



Work Session Agenda
Thursday, September 26, 2024, 9:00 AM
Administration Building, Boardroom (3rd Floor)
300 Henry Ward Way, Gainesville, GA 30501
Mayor or Mayor Pro Tem Presides

DEPARTMENT ISSUES:

Community & Economic Development

• **Public Hearing Item: October 1, 2024 Council Meeting**

Abb Hayes

Request from **HadjPadj Technologies, LLC** to amend a zoning condition on a 1.37± acres tract located on the south side of Palmour Drive, west of the intersection of Palmour Drive and Queen City Parkway (a/k/a **1176 Palmour Drive, SW**), having a zoning of Heavy Industrial (H-I). **Ward Number: Five**. Tax Parcel Number(s): 15-035-000-015. **Request: Data center**.

CITY MANAGER ISSUES:

MAYOR/COUNCIL ISSUES:

• Ex-Officio Report(s)

• Appointments: Chattahoochee Golf Course Advisory Committee

Sam Couvillon

• Appointments: Gainesville Redevelopment Authority

Sam Couvillon

CITY ATTORNEY ISSUES:

• Resolution: Quit-Claim Easement Release to Arista Gainesville LLC

Abb Hayes

CITY CLERK ISSUES:

• Update: Code Rewrite Project

Denise Jordan

EXECUTIVE SESSION:

ADJOURNMENT:

Final: Tuesday, September 24, 2024, 8:39 AM



CITY OF GAINESVILLE

Work Session Agenda Request

Item Created: September 13, 2024

Date Submitted: September 16, 2024

Final Approval Date: September 25, 2024

Presenter: Abb Hayes, City Attorney

Item of Business: **Public Hearing Item: October 1, 2024 Council Meeting**
Request from **HadjPadj Technologies, LLC** to amend a zoning condition on a 1.37± acres tract located on the south side of Palmour Drive, west of the intersection of Palmour Drive and Queen City Parkway (a/k/a **1176 Palmour Drive, SW**), having a zoning of Heavy Industrial (H-I). **Ward Number: Five.** Tax Parcel Number(s): 15-035-000-015. **Request: Data center.**

Meeting Date: September 26, 2024

Purpose of Request:

To provide an overview of the following zoning request as presented at the September 10, 2024, Planning and Appeals Board meeting.

Facts & Issues / History & Background:

The applicant is proposing to amend a zoning condition to increase the number of data center huts permitted on the subject property. In April of 2024, special use approval was given for a maximum of two, 10' x 18' data center huts which was sufficient at that time. According to the applicant, Georgia Power initially required no additional upgrades, but were later told that significant upgrades were required at a substantial cost which no longer made the project feasible.

Therefore, the applicant proposes to amend zoning condition #1 of Zoning Resolution ZR-2024-04 to allow six, 10' x 40' data huts, or a total of 2,400 square feet of data center space. The applicant states the additional data center huts will make the project more feasible by offsetting the cost of the upgrades and the required landscape buffer will screen and further dampen any noise from the surrounding properties and Palmour Drive. According to the applicant, the data centers will operate 24 hours a day and 7 days a week and the noise level from the servers and fans drops to a conversation level of (65 dB) after 100 feet of distance. The property is currently undeveloped and is located within the Gainesville Industrial Park South and within the Airport Overlay Zone. Adjacent uses include Poly Enterprises manufacturing, Ace Hardware distribution center and Lee Gilmer Memorial Airport.

Department Recommendation:

Staff and PAB recommended denial of this request. See the PAB Memorandum for details and excerpts from the meeting minutes.

SAMPLE MOTIONS:

Approval of Ordinance 2024- :

I move to approve the ordinance to amend the zoning conditions for a data center within Heavy Industrial zoning with seven conditions as presented.

Denial of the Request:

I move to deny the request.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. Legal Ad
2. PAB Recommendation Report/Memorandum
3. Proposed Zoning Amendment Ordinance
4. Location Maps
5. Narrative
6. Survey
7. Original Site Plan
8. Updated Site Plan
9. Pictures

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Legals

Miscellaneous



NEW SEX OFFENDER TO HALL COUNTY
NAME: Jason Truelove
ADDRESS: 3179 Baker Rd #7 Gainesville Ga 30507
DATE OF OFFENSE: 01/01/2001 and 11/08/2011
OFFENSE: Statutory Rape (F) / Obscene Internet Contact
COURT OF CONVICTION: Lumpkin County
WEBSITE: <https://gbi.georgia.gov/georgia-sex-offender-registry>
138740 9/14

PUBLIC NOTICE CLOSURE OF PUBLIC HOUSING WAITLIST Effective Date: October 7, 2024
Gainesville Housing hereby announces the closure of its Public Housing and Midtown Villages 3BR – 5BR Waitlist effective **October 7, 2024, at midnight**. This includes our previously closed 1BR – 2BR wait list. This closure is necessary to manage the current demand and ensure that existing applications can be processed in a prompt and efficient manner. Individuals who have already submitted applications will continue to be considered based on eligibility and availability of housing. We appreciate your understanding and cooperation during this time. Updates about the reopening of the waitlist will be provided through our official channels, including our website and

local community notices. For further information or inquiries, please contact Gainesville Housing, 770-536-1294 or visit our website at www.gainesvillehousing.org. Thank you for your attention to this matter.
Gainesville Housing 138211 8/24, 28, 31, 9/4, 7, 11, 14, 18, 21, 25, 28, 10/2, 5

Sewage Spill Notice
In accordance with Environmental Protection Division regulations, this is notice that on Saturday, Aug. 7, 2024, a sewer spill occurred due to a power loss. The spill occurred near Mulberry Creek off Martin Road in Flowery Branch. It is estimated that approximately 21,000 gallons of sewage spilled into Mulberry Creek. The Georgia Environmental Protection Division and Hall County Environmental Health have been notified of the spill. If you have questions concerning the spill, please contact Matthew Speed with EMI at (678) 315-1813.
138831 9/14

Public Hearings

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, October 1, 2024 at 5:30 p.m.** in the **Gainesville Justice Center** (Municipal Courtroom at the Public Safety Complex), 701 Queen City Parkway in Gainesville on the following requests:
1) Request from **HadjPadj Technologies, LLC** to amend a zoning condition on a 1.37± acres tract located on the south side of Palmour Drive, west of the intersection of Palmour Drive and Queen City Parkway (a/k/a **1176 Palmour Drive, SW**), having a zoning of Heavy Industrial (H-I).
Ward Number: Five
Tax Parcel Number(s): 15-035-000-015
Request: Data center
Additional information is available from the

Community and Economic 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))
138852 9/14

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8:30 AM - 5:00 PM

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MEMORANDUM

TO: City Council

FROM: Planning & Appeals Board

APPLICANT: HadjPadj Technologies, LLC

PROPERTY OWNER: C & J 861, LLC

LOCATION: 1176 Palmour Drive, SW

ZONING: Heavy Industrial (H-I)

DATE: October 1, 2024

SUBJECT: **Amend a zoning condition**

A request has been received from HadjPadj Technologies, LLC to amend a zoning condition on a 1.37± acres tract to increase the number of data center huts permitted on the subject property. In April of 2024, a conditional special use approval was given for a maximum of two, 10' x 18' data center huts which was sufficient at that time. According to the applicant, Georgia Power initially required no additional upgrades, but were later told that significant upgrades were required at a substantial cost which no longer made the project feasible.

Therefore, the applicant is proposing to amend condition #1 of Zoning Resolution ZR-2024-04 to allow six, 10' x 40' data huts, or a total of 2,400 square feet of data center space. The increase allows the data huts to consume more power which will make the project feasible. The additional number of data huts and increased size allows for more airflow which helps keep the servers cooler and quieter. The required landscape buffer will screen and further dampen any noise from the surrounding properties and Palmour Drive. According to the applicant, the data centers will operate 24 hours a day / 7 days a week, and the noise level from the servers and fans drops to a conversation level of (65 dB) after 100 feet of distance. The property is currently undeveloped and is located within the Gainesville Industrial Park South and within the Airport Overlay Zone. Adjacent uses include Poly Enterprises manufacturing, Ace Hardware distribution center and Lee Gilmer Memorial Airport.

The Planning staff recommended denial of the original special use request which was later approved by the Planning and Appeals Board and City Council with 5 zoning conditions. The Planning staff is recommending **denial** of this amended request, but if consideration is given by the Planning and Appeal Board, the following changes to the original zoning conditions are encouraged. The strikethroughs shown represent the text removed from the original zoning condition. The highlighted text represents the proposed amended and new zoning conditions.

Conditions

1. The subject property proposal shall be limited to two 10' x 18' four, 10' x 45' data center huts or a total of 1,800 square feet of data center space and a storage facility limited in size to a typical storage container.
2. The proposed data center huts shall be screened on all sides by a sound barrier wall at a height sufficient to screen the data huts and storage facility from Palmour Drive and the adjacent properties. The location, type and architecture of the sound barrier wall shall be approved by the Community and Economic Development Director.
3. All improvements on the subject property shall be limited to a maximum height of 12-feet. Furthermore, a storage facility limited in size to a typical shipping container shall be allowed to be placed on the property in such location as approved by the Community and Economic Development Director.
4. The proposed data huts shall be sufficiently screened with existing and new vegetation and trees as depicted on the site/landscape plan, subject to the approval of the Community and Economic Development Director.
5. All new fencing shall be chain-link coated with black color vinyl.
6. All access point design for the subject property shall be submitted for review by the Gainesville Public Works Director, and approval of said design shall be required prior to issuance of a building permit. All required access/traffic/sidewalk improvements associated with the proposed development shall be at the full expense of the developer/property owner.
7. When measured 100 feet from the data huts, the sound level shall not exceed 65 dB(A) at any time.

Excerpts from the September 10, 2024 PAB Meeting Minutes

Applicant Presentation: Viral Chhadua, 2313 Crystal Court, stated the plan was to come before the board in early 2025 for the site build-out but had some issues with Georgia Power regarding cost of upgrades. Mr. Chhadua reviewed the conditions on the presentation and stated the request is for 1,800 square feet of data space along with a noise measurement limitation tool limiting noise no more than 65 db. He reviewed the economics for the project including quotes from for two data huts at approximately \$347,000 and four data huts of \$437,000 and decreases the per MW bases. Mr. Chhadua stated he had been working with the planning staff and agree on all conditions except for the sound barrier wall for the data huts and storage facility. He stated he believes it will be a waste of resources since the data huts are actually buildings built to electrical and building codes. He went over slides on the presentation of other locations and stated

the project will be screened with robust landscaping which will help mitigate noise. The project will have gravel or asphalt for ground covering. He also had an example of a server with an intake fan and exhaust fan and explained can get very hot without proper air flow which causes most noise. He stated he was concerned about proper air flow if walls are built around the huts and the cooler for the servers are, the quieter. The next slide he spoke about the elevations and will be below 12 feet for the sides of the data huts. He stated the site plan had been revised for added impervious space being a retention pond which will be hidden behind the landscape. He spoke about the tax revenue for the City and Hall County. Mr. Chhadua handed the board members a copy of an example and stated he would like to propose louvered style walls instead of a chain-link fence which would provide more security and further screening. He stated it will look better and possibly have brick columns which will allow for proper air flow and run quieter at a conversation level.

FAVOR: None

OPPOSE: None

Board Member Comments: **Vice Chair Thompson** stated his concern was there were several questions in the beginning and then was narrowed down to two units but now a much larger project is being proposed.

Mr. Chhadua stated he had met with the local engineer in January and was told verbally the two huts could be serviced without upgrades and did not want to go through the process of what their cost would be since the project had not been approved. He then explained after the approval in April he received the actual cost for the project but he failed to get it in writing back in January. He explained without any guarantee to expand in the future then it will not make it feasible with the economics.

Chairman Carter stated when the proposed project was presented, he still believes that it's important to get things right when its new and different and the scope of the project changed. He reminded the audience and board that the zoning amendment request will go forward to City Council for final decision.

Board Member Fleming expressed appreciation to the applicant for his work into the request and appreciates the planning staff's work on the project and agrees with the planning staff for recommended denial.

There was a motion to recommend denial of the zoning amendment request for a data center with Heavy Industrial (H-I) zoning.

Motion made by Board Member Fleming

Motion seconded by Board Member Simmons

Vote – 4 favor, 2 absent (Martin, Young), 1 vacant

Passed: _____

AN ORDINANCE

No. 2024-

AN ORDINANCE AMENDING THE ZONING CONDITIONS ON A 1.37± ACRES TRACT LOCATED ON THE SOUTH SIDE OF PALMOUR DRIVE, WEST OF THE INTERSECTION OF PALMOUR DRIVE AND QUEEN CITY PARKWAY (A/K/A 1176 PALMOUR DRIVE, SW); TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

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 **Heavy Industrial, with conditions (H-I-c)**.

Conditions

- 1. The proposal shall be limited to four, 10' x 45' data center huts or a total of 1,800 square feet of data center space and a storage facility limited in size to a typical storage container.**
- 2. The proposed data center huts shall be screened on all sides by a sound barrier wall at a height sufficient to screen the data huts and storage facility from Palmour Drive and the adjacent properties. The location, type and architecture of the sound barrier wall shall be approved by the Community and Economic Development Director.**
- 3. All improvements on the subject property shall be limited to a maximum height of 12-feet. Furthermore, a storage facility limited in size to a typical shipping container shall be allowed to be placed on the property in such location as approved by the Community and Economic Development Director.**
- 4. The proposed data huts shall be sufficiently screened with existing and new vegetation and trees as depicted on the site/landscape plan, subject to the approval of the Community and Economic Development Director.**
- 5. All new fencing shall be chain-link coated with black color vinyl.**
- 6. All access point design for the subject property shall be submitted for review by the Gainesville Public Works Director, and approval of said design shall be required prior to issuance of a building permit. All required**

ORDINANCE NO. 2024-____

access/traffic/sidewalk improvements associated with the proposed development shall be at the full expense of the developer/property owner.

- 7. When measured 100 feet from the data huts, the sound level shall not exceed 65 dB(A) at any time.**

Legal Description

All that tract or parcel of land lying and being in the 411 G.M.D. of Hall County, City of Gainesville, Georgia and being more particularly described as follows:

BEGINNING at a ½ inch rebar set on the southerly right-of-way of Palmour Drive (having a 50 foot right-of-way width) located 426.18 feet and on a bearing of North 72 degrees 37 minutes and 49 seconds West from the intersection formed by the southerly right-of-way line of last said road with the westerly right-of-way line of Palmour Drive, S.W. (having 100 foot right-of-way width); thence leaving the southerly right-of-way of said Palmour Drive and running South 37 degrees 33 minutes and 56 seconds West for a distance of 379.20 feet to a ½ inch rebar set; thence North 17 degrees 13 minutes and 37 seconds West for a distance of 410.19 feet to a ½ inch rebar set; thence North 17 degrees 22 minutes and 11 seconds East for a distance of 18.23 feet to a ½ inch rebar set located on the southerly right-of-way of said Palmour Drive (having a 50 foot right-of-way width); thence running along the southerly right-of-way line of last said road South 72 degrees 37 minutes and 49 seconds East for a distance of 363.82 feet to a ½ inch rebar set located at the POINT OF BEGINNING, containing approximately 1.37 acres, more or less.

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

The effective date of this Ordinance shall be the first day of the month following approval by the governing body of the City of Gainesville, Georgia.

W. Samuel Couvillon, 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 Ordinance was adopted

ORDINANCE NO. 2024-____

as stated and will be recorded in the official minutes.

ATTEST:

Denise O. Jordan, City Clerk



GAINESVILLE

Lee Gilmer
Memorial Airport

PALMOUR DRIVE

H-I

Ace Hardware
Distribution Center

Poly
Enterprises

Shasta
Beverages

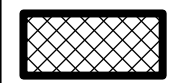
Applicant:
HADJPADJ TECHNOLOGIES, LLC

ZONING AMENDMENT REQUEST

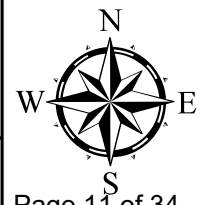
Request:
Amend zoning condition on +/- 1.37 AC within Heavy Industrial (H-I) zoning for a data mining facility.

Subject Property Address:
1176 Palmour Drive, SW

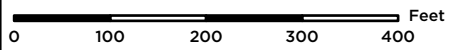
Tax Parcel:
15-035-000-015



Subject Property



Meeting Date: 9/10/2024 **Map Prepared:** 8/12/2024



Scale: 1" = 200'



GAINESVILLE

Lee Gilmer
Memorial Airport

PALMOUR DRIVE

Ace Hardware
Distribution Center

Poly
Enterprises

Shasta
Beverages

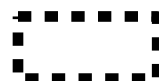
Applicant:
HADJPADJ TECHNOLOGIES, LLC

ZONING AMENDMENT REQUEST

Request:
Amend zoning condition on +/- 1.37 AC within Heavy Industrial (H-I) zoning for a data mining facility.

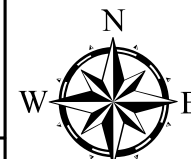
Subject Property Address:
1176 Palmour Drive, SW

Tax Parcel:
15-035-000-015



Subject Property

Aerial from 2023



Meeting Date: 9/10/2024

Map Prepared: 8/12/2024

0 100 200 300 400 Feet

Scale: 1" = 200'

Viral Chhadua
2313 Crystal Ct
Gainesville, GA 30506
info@hadjpadj.tech
678-622-3112

City of Gainesville Planning & Zoning

HadjPadj Technologies LLC is proposing to use the 1.3 acre lot located at 1176 Palmour Drive in Gainesville's Industrial park for a HPC (High Powered Computing) Server Center. The lot is currently zoned H-I and is being unused. HadjPadj Technologies was issued a special use permit for this use back in April of 2024, but was limited to two data huts of 10'x18' in size each. At the time this was sufficient to develop the site and invest the capital to start our operations.

GaPower's local engineer verbally made claims back in January of 2024 that the subject site would be able to provide the power needed without any additional upgrades required. In June of 2024, GaPower provided HadjPadj Technologies a service contract along with a substantial cost of construction for upgrades needed to be paid by HadjPadj upfront that dramatically changed the economics of this project. Due to this lack of transparency from GaPower, HadjPadj is now seeking to amend the Zoning Condition limiting the site to the two 10'x18' data huts to six 10'x40' data huts, or a total of 2400 sq ft of data center space. This increase in the total number of huts will allow for HadjPadj Technologies to be able to consume more power, thus bringing the financial feasibility back within range to continue moving the project forward.

The additional number of huts are being oversized to 10'x40' from the original 10'x18' to allow for more airflow to be pulled into the huts, which in turn helps keep the servers cooler and operate quieter. In addition to the oversized data huts, the landscape buffering is designed to further dampen the noise from surrounding properties and screen our operations from the view of any pedestrian that will be using the future segment of the trail along Palmour Drive. This also is a benefit for HadjPadj Technologies as it allows us to securely operate in an out of sight out of mind manner.

Each hut will consume approximately 750kW of power, bringing the total power consumption to approximately 4,500kW, which should maximize the power capacity on this site. The City of Gainesville will collect revenue from the municipality fee from GaPower along with an increase in property taxes, and Hall County will collect sales tax revenue from the power bill, which HadjPadj Technologies' estimates to be approximately \$72,900 per year.

-Viral Chhadua
678-622-3112

LEGEND

NTS = NOT TO SCALE
 IPS = 1/2" REBAR PIN SET
 LL = LAND LOT
 LLL = LAND LOT LINE
 P.L. = PROPERTY LINE
 C.L. = CENTERLINE
 B.L. = BUILDING LINE
 R/W = RIGHT-OF-WAY
 SSE = SANITARY SEWER EASEMENT
 DE = DRAINAGE EASEMENT
 MH = MANHOLE
 CB = CATCH BASIN
 JB = JUNCTION BOX
 HW = HEADWALL
 DI = DROP INLET
 PP = POWER/UTILITY POLE
 FH = FIRE HYDRANT
 IE = INVERT ELEVATION
 FFE = FIRST FLOOR ELEVATION
 BFE = BASEMENT FLOOR ELEVATION
 GFE = GARAGE FLOOR ELEVATION
 UTP = UNDERGROUND TELE. PED.
 S = SANITARY SEWER LINE/PIPE
 SS = STORM SEWER LINE/PIPE
 F = FENCE LINE
 N/F = NOW OR FORMERLY
 POB = POINT OF BEGINNING
 POC = POINT OF COMMENCEMENT

A LEICA TOPP 1205 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

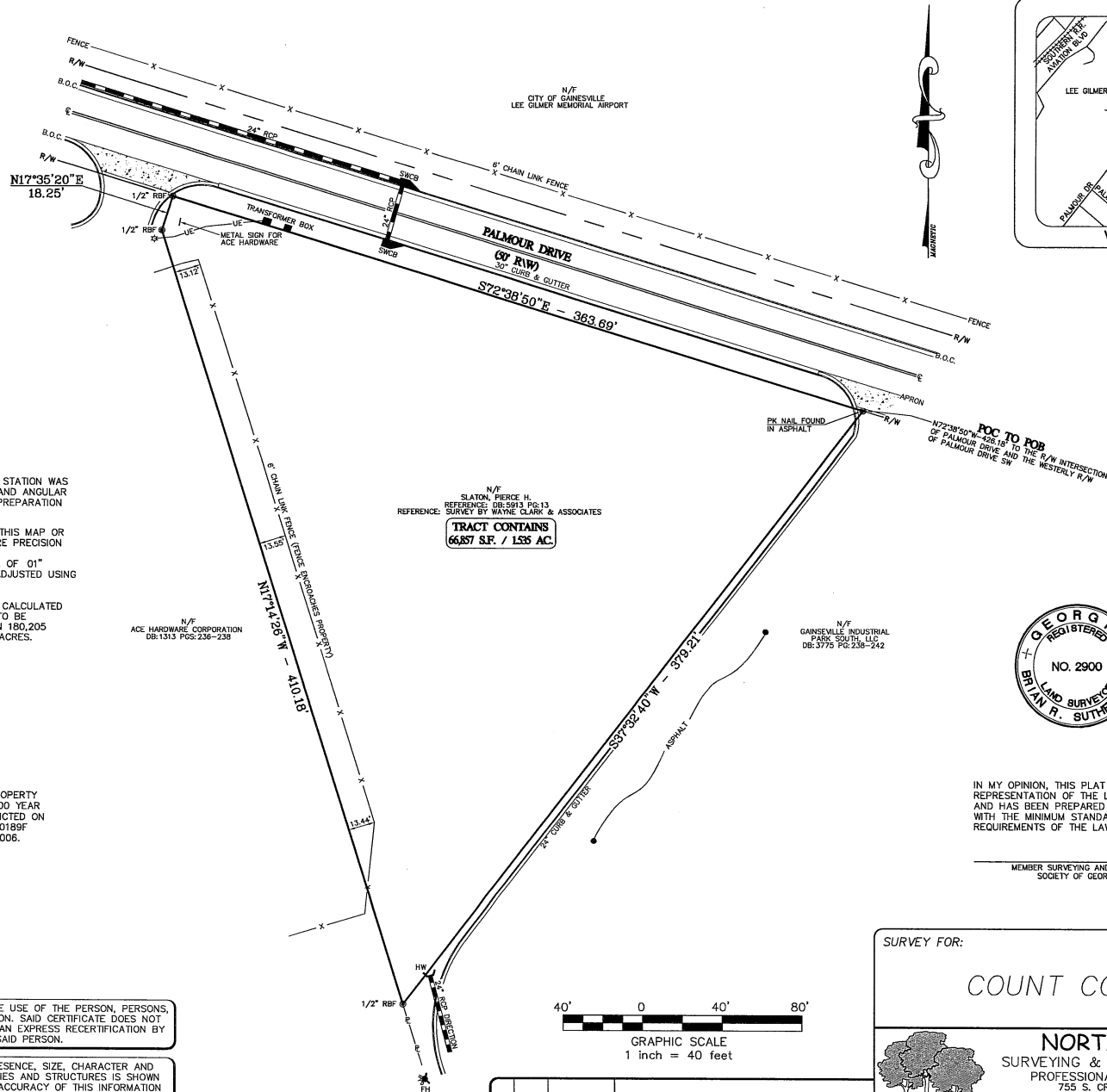
THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN +10,000 FEET AND AN ANGULAR ERROR OF 01" PER ANGLE POINT, AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 180,205 FEET AND CONTAINS 1.535 ACRES.

NO PORTION OF SUBJECT PROPERTY LIES WITHIN A DESIGNATED 100 YEAR FLOOD HAZARD AREA AS DEPICTED ON F.I.R.M. PANEL NO. 13139C0189F DATED SEPTEMBER 29, 2006.

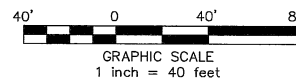
THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS, OR ENTITY NAMED IN THE CERTIFICATE HEREON. SAID CERTIFICATE DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESS RECERTIFICATION BY THE SURVEYOR NAMING SAID PERSON.

INFORMATION REGARDING THE REPUTED PRESENCE, SIZE, CHARACTER AND LOCATION OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES IS SHOWN HEREON. THERE IS NO CERTAINTY OF THE ACCURACY OF THIS INFORMATION AND IT SHALL BE CONSIDERED IN THAT LIGHT BY THOSE USING THIS DRAWING. THE LOCATION AND ARRANGEMENT OF UNDERGROUND UTILITIES AND STRUCTURES SHOWN HEREON MAY BE INACCURATE AND UTILITIES AND STRUCTURES NOT SHOWN MAY BE ENCOUNTERED. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS AND HIS CONTRACTORS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION.



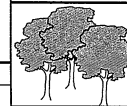
IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.

MEMBER SURVEYING AND MAPPING SOCIETY OF GEORGIA



SURVEY FOR:

COUNT COOLEY



NORTHWOODS
 SURVEYING & ENGINEERING, INC.
 PROFESSIONAL LAND SERVICES
 755 S. CROSSLANE ROAD
 MONROE, GA. 30656
 (404) 925-4219 FAX (770) 967-2989

Date: 4/25/07	District: GAINESVILLE G.M.D. 411	Sheet No.
County: HALL COUNTY, CITY OF GAINESVILLE	Scale: 1"=40'	1 OF 1
Project: 07035	Drawn By: RWB	

No.	By	Date	Revision

ACAD FILE: Airport Boundary\07035.dwg







CITY OF GAINESVILLE

Work Session Agenda Request

Item Created: September 19, 2024
Date Submitted: September 23, 2024
Final Approval Date: September 25, 2024
Presenter: Sam Couvillon
Item of Business: Appointments: Chattahoochee Golf Course Advisory Committee
Meeting Date: September 26, 2024

Purpose of Request:

The purpose of this request is to address the expired position held by Lee Rogers and to address two (2) vacant positions.

Facts & Issues / History & Background:

CGCAC members serve three-year terms. They follow the guidelines as set forth in the City Charter, Code of Ordinances and Business Resolution 2010-23.

Lee Rogers, Cindy Wilson and Will Hudson confirmed a willingness to serve. The verification of outstanding debt was completed with no concerns.

Department Recommendation:

To consider the nominations as submitted by the Mayor.

Department Director:

Sam Couvillon

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. CGCAC Members - Local Appointments List_09222024115019 Revised

Chattahoochee Golf Course Advisory Committee

The purpose of this committee is to work with the Director of Golf to develop and implement a Master Plan for improvements to the golf course, to make recommendations to Council for an annual capital improvement plan, review proposed annual operating budgets and any other such duties as assigned by Council. The committee consists of ten members with five being nominated by the Chattahoochee Country Club. The term of office is three years. A member may be appointed to two three-year successive terms and continue to serve until a successor is appointed. This committee was created via resolution BR-2004-66 and reestablished June 22, 2010 via resolution BR-2010-23. The primary contact is the Director of Golf.

Term of Office: 3 years

Meetings: [See Meetings Calendar](#)

	Name:	Date Appointed:	Current Term Expiration Date:	
CCC Chairman	Stuart Moore	12/20/2023	12/19/2026	FILLED
City Council	John Wright	12/20/2023	12/19/2026	FILLED
CCC	Lee Rogers	04/20/2021	04/20/2024	FILLED
CCC	Mike Smith	10/19/2021	08/07/2024	FILLED
CCC	John W. "Jay" Jacobs, III	01/17/2023	01/17/2026	FILLED
City Council	Charley Nix	11/21/2023	11/21/2026	FILLED
City Council	Dick Huff	11/21/2023	11/21/2026	FILLED
City Council	Gary Palmer	11/21/2023	11/21/2026	FILLED
City Council	Cleve Brown	11/22/2023	11/21/2026	FILLED
Ex-Officio	Zack Thompson	01/17/2024	01/07/2025	FILLED
City Council	Vacant Seat	08/19/2020	08/19/2023	VACANT



CITY OF GAINESVILLE

Work Session Agenda Request

Item Created: September 19, 2024
Date Submitted: September 23, 2024
Final Approval Date: September 25, 2024
Presenter: Sam Couvillon
Item of Business: Appointments: Gainesville Redevelopment Authority
Meeting Date: September 26, 2024

Purpose of Request:

The purpose of this request is to address the expired terms.

Facts & Issues / History & Background:

The Redevelopment Authority was created by action taken by the 1978 General Assembly of Georgia. Members serve four-year terms and must come off the Authority for at least one year after serving two full fouryear terms per HB 651 effective 5/6/2019. The Authority also complies with the requirements of the City Charter and Code of Ordinances as applicable. No nominations were submitted by the Redevelopment Authority in accordance with the legislation. The mayor has submitted the names of Jason Everett for reappointment and Jonathan Collins for appointment (to replace Matt Nix). The verification of outstanding debt process was completed with no concerns.

Department Recommendation:

To consider the nominations as submitted by the Mayor.

Department Director:

Sam Couvillon

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. Redevelopment Authority Members - Local Appointments List_09232024120828 Revised

Gainesville Redevelopment Authority

House Bill 801 was passed and effective 5/11/2009 which reduced the number of board members to nine. Members must be either residents of the City of Gainesville; operate, manage or work for a business within the City of Gainesville; or own real property within the City of Gainesville. City Council appointed the initial eight members with staggered terms and those members were to appoint the ninth member for a four year term. Two nominations are to be submitted by the Authority to fill each vacancy. Appointments made by Council. Must come off the Authority for at least one year after serving two full four-year terms per HB 651 effective 5/6/2019.

Term of Office: 4 years

	Name:	Date Appointed:	Current Term Expiration Date:	
Post 1 by Council	Blair Diaz	08/16/2022	07/31/2026	FILLED
Post 2 by Council	Charlie Hawkins	11/21/2023	07/31/2027	FILLED
Post 3 by Council Chairman	Matt Nix	08/01/2020	07/31/2024	FILLED
Post 4 by Council	Brett Fowler	08/16/2022	07/31/2026	FILLED
Post 5 by Council	Jason Everett	07/21/2020	07/31/2024	FILLED
Post 6 by Council	Davis White	08/01/2023	07/31/2027	FILLED
Post 7 by Council	Cooper Embry	08/16/2022	07/31/2026	FILLED
Post 8 by Council	Kelly Lee	07/20/2021	07/31/2025	FILLED
Appointed by Authority	Tyler Smith	07/20/2021	07/31/2025	FILLED
Ex-Officio	Zack Thompson	01/17/2024	01/07/2025	FILLED



CITY OF GAINESVILLE

Work Session Agenda Request

Item Created: September 19, 2024
Date Submitted: September 19, 2024
Final Approval Date: September 25, 2024
Presenter: Abb Hayes, City Attorney
Item of Business: Resolution: Quit-Claim Easement Release to Arista Gainesville LLC
Meeting Date: September 26, 2024

Purpose of Request:

To authorize a quit-claim deed for the release of a sewer easement to Gainesville Arista, LLC for a Quik-Trip.

Facts & Issues / History & Background:

Department Recommendation:

Adopt the resolution.

Department Director:

Bryan Lackey

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. Resolution: Quit-Claim Easement Release to Gainesville Arista for QuickTrip
2. Attachment: Quit-Claim Deed Gainesville Arista Easement Release
3. Backup: 1991 Conveyance20240813110658659

RESOLUTION BR-2024 - ____

QUIT CLAIM EASEMENT RELEASE TO ARISTA GAINESVILLE, LLC

WHEREAS, in the course of the design and planning of the construction of a QuikTrip, Arista Gainesville, LLC ("Arista") discovered two sewer easements across its property, in favor of the City of Gainesville, which easements were granted in 1991; and

WHEREAS, the City no longer utilizes the easements; and

WHEREAS, Arista has requested that the City release the easements, so that construction of the QuikTrip may proceed; and

WHEREAS, the City does not wish to impede the construction, which will provide economic benefits to the citizens of the City.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Gainesville hereby approves the attached Quit-Claim Deed and hereby authorizes the Mayor, City Manager, and City Attorney to sign the attached Quit-Claim Deed and such documents as necessary to effectuate the provisions set forth in the attached Quit-Claim Deed and in this Resolution.

Adopted this ____ day of _____, 2024.

W. Samuel Couvillon, 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

4881-4647-7528, v. 3

After recording, return to:
M. Tyler Smith
Smith, Gilliam, Williams & Miles, P.A.
PO Box 1098
Gainesville, GA 30503

RE: Deed Book 1670, Pages 274-275 and
Deed Book 1677, Pages 133-135
Hall County, Georgia Deed Records

QUIT-CLAIM DEED

**STATE OF GEORGIA
COUNTY OF HALL**

THIS INDENTURE, made the ____ day of _____ in the year Two Thousand and Twenty-Four, between the **CITY OF GAINESVILLE, a municipal corporation of the State of Georgia**, as party of the first part, hereinafter called Grantor, and **ARISTA GAINESVILLE LLC a Massachusetts limited liability company authorized to transact business in the State of Georgia**, as party of the second part, hereinafter called Grantee (the words “Grantor” and “Grantee” to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH: That Grantor for and in consideration of the sum of ONE AND NO/100 DOLLAR (\$1.00), cash in hand paid, the receipt of which is hereby acknowledged, has bargained, sold, and does by these presents bargain, sell, remise, release and forever quit-claim to Grantee all the right, title, interest, claim or demand which the Grantor has or may have had in and to the following described real property, to wit:

TRACT ONE

All that lot, tract or parcel of land lying, situate and being in Land Lot 16 of the 8th Land District indicated on Tax Map 16 Block 1 Parcel 5, and being 3360 square feet or 0.077 acres as shown on a survey entitled Easement Survey for Westside Sewage Easement, dated 17th Sept., 1991, prepared by B.K. Rochester, Jr., Georgia Registered Land Surveyor, and recorded on Slide 84, Page 1818, Hall County, Georgia plat records. Said easement is 30 feet in width as shown on above-referred to survey.

TRACT TWO

All that lot, tract or parcel of land lying, situate and being in Land Lot 16 of the 8th Land District indicated on Tax Map 16 Block 1 Parcel 14, and being 6,370 square feet or 0.146 acres as shown on a survey entitled Easement Survey for Westside Sewage Easement, dated September 17, 1991, prepared by B.K. Rochester, Jr., Georgia Registered Land Surveyor, and recorded on Slide 83, Page 180B, Hall County, Georgia plat records. Said easement is 30 feet in width as shown on above-referred to survey.

The purpose of this deed is to convey the above property and to release any rights reserved by the City of Gainesville in easements recorded in Deed Book 1670, Pages 274-275 and Deed Book 1677, Pages 133-135 of the Hall County, Georgia Deed Records.

with all the rights, members and appurtenances to the said described premises in anywise appertaining or belonging.

TO HAVE AND TO HOLD the said described premises unto the Grantee, so that neither the said Grantor, nor any other person or persons claiming under Grantor shall at any time claim or demand any right, title or interest to the aforesaid described premises or its appurtenances.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed the day and year above written.

Signed, sealed and delivered
in presence of:

**CITY OF GAINESVILLE, a municipal
corporation of the State of Georgia**

Unofficial Witness

By: _____ (SEAL)
W. Samuel Couvillon, Mayor

Notary Public
My Commission Expires:
(Affix Notary Seal)

Attest: _____ (SEAL)
Denise O. Jordan, City Clerk

(CITY SEAL)

APPROVED AS TO FORM:

By: _____
Abbott S. Hayes, Jr.
Hulsey, Oliver & Mahar, LLP
City Attorney



1600/ 274 - 275

City of Gainesville

P.O. BOX 2496
GAINESVILLE, GEORGIA 30603

Water Works
Water Distribution
Water Pollution Control
Sanitary Sewers

GEORGIA, HALL COUNTY

This conveyance executed this 10th day of October, 1991.

That for and in consideration of EIGHT HUNDRED TWENTY (\$ 820.00) Dollars in hand paid, receipt and sufficiency of which is acknowledged, the undersigned does hereby grant, sell and convey unto the City of Gainesville, Georgia, its successors and assigns, the right, privilege and perpetual easement for right-of-way to go in, upon, along, across and through the following described lands for the purpose of laying, constructing and maintaining, renewing and overlaying a sanitary sewer line:

All that lot, tract or parcel of land lying, situate and being in Land Lot 16 of the 8th Land District indicated on Tax Map 16 Block 1 Parcel 5, and being 9360 square feet or 0.077 acres as shown on a survey entitled EASEMENT SURVEY FOR WESTSIDE SEWER EASEMENT, dated 17th Sep, 1991, prepared by B. K. Rochester, Jr., Georgia Registered Land Surveyor, and recorded on Slide 84 Page 1818, Hall County, Georgia plat records. Said easement is 30 feet in width as shown on above-referred to survey.

The Grantee shall have the right of ingress and egress on said lands for the purposes of constructing, laying, operating, and maintaining, improving, renewing and overlaying continuously upon and under said land said sanitary sewer line and other necessary apparatus, fixtures and appliances; together with the right at all times to enter upon said lands for the purpose of inspecting said sewer lines, making repairs, alterations and extensions thereon, thereunder, thereto and therefrom; together with the right to cut away and keep clear of said sanitary sewer

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lines all trees and other obstructions that may now or hereafter in any way interfere or be likely to interfere with the proper operation of said sanitary sewer lines; also the right of ingress and egress over said lands to and from said lines.

The undersigned does not convey any land, but merely grants the rights, privileges and easements hereinbefore set out, however, undersigned warrants that he has title to said lands and is authorized to convey the within easement.

The City of Gainesville, Georgia shall not be liable for, or bound by any statement, agreement or understanding not herein expressed.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand under seal the day and year above written.

Ralph O. Smith (L.S.)

Signed, Sealed and Delivered
in the presence of:

Tim Collins
Witness

Barbara Mason
Notary Public
My Commission Expires: 2/20/93
Date signed by Notary 10/10/91

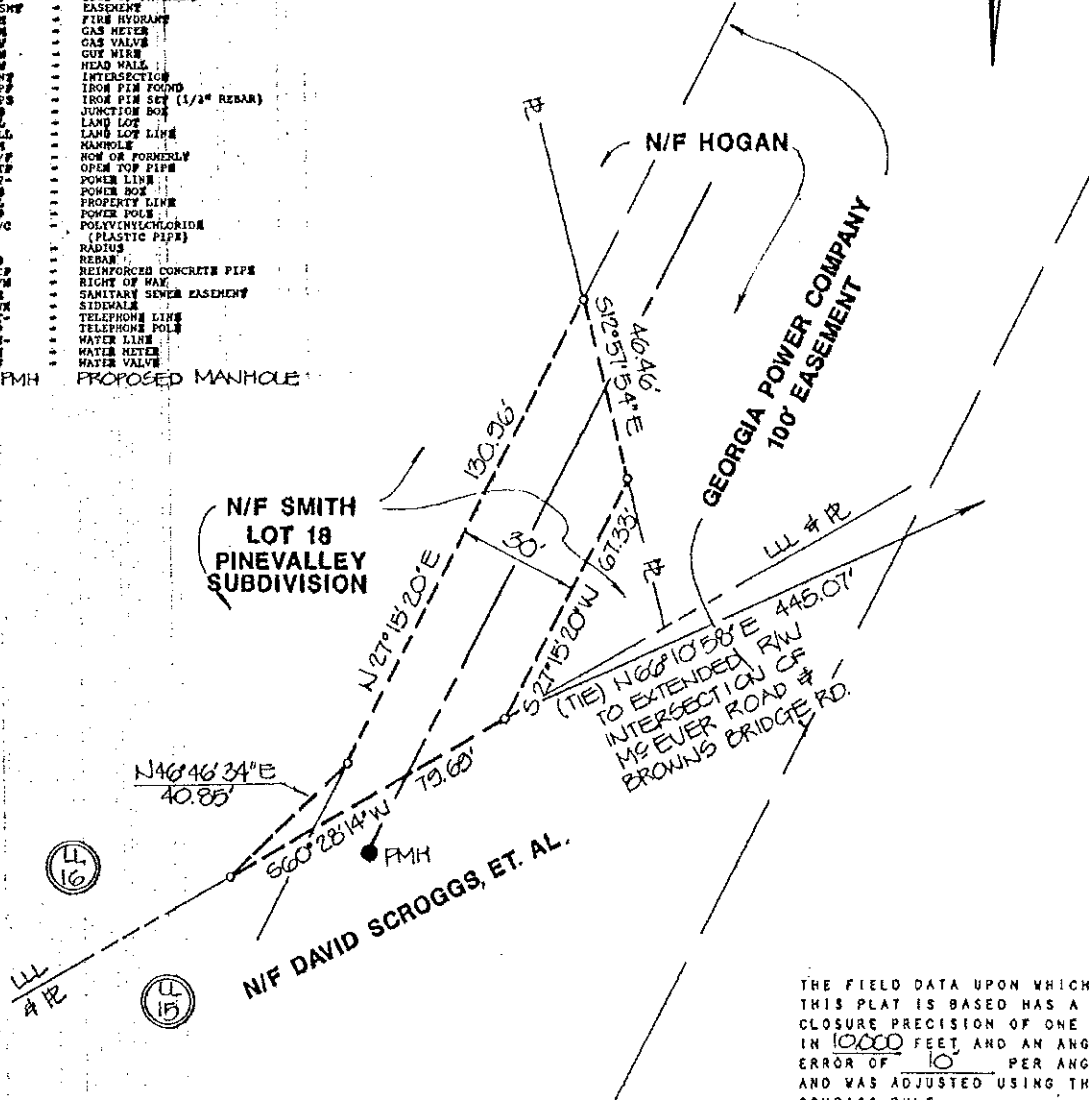


Georgia, Hall County, Clerk Superior Court
Filed in office, this 11 day of Oct
1991, at 11:30 AM Recorded in Book 1668
Page 275 this 14 day of Oct, 1991
Dwight Wood, Clerk
City of Gainesville
Attn: Walter & Son
Box 24 2469
Gainesville, GA 32603

(This easement to be signed in the presence of two (2) witnesses one of whom should be a Notary Public).

10-20

- A.I.P. ANGLE IRON POUND
- BC BACK OF CURB
- BL BUILDING LINE
- BWP BARBED WIRE FENCE
- CB CATCH BASIN
- CH CHORD
- CL CENTER LINE
- CLP CHAIN LINE FENCE
- CMP CONCRETE MONUMENT FOUND
- CMR CORRUGATED METAL PIPE
- CONG CONCRETE
- CTP CRIMPED TOP PIPE
- DS STORM DRAIN EASEMENT
- DI DROP INLET
- DIP DUCTILE IRON PIPE
- EA EDGE OF ASPHALT
- EP EDGE OF PAVEMENT
- ESMT EASEMENT
- FS FIRE HYDRANT
- GA GAS METER
- GV GAS VALVE
- GW GUT WIRE
- HM HEAD WALL
- INT INTERSECTION
- IPP IRON PIPE FOUND
- IPS IRON PIPE SET (1/2" REBAR)
- JB JUNCTION BOX
- LL LAND LOT LINE
- LLG LAND LOT LINE
- MS MANHOLE
- N/F NOW OR FORMERLY
- OP OPEN TOP PIPE
- PL POWER LINE
- PR POWER BOX
- PL PROPERTY LINE
- PP POWER POLE
- PVC POLY(VINYLCHLORIDE) (PLASTIC PIPE)
- R RADIUS
- RC REBAR
- RCR REINFORCED CONCRETE PIPE
- R/W RIGHT OF WAY
- SE SANITARY SEWER EASEMENT
- SE SIDEWALK
- T TELEPHONE LINE
- TP TELEPHONE POLE
- WL WATER LINE
- WM WATER METER
- WV WATER VALVE
- PMH PROPOSED MANHOLE



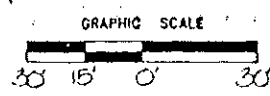
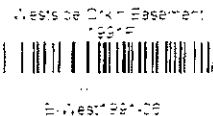
**AREA = 3,360 SQ.FT.
or 0.077 ACRE**

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 10,000 FEET AND AN ANGULAR ERROR OF 10" PER ANGLE AND WAS ADJUSTED USING THE COMPASS RULE.

THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 26,662 FEET. TOPCON GTS-2 USED FOR ANGULAR AND LINEAR MEASUREMENTS.



In my opinion this plat is a correct representation of the land platted and has been prepared in conformity with the minimum standards and requirements of the law.
B.K. Rochester, Jr.



Job # 20169.08-474

SHEET 1 OF 1
DATE 17th Sept 2011
SCALE 1" = 20'
DIB NO. 2011-11
FILE NO. SCROGGS

EASEMENT SURVEY FOR
WESTSIDE SEWAGE EASEMENT
BEING
RALPH O. SMITH SITE
LOCATED IN
LAND LOT 18 8th DISTRICT
HALL COUNTY, GEORGIA

rochester
rochester & associates, inc.
atlanta 577-4432 • gamesville 534-5106
blairsville 745-5106



City of Gainesville 133

P.O. BOX 2406
GAINESVILLE, GEORGIA 30603

Water Works
Water Distribution
Water Pollution Control
Sanitary Sewers

GEORGIA, HALL COUNTY

This conveyance executed this 16th day of NOVEMBER, 1991.

That for and in consideration of Eight Hundred Eighty (\$ 880.00) Dollars in hand paid, receipt and sufficiency of which is acknowledged, the undersigned does hereby grant, sell and convey unto the City of Gainesville, Georgia, its successors and assigns, the right, privilege and perpetual easement for right-of-way to go in, upon, along, across and through the following described lands for the purpose of laying, constructing and maintaining, renewing and overlaying a sanitary sewer line:

All that lot, tract or parcel of land lying, situate and being in Land Lot 16 of the 8th Land District indicated on Tax Map 16 Block 1 Parcel 14, and being 6,370 square feet or 0.146 acres as shown on a survey entitled Easement Survey for Westside Sewerage Easement, dated September 17, 1991, prepared by B. K. Rochester, Jr., Georgia Registered Land Surveyor, and recorded on Slide 83 Page 180B, Hall County, Georgia plat records. Said easement is 30 feet in width as shown on above referred to survey.

The Grantee shall have the right of ingress and egress on said lands for the purposes of constructing, laying, operating, and maintaining, improving, renewing and overlaying continuously upon and under said land said sanitary sewer line and other necessary apparatus, fixtures and appliances; together with the right at all times to enter upon said lands for the purpose of inspecting said sewer line, making repairs, alterations and extensions thereon, thereunder, thereto and therefrom; together with the right to cut away and keep clear of said sanitary sewer line all trees and other obstructions that may now or hereafter in any way interfere or be likely to interfere with the proper operation of said sanitary sewer line; also the right of ingress

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and egress over said lands to and from said line.

The Grantee agrees to fulfill the "terms and requirements" of easement attached hereto as Exhibit "A."

The undersigned does not convey any land, but merely grants the rights, privileges and easements hereinbefore set out, however, undersigned warrants that he has title to said lands and is authorized to convey the within easement.

The City of Gainesville, Georgia shall not be liable for, or bound by any statement, agreement or understanding not herein expressed.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand under seal the day and year above written.

Frank L. Hogan (L.S.)
Frank Hogan

Signed, Sealed and Delivered
in the presence of:

John T. Butts
Witness
Dorsey Wilkerson
Notary Public
Commission Expires: 1-4-92
Date signed by Notary 11-18-91

Georgia, Hall County, Clerk Superior Court
Filed in office this 12 day of Nov
1991 at 5:24 PM Recorded in Book 1677
Page 135 this 12 day of Nov, 1991.
Dwight S. Wood
DWIGHT S. WOOD, Clerk
Clg. & Mail: City of Gainesville
P.O. Box 2446
City 32602
Area: 352-1111

(SEAL)

(This easement to be signed in the presence of two (2) witnesses
one of whom should be a Notary Public).

135

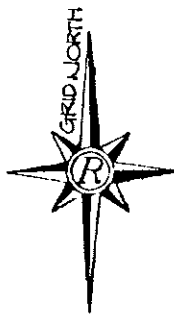
EXHIBIT "A"

TERMS AND REQUIREMENTS

1. The City of Gainesville should furnish the four feet (4') diameter precast manhole risers, at which time, the area within sanitary sewer easement is filled for manhole located at Sta. 39+50.76 as shown on Westside/Orkin Sewerage Service construction plans, sheet 28, dated August 1991.
2. A six inch (6") sanitary sewer tap shall be installed in manhole located at Sta. 39+50.76 as shown on Westside/Orkin Sewerage Service construction plans, sheet 28, dated August 1991. This tap can be used to serve said property once required impact fee(s) have been paid to the City of Gainesville.

LEGEND

A.I.P.	ANGLE IRON FOUND
BC	BACK OF CURB
BL	BUILDING LINE
BWP	BARBED WIRE FENCE
CB	CATCH BASIN
CH	CHORD
CL	CENTER LINE
CLP	CHAIN LINK FENCE
CMF	CONCRETE MONUMENT FOUND
CMR	CORROGATED METAL PIPE
CONC	CONCRETE
CTF	CRIMPED TOP PIPE
DS	DOWN DRAIN EASEMENT
DIP	DOCTILE IRON PIPE
EA	EDGE OF ASPHALT
EP	EDGE OF PAVEMENT
ESMT	EASEMENT
FM	FIRE HYDRANT
GM	GAS METER
GV	GAS VALVE
GW	GUY WIRE
HW	HEAD WALL
IW	INTERSECTION
IPF	IRON PIPE FOUND
IPS	IRON PIPE SET (1/2" REBAR)
JB	JUNCTION BOX
LL	LAND LOT
LLL	LAND LOT LINE
MB	MANHOLE
N/P	ROW OR FORMERLY
OTF	OPEN TOP PIPE
P	POWER LINE
PS	POWER BOX
PL	PROPERTY LINE
PP	POWER POLE
PVC	POLYVINYLCHLORIDE (PLASTIC PIPE)
R	RADIUS
REBAR	REBAR
RCF	REINFORCED CONCRETE PIPE
R/W	RIGHT OF WAY
SE	SANITARY SEWER EASEMENT
SM	SIDEWALK
T	TELEPHONE LINE
TP	TELEPHONE POLE
W	WATER LINE
WM	WATER METER
WV	WATER VALVE
PMH	PROPOSED MANHOLE



AREA = 6,370 SQ.FT.
or 0.146 ACRE

PINEVALLEY SUBDIVISION

N/F SMITH
LOT 18

N/F HOGAN

GEORGIA POWER COMPANY
100' EASEMENT

N/F HOGAN

BROWNS BRIDGE ROAD
80' R/W

S78°28'55"E
CH = 30.00'
ARC = 30.00'
R = 1383.60'

(TIE) 293.28' ALONG
R/W TO THE EXTENDED
R/W OF McEVER ROAD
(80' R/W)

S12°03'29"W
35.95'

THE FIELD DATA UPON WHICH
THIS PLAT IS BASED HAS A
CLOSURE PRECISION OF ONE FOOT
IN 10,000 FEET AND AN ANGULAR
ERROR OF 10" PER ANGLE
AND WAS ADJUSTED USING THE
COMPASS RULE.

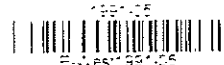
THIS PLAT HAS BEEN CALCULATED
FOR CLOSURE AND IS FOUND TO
BE ACCURATE WITHIN ONE FOOT
IN 124,242 FEET.
TOPCON GTS-2 USED FOR ANGULAR
AND LINEAR MEASUREMENTS.



In my opinion this plat is a correct representation of the land plotted and has been prepared in conformity with the minimum standards and requirements of the law.

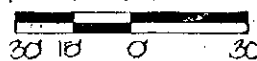
D.K. Rochester, Jr.

Westside Drain Easement



Westside 99-105

GRAPHIC SCALE



Job # 20160.08 414

SHEET 1 OF 1
DATE 11th SEP 2001
SCALE 1" = 20'
DIX NO. 1554
FILE NO. ECROGEE

EASEMENT SURVEY FOR
WESTSIDE SEWAGE EASEMENT
BEING
FRANK HOGAN SITE
LOCATED IN
LAND LOT 18 8th DISTRICT
HALL COUNTY, GEORGIA

rochester
rochester & associates, inc.
atlanta 577 4432 • gamesville 534-5108
blairsville 745-5108



CITY OF GAINESVILLE

Work Session Agenda Request

Item Created: September 23, 2024
Date Submitted: September 24, 2024
Final Approval Date: September 25, 2024
Presenter: Denise Jordan, City Clerk
Item of Business: Update: Code Rewrite Project
Meeting Date: September 26, 2024

Purpose of Request:

The purpose of this request is to share current information regarding this project.

Facts & Issues / History & Background:

This is a multi-year project reaching completion.

Department Recommendation:

No action required.

Department Director:

Bryan Lackey

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

None