

Thursday, April 4, 2024

SAP Plan Review Staff
Office of Zoning and Development
City of Atlanta
55 Trinity Avenue SW
Atlanta, Georgia 30303

RE: 3227 Roswell Road – Redevelopment Special Administrative Permit

Sir or Madam,

The attached application seeks a Special Administrative Permit to redevelop the site located at 3227 Roswell Rd. There is one existing structure on the site and one demolished one. The existing structure is a bakery along the southern property line named "Piece of Cake, Inc." The demolished building is the former Buckhead Saloon that suffered major structural damage in a fire on October 3<sup>rd</sup> 2022. The proposed redevelopment replaces the demolished building with a +/-18,600 daycare facility.

The existing parking on the site will be reconfigured based on the reduced parking demand and the need for playground space and a storm water management facility. For safety and logistical reasons the daycare does not provide an external drop-off for students. Instead, parents park and bring their children into the facility. This arrangement was determined to be acceptable in a preliminary meeting with ADOT. The owner has indicated based on their experience in their other facilities that drop-off and pickup will be staggard across a window of several hours, and will not require any special traffic control.

### Variation 1

We request a variation to allow three of the existing parking spaces to remain between the exiting bakery and the street. The existing entrance to the bakery faces the street, and providing parking along the side of the building would either require customers to walk a significant distance around the building or would require a major remodel of the building to allow customers to enter a side door. Additionally, leaving those spaces in front of the building shortens the parking lot at the rear of the site. Alowing the preservation of a stand of mature trees.

### Variation 2

We request a variation to allow blinds on the first floor classroom windows facing the street. These blinds will normally remain open, but will need to be closed during nap times. The upper story classrooms will be for older children for whom blinds will not be appropriate. The second story classroom windows may be tinted but will not be opaque.

### Variation 3

We request a variation to allow a closet and mechanical space on the front building façade. The infant outdoor play area is located on the side of the building separate form the older children's space. A closet and mechanical room have been located along the street frontage between this space and the street.

Sincerely,

Travis Pruitt & Associates, Inc.

ludre Whiteherd

Andrew Whitehead P.E.

Project Manager awhitehead@travispuitt.com

706-340-4199

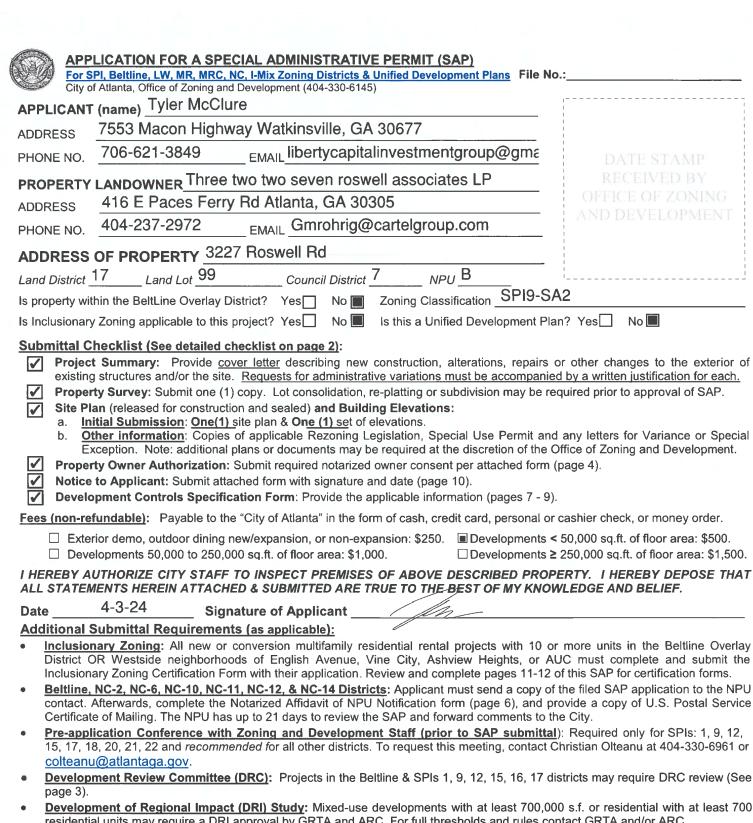
Enclosures: Pictures of Existing Structure, SAP Application Packet, Site Plan, Building Floor Plans & Elevations.



1. Front of Existing Building



2. Rear and North Side of Existing Building



- 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.				



# 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. <u>Items omitted will delay applicant's review process</u>. 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.** <u>Please note</u>: \* **FINAL APPROVED SAP PLANS ARE REQUIRED WITH THE PERMIT APPLICATION SUBMITTAL TO THE OFFICE OF BUILDINGS** 

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.
<b>Project Summary:</b> Provide cover letter clearly describing all new construction, alterations, repairs or other changes to the exterior appearance of existing structures or site. <b>Any administrative variations ARE REQUIRED</b>
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\*. <u>Initial Submission</u>: 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) <u>Existing conditions to remain</u>: identify all overhead utility poles, transformers, above ground storm water detention areas and inlets.
- d) <u>Proposed new installations</u>: 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
- 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 structures & individual uses, etc.

□6. <b>2</b> 7. □8.	Rooftop plan when counted towards open space requirements.
<b>7</b> .	Elevations of building facades: One (1) copy for initial staff review. Final Submission: One (1) copy.
<u> </u>	<b>Section drawing(s)</b> 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.
<u> </u>	DRI conditions of approval, rezoning legislation, variance or special exception letters printed on site plan.
<u> </u>	<b>Transportation Management Plan/Association Membership (where applicable)</b> required based on the zoning district. See specific zoning regulations for confirmation.
<u> </u>	Beltline Overly District, NC-2, NC-6, NC-10, NC-11, NC-12, and NC-14 properties:
	• Mail a copy of the <u>submitted SAP application &amp; drawings stamped received by the Office of Zoning and</u>
	Development to the NPU contact person.
	• Submit a copy of <u>U.S. Postal Service Certificate of Mailing</u> and <u>Notarized Affidavit of NPU Notification</u> (page 5) as soon as possible to complete the application submission and begin the SAP review period.
<b>1</b> 2.	Photographs (buildings/site): Show existing conditions for alterations to existing building facades and/or site modifications.
<b>1</b> 3.	Shared Off-site Parking: Requests for approval of off-site parking submit materials on Shared Off-site Parking checklist.
<u> </u>	Other information necessary for the SAP as requested by staff.

# **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-15 Lindbergh (2001)
- Beltline Overlay (2015)

- SPI-9 Buckhead Village (2010)
- SPI-16 Midtown (2001)
- SPI-12 Buckhead/Lenox Stations (2012) SPI-17 Piedmont Avenue (2001)

# **Meeting Dates and Locations**

Downtown SPI-1

(404) 842-2680

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

Suckhead 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

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 Karl Smith-Davids: Karl@MidtownATL.com (404) 443-6249

Beltline Overlay

(404) 477-3551

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

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 ov	wner of the property subject to the application)
TYPE OF APPLICATION: Special Administration	ive Permit
I, George Rohrig	SWEAR THAT I AM THE LANDOWNER
owner(s) name	
OF THE PROPERTY LOCATED AT: 3227 Rosw	vell Road, Atlanta GA 30305
AS SHOWN IN THE RECORDS OF Fulton	COUNTY, GEORGIA WHICH IS
THE SUBJECT MATTER OF THE ATTACHED A	APPLICATION. I AUTHORIZE THE PERSON NAMED
BELOW TO ACT AS THE APPLICANT IN THE F	PURSUIT OF THIS APPLICATION.
NAME OF APPLICANT (PRINT CLEARLY):	
Tyler McClure	
ADDRESS: 7553 Macon Highway, Watkinsville, 0	GA 30677
TELEPHONE: 706-621-3849 E	MAIL: libertycapitalinvestmentgroup@gmail.com  Signature of Property Landowner  George Matthew Rohrig  Print Name of Property Landowner
Personally Appeared Before Me	
GEORGE MATTHEW PONTUG	
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  4/3/2024  Date	E SPENCE MISSION CER NOTAAL BE NOTAAL BE

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

**NPU Notification Cover Page** 

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

File #

\*\*Applicant shall submit this letter as the cover page to the package mailed to NPU chair or designee\*\*

# NPU Chairperson or Designee:

Enclosed is a copy of a Special Administrative Permit (SAP) application for a property located within the Beltline 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 Beltline 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 days 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



# 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 <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.

LOCATION OF SUBJECT PROPERTY:			
Street Address(es):			
Zoning Classifications	Land Distr	rict Land Lot _	Council District NPU
APPLICANT:			
Name:		· · · · · · · · · · · · · · · · · · ·	
Company:			
Address:			
Telephone:	Email: _		
As the APPLICANT, I,		nd am aware of the	ar and affirm that I have notified the NPU(s) tanded applicable requirements of the City of Atlant -32L.002(1).
	NPU Conta	act Information	
Name of Contact Person(s)	Phone Nu	umber(s)	Email Address (es)
Adja	cent NPU(s)	Contact Inforn	nation
Name of Contact Person(s)	Phone Nu	umber(s)	Email Address (es)
(To be completed by Notary):		(To be completed	d by Applicant & Staff):
Personally Appeared Before Me this	day of		
,	20		Signature of Applicant
Who Swears That the Information Containe In this Authorization Is True and Correct	ed		
To the Best of His or Her Knowledge and E	Belief.		Printed Name of Applicant
Signature of Notary Public		Signature of State	Office of Zoning & Development Staff
Date		the NPU has bee	f only represents that the required notification to n completed and does not indicate any position of ng and Development on the application.



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

File #
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\*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. Refer to City of Atlanta Zoning Code (Chapters 8, 19, and 28) for clarification.

Definitions and	Methods of	Calculatio	n					
<ul> <li>GLA for co way width ÷</li> <li>GLA (with o GLA may in GLA shall n</li> </ul>	rner lots = (NL 2) X (street "B only one front y aclude half of the ot be used for	A) + [(street "A" length of propard adjacent to be right-of-way calculating FA	A" right perty less street (incluse) R for	ine) + [(street "A" rig et) = (NLA) + [(stree uding streets, parks,	X (street "A" lengt ght-of-way width ÷ t right-of-way widt lakes and cemete ngle-family or two-	h of property line)] +   2) X (street "B" right-on th ÷2) X (length of from the prices) up to 50 feet in family-zoned subarea et lot area)	of-way width ÷2)] nt property line)] width.	
Lot Size (in square	re footage)							
Gross Lan	d Area (GLA)	62,054						
Net Lo	ot Area (NLA)	56,547						
Floor Area Ratio	o (FAR) – as	applicable	e. C	heck which use	ed for residen	tial: 🗹 GLA, or	□ NLA	
	Residential FAR Ratio	Residential S	Square	e Footage	Non- Residential FAR Ratio	Non-Residential Squ	are Footage	
Base Allowed	N/A		N	/A	8.2	463,	685	
Base Provided	N/A		N,	/ <b>A</b>	0.35	21,8	323	
Bonus Allowed	N/A		N.	/A	N/A	N/.	A	
Bonus Provided	N/A		N.	/A	N/A	N/A		
<b>Bonus FAR Pro</b>	gram (check	bonus utilize	ed if a	pplicable)				
Transit Station	Ground Floor Retail				Community Center Facilities	Workforce Housing		
Residential Units Total Provided: N/A								
	Nun	nber of Units P	rovide	ed (without bonus)	N/A			
Number	of Bonus Units	Provided (with	nout v	vorkforce housing)	N/A			
Number of Bonu	us Workforce H	lousing Units F	Provid	ed (20% required)	N/A			
		Total No	umbe	r of Units per Acre	N/A			
<b>Building Covera</b>	age 🗹 or	Lot Cove	rage	(check ap	plicable as requ	ired per zoning dist	rict)	
				Percentage (%)			Square Footage	
Max. Permitted		90%	6			50,892		
Provided	EE 740/					31,500		
Fenestration (%	of each stree	t-fronting fac	ade c	alculated separate	ely, per district re	gulations)		
	Resid	ential Façade Percentage (%)		Non-res	idential Façade Perd	centage (%)		
	Local Street	Arterial/Colle	ector	Beltline Corridor	Local Street	Arterial/Collector	Beltline Corridor	
Min. Required	N/A	N/A		N/A	N/A	65%	N/A	
Provided (specify for each street)	N/A	N/A		N/A	N/A	66%	N/A	



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

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

### **Definitions and Methods of Calculation**

- <u>LUI</u> = Land Use Intensity Ratios Table (per Section 16-08 R-G District Regulations)
- <u>TOSR</u> 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.
  - TOSR required = (LUI table) X (GLA).
  - o TOSR provided = (GLA) (area of building footprint) + (combined area of balconies and rooftop terraces).
- <u>UOSR</u> 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.
  - 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).

a	idjacent right-of-way).	
	Open Space Requirements for Resider 1-9, SPI-16, SPI-17, SPI-18, SPI-20, SPI-21, M	lential Only Projects RC, MR, or LW districts, or in mixed-use developments.)
	Ratio	Total Square Footage
Minimum Required	N/A	N/A
Provided	N/A	N/A
Square Footage b	reakout of UNCOVERED TOSR amount prov	rided by the following:
	GLA minus building square footage	44,389
Open exterior	balconies (per Section 16-28 or district regs)	N/A
	Roof area improved as recreation space	N/A
Square Footage b	reakout of COVERED TOSR amount provide	ed by the following: N/A
	d to the sky (roof) but having two sides with a minimum of 50% open	N/A
	e Open Space Requirements for Resolute towards Public Space Requirement	sidential and or Mixed-use Developments
and this	Ratio	Total Square Footage
Minimum Required	10%	5,655
Provided	40.24%	22,752
Square Footage E	Breakdown of UOSR amounts provided by th	ne following:
	Balconies	
	Rooftop Terraces	
	Landscaped Areas and Plazas	22,752
	Portions of Sidewalks on Private Property	
Portions of L	andscaped Areas in Right-of-way adjacent to Property	



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

File #

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

	pace Requirements for Non-resident counted towards UOSR)	ntial & Mixed-use Developments
Public Space prov	ided = (square footage area of exterior space	+ (square footage area of interior space)
Specification and the second	Percentage (%)	Total Square Footage
Minimum Required	5%	2,827
Provided	6.25%	3,547
Square Footage B	reakdown of PSR amounts provided by the	following:
areas, plazas, terra	sible to general public such as landscaped aces, patios, observation decks, fountains, areas, open recreational spaces, etc.)	3,547
during normal busi lobbies, concourse	l-level area accessible to the general public iness hours such as malls, galleries, atria, es, plaza, walkways, fountains, landscape acreation, pedestrian seating, or eating and ities)	

Parking and Loading Requirements (refer to district regulations and Chapter 28 for clarification)

Number of Studios	Number of 1 BR	Number of 2 BR	Number of 3 BR	Number of 4 BR	
	N/A	N/A	N/A	N/A	
On-site Parking Spaces		Residential		Non-residential Uses	
Minimum Required	N/A		21 (0 PER OV	/ERLAY)	
Provided	N/A		28		
Maximum Allowed	N/A		28		
Bicycle Parking Spaces		Residential		Non-residential Uses	
Minimum Required	N/A		4		
Provided	N/A		4		
On-site Loading Spaces (se	e applicable zoning district	requirements or Section 16	6-028.015)		
		Residential/Hotel	Non-residential Us	es (break out by use	
Minimum Required (specify for each use)	N/A		1		
Provided (specify for each use)	N/A		1 (Dayca	are)	



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

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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.

Tyler McClure		4-3-24	
Applicant Printed Name	Applicant Signature	Date	_

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The Dire	ector	of the	Office	of Zo	ning	& C	Development	or	their o	lesignee	may	appro	ve a	shared	off-site	parki	ng a	arran	gemer	nt (on
private	prope	rty), a	s perr	nitted	by th	ne	correspondi	ng	zoning	district,	subj	ect to	the	applica	nt prov	viding	<u>all</u>	of th	e folle	owing
docume	ntatio	n. Ple	ase ch	eck be	elow e	eacl	h item submi	tte	d. <u>Item</u>	s omitte	d car	and	will o	delay ap	plican	t's re	<u>view</u>	pro	ess.	

- 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. <u>Property owner verification</u>: 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:

# Master Site Plan and Tenant Information Chart with the following information: Tenants by type of use Tenants square footages Site Plan of lessor Site Plan of lessee's Tenants hours of operation property including property with parking property lines. layout and including Illustrative property lines. **Key Plan** proposed signage or showing both sites markings for spaces

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

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

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 fo	ollowing acknowled	lgement of compliance (c	heck only on	e statement)		
floorpla type. Th to mark rate uni Acknowle	edge the plans set ns to be built will b is includes acknow et rate units, and s ts; <u>OR</u> edge that in-lieu of	forth will satisfy the require affordable units and the vledgement that each affor shall not be in isolated are compliance with the on-signated or 16-37.007.	e number of ordable unit a sas of the dev	units to be designated at tre substantially similar i velopment, but shall be i	ffordable within ea n construction and nterspersed amon	ch floorplan d appearance g market
Applicant Printed Name	e	Applicant Signat	ure		nte	
II. For each unit configur	ation, please comp	plete the following table to th affordability requirement Affordability level (%	identify affo	prdable units. Attach a se	eparate table if mo	ore space is need
Offic type	" total dilits	or less AMI)	Onichiix	(round up)	market rent	rent
Ex) 1 bed/1 bath	20	80%	15%	3	\$1000	\$784
Ex) 2 bed/2 bath	50	80%	15%	8	\$1400	\$990
requirement)Increase in densityTransfer of developReduction in resideReduction in non-rePriority review: SAPMajor project status development for po  IV. Please indicate if you that comply with affordaInvest Atlanta's LeaAtlanta Housing Au Note: The following items (V a Occupancy (C.O.) V. Please submit with the comply with affordabilityWho: target audien	bonus: a 15% floor ment rights: addition ment rights: addition ment rights: addition minimum particular applications will be sermitting, meet with are also receiving ability requirement; ase Purchase Bond thority's HomeFlex and VI) are not requirement. Be requirement). Be ce and language to be	or Housing Choice Progra ired for the SAP approval tailed marketing plan on I sure to include: used in promotional mate	e above the Foe transferre mum 25% reductio top of staffeting with repotential issumms  pm the respensions  process, but now affordab	AR set by current zoning d to other property owner in for non-residential spate review queue, and be representatives from all detective agencies (only one awill be required prior to	ces in mixed reside eviewed within 21 epartments to reviewed allowed; only appropriate the issuance of the second control of the sec	ential/commerc days w the dicable to project

	#			
ПΘ	<b>I</b>			

Date

	and Use Restriction Agreement. This legal document upancy (only applicable to projects that comply with a		prior to
Certification (for plan reviewer use or	nly)		
	-site affordability and program requirements lieu fee and are not subject to on-site affordability requirem	nents	
Plan reviewer	Signature	Date	
OA/OC Review by OHCD (for internal	use only)		

Note: Inclusionary Zoning is applicable for conversions or new multifamily residential rental developments with ten (10) or more units in either the Beltline 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.

### Exhibit A: 2019 In-lieu Fee Table

Compliance specialist

<u>Area</u>	Construction cost/unit	Land cost/unit	Total cost/unit
Beltline Subarea 1	\$120,698	\$4,133	\$138,501
Beltline Subarea 2	\$120,698	\$7,696	\$133,838
Beltline Subarea 3	\$120,698	\$15,780	\$152,568
Beltline Subarea 4	\$120,698	\$37,755	\$158,453
Beltline Subarea 5	\$120,698	\$46,667	\$167,364
Beltline 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

Signature

### Exhibit B: 2019 Maximum Rental Limits Table

	Efficiency/Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom				
60% AMI	\$786	\$842	\$1,011	\$1,167	\$1,302				
80%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

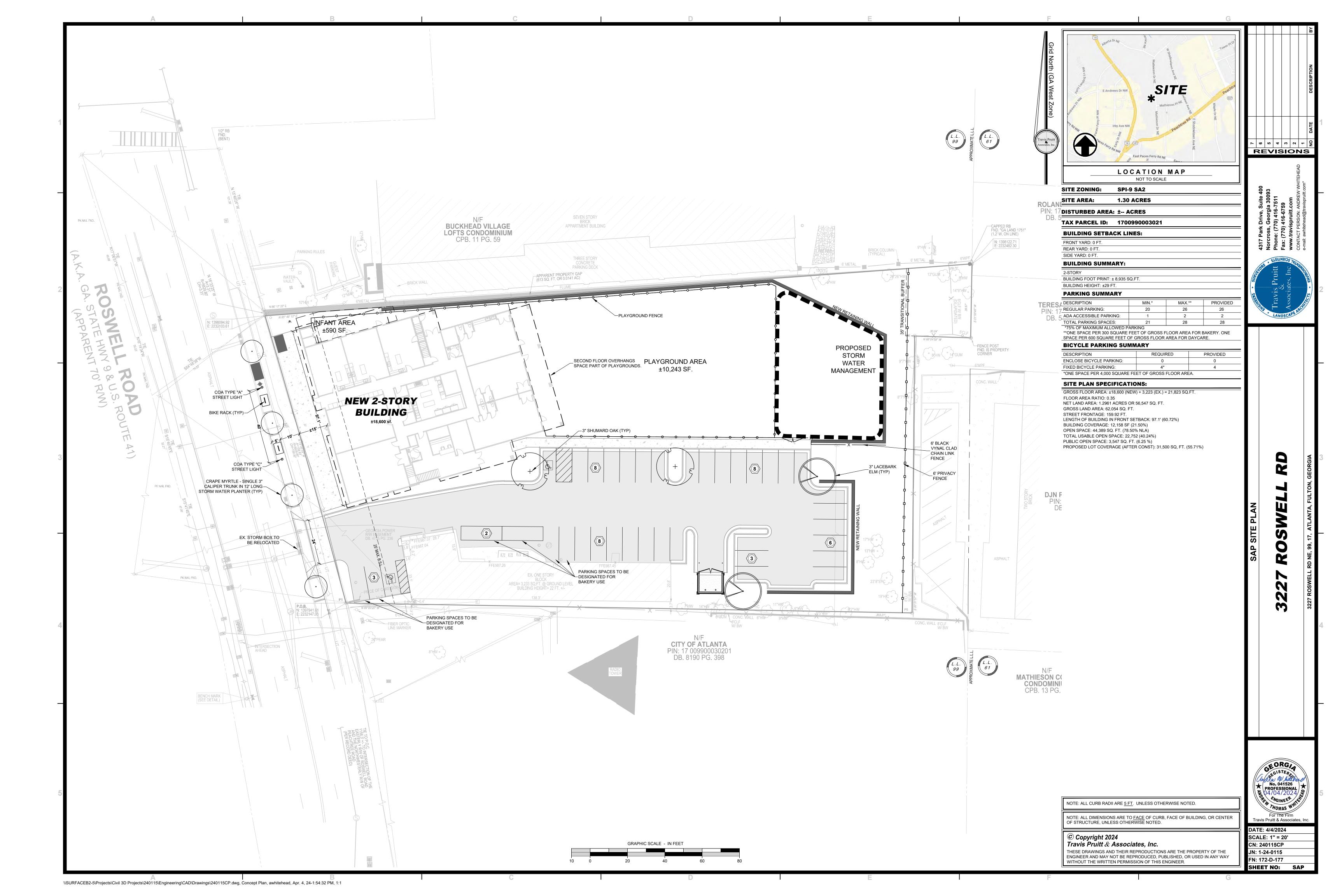
# Exhibit C: 2019 HUD Income Limits

% AMI / Household size	1 Person	2 Persons	3 Persons	4 Persons	5 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

Based on Atlanta Area Median Income (\$79,700) as published periodically by HUD

Exhibit D: Inclusionary Zoning Land Use Restriction Agreement

(See https://www.atlantaga.gov/home/showdocument?id=33627







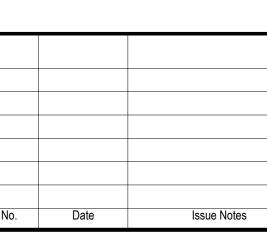
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CONSULTING ENGINEERS:

# LIBERTY CAPITAL CHILDCARE 3227 ROSWELL RD

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297 PRINCE AVE. SUITE 28B

297 PRINCE AVE. SUITE 28B ATHENS, GEORGIA O: 706.850.1330

FLOOR PLAN -LOWER LEVEL

Date: 04.04.24 Project Number: 2024-21

. .. .

Drawing Number

A-1.0





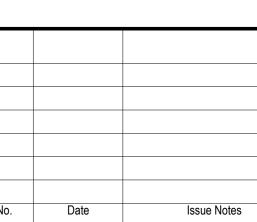
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Seal:



gn Firm

297 PRINCE AVE. SUITE 28B

ATHENS, GEORGIA

0: 706.850.1330

ATHENS, GEO O: 706.850.1

FLOOR PLAN -UPPER LEVEL

Date: 04.04.24 Project Number: 2024-21

Drawing Number

y Number

# FENESTRATION CALCULATIONS:

OVERALL FACADE LENGTH: 97'-1 1/2" FENESTRATION LENGTH BETWEEN 3' & 8' = 65'-7"

FENESTRATION PROVIDED: 67%





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Seal:

No. Date Issue Notes

Design Firm

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O: 706.850.1330

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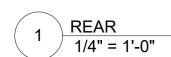
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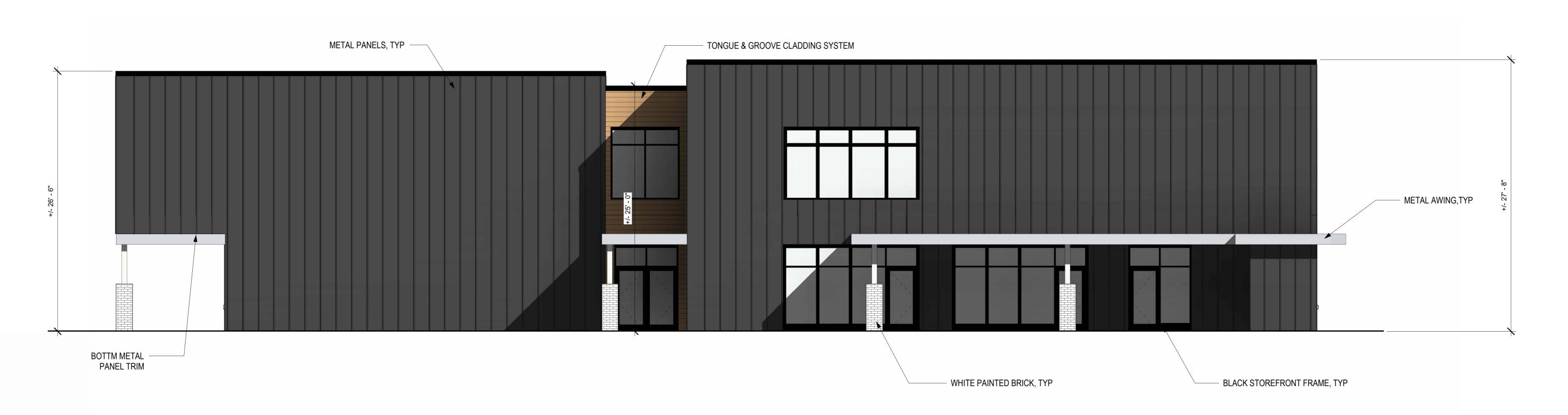
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No. Date Issue Notes

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ELEVATIONS

Date: 04.04.24 Project Number: 2024-21

Drawing Number

A-2.1

# CONCEPTUAL ELEVATIONS

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FENESTRATION PROVIDED: 67%

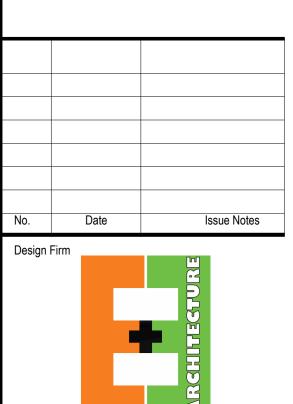
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**CONSULTING ENGINEERS:** 

LIBERTY





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CONCEPTUAL **ELEVATIONS** 







**REAR VIEW** 



DRIVE SIDE VIEW



SIDE (VIEW TOP OF SITE)