



2013 0340

Leg: 13-0230

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

GROVEWAY

Requested Zoning

N/A

Proposed Use

RESIDENTIAL

Total Acreage

3.293

PROJECT

FORREST COMMONS (AKA. SMITH TRACT)

Name of Project

FORREST STREET / MYRTLE ST.

ROSWELL

Property Address/Location

425

Suite/Apt. #

2

City

State

Zip Code

Land Lot

District

Section

Property ID

APPLICANT/OWNER

MACAULEY SCHMIT (DAVE SCHMIT)

Applicant

Company

PO Box 1208

ROSWELL GA. 30015

Mailing Address

678-300-4077

Suite/Apt. #

City

State

Zip Code

Phone

Cell Phone

Fax Phone

E-mail

dschmit@MACAULEYSCHMIT.COM

REPRESENTATIVE

AEC (STEVEN ROWE)

Contact Name and Company (Owner's Agent or Attorney)

50 WARM SPRINGS CI.,

ROSWELL GA 30015

Contact Mailing Address

770-641-942

Suite/Apt. #

City

State

Zip Code

Phone

Cell Phone

Fax Phone

E-mail

404-906-1639

770-998-6924

sireacreatl.com

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

Date: 5/7/2013

Applicant Signature: Property Owner or Owner's Representative

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	In Sq. Ft. <u>37,800</u>	Acres <u>3.293</u>	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor Application Date: ___ / ___ / ___ Orientation Date: ___ / ___ / ___ Board Meeting Date: ___ / ___ / ___
Building Footprint	In Sq. Ft. <u>40,788</u>	In % <u>26%</u>	
Landscape Coverage	In Sq. Ft. <u>44</u>	In % <u>53</u>	
Parking Spaces:	# Required <u>24</u>	# Planned	
Height	Height		

Contact Name and Company (Project Manager or Owner's Representative)
DAVE SCHMIT MACAULEY SCHMIT PO BOX 1208, Roswell, GA 30076

Contact Mailing Address	City	State	Zip Code
<u>679 300-4877</u>			
Phone	Cell Phone	Fax Phone	E-mail
			<u>dscumit@macauley-schmit.com</u>

STEVE POWE AEC
 Contact Name and Company (Engineer)

Phone	Cell Phone	Fax Phone	E-mail
<u>770-641-1942</u>	<u>404-906-1639</u>	<u>770-998-8924</u>	<u>slr@aeccat.com</u>

SAME AS ENGINEER
 Contact Name and Company (Landscape Architect)

Phone	Cell Phone	Fax Phone	E-mail

Contact Name and Company (Other)

Phone	Cell Phone	Fax Phone	E-mail

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.



Design Plan Orientation Meeting

This form must accompany any application submitted for Design Review Board, Historic Preservation Commission and Certificate of Appropriateness.

Project Discussed _____

Location Address _____

Current Zoning / Conditions _____ Design Districts/Guidelines _____ Conditions if Applicable _____

FAMILIARIZED THE APPLICANT WITH THE FOLLOWING:

- Zoning of the property and conditions, if applicable
- Property classification (HPC only)
- Overlay District Guidelines
- Historic District Design Guidelines
- Midtown Roswell Design District Guidelines
- Parkway Village District Guidelines
- Certificate of Appropriateness requirements (HPC only)
- Use allowed
- Minimum setbacks on the property
- Height limitations
- Parking requirements
- Traffic Impact Study requirements
- Outdoor lighting requirements
- Dumpster enclosure requirements
- Buffer requirements
- Stream buffer requirements
- Landscaping requirements
- Tree Ordinance requirements
- Archaeological Sites requirements
- Conceptual Storm Water Management Plan approved by City Engineer
- Small Tract Status requirements (DRB only)
- Area calculations on site plan requirements
- Application & signature requirements
- Fee Schedule
- Calendar of Submission Deadlines and Meeting Dates
- Directed to the following departments for further information: Engineering, Landscape Architect, Building Inspector, Arborist, Transportation, Public Works, Fire
- Advised of Land Disturbance Permit process
- Advised of Development Permit process
- Advised of Building Permit process

NA = Not Applicable

R = Required

NR = Not Required

The below signature acknowledges that:

1. The required orientation meeting occurred on the date stated below;
2. The Zoning Ordinance has been made available for review and purchase;
3. Copies of discussed information have been provided as requested.
4. The repainting of existing building that includes exterior changes shall be considered a major design.



Applicant/Representative Attending (Signature) _____

Date 4 / 24 / 17

Staff Attendee (Signature) _____

Date 04 / 24 / 13



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.	●	●	●
Application fee(s) payable to the City of Roswell; see Fee Schedule;	\$ _____	\$ 320	\$ _____
Orientation Meeting Form;	●	●	●
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 11 9 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;	●	●	●
Letter of Intent Written analysis of how the proposed action compares with applicable design guidelines and other applicable standards and criteria;	● ●	● 9 ●	● ●



CHECKLIST 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: <input checked="" type="checkbox"/> Building footprints; <input type="checkbox"/> Parking, driveways, curb cuts, other paved areas; <input type="checkbox"/> Walls, fences and easements;	● 8 large sets plus 11 11x17 Sets	● 8 large sets plus 8 11x17 sets	● 8 large sets plus 11 11x17 Sets
<input type="checkbox"/> Walks, ramps, curb lines, access provisions for the handicapped; <input type="checkbox"/> Dumpster pads and screening materials;	NA	● On Site Plan	● On Site Plan
A Development Statistics Summary Chart with percentage (%) of total site coverage: <input checked="" type="checkbox"/> Total area of site (total acres or sq. feet = 100%); <input checked="" type="checkbox"/> Buildings (sq. feet and %); <input type="checkbox"/> Parking spaces (number and %); <input checked="" type="checkbox"/> Total impervious surface (sq. feet and %); <input type="checkbox"/> Landscaping (sq. feet and %); <input type="checkbox"/> Flood plain (sq. feet and %); <input type="checkbox"/> 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 <input type="checkbox"/> Adjacent open spaces and/or parks; <input type="checkbox"/> Public transportation routes and bus stops; <input type="checkbox"/> Intersections, streets, driveways and sidewalks;	NA	● On Site Plan	● On Site Plan
Analysis of private features adjacent to the subject site: <input type="checkbox"/> Zoning of properties adjacent to the site and across any street from the site; <input type="checkbox"/> Historic and archaeological sites, if known; <input type="checkbox"/> 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: <input checked="" type="checkbox"/> Existing and proposed site contours; <input checked="" type="checkbox"/> Finished floor elevations in relation to mean sea level; <input type="checkbox"/> Existing and proposed utilities; <input type="checkbox"/> Required buffers; <input type="checkbox"/> Scenic views; <input type="checkbox"/> 100-year flood plain;	NA	● 8 large sets plus 11 11x17 sets	● 8 large sets plus 11 11x17 Sets



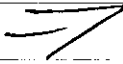
CHECKLIST

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;	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 Sets
Elevation drawings including: <input checked="" type="checkbox"/> Front, rear and side buildings, and/or photographs; <input 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;	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets 9 11x17 sets	<input checked="" type="checkbox"/> 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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> NA
<input checked="" type="checkbox"/> Color and material samples; <i>bring to meeting</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Photographs of all four sides of existing structures;	<input type="checkbox"/> NA	<input type="checkbox"/> NA	<input checked="" type="checkbox"/>
A Landscaping Plan including: <input checked="" 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;	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets 9 11x17 sets	<input checked="" type="checkbox"/> 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 checked="" type="checkbox"/> Tree Protection Plan <input checked="" type="checkbox"/> Tree Survey <input checked="" type="checkbox"/> Tree Replacement Plan	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 sets 4 Sets	<input checked="" type="checkbox"/> 8 large sets plus 11 11x17 Sets
<input type="checkbox"/> Provisions for outdoor lighting;	<input type="checkbox"/> NA	<input checked="" type="checkbox"/>	<input type="checkbox"/> NA
<input type="checkbox"/> Other information as required by the Zoning Director:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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. <input checked="" type="checkbox"/> Signature of Applicant Date: <u>4/24/13</u> <input checked="" type="checkbox"/> Signature of Staff Date: <u>4/24/13</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



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*