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) Cindy Silver

ADDRESS 7513 St. Charles Square, Roswell, GA 30075
PHONE NO. (770) 597-3994 EMAIL cindysilver@constructionoutsource.com property landowner The Pellant-opentiongiuc (dba The Penart) AdDREss 3050 Peachtree Pd NE Stioo R Ananta 6 A 30305
phoneno. 7067181848 emall CRO theperlant. ©M ADDRESS OF PROPERTY 3050 peachtrce RA NE St 102 Land District 17 Land Lot 99 Council District $\qquad$ NPU $\qquad$ Is property within the BeltLine Overlay District? Yes $\square$ No Zoning Classification Spl-9 Is Inclusionary Zoning applicable to this project? Yes $\square$ No Is this a Unified Development Plan? Yes $\square$ No $\square$

## 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-platting 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. $\square$ Exterior demo, outdoor dining new/expansion, or non-expansion: $\$ 250$. Developments 50,000 to 250,000 sq.ft. of floor area: $\$ 1,000$.
$\square$ Developments $<50,000$ sq.ft. of floor area: $\$ 500$. $\square$ Developmentis $\geq 250,000$ sq.ft. of floor area: $\$ 1,500$. I HEREBY AUTHORIZE CITY STAFF TO INSPECT PREMISES OF ABOVE DESCRUBED PROPERTY. I HEREBY DEPOSE THAT ALL STATEMENTS HEREIN ATTACHED \& SUBMITTED ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.
Date $3 / 11124$ 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
- 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 $\square$ approved or $\square$ denied on
See attached Special Administrative Permit Approval Form(s) for detailed approval information.

The following checklist is designed to assist those in preparing required materials for SPI, Beltine 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.

SAP Application Form and Property Landowner Authorization Form: completed with notarized signatures.
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 iustification for each variation requested.
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-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.
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
I) 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
$\square$ 6. Rooftop plan when counted towards open space requirements.
Elevations of building facades: One (1) copy for initial staff review. Final Submission: One (1) copy.
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 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.
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.

# **CHECK FOR APPLICABILITY** <br> 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) $\quad$ - SPI-15 Lindbergh (2001) Beltine Overlay (2015)
- SPl-12 Buckhead/Lenox Stations (2012) - SPI-17 Piedmont Avenue (2001)


## Meeting Dates and Locations

Downtown SPI-1
Meetings held the $4^{\text {th }}$ Thursday morning monthly Central Atlanta Progress, 84 Walton Street NW, Suite 500 Contact Fredalyn Frasier: Ffrasier@atlantadowntown.com (404) 307-4286
uckhead Village SPI -9 \& Buckhead/Lenox SPI-12
Meeting held $1^{\text {st }}$ 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 $2^{\text {nd }}$ Tuesday evening monthly Midtown Alliance, 999 Peachtree Street NE, Suite 730 Contact Karl Smith-Davids: Karl@MidtownATL.com (404) 443-6249

Beltline Overlay
Meeting held the $3^{\text {rd }}$ Wednesday evening monthly Atlanta Beltine 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 $11^{1 " x} 17^{\prime \prime}$ 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.


OF THE PROPERTY LOCATED AT: 3050 Peauntreerd le St bo R AXIGNta 6A 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):
Cindy Silver

ADDRESS: 7513 St. Charles Square, Roswell, GA 30075

TELEPHONE: (770) 597-3994 EMAIL: cindysilver@constructionoutsource.cerh


Personally Appeared
Before Me

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


Signature oof Notary Public


# SPECIAL ADMINISTR City of Atlanta Office of Zoning \& Development (ONLY APPLICABLE FOR BELTLINE, NPU Notification Cover Page File \# <br> > **Applicant shall submit this letter as the cover page to the package mailed to NPU chair or designee** <br> <br> *A Applicant shall submit this letter as the cover page <br> <br> *A Applicant shall submit this letter as the cover page to the package mailed to NPU chair or designee** 

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VE PERMIT (SAP) APPLICATION

NPU Chairperson or Designee:
Enclosed is a copy of a Special Administrative Permit (SAP) application for a property located within the Beltine Overlay, NC-2, NC-6, NC-10, NC-11, NC-12 or NC-14 zoning district. As part of the SAP application process applicants are required to submit site plans and building elevations, as applicable to the scope of work, to the Office of Zoning \& Development for approval prior to obtaining a building permit. The following scopes of work may trigger SAP approval in the previously mentioned zoning districts:
"All exterior demolition, new construction (including additions to existing buildings), expansions of outdoor dining or any construction which results in increased lot coverage, modification of the building footprint, or modification of building facades that alters the configuration of openings. "

In addition to the SAP submittal as specified above, the applicant is also required to send a full copy of the SAP application to the respective NPU chair or their designee, evidenced with a mailing certificate, so that the NPU has an opportunity to review and provide written comments to the Office of Zoning \& Development regarding an application prior to any SAP approval. Please note that for Beltine Overlay Districts where underlying zoning regulations require Variance, Special Exception or Special Use Permit action, the SAP shall not be issued until the necessary approval has been obtained.

The time period for NPU comment is 21 davs from the date of the postage certificate. If the NPU does or does not have comments, or feels they are unnecessary, the Office of Zoning \& Development should receive such written notification as soon as possible within the 21 -day period. Comments received after the designated review period are not required to be considered in the Office's project review or approval.

The Beltline Overlay, NC-2, NC-6, NC-10, NC-11, NC-12 and NC-14 zoning districts primarily have design requirements that prescribe parameters for site layout and building elevations. Issues of land use or density (building square footage or number of units) are addressed by the underlying zoning district regulations. Therefore, NPU review should primarily focus their comments on the following items:

- Building placement
- Building setbacks adjacent to streets (pertaining to minimum sidewalks and supplemental zones widths), and transitional yards
- Provision of sidewalks and street trees
- Provision of parking, loading and bicycle spaces
- Location of parking and driveways
- Parking lot landscaping
- Parking deck façade elevations
- Building façade elevations related to entrances and windows
- Other zoning regulations that are eligible for administrative variations

For questions, ask for an SAP staff member at 404-330-6145.
Please send your written comments and or questions referencing the SAP case number and address to:
SAPComments@atlantaga.gov

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 Addressees:- Bo50 Peachtrew ReNa stoor Atlantan GA 30305
Zoning Classifications $S P 1-9$ Land District 17 Land Lot 99 Council District $\qquad$ NP $\qquad$
APPLICANT:
Name:
Company: $\square$
Address:
Telephone: 70671001848 Email: CR $\omega$ theperiant.iom
As the APPLICANT, I, Chis than pres 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).


## 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

- Net Lot Area (NLA) = length of property line $X$ width of property line
- $\quad$ GLA for corner lots $=(N L A)+[($ street " $A$ " right-of-way width $\div 2) X$ (street " $A$ " length of property line $)]+[($ street " $B$ " right-ofway width $\div 2) X$ (street " $B$ " length of property line) $+[($ street " $A$ " right-of-way width $\div 2$ ) $X$ (street " $B$ " right-of-way width $\div 2$ )]
- GLA (with only one front yard adjacent to street) $=($ NLA $)+[($ street right-of-way width $\div 2) \times$ (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.
- Building Lot Coverage provided $=$ (net lot area minus area of building footprint) $\div$ (net lot area)

Lot Size (in square footage)

| Gross Land Area (GLA) |
| ---: |
| Net Lot Area (NLA) |

Floor Area Ratio (FAR) - as applicable. Check which used for residential: $\square$ GLA, or $\square$ NLA

|  | Residential <br> FAR Ratio | Residential Square Footage | Non- <br> Residential <br> FAR Ratio | Non-Residential Square Footage |
| ---: | :--- | :--- | :--- | :--- |
| Base Allowed |  |  |  |  |
| Base Provided |  |  |  |  |
| Bonus Allowed |  |  |  |  |
| Bonus Provided |  |  |  |  |

Bonus FAR Program (check bonus utilized if applicable)

| Transit Station | Ground Floor <br> Retail |  | Space and Streets | Community Center Facilities | Workforce Housin | $\square$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 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 $\square$ or Lot Coverage $\square$ (check applicable as required per zoning district) |  |  |  |  |  |  |
|  |  |  | Percentage (\%) |  |  | Square Footage |
| Max. Permitted |  |  |  |  |  |  |
| Provided |  |  |  |  |  |  |
| Fenestration (\% of each street-fronting facade calculated separately, per district regulations) |  |  |  |  |  |  |
|  | Residential Façade Percentage (\%) |  |  | Non-residential Façade Percentage (\%) |  |  |
|  | Local Street | Arterial/Collector | Beltine Corridor | Local Street | Arterial/Collector | Beltline Corridor |
| Min. Required |  |  |  |  |  |  |
| Provided (specify for each street) |  |  |  |  |  |  |

## 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 <br> 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 (These are areas not counted towards Public Space Requirements)

|  | Ratio | Total Square Footage |  |  |
| ---: | ---: | ---: | :---: | :---: |
| Minimum <br> Required |  |  |  |  |
| Provided |  |  |  |  |
| Square Footage Breakdown of UOSR amounts provided by the following: |  |  |  |  |
| Balconies |  |  |  |  |
| Rooftop Terraces |  |  |  |  |
| Portions of Sidewalks on Private Property |  |  |  |  |
| Portions of Landscaped Areas in Right-of-way adjacent to |  |  |  |  |
| Property |  |  |  |  |

File \#

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

PSR: Public Space Requirements for Non-residential \& Mixed-use Developments
(These are areas not counted towards UOSR)
Public Space provided $=$ (square footage area of exterior space) + (square footage area of interior space)

|  | Percentage (\%) |  |
| ---: | ---: | ---: |
| Minimum <br> Required |  |  |
| Provided |  |  |
| Total Square Footage |  |  |

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.)
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 |  | residential Uses |
| Minimum Required |  |  |  |  |
| Provided |  |  |  |  |
| Maximum Allowed |  |  |  |  |
| Bicycle Parking Spaces |  | Residential |  | esidential Uses |
| Minimum Required |  |  |  |  |
| Provided |  |  |  |  |
| On-site Loading Spaces (see applicable zoning district requirements or Section 16-028.015) |  |  |  |  |
|  |  | Residential/Hotel | Non-residential | eak out by use) |
| Minimum Required (specify for each use) |  |  |  |  |
| Provided (specify for each use) |  |  |  |  |

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 drawing. This 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 offflial can waive or modify the City Code.


# City of Atlanta Office of Zoning \& Development 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 offsite 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 offsite 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 offsite 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 footage 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 counfed towards a parking arrangement.



## 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)
Applicant Printed Name)
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 afforgability requirements, will elect to pay an in-lieu fee to the
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)

III. 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

## Note:

The following items (V and VI$)$ are not required for the SAP approval process, but will be required prior to the issuance of the Certificate of
Occupancy (C.O.)
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

File \#
V. 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 requiremet). issuance of the certificate of occupancy (only applicable to projects that comply with affordability requirement).
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


Note: Inclusionary Zoning is applicable for conversions or new multifamily residential rental developments with ten (10) or more units in either the Beltine Overlay District or four Westside Neighborhoods (English Avenue, Vine City, Ashview Heights, or AUC). Affordability and program requirements are mandatory unless applicant elects to pay a one-time per-unit in-lieu fee.
Exhiblt A: 2019 In-lleu Fee Table

| Area | Construction cost/unit | Land cost/unit | Total cost/unit |
| :--- | :--- | :--- | :--- |
| Beltline Subarea 1 | $\$ 120,698$ | $\$ 4,133$ | $\$ 138,501$ |
| Beltine Subarea 2 | $\$ 120,698$ | $\$ 7,696$ | $\$ 133,838$ |
| Beltline Subarea 3 | $\$ 120,698$ | $\$ 15,780$ | $\$ 152,568$ |
| Beltine Subarea 4 | $\$ 120,698$ | $\$ 37,755$ | $\$ 158,453$ |
| Beltline Subarea 5 | $\$ 120,698$ | $\$ 46,667$ | $\$ 167,364$ |
| Beltine Subarea 6 | $\$ 120,698$ | $\$ 20,917$ | $\$ 141,615$ |
| Beltline Subarea 7 | $\$ 120,698$ | $\$ 16,214$ | $\$ 136,912$ |
| Beltline Subarea 8 | $\$ 120,698$ | $\$ 26,801$ | $\$ 147,498$ |
| Beltline Subarea 9 | $\$ 120,698$ | $\$ 10,667$ | $\$ 131,364$ |
| Beltline Subarea 10 | $\$ 120,698$ | $\$ 12,333$ | $\$ 133,031$ |
| Westside neighborhoods | $\$ 120,698$ | $\$ 11,208$ | $\$ 131,905$ |

## Exhibit B: 2019 Maximum Rental Limits Table

|  | Efficiency/Studio | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom |
| :--- | :--- | :--- | :--- | :--- | :--- |
| $60 \% \mathrm{AMI}$ | $\$ 786$ | $\$ 842$ | $\$ 1,011$ | $\$ 1,167$ | $\$ 1,302$ |
| $80 \% \mathrm{AMI}$ | $\$ 1,048$ | $\$ 1,123$ | $\$ 1,348$ | $\$ 1,556$ | $\$ 1,736$ |

Maximum rental rates are calculated by the methodology indicated within the ordinances: 17-0-1556 and 17-0-1542
Exhibit C: 2019 HUD Income Limits

| \% AMI / Household size | 1Person | 2 Persons | 3 Persons | $\underline{4 \text { Persons }}$ | $\underline{5 \text { Persons }}$ | 6 Persons |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| $30 \%$ AMI | $\$ 16,750$ | $\$ 19,150$ | $\$ 21,550$ | $\$ 25,750$ | $\$ 30,170$ | $\$ 34,590$ |
| $50 \%$ AMI | $\$ 27,900$ | $\$ 31,900$ | $\$ 35,900$ | $\$ 39,850$ | $\$ 43,050$ | $\$ 46,250$ |
| $60 \%$ AMI | $\$ 33,480$ | $\$ 38,280$ | $\$ 43,080$ | $\$ 47,820$ | $\$ 51,660$ | $\$ 55,500$ |
| $80 \%$ AMI | $\$ 44,650$ | $\$ 51,000$ | $\$ 57,400$ | $\$ 63,750$ | $\$ 68,850$ | $\$ 73,950$ |
| $120 \%$ AMI | $\$ 55,800$ | $\$ 63,800$ | $\$ 71,800$ | $\$ 79,700$ | $\$ 86,100$ | $\$ 92,500$ |

Exhlbit D: Inclusionary Zoning Land Use Restriction Agreement
(See https://www.atlantaga.gov/home/showdocument?id=33627

## PROJECT INFORMATION

THE PERLANT PATIO IS AN EXTERIOR ALTERATION TO SUITE 119 OF THE TWO BUCKHEAD PLAZA BUILDING AT 3050 PEACHTREE RD NW IN ATLANTA, GEORGIA. THE PERLANT IS A PRIVATE WINE CLUB WITH A RESTAURANT AND BAR. THE INTERIOR BUILD OUT IS SUBMITTED UNDER SEPARATE COVER FOR PERMIT. PROJECT SCOPE INCLUDES REMOVAL OF EXISTING CANOPY AND THEN THE ADDITION OF AN EXTERIOR WALL TO ENCLOSE THE PATIO AREA, TILE FLOORING, PLANTERS, AND DINING/LOUNGE SEATING.

THE PROJECT WILL OCCUPY APPROXIMATELY 1,219 SF OF EXTERIOR SPACE ALREADY ALLOTTED FOR THIS TENANT SPACE.

## SAP DESCRIPTION

THIS PROJECT REFERS TO ALL EXISTING CONDITIONS AS WELL AS ITEMS RECENTLY APPROVED FOR THIS SITE AS PART OF SAP-20-002 AS EXISTING.

THE SCOPE OF THIS PROJECT SCOPE INCLUDES REMOVAL OF AN EXISTING CANOPY AND THEN THE ADDITION OF AN EXTERIOR WALL TO ENCLOSE THE PATIO AREA, TILE FLOORING, PLANTERS, AND DINING/LOUNGE SEATING. ALL EXISTING PRECAST PANELS ON THE FAÇADE ARE TO REMAIN UNTOUCHED. ALL FENESTRATION AREA ON THE PEACHTREE ST. ELEVATION REMAINS THE SAME SIZE AND TRANSPARENCY. THE PERCENTAGE OF FACADE FENESTRATION DOES NOT CHANGE WITH THE CURRENT PROPOSED WORK.

IN ORDER TO CREATE A PLEASANT DINING EXPERIENCE, PORTABLE PLANTERS AND A PRIVACY WALL. ARE BEING ADDED TO THE PATIO. ALONG WITH THE EXISTING MATERIALS APPROVED IN SAP-20-002, THE DESIGN USES LANDSCAPING TO CREATE A COMFORTABLE ENVIRONMENT FOR USERS.

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$3 \underset{r=20 \cdot-}{\text { PEACHTRE }} \xrightarrow{\text { sireet fenestration analysis }}$


VIEW OF FACADE FROM PEACHTREE STREET

## SAP DESCRIPTION




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## PROJECT GENERAL NOTES

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## EXHIBIT "A"

# LEGAL DESCRIPTION OF THE PROJECT 

PARCEL "F"<br>1003 Level "Land Plat"<br>Level 1003 and above

[Note: The description set forth below is for the portion of the Land on which the Building is situated. The complete legal description of the Land is recorded in Deed Book 55453, Pages 696-717, Fulton County, Georgia records.]

All that tract or parcel of land lying and being in Land lot 99 of the $17^{\text {th }}$ District, City of Atlanta, Fulton County, Georgia and being more particularly described as follows:

A three-dimensional parcel of air space having its bottom horizontal plane located at the 1003 Level based on the North American Vertical Datum 1988, as established by National Geodetic Survey ("NAVD88") and having the sides of such parcel of air space being perpendicular to and above such horizontal plane and within the boundaries of the following described property:

To find the True Point of the Beginning, commence at a 1-ince open top pipe found with nail at the intersection of the northwesterly right-of-way of Peachtree Road (having a varied right of way) and the northeasterly right-of-way of Pharr Road (having a 60 -foot right-of-way); run thence along said northwesterly right-of-way of Peachtree Road the following seven (7) courses and distances: (1) North 18 degrees 52 minutes 07 seconds East a distance of 150.01 feet to a 1 -inceh open top pipe found with nail, (2) North 18 degrees 57 minutes 37 seconds East a distance of 116.08 feet to a point, (3) North 68 degrees 32 minutes 24 seconds West a distance of 10.01 feet to a point, (4) North 18 degrees 56 minutes 39 seconds East a distance of 55.20 feet to a point, (5) along a curve to the right an arc distance of 84.82 feet (said arc having a radius of 896.85 feet and being subtended by a chord 84.79 feet in length lying to the northeast of said arc and bearing North 21 degrees 39 minutes 07 seconds East) to a point, (6) along a curve to the right an arc distance of 3.26 feet (said arc having a radius of 896.85 feet and being subtended by a chord 3.26 feet in length lying to the northeast of said arc and bearing North 24 degrees 28 minutes 02 seconds East) to a point, and (7) North 68 degrees 44 Minutes 59 seconds West a distance of 4.01 feet to an iron pin set (said Point of Beginning also previously described as commencing at a 1 -inch crimp top pipe found on the northwesterly right-of-way of Peachtree Road located 438.2 feet as measured northeasterly along said right-of-way from its intersection with the northerly line of Land Lot 100; thence running along said right-of-way North 68 degrees 44 minutes 59 seconds West a distance of 14.03 feet to a point) and The True Point of Beginning; From the True Point of Beginning thus established; Thence leaving said right-of-way and running North 68 degrees 44 minutes 59 seconds West a distance of 486.59 feet to an iron pin found; Thence running North 68 degrees 44 minutes 59 seconds West a distance of 16.45 feet to a nail found; Thence running North 21 degrees 15 minutes 01 second East a distance of 50.00 feet to a brass marker set; thence running South 68 degrees 44 minutes 59 seconds East a distance of 304.13 feet to an iron pin set; Thence running North 21 degrees 15 minutes 01 second East a distance of 260.08 feet to a brass marker set; Thence running South 68 degrees 44 minutes 59 seconds East a distance of 255.21 feet to a brass marker set on the northwesterly right-of-way of Peachtree Road; Thence running along said right-of-way South 32 degrees 58 minutes 37 seconds West a distance of 200.33 feet to a brass marker set; thence continuing along said right-of-way along a curve to the left an arc distance of 48.72 feet (said arc having a radius of 838.14 feet and being subtended by a chord 48.71 feet in length lying to the southeast of said arc and bearing South 31 degrees 18 minutes 40 seconds West) to a point; Thence continuing along said right-of-way along a curve to the left an arc distance of 10.10 feet (said arc having a radius of 838.14 feet and being subtended by a chord 10.10 feet in length lying to the southeast of said arc and bearing South 29 degrees 18 minutes 00 second West) to a point; Thence continuing along said right-of-way along a curve to the left an arc distance of 56.26 feet
(said arc having a radius of 838.14 feet and being subtended by a chord 56.25 feet in length lying to the southeast of said arc and bearing South 27 degrees 01 minute 47 seconds West) to an iron pin set and The True Point of Beginning.

The above-described property, containing $84,671.47$ square feet, or 1.944 acres, more or less, is more particularly shown on and described according to that certain survey entitled Plat of Survey for Morgan Stanley Mortgage Capital Inc., Stafford Plaza, LLC, Chicago Title Insurance Company, Ramsay Title Group, LLC; Stafford Development Company, Stafford BP, LLC and Stafford BP Delaware, LLC, Sheets 1, 2, 3 and 4, prepared by Paul Lee Consulting Engineering Associates, Inc., bearing the seal and certification of Mark G. Lee, Georgia Registered Land Surveyor Number 2522, dated September 12, 2006, last revised September 15, 2006.

## EXHIBIT "B-1"

## FLOOR PLAN OF DEMISED PREMISES



3060 PEACHTREE ROAD NW, ATLANTA, GA 30305
TWO BUCKHEAD PLAZA - LOD

03/29/21

$1 / 16^{\circ}=1 \cdot 0^{\circ}$

This floor plan is intended only to show the location and configuration of the Demised Premises, it being understood that the layout and existence of any improvements within the Demised Premises or the applicable floor of the Building, as shown on this floor plan, may not be accurate.

