

**rutledge alcock  
architects**

619 east college avenue, suite d1  
decatur, georgia 30030  
v.404.214.5797 f.404.214.5798

**Date: August 31, 2009**

**To: Ms. Jackie Deibel, Planner III**  
City of Roswell  
Planning & Zoning Division  
38 Hill Street  
Suite G-30  
Roswell, GA 30075

**Re: Letter of Intent for Rezoning of 2745 Holcomb Bridge Road**

Dear Ms. Deibel,

Please see the attached application, drawing and relative information regarding the rezoning and concurrent variance for 2745 Holcomb Bridge Road. We are formally requesting the City of Roswell to rezone this parcel from existing AG-1 (single family) to proposed OP (office professional). It is the intent to develop a single story medical office building on this parcel as described on the documents enclosed. We are also requesting a variance on allowable lot coverage from allowable 25% to proposed 36%.

Please let me know if additional information is required for the review of our application.

Sincerely,



Joseph R. Alcock,  
rutledge alcock architects



**Cc: Jill Fagalde – Seven Gables Holdings, llc.**  
**David Warren – W Commercial and Development**

Re: 2745 Holcomb Bridge Road, City of Roswell, GA.

#### Existing Conditions

The property referenced has a triangle configuration, consists of 0.98 acres and is presently undeveloped. The existing terrain slopes from south to north with an average down gradient slope of 2.8%. The property also has a healthy assortment of vegetation, including hard (oaks, poplars) and pines soft woods and cherry in varying calipers (7"- 30").

#### Proposed Design

In consideration of the natural terrain and existing vegetation, special attention was given to preserving as much of the existing conditions as possible.

The location and configuration of the **proposed access drive** was dictated by the requirements of the Georgia Department of Transportation (GaDOT). The proposed grades/slopes were design with a maximum access/egress (driveway) slope of 8%.

Due to the existing terrain, the proposed location of **storm water (underground) detention** is the northern/down-gradient area of the property and will discharge, accordingly into an existing 40' transitional buffer.

The **parking area** was also chosen to be located at the northern area of the property, with approximately 50% of the parking areas located over the proposed underground detention. The maximum cross slope of the parking/circulation is 5.0%. The location of the **proposed 4,500 square foot, one-story (medical) office building** was chosen due to the restrictive area of the parcel and to also limit disturbance to the existing vegetation.

While many varying layouts were considered, the most feasible site design, to minimize disturbance, was to limit the proposed building square footage to 4,500 square feet with nominal parking spaces.



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