



DeKalb County Department of Planning & Sustainability

**178 Sams Street, Decatur, GA 30030
(404) 371-2155 / www.dekalbcountyga.gov/planning**

Michael Thurmond
Chief Executive Officer

Planning Commission Hearing Date: March 5, 2024

Board of Commissioners Hearing Date: May 23, 2024

STAFF ANALYSIS

Case No.: Z-23-1246698 **Agenda #:** 2023-1249

Location/Address: 3823 North Druid Hills Road **Commission District:** 2 **Super District:** 6
Decatur, Georgia,30033

Parcel ID: 18 100 04 006

Request: To rezone from NS (Neighborhood Shopping) District to C-1 (Local Commercial) District to use existing building to create a restaurant with a drive-through configuration.

Property Owner/Agent: Nadia Parmar

Applicant/Agent: Fariz Morani

Acreage: 0.27 acres

Existing Land Use: Vacant building.

Surrounding Properties Adjacent Zoning: East: C-1 South: NS West: NS North: O-I

Comprehensive Plan: Town Center (TC) Consistent Inconsistent

Proposed Building Sq. Ft.: Information not provided	Existing Building Sq. Footage: 2,400 sf
Proposed Lot Coverage: NA	Existing Lot Coverage: NA

STAFF RECOMMENDATION: APPROVAL WITH CONDITIONS

The rezoning request was deferred two cycles from the November 16th Board of Commissioners Zoning Meeting to allow the applicant sufficient time to provide a site plan which shows substantial compliance with zoning and transportation requirements. Since the November 16th Board of Commissioners Zoning Meeting, the applicant has revised the application from a drive-through urgent care facility to a drive-through coffee shop (see enclosed conceptual elevation). The applicant also submitted a site layout showing the drive-through queuing spaces around the building and a proposed outdoor patio in front of the building (See attached site layout).

The subject site contains a vacant building which was previously operated as a drive-through, dry cleaners. The applicant indicated at the November 2, 2023 Planning Commission meeting that the existing building will not be demolished and will be completely preserved. To encourage pedestrian activity, the applicant is proposing to construct a covered outdoor patio. The building may be eligible for listing on the National Register of Historic Places due to its 1969 construction date and distinctive architecture type (i.e., Mid-Century architecture with a cantilevered, double-butterfly roof). However, it has not been evaluated by an independent consultant. Since the current NS (Neighborhood Shopping) zoning of the property prohibits drive-through facilities, this application is proposing to rezone to the C-1 (Local Commercial) Zoning District, which permits drive-through facilities subject to Special Land Use Permit (SLUP) approval. As such, there is also a companion SLUP case (See SLUP-23-1246661).

The proposed C-1 zoning district is consistent with the C-1 zoning in the immediate vicinity to the east and west and, with appropriate streetscape conditions (i.e. multi-use paths, street trees, and street lights), is appropriate along this major arterial road (North Druid Hills Road). With Staff's recommended conditions, it appears that the request for C-1 zoning is consistent with the strategies and policies of the Town Center (TC) activity center character area designated by the *DeKalb 2050 Unified Plan* which calls for promoting higher intensity residential and commercial uses which serve several surrounding communities, in order to reduce automobile travel, promote walkability, and increase transit usage (*DeKalb 2050 Unified Plan, Town Center Description, page 33*).

This site is challenging in that it is a small, legal, non-conforming site (C-1 zoning requires 20,000 square feet of lot area; site only contains 11,761 square feet). The DeKalb County Transportation Division has indicated that one of the existing two driveways should be removed, as well as provision for right-of-way dedication and installation of sidewalks, landscaping improvements, and streetlights (see attached inter-governmental comments).

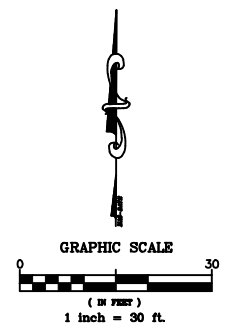
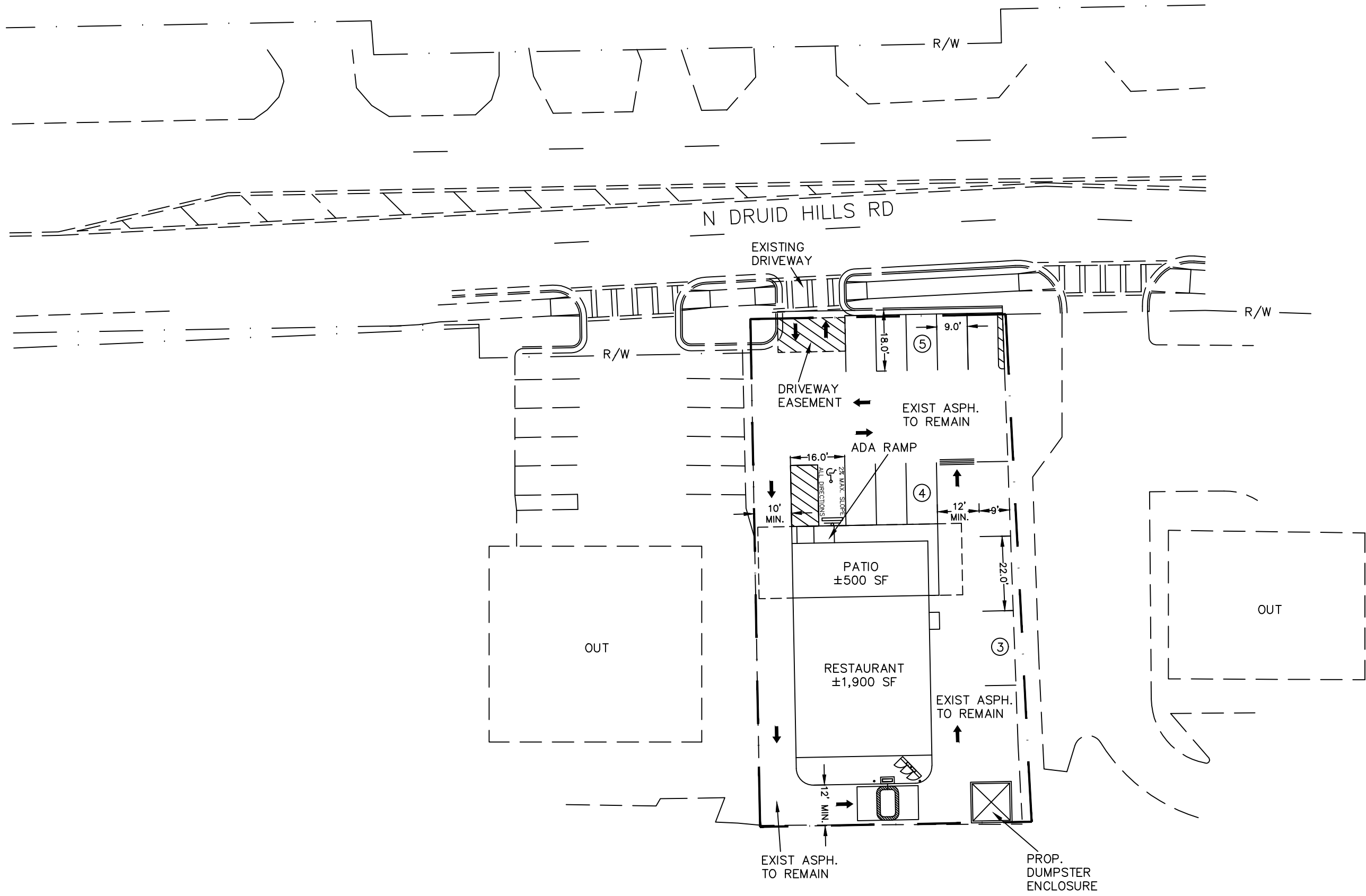
Upon review of Section 7.3.5 of the *Zoning Ordinance*, the Planning and Sustainability Department recommends approval of the rezoning request to the C-1 zoning district with the following conditions.

1. Existing building shall be preserved. Prior to the issuance of any building permits, an evaluation shall be conducted by a qualified consultant to verify if the building is eligible for listing on the National Register of Historic Places due to its 1969 construction date and distinctive architecture type (i.e., Mid-Century architecture with a cantilevered, double-butterfly roof). Expansion of the building beyond the current building footprint is prohibited.
2. Eliminate one curb cut on North Druid Hills Road as recommended by the DeKalb County Transportation Department.

3. North Druid Hills Road is classified as a major arterial. Right- of -Way (ROW) dedication of 50 feet from centerline or such that all public infrastructure is in the ROW, whichever is greater. A 10-foot shared path is required with a 5-foot landscape strip between back of curb and path, and streetlights are required. Provide necessary driveway easements/ROW for the Birch Road at North Druid Hills Road intersection project subject to review and approval by the DeKalb County Transportation Department. Coordinate with Public Works/Transportation on easement/ROW.
4. Approval of this rezoning application by the Board of Commissioners has no bearing on the requirements for other regulatory approvals under the authority of the Planning Commission, the Zoning Board of Appeals, or other entity whose decision should be based on the merits of the application under review by each entity.
5. The following uses shall be prohibited:
 - a. Outdoor storage.
 - b. Automobile/Truck Broker, Automobile/Truck/Boat Sales Lot, Auto/Truck/Boat Repair, Auto/Truck/Boat Leasing/Rentals, Automobile Service Station.
 - c. Trailer or RV Sales Lot.
 - d. Commercial Parking Lot
 - e. Taxi, Taxi Stand, Ambulance, or Limousine Service, Dispatch, or Storage.
 - f. Alcohol Outlet, Package Store, Liquor Store.
 - g. Funeral Home or Crematorium
 - h. Furniture Upholstery Repair, Home Appliance Repair, or Personal Service Repair
 - i. Late Night Establishment, Nightclub, Special Events Facility, or Fraternal Lodge
 - j. Convenience Store and/or Fuel Pumps
 - k. Coin Laundry
 - l. Kidney Dialysis Center, Medical and Dental Laboratories,
 - m. Pawn Shop
 - n. Retail Warehouse or Wholesaling
 - o. Adult Entertainment

Attachments:

- 1. Department and Division Comments**
- 2. Application**
- 3. Site Plan**
- 4. Zoning Map and Land Use Map**
- 5. Aerial Photograph/Site Photographs**



PROJECT
COFFEE SHOP 3823 N DRUID HILLS RD DECATUR, GA 30033
ENGINEER
SDG ENGINEERING P.O. BOX 680963 MARIETTA, GA 30068 678-560-4161
DATE
02-16-24
DRAWING TITLE
PRELIMINARY SITE PLAN

On Jan 10, 2024, at 2:23 PM, Access Loans Fariz <fariz@alfloans.com> wrote:

Hello John.

Happy New year

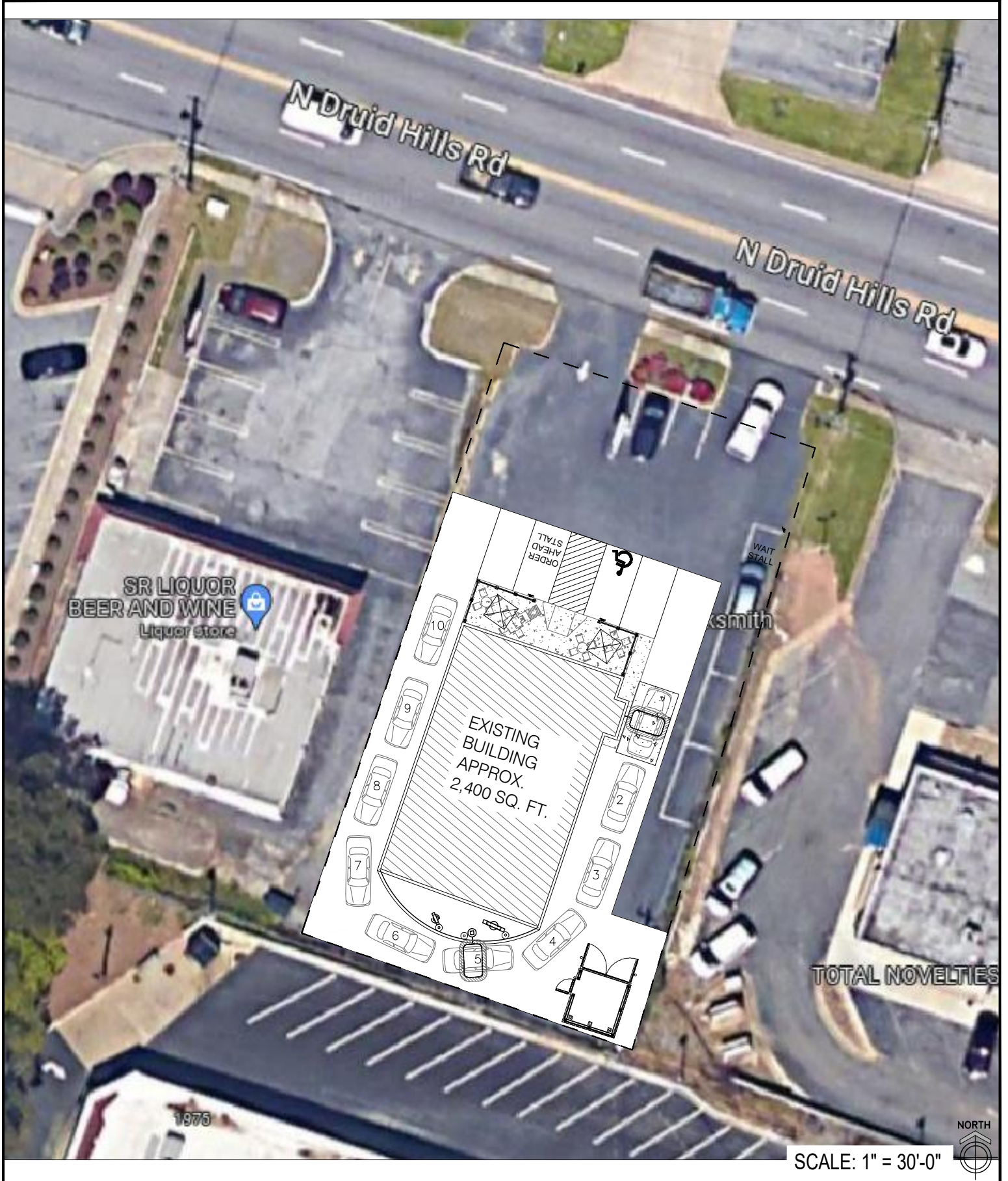
Yes please accept this request in writing about my intent to change the use of 3823 N Druid Hills from urgent care to drive through coffee use .

The use for 1726 Church st will stay the same.

Also : please help to put my name 1st on calendar for March 21st 2024 at 6 PM so I can attend my mosque service at 6:45 PM.

Thank you

Fariz





Proposed Rendering- Caribou Coffee

Decatur GA - 11-30-23



**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-23-1246698 Parcel I.D. #: 18-100-04-006

Address: 3823 N. Druid Hills Rd, Decatur, GA 30033

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



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**COMMENTS FORM:
PUBLIC WORKS TRAFFIC ENGINEERING**

Case No.: SLUP-23-1246661 Parcel I.D. #s: 18-100-04-006

Address: 3823 N. Druid Hills Rd, Decatur, GA 30033

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: Jeany Whit

10/16/2023

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

N9-2023-1154

SLUP-23-1246659 / 15-126-10-023

2536 Snapfinger Road, Decatur, GA 30034

- Septic indicated on surrounding properties.
- Please review general comments.

N10-2023-1153

Z-23-1246660 /15-183-22-007, 15-183-22-035

2569 and 2573 Dusty Lane, Decatur, GA 30032

- Septic indicated on surrounding properties.
- Please review general comments.
- Note properties acreage .37 and .4.

N11-2023-1249

Z-23-1246698 / 18-100-04-006

3823 North Druid Hills Road, Decatur, GA 30033

- Please review general comments.

N12-2023-1154

SLUP-23-1246661 / 18-100-04-006

3823 North Druid Hills Road, Decatur, GA 30033

- Please review general comments.

OCTOBER 2023 ZONING COMMENTS

- 1. N-1. 1484 and 1520 Columbia Drive.** Columbia Drive is classified as a minor arterial. Requires a 40-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. Requires a 10-foot shared path, 5-foot landscape strip between path and back of curb, and streetlights required. Please note that private roads must be constructed to public road standards. They should be 24 feet wide instead of 20 feet wide. I am concerned that people will park along the road and not in the designated parking spots due to distance from spots to lots 2-9. Add no Parking signs on both sides of the interior street from Columbia Drive to end of Lot 17. No parking allowed on Columbia Drive. Needs a spot for turnaround at the security gate if vehicles are not allowed to enter. They cannot back into Columbia Drive should entrance be denied.
- 2. N-2 4822 Covington Hwy.** Covington Hwy is SR 12. GDOT review and permits required. Covington Hwy is classified as a major arterial. ROW dedication of 50 feet from center line or such that all public infrastructure is within ROW, whichever greater. Requires a 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required. Required to upgrade traffic signal to provide pedestrian facilities. GDOT signal permit required.
- 3. N-3. 1726 Church St.** Scott Blvd is SR 8 and requires GDOT review and approval prior to permitting. Scott Blvd is classified as a major arterial. Requires: Requires a 50-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. A 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required. No access allowed directly to Scott Blvd. Church Street is classified at a minor arterial. Requires a 40-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. A 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required. One right in right out access only along Church Street- prefer no access. Connector street is classified as local. Requires a 27.5-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. Requires 5-foot landscape strip between back of curb and sidewalk, 6-foot sidewalk, streetlights required.
- 4. N-4 & N-5 8070 and 8080 Rockbridge Rd.** Rockbridge Road is SR 124. GDOT review and permitting required. Rockbridge Rd is classified as a major arterial. Requires: Requires a 50-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. A 10-foot shared use path, 5-foot landscape strip between back of curb and path, streetlights required. Design entrance as a typical right in/right out for driver clarity. South Rockbridge Road is a minor arterial. Requires a 40-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. A 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required.
- 5. N-6. 2179 Bouldercrest Rd.** Bouldercrest Rd is classified as a major arterial. Requires a 50-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. Requires a 10-foot shared path, add curb and gutter, 5-foot landscape strip between back of curb and path, and streetlights. Verify that each driveway meets minimum intersection and stopping sight distance per AASHTO.
- 6. N-7. 1716 Pleasant Hill Trails and Various Pleasant Hill Road Major Mod** Pleasant Hill Trail is a local road and must be improved as part of this development's frontage. Requires a 27.5-foot ROW dedication from centerline or such that all public infrastructure is within ROW, whichever greater. From the centerline- the road must be improved to be 12 feet wide with curb and gutter, 5-foot landscape strip and a 5-foot sidewalk, streetlights required. Pleasant Hill Road is classified as a minor arterial. Requires a 40-foot ROW dedication

from centerline or such that all public infrastructure is within ROW, whichever greater. From the centerline- the road must be improved to be 12 feet wide with curb and gutter, 10-foot shared path, 5-foot landscape strip between path and back of curb, streetlights required. Both access points must meet minimum sight distance requirements per AASHTO for intersection and stopping sight distance. Pleasant Hill Road has a speed limit of 45 mph. A variance is needed for minimum number of access points per section 14-200 (5) of the land development code. For the Transportation Division to support the variance, a full intersection design with left turn lanes and right turn lanes will be required at Providence Point Dr and the new road. Consider adding traffic calming measures on interior streets to determine driveway placement. (Hard to retrofit townhome communities with traffic calming.) Assuming interior streets will be private based on plan provided. Private streets must be built to public road standards.

7. **N-8. & N-9. 2536 Snapfinger Rd.** I-20 Overlay District Tier 3. Overlay standards take precedent- where silent the zoning and then the land development standards are applied. Snapfinger Road is classified as a major arterial. ROW dedication of 50 feet from center line of Snapfinger Rd or such that all public infrastructure is within ROW, whichever greater. Follow the infrastructure requirements of the overlay district, but at a minimum: The public roads to the east and north require a right of way dedication of 27.5 feet from centerline, five-foot landscape strip from back of curb, 5-foot sidewalk and street lighting.
8. **N-10. 2569 & 73 Dusty Lane.** Dusty Lane is classified as a local road. Required to dedicate 27.5 feet of right of way from centerline or such that all public infrastructure is within right of way, whichever greater. Requires five-foot landscape strip from back of curb to sidewalk, five-foot sidewalk and pedestrian lighting.
9. **N-11 & N-12. 3823 N Druid SLUP.** Eliminate one curb cut on North Druid Hills Rd. North Druid Hills Rd is classified as a major arterial. ROW dedication of 50 feet from center line or such that all public infrastructure is within ROW, whichever greater. Requires a 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required. Provide necessary driveway easements/ROW for the Birch Road at North Druid Hills Rd Intersection project. Coordinate with PW- Transportation on easement/ROW.
10. **N-13. 4381 Covington Hwy.** Covington Hwy is SR 12. GDOT review and permits required. Covington Hwy is classified as a major arterial. ROW dedication of 50 feet from center line or such that all public infrastructure is within ROW, whichever greater. Requires a 10-foot shared path, 5-foot landscape strip between back of curb and path, streetlights required.
11. **N-14.** No Comment.



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

Case No.: _____ Parcel I.D. #: _____

Address: _____

WATER:

Size of existing water main: _____ (adequate/inadequate)

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

SEWER:

Outfall Servicing Project: _____

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

Water Treatment Facility: _____ adequate _____ inadequate _____

Sewage Capacity: _____ (MGPD) Current Flow: _____ (MGPD)

COMMENTS:

Signature: _____



DEKALB COUNTY GOVERNMENT
PLANNING DEPARTMENT
DISTRIBUTION FORM

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Recommend denial

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.

Clarification is needed regarding the scope of the renovation of the existing building: (1) is this only for interior renovation, strictly within the footprint of the existing building? Or (2) is the re-development goes beyond the existing building footprint and land disturbance will be involved?

If Land Disturbance will be involved, then a conceptual plan showing the proposed changes must be provided for comments.

DEVELOPMENT ANALYSIS:

- Transportation/Access/Row

Depends on response/clarification.

- Storm Water Management

Depends on response/clarification.

- (1) Compliance with the Georgia Stormwater Management Manual, DeKalb County Code of Ordinances 14-40 for Stormwater Management and 14-42 for Storm Water Quality Control **(those sections have been amended recently, and available in Municode)**, to include Runoff Reduction Volume where applicable is required as a condition of land development permit approval. Use Volume Three of the G.S.M.M. for best maintenance practices. Use the NOAA Atlas 14 Point Precipitation Data set specific to the site. Recommend Low Impact Development features/ Green Infrastructure be included in the proposed site design to protect as much as practicable the state waters and special flood hazard areas.
- (2) The county codes require the hydrology study to model the existing conditions as wooded
- (3) Runoff Reduction Volume shall be provided unless technical justification is provided regarding the unfeasibility. Strongly recommend investigating the site and identify location where RRv can be provided and re-design/revise the layout to comply with the RRv requirement.

- **Flood Hazard Area/Wetlands**

The presence of FEMA Flood Hazard Area was not in the County G.I.S. mapping records for the site; and should be noted in the plans at the time of any land development permit application.

Encroachment of flood hazard areas require compliance with Article IV of Chapter 14 and FEMA floodplain regulations

- **Landscaping/Tree Preservation**

Landscaping and tree preservation plans for any building, or parking lot must comply with DeKalb County Code of Ordinances 14-39 as well as Chapter 27 Article 5 and are subject to approval from the County Arborist.

- **Tributary Buffer**

State water buffer was not reflected in the G.I.S. records for the site. Typical state waters buffer have a 75' undisturbed stream buffer and land development within the undisturbed creek buffer is prohibited without a variance per DeKalb County Code of Ordinances 14-44.1.

- **Fire Safety**



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**REZONE
COMMENTS FORM:
PUBLIC WORKS ROAD AND DRAINAGE**

Case No.: Z-23-1246698

Parcel I.D. #: 18-100-04-006

Address: 3823 North Druid Hills Road, Decatur, GA 30033

Drainage Basin: South Fork Peachtree Creek

Upstream Drainage Area: N/A

Percent of Property in 100-Year Floodplain: 0%

Impact on property (flood, erosion, sedimentation) under existing zoning: There is no known flood impact on the subject property. It is located outside the floodplain in a built-up environment. Erosion and sedimentation activities are not known to affect the property in its present condition.

Required detention facility(s): To be determined if it triggers the applicable criteria in Sec. 14-40(b)(2) of the County code.

COMMENTS:

The proposed rezoning would not create any adverse effect on the current MS4 infrastructures.

Signature: _____



**DEKALB COUNTY GOVERNMENT
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**REZONE
COMMENTS FORM:
PUBLIC WORKS ROAD AND DRAINAGE**

Case No.: SLUP-23-1246661

Parcel I.D. #: 18-100-04-006

Address: 3823 North Druid Hills Road, Decatur, GA 30033

Drainage Basin: South Fork Peachtree Creek

Upstream Drainage Area: N/A

Percent of Property in 100-Year Floodplain: 0%

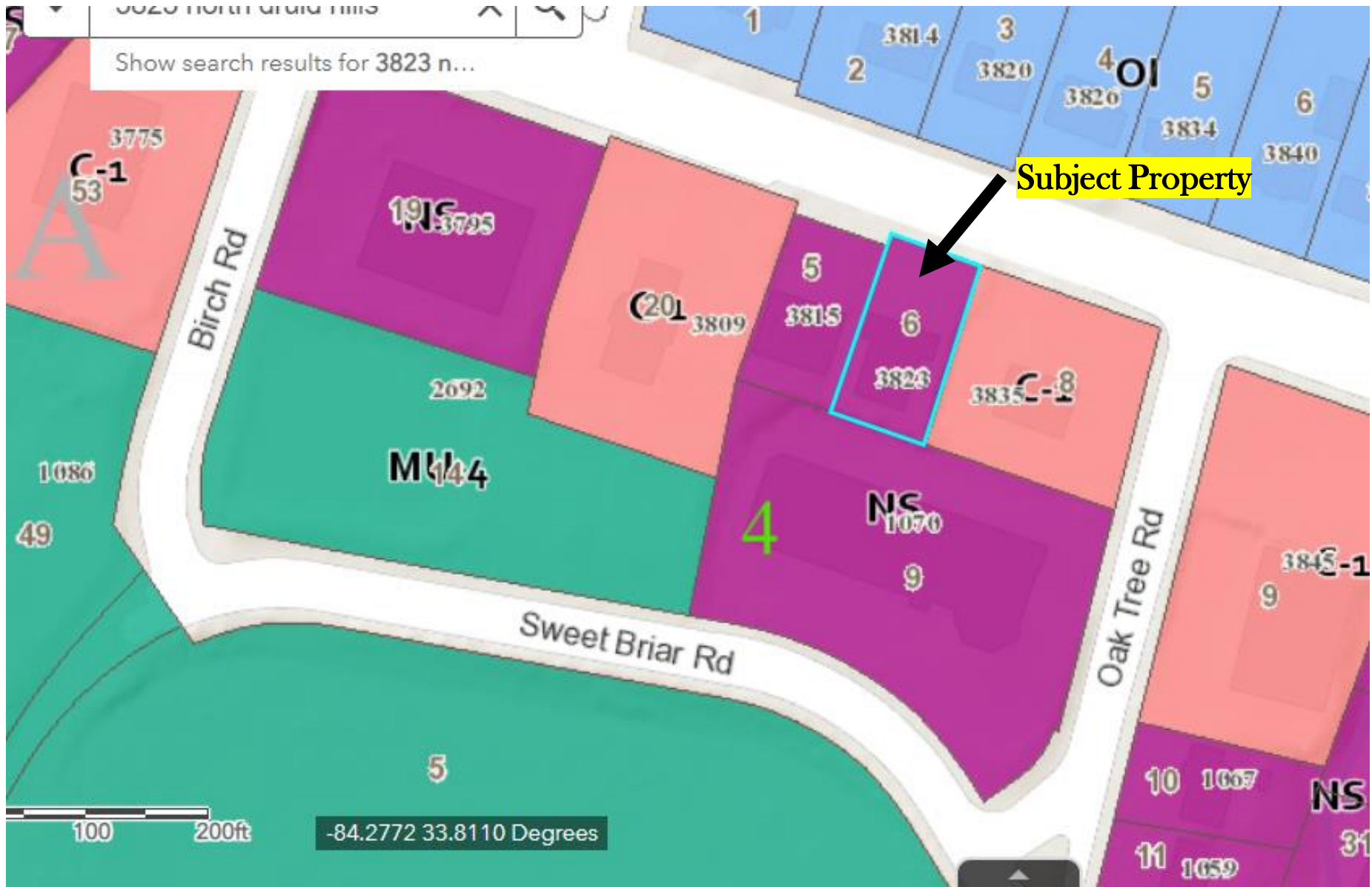
Impact on property (flood, erosion, sedimentation) under existing zoning: There is no known flood impact on the subject property. It is located outside the floodplain in a built-up environment. Erosion and sedimentation activities are not known to affect the property in its present condition.

Required detention facility(s): To be determined if it triggers the applicability criteria in Sec. 14-40(b)(2) of the County code.

COMMENTS:

The proposed rezoning would not create any adverse effect on the current MS4 infrastructures.

Signature: _____





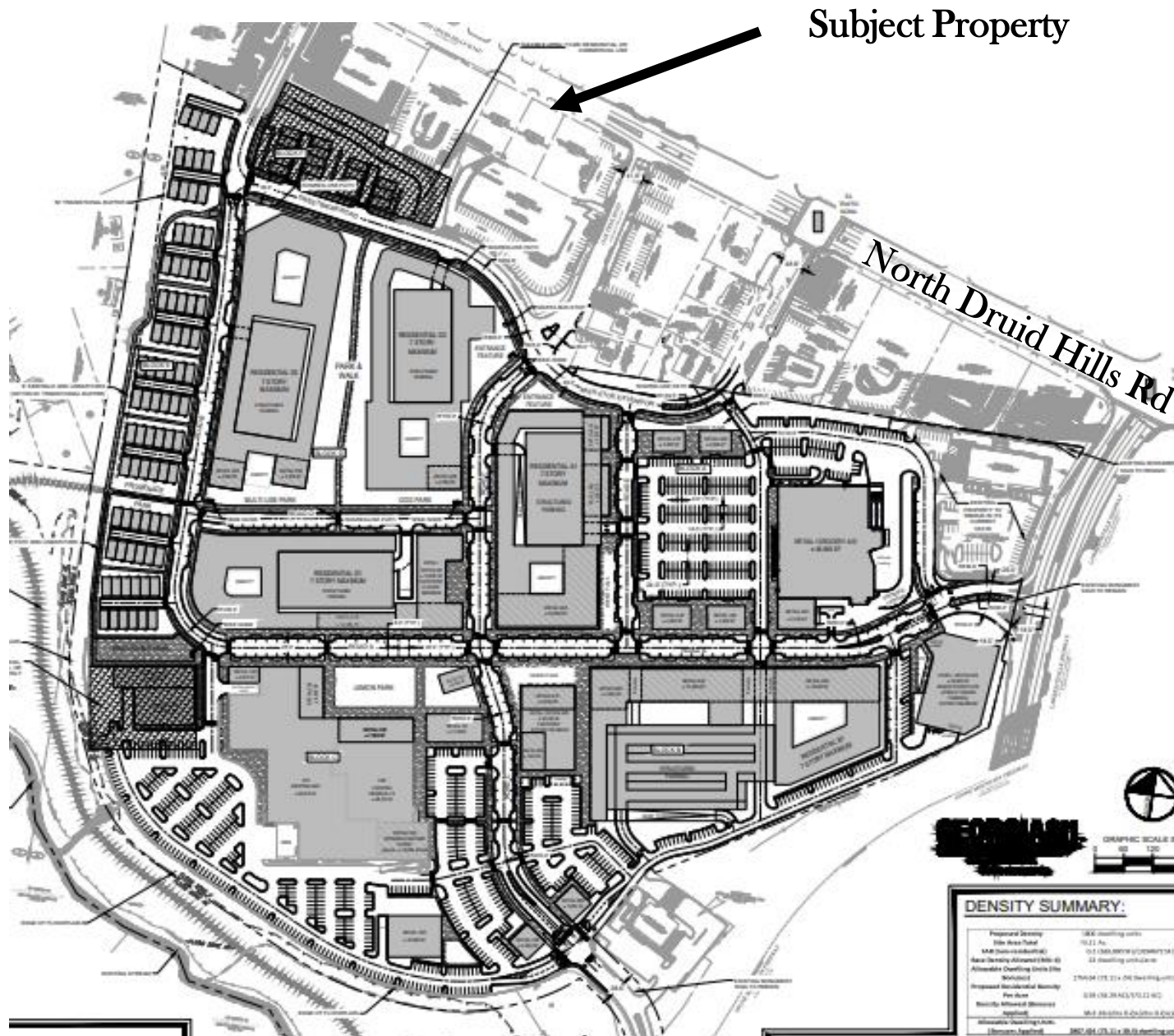


EXISTING FACILITY with Drive Thru (former dry cleaner)





North DeKalb Mall Redevelopment Plan



DEPARTMENT OF PLANNING & SUSTAINABILITY

Rezoning Application to Amend the Official Zoning Map of DeKalb County, Georgia

Date Received: _____ Application No: _____

Applicant Name _____

Applicant E-Mail: _____

Applicant Mailing Address: _____

Applicant Daytime Phone: 404-662-3322 Fax: _____

Owner Name: _____
If more than one owner, attach list of owners.

Owner Mailing Address: _____

Owner Daytime Phone: _____

Address of Subject Property: _____

Parcel ID#: _____

Acreage: _____ Commission District: _____

Present Zoning District(s): _____

Proposed Zoning District: _____

Present Land Use Designation: _____

Proposed Land Use Designation (if applicable): _____

REZONING APPLICATION CHECKLIST

Submit **4 printed, collated sets** of the complete application (no staples, no binders) and a PDF version on a **flash drive**

_____ 1. Schedule a mandatory **Pre-Application Conference** with Planning & Sustainability staff by appointment. Obtain **Pre-Application form** (to be completed in pre-application meeting). Please call 404-371-2155 for appointment.

_____ 2. Hold a **Pre-Submittal Community Meeting** with surrounding neighborhood associations and residents. Provide documentation of the meeting (**meeting notice and sign in sheets**). Letter(s) from homeowners association(s) may also be provided.

_____ 3. Submit **Application** (Submit 4 printed, collated sets and a PDF version on a flash drive. Please assemble materials in the following order.)

A. Application form with name and address of applicant and owner, and address of subject property;

_____ **B. Pre-submittal community meeting notice and sign-in sheet** and other documentation of meeting, if any;

_____ **C. Letter of application and impact analysis**

1. **Letter of application** identifying a) the proposed zoning classification, b) the reason for the rezoning or special use or modification request, c) the existing and proposed use of the property, d) detailed characteristics of the proposed use (e.g. floor area, height of building(s), number of units, mix of unit types, number of employees, manner and hours of operation), d)(optional) statement of conditions discussed with the neighborhood or community, if any.

2. **Impact analysis** of the anticipated impact of the proposed use and rezoning on the surrounding properties in response to the standards and factors specified in Article 7.3 of the DeKalb County Zoning Ordinance, as attached. If a Major Modification, please include previously approved conditions and Board of Commissioner meeting minutes.

_____ **D. Authorization Form**, if applicant is not the owner. Must be signed by all owners of the subject property and notarized. Authorization must contain the mailing address and phone number of any applicant or agent who is authorized to represent the owner(s) of the subject property. Please include warranty deed, if property ownership is less than 2 years.

_____ **E. Campaign disclosure statement** (required by State law).

_____ **F. Legal boundary survey** of the subject property, (showing boundaries, structures, and improvements), prepared and sealed within the last year by a professional engineer or land surveyor registered in the State of Georgia. *(If survey shows property on opposite sides of a public street right-of-way, file a separate application for each property.)*

_____ **G. Site Plan**, printed to scale, folded, of any existing and or proposed development/redevelopment. For projects larger than 1 acre, site plan should be at least 1:50 scale. The site plan must include the following:

_____ a. complete boundaries of subject property;

_____ b. dimensioned access points and vehicular circulation drives;

_____ c. location of all existing and proposed buildings, structures, setbacks and parking;

_____ d. location of 100 year floodplain and any streams;

_____ e. notation of the total acreage or square footage of the subject property;

_____ f. landscaping, tree removal and replacement, buffer(s); and

_____ g. site plan notes of building square footages, heights, density calculations, lot coverage of impervious surfaces, parking ratios, open space calculations, and other applicable district standards.

_____ **H. Reduced Site Plan**, reduced to 8.5" x 11".

_____ **I. Written Legal Description** of metes and bounds of the subject property (can be printed on site plan or survey).

_____ **J. Building Form Information**. Elevation (line drawing or rendering), or details of proposed materials, in compliance with Article 5 of the Zoning Ordinance.

_____ **K. Completed, signed Pre-application Form** (Provided at pre-application meeting.)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

DEPARTMENT OF PLANNING & SUSTAINABILITY

IMPACT ANALYSIS

(Please respond to the following standards and factors on a separate sheet.)

Section 27-7.3.5. The following standards and factors are found to be relevant to the exercise of the county's zoning powers and shall govern the review of all proposed amendments to the Official Zoning Map:

- A. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan.
- B. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.
- C. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.
- D. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby properties.
- E. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.
- F. Whether the zoning proposal will adversely affect historic building, sites, districts, or archaeological resources.
- G. Whether the zoning proposal will result in a use which will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
- H. Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

DEPARTMENT OF PLANNING & SUSTAINABILITY

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 contribution to a local government official within two years immediately preceding the filling of this application?

Yes _____ No _____*

If the answer is yes, you must file a disclosure report with the governing authority of DeKalb County showing:

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 the C.E.O. and to the Board of Commissioners of DeKalb County, 1300 Commerce Drive, Decatur, GA 30030.

Notary

Signature of Applicant /Date

Check one: Owner _____ Agent _____

Expiration Date/ Seal

*Notary seal not needed if answer is “no”.

DEPARTMENT OF PLANNING & SUSTAINABILITY

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.

Date: 09/6/23

TO WHOM IT MAY CONCERN:

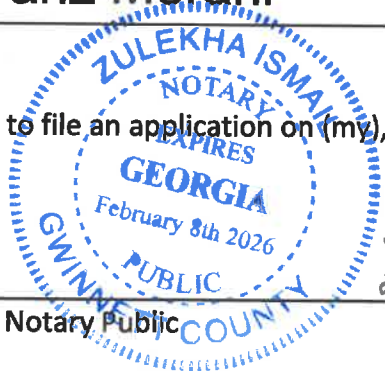
(I), (WE) NADIA PARMAR
Name of owners(s) (If more than one owner, attach a separate sheet)

Being (owner) (owners) of the subject property described below or attached hereby delegate authority to:

Fariz Morani

Name of Agent or Representative

to file an application on (my), (our) behalf.



09/06/2023

Zulekha Ismail X

Nadia

09/06/2023

Notary Public

Owner

Notary Public

Owner

Notary Public

Owner

Notary Public

Owner

Notary Public

Owner

DEPARTMENT OF PLANNING & SUSTAINABILITY

FILING FEES

At the time of submittal, a filing fee shall accompany each application as follows:

<u>Rezoning</u>	<u>FEE</u>
RE, RLG, R-100, R-85, R-75, R-60 MHP, RNC, RSM, MR-1, MR-2	\$500.00
HR-1, HR-2, HR-3 MU-1, MU-2, MU-3, MU-4, MU-5 O-I, OD, OIT, NS, C-1, C-2, M. M-2	\$750.00

If the application is a request to rezone to more than one zoning district, the higher fee will apply.

Applications for non-contiguous property (separated by a street) must be filed separately. A separate fee will be charged for each application. Applications deferred “full cycle” do not require additional fees. An application that is withdrawn and later re- filed will be treated as a new case and will require a new fee.

Notice of Special Land Use Application

Community Meeting

August 7, 2023

CHO CHAE HWAN
3648 CREEKSTONE DR
NORCROSS, GA 30092

Dear CHO CHAE HWAN,

I am planning to apply for a Dekalb County Special Land Use Permit (SLUP) to change the conditions for the property located at 3823 N. Druid Hills Road, Decatur, GA 30033 to allow for a Drive-Thru for a Clinic. Find out more about the project, ask questions, and voice your opinion at the following community meeting:

Date: Wednesday, August 23, 2023

Type text here

Time: 7:30pm

Location: [Link to Zoom Meeting](#)

Topic: SLUP - Community Meeting – 3823 N. Druid Hills Rd, Decatur, GA 30033

Time: Aug 23, 2023 @ 7:30 PM Eastern Time (US and Canada)

Meeting ID: 832 7478 8608

Passcode: 6idtmQ

If you have any questions about the meeting, please call 404-662-3322 or e-mail [fariz@alfloans.com]. We look forward to seeing you there (virtually).

Sincerely,



O. Minter
Meeting Organizer

IMPACT ANALYSIS

**REZONE APPLICATION (NS to C1)
3823 N. DRUID HILLS, DECATUR 30033**

**Rezoning of NS to C-1 for an
Urgent Care Clinic with Drive Thru
On ± 0.27 Acres of Land located in
18-100-04-006**

**DeKalb County Address:
3823 N. Druid Hills, Decatur 30033**



SEPTEMBER 26, 2023

**Fariz Morani
RKR Investment Group
404-579-7468**

IMPACT ANALYSIS FOR REZONE PROPOSAL

3823 North Druid Hills – NS to C1

INTRODUCTION

This Application seeks a Rezoning to allow for the renovation of the existing building (dry cleaner with drive thru) for an adaptive reuse as an Urgent Care Health Facility with Drive thru. The proposed health care drive-through is to be located at 3823 N. Druid Hills Road (Parcel ID 18 100 04 006) (the "Subject Property"). The Subject Property is strategically located on North Druid Hills Road (major commercial corridor) and the Applicant intends to develop a ±0.27-acre tract of land with an Urgent Health Care Clinic with Drive Thru and associated parking and site improvements. As a result of the COVID pandemic, health care providers have developed a new business model that allows patients to visit a facility and not have to exit their vehicle and receive services. Based on the vitals taken via the car, and if the conditions warrant a doctor's visit, the citizen can park the car and see a health care professional. It is the Applicant's intent to bring a tenant similar to the one at Howell Mill Road in Atlanta and provide additional health care options to local residents.

The Proposed Development for an urgent care health facility with drive thru is an appropriate use given its location. However, the Subject Property is zoned Neighborhood Shopping (NS) district and located within the Town Center activity center character area. The DeKalb County Zoning Code allows the proposed drive-thru restaurant in the C-1 district and in the activity center through the grant of a Special Land Use Permit. The subject parcel has 72.5 linear feet of frontage along North Druid Hills Road. North Druid Hills is a major roadway and carries a significant level of traffic. Refer to the DeKalb County 2014 Transportation Plan Recommended Functional Classification Map. This rectangular shaped parcel previously served as a dry cleaner with drive thru and the site is oriented to North Druid Hills. The parcel was not considered as part of the North DeKalb Mall redevelopment and there is another parcel that separates this parcel from the mall. The pedestrian oriented mixed use development pattern is better suited to the North DeKalb Mall property and not the out parcels with no connectivity to the larger redevelopment plan. North Druid Hills Road is vehicular oriented and the road is not pedestrian friendly.

The Applicant will be improving the parcel and bring a tenant that can benefit from the existing traffic pattern. Additionally, with the ongoing health issues related to COVID, FLU, shingles, common cold, pneumonia, pulmonary embolism, tuberculosis, acute asthma and RSV, health care providers are looking for ways to limit contact and exposure of patients to airborne illnesses. The subject parcel will utilize the existing curb cut. There are numerous neighborhoods in the immediate area and this location can make the healthy choice the easy choice. The proposed use will not generate traffic but will provide a service to citizens already in the community and those in need of urgent health care services.

The DeKalb County 2050 Comprehensive Plan ("Comp Plan") designates the Subject Property as being within the Town Center character area. The vision of the mixed use activity center is to encourage the redevelopment of large land holdings (under single ownership) to create a pedestrian oriented live work and play environment or destination. The subject site is on the fringe of the redevelopment of North DeKalb but not contiguous to the redevelopment site.

The subject parcel is also within the Medline LCI study area (Health and Wellness District). The theme of the Medline district is Healthy Economy, Healthy Mind, Healthy Landmark. As a result, the applicant offers an Urgent Health Care facility with drive thru. The proposed use is in close proximity to several neighborhoods and is complemented by the existing traffic flow. A health clinic is consistent with the intent of the wellness district.

Per Section 27-7.3.5, the following standards and factors are found to be relevant to the exercise of the county's zoning powers and shall govern the review of all proposed amendment to the Official Zoning Map.

A. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan.

The size of the Subject Property is adequate for the proposed urgent care health facility with drive thru. The urgent care facility will be located in the existing building will be renovated to reflect the more contemporary architectural style. The new building will be positioned to allow for all necessary parking, landscape, traffic circulation and the stacking of vehicles. The proposed use is consistent with the Guiding Principles of the Comprehensive Plan. Activity Centers, Nodes, and Corridors. In order to support continued growth and development within the County while protecting existing single-family areas, new and more intense development will be focused within activity centers and nodes.

The Subject Property is designated as being in the "Town Center" (TC) character area and subject to the Medline LCI per the County's Comprehensive Plan. The Medline LCI welcomes health care and wellness uses as an allowed primary use within the Town Center character area. As envisioned, the policies and vision focus on larger parcels being developed or redeveloped as a planned community. This parcel is facing North Druid Hills with no connection to the North DeKalb Mall site. The proposed urgent care health clinic with drive thru is consistent with the wellness theme by offering health care opportunities for the residents in the community and providing an alternative to Emory Health Care. The Proposed Development will improve the area by replacing the out dated dry cleaner with a more contemporary health facility.

2050 Comprehensive Plan Land Use Issues:

- In order to support continued growth and development within the County while protecting existing single-family areas, new and more intense development will be focused within activity centers, nodes, and corridors.
- Many residents feel that some corridors and retail centers have uses that do not meet the needs of nearby residential neighborhoods.
- Some major corridors have a high percentage of older retail strip commercial centers that are in decline or underutilized.

2050 Comprehensive Plan Goals:

- New Development Focus new development and density in existing activity centers, near transit stations, and high-capacity corridors.
- Commercial Corridors Encourage reinvestment or redevelopment of commercial corridors including the introduction of residential or other new uses to these areas.

Focus Areas of the Health and Wellness section (page 67) identified the following areas as important, Children's Health, Education and Communications, Partnership, and Equity. The proposal of a Health Clinic in close proximity to the residents with options of drive through or walk in will help fill the health and wellness void for residents within the area.

B. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.

The proposed urgent health care facility with drive thru is compatible with adjacent properties and land uses. As noted in the previous paragraphs, the Subject Property is on an existing commercial corridor with similar land uses (Chick-fa-le, McDonald's, Checkers, Zaxbys, and Dry Cleaners/Alteration Shop. Again, North Druid Hills is a highly traveled road connecting Decatur, Toco Hills, and Brookhaven. The Subject Property is surrounded by properties with multiple zoning districts. The proposed use is appropriate given the Subject Property's location and the existing uses in the area.

C. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

According to the current zoning, the previous use was a drive through dry cleaner which is not allowed under the current Neighborhood Shopping Center. The property has a reasonable economic use but based on current trends and needs, a health care facility is a much more desirable use.

D. Whether the zoning proposal will adversely affect the existing use of usability of adjacent or nearby properties.

No. As stated, there is a McDonalds, Checkers, Zaxby's, Chick-Fi-La, and an Alteration Shop are all in close proximity to the subject parcel. The proposed use will not contribute to a more intense business operation than existing businesses and will not adversely impact surrounding properties.

E. Whether there are existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

The former use of the subject parcel was a drive through dry cleaner facility. During the many years of operation, the former business caused no major complications to traffic flow and did not negatively impact the surrounding businesses. The past experience with the COVID pandemic is the major supporting factor for the proposed use. The COVID pandemic has taught us that mobile health vaccinations is the considered best management practices for new contagions.

F. Whether the zoning proposal will adversely affect historic building, sites, districts, or archaeological resources.

Not applicable to subject parcel. The former use on the site was a drive through dry cleaner.

G. Whether the zoning proposal will result in a use which will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

The proposed urgent health care facility with drive-thru is located on a parcel with frontage on North Druid Hills Road. Currently, this road already carries significant traffic. The proposed urgent health care facility with drive-thru will not increase traffic but will offer a service to residents in the surrounding neighborhood and commuters. The proposed use will utilize the existing curb cut on North Druid Hills. Therefore, there is no additional anticipated traffic congestion as a result of the proposed use.

The subject site is situated on a rectangular parcel with an existing curb cut on N. Druid Hills. The layout and design of the urgent health care clinic with drive thru is design to adequately accommodate both vehicular and pedestrian visitors. The proposed layout includes easy access for existing automobiles commuting by the site, pedestrians that may live in the adjacent neighborhoods. The proposed urgent health care facility with drive thru is not anticipated to have any negative impact on public utilities. There are adequate public services, public facilities, and utilities to serve the proposed development. The use will have no impact on Schools.

H. Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

The proposed use will replace a former drive through dry cleaning facility with a health care clinic facility. The site is within the existing urban core of DeKalb and will have no impacts on any natural resources.

Audio file

[audio1247260299_3823 N. Druid Hills.m4a](#)

Speaker 1: Fariz Morani (Applicant)

Speaker 2: Lynn Gibbs (Community Member)

Speaker 3: Odessa Minter (meeting organizer)

Transcript

00:00:02 Speaker 1

All right. Thank you everyone for joining this evening and we appreciate everyone's presence to take time out to join us. So we can kind of give an overview of the property address at 3823 N Druid Hills Rd. Wanted to kind of give an overview of the property.

00:00:22 Speaker 1

What it's existing as at the current moment, what the history of the property is and what we're planning to do. So I have acquired, we I've owned this property on Fariz Morani. I've owned it for 2 1/2 years, used to be an existing facility with a drive through former dry clean.

00:00:39 Speaker 1

It was always been a cleaners for 30-40 years and we basically, uh wanted to kind of come up with a concept that was unique, that was different, but we wanted to kind of do a search to find out what can we do that can bring something better for the community and a use that is not around.

00:00:59 Speaker 1

And there is a use that is not out there. So we have been, uh, doing it or initial meetings we've we are working on.

00:01:09 Speaker 1

A concept for a drive through urgent care facility. This is going to be one of the second locations for this particular tenant. If you can look at the picture of this slide right here kind of gives you an idea of the.

00:01:29 Speaker 1

Slide 14 kind of gives you an idea of what their site currently looks like. They have a location open at Howell Mill.

00:01:37 Speaker 1

Which was opened uh today was a grand opening. So this is a first unique concept. It's like a drive through urgent care where you kind of sit in your car and you're they kind of assess and and do your vitals while you're in your car. And if you need any medicines, your medicines.

00:01:56 Speaker 1

Will be given to you through drive through. However, there is a physician attending physician that is available in the facility that will basically be available to see you in person. If you need to park your car.

00:02:08 Speaker 1

And come inside. As you can see, this is a beautiful facility. It's dressed up very nicely. They've uplifted the property. You've done lot of work.

00:02:15 Speaker 1

We are basically going to use our current drive through. We're going to use our current existing building. But of course the entire building from the inside is gonna get developed to an urgent care facility. So if we can go back to slide 10 or 11, I think 11.

00:02:35 Speaker 1

So if you can take me back to slide 11.

00:02:38 Speaker 1

I can kind of walk them through a little bit, Yep.

00:02:41 Speaker 1

So as you can see, this is what the current facility looks like and we kind of showed you in slide 14 what we are proposing and what we would like to bring here. Uh, some of the biggest benefits that you can see from this kind of facility that will kind of go over to the next slide to show you that we.

00:03:01 Speaker 1

One of the reasons we've received from the local residents, we've seen a lot of with what can we do with minimal impact here. So these are all the pros, uh, the benefits that this can bring to the community.

00:03:14 Speaker 1

It will be Wellness focused. It will reinforce healthcare, it will be in close proximity to the residents.

00:03:19 Speaker 1

Currently on North Druid Hills, as you can see there is not an urgent care in that area up all the way up to Toco Hills. It will offer convenience for minor injuries and illness and it will limit exposure to the residents with illness. So let's say if you're sick and need to quickly get assessed quickly, get medications and you don't want to wait until you get appointments with your primary care provider. Then at that moment you can kind of use the drive through facility and get a quick service. It will bring services close to the residents and it will limit the travel time.

00:03:52 Speaker 1

So moving along, as you can see, where this particular site we're not reinventing the wheels. We're using the existing building. We're using the existing drive through, but entire building will get renovated.

The existing building will get renovated through which we can kind of show in slide 14 of what this nice building would look like so you can flow with all the development that years to come from today.

00:04:18 Speaker 1

Will happen at the mall and kind of bring uh a nice uh site to this to this to this facility. If you have any questions. Uh I can take. I can open now for questions and any queries or any.

00:04:32 Speaker 1

Questions. Uh, where you are to work together with the community as well as with the local City Council with the county to make sure that we work together on uplifting this property and bringing something valuable to the Community.

00:04:46 Speaker 1

So at this point, if anyone has any questions, Lynn Gibbs, Applicant Rep, feel free to open your questions up now.

00:05:16 Speaker 2

Yes, I have a question.

00:05:19 Speaker 2

So if you get permitted to do this, what is your time frame for? Build out to where you have the tenant ready for occupancy.

00:05:29 Speaker 1

So we plan on our uh official application, let's say next month. Let's say the approval process takes a couple of months. Uh, we present once we get the approval, we are looking at a summer of 2024 to open up for business.

00:06:04 Speaker 1

Any other questions?

00:06:09 Speaker 3

The building is pretty.

00:06:11 Speaker 1

Yeah, I think once it's all said and done, it will definitely, definitely bring it nice out because again, there's nothing in that area and.

00:06:18 Speaker 1

Yeah, we'll reinstate the health benefits and.

00:06:21 Speaker 1

I think like I said, the use is great and it will be great to use the existing building to fit something like this over there.

00:06:31 Speaker 1

I guess that's it. Thank you everyone for joining us tonight. You don't have any questions? Uh, I'll hang here for the next minute or two in case if anybody else has any questions. If not, then you know. Thank you so much for taking your time out and being part of this discussion.

00:06:49

Thank you.

00:06:50 Speaker 1

Have a good evening.

00:06:53 Speaker 1

Thank you. Thank you.

00:07:02 Speaker 1

Odessa I guess you can. Uh, stop the recording if you need to. I'll go ahead and end the call now and thank you so much for helping facilitate us and and helping posting it. Thank you for organizing it.

00:07:11

Thank you.

00:07:14 Speaker 3

Thank you. No problem.

00:07:16 Speaker 1

Alrighty, have a good one.

00:07:17 Speaker 3

Alrighty, thanks and I'll send you the recording.

00:07:18 Speaker 1

Bye bye bye bye.

00:07:22 Speaker 1

Please do. Yeah. And I'll send it over to anyone that might need it. Alright. Thanks. Goodnight. Bye bye.

00:07:27

Good night. Good night.

*Proposed URGENT CARE
with Drive Thru
SLUP Application
3823 N. Druid Hills Road*

Fariz Morani

August 23, 2023

7:30 PM

PURPOSE

To inform the residents/community
of a proposed Urgent Care Health
Facility with Drive-Thru to be
located at
3823 N. Druid Hills Road

EXISTING FACILITY with Drive Thru (former dry cleaner)



REASON FOR REQUEST-

To expand the health options for local residents with minimal impact.

- ▶ Consistent with “Wellness Focus” of Medline Small Area Plan
- ▶ Re-enforces healthcare needs in close proximity to residents
- ▶ Offers alternatives to expensive Hospital visits
- ▶ Offers convenience for minor injuries and illnesses
- ▶ Limits your exposure to other residents with illnesses
- ▶ Brings services close to residents and limits traveling time

UTILIZE THE EXISTING BUILDING WITH DRIVE-THRU *(Renovate existing building)*





DriveThru
URGENT CARE
BY VIRAL SOLUTIONS



DriveThru
URGENT CARE

BY VIRAL SOLUTIONS

Questions? Suggestions?

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. The shapes are primarily triangles and polygons, creating a dynamic, layered effect. The overall composition is clean and modern, with the text centered in the white space.



Government Services Center
178 Sams Street
Decatur, GA 30030
www.dekalbcountyga.gov/planning
404-371-2155 (o); 404-371-4556 (f)

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director
Cedric Hudson

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 Name: _____ Phone: _____ Email: _____

Property Address: _____

Tax Parcel ID: _____ Comm. District(s): _____ Acreage: _____

Existing Use: _____ Proposed Use: _____

Supplemental Regs: _____ Overlay District: _____ DRI: _____

Rezoning: Yes ____ No ____

Existing Zoning: _____ Proposed Zoning: _____ Square Footage/Number of Units: _____

Rezoning Request: _____

Land Use Plan Amendment: Yes ____ No ____

Existing Land Use: _____ Proposed Land Use: _____ Consistent ____ Inconsistent ____

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

Special Land Use Request(s): _____

Major Modification:

Existing Case Number(s): _____

Condition(s) to be modified:

WHAT TO KNOW BEFORE YOU FILE YOUR APPLICATION

Pre-submittal Community Meeting: _____ Review Calendar Dates: _____ PC: _____ BOC: _____
 Letter of Intent: _____ Impact Analysis: _____ Owner Authorization(s): _____ Campaign Disclosure: _____
 Zoning Conditions: _____ Community Council Meeting: _____ Public Notice, Signs: _____
 Tree Survey, Conservation: _____ Land Disturbance Permit (LDP): _____ Sketch Plat: _____
 Bldg. Permits: _____ Fire Inspection: _____ Business License: _____ State License: _____
 Lighting Plan: _____ Tent Permit: _____ Submittal Format: NO STAPLES, NO BINDERS 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. Orientation: _____ Bldg. Separation: _____ Bldg. Materials: _____
 Roofs: _____ Fenestration: _____ Façade Design: _____ Garages: _____ Pedestrian Plan: _____
 Perimeter Landscape Strip: _____
 Possible Variances: _____

Comments: _____

Planner: _____ Date: _____

FILING FEES

REZONING:	RE, RLG, R-100, R-85, R-75, R-60, MHP, RSM, MR-1	\$500.00
	RNC, MR-2, HR-1, HR-2, HR-3, MU-1, MU-2, MU-3, MU-4, MU-5	\$750.00
	OI, OD, OIT, NS, C1, C2, M, M2	\$750.00
LAND USE MAP AMENDMENT		\$500.00
SPECIAL LAND USE PERMIT		\$400.00