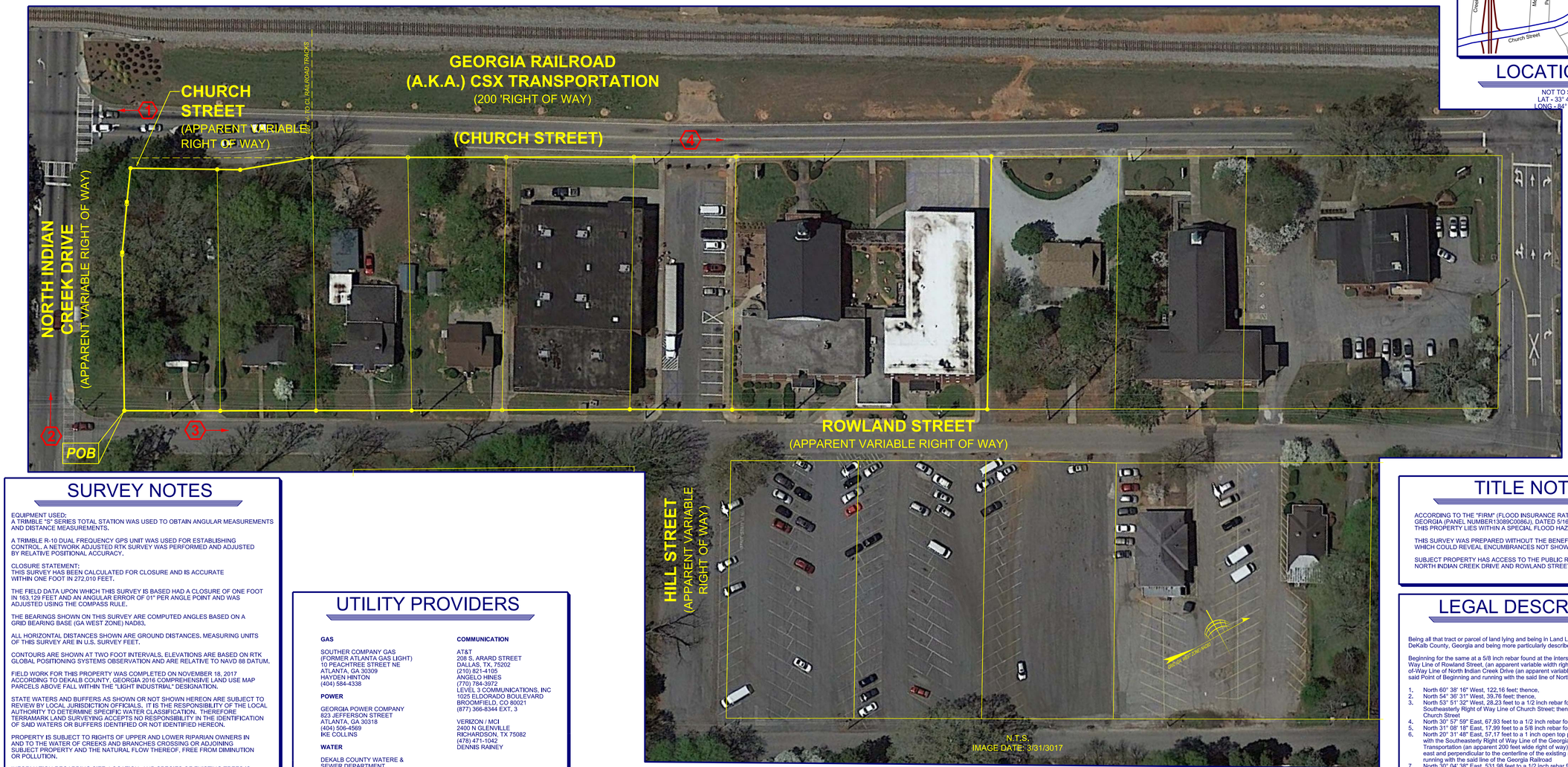
SITE AREA

133,063 SQ.FT.
OR
3.0547 AC.



LOCATION MAP

NOT TO SCALE
LAT - 33° 48' 27.97"
LONG - 84° 14' 24.31"



SURVEY NOTES

EQUIPMENT USED:
A TRIMBLE "S" SERIES TOTAL STATION WAS USED TO OBTAIN ANGULAR MEASUREMENTS AND DISTANCE MEASUREMENTS.

A TRIMBLE R-10 DUAL FREQUENCY GPS UNIT WAS USED FOR ESTABLISHING CONTROL. A NETWORK ADJUSTED RTK SURVEY WAS PERFORMED AND ADJUSTED BY RELATIVE POSITIONAL ACCURACY.

CLOSURE STATEMENT:
THIS SURVEY HAS BEEN CALCULATED FOR CLOSURE AND IS ACCURATE WITHIN ONE FOOT IN 272,010 FEET.

THE FIELD DATA UPON WHICH THIS SURVEY IS BASED HAD A CLOSURE OF ONE FOOT IN 163,129 FEET AND AN ANGULAR ERROR OF 01" PER ANGLE POINT AND WAS ADJUSTED USING THE COMPASS RULE.

THE BEARINGS SHOWN ON THIS SURVEY ARE COMPUTED ANGLES BASED ON A GRID BEARING BASE (GA WEST ZONE) NAD83.

ALL HORIZONTAL DISTANCES SHOWN ARE GROUND DISTANCES. MEASURING UNITS OF THIS SURVEY ARE IN U.S. SURVEY FEET.

CONTOURS ARE SHOWN AT TWO FOOT INTERVALS. ELEVATIONS ARE BASED ON RTK GLOBAL POSITIONING SYSTEMS OBSERVATION AND ARE RELATIVE TO NAVD 88 DATUM.

FIELD WORK FOR THIS PROPERTY WAS COMPLETED ON NOVEMBER 18, 2017 ACCORDING TO DEKALB COUNTY, GEORGIA 2016 COMPREHENSIVE LAND USE MAP PARCELS ABOVE FALL WITHIN THE "LIGHT INDUSTRIAL" DESIGNATION.

STATE WATERS AND BUFFERS AS SHOWN OR NOT SHOWN HEREON ARE SUBJECT TO REVIEW BY LOCAL JURISDICTION OFFICIALS. IT IS THE RESPONSIBILITY OF THE LOCAL AUTHORITY TO DETERMINE SPECIFIC WATER CLASSIFICATION. THEREFORE TERRAMARK LAND SURVEYING ACCEPTS NO RESPONSIBILITY IN THE IDENTIFICATION OF SAID WATERS OR BUFFERS IDENTIFIED OR NOT IDENTIFIED HEREON.

PROPERTY IS SUBJECT TO RIGHTS OF UPPER AND LOWER RIPARIAN OWNERS IN AND TO THE WATER OF CREEKS AND BRANCHES CROSSING OR ADJOINING SUBJECT PROPERTY AND THE NATURAL FLOW THEREOF, FREE FROM DIMINUTION OR POLLUTION.

INFORMATION REGARDING SIZE, LOCATION, AND SPECIES OF EXISTING TREES IS SHOWN HEREON. THERE IS NO CERTAINTY OF THE SIZE AND SPECIES OF THE SAID TREES WITHOUT VERIFICATION FROM THE DESIGNATED ARBORIST BY THE LOCAL REGULATORY AUTHORITY. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS, HIS CONTRACTORS, AND/OR HIS AGENTS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION SHOWN HEREON EXCEPT BY APPROVAL OF SAID AUTHORITY.

THIS SURVEY MAY NOT REPRESENT OFFSITE PAINT STRIPING TO THE ACCURACY REQUIRED FOR LANE DESIGN. TERRAMARK LOCATES THE EDGE OF PAVING AND CRITICAL POINTS TO REFLECT ACCURATE TOPOGRAPHIC DATA ONLY. ACCURACY OF PAINT LOCATIONS SHOULD BE VERIFIED WITH SURVEYOR PRIOR TO USING THIS SURVEY FOR DESIGN.

INFORMATION REGARDING THE REPUTED PRESENCE, SIZE, CHARACTER, AND LOCATION OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES IS SHOWN HEREON. THERE IS NO CERTAINTY TO THE ACCURACY OF THIS INFORMATION AND IT SHALL BE CONSIDERED IN THAT LIGHT BY THOSE USING THIS DRAWING. THE LOCATION AND ARRANGEMENT OF UNDERGROUND UTILITIES AND STRUCTURES SHOWN HEREON MAY BE INACCURATE AND UTILITIES AND STRUCTURES NOT SHOWN MAY BE ENCOUNTERED. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS, HIS CONTRACTORS, AND/OR HIS AGENTS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION SHOWN HEREON AS TO SUCH UNDERGROUND INFORMATION.

INFORMATION REGARDING STORM SEWER AND SANITARY SEWER AS SHOWN HEREON, IS BASED ON OBSERVATIONS TAKEN BY TERRAMARK EMPLOYEES AT THE GROUND ELEVATION OF THE EXISTING STRUCTURE. TERRAMARK EMPLOYEES ARE NOT AUTHORIZED TO ENTER A CONFINED SPACE SUCH AS A STRUCTURE. THEREFORE, THERE IS NO CERTAINTY OF THE PIPE SIZES AND PIPE MATERIAL THAT ARE SHOWN ON THIS SURVEY. EXCAVATION BY A CERTIFIED CONTRACTOR IS THE ONLY WAY TO VERIFY PIPE SIZE AND MATERIAL. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS, HIS CONTRACTORS, AND/OR HIS AGENTS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THE PIPE INFORMATION SHOWN HEREON.
THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREON. THIS SURVEY DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS OR ENTITY WITHOUT THE EXPRESS CERTIFICATION BY THE SURVEYOR NAMING SAID PERSON, PERSONS OR ENTITY.
TERRAMARK LAND SURVEYING, INC. DOES NOT WARRANT THE EXISTENCE OR NON -EXISTENCE OF ANY WETLANDS OR HAZARDOUS WASTE IN THE SURVEY AREA.

UTILITY PROVIDERS

GAS

SOUTHER COMPANY GAS
(FORMER ATLANTA GAS LIGHT)
10 PEACHTREE STREET NE
ATLANTA, GA 30309
HAYDEN HINTON
(404) 584-4338

POWER

GEORGIA POWER COMPANY
823 JEFFERSON STREET
ATLANTA, GA 30318
(404) 506-4569
IKE COLLINS

WATER

DEKALB COUNTY WATERE &
SEWER DEPARTMENT
4572 MEMORIAL DRIVE
DECATUR, GA. 30032
(770) 612-7222
JEFFERY WOODS
(770) 724-1404

COMMUNICATION

AT&T
208 S. ARARD STREET
DALLAS, TX, 75202
(210) 821-4105
ANGELO HINES
(770) 784-3972
LEVEL 3 COMMUNICATIONS, INC
1025 ELDORADO BOULEVARD
BROOMFIELD, CO 80021
(877) 366-8344 EXT. 3

VERIZON / MCI
2400 N GLENVILLE
RICHARDSON, TX 75082
(478) 471-1042
DENNIS RAINEY

UTILITY NOTES

THE UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON LOCATION OF MARKINGS PROVIDED BY:

UTILISURVEY, LLC.
154 GRANT ROAD
FAYETTEVILLE, GA. 30215
PHONE: 404-312-6912
ATTENTION: HANS WONNEBERGER

THE UNDERGROUND UTILITIES (EXCEPT THE LOCATION OF EXISTING DRAINAGE, SEWER, AND IRRIGATION UTILITIES AS WELL AS UNDERGROUND STORAGE TANKS) WERE LOCATED BY UTILISURVEY, LLC, UTILIZING RADIO FREQUENCY TECHNIQUE AND IN ACCORDANCE TO LEVEL "B" UTILITY LOCATION CRITERIA. THIS TECHNIQUE IS CAPABLE OF LOCATING METALLIC UTILITIES AND TRACER WIRES, ANY NON- METALLIC UTILITIES (WITHOUT TRACER WIRE) ARE NOT LOCATED.

THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN- SERVICE OR ABANDONED, UNDERGROUND UTILITIES NOT OBSERVED OR LOCATED UTILIZING THIS TECHNIQUE MAY EXIST ON THIS SITE BUT ARE NOT SHOWN, AND MAY BE FOUND UPON EXCAVATION. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

INFORMATION REGARDING MATERIAL AND SIZE OF UTILITIES IS BASED ON RECORDS ACQUIRED FROM THE UTILITY OWNERS.

(#) → PICTURE LOCATION AND DIRECTION

PHOTO #1

PHOTO #2

PHOTO #3

PHOTO #4

TITLE NOTES

ACCORDING TO THE "FIRM" (FLOOD INSURANCE RATE MAP) OF DEKALB COUNTY, GEORGIA (PANEL NUMBER13089C0086J), DATED 5/16/2013: NO PORTION OF THIS PROPERTY LIES WITHIN A SPECIAL FLOOD HAZARD AREA.

THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT, WHICH COULD REVEAL ENCUMBRANCES NOT SHOWN ON THIS SURVEY.

SUBJECT PROPERTY HAS ACCESS TO THE PUBLIC RIGHT OF WAY OF CHURCH STREET, NORTH INDIAN CREEK DRIVE AND ROWLAND STREET.

LEGAL DESCRIPTION

Being all that tract or parcel of land lying and being in Land Lot 96, 18th District City of Clarkston, DeKalb County, Georgia and being more particularly described as follows:

Beginning for the same at a 5/8 inch rebar found at the intersection of the Northwesterly Right-of-Way Line of Rowland Street, (an apparent variable width right of way) and the Northeasterly Right-of-Way Line of North Indian Creek Drive (an apparent variable width right of way); thence, leaving said Point of Beginning and running with the said line of North Indian Creek Drive

1. North 60° 38' 16" West, 122.16 feet; thence,
2. North 54° 36' 31" West, 39.76 feet; thence,
3. North 53° 51' 32" West, 28.23 feet to a 1/2 inch rebar found at the intersection with the Southeasterly Right of Way Line of Church Street; thence, running with the said line of Church Street
4. North 30° 57' 59" East, 67.93 feet to a 1/2 inch rebar found; thence,
5. North 31° 08' 18" East, 17.96 feet to a 5/8 inch rebar found; thence,
6. North 20° 31' 48" East, 57.17 feet to a 1 inch open top pipe found at the intersection with the Southeasterly Right of Way Line of the Georgia Railroad, a.k.a, CSX Transportation (an apparent 200 feet wide right of way), said pipe being 100 +/- feet east and perpendicular to the centerline of the existing railroad track; thence, running with the said line of the Georgia Railroad
7. North 30° 04' 38" East, 531.98 feet to a 1/2 inch rebar found, said rebar being 100 +/- feet east and perpendicular to the centerline of the existing railroad track; thence, leaving the aforesaid line of Georgia Railroad and running with the property now or formerly owned by the City of Clarkston
8. South 58° 53' 41" East, 198.04 feet to a 1/2 inch rebar found on the aforesaid line of Rowland Street; thence, running with the said line of Rowland Street
9. South 30° 05' 16" West, 199.89 feet to a 1/2 inch rebar found; thence,
10. South 30° 22' 53" West, 80.08 feet to a 1/2 inch rebar found; thence,
11. South 29° 52' 18" West, 170.83 feet to a 1/2 inch rebar found; thence,
12. South 30° 08' 41" West, 74.93 feet to a 1/2 inch rebar found; thence,
13. South 30° 01' 20" West, 74.98 feet to a 3/4 inch angle iron found bent); thence,
14. South 30° 15' 41" West, 75.15 feet to the Point of Beginning, containing 133,063 square feet or 3.0547 acres of land, more or less.

Property is subject to all easements and rights of way recorded and unrecorded.

SURVEYOR'S CERTIFICATE

THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA SURVEY ACT O.C.G.A 15-6-67. AUTHORITY O.C.G.A. SECS. 15-6-67, 43-15-4, 43-15-6, 43-15-19, 43-15-22.

PRELIMINARY
PENDING REVIEW AND COMMENT

WILLIAM C WOHLFORD JR., RLS
REGISTERED NUMBER: 2577

TerraMark Land Surveying, Inc.
1396 Bells Ferry Road
Marietta, Georgia 30066
Phone No. (770) 421-1927
Fax No. (770) 421-0552
www.TerraMark.com
Professional Land Surveying C. O. A.# LSF000810

No	Revision	Date
#1		
#2		
#3		
#4		
#5		
#6		
#7		
#8		

Project No.	2017-152
Survey Crew:	RS
Drawn By:	WBN
Approved By:	WCW
Date:	12/6/2017
Scale:	1"=40'
PATH:	S: SURVEY 2017\ 2017-152\ DGN\ 2017-152 NMB TOPOGRAPHIC SURVEY.DGN

BOUNDARY & TOPOGRAPHIC SURVEY
FOR
NORTH AMERICAN MISSION BOARD
OF THE SOUTHERN BAPTIST CONVENTION
LOCATED IN
LAND LOT 96, 18th DISTRICT,
CITY OF CLARKSTON, DEKALB COUNTY, GEORGIA

SHEET NO.
1/3
DRAWING# 2017-152

JOB NUMBER 2017-152 PLOT SIZE 24 X 36

CHURCH STREET
(APPARENT VARIABLE RIGHT OF WAY)

GEORGIA RAILROAD
(A.K.A.) CSX TRANSPORTATION
(200' RIGHT OF WAY)

NORTH INDIAN CREEK DRIVE
(APPARENT VARIABLE RIGHT OF WAY)

ROWLAND STREET
(APPARENT VARIABLE RIGHT OF WAY)

HILL STREET
(APPARENT VARIABLE RIGHT OF WAY)

ROGERS STREET
(APPARENT VARIABLE RIGHT OF WAY)

GRID (GA. WEST ZONE) NAD83

BENCHMARK #1
TRAVERSE #9905
ELEV: 1016.74
(NAVD 88)
1/2" REBAR W/
RED CAP

POB

PICTURE LOCATION AND DIRECTION

TREE LEGEND (ABBREVIATIONS)

DECIDUOUS (TREE)	BIR	BIRCH	HLY	HOLLY
	BCH	BEECH	HW	HARDWOOD
	CM	CRAPE MYRTLE	MAG	MAGNOLIA
	CHY	CHERRY	MAP	MAPLE
	CYP	CYPRESS	OAK	OAK
CONIFEROUS (TREE)	FIR	FIR	ORN	ORNAMENTAL
	GINGKO	GINGKO	PEAR	PEAR
	GUM	SWEET GUM	POP	POPLAR
	HIC	HICKORY	SYC	SYCAMORE

ABBREVIATIONS

A	ARC LENGTH	IPS	IRON PIN SET (CAPPED)
AC.	ACRE	N/F	NOW OR FORMERLY
AE	ACCESS EASEMENT	OTP	OPEN TOP PIPE
BSL	BUILDING SETBACK LINE	PB.	PLAT BOOK
BW	BARBWIRE	PG.	PAGE
CH	CHORD LENGTH	POB	POINT OF BEGINNING
CLF	CHAIN LINK FENCE	POC	POINT OF COMMENCEMENT
CMF	CONCRETE MONUMENT FOUND	R	RADIUS LENGTH
CMP	CORRUGATED METAL PIPE	R/W	RIGHT OF WAY
CONC.	CONCRETE	R/W MON	RIGHT OF WAY MONUMENT
CTP	CRIMP TOP PIPE	RB	REBAR
DB.	DEED BOOK	RCP	REINFORCED CONCRETE PIPE
DIP	DUCTILE IRON PIPE	SDE	STORM DRAINAGE EASEMENT
FDC	FIRE DEPARTMENT CONNECTION	SQ. FT.	SQUARE FEET
FND	FOUND	SSE	SANITARY SEWER EASEMENT
HDPE	HIGH DENSITY POLYETHYLENE PIPE	WPF	WOOD PRIVACY FENCE
IPF	IRON PIN FOUND		

ENCROACHMENT TABLE

(#) LOCATION OF ENCROACHMENT

1. STORM PIPE CROSSES ONTO PROPERTY
2. 4' CHAINLINK FENCE MEANDERS ALONG PROPERTY LINE.
3. POWER POLE AND OVERHEAD ELECTRICAL LINE CROSS ONTO PROPERTY.
4. CORNER OF WALL ENCROACHES INTO THE RIGHT OF WAY OF ROWLAND STREET.
5. UNDERGROUND ELECTRIC LINE AND VERTICAL UTILITY CLOSET ENCROACHES ON SITE.

LEGEND

- CURB AND GUTTER (C&G)
- FENCE
- HANDRAIL
- STORM DRAIN LINE
- SANITARY SEWER
- WATER LINE
- GAS LINE
- UNDERGROUND POWER LINE
- OVERHEAD POWER LINE
- UNDERGROUND COMMUNICATION
- TOPOGRAPHIC CONTOUR
- PROPERTY LINE
- CATCH BASIN (DWCB)
- CATCH BASIN (SWCB)
- DROP INLET (DI)
- JUNCTION BOX (JB)
- HEAD WALL (HW)
- CURB INLET (CI)
- FLARED END SECTION (FES)
- OUTLET CONTROL STRUCTURE
- YARD DRAIN INLET
- SS MANHOLE (MH)
- CLEAN OUT (CO)
- IRRIGATION CONTROL VALVE (ICV)
- FIRE HYDRANT (FH)
- WATER VALVE (WV)
- WATER METER (WM)
- FIRE DEPT. CONNECTION (FDC)
- WATER VALVE MARKER
- TRANSFORMER BOX (TX)
- AIR CONDITIONER (AC)
- ELECTRIC METER (EM)
- ELECTRIC UTILITY
- GREASE TRAP (GT)
- LIGHT POLE (LP)
- POWER POLE WITH LIGHT
- POWER POLE (PP)
- UTILITY MANHOLE (UM)
- SPOTLIGHT
- GAS METER (GM)
- GAS VALVE (GV)
- TELEPHONE PEDESTAL
- COMMUNICATION BOX
- TRAFFIC SIGNAL
- BOLLARD (BO)
- MAIL BOX
- SIGN
- CROSSWALK SIGNAL
- X 1000.00 SPOT ELEVATION
- CONCRETE AREA
- OVERHANG AREA
- RIP-RAP AREA
- BRICK AREA
- TREELINE

30 0 30 60 90 FT.
SCALE: 1" = 30'

JOB NUMBER 2017-152 PLOT SIZE 24 X 36

TerraMark Land Surveying, Inc.
1396 Bells Ferry Road
Marietta, Georgia 30066
Phone No. (770) 421-1927
Fax No. (770) 421-0552
www.TerraMark.com
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No	Revision	Date
#1		
#2		
#3		
#4		
#5		
#6		
#7		
#8		

Project No.	2017-152
Survey Crew:	RS
Drawn By:	WBW
Approved By:	WCW
Date:	12/6/2017
Scale:	1"=30'
PATH:	S: SURVEY\ 2017\ 2017-152\ 2017-152 NIMB TOPOGRAPHIC SURVEY.DGN

BOUNDARY & TOPOGRAPHIC SURVEY
FOR
NORTH AMERICAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION
LOCATED IN
LAND LOT 96, 18th DISTRICT,
CITY OF CLARKSTON, DEKALB COUNTY, GEORGIA

SHEET NO.
2/3
DRAWING# TM 2017-152

GEORGIA RAILROAD
(A.K.A.) CSX TRANSPORTATION
(200' RIGHT OF WAY)

CHURCH STREET

MARKET STREET
(APPARENT VARIABLE RIGHT OF WAY)

ROWLAND STREET
(APPARENT VARIABLE RIGHT OF WAY)

HILL STREET
(APPARENT VARIABLE RIGHT OF WAY)

ROGERS STREET
(APPARENT VARIABLE RIGHT OF WAY)

BENCHMARK #1
TRAVERSE #9905
ELEV: 1018.74
(NAVD 88)
1/2" REBAR W/
RED CAP

BENCHMARK #2
TRAVERSE #9905
ELEV: 1012.18
(NAVD 88)
1/2" REBAR W/
RED CAP

N/F
THE NORTH AMERICAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION, INC.
P.I.N.: 18 096 16 005
DB 26257, PG.18
ZONED R100

N/F
THE NORTH AMERICAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION, INC.
P.I.N.: 18 096 16 003
DB 26257, PG. 18
ZONED R100

N/F
CITY OF CLARKSTON
P.I.N.: 18 096 16 001
DB 08802, PG. 327

N/F
CITY OF CLARKSTON
P.I.N.: 18 096 16 002
NO RECORDING INFORMATION
ZONED R100

N/F
THE CLARKSTON FIRST METHODIST CHURCH
P.I.N.: 18 096 16 004
DB 1422, PG. 236
ZONED R100

N/F
THE CLARKSTON FIRST METHODIST CHURCH
P.I.N.: 18 096 16 003
DB 3002, PG. 282
ZONED R100

N/F
THE NORTH AMERICAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION, INC.
P.I.N.: 18 096 15 004
DB 26257, PG. 18
ZONED R100

N/F
THE NORTH AMERICAN MISSION BOARD OF THE SOUTHERN BAPTIST CONVENTION, INC.
P.I.N.: 18 096 15 005
NO RECORDING INFORMATION
ZONED R100

N/F
KAREN FELTZ
P.I.N.: 18 096 15 (illegible)
DB 19615, PG. 4
ZONED R100

CLARKSTON INTERNATIONAL BIBLE CHURCH

CLARKSTON WOMANS CLUB

CLARKSTON UNITED METHODISTS CHURCH

PASTOR

2 STORY BRICK W/ BASEMENT

3 STORY BRICK

1 STORY WOOD

FFE1023.40
FFE1014.49
FFE1019.00
FFE1018.94
FFE1022.54
FFE1024.58
FFE1026.59
FFE1016.30
FFE1016.22
FFE1016.21
FFE1016.24
FFE1016.42
FFE1019.84
FFE1009.95
FFE1010.04
FFE1014.29
FFE1008.95
FFE1006.89
FFE1011.52
FFE1008.50

BL HIGH

COVERED CARPORT

SWING SET

METAL SWING SET

ROCK WALL

BRICK WALL

CONC. WALL

BLOCK WALL

WOODEN TIMBER WALL

CHURCH PARKING ONLY (TYP.)

RESERVED FOR COURT CLERK

POLICE VEHICLE

RESERVED (TYP.)

POLICE ONLY

HC PKNG

NO PARKING ANYTIME

NO SMOKING

RESERVED HANDICAP PARKING

HANDICAP PARKING (TYP.)

VISITOR PARKING

BIKE CROSSING

RAIL ROAD CROSSING AHEAD

FIRMA INSURANCE AND TAX

RIGHT LANE MUST TURN RIGHT

BIKE ROUTE AHEAD

PICNIC TABLES

BOOK DISPENSER

AGL SOLAR PANEL

SAT DISH

VERTICAL CLOSET

CONC. HEADWALL

FLAG POLES (TYP.)

2.5' X 2.8' METAL GAS BOX

DO NOT BLOCK INTERSECTION

STOP STREET

SPEED LIMIT 35 MPH

15 MPH SLOW CHILDREN AT PLAY

SPEED LIMIT 25 NO PARKING

STOP AHEAD

BIKE PATH

PEDESTRIAN CROSSING

2.5' PLASTIC FENCING

6' WROUGHT IRON

BURIED CABLE WITNESS POST

FIBER OPTIC WITNESS POST

OLD ASPHALT

ASPHALT

GRAVEL

ROCK WALL

BRICK WALL

CONC. WALL

BLOCK WALL

WOODEN TIMBER WALL

WOOD POST (TYP.)

1/2" REBAR

1/2" REBAR "BENT"

1/2" AXLE ROD "BENT"

1/2" REBAR W/ CAP "BELL SOUTHRLS 2301"

PK NAIL

BACKFLOW PREVENTER

ROOF DRAIN

IRON RR ARM

SWITCH

INV: 1007.22

INV: 1009.13

INV: 1009.98

INV: 1007.54

INV: 1008.59

INV: 1005.63

INV: 1005.59

INV: 1006.57

INV: 1013.46

INV: 1013.31

INV: 1002.77

INV: 1002.86

INV: 1012.90

INV: 1012.89

INV: 1013.47

INV: 1013.45

INV: 1012.86

INV: 1014.17

INV: 1013.94

INV: 1013.95

INV: 1013.96

INV: 1013.97

INV: 1013.98

INV: 1014.08

INV: 1014.07

INV: 1014.35

INV: 1014.30

INV: 1014.23

INV: 1013.36

INV: 1012.82

INV: 1012.46

INV: 1011.58

INV: 1010.96

INV: 1010.50

INV: 1010.19

INV: 1010.00

INV: 1009.54

INV: 1009.23

INV: 1009.22

INV: 1009.06

INV: 1008.97

INV: 1008.93

INV: 1008.29

INV: 1008.14

INV: 1007.86

INV: 1007.78

INV: 1007.57

INV: 1006.06

INV: 1005.61

INV: 1005.55

INV: 1004.91

INV: 1004.58

INV: 1004.17

INV: 1003.93

INV: 1003.06

INV: 1002.34

INV: 1002.33

INV: 1002.25

INV: 1001.93

INV: 1001.91

INV: 1001.85

INV: 1001.56

INV: 1001.50

INV: 1001.38

INV: 1001.33

INV: 1001.30

INV: 1001.18

INV: 1001.07

INV: 1000.82

INV: 1000.74

INV: 1000.70

INV: 1000.22

INV: 1000.21

INV: 1000.20

INV: 1000.19

INV: 1000.04

INV: 999.90

INV: 999.87

INV: 999.85

INV: 999.84

INV: 999.83

INV: 999.82

INV: 999.81

INV: 999.80

INV: 999.79

INV: 999.78

INV: 999.77

INV: 999.76

INV: 999.75

INV: 999.74

INV: 999.73

INV: 999.72

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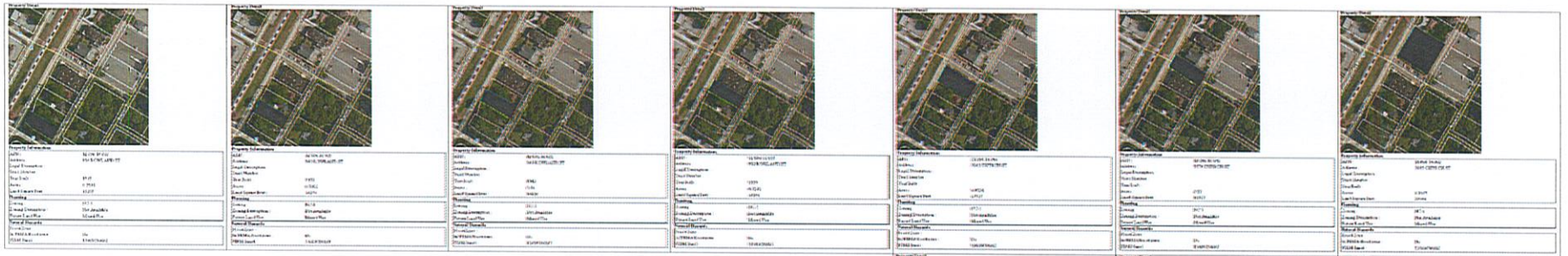
INV: 999.66

INV:



NR-1 - LOW DENSITY NEIGHBORHOOD RESIDENTIAL DISTRICT

Min. Residential Unit Size (Finished, Heated Floor area)	1,000 sq. ft.
Building Coverage/Max. a% of lot area	35%
Min. Open Space	N/A
Max. Building Height	35
Min. lot Size	10,000 sq. ft.
Min. Lot Width	75'
Minimum Front Yard Setback	30'
Minimum Side Yard Setback	10'
Minimum Rear Yard Setback	25

NC-1 - LOW DENSITY NEIGHBORHOOD COMMERCIAL DISTRICT

Minimum Rear Yard Setback***	10' or 20'**

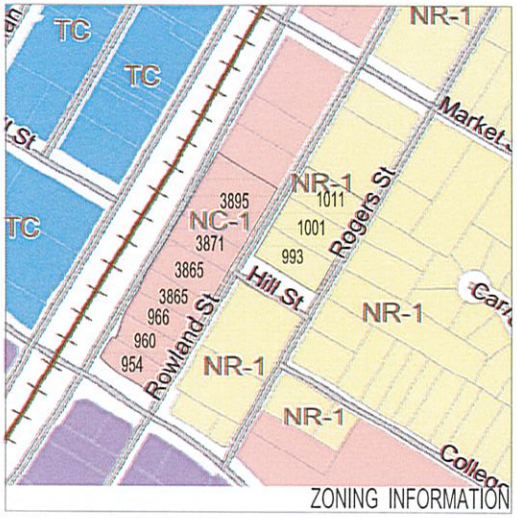
**Side yard setback must be 20 ft. when abutting a single-family residential district

***Rear yard setback must be 40 ft. when abutting a single-family residential district

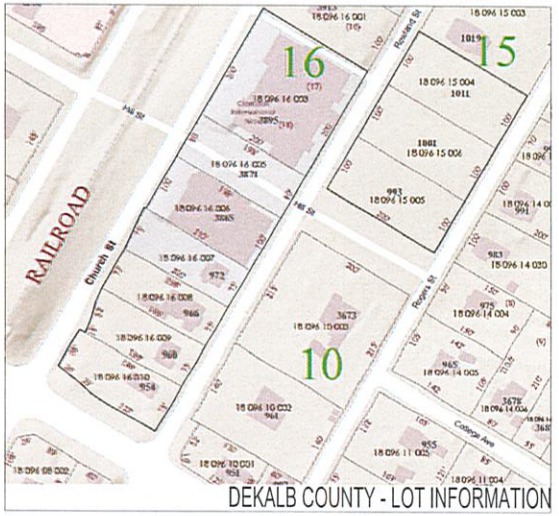
Floor Area Ratio (FAR) (Residential, Max.)	0.5
Floor Area Ratio (FAR) (Non-Residential, Max.)	0.5
Floor Area Ratio (FAR) (Total, Max.)	1
Min. Residential Unit Size (Finished, Heated) floor area	700 sq. ft.
Building Coverage/Max. a% of lot area	85%
Min. Open Space	20%
Max. Building Height	35
Min. Lot Size	6,000 sq. ft.
Min. Lot Width	50'
Minimum Front Yard Setback	15
Minimum Side Yard Setback**	Same as R

Zoning

- I -Light Industrial
- NC-1 -Neighborhood Commercial
- NC-2 -Commercial
- NR-1 -Residential Low
- NR-2 -Residential Medium
- NR-3 -Residential High
- NR-CD -Residential Multi
- RC -Residential / Commercial
- TC -Town Center
- Clarkston City Limits



ZONING INFORMATION



DEKALB COUNTY - LOT INFORMATION

SEND RELIEF - CLARKSTON
PUD SUBMISSION PACKAGE

Site Development
Planning for PUD
Clarkston, Georgia

North American
Mission Board

mgp
DEVELOP DESIGN CONSTRUCT

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REVISIONS

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JT
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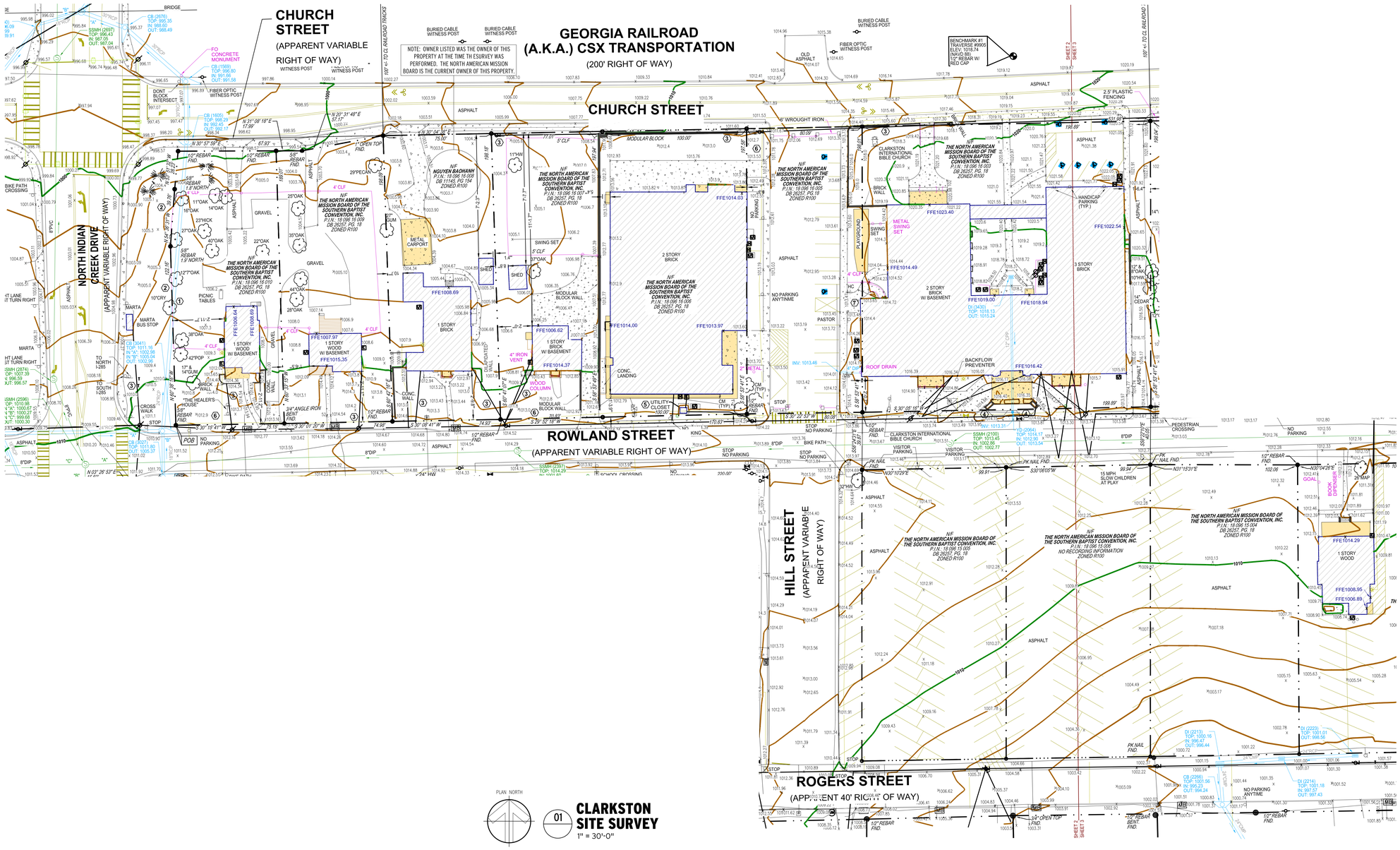
01



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11/16/2018

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SHEET NUMBER
02

BUILDING INFORMATION:

BUILDING 100
MISSION HOUSING - ONE LEVEL

Conditioned Space	2,648 square feet
Front Porch	395 square feet
Back Porch	395 square feet
Total Space Under Roof	3,438 square feet
Building Height	24'-10" A.F.F.

BUILDING 200
MISSION HOUSING - TWO LEVEL

Conditioned Space - Lower Level	2,648 square feet
Front Porch - Lower Level	395 square feet
Conditioned Space - Upper Level	2,648 square feet
Front Porch - Upper Level	395 square feet
Back Porch - Lower Level	395 square feet
Total Conditioned Space	5,296 square feet
Total Space Under Roof	6,481 square feet
Building Height	35'- 0" A.F.F.

BUILDING 300
CHRISTIAN LEARNING CENTER - TWO LEVEL RENOVATION

Conditioned Space - Lower Level	12,834 square feet
Conditioned Space - Upper Level	6,514 square feet
Total Conditioned Space	19,348 square feet
Building Height	26'- 11" A.F.F.

BUILDING 400
MULTI-PURPOSE BUILDING

Conditioned Space - Lower Level	12,670 square feet
Conditioned Space - Upper Level	10,752 square feet
Terrace - Upper Level	3,396 square feet
Total Conditioned Space	23,422 square feet
Total Space	26,818 square feet
Building Height	34'- 4" A.F.F.

BUILDING 500
ONE LEVEL RETAIL

Conditioned Space - Lower Level	3,971 square feet
Building Height	21'- 0" A.F.F.

TOTAL BUILDING SQUARE FOOTAGES

BUILDING 100	
Conditioned Space	2,648 square feet
BUILDING 200	
Total Conditioned Space	5,296 square feet
BUILDING 300	
Total Conditioned Space	19,348 square feet
BUILDING 400	
Total Conditioned Space	23,422 square feet
BUILDING 500	
Conditioned Space	3,971 square feet
TOTAL	**54,685 Square Feet**

BUILDING & SITE DENSITIES

BUILDING 100	
Footprint	3,438 square feet
BUILDING 200	
Footprint	3,438 square feet
BUILDING 300	
Footprint	12,834 square feet
BUILDING 400	
Footprint	12,670 square feet
BUILDING 500	
Footprint	3,971 square feet
TOTAL BUILDING FOOTPRINT	**54,685 Square Feet**

954 Rowland Street	15,259 square feet
960 Rowland Street	13,379 square feet
966 Rowland Street	14,810 square feet
972 Rowland Street	14,366 square feet
3865 Church Street	19,707 square feet
3871 Church Street	15,987 square feet
3895 Church Street	39,644 square feet
993 Rowland Street	20,408 square feet
1001 Rowland Street	20,412 square feet
1011 Rowland Street	20,447 square feet
TOTAL North of Rowland Street	133,152 square feet
TOTAL South of Rowland Street	61,267 square feet
TOTAL SITE	**194,419 Square Feet**

Total Building Density is 28% of overall site

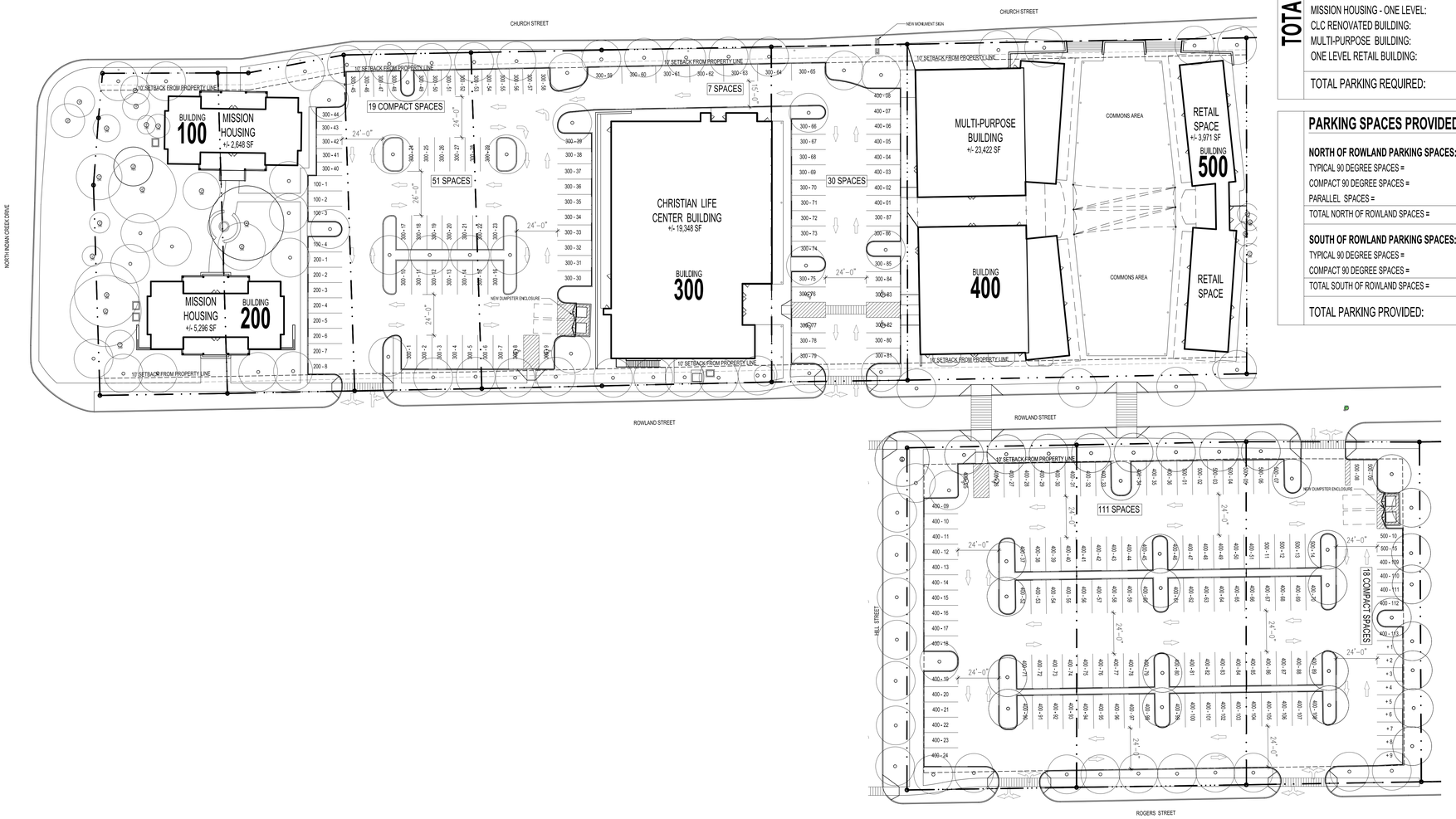
BUILDING 100	3,438 square feet
BUILDING 200	3,438 square feet
	6,876 square feet
954 Rowland Street	15,259 square feet
960 Rowland Street	13,379 square feet
	28,638 square feet
24% Density of Building on 954 & 960	**(These two lots will be consolidated)**

966 Rowland Street	14,810 square feet
0% Density of Building on 966	**(no building on this lot)**
972 Rowland Street	14,366 square feet
3865 Church Street	19,707 square feet
	34,073 square feet
BUILDING 300	12,834 square feet
38% Density of Building on 972 & 3865	**(These two lots have been consolidated)**
3871 Church Street	15,987 square feet
0% Density of Building on 3871	**(no building on this lot)**
3895 Church Street	39,644 square feet
BUILDING 400	12,670 square feet
BUILDING 500	3,971 square feet
	16,641 square feet
42% Density of Building on 3895	
993 Rowland Street	20,408 square feet
1001 Rowland Street	20,412 square feet
1011 Rowland Street	20,447 square feet
0% Density of Building on 993, 1001, 1011	**(no building on these lots)**

PUD "OPEN SPACE" INFORMATION

The City of Clarkston's Code of Ordinances defines "Open Space" as follows:
Open space: An open, unoccupied, unobstructed space that provides a usable amenity area on the same lot as a building. Required yards and requirements for sidewalk zones and landscape zones which are constructed on private property may be counted towards this requirement. Open space may also include balconies, roof-top terraces, front yards, planted areas, fountains, parks, plazas, trails and paths, hardscape elements related to sidewalks and plazas, and similar features which are located on private property. Open space shall not include areas devoted to public or private vehicular access.

NORTH OF ROWLAND ST	LOT SQUARE FOOTAGE	BUILDING SQUARE FOOTAGE	VEHICULAR SQUARE FOOTAGE	LOT OPEN SPACE	PERCENTAGE OPEN SPACE	NOTES
LOT 954	14,011 sf	1,349 sf (north) & 1,975 sf (south) = 3,324 sf	0 sf	10,687 sf	76%	
LOT 960	14,369 sf	2,090 sf (north) & 1,462 sf (south) = 3,552 sf	3,572 sf	7,245 sf	50%	
LOT 966	14,852 sf	0 sf	13,071 sf	1,781 sf	12%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 3865	34,411 sf	12,834 sf	13,376 sf	8,201 sf	24%	
LOT 3871	15,838 sf	0 sf	10,837 sf	5,001 sf	32%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 3895	39,577 sf	10,754 sf (east) & 3,971 sf (west) = 14,725 sf	0 sf	24,852 sf	63%	
TOTAL FOR NORTH OF ROWLAND STREET	**133,058 sf**	**34,435 sf**	**40,856 sf**	**57,767 sf**	**43%**	NORTH OF ROWLAND STREET ONLY
SOUTH OF ROWLAND ST						
LOT 993	20,168 sf	0 sf	14,609 sf	5,559 sf	28%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 1001	20,198 sf	0 sf	16,303 sf	3,895 sf	19%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 1011	20,652 sf	0 sf	15,234 sf	5,419 sf	26%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
TOTAL FOR SOUTH OF ROWLAND STREET	**61,018 sf**	0 sf	**46,146 sf**	**14,873 sf**	**24%**	SOUTH OF ROWLAND STREET ONLY
TOTAL	**194,076 sf**	**34,435 sf**	**87,002 sf**	**72,640 sf**	**37% OPEN SPACE**	COMBINED SPACE FOR NORTH OF & SOUTH OF ROWLAND STREET



01 **CLARKSTON SITE DEVELOPMENT PLAN**
1" = 30'-0"

PARKING LOT REQUIREMENT CALCULATIONS :

BLDG		
100	**MISSION HOUSING - ONE LEVEL:** 4 BEDROOMS - 1 space per BEDROOM =	4 parking spaces required
200	**MISSION HOUSING - TWO LEVEL:** 8 BEDROOMS - 1 space per BEDROOM =	8 parking spaces required
300	**CLC RENOVATED BUILDING:** 4,316 sf - 1 space per 50 sf in the main assembly area where no fixed seats are provided =	87 parking spaces required
400	**MULTI-PURPOSE BUILDING:** POTENTIAL RESTAURANT SPACE #1: 3,208 sf 1 space per 100 sf if no seats are provided OR 1 space per 3 seats PLUS 1 per employee with 10 spaces minimum 3,208 sf / 100 = 33 spaces PLUS 10 minimum =	43 parking spaces required
	POTENTIAL RESTAURANT SPACE #2: 1,817 sf 1 space per 100 sf if no seats are provided OR 1 space per 3 seats PLUS 1 per employee with 10 spaces minimum 1,817 sf / 100 = 33 spaces PLUS 10 minimum =	19 parking spaces required
	DOCTOR'S OFFICE SPACE: 3,814 sf 6 spaces per practitioner 2 practitioners x 6 =	12 parking spaces required
	POTENTIAL SECOND LEVEL OFFICE SPACE: 7,662 sf 1 space per 250 sf 7,662 sf / 250 =	31 parking spaces required
	POTENTIAL RETAIL SPACE: 1,812 sf 1 space per 250 sf 1,812 sf / 250 =	8 parking spaces required
	TOTAL:	113 parking spaces required
500	**ONE LEVEL RETAIL BUILDING:** POTENTIAL RETAIL SPACE: 3,735 sf 1 space per 250 sf 3,735 sf / 250 =	15 parking spaces required
TOTAL	MISSION HOUSING - TWO LEVEL:	8 parking spaces required
	MISSION HOUSING - ONE LEVEL:	4 parking spaces required
	CLC RENOVATED BUILDING:	87 parking spaces required
	MULTI-PURPOSE BUILDING:	113 parking spaces required
	ONE LEVEL RETAIL BUILDING:	15 parking spaces required
	TOTAL PARKING REQUIRED:	227 PARKING SPACES

PARKING SPACES PROVIDED :

NORTH OF ROWLAND PARKING SPACES:	
TYPICAL 90 DEGREE SPACES =	81 spaces provided
COMPACT 90 DEGREE SPACES =	19 spaces provided
PARALLEL SPACES =	7 spaces provided
TOTAL NORTH OF ROWLAND SPACES =	107 spaces provided
SOUTH OF ROWLAND PARKING SPACES:	
TYPICAL 90 DEGREE SPACES =	111 spaces provided
COMPACT 90 DEGREE SPACES =	18 spaces provided
TOTAL SOUTH OF ROWLAND SPACES =	129 spaces provided
TOTAL PARKING PROVIDED:	236 PARKING SPACES

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REVISIONS

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PROJECT NUMBER
1401
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11/16/2018
DRAWN BY
JT
CHECKED BY
JT
SHEET NUMBER
03

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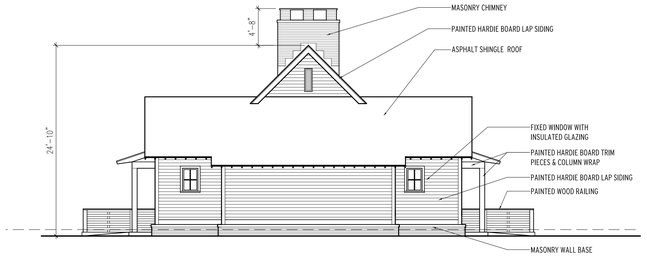
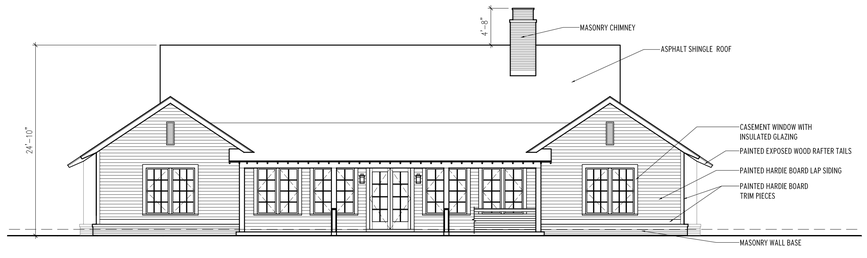
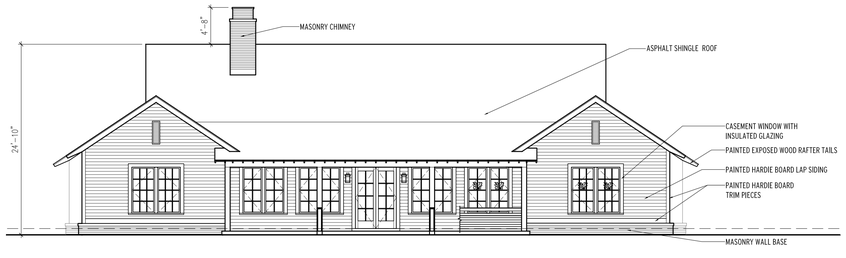


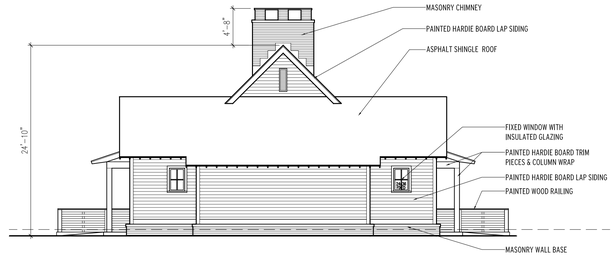
01 **BUILDING 100 WEST ELEVATION**
1/8" = 1'-0"



02 **BUILDING 100 NORTH ELEVATION**
1/8" = 1'-0"



03 **BUILDING 100 SOUTH ELEVATION**
1/8" = 1'-0"



04 **BUILDING 100 EAST ELEVATION**
1/8" = 1'-0"

05 **CONCEPTUAL RENDERING**
NOT TO SCALE

NOTE: 100% FINAL EXTERIOR COLORS ARE TBD

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JT

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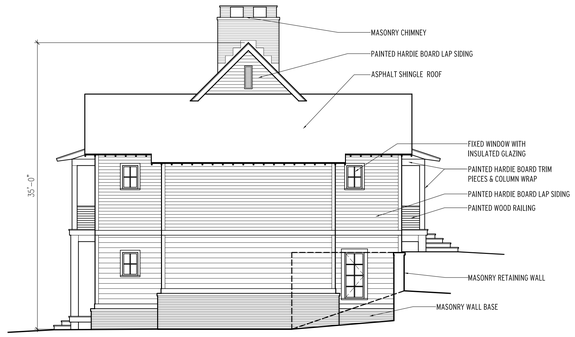
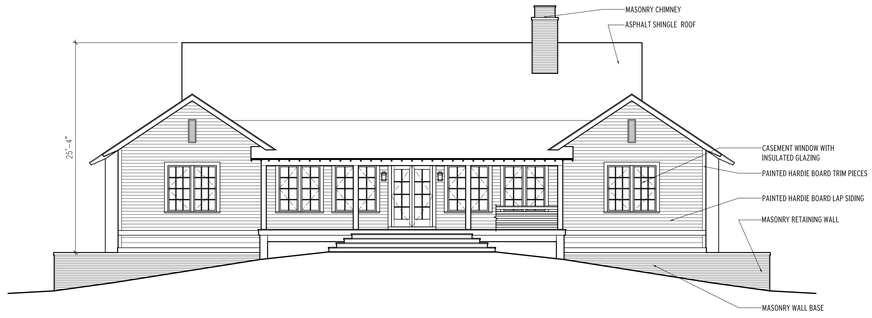
JT

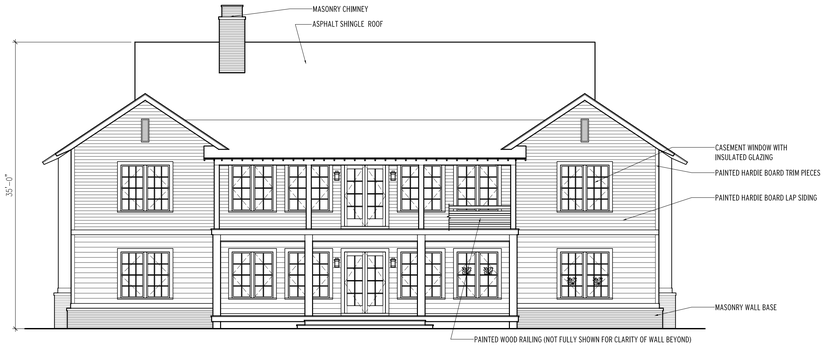
SHEET NUMBER
04



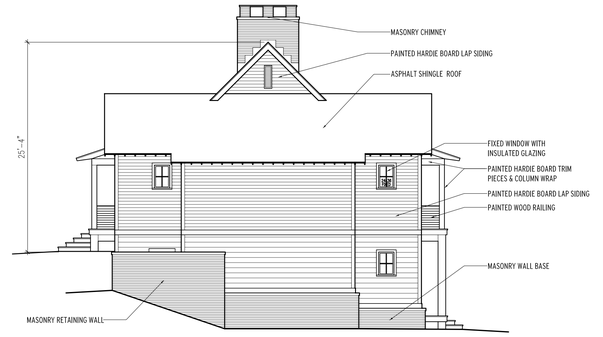
01 **BUILDING 200 WEST ELEVATION**
1/8" = 1'-0"



02 **BUILDING 200 SOUTH ELEVATION**
1/8" = 1'-0"



03 **BUILDING 200 NORTH ELEVATION**
1/8" = 1'-0"



04 **BUILDING 200 EAST ELEVATION**
1/8" = 1'-0"

05 **CONCEPTUAL RENDERING**
NOT TO SCALE

06 **CONCEPTUAL RENDERING**
NOT TO SCALE

NOTE: 100% FINAL EXTERIOR COLORS ARE TBD

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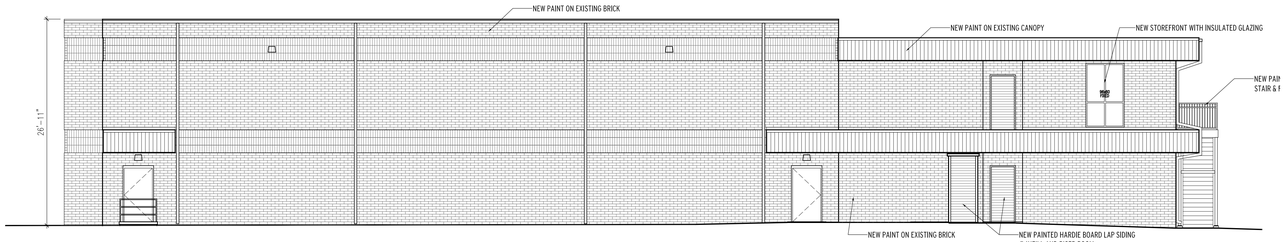
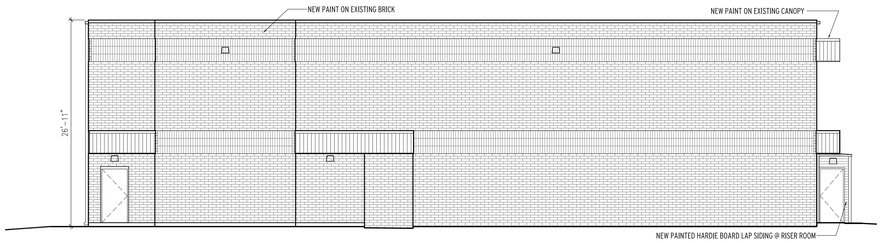


01 **BUILDING 300**
WEST ELEVATION
1/8" = 1'-0"

02 **BUILDING 300**
SOUTH ELEVATION
1/8" = 1'-0"



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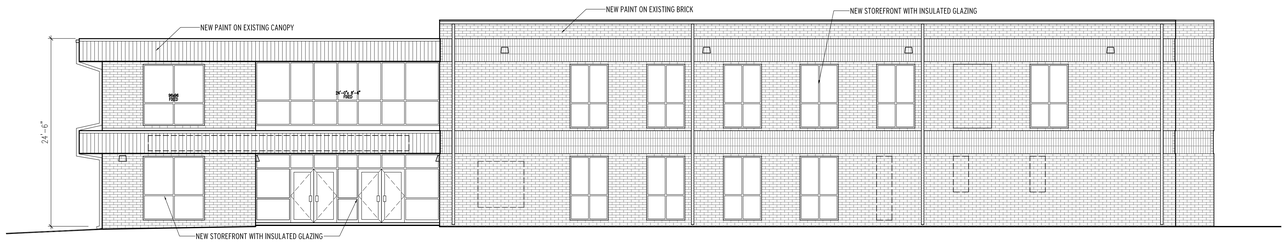
1/8" = 1'-0"



04 **BUILDING 300**
EAST ELEVATION
1/8" = 1'-0"

05 **CONCEPTUAL RENDERING**
NOT TO SCALE

06 **CONCEPTUAL RENDERING**
NOT TO SCALE

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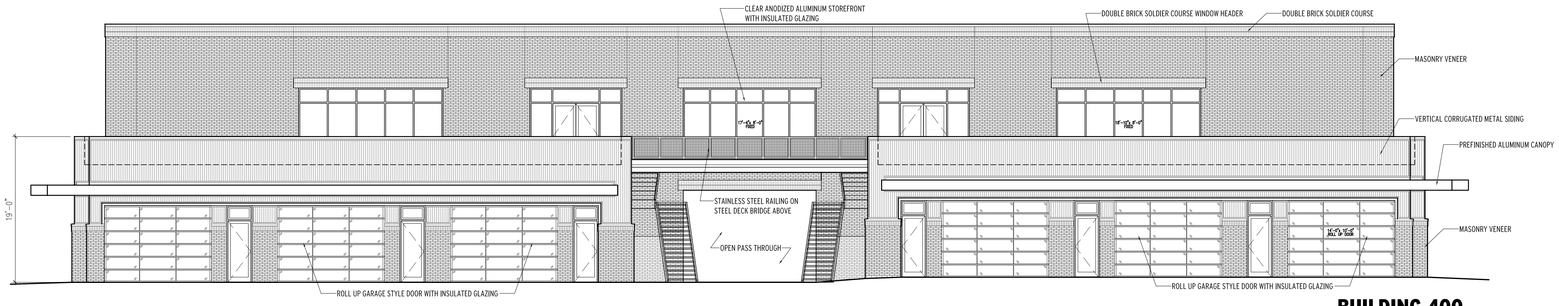

01 **BUILDING 400 WEST ELEVATION**
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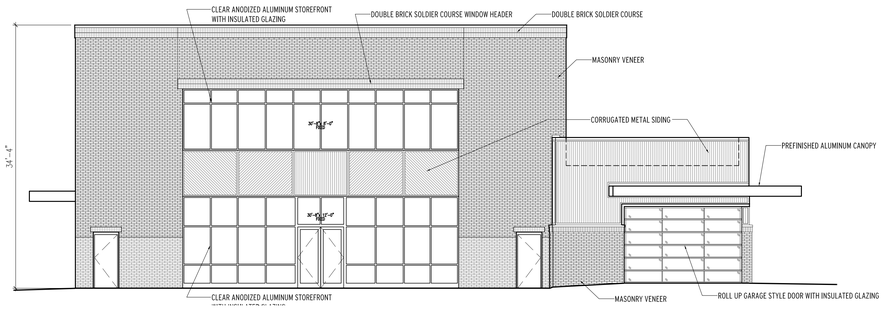
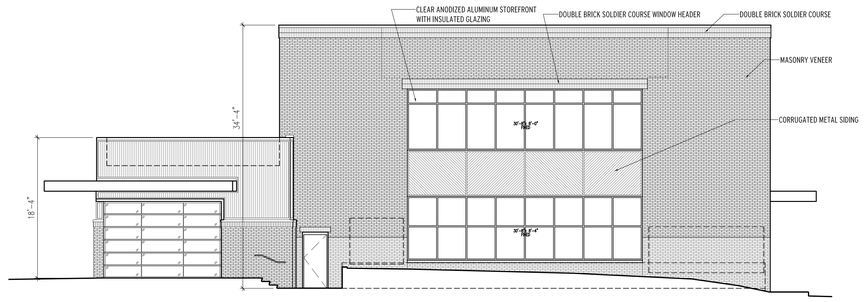
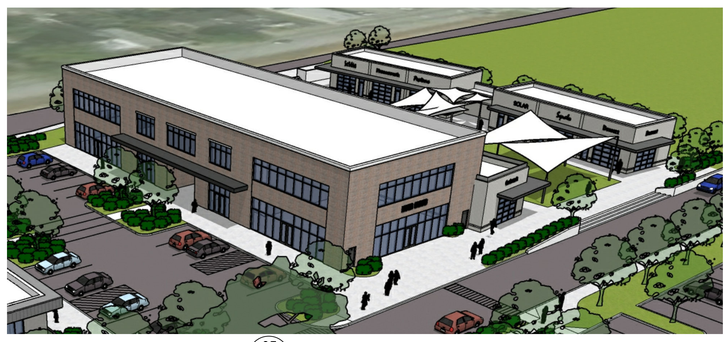


02 **BUILDING 400 NORTH ELEVATION**
1/8" = 1'-0"



03 **BUILDING 400 NORTH ELEVATION**
1/8" = 1'-0"

04 **BUILDING 400 EAST ELEVATION**
1/8" = 1'-0"



05 **CONCEPTUAL RENDERING**
NOT TO SCALE

06 **CONCEPTUAL RENDERING**
NOT TO SCALE

07 **CONCEPTUAL RENDERING**
NOT TO SCALE

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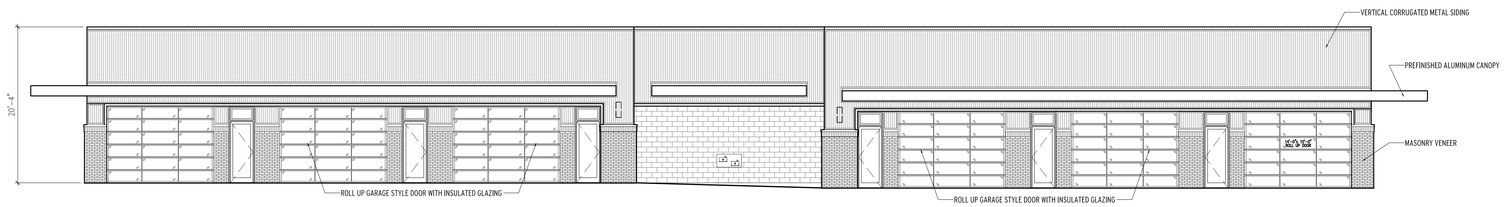
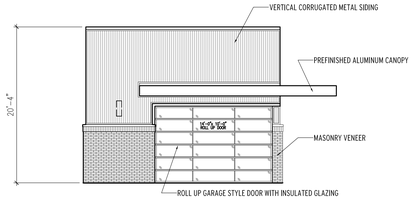
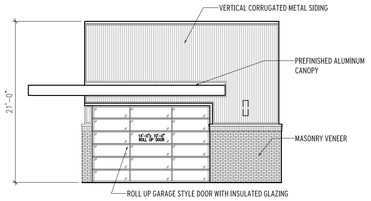


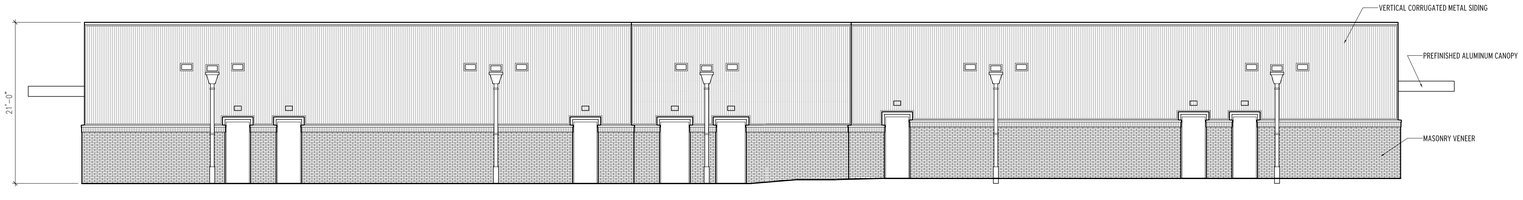
01 **BUILDING 500**
EAST ELEVATION
1/8" = 1'-0"



02 **BUILDING 500**
NORTH ELEVATION
1/8" = 1'-0"



02 **BUILDING 500**
SOUTH ELEVATION
1/8" = 1'-0"



04 **BUILDING 500**
WEST ELEVATION
1/8" = 1'-0"

05 **CONCEPTUAL RENDERING**
NOT TO SCALE

06 **CONCEPTUAL RENDERING**
NOT TO SCALE

07 **CONCEPTUAL RENDERING**
NOT TO SCALE

NOTE: 100% FINAL EXTERIOR COLORS ARE TBD

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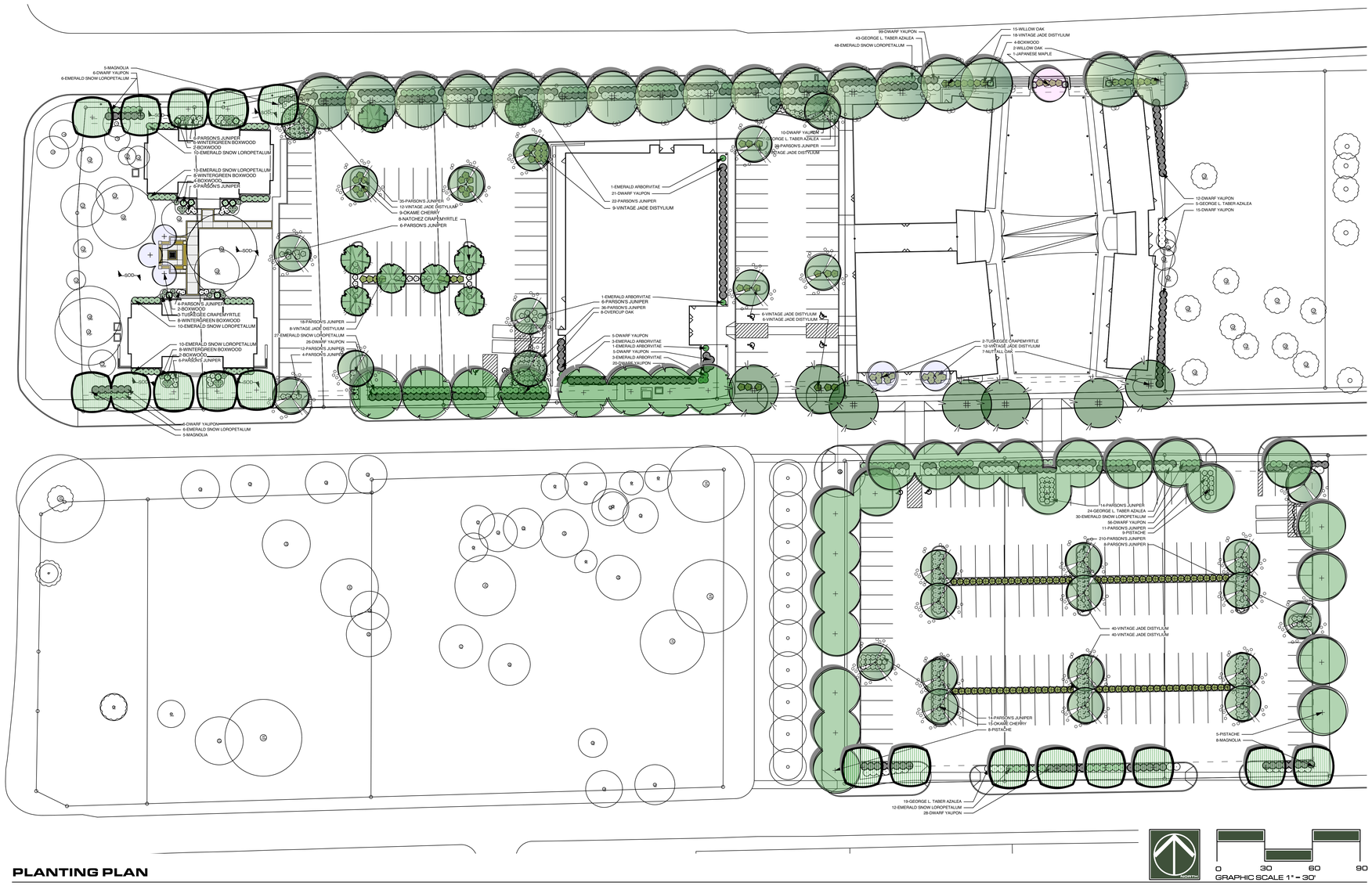

PLANTING PLAN

SCALE 1" = 30'-0"

PLANTING SCHEDULE

Trees

Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
1	Acer palmatum	JAPANESE MAPLE	B&B	6'-8' ht.	18'0" o.c.	Seedling grown
8	Lagerstroemia indica 'Natchez'	NATCHEZ CRAPEMYRTLE	B&B	2 1/2 - 3" cal.	18'0" o.c.	Matched; 3-trunk min.; min. 1 1/4" cal. per trunk
5	Lagerstroemia indica x fauriei 'Tuskegee'	TUSKEGEE CRAPEMYRTLE	B&B	2 1/2 - 3" cal.	18'0" o.c.	Matched; min. 3 trunks; min. 1 1/4" per trunk
18	Magnolia grandiflora 'Claudia Wannamaker'	MAGNOLIA	B&B	4" C	30'0" o.c.	Matched
22	Pistacia chinensis	PISTACHE	B&B	4" C	30'0" o.c.	Matched
28	Prunus x incam 'Okame'	OKAME CHERRY	B&B	2 1/2 - 3" cal.	25'0" o.c.	Matched
8	Quercus lyrata	OVERCUP OAK	B&B	4" C	30'0" o.c.	Matched
7	Quercus nuttallii	NUTTALL OAK	B&B	4" C	30'0" o.c.	Matched
17	Quercus phellos	WILLOW OAK	B&B	4" C	30'0" o.c.	Matched

Shrubs

Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
98	Azalea 'George L. Taber'	GEORGE L. TABER AZALEA	Cont.	15"-18" spread	4'0" o.c.	
30	Buxus microphylla 'Wintergreen'	WINTERGREEN BOXWOOD	Cont.	24"x 24"	2'6" o.c.	---
14	Buxus microphylla 'Wintergreen'	BOXWOOD	Cont.	30" x 30"	4'0" o.c.	---
154	Distylium 'Vintage Jade'	VINTAGE JADE DISTYLIUM	Cont.	---	4'0" o.c.	
309	Ilex vomitoria 'Nana'	DWARF YAUPON	Cont.	15"-18" spread	4'0" o.c.	
441	Juniperus chinensis Parsonii	PARSON'S JUNIPER	Cont.	15"-18" spread	4'0" o.c.	
169	Loropetalum chinense 'Shang-white'	EMERALD SNOW LOROPETALUM	Cont.	15"-18" spread	3'6" o.c.	---
9	Thuja occidentalis 'Smaragd'	EMERALD ARBORVITAE	B&B	8'-10' ht.	4'0" o.c.	

Groundcovers, Ornamental Grasses & Turfgrass

Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
	Cynodon dactylon	Bermuda Grass	Seed			Seed all disturbed areas not otherwise noted

Reforestation Material

Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments

CITY OF CLARKSTON
where possibilities grow

TREE REMOVAL – REPLACEMENT – RECOMPONSE TEMPLATES

TABLE A:

SPECIMEN TREES TO BE REMOVED

TREE #	TREE TYPE	DBH (inches)	CONDITION	DBH X 1.5
	OAK	35"		52.5
TOTAL		35"		52.5
				DBH (in.) TO BE REPLACED

TABLE B:

SIGNIFICANT TREE REPLACEMENT CALCULATIONS

I. (A) REQUIRED = 25% OF SIGNIFICANT TREES
(B) TOTAL # SIGNIFICANT TREES = 14 TREES ≥ 18"
(C) 25% OF SIGNIFICANT TREES (B x .25) = 3.5 TREES REQUIRED

TOTAL # OF SIGNIFICANT TREES SAVED = 10 TREES SAVED (REQUIREMENT MET; YES OR NO?)

OR

II. REQUIRED = 120 DBH (in.) PER ACRE

(D) 120 x # 4.45 ACRES (site area) = 534 DBH REQUIRED TO REMAIN ON-SITE

III. TOTAL DBH (in.) TO REMAIN = 430 (REMAIN > OR < D; REQUIREMENT MET?)

TABLE C:

TREE DATA CHART

I. **SITE DENSITY (SDF)** *(Required = 30 Tree Density Units (TDU) per acre)*

Site Area = 4.45 acres x 30 = 133.5 TDU Required

149.2 EDF (see below) - 133.5 SDF TDU = 15.7 TDU (requirement met; surplus or deficient??)

II. **EXISTING TREE DENSITY (EDF)**

- Existing Trees To Be Removed = 44.6 TDU (from Tree Chart identifying trees removed)
- Existing Trees To Remain = 149.2 TDU EDF (from Tree Chart for TDU saved)

III. **REPLACEMENT CREDITS**

32.9 TDU Provided On-Site (from Tree Plant Schedule)

296 DBH (in.) CREDITS (from Tree Plant Schedule)

IV. **SPECIMENT TREE RECOMPENSE**

- Specimen DBH (in.) To Be Removed = 35" (refer to Table A)
- Specimen DBH x 1.5 (required replacement value) = 52.5 DBH (in.) RECOMPENSE

CREDITS TOWARD RECOMPENSE:

(a) 296 DBH (in.) Replacement (refer to Table C III)
(b) 430 DBH (in.) Surplus from Significant Trees Saved (refer to Tree Chart identifying surplus trees saved)

- (a) + (b) = 726 DBH (in.) Credits Towards Recompense
- 526 DBH Required Recompense (from Table A) - [(a) + (b)] = 634 DBH Owed/Recompense CREDIT

V. **TREE BANK/DEFICIT OWED TO LOCAL GOVERNMENT**

Specimen Tree Recompense/Owed DBH (in.) To Be Banked = 0

VI. **FRONTAGE LANDSCAPE STRIP REQUIREMENTS**

(Required = 60% Coverage in Trees & Shrubs)

_____ SF (excludes entry drive(s)) x 60% = _____ SF of Trees & Shrubs Required
_____ SF Trees & Shrubs Provided (from Tree-Shrub Plant Schedule)
REQUIRED = 1 TREE EVERY 30 LF
1964 LF Frontage – Entry Drive (s) = 1898 LF / 30 = 60.9 TREES PROVIDED

TREES TO BE REMOVED

TREE NUMBER	TREE TYPE	DBH (inches)	CONDITION	DBH X 1.5	TDU
1	Oak	25		37.5	6.8
2	Oak	35		52.5	13.4
3	Gum	27		40.5	8
4	Pecan	29		43.5	9.2
5	Crape Myrtle	8		12	2.4
6	Crape Myrtle	8		12	2.4
7	Crape Myrtle	8		12	2.4
	TOTAL	**140**		**210**	**44.6**

TREE TO REMAIN

TREE #	TREE TYPE	DBH (inches)	CONDITION	DBH X 1.5	TDU	CRZ (feet)
1	Pine	18		27	4.8	36'
2	Pine	20		30	5.4	40'
3	Pine	16		24	4.8	32'
4	Pine	17		25.5	4.8	34'
5	Hickory	23		34.5	6	46'
9	Sweetgum	17		25.5	4.8	34'
10	Sweetgum	14		21	4	28'
11	Poplar	42		63	19.2	84'
12	Oak	14		21	4	28'
13	Oak	16		24	4.8	32'
14	Oak	27		40.5	8	54'
15	Oak	40		60	17.4	80'
16	Oak	12		18	3.2	24'
17	Oak	44		66	21.2	88'
18	Oak	38		57	15.8	76'
19	Oak	11		16.5	3.2	22'
20	Oak	22		33	6	44'
21	Oak	28		42	8.6	56'
22	Hardwood	11		16.5	3.2	22'
	TOTAL	**430**			**149.2**	

SPECIMEN TREES TO BE REMOVED

Specimen trees (DBH > 30" for Overstory trees. DBH > 10" for Understory trees.)

1	Oak	35		52.5	13.4
	TOTAL	**35**		**52.5**	**13.4**

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STATE OF GEORGIA — THOMAS E. HOLCOMBE — NUMBER 403 — REGISTERED LANDSCAPE ARCHITECT

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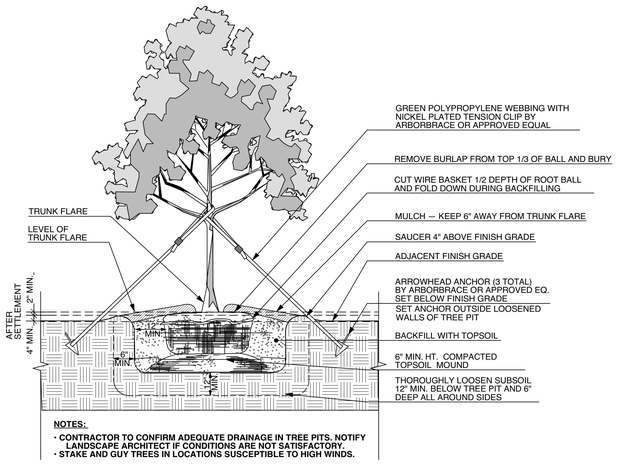
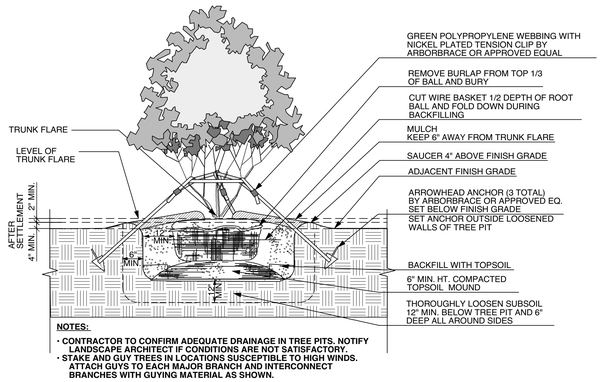


NOTES:

- CONTRACTOR TO CONFIRM ADEQUATE DRAINAGE IN TREE PITS. NOTIFY LANDSCAPE ARCHITECT IF CONDITIONS ARE NOT SATISFACTORY.
- STAKE AND GUY TREES IN LOCATIONS SUSCEPTIBLE TO HIGH WINDS.

1 B&B TREE PLANTING DETAIL

NOT TO SCALE

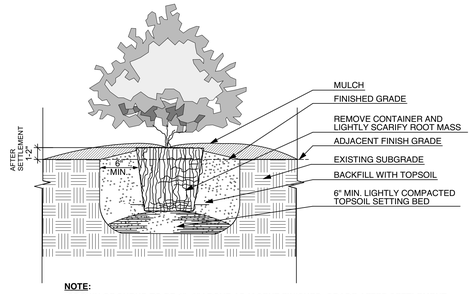


NOTES:

- CONTRACTOR TO CONFIRM ADEQUATE DRAINAGE IN TREE PITS. NOTIFY LANDSCAPE ARCHITECT IF CONDITIONS ARE NOT SATISFACTORY.
- STAKE AND GUY TREES IN LOCATIONS SUSCEPTIBLE TO HIGH WINDS. ATTACH GUYS TO EACH MAJOR BRANCH AND INTERCONNECT BRANCHES WITH GUYING MATERIAL AS SHOWN.

2 MULTI-TRUNK TREE PLANTING DETAIL

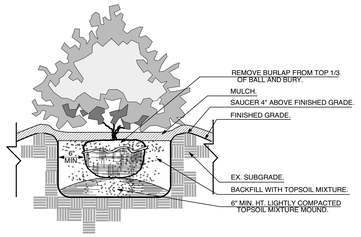
NOT TO SCALE



NOTE:
·CROWN OF SHRUB TO BE 1"- 2"ABOVE ADJACENT FINISHED GRADE AFTER SETTLEMENT

3 CONTAINER SHRUB PLANTING DETAIL

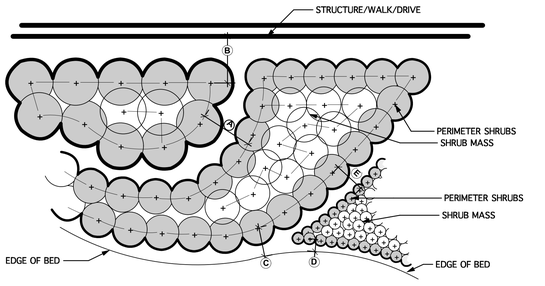
NOT TO SCALE



NOTE: SHRUB TO BEAR SAME RELATION TO FINISHED GRADE AFTER SETTLEMENT AS IT BORE TO PREVIOUS GRADE.

4 B&B SHRUB PLANTING DETAIL

NOT TO SCALE



A	SHRUB TO SHRUB	LARGEST SPACING BETWEEN TWO DIFFERENT SPECIES OF ADJACENT SHRUBS + 6" (eg: 4' O.C NEXT TO 3' O.C, SPACING EQUALS 4'-6")
B	SHRUB TO STRUCTURE/WALK/DRIVE	SHRUB SPACING + 6"(EXAMPLE - 4'-6" FOR 4'O.C.) IN NO CASE LESS THAN 4'
C	SHRUB TO BED LINE	1/2 SHRUB SPACING + 1 FOOT (EXAMPLE - 30" FOR 3'O.C.)
D	GROUNDCOVER TO BED LINE	GROUNDCOVER SPACING (EXAMPLE - 1 FOOT FOR 1'O.C.)
E	SHRUB TO GROUNDCOVER	1/2 SHRUB SPACING + SPACING OF GROUNDCOVER

NOTE:
LAYOUT PERIMETER SHRUBS OF SHRUB MASS FIRST AT DESIGNATED SPACING.
INFILL SHRUB MASS AS CLOSE TO GIVEN SPACING AS POSSIBLE, ADJUSTING SPACING UP OR DOWN AS REQUIRED.

5 PLANT LAYOUT FOR FREE FORM MASSES

SCALE: 3/4" = 1'-0" (SHOWN FOR INFORMATION ONLY)

PLANTING NOTES:

1. CONTRACTOR TO VERIFY ALL PLANT MATERIAL QUANTITIES AND PLANTING AREA DIMENSIONS PRIOR TO BEGINNING PLANTING. PROVIDE QUANTITIES AS REQUIRED TO MEET DESIGN INTENT.
2. GRAFTED PLANT MATERIAL IS NOT ACCEPTABLE.
3. DUE TO MODIFICATIONS MADE DURING CONSTRUCTION, SITE CONDITIONS MAY VARY FROM THOSE SHOWN. CONTRACTOR TO VERIFY ALL SUCH CONDITIONS TO HIS SATISFACTION. NO CHANGE IN CONTRACT PRICE WILL BE GRANTED FOR FAILURE TO OBSERVE THIS REQUIREMENT.
4. THE CONTRACTOR SHALL, FOR HIS OWN PROTECTION, VERIFY THE PRESENCE AND LOCATION OF ALL UTILITIES PRIOR TO COMMENCING ANY CONSTRUCTION.
5. FLAG ALL TREE LOCATIONS AND PAINT ALL BEDLINES FOR LANDSCAPE ARCHITECT'S ON-SITE REVIEW AND APPROVAL PRIOR TO BEGINNING PLANTING OPERATIONS.
6. ALL PLANTED AREAS SHALL RECEIVE SHREDDED PINE BARK MULCH TO A DEPTH OF 3" AFTER SETTLEMENT.
7. PLANTED SLOPES GREATER THAN 3:1 TO RECEIVE PINE STRAW MULCH TO 3" DEPTH AFTER SETTLEMENT.
8. ALL SHRUB AREAS SHALL RECEIVE TOPSOIL TO A MINIMUM DEPTH OF 8". ALL SODDED AREAS SHALL RECEIVE TOPSOIL TO A MINIMUM DEPTH OF 4", UNLESS DIRECTED OTHERWISE.
9. FERTILIZATION SCHEDULE: AMEND PLANTING MIX OF EACH PLANT WITH FERTILIZER AS FOLLOWS:

PLANTING	AMOUNT/ PLANT	TYPE
#1 POT	1/4 CUP	6-12-12 OR 5-10-10
#2 POT	1/2 CUP	6-12-12 OR 5-10-10
#3 POT	1/4 CUP	6-12-12 OR 5-10-10
FLWRNG/ SHD. TREE	1 CUP/ 1/2" CAL.	6-12-12 OR 5-10-10

10. REMOVE BASE MATERIAL FROM PLANTING AREAS BEFORE PLANTING OPERATIONS BEGIN.
11. COORDINATE PLANTING INSTALLATION AROUND LIGHTING FIXTURES.
12. NO PLANT MATERIAL WILL BE SET WITH ROOT CROWN LOWER THAN SURROUNDING GRADE SET TREES WITH ROOT CROWN 2" TO 4" ABOVE SURROUNDING GRADE; SET SHRUBS WITH ROOT CROWN 1"-2" ABOVE SURROUND GRADE.
13. COMPACTION OF SUBGRADE NOT TO EXCEED 95% STANDARD PROCTOR DENSITY EXCEPT WHERE STRUCTURAL CONSIDERATIONS EXIST AND EXISTING UTILITIES ARE OF CONCERN. CONTRACTOR TO REDUCE SUBGRADE COMPACTION BELOW 95% AS REQUIRED IN ALL OTHER AREAS.
14. APPLY PRE-EMERGENT HERBICIDE TO ALL SHRUB BEDS, FOLLOWING MANUFACTURER'S PROCEDURES.
15. USE ALL MEANS NECESSARY TO CONTROL DUST ON AND NEAR ALL OFF-SITE AREAS.
16. CLEAN ALL PAVED SURFACES OF DEBRIS , MUD, DUST, MULCH, ETC. INCURRED DURING INSTALLATION.
17. PLACE TOPSOIL TO MINIMUM DEPTH OF 4" IN ALL SODDED AREAS AND 8" IN ALL PLANTING AREAS.

SEND RELIEF - CLARKSTON
PUD SUBMISSION PACKAGE

Site Development Planning for PUD
Clarkston, Georgia

North American Mission Board

mg+a
DEVELOP DESIGN CONSTRUCT

CMH Architects
1800 International Park Drive
Suite 300
Birmingham, AL 35243
(205)969-2696 - TEL
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REVISIONS

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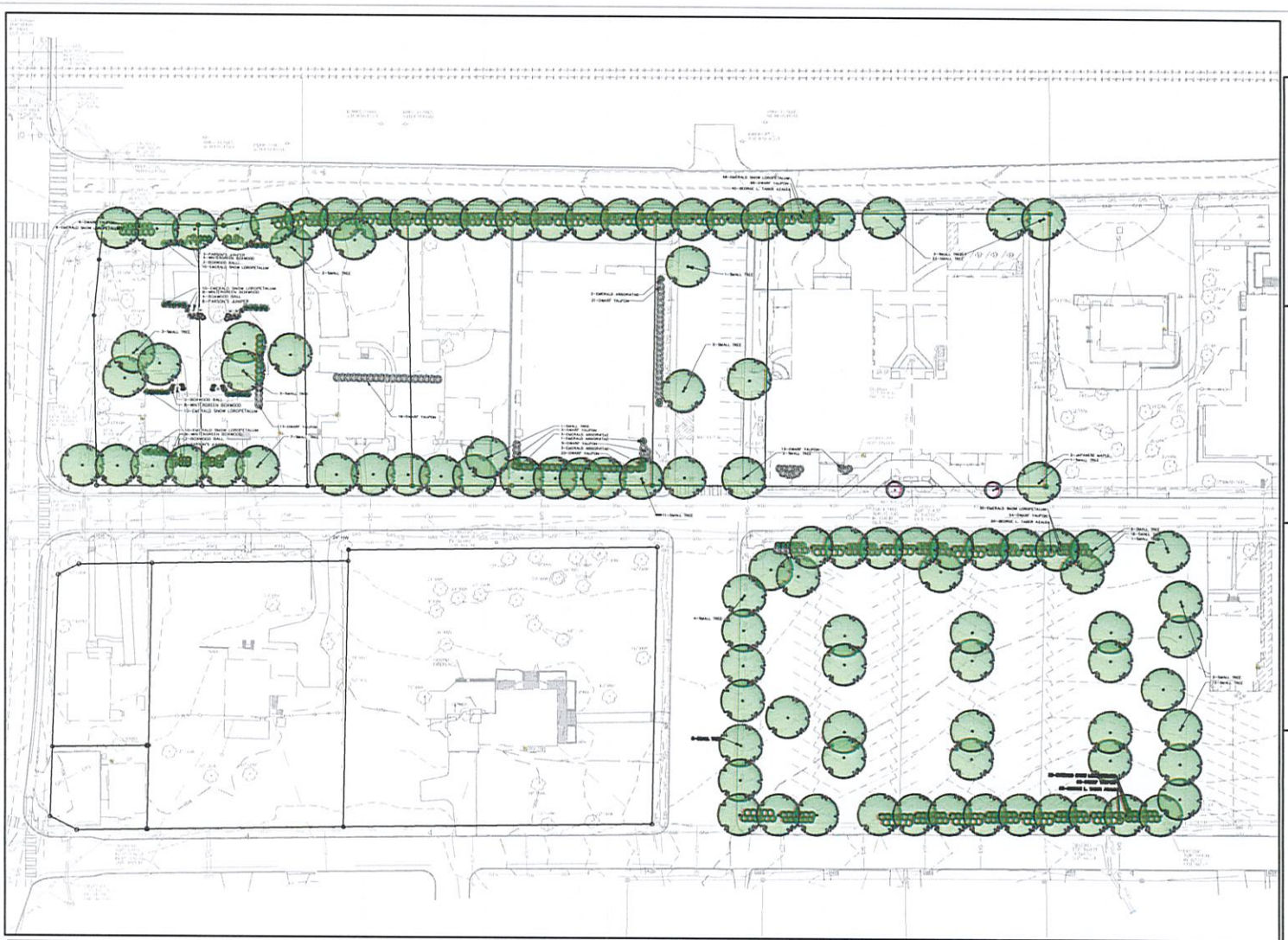
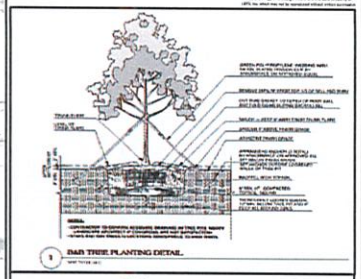
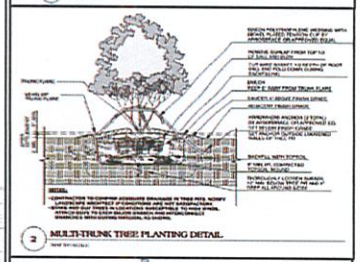
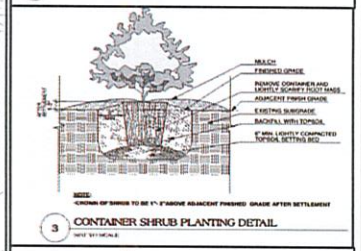
SHEET TITLE
PLANTING PLAN
PROJECT NUMBER
1401
ISSUE DATE
11/16/2018
DRAWN BY
CW
CHECKED BY
EN
SHEET NUMBER
L1.1

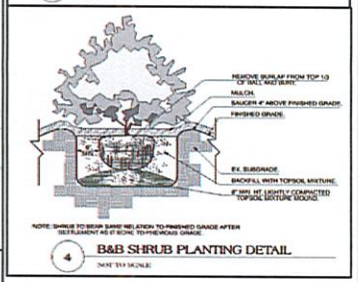
PLOT DATE:---- P:\1401 NAMB Clarkston\DWGS\Clarkston PUD plan\plan.dwg

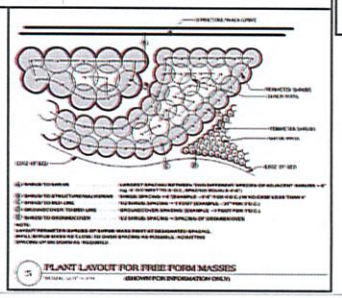












PLANTING SCHEDULE

Trees						
Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
9	Acer palmatum	JAPANESE MAPLE	B&B	6'-8' ht	10'0" o.c.	Specimen grade
108	SMALL TREE	SMALL TREE	B&B	6' ht	20'0" o.c.	
8	Thuja occidentalis 'Emerald'	EMERALD ARBORVITAE	B&B	6'-10' ht	AS' o.c.	
Shrubs						
Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
80	Ligstrum 'Sunsha Tidy'	WEDDIG I. TIDY ASIATA	Cont	18"-24" spread	4'0" o.c.	
16	Buxus microphylla 'Wintergreen'	BOXWOOD BALL	Cont	24"	4'0" o.c.	
58	Buxus microphylla 'Wintergreen'	WINTERGREEN BOXWOOD	Cont	24"	5'0" o.c.	
308	Ilex vomitoria 'Nana'	DWARF YAUPON	Cont	18"-24" spread	4'0" o.c.	
34	Loropetalum chinensis 'Purpureum'	PURPLE LEAF LORAPETAL	Cont	18"-24" spread	5'0" o.c.	
184	Loropetalum chinensis 'Shang-hai'	EMERALD SNOW LORAPETALUM	Cont	spread	3'0" o.c.	
Groundcovers, Ornamental Grasses & Turfgrass						
Quantity	Botanical Name	Common Name	Root	Scheduled Size	Spacing	Comments
	Cynodon dactylon	Bermuda Grass	Seed			Seed all disturbed areas not otherwise noted

LBYD, Inc.
Civil and Structural Engineers
710 South 20th Street
Birmingham, AL 35233
Phone: (205) 933-9500
PROJECT NO.
102-17-189
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SEND RELIEF - CLARKSTON
PUD SUBMISSION PACKAGE

Site Development Planning for PUD
Clarkston, Georgia

North American Mission Board

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DEVELOP DESIGN CONSTRUCT

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REVISIONS

SHEET TITLE
CONCEPTUAL LANDSCAPE PLAN

PROJECT NUMBER
1401.04
ISSUE DATE
11/16/2018
DRAWN BY
TGB
CHECKED BY
BLH
SHEET NUMBER
C1.0

NAMB

BUILDING INFORMATION:

BUILDING 100
MISSION HOUSING - ONE LEVEL

Conditioned Space	2,648 square feet
Front Porch	395 square feet
Back Porch	395 square feet
Total Space Under Roof	3,438 square feet
Building Height	24'-10" A.F.F.

BUILDING 200
MISSION HOUSING - TWO LEVEL

Conditioned Space - Lower Level	2,648 square feet
Front Porch - Lower Levell	395 square feet
Conditioned Space - Upper Level	2,648 square feet
Front Porch - Upper Level	395 square feet
Back Porch - Lower Level	395 square feet
Total Conditioned Space	5,296 square feet
Total Space Under Roof	6,481 square feet
Building Height	35'- 0" A.F.F.

BUILDING 300
CHRISTIAN LEARNING CENTER - TWO LEVEL RENOVATION

Conditioned Space - Lower Level	12,834 square feet
Conditioned Space - Upper Level	6,514 square feet
Total Conditioned Space	19,348 square feet
Building Height	26'- 11" A.F.F.

BUILDING 400
MULTI-PURPOSE BUILDING

Conditioned Space - Lower Level	12,670 square feet
Conditioned Space - Upper Level	10,752 square feet
Terrace - Upper Levell	3,396 square feet
Total Conditioned Space	23,422 square feet
Total Space	26,818 square feet
Building Height	34'- 4" A.F.F.

BUILDING 500
ONE LEVEL RETAIL

Conditioned Space - Lower Level	3,971 square feet
Building Height	21'- 0" A.F.F.

TOTAL BUILDING SQUARE FOOTAGES

BUILDING 100	
Conditioned Space	2,648 square feet
BUILDING 200	
Total Conditioned Space	5,296 square feet
BUILDING 300	
Total Conditioned Space	19,348 square feet
BUILDING 400	
Total Conditioned Space	23,422 square feet
BUILDING 500	
Conditioned Space	3,971 square feet
TOTAL	**54,685 Square Feet**

BUILDING & SITE DENSITIES

BUILDING 100	
Footprint	3,438 square feet
BUILDING 200	
Footprint	3,438 square feet
BUILDING 300	
Footprint	12,834 square feet
BUILDING 400	
Footprint	12,670 square feet
BUILDING 500	
Footprint	3,971 square feet
TOTAL BUILDING FOOTPRINT	**54,685 Square Feet**

954 Rowland Street	15,259 square feet
960 Rowland Street	13,379 square feet
966 Rowland Street	14,810 square feet
972 Rowland Street	14,366 square feet
3865 Church Street	19,707 square feet
3871 Church Street	15,987 square feet
3895 Church Street	39,644 square feet
993 Rowland Street	20,408 square feet
1001 Rowland Street	20,412 square feet
1011 Rowland Street	20,447 square feet
TOTAL North of Rowland Street	133,152 square feet
TOTAL South of Rowland Street	61,267 square feet
TOTAL SITE	**194,419 Square Feet**

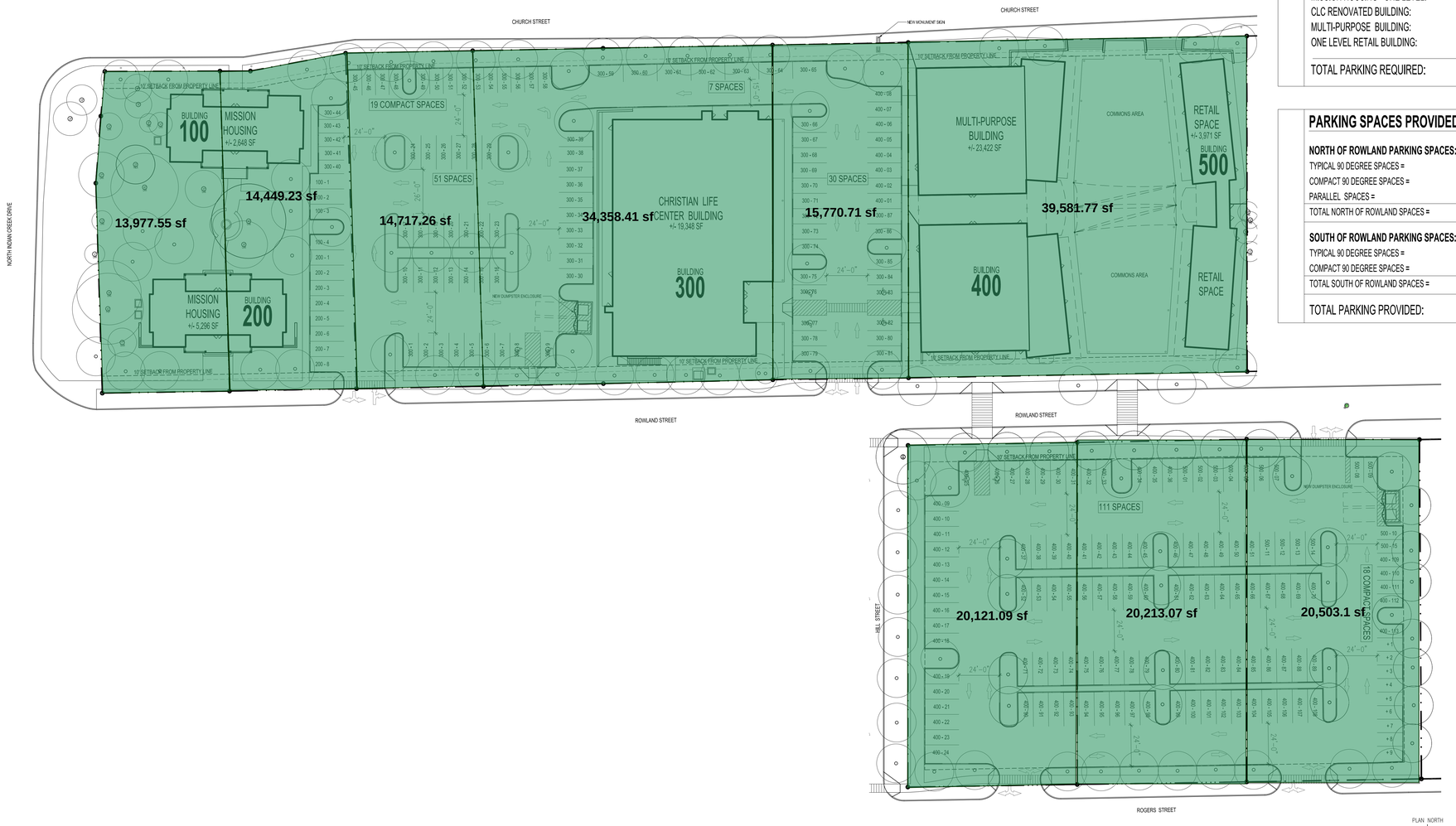
Total Building Density is 28% of overall site

BUILDING 100	3,438 square feet
BUILDING 200	3,438 square feet
	6,876 square feet
954 Rowland Street	15,259 square feet
960 Rowland Street	13,379 square feet
	28,638 square feet
24% Density of Building on 954 & 960	**(These two lots will be consolidated)**
966 Rowland Street	14,810 square feet
0% Density of Building on 966	**(no building on this lot)**
972 Rowland Street	14,366 square feet
3865 Church Street	19,707 square feet
	34,073 square feet
BUILDING 300	12,834 square feet
38% Density of Building on 972 & 3865	**(These two lots have been consolidated)**
3871 Church Street	15,987 square feet
0% Density of Building on 3871	**(no building on this lot)**
3895 Church Street	39,644 square feet
BUILDING 400	12,670 square feet
BUILDING 500	3,971 square feet
	16,641 square feet
42% Density of Building on 3895	
993 Rowland Street	20,408 square feet
1001 Rowland Street	20,412 square feet
1011 Rowland Street	20,447 square feet
0% Density of Building on 993, 1001, 1011	**(no building on these lots)**

PUD "OPEN SPACE" INFORMATION

The City of Clarkston's Code of Ordinances defines "Open Space" as follows:
Open space: An open, unoccupied, unobstructed space that provides a usable amenity area on the same lot as a building, Required yards and requirements for sidewalk zones and landscape zones which are constructed on private property may be counted towards this requirement. Open space may also include balconies, roof-top terraces, front yards, planted areas, fountains, parks, plazas, trails and paths, hardscape elements related to sidewalks and plazas, and similar features which are located on private property. Open space shall not include areas devoted to public or private vehicular access.

NORTH OF ROWLAND ST	LOT SQUARE FOOTAGE	LOT OPEN SPACE	PERCENTAGE OPEN SPACE	NOTES
LOT 954	14,011 sf	10,686 sf	76%	
LOT 960	14,369 sf	7,515 sf	52%	
LOT 966	14,852 sf	1,781 sf	12%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 3865	34,411 sf	8,244 sf	24%	
LOT 3871	15,838 sf	5,001 sf	32%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 3895	39,577 sf	25,976 sf	66%	
TOTAL FOR NORTH OF ROWLAND STREET	**133,058 sf**	**59,203 sf**	**44%**	NORTH OF ROWLAND STREET ONLY
SOUTH OF ROWLAND ST				
LOT 993	20,168 sf	5,559 sf	28%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 1001	20,198 sf	3,894 sf	19%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
LOT 1011	20,652 sf	5,419 sf	26%	PARKING LOT ONLY - NO BUILDING ON THIS LOT
TOTAL FOR SOUTH OF ROWLAND STREET	**61,018 sf**	**14,872 sf**	**24%**	SOUTH OF ROWLAND STREET ONLY
TOTAL	**194,076 sf**	**74,075 sf**	**38% OPEN SPACE**	COMBINED SPACE FOR NORTH OF & SOUTH OF ROWLAND STREET



01 **CLARKSTON SITE DEVELOPMENT PLAN**
1" = 30'-0"

PLAN NORTH

PARKING LOT REQUIREMENT CALCULATIONS :

100 BLDG
MISSION HOUSING - ONE LEVEL:
4 BEDROOMS - 1 space per BEDROOM = **4** parking spaces required

200
MISSION HOUSING - TWO LEVEL:
8 BEDROOMS - 1 space per BEDROOM = **8** parking spaces required

300
CLC RENOVATED BUILDING:
4,316 sf - 1 space per 50 sf in the main assembly area where no fixed seats are provided = **87** parking spaces required

400
MULTI-PURPOSE BUILDING:
POTENTIAL RESTAURANT SPACE #1: 3,208 sf
1 space per 100 sf if no seats are provided OR 1 space per 3 seats PLUS 1 per employee with 10 spaces minimum
3,208 sf / 100 = 33 spaces PLUS 10 minimum = **43** parking spaces required
POTENTIAL RESTAURANT SPACE #2: 1,817 sf
1 space per 100 sf if no seats are provided OR 1 space per 3 seats PLUS 1 per employee with 10 spaces minimum
1,817 sf / 100 = 33 spaces PLUS 10 minimum = **19** parking spaces required
DOCTOR'S OFFICE SPACE: 3,814 sf
6 spaces per practitioner
2 practitioners x 6 = **12** parking spaces required
POTENTIAL SECOND LEVEL OFFICE SPACE: 7,662 sf
1 space per 250 sf
7,662 sf / 250 = **31** parking spaces required
POTENTIAL RETAIL SPACE: 1,812 sf
1 space per 250 sf
1,812 sf / 250 = **8** parking spaces required
TOTAL: **113** parking spaces required

500
ONE LEVEL RETAIL BUILDING:
POTENTIAL RETAIL SPACE: 3,735 sf
1 space per 250 sf
3,735 sf / 250 = **15** parking spaces required

MISSION HOUSING - TWO LEVEL:	**8** parking spaces required
MISSION HOUSING - ONE LEVEL:	**4** parking spaces required
CLC RENOVATED BUILDING:	**87** parking spaces required
MULTI-PURPOSE BUILDING:	**113** parking spaces required
ONE LEVEL RETAIL BUILDING:	**15** parking spaces required
TOTAL PARKING REQUIRED:	**227** PARKING SPACES

PARKING SPACES PROVIDED :

NORTH OF ROWLAND PARKING SPACES:

TYPICAL 90 DEGREE SPACES =	**81** spaces provided
COMPACT 90 DEGREE SPACES =	**19** spaces provided
PARALLEL SPACES =	**7** spaces provided
TOTAL NORTH OF ROWLAND SPACES =	**107** spaces provided

SOUTH OF ROWLAND PARKING SPACES:

TYPICAL 90 DEGREE SPACES =	**111** spaces provided
COMPACT 90 DEGREE SPACES =	**18** spaces provided
TOTAL SOUTH OF ROWLAND SPACES =	**129** spaces provided
TOTAL PARKING PROVIDED:	**236** PARKING SPACES

SEND RELIEF - CLARKSTON
PUD SUBMISSION PACKAGE

Site Development
Planning for PUD
Clarkston, Georgia

North American Mission Board

DEVELOP DESIGN CONSTRUCT

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REVISIONS

SHEET TITLE

PROJECT NUMBER
1401
ISSUE DATE
11/16/2018
DRAWN BY
JT
CHECKED BY
JT
SHEET NUMBER
03

PLOT DATE: 12/17/2018 10:03 AM P:\1401 NAMB Clarkston\Dwgs\PUD\Clarkston PUD site plan.dwg

BUILDING INFORMATION:

BUILDING 100
MISSION HOUSING - ONE LEVEL

Conditioned Space	2,648 square feet
Front Porch	395 square feet
Back Porch	395 square feet
Total Space Under Roof	3,438 square feet
Building Height	24'-10" A.F.F.

BUILDING 200
MISSION HOUSING - TWO LEVEL

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01 **CLARKSTON SITE DEVELOPMENT PLAN**
1" = 30'-0"

PLAN NORTH

PARKING LOT REQUIREMENT CALCULATIONS :

100 — **MISSION HOUSING - ONE LEVEL:**
4 BEDROOMS - 1 space per BEDROOM = **4** parking spaces required

200 — **MISSION HOUSING - TWO LEVEL:**
8 BEDROOMS - 1 space per BEDROOM = **8** parking spaces required

300 — **CLC RENOVATED BUILDING:**
4,316 sf - 1 space per 50 sf in the main assembly area where no fixed seats are provided = **87** parking spaces required

400 — **MULTI-PURPOSE BUILDING:**
POTENTIAL RESTAURANT SPACE #1: 3,208 sf
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1 space per 250 sf
7,662 sf / 250 = **31** parking spaces required
POTENTIAL RETAIL SPACE: 1,812 sf
1 space per 250 sf
1,812 sf / 250 = **8** parking spaces required
TOTAL: **113** parking spaces required

500 — **ONE LEVEL RETAIL BUILDING:**
POTENTIAL RETAIL SPACE: 3,735 sf
1 space per 250 sf
3,735 sf / 250 = **15** parking spaces required

MISSION HOUSING - TWO LEVEL:	**8** parking spaces required
MISSION HOUSING - ONE LEVEL:	**4** parking spaces required
CLC RENOVATED BUILDING:	**87** parking spaces required
MULTI-PURPOSE BUILDING:	**113** parking spaces required
ONE LEVEL RETAIL BUILDING:	**15** parking spaces required
TOTAL PARKING REQUIRED:	**227** PARKING SPACES

PARKING SPACES PROVIDED :

NORTH OF ROWLAND PARKING SPACES:

TYPICAL 90 DEGREE SPACES =	**81** spaces provided
COMPACT 90 DEGREE SPACES =	**19** spaces provided
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TOTAL NORTH OF ROWLAND SPACES =	**107** spaces provided

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PUD SUBMISSION PACKAGE

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REVISIONS

SHEET TITLE

PROJECT NUMBER
1401
ISSUE DATE
11/16/2018
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JT
CHECKED BY
JT
SHEET NUMBER
03

PLOT DATE: 12/17/2018 10:03 AM P:\1401 NAMB Clarkston\Dwgs\PUD\Clarkston PUD site plan.dwg

Property Detail

Property Information	
APN:	18 096 16 010
Address:	954 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	1939
Acres:	0.3593
Land Square Feet:	15259
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 16 009
Address:	960 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	1939
Acres:	0.3301
Land Square Feet:	14379
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 16 008
Address:	966 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	1940
Acres:	0.34
Land Square Feet:	14810
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 16 007
Address:	972 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	1939
Acres:	0.3298
Land Sqaure Feet:	14366
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

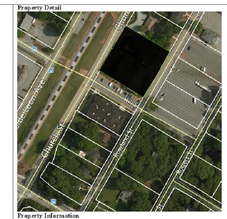
Property Detail

Property Information	
APN:	18 096 16 006
Address:	3865 CHURCH ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.4524
Land Square Feet:	19707
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 16 005
Address:	3871 CHURCH ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.37
Land Sqaure Feet:	15967
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail



Property Information	
APN:	18 096 16 002
Address:	3895 CHURCH ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.9101
Land Sqaure Feet:	39644
Planning	
Zoning:	NC-1
Zoning Description:	Not Available
Future Land Use:	Mixed-Use
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 15 005
Address:	993 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.4685
Land Sqaure Feet:	20408
Planning	
Zoning:	NR-1
Zoning Description:	Not Available
Future Land Use:	Single Family Home Areas
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 15 006
Address:	1001 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.4686
Land Sqaure Feet:	20412
Planning	
Zoning:	NR-1
Zoning Description:	Not Available
Future Land Use:	Single Family Home Areas
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

Property Detail

Property Information	
APN:	18 096 15 004
Address:	1011 ROWLAND ST
Legal Description:	
Tract Number:	
Year Built:	
Acres:	0.4694
Land Sqaure Feet:	20447
Planning	
Zoning:	NR-1
Zoning Description:	Not Available
Future Land Use:	Single Family Home Areas
Natural Hazards	
Flood Zone:	
In FEMA flood zone:	No
FIRM Panel:	13089C0086J

NR-1 - LOW DENSITY NEIGHBORHOOD RESIDENTIAL DISTRICT

Sec. 701. - NR-1, low-density neighborhood residential district.

(a) *Purpose and intent:* The NR-1 zoning district is intended primarily for single-family detached residences and residentially-compatible requiring greater amounts of open space.

(b) *Permitted uses:*

(1) Single-family detached residential dwellings.

(2) Non-commercial horticulture and agriculture, outside of front-and-side-yard setbacks.

(3) Accessory structures and uses incidental to any legal permitted use, including home occupations.

(c) *Conditional uses:*

(1) Places of assembly, including religious institutions, provided:

a. Lighting shall be established in such a way that no direct light shall cast over any property line nor adversely affect neighboring properties.

b. Any building or structure established in connection with such use must be set back no less than fifty (50) feet from any property line.

(d) *Accessory structures/uses:*

(1) All such structures shall be located upon the same lot and to the side or rear of the principal use at least ten (10) feet from side or rear lot lines or within the side-or-rear-yard setback, whichever is greater. In cases of corner lots, the accessory structure may not be closer to any right-of-way than the principal building.

(2) When an accessory structure is attached to the principal building in any manner, it shall be deemed part of the principal structure and subject to all bulk and area requirements of same.

(3) No accessory structure shall be constructed upon a lot before the principal building.

(4) Accessory structures greater than fifteen (15) feet in height, but less than thirty-five (35) feet in height, must be set back at least ten (10) feet from the side property line, and must be set back from the rear property line a distance of thirty (30) feet, or a distance equal to the height of the structure, whichever is less.

(5) The area of the accessory building's footprint may not exceed fifty (50) percent that of the principal structure.

(6) Swimming pools must be enclosed by a fence not less than six (6) feet in height with a self-closing, self-latching gate and must comply with all applicable safety and health ordinances.

(7) Heating and air conditioning units may encroach five (5) feet into the required rear or side setback.

(e) *Use limitations:*

(1) All outdoor storage must be stored in a side or rear yard and screened from all streets and adjacent properties by a wood fence at least six (6) feet in height. The city planner may approve the substitution of plantings for the required fence.

(2) Unendosed carports and front porches may not be used for storing any materials other than firewood or recyclable materials within a city approved container.

(f) *Bulk and area regulations:*

Floor Area Ratio (FAR) (Max.)	0.4

Min. Residential Unit Size (finished, heated floor area)	1,000 sq. ft.
Building Coverage (Max, a % of lot area)	50%
Min. Open Space	N/A
Max. Building Height	35'
Min. Lot Size	10,000 sq. ft.
Min. Lot Width	75'
Minimum Front Yard Setback	30'
Minimum Side Yard Setback	10'
Minimum Rear Yard Setback	25'

(g) *Buffer requirements:* Not applicable in this district.

(Ord. No. 375, § 8(Attach.), 10-1-13)

NC-1 - LOW DENSITY NEIGHBORHOOD COMMERCIAL DISTRICT

Sec. 706. - NC-1, low-density neighborhood commercial district.

(a) *Purpose and intent:* The NC-1 zoning district is intended to provide suitable areas for limited retail and personal services serving residents in the immediate vicinity. Uses located within this district supply those goods and services which require frequent purchasing with a minimum of customer travel. The scope at which properties are developed within the NC-1 district should reflect their relatively small market areas. This zoning district may serve as a step down from more intense commercial uses to residential uses.

(b) *Permitted uses:*

(1) Banks and financial institutions.

(2) Child care/daycare centers, pre-schools and similar establishments.

(3) Eating and drinking establishments, excluding drive-thru/drive-in fast food establishments.

(4) Funeral homes (no on-site crematory services).

(5) Retail trade: Uses shall have no more than five thousand (5,000) square feet of gross floor area. Appropriate uses include:

(a) Art stores/galleries.

b. Antique shops.

c. Book and video stores (non-adult oriented).

d. Camera shops.

e. Dry cleaners.

f. Florists.

g. Drug stores.

h. Gift shops.

i. Toy stores.

j. Pet grooming and supply shops.

k. Jewelry stores.

l. Sporting goods and hobbies.

m. Shoe stores.

n. Apparel stores.

o. Other similar and customary uses.

(6) Non-automotive repair services such as cameras, jewelry, shoes and the like.

(7) Professional offices, including medical doctors, dentists, attorneys, chiropractic, veterinary(without boarding), accountants/tax professionals and other similar occupations.

(8) Personal service establishments including barber shops, hair salons, nail salons and other similar uses.

(9) Multi-family residential dwellings, including condominiums and apartment buildings consisting of at least four (4) individual units.

(10) Accessory uses and structures incidental to any legal permitted use, including home occupations (when applicable).

(c) *Conditional uses:*

(1) Places of assembly, including religious institutions, provided:

a. Lighting shall be established in such a way that no direct light shall cast over any property line nor adversely affect neighboring properties.

b. Any building or structure established in connection with such use must be set back no less than fifty (50) feet from any property line.

(d) Accessory uses:

(1) All such structures shall be located upon the same lot and to the side or rear of the principal use at least ten (10) feet from side or rear lot lines or within the side-or-rear-yard setback, whichever is greater. In cases of corner lots, the accessory structure may not be closer to any right-of-way than the principal building.

(2) When an accessory structure is attached to the principal building in any manner, it shall be deemed part of the principal structure and subject to all bulk and area requirements of same.

(3) Any accessory building in excess of one thousand (1,000) square feet of gross space must be at least ten (10) feet from any property line and shall be architecturally compatible with the principal structure.

(4) No accessory structure shall be constructed upon a lot before the principal building.

(5) No accessory structure may exceed the more restrictive of either fifteen (15) feet or the height of the principal building.

(6) The area of the accessory building's footprint may not exceed fifty (50) percent that of the principal structure.

(7) Recycling collection/drop off centers.

a. No outside storage allowed.

b. Container bins and/or donation boxes are limited to rear or side yards and must be located in such a r screened from view from the public right-of-way. When a business is located on a corner lot, container boxes must be placed to the rear or interior side of the property such that the location is not visible fr any street.

c. A maximum of one (1) container bin/donation box per property is allowed.

d. Container bins and/or donation boxes shall not be located within fifty (50) feet of a structure utilized for detached single-family residential purposes.

e. Location of container bins and/or donation boxes must be approved by the city manager or his designee.

(e) *Use limitations:*

(1) All outdoor storage must be located in the rear yard and must be screened by a solid fence or wall no less than six (6) feet in height.

(2) No uses which emit odors, fumes or continuous loud noise are permitted (including manufacturing processes).

(3) No kennels are permitted within veterinary clinics.

(4) Building design and materials may be of the owner's choosing; however, structures which utilize metal siding shall be constructed with brick, stone, rock or wood covering any facade of the building facing a roadway.

(5) All individual non-residential uses shall not exceed a maximum built floor area of two thousand five hundred (2,500) square feet.

(f) *Bulk and area regulations:*

Floor Area Ratio (FAR) (Residential, Max.)	0.5
Floor Area Ratio (FAR) (Non-Residential, Max.)	0.5
Floor Area Ratio (FAR) (Total, Max.)	1
Min. Residential Unit Size (finished, heated floor are)	700 sq. ft.
Building Coverage (Max, a % of lot area)	80%
Min. Open Space	20%
Max. Building Height	35'
Min. Lot Size	6,000 sq. ft.
Min. Lot Width	50'
Minimum Front Yard Setback	10'
Minimum Side Yard Setback**	None or 8'

Minimum Rear Yard Setback***	10' or 20'**
**Side yard setback must be greatest distance when abutting a single-family residential district	
***Rear yard setback must be of greatest distance when abutting a single-family residential district	

(g) *Buffer requirements:*

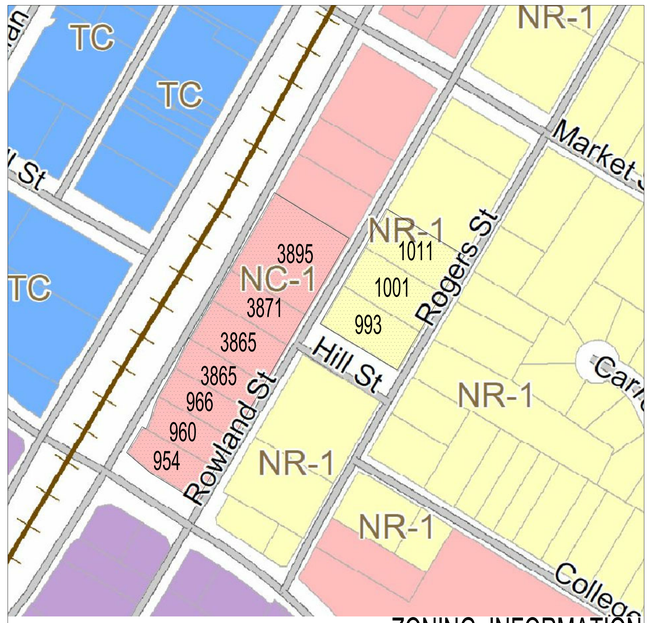
(1) When a use within the NC-1 district directly abuts the NR-1, NR-2 or NR-3 district, a thirty-foot landscaped buffer shall be required.

(h) *Temporary uses:* Temporary uses if approved pursuant to section 313.

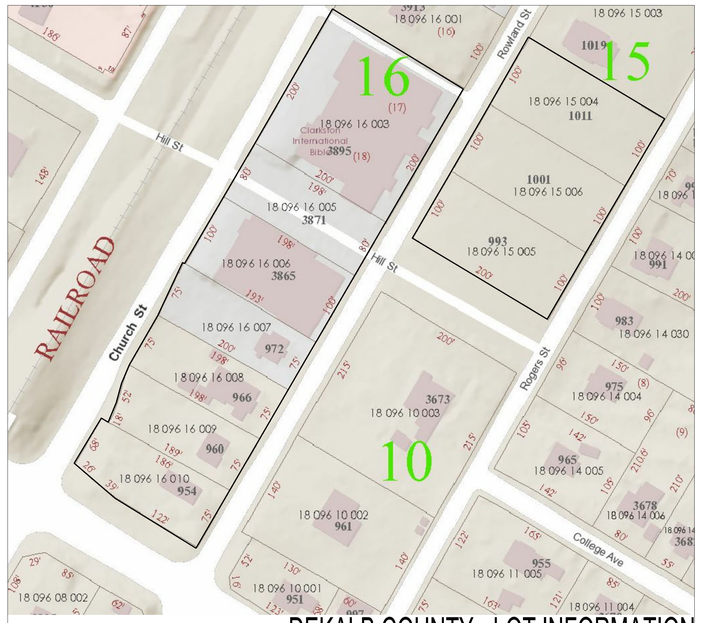
(Ord. No. 375, § 8(Attach.), 10-1-13)

Zoning

- I - Light Industrial
- NC-1 - Neighborhood Commercial
- NC-2 - Commercial
- NR-1 - Residential Low
- NR-2 - Residential Medium
- NR-3 - Residential High
- NR-CD - Residential Multi
- RC - Residential / Commercial
- TC - Town Center
- **Clarkston City Limits**



ZONING INFORMATION



DEKALB COUNTY - LOT INFORMATION

SEND RELIEF - CLARKSTON
PUD SUBMISSION PACKAGE

Site Development
Planning for PUD
Clarkston, Georgia

North American Mission Board

mgta
DEVELOP DESIGN CONSTRUCT

CMH Architects
1800 International Park Drive
Suite 300
Birmingham, AL 35243
t(205)969-2696 - TEL
t(205)969-3930 - FAX
www.cmharch.com

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REVISIONS

SHEET TITLE

PROJECT NUMBER
1401

ISSUE DATE
11/16/2018

DRAWN BY
JT

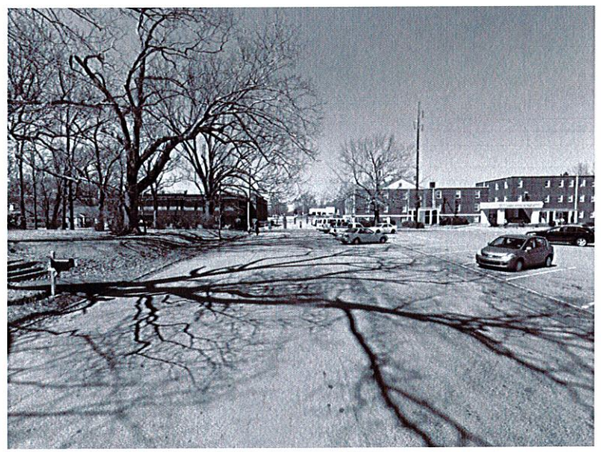
CHECKED BY
JT

SHEET NUMBER
01

1. VIEW DOWN PROPOSED HILL ST. MEDIAN

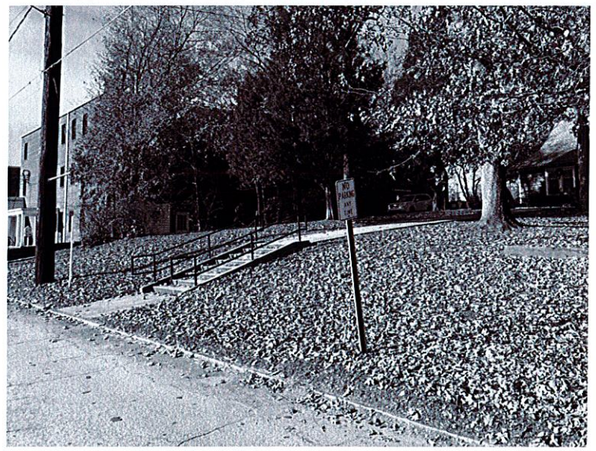
2. PROPOSED TRAFFIC CALMING WITH RAINGARDEN ON ROWLAND STREET

3. PROPOSED ROWLAND STREET VIEW AT WOMAN'S BUILDING



1. EXISTING HILL STREET

2. EXISTING ROWLAND STREET

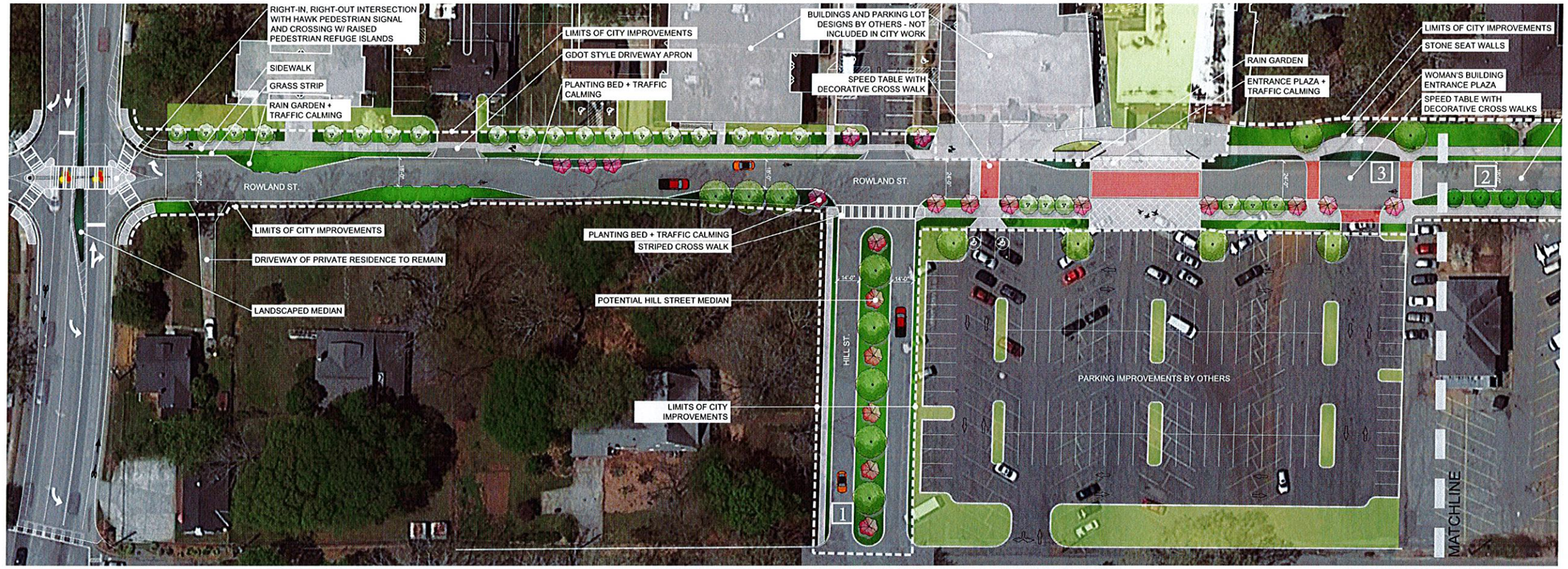


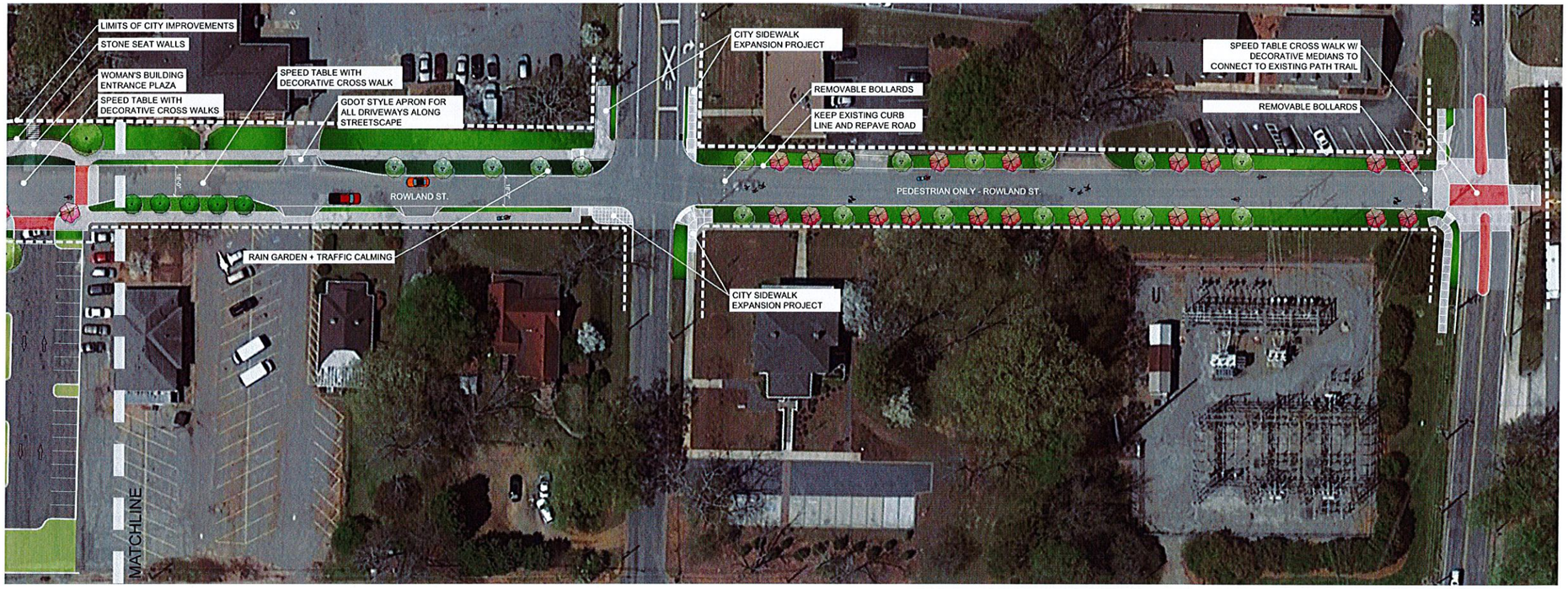
3. EXISTING STAIRS AT WOMAN'S BUILDING

CITY OF CLARKSTON
where possibilities grow

POND

2018.12.11
CITY OF CLARKSTON SPLOST PEDESTRIAN PROJECT B - ROWLAND STREET ROAD DIET





CITY OF CLARKSTON
where possibilities grow

POND

2018.12.11

CITY OF CLARKSTON SPLOST PEDESTRIAN PROJECT B - ROWLAND STREET ROAD DIET

CITY OF CLARKSTON

ITEM NO: H2

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:
City Council

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Resolution

MEETING DATE: January 3, 2019

SUBJECT: Adoption A Resolution to Renew the Service Delivery Strategy

DEPARTMENT:
City Manager's Office

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒YES ☐ NO
Pages: 3

INFORMATION CONTACT: Keith Barker, City Manager
PHONE NUMBER: 404-296-6489

PURPOSE:

To adopt by resolution to renew the Service Delivery Strategy for DeKalb County, Georgia and the City of Clarkston, Georgia.

NEED/ IMPACT:

The Department of Community Affairs (DCA) requires counties and municipalities to adopt a local government service delivery strategy. Without a Service Delivery Strategy verified by DCA, a local government or respective authorities will not be eligible to receive any state permits or financial assistance. In addition, any local projects that are not consistent with the strategy will not receive any state permits or financial assistance.

Due to the creation of the new city of Stonecrest, DCA requires DeKalb County to update the Service Delivery Strategy (SDS) with all cities. DeKalb County has requested that all cities submit approved Resolutions and all completed documents by January 5, 2019.

RECOMMENDATION(S):

Staff recommends adoption of the of 2019 Service Delivery Strategy Update.

RESOLUTION

A RESOLUTION TO RENEW THE SERVICE DELIVERY STRATEGY FOR CITY OF CLARKSTON, GEORGIA, AND FOR OTHER PURPOSES.

WHEREAS, O.C.G.A. § 36-70-1 *et seq.* requires counties and municipalities to adopt a local government service delivery strategy; and

WHEREAS, Clarkston has worked with DeKalb County and the Cities of Atlanta, Avondale Estates, Brookhaven, Chamblee, Doraville, Decatur, Dunwoody, Lithonia, Stone Mountain, Pine Lake, Tucker, and Stonecrest (the "Cities") to develop and revise a service delivery strategy; and

WHEREAS, O.C.G.A. § 36-70-25(b) provides that approval of a service delivery strategy shall be accomplished by adoption of a resolution:

(1) By the DeKalb County governing authority;

(2) By the governing authority of municipalities within DeKalb County which have a population of 9,000 or greater within the county;

(3) By the municipality which serves as the DeKalb County site if not included in paragraph (2) of this subsection; and

(4) By no less than 50% of the remaining municipalities within DeKalb County which contain at least 500 persons within the county if not included in paragraph (2) or (3) of this subsection; and

WHEREAS, a local government service delivery strategy between Clarkston, DeKalb County and the Cities was approved by DeKalb County on August 24, 1999 and renewed on October 25, 2005, October 24, 2006, August 28, 2007, October 23, 2007, October 31, 2008, April 30, 2009, October 31, 2009, April 27, 2010, December 14, 2010, and December 9, 2014, December 1, 2016, June 12, 2018; and

WHEREAS, Clarkston, DeKalb County and the Cities have reviewed and revised the

previously adopted service delivery strategy and now seek to adopt the service delivery strategy attached hereto; and

WHEREAS, if a service delivery strategy is not adopted prior to expiration of the current strategy, which occurs on or about February 28, 2019, Clarkston, DeKalb County and the Cities will become ineligible for state administered financial assistance, grants, loans, or permits until the first day of the month following verification of the updated strategy, pursuant to the terms of O.C.G.A. § 36-70-27;

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of the City of Clarkton, and it is hereby resolved by authority of the same that the City of Clarkton adopts as its service delivery strategy the documents attached hereto and entitled as the "DeKalb County Service Delivery Strategy 2019." Such strategy shall remain in force and effect until October 31, 2026. The Mayor is authorized to execute all necessary documents so long as they substantially comply with this resolution.

BE IT FURTHER RESOLVED that any and all resolutions or any part thereof in conflict with this resolution are hereby repealed. This resolution shall be effective immediately upon its adoption.

SO RESOLVED by the Clarkston City Council this ____ day of _____ 2019.

_____

TED TERRY
MAYOR
Clarkton, Georgia

ATTEST:

TRACY ASHBY
City Clerk
City of Clarkston, Georgia

APPROVED AS TO FORM:

12-19-18

STEPHEN QUINN
City Attorney
Clarkston County, Georgia

DeKalb County Service Delivery Strategy 2019

Summary of Services in DeKalb County Cities

General Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Finance	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Purchasing	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Information Technologies	D	D	D	D	D	D	D	D	D	D	D	D	D	D
GIS (Basic)	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Parcel Creation	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Parcel Maintenance	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
GIS (Non-Basic)	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Specialized Data/Mapping	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Elections	DC	DC	IG-DC	DC	DC	D/DC	DC	DC	DC	DC	D/DC	DC	DC	D
Personnel	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Property Tax Collections/ Tax Billing	DC	DC	DC	DC	DC	D	DC	DC	DC	DC	DC	DC	DC	D
Legal/Judicial Services	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Public Defender	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Solicitor	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Local Government Attorney	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Public Safety	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Police (Basic)	D	D	D	D	D/DC	D	D	D	D/DC	D/DC	D	DC	DC	D
Police (Non-basic)	D	DC	D	DC	DC	DC	D	D	DC	DC	DC	DC	DC	D
Animal Control	DC	DC	DC	DC	DC	D/DC	D/DC	DC	DC	DC	DC	DC	DC	D
Fire Services	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Fire & Rescue	D	DC	DC	DC	DC	D	DC	DC	DC	DC	DC	DC	DC	D
Fire Inspections	D	D/DC	D/DC	DC	DC	D	DC	DC	DC	DC	D/DC	DC	DC	D
Fire Prevention/ Marshal	D	D/DC	D/DC	DC	DC	D	DC	D/DC	DC	DC	D/DC	DC	DC	D
EMS	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
General	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Sheriff /Jail & Evictions	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Marshal/ Real Estate & Warrants	DC	D/DC	DC	DC	DC	D/DC	DC	DC	DC	D/DC	DC	DC	DC	D
911	D	DC	D	D	DC	D	D	A	DC	DC	DC	DC	DC	D
Dispatch	D	DC	D	D	D	D	D	A/DC	DC	DC	DC	DC	DC	D
Medical Examiner	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Emergency Management	DC	DC	DC	DC	DC	D/DC	D/DC	DC	DC	D/DC	DC	DC	DC	D
Radio System	D	DC	DC	DC	DC	DC	D/DC	D	DC	DC	DC	DC	DC	D
Planning / Development	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Strutural Inspections / Permits	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Plans Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Electrical Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Building Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Plumbing Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
HVAC Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Plan Review Coordination	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development Plan Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Land Development Inspection	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Final Plat Processing	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Permits and Zoning	**Atlanta**	**Avondale Estates**	**Brookhaven**	**Chamblee**	**Clarkston**	**Decatur**	**Doraville**	**Dunwoody**	**Lithonia**	**Pine Lake**	**Stone Mountain**	**Tucker**	**Stonecrest**	**DeKalb County**
Building Permits	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Plans Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Zoning Review	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Trade Permits	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Certificate of Occupancy	D	D	D	D	D	D	D	D	D	D	D	D	D	D

DeKalb County Service Delivery Strategy 2019

Summary of Services in DeKalb County Cities

Planning & Related	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Planning / Zoning	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Business & Alcohol License	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Community Development - CDBG	D	D	DC	DC	DC	DC	DC	N/A	DC	N/A	DC	DC	DC	D
Economic Development	D	D	D	D	D	D/A	D/A	D	D	N/A	D	A	D	A
Code Enforcement/Beautification	D	D	D	D	D	D	D	D	D	N/A	D	D	D	D
Public Housing	A	N/A	N/A	N/A	A	A	A	N/A	A	N/A	A	A	A	A

Public Works	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Water Treatment / Water Distribution	DC	These services are provided by DeKalb County as an enterprise fund paid for by users fees. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County.												D
Wastewater Collection & Treatment	DC													D

Sanitation	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Refuse Collection	D	D	DC	D	D	D	D	DC	DC	DC	DC	DC	DC	D
Landfill	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D
Recycling Programs	D	D	DC	D	D	D	D	DC	D/DC	DC	DC	DC	DC	D

Roads & Drainage	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Street Construction	D	D	D	D	D	D	D	D	D	D	D	D/DC	DC	D
Street Maintenance	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Street Cleaning	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Traffic Signaling	D	DC	D	D	D	DC	DC	D	DC	DC	DC	DC	DC	D
Street Signage	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Storm Water	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Cemetery	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D

Transportation	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Development Permit Reviews	D	D	D	D	D	D	D	D	D	D	D	D	D	D
Utility Encroachment Permitting	D	D	D	D	DC	D	D	D	DC	DC	D	DC	DC	D
Transportation Planning	D	D	D	D	D	D	D	D	D	D	D	DC	DC	D
Traffic Calming Program	D	D	D	D	D	D	D	D	DC	DC	DC	DC	DC	D
TC - Design and Petition ONLY!	D	D	D	D	D	D	DC	D	DC	D	D	DC	DC	D
Airport	D	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	DC	D

Leisure Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Parks	D	D	D	D	D	D	D	D	D/DC	D	D	D	D	D
Recreation Programs	D	D	D	D	D	D	D	D	DC	D	D	D	D	D
Libraries	DC	DC	DC	DC	DC	DC	D/DC	DC	DC	DC	DC	DC	DC	D

Health and Social Services	Atlanta	Avondale Estates	Brookhaven	Chamblee	Clarkston	Decatur	Doraville	Dunwoody	Lithonia	Pine Lake	Stone Mountain	Tucker	Stonecrest	DeKalb County
Physical Health / Environmental Health	N/A	These services are provided by DeKalb County and paid for by general funds. There is no fee differential between customers living in incorporated cities and unincorporated DeKalb County.												D
Hospital	N/A													D
Mental Health / Substance Abuse	N/A													D
Welfare	N/A													D
Senior Services	N/A													D

D: Direct (Jurisdiction provides its own service)

DC: DeKalb County (The County is the sole provider of service)

A: Authority

Service Categories / Cities (Groups of like services)

Sub-Categories / Cities (More detailed services that require additional grouping)

Georgia Department of Community Affairs

SERVICE DELIVERY STRATEGY

FORM 4: Certifications

Instructions:

This form must, at a minimum, be signed by an authorized representative of the following governments: 1) the county; 2) the city serving as the county seat; 3) all cities having a 2000 population of over 9,000 residing within the county; and 4) no less than 50% of all other cities with a 2000 population of between 500 and 9,000 residing within the county. Cities with a 2000 population below 500 and local authorities providing services under the strategy are not required to sign this form, but are encouraged to do so.

COUNTY: DEKALB

We, the undersigned authorized representatives of the jurisdictions listed below, certify that:

1. We have executed agreements for implementation of our service delivery strategy and the attached forms provide an accurate depiction of our agreed upon strategy (O.C.G.A 36-70-21);
2. Our service delivery strategy promotes the delivery of local government services in the most efficient, effective, and responsive manner (O.C.G.A. 36-70-24 (1));
3. Our service delivery strategy provides that water or sewer fees charged to customers located outside the geographic boundaries of a service provider are reasonable and are not arbitrarily higher than the fees charged to customers located within the geographic boundaries of the service provider (O.C.G.A. 36-70-24 (20); and
4. Our service delivery strategy ensures that the cost of any services the county government provides (including those jointly funded by the county and one or more municipalities) primarily for the benefit of the unincorporated area of the county are borne by the unincorporated area residents, individuals, and property owners who receive such service (O.C.G.A. 36-70-24 (3)).

JURISDICTION	TITLE	NAME	SIGNATURE	DATE
DEKALB COUNTY	CEO	Michael Thurmond		
CITY OF ATLANTA	Mayor	K. Lance Bottoms		
AVONDALE ESTATES	Mayor	Jonathan Elmore		
CITY OF BROOKHAVEN	Mayor	John Ernst		
CITY OF CHAMBLEE	Mayor	R. Eric Clarkson		
CITY CLARKSTON	Mayor	Ted Terry		
CITY OF DECATUR	Mayor	Patti Garrett		
CITY OF DORAVILLE	Mayor	Donna Pittman		
CITY OF DUNWOODY	Mayor	Denis L. Shortal		
CITY OF LITHONIA	Mayor	Deborah A Jackson		
CITY OF PINE LAKE	Mayor	Melanie Hammet		
STONE MOUNTAIN	Mayor	Patricia Wheeler		

CITY OF TUCKER	Mayor	Frank Auman		

CITY OF CLARKSTON

ITEM NO: H4

CLARKSTON CITY COUNCIL WORK SESSION

HEARING TYPE:
City Council

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Resolution

MEETING DATE: January 3, 2019

SUBJECT: Approve A Resolution to Grant A License To Global Growers To Allow Community Garden Farming At Forty Oaks

DEPARTMENT:
City Manager's Office

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☒YES ☐ NO
Pages: 3

INFORMATION CONTACT: Keith Barker, City Manager
PHONE NUMBER: 404-296-6489

PURPOSE:

To approve a resolution to grant a license to Global Growers to allow community garden farming at Forty Oaks

NEED/ IMPACT:

Global Growers Network, Inc. ("Global Growers") is a Georgia non-profit company dedicated to the mission of assisting the production of healthy, sustainably-grown food by local farmers. The City of Clarkston, Georgia (the "City") owns certain property known as Forty Oaks Nature Preserve ("40 Oaks"). The prior owner of 40 Oaks, DeKalb County, allowed Global Growers to operate a community garden at 40 Oaks known as the Clarkston International Garden.

The City Council recognizes the benefit to the community of the Clarkston International Garden and desires to allow it to continue until the property is needed for another use. The City desires to grant a non-exclusive, revocable license to Global Growers to allow community gardening at 40 Oaks, pursuant to the terms, conditions and limitations set forth within the attached Resolution.

RECOMMENDATION(S):

Staff recommends the City Council approve the resolution to grant a license to Global Growers to allow community garden farming at Forty Oaks.

RESOLUTION NO. _____

A RESOLUTION TO GRANT A LICENSE TO GLOBAL GROWERS TO ALLOW COMMUNITY GARDEN FARMING AT FORTY OAKS.

WHEREAS, Global Growers Network, Inc. ("Global Growers") is a Georgia non-profit company dedicated to the mission of assisting the production of healthy, sustainably-grown food by local farmers; and

WHEREAS, the City of Clarkston, Georgia (the "City") owns certain property known as Forty Oaks Nature Preserve ("40 Oaks"); and

WHEREAS, the prior owner of 40 Oaks, DeKalb County, allowed Global Growers to operate a community garden at 40 Oaks known as the Clarkston International Garden; and

WHEREAS, the City Council recognizes the benefit to the community of the Clarkston International Garden and desires to allow it to continue until the property is needed for another use; and

WHEREAS, the City desires to grant a non-exclusive, revocable license to Global Growers to allow community gardening at 40 Oaks, pursuant to the terms, conditions and limitations set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the City of Clarkston as follows:

1. Grant of License. The City hereby grants to Global Growers a non-exclusive, revocable license to use a portion of 40 Oaks for gardening.

2. Scope of License. The boundaries of the area of 40 Oaks that may be used by Global Growers for gardening is described by Exhibit "A" hereto. Such area may be amended at any time by a writing signed by the City Manager. The area of the license granted to Global Growers is referred to herein as the "Parcel."

3. No Ownership Interest or Easement. This grant of a license for gardening to Global Growers shall not create any ownership interest nor easement in the 40 Oaks property. Erection of any improvement upon the property shall also not create any ownership interest or easement for Global Growers.

4. Terms and Conditions. Global Growers' use of the Parcel for gardening shall in all respects and at all times conform to the following terms and conditions:

4.1 Global Growers' Responsibilities. Global Growers has sole responsibility for the planning, setup, management, and carrying out of operations on the Parcel, including, without limitation, obtaining any permits required for operating a community garden. City has no obligation to make any alterations, improvements, or repairs of any kind on the Parcel, or to provide any services or other support.

4.2 Compliance with Laws. Global Growers will use and operate the Parcel in compliance with all applicable zoning, environmental, and other laws and regulations.

4.3 Garden Rules. Global Growers will operate the garden in accordance with a set of garden rules. Global Growers will require all persons to whom it sub-licenses plots to enter into a gardener agreement and waiver of liability.

4.4 Security. Global Growers will install and maintain a system, where practicable, to prevent entrance to the garden outside of operating hours and/or when the Parcel is unattended, such as a system of fences and locks.

4.5 No Alterations. Global Growers may not erect any permanent improvements upon the Parcel. Global Growers shall not make or permit any alterations or impermanent improvements to the Parcel without City's prior written consent, except for the shed contemplated by Section 4.6 and fences, raised beds, benches, bicycle racks, picnic tables, rain barrel systems, and other features common to gardens. Upon the termination of this license, all improvements and alterations to the Parcel shall be removed by Global Growers or become the property of the City, and the City will have no obligation to reimburse Global Growers.

4.6 Securing Equipment. Global Growers shall keep tools stored away in the shed when not in use for gardening and secure the shed with an adequate lock.

4.7 No Transfers. Global Growers may not assign, mortgage, pledge, encumber, or otherwise transfer this license, or allow the Parcel or any part of the Parcel to be used by others, except by persons maintaining a plot and who are party to the gardener agreement contemplated by Section 4.3. Any attempted transfer or assignment of this license in contravention of this Section is void.

4.8 Indemnification. Global Growers will defend, indemnify, and hold the City and the City's elected officials, officers, employees, agents, and assigns harmless against all claims, liabilities, losses, damages, expenses, and attorneys' fees including, without limitation, losses arising from any death, property damage, or injury of any nature whatsoever that may be suffered or sustained by Global Growers or any of Global Growers' gardeners, employees, contractors, family members, guests, or any other person in a relationship with Global Growers or otherwise participating in or present in the Garden, which may arise directly or indirectly from use of or presence on the Parcel.

4.9 Waiver of Liability. Global Growers releases and waives all claims against the City with respect to or arising out of (a) any death or any injury of any nature whatsoever that may be suffered or sustained by Global Growers from any causes whatsoever, except to the extent that such injury or death is caused by the gross negligence or willful misconduct of the City; (b) any loss or damage or injury to any personal property on or about the Parcel belonging to Global Growers; and/or (c) the condition of the Parcel and suitability of the Parcel for use as a community garden. Subject to the prior provisions, the City shall specifically not be liable for any damage or damages of any nature whatsoever to Global Growers caused by explosion, theft, crime, or negligent behavior, by sprinkler, drainage, plumbing, or irrigation systems, by failure

for any cause to supply adequate drainage, by the interruption of any public utility or service, by steam, gas, water, rain, or other substances leaking, issuing, or owing into any part of the Parcel, by natural occurrence, riot, court order, requisition, or order of governmental body or authority, or for any damage or inconvenience which may arise through repair, maintenance, or alteration of any part of the Parcel.

4.10 Insurance. Global Growers will, at its own cost, take out and maintain without interruption during the term of this license comprehensive general liability insurance naming the City as an additional insured, affording coverage for bodily and personal injury liability, including liability for death, and property damage, or a combination thereof, in an amount not less than One Million Dollars ($1,000,000). Coverage shall be made on an "occurrence" basis and not a "claims made" basis.

4.11 No Third-Party Beneficiaries. This license is for the exclusive benefit of Global Growers, and not for the benefit of any third party including, without limitation, any gardener, employee, or volunteer of Global Growers.

5. License Non-Exclusive. The City, including, its agents and employees, may enter upon the entirety of the 40 Oaks property at any time for any reason. However, the City will not grant a license for gardening at 40 Oaks to any organization or entity other than Global Growers for so long as this license is in effect.

6. Term of License. The license granted hereby shall begin immediately upon approval by the City Council and continue for an indefinite duration. The license granted hereunder is completely revocable at any time. The City may revoke this license at any time for any or no reason. If the City determines to revoke this license, it will endeavor to provide Global Growers with 180 days advance notice of termination.

SO RESOLVED, this 3rd day of January, 2019.

CITY COUNCIL
CITY OF CLARKSTON, GEORGIA

ATTEST:

Mayor Ted Terry

Tracy Ashby, City Clerk

APPROVED AS TO FORM:

12-20-18

Stephen G. Quinn, City Attorney

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: December 4, 2018

ITEM NO: H5

ACTION TYPE: Ordinance

HEARING TYPE: Council Meeting

SUBJECT: Adopt an Ordinance to Establish a Clarkston Historic Preservation Commission

DEPARTMENT: City Council

PUBLIC HEARING: ☐YES ☒ NO

ATTACHMENT: ☒ YES ☐NO
Pages: 40

INFORMATION CONTACT: Mario Williams and Andrea Cervone
PHONE NUMBER: 404-296-6489

PURPOSE:

To adopt an ordinance to establish a Clarkston Historic Preservation Commission.

NEED/ IMPACT:

The Clarkston City Council has determined that the historical, cultural and aesthetic heritage of the City of Clarkston is among its most valued and important assets and that the preservation of this heritage is essential to the promotion of the health, prosperity and general welfare of the people. To provide for the designation, protection, preservation and rehabilitation of historic properties and historic districts and to participate in federal or state programs, the Council proposes to adopt an ordinance to establish a Clarkston Historic Preservation Commission.

RECOMMENDATIONS:

Staff has no recommendation.

O R D I N A N C E

AN ORDINANCE TO ESTABLISH A HISTORIC PRESERVATION COMMISSION IN THE CITY OF CLARKSTON TO PROVIDE FOR DESIGNATION OF HISTORIC PROPERTIES OR HISTORIC DISTRICTS; TO PROVIDE FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS; TO PROVIDE FOR AN APPEALS PROCEDURE; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSTON, GEORGIA:

SECTION I

Purpose

In support and furtherance of its findings and determination that the historical, cultural and aesthetic heritage of the City of Clarkston is among its most valued and important assets and that the preservation of this heritage is essential to the promotion of the health, prosperity and general welfare of the people;

In order to stimulate revitalization of the business districts and historic neighborhoods and to protect and enhance local historic and aesthetic attractions to tourists and thereby promote and stimulate business;

In order to enhance the opportunities for federal or state tax benefits under relevant provisions of federal or state law; and

In order to provide for the designation, protection, preservation and rehabilitation of historic properties and historic districts and to participate in federal or state programs to do the same;

The Clarkston City Council hereby declare it to be the purpose and intent of this Ordinance to establish a uniform procedure for use in providing for the protection, enhancement, perpetuation and use of places, districts, sites, buildings, structures, objects, and landscape features having a special historical, cultural or aesthetic interest or value, in accordance with the provisions of the Ordinance.

SECTION II

Definitions

A. "Building" – A building is a structure created to shelter any form of human activity, such as a house, barn, church, hotel or similar structure. Building may refer to a historically related complex such as a courthouse and jail or a house and barn.

B. "Certificate of Appropriateness" – Means a document evidencing approval by the Historic Preservation Commission of an application to make a material change in the appearance of a designated historic property or of a property located within a designated historic district.

C. "Exterior Architectural Features" – Means the architectural style, general design and general arrangement of the exterior of a building, structure or object, including but not limited to the kind or texture of the building material and the type and style of all windows, doors, signs and other appurtenant architectural fixtures, features, details or elements relative to the forgoing.

D. "Exterior Environmental Features" – Means all those aspects of the landscape or the development of a site which affect the historic character of the property.

E. "Historic District" – Means a geographically definable area, possessing a significant concentration, linkage, or continuity of sites, buildings, structures or objects united by past events or aesthetically by plan or physical development. A district may also comprise individual elements separated geographically but

linked by association or history. A Historic District shall further mean an area designated by the Clarkston City Council as a Historic District pursuant to the criteria established in Section IV B of this Ordinance.

F. "Historic Property" – Means an individual building, structure, site, or object including the adjacent area necessary for the proper appreciation thereof designated by the Clarkston City Council as a historic property pursuant to the criteria established in Section IV C of this Ordinance.

G. "Material Change in Appearance" – Means a change that will affect either the exterior architectural or environmental features of a historic property or any building, structure, site, object, or landscape feature within a historic district, such as:

1. A reconstruction or alteration of the size, shape or façade of a historic property, including relocation of any doors or windows or removal or alteration of any architectural features, details or elements;

2. Demolition or relocation of a historic structure;

3. Commencement of excavation for construction purposes;

4. A change in the location of advertising visible from the public right-of-way; or

5. The erection, alteration, restoration or removal or any buildings or other structure within a historic property or district, including walls, fences, steps and pavements, or other appurtenant features, except exterior paint alterations.

H. "Object" – An object is a material thing of functional, aesthetic, cultural, historical or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

I. "Site" – A site is the location of a significant event, a prehistoric or historical occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself maintains historical or archaeological value regardless of the value of any existing structure.

J. "Structure" – A structure is a work made up of interdependent and inter-related parts in a definite pattern of organization. Constructed by man, it is often an engineering project large in scale.

SECTION III

Creation of a Historic Preservation Commission

A. Creation of the Commission:

There is hereby created a commission whose title shall be "Clarkston Historic Preservation Commission" (hereinafter "Commission")

B. Commission Position within the City Government:

The Commission shall be part of the planning functions of the City of {CITY NAME HERE}

C. Commission Members: Number, Appointment, Terms and Compensation:

The Commission shall consist of five (5) members, three (3) appointed by the City Council, and two (2) appointed by the Mayor . All members shall be residents of Clarkston and shall be persons who have demonstrated special interest, experience or education in history, architecture or the preservation of historic resources.

To the extent available in the City, at least three (3) members shall be appointed from among professionals in the disciplines of architecture, history, architectural history, planning, archaeology or related professions.

Members shall serve three-year terms. Members may not serve more than two (2) consecutive terms. In order to achieve staggered terms, initial appointments shall be: one (1) member for one (1) year; two (2) members for two (2) years; and two (2) members for three (3) years. Members shall not receive a salary, although they may be reimbursed for expenses.

D. Statement of Commission's Power:

1. The Preservation Commission shall be authorized to:

a. Prepare and maintain an inventory of all property within the City of Clarkston having the potential for designation as historic property;

b. Recommend to the Clarkston City Council specific districts, sites, buildings, structures, or objects to be designated by ordinance as historic properties or historic districts;

c. Review application for Certificates of Appropriateness, and grant or deny same in accordance with the provisions of this Ordinance;

d. Recommend to the Clarkston City Council that the designation of any district, site, building, structure or object as a historic property or as a historic district be revoked or removed;

e. Restore or preserve any historic properties acquired by the City of Clarkston;

f. Promote the acquisition by the City of Clarkston of façade easements and conservation easements, as appropriate, in accordance with the provisions of the *Georgia Uniform Conservation Easement Act of 1992* (O.C.G.A., Section 44-10.1 through 8)

g. Conduct educational programs on historic properties located within the City and on general historic preservation activities;

h. Make such investigation and studies of matters relating to historic preservation, including consultation with historic preservation experts, the Clarkston City Council or the Commission itself may, from time to time, deem necessary or appropriate for the purposes of preserving historic resources;

i. Seek out local, state, federal or private funds for historic preservation, and make recommendations to the Clarkston City Council concerning the most appropriate uses of any funds acquired;

j. Submit to the Historic Preservation Division of the Department of Natural Resources a list of historic properties of historic districts designated;

k. Perform historic preservation activities as the official agency of the Clarkston historic preservation program;

l. Employ persons, if necessary, to carry out the responsibilities of the Commission;

m. Receive donations, grants, funds, or gifts of historic property and acquire and sell historic properties. The Commission shall not obligate the City of Clarkston without prior consent.

n. Review and make comments to the Historic Preservation Division of the Department of Natural Resources concerning the nomination of properties within its jurisdiction to the National Register of Historic Places; and

o. Participate in private, state and federal historic preservation programs and with the consent of the Clarkston City Council, enter into agreements to do the same.

E. Commission's Power to Adopt Rules and Standards:

1. The Preservation Commission shall adopt rules and standards for the transaction of its business and for consideration of application for designation of Certificates of Appropriateness, such as by-laws, removal of membership provision, and design guidelines and criteria. The Preservation Commission shall have the flexibility to adopt rules and standards without amendment to this Ordinance. The Commission shall provide for the time and place of regular meetings and a method for the calling of special meetings. The Commission shall select such officers as it deems appropriate from among its members. A quorum shall consist of a majority of the members.

F. Conflict of Interest:

1. The Commission shall be subject to all conflict of interest laws set forth in Georgia Statues and in the City of Clarkston Charters.

G. Commission's Authority to Receive Funding from Various Sources:

1. The Commission shall have the authority to accept donations and shall ensure that these funds do not displace appropriated governmental funds.

H. Records of Commission Meetings:

A public record shall be kept of the Commission resolution, proceedings and actions.

SECTION IV

Recommendation and Designation of Historic Districts and Properties

A. Preliminary Research by the Commission:

1. Commission's Mandate to Conduct a Survey of Local Historical Resources: the Commission shall compile and collect information and conduct surveys of historic resources within the City of Clarkston.

2. Commission's Power to Recommend Districts and Buildings to the Clarkston City Council for Designation: The Commission shall present to the Clarkston City Council recommendations for historic districts and properties.

3. Commission's Documentation of Proposed Designation: Prior to the Commission's recommendation of a historic district or historic property to the Clarkston City Council for designation, the Commission shall prepare a Report for Nomination consisting of:

a. a physical description;

b. a statement of the historical, cultural, architectural and/or aesthetic significance;

c. a map showing district boundaries and classification {*i.e. contributing or non-contributing*} of individual properties therein, or showing boundaries of individual historic properties; and

d. representative photographs.

B. Designation of a Historic District:

1. Criteria for selection of historic districts: A historic district is a geographically definable area, which contains buildings, structures, sites, objects, and landscape features or a combination thereof, which:

   a. has special character or special historic/aesthetic value or interest;

   b. represents one or more periods, styles or types of architecture typical of one or more eras in the history of the municipality, county, state or region; and

   c. causes such area, by reason of such factors, to constitute a visibly perceptible section of the municipality or county.

2. Boundaries of a Historic District: Boundaries of a Historic District shall be included in the separate ordinances designating such districts and shall be shown on the Official Zoning Map of the City of Clarkston, or in the absence of zoning, on an official map designated as a public record.

3. Evaluation of properties within Historic Districts: Individual properties within historic districts shall be classified as:

   a. Contributing (contributes to the district);

   b. Non-contributing (does not contribute to the district, as provided for in B.1.)

C. Designation of a Historic Property:

1. Criteria for selection of Historic Properties: A historic property is a building, structure, site, or object; including the adjacent area necessary for the proper appreciation or use thereof, deemed worthy of preservation by reason of value to the City of Clarkston, the region or the State of Georgia for one of the following reasons:

   a. it is an outstanding example of a structure representative of its era;

   b. it is one of the few remaining examples of a past architectural style;

   c. it is a place or structure associated with an event or persons of historic or cultural significance to the City of Clarkston, State of Georgia, or the region; or

   d. it is the site of natural or aesthetic interest that is continuing to contribute to the cultural or historical development and heritage of the municipality, county, state or region.

D. Requirements for Adopting an Ordinance for the Designation of Historic Districts and Historic Properties:

1. Application for Designation of Historic Districts of Property: Designations may be proposed by the Clarkston City Council, the Commission, or:

   a. for historic districts – a historical society, neighborhood association or group of property owners may apply to the Commission for designation;

   b. for historic properties – a historical society, neighborhood association or property owner may apply to the Commission for designation.

2. Required Components of a Designation Ordinance: Any ordinance designating any property or district as historic shall:

a. list each property in a proposed historic district of describe the proposed individual historic property;

b. set forth the name(s) of the owner(s) of the designated property or properties;

c. require that a Certificate of Appropriateness be obtained from the Commission prior to any material change in appearance of the designated property; and

d. require that the property or district be shown on the Official Zoning Map of the City of Clarkston and be kept as a public record to provide notice of such designation.

3. Require Public Hearings: The Commission or the Clarkston City Council shall hold a public hearing on any proposed ordinance for the designation of any historic district or property. Notice of the hearing shall be published in at least three (3) consecutive issues in the principle newspaper of local circulation, and written notice of the hearing shall be mailed by the Commission to all owners and occupants of such properties. All such notices shall be published or mailed not less than ten (10) nor more than twenty (20) days prior to the date set for the public hearing. A notice sent via the United States mail to the last-known owner of the property shown on the City tax digest and a notice sent via attention of the occupant shall constitute legal notification to the owner and occupant under this ordinance.

4. Notification of Historic Preservation Division: No less than thirty (30) days prior to making a recommendation on any ordinance designating a property or district as historic, the Commission must submit the report, required in Section IV.A.3, to the Historic Preservation Division of the Department of Natural Resources.

5. Recommendations on Proposed Designations: A recommendation to affirm, modify or withdraw the proposed ordinance for designation shall be made by the Commission within fifteen (15) days following the Public Hearing and shall be in the form of a resolution to the Clarkston City Council.

6. The Clarkston City Council Actions on the Commission's Recommendation: Following receipt of the Commission recommendation, the Clarkston City Council may adopt the ordinance as proposed, may adopt the ordinance with any amendments they deem necessary, or reject the ordinance.

7. Notification of Adoption of Ordinance for Designation: Within thirty (30) days following the adoption of the ordinance for designation by the Clarkston City Council, the owners and occupants of each designated historic property, and the owners and occupants of each structure, site or work of art located within a designated historic district, shall be given written notification of such designation by the Clarkston City Council, which notice shall apprise said owners and occupants of the necessity of obtaining a Certificate of Appropriateness prior to undertaking any material change in appearance of the historic property designated or within the historic district designated. A notice sent via the United States mail to the last-known owner of the property shown on the City tax digest and a notice sent via United States Mail shall constitute legal notification to the owner and occupant under this ordinance.

8. Notification of Other Agencies Regarding Designation: The Commission shall notify all necessary agencies within the City of Clarkston of the ordinance for designation.

9. Moratorium on Applications for Alteration or Demolition while Ordinance for Designation is Pending: If an ordinance for designation is being considered, the Commission shall have the power to freeze the status of the involved property.

SECTION V

Application to Preservation Commission for Certificate of Appropriateness

A. Approval of Material Change in Appearance in Historic Districts or Involving Historic Properties:

After the designation by ordinance of a historic property of a historic district, no material change in the appearance of such historic property, or of a contributing or non-contributing building, structure, site or object within such historic district, shall be made or be permitted to be made by the owner or occupant thereof, unless or until the application for a Certificate of Appropriateness has been submitted to and approved by the Commission. A Building Permit shall not be issued without a Certificate of Appropriateness.

B. Submission of Plans to Commission:

An Application for a Certificate of Appropriateness shall be accompanied by such drawings, photographs, plans and documentation as may be required by the Commission.

C. Interior Alterations:

In its review of applications for Certificates of Appropriateness, the Commission shall not consider interior arrangement or use having no effect on exterior architectural features.

D. Technical Advice:

The Commission shall have the power to seek technical advice from outside its members on any application.

E. Public Hearings on Applications for Certificates of Appropriateness, Notices, and Right to Be Heard:

The Commission shall hold a public hearing at which each proposed Certificate of Appropriateness is discussed. Notice of the hearing shall be published in the principal newspaper of local circulation in the city and written notice of the hearing shall be mailed by the Commission to all owners and occupants of the subject property. The written and published notice shall be provided in the same manner and time frame as notices are provided before a Public Hearing for Rezoning.

The Commission shall give the property owner and/or applicant an opportunity to be heard at the Certificate of Appropriateness hearing.

F. Acceptable Commission Reaction to Applications for Certificate of Appropriateness:

Commission Action: The commission may approve the Certificate of Appropriateness as proposed, approve the Certificate of Appropriateness with any modifications it deems necessary, or reject it.

1. The Commission shall approve the application and issue a Certificate of Appropriateness if it finds that the proposed material change(s) in the appearance would not have a substantial adverse effect on the aesthetic, historic, or architectural significance and value of the historic property or the historic district. In making this determination, the Commission shall consider, in addition to any other pertinent factors, the following criteria for each of the following acts:

    a. Reconstruction, Alteration, New Construction or Renovation:

    The Commission shall issue Certificates of Appropriateness for the above proposed actions if those actions conform in design, scale, building materials, setback and site features, and to the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

b. Relocation: A Decision by the Commission approving or denying a Certificate of Appropriateness for the relocation of a building, structure, or object shall be guided by:

1. the historic character and aesthetic interest the building, structure or object contributes to its present setting.

2. whether there are definite plans for the area to be vacated and what the effect of those plans on the character of the surrounding area will be.

3. whether the building, structure or object can be moved without significant damage to its physical integrity.

4. whether the proposed relocation area is compatible with the historical and architectural character of the building, structure, site or object.

c. Demolition: A decision by the Commission approving or denying a Certificate of Appropriateness for the demolition of buildings, structures, sites, trees judged to be 50 years old or older, or objects shall be guided by:

1. the historic, scenic or architectural significance of the building, structure, site, tree or object.

2. the importance of the building, structure, site, tree, or object to the ambiance of a district.

3. the difficulty or the impossibility of reproducing such a building, structure, site, tree, or object because of its design, texture, material, detail, or unique location.

4. whether the building, structure, site, tree, or object is one of the last remaining examples of its kind in the neighborhood or the city.

5. whether there are definite plans for use of the property if the proposed demolition is carried out, and what the effect of those plans on the character of the surrounding area would be.

6. whether reasonable measures can be taken to save the building, structure, site, tree, or object from collapse.

7. whether the building, structure, site, tree, or object is capable of earning reasonable economic return on its value.

G. Undue Hardship:

When, by reason of unusual circumstances, the strict application of any provision of this Ordinance would result in the exceptional practical difficulty or undue economic hardship upon any owner of a specific property, the Commission, in passing upon applications, shall have the power to vary or modify strict provisions, so as to relieve such difficulty or hardship; provided such variances, modifications interpretations shall remain in harmony with the general purpose and intent of said provisions, so that the architectural or historical integrity, or character of the property, shall be conserved and substantial justice done. In granting variances, the commission may impose such reasonable and additional stipulations and conditions as will, in its judgment, best fulfill the purpose of this Ordinance. An undue hardship shall not be a situation of the person's own making.

H. Deadline for Approval or Rejection of Application for Certificate of Appropriateness:

1. The Commission shall approve or reject an application for a Certificate of Appropriateness within forty-five (45) days after the filing thereof by the owner or occupant of a historic property, or of a building structure, site, or object located within a historic district. Evidence of approval shall be by a

Certificate of Appropriateness issued by the Commission. Notice of the issuance or denial of a Certificate of Appropriateness shall be sent by United States mail to the applicant and all other persons who have requested such notice in writing filed with the Commission.

2. Failure of the Commission to act within said forty-five (45) days shall constitute approval, and no other evidence of approval shall be needed.

I. Necessary Action to be Taken by Commission upon Rejection of Application for Certificate of Appropriateness:

1. In the event the Commission rejects an application, it shall state its reasons for doing so, and shall transmit a record of such actions and reasons, in writing, to the applicant. The commission may suggest alternative courses of action it thinks proper if it disapproves of the application submitted. The applicant, if he or she so desires, may make modifications to the plans and may resubmit the application at any time after doing so.

2. In cases where the application covers a material change in the appearance of a structure which would require the issuance of a building permit, the rejection of the application for a Certificate of Appropriateness by the Commission shall be binding upon the building inspector or other administrative officer charged with issuing building permits and, in such a case, no building permit shall be issued.

J. Requirement of Conformance with Certificate of Appropriateness:

1. All work performed pursuant to an issued Certificate of Appropriateness shall conform to the requirements of such certificate. In the event work is performed not in accordance with such certificate, the Commission shall issue a cease and desist order and all work shall cease.

2. The Commission and the Clarkston City Council shall be authorized to institute any appropriate action or proceeding in a court of competent jurisdiction to prevent any material change in appearance of a designated historic property or historic district, except those changes made in compliance with the provisions of this ordinance or to prevent any illegal act or conduct with respect to such historic property or historic district.

K. Certificate of Appropriateness Void if Construction Not Commenced:

A Certificate of Appropriateness shall become void unless construction is commenced within 6 months of date of issuance. A Certificate of Appropriateness shall be issued for a period of 18 months and is renewable.

L. Recording an Application for Certificate of Appropriateness:

The Commission shall keep a public record of all applications for Certificates of Appropriateness, and of all the Commission's proceedings in connection with said application.

M. Acquisition of Property:

The Commission may, where such action is authorized by the Clarkston City Council and is reasonably necessary or appropriate for the preservation of a unique historic property, enter into negotiations with the owner for the acquisition by gift, purchase, exchange, or otherwise, to the property or any interest therein.

N. Appeals:

Any person adversely affected by any determination made by the Commission relative to the issuance or denial of a Certificate of Appropriateness my appeal such determination to the Clarkston

City Council. Any such appeal must be filed with the Clarkston City Council within 15 days after the issuance of the determination pursuant to Section V.H1 of this Ordinance or, in the case of a failure of the Commission to act, within 15 dats of the expiration of the forty-five (45) day period allowed for the Commission action, Section V.H 2 of this Ordinance. Appeals for properties within the City of Clarkston shall be made to the Clarkston City Council. The Clarkston City Council may approve, modify, or reject the determination made by the Commission, if the governing body finds that the Commission abused its discretion in reaching its decision. Appeals from decisions of the Clarkston City Council may be taken to the Superior Court of DeKalb County in the manner provided by law for appeals from conviction for the City of Clarkston ordinance violations.

SECTION VI

Maintenance of Historic Properties and Building and Zoning Code Provisions

A. Ordinary Maintenance or Repair:

Ordinary Maintenance or repair of any exterior architectural or environmental feature in or on a historic property to correct deterioration, decay, or to sustain the existing form, and that does not involve a material change in design, material or outer appearance thereof, does not require a Certificate of Appropriateness.

B. Failure to Provide Ordinary Maintenance or Repair:

Property owners of historic properties or properties within historic districts shall not allow their buildings to deteriorate by failing to provide ordinary maintenance or repair. The Commission shall be charged with the following responsibilities regarding deterioration by neglect.

1. The Commission shall monitor the condition of historic properties and existing buildings in historic districts to determine if they are being allowed to deteriorate by neglect. Such conditions as broken windows, doors and exterior openings which allow the elements and vermin to enter, or the deterioration of a buildings structural system shall constitute failure to provide ordinary maintenance or repair.

2. In the event the Commission determines a failure to provide ordinary maintenance or repair, the Commission will notify the owner of the property and set forth the steps which need to be taken to remedy the situation. The owner of such property will have 30 days in which to do this.

3. In the event that the condition is not remedied in 30 days, the owner shall be punished as provided in Section VII of this Ordinance and, at the direction of the Clarkston City Council, the Commission may perform such maintenance or repair as is necessary to prevent deterioration by neglect. The owner of the property shall be liable for the cost of such maintenance and repair performed by the Commission.

C. Affirmation of Existing Building and Zoning Codes:

Nothing in this Ordinance shall be constructed as to exempt property owners from complying with existing City building and zoning codes, nor prevent any property owner from making any use of this property not prohibited by other statutes, ordinances or regulations.

SECTION VII

Penalty Provisions

Violations of any provisions of this Ordinance shall be punished in the same manner as provided for punishment of violations of validly enacted Ordinances of the City of Clarkston.

SECTION VIII

Severability

In the event that any section, subsection, sentence, clause or phrase of this Ordinance shall be declared or adjudged invalid or unconstitutional, such adjunction shall not in any manner affect the other sections, sentences, clauses, or phrases of this Ordinance, which shall remain in full force and effect, as if the section, subsection, sentence, clause or phrase so declared or adjudged invalid or unconstitutional were not originally part thereof.

SECTION IX

Repealer

All ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed.

SO ORDAINED this ____ day of _____, 2019.

_____

Ted Terry, MAYOR

Attest:

_____

Tracy Ashby, City Clerk

(S E A L)