



CITY ADMINISTRATOR

Michael E. Parks

PLANNING COMMISSION

Kim Skriba
Carolyn Wade
Bo Bland
Jon Gomolak
Robert Yoe

**PLANNING
COMMISSION
AGENDA**

July 17, 2024

1 Auburn Way

6:00 p.m.

CALL TO ORDER:

APPROVAL OF AGENDA

APPROVAL OF MINUTES – June 19, 2024

OLD BUSINESS:

1. **OAR 24-001**, Sullins Engineering, LLC has submitted an application for review in accordance with the provisions of the Auburn Downtown Overlay District Architectural Review (17 .91.070) for approval of a site plan, landscaping & building design including elevations & architectural details of a proposed townhome development located on a portion of 0 6th Street (Tax Parcel AU1 121 pt). TABLED FROM LAST MEETING, June 19, 2024 – Sarah McQuade, City Planner

NEW BUSINESS:

1. Discussion regarding City Code Section 16.43.013 – Rob Yoe, Planning & Zoning Commissioner

Citizen Comments

Announcements

Adjournment

Agenda subject to change...



Mayor

Richard E. Roquemore

City Council

Robert L. Vogel III

Taylor Sisk

Jamie Bradley

Joshua Rowan

City Administrator

Michael E. Parks

Planning & Zoning
Commission Meeting Minutes

June 19, 2024

Meeting Called to order by Chairwoman Kim Skriba

Approval of the agenda, motion, 2nd, all in favor, motion carried.

Approval of minutes from May 15, 2024, motion made to approve, 2nd - all in favor, motion carried.

Public Hearing Procedures read by Chairwoman Skriba

Old Business presented by City Planner, Sarah McQuade

1. **Case: OAR 24-001**, Sullins Engineering, LLC has submitted an application for review in accordance with the provisions of the Auburn Downtown Overlay District Architectural Review (17 .91.070) for approval of a site plan, landscaping & building design including elevations & architectural details of a proposed townhome development located on a portion of O 6th Street (Tax Parcel AU1 121 pt).

Sarah McQuade-City Planner asked the Chairwoman to make a motion to remove the item from the table.

Chairwoman Skriba asked for a motion to remove the item from the table, motion made to remove the item from the table, 2nd, all in favor, motion carried.

City Planner Sarah McQuade advised staff that the applicant sent an email earlier this afternoon requesting to table the request again in order to submit a revised architectural rendering that reflects 75 percent window coverage as required by the ordinance and will also reflect rear entry garages to be more in line with the required historic look per the original memo. Request was to table until next meeting July 17, 2024. Staff also advised members it had only been 1 week since the applicants variance request was denied by the Zoning Board of Appeals. Staff advised that if the board chose to table the item, she gave the applicant until July 5, 2024, to have the completed renderings turned in, in order for preparation for the Planning Commission's next meeting in July.

Chairwoman Skriba asked for anyone in support - no one.

Chairwoman Skriba asked if anyone was in opposition:

Silvia Barbar expressed her concern that if townhomes come in the commercial property on the front of the parcel will sit there. She stated that the City needs more Commercial property & feels that in the past developers come in and promise things then it turns into a bait and switch. She feels there needs to be legal commitments and timeframes set in place in general for the City as a whole.

Chairwoman Skriba closed the public hearing.

Chairwoman asked for a motion to table the case, motion made, 2nd, all in favor for tabling to the next meeting, July 17, 2024.

Staff present the adoption of the Updated Official Zoning Map for the City of Auburn.

The Chair asked for anyone in opposition, support, no one, public hearing closed.

Chairwoman Skriba asked for a motion to approve, motion made, 2nd, all in favor, motion passed to approve the proposed Updated Official Zoning Map for the City of Auburn.

Chairwoman read item 3 the Proposed amendment to the City's Zoning Ordinance, Section 17.90.010 & 17.90.020 regarding the keeping of chickens on residential properties in the City. After a few minutes of discussion, the Chairwoman asked for a motion to approve, motion made, 2nd, 3 yes & 1 no, Member Yoe's concern is because of section 17.90.020. He states that is too close to his house if it was on an adjacent property.

Motion to adjourn, 2nd, all approved.



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 Auburn Way

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission Members
FROM: Sarah McQuade, City Planner
DATE: July 10, 2024
RE: Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

During the June 17, 2024, Planning & Zoning Commission meeting, the subject application was tabled at the request of the applicant so revised application materials could be submitted. Since that time no additional application materials have been received by the Community Development office.

The application before you is for an Auburn Downtown Overlay District (ADOD, [17.91](#)) review, per the requirements of the ordinance. Specifically, [17.91.070\(a\)](#) states:

Prior to the issuance of any land disturbance permit, building permit ,or sign permit, the applicant shall submit to the planning and zoning commission...shall be submitted for administrative review, an application, full plans including a site plan, landscaping plan, building design including elevations and architectural details of proposed buildings, exterior materials and colors, and plans and elevations of all signs, all of which shall demonstrate that the proposed design is in compliance with all of the requirements of this Auburn Downtown Overlay District

After the initial submittal, the application was reviewed by city staff and the following deficiencies were identified:

- Facade Design [\[17.91.050\(2\)\]](#):
 - Front, side, and rear façade style shall be in accordance with one of the following architectural styles: Victorian, Arts and Crafts (Craftsman), or Art Deco. These styles contribute to the historic nature of the downtown area. [\[17.91.050\(2\)\(a\)\]](#)
 - The submitted architectural renderings are not in accordance with the above referenced styles.
 - A minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas. [\[17.91.050\(2\)\(b\)\(i\)\]](#)
 - The submitted architectural renderings do not appear to meet this requirement.
- Landscaping [\[17.91.050\(7\)\]](#):

- On every site involving new development or redevelopment, street trees shall be provided at twenty-five-foot increments.
 - This requirement is not being met on the 6th Avenue frontage but the frontage along 6th Street does meet this requirement.
- Setbacks [\[17.91.050\(8\)\]](#):
 - The maximum front yard setback within the downtown overlay district shall be ten feet.
 - The application materials appear to show the townhomes located approximately 20 feet from the front property line.
- Sidewalks [\[16.28.090\(A\)\(1\)\]](#):
 - Sidewalks shall be provided within all single-family subdivisions.

Subsequently, revised application materials were submitted, with the applicant stating all deficient areas had be revised to be compliant, with the exception of the façade window design requirement, for which the applicant was requesting a variance. The variance request was for relief from the front façade design standards of the Auburn Downtown Overlay District ([17.91](#)). Specifically, the applicant requested relief from the standard which requires a minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height to be comprised of clear windows that allow views of indoor space or product display areas [\[17.91.050\(2\)\(b\)\(i\)\]](#).

During the regularly scheduled meeting on June 12, 2024, the Zoning Board of Appeals voted to deny the requested variance as the revised application materials were still deficient to the requirements of the ADOD.

The full application history for both cases is further summarized in the below table:

PLANNING & ZONING COMMISSION (P&Z)	
Feb. 21, 2024	Tabled to the March 20 P&Z meeting at the applicants' request to address the standards that were identified as noncompliant in the staff report.
Mar. 20, 2024	Tabled to the May 15 P&Z meeting at the applicant's request so a variance application may be submitted for review and decision by the Zoning Board of Appeals (ZBOA) before a decision by the P&Z members.
May 15, 2024	During the May 8 ZBOA meeting, the item was tabled to the June 12 ZBOA meeting so the applicant could submit revised application materials. As a result, during the May 15 P&Z meeting, this item was tabled to the June 19 P&Z meeting.
June 19, 2024	The applicant requested the item be tabled to the July 17 P&Z meeting to complete additional revisions the application materials.
ZONING BOARD OF APPEALS (ZBOA)	
May 8, 2024	Tabled until the June 12 ZBOA meeting so the applicant could provide updated application materials for consideration and review.
June 12, 2024	After a review of the revised application materials, the ZBOA voted to deny the requested variance.

In accordance with the procedures outlined in [17.91.070](#), staff finds that the submitted plans do not comply with the requirements of the Auburn Downtown Overlay District. Where the commission determines that said plans do not comply with the requirements of this chapter, then the commission shall notify the applicant in writing stating the manner in which said applicant fails to comply with such requirements. Specifically, the application materials fail to

comply with the following code sections: façade design both in relation to architectural style and window standards [17.91.050(2)(a) & 17.91.050(2)(b)]. Any appeal of the planning commission's decision in this regard shall be to the mayor and city council.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.

CC: Mayor and Members of City Council
Michael Parks, City Manager
Jack Wilson, City Attorney



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 Auburn Way

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

CASE NUMBER:	OAR24-001
ZONING:	Downtown Overlay District (DOD)
LOCATION:	0 6th Street
PARCEL NUMBER:	AU11 121
ACREAGE:	1.95
SQUARE FEET:	84,942
PROPOSED DEVELOPMENT:	Downtown Overlay District Review - Townhomes (6 units)
FUTURE DEVELOPMENT MAP:	General Commercial
APPLICANT:	Sullins Engineering, LLC 302 West May Street Winder, Georgia 30680
CONTACT:	Same as applicant

PROPERTY HISTORY:

The subject property is 1.95-acre parcel, zoned Downtown Overlay District. The parcel is undeveloped, mostly wooded, and has road frontage on 6th Street, 6th Avenue, and 5th Avenue / Atlanta Highway.

This property contained an abandoned single-family home at the corner of 6th Street and Atlanta Highway. The abandoned structure was demolished in 2017 and the only portion of the lot that is not wooded is the area where the previous structure existed.

PROJECT PROPOSAL:

The applicant is proposing to develop 0.59-acres of the 1.95-acre parcel with six (6) single-family attached townhome units. The second lot is proposed to be 1.36-acres and the applicant did not provide any development plans for that proposed lot.

The proposed townhomes will be oriented towards 6th Avenue and are proposed to be 26 feet in width and approximately 60 feet in depth. The application materials state that the townhomes are proposed to be subdivided into six (6) fee-simple lots that will be 26 feet in width and 90 feet in depth (2,340 square feet / 0.054 acres). The townhomes will be front loaded with driveways accessing 6th Avenue.

The units are proposed to be two stories in height and contain three bedrooms and two and a half bathrooms, with the primary living space located on the first floor and the bedrooms located on the second floor. The application materials note that the townhomes will comply with the Downtown Overlay District Color palette.

Public Hearing Date: February 21, 2024 | OAR24-001

DEVELOPMENT REVIEW COMMENTS:

Per the requirements of [17.91.070](#), the planning commission shall review each application for compliance with all requirements of the Auburn Downtown Overlay District. The commission and the city planner will evaluate whether the proposed improvements, additions, or modifications adhere to the Downtown Overlay District regulations and design requirements. Upon decision by the commission that said plans comply with the requirements of the Auburn Downtown Overlay District, the applicant shall then be able to apply for a building permit.

The site plan has been reviewed for compliance with the requirements of the Auburn Downtown Overlay District ([17.91](#)) and staff has identified the following deficiencies:

- Facade Design [17.91.050(2)]:
 - Front, side, and rear façade style shall be in accordance with one of the following architectural styles: Victorian, Arts and Crafts (Craftsman), or Art Deco. These styles contribute to the historic nature of the downtown area. [17.91.050(2)(a)]
 - The submitted architectural renderings are not in accordance with the above referenced styles.
 - A minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas. [17.91.050(2)(b)(i)]
 - The submitted architectural renderings do not appear to meet this requirement.
- Landscaping [17.91.050(7)]:
 - On every site involving new development or redevelopment, street trees shall be provided at twenty-five-foot increments.
 - This requirement is not being met on the 6th Avenue frontage but the frontage along 6th Street does meet this requirement.
- Setbacks [17.91.050(8)]:
 - The maximum front yard setback within the downtown overlay district shall be ten feet.
 - The application materials appear to show the townhomes located approximately 20 feet from the front property line.
- Sidewalks [16.28.090(A)(1)]:
 - Sidewalks shall be provided within all single family subdivisions.

STORMWATER COMMENTS:

All stormwater best management practices must be incorporated into this development plan for this property. The submitted site plan shows a swale for water quality in the rear of the lot. If approved this will require further review and approval.

DEPARTMENT ANALYSIS:

The proposed development plan is to subdivide the existing 1.95-acre vacant, wooded lot into two separate parcels. Tract one is proposed to be 0.59 acres and contain six (6) townhomes that would become six (6) fee simple lots. The second lot is proposed to be 1.36-acres and the applicant did not provide any development plans for that proposed lot.

The Downtown Overlay District does allow for the proposed single-family attached use. The Future Development Map and the Downtown Overlay District do encourage mixed-use development for the area of the proposed development.

As part of the required application materials, the applicant has provided a site plan, landscaping plan, and architectural plans for the residence, including exterior elevations. In the site plan, the proposed townhomes are setback a distance greater than the 10-foot front yard setback maximum, which is not compliant with the Downtown Overlay District. The site plan also does not show any proposed sidewalks, which are also required in the Downtown Overlay District.

The architectural plans show the townhomes having low-pitched gables, overhanging eaves, columns, patterned windows panes, and covered front stoops. The building materials appear to be hardie plank siding with wood shake accents. These plans do not show a minimum of seventy-five (75) percent of the street-facing building facade between three (3) feet and eight (8) feet being comprised of clear windows that allow views of indoor space, as required by the Downtown Overlay District. The colors shown appear to be different shades of blue and will need to be consistent with those found

The landscaping plan includes Armstrong Gold Maples, Upperton Willow Oaks, Cornerstone European Hornbeam, and Chang's Ruby Loropetalum. The Downtown Overlay District requires street trees at a minimum twenty-five-foot increments. This requirement is not being met on the 6th Avenue frontage but the frontage along 6th Street does meet this requirement.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDED CONDITIONS:

In accordance with the procedures outlined in [17.91.070](#), staff finds that the submitted plans do not comply with the requirements of the Auburn Downtown Overlay District. Where the commission determines that said plans do not comply with the requirements of this chapter, then the commission shall notify the applicant in writing stating the manner in which said applicant fails to comply with such requirements. Specifically, the application materials fail to comply with the following code sections: façade design [17.91.050(2)], landscaping [17.91.050(7)], and setbacks [17.91.050(8)]. Any appeal of the planning commission's decision in this regard shall be to the mayor and city council.



COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF AUBURN
1369 FOURTH AVENUE
AUBURN, GA 30011
(770) 963-4002
www.cityofauburn-ga.org

OAR #: _____

**DOWNTOWN AUBURN OVERLAY DISTRICT
ARCHITECTURAL REVIEW**

In accordance with provisions of the Auburn Downtown Overlay District regulations, new buildings, exterior improvements to existing buildings, landscaping, signage, and site planning must be approved by the Auburn Planning and Zoning Commission before issuance of a building permit.

SUBMITTAL REQUIREMENTS: 1 HARD COPY AND/OR DIGITAL COPIES OF EXTERIOR VIEWS, CONCEPT DRAWINGS, PHOTOS, LANDSCAPE PLAN, SITE PLAN, OR COLOR SAMPLES.

DATE: 11/7/23

APPLICANT NAME: Sullins Engineering LLC

PROPERTY ADDRESS: 1335 6th Street

PHONE: 706-773-3849 EMAIL: JAKESULLINS@gmail.com

PROPERTY OWNER: HBC Investments LLC

ADDRESS: 5615 Golf Club Drive, Braselton, GA 30517

PHONE: 267-971-5662 EMAIL: _____

IMPROVEMENT TYPE: (Check all that apply)

☒ New Building ☐ Existing Building ☐ Site Dev. ☐ Sign

PROJECT DESCRIPTION:

Six townhomes along 6th Ave. The overall parcel of 1.95AC will be split in two with tract one being 0.59AC and tract two being 1.36AC. The six townhomes will be placed on tract one, once developed, the townhomes will be fee simple and split into individual parcels. HOA will be created for the yard and easement upkeep.
*Townhomes will comply with the overlay color palette

PLANNING & ZONING COMMISSION HEARING DATE: _____ 1361 FOURTH AVE (COUNCIL CHAMBERS)

RECOMMENDATION: _____ APPROVAL _____ APPROVAL W/ CONDITIONS _____ DENIAL

CONDITIONS: _____

REVIEW COMPLETED: _____ SIGNATURE: _____

PLANS FOR ADMINISTRATIVE REVIEW
"AUBURN DOWNTOWN OVERLAY DISTRICT"

DATE	REVISION



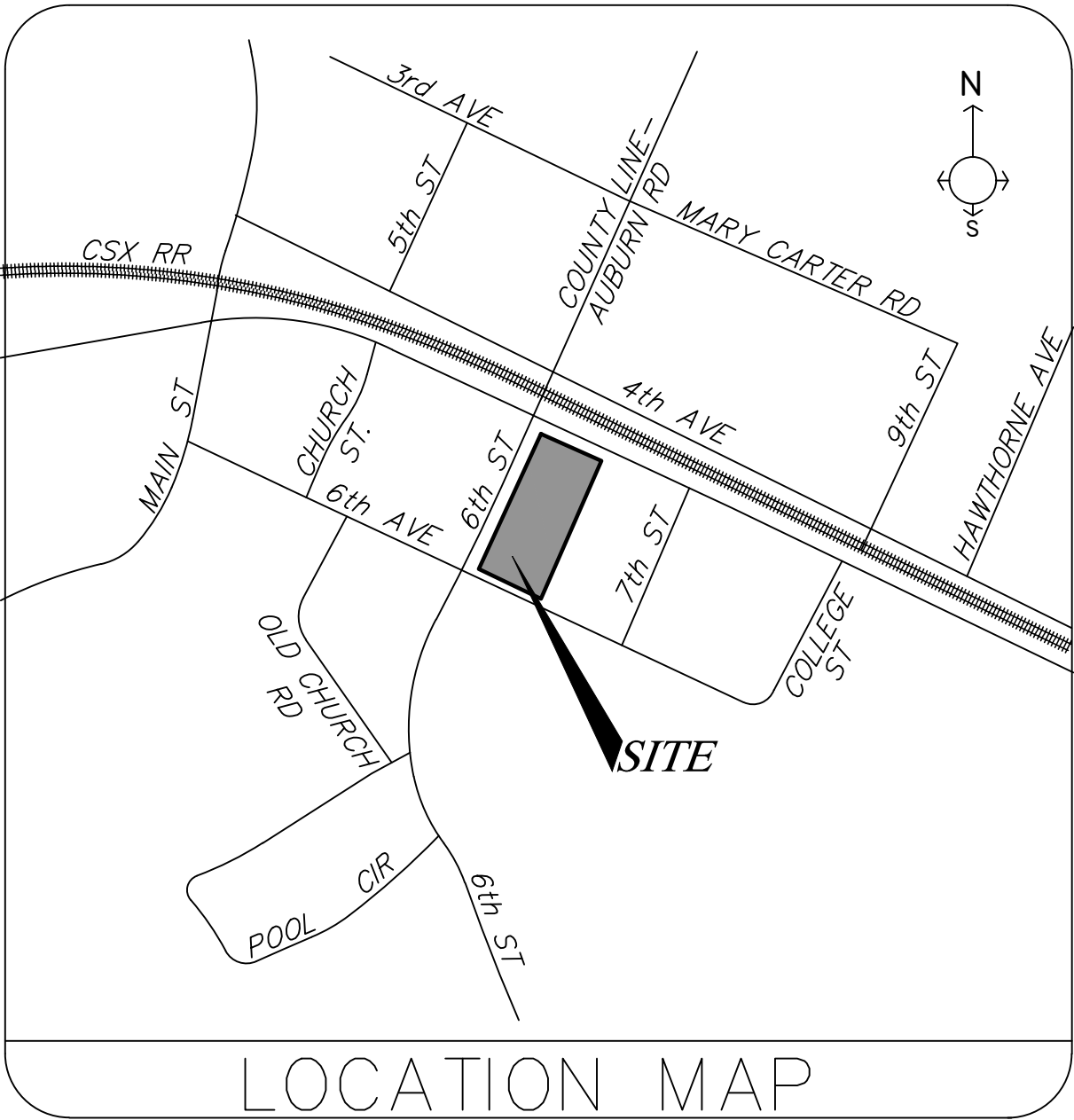
TOTAL AREA PROJECT: 1.95 ACRES
TRACT 1 - 0.59 AC.
TRACT 2 - 1.36 AC.

OWNER / DEVELOPER:
HBC INVESTMENTS, LLC
5615 GOLF CLUB DRIVE
BRASELTON, GA 30517
CHRIS AND AMBER HALPER
#267-971-5662

SHEET INDEX:

- 1. COVER SHEET
- 2. SITE PLAN
- 3. ARCHITECTURAL - A100
- 4. ARCHITECTURAL - A200
- 5. ARCHITECTURAL - A201
- 6. LANDSCAPE PLAN
- 7. TREE INVENTORY & ANALYSIS

FUNDING: PRIVATE



DESIGNED BY:



**Sullins
Engineering, LLC**

302 WEST MAY STREET
WINDER, GA. 30680
PHONE: (678) 687-6219

CONTACT: MATTHEW SULLINS
CIVIL ENGINEERS ~ LAND PLANNERS

NARRATIVE:

Tract 1 and Tract 2 to be split off and recorded. Once completed, tract 1 will have the shown proposed townhome development. Each townhome to be it's own parcel approximately 26'x90' with the remaining as open space. HOA to be created to maintain open space and water quality/quantity easement.

NOTES:

- 1.) PROJECT SITE IS PART OF THE AUBURN DOWNTOWN OVERLAY DISTRICT.
- 2.) THIS REVIEW IS ONLY FOR TRACT 1 (0.59AC)
- 3.) 6 TOTAL TOWNHOMES (DENSITY 10.17 UNITS/AC)
- 4.) WATER PROVIDED BY THE CITY OF AUBURN
- 5.) SEWER PROVIDED BY THE CITY OF AUBURN
- 6.) TOWNHOMES SHALL COMPLY WITH THE DEVELOPMENT REQUIREMENTS OF SECTION 17.91.050 – DEVELOPMENT STANDARDS
- 7.) TOWNHOMES SHALL COMPLY WITH THE OVERLAY COLOR PALETTE

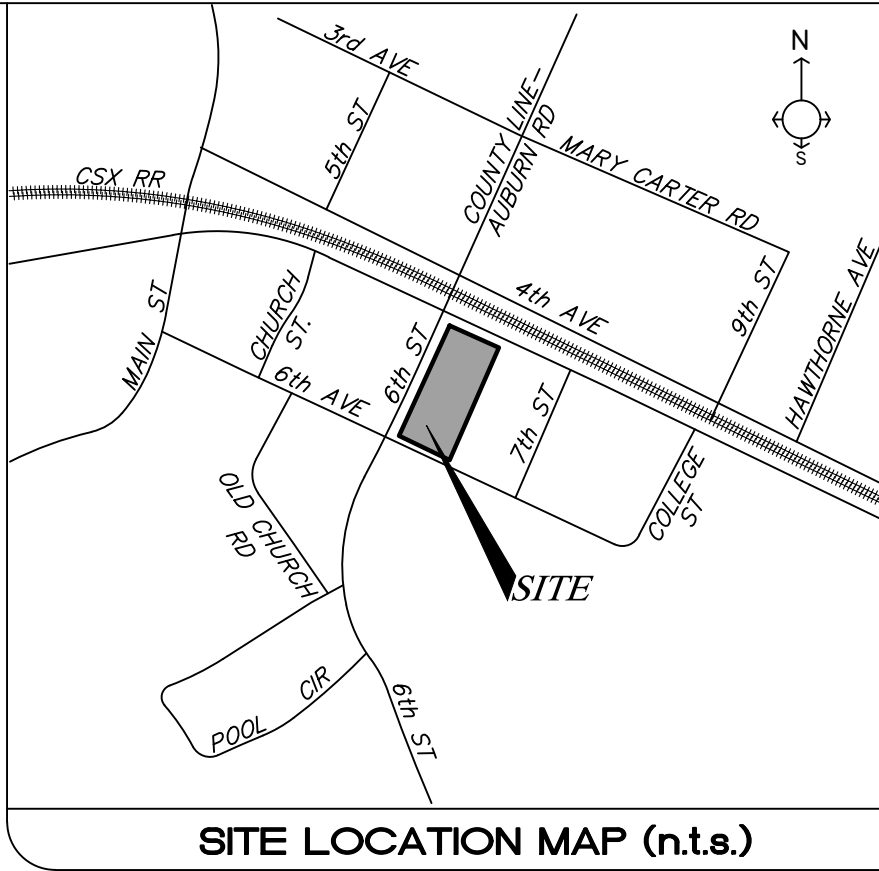
BUILDING SETBACKS C2:

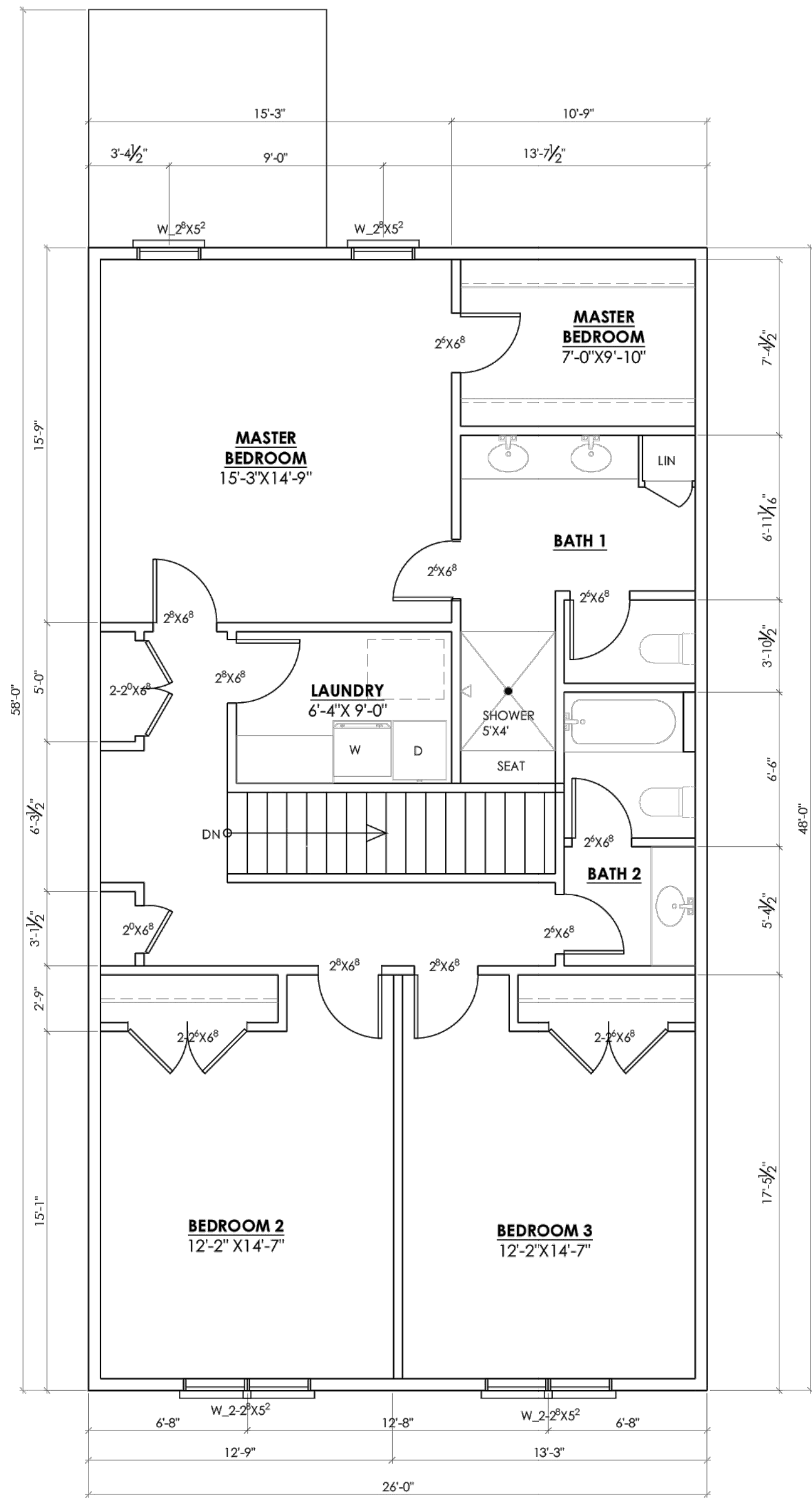
- FRONT: 10' FROM R/W OF ROADS
SIDE: 5' FROM PROPERTY LINES
REAR: 5' FROM PROPERTY LINES

REFERENCE:

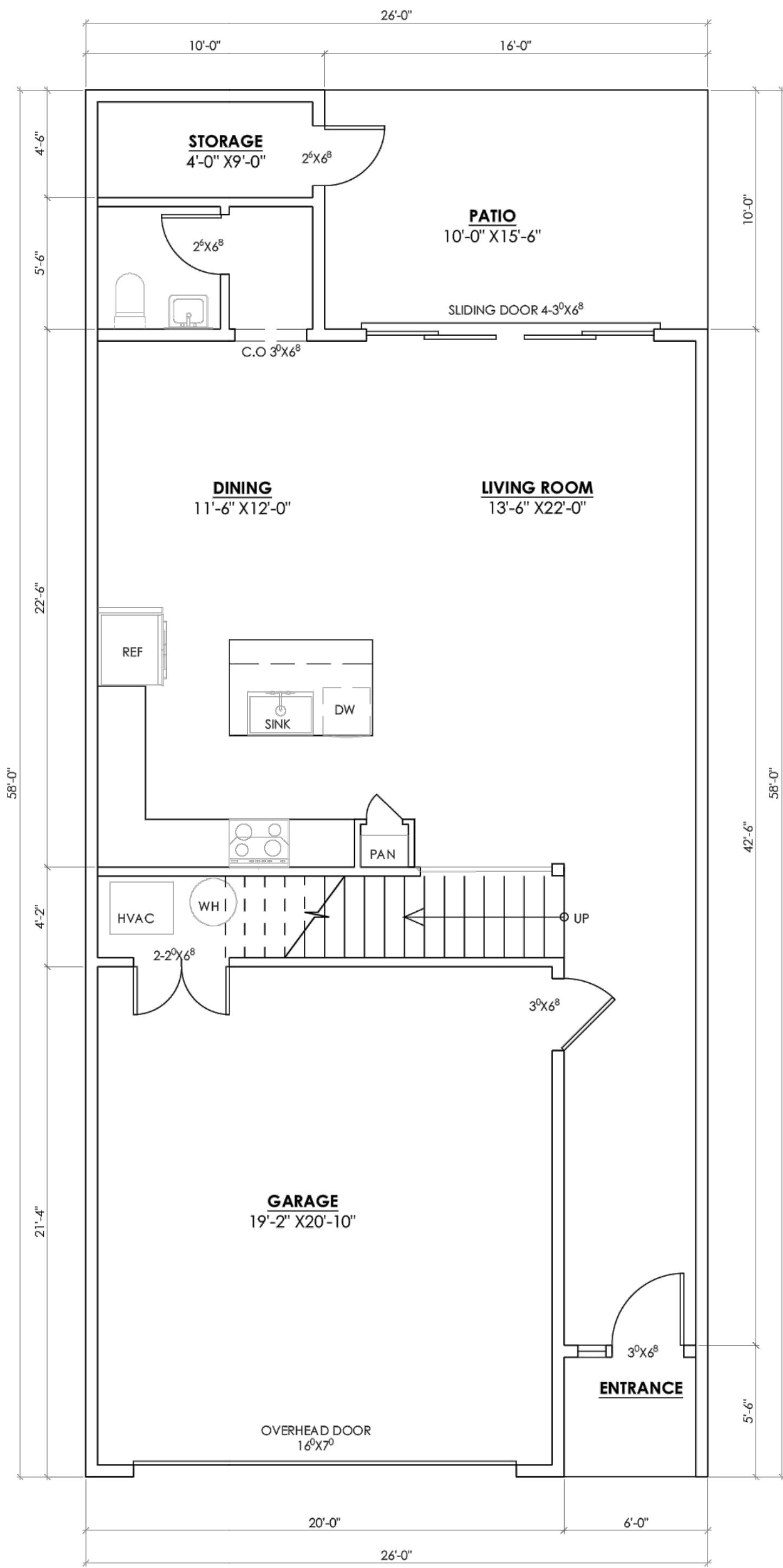
- 1.) SURVEY FOR CB-4 L.L.C. BY W.T. DUNAHOO & ASSOC. DATED: 12/19/22
- 2.) NOAA TOPO

TOTAL AREA 1.95 ACRES





SECOND FLOOR PLAN 2
SCALE: 1/4" = 1'-0"
A100



FIRST FLOOR PLAN 1
SCALE: 1/4" = 1'-0"
NTS
A100

NOTE: THIS DRAWING IS COPYRIGHT PROTECTED. ANY ALTERATIONS OR REPRODUCTIONS MUST BE AUTHORIZED IN WRITING BY ARMENTROUT MATHENY THURMOND.

REVISIONS		
DATE	NO.	DESCRIPTION

DESIGNED: DWM
DRAWN: IG
CHECKED: DWM/MBT
APPROVED: DWM/MBT

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07-18-2023

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1335 6TH STREET
AUBURN, GA 30011

23201

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ELEVATIONS
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FAX: (706) 548. 1814
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DRAWN: IG
 CHECKED: DWM/MBT
 APPROVED: DWM/MBT

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ELEVATIONS
A201

DATE 9/18/23	JOB # 2605
SHEET 5	

TREE PROTECTION CALCULATIONS

Total Site Acreage = 0.59 Acres

Total Site Acreage: 0.59

Required Site Density Factor (SDF)
0.59 Standard Acres x 100 Units = 59.00 SDF
Standard SDF 59.00

No Existing Density Units Proposed to be Preserved

60 DENSITY TO BE PLANTED ONSITE - 59 Units Required = 1
Surplus Density Unit Provided

SEE BELOW FOR SPECIFICATIONS

SPECIMEN TREE IMPACT

Tree #	DBH (Inches)	Species	Recommended Condition	Status	Recompense Value
378	38	OAK	NON-SPECIMEN	Remove	0

NO SPECIMEN QUALITY, SPECIMEN SIZE TREES REMOVED =
NO RECOMPENSE DUE

ARBORIST REPORT PROVIDED COVERING SPECIMEN SIZED TREES
EXISTING ON THE SITE HAS BEEN PROVIDED AS PART OF THIS
SUBMITTAL UNDER SEPARATE COVER.

 SPECIMEN SIZE TREE
PROPOSED TO BE REMOVED

10' Landscape Strip

6TH STREET

129 Linear Ft (Outside easements and drives) / 25' = 5 Trees
and 5 Shrubs Required.

6TH AVENUE

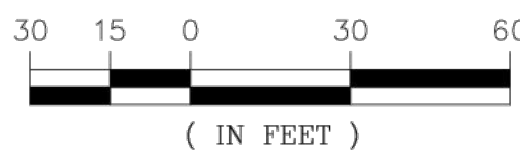
200 Linear Ft (Outside easements and drives) / 25' = 4 Trees
and 4 Shrubs Required.

Total of 9 Trees and 9 Shrubs Provided

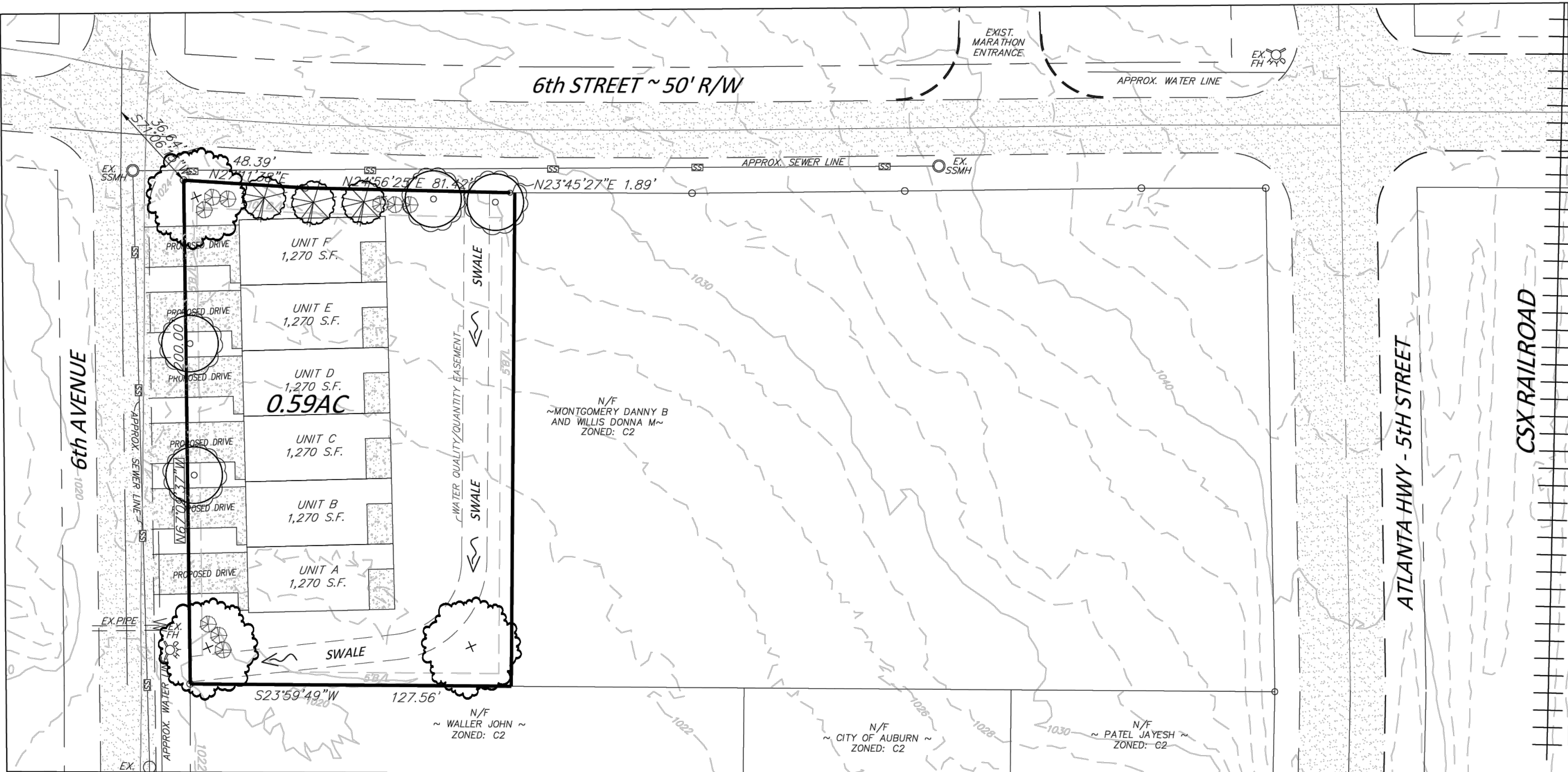
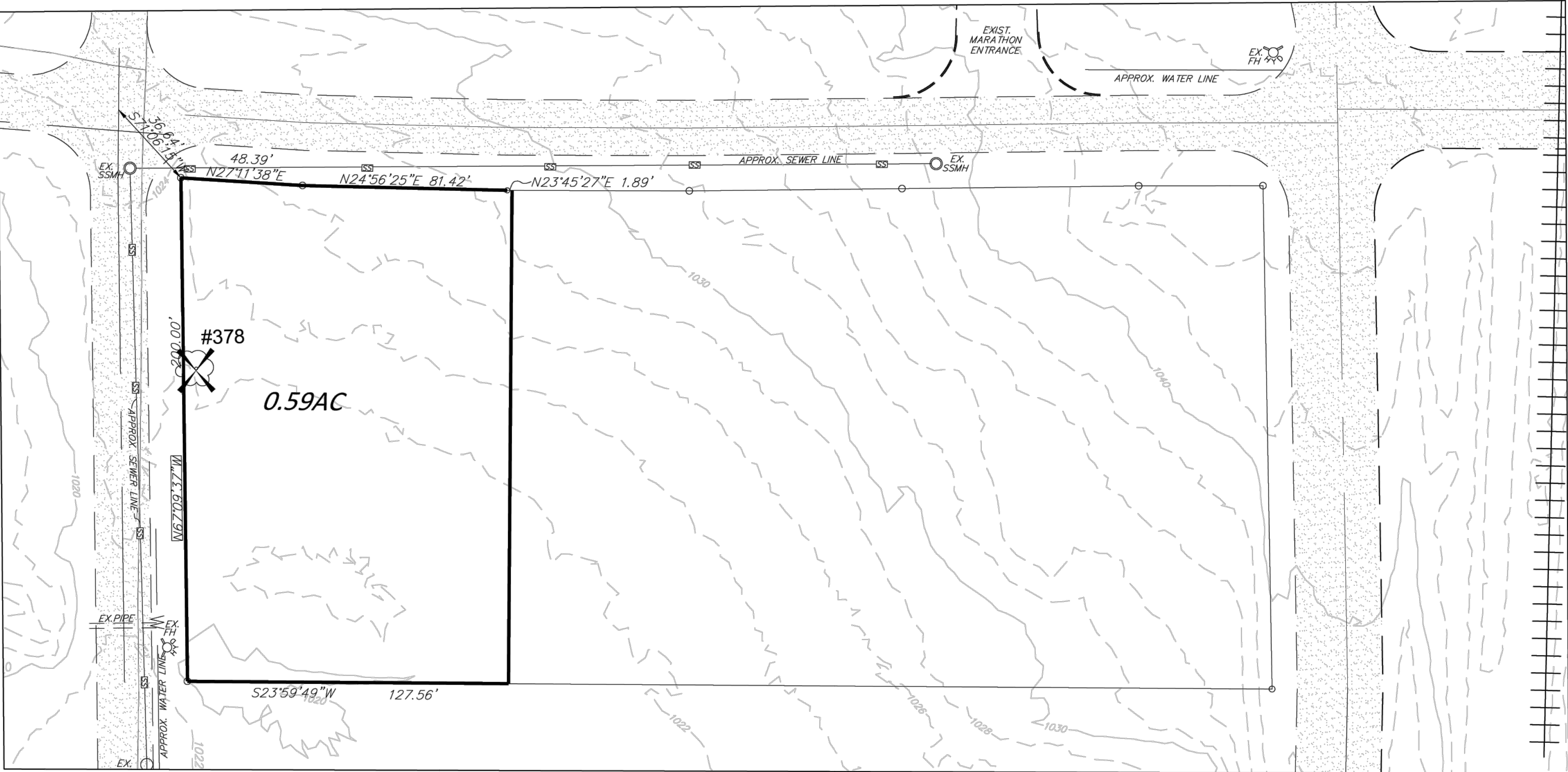
Sod or Seed all remaining areas.

PLANT SCHEDULE

COMMON NAME	BOTANICAL NAME	SIZE	HT	QTY	DENSITY VALUE	TOTAL DENSITY CREDIT	COMMENTS
ARMSTRONG GOLD MAPLE	ACER RUBRUM 'JFS-KW78' PP25,301	3" CAL.	14-16'	3	6	18	B&B; Full Canopy from 7' and Up; Matching; Healthy; Balanced Spread
UPPERTON WILLOW DAK	QUERCUS PHELLOIS 'RT3' PP16,444	3" CAL.	14-16'	3	6	18	B&B; Full Canopy from 7' and Up; Matching; Healthy; Balanced Spread
CORNERSTONE EUROPEAN HORNBEE	CARPINUS BETULUS 'CORNERSTONE'	3" CAL.	14-16'	4	6	24	B&B; Full Canopy from 7' and Up; Matching; Healthy; Balanced Spread
CHANG'S RUBY LOROPETALUM	Loropetalum chinense 'Chang's Ruby'	7 gal	30"	9			Full to Ground; Matching; Healthy; Balanced Spread to Min. 24"
TOTAL UNITS PLANTED=						60	



IF YOU DIG GEORGIA...
CALL US FIRST!
DIAL 811
OR 1-800-282-7411
IT'S THE LAW



Tree Inventory & Analysis



Project: 6TH STREET – Tract 1

City of Auburn

On-Site Evaluation

Date (s): 2023

Report Date: 2023



EVALUATION

Evaluation provided is a Level I and is based upon field observation and practical horticulture and arboriculture experience. No sub-grade, internal coring investigation, lab testing or aerial inspection was performed on the subject trees. Photos of damage or defect, are included. Note that some photo may have been lightened for increased visibility Only.

CONDITION DEFINED

SPECIMEN / GOOD: Tree is actively growing without any serious visible pathogenic problems. Tree exhibits a structural form that is typical of the species in its natural growing environment. *Tree may have minor defects that do not reduce specimen status, such as minor structural defects or less than optimal form for the species in an urban or exposed environment. Existing growing conditions may be less than favorable, as well. A tree with these minor defects or conditions may not react favorably to additional stress, however if so and to what extent is not determined.*

NONSPECIMEN / DDH: Tree is Poor, not of specimen quality per standards of jurisdictional code, Dead, Diseased and/or Hazardous per professional opinion of this Arborist. Tree's vigor is low to moderate. It may also have moderate to severe structural defects or a form that is undesirable for the species. Some trees in this condition are not recoverable and could degrade into a state of advanced decline leading to death. Some Non-specimen / DDH trees are in severe decline.

HAZARDOUS: Tree with uncorrectable defects severe enough to pose present danger to people or buildings under normal conditions, as determined by an Arborist or Forester.

DBH: Diameter of trunk in inches, measured at 4.5' above average soil level. Where split, tree is measured at narrowest point below split.

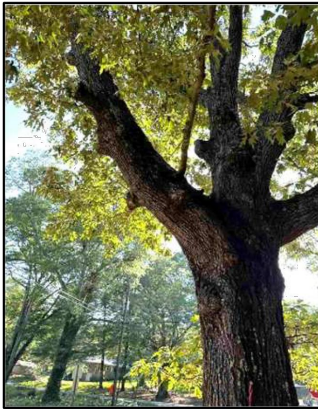
CODOMINANT: See Arborist note on last page of report.



Tree Tag #: 378 Size (DBH): 38 Genus: OAK

Specimen / GOOD	<input type="checkbox"/>	Non-specimen / DDH	<input checked="" type="checkbox"/>	Boundary Tree	
Canopy		Roots/Sight Conditions		Trunk	
Multi-Leaders	<input checked="" type="checkbox"/>	Surface Roots	<input type="checkbox"/>	Heartwood Decay	<input type="checkbox"/>
Included Bark	<input type="checkbox"/>	Existing CRZ Impact	<input type="checkbox"/>	Decayed at Base	<input checked="" type="checkbox"/>
Decay	<input type="checkbox"/>	Root Decay	<input type="checkbox"/>	Open Wound	<input type="checkbox"/>
Canker/Gall	<input type="checkbox"/>	Stream / Wash	<input type="checkbox"/>	Radial Crack	<input type="checkbox"/>
Curve in Leader	<input type="checkbox"/>	Slope	<input type="checkbox"/>	Buttress Trunk	<input type="checkbox"/>
Open Wound	<input type="checkbox"/>	Target	<input checked="" type="checkbox"/>	Canker / Gall	<input type="checkbox"/>
Previous Branch Failure	<input type="checkbox"/>			Conk / Mushroom	<input type="checkbox"/>
Unbalanced Crown	<input type="checkbox"/>	Failure Risk		Improbable	<input type="checkbox"/>
Tip Dieback	<input type="checkbox"/>			Possible	<input type="checkbox"/>
					Eminent

Notes: OLD PRUNE WOUNDS ALONG TRUNK



Tree Tag #: Size (DBH): Genus:

Notes:

LEFT BLANK INTENTIONALLY

6TH STREET – TRACT 1

2



Analysis prepared by:

E. Tyrone Casteel, ISA Certified Arborist

Certificate Number: SO-5646A

Mondo Land Planning + Design, LLC



Warranty Disclaimer:

No warranties expressed or implied are made with respect to the report of aforementioned specimen size trees. It is understood the OWNER makes use of this report by the ARBORIST at OWNER'S sole risk and that the report is provided as best judgment opinion. In no manner does this report guarantee the life or imply any length of life span of the trees that are determined to be specimen size and /or recommended as specimen condition.

This report does not express recommendation whether to retain or remove the listed trees. The report identifies visible defects and conditions known to contribute to future failure or risk. The tree Owner makes the final decision regarding acceptable risk with regards to the existing trees on the subject property and if any tree should be removed. All tree removal, regardless of condition or location, should be completed under current local jurisdiction code requirements and permitted, as required.

Arborist Note:

Due to certain species and undesirable traits, some trees shall be considered in poor condition if the following is true. Numerous trees grown in a native setting may appear to grow as multi-trunk; however this is not desirable in most trees. Most trees having multi-trunks at the base are usually created when two separate trees grow together or the tree branches off at an early age and the separate trunks become Co-Dominate Leaders. Either scenario is an undesirable condition for most trees because they both create weak crotches, included bark and/or a prime place for debris and water to get trapped that will eventually cause decay. In this case these trees become increasingly hazardous and can not be considered specimen trees.

Some trees are an exception to this rule, such as, but not limited to: Birch, Wax Myrtle, Red Bud, Dogwood, Holly, Cedar, Sourwood, small Magnolia, Red Bay and Live Oak. Said are an exception because they naturally create sucker growth from the roots and/or trunk or do not typically grow to a large enough size to become an increased hazard.

Reference: Sinclair, Wayne A., 1936. Diseases of Trees and Shrubs/ Wayne A. Sinclair and Howard H. Lyon. - 2nd ed. Published 2005

PROJECT NAME

3

Previous staff memos related to this application:



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 Auburn Way

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission Members
FROM: Sarah McQuade, City Planner
DATE: June 13, 2024
RE: Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

Since this item was last tabled during your May 15, 2024 meeting, a decision was made in relation to the variance requested from the front façade design standards of the Auburn Downtown Overlay District ([17.91](#)).

Prior to the meeting, the applicant submitted the following additional materials, as requested by the Zoning Board of Appeals:

1. 2024-05-20 6th Street Auburn Front Garage Entry Plan window percentage (*Word Document*)
 - a. *In the proposed front entry garage plan the windows comprise **24%** of the street facing façade.*
2. 2024-05-20 6th Street Auburn Rear Garage Entry Plan window percentage (*Word Document*)
 - a. *In the proposed rear entry garage plan the windows comprise **71%** of the street facing façade.*
3. Auburn Level Front (*PDF*)
 - a. *The updated rendering does not provide information regarding the architectural materials or how the proposed product meets the architectural intent of the architectural requirements of the Auburn Downtown Overlay District standards.*

During their regularly scheduled meeting on June 12, 2024, the Zoning Board of Appeals voted to deny the variance request.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.

CC: Mayor and Members of City Council
Michael Parks, City Manager
Jack Wilson, City Attorney



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1369 FOURTH AVENUE
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission Members

FROM: Sarah McQuade, City Planner

DATE: May 13, 2024

RE: Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

During the March 12, 2024, meeting, the Planning & Zoning Commission voted to table the application (OAR24-001) until the next regularly scheduled meeting, at the applicant's request. The applicant requested to table the item so they could pursue a variance from the front façade design standards of the Auburn Downtown Overlay District (ADOD, [17.91](#)).

Since then, the applicant has applied for a variance from the front façade design standards found in Sec. 17.91.050(2)(b)(i) which requires a minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas.

At their regularly scheduled meeting on May 10, 2024, the Zoning Board of Appeals voted to table the item to their June meeting, scheduled for June 12, 2024. The item was tabled so the applicant could redesign the proposed townhomes to be more in accordance with the ADOD design standards.

The applicant has requested that the OAR review before you be tabled until June 19, 2024.

Staff recommends that this item be tabled to the regularly scheduled June meeting of Planning & Zoning Commission meeting so that a decision on the requested variance has been made by the Zoning Board of Appeals.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.

CC: Mayor and Members of City Council
Michael Parks
Jack Wilson



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1369 FOURTH AVENUE
AUBURN, GA 30011
PHONE: 770-963-4002
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MEMORANDUM

TO: Planning & Zoning Commission Members

FROM: Sarah McQuade, City Planner

DATE: March 12, 2024

RE: Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

During the February 21, 2024, meeting, the Planning & Zoning Commission voted to table the application (OAR24-001) until the next regularly scheduled meeting, at the applicant's request. The applicant requested to table the item so they could pursue a variance from the front façade design standards of the Auburn Downtown Overlay District ([17.91](#)).

Since then, the applicant has applied for a variance from the front façade design standards found in Sec. 17.91.050(2)(b)(i) which requires a minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas.

This item will be heard by the Zoning Board of Appeals at their regularly scheduled meeting on May 8, 2024.

Staff recommends that this item be tabled until the regularly scheduled May 15, 2024, meeting of Planning & Zoning Commission meeting so that a decision on the requested variance has been made by the Zoning Board of Appeals, scheduled for May 8, 2024.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.

CC: Mayor and Members of City Council
Michael Parks
Jack Wilson