### RECEIPT

CITY OF ATLANTA DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT 55 TRINITY AVE SW, ATLANTA GA 30303 404-330-6070

PAID CITY OF ATLANTA OCT 1 0 2018

EX OFFICIO MUNICIPAL

REVENUE COLLECTOR

Application: SAP-18-155

Application Type: Planning/SAP/SPI/NA

Address: 340 PHARR RD NE, ATLANTA, GA 30305 Owner Name: ATLANTA REAL ESTATE HOLDING CO Owner Address: 0 P.O. BOX 98309 ATLANTA, GA 30359

**Application Name:** 

Receipt No. 607302

Payment Method Ref Number

**Amount Paid** 

**Payment Date** 

Cashier ID

Received

Comments

Check

1028

\$500,00

10/10/2018

**PAMITCHELL** 

BREC Phara Road, UL (New owner

Owner Info.:

TOWN OR HELDER

Charles Co.

Brade Const. Co.

ATLANTA REAL ESTATE HOLDING CO

0 P.O. BOX 98309

ATLANTA, GA 30359

Work Description: Renovation of an existing structure with a 1,400 square feet expansion and parking variation

\* Applicants must appear in person to file an application. Applications by mail or courier will <u>not</u> be accepted.

SAP -18-155

City of Atlanta, Office of Zoning and Development (404-330-6145)	: SAP-18-155
APPLICANT (name) BREC - Pharr Road, LLC	
ADDRESS 3399 Peachtree Road, NE Suite 1900, Atlanta, GA 30326	Department of City Planning
PHONE NO. 404.842.5591 EMAIL_parker@blanchardre.com	Office of Zoning & Development
PROPERTY LANDOWNER BREC - Pharr Road, LLC	0.07
ADDRESS 3399 Peachtree Road, NE Suite 1900, Atlanta, GA 30326	OCT 10 2018
PHONE NO. 404.266.4511 EMAIL brad.watkins@statebt.com	. 55 Trinity Ave. S.W.
ADDRESS OF PROPERTY 340 Pharr Rd NE, Atlanta, Georgia 30305	Ste. 3350 Atlanta, GA
Land District 17 Land Lot 61 Council District 7 NPU B	
Is property within the BeltLine Overlay District? Yes No K Zoning Classification	
Is Inclusionary Zoning applicable to this project? Yes No X (See additional requirements bel	ow)
existing structures and/or the site. Requests for administrative variations must be accompaned Property Survey: Submit two (2) copies. Lot consolidation, re-platting or subdivision may be Site Plan (released for construction and sealed) and Building Elevations:  a. Initial Submission: Four (4) Site plans & Two (2) Elevations; with two (2) more copies be Other Information: Copies of applicable Rezoning Legislation, Special Use Permit and Exception. Note: additional plans or documents may be required at the discretion of the Property Owner Authorization: Submit required notarized owner consent per attached form Notice to Applicant: Submit attached form with signature and date (page 9).	e required prior to approval of SAP.  if DRI or NPU review is required.  nd any letters for Variance or Special  Office of Zoning and Development.  n (page 4).
Development Controls Specification Form: Provide the applicable information (pages 6 –	•
Fees (non-refundable): Payable to the "City of Atlanta" in the form of cash, credit card, personal of Exterior dome, outdoor diving neutropagns, as non-extension, \$250.	•
<ul> <li>□ Exterior demo, outdoor dining new/expansion, or non-expansion: \$250.</li> <li>□ Developments 50,000 to 250,000 sq.ft. of floor area: \$1,000.</li> <li>□ Developments</li> </ul>	<ul><li>50,000 sq.π. of floor area: \$500.</li><li>≥ 250,000 sq.ft. of floor area: \$1,500.</li></ul>
<ul> <li>Additional Submittal Requirements (as applicable):         <ul> <li>Inclusionary Zoning: All new or conversion multifamily residential rental projects with 10 District OR Westside neighborhoods of English Avenue, Vine City, Ashview Heights, or Inclusionary Zoning Certification Form with their application. Review and complete pages 11-12</li> <li>Bettline, NC-2, NC-6, NC-10, NC-11, NC-12, &amp; NC-14 Districts: Applicant must send a copy contact. Afterwards, complete the Notarized Affidavit of NPU Notification form (page 5), and Certificate of Mailing. The NPU has up to 21 days to review the SAP and forward comments to</li> <li>Pre-application Conference with Zoning and Development Staff (prior to SAP submittate recommended for all other districts. To request this meeting contact Facia Brown at 404-330-66</li> <li>Development Review Committee (DRC): Projects in the Beltline &amp; SPIs 1, 9, 12, 15, 16, 17 (page 3).</li> </ul> </li> <li>Development of Regional Impact (DRI) Study: Developments either over 700,000 s.f. or ha may require a DRI approval by GRTA and ARC. For full thresholds and rules contact GRTA and Initial submission: DRI Form 1 with the SAP application. Zoning and Development staff and ARC.</li> </ul>	AUC must complete and submit the 2 of this SAP for certification forms. of the filed SAP application to the NPU provide a copy of U.S. Postal Service the City.  al: Required only for the Beltline, but 636 or flbrown@atlantaga.gov. districts may require DRC review (See ving greater than 600 residential units d/or ARC.
<ul> <li>Watershed Management (DWM) Requirements (Section 74-504(a)): Consultation meeting disturbance to determine applicable storm water work. Call 404-330-6249 or visit: <a href="www.atlanta">www.atlanta</a></li> </ul>	with DWM is <u>REQUIRED</u> for any site watershed.org/greeninfrastructure
I HEREBY AUTHORIZE CITY STAFF TO INSPECT PREMISES OF ABOVE DESCRIBED PRO ALL STATEMENTS HEREIN ATTACHED & SUBMITTED ARE TRUE TO THE BEST OF MY KNO	PERTY. I HEREBY DEPOSE THAT WLEDGE AND BELIEF.
Date October 9, 2018 Signature of Applicant	
The City Code provides that Zoning and Development Director shall review each request for an SAP within 30 d (Atlanta Code Chapter 16, Section 16-25). * Note: NPU/DRC notification and review, as applicable, are requ	ays of a filing of a completed* application. ired to complete the SAP application.
The above request for a Special Administrative Permit (SAP) was approved or denied on See attached Special Administrative Permit Approval Form(s) for detailed approval information.	
Signed for Director, Office of Zoning & Development Staff Reviewer - Print Name	· · · · · · · · · · · · · · · · · · ·

55 Trinity Ave. S.W. Ste. 3350



### City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION Submittal Checklist

The following checklist is designed to assist those in preparing required materials for SPI, Beltline Overlay, NC, LW, MRC, and MR districts. Items omitted will delay applicant's review process. The following items are required as part of a complete application for a Special Administrative Permit. NPU Notification and DRC review, as applicable, are required as a part of a completed SAP application. Please note: \* FINAL APPROVED SAP PLANS ARE REQUIRED WITH THE PERMIT APPLICATION SUBMITTAL TO THE OFFICE OF BUILDINGS.

- **Lead of the Sap Application Form and Property Landowner Authorization Form:** completed with notarized signatures.
- Notice to Applicant Form: with signature and date.
- Project Summary: Provide cover letter clearly describing all new construction, alterations, repairs or other changes to the exterior appearance of existing structures or site. Any administrative variations ARE REQUIRED to be accompanied by a written justification for each variation requested.
- Property Survey: Two (2) copies of survey (for new single-family and duplex construction, show existing footprints of principal structures on adjoining lots fronting the same street).
- Site Plan (drawn to scale, released and sealed for construction) of proposed improvements showing items listed below\*. Initial Submission: Four (4) copies for initial staff review. If DRI or NPU review is required; one (1) extra copy per review. Final Submission (after staff review): Six (6) copies.
  - a) Date, north arrow, and graphic scale.
  - b) Adjacent streets, with street names, property lines and dimensions, and easements.
  - c) Existing conditions to remain; identify all overhead utility poles, transformers, above ground storm water detention areas and inlets.
  - Proposed new installations: Identify the number, type and location of new street lights, transformers, AC units and other similar mechanical/accessory equipment at or above grade. Identify such items in the public right-ofway which final approval by Department of Public Works or GDOT is required.
  - e) Specify location and widths for all Sidewalks (street furniture and clear zones) and Supplemental Zones.
  - Ground floor layout plan with building and tenant entrances also shown
  - Street-front ground floor façade fenestration -- vertical/horizontal window dimensions and % of facade length
  - Outdoor dining seating plan, dimensions, and % of business establishment floor area
  - Height of structures (including fences/walls)

  - Parking, driveway and curb cut layout and dimensions (auto, truck loading, & bicycle/moped) and city Planning Location of parking deck light fixtures. Also indicate amount of foot-candles, and type of light fixture Development Landscape plan: Planting locations including street trees (with tree species and calipers indicated), parking lot and other on-site landscaped areas (with the dimensions and percentage of lot calculated).
  - m) Provide Developmental Control Specification Form (pages 6-8) information on the site plan,
    - Zoning Classification, Net Lot Area & Gross Land Area, Floor Area Ratio (FAR) square footage of structures & individual uses, etc.
- Rooftop plan when counted towards open space requirements.
  - Atlanta, GA Elevations of building facades Two (2) copies for initial staff review. Final Submission: Three (3) copies.
  - Section drawing(s) as needed showing required sidewalks, supplemental zones (with retaining walls), and building façade & finished floor-level dimensioned within 5 feet above the adjacent sidewalk-level.
  - DRI conditions of approval, rezoning legislation, variance or special exception letters printed on site plan.
  - Transportation Management Plan/Association Membership (where applicable) required based on the zoning district. See specific zoning regulations for confirmation.
- Beltline Overly District, NC-2, NC-6, NC-10, NC-11, NC-12, and NC-14 properties:
  - Mail a copy of the submitted SAP application & drawings stamped received by the Office of Zoning and Development to the NPU contact person.
  - Submit a copy of U.S. Postal Service Certificate of Mailing and Notarized Affidavit of NPU Notification (page 5) as soon as possible to complete the application submission and begin the SAP review period.
  - 12. Photographs (buildings/site): Show existing conditions for alterations to existing building facades and/or site modifications.
  - Shared Off-site Parking: Requests for approval of off-site parking submit materials on Shared Off-site Parking checklist.
    - Other information necessary for the SAP as requested by staff.



## City of Atlanta Office of Zoning & Development

# SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION DEVELOPMENT/DESIGN REVIEW COMMITTEES (DRC)

### \*\*CHECK FOR APPLICABILITY\*\* Beltline Overlay and Special Public Interest (SPI) Districts

Development / Design Review Committees (DRC) have been established as an advisory group for the purpose of providing to the Director of the Office of Zoning and Development formal recommendations/comments on Special Administrative Permit (SAP) applications within the Beltline Overlay and particular SPI zoning districts. Applicants are required to make a presentation of their project to the applicable DRC committee. <u>DRC review is required as part of a completed SAP application</u>.

Each DRC shall consist of committee members representing the corresponding district stakeholders including: property owner(s), business owner(s) or resident(s), and applicable neighborhood organization(s), among others.

The DRC convenes monthly (or as needed) to comment on SAP applications within a particular district. Each DRC shall provide recommendations to the Office of Zoning and Development Staff and the applicant within 7 business days, unless the applicant is requested to return to the applicable DRC and/or present to respective neighborhood organization(s), or NPU.

### DRC Committees (established by City Council Resolution)

- SPI-1 Downtown (2007)
- SPI-9 Buckhead Village (2010)
- SPI-12 Buckhead/Lenox Stations (2012)
   SPI-17 Piedmont Avenue (2001)
- SPI-15 Lindbergh (2001)
- SPI-16 Midtown (2001)
   SPI-17 Pindmont Avenue (2001)

· Beltline Overlay (2015)

### **Meeting Dates and Locations**

<u>Downtown SPI-1</u>
Meetings held the 4<sup>th</sup> Thursday morning monthly
Central Atlanta Progress, 84 Walton Street NW, Suite 500
Contact Audrey Leous: <u>ALeous@atlantadowntown.com</u>
(404) 658-5911

Buckhead Village SPI-9 & Buckhead/Lenox SPI-12
Meeting held 1st Wednesday afternoon monthly
BATMA, 3340 Peachtree Road NE
Tower Place Bld. 100, Suite 1515
Contact Denise Starling: Denise@batma.org
(404) 842-2680

Midtown SPI-16 & Piedmont Avenue SPI-17
Meetings held the 2<sup>nd</sup> Tuesday evening monthly
Midtown Alliance, 999 Peachtree Street NE, Suite 730
Contact Ginny Kennedy: Ginny@midtownalliance.org
(404) 892-4782

#### **Beltline Overlay**

Meeting held the 3rd Wednesday evening monthly
Atlanta Beltline Inc.
100 Peachtree Street NW, Suite 25tice of Zoning & Development
Contact Lynnette Reid: <u>LReid@atlbeltline.org</u>
(404) 477-3551

Lindbergh SPI-15: Meetings coordinated by City of Atlanta Zoning and Development Staff: (404) 330-61460 100 2018

### **Application Submittal and Review Process**

55 Trinity Ave. S.W.

- 1) Pre-application meeting with Office of Zoning and Development staff. To arrange such a meeting contact Facia Assown at 404-330-6636 or flbrown@atlantaga.gov.
- Notify the applicable DRC contact (as listed above) to arrange placement on the next scheduled DRC meeting agenda.

#### **DRC Submittal Requirements**

- 1) Written summary of proposed scope of work (include applicable project information such as total square footage, # and breakout of residential units, and square footage of each commercial use, building height, parking and loading provided, etc.).
- Identification of all administrative variations requested and written justification for each requested.
- 3) PDF Digital drawings (to-scale) of site plans and building elevations as applicable to the scope of work.
- 4) Photographs of the existing property.
- Contact DRC representative to e-mail project information (prior to meeting) and confirm DRC meeting date and time.
- 6) At the DRC meeting:
  - a. Provide hardcopies of cover letter and drawings (in 11"x17" size) for distribution to each committee member.
  - b. Provide drawings on boards for project presentation to committee members or digital PowerPoint presentation (coordinate with DRC representative on the latter).

### **Committee Review Responsibilities**

- 1) Make recommendations on project concerning zoning requirements and administrative variations requested.
- 2) Make other design recommendations for consideration concerning an application. Note: these other recommendations are not code requirements.



# City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION Notarized Authorization by Property Land Owner

File # SAP-18-15S

(Required only if applicant is not the owner of the property subject to the application)

TYPE OF APPLICATION: Special Administrative Permit	
I, David Cline, Agent of BREC - Pharr Road, LLC SWE, owner(s) name  OF THE PROPERTY LOCATED AT: 340 Pharr Road	AR THAT I AM THE <u>LANDOWNER</u> NE, Atlanta, GA 30305
AS SHOWN IN THE RECORDS OFFulton THE SUBJECT MATTER OF THE ATTACHED APPLICATE BELOW TO ACT AS THE APPLICANT IN THE PURSUIT O NAME OF APPLICANT (PRINT CLEARLY):	
Parker Blanchard, Agent of BREC - Pharr Road, LLC  ADDRESS: 3399 Peachtree Road NE, Atlanta, GA 30326	
Personally Appeared Before Me	Signature of Property Landowner David Cline, as Agent, BREC - Pharr Road, LLC Print Name of Property Landowner
Who Swears That The Information Contained In this Authorization Is True and Correct To The Best of His or Her Knowledge and Belief.  Signature of Notary Public  Date  EXPIRES  GEORGIA	Department of City Planning Office of Zoning & Developmen  () () [ 1 1 () 20) [ ]  65 Trinity Ave. S.W. Ste. 3350 Atlanta, GA





# City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP)

**AFFIDAVIT OF NPU NOTIFICATION** 

(ONLY APPLICABLE FOR BELTLINE, NC-2, NC-6, NC-10, NC-11, NC-12 & NC-14 DISTRICT)

File # SAP-18-155

This Affidavit form and a copy of the **United States Postal Service Certificate of Mailing** are required by owner and applicant of the property subject to the Special Administrative Permit application. Submit within FIVE (5) days of application submittal.

The Neighborhood Planning Unit (NPU) has <u>TWENTY ONE (21)</u> days from the date of the associated certificate of mailing to provide one (1) set of written comments to the Office of Zoning and Development prior to any SAP approval.

Land District		_ Council District	NPU
	Land Lot	_ Council District	_ NPU
Email:			
32J.002(1), 16-32K.002	2(1), and 16-32L.	d affirm that I have I icable requirements 002(1).	of the City of Atlant
Phone Number(s	s)	Email Addres	s (es)
cent NPU(s) Cont	act Informatio	on	
•	•		s (es)
(To I	be completed by A Office of Zoning	Oity Planning RPDSART&PISTATO:	
day of	30111		
20	001.1		nature of Applicant
ed	Ste.	Ave, S.W. .3350	• •
Belief.	Atten	Printed	Name of Applicant
		Office of Zoning &	Development Staff
1			
	Email:  SAP) affects, and am a 32J.002(1), 16-32K.00  NPU Contact Information Phone Number(statement NPU(s) Contact NPU(s) Con	swear and SAP) affects, and am aware of the applitude of	swear and affirm that I have respectively. SAP) affects, and am aware of the applicable requirements 32J.002(1), 16-32K.002(1), and 16-32L.002(1).  NPU Contact Information  Phone Number(s) Email Address are the complete by Application and Address are the complete by Application an

NA



# City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION <u>Development Controls Specifications (Required)</u>

File #\_ SAP-18-155

\*Developmental Controls forms are required to be completed by the applicant, and all <u>applicable</u> specifications should be shown on the site plan in chart form. Items omitted will delay the plan review process. <u>Refer to City of Atlanta Zoning Code (Chapters 8, 19, and 28) for clarification.</u>

Definitions and	d Methods o	 f Calculatio	n			
<ul> <li>GLA for oway width</li> <li>GLA (with</li> <li>GLA may</li> <li>GLA shall</li> </ul>	corner lots = (NI +2) X (street "B only one front y include half of the not be used for	.A) + [(street "A " length of propy vard adjacent to he right-of-way calculating FA	ine X width of property "right-of-way width +2 perty line) + [(street "A" street) = (NLA) + [(street, park) (including streets, park) R for properties within starea minus area of but	X (street "A" leng right-of-way width et right-of-way wid s, lakes and ceme ingle-family or two	+2) X (street "B" righ dth +2) X (length of fr teries) up to 50 feet in p-family-zoned subare	l-of-way width +2)] ont property line)] n width.
Lot Size (in squ	are footage)					
Gross La	nd Area (GLA)			-		
	_ot Area (NLA)					
Floor Area Rat	io (FAR) – a:	s applicable	. Check which us	ed for resider	ntial: 🗀 GLA, o	r <u>Unla</u>
	Residential FAR Ratio	Residential S	quare Footage	Non- Residential FAR Ratio	Non-Residential Sq	uare Footage
Base Allowed						
Base Provided						
Bonus Allowed						
Bonus Provided	Vide is visited to the second of the					****
Bonus FAR Pro	gram (check	bonus utilized	d if applicable)			
Transit  Station	Ground Floor Retail		Open Space and New Streets	Community Center	Workforce Housing	' 🗆
Residential Uni	ts			Total Provid	ed:Department of C	ity Planning
	Num	ber of Units Pro	ovided (without bonus)		Office of Zoning &	Development
Number	of Bonus Units	Provided (with	out workforce housing)			
Number of Bon	umber of Bonus Workforce Housing Units Provided (20% required)		2018			
	The second secon	Total Nu	mber of Units per Acre			
<b>Building Cover</b>	age □ or	Lot Cover	age 🗆 🛘 (check a)	oplicable as requ	55 Trinity A lired per zoning dist	riêt)
			Percentage (%)		Ahanta	Square Footage
Max. Permitted						····
Provided						
Fenestration (%	of each street	-fronting facac	te calculated separate	ly, per district re	gulations)	
	Reside	ntial Façade P	ercentage (%)	Non-res	idential Façade Perc	entage (%)
	Local Street	Arterial/Collec	tor Beltline Corridor	Local Street	Arterial/Collector	Beltline Corridor
Min. Required						
Provided (specify for each street)						





### City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION **Development Controls Specifications (Required)**

File# SAP-18-155

## Residential Open Space Requirements (refer to Chapter 28 for clarification)

## **Definitions and Methods of Calculation** LUI = Land Use Intensity Ratios Table (per Section 16-08 R-G District Regulations) TOSR are calculated only for residential developments. TOSR includes the total horizontal area of uncovered open space plus 1/2 of the total horizontal area of covered open space subject to the limitations in Section 16-28.010 (4). Covered total open space is the open space closed to the sky but having two clear unobstructed open or partially open (50% or more) sides. TOSR required = (LUI table) X (GLA). TOSR provided = (GLA) - (area of building footprint) + (combined area of balconies and rooftop terraces). UOSR requirements are calculated using the residential FAR (of the corresponding net lot or GLA lot sized used to calculate FAR) for both residential and mixed-use developments. It does not include areas for vehicles. However, newly created on-street parking (outside of existing travel lanes) and new streets may be counted towards the UOSR calculations as specified in the district regulations. UOSR required = (LUI table) X (the corresponding lot size used to calculate FAR). If GLA is used for USOR, than the amount provided shall be = (NLA) - (area of building footprint + surface area of parking lots, and driveways) + (balconies, rooftop terraces, and landscaped areas on sidewalks within the adjacent right-of-way). TOSR: Total Open Space Requirements for Residential Only Projects (Not required in SPI-9, SPI-16, SPI-17, SPI-18, SPI-20, SPI-21, MRC, MR, or LW districts, or in mixed-use developments.) Ratio Total Square Footage Minimum Required Provided Square Footage breakout of UNCOVERED TOSR amount provided by the following:

## Roof area improved as recreation space Square Footage breakout of COVERED TOSR amount provided by the following:

GLA minus building square footage

Areas closed to the sky (roof) but having two sides with a minimum of 50% open

Portions of Landscaped Areas in Right-of-way adjacent to

Open exterior balconies (per Section 16-28 or district regs)

### UOSR: Usable Open Space Requirements for Residential and or Mixed-use Developments (These are areas not counted towards Public Space Requirements)

Total Square Footage Minimum Required Square Footage Breakdown of UOSR amounts provided by the following: Balconies Department of City Planning Office of Zoning & Development Rooftop Terraces Landscaped Areas and Plazas Portions of Sidewalks on Private Property

> Ste. 3350 Atlanta, GA

Property





# City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION <u>Development Controls Specifications (Required)</u>

File # 5AP-18-165

Non-Resident	tial Public Space Requiren	nents (refer to Chapter 28 for clarification)
그 아들은 아이들 때 아들은 사람이 되고 있다.	ace Requirements for Non-resider	ntial & Mixed-use Developments
Public Space provid	ed = (square footage area of exterior space,	+ (square footage area of interior space)
	Percentage (%)	Total Square Footage
Minimum Required		
Provided		
Square Footage Brea	akdown of PSR amounts provided by the	following:
areas, plazas, terrace	le to general public such as landscaped es, patios, observation decks, fountains, reas, open recreational spaces, etc.)	
during normal busine lobbies, concourses,	vel area accessible to the general public ss hours such as malls, galleries, atria, plaza, walkways, fountains, landscape eation, pedestrian seating, or eating and s)	

Parking and Loading Requirements (refer to district regulations and Chapter 28 for clarification) Residential Unit Breakout Number of Studios Number of 1 BR Number of 2 BR Number of 3 BR Number of 4 BR On-site Parking Residential Non-residential Uses Spaces Minimum Required Provided Maximum Allowed **Bicycle Parking** Residential Non-residential Uses Spaces Minimum Required Provided On-site Loading Spaces (see applicable zoning district requirements or Section 16-028.015) Residential/Hotel Non-residential Uses (break out by use) Minimum Required (specify for each use) Department of City Planning Office of Zoning & Development Provided (specify for each use) OCT 10 3018



# City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION Notice to Applicant

**Notice to Applicant** 

File # 5AP-18-155

The applicant hereby acknowledges notification that in the process of design review in connection with the issuance of a **Special Administrative Permit (SAP)**, the City of Atlanta Office of Zoning & Development (OZD) will only review such documents as are deemed necessary for the approval of a project concept in compliance with the district regulations set forth in the City of Atlanta Zoning Code. Such documents may include, without limitation, the elevations of the structures proposed and site plans specifying the arrangement of such structures and other features of the project, but generally will not include a full set of construction drawings. This level of review is for the purpose of determining compliance with those sections of the Zoning Code applying to the district where the project is located or to be located and to allow the applicant the flexibility to receive approval for a project concept without the requirement that a full set of construction drawings, that would otherwise be necessary to obtain a building permit, be prepared, presented and reviewed.

It is the applicant's duty to ensure that all drawings or plans, that may be required for further permitting of the actual construction of the project, will result in a finished project that complies with the elevations, site plan and other plans on which the SAP was granted. The applicant is further notified that neither the Office of Buildings nor any of the other City of Atlanta agencies that review any other part of the overall project plans for compliance to building codes, zoning codes, the tree preservation, the riparian buffers ordinance, land disturbance regulations, drainage and sewer capacity or any other regulations in effect at the time of plan review have the authority to approve any changes to the exterior appearance of structures or site plans in a SAP.

It is the responsibility of the applicant to ensure that any changes required, requested, or allowed by any other City agency or any other agency reviewing the plans during any part of the building permit process will not alter the exterior appearance of any structure or cause the relocation, rearrangement and/or reorientation of any feature of the site plan. Therefore, it is important for the applicant to be aware that even changes which may be in compliance with other codes, including without limitation, an increase to the height of the structure, whether resulting from changes to the foundation plan or the grading plan of the site, alterations to the interior layout of the structure that affect the location or size of exterior doors or windows, or changes to the method of construction for any floor of a structure or the roof of any structure, may affect the exterior appearance in a manner which could cause the finished structure to be out of compliance with the elevations approved by the OZD.

The applicant is further put on notice that the location of any feature specified on the site plan is not to be changed from that location which is specified on the site plan approved by the OZD. This includes, without limitation, any such changes that might affect the setbacks of any structure, the orientation of structures or features on the lot, including, without limitation, accessory buildings, the location and size of driveways, walkways, fences, parking pads, parking spaces, loading zones and service areas. It shall be the responsibility of the applicant to ensure that any changes required by any agency reviewing plans for the project remain consistent with the site plan and elevations approved by the OZD

It shall be the responsibility of the applicant, not the OZD, to monitor any plan changes during the permitting of the project to be sure that such changes do not affect the elevations and site plan approved by the OZD at the time of issuance of the SAP.

It is also the responsibility of the applicant to ensure that any changes made on site during the construction of the project, regardless of whether such changes are approved by a City building inspector, or representative of another City agency as being in compliance with the building codes or other applicable codes, do not result in a change to the exterior appearance of a structure or in a change to the site plan. The City of Atlanta Zoning Ordinance provides a process under which changes to the elevations and site plan in a SAP may be approved, however such approval is not guaranteed and the applicant is hereby notified that such changes are based on the application of the district regulations and not on the fact that a hardship, financial or otherwise may result if such permission is not given. The duty to adequately monitor the construction of the project to ensure compliance to the approved SAP and or any other City permit shall at all times be on the applicant, who assumes all risk of loss, financial or otherwise, from enforcement actions that result from the failure to comply with the SAP or any other City permit.

The applicant acknowledges that relief from any stop work order or other enforcement action, whether resulting from action taken by the OZD staff, the Office of Buildings staff or by the staff of any other City agency, must be appealed within the time and in the manner provided by the City Code. The applicant further acknowledges that the decision to apply to the OZD for permission to alter the approved plans is not an appeal of a stop work order or other enforcement action. The applicant acknowledges that it is solely within their own discretion to choose a process to resolve any dispute arising from the interpretation of any ordinance, the issuance of a stop work order or any other enforcement action and that the resolution of any such matter shall be made in compliance with the City Code and other applicable laws. The applicant further Cate Microscopic that no written or oral representation of any City officer, employee, agent or elected official can waive or modify the Otio Other Land Code and City officer, employee, agent or elected official can waive or other action.

BREC - Pharr Road, LLC

Applicant Printed Name

Applicant signature

<del>-001-1-0 2019</del>

10 9 2018 Date



File # SAP-18-15 5

The Director of the Office of Zoning & Development or their designee may approve a shared off-site parking arrangement (on private property), as permitted by the corresponding zoning district, subject to the applicant providing <u>all</u> of the following documentation. Please check below each item submitted. <u>Items omitted can and will delay applicant's review process.</u>

- 1. Written summary describing the shared parking arrangement which shall identify:

  a) Subject property: the principal property address and the lessee's name and contact information

  b) Off-site parking: the off-site property address and the lessor's (property owner) name and contact information

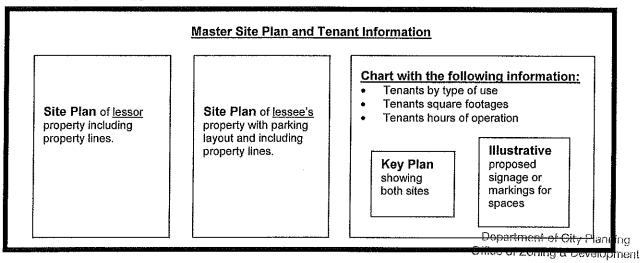
  2. Written notarized consent of the property owners agreeing to the shared parking arrangement.

  3. Property owner verification: affidavits, deeds or other documents that verify current property ownership information of the property providing the off-site parking.
- 4. Copies of valid notarized parking leases which shall include:

a) The term of the lease and expiration date. Note: lapse of a required lease agreement may result in revocation of building permits/business licenses. Renewed leases shall be filed with the Office of Zoning & Development.

- b) A list of all executed lease agreements for the off-site parking location which are current at the time that the application is filed with the Office of Zoning & Development. For each agreement identify the tenant, the time frame, the number of parking spaces to be used, and the hours of operation during which the spaces are leased. If no agreements exist, submit affidavit from property owner stating to that affect.
- 5. Site plans for all properties to be included in the shared parking arrangement. Said plans shall include the following:
  - a) Drawn to-scale that indicates the location and the layout of the proposed parking spaces in relation to the lessor's property.
  - b) Documentation of all tenants sharing the parking facility, including:
    - i. By type of use (i.e. retail, eating and drinking establishment, office, residential, etc.) and their individual tenant square footages to determine minimum parking requirements for each.
    - ii. Hours of operation of each tenant.
  - Illustrative indication of how such shared off-site parking spaces shall be clearly marked and signed reserved during the specified lessor's hours.

Sample site plan with applicable information:



Please note the following requirements are also generally applicable:

- Compliance with the criteria of Section 16-25.002(3).
- Compliance with the parking lot landscape requirements of the applicable zoning district and Chapter 158-30.
- On-street parking in the public right-of-way is typically not counted towards a parking arrangement.

		55 Trinkly Ave. S.W.
		Ste. 3350 Atlanta, GA
Applicant Printed Name	Applicant Signature	Date

October 9, 2018

City of Atlanta
Office of Zoning and Development
55 Trinity Avenue
Suite 3350
Atlanta, Georgia 30303

Department of City Planning Office of Zoning & Development

001 10 202

55 Trinity Ave. S.W. Ste. 3350 Atlanta, GA

RE: Project Summary - 340 Pharr Rd NE, Atlanta, Georgia 30305

To Whom it May Concern:

BREC – Pharr Road, LLC purchased 340 Pharr Rd NE in May, 2018. We plan to renocate the existing structure, a former Bank of America branch, for another Bank (State Bank & Trust / Cadence Bank).

Here are some bullet points below that may be helpful to you:

- 1. The reduction of active Drive Thru lanes from six down to one.
- 2. We are using the existing canopy and do not expect to add square footage outside the existing footprint. Building is currently 834 SF, will be 2,238 once renovated
- 3. The removal of the existing driveway between the building & both streets (Pharr & Grandview)
- 4. The removal of the curb cut closest to the signalized intersection (Pharr & Grandview)
- 5. The sole curb cut on Pharr Rd will be egress only
- 6. The addition of bike racks, street trees, green space, street lighting & new sidewalks
- 7. Improved Signage (that will be relocated)
- 8. We are more than doubling the amount of Pervious surface (existing is 14% and the proposed plan reflects 33%)
- Cadence will have seven (7) employees on the premises and off-site parking is not available (within a reasonable distance), therefore, we are seeking 14 parking spaces which requires a variation of the Buckhead Parking Overlay.
- 10. A full re-skin of the building and significant aesthetic improvements

Please call me to discuss any questions or concerns you have.

Thank you.

Parker Blanchard BREC-Pharr Road, LLC P: 404.842.5591 Department of City Planning Office of Zoning & Development

**OCT 1.0 2018** 

October 9, 2018

City of Atlanta
Office of Zoning and Development
55 Trinity Avenue
Suite 3350
Atlanta, Georgia 30303

Department of City Planning
Office of Zoning & Development
SAP-18-155

0Cf 10 Yes

56 Trinity Ave. S.W. Ste. 3350 Atlanta, GA

RE: Parking Variation Request - 340 Pharr Rd NE, Atlanta, Georgia 30305

To Whom it May Concern:

State Bank and Trust Company is the wholly owned subsidiary bank of State Bank Financial Corporation, a publically traded financial institution (NASDAQ: STBZ) with \$5 billion in assets headquartered in Atlanta, Georgia. We have operated our current retail banking branch at 415 East Paces Ferry Road NE, Atlanta, Georgia, since 2009.

Our three story building consists of approximately 23,603 square feet, has a walk-up Automated Teller Machine (ATM), an external deposit drop box, and one drive-thru lane serviced by a State Bank employee located inside the branch itself. This location has a total of 64 parking spaces to service its tenants and customers, two of which are marked as handicap spaces.

During operating hours, State Bank has as many as ten employees working in the retail branch at any given time. We currently process approximately 100 in-person teller transactions inside the branch every day. We also maintain 250 safe deposit boxes at the branch, and the branch houses State Bank Loan Officers who service consumer, mortgage, and small business customers, and State Bank Customer Service Representatives who actively assist with new deposit account opening and maintenance requests. The provision of these services results in additional patrons visiting the branch on a daily basis. Last, there are approximately 55 consumer and commercial deposits placed in the external deposit drop on a daily basis, and approximately 390 ATM transactions conducted on a monthly basis.

State Bank is proposing to relocate our existing branch to the newly renovated 2,250SF building located at 340 Pharr Road NE, Atlanta, Georgia. We intend to conduct business and provide banking services in a manner similar to our current operations at 415 East Paces Ferry Road. We intend to have seven full-time employees at the Pharr Road branch during operating hours who will need parking. Also, we feel it is essential to have dedicated customer parking on site in order to service our customer's banking needs and operate successfully.

Furthermore, employee and customer safety is of utmost importance to State Bank, and, given the nature of our business and the types of transactions conducted at banking facilities, it is not desirable to require our employees or customers to park off-site. Our survey of adjacent properties has found zero availability for such parking arrangements.

As such, we are hereby requesting a variance for a total of 14 parking spaces at 340 Pharr Road NE; seven of which would be dedicated for employees, six of which would be dedicated for customers and one of which would be reserved as a handicap space.

We remain committed to serving the needs of our customers, to being great Buckhead neighbors, and to enhancing the physical desirability to the existing facility and its surroundings.

Sincerely,

SAP-18-155

David W. Cline

**Executive Vice President** 

State Bank and Trust Company

Department of City Planning Office of Zoning & Development

OCT 10 His.



Compliance specialist

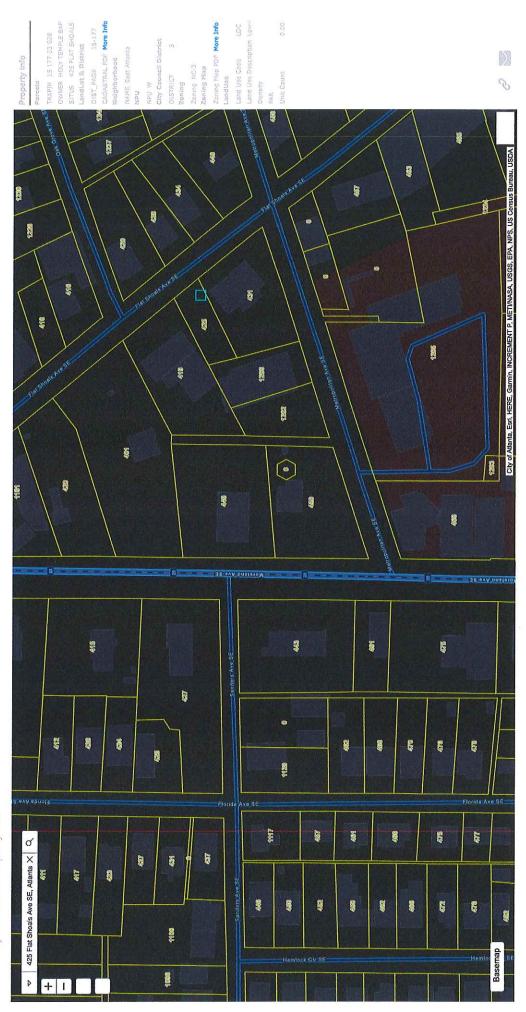


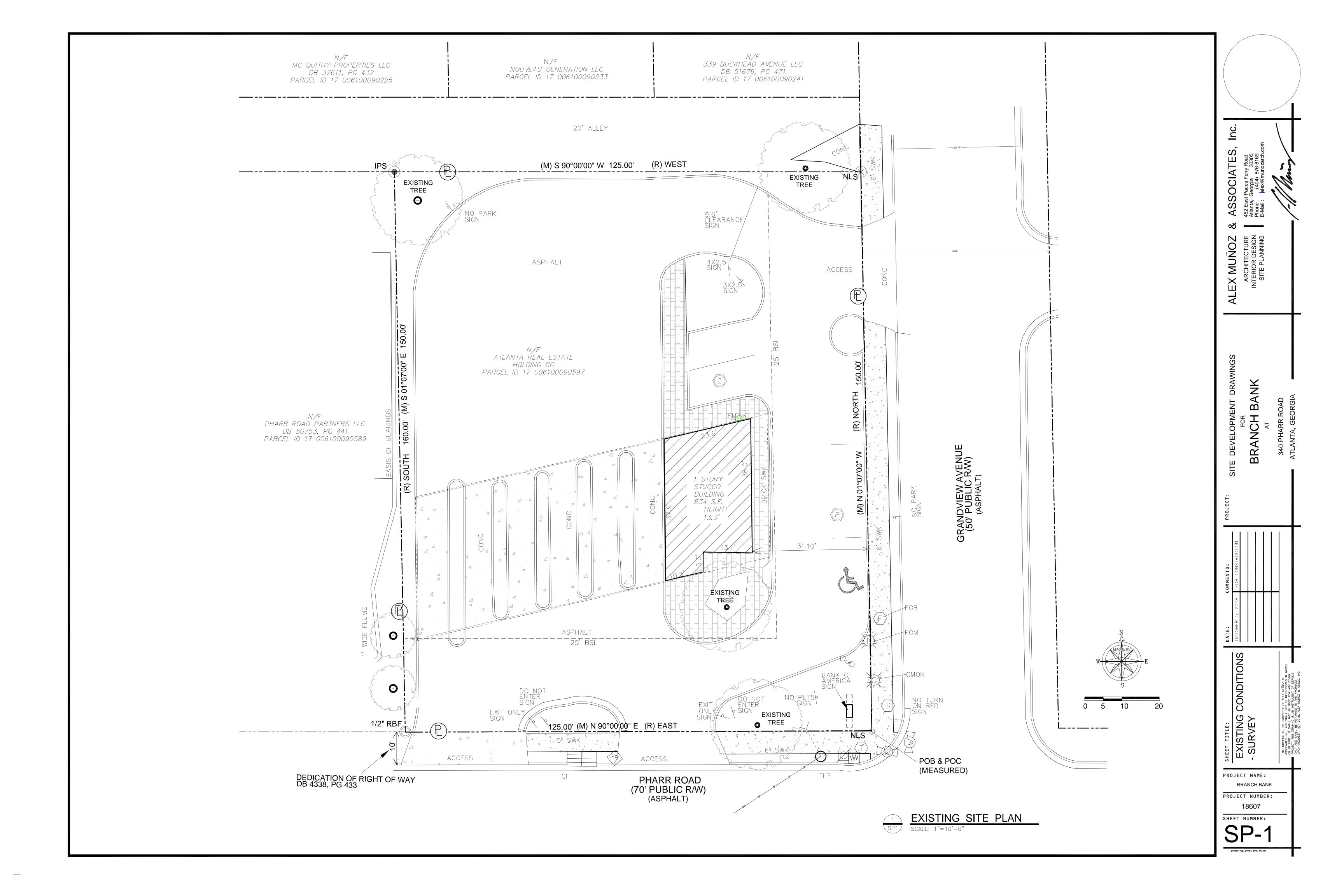
### City of Atlanta Office of Zoning & Development SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION **Inclusionary Zoning Certification Form**

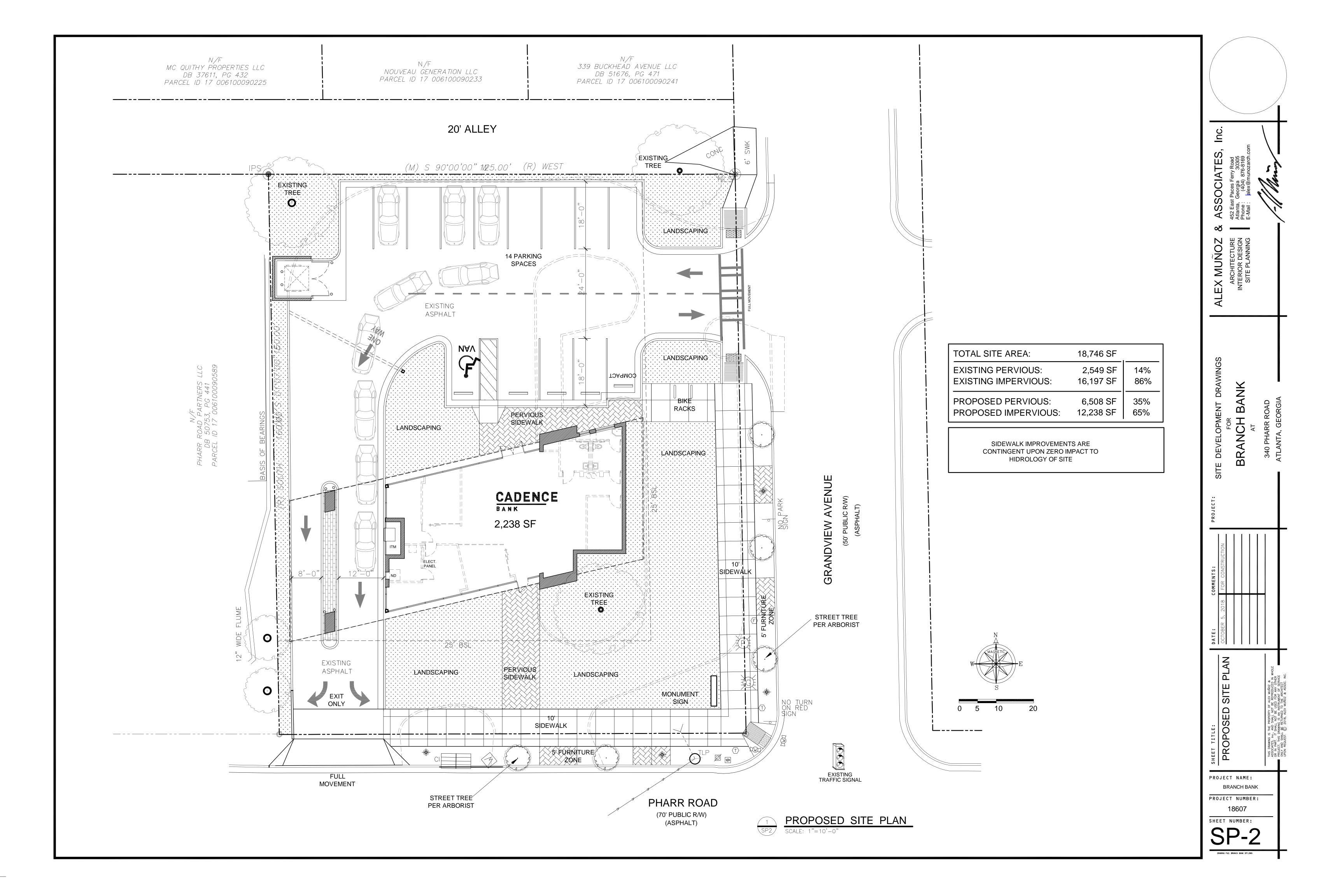
<u> 549-18-155</u> File #

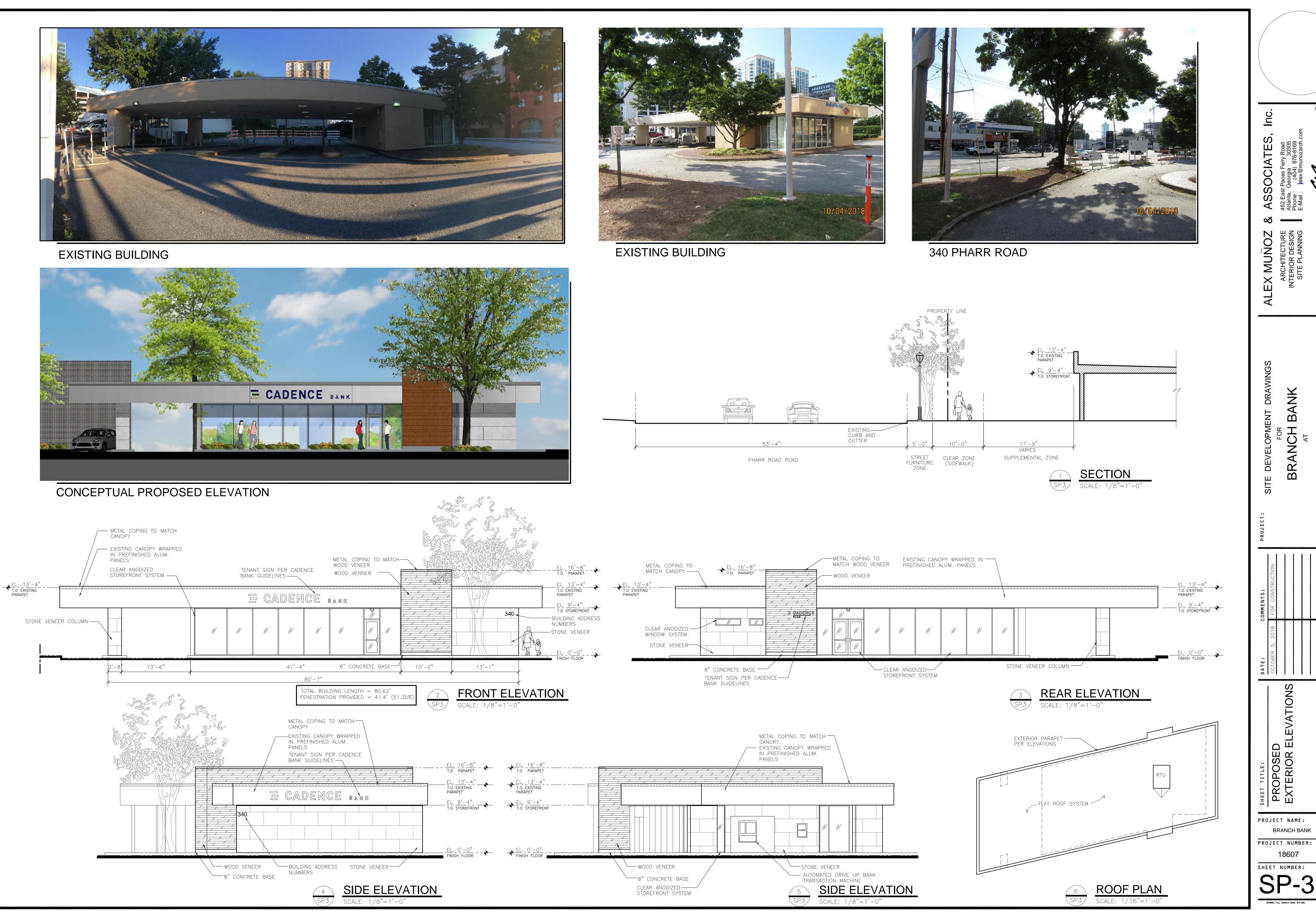
Instructions: this form must be completed for all IZ applicable projects and included on the Cover/Title page of plan submissions I. Please complete the following acknowledgement of compliance (check only one statement) Acknowledge the plans set forth will satisfy the requirements of 16-36A.004 or 16-37.004 and certify the following floorplans to be built will be affordable units and the number of units to be designated affordable within each floorplan type. This includes acknowledgement that each affordable unit are substantially similar in construction and appearance to market rate units, and shall not be in isolated areas of the development, but shall be interspersed among market rate units; OR Acknowledge that in-lieu of compliance with the on-site affordability requirements, will elect to pay an in-lieu fee to the City in accordance with 16-36A.007 or 16-37.007. Signature Date Applicant II. For each unit configuration, please complete the following table to identify affordable units. Attach a separate table if more space is needed (only applicable to projects that comply with affordability requirement) Affordable # affordable units Expected Affordability level (\_\_% Unit mix Unit type # total units or less AMI) (round up) market rent rent \$1000 80% 15% 3 \$784 Ex) 1 bed/1 bath 20 8 \$1400 \$990 80% 15% Ex) 2 bed/2 bath 50 ill. Please select up to three (3) incentive option(s) you wish to apply to this project (only applicable to projects that comply with affordability requirement) Increase in density bonus: a 15% floor-area-ratio (FAR) increase above the FAR set by current zoning Transfer of development rights: additional unused density can be transferred to other property owners Reduction in residential minimum parking requirement: no minimum Reduction in non-residential minimum parking requirement: a 25% reduction for non-residential spaces in mixed residential/commercial Priority review: SAP applications will be given priority, advance to top of staff review queue, and be reviewed within 21 days Major project status: project will be afforded major projects meeting with representatives from all departments to review the development for permitting, meet with applicant, and identify potential issues to expedite process IV. Please indicate if you are also receiving either of the following from the respective agencies (only one allowed; only applicable to projects that comply with affordability requirement) Invest Atlanta's Lease Purchase Bond Atlanta Housing Authority's HomeFlex or Housing Choice Programs V. Please submit with the application a detailed marketing plan on how affordable units will be promoted (only applicable to projects that comply with affordability requirement). Be sure to include: Who: target audience What: messaging and language to be used in promotional material When: promotion and campaign launch timeline Where: distribution method or networks (e.g. print flyers, web ads, etc.) VI. Please review Exhibit D, the Land Use Restriction Agreement. This legal document needs to be executed, recorded, and returned prior to issuance of the certificate of occupancy (only applicable to projects that comply with affordability requirement). Department of City Planning Office of Zoning & Development Certification (for plan reviewer use only) Proposed project meets all IZ on-site affordability and program requirements Project applicant elects to pay in-lieu fee and are not subject to on-site affordability requirements Signature Plan reviewer OA/QC Review by OHCD (for internal use only) Ste. 3350 Aflanta, GA Signature Date

City of Atlanta Property Info









PROPOSED
EXTERIOR ELEVATIONS PROJECT NAME: **BRANCH BANK** PROJECT NUMBER:

