

January 17, 2012

Letter of Intent for Cottage School
Conditional Use Application
700 Grimes Bridge Road

City of Roswell
38 Hill Street
Suite G-30
Roswell, Georgia 30075

Members of the Planning Commission,

The Cottage School respectfully requests the granting of our petition for Conditional Use for 720 Grimes Bridge Road. The specific purpose of the request would be to provide services to clients of the Georgia Department of Labor, Vocational Rehabilitation Program.

Clients, deemed appropriate for the receipt of services through The Cottage School, will receive one or all of the following services: job counseling, vocational assessment and job shadowing opportunities in accordance with specific services outlined by the offices of the GDOL, Vocational Rehabilitation Program. Vocational or Career Assessment will be conducted, on site, using the Work Keys Assessment Program. Work Keys is the program currently in use throughout the State of Georgia for the creation of Work Ready Communities. The Cottage School has been utilizing this program and providing this assessment to all of our graduating Seniors for the past seven years. Clients will be counseled on job opportunities currently available to them based on assessment results and will additionally be counseled as to potential entry levels achievable with additional education or training skills development.

Clients requiring transportation to and from their place of residence, due to lack of personal transportation or due to lack of access to public transportation, will be transported by The Cottage School utilizing our busses. Clients that do provide their own transportation will park on our main campus at 700 Grimes Bridge Road. Clients deemed appropriate for services through The Cottage School will be within an age range of 18 to 25. To avoid any confusion on the part of visiting families seeking school placement for their student, it is our most sincere desire to provide services to these clients at a site somewhat removed from the day to day school operations. Clients will be met at the designated parking area adjacent to our current Middle School Administration Building by our Career Counselor and escorted to the offices located at 720 Grimes Bridge Road. There are no plans to expand parking beyond the 4 parking spaces currently available at the site (two spaces under the drive in, attached garage and two spaces immediately adjacent to the attached garage). Should any occasion arise during which additional parking might be required, said parking will be accommodated on our main campus at 700 Grimes Bridge Road. Due to the proximity of the property to our main campus, internet services will be available to the offices we seek to locate at 720 Grimes Bridge Road through our wireless internet service. Due to the existing internal configuration of the property and its proximity to our existing campus, there are no alterations, modifications or other changes required for either the exterior or interior of the building.

The Cottage School respectfully petitions that this property will be favorably considered as described herein and within the Conditional Use Application accompanying this Letter of Intent.

Sincerely
Joseph V. Digieso
The Cottage School

