



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL WORK SESSION

VIRTUAL MEETING

June 14, 2021, at 7:00 p.m.

Citizen Access: URL

- I. ATTENDANCE:**
- II. CALL TO ORDER:** Mayor Pro Tem George Turner
- III. ROLL CALL:** Patricia Wheeler, Acting City Clerk
- IV. AGENDA DISCUSSION ITEMS:**
 - a) I-285/I-20 East Interchange Project - Status Update
 - b) Recommendations for Park & Recreation Department Afterschool Provider Scope of Work
 - c) ARC 2018 Freight Cluster Presentation
 - d) Procurement Card Corrective Action Plan
 - e) Stonecrest American Rescue Plan Act Funds
 - f) Board of Construction Appeals
 - g) Parks and Recreation Advisory Board
 - h) Review Draft Zoning Ordinance Text Amendments
- V. ADJOURN**

Americans with Disabilities Act

The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities, and employment practices.

If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Patricia Wheeler, as soon as possible, preferably 2 days before the activity or event.

I-285/I-20 East Interchange

A Major Mobility Project — P.I. Number: 0013915

Frequently Asked Questions

Project Overview

What is the Project?

The I-285/I-20 East Interchange Project will improve traffic flow and safety at the busy I-285/I-20 East Interchange in DeKalb County.

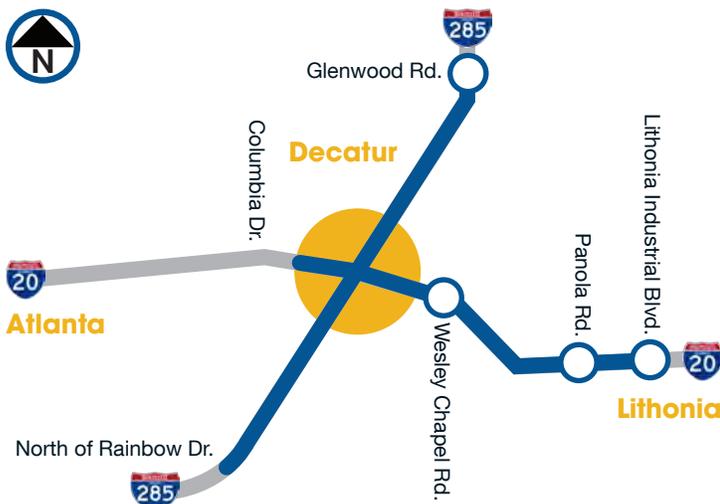
This project will:

- Construct new I-20 westbound (WB) to I-285 southbound (SB), I-20 WB to I-285 northbound (NB) and I-285 SB to I-20 eastbound (EB) ramps
- Widen the I-20 EB to I-285 NB ramp from one to two lanes
- Construct WB collector-distributor (CD) lanes between Wesley Chapel Road and I-285/I-20 East Interchange
- Construct one WB auxiliary lane between Lithonia Industrial Boulevard and Wesley Chapel Road
- Construct one EB auxiliary lane from Panola Road to Lithonia Industrial Boulevard

All current project layouts and alignments are available under Resources on the project webpage:

<https://majormobilityga.com/projects/eastsideic/>

Where is the Project?



Legend:



Map is not to scale

- Extend auxiliary lanes on I-285 NB
- Extend one auxiliary lane in the I-20 EB CD lanes to the Wesley Chapel Road off-ramp
- Construct replacement bridges along I-20 to accommodate the new auxiliary and CD lanes

The Project is part of Georgia DOT's Major Mobility Investment Program (MMIP), which includes large-scale projects that will build a better Georgia by enhancing mobility and safety, fueling economic growth, and improving Georgians' quality of life.

What is the MMIP?

The Major Mobility Investment Program, or MMIP, is a grouping of projects expected to yield a significant reduction in congestion along key freight and passenger corridors. The projects will create additional capacity, improve the movement of freight, provide operational improvements and efficiencies, enhance safety, and decrease travel times. More information on the MMIP is located at <https://majormobilityga.com/>.

What are collector-distributor (CD) lanes?

Collector-distributor (CD) lanes run parallel to the main travel lanes of an interstate or highway, connecting them to access roads or entrance ramps in order to improve traffic flow, speed, and safety. Currently there are CD lanes on I-20 EB between the I-285 East Interchange and Wesley Chapel Road.

What are auxiliary lanes?

Auxiliary lanes are the extra lanes alongside the main lanes that give drivers more time to merge in or out when entering or exiting the highway.

Will there be impacts to private property?

The proposed I-285/I-20 East Interchange Project is expected to require some right-of-way acquisitions; however, the Project is being designed in such a way as to minimize right-of-way acquisition and avoid displacements and major encroachments to the extent possible. Additional information will be available as the Project develops.

Project Funding

How is the Project funded?

Investments have been made possible by the General Assembly. Georgia DOT has worked with the governor, General Assembly, partner agencies, and local communities to prioritize a set of comprehensive projects to maintain the state's economic competitiveness and allow Georgia to remain the number one state for business.

Noise

What is considered a noise impact?

Noise impacts occur when sound levels approach or exceed the federal Noise Abatement Criteria (NAC) for each land use category. In Georgia, "approach" is defined as one decibel lower than the NAC. The NAC for an outdoor area of frequent human use at a residential home is 67 decibels, meaning 66 decibels or higher is considered an impact. The NAC for an outdoor area of frequent human use at a business (such as a pool) is 72 decibels, meaning 71 decibels or higher is considered an impact. An impact also occurs if the proposed project increases sound levels by 15 decibels.

Will noise barriers be included/replaced as part of the Project?

A preliminary noise analysis has been completed in accordance with the Georgia DOT noise policy and Federal Highway Administration (FHWA) noise regulations. As the roadway design moves forward, impacted property owners and renters that are eligible for a noise barrier will be identified and notified of the opportunity to participate in noise-barrier voting. It is expected that proposed noise-barrier materials will be available for the public to view prior to voting.

Project Status

What is the current status of the project?

The project has completed the environmental phase, with a Finding of No Significant Impact (FONSI) issued for the project in November 2020. Georgia DOT is currently in the process of selecting a developer to complete the next phase of work, final design and construction. Award of the project to the selected developer is anticipated in late 2021.

Stay Connected

How do I stay informed about the Project?

Georgia DOT will provide regular updates through the project website, Georgia NaviGator 511, social media, newsletters, media announcements, and community outreach events. Project representatives are also available to speak to groups. To be added to the project distribution list to receive updates, please email EastInterchange@dot.ga.gov.

Stay Connected

<https://majormobilityga.com/projects/eastsideic/>
EastInterchange@dot.ga.gov (sign up for updates)
 470-407-9167 (voicemail)

Georgia Department of Transportation

One Georgia Center | 600 West Peachtree NW
 Atlanta, GA 30308

Like and follow us!





CITY COUNCIL AGENDA ITEM

**SUBJECT: Recommendation for Parks & Recreation Department
Afterschool Provider**

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 06/01/21 Work Session: 06/14/21 Council Meeting: 06/28/21

SUBMITTED BY: Brandon Riley, Parks and Recreation Director

PRESENTER: Brandon Riley

PURPOSE: The Parks and Recreation Department is seeking feedback from the Mayor Pro Tem and Council regarding the recommended scope of work for an afterschool provider at the Browns Mill Recreation Center.

FACTS AND ISSUES: The City of Stonecrest wishes to partner with an organization that can deliver world-class youth services for the children of the community. The recommended scope of work will accommodate a program model that includes activities that enrich the lives of our youth with opportunities for continued growth and development, including:

- Physically (healthy lifestyles)
- Mentally (social & civic engagement, character building & leadership)
- Academically (STEM & literacy, arts & culture)
- Emotionally (social & emotional development)
- College and Career Development & Workforce Prep

OPTIONS: Discussion only

RECOMMENDED ACTION: Feedback

ATTACHMENTS: Presentation

I-285/I-20 East Interchange

A Major Mobility Project — P.I. Number: 0013915

Fact Sheet

What is the Project?

The I-285/I-20 East Interchange Project will improve traffic flow and safety at the busy I-285/I-20 East Interchange in DeKalb County.

This project will:

- Construct new I-20 westbound (WB) to I-285 southbound (SB), I-20 westbound to I-285 northbound (NB) and I-285 SB to I-20 eastbound (EB) ramps
- Widen the I-20 EB to I-285 northbound ramp from one to two lanes
- Construct WB collector-distributor (CD) lanes* between Wesley Chapel Road and I-285/I-20 East Interchange
- Construct one WB auxiliary lane between Lithonia Industrial Boulevard and Wesley Chapel Road**
- Construct one EB auxiliary lane from Panola Road to Lithonia Industrial Boulevard
- Extend auxiliary lanes on I-285 NB
- Extend one auxiliary lane in the I-20 EB CD lanes to the Wesley Chapel Road off-ramp
- Construct replacement bridges along I-20 to accommodate the new auxiliary and CD lanes

5 Things You Need to Know

1. Improves traffic flow and safety.
2. Constructs westbound CD lanes that run parallel to I-20 and help improve traffic flow, speed, and safety.
3. Adds auxiliary lanes on I-20 westbound.
4. Helps decrease motorist travel times.
One of the large-scale Major Mobility Investment
5. Program projects to improve transportation in Georgia's metro areas.

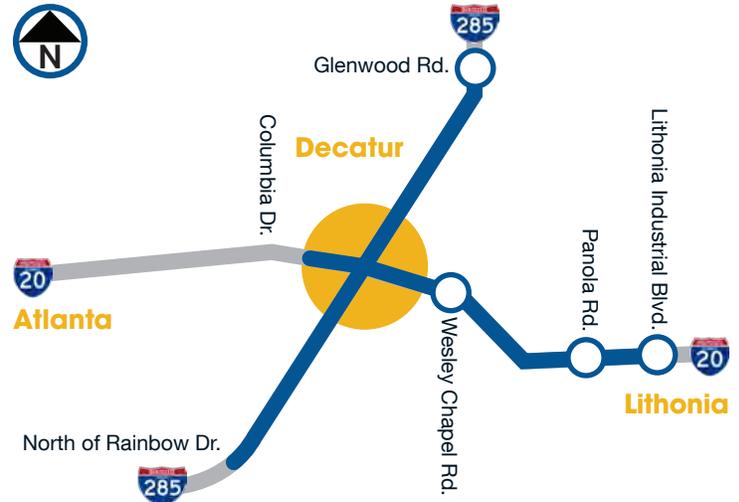
What's the Project Status?

In November 2020, a Finding of No Significant Impact (FONSI) was issued for the project. Georgia DOT is currently in the process of selecting a developer to complete the next phase of work, final design and construction. Award of the project to the selected developer is anticipated late 2021.

* Collector-distributor (CD) lanes run parallel to the main travel lanes of an interstate or highway, connecting them to access roads or entrance ramps in order to improve traffic flow, speed and safety.

** Auxiliary lanes are the extra lanes alongside the main lanes that give drivers more time to merge in or out when entering or exiting the highway.

Where is the Project?



Legend:



Map is not to scale

What's Next?



Stay Connected

All current project layouts and alignments are available under Resources on the project webpage:

<https://majormobilityga.com/projects/eastsideic/eastinterchange@dot.ga.gov> (sign up for updates)
470-407-9167 (voicemail)

Georgia Department of Transportation

One Georgia Center | 600 West Peachtree Street NW
Atlanta, GA 30308

Like and follow us!





Stonecrest Parks & Recreation

“Stonecrest Does Parks Together!”

Purpose

- The Parks and Recreation Department is seeking feedback from the Mayor Pro Tem and Council regarding a recommended scope of work for an afterschool provider at the Browns Mill Recreation Center.



Department Recommendations



The recommended scope of work will accommodate a program model that includes activities that enrich the lives of our youth with opportunities for continued growth and development, including:

- Physically (healthy lifestyles)
- Mentally (social & civic engagement, character building & leadership)
- Academically (STEM & Literacy, Arts & Culture)
- Emotionally (social & emotional development)
- College and Career Development & Workforce Prep



Browns Mill Recreation Center Afterschool

- Professionally trained staff
- Fun & enriching activities for children
- Safe environment

	City of Stonecrest Aftercare proposal
Proposed Age/Grade of Participants	1 st Grade to 8 th grade Teen Program 9 th to 12 th grade
Proposed Operational Hours	2:00pm to 6:30pm (Teen Program will end @ 7:00pm)
Proposed Nutrition/Food	Snacks are provided
Proposed Cost per Child	Membership cost will be developed on a sliding scale per child per school year based on income
Recommendations	Collect and report program and operational data to the City in a timely and accurate manner. 1:25 Staff to Student ratio Provide after school pickups to the members' schools
Projected Total expenses	\$180,000-\$200,000
Projected start date	August 2 nd (1 st day of School)

Schools recommended for the Browns Mill Aftercare program

	Elementary	Middle School	High School
City of Stonecrest Schools	Murphey Candler Browns Mill Flat Rock Millers Academy Leadership Prep Academy DESA (Shuttles to Flat Rock) E.L. Bouie Stoneview Fairington	Salem Leadership Prep Academy	Lithonia Miller Grove Arabia Mountain Martin Luther King (Not Stonecrest School)



The City of Stonecrest wishes to partner with an organization that can deliver world-class youth services for the children of the community.

Thank you!



CITY COUNCIL AGENDA ITEM

SUBJECT: ARC 2018 Freight Cluster Presentation

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 6/3/21 Work Session: 6/14/21 Council Meeting:

SUBMITTED BY: Jonathan Bartlett, Economic Development Director

PRESENTER: Jonathan Bartlett, Jim Summerbell, Tom Udell

PURPOSE: Introduction of ARC Freight Cluster Plan Opportunity

FACTS AND ISSUES: The Atlanta Regional Commission is expected to release an application for grants to develop Freight Cluster Plans throughout the region. Staff would like to share with Council the background of this program and the actions required to pursue a grant. This is time sensitive in that an application release may be imminent, with responses likely due within 1-2 months.

This program responds to recommendations in the Atlanta Regional Freight Mobility Plan. The primary purpose of a Freight Cluster Plan is to assist local jurisdictions with the identification of first mile/last mile projects that improve safety and mobility in areas of regionally significant industrial activity. Such a plan can help projects compete favorably for Federal and State funding.

OPTIONS: Discussion

RECOMMENDED ACTION:

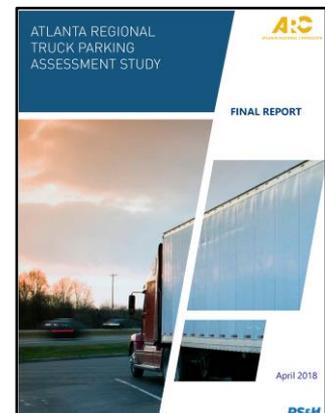
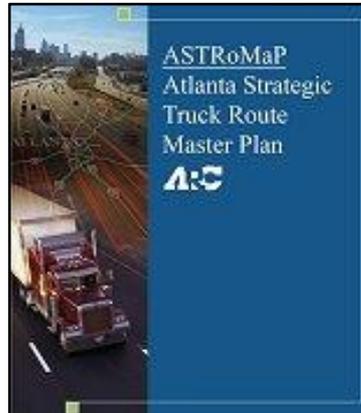
ATTACHMENTS: ARC 2018 Freight Cluster Presentation, Gateway 85 Freight Cluster Plan Executive Summary.

FREIGHT CLUSTER PLANNING UPDATE

TCC MEETING January 22, 2021

Daniel Studdard, AICP
Principal Planner
Atlanta Regional Commission

Core ARC Freight Planning Work Activities



Freight Advisory Task Force Formed

Atlanta Regional Freight Mobility Plan

Truck Route Master Plan

Atlanta Regional Freight Mobility Plan Update

Truck Parking and Freight Cluster Plans

2003

2005-2008

2010

2015-2016

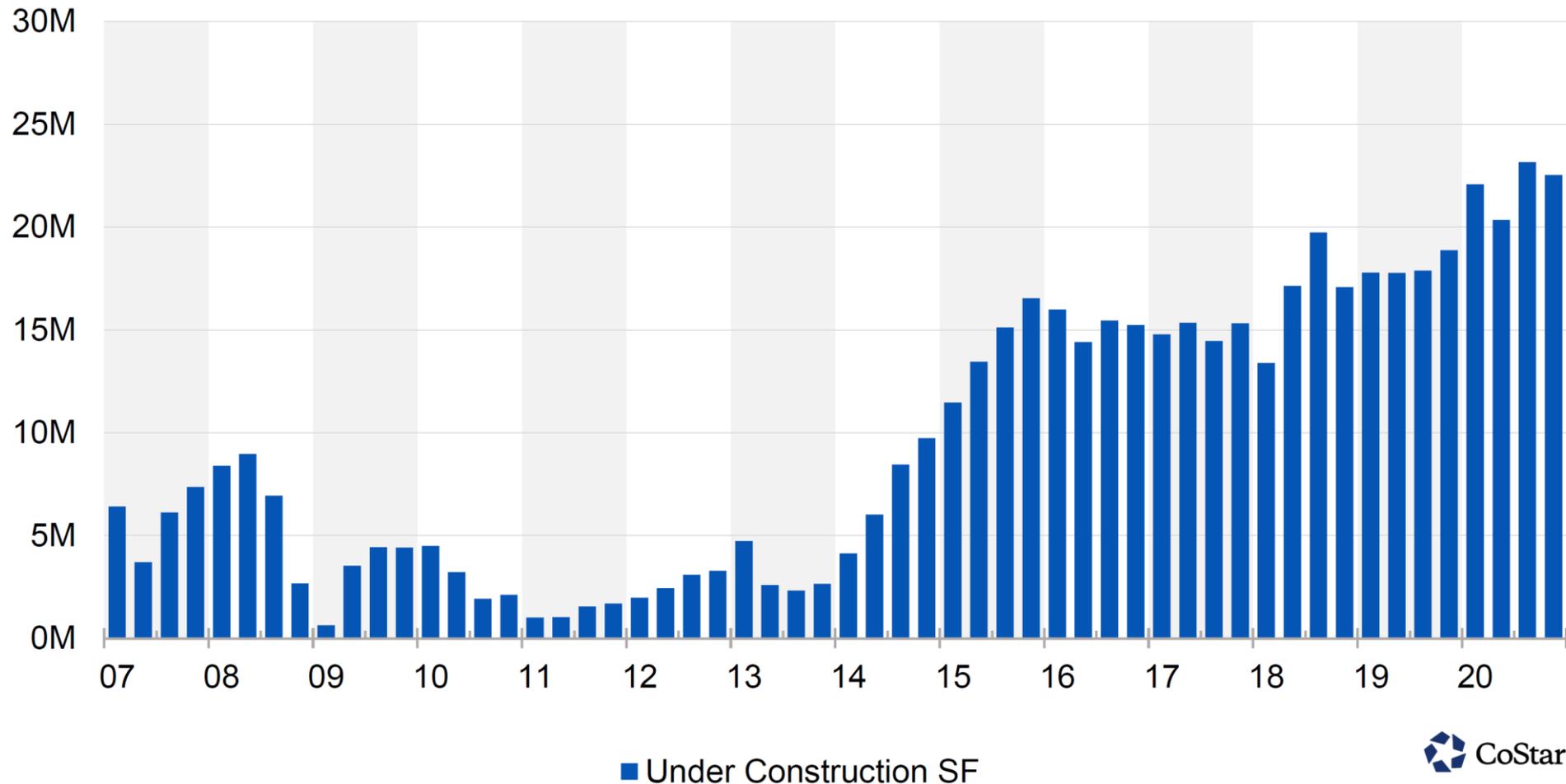
2017-2022



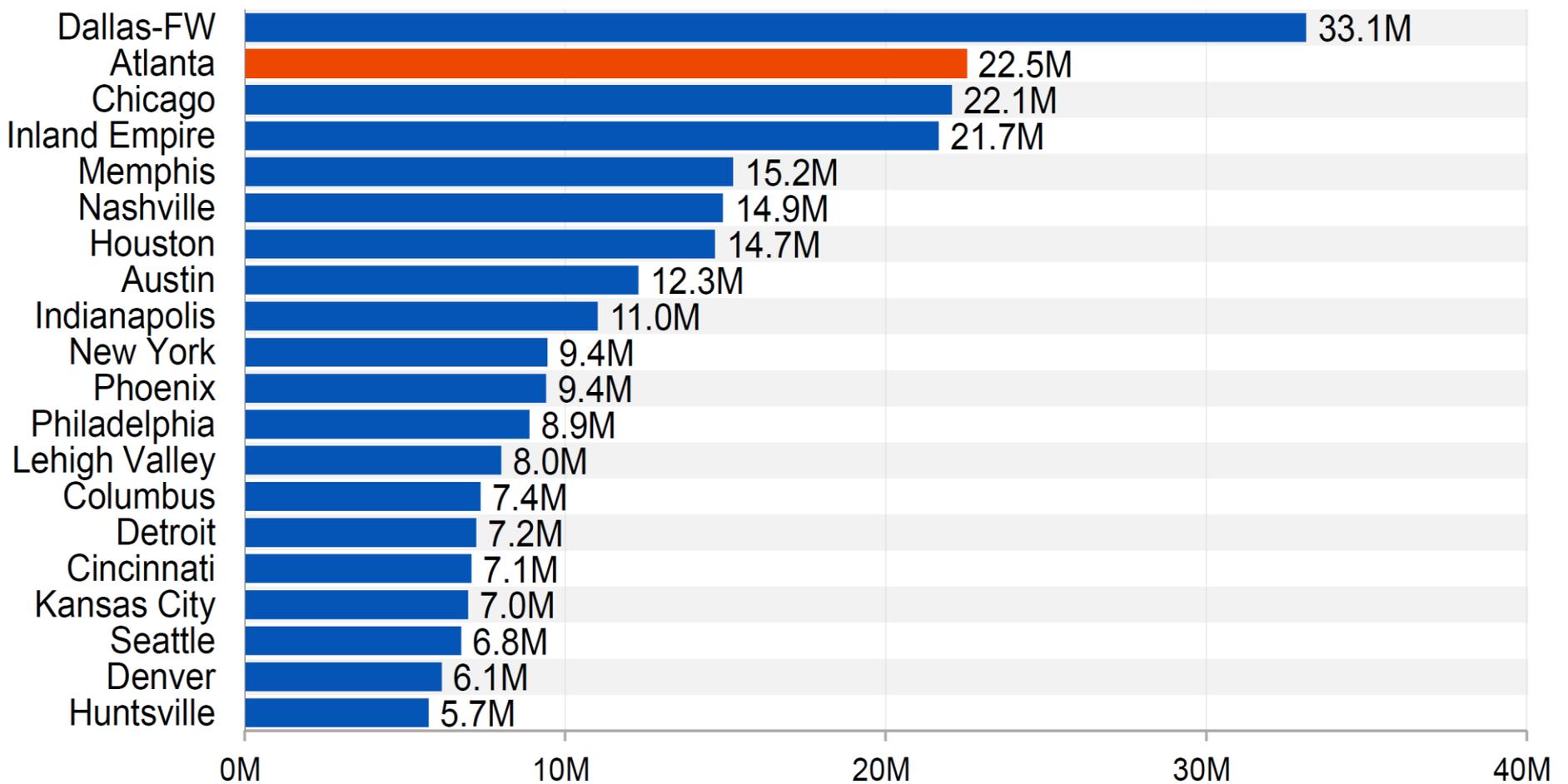
Historic Industrial Growth



Metro Atlanta Industrial Construction



Most Space Under Construction



■ Under Construction SF Fourth Quarter 2020

Comprehensive Transportation Plan (CTP) Program



Regional Transportation Plan



CTP

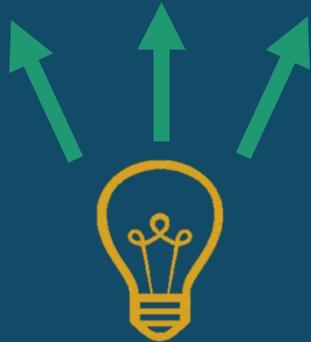
Program Goals

- Assist local governments with local transportation plans
- **Help local jurisdictions identify local priorities and community vision**
- Establish relationships between local transportation expectations with regional expectations
- Help support Comprehensive Plans

Cluster Plan Process



Regional
Transportation Plan



Freight Cluster
Plan

Plan Elements

- Existing Conditions/Needs Assessment
- Traffic Study
- Extensive Outreach Efforts
- Recommendations
 - Prioritized project list
 - On-Deck projects with more detailed analysis
 - What projects will be implemented next?

Transportation Planning



- **Roadways/Connectivity**

- New roadways
- Roadway extensions
- Identification of freight routes
- Trucks in residential areas
- Route conflicts/issues
- Access management
- Asphalt/Striping Condition

- **Crash Data Review**

- Crash hotspots
- Freight specific needs

- **Signage and lighting**

- Truck drivers may not be local

- **Bridges**

- Weight restricted bridges
- Sufficiency ratings analysis
- Low bridge conflicts

- **Rail**

- Freight activity
- RR Crossings: Vehicle operations/design analysis

- **Truck Parking**

- Unauthorized parking locations
- Staging near industrial
- How to improve?

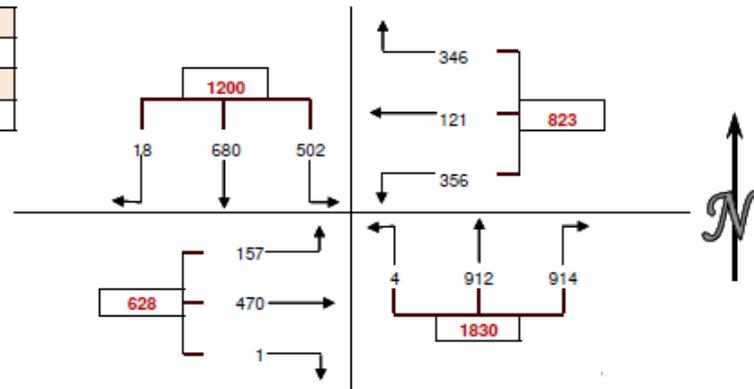
Traffic Analysis



- AM and PM Peak Hour Analysis
- Off-Peak analysis if needed
- Future year analyses
- Field Review
- Geometric Design Review
- Detailed Recommendations
- Operations, Capacity, and ITS Projects

VEHICLE COUNTS													
15 MIN COUNTS	1	2	3	4	5	6	7	8	9	10	11	12	
PERIOD	SBRT	SBTH	SBLT	WBRT	WBTH	WBLT	NBRT	NBTH	NBLT	EBRT	EBTH	EBLT	TOTAL
400-415	5	167	95	71	21	94	246	172	0	1	79	21	972
415-430	14	142	115	78	21	72	242	202	0	1	84	24	995
430-445	8	129	120	84	26	83	237	207	0	0	107	27	1028
445-500	4	131	122	84	30	88	235	218	0	0	115	40	1067
500-515	4	156	121	87	31	75	216	221	3	0	110	45	1069
515-530	8	209	145	84	46	95	239	234	0	1	120	38	1219
530-545	2	184	114	91	14	98	224	239	1	0	125	34	1126
545-600	9	118	112	71	16	58	246	192	1	1	110	43	977
HOUR TOTALS	1	2	3	4	5	6	7	8	9	10	11	12	
PERIOD	SBRT	SBTH	SBLT	WBRT	WBTH	WBLT	NBRT	NBTH	NBLT	EBRT	EBTH	EBLT	TOTAL
400-500	31	569	452	317	98	337	960	799	0	2	385	112	4062
415-515	30	558	478	333	108	318	930	848	3	1	416	136	4159
430-530	24	625	508	339	133	341	927	880	3	1	452	150	4383
445-545	18	680	502	346	121	356	914	912	4	1	470	157	4481
500-600	23	667	492	333	107	326	925	886	5	2	465	160	4391

PEAK HOUR
445-545
PEAK HOUR FACTOR
0.92



Localized Needs



Identify problems in the field, and their solutions . . .



Access to Jobs



Alternative Modes

- Transit Access
 - Route location/frequency
 - Roadway design for buses
- Bike/ped infrastructure
- Context sensitive design
 - Bicyclist/pedestrian safety
 - Maintain truck operations



TDM: Georgia Commute Options

- Carpool/Vanpool Ridematching
- Guaranteed Ride Home
- Employer assistance/Commuter incentives



Land Use/Growth

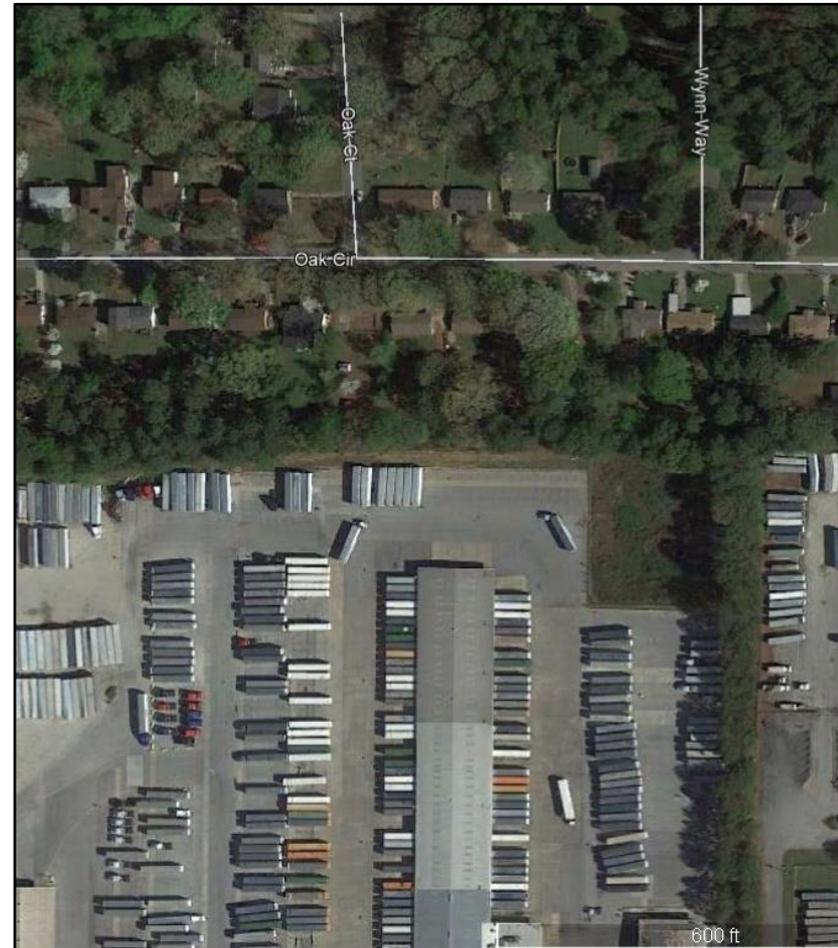


Land Use

- Growth Potential for Traffic Analysis
- Existing Land Use/Zoning review
 - Residential Conflicts
 - Does Industrial/Commercial zoning allow residential uses?
 - Is Residential allowed adjacent to land zoned for Industrial?

Market Analysis

- Major Employers
- Functionally Obsolete Buildings
- Optional – Full Market Study



Incompatible Land Uses

Outreach Options



- Freight Advisory Task Force
- Stakeholder Advisory Committee
- Stakeholder Interviews
- Truck Driver Surveys
- Local Jurisdiction Meetings
- Technical Advisory Committee
- Online Surveys/Mapping tools
- Public Meetings
- Open House meetings at Industrial Facilities



Industry Changes



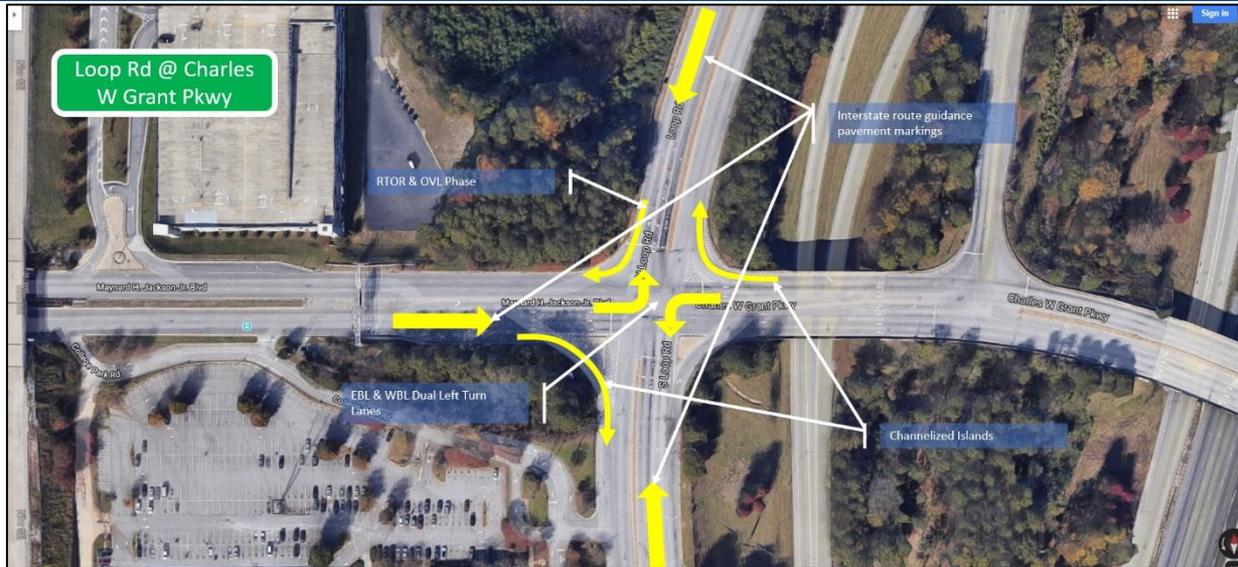
How will the logistics and transportation industries change?

- Growing Home Delivery: E-commerce Fulfillment Centers
- New Intelligent Transportation Systems (ITS) Technology
- Connected Vehicles and Autonomous Vehicles (CAV)
- Alternative fuels: CNG, LNG, and electric trucks



The New York Times, Nov. 13, 2017: Starsky Robotics, testing in Florida

Freight Cluster Plans Aerotropolis Atlanta CIDs



EXAMPLE PROJECT TYPES: OVERALL

- **Route guidance**
 - Pavement markings and signage
- **Curb repair**
 - Widen tight turning radii
 - Rebuild deficient and cracked curbs
- **Lighting**
 - Improve visibility, wayfinding and signage
- **Pedestrian facilities to support workforce**
 - Sidewalk along bus routes in proximity to major employers
 - Better connections to bus stops



EXAMPLE PROJECT TYPES: OTHER

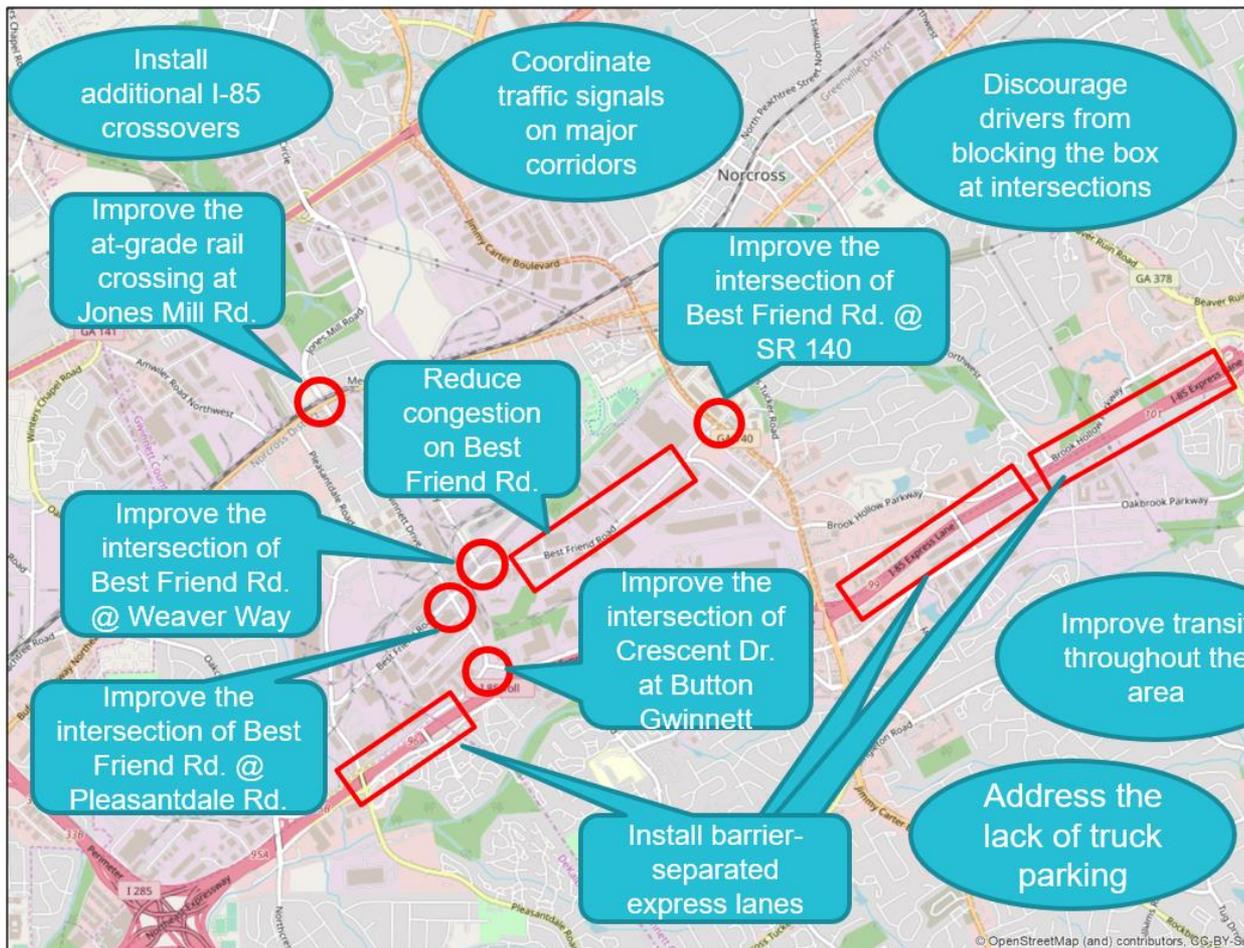
- **Increase capacity, elevate facility type**
- **Improve freight access to airport**
- **New roadway connections**
 - Between key truck corridors with anticipated increase in volume, like Camp Creek Pkwy and South Fulton Pkwy
- **Shared-use/shared parking agreements**
 - Explore use of park-and-ride lots or vacant warehouse lots
- **Sidewalk along bus routes in warehouse / employment centers**
- **ITS technologies near RR crossings**
- **Curbside management and delivery zones**



Freight Cluster Plans Gateway 85 CID



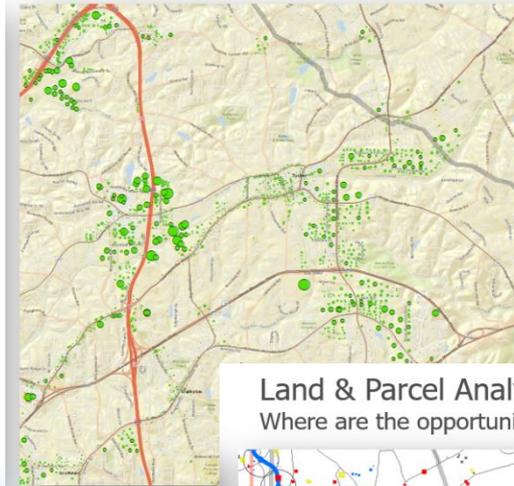
Additional Thoughts from Stakeholders



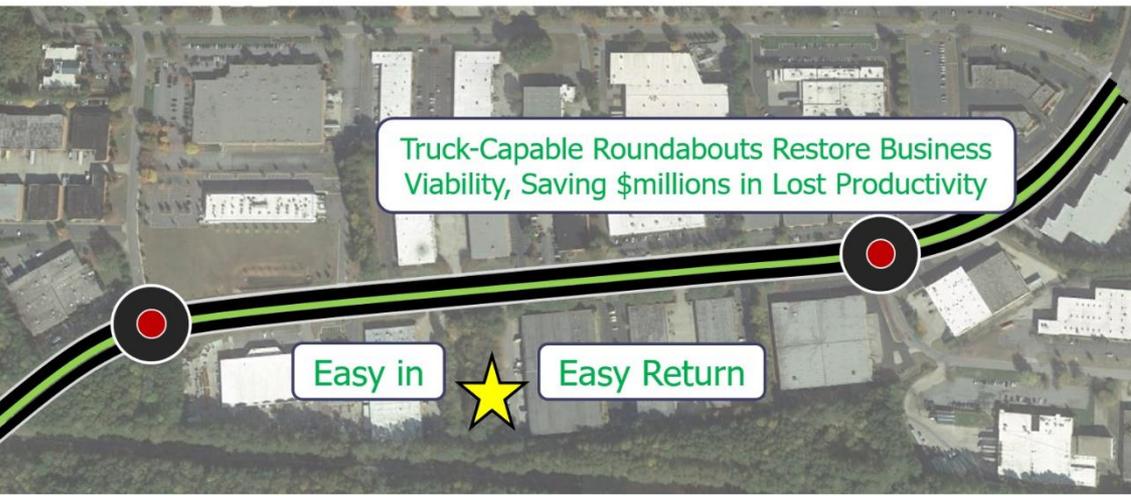
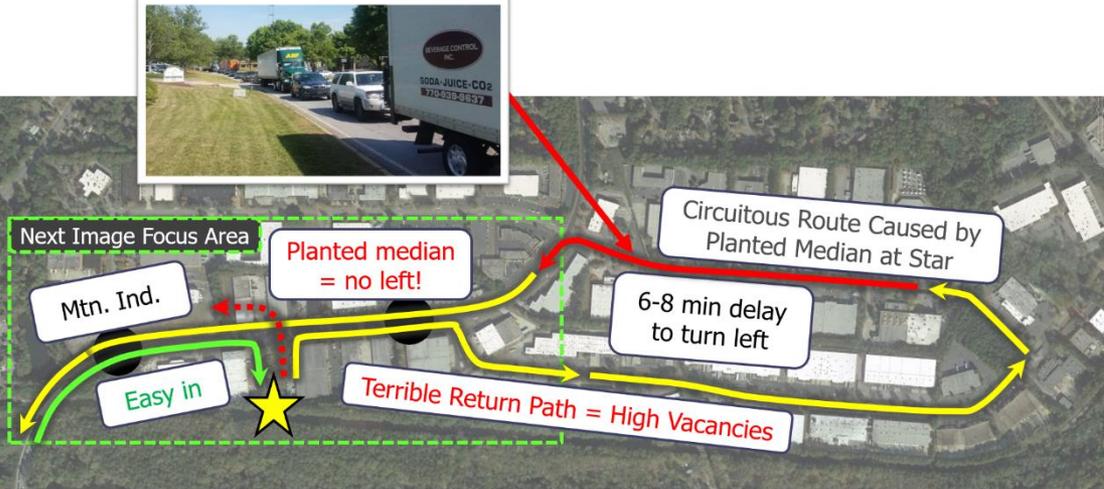
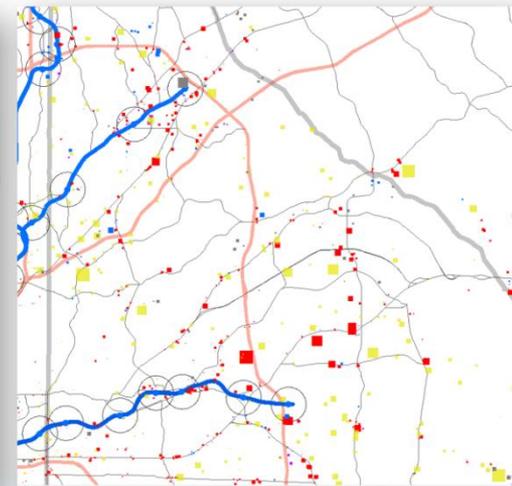
Freight Cluster Plans Tucker Summit CID



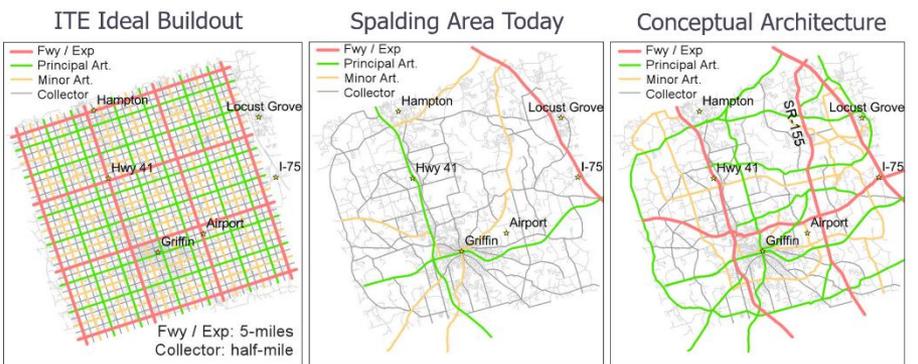
Employment Density
Where are the jobs?



Land & Parcel Analysis
Where are the opportunities?



Freight Cluster Plans Spalding County



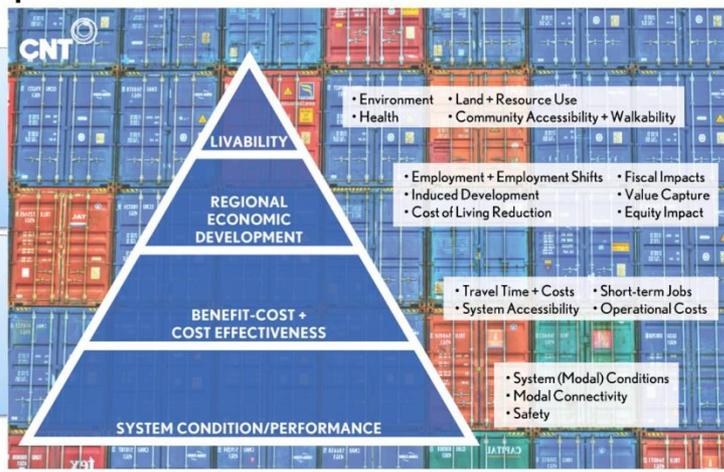
metro analytics



metro analytics

Cargo Oriented Development

- Integrate freight system efficiency with manufacturing and logistics business development
- Identify strategies to benefit local economies, the environment, and public safety



metro analytics

2021 Freight Planning Activity



- **Upcoming Freight Cluster Plans – Need your Input!**
 - Fulton Industrial Boulevard CID – Kicked off in late 2020
 - Metro South CID – Kicked off in early January 2021
 - Northwest Atlanta – RFP upcoming
- **Regional Freight Plan Update**
 - Last update completed in June 2016
 - Potential RFP release in 2nd Quarter 2021
- **Georgia Freight and Logistics Commission, 2019-2020**
 - Potential for a bill in the 2021 GA Legislative Session
 - Bill may focus on funding, truck parking, workforce, and more
 - <https://www.house.ga.gov/Committees/en-US/FreightandLogistics.aspx>

QUESTIONS?

FREIGHT CLUSTER

PLANNING UPDATE

TCC MEETING, JANUARY 22, 2021

Daniel Studdard, AICP

Atlanta Regional Commission

dstuddard@atlantargional.org



ATLANTA REGIONAL COMMISSION



Gateway85 Gwinnett CID Freight Cluster Plan *Executive Summary*



prepared for
**GATEWAY85 GWINNETT
COMMUNITY IMPROVEMENT
DISTRICT**

prepared by
CAMBRIDGE SYSTEMATICS, INC.
with
**WSP USA
TRANSPORT FOUNDRY**

Overview

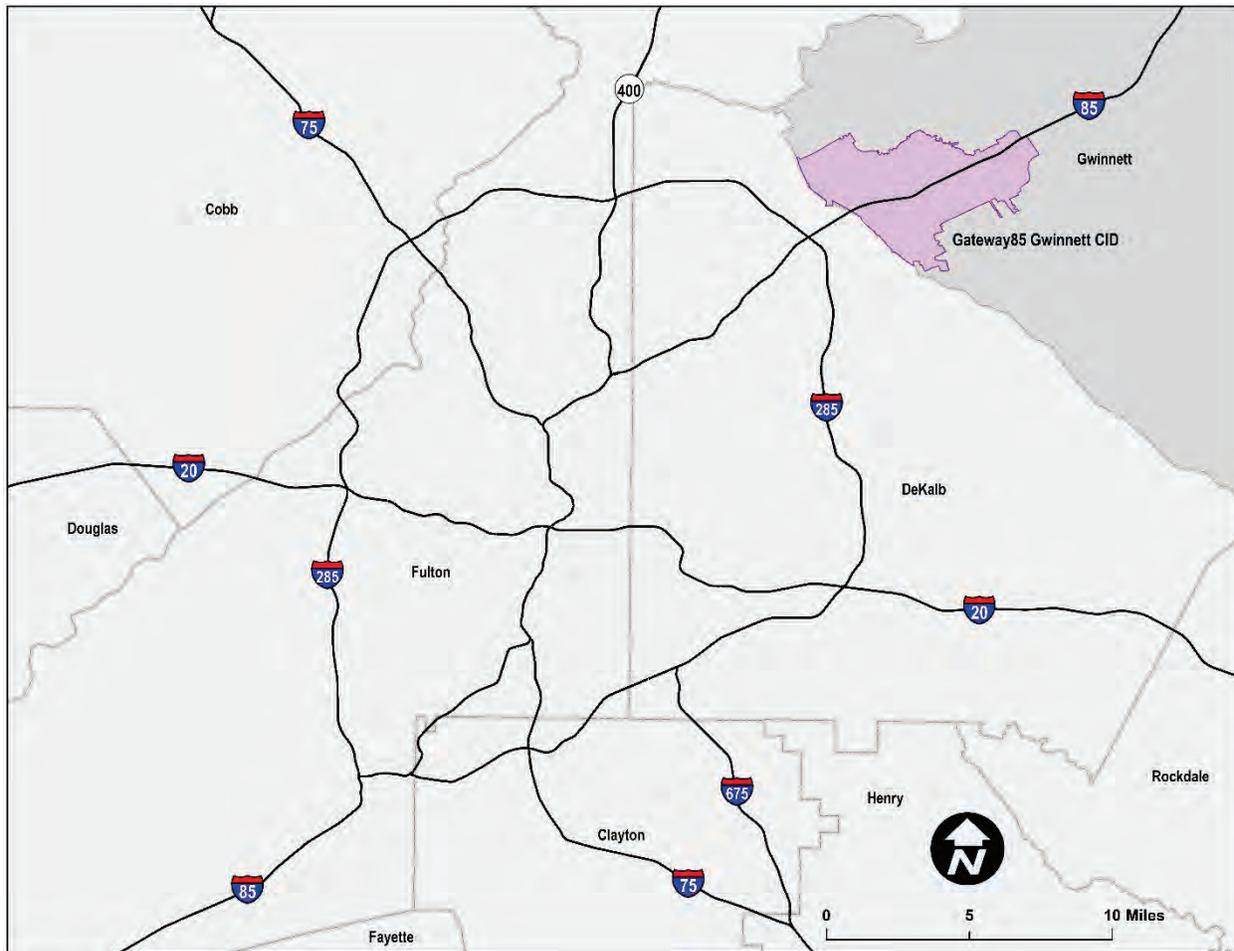
The Gateway85 Gwinnett Community Improvement District (CID) Freight Cluster Plan (FCP) is a planning study led by the Gateway85 Gwinnett CID and supported by the Atlanta Regional Commission (ARC). Unlike the CID's most recent planning initiatives, the FCP focuses exclusively on truck and freight-related considerations. Its purpose was to understand how the CID's transportation networks are being used for the handling of freight, how these uses are evolving, and what this means for the CID's priorities regarding goods movement.

The Gateway85 Gwinnett CID is the largest CID in the state in size, representing just under 800 properties. As its name suggests, the CID is positioned at the northeastern gateway for Metro Atlanta. It sits at the

junction of I-85 and I-285, two of Metro Atlanta's primary interstate highways and major freight corridors. Other regionally significant corridors including SR 140/Jimmy Carter Boulevard, SR 141/Peachtree Industrial Boulevard, and SR 13/U.S. 23/Buford Highway traverse the CID. In addition to highways, the CID is located along Norfolk Southern's Crescent Corridor, the longest freight rail corridor in the eastern United States.¹

Gateway85 Gwinnett CID Freight Cluster Plan Vision

Promote sustainable economic growth and expansion within the Gateway85 Gwinnett CID by ensuring quality access and connectivity and safe and efficient mobility of people and goods on a shared multimodal network, while supporting the Atlanta Region's continued role as a global hub for goods, services, and enterprise.



¹ GDOT, 2015 Georgia State Rail Plan, <http://www.dot.ga.gov/IS/Rail/StateRailPlan>.

Study Process

To address the complex mobility challenges in the study area, the FCP was guided by an integrated technical approach (see Figure 1) that considered current and projected multimodal network performance, system conditions, and evolving land use trends. In addition to the technical analysis, stakeholders were engaged throughout the study to ensure a comprehensive perspective on investment needs. This integrated process directly informed the identification and prioritization of projects and policies for the study area, as reflected in final study recommendations.

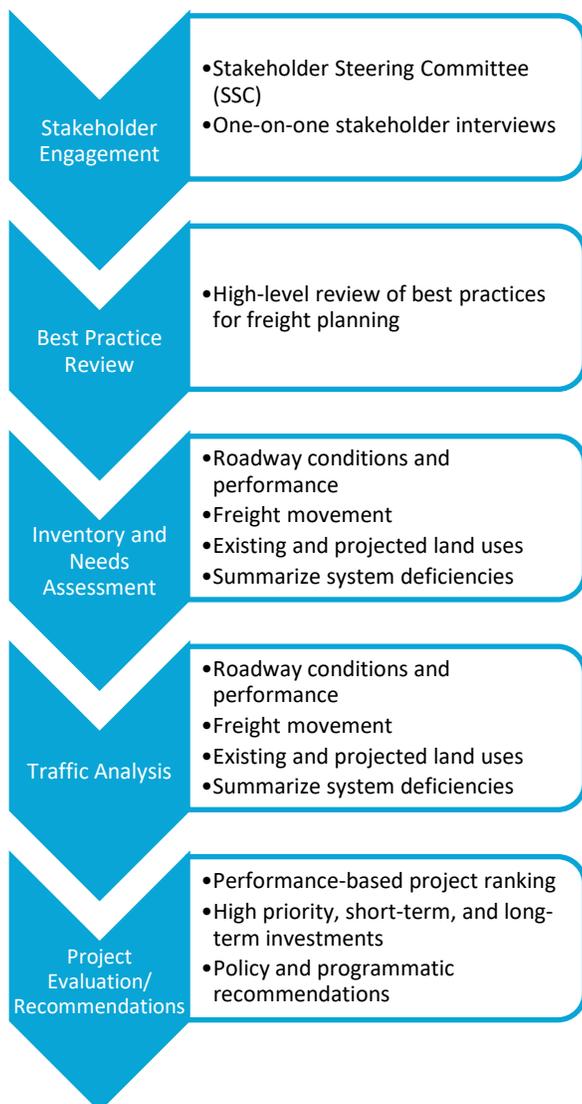
Stakeholder Engagement

A Stakeholder Steering Committee (SSC) was formed to provide input throughout the FCP. SSC members included representatives from the Gateway85 Gwinnett CID Board of Directors, the City of Norcross, the City of Peachtree Corners, the City of Doraville, Gwinnett County Department of Transportation, DeKalb County Office of Planning, Gwinnett County Department of Transportation, the ARC, and the Georgia Department of Transportation (GDOT). Feedback was provided at key points during the process including existing conditions/trends, key investment needs, the project evaluation and ranking process, and proposed investments. SSC members were critical throughout the study for providing feedback on key investment proposals.

In addition to the SSC, multiple stakeholders throughout the CID study area participated in in-depth, one-on-one interviews. These interviews provided insight on the study area industries' use of the freight system, identified the challenges associated with goods movement within the study area, and opportunities for improvement. Major themes from those interviews were:

- Congestion and Mobility –Major corridors and access points in the CID study area (e.g., SR 140/Jimmy Carter Boulevard, SR 13/U.S. 23/Buford Highway, etc.) experience congestion and mobility challenges.
- Multimodal Access – Improved transit service was viewed as part of the solution for transportation challenges in the study area.
- Truck Parking – The CID area experiences truck parking challenges as drivers sometimes park in private lots, driveways, or in the public right-of-way.
- Roadway and Intersection Design – Several roadways and intersections in the CID area are too narrow or tight for truck traffic.
- Aging Building Stock – The CID area's existing stock of warehouses are not up to current standards for modern supply chains. Rehabilitating older buildings for e-commerce is an opportunity given the area's proximity to downtown Atlanta and other regional centers.

Figure 1 Gateway85 Gwinnett CID Freight Cluster Plan Study Process



Key Investment Needs

The technical analysis along with stakeholder engagement revealed the key investment needs for freight mobility across the CID study area.

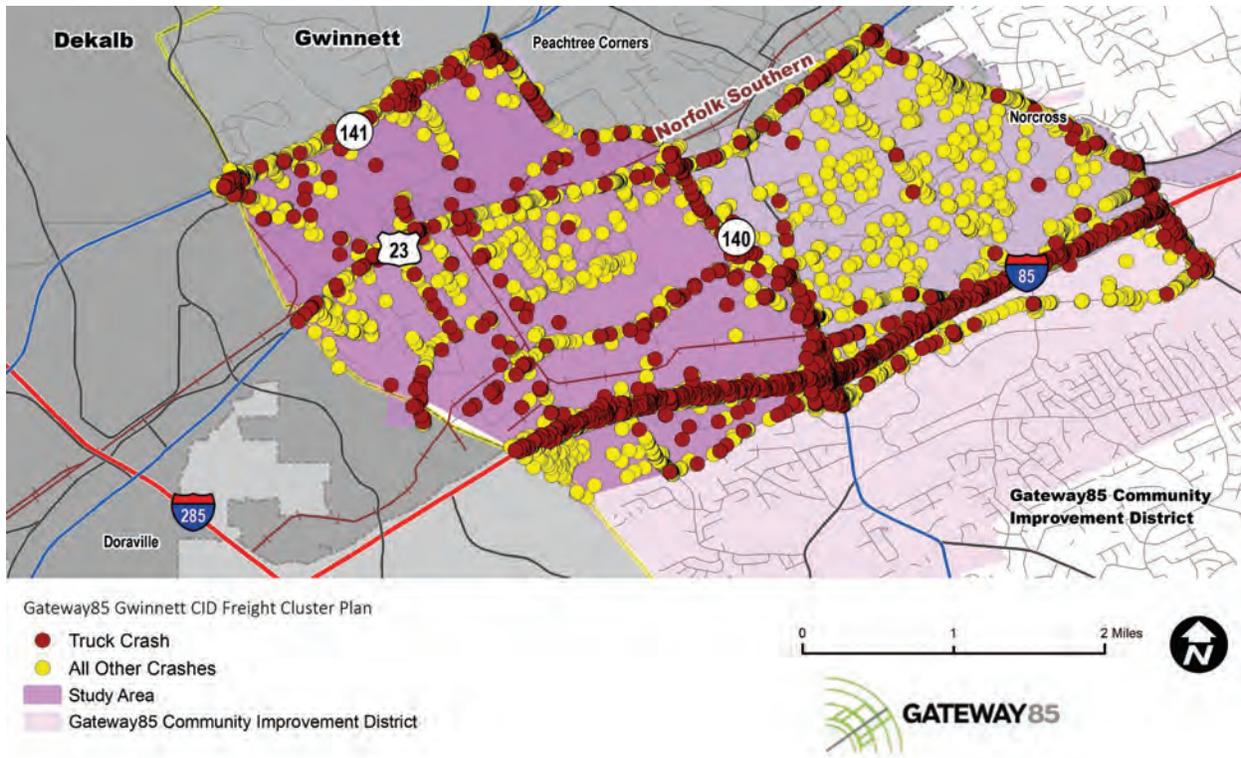
Safety Needs

Roadway safety represents an important measure of performance not only because of the potential loss of life and damage to property, but also because of the role it plays in congestion. There were 17,380 crashes in the CID study area over the 2014 to 2018 time period (see Figure 2). Many of those crashes, particularly those involving commercial vehicles, occurred on the major roadways traversing the CID study area: I-85, SR 13/U.S. 23/Buford Highway, SR 140/Jimmy Carter Boulevard, SR 141/Peachtree Industrial Boulevard, Best Friend Road, Oakbrook Parkway, and McDonough Drive. Altogether, these facilities accounted for about 60 percent of the crashes that occurred in the CID study area over the 5-year time period. Portions of those corridors also had crash rates that exceeded statewide averages for similar roadways.

Roadway Capacity and Operations Needs

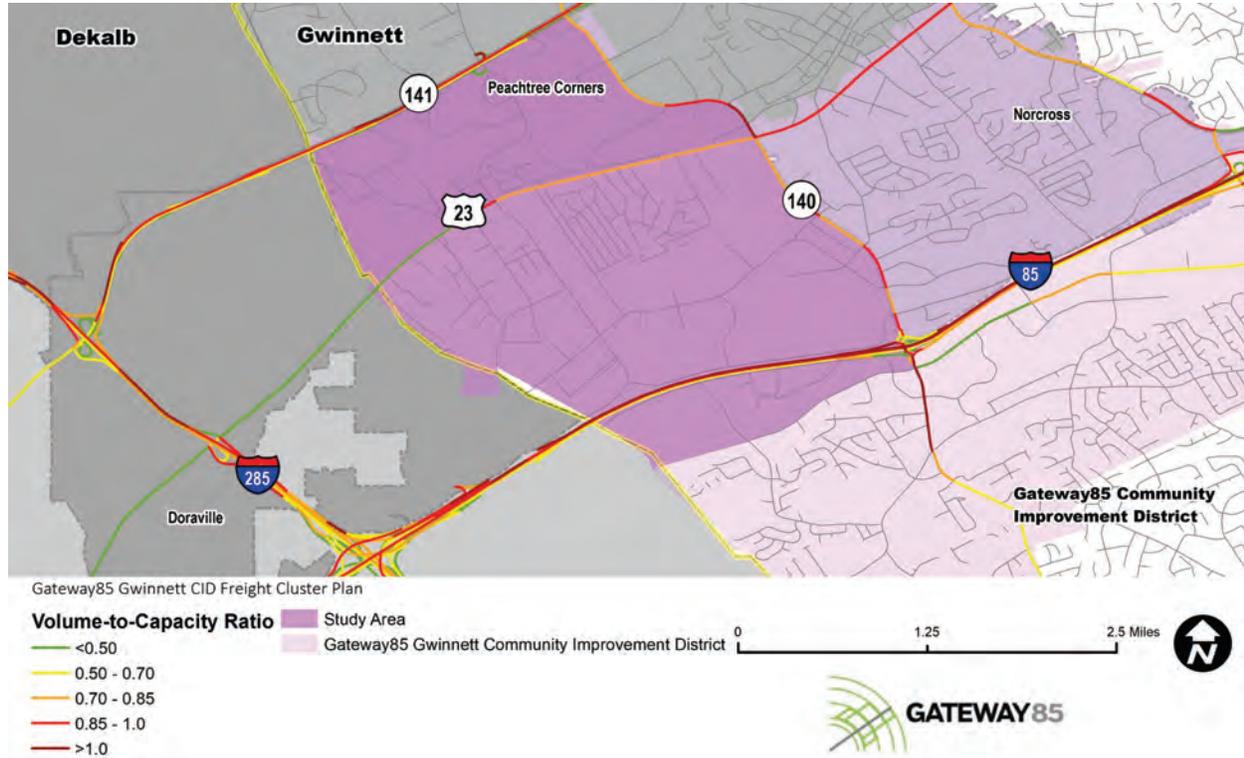
The performance of key intersections and roadways throughout the CID study area was measured via a level of service (LOS) analysis. Overall, the analysis found that many intersections and roadway segments exhibited capacity-constrained conditions with an LOS “D” or worse rating, indicating that roadway users are experiencing excessive levels of delay (see Figure 3). Several intersections along SR 140/Jimmy Carter Boulevard perform at an LOS “E” level or worse including those at SR 141/Peachtree Industrial Boulevard, SR 13/U.S. 23/Buford Highway, Pacific Drive, and Corley Road. The traffic analysis results indicated the entire SR 140/Jimmy Carter Boulevard corridor, as well as other major freight routes in the area, is generally capacity constrained.

Figure 2 Crashes by Vehicle Type (2014-2018)



Source: GDOT; Cambridge Systematics, Inc. analysis.

Figure 3 2015 Volume-to-Capacity Ratio
Morning Peak Period



Source: ARC Travel Demand Model; Cambridge Systematics, Inc. analysis.

Truck Parking Needs

Stakeholders stated that truck parking is a challenge for the CID study area. They noted that businesses sometimes find drivers not serving their business parked in their lots and driveways. Businesses in the Best Friend Road/Brook Hollow Parkway corridor in particular cited this as a challenge. In addition to driveways and parking lots, stakeholders noted that trucks sometimes park along Norcross Tucker Road and Pelican Drive. Unauthorized truck parking challenges in the CID study area are driven both by short-term staging needs and the region’s lack of overnight parking capacity.

not have benches or shelters. Adding these amenities would significantly improve the experience of the study area’s transit riders.

There are no bicycle facilities on any of the corridors in the study area. Sidewalks are present throughout most of the study area. However, there are gaps in the network with apparent demand for sidewalks. Bicycle facilities (e.g., shared lanes, bike lanes, and multi-use paths) and greater sidewalk coverage would improve the travel experience for cyclists and pedestrians and positively impact safety.

Transit, Bicycle, and Pedestrian Infrastructure Needs

The CID study area is served by two transit agencies, Gwinnett County Transit (GCT) and the Georgia Regional Transportation Authority (GRTA). GCT provides frequent service over major routes in the study area. However, there is no local bus service provided along Crescent Drive (which provides last-mile access to many businesses) and the CID area is generally lacking in transit amenities. Many of the CID area’s bus stops do

Land Use Needs

Projections for employment and population for the CID study area indicate that jobs will continue to outnumber households. This implies that access for commuters will become increasingly important as population and job density both increase. It also implies that increased pressure will be placed on existing freight-intensive land uses for residential and other non-freight-related activities as more persons seek housing close to jobs and transit (as the Connect Gwinnett Transit Plan called for a multimodal transit hub in the CID study area). In the

scenario that jobs continue to outnumber households, conflicts and competing needs may arise that require the CID's stakeholders to develop strategies for freight-intensive industries to co-exist with other economic activities. Strategies may include prescriptive road design that specifically addresses trucks interacting with other roadway users, development guidelines that control the proximity of industrial land uses to residential areas, additional consideration for the routing of trucks through the CID study area and considering any current and future truck parking and staging needs.

Project Identification, Evaluation and Prioritization

Project Identification

Potential projects to address investment needs for the study area were first identified through an examination of completed state, regional, and local transportation plans. Once projects in past and current plans were identified, they were reviewed against investment needs identified as part of the FCP to assess if any refinements were needed to existing investment proposals. The project team also identified additional projects that could improve mobility in the CID study area based on insights gained from the technical analysis and needs articulated by study stakeholders.

Generally, projects identified for the CID study area support one of the following key themes for improving mobility:

- Increase capacity or improve operations on a primary freight roadway;
- Divert non-freight traffic away from freight corridors through new connections or improvements to alternate non-freight routes; and
- Improve the safety performance of the study area's roadways through improved intersection and roadway design, access management, and other operational enhancements.

In total, 149 different projects were identified, including intersection improvements, pedestrian upgrades,

roadway operational projects, new connections, and capacity expansions.

Evaluation and Prioritization

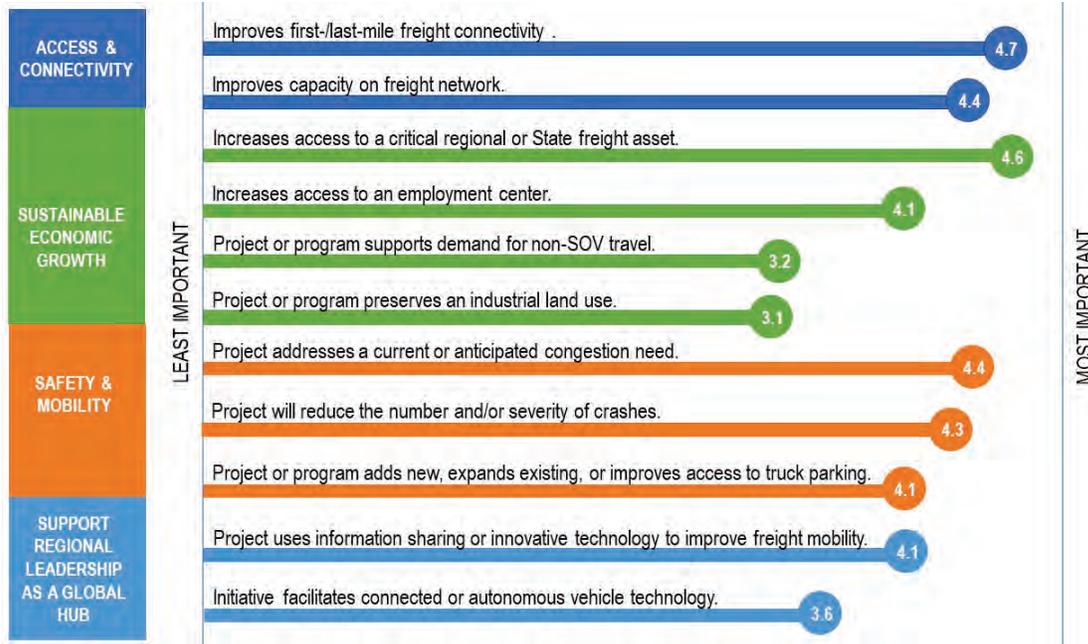
Projects were evaluated and prioritized based on their potential to contribute to the advancement of the study area's goals and objectives which were carefully defined to align with stated investment needs. Study goals focused on improved access and connectivity, sustainable economic growth and expansion, safety, and support of the Atlanta region's continued role as global business hub. The FCP's objectives comprised a broad set of strategies to guide investment decisions in a manner that aligned with the stated goals.

Gateway85 Gwinnett CID Freight Cluster Plan Goals

1. *Improve access and connectivity within the CID and between the CID and Metro Atlanta.*
2. *Support sustainable economic growth and expansion.*
3. *Improve safety and mobility for people and goods.*
4. *Support the Atlanta region's continued role as global hub for goods, services, and enterprise by identifying future transportation opportunities and innovative solutions.*

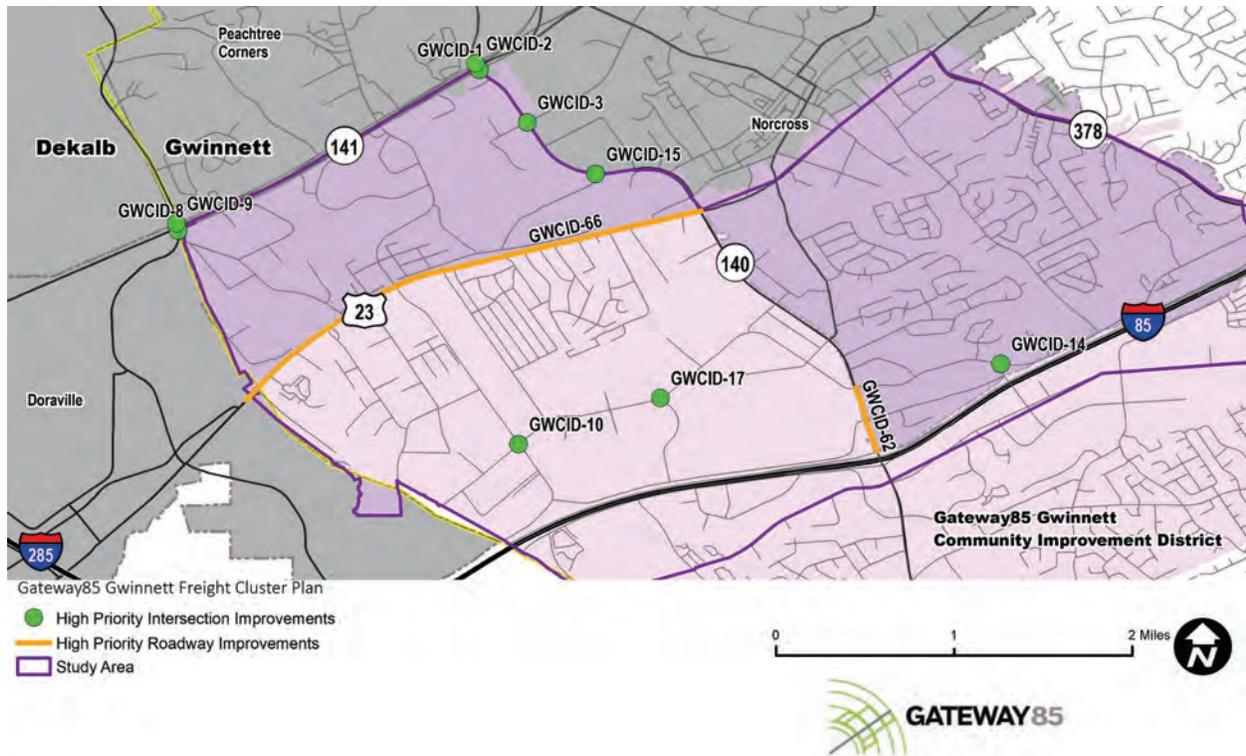
A set of 11 performance measures were used to evaluate each project's relative ability to advance the CID's goals/objectives. The performance framework was presented to the SSC and members were asked to rank each performance measure from 1 (least important) to 5 (most important) based on its importance to advancing the goals of the FCP. The results of the SSC rankings are presented in Figure 4. The performance measure rankings were translated into available points that a project may receive during the evaluation process.

Figure 4 Performance Measure Prioritization



Source: Cambridge Systematics, Inc.

Figure 5 High Priority Projects



Source: Cambridge Systematics, Inc.

Fiscally Constrained Short-Term Action Plan

million. The fiscally constrained short-term action plan projects are depicted in Figure 6.

The fiscally constrained short-term action plan is a ten-year fiscally constrained set of projects and action steps that can be taken by the CID given currently available funding sources. The CID can anticipate approximately \$35 - \$50 million over a 10-year time frame to support capital and operational transportation improvements based on historical funding trends. Projects included in the short-term action plan are further divided into High Priority projects and general short-term action plan projects, policies, and programs.

High Priority Short-Term Action Plan Projects

High priority projects represent those improvements that have the biggest impact to freight mobility within the time and fiscal constraints of the short-term action plan. Generally, these projects are located on the CID study area's primary freight corridors and last-mile connectors (see Figure 5 and Table 1). The high priority project list is a combination of costly, high-impact projects and less costly, but still impactful projects. The strategy behind this approach is to provide the CID with a group of projects that are able to take advantage of the full range of funding opportunities available to the CID. As high priority projects, these will advance to implementation first as either fully or partially funded projects.

Fiscally Constrained Short-Term Projects

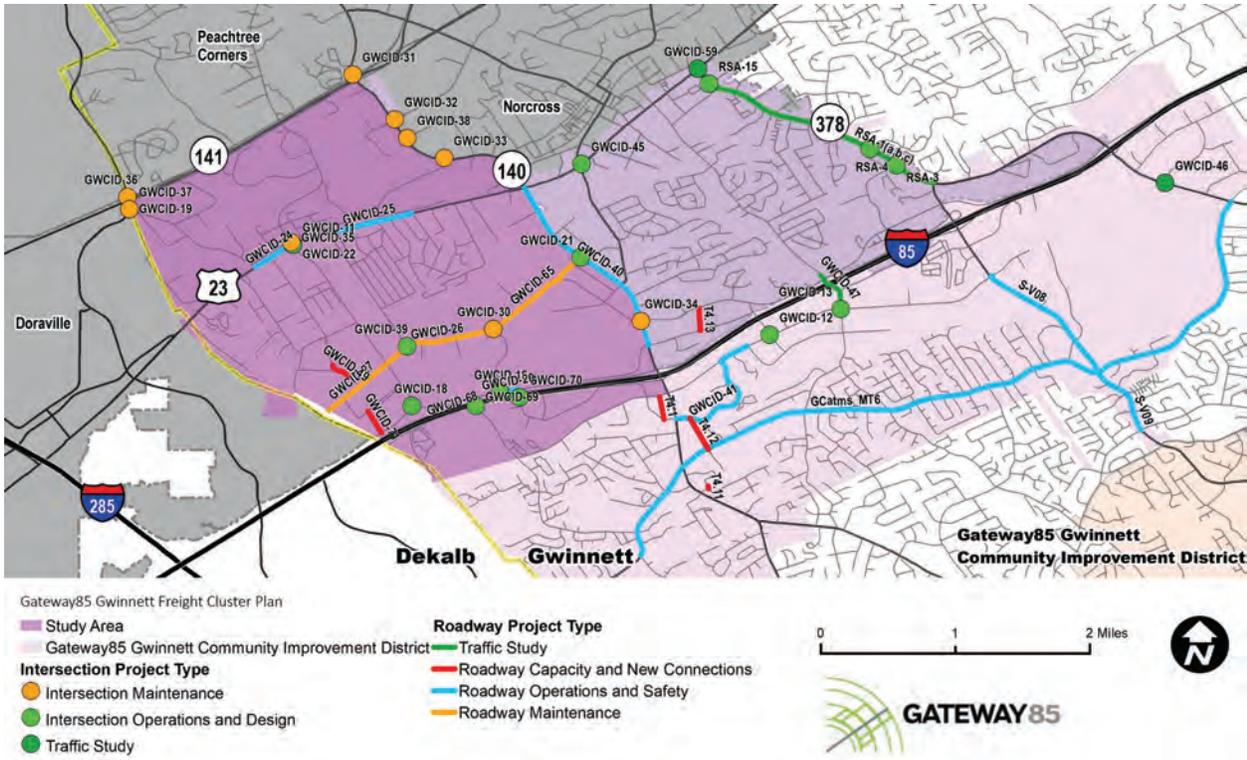
Along with the high priority project list, the short-term action plan project list is comprised of those projects that can be funded only if the upper range of estimated funding is realized. As such, the short-term action plan projects represent the highest ranked projects within the CID boundary after the high priority projects, resulting from the evaluation process developed with the SSC as part of the study, that still fall within funding constraints. The total cost of the short-term project list is about \$49

Table 1 High Priority Projects

Project ID	Location	Description	Cost
GWCID-66 (CTpnd_005a)	SR 13/U.S. 23/Buford Highway from Gwinnett-DeKalb County Line to SR 140/Jimmy Carter Boulevard	Widen Buford Highway from 4 to 6 lanes by adding one through lane in each direction. This project coincides with CTpnd_005a in the Gwinnett CTP. <u>Note that only the initial scoping and preliminary engineering components could advance as part of the short-term action plan.</u>	\$25,000,000
GWCID-62	SR 140/Jimmy Carter Blvd. at Crescent Dr./Goshen Springs Rd.	Add a fourth southbound through lane on Jimmy Carter Blvd. extending back to Brook Hollow Pkwy. This will also require the installation of a fourth southbound receiving lane exiting the intersection and extending to the I-85 interchange.	\$3,040,000
GWCID-2	SR 140/Jimmy Carter Blvd. at SR 141/Peachtree Ind. Blvd. SB	Add westbound through lane on Peachtree Industrial Blvd. Collector-Distributor at Jimmy Carter Blvd. This project could potentially be combined with project GDT_02 from the 2017 Peachtree Corners Comprehensive Transportation Plan.	\$2,400,000
GWCID-1	SR 140/Jimmy Carter Blvd. at SR 141/Peachtree Ind. Blvd. NB	Add eastbound left turn lane on Peachtree Ind. Blvd. Collector-Distributor and a northbound left turn lane on Jimmy Carter Blvd. This project could potentially be combined with project GDT_02 from the 2017 Peachtree Corners Comprehensive Transportation Plan.	\$1,630,000
GWCID-8	SR 141/Peachtree Industrial Blvd. NB and Winters Chapel Rd.	Change the eastbound approach on Peachtree Industrial Blvd. NB Collector-Distributor to 2 left turn lanes, 2 through lanes, and 1 right turn lane.	\$3,000,000
GWCID-9	SR 141/Peachtree Industrial Blvd. SB and Winters Chapel Rd.	Change westbound approach on Peachtree Industrial Blvd. Collector-Distributor to 2 left turn lanes, 1 through lane, and 1 right turn lane; add a southbound through lane, change the southbound through/right lane to right turn only, and add a southbound left turn lane on Winters Chapel Rd.	\$1,350,000
GWCID-14	Brook Hollow Parkway and Center Way	Change westbound approach on Brook Hollow Pkwy. to 2 left turn lanes, 1 through lane, and 1 through/right lane; widen EB approach on Brook Hollow Pkwy. to add right turn lane and change existing right turn lane to through lane; remove NB median on Center Way to create new receiving lane for the WB left turn and remove the channelized NB right turn; implement split phasing for the northbound and southbound phases; relocate the stop bar on the Brook Hollow Pkwy. WB approach to accommodate left-turning trucks from the SB Center Way approach. This project supports project GCint_053 in the Gwinnett County CTP.	\$1,010,000
GWCID-10	Button Gwinnett Dr. and Best Friend Rd.	Implement dual left turn lanes on Best Friend Rd. WB; relocate the stop bar on the NB/WB approach of Button Gwinnett Dr. farther from the intersection.	\$750,000
GWCID-17	Best Friend Rd. and Nancy Hanks Dr.	Add a northbound right turn lane on Nancy Hanks Dr; increase the turning radius to accommodate right-turning heavy trucks from Best Friend Rd. EB to Nancy Hanks Dr. SB.	\$530,000
GWCID-15	SR 140/Jimmy Carter Blvd. and Corley Rd.	Add a northbound right turn lane on Corley Rd; increase turning radius to accommodate right-turning trucks from SR 140 EB to Corley Rd. SB.	\$480,000
GWCID-3	SR 140/Jimmy Carter Blvd. at Atlantic Blvd. SB	Add right turn lane on Atlantic Blvd. westbound approach; install a mountable curb or increase turning radius to accommodate right-turning trucks from SR 140 NB to Atlantic Blvd. EB. This project further supports project CTP_37 in the Peachtree Corners CTP as extending Atlantic Blvd. to Jones Mill Rd. would likely increase WB through movements on Atlantic Blvd.	\$450,000

Source: Cambridge Systematics, Inc. analysis.

Figure 6 Fiscally Constrained Short-Term Action Plan Projects



Source: Cambridge Systematics, Inc.

Policy and Programmatic Recommendations

In addition to project recommendations, the FCP also identified a set of policy and program recommendations to address the various freight-driven challenges faced by the CID. These policy and program recommendations are intended to compliment proposed transportation investments and support sustainable performance outcomes for the study area.

Policy Recommendations

Policy recommendations represent guiding principles for how the CID addresses its freight needs. There are four main recommendations:

- **Designate Critical Urban Freight Corridors** – Petition the ARC and GDOT to have major freight routes added to the Critical Urban Freight Corridor network.

- **Freight as a Good Neighbor** – Establish buffer zones and transitional land uses to serve as barriers between freight-intensive and residential land uses.
- **Complete Streets Considerations for Freight** – Partner with the Gwinnett County DOT to develop prescriptive road designs that specifically address trucks interacting with other roadway users.
- **Help Implement the Gwinnett County Truck Parking Study** – Gwinnett County is in the final stages of completing a county-wide truck parking study that will identify the county’s truck parking needs and challenges. The CID should work with Gwinnett County to implement the recommendations of the truck parking study once it is finalized.

Program Recommendations

Program recommendations represent sets of related activities for addressing freight needs. There are three main program recommendations:



CITY COUNCIL AGENDA ITEM

SUBJECT: Corrective Action Plan

- ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 06/03/2021

Work Session: 06/14/2021

Council Meeting:

SUBMITTED BY: Gia Scruggs, Finance Director

PRESENTER: Gia Scruggs

PURPOSE: This item is being presented in response to an audit of the City’s procurement card use from January 2017 – November 2020. A corrective action plan is being offered for the City Council’s review and feedback.

FACTS AND ISSUES: The City of Stonecrest completed an audit of the City’s procurement card use from January 2017 – November 2020. Bambo Sonaike, CPA LLC, conducted the audit and presented the findings and recommendations to the City Council. In response to the audit, the Finance Director has compiled a corrective action plan to address the recommendations that were presented by the auditor and the City Attorney. While the corrective action plan is extensive, it will be an ongoing process to safeguard the City’s financial assets. The purchasing policy and associated procedures will be reviewed on an annual basis to ensure that the City is performing the purchasing functions within the best interest of the City of Stonecrest and in accordance with the corrective action plan.

The proposed amendments to the City’s Purchasing Policy will be presented to Council for approval at the June 28, 2021 Council Meeting.

OPTIONS: For discussion only

RECOMMENDED ACTION: Provide feedback

ATTACHMENTS: Corrective Action Plan



Procurement Card Audit - Corrective Action Plan

Auditor Recommendations

City Proposed Corrective Actions

General

<p>1. A restriction on the use of the card for food and entertainment purchases or align its policies with the State of Georgia statewide purchasing policy dated April 2017. This statewide policy sets parameters on food and entertainment. Comments: The auditors notes that the City's updated policy dated February 7, 2021 has placed a restriction on the use of the procurement cards for food and entertainment.</p>	<p>Review State of Georgia Code 36-80-24 Inquire with the Pcard issuing bank to determine if restrictions can be placed on the Pcards for purchases at restaurant, gas station and entertainment companies. Inquire with issuing bank to determine if a transaction approval process can be implemented for all Pcard transactions to be approved via text or email by the Administration prior to approval.</p>
<p>2. A specific date when the monthly or quarterly review of the procurements cards should occur and when any unresolved violations should be reported to the governing authority. The policy in-place during the engagement period did not include a date when these activities should occur. Comments: The auditor notes that the City's updated policy dated February 7, 2021 includes specific dates when these activities should occur.</p>	<p>The monthly and/or quarterly review and audit should happen within 15 days of the start of a new month or quarter by an Accounting Specialist. Report by Finance Director to City Manager.</p>
<p>3. All transactions should be accompanied by the following items: a. A completed and approved purchase order or requisition form b. A copy of the transaction receipt or supporting documents that justifies the purpose of the purchase c. A completed and signed expense report, if applicable</p>	<p>Add the following statement to H. Accounting and Auditing section of Purchasing Policy: By the last business day of the month a requisition form and/or supporting transaction receipts shall be scanned and emailed to the Accounting Specialist.</p>
<p>4. A language that makes it clear that disciplinary action for violation of the procurement card policy includes termination of employment and criminal prosecution to the fullest extent of the law should be included in the procurement card policy.</p>	<p>Purchasing Policy I. Violation Edit section to include: Disciplinary action for violation of the Purchasing card policy may include actions up to and including termination of employment and criminal prosecution to the fullest extent of the law.</p>

<p>5. A standardized purchase order or requisition form should be placed on the City's website for easy access to all cardholders.</p>	<p>The Requisition form is currently an appendix in the Purchasing policy. Add purchase requisition form to Online page of stonecrestga.gov website or internally via sharepoint. (Submit request to Communications to have form added to the website)</p>
<p>6. A standardized expense report form should be placed on the City's website for easy access to all cardholders and personnel.</p>	<p>Add expense report form to Online page of stonecrestga.gov website. (Submit request to Communications to have form added to the website)</p>
<p>7. Ensure separation of duties and appropriate responsibility such as:</p> <ul style="list-style-type: none"> a. Establishing an effective approval process through which cardholder applicants are reviewed and approved prior to issuance. b. This process should promote and maintain adequate oversight as the City's needs grow and evolve. c. Approving officials should be selected to ensure sufficient independence and rank to adequately assess purchases. d. The responsibilities of cardholders, reviewing officials, and agency program coordinators should not overlap. e. All individuals involved in the procurement card process should be held accountable for timely and adequate participation in the program. 	<ul style="list-style-type: none"> a. Approval process should include the review and approval of the Pcard Program Administrator, Finance Director, and City Manager. Application shall include a business justification for card issuance. b. Review and Approval process should be completed within 5 business days c. See a. above Purchasing Agent and Finance Director approval may not be assigned a proxy unless approved by City Manager. City Manager may assign a proxy for review and approval. However City Manager will remain responsible for the decisions of his and her proxy. d. Section H. Accounting and Auditing cardholders may not audit or reconcile their own card for the official record. (cardholder is expected to ensure proper documentation is submitted for monthly accounting procedure.) Internal auditor shall review approval process quarterly for compliance. e. Monthly accounting and auditing shall be performed as stated in the Purchasing Policy. Internal Auditor shall perform quarterly review of procedure adherence.
<p>8. A prohibition on assigning cards to individuals responsible for administering the program.</p> <ul style="list-style-type: none"> a. Auditor notes that the City's updated policy dated February 7, 2021 designates the Purchasing Agent as the program administrator and also list the Purchasing Agent as an authorized card holder. 	<p>Cardholders shall submit a purchase requisition for the procurement of goods and or services in support of City Programs to the Purchasing Agent. The Purchase Requisition shall include a quotation from the proposed vendor, expected scope of services and schedule of delivery of services. An authorized administrator (Finance Director or City Manager) shall review/approve the purchase.</p>

<p>9. Develop a multi-faceted approach to monitoring and oversight</p> <p>a. The City should have several levels of review and oversight in place including primary, supervisory review and City-wide reporting.</p> <p>b. These levels help identify questionable transactions, split purchases, improper cardholder limits, and fraudulent activity.</p> <p>c. Proper oversight should also include periodic audits for card activity and retention of purchase documentation and a regular review of spending per vendor and merchant category codes.</p> <p>d. The City should be aware and take advantage of automatic procurement card controls provided by the program's service provider.</p> <p>e. These controls may include automatic purchase denial based on merchant category codes and credit limit, as well as other reporting tools.</p>	<p>a. Primary review of Pcard activity shall be performed monthly by the Accounting Specialist. The Finance Director shall review the monthly accounting and auditing report developed by the Accounting Specialist along with the transaction and supporting documentation monthly for all Departments. Internal Audit shall review the Finance Director's monthly accounting and auditing report and supporting documentation quarterly for all Departments.</p> <p>b. see a. above</p> <p>c. Finance Director shall randomly review and comment on the monthly transaction detail of up to 5 Pcards prior to the monthly accounting and audit report.</p> <p>d. Automatic procurement card controls provided by card issuer will be reviewed to determine best practices.</p>
<p>10. The City's stance on loyalty points should be documented and communicated in context with or in reference to the Conflict of Interest policy.</p>	<p>Amend Purchasing Policy to state Pcard holders shall not be eligible to participate in loyalty points programs.</p>
<p>11. Software purchases</p> <p>a. The Information Technology Manager should prepare and maintain a listing of all monthly recurring software charges to include the specific user and purpose</p> <p>b. The listing should be updated for software additions and deletions as needed</p> <p>c. The listing along with any additions and deletions accompanied by a purchase order or requisition form should be approved by the City Manager</p> <p>d. The approved listing along with the purchase order or requisition form should be provided to the accounting department as documentation of recurring software purchases</p>	<p>IT Manager shall provide a monthly software log for all recurring software subscriptions. This log shall contain a tab for deletions of software subscriptions. Software additions to the log shall be accompanied by a requisition form. The City Manager shall approve the monthly addition and deletion log.</p>
<p>Accounting</p>	
<p>12. Each procurement card should be reconciled on a monthly basis to the general ledger</p>	<p>See proposed actions under the General section above items 2 and 3.</p>
<p>13. Payments of the procurement card should be approved by the City Manager</p>	<p>The statements are generated around the 16th of the month. The required documentation will be submitted to the City Manager for approval.</p>

<p>14. Segregation of duties should be implemented for the monthly accounting of the procurement cards. Appropriate segregation of duties should include:</p> <p>a. Ensuring the individual that reconciles the monthly statement to the general ledger is different from the individual that authorizes the use and payments of the procurement card.</p> <p>b. Ensuring that the individual in the payroll department handling all reimbursement for transaction lacking appropriate supporting documents is different from anyone involved in the transaction cycle.</p>	<p>a. Establish Accounting Specialist role to be responsible for monthly reconciling of Pcards and filing of documentation for later review of Accounting Mgr. Accounting Specialist shall not be a member of the Pcard applicant review and approval workflow.</p> <p>b. Establish payroll representative to review and process reimbursement requests. Reimbursement requests must be approved by the Finance Director and the City Manager. In the event that the Finance Director or City Manager are requesting reimbursement two preselected council members shall approve the reimbursement.</p> <p>c. Finance Director will report any discrepancies to the City Manager</p>
<p>15. Appropriate staffing within the accounting department to ensure that there is adequate personnel to account, reconcile and perform the monthly required functions required by the purchasing policy.</p>	<p>The following roles shall be hired or appointed:</p> <p>Accountant (1)</p> <p>Purchasing Agent (1)</p> <p>Payroll Specialist (1)</p>
<p><u>Safety and security</u></p>	
<p>16. All procurement cards should be kept in a locked safe in the City Hall at all times.</p>	<p>Cardholder by way of receiving the Pcard and completing training shall also have the authority and responsibility associated with Pcard as prescribed in the Cardholder Agreement and will be responsible for all charges incurred.</p>
<p>17. A log should be maintained to track the release and return of each procurement card. The log should include the name, date, time, purpose and any other pertinent information to track each procurement card.</p>	<p>Cardholder by way of receiving the Pcard and completing training shall also have the authority and responsibility associated with Pcard as prescribed in the Cardholder Agreement and will be responsible for all charges incurred.</p>
<p>18. Upon the termination of a cardholder's employment with the City, the cardholder's procurement card should be immediately canceled and no further transactions should be incurred on the card.</p>	<p>Purchasing Agent shall immediately contact the issuing bank of the Pcard to cancel the Pcard upon an employee's termination or resignation.</p>
<p>19. Upon the City being notified of impending departure from the City, the respective cardholder card limit should be reduced to zero.</p>	<p>Purchasing Agent shall immediately contact the issuing bank of the Pcard to cancel the Pcard upon an employee's impending exit from the City.</p>
<p>20. Establish a policy to deactivate procurement cards when employees are on leave.</p>	<p>Purchasing Agent to contact Pcard issuing bank to place a hold on employee Pcards while employees are on leave. If such a feature is not available Pcard shall be surrendered while employees are on leave to be sealed and locked in the safe at City Hall until employee returns from leave.</p> <p>Purchasing policy to be amended to reflect deactivation of cards when employees are on leave or when not in use.</p>

<p>21. Signed Card Holder agreement should be kept on file with the City and the agreement should be updated for changes in the City procurement policies.</p>	<p>Purchasing Agent shall maintain all signed (electronically or original hard copy) card holder agreement and shall annually ensure that changes in Procurement policy are communicated to all card holders.</p>
<p>22. Establish spending limit commensurate with needs –</p> <p>a. Cardholder spending limits should align with actual need on a single transaction and total monthly basis.</p> <p>b. Changes in spending limit should be requested in writing through a formalized procedure, and an annual review of the program should include an assessment of credit limit appropriateness.</p> <p>c. Allowing many cardholders to have the same spending limits and limits higher than necessary exposes the City to higher monetary risk.</p>	<p>a. Purchasing Agent shall review the business justification for Pcard to establish single transaction and monthly spending limits. Purchasing Agent shall submit a recommended spending threshold by card holder based on the business justification provide during the application process to the Finance Director for review.</p> <p>b. Changes in spending limits shall be submitted to the Purchasing Agent along with a rational for the change (increase or decrease) with a copy to the Finance Director and City Manager.</p>
<p><u>Training</u></p>	
<p>23. Currently, there is no training process for procurement card holders and there is no training manual. As such:</p> <p>a. Training for new cardholders should be provided along with a comprehensive training manual.</p> <p>b. There should be an acknowledgement by new cardholders in regards to reading and understanding the procurement card policy and the training manual.</p> <p>c. Training should be clear on the required procedures along with required supporting documentation to ensure a successfully procurement card program.</p> <p>d. Training should demonstrate to new card holders what constitutes a proper and improper card use and the potential consequences for misuse.</p> <p>e. Periodic training refresh should be required of all current card holders to highlight the importance of adherence to the procurement card policies and consequences for misuse.</p> <p>f. Training should be required for all individuals involved in the procurement card process such as approval, review and reconciliation.</p> <p>g. Training should remind card holders of their responsibility to avoid sales tax payments and the process to recoup the sales tax that has yet to be recouped.</p>	<p>a. Annual training session shall be conducted by the Finance Director or proxy to explain the comprehensive Procurement Policy. A training manual containing the City expense report and requisition form along with sample supporting documentation for Pcard transactions shall be developed by the Purchasing Agent.</p> <p>b. The training shall include an evaluation at the end to confirm completion of the training.</p> <p>c. See a. above</p> <p>d. See a. above</p> <p>e. On demand electronic annual refresher training will be offered to highlight the importance of adherence to the procurement card policies and consequences for misuse.</p>

Attorney Recommendations

City Proposed Corrective Actions

1. Restrict Card Holders -1. Revoke any purchasing cards issued to elected officials; 2. revoke purchasing cards issued to purchasing agent and other employees/officials; 3. Establish the following as the exclusive list of authorized purchasing card holders: City Manager, Chief Financial Officer, or designee; and accounting manager; 4. Make possession of purchasing card by an unauthorized employee grounds for discipline, up to and including termination; 5. Make issuing or facilitating issuance of purchasing card to unauthorized employee grounds for discipline, up to and including termination

2. Signed Acknowledgement - Every card holder should be required to execute a document acknowledging the policy requirements and agreeing to use the purchasing card strictly in accordance therewith.

3. Periodic Public Reporting

4. Demand from Jacobs

1. Amend Purchasing policy to include revocation of purchasing cards issued to elected officials
2. Amend Purchasing policy to revoke purchasing cards issued to purchasing agent and other employees/officials
3. Amend Purchasing policy to revise the exclusive list of authorized purchasing card holders: City Manager, Chief Financial Officer, or designee; and accounting manager;
4. Amend Purchasing policy to make possession of purchasing card by unauthorized employee grounds for disciplinary action, up to and including termination
5. Amend Purchasing Policy to make issuing or facilitating issuance of purchasing card to unauthorized employee ground for disciplinary action up to and including termination.

An acknowledgement form has been created and added to the purchasing policy that all purchasing card holders will be required to sign after they have been provided training.

City Finance Director will provide to the City Council a report showing all transactions of the purchasing cards and all supporting documentation. The report will be for transactions of the preceding month, unless otherwise noted. In the event the Finance Director is a card holder, the monthly report shall be generated by the Internal Auditor or non-card holding official. This report will become a public document.

City Finance Director will work with the Acting City Manager (Official City representative) and City Attorney to make a formal written demand from Jacobs to ensure all improper purchasing card charges as well as other indirect cost to the City are captured.

5. Prosecutorial Referral -

City Finance Director will work with the City Attorney to provide any additional documentation or records to assist in the referral to the DeKalb County District Attorney for investigation and prosecution.



<u>Timing of Corrective Action</u>	<u>Owner (responsible for corrective action execution)</u>	<u>Status</u>	<u>Comments</u>
In Progress	Purchasing Agent	Completed; Policy update 2.7.2021	
5/31/2021	Accounting Specialist	In Progress	
6/28/2021	Cardholders	In Progress	
6/28/2021	Finance Director	In Progress	

6/30/2021	Purchasing Agent/Communications	In Progress
6/30/2021	Purchasing Agent/Communications	In Progress
6/30/2021	Finance Director/ Internal Auditor	In Progress
6/30/2021	Purchasing Agent	In Progress

5/30/2021	Accounting Staff/Finance Director	In Progress
6/24/2021	All	In Progress
6/15/2021	IT Manager/ City Manager	In Progress
5/31/2021	Purchasing Agent	Completed
5/31/2021	Finance Director/Purchasing agent	In Progress

5/30/2021	Accounting Specialist/ Payroll Rep/Finance Director/ City Manager/ City Council	Completed
7/15/2021	Finance Director	In Progress
5/31/2021	Purchasing Agent/ Finance Director	No action required
5/31/2021	Purchasing Agent	No action required
5/7/2021	Purchasing Agent	Completed; Ongoing
5/7/2021	Purchasing Agent	Completed; ongoing
Ongoing	Purchasing Agent/Finance Director	Ongoing; Cards can be placed on an inactive status by the Finance Director

5/31/2021	Purchasing Agent	In Progress
5/30/2021	Finance Director	Transaction limits updated at bank. Making recommendation to increase monthly spending limit for City Manager's card to \$25,000.
6/30/2021	Finance Director	In Progress

Timing of Corrective Action

Owner (responsible for corrective action execution)

Status

Comments

6/28/2021 Finance Director

In Progress

6/1/2021 Finance Director

Complete

7/1/2021 Finance Director

6/28/2021 Finance Director/Acting City Manager/City Attorney

In progress

6/30/2021 Finance Director/City Attorney

In progress



CITY COUNCIL AGENDA ITEM

SUBJECT: American Rescue Plan Act (ARPA) Relief Funds Update

ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 6/3/21 Work Session: 6/14/21 Council Meeting:

SUBMITTED BY: Jonathan Bartlett, Economic Development Director

PRESENTER: Jonathan Bartlett

PURPOSE: The purpose of this item is to review the status of the American Rescue Plan Act (ARPA) relief funds allocated to the City of Stonecrest.

FACTS AND ISSUES: Stonecrest is to receive \$9,730,045 in Coronavirus State and Local Fiscal Recovery Funds over two years, well below initial Treasury guidance of \$17,297,998. This reduced funding level is due to provisions in the allocation criteria that limit the funds that Stonecrest can qualify for.

The Finance Director will obtain and segregate the first half of funds directly from the U.S. Treasury Department. These funds may be used in many ways, including support for households, small businesses, impacted industries, and essential workers.

Staff recommends establishing a Committee to recommend priorities and transparent processes for the use and reporting of the funds, and is seeking feedback on this recommended approach as well as the timeline of this process.

OPTIONS: For discussion only

RECOMMENDED ACTION: Seeking feedback

ATTACHMENTS: Recommended process



**American Rescue Plan Act Allocation to Stonecrest, GA
Draft Strategic Plan/Implementation Framework
June 5, 2021**

BACKGROUND

Stonecrest is poised to receive more than **\$9.7M in Federal aid** as part of the American Rescue Plan Act (ARPA). 50% of the funds, nearly **\$4.9M, is already available** for the City to access. Stonecrest has a wide range of options for this money, which is intended to help the City recover from the pandemic and address conditions that have caused a disproportionately severe impact in our community.

Stonecrest City Council has an opportunity to engage the community in a **transparent, objective process** relative to this allocation. Setting priorities in the context of a broader Strategic Plan will ensure that ARPA funds – and future City resources – are applied in service of a clear, **shared set of goals**.

PROPOSED APPROACH

Immediately commence an **expedited Strategic Planning** process to identify priorities and procedures for the use of ARPA funds, with the following recommended parameters:

- An **outside facilitator** with specific expertise in Strategic Planning and Community Engagement should lead the process, which will include the full City Council.
- The process should begin with a review and assessment of the objectives and recommendations of the **Comprehensive Plan 2038**.

- Upon the formation of the **Community Council**, this body should be engaged to convene and make recommendations to City Council. Additional **public outreach is also encouraged**.
- The Plan should address the full ARPA allocation and may also set **longer-term priorities** that could require other sources of funds.
- The Plan must include clear recommendations for program governance, project evaluation and performance monitoring, and **transparent reporting** of expenditures.
- The process should be completed **no later than October 30, 2021**; however, the following immediate actions are recommended:
 - Arrange a briefing for the City Council from the Georgia Municipal Association (GMA) to answer questions and address concerns;
 - Enable the Finance Director to access and secure the first half of funds in a segregated account;
 - Obtain a list of previous COVID Relief Applicants and consider near-term support for businesses within the Stonecrest city limits that did not previously receive aid.

ADMINISTRATIVE PROCESS

Staff recommends that we issue a request for proposals (RFP) for a non-profit or for-profit organization to administer our ARPA program funds in accordance with the priorities that you identify in the strategic planning process.



CITY COUNCIL AGENDA ITEM

SUBJECT: Board of Construction Appeals

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted:05/20/2021 Work Session:06/14/2021 Council Meeting: 05/24/2021

SUBMITTED BY: Jim Nichols, Deputy City Manager

PRESENTER: George Turner, Mayor Pro Tem

PURPOSE: This item has been placed on the agenda for further discussion by the Council.

OPTIONS: For Discussion Only

RECOMMENDED ACTION: N/A

ATTACHMENTS: None



CITY COUNCIL AGENDA ITEM

SUBJECT: Recommendations for Establishment of Parks & Recreation Department Advisory Board

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 06/04/21 **Work Session:** 06/14/21 **Council Meeting:** 06/28/21

SUBMITTED BY: Brandon Riley, Parks and Recreation Director

PRESENTER: Brandon Riley

PURPOSE: The Parks and Recreation Department is seeking feedback from the Mayor Pro Tem and Council regarding the establishment of the Parks and Recreation Advisory Board. The previous Parks and Recreation Steering Committee was focused on the initial establishment of the department.

FACTS AND ISSUES: Such a board can be most valuable to Stonecrest if they inform the Council of needs, and support and advise the Parks and Recreation Department in its goal to become a world-class park system. The Board will be made up of appointees meeting regularly. All meetings will be advertised and open to the public. (See draft resolution attached.)

These appointees will support the department's efforts to:

1. Maintain and improve quality of life for the community, the family, and the individual through active engagement in City parks.
2. Determine project and program priorities based on the Parks Master Plan and additional community input.
3. Integrate into a cohesive community identity and brand.

4. Foster economic development and revenue generation potential by attracting residents, tourists or visitors.
5. Foster educational growth and development through adult enrichment and interactions with schools, churches, and youth groups.

The Board members' roles as advocates of parks is vital and necessary to the City's success and the quality of life of its citizens.

OPTIONS: Discussion only

RECOMMENDED ACTION: Feedback

ATTACHMENTS: N/A

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST

RESOLUTION NO. 2021-____

1 A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE PARKS AND
2 RECREATION CITIZEN ADVISORY BOARD OF THE CITY OF STONECREST, GEORGIA
3 AND APPOINTING THE INITIAL MEMBERS.

4
5 **WHEREAS**, the City of Stonecrest was created by Senate Bill 208, passed in the Georgia
6 General Assembly during the 2016 Session and subsequently confirmed by referendum; and

7 **WHEREAS**, Senate Bill 208 provided a charter for the City of Stonecrest (the “City
8 Charter”); and

9 **WHEREAS**, Senate Bill 21, passed in the Georgia General Assembly during the 2021
10 Session and subsequently signed into law on April 2, 2021; and

11 **WHEREAS**, Section 1.03(b)(42) of the City Charter grants the City the power to exercise
12 and enjoy all other powers, functions and rights necessary or desirable to promote the general
13 welfare of the City and its inhabitants; and

14 **WHEREAS**, Section 7 of Senate Bill 21 amended Section 2.11 to read as follows: *(c)(1)
15 The city council shall have the power by ordinance or resolution to establish oversight, policy, and
16 standing committees of the council; and

17 **WHEREAS**, the City Council of the City of Stonecrest has determined that it is in the best
18 interest of the City and its citizens to establish an advisory board known as the Parks and
19 Recreation Citizen Advisory Board of the City of Stonecrest, Georgia, for the purpose of
20 identifying and improving the City’s parks and recreational facilities.

- 43 3. That each district of the City is represented and has the opportunity to advocate for
44 cleaner and improved facilities.
- 45 4. Further, these appointees will support the department's efforts to:
- 46 a) Maintain and improve quality of life for the community, the family, and the
47 individual through active engagement in with City parks.
- 48 b) Determine project and program priorities based on the Parks Master Plan and
49 additional community input.
- 50 c) Integrate into a cohesive community identity and brand.
- 51 d) Foster economic development and revenue generation potential by attracting
52 residents, tourists or visitors.
- 53 e) Foster educational growth and development through adult enrichment and
54 interactions with schools, churches, and youth groups.

55

56 The board members' roles as advocates of parks is vital and necessary to the city's success and the
57 quality of life of its citizens.

58

59 **SECTION III**

60 **MEMBERSHIP**

61 The Parks and Recreation Advisory Board shall be composed of seven (7) members,
62 two (2) of which shall be Councilmembers appointed by the City Council to serve as ex-officio,
63 non-voting members of the Board. The City Council shall establish qualifications for members
64 of the Parks and Recreation Advisory Board except that each Parks and Recreation Advisory
65 Board member must be either a resident of the City or an owner or officer of a business

66 domiciled in the City. Each board person shall be nominated and approved by the City Council.
67 Should the board member move out of the City or no longer be an owner or an officer of a
68 business domiciled in the City, he/she may remain active until the City Council appoint his/her
69 replacement. Members must attend two-thirds (2/3) of the Parks and Recreation Advisory
70 Board meetings in a calendar year. Failure to do so warrants removal from the Board.

71 **SECTION IV**

72 **TERMS**

73 Each member shall serve for a term of one (1) year. Members filling vacancies shall
74 serve the remainder of the term to which they were appointed. A consecutive appointment is
75 permissible. Members whose terms expire shall continue to serve until a replacement is
76 appointed or a consecutive appointment is made. Any member may be removed with or without
77 cause by the City Council.

78 **SECTION V**

79 **COMPENSATION**

80 Parks and Recreation Advisory Board members will serve without compensation.
81 Reasonable expenses for travel may be reimbursed and Board members may be compensated
82 pursuant to a policy to be established by the City Manager and approved by the City Council.

83 **SECTION VI**

84 **QUORUM**

85 A majority of the actual number of Parks and Recreation Advisory Board members
86 establishes a quorum. Any action taken requires a majority of affirmative votes of the quorum
87 present.

88 **SECTION VII**

89 GOVERNANCE

90 The Parks and Recreation Advisory Board shall adopt its rules of procedure, which shall
91 be substantially similar to the rules of procedure of the City Council. The Parks and Recreation
92 Advisory Board shall set its own meeting schedule and establish the meeting agendas. The date
93 and time of each meeting as well as agenda items to be considered shall be publicized in the
94 same manner as meetings of the City Council.

95 All meetings shall be open to the public and all records maintained by the Parks and
96 Recreation Advisory Board shall be public records unless expressly exempted by a provision
97 of the Georgia Open Records Act. The Parks and Recreation Advisory Board shall keep minutes
98 of its proceedings, showing the vote of each member upon each question, and shall maintain
99 records of its examinations and other official actions all of which shall be filed in the office of
100 the City Clerk. Copies of the minutes shall be sent to the Mayor and each member of the City
101 Council. At each meeting, the public shall be granted time for public comment.

102 The Parks and Recreation Advisory Board shall elect a chairman to conduct meetings
103 and a vice chairman to conduct meetings in the absence of the chairman. Elections shall be held
104 at the first regular meeting of the calendar year. The chairman shall serve for one (1) year or
105 until re-elected or a successor is elected. The vice chairman shall serve for one (1) year or until
106 re-elected or a successor is elected. The Board shall select one of its members to be the
107 secretary.

108 The Parks and Recreation Advisory Board will report either in person or in writing to
109 the Mayor and City Council at the first regular City Council meeting every other month,
110 commencing with the first regular City Council Meeting in _____, 2021.

111 **SECTION VIII**

112

INITIAL MEMBERS

113 The initial members of the Parks and Recreation Advisory Board shall be as follows:

114 1. _____ (District 1)

115 2. _____ (District 2)

116 3. _____ (District 3)

117 4. _____ (District 4)

118 5. _____ (District 5)

119 6. _____ (At-large)

120 7. _____ (At-large)

121 8. Councilman _____ (District 1)

122 9. Councilman _____ (District 4)

123

SECTION IX

124

ENFORCEMENT AND SEVERABILITY

125 (a) It is hereby declared to be the intention of the Mayor and Council that all sections,
126 paragraphs, sentences, clauses and phrases of this Resolution are or were, upon their enactment,
127 believed by the Mayor and Council to be fully valid, enforceable and constitutional.

128 (b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest
129 extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this
130 Resolution is severable from every other section, paragraph, sentence, clause or phrase of this
131 Resolution. It is hereby further declared to be the intention of the Mayor and Council that, to
132 the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this
133 Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase
134 of this Resolution.

135 (c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution
136 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise
137 unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the
138 express intent of the Mayor and Council that such invalidity, unconstitutionality or
139 unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional
140 or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or
141 sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases,
142 clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional,
143 enforceable, and of full force and effect.

144 **SECTION X**

145 **REPEAL OF CONFLICTING RESOLUTIONS**

146 All resolutions and parts of resolutions in conflict herewith are hereby expressly repealed.

147 **SECTION XI**

148 **EFFECTIVE DATE OF RESOLUTION**

149 This Resolution shall become effective upon the date of approval and execution by the
150 Mayor and Council of the City of Stonecrest, Georgia.

151
152 **SO RESOLVED, this _____ day of _____, 2021.**

153
154
155
156 **CITY OF STONECREST, GEORGIA**

157
158 _____
159 **George Turner, Mayor Pro Tempore**

160 **ATTEST:**

161 _____
162
163

164 **Patricia Wheeler, City Clerk**

165

166

167

168 **APPROVED AS TO FORM:**

169

170

171

172 **City Attorney**



CITY COUNCIL AGENDA ITEM

SUBJECT: DRAFT Zoning Ordinance Text Amendments

ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 6/9/21 **Work Session:** 6/14/21 **Council Meeting:**

SUBMITTED BY: Jim Summerbell, AICP, Planning and Zoning Director

PRESENTER: Jim Summerbell, AICP

PURPOSE: Staff is presenting the Draft text amendments to the Code of Ordinances for Council review and comment.

FACTS AND ISSUES: As requested at the June 7 City Council Special Called Work Session, staff is presenting the draft text amendments to the Stonecrest Code of Ordinances that will be heard at the June 22, 2021 Planning Commission Special Called Meeting. There are four text amendments being considered: (1) revision to outdated references in the City Code of Ordinances, particularly references to the Comprehensive Plan; (2) Modifications to the Child and Personal Care Home Supplemental Use Regulations; (3) Modification to Gas Service Station Supplemental Use Regulations; and (4) Deletion of the exemption of Special Land Use Permits in Overlay Zones.

OPTIONS: For discussion only.

RECOMMENDED ACTION: Feedback

ATTACHMENTS:

- (1) Draft TMOD 21-001 Stonecrest Code of Ordinances, Update of Outdated Code References

- (2) Draft TMOD 21-002 Stonecrest Zoning Ordinance, Modifications to Child and Personal Care Home Supplemental Use Regulations
- (3) Draft TMOD 21-003 Stonecrest Zoning Ordinance, Modification to Gas Service Station Supplemental Use Regulations
- (4) TMOD 21-004 Stonecrest Zoning Ordinance, Deletion of the exemption of Special Land Use Permits in Overlay Zones

June 11, 2021 DRAFT

Track Changes version of the Zoning Ordinance related to TMOD-21-002 – (under review by City Attorney)

Article 9: Definitions

Formatted: English (United States)

Child Care Facility: A building(s) in which housing, meals, and twenty-four-hour continuous watchful oversight of six (6) or more children under the age of eighteen (18) are provided and which facility is licensed or permitted as a child caring institution by the State of Georgia. The term "child caring institution" shall not include a "child day care center or facility."

Child Care Home: A building(s) in which housing, meals, and twenty-four-hour continuous watchful oversight for up to five (5) children under the age of eighteen (18) are provided. The term "child caring institution" shall not include a "child day care center or facility."

Child day care center: An establishment operated by any person with or without compensation providing for the care, supervision, and protection of seven (7) or more children who are under the age of eighteen (18) years for less than twenty-four (24) hours per day, without transfer of legal custody.

Personal care home, group: A personal care home that offers care to up to six (6) persons.

Personal care home: A building(s) in which housing, meals, personal assistance services, and twenty-four-hour continuous watchful oversight to seven (7) or more persons are provided and which facility is licensed or permitted as a personal care home by the State of Georgia. The term "personal care home" shall not include a "child care institution," "transitional housing," a "rehabilitation housing facility," a "rooming house," or a "boarding house." "Personal care home" includes a "community living arrangement," which is an establishment licensed by the State of Georgia and providing a residence for adults receiving care for mental health, development disabilities, and/or addictive diseases.

June 11, 2021 DRAFT

Sec. 4.2.31. - Home occupations and private educational uses.

The following provisions apply to home occupations:

- A. A home occupation where no customer contact occurs shall be considered a Type I home occupation and may be conducted with administrative approval by the director of planning and zoning.
 1. The owner/operator of the business must reside on the premise.
 2. Up to two (2) full-time residents of the premises are allowed to conduct separate home occupations in the same dwelling. In reviewing such a request, the local government may consider the reason, potential residential impact, parking needs, hours of operation and other relevant factors.
- C. All home occupations other than Type I home occupations shall be considered a Type II home occupation and shall require a special land use permit (SLUP). Additional conditions may be placed on the approval of a Type II home occupation in order to ensure the home occupation will not be a detriment to the character of the residential neighborhood.
 1. Customer contact is allowed for Type II home occupations.
 2. Up to two (2) full-time residents of the premises are allowed to conduct separate home occupations in the same dwelling. In reviewing such a request, the local government may consider the reason, potential residential impact, parking needs, hours of operation and other relevant factors.
- D. All home occupations shall meet the following standards:
 1. There shall be no exterior evidence of the home occupation.
 2. No use shall create noise, dust, vibration, odor, smoke, glare or electrical interference that would be detectable beyond the dwelling unit.
 3. The use shall be conducted entirely within the dwelling unit, and only persons living in the dwelling unit shall be employed at the location of the home occupation.
 4. No more than twenty-five (25) percent of the dwelling unit and or five hundred (500) square feet, whichever is less, may be used for the operation of the home occupation.
 5. No more than one (1) business vehicle per home occupation is allowed.
 6. No home occupation shall be operated so as to create or cause a nuisance.
 7. Home occupation shall not include the use of a dwelling unit for the purpose of operating any automobile repair establishment, or car wash.
 8. Occupations that are mobile or dispatch-only may be allowed, provided that any business vehicle used for the home occupation complies with section 6.1.3, and is limited to one (1) business vehicle per occupation.
- E. Private educational services shall comply with home occupation standards and no more than three (3) students shall be served at a time. Family members residing in the home are not counted towards the three (3) students allowed.

June 11, 2021 DRAFT

- F. Child Care Homes and Personal Care Homes are considered Home Occupations and must adhere to these provisions in addition to Section 4.2.41.

Sec. 4.2.41. - Personal care homes and child caring institutions.

A. *Personal care homes, general requirements.*

1. If owned by a corporation, partnership, Limited Liability Company or any entity other than a natural person, the administrator identified in the state license application must reside in the personal care home. If owned by an individual, the individual owner must reside in the group personal care home.
- ~~1-2.~~ 2. Each personal care home must obtain a city license as well as all license(s) and/or permit(s) required by the State of Georgia before beginning in order to operate. Each personal care home licensed and/or permitted by the State of Georgia must display its state-issued and city-issued license(s) and/or permit(s) in plain view, visible from the front doorway of the facility.
- ~~2-3.~~ 3. No personal care home 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.
4. Personal care homes may apply for an FHA Accommodation Variance as provided for in section 7.5.9 of this chapter.
- ~~3-5.~~ 5. No permit for the operation of the personal care home shall be transferable.

B. *Personal care home, group (up to six (6) persons).*

1. Two (2) copies of complete architectural plans for the subject group personal care home, signed or sealed by a registered architect, shall be submitted to the director of planning prior to issuance of a building permit or business license.
2. Each group personal care home must provide at least four (4) parking spaces within a driveway, garage or carport and must comply with any applicable requirements in article 6.
3. The home must be at least 1800 sq. ft in size.
4. ~~3.~~ 3.—In order to prevent institutionalizing residential neighborhoods, no group personal care home located in ~~the RE, R-LG, R-100, R-85, R-75, R-50, R-SM, or MR-1~~ a residential zoning district may be operated within one thousand (1,000) feet of any other group personal care home. The one-thousand-foot distance requirement is measured by a straight line which is the shortest distance (i.e., “as the crow flies”) between the property lines of the two (2) tracts of land on which the group personal care homes are located.

C. *Personal care home, ~~community~~ (seven (7) or more persons).*

1. Two (2) copies of complete architectural plans for the subject community personal care home, signed or sealed by a registered architect, shall be submitted to the director of

June 11, 2021 DRAFT

planning prior to issuance of a building permit or business license.

2. Each community personal care home must provide at least one-half (0.50) parking spaces for each employee and resident and must comply with any applicable requirements in article 6.

D. *Child Care home, facility general requirements.*

1. If owned by a corporation, partnership, Limited Liability Company or any entity other than a natural person, the administrator identified in the state license application must reside in the child care home, facility. If owned by an individual, the individual owner must reside in the child care home, facility.
2. No child day care home, facility shall be located within 1,000 feet of another child care home, facility. The one-thousand-foot distance requirement is measured by a straight line which is the shortest distance (i.e., "as the crow flies") between the property lines of the two (2) tracts of land on which the child care home, facilities are located.
3. Each child caring home, facility 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 and city-issued license(s) and/or permit(s) in plain view, visible from the front doorway of the facility.
4. Child care homes and Child Care facilities are not permitted in Multi-family dwellings.
5. No child caring home, facility 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.
- ~~4-6.~~ Each child care home, facility shall meet the minimum state requirements for playground size, location, and fencing, with 3 or more children over the age of 3 under the age of 15 must provide a fenced outdoor play area the equivalent of 50 sq. ft per child in the rear of the property.

E. *Child Care Homes, ~~group~~ (up to five (5) children).*

1. Each group child care home must provide at least four (4) parking spaces within a driveway, garage or carport, and must comply with any applicable requirements in article 6.

F. *Child Care Facility (six (6) or more children).*

1. Two (2) copies of the complete architectural plans of the subject community child caring institution, signed and sealed by a registered architect, shall be submitted to the director of planning prior to issuance of a building permit or business license.
2. Each community child caring institution must provide at least one-half (0.50) parking spaces for each employee and resident and must comply with any applicable requirements in article 6.

TMOD-21-003 Attachment

Track changes version of Article 4 of the Zoning Ordinance showing recommended changes related to TMOD-21-003 (under review by City Attorney)

Fuel pumps or Gas Stations - Changes

Sec. 4.2.8. - Alcohol outlets, retail, package liquor store.

- A. Package stores, unless part of a mixed used development, shall not be located:
 - 1. Within 1,000 feet of an existing package store or alcohol outlet;
 - 2. Within 600 feet of any residence, church, school, school building or grounds, educational facility, college campus, or sexually oriented business; or
 - 3. Within 600 feet of a substance abuse treatment center owned, operated or approved by the state or any county or municipal government.
- B. Alcohol outlets shall not be located:
 - 1. Within 300 feet of any school building, school grounds, educational facility, college campus, or sexually oriented business; or
 - 2. Within 600 feet of a substance abuse treatment center owned, operated, or approved by the state or any county or municipal government.
- C. For the purpose of this section, distance shall be measured according to chapter 4.
- D. For alcohol sales as an accessory use to retail, the area devoted to the sale and storage of alcohol shall not exceed 20 percent of gross floor area.
- E. The sale or distribution of individual cups and individual servings of ice at package stores is prohibited.
- F. Alcohol outlets accessory to convenience stores with gas pumps ~~do not~~ require a special land use permit ~~if the convenience store and gas pumps meet the criteria of section 4.2.28D.~~

Sec. 4.2.28. - Fuel pumps, accessory.

- A. Upon the minor redevelopment of existing structures or buildings, as defined in section 28-8.1.16, that also requires a land disturbance permit or building permit, the director may require additional improvements to landscaping, signage, parking lots, sidewalks, or building facades. Any minor redevelopment of existing structures, buildings, and physical appurtenances is permitted by right if such changes result in greater conformity with the specifications of this section.
- B. Gas station and convenience store design shall comply with the design standards set forth in article 5 of this chapter.
- C. The following standards apply to all gas pumps:
 - (1) The primary building (i.e., convenience store or automobile service station) shall be exempt from primary building setbacks if located in activity centers.
 - (2) Canopies covering gasoline dispensers shall be set back not less than 15 feet from all street rights-of-way.
 - (3) Canopy height shall not exceed the greater of 20 feet or the height of the principal building.
 - (4) Canopies and their columns shall be complementary to the overall color scheme and building materials scheme of the building facade to which the canopy is necessary.

- (5) Canopy lighting shall not extend beyond the area immediately beneath the canopy and all fixtures shall be recessed, including any fixture or lens. Lighting shall project inward and downward, shall not have any spillover to adjacent properties, and shall cut off no later than 30 minutes after closure of the facility.
- (6) Automobile service stations with gas sales shall have a capacity to store one car per bay (car area in front of a pump), so as not to interfere with driveway ingress and egress traffic flow.
- (7) A minimum of 30 feet is required between a property line and the nearest gasoline pump.
- (8) Owner and operator are responsible for daily litter clean-up to ensure that property remains free of litter, trash, and debris.
- (9) When a separate retail or restaurant use is located on the same property as fuel pumps, there shall be separate and distinct parking spaces for each use.
- (10) The use of light emitting diodes, neon lights, and illuminated panels placed around the windows or on the outside of the building is not prohibited.

D. Location criteria. Fuel pumps associated with convenience stores, gas stations, and service stations ~~require a special land use permit in activity centers. In all other character areas a special land use permit is required unless that facility can~~ must meet ~~at least three of the~~ following criteria:

1. Facility is located within ~~400-100~~ feet of an intersection of a major arterial street and a major or minor arterial street, or located within ~~1,000~~500 feet of ~~an intersection within~~ an interstate highway intersection with an arterial street as designated on the Functional Classification Map in the City Comprehensive Plan.
2. Facility is accessible via direct ~~and or~~ secondary access to two roads, either through a secondary street or by interparcel or other shared access.
3. Facility ~~is a new building or~~ includes at least 5,000 square feet of retail space. ~~or facility is part of a major redevelopment, as defined in section 27-8.1.16.~~
4. Facility includes at least two bathrooms capable of serving at least three persons at a time, open to the public, and compliant with the Americans with Disabilities Act.

EF. Distance shall be measured from the right-of-way of the exit or entrance ramp, or street corner (middle of the radius), along the intersecting street right-of-way, to the nearest property line.

FG. If a reverse frontage design is proposed the primary building shall be located close to the street to define street edge. Pump islands shall not be located between the building and the street, but shall be placed behind or to the side of the primary building. The facade of the primary building located closest to the street shall include architectural features and shall have an active entrance either on the side or rear, with clear unobstructed pedestrian access from the public sidewalk. The street facade shall have at least 25 percent fenestration or faux fenestration.

GH. Service areas, storage areas, and trash enclosure shall be oriented away from public view and screened from adjacent properties.

HI. Facilities must provide a two-foot-high masonry wall with landscaping and/or an evergreen hedge to help screen the pumps from view from a public right-of-way.

June 7, 2021 City Council Special Called Meeting, Proposed Amendments to the Zoning Ordinance

Attachment 1 - Track changes version of Article 3, Sec. 3.1.1. Overlay Districts generally of the Zoning Ordinance showing recommended changes concerning exemptions for SLUPs (under review by City Attorney)

Sec. 3.1.1. - Overlay districts generally.

Overlay districts are supplemental to the zoning district classifications established in article 2 of this chapter. This section shall supersede the applicability statements in each overlay district except as provided in subsection (F) of this section, and are applicable as follows:

- A. All development and building permits for lots located, in whole or in part, within any overlay district shall meet all of the regulations of the underlying zoning district in which they are located as well as all of the regulations of the applicable overlay district.
- B. For new development after the effective date of the ordinance from which this chapter is derived, when no complete application for a land disturbance or building permit has been filed with respect to a property located within an overlay district and the property has conditions of zoning that were approved prior to, and in conflict with the overlay district regulations contained in this article, the overlay district regulations shall prevail. If a condition of zoning does not conflict with the overlay district regulations, the condition of zoning shall remain applicable to the property.
- C. For existing development, if overlay district regulations conflict with the conditions of zoning applicable to property within in an overlay district, the existing zoning conditions remain applicable to the property.
- ~~D. If a use is permitted in the overlay district, but the underlying zoning requires a special land use permit for the same use, the overlay shall govern, and no special land use permit is required.~~
- E. If overlay district regulations conflict with other regulations contained in this chapter, the overlay district regulations shall prevail.
- F. The use of property may be permitted without rezoning if listed as allowed by the overlay. Uses allowed by the underlying zoning in article 4 of this chapter, shall also be permitted in the overlay district, unless they are listed as prohibited within the overlay district.
- G. Each application for a business license, land disturbance permit, building permit or sign permit, which involves the development, use, exterior alteration, exterior modification or addition of any structure, must demonstrate compliance with all overlay district regulations, subject to article 8 of this chapter, nonconforming uses, structures and buildings.
- H. The zoning district designations contained in article 3 of this chapter, titled Overlay District Regulations, were not revised to reflect the new zoning district designations utilized in the updated zoning ordinance. Any discontinued zoning district references contained in this article 3 of this chapter shall therefore be construed using the conversion chart contained in Table 1.1 of article 1 of the zoning ordinance, and applied as appropriate to the updated provision of the zoning ordinance.

(Ord. of 8-2-2017, § 1(3.1.1))

**June 22, 2021 Planning Commission Special Called Meeting,
Proposed Amendments to the Zoning Ordinance Attachments.**

***Attachment 1 - Track changes version of the Zoning Ordinance concerning
references to the Comprehensive Plan: (under review by City Attorney)***

- A. Replace Article 1, Division 2 Relationship to Comprehensive Plan.
- B. Delete Sec. 2.1.4. - Appropriate zoning districts for character area designations.
- C. Modify Sec 2.2.1., Table 2.2, Residential Zoning Districts Dimensional Requirements
- D. Modify Sec 2.11.1., Table 2.3, Summary of Density Ranges for Medium and High Density Residential Zoning Districts
- E. Modify Sec 2.11.2., Dimensional Requirements, Table 2.4, Medium and High Density Residential Zoning District Dimensional Requirements
- F. Modify Sec 2.12.5., Density and Location Criteria, Table 2.5, RSM Character Area and Bonus Residential Density Maximum
- G. Modify Sec 2.13.5., Density and Location Criteria, Table 2.7, MR-1 Character Area and Bonus Residential Density Maximum
- H. Modify Division 14, MR-2 District, Sec 2.14.1., Statement of Purpose and Intent
- I. Modify Sec 2.14.5., Density and Location Criteria, Table 2.8, MR-2 Character Area Base and Bonus Residential Density Maximum
- J. Modify Sec 2.15.5., Density and Location Criteria, Table 2.10, HR-1 Character Area Base and Bonus Residential Density Maximum
- K. Modify Sec 2.16.5., Density and Location Criteria, Table 2.12, HR-2 Character Area Base and Bonus Residential Density Maximum
- L. Modify Sec 2.17.5., Density and Location Criteria, Table 2.14, HR-3 Character Area Base and Bonus Residential Density Maximum
- M. Modify Sec 2.18.2., Mixed Use District Densities, Table 2.16, Summary of Mixed-Use Zoning District Densities
- N. Modify Sec 2.18.3., Mixed Use Dimensional Requirements, Table 2.17, Mixed-Use Zoning District Dimensional Requirements
- O. Delete Sec 2.19.3 Rezoning to MU-1 (Mixed-Use Low Density District)
- P. Modify Sec 2.19.6. - Density and location criteria (MU-1 District)
- Q. Modify Sec 2.20.1 – District requirements, standards and criteria (MU-2 District)
- R. Modify Sec 2.21.1. - District requirements, standards and criteria. (MU-3 District)
- S. Modify Sec 2.22.1., District Requirements, Standards and criteria (MU-4 District)
- T. Modify Sec 2.23.1., District Requirements, Standards and Criteria (MU-5 District)
- U. Modify Sec 5.2.1 – Minimum required yards and building setbacks, sub section B
- V. Modify Division 24 – Nonresidential Zoning Districts: Dimensional Requirements, Sec 2.24.1., Dimensional Requirements, Table 22 Nonresidential Zoning Districts Dimensional Requirements
- W. Modify Division 25 – NS District, Sec 2.25.1., Statement of Purpose and Intent
- X. Modify Division 26 – C-1 District, Sec 2.26.1., Statement of Purpose and Intent
- Y. Modify Division 27 – C-2 District, Sec 2.27.1., Statement of Purpose and Intent

June 9, 2021 DRAFT

- Z. Modify Division 30 – OIT District, Sec 2.30.1., Statement of Purpose and Intent
 - AA. Modify Sec 4.1.3., Use Table
 - BB. Modify Article 5, Site Design and Building Form Standards, Division 1 – Block and Lot Requirements, Sec 5.1.1., Blocks
 - CC. Modify Article 5, Site Design and Building Form Standards, Division 2 – General Yard and Measurement Provisions, Sec 5.2.1., Minimum Required Yards and Building Setbacks
 - DD. Modify Article 5, Site Design and Building Form Standards, Division 7 – Building Form and Configuration Standards, Sec 5.7.7., Multifamily, Nonresidential, Live/Work and Mixed Use Buildings.
 - EE. Sec 9.13., Defined Terms., Activity Center
-

Attachment 2: Track changes version of the Zoning Ordinance concerning references to the Community Development Director or Director of Planning – see page 20.

- A. Replace Article 1, Division 2 Relationship to Comprehensive Plan.

DIVISION 2. - RELATIONSHIP TO COMPREHENSIVE PLAN

Sec. 1.2.1. - Relationship to comprehensive plan.

- a) Role of the comprehensive plan. The city comprehensive plan, consisting of its future development map and related policies, as may be amended from time to time, is hereby established as the official policy of the city concerning designated future land uses, and as a guide to decisions regarding the appropriate manner in which property may be zoned in the incorporated areas of the city. A copy of the city comprehensive plan, as may be amended from time to time, shall be maintained at the Planning & Zoning Department and be available for inspection by the public.
- b) Relationship between the comprehensive plan and zoning. The city comprehensive plan does not change the existing zoning districts in the city, and does not itself permit or prohibit any existing or future land uses. Instead, the comprehensive plan establishes broad planning policy for current and future land uses and will be consulted as a guideline for making decisions about applications to amend the official city zoning map and text of the zoning ordinance.
- c) Consistency with comprehensive plan character areas. Any applicant seeking to rezone property to a classification that is inconsistent with the adopted comprehensive plan must first obtain approval of an amendment to the comprehensive plan from the Mayor and City Council, following the procedures in this Zoning Ordinance.
- d) Amendments to the comprehensive plan. The comprehensive plan shall be reviewed and updated or amended (as appropriate) according to a schedule approved by the Mayor and City Council, and as required by the DCA in compliance with the Rules of DCA, Chapter 110-12-1, Minimum Standards and Procedures for Local Comprehensive Planning. However, exceptions may be granted by the Mayor and City Council in between the regular review and update cycle in cases of demonstrated hardship, or in cases of large-scale developments that may provide special economic benefits to the community. Requests for exceptions shall be subject to approval by Mayor and City Council during a regular meeting.

The comprehensive plan is hereby established as the official policy of the city concerning designated land uses and development types, under which the incorporated areas of the city are divided into the following categories referred to as character areas:

- A. ~~Rural Residential.~~

June 9, 2021 DRAFT

- ~~B. Suburban.~~
- ~~C. Traditional Neighborhood.~~
- ~~D. Neighborhood Center.~~
- ~~E. Town Center.~~
- ~~F. Regional Center.~~
- ~~G. Industrial.~~
- ~~H. Light Industrial.~~
- ~~I. Institutional.~~
- ~~J. Office Park.~~
- ~~K. Commercial Redevelopment Corridor.~~
- ~~L. Scenic Corridor.~~
- ~~M. Highway Corridor.~~

~~The comprehensive plan shall refer to DeKalb County's comprehensive plan in effect on the effective date of the ordinance from which this section is derived (DeKalb County 2035 Comprehensive Plan), until such time as the city adopts its own comprehensive plan or otherwise amends or repeals this section.~~

~~(Ord. of 8-2-2017, § 1(1.2.1))~~

~~Sec. 1.2.2. Character areas (land use categories).~~

~~The boundaries of the various character areas (land use categories), as shown on the future development map and described within the policy narrative of the comprehensive plan, are made a part of this chapter. The official description of these character area boundaries shall be maintained by the director of planning. Where uncertainty regarding character area boundaries exists, the rules set forth in section 1.1.15 shall apply. All such maps and all notations, references and information shown thereon shall be as much a part of this chapter as if all the matter and information set forth by the maps were fully described herein. All other writings concerning the comprehensive plan, including technical documents and appendices adopted simultaneously with the comprehensive plan, are for guidance and information purposes only, and are not made a part of this chapter.~~

~~(Ord. of 8-2-2017, § 1(1.2.2))~~

~~Sec. 1.2.3. Relationship between character areas and zoning districts.~~

~~The character area categories established in the adopted comprehensive plan and shown on the future development map are to be implemented by approving rezonings to zoning districts listed within the following categories in Table 1.2, except the Scenic Corridor character area in which any zoning district may be approved. The zoning districts that are permitted within each character area shall be restricted as provided by Table 1.2.~~

~~(Ord. of 8-2-2017, § 1(1.2.3))~~

~~Sec. 1.2.4. Relationship between supplemental plans and zoning districts.~~

~~Section 5.7, Supplemental Plans of the comprehensive plan references all supplemental plans that focus on areas, situations, or issues of importance to City of Stonecrest. These plans include, but are not limited to, redevelopment plans, neighborhood plans, city-wide plans, corridor plans, or plans for conservation management. Where the city council has adopted a supplemental plan's policies and development standards, these policies and~~

development standards will serve as guidelines to support the existing future development plan (Section 4.3, Future Development Plan) and character area policies (Section 5.4 13.1, Land Use Character Area Policies and Strategies).

Table 1.2. Character Areas and Permitted Zoning Districts

	Rural Residential (max 4 du/a)	Suburban (max 8 du/a)	Traditional Neighborhood (max 12 du/a)	Neighborhood Center (max 24 du/a)	Town Center (max 60 du/a)	Regional Center (max 120 du/a)	Office Park (max 30 du/a)	Institutional	Industrial	Light Institutional	Commercial Redevelopment Corridor (max 18 du/a)	Highway Corridor (max 30 du/a)
Zoning District	RE	RE	RE	R-CO	RSM	MR-1	HR-1	R-100	M	C-2	RSM	HR-1
	RLG	RLG	RLG	RSM	MR-1	MR-2	MU-1	R-85	M-2	CO	MR-1	MU-1
	R-100	R-100	R-100	MR-1	MR-2	HR-1	MU-2	R-75	CO	OI	MR-2	MU-2
	R-85	R-85	R-85	MR-2	HR-1	HR-2	MU-2	R-60	C-2	M	MU-1	MU-3
	R-75	R-75	R-75	MU-1	HR-2	HR-3	MU-4	RSM		M-2	MU-2	MU-4
	RNC	R-60	R-60	MU-2	MU-1	MU-1	NS	MR-1			MU-3	C-1
	MHP	RNC	RNC	MU-3	MU-2	MU-2	C-1	MR-2			NS	C-2
	NS	MHP	RSM	NS	MU-3	MU-3	C-2	MU-1			C-1	CO
		RSM	MR-1	C-1	MU-4	MU-4	OIF	MU-2			C-2	OI
		MU-1	MU-1	OI	MU-5	MU-5	OI	MU-3			OI	OIF
		NS	MU-2	OIF	OI	OI	OD	OI			OD	M
		C-1	NS		OIF	OIF		OIF			OIF	M-2
		OIF	C-1		C-1	C-1						
	OI	OIF		C-2	C-2							

² du/a = dwelling units per acre

B. Delete Sec. 2.1.4. - Appropriate zoning districts for character area designations.

~~Sec. 2.1.4. Appropriate zoning districts for character area designations:~~

~~The zoning districts compatible with and acceptable within the character areas set forth in the comprehensive plan are established in section 1.2.3 and Table 1.2 of this chapter.~~

C. Modify Sec 2.2.1., Table 2.2, Residential Zoning Districts Dimensional Requirements

Residential Single-Family Zoning Districts								
KEY: Housing Types: SF: Single-Family, TF: Two-Family, TRF: Three-Family, MF: Multifamily Character Areas: RC: Regional Center, TC: Town Center, NC: Neighborhood Center, SUB: Suburban								
Element	RE	RLG	R-100	R-85	R-75	R-60	MHP	RNC*

D. Modify Sec 2.11.1.

Table 2.3, Summary of Density Ranges for Medium and High Density Residential Zoning Districts

Zoning District Name	Density (units/acre)	Eligible Character Areas
Small Lot Residential Mix	RSM 4—8	Suburban Traditional Neighborhood Center Town Center Institutional Commercial Redevelopment Corridor
Medium Density Residential-1	MR-1 8—12	Traditional Neighborhood Center Town Center Regional Center Institutional Commercial Redevelopment Corridor
Medium Density Residential-2	MR-2 12—24	Neighborhood Center Town Center Regional Center Institutional Commercial Redevelopment Corridor
High Density Residential-1	HR-1 24—40	Town Center Regional Center Office Park Highway Corridor
High Density Residential-2	HR-2 40—60	Town Center Regional Center Office Park Highway Corridor
High Density Residential-3	HR-3 60—120	Regional Center

E. Modify Sec 2.11.2., Dimensional Requirements

Table 2.4, Medium and High Density Residential Zoning District Dimensional Requirements

<p><i>Medium and High Density Residential</i></p> <p>KEY: Housing Types: SFD: Single-Family Detached, SFA: Single-Family Attached, TTF: Two- or Three- Family, MF: Multifamily, MU: Mixed-Use, U-SF: Urban Single-Family <u>Character Areas: RC: Regional Center, TC: Town Center, TN: Traditional Neighborhood, NC: Neighborhood Center, SUB: Suburban CA: Character Area as identified in the Comprehensive Plan</u></p>
--

F. Modify Sec 2.12.5., Density and Location Criteria

- A. ~~Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located. Table 2.5 describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the RSM District before application of any bonus is 4 dwelling units per acre, and after application of any bonuses is 8 dwelling units per acre.~~

~~**Table 2.5, RS-M Character Area and Bonus Residential Density Maximum**~~

Character Area	RSM Dwelling Units per Acre	
	Base Max	Bonus Max
Suburban	4	8
Traditional Neighborhood	4	8
Neighborhood Center	4	8
Commercial Redevelopment Corridor	4	8
Town Center	4	8

G. Modify Sec 2.13.5., Density and Location Criteria

- A. ~~Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.7~~

describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the MR-1 District before application of any bonus is 8 dwelling units per acre, and after application of any bonuses is 12 dwelling units per acre.

Table 2.7, MR-1 Character Area Base and Bonus Residential Density Maximum

Character Area	MR-1 Dwelling Units per Acre	
	Base Max	Bonus Max
Traditional Neighborhood	8	12
Neighborhood Center	8	12
Commercial Redevelopment Corridor	8	12
Town Center	8	12
Institutional	8	12
Regional Center	8	12

H. Modify Division 14, MR-2 District, Sec 2.14.1., Statement of Purpose and Intent

The purpose and intent of the City Council in establishing the MR-2 (Medium Density Residential-2) District is as follows:

- A. To encourage primarily residential, planned developments that allow accessory retail, office, institutional, and civic uses;
- B. To provide for residential neighborhoods with a mix of single-family and multifamily housing types that maintain harmony of scale, intensity, and design with surrounding development;
- C. To provide for connectivity of streets and communities and reduce the dependence on automobile uses by increasing the ease of movement and opportunities for alternative modes of travel;
- D. To implement the future development map of the city's comprehensive plan;
- E. To provide districts that allow appropriate development transitions ~~within the edges and transitional areas of the Town Center and Regional Center~~ applicable character areas.

I. Modify Sec 2.14.5., Density and Location Criteria

- A. ~~Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.8 describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the MR-2 District before application of any bonus is 12 dwelling units per acre, and after application of any bonuses is 24 dwelling units per acre.~~

Table 2.8, MR-2 Character Area Base and Bonus Residential Density Maximum

Character Area	MR-2 Dwelling Units per Acre	
	Base Max	Bonus Max
Commercial Redevelopment Corridor	12	18
Town Center	12	24
Neighborhood Center	12	24
Institutional	12	24

J. Modify Sec 2.15.5., Density and Location Criteria

- A. Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.10 describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the HR-1 District before application of any bonus is 24 dwelling units per acre, and after application of any bonuses is 40 dwelling units per acre.

Table 2.10, HR-1 Character Area Base and Bonus Residential Density Maximum

Character Area	HR-1 Dwelling Units per Acre	
	Base Max	Bonus Max
Town Center	24	40
Regional Center	24	40
Office Park	24	30
Highway Corridor	24	30

K. Modify Sec 2.16.5., Density and Location Criteria

- A. Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.12 describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the HR-2 District before application of any bonus is 40 dwelling units per acre, and after application of any bonuses is 60 dwelling units per acre.

Table 2.12, HR-2 Character Area Base and Bonus Residential Density Maximum

Character Area	HR-2 Dwelling Units per Acre	
	Base Max	Bonus Max
Town Center	40	60
Regional Center	40	60

L. Modify Sec 2.17.5., Density and Location Criteria

- A. Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.14 describes the maximum allowed dwelling unit density after application of any bonuses. The maximum allowed dwelling unit density in the HR-2 District before application of any bonus is 60 dwelling units per acre, and after application of any bonuses is 120 dwelling units per acre.

Table 2.14, HR-3 Character Area Base and Bonus Residential Density Maximum

Character Area	HR-3 Dwelling Units per Acre	
	Base Max	Bonus Max
Regional Center	60	120

M. Modify Sec 2.18.2., Mixed Use District Densities

Table 2.16, Summary of Mixed-Use Zoning District Densities

Zoning District Name	Density (units/acre)	Eligible Character Areas
Mixed-Use Low Density	MU-1 4–8	Suburban Traditional Neighborhood Neighborhood Center Town Center Institutional Commercial Redevelopment Corridor
Mixed-Use Low-Medium Density	MU-2 8–12	Traditional Neighborhood Neighborhood Center Town Center Regional Center Institutional Commercial Redevelopment Corridor

June 9, 2021 DRAFT

Mixed-Use Medium Density	MU-3	12—24	Neighborhood Center Town Center Regional Center Institutional Commercial Redevelopment Corridor
Mixed-Use High Density	MU-4	24—40	Town Center Regional Center Office Park
Mixed-Use Very High Density	MU-5	40—60	Town Center Regional Center: additional bonus up to 120

N. Modify Sec 2.18.3., Mixed Use Dimensional Requirements

Table 2.17, Mixed-Use Zoning District Dimensional Requirements

Mixed-Use Districts
<p>KEY:</p> <p>Development Types: SFD: Single-Family Detached, SFA: Single-Family Attached, TTF: Two- or Three-Family, MF: Multifamily, U-SF: Urban Single-Family, MU: Mixed-Use, CM: Commercial, OF: Office Character Areas: SUB: Suburban, TN: Traditional Neighborhood, NC: Neighborhood Center, TC: Town Center, RC: Regional Center</p>

O. Delete Sec 2.19.3

~~Sec. 2.19.3.—Rezoning to the MU-1. (Mixed Use Low Density) District.~~

~~Properties within the Suburban, Traditional Neighborhood, Neighborhood Center, Town Center, Regional Center, Office Park, Institutional, Commercial Redevelopment Corridor and Highway Corridor character areas of the City of Stonecrest Comprehensive Plan Future Development Map are eligible to be rezoned to the MU-1 District.~~

P. Modify Sec. 2.19.6. - Density and location criteria

Sec. 2.19.6. - Density and location criteria (MU-1 District)

- A. ~~Use of bonuses shall permit a development to exceed the maximum base density established for the district in which the development property is located, provided that, in no case, shall a development exceed the maximum density allowed by the character area in which the property is located, according to the future development map adopted at the time of land disturbance permit application. Table 2.18 describes the~~ maximum allowed dwelling unit density before application of any bonus is 4 dwelling units per acre, and after application of any bonuses is 8 dwelling units per acre.

Table 2.18. MU-1 Character Area and Bonus Residential Density Maximum

Character Area	MU-1 Dwelling Units per Acre	
	Base Max	Bonus Max
Suburban	4	8
All other character areas	4	8

Q. Modify Sec 2.20.1 – District requirements, standards and criteria (MU-2 District)

Sec 2.20.1 – District requirements, standards and criteria (MU-2 District)

All provisions found in the MU-1 (Mixed Use Low Density) District shall apply to the MU-2 (Mixed-Use Low-Medium Density) District, except that The maximum allowed dwelling unit density before application of any bonus is 6 dwelling units per acre, and after application of any bonuses is 12 dwelling units per acre. the reference to Table 2.19 for MU-1 density shall be to Table 2.20 for MU-2 density.

Table 2.20. MU-2 Character Area and Bonus Residential Density Maximum

Character Area	MU-2 Dwelling Units per Acre	
	Base Max	Bonus Max
Traditional Neighborhood	6	12
All other character areas	8	12

R. Modify Sec. 2.21.1 - District requirements, standards and criteria (MU-3 District)

Sec. 2.21.1 - District requirements, standards and criteria (MU-3 District)

All provisions found in the MU-2 (Mixed-Use Medium Density) District shall apply to the MU-3 (Mixed-Use Medium Density) District, except that:

- A. ~~The maximum allowed dwelling unit density before application of any bonus is 12 dwelling units per acre, and after application of any bonuses is 24 dwelling units per acre. — The reference to Table 2.20 for MU-2 density shall be to Table 2.21 for MU-2 density.~~

Character Area	MU-3 Dwelling Units per Acre	
	Base Max	Bonus Max
Town Center	12	24
Regional Center	12	24
Neighborhood Center	12	24
All other character areas	12	24

S. Modify Sec 2.22.1., District Requirements, Standards and Criteria (MU-4 District)

Sec 2.22.1., District Requirements, Standards and Criteria (MU-4 District)

All provisions found in the MU-3 (Mixed-Use Medium Density) District shall also apply to the MU-4 (Mixed-Use High Density) District, except that:

- A. ~~The reference to Table 2.21 for MU-3 density shall be to Table 2.22 for MU-4 density. The maximum allowed dwelling unit density before application of any bonus is 24 dwelling units per acre, and after application of any bonuses is 40 dwelling units per acre.~~

Table 2.22, MU-4 Character Area and Bonus Residential Density Maximum

Character Area	MU-4 Dwelling Units per Acre	
	Base Max	Bonus Max
Town Center	24	40
Regional Center	24	40
Office Park	24	30
Highway Corridor	24	30

T. Modify Sec 2.23.1., District Requirements, Standards and Criteria (MU-5 District)

Sec 2.23.1., District Requirements, Standards and Criteria (MU-5 District)

All provisions found in the MU-3 (Mixed-Use Medium Density) District shall also apply to the MU-5 (Mixed-Use Very High Density) District, except as identified below:

- A. ~~The reference to Table 2.21 for MU-3 density shall be to Table 2.23 for MU-5 density. The maximum allowed dwelling unit density before application of any bonus is 40 dwelling units per acre, and after application of any bonuses is 120 dwelling units per acre.~~

Table 2.23, MU-5 Character Area and Bonus Residential Density Maximum

Character Area	MU-5 Dwelling Units per Acre	
	Base Max	Bonus Max
Town Center	40	60
Regional Center	40	120

U. Modify Sec. 5.2.1. - Minimum required yards and building setbacks, Subsection B.

- B. *Spacing between buildings.* For single-family attached buildings and multifamily buildings:
 1. Building shall be separated a distance as required by the International Codes Council (ICC).
 2. Except when located in a MU-1, MU-2, MU-3, MU-4 or MU-5 zoning district ~~and except when located in a Town or Regional Center character area~~, the minimum spacing between high-rise multifamily buildings on a single site shall be a distance equal to one-fourth of the height of the taller building.

V. Modify Division 24 – Nonresidential Zoning Districts: Dimensional Requirements, Sec 2.24.1., Dimensional Requirements

Table 22., Nonresidential Zoning Districts Dimensional Requirements

Nonresidential Districts								
KEY: Character Areas: RC: Regional Center, TC: Town Center, NC: Neighborhood Center, SUB: Suburban								
Element	OIT	OI	NS	C-1	C-2	OD	M	M2
<i>Overall Site Requirements (minimum, unless otherwise specified)</i>								
<i>Dimensional Requirements</i>								

Formatted Table

June 9, 2021 DRAFT

Lot area (min. square feet)	7,500	20,000	20,000	20,000	30,000	30,000	30,000	30,000	2 acres for heavy ind. and uses req'g SLUP, 1 acre for all other uses
Single-Family Attached Lot Area (Avg. per dwelling unit sq. ft.)	4,000	Not permitted	Not permitted	Not permitted	Not permitted	Not permitted	Not permitted	Not permitted	Not permitted
Lot width, street frontage (feet)	75	100	100	100	100	100	100	100	150
Lot coverage (maximum percentage)	80	80	80	TC/RC: 90 All other: 80	TC/RC: 90 All other: 80	80	80	80	80
<i>Open Space Requirements</i>									
Sites with 5,000—39,999 sq. ft. gross floor area (minimum percent)	15		15	15	10	10	15	15	15
Sites with 40,000 sq. ft. gross floor area (minimum percent)	20		20	20	20	20	20	20	20
Transitional buffer (feet)	Article 5, division 4 of this chapter								
<i>Building Setback Requirements (minimum, unless otherwise specified)</i>									
<i>Urban Character Areas (Town-Center, Regional-Center)</i>									
Front thoroughfares and arterials (min./max. feet)	20/60		20/50 [±]	10/60	20/60	20/60	Not permitted	Not permitted	Not permitted
Front all other streets (min./max. feet)	10/60		10/60 [±]	5/60	10/60	10/60	Not permitted	Not permitted	Not permitted
Side interior lot (feet)	20		20 [±]	20	15	15	Not permitted	Not permitted	Not permitted
Side corner lot on public streets (feet)	30		15 [±]	15	30	30	Not permitted	Not permitted	Not permitted

June 9, 2021 DRAFT

Rear (feet)	20	20 [*]	20	20	20	Not permitted	Not permitted	Not permitted
<i>All Other Character Areas</i>								
Front thoroughfares and arterials (feet)	40	60 [*]	30	60	60	75	60	60
Front - all other streets (feet)	30	50 [*]	20	50	50	75	60	60
Side - interior lot (feet)	20	20 [*]	20	20	20	20	20	20
Side - corner lot on public streets (feet)	40	50 [*]	15	50	50	50	60	60
Rear (feet)	30	30 [*]	20	30	30	30	30	30

<i>Unit Size (residential: heated living area)</i>								
Floor area of attached dwelling unit of Multifamily (min. sq. ft.)	1,000	1,000	Not permitted	Not permitted	Not permitted	Not permitted	1,000	Not permitted
Floor area of live/work dwelling unit (residential portion only - min. sq. ft.)	650	650	650	650	Not permitted	Not permitted	650	Not permitted
Floor area per individual building (maximum sq. ft.)(non-res)	N/A	N/A	50,000	No maximum	No maximum	No maximum	No maximum	No maximum
<i>Height (maximum without a special land use permit (SLUP))**</i>								
Height (feet)	2 story/35 feet	5 story/70 feet	2 story/35 feet	2 story/35 feet	2 story/35 feet	2 story/35 feet
Transitional height plane (see article 5 of this chapter)	No	Yes	No	No	No	Yes	Yes	Yes

W. Modify Division 25 – NS District, Sec 2.25.1., Statement of Purpose and Intent

The purpose and intent of the City Council in establishing the NS (Neighborhood Shopping) District is as follows:

- A. To provide convenient neighborhood retail shopping and service areas within the city for all residents;
- B. To provide for the development of new Neighborhood Shopping Districts where so designated on the comprehensive plan ~~especially for commercial uses in Suburban Neighborhood character areas;~~
- C. To ensure that the size and scale of neighborhood shopping centers and individual uses within said centers are compatible with the scale of adjoining neighborhoods;
- D. To implement the future development map of the city's most current comprehensive plan.

X. Modify Division 26 – C-1 District, Sec 2.26.1., Statement of Purpose and Intent

The purpose and intent of the City Council in establishing the C-1 (Local Commercial) District is as follows:

- A. To provide convenient local retail shopping and service areas within the city for all residents;
- ~~B. To provide for auto-oriented needs outside of the Neighborhood Center, Town Center and Regional Center applicable character areas, but to focus on the pedestrian-oriented development within these districts;~~
- ~~C.~~ To provide for quality control in development through materials and building placement;
- ~~D.~~ To ensure that the uses authorized within the C-1 (Local Commercial) District are those uses which are designed to serve the convenience shopping and service needs of groups of neighborhoods;
- ~~E.~~ To implement the future development map of the city's comprehensive plan.

Y. Modify Division 27 – C-2 District, Sec 2.27.1., Statement of Purpose and Intent

The purpose and intent of the City Council in establishing the C-2 (General Commercial) District is as follows:

- A. To provide convenient general business and commercial service areas within the city for all residents;
- B. To provide for the development of new general commercial districts where so designated on the comprehensive plan;
- C. To provide for auto-oriented needs outside of the ~~Neighborhood Center, Town Center and Regional Center~~ applicable character areas, but to focus on the pedestrian oriented development which in these districts;
- D. To provide for quality control in development through materials and building placement;
- E. To ensure that the uses authorized within the C-2 (General Commercial) District are those uses which are designed to serve the general business and commercial service needs of the city;
- F. To implement the future development map of the city's comprehensive plan.

Z. Modify Division 30 – OIT District, Sec 2.30.1., Statement of Purpose and Intent

The purpose and intent of the City Council in establishing the OIT (Office-Institutional-Transitional) District is as follows:

- A. To provide areas within the city for the location of office and institutional uses which are necessary for the residents, business practitioners, and professional practitioners in existing buildings no longer viable for residential uses;
- B. To limit said buildings' height to be compatible to those potential redevelopment parcels and structures;
- C. To provide for the transition from residential to office and associated commercial uses which do not generate large volumes of traffic, noise or other harmful effects, and which are compatible with residential uses in locations so designated in the comprehensive plan ~~along-in Commercial Redevelopment Corridor the applicable~~ character areas ~~and along the edge of the Office Park and Institutional character areas.~~

AA. Modify Sec 4.1.3., Use Table

Use	KEY: P - Permitted use Pa - Permitted as an accessory use														SA - Special administrative permit from Community Development Director SP - Special land use permit (SLUP)						See Section 4.2					
	RE	RLG	R-100	R-85	R-75	R-60	RSM	MR-1	MR-2	HR-1,2,3	MHP	RNC	OI	OIT	NS	C-1	C-2	OD	M	M-2		MU-1	MU-2	MU-3	MU-4,5	
Retail																										
Drive-through facilities (other than restaurants) in Activity Center character areas													P		P	P	P	P	P			SP	SP	SP	SP	✓
Drive-through facilities (other than restaurants) in all other character													P		P	P	P	P	P							✓
Restaurants with a drive-thru configuration in Activity Center character area													P	P		SP	SP		SP							✓
Restaurants with a drive thru configuration (all other character areas)													P	P		SP	SP		SP							✓

BB. Modify Article 5, Site Design and Building Form Standards, Division 1 – Block and Lot Requirements, Sec 5.1.1., Blocks

- A. *Intent.* The intent of this section is to have the lengths, widths and shapes of blocks in residential subdivisions designed with due regard to:
1. Provision of building sites suitable to the special needs of:
 - a. The building form contemplated;
 - b. The conservation of open space; and/or
 - c. Existing historic features.
 2. Zoning requirements for lot sizes and dimensions;
 3. Needs for convenient access by pedestrians and bicyclists to public transit, nearby schools, and commercial districts, vehicular circulation at safe speeds and adequate access for emergency vehicles;
 4. Limitations of, and opportunities for, topography to minimize land disturbance and erosion;
 5. Connectivity standards in section 5.3.2.
- B. *Block length.*
1. When blocks are subdivided by new streets or created as part of a new development, including mixed-use, the minimum length of resulting new blocks shall be 200 to 300 linear feet.
 2. The maximum block length for new subdivisions in the Suburban [Neighborhood](#) character area is 600 linear feet.
 - ~~3. The maximum block length for new subdivisions in the Activity Center character area is 500 linear feet.~~
- C. *Blocks and pedestrian access.* If a new development provides for a path with an easement through a block:
1. An easement for pedestrian use only shall be at least five feet wide.
 2. An easement for pedestrian and bicycle use shall be at least ten feet wide.

CC. Modify Article 5, Site Design and Building Form Standards, Division 2 – General Yard and Measurement Provisions, Sec 5.2.1., Minimum Required Yards and Building Setbacks

- A. *Projections into yards.*
1. Every part of a required yard shall be open to the sky and unobstructed except for the ordinary projections of sills, belt courses, cornices, eaves, awnings, chimneys, buttresses and other ornamental and architectural features, provided that these features do not project more than three feet into any required yard and do not encroach on other lots or rights-of-way.
 2. An open, unenclosed porch, balcony or hard-surfaced terrace, steps, stoops and similar fixtures of a building may project into a required front yard or rear yard for a distance not to exceed ten feet, and into a side yard to a point not closer than five feet from any lot line.
 3. Enclosed porches may encroach for a distance of up to eight feet into the front or rear yard, but shall be no closer than five feet from the side property line.
- B. *Spacing between buildings.* For single-family attached buildings and multifamily buildings:
1. Building shall be separated a distance as required by the International Codes Council (ICC).

June 9, 2021 DRAFT

~~2. Except when located in a MU-1, MU-2, MU-3, MU-4 or MU-5 zoning district and except when located in a Town or Regional Center character area, the minimum spacing between high rise multifamily buildings on a single site shall be a distance equal to one fourth of the height of the taller building.~~

DD. Modify Article 5, Site Design and Building Form Standards, Division 7 – Building Form and Configuration Standards, Sec 5.7.7., Multifamily, Nonresidential, Live/Work and Mixed Use Buildings.

- D. Parking configuration. Nonresidential and mixed-use buildings ~~located in Activity Center character areas, as identified in the comprehensive plan~~, shall:
1. Have no more than one double row of parking within the front yard where there is no intervening building between parking and the street; and
 2. Be allowed to locate parking along the side or rear or as on-street parking dedicated as right-of-way by the applicant for a land disturbance permit or building permit.
-

EE. Modify Sec 9.13., Defined Terms, Activity Center

Activity center means a character area designed by the Comprehensive Plan ~~as a Regional Center, Town Center, or Neighborhood Center.~~

Attachment 2 - Track changes version of the Zoning Ordinance concerning references to the Community Development Director or Director of Planning:

Modify Sec. 4.3.1.C. – Use Table

Table 4.1. Use Table

KEY: P - Permitted use Pa - Permitted as an accessory use											SA - Special administrative permit from Community Development Director <u>Planning & Zoning Director</u> SP - Special land use permit (SLUP)														
Use	RE	RLG	R-100	R-85	R-75	R-60	RS	MR-1	MR-2	HR-1,2,3	MHP	RNC	O	OIT	N	C-1	C-2	OD	M	M-2	MU-1	MU-2	MU-3	MU-4,5	See section 4.2

Modify Sec. 9.1.3. – Defined Terms

Director of ~~planning~~ Planning & Zoning means the Director of the Department of Planning ~~and Sustainability and Zoning (also referred to as the Community Development Director)~~, or his~~their~~ designee.

(Note that this will address the 224 instances of “Director of Planning” in the current code.)

Modify Sec. 5 – Transition Period (Last section of Zoning Ordinance – seemingly out of order)

During the transition period, any department, employee, or official referenced in the Comprehensive Plan which has not yet been established or appointed shall refer to the City Manager or his designee. During and after the transition period, any reference to the director or planning director shall also refer to the ~~Community Development Director~~ Planning & Zoning Director. During and after the transition period, any reference to the planning department shall refer to the ~~Community Development~~ Planning & Zoning department or the similar department created by the City Council during the transition period.