

Planning Commission Hearing Date: January 6, 2026
Board of Commissioners Hearing Date: January 22, 2026

STAFF ANALYSIS

CASE NO.:	SLUP-26-1247825	File ID #: 2025-1624
Address:	2931 Ward Lake Way Ellenwood, GA 30294	Commission District: 03 Super District: 06
Parcel ID(s):	15-009-05-032	
Request:	Special Land Use Permit (SLUP) to allow a Child Caring Institution (CCI) for up to six children within the existing single-family detached home in the RSM (Small Lot Residential Mix) zoning district.	
Property Owner(s):	Walter Artis	
Applicant/Agent:	Walter Artis & Felicia Williams	
Acreage:	0.18	
Existing Land Use:	Child Care Institution	
Surrounding Properties:	North: SUB East: SUB South: SUB West: SUB	
Adjacent Zoning:	North: RSM East: RSM South: RSM West: RSM	
Existing Land Use:	X Consistent Inconsistent	

STAFF RECOMMENDATION: Approval

The applicants, Walter Artis and Felicia Williams, operate WLA Youth Services LLC, a licensed Child Caring Institution (CCI) within the existing single-family residence at 2931 Ward Lake Way. The facility serves up to six youths between ages 14 and 18 with developmental disabilities—including intellectual disability, autism spectrum disorder, Down syndrome, and cerebral palsy. The facility provides 24-hour, 7-day-a-week supervised care. Residents up to age 21 may remain in the program based on individual needs and state guidelines.

The SLUP was originally approved in January 2023. The applicants now seek renewal of a CCII to continue operations without expansion or modification to the residential structure.

The home remains non-owner-occupied. As previously stated by the applicants, the Office of Provider Management (OPM) state-level regulations prohibit staff or owners from residing on site.

Staffing remains consistent with the prior approval:

- Four staff members on rotating 10-hour shifts
- A Program Director making regular visits
- A Life Coach providing mentorship and oversight

This staffing structure supports round-the-clock supervision consistent with state licensing requirements.

A Child Caring Institution is defined by the Zoning Ordinance as a building in which housing, meals, and continuous watchful oversight for four to six children under age 18 are provided, and the facility must be licensed by the State of Georgia.

Operational Review Since Initial Approval

Staff evaluated the facility's performance during the previous SLUP period:

- **Code Enforcement:** No active or historical violations related to property maintenance, operations, or occupancy were found.
- **Police Department:** No incident reports or calls for service indicating nuisance, safety concerns, or negative neighborhood impact were associated with the address.
- **Community Feedback:** Staff received **no opposition**, complaints, or concerns from surrounding residents or civic associations during the current renewal cycle. There is no record of neighborhood disturbance attributable to the use.
- **Site Conditions:** The residence continues to function in its original configuration, and parking operations remain consistent with the 2023 approval. Driveway capacity remains adequate for staffing needs.

Based on this information, staff finds that the use has operated responsibly, without adverse impacts to surrounding properties, and remains appropriate for its zoning district and land-use context. Therefore, staff recommends approval of the application.

Chief Executive Officer
Lorraine Cochran-Johnson

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Juliana A. Njoku

Special Land Use Permit PCH/CCI (4-6)
(with no new construction)

Amendments will not be accepted after 5 working days after the filing deadline.

SLUP Request for: ☐ Over 18 ☒ Under 18 Years of Age (check one)

Subject Property Address: 2931 Ward Lake Way, Ellenwood GA 30294

Distance to the closes Personal Care Home/Child Care Institution: Panthersville Group Home

Parcel ID Number(s): 15 009 05 032

Acreage: 59.600 + 1,240 Commission District(s): 3 + 6 Super District(s): _____

Zoning Designation: ~~RSM~~ SLUP Land Use Designation: _____

Applicant(s) Name: WALTER ARTIS AND FELICIA WILLIAMS

Applicant Mailing Address: 238 Walker Street SW, #15 Atlanta GA 30313

Application Phone: (404) 483-0421 Applicant Email: williams.taxpro@gmail.com

Owner(s) Name: WALTER ARTIS AND FELICIA WILLIAMS
(if more than one owner, attach list of owners and contact information)

Owner(s) Mailing Address: 238 WALKER STREET SW, #15 ATLANTA GA 30313

Owner(s) Phone: (404) 483-0421 Owner(s) Email: williams.taxpro@gmail.com
WLAyouthservices@gmail.com

I hereby authorize the staff of the Planning and Sustainable Department to inspect the property that is the subject of this application:

☒ Owner ☐ Agent

Walter Artis
Felicia Williams 10/2/2025
Applicant/Agent Signature Date

Confirmation the Property is over 1,000 feet from any other group home.

2931 Ward Lake Way, Ellenwood, Georgia 30294 is more than 1,000 feet away from any other group home. 2931 Ward Lake Way, Ellenwood, Georgia 30294 is approximately 1.6 miles from nearest group home, Panthersville Group Home, located at 4050 Panthersville Road, Ellenwood, Georgia 30294.

WLA Youth Services LLC
Walter Artis and Felicia Williams
2931 Ward Lake Way, Ellenwood GA 30294
wlayouthservices@gmail.com
Telephone # 404-483-0421

September 17, 2025

RE: Community Meeting - Special Use Permit (RENEWAL) for 2931 Ward Lake Way, Ellenwood GA 30294

Dear Property Owners,

We would like for you to join our Zoom meeting on Friday, October 3th, at 6:30 pm to 7:30 pm to discuss our renewal application for a Special Use Permit for the property located at [2931 Ward Lake Way, Ellenwood GA 30294](#). The main purpose of this special use permit is to operate a Child Caring Placement for special needs children. To find out more about the project or ask questions please see meeting details below:

YOU ARE INVITED TO A SPECIAL USE PERMIT MEETING

WLA Youth Services/Walter Artis and Felicia Williams are inviting you to a scheduled Zoom meeting.

Topic: WLA Youth Services Community Meeting

Time: Oct 3, 2025 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us05web.zoom.us/j/81135238735?pwd=8e8qaNYQ1ZgVQ2DhZzgy0dW8FDhTv.1>

Meeting ID: 811 3523 8735

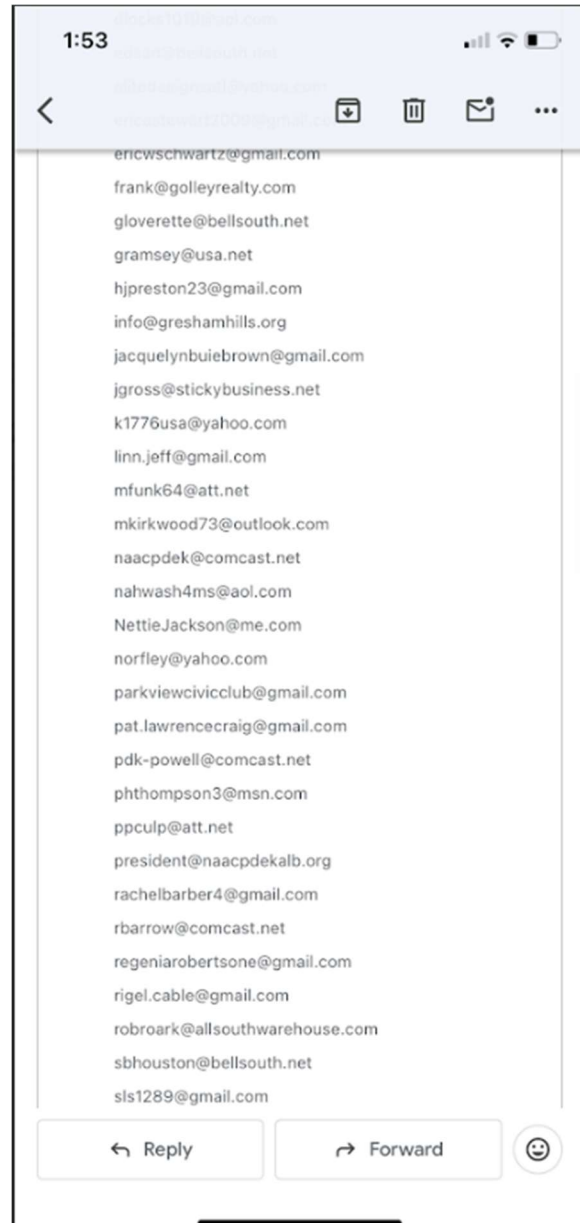
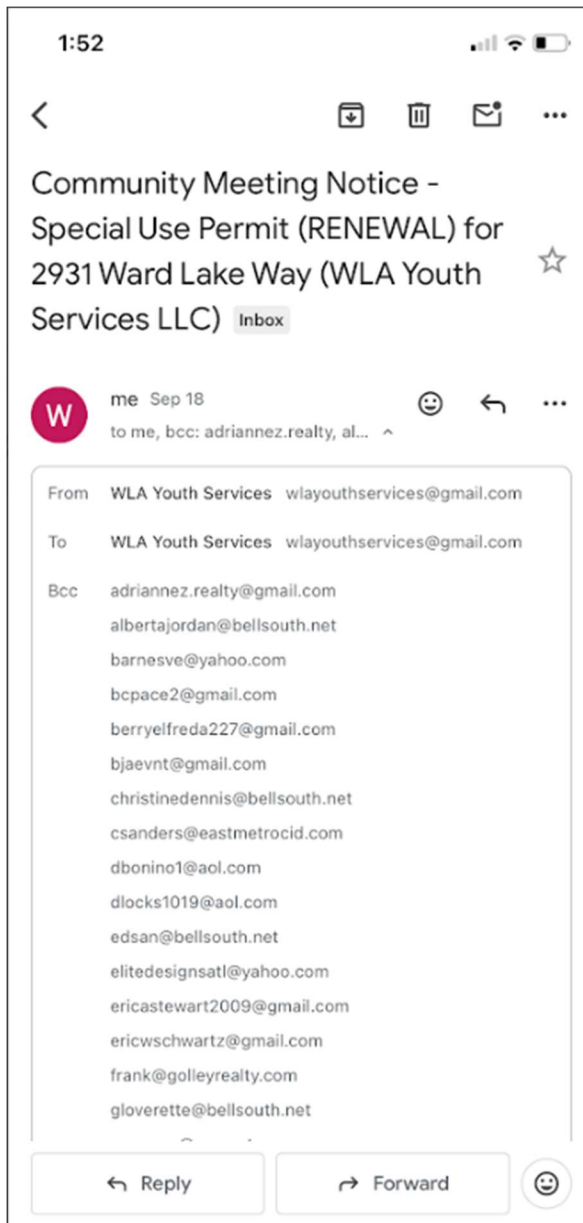
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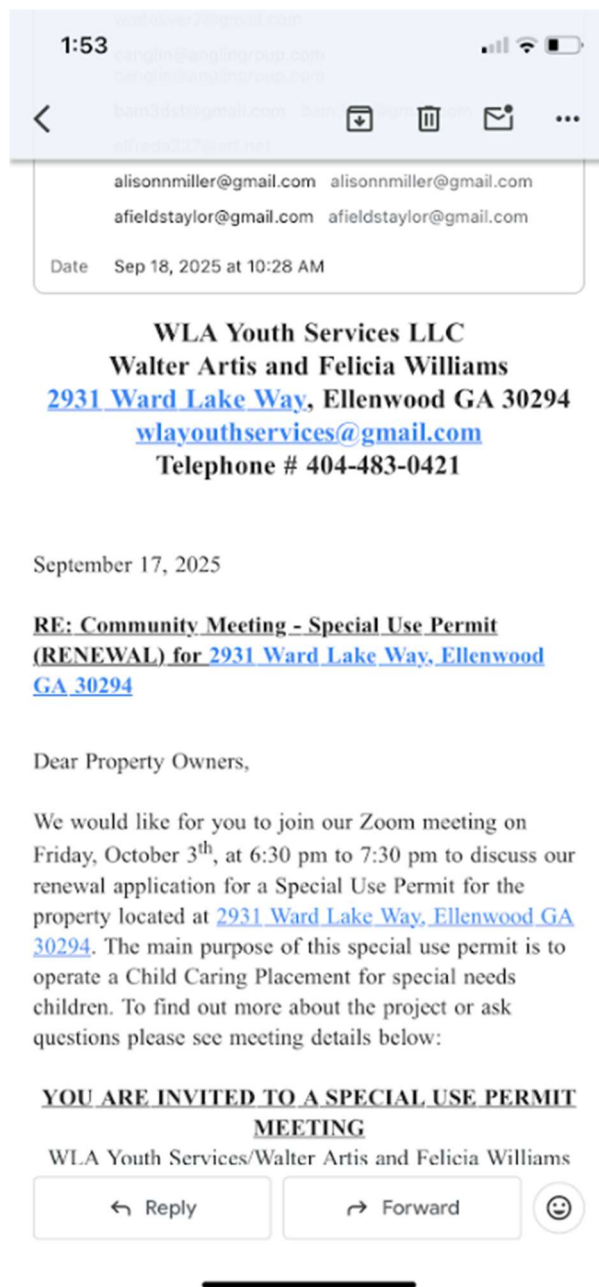
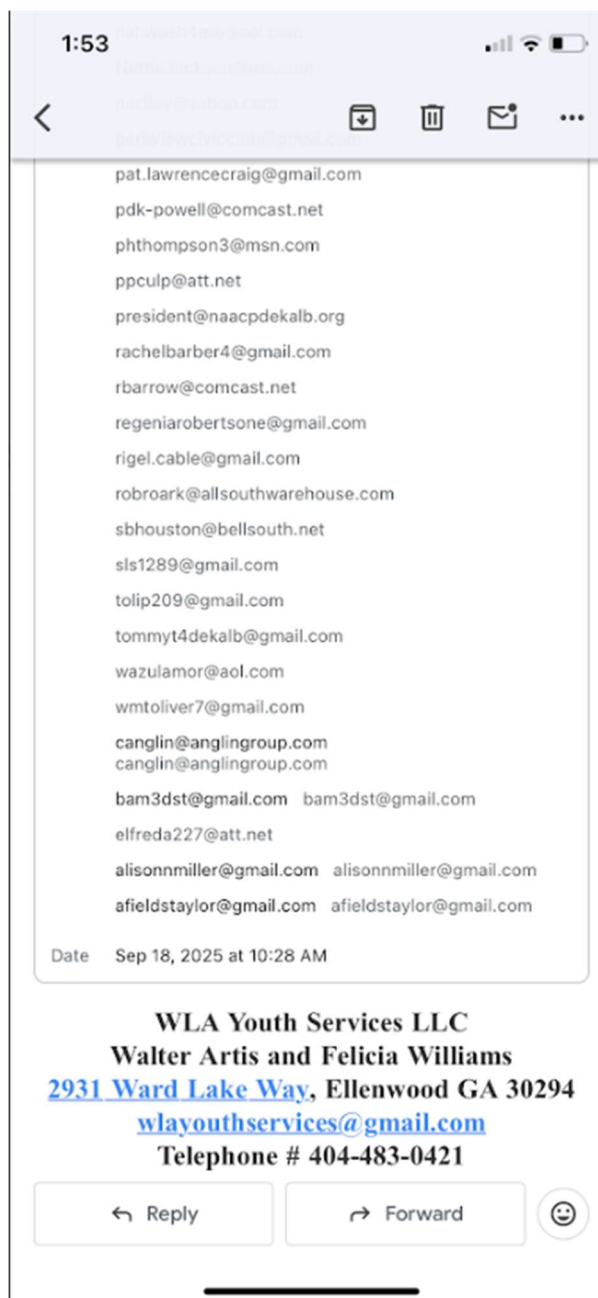
If you are unable to attend but would like to contact us, please send reach out directly to us at the contact information in the header. We look forward to you joining our meeting.

Sincerely,

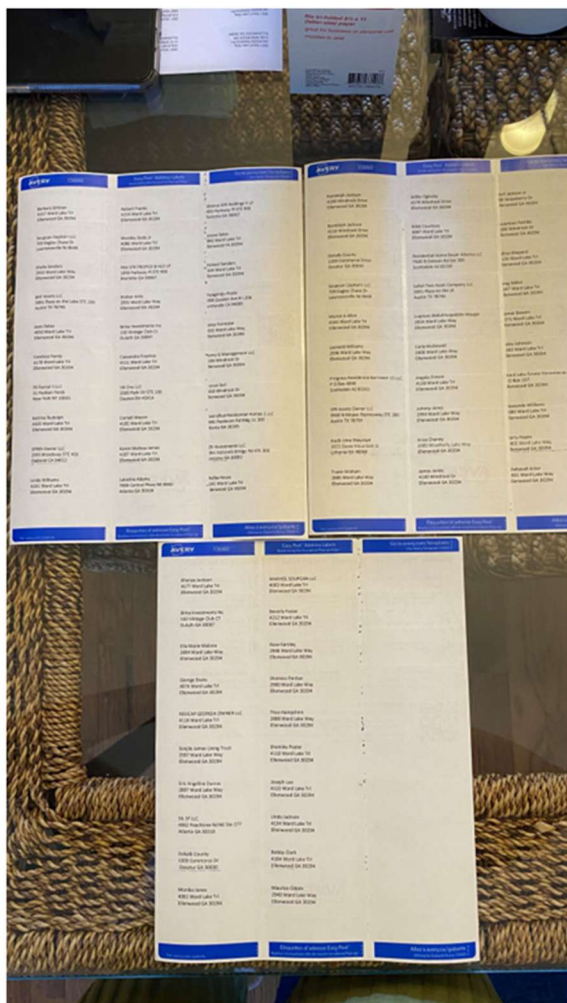
WLA Youth Services
Walter Artis and Felicia Williams

Meeting Notification sent out 9/18/2025 for meeting 10/03/2025





roof of Meeting for Community Meeting 10/03/2025 at 30 m



Randolph Jackson
4100 Windrock Drive
Ellenwood GA 30294

Willie Oglesby
4170 Windrock Drive
Ellenwood GA 30294

Cecil Jackson Jr
996 Strawberry Dr
Ellenwood GA 30294

Randolph Jackson
4110 Windrock Drive
Ellenwood GA 30294

Nikki Courtney
4087 Ward Lake Trl
Ellenwood GA 30294

Euzarlous Pattillo
4180 Windrock Dr
Ellenwood GA 30294

Dekalb County
1300 Commerce Drive
Decatur GA 30030

Residential Home Buyer Atlanta LLC
7500 N Dobson Rd Ste 300
Scottsdale AZ 85256

Killisa Shepard
4135 Ward Lake Trl
Ellenwood GA 30294

Soupcan Capital II LLC
709 Eagles Chase Dr
Lawrenceville NJ 8648

Safari Two Asset Company LLC
5001 Plaza on the LK
Austin TX 78746

Greg Miller
4147 Ward Lake Trl
Ellenwood GA 30294

Myron A Allen
4165 Ward Lake Trl
Ellenwood GA 30294

Lugman Abdulmuqaddim Waajid
2954 Ward Lake Way
Ellenwood GA 30294

Kumar Bowen
4171 Ward Lake Trl
Ellenwood GA 30294

Leonard Williams
2936 Ward Lake Way
Ellenwood GA 30294

Carla McDowell
2906 Ward Lake Way
Ellenwood GA 30294

Patsy Johnson
4183 Ward Lake Trl
Ellenwood GA 30294

Progress Residential Borrower 15 LLC
P O Box 4090
Scottsdale AZ 85261

Angela Pinson
4128 Ward Lake Trl
Ellenwood GA 30294

Ward Lake Estate Homeowners
P O Box 157
Ellenwood GA 30294

SFR Assets Owner LLC
9300 N Mopac Expressway STE 200
Austin TX 78759

Johnny Jones
2953 Ward Lake Way
Ellenwood GA 30294

Tiawanda Williams
4080 Ward Lake Trl
Ellenwood GA 30294

Kasib Ume Shayraye
3035 Stone Mountain St
Lithonia GA 30058

Erica Chaney
2909 Weatherly Lake Way
Ellenwood GA 30294

Barry Hayes
2903 Ward Lake Way
Ellenwood GA 30294

Tracie Graham
2885 Ward Lake Way
Ellenwood GA 30294

James Jones
4140 Windrock Dr
Ellenwood GA 30294

Chekesah Ector
2891 Ward Lake Way
Ellenwood GA 30294

Barbara Brittian
4157 Ward Lake Trl
Ellenwood GA 30294

Robert Franks
4213 Ward Lake Trl
Ellenwood GA 30294

Ceberus SFR Holdings II LP
1850 Parkway Pl STE 900
Marietta GA 30067

Soupcan Capital I LLC
709 Eagles Chase Dr
Lawrenceville NJ 8648

Westley Dede Jr
4086 Ward Lake Trl
Ellenwood GA 30294

Roscoe Sales
4092 Ward Lake Trl
Ellenwood GA 30294

Sheila Sanders
2922 Ward Lake Way
Ellenwood GA 30294

FKH SFR PROPCO B HLD LP
1850 Parkway Pl STE 900
Marietta GA 30067

Michael Sanders
4104 Ward Lake Trl
Ellenwood GA 30294

BAF Assets LLC
5001 Plaza on the Lake STE 200
Austin TX 78746

Walter Artis
2931 Ward Lake Way
Ellenwood GA 30294

Thyagaraju Poola
1000 Escalon Ave # I-206
Sunnyvale CA 94085

Jean Datus
4032 Ward Lake Trl
Ellenwood GA 30294

Brina Investments Inc
150 Vintage Club Ct
Duluth GA 30097

Pansy Forrester
2915 Ward Lake Way
Ellenwood GA 30294

Candace Hardy
4178 Ward Lake Trl
Ellenwood GA 30294

Cassandra Fredrick
4111 Ward Lake Trl
Ellenwood GA 30294

Henry G Management LLC
4130 Windrock Dr
Ellenwood GA 30294

RS Rental II LLC
31 Hudson Yards
New York NY 10001

VB One LLC
3500 Park Ctr STE 100
Dayton OH 45414

Crystal Bell
4150 Windrock Dr
Ellenwood GA 30294

Katrina Rudolph
4105 Ward Lake Trl
Ellenwood GA 30294

Carnell Moore
4195 Ward Lake Trl
Ellenwood GA 30294

Diversified Residential Homes 1 LLC
3495 Piedmont Rd Bldg 11 300
Atlanta GA 30305

SFRES Owner LLC
2001 Broadway STE 400
Oakland CA 94612

Karen Melissa James
4207 Ward Lake Trl
Ellenwood GA 30294

AZV Investments LLC
3851 Holcomb Bridge Rd STE 300
Norcross GA 30092

Linda Williams
4201 Ward Lake Trl
Ellenwood GA 30294

Latoshia Adams
7000 Central Pkwy NE #800
Atlanta GA 30328

Phalba Rowe
4141 Ward Lake Trl
Ellenwood GA 30294

Khanya Jackson
4177 Ward Lake Trl
Ellenwood GA 30294

WARHOL SOUPCAN LLC
4093 Ward Lake Trl
Ellenwood GA 30294

Brina Investments Nc
150 Vintage Club CT
Duluth GA 30097

Beverly Foster
4212 Ward Lake Trl
Ellenwood GA 30294

Ella Marie Malone
2894 Ward Lake Way
Ellenwood GA 30294

Rose Karnley
2948 Ward Lake Way
Ellenwood GA 30294

George Evans
4074 Ward Lake Trl
Ellenwood GA 30294

Shaneco Perdue
2900 Ward Lake Way
Ellenwood GA 30294

RESICAP GEORGIA OWNER LLC
4116 Ward Lake Trl
Ellenwood GA 30294

Titus Hampshire
2888 Ward Lake Way
Ellenwood GA 30294

Sonjile James Living Trust
2937 Ward Lake Way
Ellenwood GA 30294

Shemika Pealer
4110 Ward Lake Trl
Ellenwood GA 30294

Eric Angelina Dumas
2897 Ward Lake Way
Ellenwood GA 30294

Joseph Lee
4122 Ward Lake Trl
Ellenwood GA 30294

SIL SF LLC
4062 Peachtree Rd NE Ste 277
Atlanta GA 30319

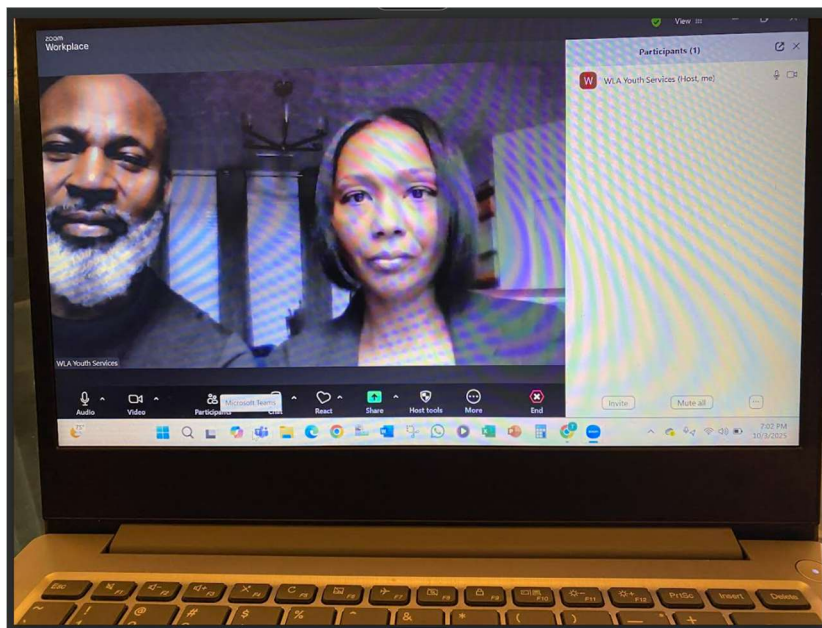
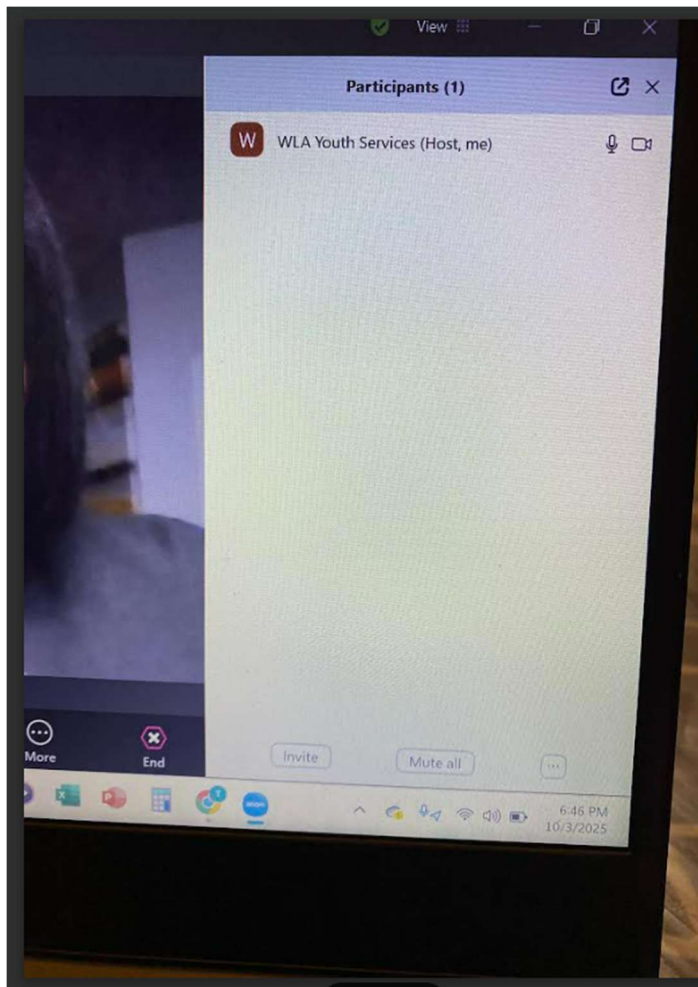
Linda Jackson
4134 Ward Lake Trl
Ellenwood GA 30294

Dekalb County
1300 Commerce Dr
Decatur GA 30030

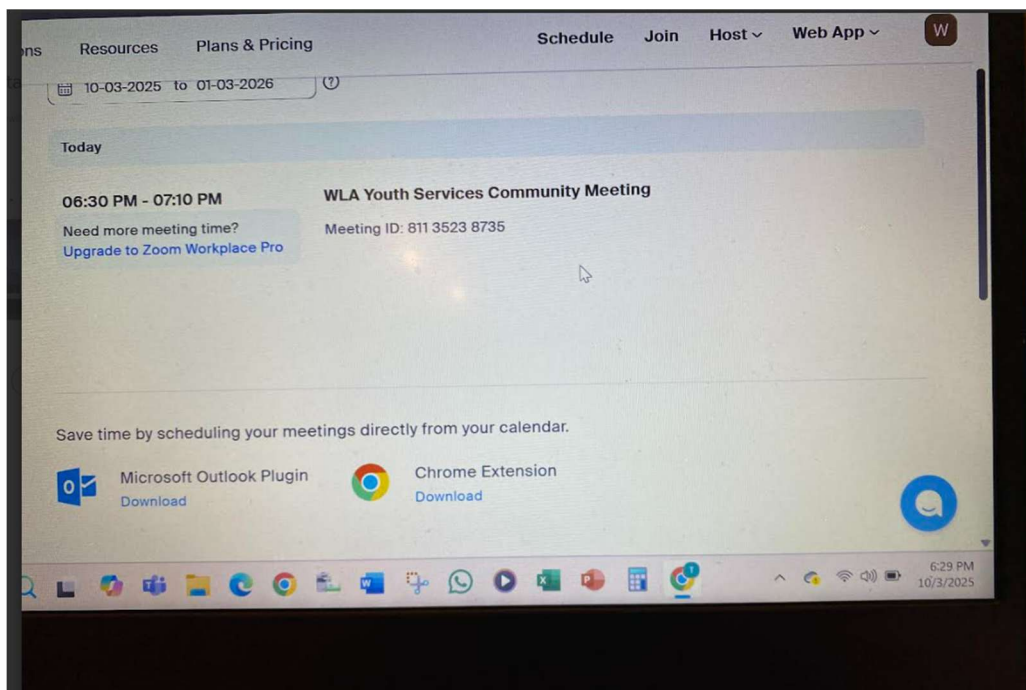
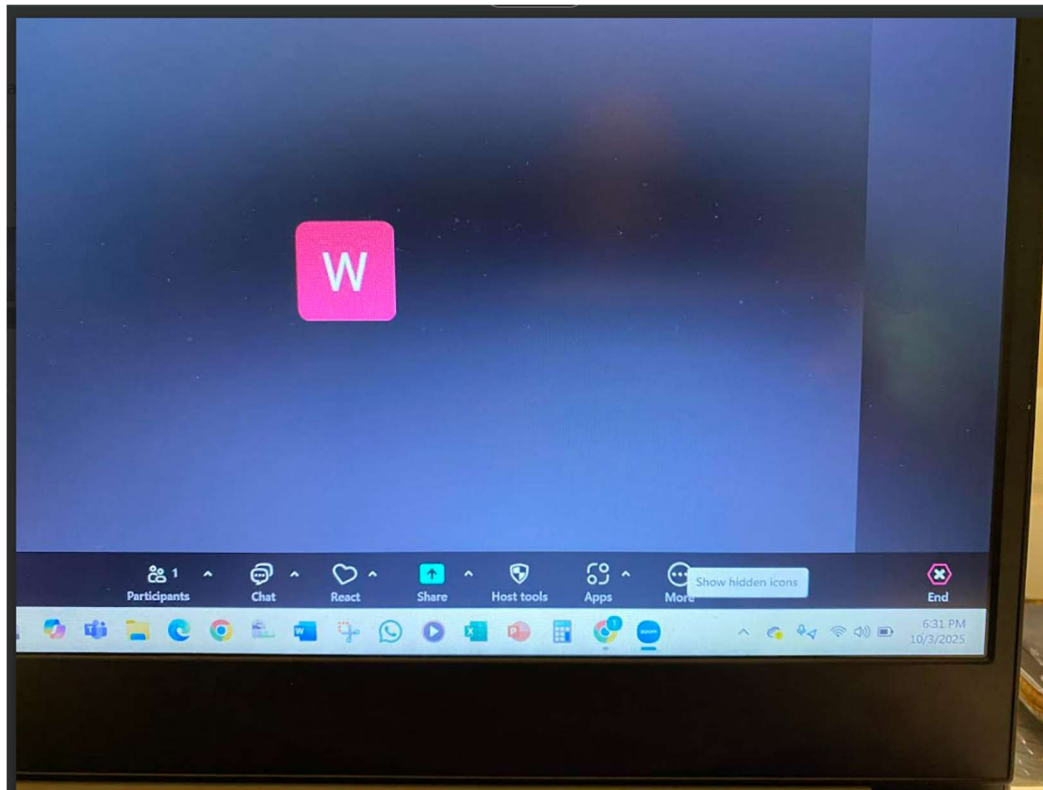
Bobby Clark
4184 Ward Lake Trl
Ellenwood GA 30294

Monika Jones
4081 Ward Lake Trl
Ellenwood GA 30294

Maurice Odom
2943 Ward Lake Way
Ellenwood GA 30294



re u m tta ommun t Meeting ocumentation 10/03/2025 at 30 m



WLA YOUTH SERVICES LLC

Contact: Walter Artis and Felicia Williams

2931 Ward Lake Way

Ellenwood, Georgia 30294

Telephone Contact: (404) 483-0421

Email: WLAYouthServices@gmail.com and Williams.Taxpro@gmail.com

Letter of Application and Impact Analysis

WLA Youth Services LLC is requesting a Special Land Use Permit from Dekalb County to operate a Child Caring Institution (CCI) specialty group home for youths between the ages of 14 years old and 21 years old. The demographics of the youths in our program are described as youths with developmental disabilities. Most commonly, youths with intellectual disabilities, autism spectrum disorder, down syndrome or cerebral palsy. The youths in this program are children with special needs who need 24 hour/7 days a week care and supervision. These youth are not considered high risk for crime or any other serious offenses and do not pose a threat to themselves or the community.

Purpose of the House: Our facility is a 2-story home containing 3 bedrooms 2.5 baths that will allow our program to house a maximum of six (6) youths. Two youth per room with 3 youths per bathroom. Our program provides 24 hours a day, 7 days a week supervision covered by our site staff as well as live 24 hour security camera system for additional support. All coverage will be performed by four (4) site staff members working ten (10) hour rotating shifts, a program director and life coach. Both the Program Director and Life Coach will make multiple site visits through out the week to oversee the supervision of the youths within the home. Rest assure the youths in this program will always have full supervision 24 hours a day. Each site staff member as well as the program director and life coach are trained and certified in fire safety and CPR. Additionally, our home is equipped with (2) fire extinguishers, fire alarms, exit signs and smoke detectors directly hardwired into law enforcement and the fire department.

Parking: The location can hold up to four (4) cars in the parking spaces (driveway) and two (2) cars in the garage. On each shift there will not be more than two cars parked in the parking spaces per day.

Before Mr. Walter Artis and Ms. Felicia Williams can start this program, they are required to obtain housing zoned (special land use permit) with a capacity of six (6) youths and young adults and must also obtain a Residential Child Care Licensing (RCCL) for operations in the state of Georgia within all counties and cities only. Mr. Walter Artis and Ms. Felicia Williams must submit a copy of the zoning (Special Land Use Permit) letter and the Fire Marshall Inspection before they are allowed to obtain licensing from Residential Child Care Licensing (RCCL) and Office of Provider Management (OPM). The average time frame to complete this process is twelve (12) months and therefore we would like to get approval for zoning so that we can move forward with all the other prerequisites for the program application and paperwork submission. All contracts from the Office of Provider Management (OPM) are given twice per year – July/October. All applications are accepted by the Office of Provider Management (OPM) in November 2025 and February 2026.

WLA YOUTH SERVICES LLC

Contact: Walter Artis and Felicia Williams

2931 Ward Lake Way

Ellenwood, Georgia 30294

Telephone Contact: (404) 483-0421

Email: WLAYouthServices@gmail.com and Williams.Taxpro@gmail.com

Home Data



Location Address: 2931 Ward Lake Way, Ellenwood, Georgia 30294

Siding Home with three exits – Single Family Home

Parking Spaces for 4 to 6 Cars in front of House

3 Bedrooms/2 ½ Bathrooms

Total Square Feet: 1240 sq ft

Other relevant information regarding Special Land Use Permit request:

1. No HOA Presence
2. After pre-application meeting letters/notification sent to all home owners within 500 feet of 2931 Ward Lake Way
3. Meeting Held October 3, 2025 @ 6:30 pm – No opposition to move forward with plan

Statement of Conditions Discussion with Neighborhood

The special land use permit discussion was held via Zoom on October 3, 2025 at 6:30 pm. No one from the community of homeowners or interested parties attended the meeting. Mr. Walter Artis and Felicia Williams were prepared to explain to the group that this is only for a special land use permit and that it would not impact property value or insurance rates of the properties.

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Property taxes and insurance: We have owned a home in this community for several years and are fully vested in the property value and community safety. It is important to note we are applying for a Special Land Use Permit and this permit does not and will not impact property values, property taxes or insurance rates of the properties. This project will not create any adverse impacts to any adjoining properties because the facility will operate as a normal home in the community.

Parking and Traffic: Our home can hold up to four (4) cars in the driveway parking spaces and two (2) cars in the garage. There will be at least one vehicle parked in the driveway at all times. This vehicle will belong to the site staff working their shift. The program director and life coach's vehicles will also frequently park in the driveway to conduct site visits and transport the youth to doctor's appointments. This project will have minimal to no impact on the neighborhood and surrounding areas in regards to traffic volume/congestion, noise, smoke, odor, dust or vibration generated by the proposed use. Our only anticipated traffic slow will occur during the shift changes of our onsite staff members.

Expected launch date is July 2026 tentatively.

Impact Analysis

Criteria: Sec 27-7,4.6 The following criteria shall be considered by the Department of Planning and Sustainability, the Planning Commission and the Board of Commissioners in evaluating and deciding any application for a special land use permit. No application for a special land use permit shall be granted by the Board of Commissioners unless satisfactory provisions and arrangements have been made concerning each of the following factors, all of which are applicable to each application, and unless the application is in compliance with all applicable regulations in Article 4.

- A. Adequacy of the size of the site for use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yard, open space, off-street parking, transitional buffer zones, and all other applicable requirements of the zoning district in which the use is proposed to be located. **The land area for use for this project is adequate for the proposed use for this property. The program requires a minimum of 3-4 bedrooms with each room with an appropriate 80 sq feet. With a total of 1240 sq feet no expansion will be needed for this project.**
- B. Compatibility of the proposed use with adjacent properties and land use and other properties and land uses in the district, and whether the proposed use will create

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adverse impacts upon any adjoining land use by reason of traffic volume/congestion, noise, smoke, odor, dust, or vibration generated by the proposed use. **The project will have minimal on the neighborhood and surrounding areas in regards to traffic volume/congestion, noise, smoke, odor, dust or vibration generated by the proposed use. On each shift there will only be one staff so only one car will be parked on the premise with the maximum being two vehicles (when program director or life coach conducts onsite visits). The program director and life coach's vehicles will also frequently park in the driveway to conduct site visits and transport the youth to doctor's appointments.**

- C. Adequacy of public services, public or private facilities, public or private streets (including consideration of traffic-carrying capacity), and utilities to serve contemplated. **Traffic slow will only occur every ten (10) hours when sifts are changed and this will not impact the flow of traffic or cause any disturbance of traffic, no noise nor community traffic problems for the neighborhood. Based on the staffing needs only two cars will be on the property at any given time.**
- D. Adequacy of the public street on which the use is proposed to be located and whether there is sufficient traffic carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area. **The impact traffic on the public street will be minimal since doctors' appointments and outside visits by the six (6) residents will be done by the staff on call for that shift. No extra transportation will be needed to cause any type of congestion for traffic. The parking space at the location has the capacity for four (4) vehicles and the enclosed garage can also accommodate two (2) extra cars.**
- E. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures and uses thereon with particular reference to pedestrian and automotive safety and convenience, traffic flow and control and access in the event of fire or other emergency. **The location has four (4) open parking spaces at which the staff on shift car's will be parked in the garage to ensure the fire, police or any other emergency vehicle can easily access the premises this will ensure that there is safe and easy access to the property in case of an emergency.**
- F. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner and hours of operation of the proposed use. **No! This project will not create any adverse impact upon any adjoining land because the facility will be operated just like a normal home with the residents' rules and regulations monitored by 24/7 care team and camera. The program director will conduct daily**

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announced and unannounced visits to the premise and will ensure that the youths in this program are cared for in the manner that will not cause any issue for the community. Daily schedule activities and supervision will be an important integral part of the program schedule.

- G. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located. **Yes the property is within the line of the proposed requirement for use as a group home description needed for CCI requirements.**
- H. Whether the proposed use is consistent with the policies of the comprehensive plan. **Yes! The proposed use is consistent with the policies of the comprehensive plan for a CCI program for use in DFCS specialty care program.**
- I. Whether there is adequate provision of refuse and services areas. **Yes! There is adequate provision of refuse and service area for all incoming and outgoing service providers. The front garbage receptacle will be the main area of intake and outtake for all refuse and services. This will be structured on a weekly basis once per week.**
- J. Whether the length of time for which the special land use permit is granted should be limited in duration. **No! The property will be used perpetually as a group home and will be legacy home for descendants of the property.**
- K. Whether the size, scale and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale and massing of the adjacent and nearby lots and buildings, and whether the proposed use will create a shadow impact on any adjoining lot or building, as a result of the proposed building height. **There will be no external modifications to the house width or height for this project. All modifications are internal, expanding doors, showers installing a ramp for wheelchair access and ensure that the backyard is enclosed.**
- L. Whether the proposed plan will adversely affect historic buildings, sites, districts, or archaeological resources. **No changes will be made to the house or property for this project.**
- M. Whether the proposed use satisfies the requirements contained in within the Supplemental Regulations for such special land use permit. **Yes! The proposed use satisfies the requirements the requirements contained within the Supplemental Regulations for this permit.**

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- N. Whether the proposed use would be consistent with the needs of the neighborhood of the community as a whole, be compatible with the neigh, and would not be in conflict with the overall objectives of the comprehensive plan. **The structure of the program will be managed as a home and no external signs or reference to a business will be visible to the neighborhood or community. The program's main goal is to provide room, board and watchful oversight for youths with special needs for long term care with twenty-four (24) hours services daily. The age range of the clients will be between twelve (12) to eighteen (18) years old. These youths can be approved to stay in extended care until twenty-one (21) years old. This home will not be remodeled to change any building structure or physical appearances of the home to conflict with the current community style. No trees or plants will be removed No pool or water feature will be installed. Based on the requirements for a special land use permit this home does satisfy those requirements as stated in the CCI regulations.**

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2931 Ward Lake Way

Ellenwood, Georgia 30294

Telephone Contact: (404) 483-0421

Email: WLAYouthServices@gmail.com and Williams.Taxpro@gmail.com

**Please read through the Supplemental Regulations for Child Care Institutions below.
We need responses to both D & E:**

D. Child caring institutions, general requirements. 1. Each child caring institution must obtain all license(s) and/or permit(s) required by the State of Georgia in order to operate. Each child caring institution must display its State-issued license(s) and/or permit(s) in plain view, visible from the front driveway of the facility. 2. No child caring institution may display any exterior signage that violates the sign ordinance in Chapter 21 of the Code or the sign provisions in the zoning regulations for the underlying zoning district where the personal care home is located. **In compliance with the rules and regulations of the Child Care Institutions (CCI), WLA Youth Services LLC intends to be in full compliance with the above requirements after the zoning is approved and the appropriate paperwork is submitted to the state for approval of a license for such business as described in the rules and regulations of the CCI rules for Child Care Institutions.**

E. Child caring institutions, group (4-6 children). 1. Two (2) copies of complete architectural plans for the subject group child caring institution, signed or sealed by a registered architect, shall be submitted to the director of planning prior to the issuance of a building permit or business license. 2. Each group child caring institution must provide at least four (4) parking spaces within the driveway, garage or carport, and must comply with any applicable requirements in Article 6. **WLA Youth Services LLC intends to be in full compliance with all the rules and regulations as stated and will be including all the required paperwork with the package for review by the permitting office. The structure of the house is now setup with (4) parking spaces within driveway.**

Chief Executive Officer
Lorraine Cochran-Johnson

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Juliana A. Njoku

Authorization

The property owner should complete this form or a similar signed and notarized form if the individual who will file the application with the County is not the property owner.

10/1/2025
Date

TO WHOM IT MAY CONCERN:

I/We _____
Name of Owner(s)

being owner of the above-mentioned subject property hereby delegate authority to:

Name of Agent or Representative(s)

to file an application on my/our behalf.

Notary Public

Owner

Date

Chief Executive Officer
Lorraine Cochran-Johnson

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Juliana A. Njoku

DISCLOSURE OF CAMPAIGN CONTRIBUTION

In accordance with the Conflict of Interest in Zoning Act, OCGA Chapter 36-67A, the following questions must be answered.

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

☐ Yes ☒ No

If the answer is yes, you must file a **Disclosure Report** with the governing authority of DeKalb County showing:

***Notary seal not needed if answer is "No"**

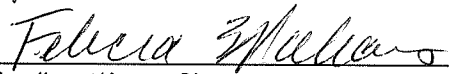
1. The name and official position of the local government official to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution.

The **Disclosure** must be filed within 10 days after the application is first filed and must be submitted to:

CEO Lorraine Cochran-Johnson
1300 Commerce Drive
Decatur, GA 30030

DeKalb County Board of Commissioners
1300 Commerce Drive
Decatur, GA 30030

Notary


 10/7/2025
Applicant/Agent Signature Date

Check one: ☒ Owner ☐ Agent

Expiration Date/ Seal

STORM PIPE NO.	DRAINAGE DIA. (IN.)	PIPE LENGTH (FT.)	CHAM TYPE
21	34	80	BCCMP
32	18	60	BCCMP
35	18	40	BCCMP
8	62	20	BCCMP



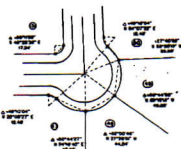
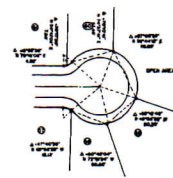
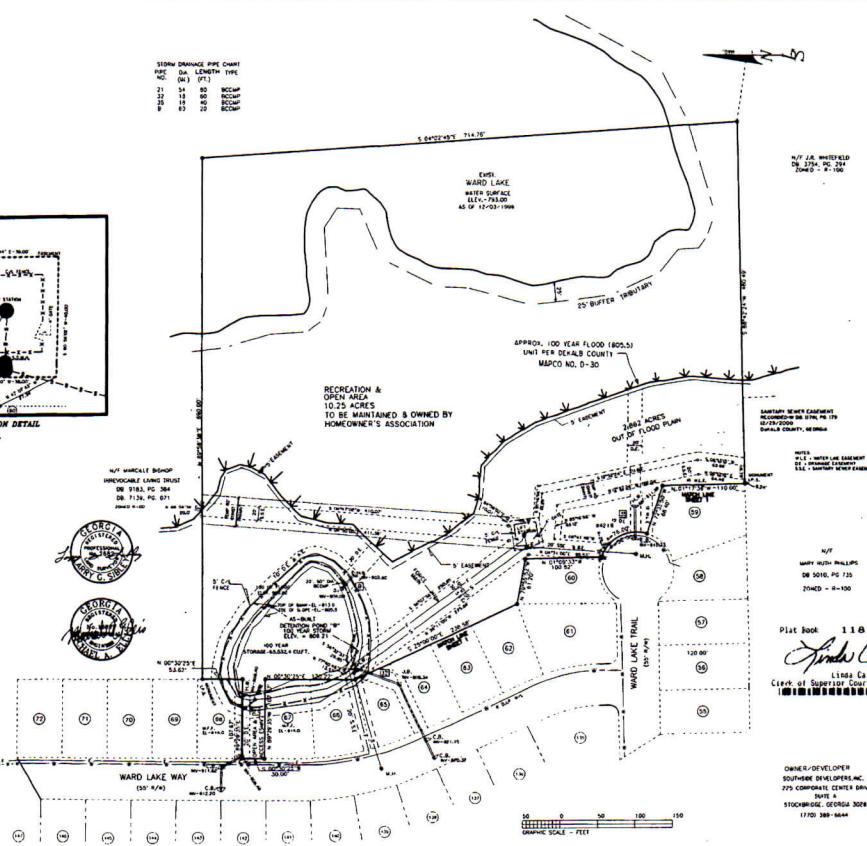
ENGINEER'S ACKNOWLEDGEMENT:
 IN MY OPINION, THIS PLAN IS A CORRECT REPRESENTATION OF THE
 LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE
 MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

James A. Kelly CA. R.E.S. NO. 7882
James A. Kelly REG. C.E. NO. 13677

**LARRY
SIBLEY SURVEYING, INC.**

730 VETERANS HWY.
JOHN SMITH, GA. 30238
PH (770)471-0808
FAX (770)471-8048

LAND SURVEYING
LAND PLANNING
CONSTRUCTION LAYOUT
LAND DEVELOPMENT DESIGN



Plat Book 118 Pg 102

Linda Carter
Linda Carter
Clerk of Superior Court DeWalt Cty. Ga.

RECORDED IN PLAT BK. _____, PG. _____

FINAL PLAT
OF
WARD LAKE ESTATES
PHASE II

LOCATED IN
LAND LOT 9, 15TH DISTRICT
DEKALB COUNTY, GEORGIA
DATE: 11/27/2000 SCALE: 1" = 50'
JOB NO. D97039 DCR NO. 98092R02
SHEET 2 OF 2

CONTRACT NO. 01-8240



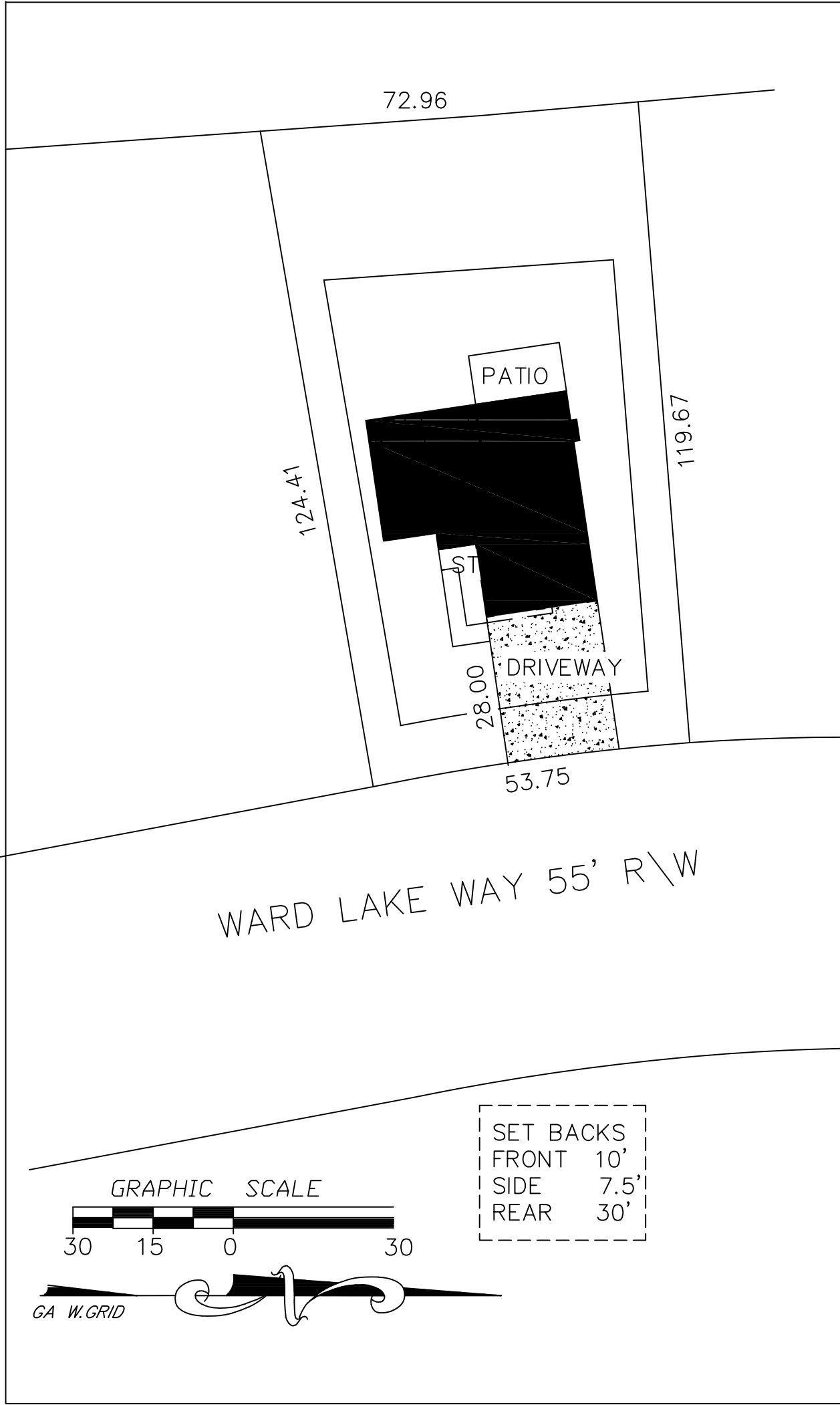


2931

SECURED BY
xfinity
home

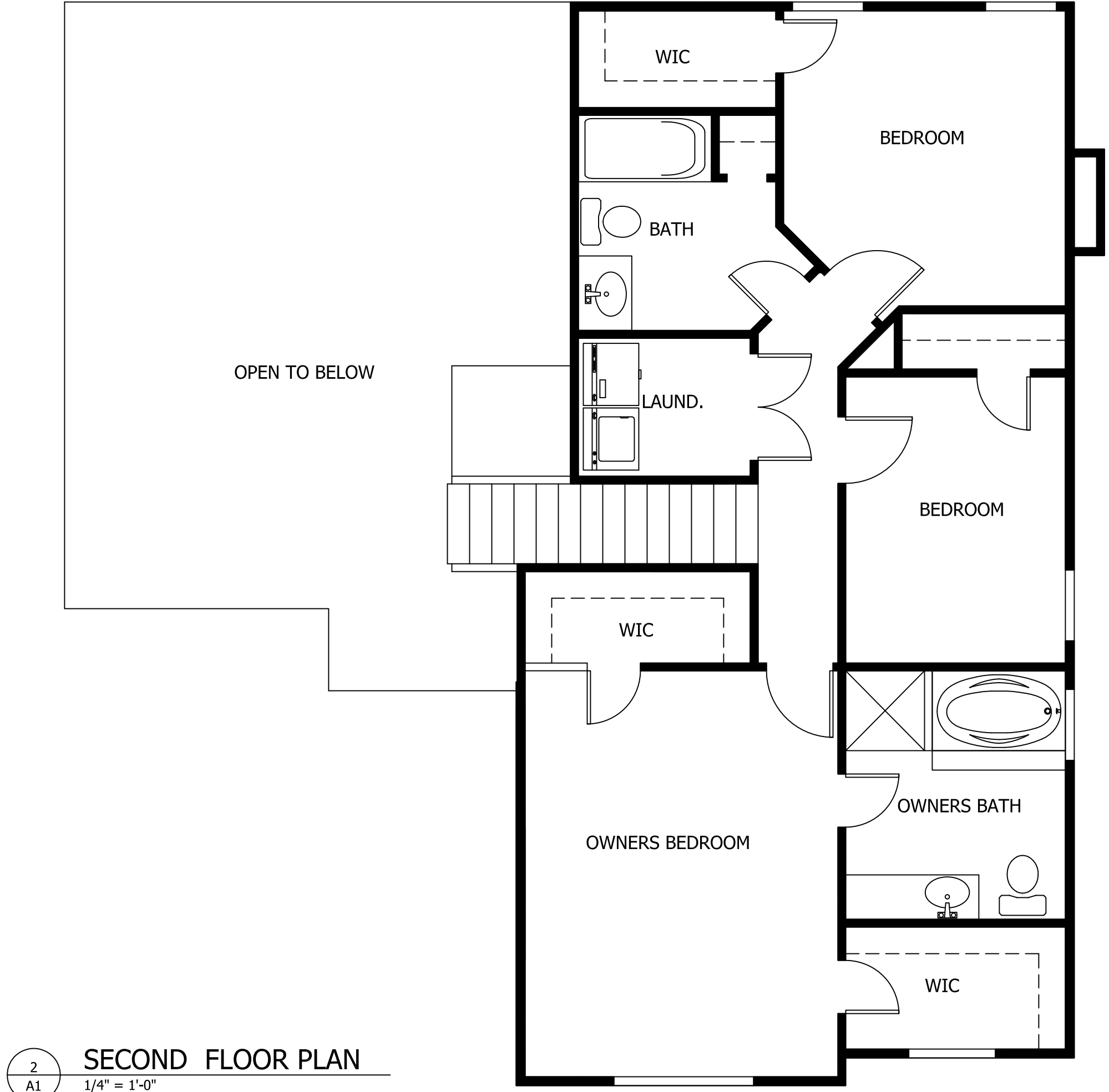
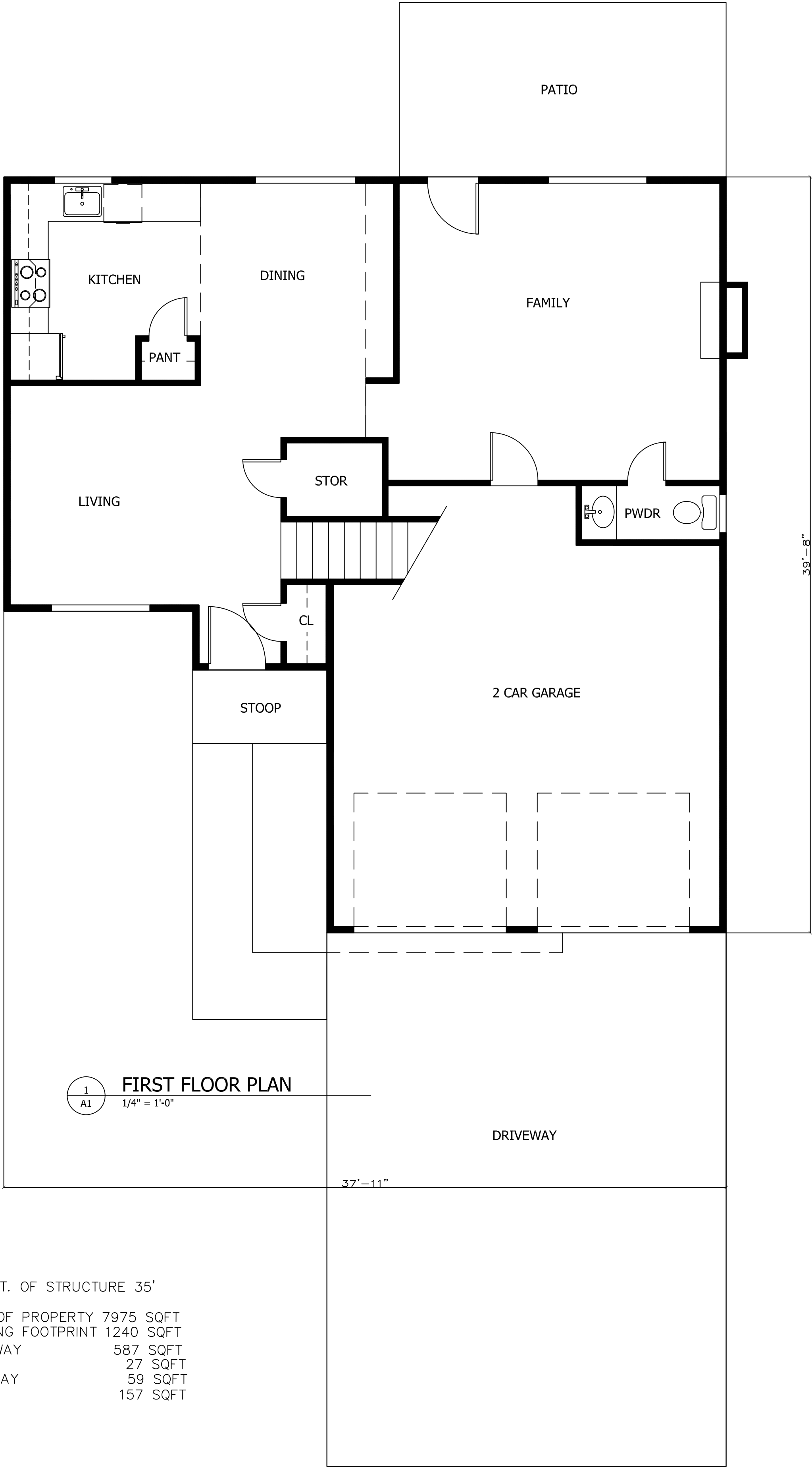






MAX HT. OF STRUCTURE 35'

AREA OF PROPERTY 7975 SQFT
BUILDING FOOTPRINT 1240 SQFT
DRIVEWAY 587 SQFT
PORCH 27 SQFT
WALKWAY 59 SQFT
PATIO 157 SQFT

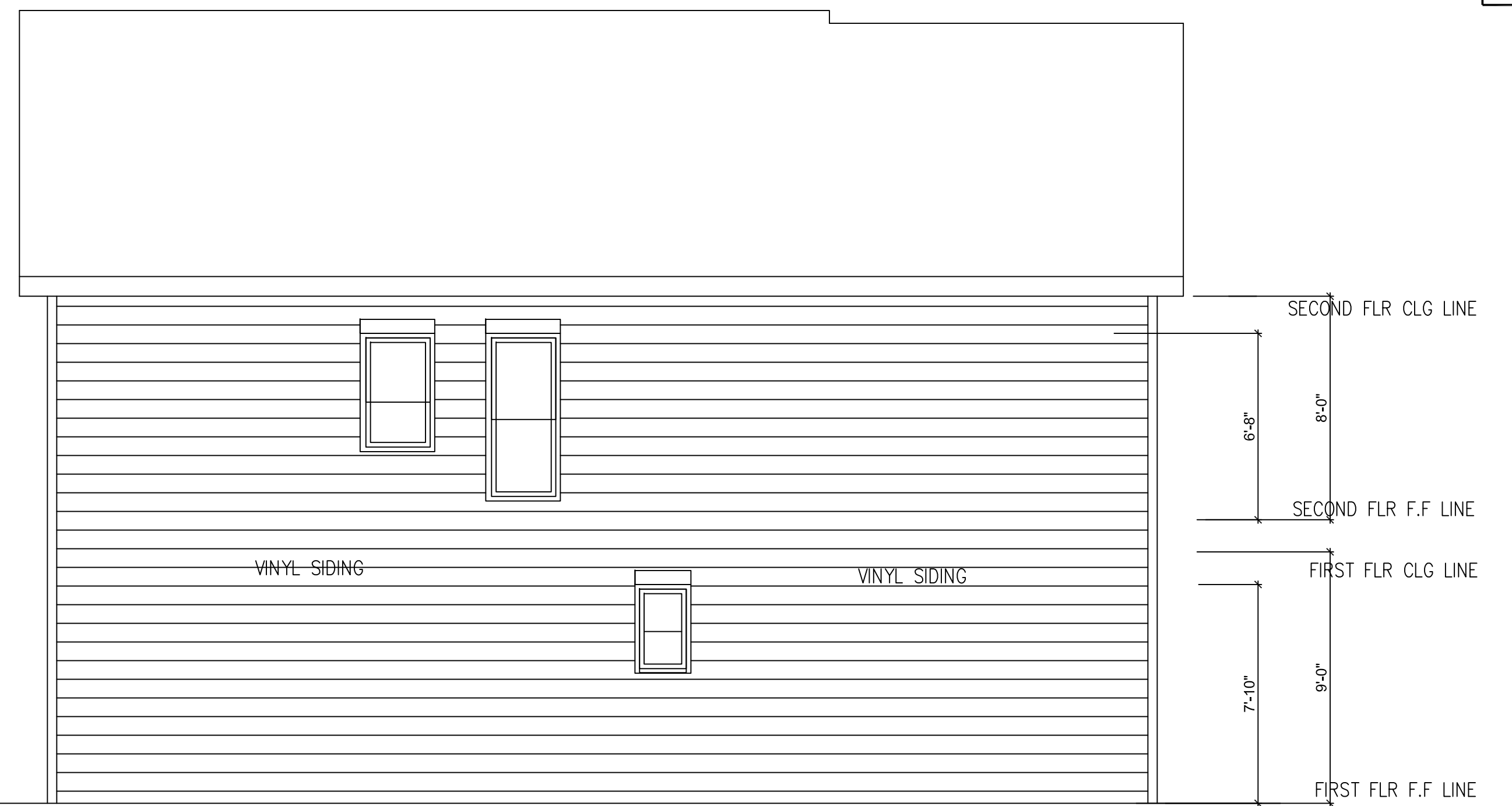
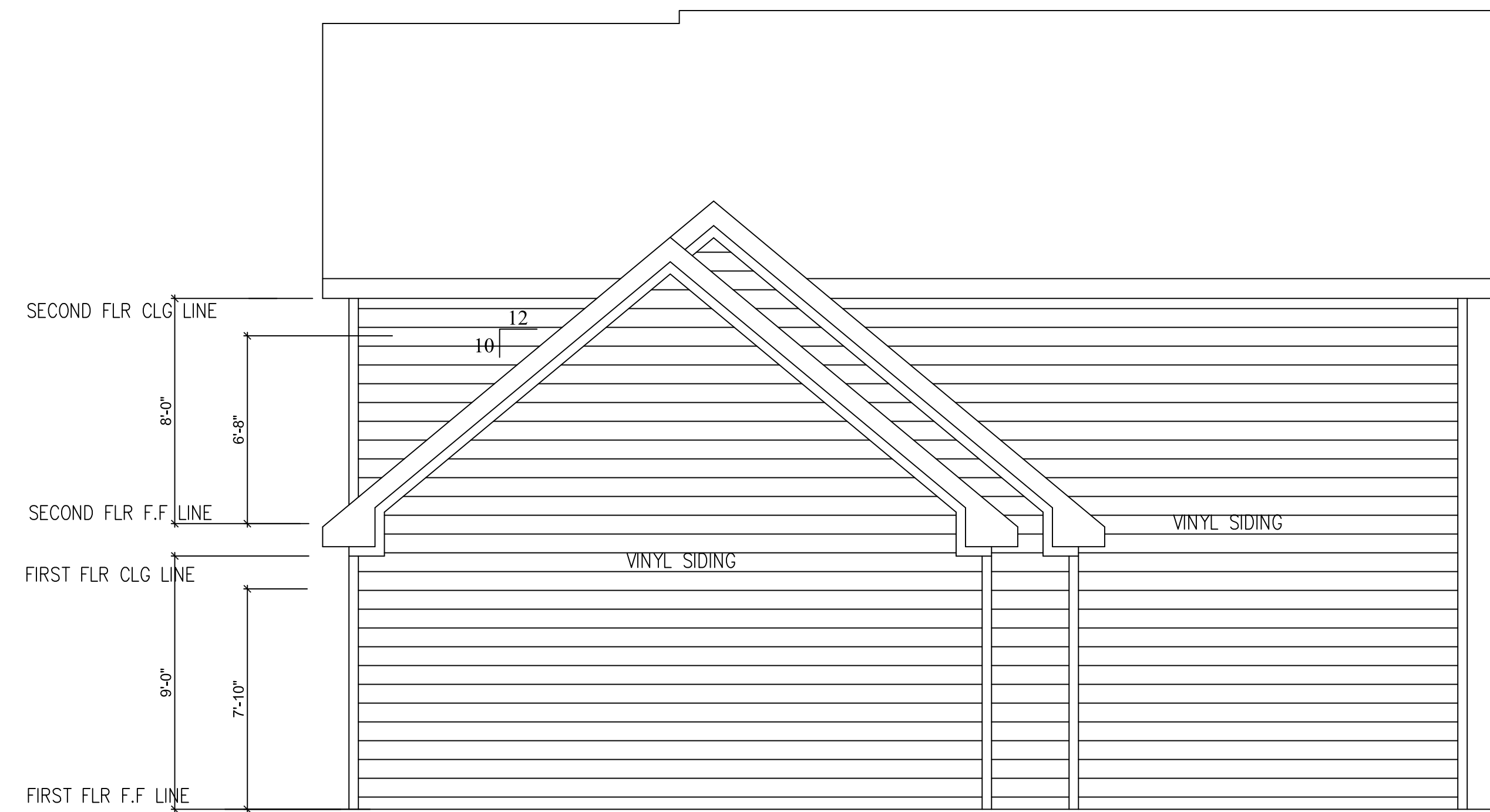
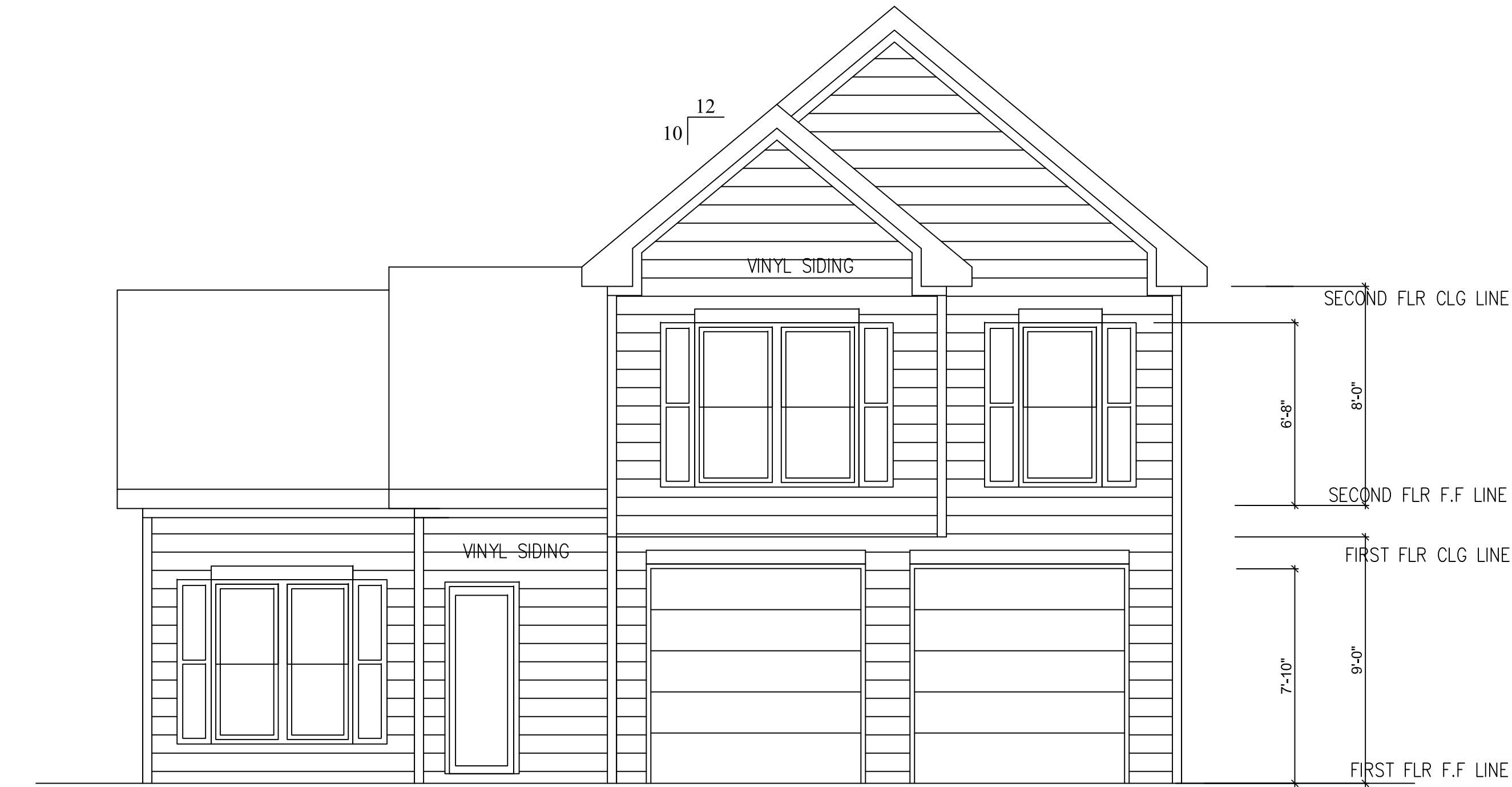


THESE PLANS ARE LICENSED TO WA. YOUTH SERVICES
ANY REUSE OF THESE PLANS WITHOUT PERMISSION OF
R DESIGN CONSULTANTS IS NOT PERMITTED.

REVISIONS		DATE	PROJECT NO.
1	SCALE	9.23.22	2022-70
2	AS NOTED		
3	DRAWN		
4	RG		

R DESIGN CONSULTANTS		3220 KIMBERLY RD NW KENNESAW GA, 30144 T - 678.698.7690 laredge@gmail.com	PROJECT NO. 2022-70 SHEET NO. A 1
----------------------	--	--	--

NOT RELEASED FOR CONSTRUCTION



THESE PLANS ARE LICENSED TO WA YOUTH SERVICES
FOR THE PROJECT ONLY. ANY REUSE OF THESE PLANS
WITHOUT PERMISSION OF R DESIGN CONSULTANTS
IS NOT PERMITTED.

REVISIONS		DATE	PROJECT NO.	2022-70
1	SCALE	8-23-22	SHEET NO.	
2	AS NOTED			
3	DRAWN			
4	RG			A 2

R DESIGN CONSULTANTS

3220 KIMBERLY RD NW
KENNESAW GA, 30144
T - 678.698.7690
laredge@gmail.com



NOT RELEASED FOR CONSTRUCTION

Property Address:
2931 Ward Lake Way, Ellenwood, GA 30294

Exhibit "A" Legal Description

All that tract or parcel of land lying and being in Land Lot 9, 15th District, DeKalb County, Georgia, being known as Lot 138, Ward Lake Estates, Phase II, as per plat recorded at Plat Book 118, Page 101-102, DeKalb County, Georgia Records. Said plat being incorporated herein by reference thereto.

Parcel ID Number: 15 009 05 032.
Subject to any Easements or Restrictions of Record.



DEPARTMENT OF PLANNING & SUSTAINABILITY

Chief of Executive Officer
Lorraine Cochran-Johnson

Director
Juliana A. Njoku

PRE-APPLICATION FORM
REZONE, SPECIAL LAND USE PERMIT, MODIFICATION, AND LAND USE
(Required prior to filing application: signed copy of this form must be submitted at filing.)

Applicant(s) Name: Walter Artis and Felicia Williams

Phone: 404-483-0421 Email: wlayouthservices@gmail.com

Property Address: 2931 Ward Lake Way, Ellenwood 30294

Tax Parcel ID: 15 009 05 032 Comm. District(s): 3 & 6 Acreage: 0.18

Existing Use: _____ Proposed Use: CCI, for up to 6 children.

Supplemental Regs: _____ Overlay District: Soapstone Historic District

Rezoning: Yes _____ No X Existing Zoning: RSM Proposed Zoning: RSM

DRI: No Square Footage/Number of Units: _____

Rezoning Request: _____

Land Use Plan Amendment: Yes _____ No X Existing Land Use: SUB

Proposed Land Use: SUB Consistent X Inconsistent _____

Special Land Use Permit: Yes X No _____ Article Number(s) 27-_____

Special Land Use Request(s): Renewal of SLUP-23-1246169. CCI for up to six (6) children.

Major Modification: Yes _____ No X Existing Zoning Conditions: SLUP-23-1246169

Major Modification Request: N/A

Condition(s) to be modified: N/A

WHAT TO KNOW BEFORE YOU FILE YOUR APPLICATION

Pre-submittal Community Meeting: X Calendar Dates: CC: 12/10/25 PC: 01/06/26 BOC: 01/22/26
Letter of Intent: X Impact Analysis: X Owner Authorization(s): X Campaign Disclosure: X
Public Notice, Signs: X Tree Survey, Conservation (if applicable): N/A

Submittal Format: ONE (1) COMBINED, PDF DOCUMENT UPLOAD PLEASE

Review of Site Plan

Density: _____ Density Bonuses: _____ Mix of Uses: _____ Open Space: _____
Enhanced Open Space: _____ Setbacks: front _____ sides _____ side corner _____ rear _____
Lot Size: _____ Frontage: _____ Street Widths: _____ Landscape Strips: _____ Buffers: _____
Parking Lot Landscaping: _____ Parking - Auto: _____ Parking - Bicycle: _____ Screening: _____
Streetscapes: _____ Sidewalks: _____ Fencing/Walls: _____ Bldg Height: _____ Bldg Separation: _____
Bldg. Orientation: _____ Bldg. Separation: _____
Bldg Materials: Roof _____ Fenestration: _____ Façade Design: _____
Garages: _____ Pedestrian Plan: _____ Perimeter Landscape Strip: _____
Possible Variances: _____

Comments: _____

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director
Cedric Hudson

DATE: February 1, 2023

To Whom It May Concern:

This is to confirm that on January 26, 2023, the DeKalb County Board of Commissioners approved the following application(s):

SLUP-22-1246169 2022-2535

15-009-05-032

Commission District 03 Super District 06

2931 WARD LAKE WAY, ELLENWOOD, GEORGIA 30294

Application of Walter Artis & Felicia Williams for a Special Land Use Permit (SLUP) to allow a Child Caring Institution (CCI) for up to six children within the existing single-family detached home in the RSM (Small Lot Residential Mix) zoning district. The property is located on the west side of Ward Lake Way, at 2931 Ward Lake Way in Ellenwood, Georgia. The property has approximately 53 feet of frontage along Ward Lake Way and contains 0.18 acre.

The application was approved on January 26, 2023, with the following conditions:

1. The Special Land Use Permit shall be granted to Walter Artis.
2. Walter Artis shall obtain a certificate of occupancy to operate the facility.
3. A County business license must be obtained prior to operating the facility, in which the license shall be renewed annually.

DEPARTMENT OF PLANNING & SUSTAINABILITY**Chief of Executive Officer**
Lorraine Cochran-Johnson**Director**
Juliana A. Njoku**Zoning Comments January 2026****Z-26-1247832 (2025-1620) 3792 Memorial College Drive:**

Memorial College Drive is classified as a collector road. Please refer to the requirements in Zoning Code 5.4.3 and Land Development Code 14-190. Requires a right of way dedication of 35 feet from centerline OR such that all public infrastructure is within right of way, whichever greater. Requires a 10-foot landscape strip with a 6-foot sidewalk and 4-foot bike lane or a 10-foot multi-use path. It requires pedestrian scale streetlights.

Z-26-1247833 (2025-1621) 8277 Norris Lake Way:

Norris Lake Way is classified as local roads. Please refer to the requirements in Zoning Code 5.4.3 and Land Development Code 14-190. Requires a right of way dedication of 27.5 feet from centerline OR such that all public infrastructure is within right of way, whichever greater. Requires a 5-foot landscape strip with a 5-foot sidewalk. It requires pedestrian scale streetlights. Adjacent street Norris Lake Drive is classified as a Collector. Please refer to the requirements in Zoning Code 5.4.3 and Land Development Code 14-190. Requires a right of way dedication of 35 feet from centerline OR such that all public infrastructure is within right of way, whichever greater. Requires a 10-foot landscape strip with a 6-foot sidewalk and 4-foot bike lane or a 10-foot multi-use path. It requires pedestrian scale streetlights. Verify that all access points have intersection and stopping sight distance as described by AASHTO.

Z-26-1247784 (2025-1622) 5488 Flat Shoals Parkway:

Flat Shoals Parkway is classified as a Major Arterial, also a Georgia State Route. Refer to the requirements in Zoning Code 5.4.3 and Land Development Code 14-190. If not already in place: Requires a right of way dedication of 75 feet from the centerline of roadway, all public infrastructure must be within right of way. Requires a 10-foot multiuse path with pedestrian scale streetlights.

SLUP-26-1247822 (2025-1623) 3396 Chamblee-Tucker Road:

Chamblee Tucker Road is classified as a Minor Arterial. SLUP does not change the existing shoulders or curb cuts. Verify that all access points have intersection and stopping sight distance as described by AASHTO.

SLUP-26-1247825 (2025-1624) 2931 Ward Lake Way:

Ward Lake Way is classified as a local road. SLUP does not change the existing shoulders or curb cuts. Verify that all access points have intersection and stopping sight distance as described by AASHTO.

SLUP-26-1247829 (2025-1625) 3915 Emerald North Drive:

Emerald North Drive is classified as a local road. SLUP does not change the existing shoulders or curb cuts. Verify that all access points have intersection and stopping sight distance as described by AASHTO.

Z-26-1247827 (2025-1626) 4493 Flakes Mill Road (4400 River Road):

Flakes Mill Road is classified as a Minor Arterial. Refer to the requirements in Zoning Code 5.4.3 and Land Development Code 14-190. The right-of way dedication of 35 feet minimum from centerline to allow all public infrastructure is within right of way. Requires a 10-foot multiuse path, with pedestrian streetlights. Verify that all access points have intersection and stopping sight distance as described by AASHTO.

SLUP-26-1247841 (2025-1627) 4493 Flakes Mill Road (4400 River Road):

Flakes Mill Road is classified as a local road. SLUP does not change the existing shoulders or curb cuts. Verify that all access points have intersection and stopping sight distance as described by AASHTO.



Wednesday, November 19, 2025

To: Mr. John Reid, Senior Planner
From: Ryan Cira, Director, Division of Environmental Health
Cc: Alan Gaines, Deputy Director, Division of Environmental Health
Re: Rezone Application Review

General Comments:

DeKalb County Health Regulations prohibit use of on-site sewage disposal systems for

- multiple dwellings
- food service establishments
- hotels and motels
- commercial laundries
- funeral homes
- schools
- nursing care facilities
- personal care homes with more than six (6) clients
- child or adult day care facilities with more than six (6) clients
- residential facilities containing food service establishments

If proposal will use on-site sewage disposal, please contact the Land Use Section (404) 508-7900.

Any proposal, which will alter wastewater flow to an on-site sewage disposal system, must be reviewed by this office prior to construction.

This office must approve any proposed food service operation or swimming pool prior to starting construction.

Public health recommends the inclusion of sidewalks to continue a preexisting sidewalk network or begin a new sidewalk network. Sidewalks can provide safe and convenient pedestrian access to a community-oriented facility and access to adjacent facilities and neighborhoods.

For a public transportation route, there shall be a 5ft. sidewalk with a buffer between the sidewalk and the road. There shall be enough space next to sidewalk for bus shelter's concrete pad installation.

Since DeKalb County is classified as a Zone 1 radon county, this office recommends the use of radon resistant construction.

11/19/2025

N1-2025-1620

Z-26-1247832

3792 Memorial College Drive, Clarkston, GA 30021

- See general comments

N2-2025-1621

Z-26-1247833

8277 Norris Lake Way, Snellville, Ga 30039

- See general comments

N3-2025-1622

Z-26-1247784

5488 Flat Shoals Parkway, Decatur, Ga 30034

- Septic Diagram record from on file from 1999.
- DeKalb County Health Regulations prohibit use of on-site sewage disposal systems for
 - food service establishments

11/19/2025

N4-2025-1623

SLUP-26-1247822

3396 Chamblee-Tucker Road, Chamblee, Ga 30341

- See general comments

N5-2025-1624

SLUP-26-1247825

2931 Ward Lake Way, Ellenwood, GA 30294

- Child day care facility
- See general comments

N6-2025-1625

SLUP-26-1247829

3915 Emerald North Drive, Decatur, GA 30035

- Personal care home
- See general comments

445 Winn Way, P.O. Box 987, Decatur, GA 30031 | 404.294.3700 | dekalbpublichealth.com

445 Winn Way, P.O. Box 987, Decatur, GA 30031 | 404.294.3700 | dekalbpublichealth.com

11/19/2025

N7-2025-1626

Z-26-1247827

4493 Flakes Mill Road, Ellenwood, Ga 30394

- Child Day Care
- DeKalb County Health Regulations prohibit use of on-site sewage disposal systems for
 - child or adult day care facilities with more than six clients.

N8-2025-1627

SLUP-26-1247841

4493 Flakes Mill Road, Ellenwood, GA 30294

- Child Day Care
- DeKalb County Health Regulations prohibit use of on-site sewage disposal systems for
 - child or adult day care facilities with more than six clients.



**DEKALB COUNTY GOVERNMENT
PLANNING DEPARTMENT
DISTRIBUTION FORM**

NOTE: PLEASE RETURN ALL COMMENTS VIA EMAIL TO EXPEDITE THE PROCESS TO JOHN REID jreid@dekalbcountyga.gov AND/OR LASONDRA HILL lahill@dekalbcountyga.gov

SLUP-26-1247825 (2931 Ward Lake Way)

The following areas below may warrant comments from the Development Division. Please respond accordingly as the issues relate to the proposed request and the site plan enclosed as it relates to Chapter 14. You may address applicable disciplines.

DEVELOPMENT ANALYSIS:

- **Transportation/Access/Row**

- **Storm Water Management**

This is a house. Runoff reduction and bmp water quality is suggested

- **Flood Hazard Area/Wetlands**

No Flood Hazard

- **Landscaping/Tree Preservation**

- **Tributary Buffer**

- **Fire Safety**



**DEKALB COUNTY GOVERNMENT
PLANNING DEPARTMENT
DISTRIBUTION FORM**

NOTE: PLEASE RETURN ALL COMMENTS VIA EMAIL TO EXPEDITE THE PROCESS TO JOHN REID jreid@dekalbcountyga.gov AND/OR LASONDRA HILL lahill@dekalbcountyga.gov

**REZONE
COMMENTS FORM:**

PUBLIC WORKS ROAD AND DRAINAGE

Case No.: SLUP-26-1247825 Parcel I.D. #: 15 009 05 032

Address: 2931 Ward Lake Way Ellenwood, GA 30294

Drainage Basin: Conley Creek

Upstream Drainage Area: N/A

Percent of Property in 100-Year Floodplain: 0%

Impact on property (flood, erosion, sedimentation) under existing zoning: No report of flood, erosion and sedimentation has recorded on the property under existing zoning.

Required detention facility(s): Not Applicable

COMMENTS:

The SLUP application will not affect existing roads and drainage infrastructure in the area.

Signature: Akin Akinsola



**DEKALB COUNTY
GOVERNMENT PLANNING
DEPARTMENT DISTRIBUTION
FORM**

NOTE: PLEASE RETURN ALL COMMENTS VIA EMAIL TO EXPEDITE THE PROCESS TO JOHN REID jreid@dekalbcountyga.gov AND/OR LASONDRA HILL lahill@dekalbcountyga.gov

**COMMENTS FORM:
PUBLIC WORKS TRAFFIC ENGINEERING**

Case No.: Z-26-1247784

Parcel I.D. #: 15 066 01 001

Address: 5488 Flat Shoals Parkway, Decatur 30034

Adjacent Roadway (s):

(classification) (classification)

Capacity (TPD) _____
Latest Count (TPD) _____
Hourly Capacity (VPH) _____
Peak Hour. Volume (VPH) _____
Existing number of traffic lanes _____
Existing right of way width _____
Proposed number of traffic lanes _____
Proposed right of way width _____

Capacity (TPD) _____
Latest Count (TPD) _____
Hourly Capacity (VPH) _____
Peak Hour. Volume (VPH) _____
Existing number of traffic lanes _____
Existing right of way width _____
Proposed number of traffic lanes _____
Proposed right of way width _____

Please provide additional information relating to the following statement.

According to studies conducted by the Institute of Traffic Engineers (ITE) 6/7th Edition (whichever is applicable), churches generate an average of fifteen (15) vehicle trip end (VTE) per 1,000 square feet of floor area, with an eight (8%) percent peak hour factor. Based on the above formula, the _____ square foot place of worship building would generate _____ vehicle trip ends, with approximately _____ peak hour vehicle trip ends.

Single Family residence, on the other hand, would generate ten (10) VTE's per day per dwelling unit, with a ten (10%) percent peak hour factor. Based on the above referenced formula, the _____ (Single Family Residential) District designation which allows a maximum of _____ units per acres, and the given fact that the project site is approximately _____ acres in land area, _____ daily vehicle trip end, and _____ peak hour vehicle trip end would be generated with residential development of the parcel.

COMMENTS: Did not see any traffic engineering concerns
at this time.

Signature: _____

Jerry White



**DEKALB COUNTY
GOVERNMENT PLANNING
DEPARTMENT DISTRIBUTION
FORM**

NOTE: PLEASE RETURN ALL COMMENTS VIA EMAIL TO EXPEDITE THE PROCESS TO JOHN REID jreid@dekalbcountyga.gov AND/OR LASONDRA HILL lahill@dekalbcountyga.gov

**COMMENTS FORM:
PUBLIC WORKS WATER AND SEWER**

Case No.: SLUP-26-1247825 Parcel I.D. #: 15 009 05 032

Address: 2931 Ward Lake Way
Ellenwood, GA 30294

WATER:

Size of existing water main: 8" DI (adequate/inadequate)

Distance from property to nearest main: adjacent Size of line required, if inadequate: _____

SEWER:

Outfall Servicing Project: Conley Creek

Is sewer adjacent to property: Yes ☒ No _____ If no, distance to nearest line: _____

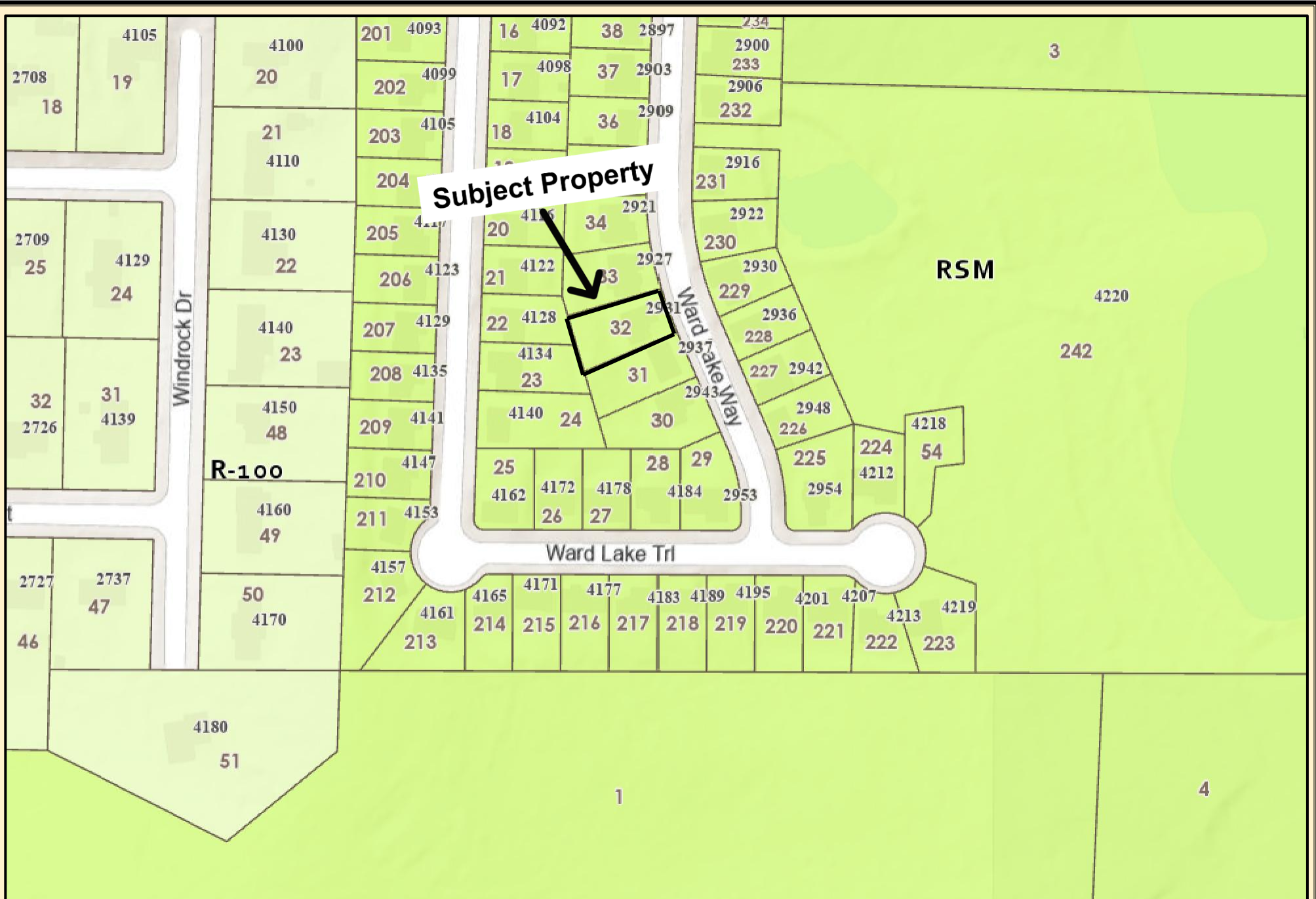
Water Treatment Facility: Snapfinger adequate _____ inadequate _____

Sewage Capacity: 36 (MGPD) Current Flow: 28.5 (MGPD)

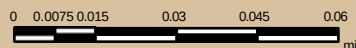
COMMENTS:

The SLUP application will not affect existing roads and drainage
infrastructure in the area.

Signature: Yola Lewis



DeKalb County Parcel Map

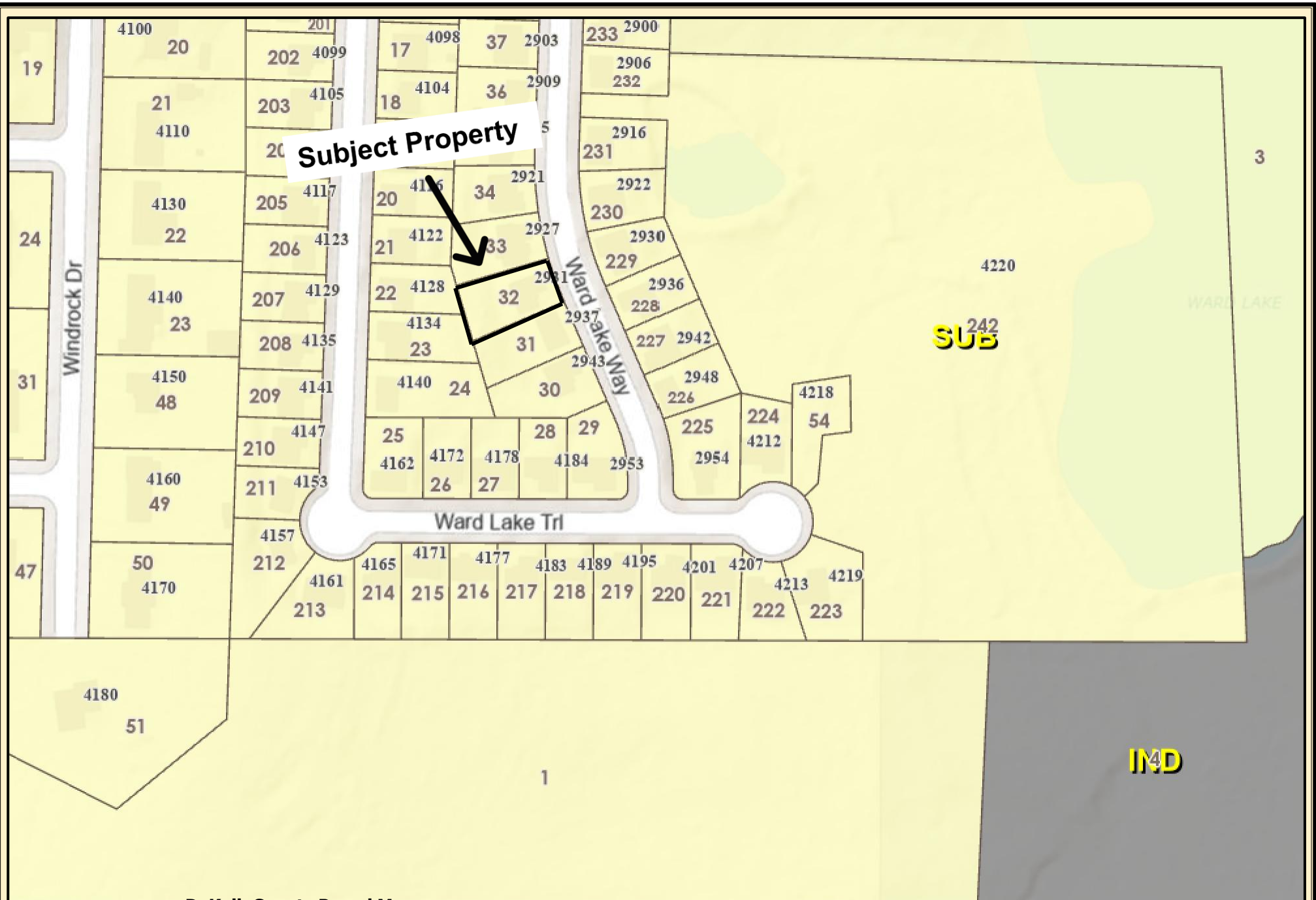


Date Printed: 12/8/2025

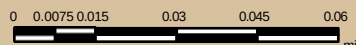


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DeKalb County Parcel Map

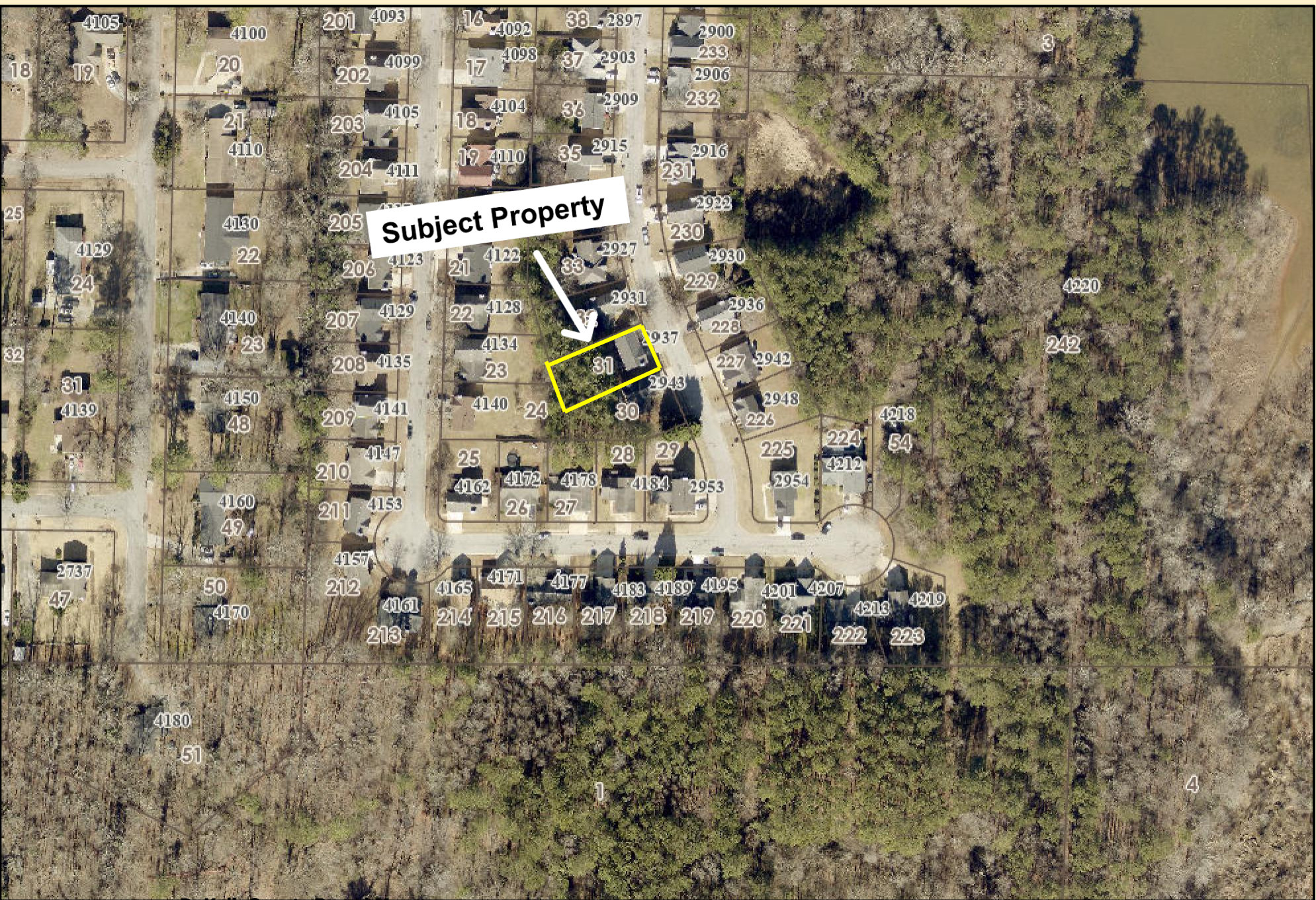


Date Printed: 12/8/2025

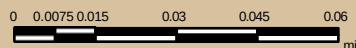


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DeKalb County Parcel Map



Date Printed: 12/8/2025



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