



APPLICATION FOR A SPECIAL ADMINISTRATIVE PERMIT (SAP)

For SPI, Beltline, LW, MR, MRC, NC, I-Mix Zoning Districts & Unified Development Plans File No.: _____
City of Atlanta, Office of Zoning and Development (404-330-6145)

APPLICANT (name) Randy E. Pimsler

ADDRESS 455 Glen Iris Drive, NE, Suite C Atlanta, Georgia 30308

PHONE NO. 404 695 0602 **EMAIL** randy@pimslerhoss.com

PROPERTY LANDOWNER JPPF BV Land L.P.

ADDRESS 675 Ponce de Leon Avenue, NE Atlanta, Georgia 30308

PHONE NO. 678 503 3010 **EMAIL** lisa.archer@jamestownlp.com

ADDRESS OF PROPERTY 309 Buckhead Avenue Atlanta, Georgia 30305

Land District 17 **Land Lot** 61 **Council District** 7 **NPU** B

Is property within the BeltLine Overlay District? Yes No Zoning Classification SPI 9 SA 1

Is Inclusionary Zoning applicable to this project? Yes No Is this a Unified Development Plan? Yes No

Submittal Checklist (See detailed checklist on page 2):

- Project Summary:** Provide cover letter describing new construction, alterations, repairs or other changes to the exterior of existing structures and/or the site. Requests for administrative variations must be accompanied by a written justification for each.
- Property Survey:** Submit one (1) copy. Lot consolidation, re-plating or subdivision may be required prior to approval of SAP.
- Site Plan** (released for construction and sealed) **and Building Elevations:**
 - a. **Initial Submission:** One(1) site plan & One (1) set of elevations.
 - b. **Other information:** Copies of applicable Rezoning Legislation, Special Use Permit and any letters for Variance or Special Exception. Note: additional plans or documents may be required at the discretion of the Office of Zoning and Development.
- Property Owner Authorization:** Submit required notarized owner consent per attached form (page 4).
- Notice to Applicant:** Submit attached form with signature and date (page 10).
- Development Controls Specification Form:** Provide the applicable information (pages 7 - 9).

Fees (non-refundable): Payable to the "City of Atlanta" in the form of cash, credit card, personal or cashier check, or money order.

- Exterior demo, outdoor dining new/expansion, or non-expansion: \$250.
- Developments < 50,000 sq.ft. of floor area: \$500.
- Developments 50,000 to 250,000 sq.ft. of floor area: \$1,000.
- Developments ≥ 250,000 sq.ft. of floor area: \$1,500.

I HEREBY AUTHORIZE CITY STAFF TO INSPECT PREMISES OF ABOVE DESCRIBED PROPERTY. I HEREBY DEPOSE THAT ALL STATEMENTS HEREIN ATTACHED & SUBMITTED ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Date 12.03.2020 Signature of Applicant _____

Additional Submittal Requirements (as applicable):

- **Inclusionary Zoning:** All new or conversion multifamily residential rental projects with 10 or more units in the Beltline Overlay District OR Westside neighborhoods of English Avenue, Vine City, Ashview Heights, or AUC must complete and submit the Inclusionary Zoning Certification Form with their application. Review and complete pages 11-12 of this SAP for certification forms.
- **Beltline, NC-2, NC-6, NC-10, NC-11, NC-12, & NC-14 Districts:** Applicant must send a copy of the filed SAP application to the NPU contact. Afterwards, complete the Notarized Affidavit of NPU Notification form (page 6), and provide a copy of U.S. Postal Service Certificate of Mailing. The NPU has up to 21 days to review the SAP and forward comments to the City.
- **Pre-application Conference with Zoning and Development Staff (prior to SAP submittal):** Required only for SPIs: 1, 9, 12, 15, 17, 18, 20, 21, 22 and recommended for all other districts. To request this meeting, contact Christian Olteanu at 404-330-6961 or colteanu@atlantaga.gov.
- **Development Review Committee (DRC):** Projects in the Beltline & SPIs 1, 9, 12, 15, 16, 17 districts may require DRC review (See page 3).
- **Development of Regional Impact (DRI) Study:** Mixed-use developments with at least 700,000 s.f. or residential with at least 700 residential units may require a DRI approval by GRTA and ARC. For full thresholds and rules contact GRTA and/or ARC.
 - **Initial submission:** DRI Form 1 with the SAP application. Zoning and Development staff will then submit information to GRTA and ARC.
- **Watershed Management (DWM) Requirements (Section 74-504(a)):** Consultation meeting with DWM is **REQUIRED** for any site disturbance to determine applicable storm water work. Call 404-330-6249 or visit: www.atlantawatershed.org/greeninfrastructure
- **Unified Development Plans:** Applicable to all zoning districts except R-1 to R-5, RLC, PD, & historic bldgs/districts (Section 16-28.030)

The City Code provides that Zoning and Development Director shall review each request for an SAP within 30 days of a filing of a **completed*** application. (Atlanta Code Chapter 16, Section 16-25). * **Note: NPU/DRC notification and review, as applicable, are required to complete the SAP application.**

(FOR OFFICE OF ZONING AND DEVELOPMENT OFFICE USE ONLY)

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 _____



City of Atlanta Office of Zoning & Development
SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION
Submission 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.

1. **SAP Application Form and Property Landowner Authorization Form:** completed with notarized signatures.
2. **Notice to Applicant Form:** with signature and date.
3. **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.**
4. **Property Survey:** One (1) copy of survey (for new single-family and duplex construction, show existing footprints of principal structures on adjoining lots fronting the same street).
5. **Site Plan** (drawn to scale, released and sealed for construction) of proposed improvements showing items listed below*. **Initial Submission:** One (1) copy for initial staff review.
Final Submission (after staff review): One (1) copy.
 - 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.
 - d) 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-of-way 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.
 - f) Ground floor layout plan with building and tenant entrances also shown
 - g) Street-front ground floor façade fenestration – vertical/horizontal window dimensions and % of façade length
 - h) Outdoor dining – seating plan, dimensions, and % of business establishment floor area
 - i) Height of structures (including fences/walls)
 - j) Parking, driveway and curb cut layout and dimensions (auto, truck loading, & bicycle/moped)
 - k) Location of parking deck light fixtures. Also indicate amount of foot-candles, and type of light fixture
 - l) 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.
6. **Rooftop plan** when counted towards open space requirements.
7. **Elevations of building facades:** One (1) copy for initial staff review. **Final Submission: One (1) copy.**
8. **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.
9. **DRI conditions of approval, rezoning legislation, variance or special exception letters** printed on site plan.
10. **Transportation Management Plan/Association Membership (where applicable)** required based on the zoning district. See specific zoning regulations for confirmation.
11. **Beltline Overlay 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.
13. **Shared Off-site Parking:** Requests for approval of off-site parking submit materials on Shared Off-site Parking checklist.
14. **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**

File # _____

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. DRC review is required as part of a completed SAP application.

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

DRC Committees (established by City Council Resolution)

- SPI-1 Downtown (2007)
- SPI-9 Buckhead Village (2010)
- SPI-12 Buckhead/Lenox Stations (2012)
- SPI-15 Lindbergh (2001)
- SPI-16 Midtown (2001)
- SPI-17 Piedmont Avenue (2001)
- Beltline Overlay (2015)

Meeting Dates and Locations

Downtown SPI-1

Meetings held the 4th Thursday morning monthly
Central Atlanta Progress, 84 Walton Street NW, Suite 500
Contact Fredalyn Frasier: Ffrasier@atlantadowntown.com
(404) 307-4286

Midtown SPI-16 & Piedmont Avenue SPI-17

Meetings held the 2nd Tuesday evening monthly
Midtown Alliance, 999 Peachtree Street NE, Suite 730
Contact Ginny Kennedy: Ginny@midtownalliance.org
(404) 892-4782

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

Beltline Overlay

Meeting held the 3rd Wednesday evening monthly
Atlanta Beltline Inc.
100 Peachtree Street NW, Suite 2300
Contact Lynnette Reid: LReid@atlbeltline.org
(404) 477-3551

Lindbergh SPI-15: Meetings coordinated by City of Atlanta Zoning and Development Staff: (404) 330-6145.

Application Submittal and Review Process

- 1) Pre-application meeting with Office of Zoning and Development staff. To arrange pre-application meeting, contact Christian Olteanu at 404-330-6961 or colteanu@atlantaga.gov.
- 2) 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.).
- 2) 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.
- 5) 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 # _____

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

TYPE OF APPLICATION: **Special Administrative Permit**

I, Elizabeth Archer, JPPF BV Land L.P. SWEAR THAT I AM THE **LANDOWNER**
 owner(s) name

OF THE PROPERTY LOCATED AT: 309 Buckhead Avenue, Atlanta, Georgia 30305

AS SHOWN IN THE RECORDS OF Fulton COUNTY, GEORGIA WHICH IS
 THE SUBJECT MATTER OF THE ATTACHED APPLICATION. I AUTHORIZE THE PERSON NAMED
 BELOW TO ACT AS THE APPLICANT IN THE PURSUIT OF THIS APPLICATION.

NAME OF APPLICANT (PRINT CLEARLY):

Randy E. Pimsler

ADDRESS: 455 Glen Iris Drive, NE, Suite C Atlanta, Georgia 30308

TELEPHONE: 404 695 0602 EMAIL: randy@pimslerhoss.com

Signature of Property Landowner

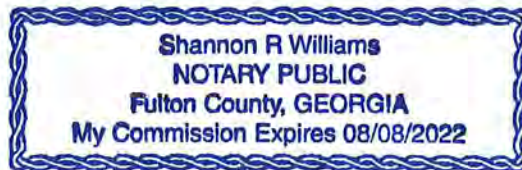
Elizabeth Wen Archer

Print Name of Property Landowner

Personally Appeared
 Before Me

Lisa Archer

Who Swears That The
 Information Contained
 In this Authorization
 Is True and Correct
 To The Best of His or Her
 Knowledge and Belief.



Shannon R Williams
 Signature of Notary Public

December 3, 2020
 Date



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 # _____

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 TWENTY ONE (21) 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.

LOCATION OF SUBJECT PROPERTY:

Street Address(es): 309 Buckhead Avenue Atlanta, Georgia 30305

Zoning Classifications SPI 9 SA 1 Land District 17 Land Lot 61 Council District 7 NPU B

APPLICANT:

Name: Randy E. Pimsler

Company: Pimsler Hoss Architects, Inc.

Address: 455 Glen Iris Drive, NE, Suite C Atlanta, Georgia 30308

Telephone: 404 695 0602 Email: randy@pimslerhoss.com

As the APPLICANT, I, Randy E. Pimsler swear and affirm that I have notified the NPU(s) to which this Special Administrative Permit (SAP) affects, and am aware of the applicable requirements of the City of Atlanta Zoning Ordinance Sections 16-36.004, 16-32J.002(1), 16-32K.002(1), and 16-32L.002(1).

NPU Contact Information

Nancy Bilwise 404 727 4170 nancy.bliwise@emory.edu
 Name of Contact Person(s) Phone Number(s) Email Address (es)

Adjacent NPU(s) Contact Information

 Name of Contact Person(s) Phone Number(s) Email Address (es)

(To be completed by Notary):

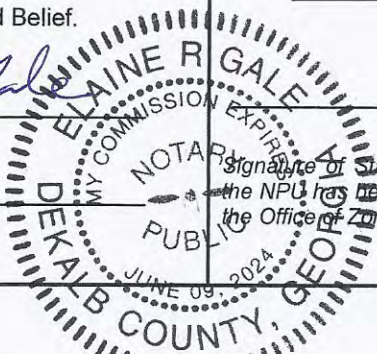
Personally Appeared Before Me this 3rd day of
December, 2020

Who Swears That the Information Contained
 In this Authorization Is True and Correct
 To the Best of His or Her Knowledge and Belief.

Elaine R. Galit
 Signature of Notary Public
12/03/2020
 Date

(To be completed by Applicant & Staff):

[Signature]
 Signature of Applicant
RANDY E PIMSLE
 Printed Name of Applicant



 Office of Zoning & Development Staff
 Signature of Staff only represents that the required notification to the NPU has been completed and does not indicate any position of the Office of Zoning and Development on the application.



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

File # _____

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

Definitions and Methods of Calculation						
<ul style="list-style-type: none"> • <u>Net Lot Area (NLA)</u> = length of property line X width of property line • <u>GLA for corner lots</u> = (NLA) + [(street "A" right-of-way width +2) X (street "A" length of property line)] + [(street "B" right-of-way width +2) X (street "B" length of property line)] + [(street "A" right-of-way width +2) X (street "B" right-of-way width +2)] • <u>GLA (with only one front yard adjacent to street)</u> = (NLA) + [(street right-of-way width +2) X (length of front property line)] • GLA may include half of the right-of-way (including streets, parks, lakes and cemeteries) up to 50 feet in width. • GLA shall not be used for calculating FAR for properties within single-family or two-family-zoned subareas of SPI districts. • <u>Building Lot Coverage provided</u> = (net lot area minus area of building footprint) ÷ (net lot area) 						
Lot Size (in square footage)						
Gross Land Area (GLA)		64,320				
Net Lot Area (NLA)		49,285				
Floor Area Ratio (FAR) – as applicable. Check which used for residential: <input type="checkbox"/> GLA, or <input type="checkbox"/> NLA						
	Residential FAR Ratio	Residential Square Footage		Non-Residential FAR Ratio	Non-Residential Square Footage	
Base Allowed				2.696	132,873	
Base Provided				0.011	520	
Bonus Allowed						
Bonus Provided						
Bonus FAR Program (check bonus utilized if applicable)						
Transit Station <input type="checkbox"/>	Ground Floor Retail <input type="checkbox"/>	Open Space and New Streets <input type="checkbox"/>	Community Center Facilities <input type="checkbox"/>	Workforce Housing <input type="checkbox"/>		
Residential Units				Total Provided: _____		
Number of Units Provided (without bonus)						
Number of Bonus Units Provided (without workforce housing)						
Number of Bonus Workforce Housing Units Provided (20% required)						
Total Number of Units per Acre						
Building Coverage <input type="checkbox"/> or Lot Coverage <input type="checkbox"/> (check applicable as required per zoning district)						
	Percentage (%)			Square Footage		
Max. Permitted	85			41,892		
Provided	1			520		
Fenestration (% of each street-fronting facade calculated separately, per district regulations)						
	Residential Façade Percentage (%)			Non-residential Façade Percentage (%)		
	Local Street	Arterial/Collector	Beltline Corridor	Local Street	Arterial/Collector	Beltline Corridor
Min. Required					65	
Provided (specify for each street)					12.5	



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

File # _____

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

Definitions and Methods of Calculation		
<ul style="list-style-type: none"> • 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 ½ 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. <ul style="list-style-type: none"> ○ 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 <u>corresponding net lot or GLA lot sized used</u> 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. <ul style="list-style-type: none"> ○ 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		
<i>(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.)</i>		
	Ratio	Total Square Footage
Minimum Required		
Provided		
Square Footage breakout of UNCOVERED TOSR amount provided by the following:		
	GLA minus building square footage	
	Open exterior balconies (per Section 16-28 or district regs)	
	Roof area improved as recreation space	
Square Footage breakout of COVERED TOSR amount provided by the following:		
	Areas closed to the sky (roof) but having two sides with a minimum of 50% open	
UOSR: Usable Open Space Requirements for Residential and or Mixed-use Developments		
<i>(These are areas not counted towards Public Space Requirements)</i>		
	Ratio	Total Square Footage
Minimum Required	0.10	4,929
Provided	0.99	48,765
Square Footage Breakdown of UOSR amounts provided by the following:		
	Balconies	
	Rooftop Terraces	
	Landscaped Areas and Plazas	48,765
	Portions of Sidewalks on Private Property	
	Portions of Landscaped Areas in Right-of-way adjacent to Property	



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

File # _____

Non-Residential Public Space Requirements (refer to Chapter 28 for clarification)

PSR: Public Space Requirements for Non-residential & Mixed-use Developments		
<i>(These are areas not counted towards UOSR)</i>		
Public Space provided = (square footage area of exterior space) + (square footage area of interior space)		
	Percentage (%)	Total Square Footage
Minimum Required	50% UOSR	2,464
Provided	100% UOSR	48,765
Square Footage Breakdown of PSR amounts provided by the following:		
EXTERIOR (accessible to general public such as landscaped areas, plazas, terraces, patios, observation decks, fountains, sidewalks, common areas, open recreational spaces, etc.)	48,765	
INTERIOR (ground-level area accessible to the general public during normal business hours such as malls, galleries, atria, lobbies, concourses, plaza, walkways, fountains, landscape areas for public recreation, pedestrian seating, or eating and similar public amenities)		

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 Spaces	Residential		Non-residential Uses	
Minimum Required			1328 sf / 300 sf / space = 5 spaces	
Provided			5 spaces via shared parking	
Maximum Allowed			1328 sf / 200 sf / space = 7 spaces	
Bicycle Parking Spaces	Residential		Non-residential Uses	
Minimum Required			2	
Provided			5	
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)			0	
Provided (specify for each use)			0	



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

File # _____

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 acknowledges that no written or oral representation of any City officer, employee, agent or elected official can waive or modify the City Code.

PAUL E. JENSEN
 Applicant Printed Name

[Signature]
 Applicant Signature

12.03.2010
 Date



SPECIAL ADMINISTRATIVE PERMIT (SAP) APPLICATION
(* APPLICABLE ONLY FOR SHARED OFF-SITE PARKING ARRANGEMENTS)

File # _____

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 all of the following documentation. Please check below each item submitted. **Items omitted can and will delay applicant's review process.**

- ___ 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

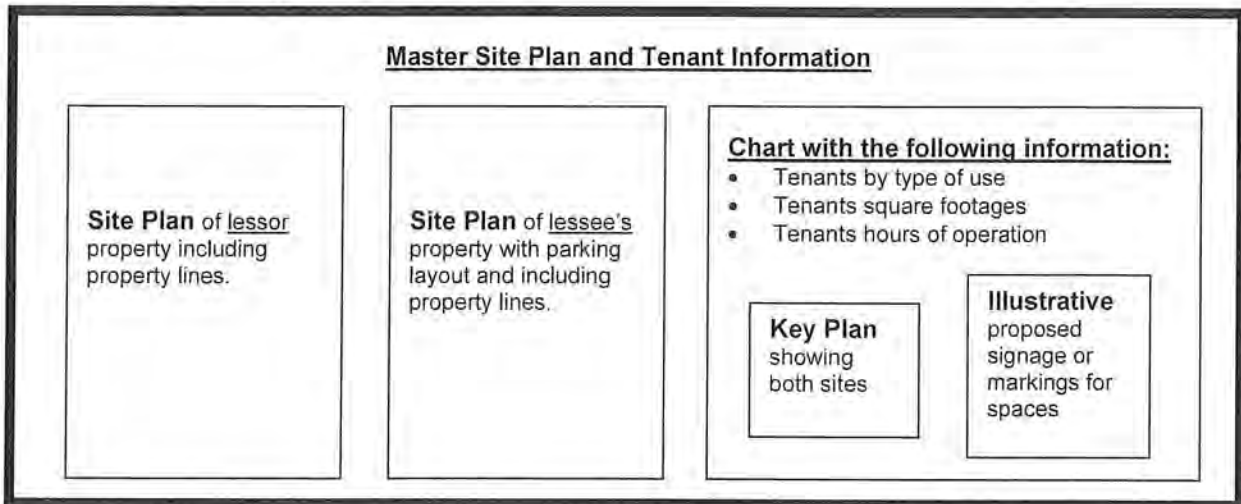
- ___ 2. Written notarized consent of the property owners agreeing to the shared parking arrangement.

- ___ 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.
 - c) 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.

Applicant Printed Name

Applicant Signature

Date



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

Date: 11.11.2020 (revised)

Project: Fetch Buckhead

Job No: 20164

From: Randy E. Pimsler, AIA, LEED AP
Pimsler Hoss Architects, Inc.

SAP PROJECT SUMMARY

Fetch Buckhead
309 Buckhead Avenue
Atlanta, Georgia 30305

The attached application requests a Special Administrative Permit for the development of Fetch Buckhead. The existing site is currently utilized for a parking lot. Limited building is proposed for the site which will contain a refurbished air stream trailer, used for the sale of pre packaged food and beverages. In addition, two covered wooden platforms and a restroom building are proposed.

The site is approximately forty eight thousand nine hundred thirty square feet of area with a pair of existing storm water management areas which shall be maintained.

Fencing is proposed along the perimeter of the site. Adjacent to the street, a six foot fence is proposed. In remaining areas the fencing is proposed to be eight feet in height.

Administrative Variations

1. Administrative variation is requested from Sec. 16-18I.012, which notes that the maximum setback of the building from the street is twenty five feet. The proposed development has very limited new construction and the proposed air stream trailer, being the main structure on the site is oriented to allow a full view of guests in the park. The air stream is oriented and placed on the site in such a manner as to allow for viewing all areas of the park, most importantly including the entry area. The air stream is located more than twenty five feet from the street.

2. Administrative variation is requested from Sec. 16-18.015(1), (2), (4) and (5) related to required amenity zone and walk zone. Along Buckhead Avenue, a ten foot sidewalk and five foot amenity zone is required. Along North Fulton Street, a six foot sidewalk and four foot amenity zone is required. Street trees and lighting to be provided in the amenity zone, per paragraph (4) and (5) above. At this time, the request is to leave the existing walk and supplemental zone in their current configuration.

continued

3. Administrative variation is requested from Sec. 16-18.017(5) requiring fenestration for sixty five percent of building facade. As noted in the third administrative variation in this project summary, the site plan does not contain street facing buildings / facades. This request would reduce the fenestration requirement to zero, with twelve point five percent, provided.

4. Administrative variation is requested from Sec. 16-18.017(6)(a)(iii), which prohibits fences which face the street. The entire perimeter of the parcel proposed for the park, shall require the use of fencing to maintain both safety and security of guests and the public at large. Sections directly adjacent to the street(s) are requested to be six feet in height.

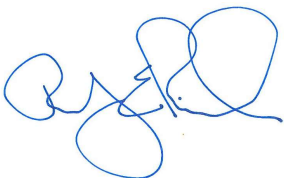
5. Administrative variation is requested from Sec. 16-18.017(6)(b) which limits the height of other fencing, not facing the street or otherwise noted, to a height of six feet. The perimeter fencing, which is not adjacent to the street(s), including the sections of fencing at the perimeter of the existing storm water detention areas, are requested to be eight feet in height to minimize the impact from the park on adjacent properties.

6. Administrative variation is requested from Sec. 16-18.017(8) which requires a minimum building height of eighteen feet, facing the street. The proposed structures in the park do not face the street and prototype designs of the structures include relatively small and limited height structures.

7. Administrative variation is requested from Sec. 16-18.023, related to off street parking requirements. The owner of the property, owns numerous properties in the surrounding area and has an abundance of parking available for the properties in question. In the worst case scenario, required parking is not likely to exceed two hundred spaces for the ongoing operation of the park. This parking is readily available in the parking deck located at 3062 North Fulton Drive, within walking distance of the proposed park.

We appreciate the review of this application. Please let us know if we may be of some further assistance.

Thank you for your consideration.



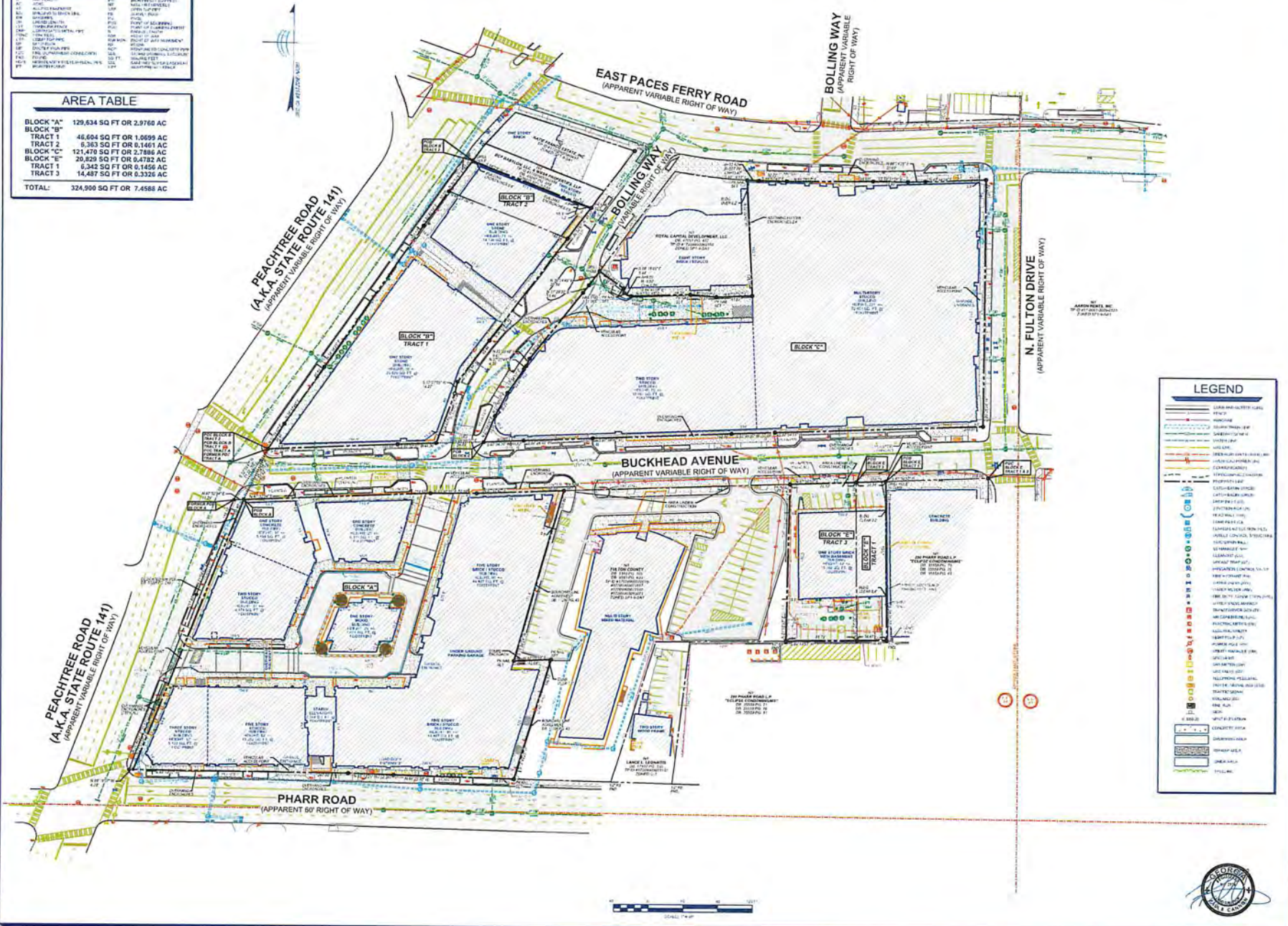
Randy E. Pimsler, AIA, LEED AP

ABBREVIATIONS

AL	ALUMINUM	AS	ASBESTOS
AP	APPROXIMATE	AW	AWAY FROM
AS	ASBESTOS	BE	BEST INTEREST
BL	BLOCK	BR	BROKER
BS	BUILDING	CA	CADASTRAL
CL	CLAY	CD	CONCRETE
CM	COMMON	CE	CERAMIC
CP	COPY	CH	CHINA
CS	CERAMIC	CO	COPPER
CT	CERAMIC TILE	CR	CERAMIC TILE
CU	COPPER	CS	CERAMIC TILE
DA	DATA	DB	DATA BASE
DC	DATA CENTER	DE	DATA ENTRY
DD	DATA DISPLAY	DF	DATA FILE
DE	DATA ENTRY	DI	DATA INPUT
DF	DATA FILE	DO	DATA OUTPUT
DI	DATA INPUT	DP	DATA PROCESS
DO	DATA OUTPUT	DR	DATA REPORT
DP	DATA PROCESS	DS	DATA SOURCE
DR	DATA REPORT	DT	DATA TARGET
DS	DATA SOURCE	DU	DATA USER
DT	DATA TARGET	DV	DATA VIEW
DU	DATA USER	DW	DATA WORK
DV	DATA VIEW	DX	DATA EXCHANGE
DX	DATA EXCHANGE	DY	DATA YIELD
DY	DATA YIELD	DZ	DATA ZONE

AREA TABLE

BLOCK "A"	129,634 SQ FT OR 2.9766 AC
BLOCK "B"	46,604 SQ FT OR 1.0699 AC
TRACT 1	5,363 SQ FT OR 0.1461 AC
TRACT 2	121,470 SQ FT OR 2.7886 AC
BLOCK "C"	20,829 SQ FT OR 0.4782 AC
TRACT 1	5,342 SQ FT OR 0.1456 AC
TRACT 3	14,487 SQ FT OR 0.3326 AC
TOTAL:	324,900 SQ FT OR 7.4585 AC



LEGEND

[Symbol]	EXISTING IMPROVEMENTS
[Symbol]	PROPOSED IMPROVEMENTS
[Symbol]	EXISTING UTILITIES
[Symbol]	PROPOSED UTILITIES
[Symbol]	EXISTING EASEMENTS
[Symbol]	PROPOSED EASEMENTS
[Symbol]	EXISTING RIGHTS OF WAY
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[Symbol]	PROPOSED SAND POINTS

1000 Peachtree Street, N.E.

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Project No.	2017-0001	Sheet	1 of 1
Client	ONE BUCKHEAD LENDER, LLC	Scale	AS SHOWN
Drawn by	J. L. HARRIS	Check by	J. L. HARRIS
Approved by	J. L. HARRIS	Date	11/15/17

ALTAIR'S LAND TITLE SURVEY FOR
ONE BUCKHEAD LENDER, LLC
COMPANY, ITS SUCCESSORS, AFFILIATES AND ASSIGNS
FIDELITY NATIONAL TITLE GROUP, ZONING-INFO, INC. &
CHICAGO TITLE INSURANCE COMPANY
BLOCKS A, B, C & TRACTS 1, 2, 3
LOCATED IN LADEN PARK, A/C 000, EIGHTH DISTRICT
FULTON COUNTY, GEORGIA

