



201301348

Leg: 2013-0229

REPRESENTATIVE APPLICANT PROJECT TYPE

Case #: \_\_\_\_\_ Case #: \_\_\_\_\_ Case #: \_\_\_\_\_

### DESIGN PLAN APPLICATION (DRB/HPC)

#### TYPE OF REQUEST :

##### Design Review Board

- Minor
- Major Initial
- Major Final

##### Historic Preservation Commission

- Minor
- Major Initial
- Major Final
- Certificate of Appropriateness

Present Zoning

C-3

Requested Zoning

No Change

Proposed Use

No Change - <sup>car</sup> dealership

Total Acreage

8.23 ac.

#### PROJECT

Name of Project Roswell Infiniti - Renovation of Facade & Interior Customer Areas

Property Address/Location 11405 Alpharetta Hwy, Roswell, Ga 30076

Land Lot 54B & 555 District 1st Suite/Apt. # 2nd City Roswell State Ga Zip Code 30076  
 Property ID 12-2240-0548-070-3

#### APPLICANT/OWNER

Applicant Courtland Street Associates, LLC #78441

Company Roswell Infiniti c/o John W. Ellis, Jr.

Mailing Address 7640 Roswell Rd, Sandy Springs, Ga 30350

Phone 770-390-0700 Suite/Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax Phone \_\_\_\_\_ E-mail jwe5@msn.com

#### REPRESENTATIVE

Contact Name and Company (Owner's Agent or Attorney) Keith Franklin, Briggs Properties, Inc. #78440

Contact Mailing Address 6101 Reserve Dr, NE, Atlanta, Ga 30319

Phone 678-705-7626 Cell Phone 770-317-1401 Suite/Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Fax Phone 678-705-7382 E-mail fkfbriggs@gmail.com

I hereby certify that all information provided herein is true and correct.

Applicant Signature: Keith Franklin Property Owner or Owner's Representative

Date: 5 / 6 / 13

#### OFFICE USE

Fee: \$ \_\_\_\_\_  Cash  Check # \_\_\_\_\_  CC - Visa/ MC

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Approved  Denied By: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



## DESIGN PLAN APPLICATION (DRB/HPC)

PROJECT

PROJECT MGR.

ENGINEER

LANDSCAPE

OTHER

REMARKS

Total Area of Lot	358,652	B. 23	
	In Sq. Ft.	Acreage	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor
Building Footprint	32,583	9.08%	
	In Sq. Ft.	In %	Application Date: ___/___/___
Landscape Coverage	121,529	33.88%	Orientation Date: ___/___/___
	In Sq. Ft.	In %	Board Meeting Date: ___/___/___
Parking Spaces:	138	288 401	
	# Required	# Planned Existing	
Height	27'4" / 31'8"      Main Bldg      Xpress Service		

**Keith Franklin, Briggs Properties Inc**  
 Contact Name and Company (Project Manager or Owner's Representative)

**6101 Reserve Dr, NE, Atlanta Ga 30319**  
 Contact Mailing Address      City      State      Zip Code

678-705-7626 Phone	770-317-1401 Cell Phone	678-705-7382 Fax Phone	fkfbriggs@gmail.com E-mail
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**Civil NOT REQUIRED**

Contact Name and Company (Engineer)

Phone	Cell Phone	Fax Phone	E-mail
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**NOT REQUIRED**

Contact Name and Company (Landscape Architect)

Phone	Cell Phone	Fax Phone	E-mail
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**Curt Flaherty; Flaherty Architecture, LLC**  
 Contact Name and Company (Other) Architect

Phone	404-805-4155 Cell Phone	Fax Phone	curtflaherty@bellsouth.net E-mail
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Remarks:

NOTE: A Design Review meeting date before the DRB or the HPC will be scheduled upon a determination of completeness and compliance for an application. The applicant or representative must attend the meeting and make the presentation.



**Application Signature Page**

Please complete this Applicant Signature Page for ALL applications. READ CAREFULLY BEFORE SIGNING.

- I understand that failure to supply all required information (per the relevant Applicant Checklists and requirements of the *Roswell Zoning Ordinance*) will result in REJECTION OF THE APPLICATION.
- I understand that preliminary approval of my design plan does not authorize final approval of my zoning or signage request. I agree to arrange sign permitting separately, after approval is obtained.
- I understand that representation associated with this application on behalf of the property owner, project coordinator, potential property owner, agent or such other representative shall be binding.
- I have read the provisions of the Georgia Code Section 36-67A-3 as required regarding Campaign Disclosures. My signed Campaign Disclosure Statement is included with this Application (required for rezoning only).
- I understand that due to a sewer allocation system controlled by Fulton County, sewerage capacity may not be available. I agree to arrange sewer service separately from this application. The method of sewage disposal that is planned for this property is:
 

Check one:	<input checked="" type="checkbox"/> Sanitary Sewer
	<input type="checkbox"/> Septic Tank

I respectfully petition that this property be considered as described in this application

From Use District: \_\_\_\_\_ To Use District: \_\_\_\_\_

Wherefore, applicant prays that the procedures incident to the presentation of this petition be taken, and the property be considered accordingly. Additionally, applicant further acknowledges and fully understands all above statements made by the City of Roswell.

**APPLICANT SIGNATURE (REQUIRED FOR ALL APPLICATIONS)**

I hereby certify that all information provided herein is true and correct.

<p><i>John Ellix</i>          Owner of Property (Signature)  <u>7640 Roswell Rd, Sandy Springs Ga 30350</u>          Street Address, City, State, Zip</p>	<p><u>5/3/2013</u>          Date  <u>770-390-0700</u>          Phone</p>
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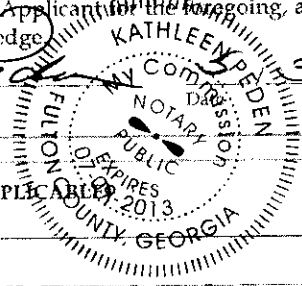
**NOTARY**

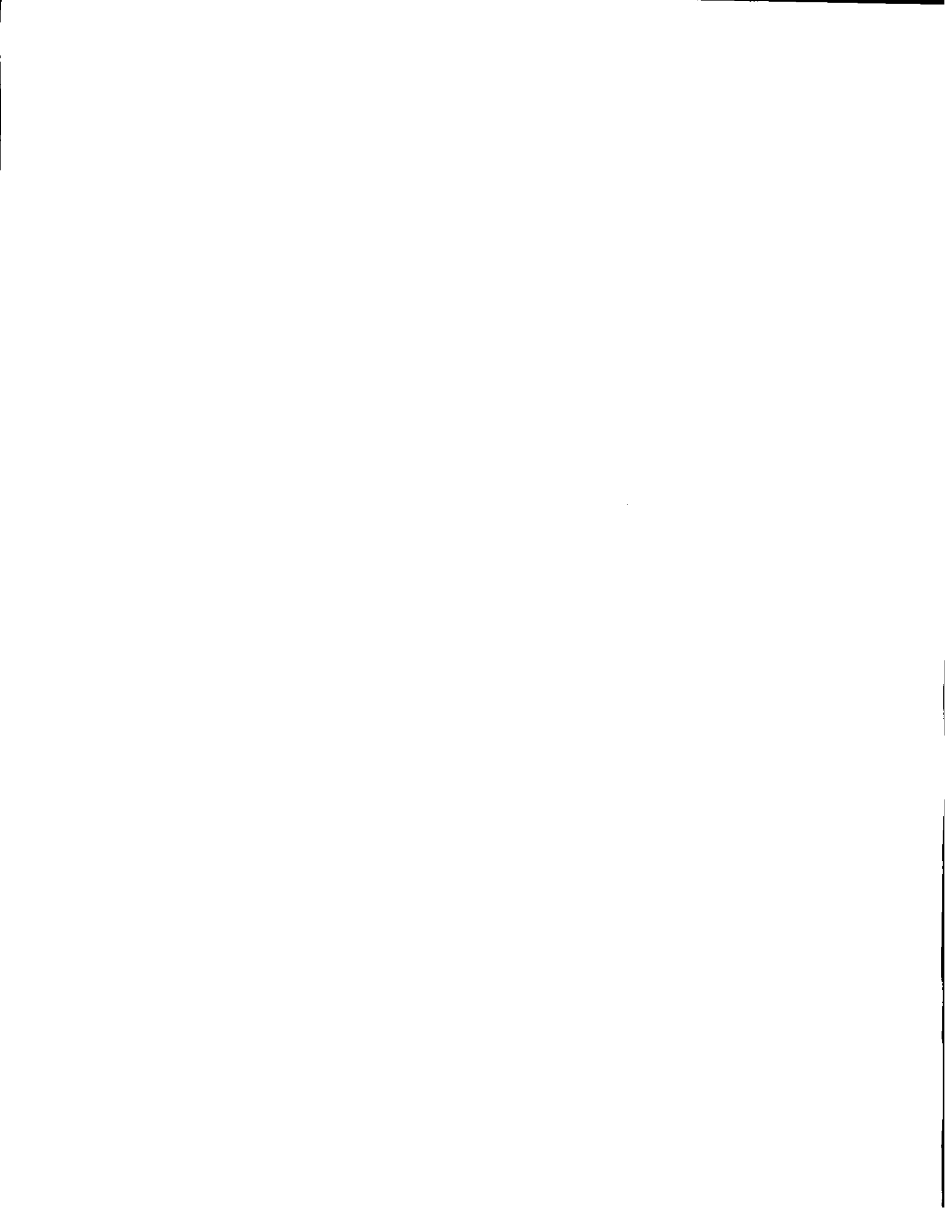
Personally appeared before me the above Owner named JOHN ELLIX who on oath says that he/she is the Applicant for the foregoing, and that all the above statements are true to the best of his/her knowledge.

<p><i>Kathleen Pedersen</i>          Notary Public (Signature)</p>	<p><u>5/3/2013</u>          Date  <u>07/09/2013</u>          Date Commission Expires</p>
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**ATTORNEY/ AGENT (IF APPLICABLE)**

<p>_____          Attorney/ Agent (Signature)</p> <p>_____          Street Address, City, State, Zip</p>	<p>____/____/____          Date</p> <p>_____          Phone</p>
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Check one:	<input checked="" type="checkbox"/> Sanitary Sewer
	<input type="checkbox"/> Septic Tank

*I respectfully petition that this property be considered as described in this application*

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Wherefore, applicant prays that the procedures incident to the presentation of this petition be taken, and the property be considered accordingly. Additionally, applicant further acknowledges and fully understands all above statements made by the City of Roswell.

**APPLICANT SIGNATURE (REQUIRED FOR ALL APPLICATIONS)**

*I hereby certify that all information provided herein is true and correct.*

X \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Owner of Property (Signature) Date

\_\_\_\_\_  
 Street Address, City, State, Zip Phone

**NOTARY**

Personally appeared before me the above Owner named \_\_\_\_\_ who on oath says that he/she is the Applicant for the foregoing, and that all the above statements are true to the best of his/her knowledge.

X \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Notary Public (Signature) Date Date Commission Expires

**ATTORNEY/ AGENT (IF APPLICABLE)**

\_\_\_\_\_  
 Attorney/ Agent (Signature) Date

\_\_\_\_\_  
 Street Address, City, State, Zip Phone



**CHECKLIST**

Design Review Board (DRB)  
Historic Preservation Commission (HPC)  
Certificate of Appropriateness (COA)

LL: _____ Acres _____ District _____ Section _____ Location: _____ (R = Required; NR = Not Required; NA = Not Applicable)	DRB/HPC Minor	DRB/HPC Major Initial Major Final	COA
Completed application form: _____ Planning & Zoning Application + Addendum for DRB, HPC or COA One (1) original application including signed and notarized signature of property owner, plus copies of all materials and information as specified in this checklist in order to be accepted for processing. Design Review application requirements are covered in Chapter 31.2 of the <i>Roswell Zoning            Ordinance</i> . Surveys/Plans: Eight (8) large sets plus eight (8) 11 x 17 sets. Plans should be folded, not rolled.	●	●	●
<input checked="" type="checkbox"/> Application fee(s) payable to the City of Roswell; see Fee Schedule;	\$ _____	\$ <u>350</u>	\$ _____ ✓
<input checked="" type="checkbox"/> Orientation Meeting Form;	●	●	●
<input checked="" type="checkbox"/> Survey plat of property sealed by the surveyor showing all property lines with metes and bounds;	● 8 large sets plus 11 11x17 sets	● 8 large sets plus <u>9</u> 11x17 sets	● 8 large sets plus 11 11x17 Sets ✓
_____ Site analysis and topographical map at an appropriate scale including information on significant man-made features; natural features and streams; historic and archaeological sites; features to be retained, moved or altered;	● 8 large sets plus 11 11x17 Sets	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 sets
_____ Traffic Impact Study ( <u>Major Final only</u> );	●	●	N/A
_____ Archaeological Report/Study, if required;	●	●	●
<input checked="" type="checkbox"/> Letter of Intent _____ Written analysis of how the proposed action compares with applicable design guidelines and other applicable standards and criteria;	● ●	● <u>9</u> ●	● ● ✓



<b>CHECKLIST</b> Design Review Board (DRB) Historic Preservation Commission (HPC) Certificate of Appropriateness (COA)			
	DRB/HPC Minor	DRB/HPC Major Initial Major Final	COA
Site Plan of the property at an appropriate engineering scale showing proposed use and improvements in relation to property lines including: ___ Building footprints; ___ Parking, driveways, curb cuts, other paved areas; ___ Walls, fences and easements;	● 8 large sets plus 11 11x17 Sets	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 Sets
___ Walks, ramps, curb lines, access provisions for the handicapped; ___ Dumpster pads and screening materials;	NA	● On Site Plan	● On Site Plan
A Development Statistics Summary Chart with percentage (%) of total site coverage: ___ Total area of site (total acres or sq. feet = 100%); ___ Buildings (sq. feet and %); ___ Parking spaces (number and %); ___ Total impervious surface (sq. feet and %); ___ Landscaping (sq. feet and %); ___ Flood plain (sq. feet and %); ___ Undeveloped and/or open space (sq. feet and %)	● On Site Plan	● On Site Plan	● On Site Plan
Analysis of public features adjacent to the subject site ___ Adjacent open spaces and/or parks; ___ Public transportation routes and bus stops; ___ Intersections, streets, driveways and sidewalks;	NA	● On Site Plan	● On Site Plan
Analysis of private features adjacent to the subject site: ___ Zoning of properties adjacent to the site and across any street from the site; ___ Historic and archaeological sites, if known; ___ Photographs or material samples of principal buildings on surrounding properties;	NA	● On Site Plan	● On Site Plan
A grading and utility plan at an appropriate engineering scale showing: ___ Existing and proposed site contours; ___ Finished floor elevations in relation to mean sea level; ___ Existing and proposed utilities; ___ Required buffers; ___ Scenic views; ___ 100-year flood plain;	NA	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 Sets



<b>CHECK LIST</b> Design Review Board (DRB) Historic Preservation Commission (HPC) Certificate of Appropriateness (COA)			
Drainage plan at appropriate engineering scale including: <input type="checkbox"/> 100-year flood plain; <input type="checkbox"/> Natural drainage features; <input type="checkbox"/> Streams, lakes, shorelines, other water courses; <input type="checkbox"/> Underground or surface drainage improvements including retention/detention basins; <input type="checkbox"/> Drainage easements;	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 Sets
Elevation drawings including: <input checked="" type="checkbox"/> Front, rear and side buildings, and/or photographs; <input checked="" type="checkbox"/> Accessory structures that are made a part of the application; <input type="checkbox"/> Cross-section drawing showing proposed buildings in relation to slope, for any part of a property with a slope of 10% or more. The horizontal and vertical scales shall be the same;	● 8 large sets plus 11 11x17 sets	<del>●</del> <del>8 large sets plus 11 11x17 sets</del> <i>9</i>	● 8 large sets plus 11 11x17 sets ✓
<input checked="" type="checkbox"/> Drawings showing air conditioners, compressors, rooftop vents, other outside equipment; <input checked="" type="checkbox"/> Color and material samples; <i>bring to meeting</i>	●	●	NA
<input type="checkbox"/> Photographs of all four sides of existing structures;	NA	NA	● ←
A Landscaping Plan including: <input type="checkbox"/> Required buffers and landscaping strips; <input type="checkbox"/> Separate tree and plant lists with common and botanical names, size, type, root care, quantity;	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 sets
Tree protection measures. See Chapter 15 of the <i>Roswell Zoning Ordinance</i> and the Tree Protection Checklist provided with the application. Required: <input type="checkbox"/> Tree Protection Plan <input type="checkbox"/> Tree Survey <input type="checkbox"/> Tree Replacement Plan	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 Sets	● 8 large sets plus 11 11x17 Sets
Provisions for outdoor lighting;	NA	●	NA
Other information as required by the Zoning Director:	●	●	●
The below signature acknowledges that the <i>Roswell Zoning Ordinance</i> has been made available for review and purchase; copies of the design guidelines have been provided. <i>[Signature]</i> Date: <u>4 / 2 / 13</u> Signature of Applicant <i>[Signature]</i> Date: <u>4 / 2 / 13</u> Signature of Staff	●	●	●



## DESIGN REVIEW BOARD 2013 CALENDAR

Submission Deadline	DRB Meeting Date
January 3, 2013	February 5, 2013
February 5, 2013	March 5, 2013
March 5, 2013	April 2, 2013
April 2, 2013	May 7, 2013
May 7, 2013	June 4, 2013
June 4, 2013	July 2, 2013
July 2, 2013	August 6, 2013
August 6, 2013	September 3, 2013
September 3, 2013	October 1, 2013
October 1, 2013	November 5, 2013
November 5, 2013	December 3, 2013
December 3, 2013	January 7, 2014
January 7, 2014	February 4, 2014

**Note**

A determination of compliance for the application will determine when the application will be placed on the Design Review Board agenda. Design Plans must be received by the submittal date to allow an application to be heard on the hearing date.

Design Review Board (DRB) meetings are held in the City Hall Council Chambers at 6:30 p.m. on the 1st Tuesday of each month. The Council Chambers are located on the second floor of Roswell City Hall at 38 Hill Street.

*\* Dates may be changed due to holidays*