

**MAYOR**

Richard E. Roquemore

CITY ADMINISTRATOR

Michael E. Parks

CITY COUNCIL

Robert L. Vogel III

Taylor J. Sisk

Jamie L. Bradley

Joshua Rowan

**CITY OF AUBURN
MAYOR and CITY COUNCIL**

September 11, 2025

6:00 PM

Council Chambers

1 Auburn Way

Auburn, GA 30011

INVOCATION**PLEDGE****COUNCIL REPORTS AND ANNOUNCEMENTS****PUBLIC HEARING**

1. RZ25-0001 Cornerstone Home Builders rezoning of parcels AU05 018 and AU05019- Sarah McQuade
2. PL25-0009- HPC Investments, LLC Overlay Architectural Review- Sarah McQuade

CITIZEN COMMENTS ON AGENDA ITEMS**NEW BUSINESS****1. Consent Agenda**

1. Council Business Meeting Minutes- August 14, 2025
 2. Council Workshop Meeting Minutes- August 28, 2025
 3. Council Pre Budget Workshop Minutes- August 11, 2025
 4. Council Special Called Meeting Minutes- August 14, 2025
 5. Council Budget Public Hearing Minutes- August 18, 2025
 6. Council Special Called Meeting Minutes- August 28, 2025
 7. RWSP Naming of Access Road
 8. FY2026 Budget
 9. 2025 Georgia Reads Proclamation
-
2. RZ25-0001 Cornerstone Home Builders rezoning of parcels AU05 018 and AU05019
 3. VWSE25-0002 Cornerstone Waiver from Sec. 16.28.030.C.1 and Sec. 16.28.060.B.1
 4. PL25-0009- HPC Investments, LLC Overlay Architectural Review
 5. Holiday Council Meeting Schedule – Michael Parks

CITIZEN COMMENTS**ADJOURN**

Agenda subject to change prior to meeting



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Public Hearing: 1
Voting Item: 2

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: September 11, 2025

PURPOSE: Rezone tax map parcels AU05 018 and AU05 019 from AG: Agricultural to PUD: Planned Unit Development to construct a 40-lot detached single-family residential subdivision.

BACKGROUND: The applicant is requesting to rezone a combined 13.39± acre tract, at the corner of Apalachee Church Rd and McCully Dr to PUD: Planned Unit Development. If approved, the site will be developed with 40 single-family houses at a density of 2.99 units per acre.

At their meeting on July 23, 2025, the Planning Commission tabled this item to the August 20 Planning Commission meeting where they recommended approval with modified staff conditions.

Planning Commission discussion took place in regard to the proposed dead end streets with Commissioners recommending a full connection to McCully Drive to provide two entrances for the development.

STAFF RECOMMENDATION: Approval, with conditions.

PLANNING COMMISSION RECOMMENDATION: Approval, with the following conditions:

1. The site shall be developed in conformance with the submitted concept plan and development standards adopted as part of this rezoning action. However, alterations necessary to accommodate other conditions specified herein are permitted without additional approval, provided they align with the spirit and context of the approval as determined by the Community Development Director.
2. A continuous landscaped strip, no less than ten (10) feet in depth, shall be established parallel to the entirety of the McCully Drive frontage.

3. Prior to the issuance of a Land Disturbance Permit (LDP) for the construction of any street not ending in a cul-de-sac, formal waivers shall be obtained to allow for the construction of dead-end “stub” streets and driveways from dead-end street segments, pursuant to Title 16, Sec. 16.28.030.C, and Title 16, Sec. 16.28.060.B.
4. The approval of this rezoning request shall not constitute automatic approval of the construction of any street that does not end in a cul-de-sac, nor the installation of any access provisions or driveways from a dead-end segment of any street.
5. The final plat submitted for recordation of the subject development shall bear a statement notifying land purchasers that the property described therein is proximate to a preexisting telecommunications tower, and that a structural failure of the tower might adversely impact one or more of the subdivided lots.
6. The Developer shall use a variety of techniques to avoid the monotonous appearance of identical houses. Such techniques may employ among others the use of differing front elevations, architectural styles, building exteriors, colors, setbacks or other similar techniques to provide a more aesthetically pleasing appearance to the subdivision. There shall be no vinyl siding permitted. No two (2) adjacent houses shall have front elevations which are visually the same; this distinction can be accomplished through a combination of color, materials, architectural features, and/or building massing.
7. A mandatory Homeowners Association (HOA) shall be established and shall be responsible for maintenance of all common facilities, open spaces, recreation areas, and street frontage landscaping. Landscaping along the frontages of Apalachee Church Road and McCully Drive shall be landscaped by the developer and maintained by the HOA and shall include decorative masonry entrance features. Landscape plans, entrance features, and fencing shall be subject to the review and approval of the Community Development Director. Said HOA shall be incorporated which provides for building and grounds maintenance, repair, insurance, and working capital. Said association must also include declarations, by-laws, and rules which shall at a minimum regulate and control the following:
 - a. All grounds, including recreation areas and common areas.
 - b. Stormwater detention infrastructure maintenance.
 - c. Fence, wall, and sign maintenance.
8. Natural vegetation shall remain on the property until the issuance of a development permit.
9. Underground utilities shall be provided throughout the development, except for the existing telecommunications tower and directly related infrastructure.
10. The developer shall construct a second full-access entrance to McCully Drive at the point where the proposed internal street currently terminates in a dead end, as shown on the submitted site plan.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

CASE NUMBER: RZ25-0001
LOCATION: 21 Apalachee Church Rd, 1675 McCully Dr
PARCEL NUMBER: AU05 018, AU05 019
ACREAGE: 13.39±
CURRENT ZONING: AG: Agricultural district
REQUEST: Rezone to PUD: Planned Unit Development district
PROPOSED DEVELOPMENT: 40-unit detached single-family housing development
FUTURE DEVELOPMENT MAP: Agricultural
STAFF RECOMMENDATION: Approval with Conditions
APPLICANT: Cornerstone Home Builders, LLC c/o Mahaffey Pickens Tucker, LLP
1550 North Brown Rd, Ste 125
Lawrenceville, GA 30043
CONTACT: Julia Maxwell
jmaxwell@mptlawfirm.com

Note: This item was tabled by the Planning Commission at their Special Called Meeting held on July 23, 2025.

SUMMARY

The applicant is requesting to rezone a combined 13.39± acre tract from AG: Agricultural (Sec. 17.90.010) to PUD: Planned Unit Development (Sec. 17.90.140) to construct a 40-unit, single-family detached housing subdivision. The development site, comprised of parcels AU05 018 and AU05 019, is currently developed with four (4) single-family residences and several accessory buildings, the oldest of which was constructed in 1956 per property tax records. The proposed density of the subdivision is 2.99 dwelling units per acre.

The proposed development would contain exclusively single-family detached houses with minimum heated floor areas (HFA) of 2,000 square feet; two-story homes would have a minimum HFA of 2,400 square feet. The site is located at the northwestern corner of Apalachee Church Road and McCully Drive, and the developer proposes one access point from Apalachee Church Road. All residences would be served by a new, internal network of public roads and public utilities. The development would feature a residential amenity area and communal mail kiosk with on-street parking.

The submittal provides development standards which have been summarized in the table below:

Specification	Proposed Development Standard	Code Requirement
Minimum Heated Floor Area (HFA) (Sec. 17.90.140.G.4.a)	2,000 sq. ft. (1-story) 2,400 sq. ft. (2-story)	2,000 sq. ft. (1-story) 2,400 sq. ft. (2-story)
Minimum Lot Area (Sec. 17.90.140.G.7.a)	7,500 sq. ft.	7,500 sq. ft.
Minimum Front Building Setback (includes corner lots) (Sec. 17.90.140.G.6.a)	22 ft.	22 ft. (driveway length)
Minimum Side Building Setback	7.5 ft.	Not applicable
Minimum Rear Building Setback	15 ft.	Not applicable

In addition to the general provisions and regulations of the Zoning Ordinance and other codes, sites in the PUD: Planned Unit Development district are subject to additional district requirements. The letter of intent provides for building facades of "brick, stone, shake/siding, and/or board and batten" and the inclusion of two-car garages for each residence. The applicant has provided three (3) residential renderings, each of which show a two-story home with a two-car garage and varied front façade materials. The material descriptions and renderings of the houses seem to satisfy the exterior finish material requirements of Sec. 17.90.140.G.1, provided that each house will include masonry water tables at the side and rear façades. The application also provides sample floor plans, which all appear to meet the minimum 36 square foot porch/deck/patio requirement pursuant to Sec. 17.90.140.G.2. Garage doors on detached residential front façades must not exceed 45% of the total façade width (Sec. 17.90.140.G.5); it is unclear if the proposed houses meet this requirement.

Sec. 17.90.140.H.3 requires that Planned Unit Developments with 40 residences and an overall residential density of no less than 2.00 dwelling units per acre earn an amenity score of two (2) points. The development would provide residents with a 400 square foot gazebo (one point) and regulation-size pickleball courts (two points), exceeding the requirement. The amenities are conceptualized near the proposed mail kiosk.

The development would be served by three internal roadways, each to be publicly dedicated and maintained. Both sides of all internal roadways would feature five (5) foot wide sidewalks, compliant with Sec. 17.90.140.D.4. Along the Apalachee Church Road frontage, a sidewalk is proposed, which would connect directly to the internal network. Eight (8) on-street parallel parking spaces would serve the resident amenity area and mail kiosk. The road network would include two dead-end streets, and the dead-ended portion of each street would host at least one residential driveway. Dead-end streets are also referred to as "stub" streets.

Development Regulations Sec. 16.28.030.C.1 requires that streets not intended for extension provide a cul-de-sac ending rather than dead-end. The developer requests this requirement be formally waived to install permanently dead-ended streets. Sec. 16.28.060.B.1 disallows access to residential parcels from dead-end street segments. As a result, the developer requests this requirement be formally waived for driveway installation for proposed lots 8, 36, and 37. These waiver requests will be processed concurrently with the City Council decision meeting for the subject rezoning application, currently scheduled for August 14, 2025.

Within the development, 2.06 acres (approximately 15.4% of the gross development area) would be reserved for common open space and stormwater management. This space would contain the resident

amenities, a stormwater management pond, an existing telecommunications tower, and an associated access easement linking it to adjacent property. A landscaped strip, ten (10) feet in depth, would be provided along Apalachee Church Road. Street trees are shown to outnumber residential parcels in the development, and the landscaping requirements of Sec. 17.90.140.I will be satisfied.

LAND USE AND COMPREHENSIVE PLAN ANALYSIS

The submitted rezoning proposal represents an increase in site development intensity. Any present agricultural uses would be eliminated in place of higher density single-family residences. If the proposal is approved, the residential density of the site would increase from 0.29 du/acre to 2.99 du/acre.

The site is in a transitional zone between commercial development to the north along the Atlanta Highway (GA-8/US-29 Business) corridor, and single-family residential and agricultural sites to the south. The table below summarizes the nearby zoning districts and land uses:

Direction	Zoning	Current Land Use	Future Land Use
N	C-1: Neighborhood business district, C-3: Central business district	Gasoline station, retail, personal services, offices, fitness center	Corridor Commercial
S	Barrow County AR: Agricultural residential	Agriculture, single-family residential	Corridor Commercial, Barrow County Traditional Neighborhood
W	C-2: General business district, Barrow County AR: Agricultural residential	Agriculture, single-family residential, warehouse, day care	Barrow County Traditional Neighborhood
E	C-1: Neighborhood business district, Barrow County AR: Agricultural residential	Single-family residential, vacant land	Corridor Commercial, Barrow County Traditional Neighborhood

Pursuant to the **City of Auburn Comprehensive Plan, 2023-2028**, the development site is located within the Agricultural Character Area. This Area is intended for "agriculture and very low-density residential development. Ensures that open and/or sparsely developed areas of the city are protected with minimal community impacts."

The present land use, very low-density residential and agricultural, aligns with the intent of the subject Character Area. However, the proposed Planned Unit Development does not conform to the Character Area intent, due to the increased residential density and reduction in open space. The Agricultural future land use designation exists in isolation; all abutting incorporated parcels are in either the Corridor Commercial or Neighborhood Commercial Character Area.

The subject site partially abuts unincorporated Barrow County to the south, west, and east. The abutting parcels are designated by the County as Traditional Neighborhood, which is intended for "quality infill development" consisting of single-family, townhouse, duplex, and triplex residences at densities between 2 and 6 units per acre.

WETLANDS, STREAMS, AND FLOODPLAIN

The development site does not contain wetlands, streams, or floodplains.

DEVELOPMENT REVIEW

The development shall be subject to the regulations described in the **Auburn Municipal Code**, unless relief has been explicitly granted as part of this application, and apply to and provide guidance for the development of lands within the incorporated areas of the city.

Approval of an erosion control plan from the Georgia Soil and Water Conservation Commission is required prior to land disturbance activity.

Approval of site plans from Barrow County Fire Marshal required.

The submitted concept plan depicts a proposed monument sign. All signage is subject to review and permitting by the City pursuant to Title 17, Chapter 17.120 – Signs, and other applicable regulations. The approval of the subject rezoning request does not constitute permission or assurance that a sign may be installed as depicted in the concept plan.

TRANSPORTATION

The Georgia Department of Transportation (GDOT) does not maintain traffic counts for Apalachee Church Road or McCully Drive.

A traffic study has not been provided as part of this rezoning request. Staff has not requested a traffic study as the proposed unit count (40 dwellings) is not anticipated to cause significant traffic impacts.

ZONING ANALYSIS

(1) Sec. 17.90.140.D – Minimum Standards and Requirements.

All proposed PUD: Planned Unit Development district applications shall conform to the following specific requirements:

(Language in bold is from the City of Auburn Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

1. **The maximum density shall not exceed three (3.0) dwelling units per gross acre.**
 - a. The residential density of the proposed development is 2.99 dwelling units per acre.
2. **The site shall abut public streets for a distance of at least one hundred (100) linear feet.**
 - a. The site abuts public streets for a distance of 1,361 linear feet (0.258 miles).
3. **A registered engineer, architect, land surveyor or landscape architect shall prepare the plans required for inclusion in an application. The plans shall have their official registration seal.**
 - a. The application includes a concept plan, but it's not stamped nor sealed by a required professional.
 - i. Professional stamped and/or sealed plans shall be required prior to development commencement.
4. **Sidewalks shall be required along both sides of all streets within a PUD. The construction standard of the required sidewalks are given in the city development regulations; however,**

the minimum width of all sidewalk along streets shall be five (5.0) feet.

- a. Sidewalks five (5) feet in width are proposed along both sides of all proposed internal streets.

5. The site proposed for a PUD classification shall have a contiguous area of not less than ten (10) acres.

- a. The subject assemblage measures 13.39 +/- acres.

(2) Sec. 17.170.130 – Standards governing exercise of the zoning power

The city council finds that the following standards are relevant in balancing the interest in promoting the public health, safety, morality or general welfare against the right to the unrestricted use of property and shall govern the exercise of the zoning power:

(Language in bold is from the City of Auburn Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

A. Whether a proposed rezoning will permit a use that is suitable in view of the use and development of adjacent and nearby property;

- a. The local area is characterized by single-family residential development of varying densities in addition to commercial development.
 - i. The proposed rezoning would permit detached, single-family residential development consistent with nearby properties.

B. Whether a proposed rezoning will adversely affect the existing use or usability of adjacent or nearby property;

- a. Staff does not anticipate any adverse effects on nearby properties as a result of the rezoning proposal.
- b. An access easement to the existing telecommunications tower will be maintained as shown on the concept plan.

C. Whether the property to be affected by a proposed rezoning has a reasonable economic use as currently zoned;

- a. As currently zoned (AG: Agricultural), the site is used agriculturally and residentially.

D. Whether the proposed rezoning will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools;

- a. Staff does not anticipate burdensome use of local infrastructure or facilities as a result of the rezoning proposal.

E. Whether the proposed rezoning is in conformity with the policy and intent of the land use plan; and

- a. The proposed rezoning does not conform with the Comprehensive Plan's intent for the site.
 - i. The site is located in the Agricultural Character Area, intended for agricultural and very low-density residential development. This description fits the current site configuration.
 - ii. Developing the site as proposed would detract from the Agricultural intent as determined by the Comprehensive Plan, due to increased residential density and reduced open space.

- b. The Agricultural Character Area is not common in the subject locality; all abutting parcels in the City are designated for commercial future land use. The addition of single family detached residential units will support commercial development envisioned for the area.

F. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning.

- a. Staff is not aware of any changing conditions which would inherently support approval or disapproval of the subject rezoning request.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION

Staff recommends **approval with conditions** of subject rezoning request RZ25-0001, as the proposal aligns with City regulations and local land use patterns. Staff recommends the following **conditions** be adopted as part of the approval:

1. The site shall be developed in conformance with the submitted concept plan and development standards adopted as part of this rezoning action. However, alterations necessary to accommodate other conditions specified herein are permitted without additional approval, provided they align with the spirit and context of the approval as determined by the Community Development Director.
2. A continuous landscaped strip, no less than ten (10) feet in depth, shall be established parallel to the entirety of the McCully Drive frontage.
3. Prior to the issuance of a Land Disturbance Permit (LDP) for the construction of any street not ending in a cul-de-sac, formal waivers shall be obtained to allow for the construction of dead-end "stub" streets and driveways from dead-end street segments, pursuant to Title 16, Sec. 16.28.030.C, and Title 16, Sec. 16.28.060.B.
4. The approval of this rezoning request shall not constitute automatic approval of the construction of any street that does not end in a cul-de-sac, nor the installation of any access provisions or driveways from a dead-end segment of any street.
5. The final plat submitted for recordation of the subject development shall bear a statement notifying land purchasers that the property described therein is proximate to a preexisting telecommunications tower, and that a structural failure of the tower might adversely impact one or more of the subdivided lots.
6. The Developer shall use a variety of techniques to avoid the monotonous appearance of identical houses. Such techniques may employ among others the use of differing front elevations, architectural styles, building exteriors, colors, setbacks or other similar techniques to provide a more aesthetically pleasing appearance to the subdivision. There shall be no vinyl siding permitted. No two (2) adjacent houses shall have front elevations which are visually the same; this distinction can be accomplished through a combination of color, materials, architectural features, and/or building massing.
7. A mandatory Homeowners Association (HOA) shall be established and shall be responsible for maintenance of all common facilities, open spaces, recreation areas, and street frontage landscaping.

Landscaping along the frontages of Apalachee Church Road and McCully Drive shall be landscaped by the developer and maintained by the HOA and shall include decorative masonry entrance features. Landscape plans, entrance features, and fencing shall be subject to the review and approval of the Community Development Director. Said HOA shall be incorporated which provides for building and grounds maintenance, repair, insurance, and working capital. Said association must also include declarations, by-laws, and rules which shall at a minimum regulate and control the following:

- a. All grounds, including recreation areas and common areas.
 - b. Stormwater detention infrastructure maintenance.
 - c. Fence, wall, and sign maintenance.
8. Natural vegetation shall remain on the property until the issuance of a development permit.
9. Underground utilities shall be provided throughout the development, except for the existing telecommunications tower and directly related infrastructure.

ANNEXATION & REZONING APPLICATION



CITY OF AUBURN
COMMUNITY DEVELOPMENT DEPARTMENT
1369 4TH AVE, AUBURN, GA 30011
(770) 963-4002
www.cityofauburn-ga.org

ANNEXATION & REZONING APPLICATION
AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP FOR THE CITY OF AUBURN, GA.

APPLICANT INFORMATION		PROPERTY OWNER INFORMATION
NAME: Cornerstone Home Builders, LLC c/o Mahaffey Pickens Tucker, LLP		NAME: The Travis and Herman Brown Family Partnership
ADDRESS: 1550 North Brown Road, Suite 125		ADDRESS: P.O. Box 563
CITY: Lawrenceville		CITY: Buford
STATE: GA ZIP: 30043		STATE: GA ZIP: 30515
PHONE: (770)232-0000		PHONE: (770)232-0000
EMAIL: slanham@mptlawfirm.com		EMAIL: slanham@mptlawfirm.com
CONTACT PERSON: Shane M. Lanham, Attorney for Applicant		PHONE: (770)232-0000
EMAIL: slanham@mptlawfirm.com		

APPLICANT IS: <input type="checkbox"/> OWNER'S AGENT <input type="checkbox"/> PROPERTY OWNER <input checked="" type="checkbox"/> CONTRACT PURCHASER		
PRESENT ZONING DISTRICT(S): AG		REQUESTED ZONING DISTRICT: PUD
PARCEL NUMBER(S): AU05 018 & AU05 019		ACREAGE: +/- 13.394
ADDRESS OF PROPERTY: 21 Apalachee Church Road and 1675 McCully Drive		
PROPOSED DEVELOPMENT: Single-family detached residential neighborhood		

RESIDENTIAL DEVELOPMENT	NON-RESIDENTIAL DEVELOPMENT
NO. OF LOTS/DWELLING UNITS: 40	NO. OF BUILDINGS/LOTS: N/A
DWELLING UNIT SIZE (SQ.FT.): 2,000 sf	TOTAL BUILDING SQ.FT.: N/A
GROSS DENSITY: 2.98 units per acre	DENSITY: N/A
NET DENSITY: 3.81 units per acre	

PLEASE ATTACHED A LETTER OF INTENT EXPLAINING PROPOSED DEVELOPMENT

[The Pre-Application meeting request for this application took place on April 3, 2025.](#)



David Belle Isle
Matthew P. Benson
Catherine W. Davidson
Gerald Davidson, Jr.*
Brian T. Easley
Rebecca B. Gober
John D. Hipes*
Christopher D. Holbrook
Jessica R. Kelly
Shane M. Lanham

Jeffrey R. Mahaffey
John N. Mahaffey
Julia A. Maxwell
Steven A. Pickens
Jack M. Ryan
Gabrielle H. Schaller
S. Tess Shaheen
Andrew D. Stancil
R. Lee Tucker, Jr.

*Of Counsel

**LETTER OF INTENT FOR REZONING APPLICATION OF
CORNERSTONE HOME BUILDERS, LLC**

Mahaffey Pickens Tucker, LLP submits the attached rezoning application (the "Application") on behalf of Cornerstone Home Builders, LLC (the "Applicant"), relating to a proposed development on approximately 13.394 acres of land (the "Property") located off Apalachee Church Road in the City of Auburn and further identified as parcel numbers AU05 018 and AU05 019. The Applicant respectfully requests to rezone the Property from the current AG (Agricultural District) to the PUD (Planned Unit Development District) pursuant to the City of Auburn Zoning Ordinance (the "Zoning Ordinance").

The proposed development would include forty (40) single-family detached homes as depicted on the site plan submitted with the Application. The Applicant proposes to develop the Property in compliance with the PUD zoning classification to allow for a more unique and creative community. As depicted on the site plan, the proposed development would consist of forty (40) single-family detached dwellings with community amenities such as a play area and community garden for residents to enjoy. The proposed development will include a 10-foot landscape strip along Apalachee Church Road and sidewalks will be provided for residents to use within the development. The development would have a gross density of 2.98 units per acre. The minimum lot size will be 7,500 square feet with a lot width of 60 feet. Each dwelling will have a minimum front setback of 22 feet, side setback of 7.5 feet, and rear setback of 15 feet. Water will be provided by the City of Auburn Public Works and sewer will be provided by Barrow County Water and Sewer Authority.

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NorthPoint Office || 11175 Cicero Drive, Suite 100, Alpharetta, Georgia 30022

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The homes will be compatible with homes in the surrounding area and include attractive architectural elements which would meet or exceed the requirements of the Zoning Ordinance. All of the homes will be a minimum of 2,000 square feet and include a two-car garage. The proposed development will be accessed via a single entrance off Apalachee Church Road. The proposed development will be managed and maintained by a Homeowners' Association.

The proposed development is compatible with surrounding land uses and is in line with the policies and intent of the City of Auburn's 2018 Comprehensive Plan (the "Comprehensive Plan"). Single-family housing is currently in high demand and is projected to stay in high demand. The proposed development will increase the supply of housing in the area and help alleviate the shortage of single-family detached housing. Additionally, the intent and purpose of the PUD zoning district is to promote innovative development types that complement the existing developments in the City of Auburn. Further, PUD allows for more flexibility with the placement, arrangement, and orientation of dwellings while promoting the incorporation of active open spaces and resident-focused amenities.

The Applicant and its representatives welcome the opportunity to meet with staff of the City of Auburn Community Development Department to answer any questions or to address any concerns relating to the matters set forth in this letter or in the Application filed herewith. The Applicant respectfully requests your approval of the Application.

Respectfully submitted this 5th day of May, 2025.

MAHAFFEY PICKENS TUCKER, LLP



Julia A. Maxwell
Attorneys for Applicant

STANDARDS GOVERNING THE EXERCISE OF THE ZONING POWER

- (A) Yes. The proposed development is consistent and suitable with the existing use and development of adjacent and nearby properties. The proposed residential development is compatible with existing residential uses and will further diversify housing options in the surrounding area.
- (B) No. Approval of the proposed rezoning will not adversely affect the existing use or usability of adjacent or nearby properties.
- (C) The Applicant submits that due to its size, location, layout, topography, and natural features, the Property does not have a reasonable economic use as currently zoned.
- (D) No. Approval of the proposed rezoning will not result in an excessive or burdensome use of the existing infrastructure systems. The Property has direct access to Apalachee Church Road and is in close proximity to Atlanta Highway.
- (E) Yes. The proposed development and rezoning is compatible with the policy and intent of the Comprehensive Plan and the Future Land Use Map. While the Property is identified as "Agricultural" on the Future Land Use Map, it is surrounded by the Single-Family Residential future land use area in the City of Auburn and Traditional Residential future land use character area in Barrow County.
- (F) Yes. The proposed development and rezoning achieves the goal of the Comprehensive Plan by proposing a development and site layout that serves to provide additional housing options to current and future residents of the City of Auburn.

**REZONING APPLICANT'S RESPONSE
STANDARDS GOVERNING THE EXERCISE OF THE ZONING POWER**

PURSUANT TO REQUIREMENTS OF THE ZONING ORDINANCE, THE CITY COUNCIL FINDS THAT THE FOLLOWING STANDARDS ARE RELEVANT IN BALANCING THE INTEREST IN PROMOTING THE PUBLIC HEALTH, SAFETY, MORALITY OR GENERAL WELFARE AGAINST THE RIGHT TO THE UNRESTRICTED USE OF PROPERTY AND SHALL GOVERN THE EXERCISE OF THE ZONING POWER.

PLEASE RESPOND TO THE FOLLOWING STANDARDS IN THE SPACE PROVIDED OR USE AN ATTACHMENT AS NECESSARY:

(1) WHETHER A PROPOSED REZONING WILL PERMIT A USE THAT IS SUITABLE IN VIEW OF THE USE AND DEVELOPMENT OF ADJACENT AND NEARBY PROPERTY:

[Please see attached.](#)

(2) WHETHER A PROPOSED REZONING WILL ADVERSELY AFFECT THE EXISTING USE OF USABILITY OF ADJACENT OR NEARBY PROPERTY:

[Please see attached.](#)

(3) WHETHER THE PROPERTY TO BE AFFECTED BY A PROPOSED REZONING HAS REASONABLE ECONOMIC USE AS CURRENTLY ZONED:

[Please see attached.](#)

(4) WHETHER THE PROPOSED REZONING WILL RESULT IN A USE WHICH WILL OR COULD CAUSE AN EXCESSIVE OR BURDENSOME USE OF EXISTING STREETS, TRANSPORTATION FACILITIES, UTILITIES, OR SCHOOLS:

[Please see attached.](#)

(5) WHETHER THE PROPOSED REZONING IS IN CONFORMITY WITH THE POLICY AND INTENT OF THE LAND USE PLAN:

[Please see attached.](#)

(6) WHETHER THERE ARE OTHER EXISTING OR CHANGING CONDITIONS AFFECTING THE USE AND DEVELOPMENT OF THE PROPERTY WHICH GIVE SUPPORTING GROUNDS FOR EITHER APPROVAL OR DISAPPROVAL OF THE PROPOSED REZONING:

[Please see attached.](#)

ADVENTURES
40 LOTS @ 2.50 U/A = 2 POINTS REQUIRED
PROPOSED GAZEBO/PAVILION = 1 POINT
PROPOSED PLAY AREA/COMMUNITY GARDEN = 2 POINTS
TOTAL = 3 POINTS

63.00'

7,500 SF MIN. LOT AREA

15' B/L

2,000 SF HEATED MAIN

2,400 SF HEATED 2-STORY

2-CAR GARAGE

7.5' B/L

7.5' D/L

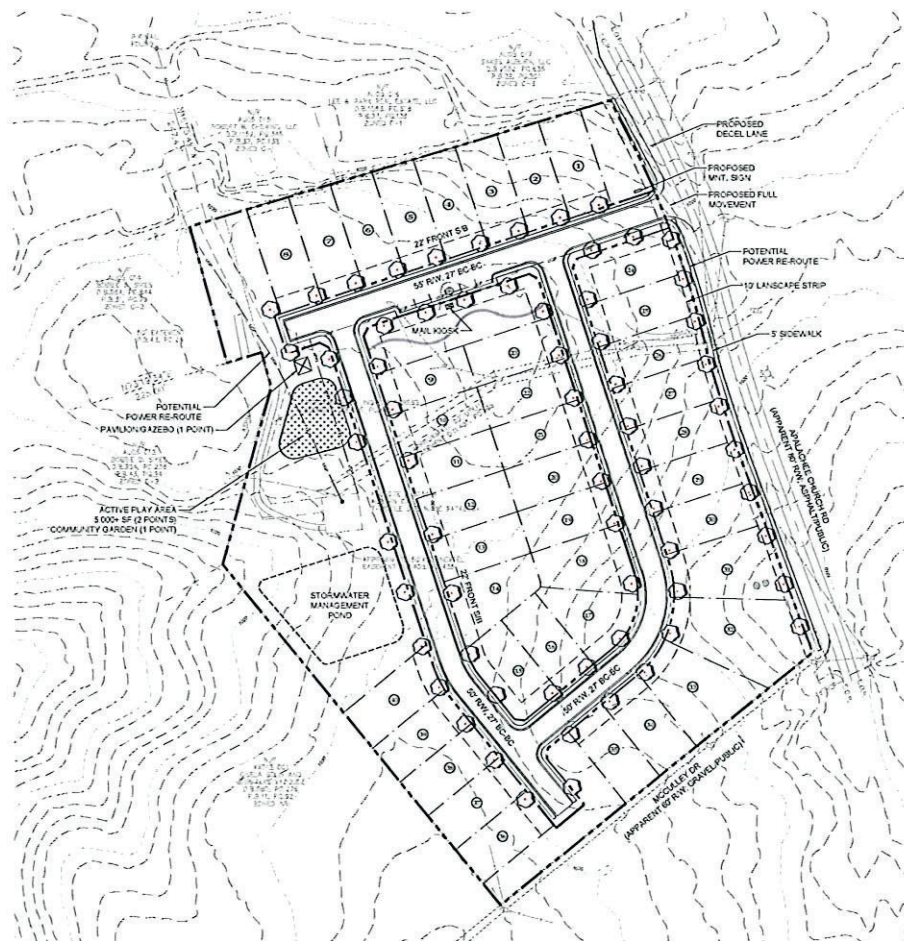
32.00' MIN.

22.00'

5' SIDEWALK

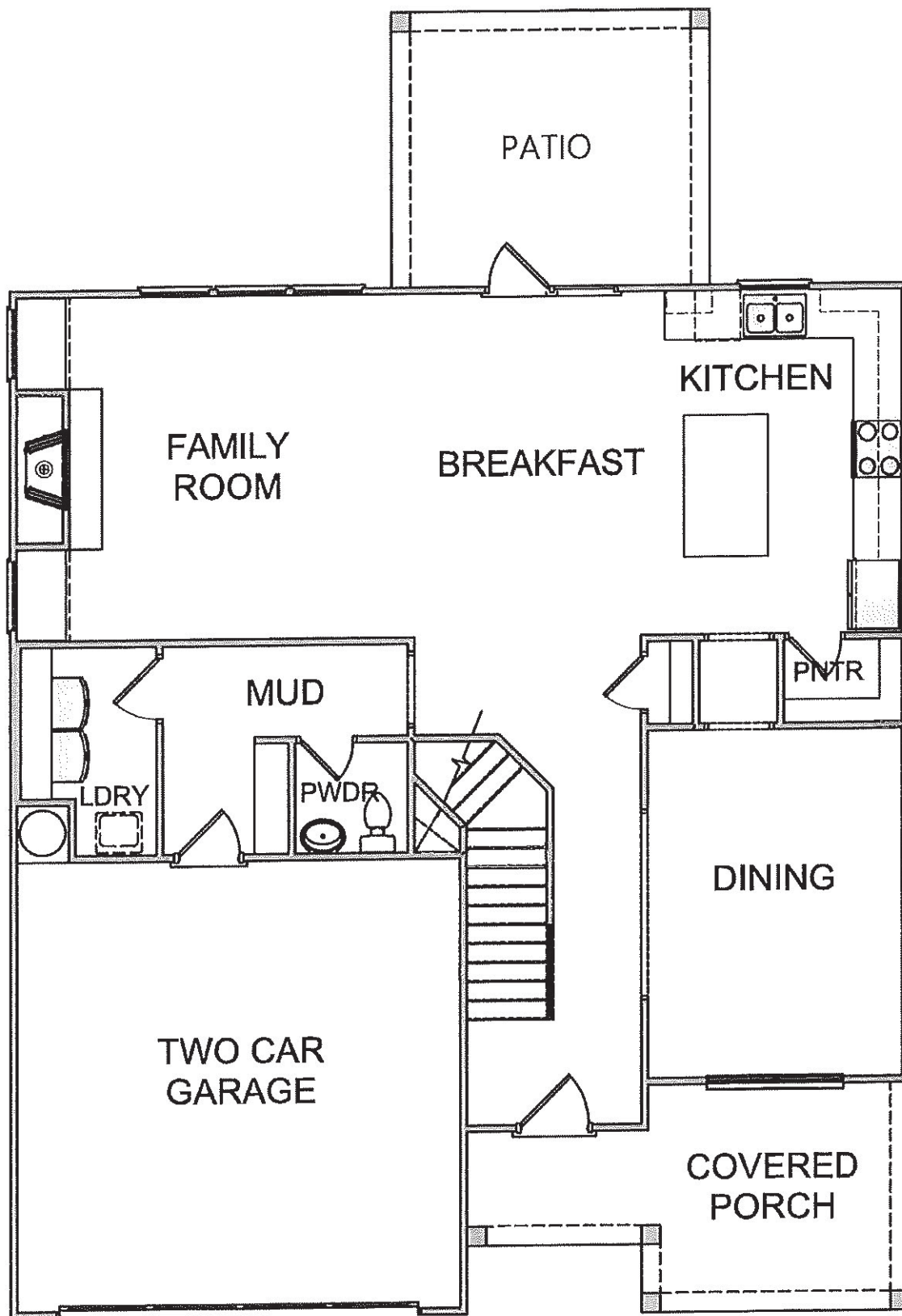
2' GRASS STRIP

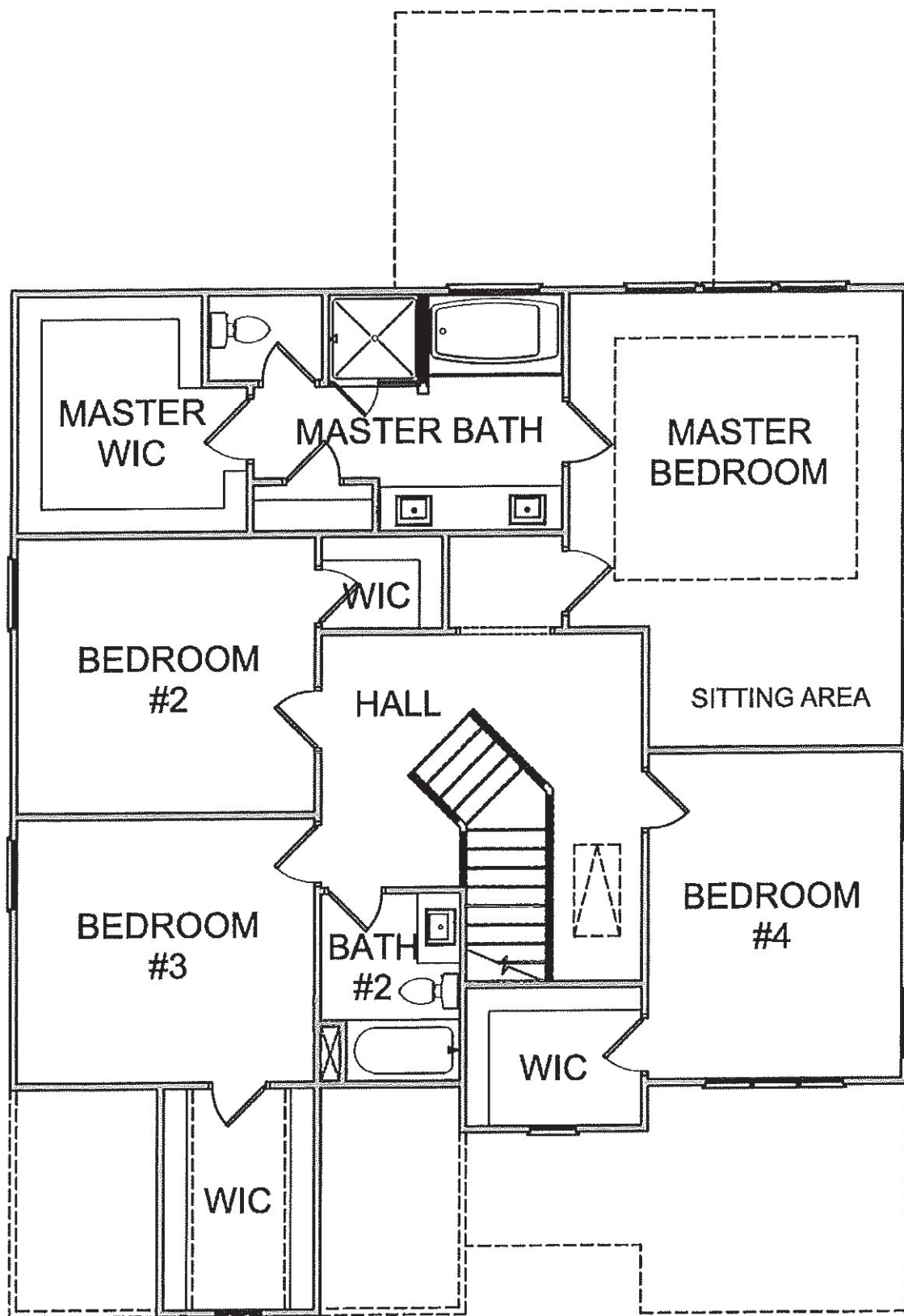
50 PUBLIC RW
27 B.O.C.-B.O.C.



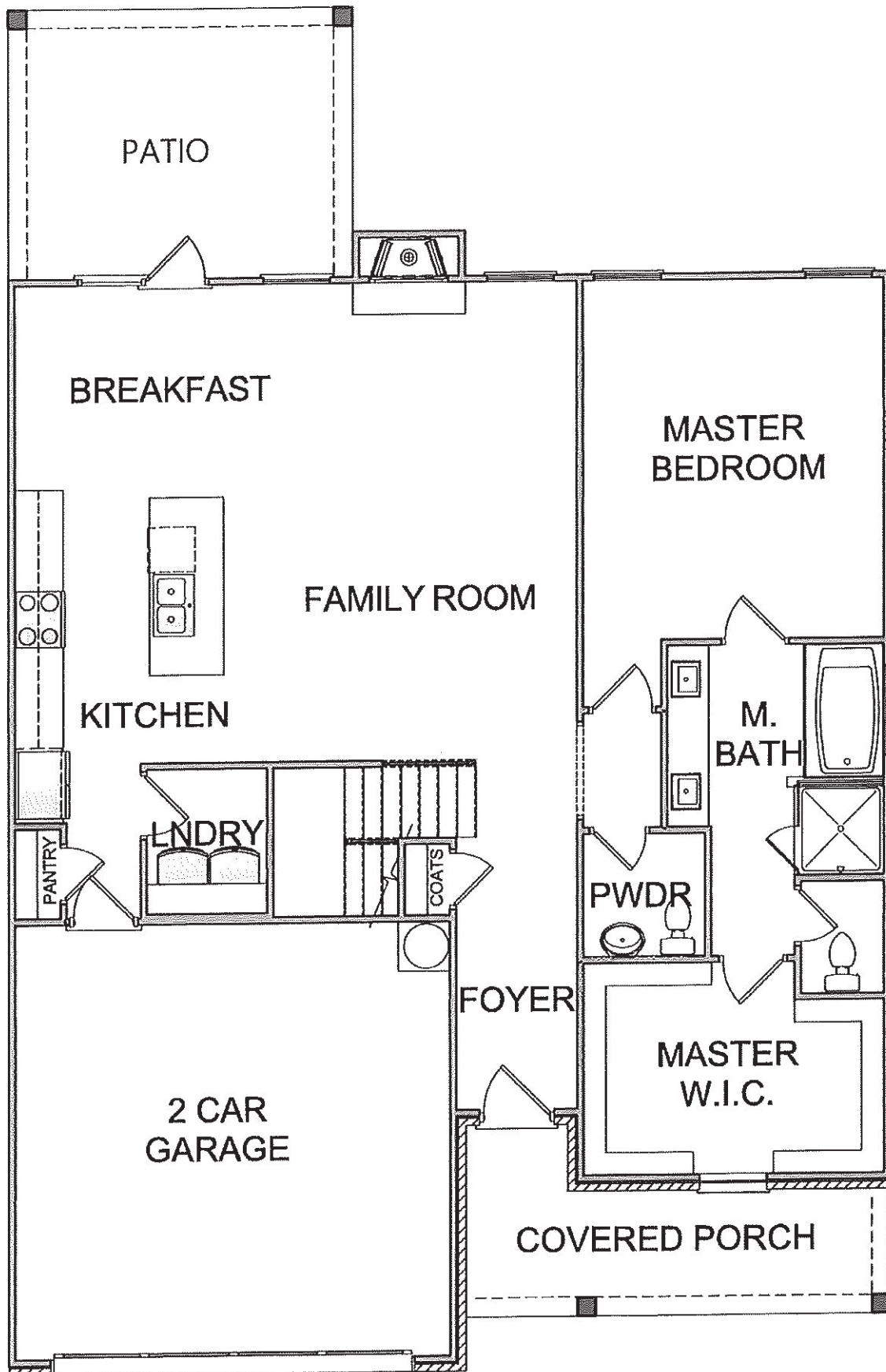
10

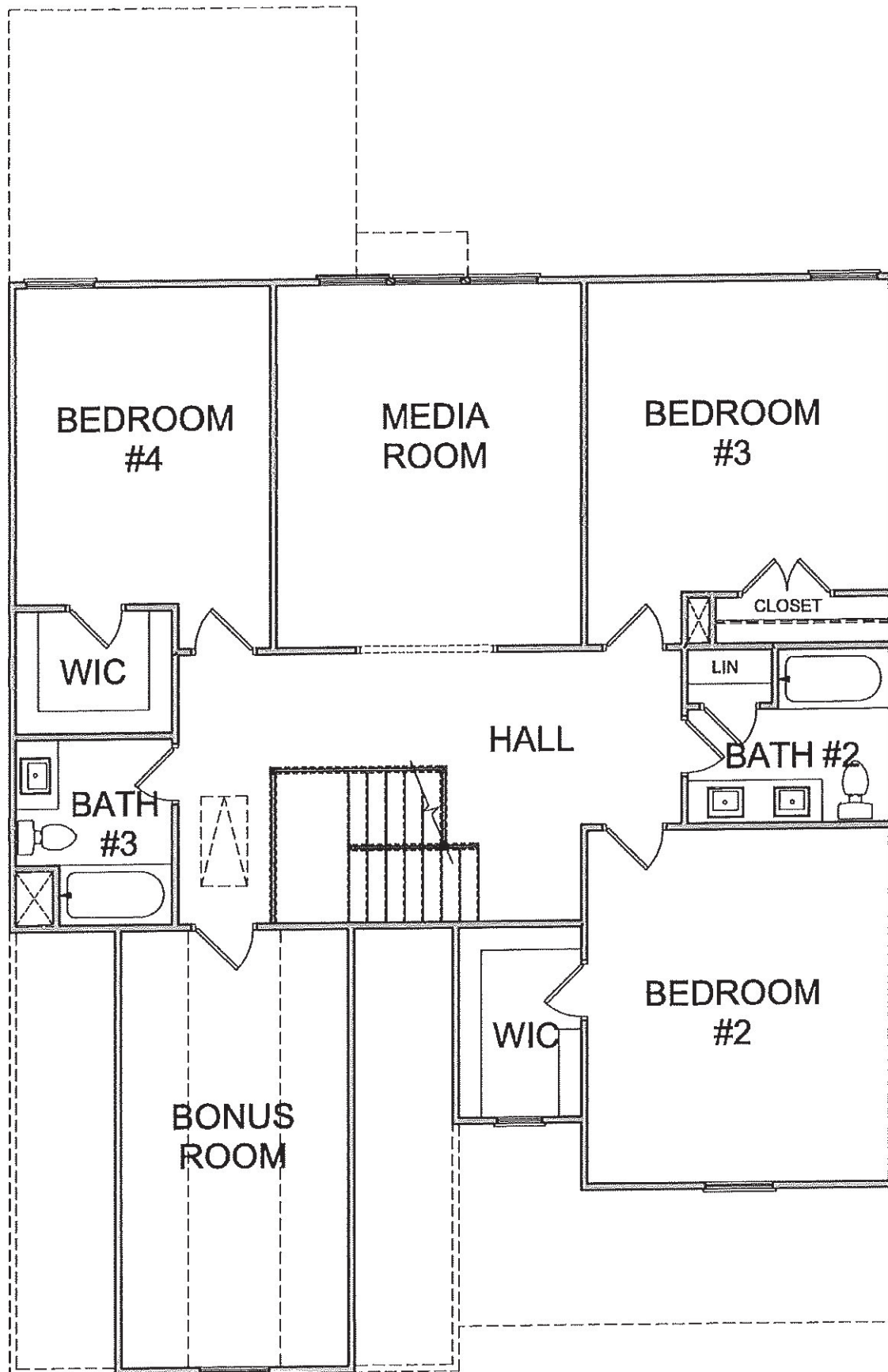




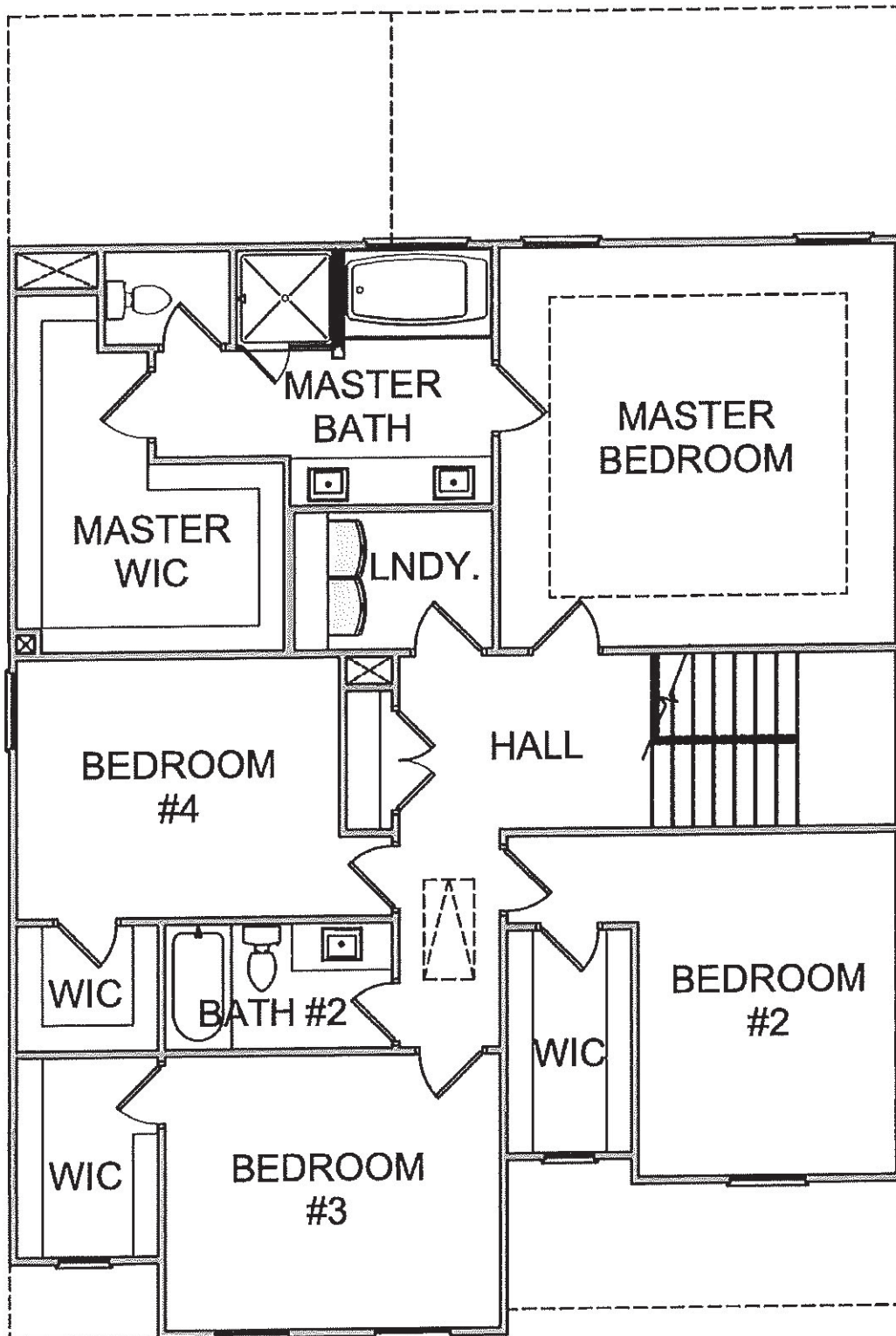


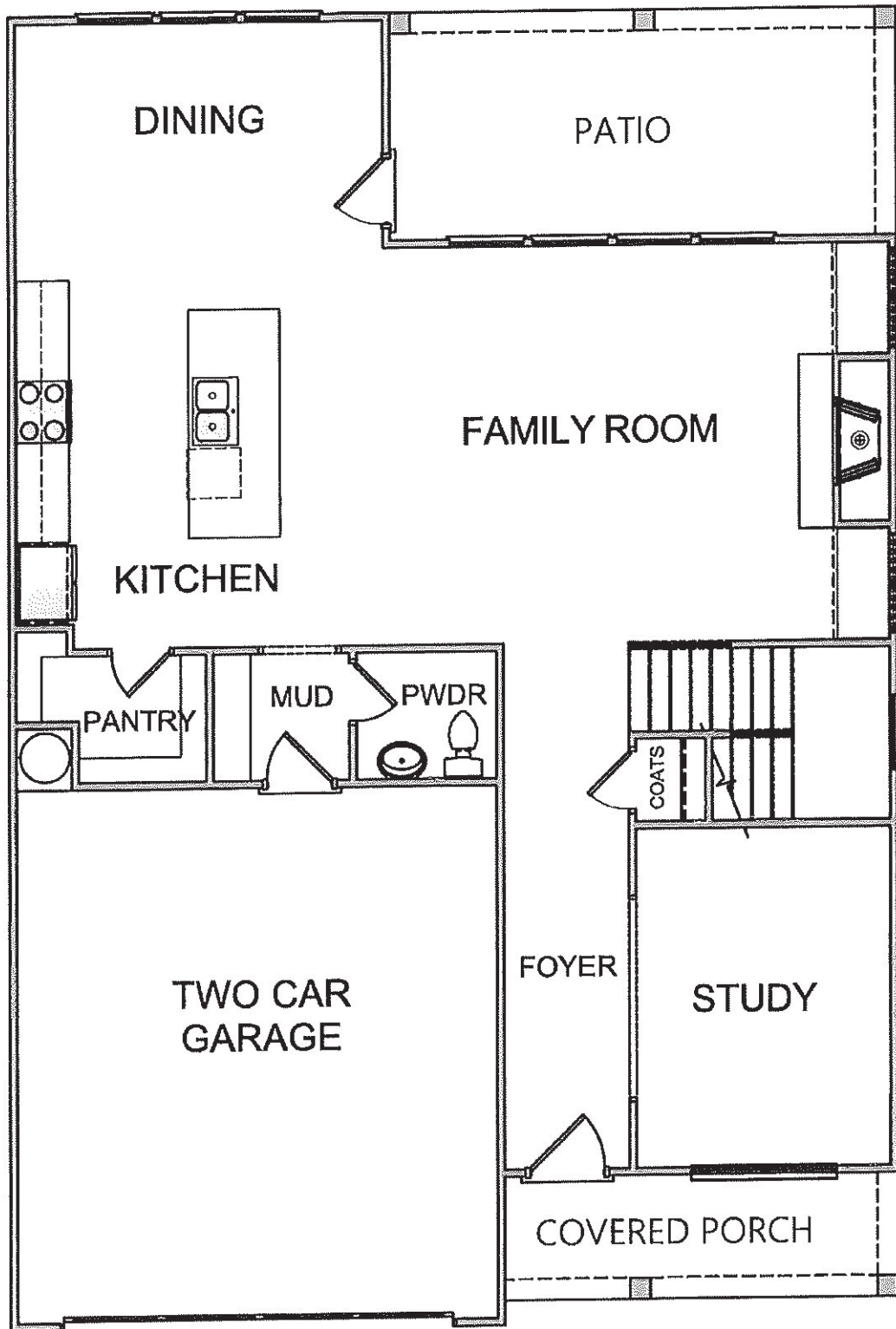


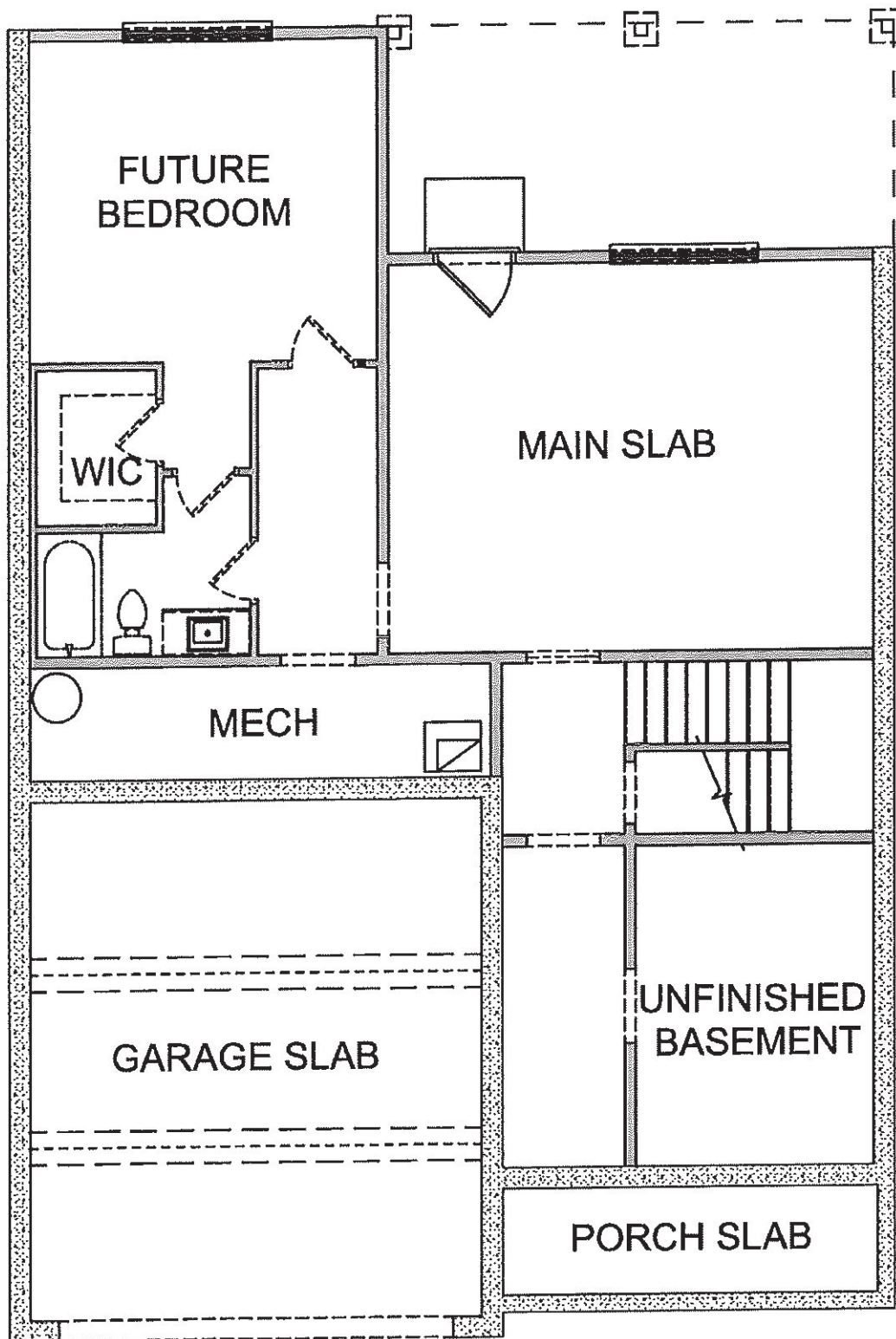


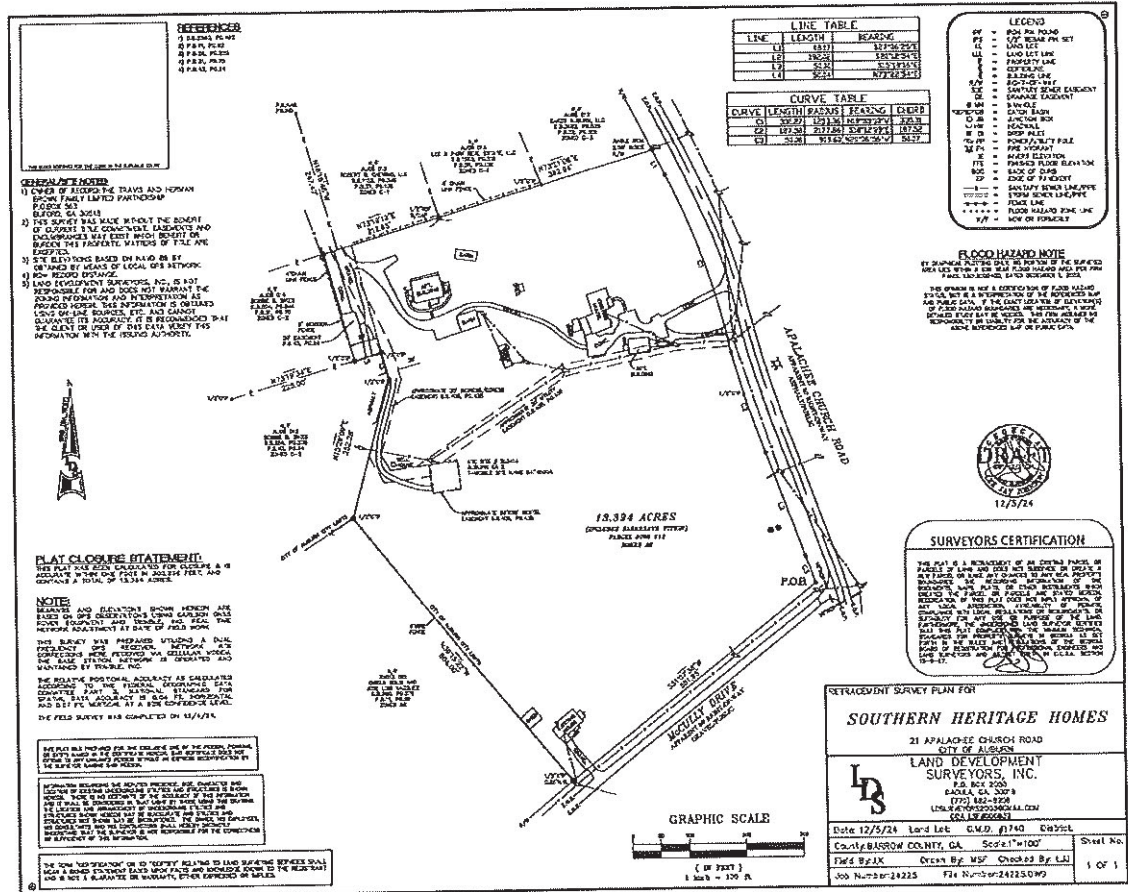












LAND DESCRIPTION
OVERALL

All that tract or parcel of land lying and being in Georgia Militia District #1740, City of Auburn, Barrow County and being more particularly described as follows:

To find the True Point of Beginning, begin at a point formed by the intersection of Apalachee Church Road (apparent 80' row) and McCully Drive (apparent 60' row), said point being the True Point of Beginning.

THENCE along the Right-of-Way of McCulley Drive South 51 degrees 07 minutes 38 seconds West for a distance of 551.95 feet to a point; THENCE North 39 degrees 15 minutes 22 seconds West for a distance of 604.00 feet to a 1/2 inch open top pipe found; THENCE North 15 degrees 29 minutes 09 seconds East for a distance of 252.28 feet to a 1/2 inch open top pipe found; THENCE North 15 degrees 18 minutes 16 seconds West for a distance of 50.00 feet to a 1/2 inch open top pipe found; THENCE South 73 degrees 22 minutes 54 seconds west for a distance of 50.04 feet to a 1/2 inch open top pipe found; THENCE North 15 degrees 17 minutes 33 seconds West for a distance of 193.70 feet to a point; THENCE North 73 degrees 19 minutes 12 seconds East for a distance of 212.65 feet to a 1/2 inch rebar with cap found; THENCE North 73 degrees 21 minutes 06 seconds East for a distance of 391.94 feet to a point on the westerly right-of-way of Apalachee Church Road; THENCE along said right-of-way South 27 degrees 06 minutes 25 seconds East for a distance of 48.17 feet to a point; THENCE along a curve to the right having a radius of 1253.36 feet an arc length of 331.27 feet being subtended by a chord bearing of South 19 degrees 55 minutes 10 seconds East for a chord length of 330.31 feet to a point; THENCE along a curve to the left having a radius of 2177.86 feet an arc length of 187.58 feet being subtended by a chord bearing of South 18 degrees 12 minutes 09 seconds East for a chord distance of 187.52 feet to a point; THENCE South 20 degrees 12 minutes 54 seconds East for a distance of 192.02 feet to a point; THENCE along a curve to the right having a radius of 919.60 feet being subtended by chord bearing of South 20 degrees 06 minutes 56 seconds East for a chord distance of 50.07 feet to a point, said being the True Point of Beginning.

Said property contains 13.394 acres.
Including all easements within.



City of Auburn
P.O. Box 1059
Auburn, GA 30011
www.cityofauburn-ga.org

File #:

CERTIFICATIONS

In the event an owner's agent or contract purchaser is filing this application, both of the certifications below must be completed. If the owner is filing the application, only the owner's certification must be completed.

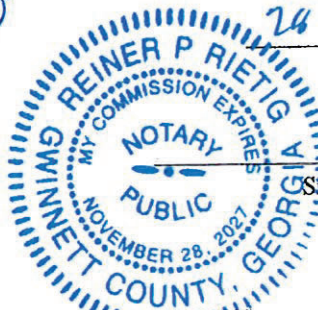
OWNER'S CERTIFICATION

The undersigned below, hereby declares that they are the owner(s) of the property, located at 21 Apalachee Church / 1675 McCully Dr as shown in the records of Barrow County, GA.
Auburn GA 30011

Sheila Brown Graft
Signature of Owner

Appeared before me personally this

26 day of April, 2025



[Signature]
Signature of Notary Public

Seal

AGENT'S CERTIFICATION

The undersigned below, or as attached, is hereby authorized to make this application by the property owner for the property listed above, which is the subject of this application.

Dillon Lee
Name of Agent

Address 390 Brogdon Rd

Suwanee GA

30024

678-463-6279
Phone

Appeared before me personally this

26 day of April, 2025



[Signature]
Signature of Notary Public

Seal



City of Auburn
P.O. Box 1059
Auburn, GA 30011
770-963-4002
www.cityofauburn-ga.org

File #: _____

CONFLICT OF INTEREST DISCLOSURE

The undersigned below, making application for Rezoning, Special Exception, Special Use Permit, Variance, etc., has complied with the Official Code of Georgia Section 36-67A-1, et. sec., Conflict of Interest in Zoning Actions, and has submitted or attached the required information on forms provided.



Signature of Applicant

4/29/25

Date

Sheila Brown Croft

Signature of Owner

Date

Dillon Lee

Print Name

Sheila Brown Croft

Print Name

member/manager

Title

Appeared before me personally this

29 day of April, 2025



Signature of Notary Public

Seal



REZONING APPLICANT'S CERTIFICATION

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 12 MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL UNLESS WAIVED BY THE CITY COUNCIL. IN NO CASE SHALL AN APPLICATION OR REAPPLICATION BE ACTED UPON IN LESS THAN SIX (6) MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL.




SIGNATURE OF APPLICANT

4/28/25

DATE

Dillon Lee


PRINT NAME AND TITLE



SIGNATURE OF NOTARY PUBLIC

4/28/25

DATE


NOTARY SEAL

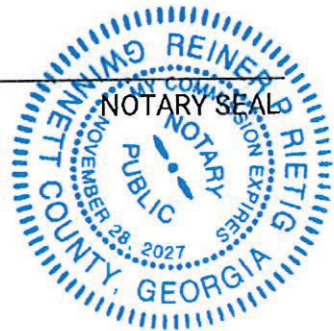
REZONING PROPERTY OWNER'S CERTIFICATION

THE UNDERSIGNED BELOW, OR AS ATTACHED, IS THE OWNER OF THE PROPERTY CONSIDERED IN THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 12 MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL UNLESS WAIVED BY THE CITY COUNCIL. IN NO CASE SHALL AN APPLICATION OR REAPPLICATION BE ACTED UPON IN LESS THAN SIX (6) MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL.

Sheila Brown Croft 4/29/25
SIGNATURE OF PROPERTY OWNER DATE

Sheila Brown Croft
PRINT NAME AND TITLE

[Signature] 4/28/25
SIGNATURE OF NOTARY PUBLIC DATE



CONFLICT OF INTEREST CERTIFICATION FOR REZONING

THE UNDERSIGNED BELOW, MAKING APPLICATION FOR A REZONING, HAS COMPLIED WITH THE OFFICIAL CODE OF GEORGIA SECTION 36-67A-1, ET. SEQ, CONFLICT OF INTEREST IN ZONING ACTIONS, AND HAS SUBMITTED OR ATTACHED THE REQUIRED INFORMATION ON THE FORMS PROVIDED.

Sheila Brown Craft 4/29/25
SIGNATURE OF PROPERTY OWNER DATE

PRINT NAME AND TITLE

[Signature] 4/28/25
SIGNATURE OF NOTARY PUBLIC DATE



DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

HAVE YOU, WITHIN THE TWO YEARS IMMEDIATELY PRECEDING THE FILING OF THIS APPLICATION, MADE CAMPAIGN CONTRIBUTIONS AGGREGATING \$250.00 OR MORE TO A MEMBER OF THE CITY COUNCIL OR A MEMBER OF THE AUBURN PLANNING COMMISSION?

☐ YES ☒ NO

Sheila Brown Craft
YOUR NAME

IF THE ANSWER IF YES, PLEASE COMPLETE THE FOLLOWING SECTION:

NAME AND POSITION OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (LIST ALL WHICH AGGREGATE TO \$250 OR MORE)	DATE CONTRIBUTION WAS MADE (WITHIN LAST TWO YEARS)

ATTACHED ADDITIONAL SHEETS IF NECESSARY, TO DISCLOSE OR DESCRIBE ALL CONTRIBUTIONS.

CONFLICT OF INTEREST CERTIFICATION FOR REZONING

THE UNDERSIGNED BELOW, MAKING APPLICATION FOR A REZONING, HAS COMPLIED WITH THE OFFICIAL CODE OF GEORGIA SECTION 36-67A-1, ET. SEQ, CONFLICT OF INTEREST IN ZONING ACTIONS, AND HAS SUBMITTED OR ATTACHED THE REQUIRED INFORMATION ON THE FORMS PROVIDED.



SIGNATURE OF PROPERTY OWNER

May 5, 2025

DATE

Julia Maxwell, Attorney for Applicant

PRINT NAME AND TITLE



SIGNATURE OF NOTARY PUBLIC

5-5-2025

DATE



DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

HAVE YOU, WITHIN THE TWO YEARS IMMEDIATELY PRECEDING THE FILING OF THIS APPLICATION, MADE CAMPAIGN CONTRIBUTIONS AGGREGATING \$250.00 OR MORE TO A MEMBER OF THE CITY COUNCIL OR A MEMBER OF THE AUBURN PLANNING COMMISSION?

☐ YES ☒ NO

Mahaffey Pickens Tucker, LLP

YOUR NAME

IF THE ANSWER IF YES, PLEASE COMPLETE THE FOLLOWING SECTION:

NAME AND POSITION OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (LIST ALL WHICH AGGREGATE TO \$250 OR MORE)	DATE CONTRIBUTION WAS MADE (WITHIN LAST TWO YEARS)

ATTACHED ADDITIONAL SHEETS IF NECESSARY, TO DISCLOSE OR DESCRIBE ALL CONTRIBUTIONS.

REZONING APPLICANT'S CERTIFICATION

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 12 MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL UNLESS WAIVED BY THE CITY COUNCIL. IN NO CASE SHALL AN APPLICATION OR REAPPLICATION BE ACTED UPON IN LESS THAN SIX (6) MONTHS FROM THE DATE OF LAST ACTION BY THE CITY COUNCIL.



SIGNATURE OF APPLICANT

May 5, 2025

DATE

Julia Maxwell, Attorney for Applicant

PRINT NAME AND TITLE



SIGNATURE OF NOTARY PUBLIC

5-5-2025

DATE



Abutting Property Owners List

Name	Address
SAKSS Auburn, LLC	970 Peachtree Industrial BLVD, Ste. 17 Suwanee, GA 30024
Lee & Park Real Estate, LLC	3321 Orwell Way Unit 4305 Cumming, GA 30041
Chewning Robert W, LLC	2448 Centerville Roasebud Rd Loganville, GA 30052
Bobbie D. Sikes c/o Rocking Horse Ranc	1670 Atlanta HWY NW Auburn, GA 30011
Bobbie D. Sikes	4120 Lakewood Ct Lula, GA 30554
Gisela Solis and Jose Luis Vazquez	1683 McCully Drive Auburn, GA 30011
Cynthia A. Berry and Charles Wilson Berry, Jr.	85 Apalachee Church Road Auburn, GA 30011
Jacquelyn D. Howington	51 Apalachee Church Road Auburn, GA 30011
James Darrell Walls	40 Apalachee Church Road Auburn, GA 30011
Martha W. Pate	34 Apalachee Church Road Auburn, GA 30011
Daniel Ajani and Mary Ajani	2727 Stonebridge Way Dacula, GA 30019
RSE Properties Seven, LLC	P.O. Box 210 Stephens, GA 30667

REZONING CHECKLIST

THE FOLLOWING IS A CHECKLIST OF INFORMATION REQUIRED FOR SUBMISSION OF A REZONING APPLICATION. THE COMMUNITY DEVELOPMENT DEPARTMENT RESERVES THE RIGHT TO REJECT ANY INCOMPLETE APPLICATION.

☒ COMPLETED APPLICATION FORMS AND CERTIFICATIONS

☒ LEGAL DESCRIPTION

☒ BOUNDARY SURVEY

☐ SITE PLAN - THREE (3) COPIES AND ONE (1) 8-1/2" X 11" REDUCTION

☒ A PDF, CD, OR USB THUMB DRIVE WITH DIGITAL COPIES OF THE PLANS

☒ LETTER OF INTENT

☒ \$1,000.00 APPLICATION FEE – MAKE CHECKS PAYABLE TO CITY OF AUBURN

ADDITIONAL EXHIBITS (IF REQUIRED):

☒ SITE PLAN, ARCHITECTURAL EXHIBITS, AND/OR NARRATIVE REQUIREMENTS.

☐ TRAFFIC STUDY

☐ REVIEW FORM FOR DEVELOPMENT OF REGIONAL IMPACT (DRI)

☐ BUILDING COMPLIANCE INSPECTION



UTILITIES DEPARTMENT

625 Hwy 211 NE Winder, Georgia 30680 Phone: (770) 307-3014

March 10, 2025

To: The Dale Brown Family

From: Dean Garrett, Utilities Manager
Barrow County Utilities

Re: Sewer Availability Letter, proposed development at Apalachee Church Road, Barrow County Tax Parcel #AU05 018 and McCully Drive, Barrow County Tax Parcel #AU05 019.

Barrow County Utilities Department is requested to provide a sewer availability letter for a proposed development at Apalachee Church Road, Barrow County Tax Parcel #AU05 018 and McCully Drive, Barrow County Tax Parcel #AU05 019. The proposed development will serve fifty residential units. According to the current Service Delivery Strategy (SDS), the proposed development is located in the Barrow County Sewer service territory.

Sewer Capacity designation will be dictated by the Barrow County Comprehensive Plan and final approval or rejection administered by the Barrow County Board of Commissioners.

In the event that you increase the density for this parcel beyond its approved use, it will be the responsibility of the owner/developer to bear the expense for upgrades to the sewer system.

Since gravity sewer is not located adjacent to the proposed project, it will be the responsibility of the owner/developer to bear the expense for connecting the proposed project to the nearest gravity sewer manhole, including but not limited to, obtaining all easements associated with the project.

While there is capacity available in the sewer system at this time, reservation of sewer treatment capacity will be determined upon submittal and approval of plans and issuance of capacity reservation agreement with final payment of all capacity fees.

Thank you,

A handwritten signature in blue ink, appearing to read "Dean Garrett", is written over the "Thank you," text.

Dean Garrett, Utilities Manager
Barrow County Utilities

This availability letter expires September 10, 2025.

PUBLIC NOTICE

AN APPLICATION HAS BEEN FILED WITH
THE CITY OF AUBURN IN REGARD TO LAND
USE REGULATIONS AS THEY APPLY TO THIS
PROPERTY

APPLICATION TYPE:

Rezoning

ZONING:

AG → PUD

PUBLIC HEARINGS:

PLANNING COMMISSION

DATE: Aug 20 2025

TIME: 6 PM

1 AUBURN WAY

CITY COUNCIL BOARD

OF APPEALS

DATE: Aug 11 2025

TIME: 6 PM

1 AUBURN WAY

FOR MORE INFO: 770-963-4002

THIS SIGN IS NOT TO BE REMOVED WITHOUT
AUTHORIZATION OF THE CITY PLANNER



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

PUBLIC HEARING: 2
VOTING ITEM: 4

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: September 11, 2025

PURPOSE: Overlay Architectural Approval (OAR) request for the development of six (6) town houses in the ADOD: Auburn Downtown Overlay District.

BACKGROUND: The applicant is requesting approval to construct one, six-unit town house building in the ADOD in the Arts and Crafts (Craftsman) style at the northeastern corner of 6th St and 6th Ave.

During the August 14 City Council meeting the applicant requested to table the item. Mayor and Council tabled the item to the next round of meetings, with the workshop meeting being held on August 28, 2025, and the decision meeting on September 11, 2025.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

MEMORANDUM

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade, City Planner

DATE: September 11, 2025

RE: PL25-009; Overlay Architectural Review for 0 6th St (parcel AU11 121)

Dear Mayor and City Council,

The applicant is requesting Overlay Architectural Review (OAR) approval for the development of a six-unit townhouse building at the eastern corner of 6th St and 6th Ave pursuant to Title 17, Chapter 17.91 – Auburn Downtown Overlay District. The proposed dwellings would front 6th Avenue, equipped with two-car garages served by a rear alley. The development site is in the Auburn Downtown Overlay District (ADOD); pursuant to Sec. 17.91.080 of the Zoning Ordinance, the Mayor and City Council must review each ADOD development application for compliance with District regulations.

MEETING HISTORY:

At their July 24, 2025, workshop meeting, the Auburn Mayor and City Council placed the subject request on the August 14, 2025, Mayor and City Council business agenda.

At their August 14, 2025, public meeting, the Mayor and City Council tabled the subject request to the September 11, 2025, public meeting.

UPDATED SUBMITTAL:

After the subject request was tabled, the applicant submitted updated documents for consideration by the Mayor and City Council. In addition to photos of immediate surroundings, the applicant provided an updated concept plan and revised front and rear architectural building elevations. Architectural side elevations have also been newly introduced. Staff identifies the following contrasts between the original and updated submittals:

Updated Conceptual Plan:

- The northern portion of the parcel is conceptualized with a stormwater detention pond and a small-scale commercial development.
 - The commercial component is new to this application. A separate OAR request would be needed for its assessment and approval.
 - Staff interprets the proposed commercial area to be merely conceptual in nature, showing that the balance of the development site would be non-residential.
- The plan provides the entire tax map parcel (AU11 121) and its boundaries.
 - The property would be split into two (2) parcels, placing the entire townhouse building on a common lot.
- The porches for each townhouse unit are significantly less wide, and therefore smaller.
 - It's unclear if the units still satisfy private outdoor space requirements (Sec. 17.91.041.D.a).
- The rear-access driveways for each townhouse are larger, resulting in less separation between driveways.
- Building footprints are staggered between each individual townhouse unit.
 - The building is no longer depicted as a perfect rectangle; Units A, C, and E are slightly further forward than units B, D, and F.
- The width of the sidewalk along 6th St and 6th Ave has been increased from 5 feet to 7 feet.
 - This change satisfies the six-foot sidewalk width requirements for the "D2" road type (Table 17.91.044).
- The location of pedestrian-scale lighting along the streets is no longer depicted.

Updated Front Elevation:

- Generally, the updated front elevations introduce more variation between each townhouse unit.
- Some front porches are now only partially covered due to changes in the porch roof style and area.
 - Front porch railings are now absent.
- The primary front façade material is now brick.
- Three (3) of the units have gabled roofs, rather than all being steeply sloped toward the front.
- Windows on the front façade now feature brick pediments.
- The position and number of windows on both the lower and upper levels of each unit is now varied.
 - The second-story windows are no longer depicted with faux shutters.

Updated Rear Elevation:

- Generally, the updated rear elevations reduce contrast between units, eliminating some original variations.
- Window arrangements across all units (for the upper levels) are now identical and no longer have variations.
- The direction of siding on the rears does not switch between vertical and horizontal.
 - All siding is now depicted as horizontal.

Updated Letter of Intent:

- The letter of intent now describes “traditional, neo-classical, and craftsman [architectural] styles.”
 - Traditional and neo-classical architecture may be approved by the Mayor and City Council as alternative styles.
- Rights-of-way will be dedicated as necessary to meet the streetscape requirements (Sec. 17.91.044.A)
 - A seven-foot planting zone, six-foot sidewalk zone, and a six- to 20-foot supplemental zone.
- The applicant has proposed a condition of OAR approval relating to the northern balance of the site:
 - “Approval of the application is conditioned upon the development of the remaining portion of the Property for commercial or associated accessory uses (including stormwater) in general compliance with the Site Plan prepared by Matthew Sullins dated August 22, 2025. Subsequent commercial building elevations are subject to approval as provided by the Auburn Downtown Overlay District ordinance.”

Architectural side elevations are new to the submittal, as summarized below:

- The majority of each building side will be composed of brick.
- Each level will feature several windows.
 - At least one window or window pair on the lower level will be located directly under an overhang.
 - Windows are shown with brick pediments.
- Short wraparound overhangs are depicted at the corners of the rooflines.



THOMPSON
O'BRIEN

Thompson, O'Brien, Kappler & Nasuti, P.C.
Attorneys at Law

William J. Diehl
wdiehl@tokn.com
Phone: 770-925-0111

August 25, 2025

Via Submission to the Department of Community Development

Mayor and Council of the City of Auburn

1 Auburn Way

Auburn, Georgia 30011

RE: ***Revised*** Project Narrative for Downtown Auburn Overlay District Architectural Review concerning a 59-acre portion of the parcel commonly known as 0 6th Street, Barrow County Parcel Identification Number: AU11 121 (the **"Property"**)

Mayor and City Council,

This office represents Chirs and Amber Halper and their company HBC Investments, LLC (the **"Halpers"**) in connection with development requests and entitlements concerning the Property referenced above. The Property is an undeveloped lot which previously contained a dilapidated home and now is primed for redevelopment consistent with the City's plans and zoning ordinance. The submitted plan envisions the revitalization of this empty lot and the implementation of the City's long-term plans, as demonstrated in the City's Livable Centers Initiative (**"LCI"**) and its Comprehensive Plan (**"Comp. Plan"**).

The Property is located within the Auburn Downtown Overlay District (**"ADOD"**), recently adopted by the City Council. This narrative is submitted in connection with that newly adopted ordinance and seeks plan review and approval by the City Council pursuant to Section 17.91.080. The ADOD was recently created to modernize the City's development code and to ensure that Auburn's vision for downtown development is implemented through the zoning ordinance. Of particular importance to this proposal, the ADOD set a high-standard for residential development; a standard that is reflected in development's commitment to walkability, traditional streetscapes, and quality architecture.

The City's high standards are reflected back in this proposal. The project envisions the development of six (6) townhome units along a .59 acre portion on the Northeast corner of 6th Street and 6th Avenue. These homes are front facing (rear garage) with landscaping and streetscape improvements, resulting in an attractive product that addresses and expands pedestrian access,

while increasing connectivity between commercial areas and other existing single-family communities.

COMPLIANCE WITH THE CITY'S ADOD STANDARDS

The City's ADOD ordinance imposes a superseding zoning regulation upon properties located within the district, allowing for a variety of commercial and residential uses within the district. The district's stated purpose is to "strike a balance between concerning the rich historical fabric of the community while facilitating innovative and sustainable development." Code of Ordinances § 17.91.010.

Among the permitted uses are single family, attached dwellings (i.e., townhomes), as are envisioned in this Application. Thus, the use and intensity of this development is compliant with the zoning overlay. The ADOD also imposes other architectural and streetscape requirements.¹ The development plan submitted with this narrative meets those requirements and further detail on that conformance is provided in the following subsections:

A. Architectural Requirements

Single-family residential architectural requirements within the ADOD are provided in section 17.91.041. The code requires front facades to be constructed in one of four architectural styles. The Halpers suggest that the facades here meet the requirements of the Arts and Craft style: having rectangular floor plans and simple structure heights. The elevations may also be permitted through the council's discretion and its application of the council's ability to approve other architectural styles of development within the overlay. At the direction of staff, the new elevations emphasize masonry materials and other natural brick colors and textures. The building facades are articulated to provide better separation and prevent one-dimensional, massing. The homes' porches are prominent features of the front façades. The variation of styles prevents the product from appearing mass produced, while its details are in the traditional, neo-classical, and craftsman styles, combining strong and simple columns on brick bases with pedestal porches and emphasizing gabled ends. Again, the variety provides visual interests and engages pedestrians on the street.

The elevations meet the exterior finish materials standards. All brick is installed at full or half-depth; no vinyl siding nor metal sheeting is used. Brick will be used for all fronts and sides. Cement fiber siding will be used on the unit's rear sides.

Continued on Following Page

¹ The Property is exempt from Greenspace requirements per Section 17.91.044(E)(1).

Below is a rendering of the center two units to provide texture and proposed style of the masonry work:



6TH AVENUE (FRONT) ELEVATION

Further, homes will provide private outdoor space, with two providing porches and the remaining units offering opportunities for private sitting areas and gardens. Gables on the home are varied as the topography slopes to the southeast, thereby breaking up the facades and minimizing massing of facades. Variations in the façade will be provided through changes in the masonry materials and colors of the homes. Colors will vary between the homes with one color not being used more than twice. Finally, the homes will not exceed the 10-foot setback maximum.

B. Streetscape Requirements

The ADOD's streetscape requirements are set forth Section 17.91.004. Both 6th Street and 6th Avenue are classified as Downtown Road Type 1. The site plan details that the development meets the Planting Zone Width of 7 feet, Sidewalk Width of 6 feet, and a minimum 6-foot Supplemental Zone Width. The Halpers will dedicate the right of way necessary to accomplish the streetscape requirements.

The Planting Zone contains a mixture of overstory street-trees and acorn streetlights. Sidewalks are continuous and run along the corner lot, up and down 6th Street and 6th Avenue, where currently no sidewalk exists. A nearly supplemental zone exists between the sidewalk and the front facades of the home. The supplemental zones will be landscaped and will contain porch encroachments permitted by the zoning ordinance. On the 6th Street side of the development, where the side elevation is most visible from the street, landscaping and trees will be planted to address any massing of materials and to provide continuity between the front facades. The effect of the landscaping and porch layouts is to create a community-oriented style of the development that lends itself to neighbor-connectivity, by situating the homes' porches within a pedestrian friendly environment.

C. Adjoining Commercial Property

Immediately to the North of this residential development is a larger portion of the parcel fronting Atlanta Highway and the CSX Railroad. The Halpers envision that this portion of the parcel (nearly 1.5 acres) (the “**Commercial Portion**”) will be used as a commercial property for restaurant, coffee shop, and other similar retail uses and, to a lesser extent, as a stormwater detention facility. The attached site plan details a buildout on the Commercial Portion. While this application only seeks the approval of the residential component of the property, the commercial and residential components are complementary to one another and approval of this application can advance the interests of the commercial development and increase investments and interests in that property. The Halpers propose that this ADOD review be conditioned on the development of the Commercial Portion in general compliance with the site plan provided with this Application. Such a condition may be:

Approval of the application is conditioned upon the development of the remaining portion of the Property for commercial or associated accessory uses (including stormwater) in general compliance with the Site Plan prepared by Matthew Sullins dated August 22, 2025. Subsequent commercial building elevations are subject to approval as provided by the Auburn Downtown Overlay District ordinance.

Compliance with the City's Long-term Planning Visions

Finally, the Halpers' vision for the Property is consistent with the City's Comp. Plan and its LCI, both of which recognize the Property's potential for infill residential development that connects residential with commercial areas within the downtown district. In fact, the LCI study identifies the Property appropriate for a 23-unit rear-loaded townhome development with connectivity to commercial development along Atlanta Highway:



This project's smaller development allows for incremental growth and may help foster additional investments within the downtown while providing similar connectivity and streetscape development along 6th Street and 6th Avenue.

Similarly, the City's Comp. Plan envisions greater connectivity and an emphasis on creating a genuine sense of place through street design and architecture. For example, the Comp. Plan stresses the need to "foster collaboration with the community" through prioritizing improvements to "walkability and cycling options" and revitalization of the City's historic downtown. Comp. Plan p. 7.

Exhibits for Mayor and Council's Consideration

Enclosed with the narrative are the following documents which demonstrate compliance with the ADOD's regulatory requirements:

1. Site Plan prepared by Matthew Sullins dated August 22, 2025
2. Revised Front and Rear Elevations
3. Side Elevations
4. Photos of adjoining properties

Conclusion

For the reasons stated above and detailed in the enclosed site plans and elevations, the Halpers asks that this Council approve the Application and allow for the development envisioned by the City in zoning regulations, Comprehensive Plan and LCI.

ADOD Project Narrative
0 6th Street, Auburn GA
September 3, 2025
Page 6 of 6

Sincerely,

A handwritten signature in blue ink, appearing to read 'W. J. Diehl', with a stylized, cursive script.

William J. Diehl
Thompson, O'Brien, Kappler & Nasuti, PC
2 Sun Court, Suite 400
Peachtree Corners, Georgia 30092
wdiehl@tokn.com // 770.925.0111

- 1.) PRESENT ZONING: C2 GENERAL COMMERCIAL DISTRICT
- 2.) TOTAL AREA 1.95 ACRES
- 3.) WATER PROVIDED BY CITY OF AUBURN
- 4.) CITY OF AUBURN SEWER

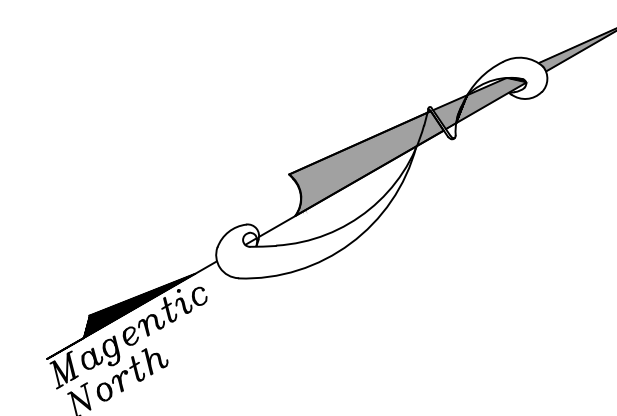
FRONT: 10' FROM R/W OF ROADS
SIDE: 5' FROM PROPERTY LINES
REAR: 5' FROM PROPERTY LINES

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

2.) NOAA TOPO

SITE LOCATION MAP (n.t.s.)

SITE LOCATION MAP (n.t.s.)



ALL MATERIAL, CONSTRUCTION, AND WORKMANSHIP ON THIS PROJECT SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS AND REQUIREMENTS SET FORTH HEREIN AND SHALL BE PERFORMED IN A WORKMANLIKE MANNER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITY OWNERS, DETERMINING THE LOCATION OF ALL EXISTING UNDERGROUND UTILITIES, INCLUDING BUT NOT LIMITED TO, GAS, WATER, AND SEWER, PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR ANY DAMAGES DUE TO ITS OPERATION. THE DESIGNER DISCLAIMS ANY RESPONSIBILITY FOR DESIGN CHANGES MADE BY OTHERS. THE CONTRACTOR SHALL CALL THE UTILITIES PROTECTION CENTER THREE WORKING DAYS BEFORE DIGGING, IN METRO AREA CALL 464-725-5000. THROUGHOUT

Sullins Engineering, LLC
CONTACT: MATTHEW SULLINS
CIVIL ENGINEERS ~ LAND PLANNERS

302 WEST MAY STREET
WINDER, GA. 30080
PHONE: (678) 687-6219

CONCEPT PLAN FOR:
6th STREET
LOCATED IN:
PARCEL: AU11 121 GMD: 277
CITY OF AUBURN
BARROW COUNTY, GEORGIA

Professional Engineer Seal for Matthew W. Sullins, State of Georgia, No. 28443, #938.

DATE 8/22/25	JOB # 2605
SHEET 1	

GEORGIA811
Utilities Protection Center, Inc.
Know what's *below*. www.Georgia811.com
Call before you dig. 800-282-7411

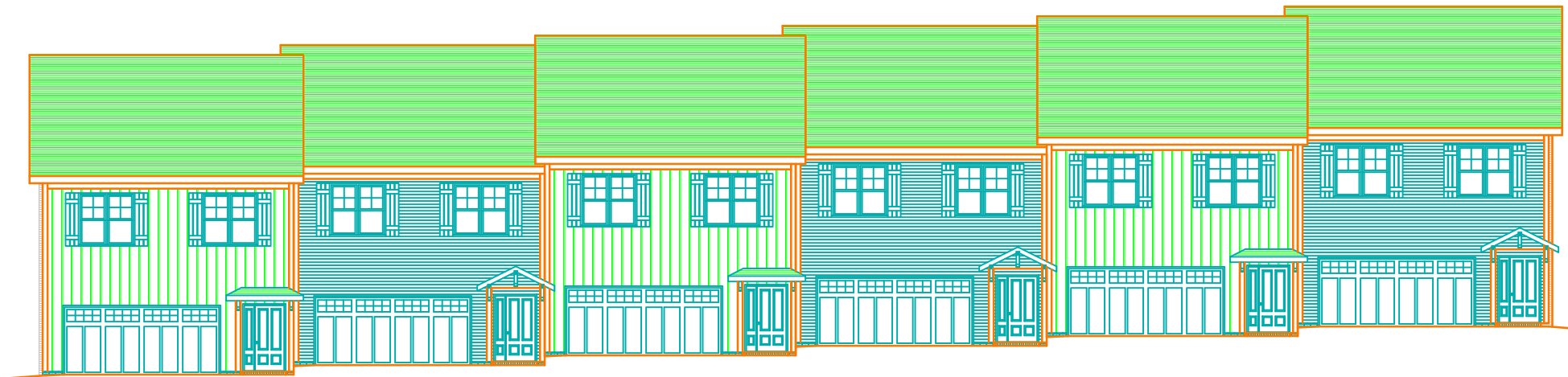
~ LEGEND ~
 INV.: = INVERT
 CL = CENTERLINE
 M.H. = MANHOLE
 ELEV.: = ELEVATION
 L.P. = LIGHT POLE
 -W- = WATER LINE
 PL = PROPERTY LINE
 R/W = RIGHT OF WAY
 IPS = IRON PIN SET (1/2" OPEN TOP)
 IPF = IRON PIN FOUND (1/2" REBAR)



6TH AVENUE(FRONT) ELEVATION



6TH AVENUE(FRONT) ELEVATION



REAR ELEVATION

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES



6TH AVENUE(FRONT) ELEVATION



REAR ELEVATION

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES



RIGHT ELEVATION



LEFT ELEVATION

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES



View of Property



THOMPSON
O'BRIEN

To the West



THOMPSON
O'BRIEN

To the Southwest



THOMPSON
O'BRIEN

To the Southeast



THOMPSON
O'BRIEN



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 Auburn Way

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

Staff Report for Auburn Downtown Overlay District Architectural Overlay Review

CASE NUMBER:	PL25-0009
ZONING:	Downtown Overlay District (ADOD)
LOCATION:	0 6th Street
PARCEL NUMBER:	A portion of AU11 121
SITE ACREAGE:	2.02 +/- acres
PROPOSED DEVELOPMENT:	Six (6) single-family attached dwellings (townhomes)
FUTURE DEVELOPMENT MAP:	Mixed Use
APPLICANT:	HBC Investments, LLC c/o William J. Diehl, Thompson, O'Brien, Kappler & Nasuti, PC

PROJECT SUMMARY:

The applicant proposes the development of a six (6) unit townhouse building on a site in the Auburn Downtown Overlay District (ADOD). Pursuant to Sec. 17.91.080 of the Zoning Ordinance, the Mayor and City Council of Auburn must review each ADOD development application for compliance with District regulations.

The proposed dwellings would front 6th Avenue, equipped with two-car garages served by a rear alley. The Application does not indicate whether each residence would be individually platted (fee-simple), or if the completed development would remain under single ownership. The proposed rear alley is conceptualized to begin at 6th Street and dead-end on site. The subject parcel totals 2.02 +/- acres, but the application indicates that townhome development would be confined to 0.59 acres at the site's southern end; the balance of the property would remain undeveloped if the application is approved as presented. The Application does not provide any information about the future use of the balance of the property.

According to the submittal, each dwelling would measure two stories tall with 1,968 square feet of heated floor area, equipped with a front porch no less than 30 square feet. The residences are proposed to be "Arts and Crafts" (craftsman) style, with "naturally textured siding," "exposed roof rafters with long overhanging eaves," and "changes in the masonry materials and colors of the homes." A seven (7) foot planting zone, five (5) foot sidewalk, and a six (6) foot Supplemental Zone would be provided along 6th Avenue and 6th Street per the application.

Pursuant to Table 17.91.044, Downtown Streetscape Standards, staff categorize both 6th Avenue and 6th Street as "Downtown Road Type 2 (D2)." This road type reflects local thoroughfares that provide access to

local goods and services. Both streets directly connect the development site to local commercial, civic, and/or institutional land uses, supporting this categorization. The application identifies both streets as "Downtown Road Type 1," but no source or justification for this is provided.

D2 roadways shall be equipped with a planting zone no less than seven (7) feet in depth, a sidewalk zone and no less than six (6) feet in depth (includes a six (6) foot sidewalk), and a supplemental zone no less than six (6) feet in depth. To meet streetscape and setback requirements, the property owner may be required to dedicate right-of-way to the City; this would be administered during the permitting process if council approves the subject request.

SITE HISTORY:

The subject site measures 2.02 +/- acres and is zoned Downtown Overlay District (ADOD). Currently, it's vacant and vegetated. In 2017, a single-family house that formerly existed on the site was demolished; remnants of the driveway would be removed during site development.

DEVELOPMENT REVIEW COMMENTS:

Pursuant to Sec. 17.91.080.B, the Mayor and City Council of Auburn shall review this development application for compliance with all requirements of the Auburn Downtown Overlay District based in part on the criteria outlined herein. Upon decision by the governing body that the proposal complies with said requirements, the applicant may begin development after obtaining the appropriate permit(s).

The Overlay Review Criteria are provided below. Language in bold is from the City of Auburn Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.

a. Applicant submittal includes a project narrative.

- Yes, the submittal includes a project narrative.

b. Applicant has submitted a conceptual plan showing all proposed buildings, site requirements, and other information pertinent to the development of the site.

- The submitted plan does not currently reflect the entirety of the subject property.
 - Approximately 1.43 +/- acres of the subject property are not included in the conceptual plan, and it is unclear if the remainder of the site is to remain undeveloped or be developed in the future. Without this information staff is unable to fully assess the overall impacts of the proposed development or determine whether the proposal is aligned with adopted city policy documents and long-term vision for the area.

c. Elevation drawings submitted shall include dimensions of all sides of existing and proposed structures. Architectural elevations and treatments illustrating the architectural finish of the structures.

- The applicant has provided elevation renderings of the front and rear of the proposed townhouse building.
 - However, renderings of the building sides are absent.

d. Applicant has included exterior finish material selections for all relevant structures to comply with the requirements of Chapter 17.91 Auburn Downtown Overlay District.

- The applicant has provided exterior finish material selections; however, not all details have been addressed.
 - It is unclear which material(s) would be used to face exposed foundation walls on the building sides.

e. Applicant has submitted sign plans and landscape plans in accordance with this Chapter 17.91 Auburn Downtown Overlay District.

- The applicant does not intend to install any signage as part of this proposal.
- The applicant has submitted a landscape plan; however it differs significantly from the conceptual site plan and does not appear to accurately reflect the proposed development.
 - The conceptual plan depicts a narrow landscape strip with sparse row of trees between the street and the sidewalk, lacking detail and showing minimal space between the sidewalk and the town house porches.
 - In contrast, the submitted landscape plan shows trees planted between the sidewalk and town house porches, suggesting a greater setback than indicated in the conceptual site plan. The plan also depicts the town houses as being front-loaded, which is inconsistent with the proposal for a rear-loaded townhouse building served by a private alley.

f. Applicant submittal includes photos of neighboring properties to ensure compatibility with the proposed design.

- The applicant has not provided photos of neighboring properties or information to ensure design compatibility.
 - Neighboring properties are used for single-family residential and retail (including a gasoline station)

g. Applicant shall provide any other information deemed necessary by the City Planner, or their designee to evaluate the appearance of the proposed site and its structures.

- The Community Development Department does not request additional information from the applicant at this time.

h. Property owned by the City or any Authority thereof shall be exempt from the Plan and Review process described herein.

- The subject property is owned privately; therefore, it's not subject to any exemptions.

In addition to the Overlay Review Criteria provided above, the submittal has been reviewed for general compliance with the requirements of Sec. 17.91 of the Zoning Ordinance, which establishes the Auburn Downtown Overlay District. Staff has identified the following potential Code deficiencies:

1. Sec. 17.91.041.B.a.iii.1 governs the massing and composition of Arts and Crafts (Craftsman) residential structures, and commands they "follow a one to one and one-half story structure height."

- a. The proposed townhouse building would measure two stories, which is not consistent with the Code requirement.
 - i. Craftsman buildings “shall follow a one to one and one-half story structure height.”
 - b. Article 17.91.041.B.a.iii.2. states that “stone, brick, and/or stucco shall serve primarily as accent materials to achieve visual interest.”
 - i. The porch columns for all units make use of masonry materials, but not to the extent of creating visual interest.
 - ii. The use of different siding styles and patterns for the porch gables, or delineating masses with brick or masonry façades, would better embody the City’s vision and intent for development in the ADOD.
 - c. The wooden columns and exposed rafters with long overhanging eaves are characteristic features of the Craftsman style. To further enhance the overall aesthetics, incorporating additional details, such as decorative brackets, may bring greater depth and refinement.
 - d. The elevations and drawings provided are not sufficient to verify the angle of the pitched roof. The Craftsman style usually employs a low-pitched roof, often at 18.4 to 26.6 degrees.
 - e. The proposed building massing and composition may be approved by the Mayor and City Council as an alternative design.
2. Sec. 17.91.041.B.a.v allows for single-family façade style and building design alternatives as approved by the Mayor and City Council. This mechanism, at the discretion of the Mayor and City Council, allows for building facades and styles other than Victorian Queen Anne, Victorian Folk, Arts and Crafts (Craftsman), and Art Deco. Staff determines that the proposed townhouse building does not meet any of the four Codified styles; therefore, it is subject to discretionary approval.
- a. The façade variations provided by the applicant are surface level, and do not complement the aesthetic vision of the City.
 - i. While the submitted elevations incorporate several different stylistic elements, the limited massing variation results in a composition which appears somewhat uniform. The proposed color pallet adds visual contrast, however the inclusion of more distinct material changes could help reinforce a cohesive architectural identity more aligned with the City vision.
 - ii. Aligning more closely with one of the codified architectural styles, or drawing stronger influence from a single historic style, would enhance compatibility with the historic character of the area.
3. Sec 17.91.044 governs streetscape requirements; the subject development fronts two roadways classified as Downtown Road Type 2 (D2).
- a. The sidewalk widths must be no less than six (6) feet; the width of the proposed sidewalks along the development frontages are five (5) feet wide.

LIVABLE CENTERS INITIATIVE STUDY, 2020 (LCI):

The development site is located within the area studied in the City’s 2020 Livable Centers Initiative (LCI) Plan, which serves as a policy guide for future development in the City core, including the subject site. While the LCI is not a regulatory document, the Mayor and City Council may consider its

recommendations when evaluating development proposals.

The LCI concept plan (pg. 77) suggests the subject site be split between retail (north) and townhouse development (south). More specifically, the area is highlighted as key opportunity 19.a (pgs. 84-85), which envisions "infill-townhouses (zero lot line development)" along with potentially "23 townhouses and 1 detached cottage" and "16,000 [square feet] of infill retail." The plan also recommends a multi-use trail corridor as and on-street parallel parking as part of the envisioned streetscape.

While not in violation of zoning regulations, the current proposal, of one townhouse building without the incorporation of retail, trail infrastructure, or on-street parking, does not align with the intent of the LCI concept plan and recommendations or the City's long-term vision.

DEPARTMENT ANALYSIS:

The subject proposal is for the development 0.59 +/- acres of a larger 2.02 +/- acre parcel containing one building of six (6) townhomes. The programming for the remaining 1.43 +/- is unknown. Attached single-family housing is a permitted land use in the ADOD. The local Future Land Use Designation (FLU) is Mixed Use, which promotes locally blended land uses. Residential development is envisioned at around six (6) dwelling units per acre, with lots measuring 5,000 to 10,000 square feet in land area. The 0.59-acre area subject to development would have a density of 10.17 dwelling units per acre. Residential lot sizes are unspecified; the applicant has not provided whether residences would be platted individually (fee-simple) or owned collectively (one owner).

As part of the required application materials, the applicant has included a project narrative, conceptual plan, elevation drawings and exterior finish materials selections. The submitted elevation drawings are incomplete as they do not provide elevation of the buildings' sides. The applicant has not provided photographs of neighboring properties as required pursuant to Sec. 17.91.080.B.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:

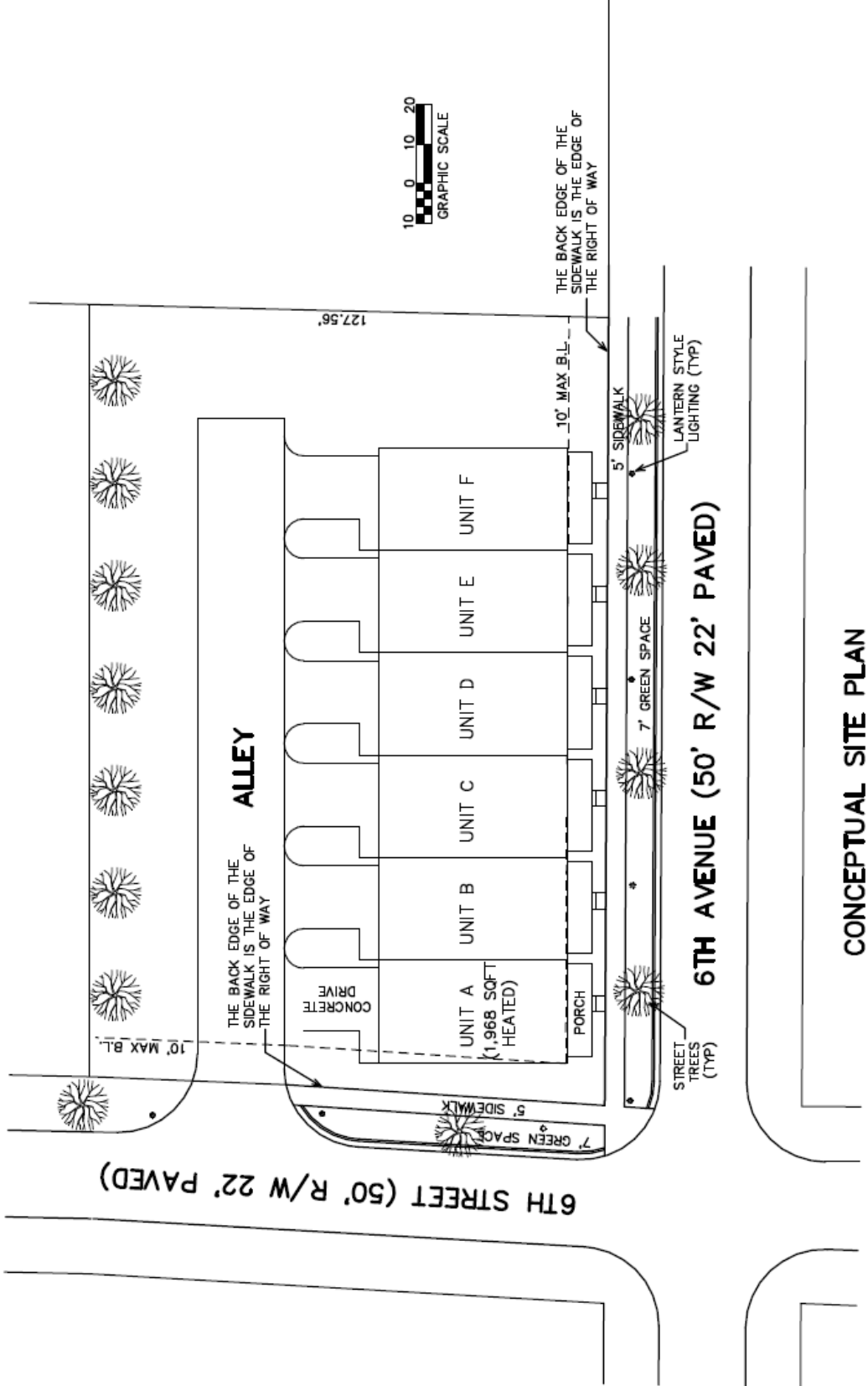
In accordance with the review procedure established in Sec. 17.91.080, and the general provisions of Sec. 17.91, staff finds the application is **not compliant** with the requirements of the Auburn Downtown Overlay District. Staff recommends rejection of the subject Overlay Architectural Review request, as the proposal is not aligned with the single-family residential development standards of Sec. 17.91.041 and several core elements are missing from subject application.

However, should the City Council find subject OAR request PL25-0009 to be compliant, staff recommends the following stipulations be enforced upon the site and adopted as part of the approval:

1. A continuous sidewalk no less than six (6) feet in width shall be constructed along the entire frontage of the subject 2.02-acre parcel.
2. The property owner shall dedicate, to the City of Auburn, the right-of-way necessary to meet Streetscape requirements, pursuant to Zoning Ordinance Sec. 17.91.044.
3. The applicant shall resubmit building elevations and renderings to the Community Development Department for review that depict the following:
 - a. No less than seventy-five percent (75%) of the front and side facades of the building shall consist of brick or stone.

- b. No townhouse unit shall bear an overly similar front or rear exterior color or appearance when compared to any abutting townhouse unit.
- 4. The applicant shall submit an updated tree and landscaping plan to the Community Development Department for review.

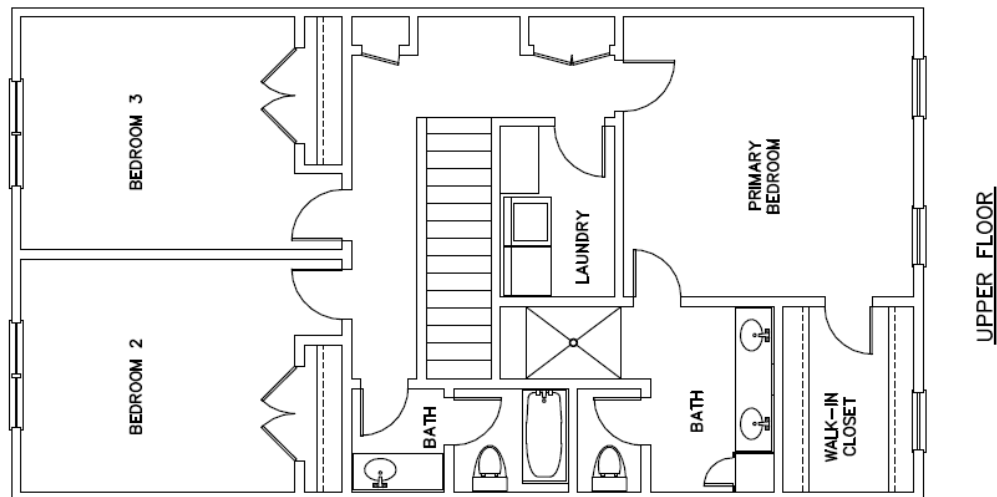
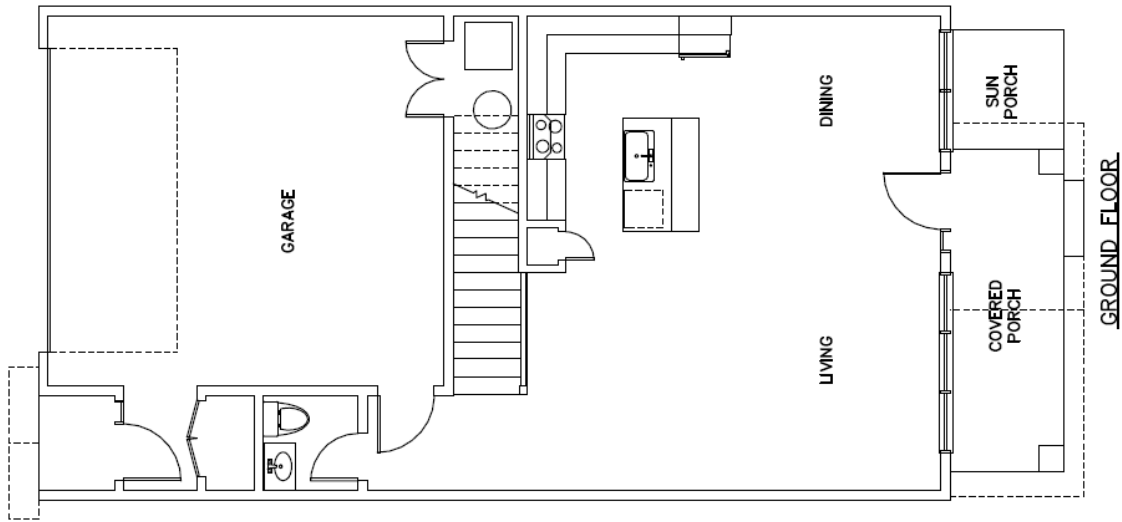
Conceptual Plan:



DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES

Floor Plan:

**DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES**



Elevation Drawings:





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: 2/28/25

APPLICANT NAME: HPC Investments, LLC c/o William J. Diehl, Thompson, O'Brien, Kappler & Nasuti, PC

PROPERTY ADDRESS: 0 6th Street, Auburn, Georgia

PHONE: 404-545-4371

EMAIL: wdiehl@tokn.com

PROPERTY OWNER: HPC Investments, LLC

ADDRESS: 5615 Golf Club, Drive, Braselton, GA

PHONE: 770-925-0111 EMAIL: WDiehl@TOKN.COM

IMPROVEMENT TYPE: (Check all that apply)

X New Building Existing Building Site Dev. Sign

PROJECT DESCRIPTION:

Development of a six (6) unit townhome development on a .59 acre site.

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

RECOMMENDATION: _____ APPROVAL _____ APPROVAL W/ CONDITIONS _____ DENIAL

CONDITIONS: _____

REVIEW COMPLETED: _____ SIGNATURE: _____



March 12, 2025

Via Submission to the Department of Community Development

Mayor and Council of the City of Auburn
1 Auburn Way
Auburn, Georgia 30011

RE: Project Narrative for Downtown Auburn Overlay District Architectural Review
concerning a 59-acre portion of the parcel commonly known as 0 6th Street,
Barrow County Parcel Identification Number: AU11 121 (the "**Property**")

Mayor and City Council,

This office represents Chirs and Amber Halper and their company HBC Investments, LLC (the "**Halpers**") in connection with development requests and entitlements concerning the Property referenced above. The Property is an undeveloped lot which previously contained a dilapidated home and now is primed for redevelopment consistent with the City's plans and zoning ordinance. The submitted plan envisions the revitalization of this empty lot and the implementation of the City's long-term plans, as demonstrated in the City's Livable Centers Initiative ("**LCI**") and its Comprehensive Plan ("**Comp. Plan**").

The Property is located within the Auburn Downtown Overlay District ("**ADOD**"), recently adopted by the City Council. This narrative is submitted in connection with that newly adopted ordinance. We seek plan review and approval by the City Council pursuant to Section 17.91.080. The ADOD was recently created to modernize the City's development code and to ensure that Auburn's vision for downtown development is implemented through the zoning ordinance. Of particular importance to this proposal, the ADOD set a high-standard for residential development; a standard that is reflected in development's commitment to walkability, traditional streetscapes, and quality architecture.

This project is consistent with that high standard. It envisions the development of six (6) townhome units along a .59 acre portion on the Northeast corner of 6th Street and 6th Avenue. These homes are front facing (rear garage) with landscaping and streetscape improvements, resulting in an attractive product that addresses and expands pedestrian access, while increasing connectivity between commercial areas and other existing single-family communities.

COMPLIANCE WITH THE CITY'S ADOD STANDARDS

The City's ADOD ordinance imposes a superseding zoning regulation upon properties located within the district, allowing for a variety of commercial and residential uses within the district. The district's stated purpose is to "strike a balance between concerning the rich historical fabric of the community while facilitating innovative and sustainable development." Code of Ordinances § 17.91.010.

Among the permitted uses are single family, attached dwellings (i.e., townhomes), as are envisioned in this Application. Thus, the use and intensity of development is compliant with the zoning overlay. The ADOD also imposes architectural and streetscape requirements.¹ The development plan submitted with this narrative meets those requirements and further detail on that conformance is provided in the following subsections:

A. Architectural Requirements

Single-family residential architectural requirements within the ADOD are provided in section 17.91.041. The code requires front facades to be constructed in one of four architectural styles and the facades here meet the requirements of the Arts and Craft style: having rectangular floor plans and simple structure heights. The elevations show a mixture of materials with naturally textured siding (cement-fiber boards cast with wood grain) being the primary material and with masonry materials used in the porch's column bases as architecturally appropriate accents. Home colors will be within the Sherwin Williams "Craftsman" color palate.² The homes' porches are the most prominent feature of the front façade and its details are styled in the traditional, craftsman style by constructing strong and simple wooden columns on brick bases and having exposed roof rafters with long overhanging eaves.

The elevations meet the exterior finish materials standards. All brick is installed at full or half-depth; no vinyl siding nor metal sheeting is used.

Further, the homes will provide private outdoor space, with a minimum 30 square foot porch. Architectural projections are provided by the craftsman-styled porches. Gables on the home are varied as the topography slopes to the southeast, thereby breaking up the facades and minimizing massing of facades. Variations in the façade will be provided through changes in the masonry materials and colors of the homes. Colors will vary between the homes with one color not being used more than twice. Finally, the homes will not exceed the 10-foot setback maximum.

¹ The Property is exempt from Greenspace requirements per Section 17.91.044(E)(1).

² <https://www.sherwin-williams.com/en-us/color/color-collections/architectural-paint-colors/craftsman-design-exterior-paint-colors>

B. Streetscape Requirements

The ADOD's streetscape requirements are set forth Section 17.91.004. Both 6th Street and 6th Avenue are classified as Downtown Road Type 1. The site plan details that the development meets the Planting Zone Width of 7 feet, Sidewalk Width of 5 feet, and a minimum 6-foot Supplemental Zone Width.

The Planting Zone contains a mixture of overstory street-trees and acorn streetlights. Sidewalks are continuous and run along the corner lot, up and down 6th Street and 6th Avenue, where currently no sidewalk exists. A nearly 10-foot supplemental zone exists between the sidewalk and the front facades of the home. The supplemental zones will be landscaped and will contain porch encroachments permitted by the zoning ordinance. On the 6th Street side of the development, where the side elevation is most visible from the street, landscaping and trees will be planted to address any massing of materials and to provide continuity between the front facades. The effect of the landscaping and porch layouts is to create a community-oriented style of the development that lends itself to neighbor-connectivity, by situating the homes' porches within a pedestrian friendly environment.

Compliance with the City's Long-term Planning Visions

Finally, the Halpers' vision for the Property is consistent with the City's Comp. Plan and its LCI, both of which recognize the Property's potential for infill residential development that connects residential with commercial areas within the downtown district. In fact, the LCI study identifies the Property appropriate for a 23-unit rear-loaded townhome development with connectivity to commercial development along Atlanta Highway:



While this development is not in the same scale of that development envisioned in the LCI, this smaller development allows for incremental growth and may help foster additional growth while providing similar connectivity and streetscape development along 6th Street and 6th Avenue.

Similarly, the City's Comp. Plan envisions greater connectivity and an emphasis on creating a genuine sense of place through street design and architecture. For example, the Comp. Plan stresses the need to "foster collaboration with the community" through prioritizing improvements to "walkability and cycling options" and revitalization of the City's historic downtown. Comp. Plan p. 7.

Conclusion

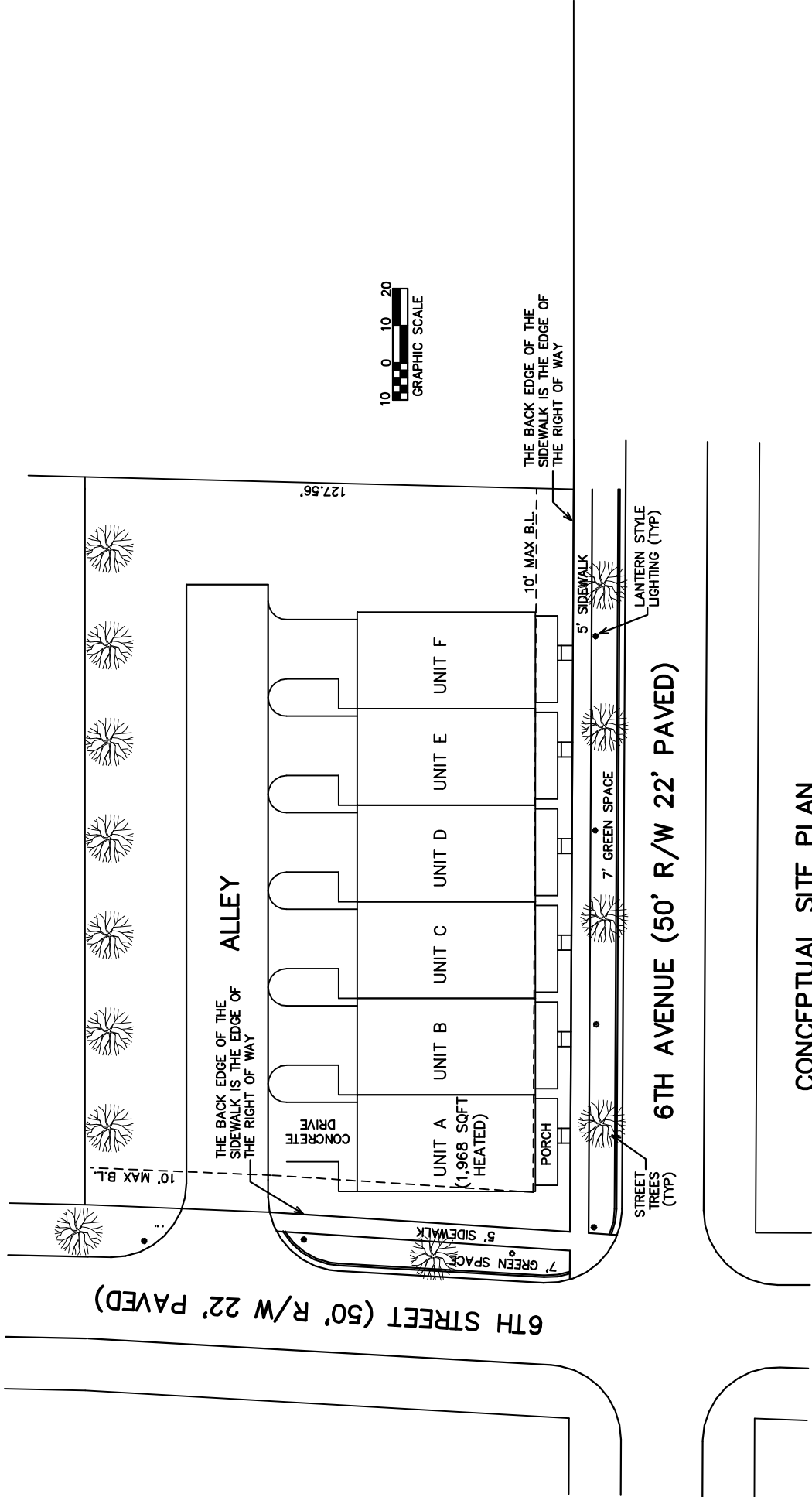
For the reasons stated above and detailed in the enclosed site plans and elevations, the Halpers asks that this Council approve the Application and allow for the development envisioned by the City in zoning regulations, Comprehensive Plan and LCI.

/s/ William Diehl
William J. Diehl

ADOD Project Narrative
0 6th Street, Auburn GA
March 13, 2025
Page 5 of 5

Thompson, O'Brien, Kappler & Nasuti, PC
2 Sun Court, Suite 400
Peachtree Corners, Georgia 30092
wdiehl@tokn.com // 770.925.0111

Enclosures: Site Plan
 Elevations
 Floor Plan



CONCEPTUAL SITE PLAN

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES



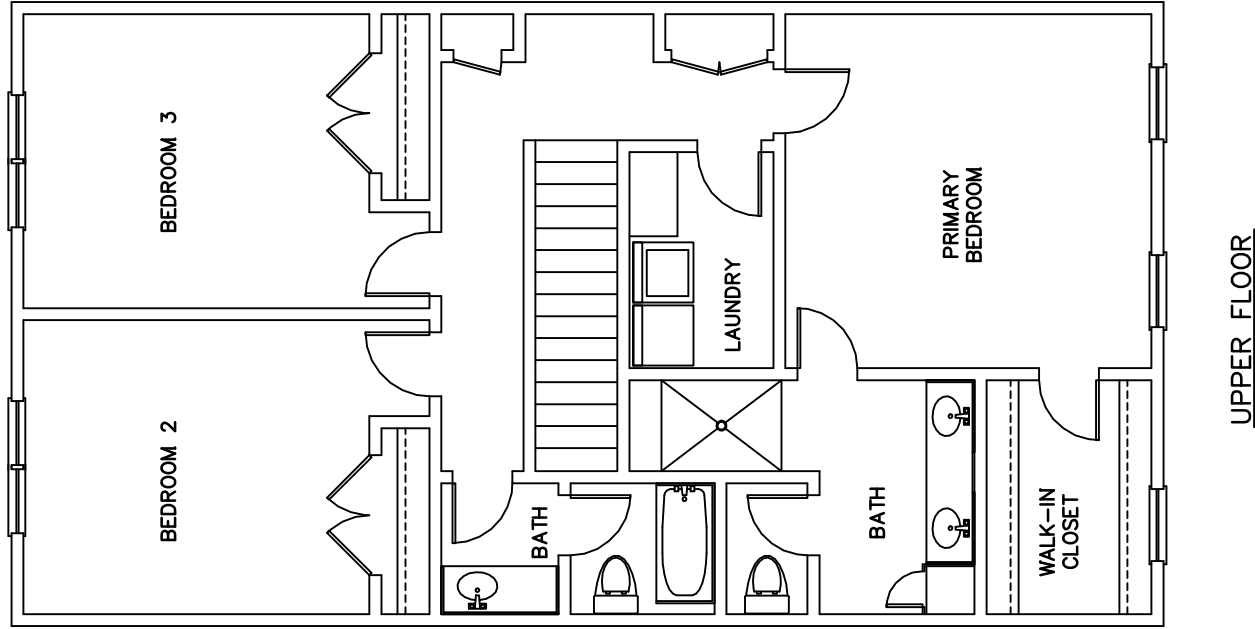
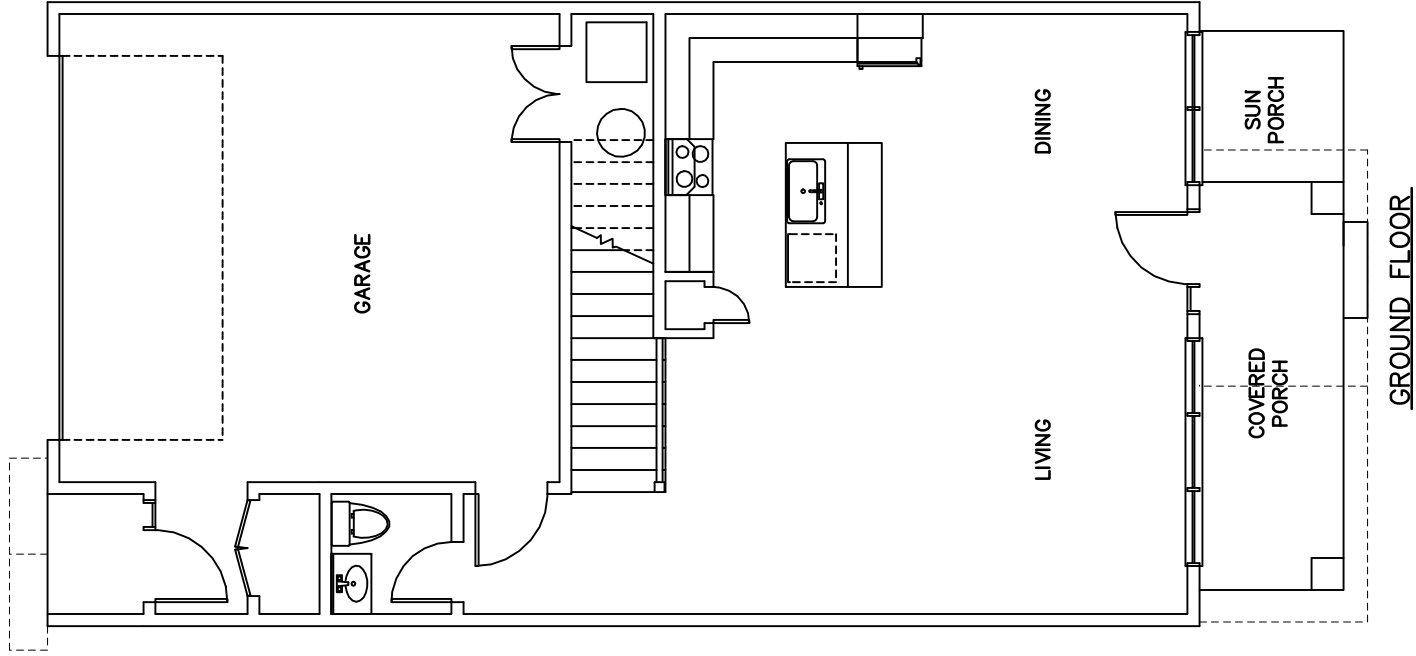
5TH AVENUE(FRONT) ELEVATION



REAR ELEVATION

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN PLIMES

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES

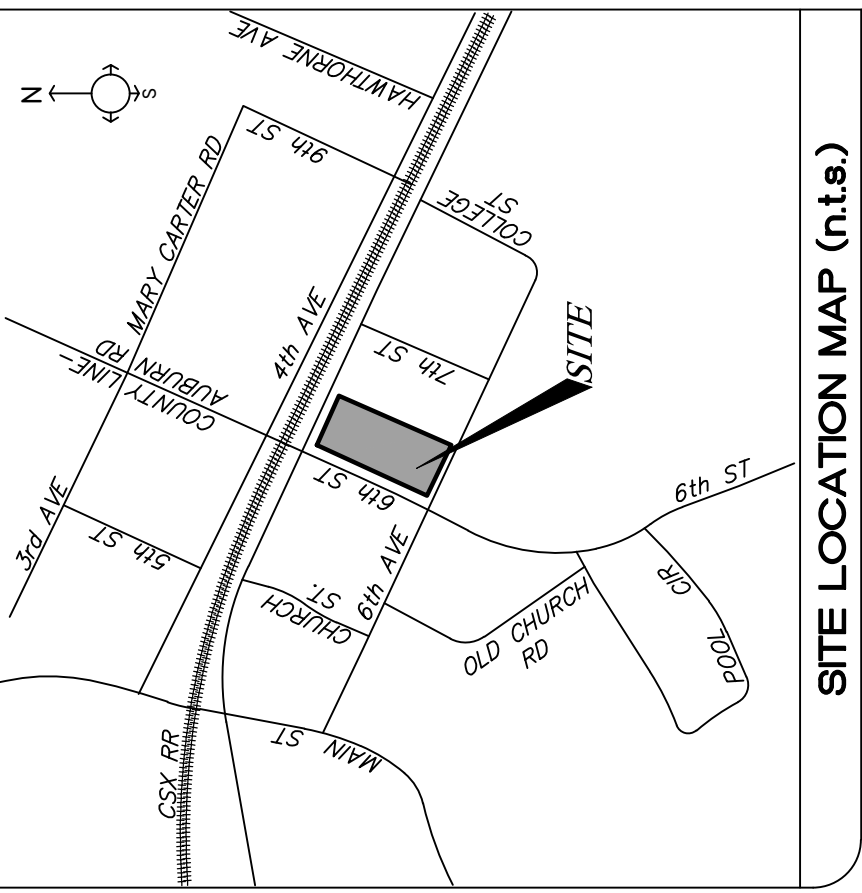


TOTAL AREA 1.95 ACRES

NOTES:
1.) PRESENT ZONING: C2 GENERAL COMMERCIAL DISTRICT
2.) TOTAL AREA 1.95 ACRES
3.) WATER PROVIDED BY CITY OF AUBURN
4.) CITY OF AUBURN SEWER

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



SITE LOCATION MAP (n.t.s.)

AUBURN DT JUNE 2023

SPECIMEN SIZE TREES ARE
FLAGGED WITH PINK / BLACK
FLAGGING AND TAGGED WITH
NUMERED METAL TAG
CORRESPONDING TO MAP. ALL
TREES MUST BE SURVEYED.

COORDINATE WITH PROJECT
MANAGER FOR DENSITY TREE
SURVEY NEEDS.

LOCATIONS SHOWN ARE
APPROXIMATE.

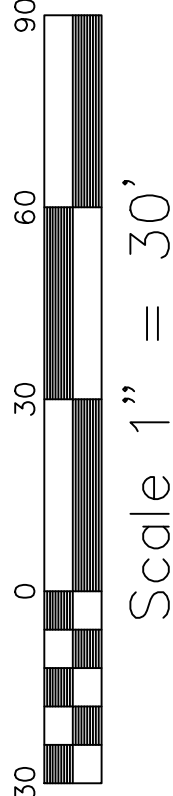
QUESTIONS ??? CONTACT TY
CASTEEL @ 404.358.2326

MONDO LP+D

Sullins Engineering, LLC
CIVIL ENGINEERS ~ LAND PLANNERS
CONTACT: MATTHEW SULLINS
302 WEST MAY STREET
WINDER, GA. 30680
PHONE: (678) 687-6219

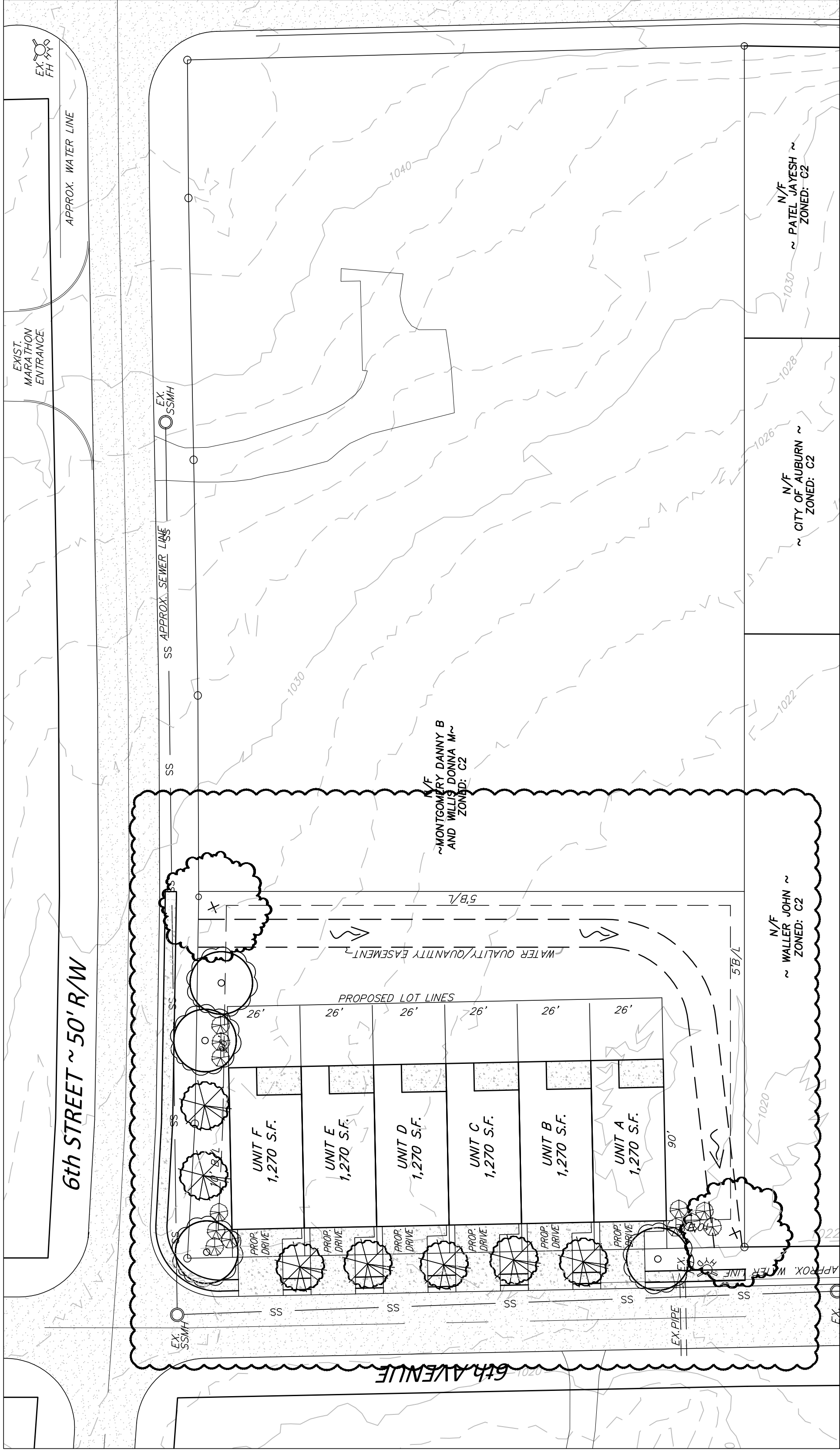
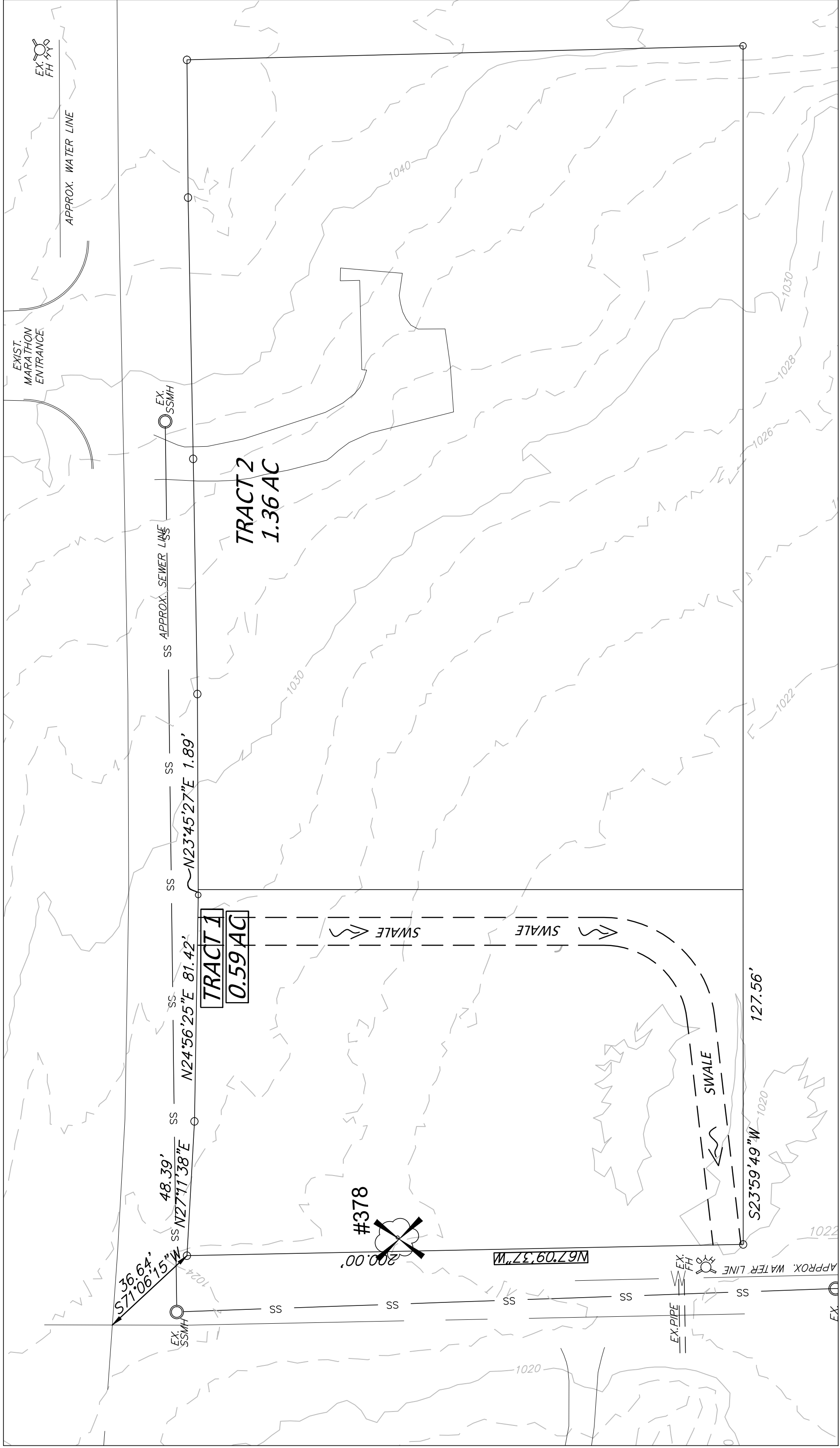
SITE PLAN FOR:
6th STREET
LOCATED IN:
PARCEL: AULT 121 GMD: 277
CITY OF AUBURN
BARROW COUNTY, GEORGIA

DATE: 2/13/23
JOB #: 2065
SHEET 1



~ LEGEND ~
INVL.: = INVERT
C = CENTERLINE
M.H. = MANHOLE
ELEV. = ELEVATION
L.P. = LIGHT POLE
-W- = WATER LINE
P = PROPERTY LINE
R/W = RIGHT OF WAY
IPF = IRON PIN FOUND (1/2" REBAR)

Tree #	DBH (Inches)	Species
378	38	OAK
379	45	OAK
380	31	OAK
381	32	MAPLE
382	30	CEDAR
383	55	OAK
384	34	OAK
385	46	OAK
386	32	HICKORY



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

78 DENSITY TO BE PLANTED ONSITE - 59 Units Required =
19 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 / 25' = 5 Trees and 5 Shrubs Required.

6TH AVENUE

200 Linear Ft / 25' = 8 Trees and 8 Shrubs Required.

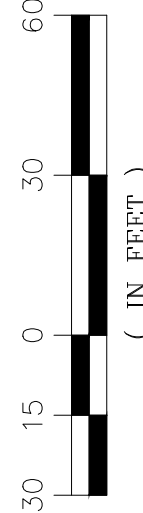
Total of 13 Trees and 13 Shrubs Provided

Sod or Seed all remaining areas.

PLANT SCHEDULE						TOTAL	
COMMON NAME	BOTANICAL NAME	SIZE	HT	QTY	DENSITY VALUE	DENSITY	COMMENTS
AMERICAN GOLD MOPLE	ACER RUBRA 'FIS-VAR' PFES-301	3" CAL.	14'-16'	7	6	42	BBB+ Full Canopy, Matched, Healthy, Balanced Spread
UPPERSTON VILLOW OAK	QUERCUS PRINCEPIS-44	3" CAL.	14'-16'	2	6	12	BBB+ Full Canopy, Matched, Healthy, Balanced Spread
CORNSTONE HURDBEAN	CORNUS STONE CORNSTONE	3" CAL.	14'-16'	4	6	24	BBB+ Full Canopy, Matched, Healthy, Balanced Spread
CHANGES RUBY LIPSURE HURBAN	Lonicera Chang's Ruby	7 gal	30"	9			Full to Ground, Matched, Healthy, Balanced Spread to Min. 24"
TOTAL UNITS PLANTED=						78	

Root barriers. Installation of root barriers, in accordance with manufacturer's specifications, when trees are planted within ten feet of a sidewalk, curb, paved surface, or underground utility corridor, shall be required. Street trees installed between a sidewalk and curb and gutter shall require root barriers along both the sidewalk and the curb. Street trees installed between an underground utility corridor and a sidewalk shall require root barriers along both the utility corridor and the sidewalk. The linear distance of the root barrier shall be no less than 20 feet in length (10 feet from the trunk of the tree in each direction), unless the adjacent hardscape measures less than this total length, parallel to the improvement to be protected.

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



OVERLAY LANDSCAPE PLAN



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
MAYOR AND COUNCIL
MEETING IN COUNCIL CHAMBERS
August 14, 2025
6:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor: **Richard Roquemore**
Council Member: **Robert L. Vogel**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie L. Bradley**
Council Member: **Joshua Rowan**

City Staff in Attendance: Michael Parks, Chief Hodge, Staci Waters, Brooke Haney, Iris Akridge

Also in Attendance: Jack Wilson, Jim Aton

Mayor Roquemore called the meeting to order at 6:00 pm.

Chief Hodge gave the Invocation.

Mayor Roquemore gave the pledge.

Amend Agenda

Mayor Roquemore asked for a motion to amend the agenda for consideration of a settlement agreement related to the Raw Water Storage Project.

Motion: Made by Council Member Vogel to amend the agenda for consideration of a settlement agreement related to the Raw Water Storage Project.

Second by Council Member Rowan

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Council Reports and Announcements

Mayor Roquemore asked for Council Reports and Announcements. **Council Member Vogel** questioned Mayor and Council Members about a concerning rumor pertaining to Public Works

PUBLIC HEARING

Item 1.: PL25-0009-HPC Investments, LLC Overlay Architectural Review

Mayor Roquemore asked for Jack Wilson, City Attorney, to present PL25-0009-HPC Investments, LLC Overlay Architectural Review

Jack Wilson asked if this could be tabled until the September 11, 2025, meeting.

Mayor Roquemore asked for a motion to table the Public Hearing until September 11, 2025.

Motion: Made by **Council Member Sisk** to table the Public Hearing.

Second: By Council Member Rowan

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members presenting yes.

Consent Agenda

- a. Council Business Meeting Minutes- July 10, 2025
- b. Council Workshop Meeting Minutes- July 24, 2025
- c. Council Special Called Meeting Minutes- August 4, 2025
- d. Cold Planer Attachment for Mini Excavator- Iris Akridge
- e. Renewal of the City of Civility Resolution #03-025 - Michael Parks
- f. Engineering Oversight and Construction Contract Administration for the Raw Water Storage Pond- Michael Parks
- g. Construction Phase Engineering Services for Phase B Raw Waters Pipeline and Rock Creek Intakes #1 and #2- Michael Parks

Mayor Roquemore asked for a motion to approve the consent agenda.

Motion: Made by **Council Member Sisk**

Second: by **Council Member Rowan**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Voting Items

Item 2.: FPR25-001 Kingston Cove Final Plat

Jack Wilson Presented

Mayor Roquemore asked for a motion to approve FPR25-001 Kingston Cove Final Plat

Motion: Made by **Council Member Rowan** approved FPR25-001 Kingston Cove Final Plat

Second: Made by **Council Member Sisk**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with Council Members **Rowan, Sisk, and Vogel** present voting yes and **Council Member Bradley** voting no.

Item 3: PL25-0009- HPC Investments, LLC Overlay Architectural Review

Item was tabled until September 11 meeting

Item 4.: Renewal of Contract for SCADA system

Iris Akridge Presented

Mayor Roquemore asked for a motion to approve Renewal of Contract for SCADA system

Motion: Made by **Council Member Bradley** to approved Renewal of Contract for SCADA system

Second: Made by **Council Member Sisk**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Item 5.: Budget Amendment for Kubota Labor Cost

Iris Akridge Presented

Mayor Roquemore asked for a motion to approve Budget Amendment for Kubota Labor Cost

Motion: Made by **Council Member Sisk** to approved Budget Amendment for Kubota Labor Cost

Second: Made by **Council Member Rowan**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Item 6.: SETTLEMENT AGREEMENT RAW WATER STORAGE PROJECT

Jack Wilson Presented

Mayor Roquemore asked for a motion to approve Settlement Agreement Raw Water Storage Project

Motion: Made by **Council Member Vogel** to approved Settlement Agreement Raw Water Storage Project

Second: Made by **Council Member Rowan**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Mayor Roquemore asked for any Citizen Comments. There were none.

ADJOURNMENT: **Mayor Roquemore** called for a motion to adjourn.

Motion: Made by **Council Member Sisk** to adjourn.

Second: By **Council Member Rowan**.

Mayor Roquemore asked for any discussion. There was none. Votes were taken with all members present voting yes. Meeting adjourned.

Respectfully submitted,

Read and approved this _____ Day of September 2025

Attest:

Mayor Richard E. Roquemore



MAYOR

Rick E. Roquemore

CITY ADMINISTRATOR

Michael Parks

CITY COUNCIL

Robert L. Vogel III

Taylor J. Sisk

Jamie L. Bradley

Joshua Rowan

CITY COUNCIL WORKSHOP MEETING

August 28, 2025

6:00 PM

Council Chambers

1 Auburn Way

Auburn, GA 30011

Present: Mayor: **Richard Roquemore**
Council Member: **Robert L. Vogel**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie L. Bradley**
Council Member: **Joshua Rowan**

City Staff in Attendance: Michael Parks, Staci Waters, Brooke Haney
Also in Attendance: Jack Wilson

Mayor Roquemore called the meeting to order at 6:00 pm.

Council Reports and Announcements

Mayor Roquemore asked for Council Reports and Announcements.
There were none.

PUBLIC HEARING

Mayor Roquemore asked for a motion to open the Public Hearing regarding the 2026 Budget.

Motion: Made by **Council Member Sisk** to open the public hearing.

Second: by **Council Member Rowan**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Item 1: Proposed FY 2026 Budget

Michael Parks Presented the 2026 Budget. **Mayor Roquemore** called for any comments or questions from the public regarding the proposed budget. No one spoke in the public hearing.

Placed on September 11, 2025, Council Business Agenda Mayor Roquemore called for any questions from Council members. There were none. The public hearing was closed.

NEW BUSINESS

Item 2: RZ25-0001 Cornerstone Home Builders rezoning of Parcels AU05 018 and AU05019

Sarah McQuade Presented and answered questions from Council members.

Placed on September 11, 2025, Council Business Agenda for Public Hearing.

Item 3: PL25-0009- HPC Investments, LLC Overlay Architectural Review

Sarah McQuade Presented and answered questions from Council members.

Placed on September 11, 2025, Council Business Agenda

Item 4: RWSP Naming of Access Road

Michel Parks Presented

Placed on September 11, 2025, Council Business Agenda

Mayor Roquemore asked if there were any citizen comments.

Andrew Griffin, citizen comment – non agenda item. Mr. Griffin was encouraged to speak with City staff after the meeting.

Respectfully submitted,

Read and approved this _____ Day of September 2025 Attest:

Mayor Richard E. Roquemore



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
MAYOR AND COUNCIL
Budget FY 2025 Special Called Meeting
August 11, 2025
5:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor:	Richard Roquemore
Council Member:	Robert L. Vogel III
Council Member:	Taylor J. Sisk
Council Member:	Jamie L. Bradley
Council Member:	Joshua Rowan

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney, Iris Akridge, Chief Hodge

Also in Attendance: Dena Boston - Finance Department

Mayor Roquemore called the meeting to order at 5:00 pm.

City Staff made presentation for the FY 25-26 Budget as follows:

Item 1: Police, Code Enforcement, Courts
Chief Hodge Presented

Item 2: Legislative Council, Executive Mayor, Administration/Financial, Law, Information Technologies, Planning and Zoning, Special Events, Parks and Leisure.
Michael Parks Presented

Item 3: Election
Brooke Haney Presented

Second by: **Council Member Sisk**

Votes were taken with all members present voting yes. The public hearing is closed.

Mayor Roquemore asked for a motion to adjourn the public hearing on the budget on the 2025 Budget.

Motion: Made by **Council Member Bradley** to close the public hearing.

Second by: **Council Member Sisk**

Votes were taken with all members present voting yes. The public hearing is adjourned.

Respectfully submitted,

Read and approved this _____ Day of August 2024

Attest:

Mayor Richard Roquemore



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
MAYOR AND COUNCIL
SPECIAL CALLED MEETING
August 14, 2025
5:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor: **Richard Roquemore**
Council Member: **Robert L. Vogel III**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie L. Bradley**
Council Member: **Joshua Rowan**

City Staff in Attendance: Michael Parks, Chief Hodge, Staci Waters, Brooke Haney
Also in Attendance: Jack Wilson

Mayor Roquemore called the meeting to order at 5:00 pm.

Mayor Roquemore asked for a motion to go into Executive Session for Personnel Matters, Pending Litigation, and Potential Litigation.

Motion: Made by **Council Member Sisk** to go into Executive Session for Pending Litigation and Potential Litigation.

Second: By **Council Member Bradley**

Mayor Roquemore asked for any discussion. There was none. Votes were taken with all members present voting yes.

After the Executive Session, the City Attorney reported that during the Executive Session the Council met to discuss Pending Litigation and Potential Litigation as allowed by the Open Meetings Act. There were no votes taken and no evidence received in the Executive Session. The original affidavit and resolution have been signed and delivered to the staff to be included within the minutes of this meeting.

Mayor Roquemore Adjourned the meeting.

Respectfully submitted,
Read and approved this _____ Day of September 2025

Attest:

Mayor Richard E. Roquemore



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
MAYOR AND COUNCIL
Budget FY 2025
Special Called Public Hearing
August 18, 2025
5:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor:	Richard Roquemore
Council Member:	Robert L. Vogel III
Council Member:	Jamie L. Bradley
Council Member:	Joshua Rowan

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney

Also in Attendance: Dena Boston - Finance Department

Mayor Roquemore called the meeting to order at 5:00 pm.

Public Hearing

Michael Parks presented the 2026 Budget

Mayor Roquemore asked for a motion to open the Public Hearing regarding the 2026 Budget.

Motion: Made by **Council Member Vogel** to close the public hearing.

Second: by **Council Member Bradley**

Mayor Roquemore asked for any discussion, there was none. Votes were taken with all members present voting yes.

Mayor Roquemore asked if any of the citizens would like to speak regarding the 2026 Budget that was presented.

Rob Yoe- Made comments about the budget.

Mayor Roquemore asked for a motion to close the Public Hearing regarding the 2026 Budget.

Motion: Made by **Council Member Vogel** to close the hearing for the 2026 Budget

Second: by **Council Member Bradley**

Mayor Roquemore asked for any discussion, **Council Member Bradley** commented on Budget, Grant, Piedmont Budget slide presentation, Land in Gwinnett County, and curbing on 4th Ave. Votes were taken with all members present voting yes. Michael Parks answered each question.

Mayor Roquemoire asked for a motion to Adjourn.

Motion: Made by Council Member Vogel to close the hearing for the 2026 Budget

Second: by Council Member Bradley

Votes were taken with all members present voting yes. The public hearing is adjourned.

Respectfully submitted,

Read and approved this _____ Day of September 2024

Attest:

Mayor Richard Roquemoire



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

**CITY OF AUBURN
MAYOR AND COUNCIL
SPECIAL CALLED MEETING
August 28, 2025
5:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

Present: Mayor: **Richard Roquemore**
Council Member: **Robert L. Vogel III**
Council Member: **Taylor J. Sisk**
Council Member: **Jamie L. Bradley**
Council Member: **Joshua Rowan**

City Staff in Attendance: Michael Parks, Staci Waters, Brooke Haney

Also in Attendance: Jack Wilson

Mayor Roquemore called the meeting to order at 5:00 pm.

Mayor Roquemore asked for a motion to go into Executive Session for Personnel Matters.

Motion: Made by **Council Member Sisk** to go into Executive Session for Personal Matters.

Second: By **Council Member Rowan**

Mayor Roquemore asked for any discussion. There was none. Votes were taken with all members present voting yes.

After the Executive Session, the City Attorney reported that during the Executive Session the Council met to discuss Personal Matters as allowed by the Open Meetings Act. There were no votes taken and no evidence received in the Executive Session. The original affidavit and resolution have been signed and delivered to the staff to be included within the minutes of this meeting.

Mayor Roquemore Adjourned the meeting.

Respectfully submitted,

Read and approved this _____ Day of September 2025

Attest:

Mayor Richard E. Roquemore



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 1. 7

TO: Mayor and Council

FM: Michael Parks
City Administrator

DATE: August 28, 2025

PURPOSE: The city has constructed a road going to the infrastructure for the Raw Water Storage Pond (RWSP) at the Old Martin Marietta Quarry. The road provides access to the construction site and the future facilities.

BACKGROUND: The infrastructure, Rock Creek intakes, pump stations, and pipelines connecting the RWSP are currently under construction. An all-weather road is needed to access the site. The 26 ft wide asphalt paved road provides construction, safety and fire service vehicle access to the site. The road will be gated to provide public safety and security for the site. The suggested name for the road is the “Auburn Pond Road”. Each infrastructure building can then have an address along the road. The road can be renamed in the future if the Council chooses.

RECOMMENDATION: Staff recommends that the access road to the Auburn raw water infrastructure facilities be named “**Auburn Pond Road**”.

FUNDING: The cost of the road is shared with Winder 66% and Auburn 34%. Auburn’s share will come from the recent ARPA grants.



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 8

TO: Mayor and Council

FROM: Michael Parks
City Administrator

DATE: September 11, 2025

PURPOSE:

To approve Ordinance #25-007 for the FY2026 Budget as presented in the Council Public Hearing on August 18, 2025, and August 28, 2025.

BACKGROUND:

A City's operating budget fulfills several important functions. It is a tool for financial management, a plan for providing services, a way to rationalize how tax dollars will be spent, and a mechanism for communicating policy preferences and goals to the public. This single document contains the City's financial, operational, and political plans for the next twelve months, making the budget one of the most important documents produced by a city government.

One overriding function of the budget is as a tool for communicating with the public. The budget communicates the City's fiscal and management policies and provides an explanation to citizens of how programs and services will be funded. Public funds must be used as efficiently and effectively as possible to provide programs and services. The budget document is a statement of the city's priorities for providing the services that are demanded by the public. The budget cycle is a continuous process that requires values, goals, and priorities to be translated into programs and services. Budgeting requires the legislative body and executive branch to work together to decide on the most effective way to spend the City's revenues.

The State of Georgia requires each municipal governing body to establish a balanced General Fund Budget under Title 36, Chapter 81, and Article 1 of the Official Code of Georgia Annotated. The City of Auburn's Fiscal Year operates from October 1st to September 30th of each year.

Funding: SEE ATTACHED

RECOMMENDATION:

To approve Ordinance #25-007 for the FY 2026 Budget in the amounts of \$11,835,318 for Revenue and \$11,835,318 for Expenditures.

Attachment: Ordinance #25-007

CITY OF AUBURN
PROPOSED BUDGET FY2026 COMPARISON FY2023, FY2024, FY2025, FY2026
August 18,2025

DEPARTMENT	FY2023	FY2024	FY2025	FY2026
	APPROVED	APPROVED	PROPOSED	PROPOSED
LEGISLATIVE - GG	\$ 38,648.34	\$ 87,070.41	\$ 124,744.75	\$ 100,800
EXECUTIVE - MAYOR - GG	\$ 42,760.24	\$ 167,385.32	\$ 194,166.79	\$ 275,888
ELECTIONS - GG	\$ 5,350.00	\$ 5,350.00	\$ 5,786.03	\$ 6,000
FINANCIAL - GG	\$ 613,319.31	\$ 623,174.17	\$ 804,075.49	\$ 755,852
LAW - GG	\$ 20,000.00	\$ 20,600.00	\$ 20,600.00	\$ 20,600
IT INFORMATION TECH. - GG	\$ 80,000.00	\$ 97,650.00	\$ 133,674.00	\$ 158,674
CODE ENFORCEMENT - GG	\$ 107,671.75	\$ 111,675.04	\$ 82,783.99	\$ 89,002
MUNICIPAL COURT - PS	\$ 104,945.41	\$ 123,111.74	\$ 126,377.42	\$ 159,157
POLICE - PS	\$ 2,173,062.72	\$ 2,149,820.40	\$ 2,461,312.98	\$ 2,773,356
GOV'T BLDG - PW	\$ 211,175.96	\$ 258,076.39	\$ 260,223.02	\$ 327,572
PUBLIC WORKS - PW	\$ 391,238.24	\$ 1,349,675.36	\$ 1,009,238.19	\$ 1,348,373
ROADS - PW	\$ 110,583.00	\$ 111,283.00	\$ 45,700.00	\$ 44,400
STREET LIGHTING - PW	\$ 100,000.00	\$ 105,000.00	\$ 122,000.00	\$ 122,000
PERRY RAINEY CENTER - GG	\$ 28,200.00	\$ 57,610.00	\$ 58,525.00	\$ 44,513
SPECIAL EVENTS - GG	\$ 78,865.72	\$ 103,533.25	\$ 155,203.19	\$ 215,050
PARKS & LEISURE - GG	\$ 224,228.41	\$ 392,839.08	\$ 388,361.31	\$ 405,582
LIBRARY - GG	\$ 164,720.00	\$ 172,956.00	\$ 190,250.00	\$ 190,250
PLANNING & ZONING - GG	\$ 226,868.08	\$ 252,941.83	\$ 352,481.30	\$ 376,199
DDA - GG	\$ 3,150.00	\$ -	\$ 16,335.54	\$ 14,500
TRANSFERS	\$ -	\$ 142,041.01	\$ 141,870.00	\$ 68,000
GENERAL FUND BUDGET	\$ 4,724,637	\$ 6,331,793	\$ 6,678,109	\$ 7,495,768
GENERAL FUND REVENUE	\$ 4,724,787	\$ 6,451,157	\$ 6,678,109	\$ 7,495,768
MILLAGE RATE 4.931				
WATER FUND BUDGET				
EXPENSE	\$ 2,269,474	\$ 2,869,496	\$ 3,644,420	\$ 4,064,550
REVENUE	\$ 2,269,474	\$ 2,869,496	\$ 3,644,420	\$ 4,064,550
STORM WATER BUDGET				
EXPENSE	\$ 119,675	\$ 143,825	\$ 241,000	\$ 275,000
REVENUE	\$ 119,675	\$ 143,825	\$ 241,000	\$ 275,000
TOTAL REVENUE	\$ 7,113,936	\$ 9,464,478	\$ 10,563,529	\$ 11,835,318
TOTAL EXPENDITURES	\$ 7,113,786	\$ 9,345,114	\$ 10,563,529	\$ 11,835,318

ORDINANCE # 25-007
AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE
CITY OF AUBURN, GEORGIA

TO ADOPT THE FISCAL YEAR 2026 BUDGET FOR EACH FUND OF THE CITY OF AUBURN, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/EXPENSES, ADOPTING SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE.

WHEREAS, sound governmental operations require a General Fund Budget in order to plan the financing of services for the citizens of the City of Auburn; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a Balanced Budget for the City's Fiscal Year, which runs from October 1st to September 30th, of each year; and

WHEREAS, the Mayor and City Council of the City of Auburn have reviewed the proposed FY 2026 Budget as presented by the City Administrator and provided public notice and held a public hearing as required by Georgia Law; and

WHEREAS, the General Fund is a Balanced Budget, so that anticipated revenues and other financing sources equal the proposed expenditures and expenses; and

WHEREAS, the Mayor and City Council wish to adopt this proposal as the Fiscal Year 2024 Annual Budget, effective from October 1, 2025, to September 30, 2026.

NOW THEREFORE, The Council of the City of Auburn hereby ordains as follows:

Section 1. That the proposed Fiscal Year 2026 Budget, attached hereto and incorporated herein by reference as a part of this Ordinance is hereby adopted as the Budget for the City of Auburn, Georgia for Fiscal Year 2026, which begins October 1, 2025, and ends on September 30, 2026.

Section 2. That the several items of revenues, other financing sources, and sources of cash shown in the budget for each fund in the amounts anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses, and uses of cash are hereby appropriated to the departments named in each fund.

Section 3. That the "legal level of control" as defined in OCGA §36-81-5 is set at the departmental level, meaning that the City Administrator, in capacity as Budget Officer is authorized to move appropriations from one-line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a budget amendment approved by the Mayor and City Council.

Section 4. That all appropriations shall lapse at the end of a Fiscal Year.

Section 5. That this ordinance shall be and remain in full force and effect from and after its date of adoption.

It is so ordained on this 11th day of September 2025.

City of Auburn, Georgia

Richard Roquemore, Mayor

Taylor J. Sisk, Council Member

Joshua Rowan, Council Member

Jamie L. Bradley, Council Member

Robert L. Vogel III, Council Member

Attest:

Brooke Haney, City Clerk
City of Auburn



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 1. 9

TO: Mayor and Council

FM: Michael Parks
City Administrator

DATE: September 11, 2025

PURPOSE: For the city to September 22, 2025, as City of Auburn Reads Day. To help promote literacy in our community, we encourage residents to spend time reading.

BACKGROUND: GMA and Georgia City Solutions, along with Malcolm Mitchell of the Share the Magic Foundation, have partnered with the Georgia Council on Literacy to promote a new “Georgia Reads” initiative. Governor Kemp has also proclaimed September 22nd as GEORGIA READS DAY. The purpose of Georgia Reads is to raise awareness of the need to improve reading skills in all age groups, encourage activities to increase literacy rates and recognize community partnerships that are actively contributing to a more literate Georgia.

RECOMMENDATION: To approve Georgia Reads Day Proclamation #02-025 in the City of Auburn.

FUNDING: N/A

City of Auburn
GEORGIA READS DAY PROCLAMATION #02-025

- WHEREAS:** Literacy is not just an education issue but an economic, workforce, and quality of life issue. It is also a predictor of future educational achievement, economic status, and lifelong health and well-being.
- WHEREAS:** In 2024, 62% of Georgia third graders did not read proficiently, and research shows that children who are proficient readers by the end of third grade are four times more likely to graduate from high school than their peers who are not reading on grade level.
- WHEREAS:** The General Assembly recognized the importance of literacy skills with the passage of two bills in 2023: SB 211, which created the Georgia Council on Literacy, and HB 538, which requires comprehensive education reforms for reading instruction in the science of reading.
- WHEREAS:** Understanding that collaborative efforts and strategic partnerships must be undertaken to effectively address literacy issues, the Georgia Municipal Association (GMA) and its nonprofit organization, Georgia City Solutions, members of the Georgia General Assembly, and football champion now turned children's author, Malcolm Mitchell, partnered with the Georgia Council on Literacy to launch "Georgia Reads" in 2024.
- WHEREAS:** Libraries are foundational to education, imagination, and opportunity, offering everything from early literacy programs to digital tools that support lifelong learning and personal growth and September is also Library Card Sign Up Month.
- WHEREAS:** September 22, 2025, marks a date when all Georgians are encouraged to create awareness about the importance of reading and encourage community partnerships to promote future literacy improvements.
- WHEREAS:** Together we can improve Georgia's economic vitality one book at a time.
- THEREFORE:** I, Rick Roquemore, do hereby proclaim September 22, 2025 as Auburn **READS DAY** and encourage all residents, businesses, and community partners to help promote and elevate literacy as a community priority.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 11th day of September, 2025.

Rick Roquemore, Mayor



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 3

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: August 21, 2025

PURPOSE: Waive the requirements of **(1)** Title 16, Sec. 16.28.030.C.1 and **(2)** Title 16, Sec. 16.28.060.B.1, to **(1)** allow for the construction of two permanently dead-ended streets and **(2)** permit access from residential parcels to those dead-end segments, respectively.

BACKGROUND: The applicant is requesting two waivers from the requirements of Title 16, concurrent with a request to rezone the site from AG to PUD for the construction of a 40 unit detached single-family residential subdivision on tax map parcels AU05 018 (21 Apalachee Church Rd) and AU05 019 (1675 McCully Dr).

On August 20, 2025 the rezoning request for this item was heard by the Planning Commission. During their discussion the proposed road network and the inclusion of the dead-end streets as part of the development.

Staff noted that the final site layout would be determined as part of the waiver request before City Council. With that understanding, the commission included in its motion a recommendation that the developer construct a second full-access entrance to McCully Drive at the point where the proposed internal street currently terminates in a dead end

STAFF RECOMMENDATION: Denial

FUNDING: N/A



MAYOR
Rick E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

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AGENDA ITEM: 5

TO: Mayor and Council

FM: Michael Parks
City Administrator

DATE: September 11, 2025

PURPOSE: Special Called Holiday Council Meeting Dates

BACKGROUND: The City of Auburn typically holds its Council meetings on the second and fourth Thursday of each month. However, due to the upcoming holidays, there is a scheduling conflict with the meetings originally set for November 27 and December 25.

RECOMMENDATION: Staff recommends scheduling special meetings on November 20 and December 18 to replace the regular meetings on November 27 and December 25.

FUNDING: N/A

ATTACHMENTS: N/A