



AGENDA

Gainesville Work Session
Thursday, March 30, 2017, 9:00 AM
Administration Building, Board Room
300 Henry Ward Way, 3rd Floor
Mayor or Mayor Pro Tem Presides

BUDGET PRESENTATION(S)

Community Development Department Goals and Accomplishments	Rusty Ligon
Chattahoochee Golf Course Goals and Accomplishments	Rodger Hogan
Police Department Goals and Accomplishments	Carol Martin
Fire Department Goals and Accomplishments	Jerome Yarbrough
Administrative Services Department Goals and Accomplishments	Janeann Allison
Financial Services Department Goals and Accomplishments	Jeremy Perry

DEPARTMENT ISSUES

Finance	Resolution: Declaration of Surplus Property	Karen Roper
Finance	Resolution: Write-off of Delinquent Personal Property Tax	Beverly Williams
Finance	Resolution: Write-off of Delinquent Utilities Receivables	Beverly Williams
Administrative Services	Resolution: Extension of Hours for Off Premises Catering of Alcoholic Beverages	Janeann Allison
Water Resources	Resolution: Cargill Sanitary Sewer Improvements - Phase III Award of Contract	Marcial Mosqueda
Public Works	Resolution: Design, Bid, and Construction of the Runway Safety Area Improvement Project	Terry Palmer
Community Development	Public Hearing Item for the April 4, 2017 Council Meeting Request from Hanh My Thi Doan for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a 502 South Enota Drive NE), having a zoning classification of Office and Institutional (O-I). Ward Number: Three. Tax Parcel Number(s): 01-064-002-030. Request: Nail Salon.	Matt Tate
Community Development	Public Hearing Item for the April 4, 2017 Council Meeting Request from Masy Seng to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a 593 and 597 Shallowford Road) and to establish zoning as General Business (G-B). Ward Number: Five. Tax Parcel Number(s): 00-119A-001-012 and 013. Request: Donut shop.	Matt Tate
Community Development	Public Hearing Item for the April 4, 2017 Council Meeting Tabled at Planning and Appeals Board Meeting Request from Oak Hall Companies, LLC to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a 0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive) and to establish zoning as Planned Unit Development (P-U-D). Ward Number: One. Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036. Request: Active adult community.	Matt Tate

**Community
Development**

**Public Hearing Item for the April 4, 2017 Council Meeting
Tabled at Planning and Appeals Board Meeting**

Matt Tate

Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a 0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B). **Ward Number: One.** Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039; 00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018. **Request: Mixed-use development.**

**Community
Development**

**Public Hearing Item for the April 4, 2017 Council Meeting
Tabled at Planning and Appeals Board Meeting**

Matt Tate

Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a 0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B). **Ward Number: One.** Tax Parcel Number(s): 00-109B-000-003A; 00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038; 01-110-001-006; 01-110A-004-022; 01-114-001-001, 026, 145 and 161. **Request: Mixed-use development.**

CITY MANAGER ISSUES

MAYOR/COUNCIL ISSUES

Ex-Officio Report(s)

CITY ATTORNEY ISSUES

CITY CLERK ISSUES

EXECUTIVE SESSION

ADJOURNMENT

Final: Tuesday, March 28, 2017, 8:25 AM

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/21/2017
Presenter: Rusty Ligon
Item of Business: Community Development Department Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments, and future goals with City Council on an annual basis

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 Community Development Goals	Backup Material

COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENT DESCRIPTION:

The Community Development Department is comprised of 5 divisions: Planning, Special Projects, Inspections, Code Enforcement and Housing. The Planning Division assists citizens with all aspects of land development. Additionally, this Division administers the Unified Land Development Code and implements land use policies as outlined in the Comprehensive Plan. The Special Projects Division conducts studies and directs special projects related to growth and land development. The Inspections Division is charged with enforcing the International Building Codes as prescribed by the International Code Council, mandated by and amended by the State of Georgia. The Code Enforcement Division enforces the ordinances of the City through administrative, inspection, and regulatory procedures. The Housing Division provides assistance to low and moderate income persons through administration of the City's Community Development Block Grant funds as well as oversight of the Gainesville Non-Profit Development Foundation.

MISSION STATEMENT:

The mission of the Gainesville Community Development Department is to assist the general public in all aspects of land development, construction permitting and property maintenance. The Department serves property owners, contractors, developers and any person needing assistance concerning the development of land, construction requirements, and property maintenance issues. It is our desire to provide all of these services in a timely and professional manner.

FY '17 GOALS & ACCOMPLISHMENTS:

1. Promote systematic land use growth.

- * Complete the 5-year update to the 2012 Comprehensive Plan.

The City has begun updating the Comprehensive Plan. Public involvement has begun as well document preparation. The updated plan will be adopted by June 30, 2017.

- * Continue implementation of the Downtown Master Plan.

Work is moving forward on several projects including an RFP released for the Main street lots and Main Street streetscaping, development of landscaped islands and upgraded crosswalks and design work for future streetscaping along Washington and

2. Develop a strategy for clean-up of residential properties.

- * Work with U.G.A. on completion of a targeted housing assessment.

U.G.A. completed this work as a precursor to our housing sweep efforts.

- * Meet with key housing landlords to inform them of violations and a timeframe for clean-up.

Meetings have been held recently with several housing landlords and a timeframe for clean-up given.

- * Perform focused Code Enforcement sweeps in targeted neighborhoods.

Three targeted areas have been identified and a sweep of one of these areas has been performed.

3. Improve more affordable housing in the City.

- * Identify new areas of the City to invest HOME funds. This money can be used to build new affordable single-family housing units. Focus on areas near the Housing Authority's "scattered" sites.

An area has been identified for potential Phase II HOME funds development. Additionally, a private developer is constructing new townhomes near a scattered housing site on MLK Jr. Blvd.

FY '18 GOALS & OBJECTIVES:

1. Promote systematic land use growth.

- * Complete an update to the City's Capital Improvement Element (CIE) of the Comprehensive Plan.
- * Continue implementation of the Downtown Master Plan.
- * Implement recommendations from the Comprehensive Plan update.

2. Implement measures to improve housing conditions in the City.

- * Perform Phase 2 of the City-Wide housing sweep.
- * Provide incentives to property owners to promote residential redevelopment.

3. Create additional vibrant public open spaces.

- * Complete Main Street streetscaping project.
- * Construct the McDonald Street buffer.

PERFORMANCE MEASURES:						
MEASURES	ACTUAL			YTD thru 12/31	BUDGET	
	FY2014	FY2015	FY2016	FY 2017	FY2017	FY2018
Zoning Applications	27	20	28	9	25	25
Inspections Conducted Within 2 Business Days	N/A	N/A	12,585	8,667	N/A	17,000
Permits Issued (Building, Etc.)	2,079	2,218	2,387	1,388	2,500	2,700
Code Violations Addressed	3,823	4,706	4,031	2,849	5,000	5,700
Affordable Housing Units Developed	N/A	4	3	5	8	5

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/5/2017
Presenter: Rodger Hogan
Item of Business: Chattahoochee Golf Course Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments and future goals with City Council on an annual basis.

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Rodger Hogan

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

N/A

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 Chattahoochee Golf Course Goals and Accomplishments	Cover Memo

CHATTAHOOCHEE GOLF COURSE

DEPARTMENT DESCRIPTION:

Chattahoochee Golf Club was designed by renowned architect Robert Trent Jones Sr. and opened in 1960. The course features 18 holes of Championship Golf, a practice range, two practice putting greens, a short game area, an indoor teaching facility for full swing analysis as well as an indoor putting lab. The clubhouse features a fully stocked golf pro shop, restaurant and men's and ladies locker rooms. The course was renovated in 2006 by Kevin Hargrave and Course Crafters. Chattahoochee Golf Club is the home of Tommy Aaron, the 1973 Masters Champion.

MISSION STATEMENT:

To enhance the quality of life for our citizens by providing affordable golf through first class customer service and quality golf course conditions.

FY17 GOALS & ACCOMPLISHMENTS:

1. Improve customer services efficiencies.

- * Explore and install POS Credit/Debit Card ability on the range machine allowing our patrons to bypass the proshop and purchase tee times and make payments online.

Credit/Debit card ability for the range machine should be installed by March 31 pending wireless credit card approval from finance.

2. Enhance the quality of life for local citizens through golf.

- * Introduce local juniors to golf through free introductory clinics, utilizing the City and County Middle Schools.

The first introductory clinic for the middle school is scheduled for April and May .

3. Increase City Golf Course awareness throughout the region.

- * Target local and regional Church and Civic groups to host events at Chattahoochee Golf Course, raising awareness of part of Gainesville's leisure services.

Contacted GAMS Golf Group and booked a new event in August for 50-60 players. This is an on going process.

FY18 GOALS & OBJECTIVES:

1. Improve golf course facility efficiencies.

- * Replace all outdated lighting fixtures with more energy efficient led bulbs or fixtures.

2. Enhance the quality of life for local citizens through golf.

- * Develop a weekly golf game, organized by the CGC golf staff to create more playing opportunities for our customers.
- * Explore the development of afternoon golf leagues for local businesses, neighborhoods or junior golf leagues.

3. Increase City Golf Course awareness throughout the region.

- * Develop and utilize social media such as Facebook to increase awareness of Chattahoochee Golf Course.

PERFORMANCE MEASURES:

MEASURES	ACTUAL			Thru 12/31	BUDGET	
	FY2014	FY2015	FY2016	FY2017	FY2017	FY2018
Number of online reservations booked.	N/A	N/A	0	0	300	300
Number of participants in golf clinics.	N/A	N/A	114	81	100	125
Number of Tournaments hosted	32	32	35	14	35	36
Number of Social Media Likes.	N/A	N/A	N/A	N/A	N/A	1,500

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/2/2017
Presenter: Carol Martin
Item of Business: Police Department Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments, and future goals with the City Council on an annual basis.

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Carol Martin

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 GPD Goals	Backup Material

Gainesville Police Department

DEPARTMENT DESCRIPTION:

The Gainesville Police Department provides the City of Gainesville with emergency and non-emergency service 24 hours a day to more than 35,000 city residents and an estimated 125,000 visitors everyday. Our jurisdiction covers approximately 37 square miles and includes houses and apartment complexes, businesses and industrial parks, recreational facilities, including parks on and around Lake Lanier, several golf courses, schools, churches, an airport, shopping centers and numerous strip malls.

MISSION STATEMENT:

It is the mission of the Gainesville Police Department to work in partnership with the community to improve the quality of life in the City of Gainesville. We will demonstrate compassion for all people and render services with respect, dignity, and courtesy. The men and women of the Gainesville Police Department will strive to protect and to support individual rights, while at all times providing for the security of all persons and all property in our community.

FY2017 GOALS & OBJECTIVES:

1. Increase Community Outreach Efforts throughout the City.

- * Re-engage Neighborhood Watch committees by sponsoring meetings in different areas within the city.

The department contacts various Neighborhood Watch groups and arranges to meet with the groups to discuss issues.

- * Develop a Police Explorer group for teenagers between the ages of 14 and 21.

The Explorer group has started with 16 members who are interested in the field of Criminal Justice. The group meets on a weekly basis and receives instruction on areas ranging from traffic stops, constitutional law, active shooter to CPR.

- * Sponsor community events throughout the year to allow citizens and visitors to interact with officers.

The department sponsor's community cookouts, classes and tours throughout the year which allows the officers and community members to interact.

2. Improve Traffic Congestion within the City Limits.

- * Work closely with the City of Gainesville's Traffic Engineering department regarding light syncing at intersections identified as concern areas to help reduce traffic crashes.

In the past year, the police department has spoken with the traffic engineering group regarding problems with traffic congestion and light syncing. The main area of concern has been the 53W corridor and other intersections with high traffic accidents.

Deploy strategic traffic enforcement based upon analysis of crash data and citizens complaints.

Traffic and patrol officers are deployed in the hours, days and locations which crash data indicates are high areas for crashes. In addition, we utilize our speed trailer and stealth radar for citizen complaints for speeding in different areas of the city.

- * Utilize the department's social media outlets for educational purposes regarding traffic laws, high traffic corridors and road closures.

The police department reaches out to the community through social media to inform the community of laws "Traffic Tuesday", wreck locations "Wreck Wednesday" and we try to avert traffic from areas in which a road is closed for various reasons by notifying of road closures and delays.

3. Improve quality of Life in the city for visitors and residents by focusing new efforts to reduce property crimes.

- * Deploy strategic law enforcement activity based upon analysis of crime data.

Traffic and patrol officers are deployed in the hours, days and locations which crime data indicates are property crimes are most likely to occur. Plainclothes investigators and officers are also utilized to apprehend offenders.

Utilize the police department's social media outlets for public safety ads focused on residential, vehicle and personal safety tips.

The police department reaches out to the community through social media to inform the community of arrests made and Public Safety announcements concerning safety classes.

- * Utilize monthly Comstat and command meetings to promote creative solution inputs regarding property crimes.

Departmental supervisors meet monthly to go over monthly crime reports. From this report, the supervisors work together to determine the how to reduce property crime in the city.

FY18 GOALS & OBJECTIVES:

1. Continue to build stronger community partnerships throughout the City.

- * Provide crime prevention education to members of the community by offering classes ranging from self defense, robbery and burglary prevention, CRASE and identity theft and fraud.
- * Conduct a Public Safety Academy to increase the public's knowledge of police work.
- * Build focus groups with community partners to address specific community concerns.

2. Improve local roadway safety within the City Limits.

- * Conduct directed concentrated patrol efforts specific to distracted driving.
- * Deploy strategic traffic enforcement based upon analysis of crash data and citizens complaints.
- * Utilize the department's social media outlets for educational purposes regarding traffic laws, high traffic corridors and road closures.

3. Improve quality of Life in the city for visitors and residents by continuing to focus efforts to reduce crime trends.

- * Deploy a combination of vehicle, foot, and bicycle patrol in target areas for hot spot areas of crimes.
- * Utilize the police department's social media outlets for public safety ads focused on residential, vehicle and personal safety tips.
- * Conduct security surveys of businesses, schools and homes to provide suggestions on security enhancements.

PERFORMANCE MEASURES:

MEASURES	ACTUAL			YTD thru 12/31	BUDGET PROJECTION	
	FY2014	FY2015	FY2016	FY2017	FY2017	FY2018
# Sponsored Community Outreach Events	N/A	N/A	75	126	130	150
# Directed Concentrated Patrol efforts	N/A	N/A	N/A	37	50	60
Calls for Service	59261	61309	68784	35312	70624	71000
State Certification and International Accreditation	Yes	Yes	Yes	Yes	Yes	Yes

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/1/2017
Presenter: Jerome Yarbrough
Item of Business: Fire Department Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments, and future goals with City Council on an annual basis.

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Jerome Yarbrough

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 Fire Department Budget Council Page	Backup Material

GAINESVILLE FIRE DEPARTMENT

DEPARTMENT DESCRIPTION:

Gainesville Fire Department operates 4 fire stations equipped with a total of 13 fire trucks (7 engines, 2 aerials, 2 rescues, 2 squads and Georgia Search and Rescue (GSAR Task Force 1) truck). There are currently 92 employees working on three shifts (24 hours on, 48 hours off) and 11 staff members which include Fire Administration, Fire Operations, Fire Prevention and Training Divisions, for a total of 103 personnel. The Gainesville Fire Department is rated as an ISO Class I Fire Department. This rating allows our residents and businesses to receive lower insurance premiums and superior service.

MISSION STATEMENT:

Gainesville Fire Department is committed to providing the highest level of fire and public safety services for our community. We protect lives and property through fire suppression, emergency medical response, disaster management, fire prevention and public education.

FY17 GOALS & ACCOMPLISHMENTS:

1. Ensure the highest quality fire services are provided to the citizens and businesses of Gainesville.

- * Maintain our ISO Class I Rating.
- * Continued dialogue with Hall County Fire Services to ensure effective EMS service is being provided to the citizens of Gainesville.
[Department administration meets regularly with Hall County Fire Services administration.](#)
- * Provide professional, safe and efficient emergency response.
[Responded to 8,500 calls for service in FY17.](#)
- * Monitor and exceed acceptable thresholds within ISO's Fire Suppression Rating Schedule.
[Continue to train and meet ISO standards.](#)
- * Monitor and exceed ISO required training hours per certified firefighter.
[Average of 332 training hours per firefighter exceeding the minimum requirement of 240 hours.](#)

2. Expand coverage to areas affected by growth.

- * Develop a plan of action for location, personnel and equipment for a possible new Station #5.
[Continue to evaluate and identify property for this station.](#)
- * Develop a plan to seek funding through current and future grants.
[Currently seeking grants for future fire projects.](#)
- * Develop a plan of action to provide expanded emergency response to areas on and around Lake Lanier.
[Continue to evaluate and track the need for emergency services on Lake Lanier.](#)

3. Expand in-house training and professional development.

- * Increase personnel in the Training Division to improve our ability to provide training regionally.
[Added the position of Training Lieutenant to the Training Division.](#)
- * Expand training in Water Rescue.
[Conducted Surface Water Rescue training for personnel and trained 3 personnel in Advanced Water Rescue.](#)
- * Research and develop in-house online training program to meet department needs.
[Purchased and implemented online training software and credential program.](#)

FY18 GOALS & OBJECTIVES:

1. Ensure the highest quality fire services are provided to the citizens and businesses of Gainesville.

- * Maintain our ISO Class I Rating.
- * Continued dialogue with Hall County Fire Services to ensure effective EMS service is being provided to the citizens of Gainesville.
- * Provide professional, safe and efficient emergency response.
- * Monitor and exceed acceptable thresholds within ISO's Fire Suppression Rating Schedule.
- * Monitor and exceed ISO required training hours per certified firefighter.

2. Expand coverage to areas affected by growth.

- * Develop a plan of action for location, personnel and equipment for a possible new Station #5.
- * Develop a plan to seek funding through current and future grants.
- * Develop a plan of action to provide expanded emergency response to areas on and around Lake Lanier.

3. Expand and/or fully utilize existing and new technology to enhance the efficiency of Fire Department operations.

- * Implement new MDTs (Mobile Data Terminals) during incident response for increased access to vital information.
- * Update obsolete and unsupported radio equipment to conform with new communication software at 911 center.
- * Implement training and support of technological upgrades on communication equipment.

PERFORMANCE MEASURES:

MEASURES	ACTUAL				BUDGET	
	FY2014	FY2015	FY2016	YTD thru 12/31 FY2017	FY2017	FY2018
Average Response Time (Min:Sec) (Emergency)	4:52	5:14	4:51	5:01	5:00	5:00
Average Training Hours per Firefighter	284	315	332	166	240	240
Total Training Hours Received	N/A	N/A	33,195	16,597	24,000	24,000
Training Hours Received In-house per Firefighter	N/A	N/A	N/A	125	120	180
ISO Rating	II	I	I	I	I	I
Number of Field Inspections	1879	2232	3849	1570	3500	3500

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/5/2017
Presenter: Janeann Allison
Item of Business: Administrative Services Department Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments, and future goals with City Council on an annual basis.

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Janeann Allison

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ HR Goals and Accomplishments	Backup Material
☐ IT Goals and Accomplishments	Backup Material
☐ Municipal Court Goals and Accomplishments	Backup Material

HUMAN RESOURCES

DEPARTMENT DESCRIPTION:

The Human Resources & Risk Management Department works closely with all City Departments and the Public. We facilitate recruitment; job classification; employee relations and benefits; workforce development and risk management for the City. Human Resources strives to attract and retain a qualified workforce and to keep a positive employee morale through benefits, services, and training opportunities. Risk Management works diligently to provide a safe work environment for all employees as well as to protect public assets from loss.

MISSION STATEMENT:

The City of Gainesville's Human Resources and Risk Management Department is committed to delivering great customer service with a sense of warmth, friendliness, and individual pride to employees and citizens. We promote a work environment that is characterized by fair treatment of staff, open communications, personal accountability, trust and mutual respect while maintaining company compliance with employment and labor laws. Our goal is to ensure that our workforce is in a safe and discrimination/harassment free environment, reflects the diversity of the community, has opportunity for learning and personal growth, and is appropriately classified and equitably compensated. We also protect the valued assets (people, reputation and property) of the City of Gainesville, and its Citizens, through effective loss prevention, claims administration and risk financing.

FY2017 GOALS & OBJECTIVES:

1. Ensure the City remains compliant with State and Federal Laws governing Personnel.

- * Keep abreast of changes in Employment/Personnel Law through research and information sent out by Associations, HR Literature, and the media.

Staff routinely attends webinars, conferences to stay abreast of changes in employment law. Staff also receives daily updates from Personnel Associations.

- * Revise policies, forms and practices regarding Personnel as State and/or Federal Law dictates.

No revisions to personnel policies have been necessary to date this year. Staff is consistently reviewing policies for needed

2. Retain and attract high quality and productive employees.

- * Review all job specifications to ensure accurate portrayal of job duties and physical requirements.

Staff has reviewed each job description as positions have become open to check duties and add in physical requirements.

- * Review job posting procedure and search for better opportunities for attracting new talent

Consistently talk with Departments and other jurisdictions to find better opportunities for our hiring processes.

- * Review compensation and benefits programs to remain competitive.

Council implemented phase 2 of our Pay Study. This has helped us be more competitive.

- * Obtain consultant to analyze our current Retirement Programs.

Have coordinated with Plan A Board and Actuary Consultant to ensure that our plan is in a good financial position.

- * Research and invest in professional development programs designed to improve job skills, leadership capabilities and employee productivity. Create an in-house Supervisor Training Program.

Have worked to find affordable training opportunities for employees as needs arise. Have held new supervisor performance appraisal training. Still researching other types of supervisor trainings.

3. Provide and maintain a safe work environment.

- * Work with Safety Committee to create and record short informative clips of injury avoidance measures that can be used at Departmental employee meetings for training purposes

The Fire Department has prepared 3 videos this year. We have also subscribed to a video clip service that allows us to push new videos out weekly.

- * Expand Safety Initiative Program with City Departments.

DWR has implemented the Safety Initiative Program this year and it has been very successful. Plan to expand it to other departments in FY18.

4. Efficiently and accurately maintain personnel processes and records.

- * Streamline the employee application and hiring process through use of technology.

Working diligently to have Neogov up and running by the beginning of FY18.

- * Implement software applications to streamline the processes for City Departments and Employees that will span the employee life
- Laserfiche is currently being implemented and is expected to be fully operational for HR by the beginning of FY18.***

- * Begin process of scanning all personnel records into new software.

All active personnel records will be scanned by 3/2017

FY2018 GOALS & OBJECTIVES:

1. Ensure the City remains compliant with State and Federal Laws governing Personnel.

- * Keep abreast of changes in Employment/Personnel Law through research and information sent out by Associations, HR Literature,
- * Revise policies, forms and practices regarding Personnel as State and/or Federal Law dictates.

2. Retain and attract high quality and productive employees.

- * Review all job specifications to ensure accurate portrayal of job duties and physical requirements.
- * Review job posting procedure and search for better opportunities for attracting new talent
- * Review compensation to remain competitive.
- * Research and invest in professional development programs designed to improve job skills, leadership capabilities and employee productivity. Create an in-house Supervisor Training Program.

3. Provide and maintain a safe work environment.

- * Expand Safety Initiative Program with City Departments.

4. Efficiently and accurately maintain personnel processes and records.

- * Have all HR staff learn to use the new software applications to their fullest potential.

PERFORMANCE MEASURES:

Measures	ACTUAL			YTD thru 12/31	BUDGET	
	FY2014	FY2015	FY2016	FY2017	FY2017	FY2018
% of Personal Policies & Procedures Reviewed	N/A	N/A	N/A	100%	25%	25%
Turn over ratio (%)	N/A	N/A	N/A	12%	12%	12%
Lost time Hrs (due to injury)	N/A	N/A	N/A	1262 hrs	1750 hrs	1750 hrs

INFORMATION TECHNOLOGIES

DEPARTMENT DESCRIPTION:

Information Technology is responsible for providing strategic technology direction, the central IT support organization and IT operational policies and standards, and coordinating major City-wide initiatives including: IT project management, the City's IT budget, City-wide technologies and applications, and the City's public and internal websites.

MISSION STATEMENT:

To deliver the best proven technology and services available for computer, data, telecommunications, mapping, and critical business systems to employees and the public through excellent customer service, continuous improvement, innovative problem-solving, adherence to standardized information best practices, and collaborative solutions.

FY2018 GOALS & OBJECTIVES:

GOALS & OBJECTIVES:

1. Effectively manage the delivery of City-wide technology services

- * Centralize City-wide IT functions to deliver core infrastructure services
- * Deploy and ensure support of a common infrastructure that meets the organization's business needs

2. Provide high quality customer service

- * Establish and meet customer expectations in delivering core City-wide technology services and assist them

3. Ensure a skilled, responsive, and innovative workforce that keeps current with evolving business critical

- * Promote training and development
- * Hire and retain highly qualified, responsive, and innovative employees

4. Reduction of security vulnerabilities in citywide network topology

- * Establish and monitor a proactive philosophy in dealing with security.

PERFORMANCE MEASURES:

MEASURES		ACTUAL				BUDGET	
		FY2014	FY2015	FY2016	FY2017	FY2017	FY2018
Resolve Issues sent to the IT Help Desk quickly and successfully (% of tickets resolved within established times)							92%
Maintain user workstations and servers with current patches and updates (% of total devices properly maintained)							95%
Network/Application Availability							96%

MUNICIPAL COURT

DEPARTMENT DESCRIPTION:

Municipal Court is a misdemeanor court that has jurisdiction over city ordinance violations and state traffic offenses. Specific type cases handled by the court include routine traffic offenses; driving under the influence of alcohol; possession of marijuana less than ounce; shoplifting less than \$ 500.00 and animal control citations. The Court also is responsible for entering case dispositions and forwarding entries to the Department of Drivers Services (DDS). The mission of municipal court clerks in Georgia is to assure the administrative efficiency of the court, to protect the court's ethical integrity, and help maintain public confidence in the court's fairness in dispensing justice impartially.

MISSION STATEMENT:

The mission of the Municipal Court is to ensure the smooth and efficient flow of cases through the court system beginning with the citations through final court disposition and necessary reporting procedures.

GOALS & OBJECTIVES:

1 To provide the Department of Driver Services with accurate information on all qualifying charges by reducing errors on disposition entry.

* Error reports are to be monitored and corrected daily.

2 To continue working with staff to decrease the number of open arrest dispositions on GCIC- Georgia Crime

* Establish procedures to ensure that Municipal Court is meeting the guidelines outlined in the GCIC Dispositions Recovery Project passed by the Georgia Legislature.

3 Provide good customer service and create a more uniform environment ensuring that Municipal Court and the Traffic Bureau is running as efficiently and effectually as possible.

* Cross train all staff members.

PERFORMANCE MEASURES:

MEASURES		ACTUAL			YTD thru 12/31	BUDGET	
		FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
Percent of disposition with errors		N/A	N/A	N/A	N/A	N/A	10%
# of Dispositions (annually)		N/A	N/A	N/A	N/A	N/A	20,000
Percent staff cross-trained		N/A	N/A	N/A	N/A	N/A	50%

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/21/2017
Presenter: Jeremy Perry
Item of Business: Financial Services Department Goals and Accomplishments
Meeting Date: 3/30/2017

Purpose of Request:

Discussion of FY2017 goals and accomplishments and FY2018 goals.

History/Background:

Historically, departments discuss their prior year goals, accomplishments, and future goals with City Council on an annual basis.

Facts & Issues for Consideration:

Department Recommendation:

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 Financial Services Goals and Accomplishments	Cover Memo

FINANCIAL SERVICES DEPARTMENT

DEPARTMENT DESCRIPTION:

The Financial Services Department is accountable for financial activity, including reporting, investments, purchasing, budget, revenue collections, and capital asset tracking.

MISSION STATEMENT:

To protect and improve the financial health of the City and teach, encourage, and assure good stewardship of City resources. To promote best management practices throughout the City's departments and provide high quality and reliable information and assistance for all administrative functions in a manner that is timely and error-free.

FY2017 GOALS & OBJECTIVES:

1. Assure and support continued compliance with applicable laws and regulations, determining and recommending changes as appropriate.

- * Review the City's Capital Asset Policy, procedures, and forms, and make changes as necessary to improve the administrative process and assure compliance for City departments.

Completed: Policy, Procedures and forms were updated and implemented July 1, 2016.

- * Review the City's Purchasing Policy, procedures, and forms, and make changes as necessary to improve the administrative process and assure compliance for both vendors and City departments.

Completed: Policy, Procedures and forms were updated and implemented January 1, 2017.

2. Utilize technology to improve efficiencies and decrease costs:

- * Implement new software applications for the following: Financial (Accounting, Budget, Purchasing) and Human Resources.

Ongoing: Implemented New World Software system, Laserfiche and Neogov. Looking at new modules associated with New World System software.

- * Promote and expand paperless processing: (1) develop online application process for alcohol licensing, (2) implement electronic mortgage tax payment process, and (3) implement electronic processing of departmental forms.

Ongoing: Implemented an online application for alcohol licensing, created a file import for the electronic mortgage tax payment process and working on implementing Laserfiche for electronic processing of departmental forms.

3. Protect and improve the financial resources of the City:

- * To assure accuracy of internal records and amounts paid to the City, work with Public Works to review solid waste billing for services provided and schedule a franchise audit.

Moved to FY18.

- * Review revenue audit opportunities for hotel/motel and alcohol tax and conduct audits as appropriate.

Hotel/motel audit postponed per GMA request. Other audits are on going in FY18.

- * Work with City management to develop and implement a plan for funding the City's stormwater capital needs to assure equitable collection from those benefiting from services.

Established an operating budget in the General Fund for FY17. FY18 Capital Projects will be completed with SPLOST funds.

FY2018 GOALS & OBJECTIVES:**1. Assure and support continued compliance with applicable laws and regulations, determining and recommending changes as appropriate.**

- * Evaluate and update internal processes to ensure the most effective and efficient process is being followed.
- * Work with auditors, agencies and other local governments in the implementation of GASB 77 (Tax Abatements Disclosures).

2. Utilize technology to improve efficiencies and decrease costs:

- * Implement new financial software applications.
- * Promote and expand paperless processing: (1) look at possible modules to enhance vendor records and vendor transparency, (2) develop electronic forms (JE , BA, etc.), (3) Implement NWS budget process.

3. Protect and improve the financial resources of the City:

- * To assure accuracy of internal records and amounts paid to the City, work with Public Works to review solid waste billing for services provided.
- * Evaluate overhead charge for Vehicle Services and make necessary changes.
- * Provide greater transparency, better accountability and increased effectiveness by transforming data into meaningful information and reporting that information monthly.
- * Administer a diversified investment portfolio within the guidelines of the City's Cash and Investment policy and in compliance with GA State Law.

PERFORMANCE MEASURES:

STRATEGIC PLAN						
MEASURES	ACTUAL			YTD thru 12/31	BUDGET	
	FY2014	FY2015	FY2016	FY2017	FY2017	FY2018
Govt. Finance Officers Assoc Awards	44	47	50	52	53	56
Credit Agency Bond Rating	Aa2	Aa2	Aa2	Aa2	Aa2	Aa2
Accounts Payable checks issued	13,495	13,822	13,716	6,044	13,800	13,800
Average Yield Earned (Interest)	0.13%	0.14%	0.16%	0.18%	0.20%	0.25%
Percent Variance of all operating fund actual revenues versus adopted budget	3%	4%	2%	N/A	3%	3%
Fixed Assets maintained	2,921	3,028	3,133	3,203	3,200	3,250

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/22/2017
Presenter: Karen Roper
Item of Business: Resolution: Declaration of Surplus Property
Meeting Date: 3/30/2017

Purpose of Request:

Requesting Council declare the property on the attached listings as surplus for public sale.

History/Background:

The City's Capital Asset policy dictates the procedure for transferring assets that have outlived their useful life to surplus. This policy has been followed with the assets listed on Attachments A and B. Financial Services periodically requests that property be declared surplus in order to sell or dispose of property in a timely and orderly manner.

Facts & Issues for Consideration:

Surplus property that was purchased by the City is offered to other city departments before a sale takes place. Property seized by the Police Department is not offered to city departments or agencies.

Department Recommendation:

For property listed on Attachments A and B be declared as surplus.

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Declaration of Surplus Property	Resolution
☐ Attachment A Tagged	Cover Memo
☐ Attachment B Non Tagged	Cover Memo

RESOLUTION BR-2017 - ____

Declaration of Surplus Property

WHEREAS, the city's Financial Services staff recommends that the attached lists (Attachments A and B) of property be declared surplus and made available for sale or donation in accordance with Resolution BR-90-81 adopting the City's Purchasing Policies and Procedures; and

WHEREAS, said policies and procedures require City Council to declare property to be surplus in order for it to be sold either by sealed bids or by auction to the highest bidder, or disposed of in another matter as approved by the City Manager's office.

WHEREAS, it has been determined that the attached list of property has served beyond its useful life and the city's Financial Services staff believes that the method of disposal shall be by sale at auction to the highest bidder in accordance with the policies and procedures, or dispensation in a manner approved by the City Manager; and

WHEREAS, the city's Financial Services staff shall set a date, place and time for the appropriate sale; and

WHEREAS, the method of disposal of surplus property shall be an auction, utilizing GovDeals, an online auction company recommended by the Georgia Municipal Association, with concurrence of the City Attorney, City Clerk, and City Manager in accordance with policies and procedures, or dispensation in a manner approved by the City Manager; and

WHEREAS, funds derived from the sale of surplus property shall be deposited to the appropriate fund and account as determined by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby declares this property surplus and available for public sale or disposal as approved by the City Manager, and that any item not sold at the sale shall be disposed of in an appropriate manner with concurrence of the City Manager.

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

Tagged Assets

				Attachment A
Asset #	Asset Description	Dept #	Purchase Date	Purchase Cost
Community Service Center				
11986	2006 Ford Raised RF Van #4486	220	6/23/2006	33,457.00
11987	2006 Ford Raised RF Van #4487	220	6/23/2006	33,457.00
14562	2009 Chevy 4500 Goshen Coach	220	7/1/2013	16,870.69
8941	1997 Ford F-171 4x2 Pickup	220	10/15/1996	14,281.00
Police				
12782	2002 Global Electric Motor Car	3200	11/20/2007	10,000.00
Fire Department				
14081	GPS Preemption Kit	222	09/13/12	3,700.00
Cemetery				
20856	2001 Ford F-150	410	07/12/02	17,598.00
Department of Water Resources				
15370	2016 Chevrolet Truck	585	03/01/16	19,242.00
12703	Laptop-Panasonic Toughbook	565	10/05/07	4,001.00
12704	Laptop-Panasonic Toughbook	565	10/05/07	4,001.00
12705	Laptop-Panasonic Toughbook	565	10/05/07	3,773.00
13290	Laptop-Panasonic Toughbook	565	09/07/10	3,345.60
14701	HP LaserJet 4000	575	03/23/99	1,111.55
PW-Vehicle Services				
12080	5065 Coats Tire Hanger	630	08/22/05	4,500.00
12138	R134 Automatic A/C Diag Unit	630	10/03/05	3,795.00
14969	Dell Laptop	630	08/25/98	2,983.47
11135	Desk/Hutch Set	630	12/27/02	2,627.50
13258	Oil pump	630	07/08/97	1,761.00

Non Tagged Assets

Attachment B

Asset #	Asset Description	Dept #	Comments
Financial Services			
No Tag	(3) Pictures	160	Below Threshold
No Tag	5-shelf bookcase	160	Below Threshold
Police			
No Tag	(3) 4-drawer file cabinets	3200	Below Threshold
No Tag	(2) metal desks	3200	Below Threshold
No Tag	Wooden desk	3200	Below Threshold
No Tag	Ricoh Fax 3310L	3200	Below Threshold
No Tag	2000 Toyota Corolla w/key	221	Abandoned
No Tag	Browning Shotgun, Invector BPS, 20GA	221	Abandoned
No Tag	Chinese SKS Rifle, 7.26 Cal.	221	Abandoned
Department of Water Resources			
No Tag	Camera-Kodak DC290 Zoom	565	Below Threshold
No Tag	Wooden desk	4970	Below Threshold
No Tag	HP Envy 5530 printer	575	Below Threshold
No Tag	HP ScanJet 8270	565	Below Threshold
No Tag	mobile hotspot	585	Below Threshold
No Tag	(29) smart phones	585	Below Threshold
No Tag	(2) flip phones	585	Below Threshold
No Tag	(11) smart phone case	585	Below Threshold
No Tag	HP DeskJet 5550	585	Below Threshold
PW- Vehicle Services			
No Tag	(11) Bearings	630	Below Threshold
No Tag	(4) BCA Bearings	630	Below Threshold
No Tag	(7) Oil Seals	630	Below Threshold
No Tag	(8) Seals	630	Below Threshold
No Tag	Metric Cross & Bearing Kit	630	Below Threshold
No Tag	Ring Set Piston	630	Below Threshold
No Tag	Motorcraft Oil Filter	630	Below Threshold
No Tag	Nozzle	630	Below Threshold
No Tag	(2) Trailer Wiring Kits	630	Below Threshold
No Tag	(2) Throttle Cables	630	Below Threshold
No Tag	Battery Terminal Covers	630	Below Threshold
No Tag	Solenoid Valve	630	Below Threshold
No Tag	(8) Metal Washers	630	Below Threshold
No Tag	Sensor	630	Below Threshold
No Tag	Dayco By-Pass Hose	630	Below Threshold
No Tag	(2) Lifts	630	Below Threshold
No Tag	Strobe Light	630	Below Threshold
No Tag	(35) Belts	630	Below Threshold

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/10/2017
Presenter: Beverly Williams
Item of Business: Resolution: Write-off of Delinquent Personal Property Tax
Meeting Date: 3/30/2017

Purpose of Request:

To write off the delinquent personal property taxes that were billed in 2010.

History/Background:

City Auditors have recommended that the City periodically write off uncollectible receivable balances. The Tax Office has general policies and procedures for collecting delinquent personal property taxes.

Facts & Issues for Consideration:

The accounts that we are requesting be written off are listed on Attachment A. This list consists of businesses that have either closed or cannot be located, and the statute of limitations on FIFA's that were filed on these accounts has expired. Of the \$119,179.65 base tax amount, \$85,497.88 is school tax. The Gainesville City School Board has been notified of this request, and write off on their portion of the tax is contingent upon their approval.

Department Recommendation:

We recommend that Council approve the attached resolution for the write off of the 2010 delinquent personal property taxes.

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Write-Off of Delinquent Personal Property Tax	Resolution
☐ Attachment A - 2010 Delinquent Personal Property Tax	Attachments/Exhibits
☐ Personal Property Tax Collection Procedures	Policy

RESOLUTION BR-2017 - ____

Write-off of Delinquent Personal Property Tax

WHEREAS, the City of Gainesville Tax Office actively and extensively pursues the collection of delinquent personal property tax; and

WHEREAS, the attached list of accounts due from tax year 2010 has been deemed uncollectible by further efforts of the Tax Office; and

WHEREAS, Generally Accepted Accounting Principles require receivables to be written off when they are deemed uncollectible, and the City of Gainesville's auditors, Rushton and Company, has recommended that uncollectible receivables be written off.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby authorizes the Tax Office staff to write-off the attached list (Attachment A) of delinquent personal property tax accounts.

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

Proposed Write-Off of 2010 Personal Property Taxes

TAXPAYER	BASE TAX	INTEREST	PENALTY	FIFA	PAYMENTS	TOTAL DUE
CHICK SUPPLIES CO INC	1,306.23	919.25	130.62	12.00	0.00	2,368.10
GAINESVILLE LITHO WILLIAMS JEFFREY D/B/A	168.43	118.45	16.84	12.00	0.00	315.72
SOUTHERN EQUIP & MACH CO INC	96.47	67.79	9.65	12.00	0.00	185.91
TIME OUT #5712 & 25017 NAMCO CYBERTAINMENT INC DBA	548.64	386.16	54.86	12.00	0.00	1,001.66
SOUTHERN SAFETY SUPPLY INC	808.16	555.75	80.82	12.00	384.09	1,072.64
MRS WINNERS FAMOUS RECIPE CO OPS INC	514.68	14.13	1.99	12.00	494.75	48.05
RUG STORE	1,361.56	958.30	136.16	12.00	0.00	2,468.02
HERITAGE HOME MORTGAGE INC	228.35	160.65	22.84	12.00	0.00	423.84
U S A SLIDE INC	3,314.41	2,248.18	331.44	0.00	0.00	5,894.03
MCCOPYS INC	175.29	123.32	17.53	12.00	0.00	328.14
KUBITZ R F AGENCY INC	79.59	56.08	7.96	12.00	0.00	155.63
NEXTEL SOUTH CORP	2,513.53	123.29	0.00	0.00	1,373.35	1,263.47
JAKES CAFE MATYSS INC	343.04	229.06	32.27	12.00	27.19	589.18
STERLING PROPERTY SERVICES LLC	133.60	94.06	13.36	12.00	0.00	253.02
R & L POULTRY SUPPLY INC	1,351.72	849.35	135.17	0.00	0.00	2,336.24
DOUBLE J PRO SHOP	121.36	85.36	12.14	12.00	0.00	230.86
J B STEVENS CONST CO INC	41,667.74	13,990.09	4,166.77	12.00	43,223.80	16,612.80
MIDAS AUTO SYSTEMS EXPERTS D K L AUTOMOTIVE INC	243.21	171.14	24.32	12.00	0.00	450.67
BIOTECHNE COMPLEX INC	1,208.55	850.62	120.86	12.00	0.00	2,192.03
SONIC OF GAINESVILLE #4344 INTEGRATED CAPITAL RESOURCES	312.38	219.77	31.24	12.00	0.00	575.39
TEDS PRO MUSIC INC	341.96	242.21	34.20	12.00	5.99	624.38
ERIKAS	53.05	37.34	5.31	12.00	0.00	107.70
BRAKE O #101 CARPRO SER CTRS INC	231.79	163.18	23.18	12.00	0.00	430.15
PEACHTREE CARDIOVASCULAR & THORACIC SURGEONS PA	117.51	82.80	11.75	12.00	0.00	224.06
P C S PARTNERS	263.86	185.71	26.39	12.00	0.00	487.96
SUNDANCE PRODUCT GP LLC (CITY)	13,861.06	9,754.77	1,386.11	12.00	0.00	25,013.94
KELLY MOVING & STORAGE INC	198.59	116.92	19.86	0.00	0.00	335.37
STAR PACKAGE STORE M S F INVESTMENT INC	526.41	370.38	52.64	12.00	0.00	961.43
INTERIM HLTH CARE OF NE GA INC	88.74	62.49	8.87	12.00	0.00	172.10
RAD SERVICES INC	489.32	344.30	48.93	12.00	0.00	894.55
COMPASS REALTY SERVICES	82.75	58.30	8.28	12.00	0.00	161.33
M L H CONSTRUCTION INC	330.36	232.44	33.04	12.00	0.00	607.84
PATCHIN SOLUBLE INTEGRATED INC JAN PATCHIN	159.63	112.38	15.96	12.00	0.00	299.97
DRESS CODE INC C/O SUSAN CROWE	568.27	399.89	56.83	12.00	0.00	1,036.99
SHULERS GREAT OUTDOORS INC	6,703.53	983.16	138.80	12.00	5,315.56	2,521.93
QUEENS ALTERATIONS PHAM TRAN	124.49	87.50	12.45	12.00	0.00	236.44
SCOOP THE PETTO JANET	239.97	155.59	24.00	0.00	0.00	419.56
KYERAS SKIN CARE CHONG BOON SOON	121.82	85.77	12.18	12.00	0.00	231.77
PIZZA K MORENO GEORGE	143.71	101.20	14.37	12.00	0.00	271.28
ELITE SIGNS	97.73	68.83	9.77	12.00	0.00	188.33
LANIER DENTAL LABORATORY INC JOHN WINGO	319.16	224.60	31.92	12.00	0.00	587.68
BURGESS DON LLC	1,341.94	944.41	134.19	12.00	0.00	2,432.54
CARRINGTON PARK/EMPIRIAN LANIER EMPIRE COR CT/ DONNA BOETTIC	170.41	119.84	17.04	12.00	0.00	319.29
ONE TWENTY NINE PACKAGE LLC C/O GOSS EMMETT B JR	473.89	333.55	47.39	12.00	0.00	866.83
EARTHWORKS GRADING & CONTR INC	209.06	147.11	20.91	12.00	0.00	389.08
RODRIGUEZ TOOL & FASTENERS #6	479.13	337.20	47.91	12.00	0.00	876.24
DEPORTES ARON ALFARANON RAMOS MARTIN	192.52	135.54	19.25	12.00	0.00	359.31
G & G MERCADO LATINO G & G ENTERPRISES INC	116.98	82.31	11.70	12.00	0.00	222.99
LANIER DAY SPA HAIR & NAIL DO THIEN	162.25	114.14	16.23	12.00	0.00	304.62
WEBSTER FIRM PC ATTY AT LAW	121.09	85.22	12.11	12.00	0.00	230.42
SEABONES RESTAURANT LLC	535.49	376.76	53.55	12.00	0.00	977.80
C & W ICE LLC	161.45	113.52	16.15	12.00	0.00	303.12
BUICE RICHARD 8555S	488.06	343.45	48.81	12.00	0.00	892.32
FAIRMONT AVIATION INC	3,382.34	2,380.27	338.23	12.00	0.00	6,112.84
DRIP FREE PLUMBING INC SCOTT BROWN	140.38	24.93	14.04	12.00	143.20	48.15
SHIPP ENTERPRISES INC	117.79	82.94	11.78	12.00	0.00	224.51
AUTO BODY COLORS	134.93	94.97	13.49	12.00	0.00	255.39
BUENO BONITO BARATO	237.54	167.27	23.75	12.00	0.00	440.56
CALL MEX CHAVEZ RAUL	365.92	257.52	36.59	12.00	0.00	672.03
DUFFYS DOLLAR DAZE PLUS	851.04	598.92	85.10	12.00	0.00	1,547.06
AHEMD MD PC KALEEM	89.96	63.34	9.00	12.00	0.00	174.30
J WILSON ELECTRIC	84.88	59.76	8.49	12.00	0.00	165.13
LA ISLA TIRE SERVICES LLC	346.72	244.06	34.67	12.00	0.00	637.45
RINCONSITO MAYA	237.58	167.29	23.76	12.00	0.00	440.63
ALL PURPOSE SOIL SERVICE INC	212.15	149.27	21.22	12.00	0.00	394.64
DOMINGO I N M ENTERPRISE INC	190.42	133.93	19.04	12.00	0.00	355.39
STREETSCAPE HARDWARE C X INVESTMENTS INC	436.67	307.40	43.67	12.00	0.00	799.74
LA FLOR DE JALISCO INC	359.29	252.82	35.93	12.00	0.00	660.04

TAXPAYER	BASE TAX	INTEREST	PENALTY	FIFA	PAYMENTS	TOTAL DUE
SEVILLAS FLORIST & GIFTS	374.02	263.23	37.40	12.00	0.00	686.65
COUNTRY ROAD BUFFET JUN JIHN SUNG	480.96	338.52	48.10	12.00	0.00	879.58
MONKEY JOES	756.70	294.05	40.00	12.00	379.40	723.35
P C S PARTNERS INC	303.74	213.83	30.37	12.00	0.00	559.94
SAKURA JAPANESE CUISINE QING QUAN CORPORATION	104.56	3.86	0.10	12.00	106.65	13.87
TIRE GALLERY LLC JIUN CHOI	928.38	653.29	92.84	12.00	0.00	1,686.51
A & M CLEANERS	79.60	56.08	7.96	12.00	0.00	155.64
ANGELA DIANYS NOVEDADES	137.93	97.11	13.79	12.00	0.00	260.83
BAYOU SEAFOOD CHICKEN & STEAKS	84.88	59.76	8.49	12.00	0.00	165.13
BONTANICA LA AZTECA IGNACIO ANDRADE	91.25	64.14	9.13	12.00	0.00	176.52
ANKARA NATURALS	86.66	61.05	8.67	12.00	0.00	168.38
I T A INTERNATIONAL	98.14	69.03	9.81	12.00	0.00	188.98
METROPOLITAN CHEMICAL COMPANY INC	314.05	221.00	31.41	12.00	0.00	578.46
NORTH GEORGIA PAIN & REHAB CLINIC ATT NORMAN BAKER	329.97	232.25	33.00	12.00	0.00	607.22
NUEVA CENTRO AMERICANA	497.16	349.84	49.72	12.00	0.00	908.72
HAT ATTACK	21.22	14.87	2.12	12.00	0.00	50.21
SWEETFIRE LODGE SP HOSPITALITY INC	1,958.09	1,378.00	195.81	12.00	0.00	3,543.90
GEORGIA LIGHTNING CONSTRUCTION	80.63	56.82	8.06	12.00	0.00	157.51
EASY WAY OUT	170.82	120.27	17.08	12.00	0.00	320.17
TAQUERIA DON RAUL	106.10	23.39	10.61	12.00	109.29	42.81
CLAY RIDGE COPY & PRINT	119.30	83.93	11.93	12.00	0.00	227.16
EL ZACATECAZ	353.31	248.57	35.33	12.00	0.00	649.21
MINGS BUFFET INTERNATIONAL INC	796.15	560.25	79.62	12.00	0.00	1,448.02
T W P EQUIPMENT LEASING LLC 502NC	9,182.97	6,462.51	918.30	12.00	0.00	16,575.78
FAT JOES FAMOUS PHILLYS & WINGS	90.73	63.89	9.07	12.00	0.00	175.69
FLAVOR URBAN WEAR KIESHA BROWN	169.76	119.50	16.98	12.00	0.00	318.24
FIRST FOUNDERS FINANCIAL	276.92	194.90	27.69	12.00	0.00	511.51
GOOD OLD BOYS UPHOLSTERY	129.44	91.02	12.94	12.00	0.00	245.40
STREETFIGHTERS	420.17	295.68	42.02	12.00	0.00	769.87
BISHOP THOMAS ATTORNEY AT LAW	108.44	76.26	10.84	12.00	0.00	207.54
TIRE DAWGS LLC	222.83	156.86	22.28	12.00	0.00	413.97
GALAXI STORE INC ATTN ALFREDO CONTRERAS,	90.19	63.45	9.02	12.00	0.00	174.66
TELEDISTANCIA CENTENO RADAMES	79.59	56.08	7.96	12.00	0.00	155.63
ATKINS BOOKKEEPING & TAX SERVICE	87.55	61.66	8.76	12.00	0.00	169.97
SMALLWOOD TILE CO	689.65	485.43	68.97	12.00	0.00	1,256.05
R E C WAREHOUSE	740.26	520.91	74.03	12.00	0.00	1,347.20
SMITHGAYTON ENTERPRISES LLC	86.48	60.80	8.65	12.00	0.00	167.93
U S LAWNS	318.30	223.93	31.83	12.00	0.00	586.06
CENTRO INTERNATIONAL MEDICO FAMILIA	96.55	68.00	9.66	12.00	0.00	186.21
REVITALIZE FAMILY CHIROPRACTIC	807.42	568.13	80.74	12.00	0.00	1,468.29
SEVEN DAY YARD SALE	87.55	61.66	8.76	12.00	0.00	169.97
BAZAR EL PAIZANO	397.88	280.06	39.79	12.00	0.00	729.73
HEAD TO TOE KIDZ LLC	848.80	597.38	84.88	12.00	0.00	1,543.06
PROFESSIONAL EQUIPMENT SERVICE	544.51	383.28	54.45	12.00	0.00	994.24
JOHNSON & JOHNSON ATTN: ACCOUNTS PAYABLE	291.78	205.37	29.18	12.00	0.00	538.33
NEUTROGENA CORPORATION J & J CORP ACCTS PAYABLE	265.25	186.64	26.53	12.00	0.00	490.42
NEUTROGENA CORPORATION J & J CORP ACCTS PAYABLE	291.78	205.37	29.18	12.00	0.00	538.33
HAMMONDS CROSSING SUBS INC	172.95	121.74	17.30	12.00	0.00	323.99
HAMMONDS CROSSING SUBS INC	170.31	119.79	17.03	12.00	0.00	319.13
HAMMONDS CROSSING SUBS INC	172.95	121.74	17.30	12.00	0.00	323.99
STANLEY FIRM THE	168.29	118.38	16.83	12.00	0.00	315.50
NATURAL FIT INC	239.97	133.99	24.00	0.00	0.00	397.96
NORUTA JAPANESE RESTAURANT	456.23	298.22	45.62	0.00	0.00	800.07
TOTALS	119,179.65	62,074.07	11,037.62	1,368.00	51,563.27	142,096.07

City of Gainesville

Personal Property Tax

General Policies and Procedures

Reporting

On March 1 of each year, taxpayers (individuals and businesses) who owned inventory or personal property on January 1 of that same year are required to file an ad valorem tax return in the county where the property is located. This return reports information about all inventory and personal property including, but not limited to, furniture and equipment used in business operation, boats and aircraft.

State Approval

Based primarily on the information supplied by these returns, the Hall County Personal Property Tax Assessor's Office compiles the information for the Hall County Tax Commissioner. The County Tax Commissioner sends this personal property information along with the real property digest to the State of Georgia for approval.

Transfer of Data

After approval is received from the State, the Hall County Tax Commissioner provides a file of the tax digest (assessed values) for all property located within Gainesville's city limits. From the file, data is retrieved and downloaded on the City's computer system. Verification is made to assure that the assessments according to Hall County are the same as the City's data after the transfer.

Tax Calculation

According to an ordinance establishing the ad valorem tax rate, the City's millage rate is applied to the assessed value of personal property and the tax due is calculated. This calculation is broken down into five entities as follows:

- General Government
- Parks and Recreation
- Retirement of General Obligation Bonds (Debt Service)
- Gainesville Board of Education and
- Retirement of School Bonds

Tests are made to assure that the calculation of tax due is correct.

Collection of Tax

Tax Bills are generated and mailed. The attached Collection Calendar details the steps taken in the collection of personal property tax.

**City of Gainesville
Personal Property Tax
Collection Calendar Used to Collect Taxes**

<u>Target Date</u>	<u>Task</u>
Oct 01, 20x1	Bills are mailed
Oct 31, 20x1	Returned mail is reviewed and effort is made to determine taxpayer's correct address.
Dec 01, 20x1	Payment is due.
Jan 2, 20x2	Interest is calculated for one month. Business license renewals are held on accounts with outstanding taxes.
Jan 7, 20x2	Delinquent Tax Notices are printed and mailed on all delinquent accounts notifying the taxpayer that the City Tax Office will issue an execution (FIFA) against the taxpayer.
Feb 2, 20x2	Interest is calculated again for one month and added to the balance of delinquent accounts. This process will continue to occur on the 2 nd day of each subsequent month until the balance is paid.
April 1, 20x2	120 days after the due date, a 5% penalty is assessed on the outstanding balance. Also at this time, executions are issued (FIFA's) directing that a tax lien be attached to the property.
April 10, 20x2	Delinquent notices are mailed, notifying the taxpayer of the delinquent tax, fees, interest and FIFA that has been filed.
July 1, 20x2	Delinquent tax listing is aired publicly on TV18. This information will be aired for approximately 2 months.
August 1, 20x2	Additional 5% penalty is added to the unpaid tax balance.
December 1, 20x2	Additional 5% penalty is added to the unpaid tax balance.
April 1, 20x2	The fourth and final 5% penalty is added to the unpaid tax balance.

Additional Collection Steps Taken

Delinquent Tax notices continue to be mailed periodically. We try to obtain corrected addresses on returned mail.

Telephone calls are made to try and reach the taxpayer. We document contacts given and comments made during these calls.

We check business licenses for owners of businesses and contact them for payment.

Reports filed with the Hall County Personal Property Tax Assessors are checked for contact information.

Searches for persons or businesses are done on the Internet, City directory, water files, Hall County tax records and telephone books.

TV listing is compiled after 90 day penalty and the FIFA's have been filed. TV listing runs for approximately 2 months.

We stay tuned for information on delinquent taxpayers to help us locate anyone trying to move or relocate their business.

Business Licenses are held in order to collect delinquent tax prior to issuance of current license.

Purchase orders for work or supplies for the City have been denied if delinquent tax is owed.

Accounts payable checks are held for vendors that owe outstanding tax.

Searches for new owners are done through the Hall County Tax Assessors Office.

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/10/2017
Presenter: Beverly Williams
Item of Business: Resolution: Write-off of Delinquent Utilities Receivables
Meeting Date: 3/30/2017

Purpose of Request:

To allow the write-off of uncollectible utilities receivables.

History/Background:

Finance is presenting the request to write-off uncollectible billing on behalf of the Department of Water Resources. The accounts that are requested to be written off are listed on Attachment A. City Auditors have recommended that the City periodically write-off uncollectible receivable balances.

Facts & Issues for Consideration:

The account holders listed on Attachment A are either deceased or have declared bankruptcy.

Department Recommendation:

We recommend that Council approve the attached resolution for the write-off of utility accounts listed on Attachment A.

Department Director:

Jeremy Perry

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Write-Off of Delinquent Utilities Receivables	Resolution
☐ Attachment A - Proposed Utilities Receivable Write-Off	Attachments/Exhibits

RESOLUTION BR-2017 - ____

Write-off of Delinquent Utilities Receivables

WHEREAS, the City of Gainesville Tax Office actively and extensively pursues the collection of delinquent utility receivables; and

WHEREAS, due to the bankrupt/deceased status of the accounts listed on Attachment A, these accounts have been deemed uncollectible by further efforts of the Department of Water Resources Staff; and

WHEREAS, Generally Accepted Accounting Principles require receivables to be written off when they are deemed uncollectible, and the City of Gainesville's auditors, Rushton and Company, has recommended that uncollectible receivables be written off.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby authorizes the Department of Water Resources staff to write off the attached list (Attachment A) of delinquent utilities accounts.

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

Cust_No	Cust_Sequence	First_Name	Last_Name	Street_Number	Street_Name	Comment_Status	Balance_Fv	Acct_Status	Final_Date	AR/UB	Comments
10526	0	CLYDE	DOVER	100	KEITH DRIVE	DECEASED	105.24	Delete	10/18/2016	ub	
16228	0	EDNA	JORDAN	4426	SEQUOIA CIRCLE	DECEASED	15.04	Delete	11/2/2016	ub	
19140	0	DOROTHY	GARRISON	4525	BRIARWOOD DRIVE	DECEASED	143.44	Delete	5/3/2016	ub	
20349	2	HORACE	MAJORS	2872	FLORENCE DRIVE SW	DECEASED	57.80	Delete	9/23/2016	ub	
25589	0	LAMAR	CLEVELAND	4368	TANNERS MILL ROAD	DECEASED	80.00	Delete	5/4/2016	ub	
31301	0	A	BODINE	1081	LAKEMONT DRIVE NW	DECEASED	30.08	Delete	7/21/2016	ub	
43149	0	CARLSON & MARY ANN	O'MALLEY	3721	GRIFFIN DRIVE	DECEASED	129.62	Delete	12/20/2016	ub	
59448	1	DARRELL	WALKER	3848	CORINTH DRIVE	DECEASED	622.09	Delete	8/9/2016	ub	
77496	1	J P	PATTON	2667	WATERS EDGE DRIVE SW	DECEASED	240.55	Delete	9/9/2016	ub	
81872	1	GARY	MERRITT	731	CRESTVIEW TERRACE NW	DECEASED	257.69	Delete	11/15/2016	ub	
88791	0	GREG	KILGORE	958	GAINESVILLE HIGHWAY	DECEASED	20.31	Delete	8/2/2016	ub	
91652	0	FREDRICK	MANSKY	6851	FLAGSTONE WAY	DECEASED	222.62	Delete	9/12/2016	ub	
Total for 2016 Deceased Accounts							1,924.48				
74130	1	JASON	MAYTON	6129	LIVE OAK DRIVE	BANKRUPT7	58.53	Delete	8/30/2016	ub	
Total for 2016 Bankrupt Accounts							58.53				

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/7/2017

Presenter: Janeann Allison

Item of Business: Resolution: Extension of Hours for Off Premises Catering of Alcoholic Beverages

Meeting Date: 3/30/2017

Purpose of Request:

To allow Scott's Downtown to cater alcoholic beverages at the Riverside Champions and Heroes Event for up to eight hours per day on June 2, 3, and 4, 2017.

History/Background:

Catered events as defined in 6-4-103 can not exceed six hours, Scott's Downtown is requesting the City Council by resolution to allow for up to eight hours of alcoholic beverage catering for the Riverside Champions and Heroes event.

Facts & Issues for Consideration:

Department Recommendation:

Approval of resolution.

Department Director:

Janeann Allison

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 To Extend Hours of Off Premises Alcohol Beverage Catering	Resolution

RESOLUTION BR-2017 - ____

EXTENSION OF HOURS FOR OFF PREMISES CATERING OF ALCOHOLIC BEVERAGES

WHEREAS, on July 21, 2009, the governing body of the City of Gainesville passed an Ordinance that set the guidelines for catering of alcoholic beverages at authorized catered events; and

WHEREAS, on February 20, 2015, this Ordinance was amended to allow for events that are a maximum of six hours in duration; and

WHEREAS, a request has been received from a licensed alcoholic beverage caterer, Scott's Downtown, to serve alcoholic beverages at the Riverside Military Academy Champions and Heroes Event for up to eight hours each day of the three day event; and

WHEREAS, the Riverside Military Academy Champions and Heroes event will be held on June 2nd, 3rd, and 4th, 2017 from 11:00 a.m. until 7:00 p.m. each day.

NOW, THEREFORE BE IT RESOLVED THAT the governing body for the City of Gainesville authorizes Scott's Downtown to cater alcoholic beverages at the Riverside Military Academy Champions and Heroes event for up to eight hours per day on June 2nd, 3rd, and 4th of 2017.

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/1/2017
Presenter: Marcial Mosqueda
Item of Business: Resolution: Cargill Sanitary Sewer Improvements - Phase III
Award of Contract
Meeting Date: 3/30/2017

Purpose of Request:

Award of construction contract to Strickland & Sons Pipeline, Inc.

History/Background:

On May 15, 2012 Gainesville City Council adopted resolution PR-2012-25 authorizing the Department of Water Resources (DWR) staff to proceed with in-house design, bidding and award of surveying services for the Cargill sanitary sewer Improvements project. Resolution PR-2012-25 also authorized staff to obtain and evaluate bids from pre-qualified contractors to perform the sanitary sewer work and acquire all necessary easements. Due to total cost and magnitude of the required system improvements, DWR determined to construct the project in three separate phases. This proposed resolution is for award of construction for Phase III.

Bids were received on February 9, 2017 with the lowest acceptable bid submitted by Strickland & Sons Pipeline, Inc. in the amount of \$862,139.00 for construction of Phase III of the Cargill Sanitary Sewer Improvements project.

Phase I and II improvements have been completed and were constructed from Queen City Parkway to the Intersection of Bradford Street and Industrial Boulevard. Phase III Improvements will be constructed from the intersection of Bradford Street and Industrial Boulevard to Athens Street.

Facts & Issues for Consideration:

Sanitary sewer improvements are necessary to eliminate inflow and infiltration, as well as repair cracked and deteriorated sanitary sewer lines between Queen City Parkway and Athens Street.

Department Recommendation:

Authorize staff by resolution to award the construction contract to Strickland & Sons Pipeline, Inc. for the construction of Cargill Sanitary Sewer Improvements – Phase III.

Department Director:

Linda MacGregor

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

1,173,352.90

Source of Funds:

Department of Water Resources Capital Project Fund

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description

Type

▣	Cargill Sanitary Sewer Improvements - Phase III Resolution	Resolution
▣	Cargill Sanitary Sewer Improvements - Phase III CIP Summary	Attachments/Exhibits
▣	Cargill Sanitary Sewer Improvements - Phase III Cover Memo	Backup Material
▣	Cargill Sanitary Sewer Improvements - Phase III Bid Tab	Backup Material
▣	Cargill Sanitary Sewer Improvements - Phase III Location Map	Backup Material

RESOLUTION PR-2017 - ____

**CARGILL SANITARY SEWER IMPROVEMENTS – PHASE III
AWARD OF CONTRACT**

WHEREAS, the City of Gainesville owns and operates a wastewater collection system; and

WHEREAS, the FY06 Wastewater Master Plan, followed by in-house TV inspections and flow measurement studies, revealed multiple capacity and condition problems with the sanitary sewer interceptors from Athens Street to south of Queen City Parkway; and

WHEREAS, based on said studies and inspections, Department of Water Resources (DWR) staff recommended sanitary sewer system improvements to be implemented between Athens Street and Queen City Parkway; and

WHEREAS, The Gainesville City Council in its regular meeting on May 15th, 2012 adopted resolution PR-2012-25 authorizing DWR staff to proceed with design and engineering to produce construction drawings, specifications, contract documents and to obtain and evaluate bids from pre-qualified construction contractors and to make recommendation for contract award to City Council for the Cargill Sanitary Sewer Improvements Project; and

WHEREAS, due to the total cost of the required system improvements, DWR determined to construct these improvements in three separate phases; and

WHEREAS, Phase I and Phase II improvements have been completed and were implemented from Queen City Parkway to the intersection of Bradford Street and Industrial Boulevard. Phase III is the final phase of this project and will be implemented from the intersection of Bradford Street and Industrial Boulevard to Athens Street; and

WHEREAS, bids from pre-qualified construction contractors were received for Phase III on February 9, 2017; and

WHEREAS, the lowest acceptable bid for construction of the Cargill Sanitary Sewer Improvements – Phase III project was submitted by Strickland & Sons Pipeline, Inc. in the amount of \$862,139.00; and

WHEREAS, DWR staff has reviewed and evaluated the bids and, in a memo dated February 24, 2017, recommends the construction contract be awarded to Strickland & Sons Pipeline, Inc. in the amount of \$862,139.00. Also recommended is a 10% contingency of \$86,213.90 plus an additional \$225,000.00 to cover legal fees, staff time, railroad permits and other miscellaneous project expenditures for a total of \$1,173,352.90.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby authorizes award of the construction contract to Strickland & Sons Pipeline, Inc., in the above recommended amount.

BE IT FURTHER RESOLVED THAT the total authorized expenditure shall not exceed \$1,173,352.90 and that said expenditure shall be from the Department of Water Resources Capital Projects Fund.

BE IT FURTHER RESOLVED THAT the Mayor, City Manager and City Attorney are authorized to sign such documents that may be necessary to complete this project.

RESOLUTION PR-2017 - ____

**CARGILL SANITARY SEWER IMPROVEMENTS – PHASE III
AWARD OF CONTRACT**

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

DEPT OF WATER RESOURCES

CAPITAL IMPROVEMENTS PROJECT SUMMARY REQUEST

PROJECT NAME: Cargill Sanitary Sewer Improvements - Phase III			
PROJECT NUMBER: 18402		PROJECT DEPARTMENT Water Resources	
RESOLUTION NUMBER:		LOCATION: 4330.00	
PROJECT MANAGER: Marcial Mosqueda			
CHECK ONE: NEW PROJECT: ☐ ADDITIONAL FUNDING ☒ ☐			
CODE	ACCOUNT NUMBER	AMOUNT REQUEST	
SWB - CITY PROVIDED PROJECT MANAGEMENT			
1100	Salaries and Wages	511100.XXX to 511150.XXX	
1101	Overtime Earnings	511300.XXX to 511350.XXX	
1110	Health and Life Insurance Premiums	512100.000	
1140	Social Security and Medicare Expense	512200.000	
1171	Retirement Contribution - Plan A	512400.001	
SUBTOTAL			\$0.00
PDD - PROJECT DEVELOPMENT & DESIGN			
8101	Project Development	541000.001	
8102	Facility Design/Bidding Service	541000.002	
8103	Geotechnical	541000.003	
8104	Laboratory	541000.004	
8105	Survey	541000.005	
8106	Other	541000.011	
8107	Legal Services	541000.006	
SUBTOTAL			\$0.00
LAND - LAND/EASEMENT ACQUISITION			
8201	Survey	541100.003	\$5,000.00
8202	Legal Services	541100.004	\$5,000.00
8203	Land Agent Services	541100.005	\$10,000.00
8204	Land Purchase	541100.001	
8205	Easement Acquisition	541100.002	\$170,000.00
SUBTOTAL			\$190,000.00
CON - CONSTRUCTION			
8301	Construction Admin. Services	541000.007	\$0.00
8302	Resident Inspection Services	541000.008	\$0.00
8303	Legal Services	541000.006	\$5,000.00
8304	Contracted Construction Cost	541000.009	\$948,352.90
8305	City-Furnished Materials	541000.010	\$0.00
8306	Other	541000.011	\$30,000.00
8308	Furnishings and Equipment (Taggable Assets)	531600.002	\$0.00
SUBTOTAL			\$983,352.90
MEQ - MACHINERY AND EQUIPMENT			
2000	Equipment	542000.000	
2200	Vehicles	542000.000	
SUBTOTAL			\$0.00
INT - INTANGIBLES			

5431	Master Plans & Studies	543000.001	
5432	Software	543000.002	
5433	Other	543000.003	
	SUBTOTAL		\$0.00
RMT - REPAIRS AND MAINTENANCE			
5201	Annual Maintenance Contracts	522200.001	
5202	General Repairs and Maintenance	522200.002	
5203	Equipment Repairs	522200.003	
5204	Vehicles	522200.004	
5205	Tires	522200.005	
5206	Streets	522200.006	
5207	Sidewalks	522200.007	
5208	Bridges	522200.008	
5209	Stormwater	522200.009	
	SUBTOTAL		\$0.00
	TOTAL		\$1,173,352.90



CITY OF GAINESVILLE

DEPARTMENT OF
WATER RESOURCES

757 Queen City Parkway, SW

Gainesville, Georgia 30501-4358

Telephone: 770.538.2466

Fax: 770.535.5634

Web Site: www.gainesville.org

memo

TO: Linda MacGregor, Department of Water Resources Director
FROM: Marcial Mosqueda, Civil Engineer II
SUBJECT: Cargill Sanitary Sewer Improvements – Phase III
DATE: February 24, 2017
CC: Don Dye, Department of Water Resources Assistant Director
Myron Bennett, Engineering & Construction Division Manager

Bids were received from pre-qualified contractors for the referenced project on February 9, 2017. The lowest three bid amounts are as follows:

CONTRACTOR	TOTAL BID AMOUNT
Strickland & Sons Pipeline, Inc.	\$862,139.00
Griffin Brothers, Inc.	\$983,571.87
RDJE, Inc.	\$1,232,198.00

A table is enclosed that tabulates all bids received on a cost-per-item basis and summarizes the final bid amounts. This tabulation verifies that Strickland & Sons Pipeline, Inc. is the acceptable low bidder for this project. Please note that our estimated construction cost for this project was \$1,121,402.74

We have reviewed the bid documents submitted by the acceptable low bidder, Strickland & Sons Pipeline, Inc., and find them to be in order. We therefore recommend that Strickland & Sons Pipeline, Inc. be awarded the construction contract for the Cargill Sanitary Sewer Improvements – Phase III project in the amount of \$862,139.00.

Strickland & Sons Pipeline, Inc. has confirmed that United States Fire Insurance Company will furnish payment and performance bonds for this project. United States Fire Insurance Company is listed in the current version of the U.S. Department of the Treasury Circular (NAIC #21113). They are shown as being licensed in the State of Georgia with an underwriting limitation that is greater than the bond amount. They also have a current A.M. Best Rating of “A (Excellent)” and a current Standard and Poor’s Rating of “A-”.

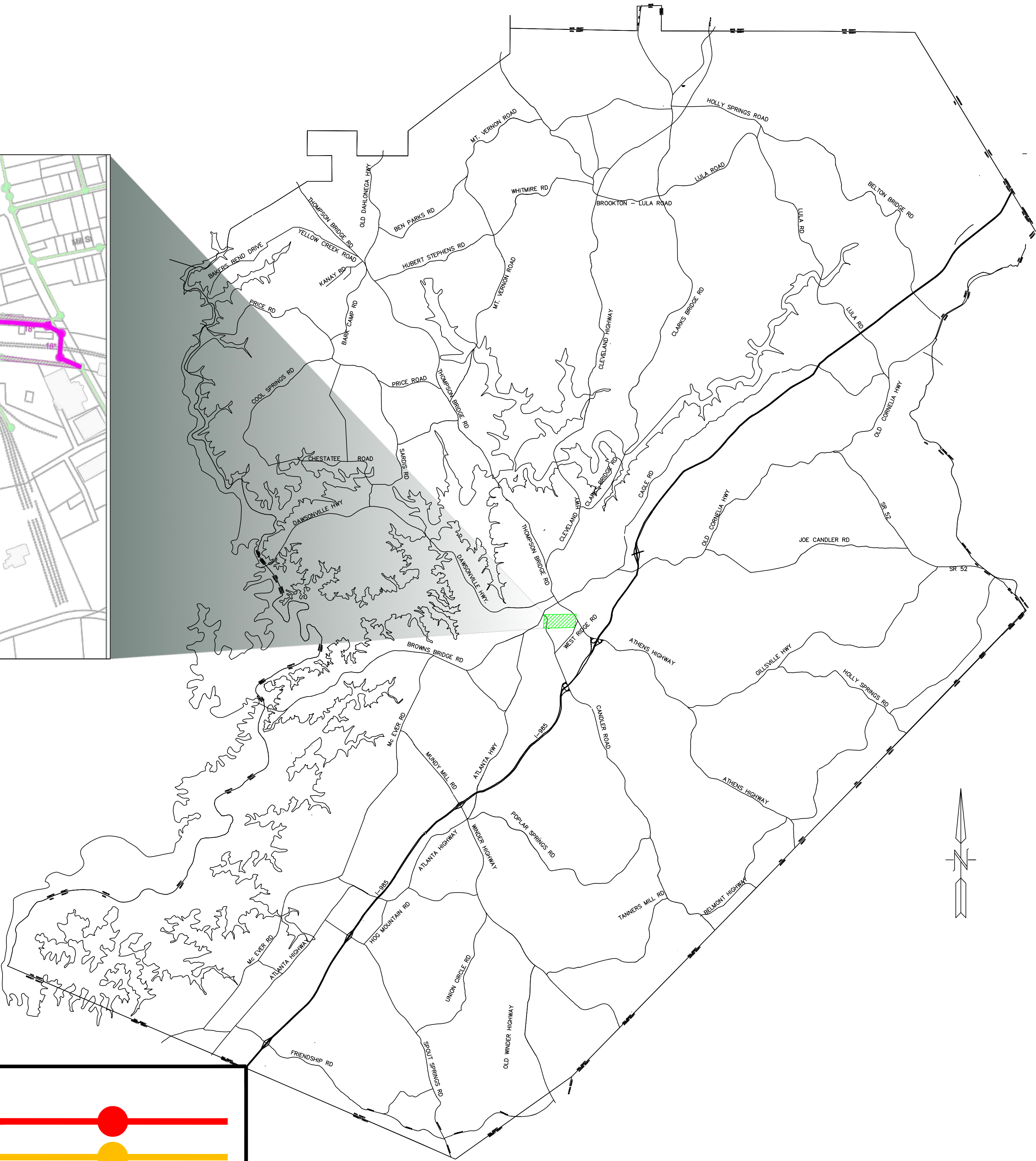
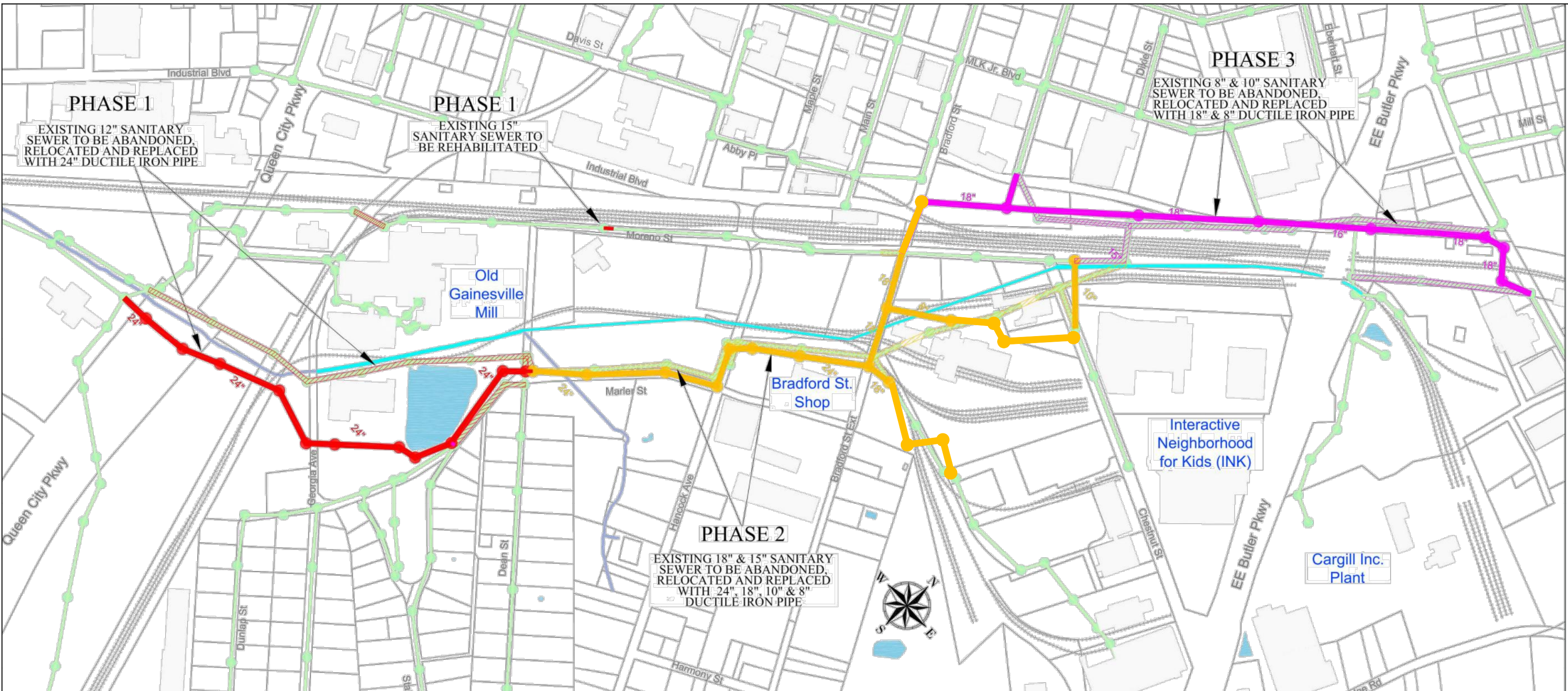
Please note that upon receipt of performance and payment bonds, we will request that Strickland & Sons Pipeline, Inc. provide us a verification of bond authenticity and a history of claims against the bonding company, if any.

Upon approval by the governing body of the City of Gainesville for authorization of award, I will notify the contractor and transmit the conformed documents for execution and attachment of bonds and insurance.

Please let me know if you have any questions.

Attachment:

Cargill Sanitary Sewer Improvements - Phase III (Bid Tabulation)																
	Item Description	Amount	Units	Strickland & Sons Pipeline, Inc.		Griffin Brothers, Inc.		RDJE, Inc.		Anderson Grading & Pipeline, LLC.		Site Engineer, Inc.		John D. Stephens, Inc.		
				Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total	Unit Price	Sub Total	
ITEM 1 - CITY OF GAINESVILLE PARKING LOT DEMOLITION & REPAVING																
a.	Concrete Lot Demo & Paving	2100	S.Y.	\$70.00	\$147,000.00	\$62.18	\$130,578.00	\$79.00	\$165,900.00	\$80.00	\$168,000.00	\$96.00	\$201,600.00	\$70.00	\$147,000.00	
ITEM 2 - DUCTILE IRON PIPE SANITARY SEWER																
a.	8-Inch (0'-8')	40	L.F.	\$60.00	\$2,400.00	\$92.50	\$3,700.00	\$107.00	\$4,280.00	\$162.00	\$6,480.00	\$99.00	\$3,960.00	\$70.00	\$2,800.00	
b.	8-Inch (8'-12')	60	L.F.	\$62.00	\$3,720.00	\$92.50	\$5,550.00	\$115.00	\$6,900.00	\$166.00	\$9,960.00	\$119.00	\$7,140.00	\$80.00	\$4,800.00	
c.	8-inch Carrier Pipe DIP	70	L.F.	\$65.00	\$4,550.00	\$88.98	\$6,228.60	\$113.00	\$7,910.00	\$159.00	\$11,130.00	\$100.00	\$7,000.00	\$95.00	\$6,650.00	
d.	12-ich (0'-8')	20	L.F.	\$80.00	\$1,600.00	\$124.75	\$2,495.00	\$130.00	\$2,600.00	\$179.00	\$3,580.00	\$115.00	\$2,300.00	\$100.00	\$2,000.00	
e.	12-ich (8'-12')	45	L.F.	\$80.00	\$3,600.00	\$124.75	\$5,613.75	\$160.00	\$7,200.00	\$194.00	\$8,730.00	\$135.00	\$6,075.00	\$110.00	\$4,950.00	
f.	18-ich (0'-8')	40	L.F.	\$150.00	\$6,000.00	\$157.53	\$6,301.20	\$166.00	\$6,640.00	\$217.00	\$8,680.00	\$171.00	\$6,840.00	\$437.00	\$17,480.00	
g.	18-ich (8'-12')	760	L.F.	\$155.00	\$117,800.00	\$157.53	\$119,722.80	\$187.00	\$142,120.00	\$221.00	\$167,960.00	\$186.00	\$141,360.00	\$437.00	\$332,120.00	
h.	18-ich (12'-16')	1120	L.F.	\$160.00	\$179,200.00	\$157.53	\$176,433.60	\$208.00	\$232,960.00	\$225.00	\$252,000.00	\$201.00	\$225,120.00	\$437.00	\$489,440.00	
i.	18-ich (16'-20')	600	L.F.	\$165.00	\$99,000.00	\$181.53	\$108,918.00	\$220.00	\$132,000.00	\$229.00	\$137,400.00	\$231.00	\$138,600.00	\$437.00	\$262,200.00	
j.	18-ich (20'-24')	80	L.F.	\$170.00	\$13,600.00	\$192.53	\$15,402.40	\$235.00	\$18,800.00	\$233.00	\$18,640.00	\$271.00	\$21,680.00	\$437.00	\$34,960.00	
k.	18-Inch Carrier Pipe	160	L.F.	\$140.00	\$22,400.00	\$135.70	\$21,712.00	\$205.00	\$32,800.00	\$155.00	\$24,800.00	\$170.00	\$27,200.00	\$155.00	\$24,800.00	
ITEM 3 – PRECAST CONCRETE MANHOLE																
a.	4-Foot Diameter Base	1	Each	\$2,300.00	\$2,300.00	\$2,169.00	\$2,169.00	\$2,720.00	\$2,720.00	\$1,700.00	\$1,700.00	\$3,500.00	\$3,500.00	\$1,500.00	\$1,500.00	
b.	4-Foot Diameter Base (Over Existing Sewer)	4	Each	\$3,600.00	\$14,400.00	\$3,958.32	\$15,833.28	\$4,300.00	\$17,200.00	\$3,350.00	\$13,400.00	\$4,500.00	\$18,000.00	\$2,100.00	\$8,400.00	
c.	4-Foot Diameter Riser	40	V.F.	\$135.00	\$5,400.00	\$100.00	\$4,000.00	\$218.00	\$8,720.00	\$210.00	\$8,400.00	\$300.00	\$12,000.00	\$200.00	\$8,000.00	
d.	5-Foot Diameter Base	13	Each	\$3,100.00	\$40,300.00	\$4,276.90	\$55,599.70	\$3,800.00	\$49,400.00	\$3,480.00	\$45,240.00	\$4,500.00	\$58,500.00	\$1,900.00	\$24,700.00	
e.	5-Foot Diameter Base (Over Existing Sewer)	1	Each	\$4,400.00	\$4,400.00	\$4,577.27	\$4,577.27	\$5,500.00	\$5,500.00	\$4,000.00	\$4,000.00	\$5,500.00	\$5,500.00	\$2,750.00	\$2,750.00	
f.	5-Foot Diameter Riser	150	V.F.	\$160.00	\$24,000.00	\$100.00	\$15,000.00	\$208.00	\$31,200.00	\$350.00	\$52,500.00	\$400.00	\$60,000.00	\$250.00	\$37,500.00	
g.	8-Inch Outside Drop	8	V.F.	\$400.00	\$3,200.00	\$331.91	\$2,655.28	\$875.00	\$7,000.00	\$1,000.00	\$8,000.00	\$800.00	\$6,400.00	\$400.00	\$3,200.00	
h.	12-Inch Outside Drop	6	V.F.	\$500.00	\$3,000.00	\$567.91	\$3,407.46	\$1,275.00	\$7,650.00	\$1,630.00	\$9,780.00	\$1,500.00	\$9,000.00	\$750.00	\$4,500.00	
ITEM 4 – SANITARY SEWER SERVICES																
a.	6-Inch PVC Service Lateral	2	Each	\$4,000.00	\$8,000.00	\$6,010.50	\$12,021.00	\$6,250.00	\$12,500.00	\$5,250.00	\$10,500.00	\$6,000.00	\$12,000.00	\$8,000.00	\$16,000.00	
b.	6-Inch Schedule 40 PVC Pipe	20	L.F.	\$30.00	\$600.00	\$35.23	\$704.60	\$103.00	\$2,060.00	\$20.00	\$400.00	\$100.00	\$2,000.00	\$55.00	\$1,100.00	
c.	4-Inch Schedule 40 PVC Pipe	10	L.F.	\$28.00	\$280.00	\$32.97	\$329.70	\$102.00	\$1,020.00	\$18.00	\$180.00	\$100.00	\$1,000.00	\$53.00	\$530.00	
ITEM 5 – CONNECTION TO EXISTING MANHOLE / SEWER																
a.	18-Inch New Sewer to EX MH	1	Each	\$2,850.00	\$2,850.00	\$2,000.00	\$2,000.00	\$7,000.00	\$7,000.00	\$3,470.00	\$3,470.00	\$10,000.00	\$10,000.00	\$2,000.00	\$2,000.00	
ITEM 6 – ABANDON EXISTING FACILITIES										\$595.00						
a.	Abandon/Fill Existing Manhole	1	Each	\$500.00	\$500.00	\$500.00	\$500.00	\$1,125.00	\$1,125.00	\$595.00	\$595.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	
b.	Abandon/Fill RR Existing Manhole	12	Each	\$800.00	\$9,600.00	\$1,000.00	\$12,000.00	\$1,150.00	\$13,800.00	\$595.00	\$7,140.00	\$800.00	\$9,600.00	\$2,500.00	\$30,000.00	
c.	Fill Sanitary Sewer With Grout	230	C.Y.	\$185.00	\$42,550.00	\$200.00	\$46,000.00	\$230.00	\$52,900.00	\$440.00	\$101,200.00	\$250.00	\$57,500.00	\$150.00	\$34,500.00	
d.	8 – Inch Plug	2	Each	\$300.00	\$600.00	\$200.00	\$400.00	\$500.00	\$1,000.00	\$200.00	\$400.00	\$1,500.00	\$3,000.00	\$1,533.00	\$3,066.00	
e.	15 – Inch Plug	1	Each	\$600.00	\$600.00	\$880.06	\$880.06	\$500.00	\$500.00	\$530.00	\$530.00	\$3,000.00	\$3,000.00	\$1,762.00	\$1,762.00	
ITEM 7 - BORING																
a.	18-Inch Steel Casing Guided Boring Method Crossing RailRoad	80	L.F.	\$378.00	\$30,240.00	\$383.56	\$30,684.80	\$705.00	\$56,400.00	\$985.00	\$78,800.00	\$850.00	\$68,000.00	\$700.00	\$56,000.00	
b.	30-Inch Steel Casing Guided Boring Method Crossing RailRoad	160	L.F.	\$483.00	\$77,280.00	\$486.23	\$77,796.80	\$850.00	\$136,000.00	\$1,020.00	\$163,200.00	\$980.00	\$156,800.00	\$800.00	\$128,000.00	
ITEM 8 – STORM SEWER FACILITIES																
a.	24" Reinforced Concrete Pipe	10	L.F.	\$100.00	\$1,000.00	\$50.60	\$506.00	\$290.00	\$2,900.00	\$110.00	\$1,100.00	\$200.00	\$2,000.00	\$120.00	\$1,200.00	
b.	30" Reinforced Concrete Pipe	10	L.F.	\$110.00	\$1,100.00	\$59.59	\$595.90	\$300.00	\$3,000.00	\$140.00	\$1,400.00	\$250.00	\$2,500.00	\$150.00	\$1,500.00	
ITEM 9 - REMOVING AND REPLACING PAVEMENT																
a.	Type I	60	L.F.	\$45.00	\$2,700.00	\$90.00	\$5,400.00	\$72.00	\$4,320.00	\$125.00	\$7,500.00	\$90.00	\$5,400.00	\$250.00	\$15,000.00	
b.	Type II	10	L.F.	\$48.00	\$480.00	\$325.00	\$3,250.00	\$120.00	\$1,200.00	\$190.00	\$1,900.00	\$100.00	\$1,000.00	\$1,650.00	\$16,500.00	
c.	Type III	10	L.F.	\$45.00	\$450.00	\$279.00	\$2,790.00	\$100.00	\$1,000.00	\$115.00	\$1,150.00	\$100.00	\$1,000.00	\$410.00	\$4,100.00	
d.	Type IV	10	S.Y.	\$50.00	\$500.00	\$217.83	\$2,178.30	\$100.00	\$1,000.00	\$95.00	\$950.00	\$120.00	\$1,200.00	\$80.00	\$800.00	
e.	Graded Aggregate	124	TON	\$26.00	\$3,224.00	\$25.57	\$3,170.68	\$42.00	\$5,208.00	\$32.00	\$3,968.00	\$60.00	\$7,440.00	\$35.00	\$4,340.00	
f.	# 4 Stone	10	TON	\$28.00	\$280.00	\$36.39	\$363.90	\$50.00	\$500.00	\$40.00	\$400.00	\$60.00	\$600.00	\$50.00	\$500.00	
g.	Surge Stone	10	TON	\$30.00	\$300.00	\$37.19	\$371.90	\$50.00	\$500.00	\$40.00	\$400.00	\$80.00	\$800.00	\$60.00	\$600.00	
h.	2 Inch Resurfacing	10	S.Y.	\$20.00	\$200.00	\$425.00	\$4,250.00	\$50.00	\$500.00	\$330.00	\$3,300.00	\$100.00	\$1,000.00	\$60.00	\$600.00	
ITEM 10 - ROCK EXCAVATION																
a.	Base Cost	200	C.Y.	\$60.00	\$12,000.00	\$60.00	\$12,000.00	\$60.00	\$12,000.00	\$60.00	\$12,000.00	\$60.00	\$12,000.00	\$60.00	\$12,000.00	
ITEM 11 - EROSION AND SEDIMENTATION CONTROL										\$3.00						
a.	Type "A" Sediment Barriers	10	L.F.	\$3.00	\$30.00	\$2.00	\$20.00	\$3.00	\$30.00	\$3.00	\$30.00	\$3.00	\$30.00	\$3.00	\$30.00	
b.	Type "C" Sediment Barriers	2577	L.F.	\$4.00	\$10,308.00	\$3.00	\$7,731.00	\$4.00	\$10,308.00	\$4.00	\$10,308.00	\$4.00	\$10,308.00	\$4		



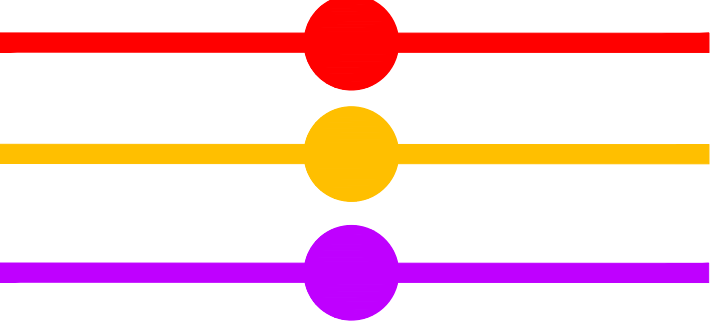
Cargill Sanitary Sewer Improvements Phase III



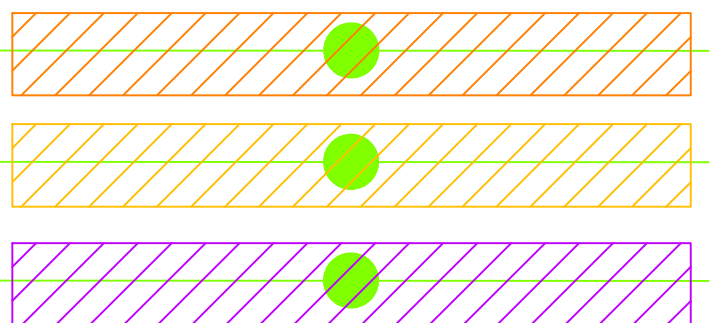
Date: FEB '17 Scale: N.T.S

Legend:

PROPOSED SANITARY SEWER



EXISTING SANITARY SEWER TO BE ABANDONED



EXISTING SANITARY SEWER



Location Map

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/17/2017

Presenter: Terry Palmer

Item of Business: Resolution: Design, Bid, and Construction of the Runway Safety Area Improvement Project

Meeting Date: 3/30/2017

Purpose of Request:

Resolution to seek the FAA-GDOT grant and allocation of funds for the Runway Safety Area Improvement project.

History/Background:

The Runway Safety Area Improvement Project is part of the 5 year airport Capital Improvement Plan.

Facts & Issues for Consideration:

FAA/GDOT has submitted a Tentative Allocation letter for Federal and State funding assistance in the amount of \$1,440,000.00. Local funds are projected to be \$95,106.00 for the project. This grant will also include reimbursement (90%) for the Design & Bid of the Runway Safety Improvement Project.

Department Recommendation:

Approval of the resolution to seek the FAA/GDOT grant for the Runway Safety Area Improvement Project at the Airport.

Department Director:

Chris Rotalsky

If funding is involved, are funds approved within the current budget?

No

Amount Requested:

\$95,106.00

Source of Funds:

Airport Retained Earnings Fund

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
☐ Resolution Runway Safety Area Improvement	Resolution
☐ FAA/GDOT Tentative Allocation Letter	Backup Material

RESOLUTION PR-2017 - ____

Design, Bid, and Construction of the Runway Safety Area Improvement Project

WHEREAS, the City of Gainesville owns and operates the Lee Gilmer Memorial Airport for the public interest; and

WHEREAS, the Runway Safety Area Improvement Project has been planned as part of the Airport's Capital Improvement Plan; and

WHEREAS, the City has received a Tentative Allocation (TA) letter from the Georgia Department of Transportation's (GDOT) Division of Intermodal-Aviation announcing a tentative allocation of federal and state funding assistance for the Runway Safety Area Improvement Project; and

WHEREAS, the GDOT has approved design and bid cost for the Runway Safety Area Improvement Project in the amount of \$95,106.00; and

WHEREAS, the total cost for the design, bid, construction and project management of the Runway Safety Area Improvement Project is projected to be \$1,600,000.00 and expenses will be paid using 90% in federal funds, 5% in state funds and 5% for the local funds.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville authorizes the Lead Edge Design Group to design and bid the Runway Safety Area Improvement Project as well as to serve as the project manager during construction.

BE IT FURTHER RESOLVED THAT staff is authorized to request \$80,000.00 in State funds.

BE IT FURTHER RESOLVED THAT staff is authorized to apply for a FAA-GDOT grant for this project anticipating \$1,440,000.00 in funding assistance.

BE IT FURTHER RESOLVED THAT the local match of \$95,106.00 will be paid from the Airport Retained Earnings Fund acknowledging \$15,106.00 is eligible for reimbursement from FAA-GDOT.

BE IT FURTHER RESOLVED THAT the governing body for the City of Gainesville authorizes the Mayor, City Manager, and City Attorney to sign documents necessary to complete the Runway Safety Area Improvement Project.

Adopted this ____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk



March 17, 2017

Mr. Terry S. Palmer, Airport Manager
Lee Gilmer Memorial Airport
PO Box 2496
Gainesville, GA 30503

Dear Mr. Palmer:

The Department is pleased to announce a tentative allocation of federal funding assistance in the amount of \$1,440,000.00 for the following project at Lee Gilmer Memorial Airport:

Runway Safety Area Improvement

Please confirm, by letter, no later than April 14, 2017 your intent to proceed with and fund this project. **In order for this project to be considered for federal funding, bids will need to be opened mid-July but no later than July 28, 2017.**

State funding assistance to match the federal share of this project is also available and must be formally requested by letter to the Department's Commissioner. See attached sample letter. State funding participation is 50% of the eligible nonfederal share of the project and is estimated to be \$80,000.00. This project will require matching funds from the City of Gainesville estimated in the amount of \$80,000.00. This is a tentative allocation of funds is subject to annual congressional and state appropriations.

The Department has provided its concurrence on the design and bid phase services that will be accomplished prior to contract. Reimbursement for these services will be eligible either in the construction contract, dependent on available funding, or a future contract between the Department and City of Gainesville. The cost for design and bid phase services is approved in the amount of \$132,236.00. Reimbursement with federal funds for the design and bid phase services will be in the amount of \$119,013.00. The design and bid phase will require funding from the City of Gainesville in the amount of \$13,223.00. The design project is not eligible for state funding participation since the work will be completed prior to execution of the contract.

As acknowledgement to this tentative allocation award, please provide a letter (see attachment) with the following:

- Confirmation of intent to proceed with and fund this project
- Formal request for state funding assistance to match the federal share of the above project
- An updated project schedule and anticipated contract date for consideration

Please contact Michael Giambrone, Aviation Project Manager at (404) 631-1332 if you have any questions. We look forward to the successful completion of this project.

Sincerely,

Carol L. Comer, Director
Division of Intermodal

CLC:CEW

cc: Emily Dunn, State Transportation Board
Steve Brian, Aviation Program Manager
Colette Williams, Assistant Program Manager
Michael Giambrone, Aviation Project Manager

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/20/2017

Presenter: Matt Tate

Item of Business: **Public Hearing Item for the April 4, 2017 Council Meeting**
Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I). **Ward Number: Three.** Tax Parcel Number(s): 01-064-002-030.
Request: Nail Salon.

Meeting Date: 3/30/2017

Purpose of Request:

The applicant is proposing to occupy a vacant office building for a nail salon. The change in use requires special use approval as the property is currently zoned for professional office purposes. The applicant's business known as Royale' Nails is currently located across the street within the Sherwood Plaza retail center. The business has eight employees and business hours are from 9:30 A.M. to 8:00 P.M. every day of the week. Minimal changes are proposed for the exterior of the building which will include new signage. There are currently 18 parking spaces provided on site of which no changes are proposed for parking or access. Adjacent uses include Walgreens Pharmacy, Wendy's Restaurant, Georgia Poultry Federation, Inc. and a single-family home.

History/Background:

Facts & Issues for Consideration:

Department Recommendation:

Planning staff recommended conditional approval of this request with one condition.

The Planning and Appeals Board recommended conditional approval of this request with one condition.

See the PAB Recommendation Report for details and excerpts from the PAB meeting minutes.

SAMPLE MOTIONS

Approval

I move to approve the special use for a nail salon as presented with one condition.

Denial

I move to deny the special use request.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description		Type
	Legal Ad	Legal Ad
	PAB Recommendation Report	Report
	Proposed Zoning Resolution	Resolution
	Location Maps	Backup Material
	Narrative	Backup Material
	Plat	Backup Material
	Maps	Backup Material
	Pictures of Site	Backup Material
	Letter of Opposition	Backup Material

COMBINED LEGAL AD
Gainesville Planning and Appeals Board
Gainesville City Council

Publish Sunday, February 26, 2017
THE TIMES

NOTICE OF PLANNING AND APPEALS BOARD PUBLIC HEARING

Notice is hereby given that the **Gainesville Planning and Appeals Board** will conduct a public hearing on **Tuesday, March 14, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development
- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive;**

0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE GAINESVILLE ZONING MAP

Notice is hereby given that the **Gainesville City Council** will conduct a public hearing on **Tuesday, April 4, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development

- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive**) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

Additional information is available from the Community Development Department, Planning Division, by calling 770-531-6570.

NOTE: In accordance with Georgia law, anyone who wishes to express opposition to the proposed zoning action, and has made, within two years immediately preceding the filing of the proposed zoning action, campaign contributions aggregating \$250 or more to a local government official who will consider the application, shall file a disclosure of contribution(s) with the Planning Division at least five (5) days prior to the first reading of the proposed zoning action by the City Council. (OCGA § 36-67A-3.3 {c})

**GAINESVILLE PLANNING and APPEALS BOARD
RECOMMENDATION**

Applicant Hanh My Thi Doan
Property Owner G. Todd Tyson
Location 502 South Enota Drive NE
Request Special Use within O-I zoning
Size 0.52± acre
Ward Three
Proposed Use Nail Salon
Planning Division Staff Recommendation **Approval, with condition**
Planning and Appeals Board Recommendation **Approval, with condition**
Date March 14, 2017

▪ **Applicant's Proposal and Background Information**

The applicant is proposing a special use within the Office and Institutional (O-I) zoning district to establish a nail salon. The subject property contains a vacant, 2,344 square foot building that was previously occupied as a medical equipment office. The applicant's business known as Royale' Nails is currently located across the street within the Sherwood Plaza retail center. There are eight employees and the business hours are from 9:30 A.M. to 8:00 P.M. Monday thru Sunday. Minimal changes are proposed for the exterior of the building which will include new signage. There are currently 18 parking spaces provided on site of which no changes are proposed for parking or access. Adjacent uses include Walgreens Pharmacy, Wendy's Restaurant, Georgia Poultry Federation, Inc. and a single-family home.

▪ **Adjacent Land Use and Zoning**

Location	Use	Zoning
North	Georgia Poultry Federation, Inc. office	Office and Institutional (O-I)
South	Walgreens	Office and Institutional (O-I)
East	Single-family residential	Residential-I (R-I)
West	Wendy's Restaurant, Rite Aid Pharmacy, Sherwood Plaza Shopping Center	Regional Business (R-B)

▪ **Other Departmental Comments**

There were no other departmental comments regarding this request.

▪ **Zoning History**

The following zoning actions have taken place in the immediate area during the last ten years:

2014 – A request by Beehive Homes of Gainesville to rezone a 2.0[±] acres tract located at 1351 Park Hill Drive from Residential-I (R-I) to Residential-II (R-II) with a special use was conditionally approved for an assisted living facility.

2010 – A request by Harold A. Hinchman to rezone a 1.89[±] acres tract located at 1050 Park Street from Residential-I (R-I) to Residential-II (R-II) was denied for a group home.

2008 – A request by JHME Properties, LLC to rezone 10.0[±] acres located at 1465 Jesse Jewell Parkway from Residential-II (R-II) to Office and Institutional (O-I) was approved with conditions for medical office uses, general office uses and accessory retail/restaurant uses.

2007 – A request by Parkberry Development, LLC to rezone a 2.49[±] acres tract located at 535, 543 and 557 Mulberry Lane; and 819 and 825 Park Street from Residential-I (R-I) to Planned Unit Development (P-U-D) was denied for residential townhomes.

2007 – A request by Northeast Georgia Medical Center/Health System, Inc. to annex 4.218[±] acres with P-U-D zoning and to rezone 4.218[±] from Residential-II (R-II) & General Business (G-B) to Planned Unit Development (P-U-D) located at 0, 1295, 1317, 1319, 1321 & 1405 Jesse Jewell Parkway and 1284 & 1285 Sims Street was approved with conditions for medical uses.

▪ **Staff Analysis**

(1) Is the proposed use suitable in view of the zoning and development of adjacent and nearby property?

The subject property contains a small office building that was constructed in 1967 that is similar in scale with other nearby commercial buildings. The proposed use is a suitable use in view of the zoning and development of adjacent and nearby properties. The subject property is located along South Enota Drive which consists of a mixture of office and commercial uses of which most are zoned Office and Institutional and Regional Business (R-B) within the immediate vicinity. Nearby single-family residential uses are located along secondary streets such as Vine Street to the east.

(2) Will the proposed use adversely affect the existing use or usability of adjacent or nearby property?

The proposed use should have minimal affects to the surrounding and nearby properties as the property and exterior of the building are to remain mostly unchanged. As well, the property has functioned as a non-residential use in the past including a medical equipment office and a blood bank facility. Adjacent and nearby uses include a mixture of residential and non-residential uses which appear to support the proposal. Traffic generated from the facility should be minimal as the existing driveway is expected to be utilized along South Enota Drive.

(3) Is the proposed use compatible with the purpose and intent of the Comprehensive Plan?

It is staff's opinion that the proposed development is consistent with the Comprehensive Plan. The Future Development Map for the City of Gainesville places the subject property within the *Mixed-Use General* land use category which includes areas containing or planned for a mixture of land uses including office, neighborhood retail, and residential. The types of non-residential uses that are desirable in this area would include restaurants, specialty retail, and low-intensity office.

According to the Character Area map for the City of Gainesville, the subject property is located within the *Traditional Neighborhoods* Character Area specifically within the *Northern Neighborhoods subarea*. The vision for this area anticipates minimal change, and primary issues within this subarea include incompatible infill development and the threat of encroaching urban sprawl. Commercial encroachment should be minimized and should respect and mirror the small scale of the surrounding neighborhoods, while the purity of the landscape and quality of housing should be preserved. The area is not a primary destination for business; however neighborhood serving business development is encouraged. Land uses allowed in the *Northern Neighborhoods subarea* include low-density and medium-density residential, and mixed-use / commercial.

(4) Are there substantial reasons why the property cannot or should not be used as currently zoned?

The subject property is zoned Office and Institutional (O-I) which will remain unchanged. The applicant is requesting a Special Use for a nail salon which requires special use approval within O-I zoning. If approved, the property will allow the proposed use and those uses currently permitted within the O-I zoning district. If the request is denied, the existing structure would retain its ability to be used separately for primarily professional office purposes. It appears the existing building and parking areas are conducive for the proposed use.

(5) Will the proposed use cause an excessive or burdensome use of public facilities or services, including but not limited to streets, schools, water or sewer utilities, and police or fire protection?

The proposed use should cause no excessive or burdensome use of public facilities or services over and above any previous use of the property. The subject property currently utilizes various City services; including police/fire protection, and water and sewer utilities. The City of Gainesville Fire Station #2 is located approximately 2.3 miles from the subject property. Access and traffic patterns should remain unchanged. Based on the nature of the request, there will be no adverse impacts to the school system.

(6) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or reflected in the existing zoning on the property or surrounding properties?

Given the previous non-residential use of the property and the nearby development of Northeast Georgia Medical Center and Sherwood Plaza, it is expected that the subject property will continue to function as a non-residential use.

(7) Does the proposed use reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of property?

The proposal reflects a reasonable balance between the promotion of the public health, safety, morality, and general welfare and the right to unrestricted use of property. The proposed use appears to be reasonable given the property's location to non-residential and residential uses, as well as the fact that the existing building can be reused for the proposed use with little to no impact to the adjacent uses.

▪ **Staff Recommendation**

The Planning Division staff is recommending **conditional approval** of this Special Use request within **O-I zoning**, based on the Comprehensive Plan and the surrounding residential and non-residential land uses.

Condition

The existing monument sign or any replacement monument sign shall not be increased in size or height above the current monument sign dimensions so as to remain residential in scale.

Excerpts from the March 14, 2017, Planning and Appeals Board Meeting Minutes

Applicant Presentation: Pat Burke, 540 Holly Drive, stated he is a real estate agent for Keller Williams and has worked with the applicant on this project for the last three or four months. He stated the applicant and his wife have operated Royale' Nails for 11 years, noting it is a classy business and they will be the same kind of citizen at the new location and will follow the guidelines for the architectural and sign requirements. He stated they reviewed the documents provided by staff and had no issues with the requirements or the proposed condition.

FAVOR: None

OPPOSE: None

Planning and Appeals Board Comments: None

There was a motion to recommend approval of the special use as presented with the following condition:

Condition

The existing monument sign or any replacement monument sign shall not be increased in size or height above the current monument sign dimensions so as to remain residential in scale.

Motion made by Board Member Martin
Motion seconded by Vice-Chair Fleming
Vote – 6 favor, 1 recusal (Delgado)

RESOLUTION ZR-2017-____

APPROVAL OF A REQUEST FOR A SPECIAL USE
SUBJECT TO APPROVAL BY THE CITY COUNCIL

WHEREAS, under **Chapter 9-6-1 O-I Office and Institutional District** of the Unified Land Development Code of the City of Gainesville, Georgia; **Section 9-6-1-2 Permitted and Special Uses** allows a *personal service establishment* subject to City Council approval after review and recommendation by the Gainesville Planning and Appeals Board; and

WHEREAS, an application has been received from **Hanh My Thi Doan** to allow a *nail salon* within an Office and Institutional (O-I) zoning district identified as follows:

01-064-002-030
502 South Enota Drive NE
Ward Three

WHEREAS, the application has been evaluated under any criteria specified in the aforesaid section; and

WHEREAS, the **Gainesville Planning and Appeals Board**, during its public hearing held on **March 14, 2017**, reviewed the application and recommended **conditional approval** of said request with the following condition:

Condition

The existing monument sign or any replacement monument sign shall not be increased in size or height above the current monument sign dimensions so as to remain residential in scale.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby approves the applicant's request for a special use permit as stated above and subject to all the terms of the Unified Land Development Code.

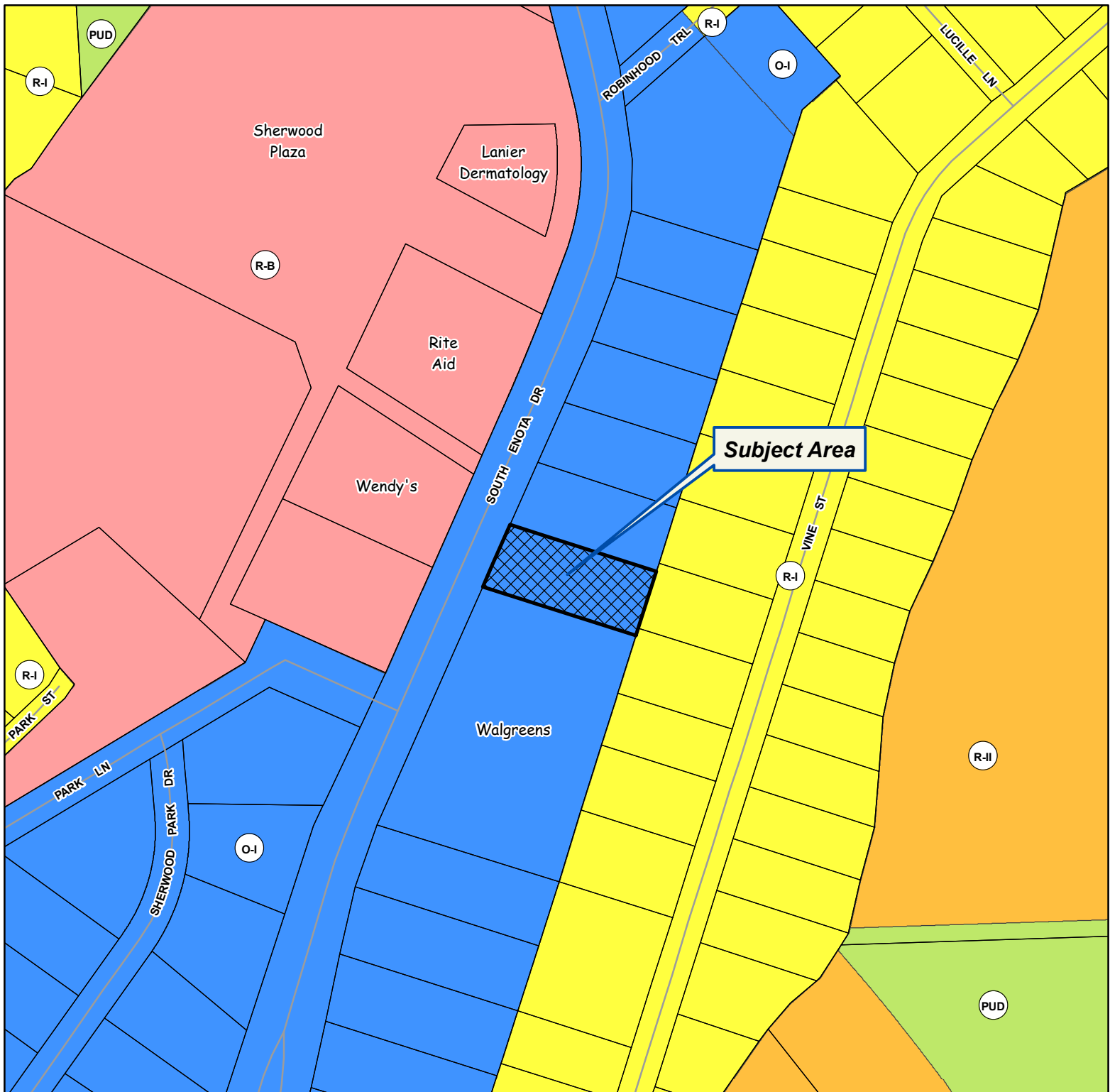
Adopted this _____ day of _____, 2017.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk



Applicant:

HANH MY THI DOAN

SPECIAL USE REQUEST



Request:

Special Use for a nail salon within the Office and Institutional zoning district

Subject Area Address:

502 South Enota Drive NE

Meeting: 3/14/2017

Prepared: 2/1/2017

Gainesville Community Development Department

 Subject Area



0 120 240 360 480 Feet

1" = 200'

Tax Parcel: 01-064-002-030



Applicant:

HANH MY THI DOAN

Gainesville Community Development Department

SPECIAL USE REQUEST

 Subject Property

Aerial from 2015



0 120 240 360 480 Feet

1" = 200'



Request:

Special Use for a nail salon within the Office and Institutional zoning district

Subject Area Address:

502 South Enota Drive NE

Meeting: 3/14/2017

Prepared: 2/1/2017

Tax Parcel: 01-064-002-030

Narrative for Conversion of Existing Building into Nail Salon

The applicant is requesting Special Use approval for a Nail Salon within the Office and Institutional O-I) zoning district.

502 S. Enota is the parcel directly to the left of Walgreens Pharmacy.

The last use of the 502 S. Enota Building was a medical supply office. It is vacant now.

The existing business, Royale Nails, is directly across the street in the shopping center, at 601 S. Enota, Suite F. (Photo included). The hours are 9:30 AM to 8:00PM – seven days a week. They have approximately 8 people working there full and part time. No changes in service are planned.

The plan is to move the existing business across the street to 502 S. Enota.

No changes to the existing outside of the structure of 502 S. Enota are planned. And, any proposed sign changes will meet the standards of the City of Gainesville.

There are 18 existing parking spaces including a handicapped parking designated space. The number of parking spaces are sufficient for the use of both employees, and patrons alike.

Improvements to the landscape could be done, however are not currently planned.

The interior of the building will be upgraded. The existing interior of 502 S. Enota is set up as open space and offices. The bathrooms have not been updated for 30 years. The plan is to have a professional contractor upgrade the interior to include finishes appropriate for a fine nail salon (like the current interior finishes of Royale Nails) and to upgrade the interior into ADA compliance.

SHERWOOD PLAZA INC.

SOUTH ENOTA DRIVE
GEORGIA HWY. CONN. N213

8" SANITARY SEWER

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N 23° 20' E

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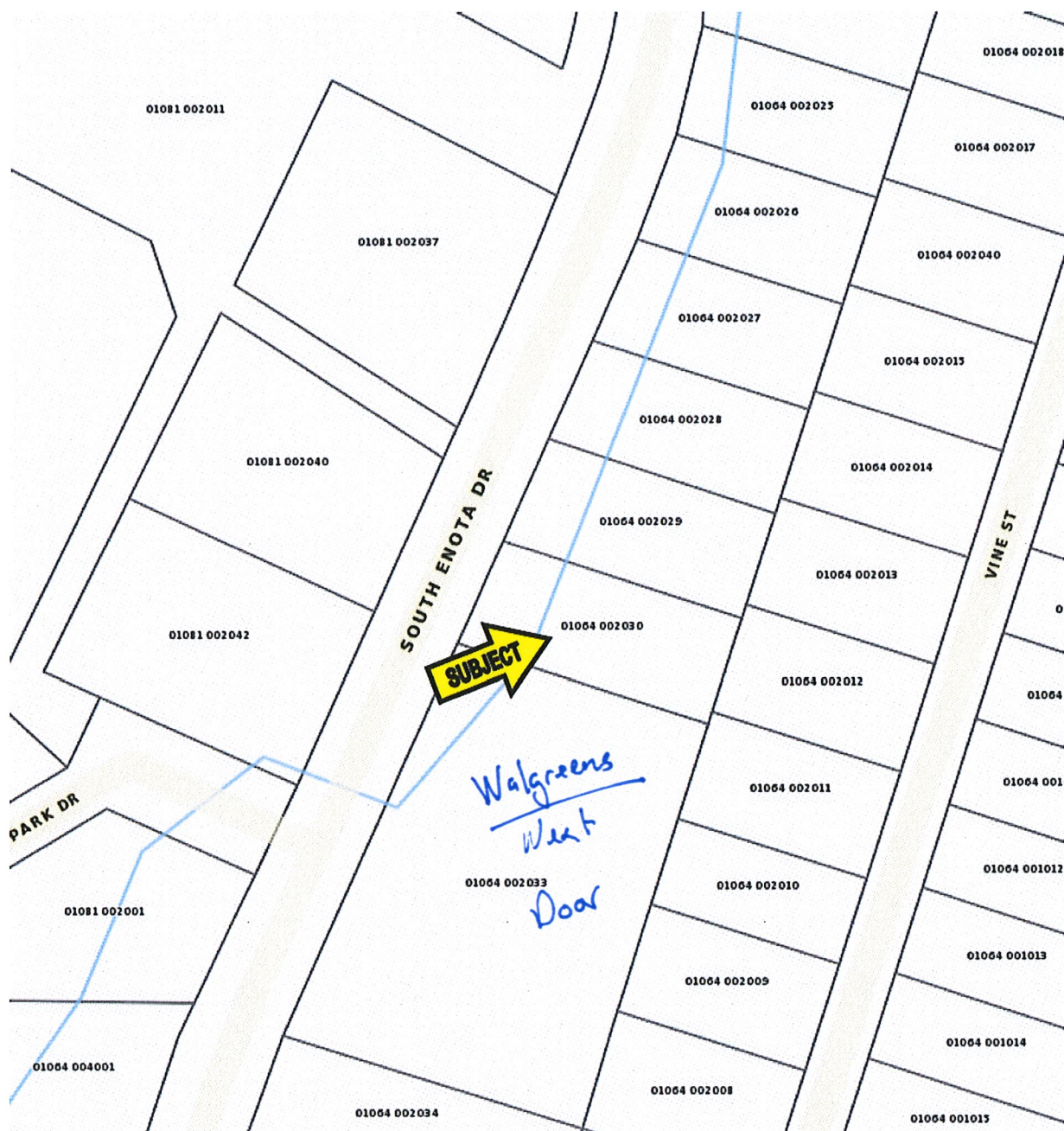
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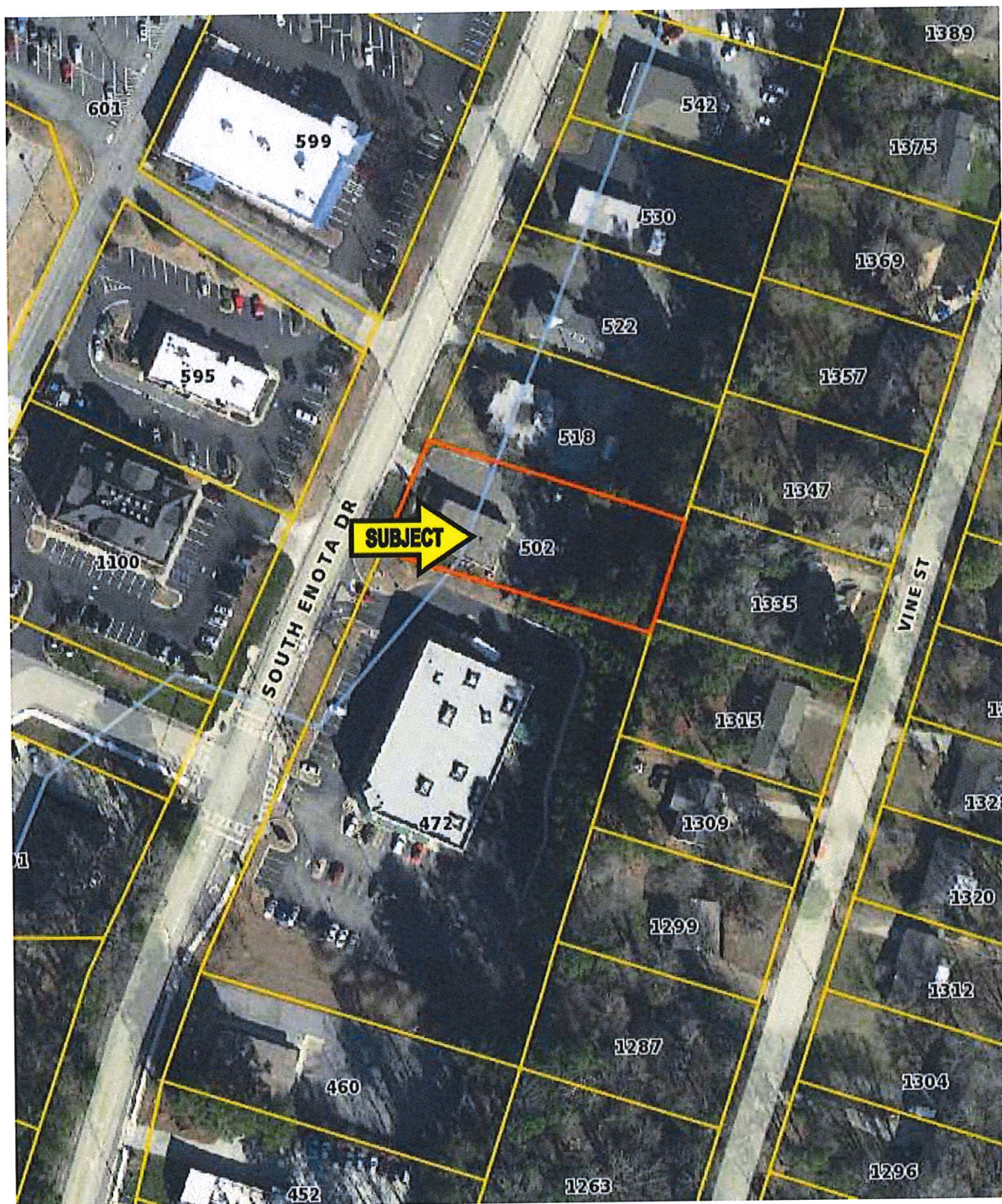
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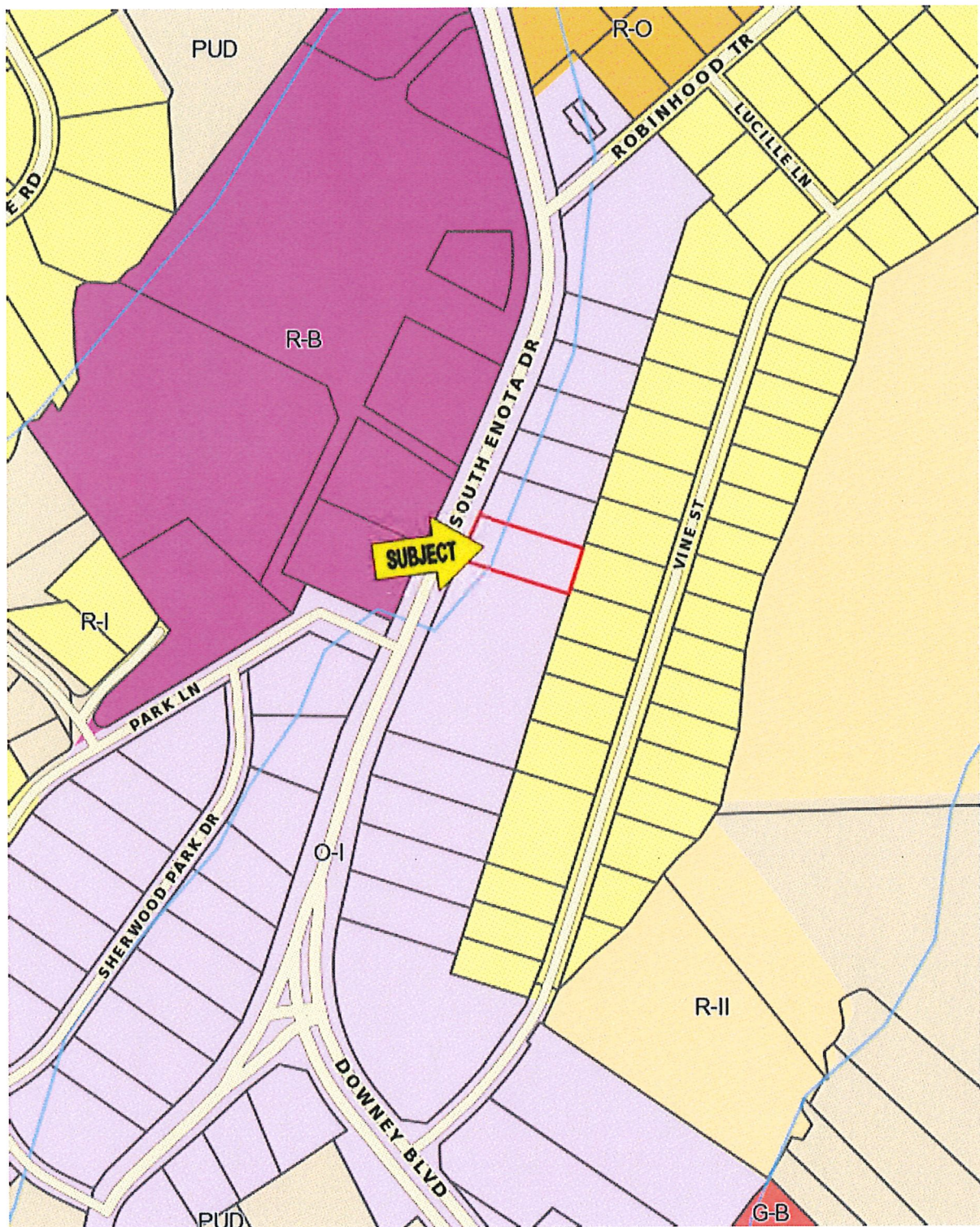
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Tax Plat Map

Aerial

Zoning Map

IMPROVEMENT DESCRIPTION

General Description

The subject site is improved with a 2,344 SF office building built in 1967. The land-to-building ratio of the subject is 9.66:1.

Property Condition and Effective Age

The subject has good overall market appeal and has been adequately maintained. The overall appearance and condition of the building is average and the property possesses average overall market appeal. The subject's actual age is 48 years. The effective age of the improvements is 30 years with a remaining economic life of 20 years. These estimates have been based, in part, upon a typical projected economic life for similar buildings of 50 years, which was derived from the *Marshall Valuation Service* "Life Expectancy Guidelines," Section 97.

Construction Details

Subject photographs can be found in the Addenda of this report. General construction details of the buildings are as follows:

FOOTINGS & FOUNDATION	:	Reinforced concrete slab on grade with poured concrete footings around perimeter of buildings.
EXTERIOR WALLS	:	Wood frame with brick veneer on all sides.
INTERIOR WALLS	:	Walls are painted gypsum board.
ROOF	:	Flat built-up roof over wood sheeting.
FLOORS	:	Combination of commercial grade carpet, vinyl, and laminate wood flooring.
CEILINGS	:	Predominantly acoustical tiling with some painted gypsum board.
DOORS	:	Entrance doors are storefront glass in metal frames. Interior doors are wood doors in metal frames. Rear metal personnel door.
WINDOWS	:	Double-pane glass in metal frames.
HVAC	:	Served by two adequate HVAC systems with zoned heating and air.
ELECTRICAL	:	Three-phase electrical panel with adequate capacity. Ceiling mounted fluorescent lights throughout.
PLUMBING	:	Copper supply lines and cast-iron or PVC waste lines. Two restrooms serve the building.
LANDSCAPING	:	Adequate.







Royale' NAILS

WAXING
EYEBROWS
BROW
LEGS

WALK-INS WELCOME
770-539-9102

GIFT CERTIFICATES
AVAILABLE

MON - SAT
9:30 - 8:00
SUN
12:00 - 6:00

WE ACCEPT
AMERICAN EXPRESS
DISCOVER
VISA
MASTERCARD

EXCLUSIVE PROFESSIONAL NAIL CARE
FOR LADIES AND GENTLEMEN
ACRYLIC NAILS
PINK & WHITE
UV GEL
SPA PEDICURE
MANICURE
NAIL DESIGN



Judy Foster

From: BMorr15039@aol.com
Sent: Monday, March 13, 2017 10:56 AM
To: Judy Foster
Subject: Gville Planning and Appeals Board Meeting 3-14-17;Comment

Dear Ms Foster,

I would like to make an e-mail comment for the above meeting as I will not be able to attend in person due to a conflict.

Concerning: Hanh My Thi Doan's request for Special Use to allow a Nail Salon at 502 South Enota Drive NE. My office is across the street in the immediate vicinity of this request. The current zoning of the property is Office and Institutional District. This zoning according to code Section 9-6-1 does not allow the sale, wholesale, storage, or processing of merchandise. The wording goes on to say "Areas zoned to this classification are not intended to be retail centers, commercial, or industrial activities. Rather, it is the intent of the district to provide locations for a wide range of open, uncrowded sites for offices, professional offices, institutions, , and residences.

Since the request does not comply with current zoning laws and does not fit within the Comprehensive Land Plan for the City of Gainesville I would recommend the request be denied.

Respectfully submitted
Bill Morrison

Bill Morrison, O. D.
1201 Sherwood Park Drive NE
Gainesville, Georgia 30501
770-536-3231

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/20/2017

Presenter: Matt Tate

Item of Business: **Public Hearing Item for the April 4, 2017 Council Meeting**
Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B). **Ward Number: Five.** Tax Parcel Number(s): 00-119A-001-012 and 013. **Request: Donut shop.**

Meeting Date: 3/30/2017

Purpose of Request:

The applicant is proposing to annex two undeveloped parcels into the city limits of Gainesville. The parcels are currently part of a larger unincorporated island and are zoned Highway Business (H-B) which is a comparable zoning to General Business (G-B) in the City. The applicant intends to utilize City water and sewer services in order to develop a 1,200 square foot donut shop. Access is proposed from Shallowford Road and an exit only drive from Albert Street. Surrounding uses include Regions Bank branch, dry cleaners, single-family home and the U.S. Army Reserve facility.

History/Background:

Facts & Issues for Consideration:

Department Recommendation:

Planning staff recommended conditional approval of this request with three conditions.

The Planning and Appeals Board recommended conditional approval of the request with three conditions.

See the PAB Recommendation Report for details and excerpts from the PAB meeting minutes.

SAMPLE MOTIONS

Approval

I move to approve first reading of an ordinance to annex the subject property as presented.

I move to approve first reading of an ordinance to establish zoning as General Business, with conditions, for the subject property as presented.

Denial

I move to deny the annexation request.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description		Type
	Legal Ad	Legal Ad
	PAB Recommendation Report	Report
	Proposed Annexation Ordinance	Ordinance
	Proposed Zoning Ordinance	Ordinance
	Location Maps	Backup Material
	Narrative	Backup Material
	Survey	Backup Material
	Concept Plan	Backup Material
	Pictures	Backup Material

COMBINED LEGAL AD
Gainesville Planning and Appeals Board
Gainesville City Council

Publish Sunday, February 26, 2017
THE TIMES

NOTICE OF PLANNING AND APPEALS BOARD PUBLIC HEARING

Notice is hereby given that the **Gainesville Planning and Appeals Board** will conduct a public hearing on **Tuesday, March 14, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development
- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive;**

0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE GAINESVILLE ZONING MAP

Notice is hereby given that the **Gainesville City Council** will conduct a public hearing on **Tuesday, April 4, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
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Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
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Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development

- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive**) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

Additional information is available from the Community Development Department, Planning Division, by calling 770-531-6570.

NOTE: In accordance with Georgia law, anyone who wishes to express opposition to the proposed zoning action, and has made, within two years immediately preceding the filing of the proposed zoning action, campaign contributions aggregating \$250 or more to a local government official who will consider the application, shall file a disclosure of contribution(s) with the Planning Division at least five (5) days prior to the first reading of the proposed zoning action by the City Council. (OCGA § 36-67A-3 3 {c})

GAINESVILLE PLANNING and APPEALS BOARD RECOMMENDATION

Applicant Masy Seng
Property Owner DWM, Inc.
Location 593 and 597 Shallowford Road
Request Annex with General Business (G-B) zoning
Size 0.19[±] acre
Ward Five
Proposed Use Donut shop
Planning Division Staff Recommendation **Approval, with conditions**
Planning and Appeals Board Recommendation **Approval, with conditions**
Date March 14, 2017

▪ **Applicant's Proposal and Background Information**

The applicant is proposing to annex two undeveloped parcels into the city limits of Gainesville. The parcels are currently part of a larger unincorporated island and are currently zoned Highway Business (H-B) which is a comparable zoning to General Business (G-B) in the City. The applicant intends to utilize City water and sewer services in order to develop a 1,200 square foot donut shop, a small parking area and dumpster pad. A two-way access driveway is proposed along Shallowford Road and an exit only driveway is proposed along Albert Street. Anticipated store hours are Monday thru Sunday from 5 A.M. to 5 P.M.

▪ **Adjacent Land Use and Zoning**

Location	Use	Zoning
North	Single-family home	Highway Business (H-B) -County
South	US Army Reserve facility	Highway Business (H-B) -County
East	Regions Bank branch	General Business (G-B) -City
West	Vacant land; Dry cleaner	Highway Business (H-B) -County

Other significant uses within the area include Lakeshore Mall, Target and Walmart Shopping Centers which are zoned Regional Business (R-B).

▪ **Other Departmental Comments**

There were no comments from other departments for this request.

▪ **Zoning History**

The following zoning actions have taken place in the immediate area during the last ten years:

2006 – A request by Green Street Capital Corporation to annex a 1.053[±] acre tract located at 333 Shallowford Road for a retail center was approved with General Business (G-B) zoning.

▪ **Staff Analysis**

(1) Is the proposed use suitable in view of the zoning and development of adjacent and nearby property?

Surrounding uses include single-family homes, Regions Bank branch, dry cleaners and the U.S. Army Reserve facility. The predominant land use pattern along Shallowford Road consists of established commercial business with zonings of Neighborhood Business (N-B), Regional Business (R-B), General Business (G-B) and Highway Business (H-B). The proposed donut shop is consistent with other uses located along Shallowford Road.

(2) Will the proposed use adversely affect the existing use or usability of adjacent or nearby property?

The proposed donut shop should have minimal impacts on the adjacent and nearby properties given the small scale of the proposal. However, the adjacent single-family home to the north will be most impacted given its close proximity to the subject property. While the long term use for this property is not expected to be for residential purposes, the existing single-family home should be safeguarded.

(3) Is the proposed use compatible with the purpose and intent of the Comprehensive Plan?

The Gainesville 2030 Future Development Map for the City of Gainesville places the subject property within the *Mixed Use General* land use category. This category includes areas containing or planned for a mixture of land uses including office, neighborhood retail, and residential.

According to the Character Area map for the City of Gainesville, the subject property is located within the *Longwood Cove* character area. This character area includes the Longwood Cove, Pearl Nix Parkway, Lakeshore Mall and Alta Vista Cemetery areas. The mall area is identified as a potential infill area that could be redeveloped in the long term as a mixed-use "town center". One of the quality community objectives includes redeveloping underutilized land and buildings to enable both commercial and residential growth. Land uses allowed within this character area include medium-density residential, multi-family residential, mixed-use, commercial, public / institutional, and parks / recreation / conservation.

(4) Are there substantial reasons why the property cannot or should not be used as currently zoned?

The property is currently zoned Highway Business (H-B) within unincorporated Hall County which permits numerous commercial uses including a donut shop. The applicant is required to annex into the City of Gainesville as the property is contiguous to the city limits and will be utilizing sanitary sewer.

(5) Will the proposed use cause an excessive or burdensome use of public facilities or services, including but not limited to streets, schools, water or sewer utilities, and police or fire protection?

It is staff's opinion the proposed donut shop will not be burdensome to the existing public facilities or services provided by the City of Gainesville. The subject property is part of a larger unincorporated island surrounded by the city limits, and numerous public facilities such as water and sewer are readily available. While Shallowford Road is capable of supporting additional traffic from the proposed use, Albert Street is a narrow county road and access should be limited. The closest fire station is Gainesville Fire Station #1 which is approximately 2.0 miles from the subject property. Given the non-residential nature of the request there should be no impacts to the school system.

(6) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or reflected in the existing zoning on the property or surrounding properties?

The surrounding area falls within a mixed-use area which contains some older properties that are in need of redevelopment. The subject property is expected to be developed for non-residential purposes in the future given the surrounding commercial and availability of sewer. Some of the adjacent parcels could be assembled and annexed in the future.

(7) Does the proposed use reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of property?

Due to the fact that the subject property is part of an unincorporated island and is surrounded by commercially zoned properties, the proposed donut shop appears to reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of the property.

▪ **Staff Recommendation**

The Planning Division staff is recommending **conditional approval** of this request based on the Comprehensive Plan and adjacent commercial uses.

Conditions

- 1. The developer shall provide a minimum 8-foot tall two sided, opaque fence against the adjacent residential property to the north.**
- 2. There shall be no signs allowed along Albert Street.**
- 3. Access along Albert Street shall be limited to an exit only upon review and approval by the Public Works Director.**

Excerpts from the March 14, 2017, Planning and Appeals Board Meeting Minutes

Applicant Presentation: **Kelly Moore**, 4017 Sargent Circle, stated he is a local realtor who helped the applicant with Danny's Donut Shop, noting Mr. Seng has more shops located in other cities, all of which are successful businesses and good for their respective communities. He stated they had no issues with the proposed conditions.

QUESTIONS: **Becky Brechter**, 3229 Springdale Forrest Circle, stated she was speaking on behalf of Ms. Moss, the owner of the adjacent property to the rear of the proposed business. She asked if the privacy fence buffer would be placed in front of, or behind the existing fence. Planning Manager Matt Tate stated that most likely the old fence would be removed and a new fence would be placed three-feet from the property line as required by Code. Mr. Tate confirmed that Ms. Moss would not have to remove any of the structures located on her property. Ms. Brechter asked if Ms. Moss would have to remove the existing fence. Mr. Tate stated no, according to the survey plat, the existing wooden fence is located on the subject property. Mr. Tate also confirmed that the new fence would extend all the way across the width of Ms. Moss' property line to provide an opaque buffer for her. Ms. Brechter commented on the dumpster pad then stated that answered all of her questions.

FAVOR: None

OPPOSE: None

Planning and Appeals Board Comments: None

There was a motion to recommend approval of the annexation as presented with the following conditions:

Conditions

- 1. The developer shall provide a minimum 8-foot tall two sided, opaque fence against the adjacent residential property to the north.**
- 2. There shall be no signs allowed along Albert Street.**
- 3. Access along Albert Street shall be limited to an exit only upon review and approval by the Public Works Director.**

Motion made by Board Member Thompson

Motion seconded by Board Member Delgado

Vote – 7 favor

First Reading: _____
Passed: _____

AN ORDINANCE

No. 2017-

AN ORDINANCE ANNEXING A 0.19± ACRE TRACT LOCATED ON THE NORTHWEST SIDE OF THE INTERSECTION OF SHALLOWFORD ROAD AND ALBERT STREET (A/K/A 593 AND 597 SHALLOWFORD ROAD); ADJACENT TO BUT NOT NOW WITHIN THE CORPORATE LIMITS OF THE CITY OF GAINESVILLE, GEORGIA; REPEALING CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

(Amendment to City Limit Boundary)

WHEREAS, a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**), lies within the unincorporated lands of Hall County and adjoins the existing corporate limits of the City of Gainesville; and

WHEREAS, the hereinafter described lands be incorporated and annexed into the City of Gainesville.

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE GOVERNING BODY OF THE CITY OF GAINESVILLE, GEORGIA, AS FOLLOWS:

SECTION I.

That from and after the passage of this Ordinance the following described lands are and shall be annexed into the existing corporate limits of the City of Gainesville, Georgia, so that said lands shall constitute a part of the land within the corporate limits of the City of Gainesville, Georgia, as fully and completely as if the limits had been so defined by the General Assembly of Georgia.

Legal Description

All that tract or parcel of land lying and being in Land Lot 165 of the 9th Land District of Hall County, Georgia, consisting of 0.19 acres, more or less, and being a portion of Lots 9 and 10 of the Jones, Atkins, Green Subdivision according to a certain plat of survey for Masy Seng dated January 20, 2017, and being more particularly described as follows:

To find the true of point of beginning, begin at a nail found at intersection of the centerlines of the Albert Street and Jones Street; thence South 24 degrees 59 minutes 20 seconds West a distance of 157.38 feet to an iron pin set which is the true point of beginning; thence from said true point of beginning South 17 degrees 41 minutes 21 seconds West a distance of 76.28 feet to an iron pin set; thence South 78 degrees 49 minutes 06 seconds West a distance of 30.47 feet to a nail found; thence North 60 degrees 11 minutes 02 seconds West a distance of 72.39 feet to an iron pin set; thence North 21 degrees 21 minutes 17 seconds East a distance of 79.61 feet to an iron pin set; thence South 70 degrees 02 minutes 31 seconds East a distance of 92.45 feet to the TRUE POINT OF BEGINNING.

ORDINANCE NO. 2017-

The annexation is to include all that portion of right-of-way known as Albert Street located between the subject parcel and the existing city limits of Gainesville.

SECTION II.

The Secretary to the City Council of the City of Gainesville is directed to make and file with the Department of Community Affairs of the State of Georgia a certified copy of this Ordinance together with a plat describing lands annexed to the City of Gainesville by this Ordinance.

SECTION III.

All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION IV.

If any portion of this Ordinance shall be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that such other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

SECTION V.

The effective date of this Ordinance shall be upon approval by the governing authority of the City of Gainesville, Georgia.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk

First Reading: _____
Passed: _____

AN ORDINANCE

No. 2017-

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF GAINESVILLE, GEORGIA BY ESTABLISHING THE ZONING ON A 0.19± ACRE TRACT LOCATED ON THE NORTHWEST SIDE OF THE INTERSECTION OF SHALLOWFORD ROAD AND ALBERT STREET (A/K/A 593 AND 597 SHALLOWFORD ROAD) AT THE TIME OF ANNEXATION AS GENERAL BUSINESS, WITH CONDITIONS (G-B-c); REPEALING CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

(Amendment to Zoning Map)

BE IT HEREBY ORDAINED BY THE GOVERNING BODY OF THE CITY OF GAINESVILLE, GEORGIA, AS FOLLOWS:

SECTION I.

That from and after the passage of this Ordinance the following described lands shall be zoned and so designated on the Zoning Map of the City of Gainesville as **General Business, with conditions (G-B-c)**:

Conditions

- 1. The developer shall provide a minimum 8-foot tall two sided, opaque fence against the adjacent residential property to the north.**
- 2. There shall be no signs allowed along Albert Street.**
- 3. Access along Albert Street shall be limited to an exit only upon review and approval by the Public Works Director.**

Legal Description

All that tract or parcel of land lying and being in Land Lot 165 of the 9th Land District of Hall County, Georgia, consisting of 0.19 acres, more or less, and being a portion of Lots 9 and 10 of the Jones, Atkins, Green Subdivision according to a certain plat of survey for Masy Seng dated January 20, 2017, and being more particularly described as follows:

To find the true of point of beginning, begin at a nail found at intersection of the centerlines of the Albert Street and Jones Street; thence South 24 degrees 59 minutes 20 seconds West a distance of 157.38 feet to an iron pin set which is the true point of beginning; thence from said true point of beginning South 17 degrees 41 minutes 21 seconds West a distance of 76.28 feet to an iron pin set; thence South 78 degrees 49 minutes 06 seconds West a distance of 30.47 feet to a nail found; thence North 60 degrees 11 minutes 02 seconds West a distance of 72.39 feet to an iron pin set; thence North 21 degrees 21 minutes 17 seconds East a distance of 79.61 feet to an iron pin set; thence South 70 degrees 02 minutes 31 seconds East a distance of 92.45 feet to the TRUE POINT OF BEGINNING.

ORDINANCE NO. 2017-

The annexation is to include all that portion of right-of-way known as Albert Street located between the subject parcel and the existing city limits of Gainesville.

SECTION II.

All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION III.

If any portion of this Ordinance shall be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that such other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

SECTION IV.

This Ordinance is enacted as an amendment to the Code of the City of Gainesville, Georgia, and is to be codified as a part of Section 9-1-1-5.

SECTION V.

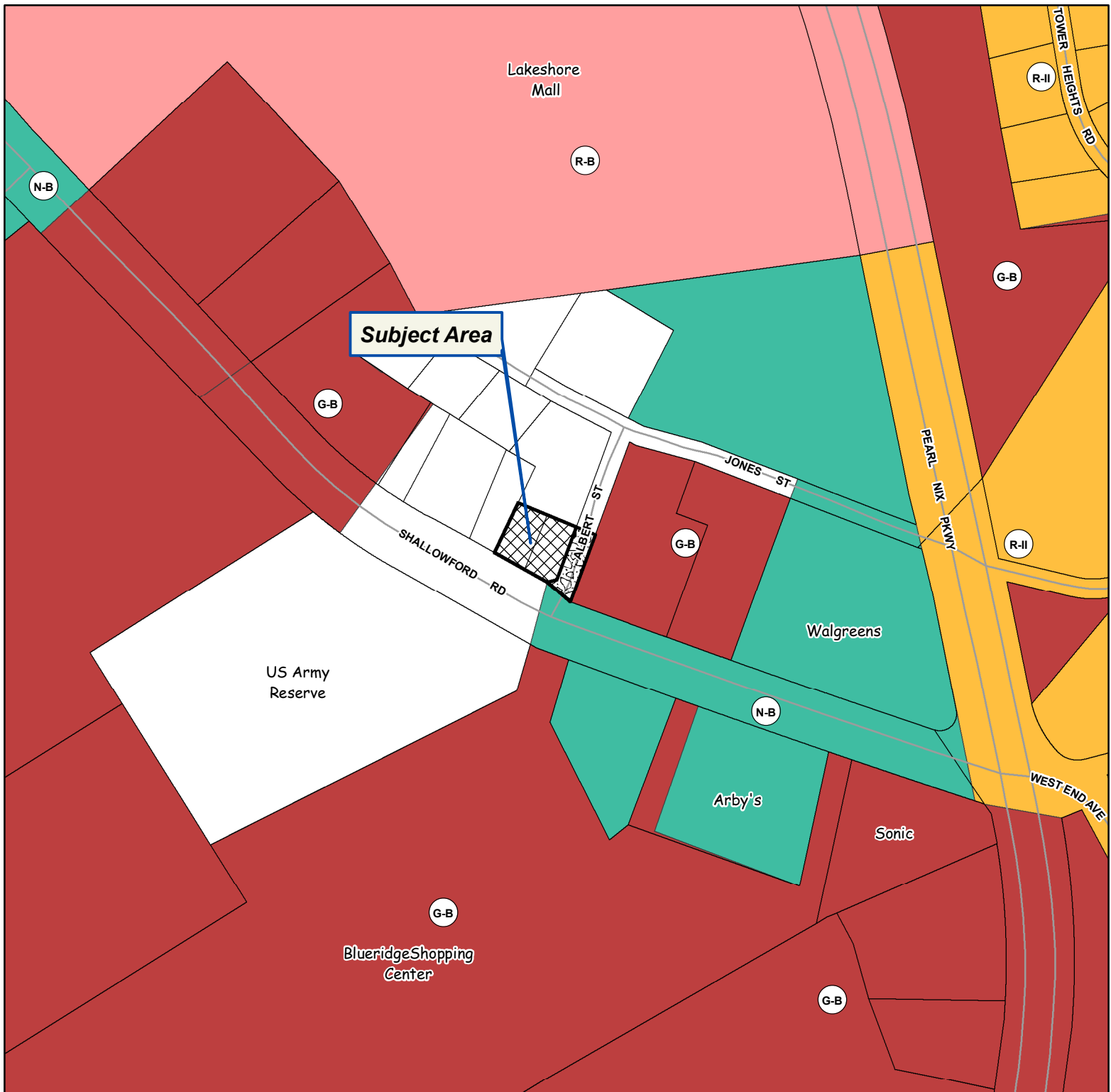
The effective date of this Ordinance shall be upon approval by the governing authority of the City of Gainesville, Georgia.

C. Danny Dunagan, Jr., Mayor

This is to certify that I am City Clerk of the City of Gainesville. As such, I keep its official records, including its minutes. In that capacity, my signature below certifies this resolution was adopted as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk



Applicant:

MASY SENG

ANNEXATION REQUEST



Request:

Annex 0.19+/- acre with General Business (G-B) zoning for a donut shop

Subject Area Address:

593 and 597 Shallowford Road

Meeting: 3/14/2017

Prepared: 2/1/2017

Gainesville Community Development Department



Subject Area



Right of Way to be Annexed



0 120 240 360 480 Feet

1" = 200'

Tax Parcel: 00-119A-001-012, 013

Page 84 of 108



Applicant:

MASY SENG

Gainesville Community Development Department

ANNEXATION REQUEST



Subject Area

Aerial from 2015



0 120 240 360 480 Feet

1" = 200'



Request:

Annex 0.19+/- acre with General Business (G-B) zoning for a donut shop

Subject Area Address:

593 and 597 Shallowford Road

Meeting: 3/14/2017

Prepared: 2/1/2017

Tax Parcel: 00-119A-001-012, 013

Application for Annexation to City of Gainesville

NW Corner Shallowford Road & Albert Street

Applicant, Mr. Masy Seng, submits to the City of Gainesville for annexation and concurrent rezoning of a 0.19 acre property. This property is vacant and currently owned by DWM, Inc. The recent Boundary Survey, prepared by Davis Engineering and Surveying indicates it is comprised of Tax Parcel Numbers 00119A001012 and 00119A001013.

Subject property is located at the northwest corner of Shallowford Road and Albert Street. Property currently lies within an unincorporated island of Hall County, and within the Highway Business Zoning District of Hall County. The nearest corporate limits of Gainesville are found along the eastern right of way of Albert Street.

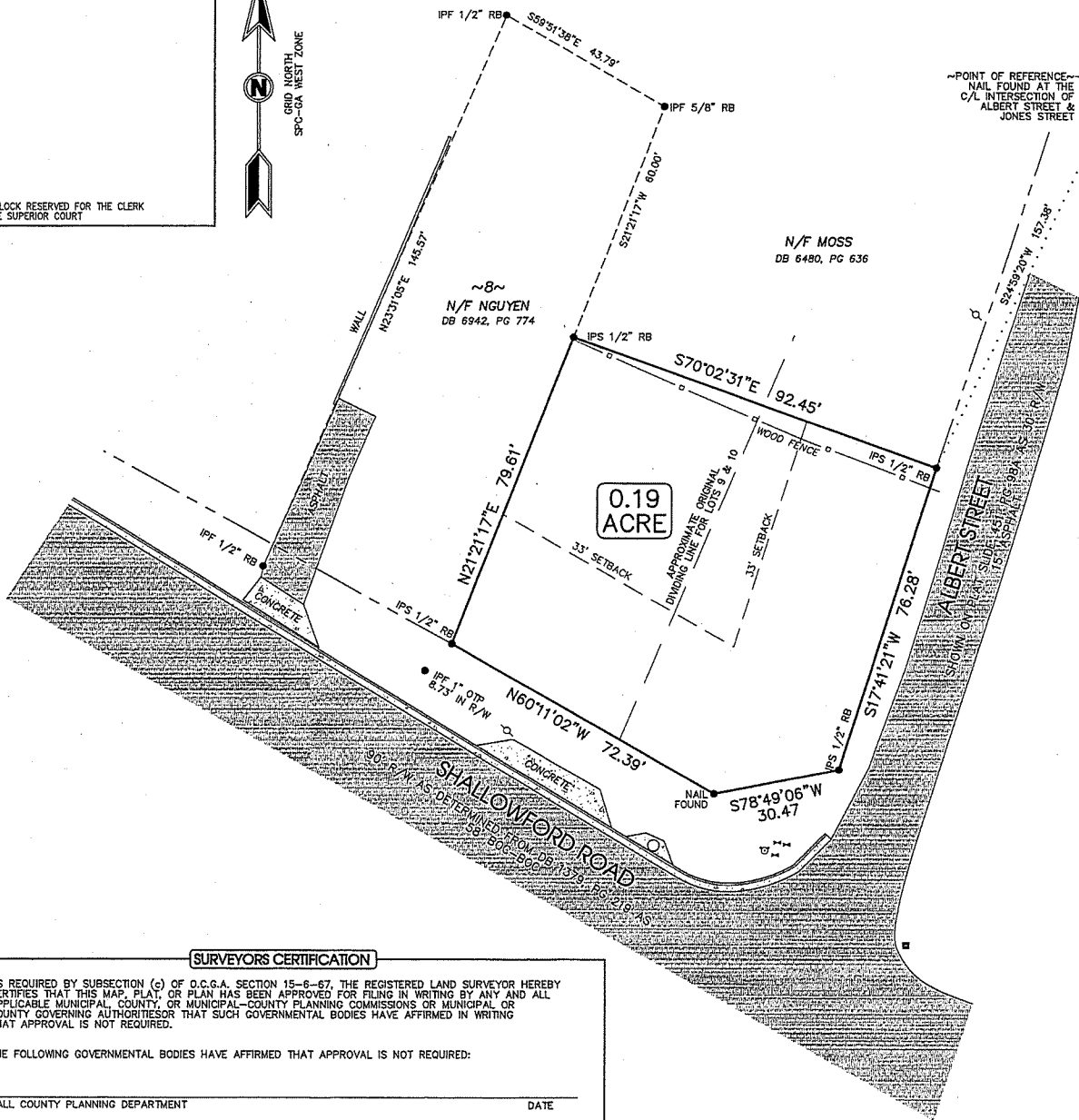
Neighboring parcels include an undeveloped tract to the west, which is also in the unincorporated island and has Highway Business zoning. A single-family home sits on the parcel adjacent to the north, although the property has Highway Business zoning. It too, lies within the aforementioned unincorporated island. The neighboring parcel to the east, sits across Albert Street, and is within City limits and operates as Regions Bank. The bank parcel has the City's General Business zoning. The neighboring parcel to the south, across Shallowford Road, is the home of the U.S. Army Reserve 802nd Ordnance, and is also in the unincorporated island with Highway Business zoning.

The applicant requests annexation to the City of Gainesville and concurrent rezoning to the City's General Business District. Should this be approved, the property's frontage along Shallowford Road would include it in the City's Gateway Corridor Overlay District, in addition to the General Business District.

The proposed use is a donut shop, involving the baking and retail sale of donuts on site. Pastries, donuts, muffins, and coffee are among menu items at other locations of the family-owned shops. The proposed use is allowed within the General Business District zoning. No special permission is required to operate thusly. The existing conditions of the property are vacant land, with public roads along two frontages. No water features, critical slopes, or wetlands are present, making the parcel ideal for development.

Development of this parcel as retail business is consistent with the Future Development Map of the City's 2030 Comprehensive Plan, which shows the area as commercial development. Annexation and commercial development of this parcel would enhance the City's tax digest, while new retail business would generate additional SPLOT revenue for the community.

THIS BLOCK RESERVED FOR THE CLERK
OF THE SUPERIOR COURT



FIELD MEASUREMENTS WERE TAKEN WITH A TRIMBLE S6 ROBOTIC INSTRUMENT.
FIELD DATA FOUND TO HAVE A CLOSURE PRECISION OF 1 FOOT IN 418,261 FEET, AND AN ANGULAR ERROR OF 27 SECONDS PER ANGLE.
FIELD DATA ADJUSTED USING THE LEAST SQUARES METHOD.
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO HAVE A PRECISION OF 1 FOOT IN 34,931 FEET.

THIS PLAT DOES NOT CONSTITUTE AND SHALL NOT BE CONSTRUED AS A TITLE SEARCH OR REPORT, AND THUS MAY BE SUBJECT TO ANY EASEMENTS, RIGHT OF WAY OR RESTRICTIONS ONE MAY FIND.
THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED ON THIS PLAT. THIS DOES NOT EXTEND TO ANY UNNAMED THIRD PARTY WITHOUT AN EXPRESSED RESTATEMENT BY THE SURVEYOR.

THIS SURVEY COMPLIES WITH BOTH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE OFFICIAL CODE OF GEORGIA ANNOTATED (OCCA) 15-6-67 AS AMENDED BY HB1004 (2016), IN THAT WHERE A CONFLICT EXISTS BETWEEN THOSE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF THE LAW PREVAIL.

TYPE OF SURVEY: RETRACEMENT

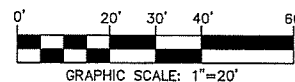
SOURCE OF TITLE DESCRIPTION FOR PROPERTY SHOWN HEREON: DB2535, PG 37

PROPERTY OWNERS AS OF SURVEY DATE: D.W.M. INC.

PARCEL NUMBERS: 00119A001012 & 00119A001013

NOTE:
33' SETBACK PER CITY OF GAINESVILLE.

LEGEND	
PROPERTY	
○	CALCULATED POSITION
●	IRON PIN FOUND/SET (IPF/PS)
○	CORP OF ENGINEERS MONUMENT
C/L	CENTERLINE
CTP	CRIMPED TOP PIPE
DB	DEED BOOK
N/F	LAND LOT LINE (L/L)
OTF	NOW OR FORMERLY OPEN TOP PIPE
PS	PLAT BOOK
PG	PAGE
P/L	PROPERTY LINE
RESAR	REAR
R/W	RIGHT OF WAY (R/W)
R/W	RIGHT OF WAY MONUMENT
SYMBOLS	
+	ACCESSIBLE SPACE
+	AIR CONDITION UNIT
+	BOLLARD
+	BONE HOLE
+	CORRUGATED METAL PIPE
+	CLEAN OUT
+	DROP INLET
+	DOUBLE WING CATCH BASIN
+	ELECTRIC BOX
+	FIRE DEPARTMENT CONNECTION
+	FIRE HYDRANT
+	FLAG POLE
+	GAS VALVE
+	GATE VALVE
+	GRAVE
+	GUY WIRE
+	HEADWALL
+	IRRIGATION VALVE
+	JUNCTION BOX
+	LIGHT POLE
+	MANHOLE
+	REINFORCED CONCRETE PIPE
+	SIGN
+	SINGLE WING CATCH BASIN
+	SPRING HEAD
+	TELECOMMUNICATIONS BOX
+	TRANSFORMER
+	UTILITY POLE
+	UTILITY MANHOLE
+	WATER METER
+	WATER VALVE
+	WATER VAULT
LINE TYPES	
---	ADJUNCTION
---	CABLE LINE
---	CENTERLINE (C/L)
---	FENCE (WOOD)
---	FENCE (CHAINLINK)
---	FENCE (WIRE)
---	FENCE (WIRE/METAL)
---	FIBER OPTIC
---	GAS
---	OVERHEAD UTILITY
---	POWER
---	POWER AND TELEPHONE
---	SANITARY SINKER LINE (S.S.)
---	SANITARY STUB OUT
---	STORM LINE
---	TELEPHONE LINE
---	TREE LINE/WOODS LINE
---	WATER LINE



SURVEYORS CERTIFICATION

AS REQUIRED BY SUBSECTION (c) OF O.C.G.A. SECTION 15-6-67, THE REGISTERED LAND SURVEYOR HEREBY CERTIFIES THAT THIS MAP, PLAT, OR PLAN HAS BEEN APPROVED FOR FILING IN WRITING BY ANY AND ALL APPLICABLE MUNICIPAL, COUNTY, OR MUNICIPAL-COUNTY PLANNING COMMISSIONS OR MUNICIPAL OR COUNTY GOVERNING AUTHORITIES OR THAT SUCH GOVERNMENTAL BODIES HAVE AFFIRMED IN WRITING THAT APPROVAL IS NOT REQUIRED.

THE FOLLOWING GOVERNMENTAL BODIES HAVE AFFIRMED THAT APPROVAL IS NOT REQUIRED:

HALL COUNTY PLANNING DEPARTMENT _____ DATE _____

HALL COUNTY ENVIRONMENTAL HEALTH DEPARTMENT _____ DATE _____

SUCH APPROVALS OR AFFIRMATIONS SHOULD BE CONFIRMED WITH THE APPROPRIATE GOVERNMENTAL BODIES BY ANY PURCHASER AS TO INTENDED USES OF ANY PARCEL. THE REGISTERED LAND SURVEYOR FURTHER CERTIFIES THAT THIS MAP, PLAT, OR PLAN COMPLIES WITH THE MINIMUM STANDARDS AND SPECIFICATIONS OF THE STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE GEORGIA SUPERIOR COURT CLERKS' COOPERATIVE AUTHORITY. THE APPROVAL SIGNATURES ABOVE WERE NOT IN PLACE WHEN THIS SURVEY WAS ISSUED, AND ARE TO BE PROPERLY OBTAINED PRIOR TO RECORDING.

JASON D. WATKINS GA RLS #3241

1/25/17
DATE

DES DAVIS

ENGINEERING & SURVEYING

81 CROWN MTN. PLACE
SUITE A-400
DAHLONEGA, GA 30533
PH: (706) 864-0012
FAX: (706) 864-0052
DAVISENGINEERS.COM



SURVEY FOR: MASY SENG

PORTION OF LOTS 9 & 10
OF THE JONES, ATKINS, GREEN SUBDIVISION (PB 2, PG 101)
LAND LOT 165
9TH DISTRICT
HALL COUNTY, GEORGIA

DRAWN BY: LAW

FIELD CREW: JR, JG, CC, JB

PLAT DATE: 1/20/17

SURVEY DATE: 1/20/17

SHEET NO.

1 OF 1

PROJECT NO.

17-005

Danny's Donuts





CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/24/2017

Presenter: Matt Tate

Item of Business: **Public Hearing Item for the April 4, 2017 Council Meeting
Tabled at Planning and Appeals Board Meeting**
Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a 0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive) and to establish zoning as Planned Unit Development (P-U-D). **Ward Number: One.** Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036.
Request: Active adult community.

Meeting Date: 3/30/2017

Purpose of Request:

The applicant is proposing to annex the subject property with a zoning of Planned Unit Development (P-U-D). The property is currently zoned Planned Residential Development (P-R-D) within Hall County and is contiguous to the city limits to the east. Presently, the tract of land consists of six parcels which are heavily wooded and contain three single-family homes. The property was previously rezoned in 2006 and later amended in 2008 in Hall County for a similar proposal. The applicant is requesting sanitary sewer services and is required to annex as the property is now adjacent to the city limits. The anticipated development will consist of 90 active adult units to include 56 attached terrace homes, 10 single-family detached homes and 24 stacked flats (condominiums). The development will include a community clubhouse and pool. Access is proposed from Strickland Drive and storm water detention is proposed underground. It is the intent for the proposal to complement the below proposed mixed-use request.

History/Background:

On June 1, 2016, the applicant withdrew their annexation application for the same property.

Facts & Issues for Consideration:

Department Recommendation:

Planning staff has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff recommended the three Oak Hall Companies, LLC agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017, Planning and Appeals Board meeting.

The Planning and Appeals Board voted to table this agenda item until their May 9, 2017 meeting.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description		Type
	Legal Ad	Legal Ad
	Staff Memo	Backup Material

COMBINED LEGAL AD
Gainesville Planning and Appeals Board
Gainesville City Council

Publish Sunday, February 26, 2017
THE TIMES

NOTICE OF PLANNING AND APPEALS BOARD PUBLIC HEARING

Notice is hereby given that the **Gainesville Planning and Appeals Board** will conduct a public hearing on **Tuesday, March 14, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development
- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive;**

0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE GAINESVILLE ZONING MAP

Notice is hereby given that the **Gainesville City Council** will conduct a public hearing on **Tuesday, April 4, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development

- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive**) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

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01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

Additional information is available from the Community Development Department, Planning Division, by calling 770-531-6570.

NOTE: In accordance with Georgia law, anyone who wishes to express opposition to the proposed zoning action, and has made, within two years immediately preceding the filing of the proposed zoning action, campaign contributions aggregating \$250 or more to a local government official who will consider the application, shall file a disclosure of contribution(s) with the Planning Division at least five (5) days prior to the first reading of the proposed zoning action by the City Council. (OCGA § 36-67A-3 3 {c})



CITY OF GAINESVILLE

COMMUNITY
DEVELOPMENT
DEPARTMENT

Post Office Box 2496

Gainesville, Georgia 30503-2496

Telephone: 770-531-6570

Fax: 770-297-7826

Web Site: www.gainesville.org

MEMORANDUM

TO: Gainesville Planning and Appeals Board

FROM: Community Development Department – Planning Division

DATE: March 14, 2017

SUBJECT: Oak Hall Companies, LLC

Oak Hall Companies, LLC has submitted three applications which are scheduled to be heard at the March 14, 2017, Planning and Appeals Board meeting. Below is a brief description of the three applications.

1. Rezoning of 157.98[±] acres to Planned Unit Development (P-U-D) and General Business (G-B) for an 820-unit age-restricted, mixed-use development to include 261 single-family detached homes; 64 single-family cottages; 55 detached terrace homes; 52 attached terrace homes; 63 stacked flats (multi-story condominiums); and 175 independent living units and 150 assisted living units. Amenities are to include a swimming pool, club house, passive park and two community docks totaling 130 boat slips.

Proposed non-residential uses are to include 24,000 square feet of retail/office/restaurant space, seven commercial parcels each having approximately 8,000 square feet of building space, a 40,000 square foot storage facility and a 3.0[±] acres tract of land reserved for a 10,650[±] square foot fire station.

2. Annexation of 50.81[±] acres with a zoning of Planned Unit Development (P-U-D) and General Business (G-B) to include the same 820-unit age-restricted, mixed-use development described above.
3. Annexation of 26.16[±] acres with a zoning of Planned Unit Development (P-U-D) for a 90-unit, age-restricted, active adult development to include 56 attached terrace homes, 10 single-family detached homes and 24 stacked flats (condominiums). Amenities are to include common green space/park areas, community clubhouse and pool.

Upon review of these agenda items, the Community Development Department has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff is recommending the three agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017 Planning and Appeals Board meeting.

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/24/2017

Presenter: Matt Tate

Item of Business: **Public Hearing Item for the April 4, 2017 Council Meeting
Tabled at Planning and Appeals Board Meeting**
Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a 0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B). **Ward Number: One.** Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039; 00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018. **Request: Mixed-use development.**

Meeting Date: 3/30/2017

Purpose of Request:

The applicant is proposing to annex the subject property with a zoning of Planned Unit Development (P-U-D) and General Business (G-B) and is to be included as part of the overall 208.79± acres proposed mixed-use development. The property is currently zoned Agricultural Residential-III (AR-III), Residential-II (R-II) and Highway Business (H-B) within unincorporated Hall County. The city limits are contiguous to the subject property to the north, south, east and west. The property contains numerous residential, commercial out buildings and a cellular tower. The proposed development includes a total of 820 age restricted units of which most of the units are to be restricted for adults age 55 and up. The mixture of housing proposed includes: 261 single-family detached homes; 64 single-family cottages; 55 detached terrace homes; 52 attached terrace homes; 63 stacked flats (multi-story condominiums); and 175 independent living units and 150 assisted living units which could include up to 30 memory care units. In addition, an amenity area is proposed to include a swimming pool, club house, passive park and two community docks totaling 130 boat slips and a 40,000 square foot storage facility to be utilized by residents of the community. Other uses are to include 24,000 square feet of retail/office/restaurant, seven commercial parcels and land reserved for a future fire station. Access is proposed from Dawsonville Highway, Ahaluna Drive and Strickland Drive.

History/Background:

Facts & Issues for Consideration:

Department Recommendation:

Planning staff has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff recommended the three Oak Hall Companies, LLC agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017 Planning and Appeals Board meeting.

The Planning and Appeals Board voted to table this agenda item until their May 9, 2017 meeting.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description		Type
	Legal Ad	Legal Ad
	Staff Memo	Backup Material

COMBINED LEGAL AD
Gainesville Planning and Appeals Board
Gainesville City Council

Publish Sunday, February 26, 2017
THE TIMES

NOTICE OF PLANNING AND APPEALS BOARD PUBLIC HEARING

Notice is hereby given that the **Gainesville Planning and Appeals Board** will conduct a public hearing on **Tuesday, March 14, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
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Request: Mixed-use development
- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive;**

0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE GAINESVILLE ZONING MAP

Notice is hereby given that the **Gainesville City Council** will conduct a public hearing on **Tuesday, April 4, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

- 1) Request from **Hanh My Thi Doan** for a Special Use on a 0.52± acre tract located on the east side of South Enota Drive, north of its intersection with Sherwood Park Drive (a/k/a **502 South Enota Drive NE**), having a zoning classification of Office and Institutional (O-I).
Ward Number: Three
Tax Parcel Number(s): 01-064-002-030
Request: Nail Salon
- 2) Request from **Masy Seng** to annex a 0.19± acre tract located on the northwest side of the intersection of Shallowford Road and Albert Street (a/k/a **593 and 597 Shallowford Road**) and to establish zoning as General Business (G-B).
Ward Number: Five
Tax Parcel Number(s): 00-119A-001-012 and 013
Request: Donut shop
- 3) Request from **Oak Hall Companies, LLC** to annex a 26.16± acres tract located east of Dawsonville Highway and on the north side of the intersection of Strickland Drive and Sportsman Club Road, with road frontage on Karen Lane (a/k/a **0 and 2209 Karen Lane; 2106, 2234 and 2242 Sportsman Club Road; and 2049 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D).
Ward Number: One
Tax Parcel Number(s): 00-109-003-001, 004, 005; 00-109B-000-001, 002A and 036
Request: Active adult community
- 4) Request from **Oak Hall Companies, LLC** to annex a 50.81± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Dawsonville Highway, Ahaluna Drive, Skyview Drive and Strickland Drive (a/k/a **0 and 1758 Ahaluna Drive; 1508, 1550, 1740, 1746, 1758, 1760, 1934 and 1982 Dawsonville Highway; 300 and 301 Skyview Drive; 0, 2008 and 2016 Strickland Drive**) and to establish zoning as Planned Unit Development (P-U-D) and General Business (G-B).
Ward Number: One
Tax Parcel Number(s): 00-110-000-005 (part), 028, 032 (part) and 039;
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Request: Mixed-use development

- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive**) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;
00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;
01-110-001-006; 01-110A-004-022;
01-114-001-001, 026, 145 and 161

Request: Mixed-use development

Additional information is available from the Community Development Department, Planning Division, by calling 770-531-6570.

NOTE: In accordance with Georgia law, anyone who wishes to express opposition to the proposed zoning action, and has made, within two years immediately preceding the filing of the proposed zoning action, campaign contributions aggregating \$250 or more to a local government official who will consider the application, shall file a disclosure of contribution(s) with the Planning Division at least five (5) days prior to the first reading of the proposed zoning action by the City Council. (OCGA § 36-67A-3.3 {c})



CITY OF GAINESVILLE

COMMUNITY
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DEPARTMENT

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Gainesville, Georgia 30503-2496

Telephone: 770-531-6570

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Web Site: www.gainesville.org

MEMORANDUM

TO: Gainesville Planning and Appeals Board

FROM: Community Development Department – Planning Division

DATE: March 14, 2017

SUBJECT: Oak Hall Companies, LLC

Oak Hall Companies, LLC has submitted three applications which are scheduled to be heard at the March 14, 2017, Planning and Appeals Board meeting. Below is a brief description of the three applications.

1. Rezoning of 157.98[±] acres to Planned Unit Development (P-U-D) and General Business (G-B) for an 820-unit age-restricted, mixed-use development to include 261 single-family detached homes; 64 single-family cottages; 55 detached terrace homes; 52 attached terrace homes; 63 stacked flats (multi-story condominiums); and 175 independent living units and 150 assisted living units. Amenities are to include a swimming pool, club house, passive park and two community docks totaling 130 boat slips.

Proposed non-residential uses are to include 24,000 square feet of retail/office/restaurant space, seven commercial parcels each having approximately 8,000 square feet of building space, a 40,000 square foot storage facility and a 3.0[±] acres tract of land reserved for a 10,650[±] square foot fire station.

2. Annexation of 50.81[±] acres with a zoning of Planned Unit Development (P-U-D) and General Business (G-B) to include the same 820-unit age-restricted, mixed-use development described above.
3. Annexation of 26.16[±] acres with a zoning of Planned Unit Development (P-U-D) for a 90-unit, age-restricted, active adult development to include 56 attached terrace homes, 10 single-family detached homes and 24 stacked flats (condominiums). Amenities are to include common green space/park areas, community clubhouse and pool.

Upon review of these agenda items, the Community Development Department has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff is recommending the three agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017 Planning and Appeals Board meeting.

CITY OF GAINESVILLE

WORKSESSIONREQUEST

Date Submitted: 3/24/2017

Presenter: Matt Tate

Item of Business: **Public Hearing Item for the April 4, 2017 Council Meeting
Tabled at Planning and Appeals Board Meeting**
Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a 0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B). **Ward Number: One.** Tax Parcel Number(s): 00-109B-000-003A; 00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038; 01-110-001-006; 01-110A-004-022; 01-114-001-001, 026, 145 and 161. **Request: Mixed-use development.**

Meeting Date: 3/30/2017

Purpose of Request:

The applicant is proposing to rezone the subject property with a zoning of Planned Unit Development (P-U-D) and is to be included as part of the previously described 208.79± acres proposed mixed-use development. The property contains mostly undeveloped land with the exception of four single-family homes.

History/Background:

Facts & Issues for Consideration:

Department Recommendation:

Planning staff has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff recommended the three Oak Hall Companies, LLC agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017 Planning and Appeals Board meeting.

The Planning and Appeals Board voted to table this agenda item until their May 9, 2017 meeting.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget?

N/A

Amount Requested:

Source of Funds:

Finance Comments:

Administrative Comments:

ATTACHMENTS:

Description	Type
 Legal Ad	Legal Ad

COMBINED LEGAL AD
Gainesville Planning and Appeals Board
Gainesville City Council

Publish Sunday, February 26, 2017
THE TIMES

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Ward Number: Five
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Request: Donut shop
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Request: Mixed-use development

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS TO THE GAINESVILLE ZONING MAP

Notice is hereby given that the **Gainesville City Council** will conduct a public hearing on **Tuesday, April 4, 2017 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in midtown Gainesville on the following requests:

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Tax Parcel Number(s): 00-119A-001-012 and 013
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00-110A-004-001 (part), 002A, 004 (part), 005 (part), 007 (part), 007A (part), 007X, 014 (part), 016 (part), 017 (part) and 018
Request: Mixed-use development

- 5) Request from **Oak Hall Companies, LLC** to rezone a 157.98± acres tract located on the east side of Dawsonville Highway (S.R. 53), having road frontage on Ahaluna Drive, Skyview Drive, Strickland Drive, Lakeshore Circle, West Lake Drive and Karen Lane (a/k/a **0, 1264 and 1817 Ahaluna Drive; 1876 Dawsonville Highway; 2208 Karen Lane; 0 and 2029 Strickland Drive; 0 and 1489 West Lake Drive**) from Residential-I-A (R-I-A), Residential-I (R-I), Planned Unit Development (P-U-D) and Regional Business (R-B) to Planned Unit Development (P-U-D) and General Business (G-B).

Ward Number: One

Tax Parcel Number(s): 00-109B-000-003A;

00-110-000-001, 006, 030, 031, 034, 035, 036, 037 and 038;

01-110-001-006; 01-110A-004-022;

01-114-001-001, 026, 145 and 161

Request: Mixed-use development

Additional information is available from the Community Development Department, Planning Division, by calling 770-531-6570.

NOTE: In accordance with Georgia law, anyone who wishes to express opposition to the proposed zoning action, and has made, within two years immediately preceding the filing of the proposed zoning action, campaign contributions aggregating \$250 or more to a local government official who will consider the application, shall file a disclosure of contribution(s) with the Planning Division at least five (5) days prior to the first reading of the proposed zoning action by the City Council. (OCGA § 36-67A-3 3 {c})



CITY OF GAINESVILLE

COMMUNITY
DEVELOPMENT
DEPARTMENT

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Web Site: www.gainesville.org

MEMORANDUM

TO: Gainesville Planning and Appeals Board

FROM: Community Development Department – Planning Division

DATE: March 14, 2017

SUBJECT: Oak Hall Companies, LLC

Oak Hall Companies, LLC has submitted three applications which are scheduled to be heard at the March 14, 2017, Planning and Appeals Board meeting. Below is a brief description of the three applications.

1. Rezoning of 157.98[±] acres to Planned Unit Development (P-U-D) and General Business (G-B) for an 820-unit age-restricted, mixed-use development to include 261 single-family detached homes; 64 single-family cottages; 55 detached terrace homes; 52 attached terrace homes; 63 stacked flats (multi-story condominiums); and 175 independent living units and 150 assisted living units. Amenities are to include a swimming pool, club house, passive park and two community docks totaling 130 boat slips.

Proposed non-residential uses are to include 24,000 square feet of retail/office/restaurant space, seven commercial parcels each having approximately 8,000 square feet of building space, a 40,000 square foot storage facility and a 3.0[±] acres tract of land reserved for a 10,650[±] square foot fire station.

2. Annexation of 50.81[±] acres with a zoning of Planned Unit Development (P-U-D) and General Business (G-B) to include the same 820-unit age-restricted, mixed-use development described above.
3. Annexation of 26.16[±] acres with a zoning of Planned Unit Development (P-U-D) for a 90-unit, age-restricted, active adult development to include 56 attached terrace homes, 10 single-family detached homes and 24 stacked flats (condominiums). Amenities are to include common green space/park areas, community clubhouse and pool.

Upon review of these agenda items, the Community Development Department has determined that the applicant will need to provide additional traffic data prior to staff giving an official recommendation. Therefore, staff is recommending the three agenda items be **tabled** for a period of 60-days to be scheduled for the May 9, 2017 Planning and Appeals Board meeting.