Special Land Use Permit Application

A special land use permit is a means by which the City Council gives special consideration, pursuant to a clear set of standards and criteria, to those types of uses which may or may not be compatible with uses and structures authorized by right within a particular zoning district. Special land use permits are required for uses that have operational characteristics and/or impacts that are significantly different from the zoning district's principal authorized uses and therefore require individual review pursuant to the standards and criteria set forth in the City's Zoning Ordinance. Special land use permit applications shall be authorized only for those uses specifically listed in the applicable zoning district regulations as permitted by special land use permit. An applicant desiring to apply for a special land use permit authorized within a district contained within the Zoning Ordinance shall file an application with the planning department. The City Council, following recommendation by the Planning Commission, shall determine whether the proposed use, in the particular location contemplated, meets the standards and criteria set forth in the Zoning Ordinance. Such uses may further require, and the City Council shall be authorized to impose, special conditions in order to assure their compatibility with surrounding uses and to minimize adverse impacts of the use on surrounding property.

The amendment process for the City of Stonecrest involves two public meetings:

The first meeting, a public hearing, is in front of the Planning Commission, where the item will be heard and a recommendation will be made that goes in front of the City Council. The Planning Commission meets the first Tuesday of each month at 6:00 P.M. in the Stonecrest Library, located at 3123 Klondike Road, Stonecrest, GA 30038.

Following the Planning Commission public hearing, the application will be heard in front of the City Council for a final decision based on the applicant's submittal information, the report generated by city staff, and the non-binding recommendation from the Planning Commission.

To initiate a request for a Special Land Use Permit within the City of Stonecrest, an applicant must schedule and hold a pre-application meeting with the Planning & Zoning staff. These meetings are scheduled as-needed and the purpose of the pre-application meeting is to establish an expectation on the part of both staff and the applicant regarding the process. The applicant shall provide preliminary/finalized site plans, a letter of intent regarding the request, and/or other illustrative documents as necessary at the time of the pre-application meeting. The applicant will then provide an overview of their proposed application and their reasoning for why the application is necessary. Staff can then inform the applicant of the City's process to affect the proposed change, and offer a preliminary analysis of the feasibility of the proposal, including ways upon which the proposal may need improvements or revisions.

Following the pre-application meeting, applicants can submit their application and required supplemental materials (detailed in the following checklist) by the deadline to:

City of Stonecrest
Community Development Department
3120 Stonecrest Blvd.
Stonecrest, GA 30038

Public notification of the pending action is the responsibility of the City for all Public Hearings; however, all costs associated with the noticing is the responsibility of the applicant. In all cases, legal advertisements in the City's legal organ (currently On Common Grounds) shall be placed by the City no more than 45 days prior to the Mayor and City Council meeting, and not less than 15 days prior to the Planning Commission meeting.

Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- ❑ Pre-application meeting (A staff signed pre-application form must be submitted with application)
  - ❑ Completed application with all applicable information
  - ❑ Letter of intent
  - ❑ Public Participation Plan
  - ❑ Environmental Site Analysis Form
- ❑ Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
  - All buildings and structures proposed to be constructed and their location on the property;
  - Height of proposed building(s);
  - Proposed use of each portion of each building;
  - All driveways, parking areas, and loading areas;
  - Location of all trash and garbage disposal facilities;
  - Setback and buffer zones required in the district in which such use is proposed to be located;
  - Landscaping plan for parking areas; and
  - All additional requirements outlined under page 4 (Site Plan Checklist)
- ❑ Written legal description of the property matching the site plan.
- ❑ Building elevations (attached residential & non-residential).
- ❑ Signed and notarized affidavits of all owners. Use attached sheet.
- ❑ Signed and notarized affidavits of all applicants. Use attached sheet.
- ❑ Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

<u>Special Land Use Permit Criteria</u>

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

i. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;
j. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;
k. Whether or not the proposed use is consistent with the policies of the comprehensive plan;
l. Whether or not the proposed plan provides for all required buffer zones and transitional buffer zones where required by the regulations of the district in which the use is proposed to be located;
m. Whether or not there is adequate provision of refuse and service areas;
n. Whether the length of time for which the special land use permit is granted should be limited in duration;
o. Whether or not the size, scale and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale and massing of adjacent and nearby lots and buildings;
p. Whether the proposed plan will adversely affect historic buildings, sites, districts, or archaeological resources;
q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permit;
r. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building;
s. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and
t. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood,

The following items may be required:

(Review provided thresholds for applicability)

- ❑ Trip Generation Report/Traffic Impact Study
- ❑ Development of Regional Impact Review
- ❑ Environmental Impact Report
- ❑ DeKalb County Department of Watershed Management Capacity Letter

Trip Generation Report/Traffic Impact Study

1. A Trip Generation Report be submitted as a part of zoning applications for all Non-Residential and Mixed Use developments and for Residential Developments with greater than 10 proposed units.

2. A Traffic Impact Study be submitted as part of the zoning application for developments that produce a 100 or more peak hour trips or at the discretion of the Public Works Department based on review of the request at the pre-application meeting.

3. The minimum requirements of the Traffic Impact Study shall be as follows:

Land Use	ITE Code	Variable	Rate Trips/Var	Minimum Size for 100 Peak Hour Trips
Residential				
Single Family Detached	210	Housing Units	1.01	99 Units
Apartment	220	Housing Units	0.62	161 Units
Townhome/Condo	230	Housing Units	0.52	192 Units
Retail				
Shopping Center	820	1000 sf GLA	3.71	26 ksf GLA
Specialty Center	826	1000 sf GLA	5.02	20 ksf GLA
Pharmacy - no drive-thru	880	1000 sf	8.4	11.5 ksf
Pharmacy - w/drive-thru	881	1000 sf	9.91	10 ksf
Services				
Fast Food	934	1000 sf	45.42	2.2 ksf
Sit Down Restaurant	932	1000 sf	10.81	9 ksf
Coffee/Donut Shop	937	1000 sf	100.58	1 ksf
Bank no drive-thru	911	1000 sf	12.13	8 ksf
Bank w/drive-thru	912	1000 sf	24.3	4 ksf
Gas Station	944	Pumps	13.87	7 pumps
Institutional				
Day Care	565	Students	0.81	123 Students
Private School (K-8)	534	Students	0.9	111 Students
Private School (K-12)	536	Students	0.81	123 Students
Office				
General Office	710	1000 sf	1.56	64 ksf
Medical Office	720	1000 sf	3.57	28 ksf
Lodging				
Hotel	310	Rooms	0.6	166 Rooms

Public Participation Plan & Report

General Requirements

The Public Participation Program consists of a two-part process designed to enhance dialogue between applicants and communities which may be impacted by a proposed development.

Part 1 of the process is the Public Participation Plan which is required with all rezoning amendments to the comprehensive plan and/or special land use permit applications. The plan must be filed simultaneously with the application. The minimum standards for the plan are as follows:

- Applicants shall provide a mailing list identifying all property owners within 500-feet of the subject property including the name, street address, and tax parcel identification. *(Staff would suggest also including homeowners' associations, environmentally stressed communities, political jurisdictions, and any other public agencies or organizations which may be affected by an application)*

- Applicants shall provide a copy of the letter to be mailed to affected parties identifying the date, location within the City of Stonecrest, and time of the information meeting to be scheduled no later than the first business day of the month preceding the Planning Commission hearing date.

Part 2 of the Public Participation Program is the Public Participation Report which is required to be submitted to the Community Development Department no later than the last day of the business week of which the information meeting was held. The report shall include the following information/documentation:

- Provide a sign-in sheet of meeting attendees.

- A summary of concerns or issues expressed by interested parties.

- A summary of the applicant's response to concerns and issues expressed.

The requirement for a Public Participation Plan does not give communities decision making powers or force a consensus on issues. Applicants are not obligated to make any concessions or changes based upon input from citizens. Non-attendance at a community information meeting, by those on the mailing list, does not mean that an applicant fails to meet the requirements of the Public Participation Plan.

Environmental Site Analysis

Analyze the impact of the proposed rezoning and provide a written point-by-point response to Points 1 through 3:

1. Conformance to the Comprehensive Plan:
   - Describe the proposed project and the existing environmental conditions on the site.
   - Describe adjacent properties. Include a site plan that depicts the proposed project.
   - Describe how the project conforms to the Comprehensive Land Use Plan.
   - Include the portion of the Comprehensive Plan Land Use Map which supports the project's conformity to the Plan.
   - Evaluate the proposed project with respect to the land use suggestion of the Comprehensive Plan as well as any pertinent Plan policies.

2. Environmental Impacts of The Proposed Project

For each environmental site feature listed below, indicate the presence or absence of that feature on the property. Describe how the proposed project may encroach or adversely affect an environmental site feature. Information on environmental site features may be obtained from the indicated source(s).

a. Wetlands
   a. U. S. Fish and Wildlife Service, National Wetlands Inventory (http://wetlands.fws.gov/downloads.htm)
   b. Georgia Geologic Survey (404-656-3214)
   c. Field observation and subsequent wetlands delineation/survey if applicable
b. Floodplain
   d. Federal Emergency Management Agency (http://www.fema.org)
   e. Field observation and verification
c. Streams/stream buffers
   f. Field observation and verification
d. Slopes exceeding 25 percent over a 10-foot rise in elevation
   g. United States Geologic Survey Topographic Quadrangle Map
   h. Field observation and verification
e. Vegetation
   i. United States Department of Agriculture, Nature Resource Conservation Service
   j. Field observation
f. Wildlife Species (including fish)
   k. United States Fish and Wildlife Service
   l. Georgia Department of Natural Services, Wildlife Resources Division, Natural Heritage Program
   m. Field observation
g. Archeological/Historical Sites
   n. Historic Resources Survey
   o. Georgia Department of Natural Resources, Historic Preservation Division
   p. Field observation and verification

3. Project Implementation Measures

Describe how the project implements each of the measures listed below as applicable. Indicate specific implementation measures required to protect environmental site feature(s) that may be impacted.

a. Protection of environmentally sensitive areas, i.e., floodplain, slopes exceeding 25 percent, river corridors.
b. Protection of water quality
c. Minimization of negative impacts on existing infrastructure
d. Minimization on archeological/historically significant areas

e. Minimization of negative impacts on environmentally stressed communities where environmentally stressed communities are defined as communities exposed to a minimum of two environmentally adverse conditions resulting from public and private municipal (e.g., solid waste and wastewater treatment facilities, utilities, airports, and railroads) and industrial (e.g., landfills, quarries and manufacturing facilities) uses.
f. Creation and preservation of green space and open space
g. Protection of citizens from the negative impacts of noise and lighting
h. Protection of parks and recreational green space
i. Minimization of impacts to wildlife habitats

Site Plan Checklist

All items must be included on the Site Plan; separate sheets may be used

- ❑ Key and/or legend and site location map with North arrow
- ❑ Boundary survey of subject property which includes dimensions along property lines that match the metes and bounds of the property's written legal description and clearly indicates the point of beginning.
- ❑ Acreage of subject property
- ❑ Location of land lot lines and identification of land lots
- ❑ Existing, proposed new dedicated and future reserved rights-of-way of all streets, roads, and railroads adjacent to and on the subject property
- ❑ Proposed streets on the subject site
- ❑ Current zoning of the subject site and adjoining properties
- ❑ Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvements on the subject property
- ❑ Existing buildings' locations and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvement on adjacent properties within 200 feet of the subject property.
- ❑ Location of proposed buildings with total square footage
- ❑ Layout and minimum lot size of proposed single family residential lots
- ❑ Topography on the subject site and adjacent property up to 200 feet as required to assess runoff effects
- ❑ Location of overhead and underground electrical and pipeline transmission/conveyance lines
- ❑ Required and/or proposed setbacks.
- ❑ 100-year flood plain horizontal limits and flood zone designations as shown on survey or FEMA FIRM maps.
- ❑ Required landscape strips, undisturbed buffers, and any other natural areas as required or proposed.
- ❑ Required and proposed parking spaces; Loading and unloading facilities.
- ❑ Lakes, streams, wetlands, and Waters of the State and associated buffers.
- ❑ Proposed stormwater management facilities.
- ❑ Community wastewater facilities including preliminary areas reserved for septic drain fields and points of access.
- ❑ Availability of water system and sanitary sewer system.
- ☐ Location of existing trees and trees to be removed, or a statement that there are none, and whether the trees identified are specimen trees. (*A specimen tree is any hardwood (oak, hickories, poplars, etc.) or softwood (pines, evergreens, etc.) tree with a diameter at breast height (DBH) of 30 inches and larger, or a small tree (dogwoods, redbuds, sourwoods, etc.) with a DBH of 10 inches and larger. If no specimen trees exist on the site, note their absence on the plans. If a specimen tree is to be removed, provide a calculation for recompense at 1.5x the diameter.*)

Special Land Use Permit Application

Applicant Information

Name:		
Address:		
Phone:	Fax:	Email
Owner's Name:		
Owner's Address:		
Phone:	Fax:	Email

Owner Information

Property Address:	Acreage:
Parcel ID:	
Current Zoning Classification:	
Proposed Use of Property:	
Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? O Yes O No	

Property Information

Property Information:

Affiddavit

To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.

Applicant's Name:	
Applicant's Signature:	Date:

Sworn to and subscribed before me this _____ Day of _____ 20 _____

Notary

Notary Public:	
Signature:	
My Commission Expires:	

☐ Application Fee ☐ Sign Fee ☐ Legal Fee

Fee: $	Payment: ☐ Cash ☐ Check ☐ CC	Date:
☐ Approved ☐ Approved with Conditions ☐ Denied		Date:

08-03-2017

Property Owner(s)
Notarized Certification

The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (If Applicable)	Signature:		Date:
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this_____day of_____, 20_____ Notary Public:		
Property Owner (If Applicable)	Signature:		Date:
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this_____day of_____, 20_____ Notary Public:		
Property Owner (If Applicable)	Signature:		Date:
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this_____day of_____, 20_____ Notary Public:		

Applicant/Petitioner
Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature:		Date:
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this_____day of_____, 20_____ Notary Public:		
Attorney / Agent	Signature:		Date:
	Address:	City, State:	Zip:
	Phone:		
	Sworn to and subscribed before me this_____day of_____, 20_____ Notary Public:		

Campaign Disclosure Ordinance

Campaign Disclosure Ordinance

Please read the law and complete the Campaign Disclosure Statement on the following page if you are requesting a Rezoning, Concurrent Variance, or Conditional Use.

GA Citation/Title
GA Code 36-67A-3, Disclosure of campaign contributions
*38069 Code, 36-67A-3

CODE OF GEORGIA TITLE 36. LOCAL GOVERNMENT PROVISIONS APPLICABLE TO COUNTIES AND MUNICIPAL CORPORATIONS CHAPTER 67A. CONFLICT OF INTEREST IN ZONING ACTIONS (Current through 2000 General Assembly)

36-67A-3 Disclosure of campaign contributions.

a) When any applicant for rezoning action has made, within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating $250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:

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

b) The disclosures required by subsection (a) of this Code section shall be filed within ten days after the application for the rezoning action is first filed.

c) When any opponent of a rezoning action has made, within two years immediately preceding the filing of the rezoning action being opposed, campaign contributions aggregating $250.00 or more to a local government official of the local government which will consider the application, it shall be the duty of the opponent to file a disclosure with the governing authority respective local government showing:

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

d) The disclosure required by subsection (c) of this Code section shall be filed at least five calendar days prior to the first hearing by the local government of any of its agencies on the rezoning application.

(Code 1981, 36-67A-3, enacted by Ga. L. 1986, p. 1269, 1; Ga. L. 1991, p. 1365, 1; Ga. L. 1993, p. 91, 36.) Official Code of Georgia Annotated Copyright 1982 – 2000 State of Georgia.

Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating $250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

☐ Yes ☐ No

Applicant / Owner	
	Signature:
	Address:
	Date:

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount

Thresholds for Additional Studies, Reports & Forms

The Department of Community Affairs has formulated development thresholds as listed on the next page. When a development meets or exceeds the thresholds, the Atlanta Regional Commission (ARC) and the Georgia Regional Transportation Authority (GRTA) shall review the project concurrently. Applicants shall first file the rezoning/use permit request with the City of Stonecrest. After the ARC/GRTA findings are completed, the rezoning/use permit request will be placed on the next available appropriate agenda. It is the applicant's responsibility to contact and follow all ARC and GRTA review procedures. For details, contact the ARC at http://www.dca.ga.gov/DRI and GRTA at http://www.grta.org/dri or at 404-463-3000.

Development of Regional Impact – Tiers and Development Thresholds	
Type of Development	Metropolitan Region
Office	Greater than 400,000 square feet
Commercial	Greater than 300,000 square feet
Wholesale & Distribution	Greater than 500,000 square feet
Hospitals and Health Care	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
Housing	Greater than 400 new lots or units
Industrial	Greater than 500,000 gross square feet; or employing more than 1,600 workers; or covering more than 400 acres
Hotel	Greater than 400 rooms
Mixed Use	Gross square feet greater than 400,000 (with residential units calculated at 1,800 sq. ft. per unit toward the total gross sq. ft.); or covering more
Airports	All new airports, runways and runway extensions
Attractions and Recreational Facilities	Greater than 1,500 parking spaces or a seating capacity of more than 6,000
Post-Secondary Schools	New school with a capacity of more than 2,400 students; or expansion by at least 25% of capacity
Waste Handling Facilities	New facility or expansion of use of existing facility by 50% or more
Quarries, Asphalt and Cement Plants	New facility or expansion of existing facility by 50%
Wastewater Treatment Facilities	New facility or expansion of existing facility by 50%
Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 feet of any water supply; otherwise storage capacity greater than 200,000 barrels
Water Supply Intakes/Reservoirs	New facilities
Intermodal Terminals	New facilities
Truck Stops	A new facility with more than three diesel fuel pumps; or containing a half acre of truck parking or 10 truck parking spaces
Any other development types not identified above (includes parking facilities)	1,000 parking spaces

Environmental Impact Report

Projects having any appreciable impact on the environment --either on site or in the region-- as a result of this proposed action may be required to submit an Environmental Impact Report detailing the impact as a result of the proposed project, and the attenuation measures (Erosion/Sediment Control Plan, water quality devices, noise & lighting barricades, etc.) proposed.

DeKalb County Department of Watershed Management Capacity Letter

It is recommended that all applicants for land use petitions request a Capacity Letter from the DeKalb County Department of Watershed Management early in the process to ensure that potential issues can be addressed early on. Applicants should provide the following information to the County contact listed below as soon as possible:

1. Gross square footage and/or total number of units proposed
2. Anticipated gallons per day using the following methodology:

Use Type	Gallons per Day (GPD)
Residential	
Single Family Residence	320 GPD/house
Apartment & Condominium	320 GPD/unit
Mobile Home Park	300 GPD/space
Nursing Home	125 GPD/bed plus 25 GPD/employee
Hotel/Motel	100 GPD/room
Non-Residential	
Auditorium/Assembly Hall/Convention Center	10 GPD/person (maximum)
Bar/Tavern[1]	50 GPD/seat plus 25 GPD/employee
Barber Shop	54 GPD/chair
Beauty Shop	333 GPD/chair with sink
Bowling Alley[1]	125 GPD/land plus 25 GPD/employee
Car Wash	
Self-serve w/ wand	41.60 GPD/bay
Automatic	4,160 GPD/unit
Church[2]	25 GPD/seat (maximum)
Coin Laundry	Requires letter from owner stating 1) number of machines, 2) estimated number of washes per day per machine, and 3) manufacturers specifications on gallons per wash OR 210 GPD/machine
Convenience Store	100 GPD/1,000 square feet
Daycare Center	
With meals served	17.60 GPD/child
No meals	13.20 GPD/child
Garage	100 GPD/1,000 square feet
Hospital	200 GPD/bed
Manufacturing[1]	Requires letter from owner stating 1) product manufactured, 2) estimated gallons returned to sewer daily, 3) number of employees, and 4) if shower facilities provided. 25 GPD/employee plus gallons of effluent/day returned to sewer

	10 GPD/employee (if shower provided)
Office[1]	175 GPD/1,000 square feet of net leasable space
Office/Warehouse[1]	175 GPD/1,000 square feet of office space plus 25 GPD/1,000 square feet of warehouse space
Restaurant (full service)	If estimated gallons of water returned to sewer daily is known, use gallons of effluent/day returned to sewer, otherwise use: 45 GPD/seat plus 25 GPD/employee plus 10 GPD/seat (if garbage disposal used)
Restaurant (fast food)	22.4 GPD/seat plus 25 GPD/employee
Restaurant (sandwich shop)	16 GPD/seat
Restaurant (deli)	22.4 GPD/seat
Retail[1]	100 GPD/1,000 square feet of retail space
School[3]	12 GPD/student plus 4 GPD/student (if cafeteria) plus 1 GPD/student (if garbage disposal used) plus 4 GPD/student (if gymnasium)
Service Station	25 GPD
Theater	
Regular	5 GPD/seat
Drive-in	8 GPD/car space
Veterinarian	175 GPD/1,000 square feet of office space
Warehouse[1]	25 GPD/1,000 square feet of warehouse space

Usage from other installations, which do not fall into a specific category, will require a letter from the owner stating anticipated usage with manufacturer's data if available.

[1]Food service not included; if included, add fee calculated for sandwich shop or restaurant
[2]If daycare and/or school provided, add fee calculated for daycare and/or school.
[3]If daycare or afterschool care provided, add fee calculated for daycare.

Contact:
Michelle L. (Jackam) Otts, PE
Engineer Senior
DeKalb County Department of Watershed Management
Clark Harrison Building, Suite 200
330 W. Ponce de Leon Avenue
Decatur, GA 30030
(404) 371-4918
mlotts@dekalbcountyga.gov

Once an application has been filed the City will also request comments from Watershed Management; however, due to the possible 30 to 60 day turnaround for the Capacity Letter the City recommends that this process be started well ahead of the land use petition submittal.

STONECREST PLANNING AND ZONING FEE SCHEDULE			
Technology Fee (applies to each permit)			$20
Permit Application Type	Variances	Residential Single-Family Zoning Districts	$250 plus $50 for each additional variance on the same piece of property (maximum of three (3) variances at any one time)
		Medium and High Density Residential Districts, Mixed-Use Districts, Non-Residential Districts, and Commercial Uses in Residential	$350 plus $100 for each additional variance request (maximum of three (3) variances at any one time)
		All Signs	$350 plus $100 for each additional variance request (maximum of three (3) variances at any one time)
	Zoning Certification		$30.00
	Minor Modification		$250.00
	Major Modification		$250.00
	SLUPS		$400.00
	GIS Maps >11x17		$5.00
Rezoning from any district/major modification	RE District	0 to 5 acres	$500.00
		5+ to 10 acres	$1,000.00
		10+ to 20 acres	$1,500.00
		20+ to 100 acres	$2,000.00
		100+ acres	$2,500 plus an additional $40 per acre for any portion thereof over 100 acres. Maximum fee = $10,000
	RLG, R-100, R-85, R-75, R-60	0 to 5 acres	$300
		5+ to 10 acres	$700

		10+ to 20 acres	$1000
		20+ to 100 acres	$1500
		100+ acres	$2,500 plus an additional $40 per acre for any portion therof over 100 acres. Maximum fee = $10,000
	MHP, RNC, Medium and High Density Residential Districts, Mixed-Use Districts, Non-Residential Districts	0 to 5 acres	$500
		5+ to 10 acres	100
		10+ to 20 acres	1500
		20+ to 100 acres	200
		100+ acres	$2,500 plus an additional $20 per acre for any portion thereof over 100 acres. Maximum fee = $10,000
Public Notice	All Land Use & Variance, and Administrative Appeal Petitions (except Administrative and Minor)	Signs	$80 per sign
		Advertising	$50
Revisions	Rezoning or Use Permit		$100 for each submittal of a revision
	Modification		$100 for each submittal of a revision
Special Administrative Permit	Temporary outdoor events		$50 plus $10 per day
	Temporary outdoor sales, seasonal		$50.00
	Temporary Outdoor Retail Sales		$50 plus $10 per day
	Temporary or seasonal farmer's markets; Temporary produce stand		$50.00
	Temporary Structure		$50.00
	Urban Community Garden, over 5 acres		$50.00
	Telecommunication		$50.00
	All Other Administrative Permits		$25.00