



CITY ADMINISTRATOR

Michael E. Parks

PLANNING COMMISSION

Kim Skriba
Carolyn Wade
Bo Bland
Silvia Barber
Robert Yoe

PLANNING COMMISSION

AGENDA

February 19, 2025

1 Auburn Way

6:00 p.m.

CALL TO ORDER:

Appointment of Officers

Approval of Agenda

Approval of Minutes – October 16, 2024

OLD BUSINESS:

1. RZ-24-0000 the previously tabled application of MBC Developers, LLC c/o Andersen Tate & Carr, to rezone 100 Lyle Road (AU11 148) and 0 Main Street (AU11 031B), a combined 57.917± acres, from AG – Agricultural district to PUD – Planned Unit Development district for the purpose of developing the property with a 188-lot single-family detached subdivision

NEW BUSINESS:

1. FP-2001 Schmit + Associates requests consideration of final plat approval for Harmony Phase 2C for the development of 14 single-family lots in a CCD: City Center District.
2. FP-2002 Clayton Properties Group, Inc. d.b.a. Chafin Land Development & Hill Shop Road, LLC, requests consideration of final plat approval for Kentmere Subdivision for the development of 386 single-family lots in a PSV: Planned Suburban Village district.
3. FP-2003 Clayton Properties Group, Inc. d.b.a. Chafin Land Development, requests consideration of final plat approval for Summerlin Subdivision Phase One for the development of 116 single-family lots in a PSV: Planned Suburban Village district.
4. ZTA25-000 Proposed amendment to the City's Zoning Ordinance, 17.90.140 - PUD - Planned Unit Development District.

ANNOUNCEMENTS

ADJOURNMENT

Agenda subject to change.



Mayor
Richard E. Roquemore

City Council
Robert L. Vogel III
Taylor Sisk
Jamie Bradley
Joshua Rowan

City Administrator
Michael E. Parks

Planning & Zoning
Commission Meeting
Minutes

October 16, 2024

The meeting was Called to order by Chairwoman Skriba

The chairwoman read the Procedures of the Meeting

The chairwoman asked for approval of the agenda, motion, 2nd, all in favor, motion carried.

Chairwoman asked for the approval of minutes September 25, 2024, and a motion was made to approve, 2nd - all in favor, motion carried.

Old Business City Planner Presented

Chairwoman announced the next case **RZ 24-000**, MBC Developers, LLC c/o Andersen Tate & Carr, has applied to rezone 100 Lyle Road (AU11 148) and 0 Main Street (AU11 031B), a combined 57.917± acres, from AG – Agricultural District to PUD – Planned Unit Development district for the purpose of developing the property with a 188-lot single-family detached subdivision.

Staff presented that the applicant has requested to table the application until the December meeting because of the action that the City Council took the week prior on the PUD text amendment. The applicant may refile or revise their plan. Staff recommendation to table to the date the applicant request.

Melody Glouton representing Anderson, Tate & Carr spoke on behalf of the applicant for the text amendment requesting to table the item that is on the agenda in light of Councils action on the text Amendment until the December 18th meeting.

Planning Commission members were given the opportunity to inquire about Tabeling pros and cons.

The Chairwoman asked for a motion to table until December 18, all in favor. Motion passed.

Announcement made by Staff about an upcoming Planning & Zoning Class coming up.

Chairwoman asked for a motion to adjourn, motion made, motion passed



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1 Auburn Way
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission Members
FROM: Sarah McQuade, City Planner
DATE: February 12, 2025
RE: RZ 24-000 - Application to rezone 100 Lyle Road (AU11 148) and 0 Main Street (AU11 031B), a combined 57.917± acres, from AG – Agricultural district to PUD – Planned Unit Development district for the purpose of developing the property with a 188-lot single-family detached subdivision.

Dear Planning & Zoning Commission Members,

During the September 25, 2024, Planning & Zoning Commission meeting, the commission tabled this item, at the request of the applicant, until after a decision regarding ZTA 24-000 had been made by Mayor and Council. ZTA 24-000 will be heard at the October 16, 2024, Mayor and Council meeting.

At the October 16, 2024 Planning & Zoning Commission meeting this item was tabled to the December 19, 2024 Planning & Zoning Commission Meeting, at the request of the applicant. The December 19th meeting was cancelled and the item was not heard, again at the request of the applicant.

At this time there have been no changes to the request to rezone the property from AG – Agricultural district to PUD – Planned Unit Development district.

Please let me know if you have any questions.

Thank you.

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



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1 AUBURN WAY
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission
FROM: Sarah McQuade, City Planner
DATE: February 19, 2025
RE: Harmony Phase 2C Final Plat Approval

Dear Planning & Zoning Commission,

The applicant is requesting approval of a final plat for Harmony Phase 2C pursuant to [Title 16](#) – Development Regulations of the City of Auburn.

PROPOSAL:

The purpose of the final plat is to record the subdivision of Phase 2C of the Harmony development with the Barrow County Clerk of Court. Phase 2C will consist of 14 single-family residences on individual lots, in addition to common area owned by Harmony Neighborhood Association, Inc. Once a final plat has been recorded, the applicant may sell the lots and begin vertical construction of the residences.

BACKGROUND / CURRENT ZONING:

On January 7, 2021, the Mayor and Council approved the new City Center District zone, (CCD, [17.90.200](#)), which was adopted to allow for the mixture of civic, commercial, and higher density residential uses in proximity to the new Municipal Complex, which includes City Hall. At the same time, the City approved the rezoning of 57.06± acres to CCD for the Complex. The conceptual master development plan consisted of 29.40± acres and included the new City Hall, a series of civic open spaces to include pocket parks and community greens, with a mixture of 142 residential units surrounding the City Hall. The proposed residential units included a mixture of detached single-family homes, townhomes, and micro-homes. Phase 2C accounts for 14 of the 142 approved residential lots for the development.

ANALYSIS:

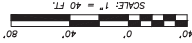
Per [Sec. 16.20.070 – Approval of Final Subdivision Plat](#), the approval of the final plat shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the public are in compliance with appropriate standards, regulations, codes and ordinances.

- Sec. 16.20.070.A.2 states the city planner/engineer shall notify the applicant within thirty days of the formal submittal of the final plat the date of the scheduled meetings of the city council of the city which may consider the approval of the final plat, and shall indicate on a review copy of the final plat or in a written memorandum all comments related to compliance of the final plat with these regulations, the zoning ordinance, conditions of zoning approval, and the regulations of the city, Barrow and/or Gwinnett County departments, and state agencies as appropriate. The city council shall have final authority to determine the applicability of any and all comments under these development regulations, the zoning ordinance or conditions of zoning approval.
 - *Staff has reviewed the final plat for compliance with the above referenced regulations, ordinances, and conditions of zoning, and has found the following nonconformity.*
 - *Sec. 16.20.070.A.16.xxi – The statement of final plat approval, pursuant to Sec. 16.20.070.A.19.iii, is not fully provided on the final plat. Several parts of it are missing.*
 - *The final plat depicts a “phase 2C” phase line and label on a parcel that belongs to the Barrow County Board of Education, immediately north of the subject site.*
 - *Engineering recommends that House Location Plans (HLP) be provided for proposed lots 71 and 72 prior to the issuance of a building permits on those parcels.*

STAFF RECOMMENDATION:

Staff recommends **approval with modifications** of the final plat for Harmony Phase 2C on the findings that with modifications, the proposed final plat would be compliant with [Sec. 16.20.070 – Approval of Final Subdivision Plat](#) and satisfy all conditions of zoning that apply to the property. Staff recommend the following modifications be made to the final plat.

1. The statement of final plat approval, pursuant to Sec. Sec. 16.20.070.A.19.iii, shall be provided on the final plat prior to submittal with the Barrow County Clerk of Court.
2. Phase lines shall be adjusted to most closely reflect said boundaries prior to submittal with the Barrow County Clerk of Court.
3. Platted lots 71 and 72 shall be labeled “HLP” to indicate the need for House Location Plans prior to submittal of the final plat to the Barrow County Clerk of Court.



GEORGIA GRID NORTH
 MAP1983 - WEST ZONE

THE MAPS OF THE CITY OF AUBURN, GEORGIA, CONTAINING THESE PLAT COMPLETES REGULATIONS, AND THIS BEEN APPROVED BY ALL OFFICERS AND MEMBERS OF THE MAJOR HEREBY ASSENTS ON BEHALF OF THE CITY OF AUBURN, THE EDUCATION OF ADVANCE, AND OTHER PUBLIC UTILITIES AND AMPLIFICATIONS SHOWN THEREON, SUBJECT TO THE PROVISIONS AND REQUIREMENTS OF THE DEVELOPMENT PERFORMANCE SUBJECT TO THE PROVISIONS AND REQUIREMENTS OF THE DEVELOPMENT PERFORMANCE OF THE CITY OF AUBURN.

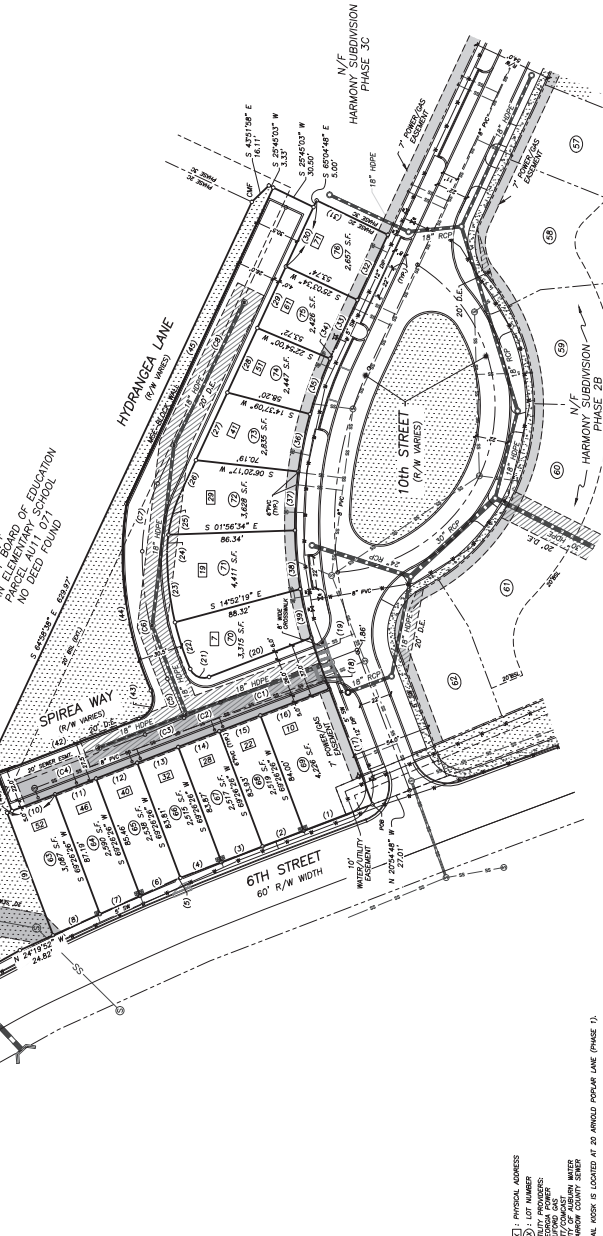
DATED THIS _____ DAY OF _____, 2025
 MAYOR, CITY OF AUBURN

FINAL PLAT APPROVAL
 I HEREBY CERTIFY THAT THE SUBMISSIONS SHOWN HEREIN HAVE BEEN MADE TO THE AUBURN CITY ENGINEER AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA, AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA, AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA.

DATED THIS _____ DAY OF _____, 2025
 CITY OF AUBURN PLANNER/ENGINEER

FINAL PLAT APPROVAL
 I HEREBY CERTIFY THAT THE SUBMISSIONS SHOWN HEREIN HAVE BEEN MADE TO THE AUBURN CITY ENGINEER AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA, AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA.

DATED THIS _____ DAY OF _____, 2025
 CITY OF AUBURN PLANNER/ENGINEER



IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AS TO THE PROPERTY SHOWN THEREON, AND THAT THE PROPERTY SHOWN THEREON IS THE ACTUAL PROPERTY OWNED BY THE CITY OF AUBURN, GEORGIA, AND THAT THE PROPERTY SHOWN THEREON IS THE ACTUAL PROPERTY OWNED BY THE CITY OF AUBURN, GEORGIA, AND THAT THE PROPERTY SHOWN THEREON IS THE ACTUAL PROPERTY OWNED BY THE CITY OF AUBURN, GEORGIA.

DATED THIS _____ DAY OF _____, 2025
 MAYOR, CITY OF AUBURN

FINAL PLAT APPROVAL
 I HEREBY CERTIFY THAT THE SUBMISSIONS SHOWN HEREIN HAVE BEEN MADE TO THE AUBURN CITY ENGINEER AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA, AND THAT IT HAS BEEN APPROVED FOR THE CITY OF AUBURN FOR AUBURN, GEORGIA.

DATED THIS _____ DAY OF _____, 2025
 CITY OF AUBURN PLANNER/ENGINEER

OWNER'S ACKNOWLEDGMENT AND DECLARATION
 THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HEREON, HEREBY ACKNOWLEDGES AND DECLARES THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT, AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT, AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

SIGNATURE OF SUBSCRIBER _____ DATE SIGNED _____
 PRINTED OR TYPED NAME OF SUBSCRIBER _____
 SIGNATURE OF OWNER _____ DATE SIGNED _____
 PRINTED OR TYPED NAME OF OWNER _____

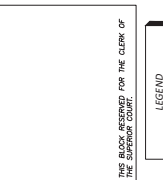
THE BOOK REQUIRED FOR THE CLERK OF SUPERIOR COURT
 BARROW COUNTY, GEORGIA

LEGEND
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MINER DELAWARE
 3125 VERMONT ROAD NE
 WASHINGTON, DC 20002
 PHONE: 703-338-3845

A/E/C
 50 Warm Springs Circle
 Marietta, GA 30067
 Phone: 770-411-1841
 www.aec.com

HARMONY REDEVELOPMENT ASSOCIATION, INC.
 REFERENCES:
 1. FALCON DESIGN CONSULTANTS, DATED MARCH 20, 2020.
 W. SHAWNE FLOYD
 CLERK (RECYCLED)
 DATE: 2/2/2025



LOCATION MAP - N.T.S.
 AUBURN, GEORGIA

DATE: 2/2/2025
 W. SHAWNE FLOYD
 CLERK (RECYCLED)



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1 AUBURN WAY
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission
FROM: Sarah McQuade, City Planner
DATE: February 19, 2025
RE: Kentmere Final Plat Approval

Dear Planning & Zoning Commission,

The applicant is requesting approval of a final plat for Kentmere pursuant to [Title 16](#) – Development Regulations of the City of Auburn.

PROPOSAL:

The purpose of the final plat is to record the subdivision of Kentmere with the Barrow County Clerk of Court. At a total area of 75.99 acres, Kentmere will consist of 143 detached houses and 243 town houses, for a total of 386 single-family residences on individual lots. Additionally, two commercial parcels and 1.99 acres dedicated to resident recreation are planned. Once a final plat has been recorded, the applicant may sell the lots and begin vertical construction.

BACKGROUND / CURRENT ZONING:

On June 17, 2021, an ordinance was adopted to rezone the subject assemblage from R-3: Multi-Family Residential District to [PSV](#): Planned Suburban Village. The rezoning decision was accompanied by 15 conditions as provided below:

To restrict the use of the property as follows:

1. Single family detached, townhome, and commercial uses in general accordance with the site plan titled "Zoning Master Plan," dated April 6, 2021, revised May 17, 2021, May 31, 2021, June 1, 2021, and presented at the June 3 City Council public hearing, subject to the provisions outlined in these

conditions. The frontage on Hills Shop Road shall include two lots to be used for commercial or office purposes with a total aggregate area of not less than 2.8 acres.

2. Detached homes shall be constructed with front facades of primarily brick or stacked stone. The balance of the home may be the same, or of fiber-cement siding or shake with a minimum three-foot high brick or stacked stone water table. Detached homes shall be a minimum of 1,800 heated square feet.
3. Townhomes shall be constructed with front facades of primarily or stacked stone [sic]. The balance of the home may be the same, or fiber-cement siding or shake. The side and rear facades of townhomes shall be comprised of at least fifty percent (50%) brick or stone. Townhomes shall be a minimum of 1,450 heated square feet for single car units and 1,750 square feet for double car units. Townhouses not to exceed 269 units.

To satisfy the following site development considerations:

1. No direct access shall be allowed to Hill's Shop Road.
2. All streets to be privately owned and maintained.
3. A mandatory Homeowners Association shall be established and shall be responsible for maintenance of all common areas/facilities and common area landscaping. The Hill's Shop Road frontage shall be landscaped by the developer and maintained by the Homeowners Association and shall include decorative masonry entrance features. A decorative fence shall be required along the Hills Shop Road frontage. Landscape plans, entrance features, and fencing shall be subject to the review and approval of the Community Development Director.
4. Said association shall be incorporated which provides for townhome building maintenance, repair, insurance, and working capital. Said association must also include declarations and by-laws includes rules and regulations [sic] which shall at a minimum regulate and control the following:
 - a. Exterior home façade repairs, including roofing and painting for the townhome units.
 - b. All grounds and common area maintenance, including detention facilities.
 - c. Maintenance of fences, walls, and signs within common area.
 - d. Street maintenance and landscaping.
5. Natural vegetation shall remain on the property until the issuance of a development permit.
6. All grassed areas on dwelling lots shall be sodded excluding slopes and landscape planting areas identified on the Zoning Master Plan.
7. Underground utilities shall be provided throughout the development.
8. Stormwater detention facilities shall be fenced with a black vinyl-coated chain link fence a minimum of four feet in height and shall be fully screened from view of adjacent residences with a double staggered row of evergreens.
9. Building lots and stormwater facilities shall not be located within any stream buffer.
10. Provide a 40-foot undisturbed buffer adjacent to adjoining property lines.
11. The final plat shall contain a note advising purchasers that the property lies in close proximity to a railroad right of way.

12. No more than 140 residential building permits shall be issued prior to the end of 2022 and no more than 280 total permits will be issued by the end of 2023. All remaining permits may be available to be issued in 2024.

The land depicted on the final plat represents the entirety of the PSV development approved in 2021.

ANALYSIS:

Per [Sec. 16.20.070 – Approval of Final Subdivision Plat](#), the approval of the final plat shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the public are in compliance with appropriate standards, regulations, codes and ordinances.

- Sec. 16.20.070.A.2 states the city planner/engineer shall notify the applicant within thirty days of the formal submittal of the final plat the date of the scheduled meetings of the city council of the city which may consider the approval of the final plat, and shall indicate on a review copy of the final plat or in a written memorandum all comments related to compliance of the final plat with these regulations, the zoning ordinance, conditions of zoning approval, and the regulations of the city, Barrow and/or Gwinnett County departments, and state agencies as appropriate. The city council shall have final authority to determine the applicability of any and all comments under these development regulations, the zoning ordinance or conditions of zoning approval.
 - *Staff has reviewed the final plat for compliance with the above referenced regulations, ordinances, and conditions of zoning, and has found the following nonconformities.*
 - *Sec. 16.20.070.A.16.x – The City Limits of Auburn are depicted on all sides of the assemblage, implying that the site does not abut any other parcels within the City. The land opposite of the railroad tracks is in the City; therefore, there is no City Limit abutting the railroad right-of-way.*
 - *Sec. 16.20.070.A.16.xiv – Pursuant to Sec. 17.90.141.I.4, a landscape strip no less than 15 feet in depth is required along all internal streets. In some instances (i.e. platted lots 124 through 144), a 10-foot landscape strip is provided, which does not meet the 15-foot minimum. In other cases (i.e. northwest sides of platted lots 22 and 23) the landscape strip depth is not specified along the abutting internal street.*
 - *Sec. 16.20.070.A.16.xvii – The land area (coverage) of each proposed stormwater pond is not specified.*
 - *Sec. 16.20.070.A.16.xxi – The final plat approval statement, pursuant to Sec. 16.20.070.A.19.iii, provides the year as "2024". Furthermore, the first portion of the statement is missing.*
 - *Staff has reviewed the final plat for compliance with zoning conditions, and has found the following inconsistencies.*
 - *Site development condition #4 – It is unclear if the Homeowners Association will*

provide for townhome building maintenance, repair, insurance, and working capital.

- *Site development condition #8 – Not all residences adjacent to stormwater detention facilities are screened by double staggered rows of evergreens (i.e. platted lots 53 through 56).*
- *The Area table on the cover sheet does not account for 100-year floodplains, wetland areas, sidewalks under 8 feet wide, or stormwater facilities. These features cannot count as open space or common area ([Sec. 16.24.090](#) and [Sec. 17.90.141.I.2](#)).*
- *General Note 17 on the cover page states that the zoning designation of the site is “CS”, which is correctly contradicted by General Note 3.*
- *On-street and amenity area parking calculations have not been provided.*

STAFF RECOMMENDATION:

Staff recommends **Approval with modifications** of the final plat for Kentmere on the findings that with modifications, the proposed final plat would be compliant with [Sec. 16.20.070 – Approval of Final Subdivision Plat](#) and satisfy all conditions of zoning that apply to the property. Staff recommend the following modifications be made to the final plat.

1. The City Limits of Auburn shall be modified on the final plat for accuracy prior to submittal with the Barrow County Clerk of Court.
2. All platted parcels shall be shown with a landscape strip no less than 15 feet in width along all internal streets prior to submittal with the Barrow County Clerk of Court.
3. All stormwater ponds proposed within the platted area shall be accompanied by a note specifying their surface areas prior to submittal with the Barrow County Clerk of Court.
4. The statement of final plat approval, pursuant to Sec. Sec. 16.20.070.A.19.iii, shall be provided on the final plat prior to submittal with the Barrow County Clerk of Court.
5. The City Planner or their designee shall review the Kentmere covenants and restrictions for compliance with site development condition #4 prior to submittal with the Barrow County Clerk of Court.
6. Full compliance with site development condition #8 shall be depicted on the final plat prior to submittal with the Barrow County Clerk of Court.
7. An accurate portrayal of areas that cannot be considered open space or common area, pursuant to [Sec. 16.24.090](#) and [Sec. 17.90.141.I.2](#), shall be included on the cover sheet of the final plat prior to submittal with the Barrow County Clerk of Court.
8. General Note 17 on the final plat cover sheet shall be amended or removed so that the area zoning designation is not misrepresented prior to submittal with the Barrow County Clerk of Court.
9. On-street and amenity parking calculations shall be provided on the final plat prior to submittal with the Barrow County Clerk of Court.



**Land Development
Surveyors, Inc.**
P.O. Box 2050
Douglas, GA 31019
(770) 692-8206
LSURV@CS2003GMAIL.COM
COA LSF#00832

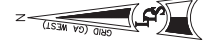
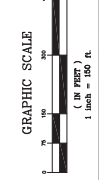


KENTMERE
PROJECT'S ACRES: 404.8 ACRE & 0049
LOCATED IN GEORGIA MILITA DISTRICT 1740
CITY OF AUBURN, BARBON COUNTY, GEORGIA
SCALE: 1"=150'

OVRALL SHEET TITLE	
J/B/F	LM
DRAWN	CHECKED

NO	DESCRIPTION	DATE	1/2/25	1	ADDRESS COMMENTS

2 of 7
JOB NUMBER: 22178
DATE: 9/6/24



- LEGEND**
- ON LINE
 - IRON PIN SET (.72" REBAR)
 - CONCRETE MONUMENT FOUND
 - BENCHMARK
 - HIGH DENSITY POLYURETHANE PIPE
 - LAND LOT LINE
 - CENTERLINE
 - BRITISH LIME
 - P/W
 - SANITARY SEWER EASEMENT
 - COMMUNICATIONS RESISTAL
 - LIGHT POLE W/ MANNING
 - MANHOLE OR UTILITY POLE
 - SAUCER BOX
 - HEADWALL
 - GRATE INLET
 - WATER VALVE
 - GAS VALVE
 - EXISTING GROUND ELEVATION
 - EXISTING CONTOUR ELEVATION
 - DOUBLE MANHOLE CONTROL VALVE
 - DIR
 - BACK OF CURB
 - PREP/PA
 - POINT OF BEGINNING
 - ELEVATION
 - INVERT ELEVATION
 - EDGE OF PAVEMENT
 - REINFORCED CONCRETE PIPE
 - POLYETHYLENE GLASS FIBER REINFORCED PIPE
 - BEFORE WATER ACCESS LID
 - POWERLINE
 - TELEPHONE LINE
 - GAS LINE
 - ROUND TELEPHONE LINE
 - CABLE TV LINE
 - SANITARY SEWER LINE
 - WATER LINE / PPE
 - BRANCH / CREEK / STREAM CENTERLINE
 - FLOOD HAZARD ZONE
 - NEW OR FORMERLY
 - SANITARY SEWER FORCE MAIN

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON OR PERSONS FOR WHOM IT WAS PREPARED AND DOES NOT CONSTITUTE A GUARANTEE OR EXPRESSED REPRESENTATION BY THE SURVEYOR OR ANY OTHER PERSON.

INFORMATION REGARDING THE REPUTATION, SIZE, CHARACTER AND LOCATION OF THIS PROJECT IS THE RESPONSIBILITY OF THE CLIENT. THE SURVEYOR'S LIABILITY IS LIMITED TO THE ACCURACY OF HIS MEASUREMENTS AND THE LOCATION AND ARRANGEMENT OF UNDERGROUND UTILITIES AND CONDUITS. THE SURVEYOR HAS NO LIABILITY FOR ANY DAMAGE TO PERSONS OR PROPERTY THAT MAY BE CAUSED BY THE INSTALLATION OF UTILITIES OR CONDUITS. THE SURVEYOR HAS EMPLOYEES, AGENTS AND ASSISTANTS WHOSE ACTIONS AND OMISSIONS ARE BINDING ON HIM. HE IS NOT RESPONSIBLE FOR THE CORRECTNESS OF INFORMATION SUPPLIED BY OTHERS, NOR FOR THE CONSEQUENCES OF ANY OMISSIONS OR ERRORS IN THIS PLAN.



**Land Development
Surveyors, Inc.**
P.O. BOX 2050
DALLAS, TX 75208
(770) 842-8208
LDSURV@GMAIL.COM
COA LST#00822



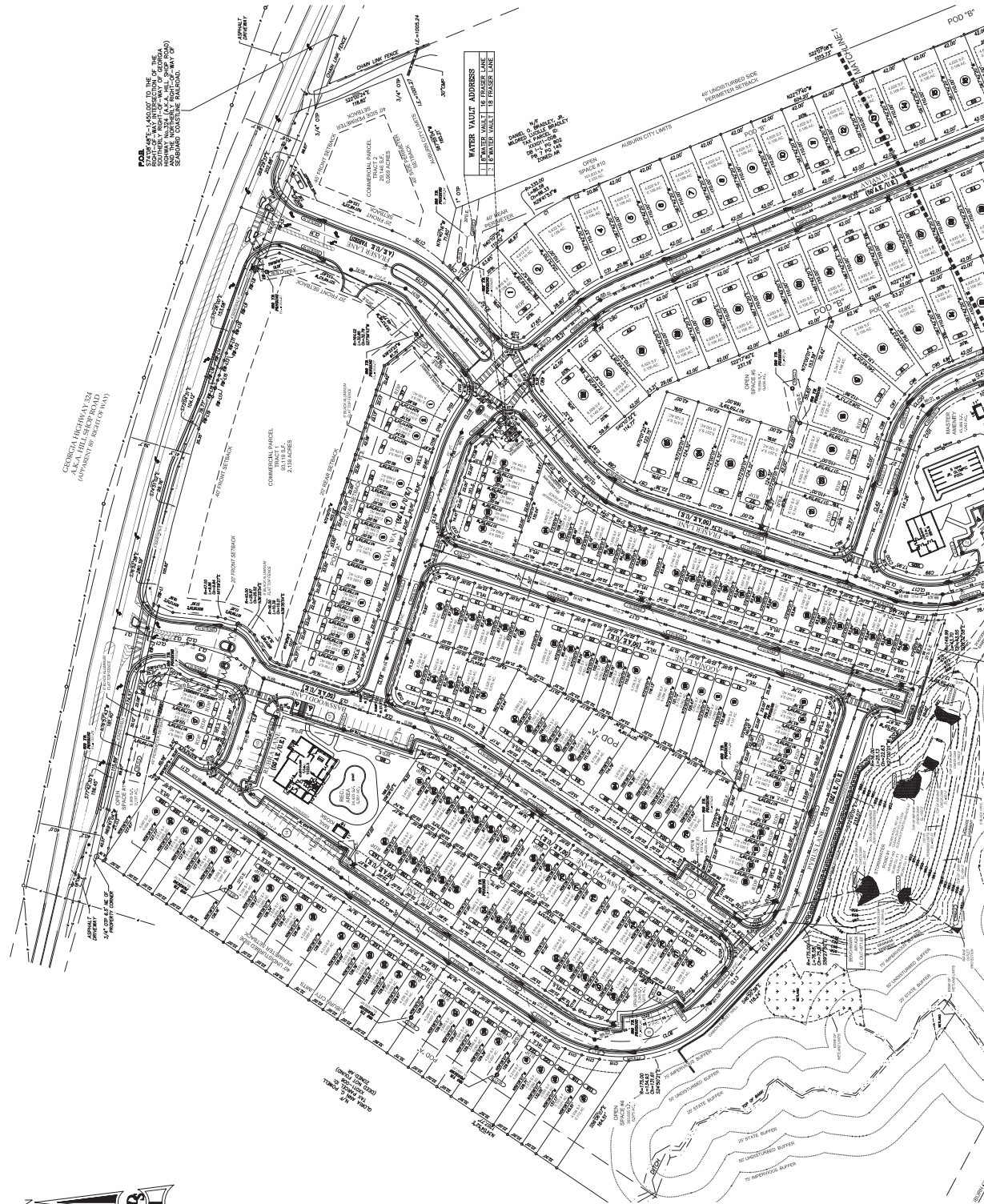
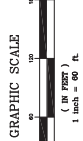
KENTMERE

SCALE: 1"=60'
CITY OF AUBURN, BARBON COUNTY, GEORGIA
PARCELS A/01 004, 004A, & 004B
LOCATED IN SECTION 16/14, TOWNSHIP 7/40

FIELD	DATE	BY	CHECKED
SHEET TITLE			
FINAL PLAN FOR			

DATE	NO.	DESCRIPTION
9/6/24	1	ADDRESS COMMENTS

DATE	NO.	DESCRIPTION
9/6/24	1	ADDRESS COMMENTS



THIS BLOCK REPRESENTS THE CENTER OF THE SURVEYOR'S CURSORS.

LEGEND

N/L	N/L	1/4" IRON PIN SET (1/2" REBAR)
IP/S	IP/S	CONCRETE MONUMENT FOUND
TM	TM	TEMPORARY BENCHMARK
LM	LM	LAND LOT LINE
LL	LL	LAND LOT LINE
CL	CL	CENTERLINE
R/W	R/W	RIGHT-OF-WAY / EASEMENT
D.S.	D.S.	DRAINAGE SEWER
COM	COM	COMMUNICATIONS FACILITY
LP	LP	LIGHT POLE OR UTILITY POLE
MAN	MAN	MANHOLE
JB	JB	JUNCTION BOX
DI	DI	DRAINAGE INLET / GATE INLET
WV	WV	WATER VALVE
GV	GV	GAS VALVE
PE	PE	PRESSURIZED ELEVATION
SE	SE	EXISTING CONTOUR ELEVATION
MB	MB	DOUBLE WING CATCH BASIN
CV	CV	CHURN VALVE
TOC	TOC	TOP OF CURB
FB	FB	FLAT BOOK / PAGE
PRB	PRB	POINT OF BEGINNING
ELEV	ELEV	ELEVATION
FTE	FTE	FINISHED FLOOR ELEVATION
EP	EP	EDGE OF PAVEMENT
RC	RC	REINFORCED CONCRETE PIPE
PVC	PVC	POLYVINYLCHLORIDE PIPE
ACC	ACC	ACCESS LID
POW	POW	POWERLINE AND POWER
TEL	TEL	TELEPHONE LINE
GL	GL	GAS LINE
TL	TL	UNDERGROUND CABLE T.V. LINE
SW	SW	SEWER MAIN
WM	WM	WATER MAIN
BR	BR	BRANCH / CREEK / STREAM CENTERLINE
FL	FL	FLOOD HAZARD ZONE LIMITS
UA	UA	UNLIMITED ACCESS
N/F	N/F	NEW OR FORMERLY SANITARY / SEWER FORCE MAIN

THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY, AND HAS FOUND THE INFORMATION TO BE ACCURATE AND COMPLETE. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY, AND HAS FOUND THE INFORMATION TO BE ACCURATE AND COMPLETE. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY, AND HAS FOUND THE INFORMATION TO BE ACCURATE AND COMPLETE.



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COA LST#000833



KENTMERE
MARCUS'S ARMS GOLF COURSE & SPA
LOCATED IN GEORGIA WILKINSON COUNTY, GEORGIA
SCALE: 1"=60'

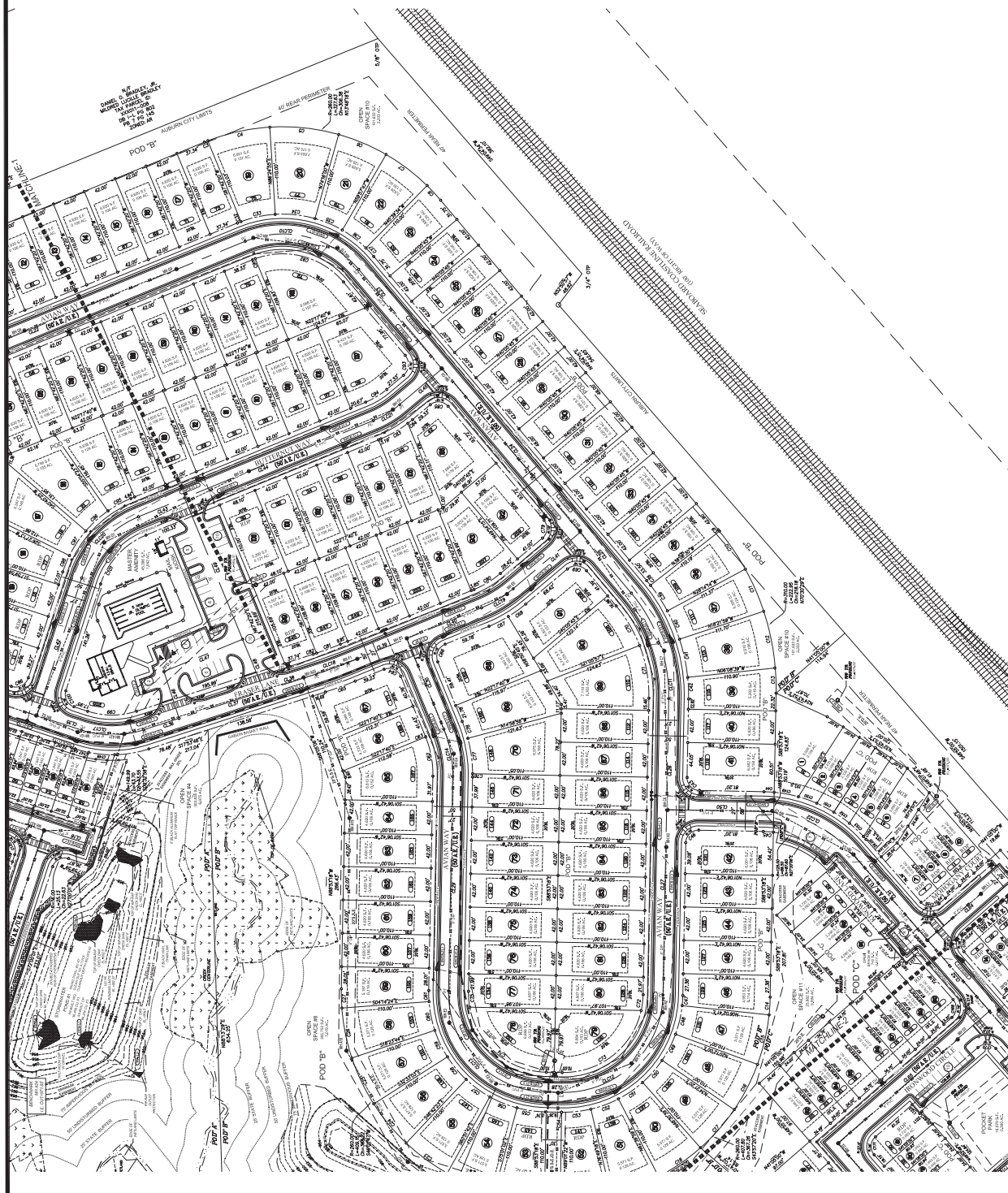
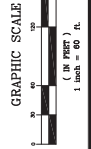
**FINAL PLAN
FOR:**
SHEET TITLE

FIELD DRAWN
CHECKED
DATE 1/9/25
ADDRESS COMMENTS

DATE NO DESCRIPTION

DATE 9/6/24
JOB NUMBER 2278

5 of 7



- LEGEND**
- ON LINE
 - MAIL FOUND (1/2" BEARS)
 - IRON PIN FOUND
 - BENCHMARK FOUND
 - BENCHMARK
 - HIGH DENSITY POLYURETHANE PIPE
 - PROPERTY LINE
 - BUILDING LINE
 - SANITARY SEWER EASEMENT
 - COMMUNICATIONS FIBER
 - COMMUNICATIONS MANHOLE
 - POWER POLE OR UTILITY POLE
 - CATCH BASIN
 - HEADWALL BOX
 - GROUND INLET
 - FIRE HYDRANT
 - WATER METER
 - EXISTING GROUND ELEVATION
 - PROPOSED GROUND ELEVATION
 - PROPOSED CONTOUR ELEVATION
 - IRRIGATION CONTROL VALVE
 - BACK OF CURB
 - P.O.A. FLOOR PAUSE
 - DEED BOOK / PAGE
 - TITLE POINT OF BEGINNING
 - INVERT ELEVATION
 - EDGE OF PAVEMENT
 - CORRUGATED METAL PIPE
 - DUCTILE IRON PIPE
 - STORMWATER ACCESS LID
 - POWERLINE
 - UNDERGROUND POWER
 - UNDERGROUND TELEPHONE LINE
 - CABLE T.V. LINE
 - SANITARY SEWER LINE
 - STORM SEWER PIPE
 - FENCE LINE
 - DITCH / DRAIN CENTERLINE
 - TREE
 - HAZARD ZONE LIMITS
 - UNITED ADDRESS
 - UNINCORPORATED AREA
 - SANITARY SEWER FORCE MAIN

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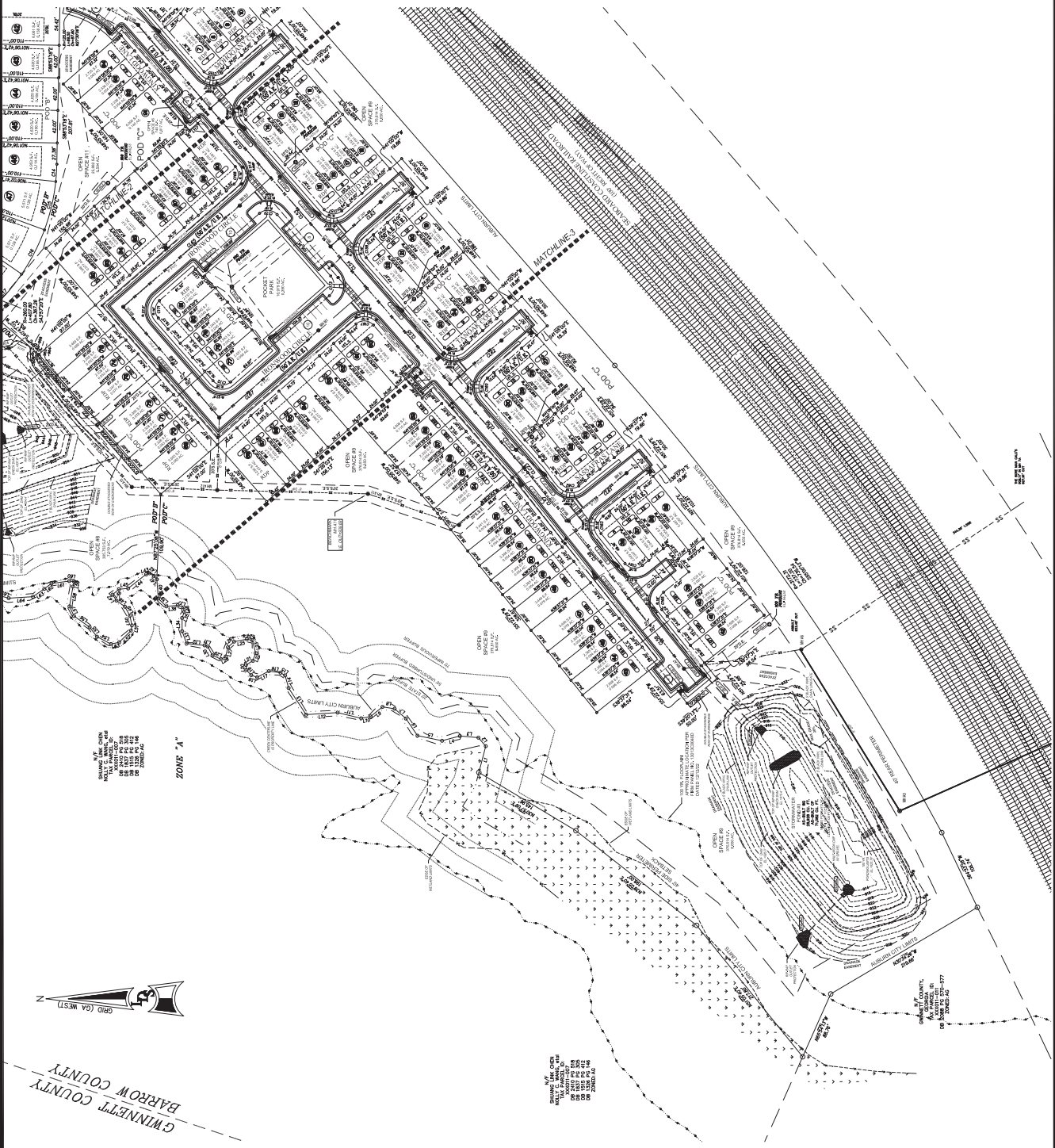
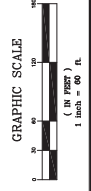


KENTMERE
 PARCELS A, 00A, 00A4, & 00A8
 LOCATED IN GEORGIA MILITARY DISTRICT 1740
 CITY OF ALBANY, BARROW COUNTY, GEORGIA
 SCALE: 1"=60'

FINAL PLAN
FOR:
SHEET TITLE

DATE	NO.	DESCRIPTION
9/6/24	1	ADDRESS COMMENTS
1/9/25		

7 of 7
22178
9/6/24



BARROW COUNTY
GWINNETT COUNTY

LEGEND

OL	ON LINE
ML	MAN FOUND (1/2" REBAR)
IFP	IRON PIN FOUND
BM	BENCHMARK
EM	ELEVATION MARK
HP	HIGH DENSITY POLYETHYLENE PIPE
LL	LAND LOT LINE
PL	PROPERTY LINE
BL	BUILDING LINE
SL	SANITARY SEWER EASEMENT
SE	SEWER EASEMENT
DE	DRAINAGE EASEMENT
CM	COMMUNICATIONS MANHOLE
UP	UTILITY POLE OR UTILITY POLE
CB	CATCH BASIN
HW	HEADWALL BOX
DI	DROP INLET/GRAPE INLET
FI	FIRE HYDRANT
WM	WATER METER
AW	AWAY FROM
GE	EXISTING GROUND ELEVATION
PE	PROPOSED GROUND ELEVATION
CO	PROPOSED CONTOUR ELEVATION
IR	IRIGATION CONTROL VALVE
BL	BLANK AS CURB
PC	TOP OF CURB PAGE
DB	DEED BOOK / PAGE
TR	TRUE POINT OF BEGINNING
EL	ELEVATION
FE	FINISHED FLOOR ELEVATION
CM	CORRUGATED METAL PIPE
DIP	DUCTILE IRON PIPE
ST	STORMWATER ACCESS LID
BR	BRANCH MARK
UP	UNDERGROUND POWER
UT	UNDERGROUND TELEPHONE LINE
UTV	UNDERGROUND TELEVISION CABLE T.V. LINE
UCV	UNDERGROUND CABLE
STP	STORM SEWER PIPE
FL	FENCE LINE
FC	FENCE CENTERLINE
TR	TRUCK HAZARD ZONE LIMITS
LA	LIMITED ACCESS
SM	SANITARY SEWER FORCE MAIN

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COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1 AUBURN WAY
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission
FROM: Sarah McQuade, City Planner
DATE: February 19, 2025
RE: Summerlin Phase 1 Final Plat Approval

Dear Planning & Zoning Commission,

The applicant is requesting approval of a final plat for Summerlin Phase 1 pursuant to [Title 16](#) – Development Regulations of the City of Auburn.

PROPOSAL:

The purpose of the final plat is to record the subdivision of Summerlin Phase 1 with the Barrow County Clerk of Court. At a total area of 56.55 acres, Summerlin Phase 1 will consist of 116 detached houses on individual lots. Additionally, 1.55 acres of land will be dedicated to resident amenities. Once a final plat has been recorded, the applicant may sell the lots and begin vertical construction of the residences.

BACKGROUND / CURRENT ZONING:

On October 7, 2021, the Mayor and Council approved an ordinance to annex the subject assemblage as a [PSV](#): Planned Suburban Village. The rezoning decision was accompanied by 18 conditions as provided below:

1. Proposed development shall be constructed in general conformance with site plan titled "Carl Cedar Hill Road - Concept Plan" dated May 6, 2021.
2. Development shall be limited to single-family detached dwellings and accessory uses.
3. Homes shall be constructed with front façades of primarily brick or stacked stone. The balance of the home may be the same, or of fiber-cement siding or shake, with a minimum three-foot high brick or stacked stone water table.

4. Homes shall be a minimum of 1,800 heated square feet. Two-story homes shall be a minimum of 2,200 heated square feet.
5. All dwellings shall have at least a double-car garage.
6. No direct lot access shall be allowed to Carl-Cedar Hill Road.
7. All streets to be privately owned and maintained.
8. A mandatory Homeowner's Association shall be established and shall be responsible for maintenance of all common areas/facilities. The Carl-Cedar Hill Road frontage shall be landscaped by the developer and maintained by the Homeowners Association and shall include decorative masonry entrance features. A decorative fence shall be required along the Carl-Cedar Hill Road frontage. Landscape plans, entrance features, and fencing shall be subject to the review and approval of the Community Development Director.
9. Natural vegetation shall remain on the property until the issuance of a development permit.
10. All grassed areas on dwelling lots shall be sodded.
11. Underground utilities shall be provided throughout the development.
12. Stormwater detention facilities shall be fenced with a black vinyl-coated chain link fence a minimum of four feet in height and shall be fully screened from view of adjacent residences with a double-staggered row of evergreens.
13. Building lots and stormwater facilities shall not be located within any stream buffer.
14. Provide a 40-foot undisturbed buffer adjacent to adjoining property lines.
15. Developer shall submit a Traffic Impact Study prior to the issuance of a land disturbance permit.
16. Developer shall construct all project access improvements recommended by the traffic study including, but not limited to:
 - a. Install a deceleration lane into the development.
 - b. Install a left-turn lane into the development.
17. The final plat shall include a disclosure which provides that "Purchasers are notified that the property described herein is contiguous to a farm operation and animals which may produce sights, sounds, and smells commonly associated with agricultural practices and uses."
18. Developer shall install and the Homeowners Association shall maintain a six-foot tall wood privacy fence along the common boundary line of the subject property and the Hutchins property (bearing tax parcel numbers XX050 003 & XX050 004) and the common boundary line of the subject property and the Hardegree property (bearing tax parcel XX050 002).

Please note that substantial acreage has been set aside for future phases of Summerlin, as depicted on the final plat.

ANALYSIS:

Per [Sec. 16.20.070 – Approval of Final Subdivision Plat](#), the approval of the final plat shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the

public are in compliance with appropriate standards, regulations, codes and ordinances.

- Sec. 16.20.070.A.2 states the city planner/engineer shall notify the applicant within thirty days of the formal submittal of the final plat the date of the scheduled meetings of the city council of the city which may consider the approval of the final plat, and shall indicate on a review copy of the final plat or in a written memorandum all comments related to compliance of the final plat with these regulations, the zoning ordinance, conditions of zoning approval, and the regulations of the city, Barrow and/or Gwinnett County departments, and state agencies as appropriate. The city council shall have final authority to determine the applicability of any and all comments under these development regulations, the zoning ordinance or conditions of zoning approval.
 - *Staff has reviewed the final plat for compliance with the above referenced regulations, ordinances, and conditions of zoning, and has found the following nonconformity.*
 - *Sec. 16.20.070.A.16.xxi – The final plat approval statement, pursuant to Sec. 16.20.070.A.19.iii, is partially missing.*
 - *Staff has reviewed the final plat for compliance with zoning conditions, and has found the following inconsistencies.*
 - *Condition #12 – the final plat does not depict a black vinyl-coated chain link fence, nor a double-staggered row of evergreens, to screen stormwater detention facilities from view of adjacent residences.*
 - *Condition #13 – several building lots encroach upon 75-foot impervious stream buffer (i.e. rear of lots 70 through 73).*
 - *The Area table on the cover sheet does not account for 100-year floodplains, wetland areas, sidewalks under 8 feet wide, or stormwater facilities. These features cannot count as open space or common area ([Sec. 16.24.090](#) and [Sec. 17.90.141.I.2](#)).*

STAFF RECOMMENDATION:

Staff recommends **approval with modifications** of the final plat for Summerlin on the findings that with modifications, the proposed final plat would be compliant with [Sec. 16.20.070 – Approval of Final Subdivision Plat](#) and satisfy all conditions of zoning that apply to the property. Staff recommend the following modifications be made to the final plat.

1. The statement of final plat approval, pursuant to Sec. Sec. 16.20.070.A.19.iii, shall be provided on the final plat prior to submittal with the Barrow County Clerk of Court.
2. A note shall be added to the final plat stating that: "No improvement shall be permitted in the 75-foot impervious stream buffer for lots: 63, 65, 70, 71, 72, 73, 77, 78, 79, 83, 84, 88, and 89.
3. An accurate portrayal of areas that cannot be considered open space or common area, pursuant to [Sec. 16.24.090](#) and [Sec. 17.90.141.I.2](#), shall be included on the cover sheet of the final plat prior to submittal with the Barrow County Clerk of Court.



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SUMMERLIN
PHASE 1
PARENT PARCELS
LOCATED IN GEORGIA MULTI-DISTRICT 1743
BARROW COUNTY, GEORGIA
SCALE: 1"=150'

OVERRIDE	FOR:	SHEET TITLE	DRAMA	JB/SP	LM
			CHECKED		

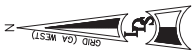
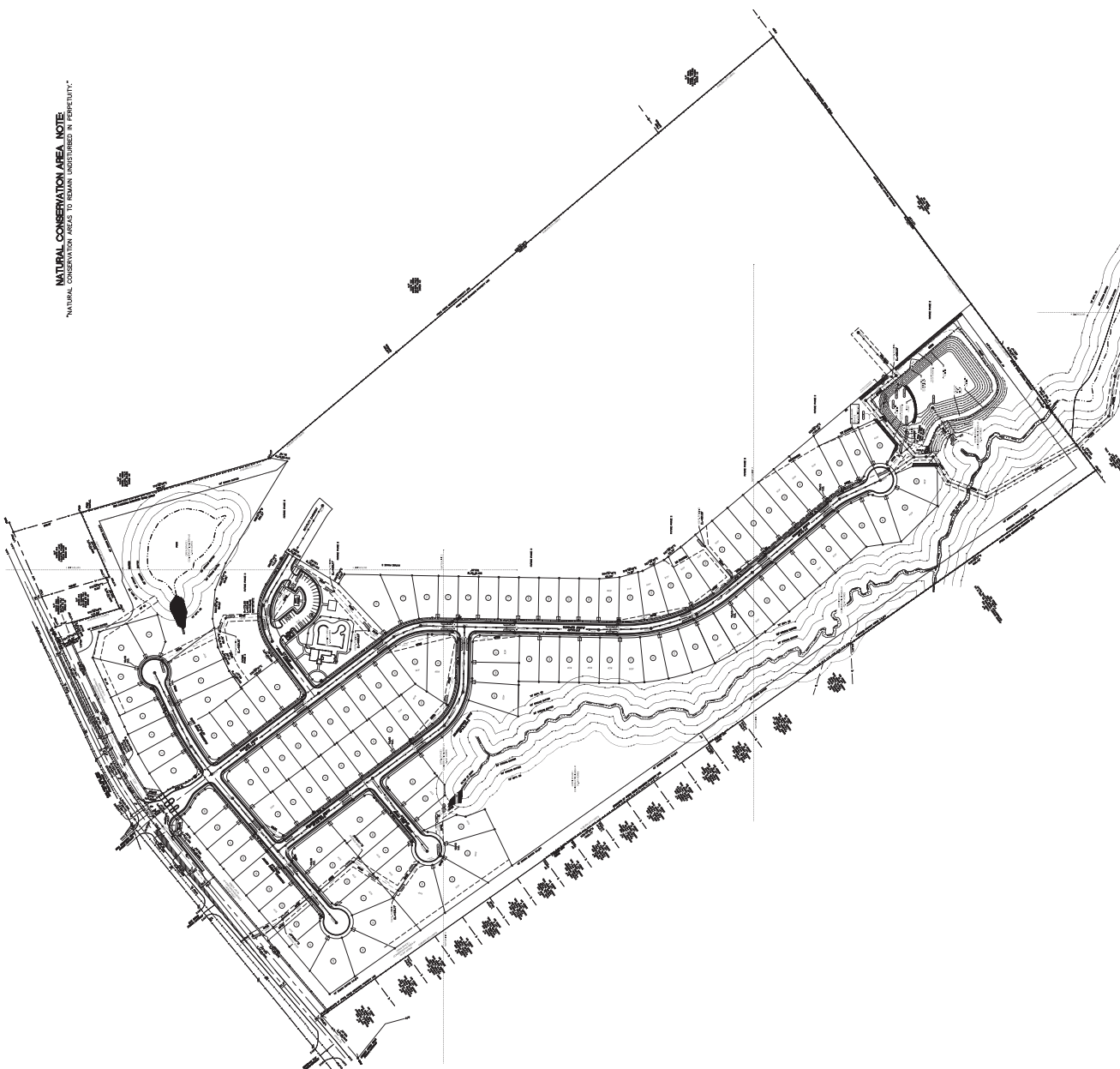
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9/20/24	1	ADDRESS COMMENTS
1/8/25		

DATE	2 of 7
JOB NUMBER	2105

GRAPHIC SCALE



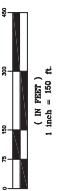
NATURAL CONSERVATION AREA NOTE
"NATURAL CONSERVATION AREAS TO REMAIN UNDISTURBED IN PERPETUITY."



LEGEND

- ON LINE
- NAIL FOUND (1/2" REBAR)
- IRON PIN FOUND
- CONCRETE FOUND
- BENCHMARK MONUMENT FOUND
- TEMPORARY BENCHMARK
- TEMPORARY BENCHMARK
- LAND LOT LINE
- LAND LOT LINE
- PROPERTY LINE
- BUILDING LINE
- RIGHT-OF-WAY
- EASEMENT
- DRAINAGE EASEMENT
- SEWER CLEANOUT
- POWER POLE OR UTILITY POLE
- CATCH BASIN
- JUNCTION BOX
- DROP INLET/GRATE INLET
- FIRE HYDRANT
- WATER METER
- GAS METER
- CASUAL GROUND ELEVATION
- PROPOSED GROUND ELEVATION
- PROPOSED CONTOUR ELEVATION
- IRRIGATION CONTROL VALVE
- CURB & OUTER
- CURB & OUTER
- TRUE POINT OF BEGINNING
- RELATIVE ELEVATION
- FINISHED FLOOR ELEVATION
- CORRUGATED METAL PIPE
- DUCTILE IRON PIPE
- STORMWATER ACCESS ID
- BRUSH MARK
- UNDERGROUND POWER
- UNDERGROUND TELEPHONE LINE
- CABLE TV. LINE
- UNDERGROUND CABLE TV. LINE
- STORM SEWER PIPE
- FENCE LINE
- BENCH MARK CENTERLINE
- FLOOD HAZARD ZONE LIMITS
- LIMITED ACCESS
- SANITARY SEWER FORCE MAIN

GRAPHIC SCALE



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**SUMMERLIN
PHASE 1**
PARENT PARCEL(S)
LOCATED IN GORDON ALTA DISTRICT 1743
CITY OF AUBURN, BARROW COUNTY, GEORGIA
SCALE: 1"=60'

**FINAL PLAN
FOR
SHEET TITLE**
LW
CHECKED
DATE

DATE NO DESCRIPTION
1/9/25 1 ADDRESS COMMENTS

9/20/24
2135
JOB NUMBER
DATE

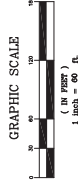
4 of 7



THIS BOOK IS REFERENCED TO THE LEGEND OF THE SUPERSEDED PLAN.

LEGEND

- ON LINE
- IP
- CONCRETE MONUMENT FOUND
- BENCHMARK
- HIGH DENSITY POLYURETHANE PIPE
- LAND LOT LINE
- CENTERLINE
- R/W
- BRIDGING LINK
- SANITARY SEWER EASEMENT
- COMMUNICATIONS FEDESTAL
- LIGHT POLE
- MANHOLE
- CATCH BASIN
- RENEWAL
- GATE VALVE
- WATER VALVE
- GAS VALVE
- EXISTING GROUND ELEVATION
- EXISTING CONTOUR ELEVATION
- DOUBLE WING CATCH BASIN
- ORIGINATION CONTROL VALVE
- BASE OF CURB
- BASE OF CURB
- PLAY BOOK / PAGE
- POINT OF BEGINNING
- ELEVATION
- INVERT ELEVATION
- EDGE OF PAVEMENT
- REINFORCED CONCRETE PIPE
- PVC
- STORMWATER ACCESS LID
- POWERLINE
- POWERLINE
- TELEPHONE LINE
- GAS LINE
- TELEPHONE LINE
- GAS LINE
- CABLE TV LINE
- SANITARY SEWER LINE
- WATER LINE / PIPE
- BRANCH / CREEK / STREAM CENTERLINE
- STORMWATER CENTERLINE
- TRAIL CENTERLINE
- TRAIL CENTERLINE
- THREE ACCESS
- TRAIL CENTERLINE
- TRAIL CENTERLINE
- SANITARY SEWER FORCE MAIN



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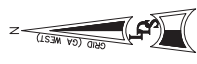
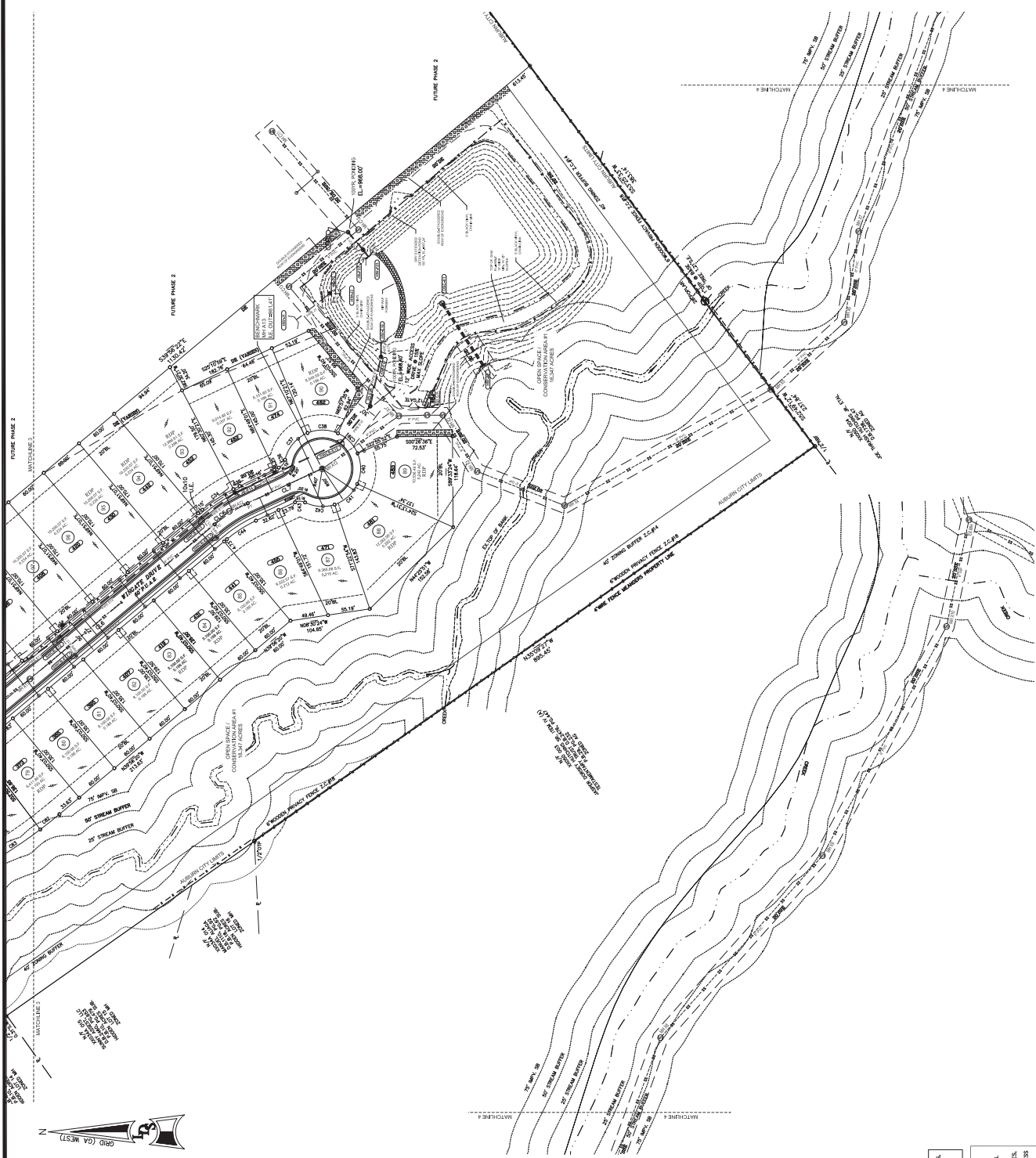


**SUMMERLIN
PHASE 1**
PARCEL PHASE(S)
CITY OF AUBURN, BARROW COUNTY, GEORGIA
LOCATED IN GEORGIA WITH DISTRICT 1743
SCALE: 1"=60'

**FINAL PLAN
FOR:
SHEET TITLE**
DRAWN BY: LJM
CHECKED BY: LJM

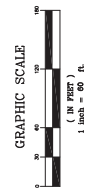
NO.	DESCRIPTION	DATE	BY
1	1/8/25	1	

6 of 7
JOB NUMBER: 2195
DATE: 9/20/24



LEGEND

—	ON LINE
○	NAIL FOUND (1/2" REMARK)
●	IRON PIN FOUND
□	CONCRETE MONUMENT FOUND
△	TEMPORARY BENCHMARK
⊕	LAND LOT LINE
⊖	PROPERTY LINE
—	RIGHT-OF-WAY EASEMENT
—	BRIDGE EASEMENT
—	SEWER CLEANOUT PEDESTAL
—	POWER POLE OR UTILITY POLE
—	WATER METER
—	JUNCTION BOX
—	DROP INLET/GRATE INLET
—	FIRE HYDRANT
—	WATER METER
—	GAS VALVE
—	PROPOSED GROUND ELEVATION
—	EXISTING GROUND ELEVATION
—	PROPOSED CONTROL ELEVATION
—	IRRIGATION CONTROL VALVE
—	CURB & GUTTER
—	TOP OF CURB
—	DEED BOOK / PAGE
—	ROSE POINT OF BEGINNING
—	ELEVATION
—	FINISHED FLOOR ELEVATION
—	CORRODED METAL PIPE
—	DUCTILE IRON PIPE
—	FLYWHEEL JOIST PIPE
—	BENCH MARK
—	UNDERGROUND POWER
—	UNDERGROUND TELEPHONE LINE
—	GAS LINE
—	UNDERGROUND CABLE T.V. LINE
—	STORM SEWER PIPE
—	SEWER PIPE
—	FENCE LINE
—	BRANCH / LIMITED STREAM CENTERLINE
—	FLOOD HAZARD ZONE LIMITS
—	LIMITED ACCESS
—	SANITARY SEWER FORCE MAIN



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COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN
1 AUBURN WAY
AUBURN, GA 30011
PHONE: 770-963-4002
www.cityofauburn-ga.org

MEMORANDUM

TO: Planning & Zoning Commission

FROM: Sarah McQuade, City Planner

DATE: February 19, 2025

RE: Proposed amendment to the City's Zoning Ordinance, Section 17.90.140, PUD: Planned Unit Development District

REQUEST:

At the request of the Mayor and City Council of Auburn, a series of amendments have been proposed to the text of City of Auburn Zoning Ordinance, Section [17.90.140](#), which governs the PUD: Planned unit development district. The text amendments proposed to alter the content of all subsections and create new ones as indicated below.

The contents of the proposed amendment and restructuring of Sec. 17.90.140 are summarized below:

- A. *Intent* – Reduce the scope of the PUD from large-scale, innovative, mixed-use development to strictly residential land uses compatible with existing development patterns.
- B. *Purpose* – Provides for flexible arrangements of residences, open spaces, and amenities in a master-planned fashion.
- C. *Establishment of a PUD district* – PUD sites shall be compatible with the surrounding area, with room for exceptions from size, setback, frontage, density, and other use standards.
- D. *Minimum Standards and Requirements* – Increase minimum overall residential density from 2.2 dwelling units per acre (du/acre) up to 3.0 du/acre. Reduce the minimum contiguous area for a PUD from 50 acres down to 10 acres. More specific requirements previously housed here have been relocated.
- E. *Permitted Uses* – Expand upon this section by providing explicitly permitted residential land use types (single-family detached, single-family attached, and multi-family).
- F. *Required Reports and Plans* – Provide additional and more specific information on what's required for a PUD submittal. New conceptual plan requirements at this stage include building setbacks,

minimum lot dimensions, and an architectural pattern guide.

- G. *Exterior architectural standards for single-family residences* – New content that governs exterior finish materials, architectural requirements, façade variations, building dimension, garages, driveways, and more. These standards are intended to promote development consistency and aesthetics.
- H. *Resident Amenities* – Fresh requirements for PUDs directly correlate resident amenity requirements to development size. Amenity types, including swimming pools, dog parks, and pickleball courts, have been assigned point values that count towards a given minimum amenity score.
- I. *Landscaping and Buffer Requirements* – Ensures PUD development and abutting residential sites are buffered appropriately from one another, without disturbing existing Code requirements.
- J. *Conformity with Submitted Application Materials* – The passage of time shall not impact an established PUD approval.
- K. *Amendments to Approved Planned Unit Developments* – Minor and major amendments to approved PUDs are clearly defined, along with procedures for said amendments.

STAFF RECOMMENDATION:

Staff recommends **approval** of the proposed zoning text amendment to Sec. [17.90.140](#) of the City of Auburn Zoning Ordinance.

17.90.140 PUD planned unit development district.

- A. *Intent.* The intent of a planned unit development is to foster innovative developments that provide an innovative mix of residential land uses and development patterns which complement the existing fabric of Auburn, provide new development compatible with existing developments and patterns, and are supportive of the comprehensive plan.
- B. *Purpose.* This district encourages flexible placement, arrangement and orientation of residential structures, active open spaces, and resident-focused amenities. A planned unit development enables unique land development that may be constrained in other established zoning districts through careful site master planning.
- C. *Establishment of a PUD district.* An area may be considered for rezoning to PUD if any one of the following conditions exists:
 - 1. The characteristics of the specific concept plan and uses proposed for the subject property would only be compatible with the surrounding area if the development were limited to those plans and uses as submitted;
 - 2. Separate land uses, which would not otherwise be permitted to locate within the same zoning district, are proposed for development on one or more adjacent parcels under single ownership;
 - 3. Exceptions or variation from the size, setback, frontage, density, uses or other standards which are required in the conventional zoning districts are being proposed as a part of a planned development.
- D. *Minimum Standards and Requirements.* All proposed PUD planned unit development district applications shall conform to all of the following requirements:
 - 1. The maximum density shall not exceed three (3.0) dwelling units per gross acre.
 - 2. The site shall abut public streets for a distance of at least one hundred (100) linear feet.
 - 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.
 - 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.
 - 6. The site proposed for a PUD classification shall have a contiguous area of not less than ten (10) acres.
- E. *Permitted Uses.*
 - 1. Any use allowable inherently in a conventional zoning district in this title may be proposed for inclusion in a PUD planned unit development district. Each proposed use should be consistent in application with the intent and purpose of the conventional zoning districts in which it is allowed. Only the specific uses proposed in an application and approved shall be allowed in the district. Any addition of uses, change of plans, or increase in size or density shall require a separate amendment to the original approved PUD planned unit development district and shall follow the same administrative process as any other amendment. Initial approval of a PUD planned unit development district by the city does not mean that subsequent amendments to that planned unit development carry any requirement to be approved by the city council for revision to the plan. Unless otherwise stated in this section, the development standards and land uses which are presented with an application for amendment shall, if approved, become the standards for the subject property and as such shall become a part of these zoning regulations.
 - 2. A PUD shall provide primarily single family residential land uses. Where appropriate, a mixture of single family and multi-family residential land uses, as provided below, may be incorporated into a single PUD project.

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- a. Residential; single-family detached.
 - b. Residential; single-family attached (town houses).
 - c. Residential; multi-family (apartment homes).
- F. *Required Reports and Plans.* At the time a site is designated as a PUD district, the enumerated uses of the zoning district of origin shall be replaced by the contents of the approved PUD. Every application for PUD district zoning shall include all the elements as provided in this subsection. No application for rezoning to the PUD district shall be deemed complete or scheduled for hearing until all required elements are included.
1. Letter of Intent. A letter of intent also known as a narrative statement, shall be provided which conveys the following:
 - a. General description and location of the site;
 - b. The physical and socio-economic reasons as to why the uses proposed in the planned development would provide a better overall use of this property over the current zoning;
 - c. The proposed provision of utilities, including water, sewer, and drainage facilities;
 - d. The proposed methods for protection and buffering of abutting properties;
 - e. The proposed number of residential units and overall residential density (dwelling units per acre);
 - f. The area of land, expressed to the nearest square foot and as a percentage of the overall site, to be set aside as common open space or recreational areas. Areas of the site contained within overhead power easements or stormwater detention ponds shall not count towards these calculations, and cannot be considered as common open space or recreation areas;
 - g. The proposed maintenance and ownership agreements for any streets and common open spaces not proposed for dedication to the city;
 - h. The proposed restrictions on the use of the property and proposed restrictive covenants;
 - i. The proposed minimum building setbacks for front, side, and rear yards, and the proposed minimum lot size and lot width for each proposed land use, expressed to the nearest square foot;
 - j. The proposed minimum lot size and lot width for each proposed land use, expressed to the nearest square foot;
 - k. The names and mailing addresses of all adjoining property owners;
 - l. An architectural pattern guide demonstrating proposed building materials, features, exterior finishes, windows, doors, colors, and other items affecting exterior appearance, such as fencing. The guide shall include renderings, elevations, and floor plans of proposed buildings; and
 - m. Additional relevant data as may be required by the planning commission or the city council.
 2. Concept Plan. A detailed conceptual plan prepared by a registered engineer, architect, land surveyor or landscape architect shall be required for all applications to rezone to the PUD district. The required concept plan shall include the following information:
 - a. A survey of the entirety of the subject property, conducted no greater than twenty (20) years prior to the date of PUD district application completeness. The survey shall depict all property dimensions with metes and bounds, site acreage, a scale, north arrow and tie in point to a known location (road intersection/land lot corner, etc.). Additionally, the survey shall provide, for all adjoining properties, the property owner name(s), tax parcel number, and zoning designation;
 - b. Site topography with contour intervals no greater than two (2) feet;
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- c. Lakes, ponds, streams, creeks, floodplains, and other waterways. The source(s) of floodplain data shall also be provided;
 - d. The proposed subdivision of the site, with precise lot lines, building setbacks, and a lot data table which provides, at a minimum, the area (expressed to the nearest square foot), width and land use of each proposed lot.
 - e. The proposed internal access network, consisting of streets, alleyways, trails, sidewalks, and other mediums, how ingress and egress to the site will be provided, proposed emergency access points, off-street parking areas and quantities, and road names, and;
 - f. Stormwater management areas;
3. Administrative Review. of the above identified requirements of the written report and concept plan, as well as any other requirements of this title, shall be met before the planned development rezoning request is presented to the planning commission for its review and recommendation. Specific requirements of the administrative review process are as follows:
- a. The city planner or his designee shall be responsible for reviewing the written report and concept plan, and verifying the completeness of the application; prior to the application being placed upon the planning commission agenda;
 - b. The city planner shall periodically prepare, post and distribute a timetable for his review and verification of the required exhibits;
 - c. Neither the planning commission, city planner/engineer, nor any other appointed official shall possess the authority to waive any of the written report or concept plan requirements;
 - d. An applicant for a rezoning to PUD planned unit development district, may present a written request to the city council to waive individual requirements of the written report or concept plan; however, a separate request must be submitted for each requested waiver, and must include a specific and valid reason as to why the waiver is necessary; economic hardship shall not constitute or be considered as a valid reason for a waiver request.
- G. *Exterior architectural standards for single-family residences.* All attached and detached single-family residences constructed within a PUD shall be subject the standards contained herein. These standards serve to promote consistency and aesthetically pleasing residential development within the City.
- 1. Exterior finish materials.
 - a. No less than fifty percent (50%) of the front façade of each residence shall consist of masonry, brick, stone, wood, or cementitious fiberboard.
 - b. The façades of each individual residence, except for the front façade, shall be constructed with water tables of masonry, brick, or stone which extend no less than 24 inches vertically from the ground below. Each water table shall extend the entire width of the façade.
 - c. The use of vinyl, aluminum, plastic, and bare metal for exterior siding shall be prohibited.
 - 2. Architectural requirements.
 - a. All single-family residences shall be constructed with a porch, deck, or patio measuring no less than 36 square feet in area.
 - b. Architectural projections shall be incorporated to prevent monotonous appearances.
 - 3. Façade variations.
 - a. Changes in masonry color or other façade materials are required,
 - b. Changes in window placement and/or composition are required.
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4. Building dimensions.
 - a. The minimum heated floor area of a residence shall be consistent with the formally adopted standards of a given PUD. The minimum heated floor area shall at a minimum be 1,800 square feet for single-story dwellings and 2,200 square feet for two-story dwellings.
 - b. No residence shall exceed 35 feet in height. This is not inclusive of basements or subterranean construction.
 - c. Detached residential units shall measure no less than 24 feet in width.
 - d. Attached residential units (town houses) shall measure no less than 20 feet in width.
 - e. Buildings containing town houses shall contain a maximum of 6 residential units.
 5. Garages.
 - a. All detached and attached residential units shall be constructed with a garage with a footprint of no less than 200 square feet. The garage shall be contained within the residence it serves, or be connected to the subject residence by a covered breezeway no less than four (4) feet in width.
 - b. The total width of garage doors on the front façade of a detached residence shall not exceed forty-five percent (45%).
 - c. The total width of garage doors on the front façade of an attached residence shall not exceed fifty-five percent (55%).
 - d. The requirements herein shall not apply to residences with garage doors at the rear façade, also known as “rear-loaded” residences.
 6. Driveway design.
 - a. Driveways which are partially or wholly located in the front yard of the residence they serve shall measure no less than 22 feet in length, measured from the front property line to the front of the garage door, or where the driveway otherwise terminates.
 - b. No driveway shall have an overall slope greater than twelve percent (12%).
 - c. The requirements herein shall not apply to residences with garage doors at the rear façade, also known as “rear-loaded” residences.
 7. Lot area.
 - a. A lot which hosts a detached residence shall measure no less than 5,000 square feet in area.
 - b. A lot which hosts an attached residence that has a rear-loaded garage shall measure no less than 2,000 square feet in area.
 - c. A lot which hosts an attached residence without a rear-loaded garage shall measure no less than 3,000 square feet in area.
- H. *Resident Amenities.* PUD districts shall provide their residents with common amenities which are proportional to their sizes and densities. Residential amenities positively impact the people they serve and generally improve quality of life. Complete construction and installation of all approved resident amenities shall be completed before certificates of occupancy have been issued for fifty percent (50.0%) of the approved residential units.
1. Amenity types. Acceptable resident amenities are provided below; additionally, each amenity type is assigned a score.
 - a. Amphitheater, greater than 1,000 square feet (one point).
 - b. Amphitheater, greater than 2,500 square feet (two points).
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- c. Basketball courts, regulation size (two points).
 - d. Children’s active play area, greater than 1,000 square feet (one point).
 - e. Children’s active play area, greater than 5,000 square feet (two points).
 - f. Clubhouse, less than 3,000 square feet in heated floor area (two points).
 - g. Clubhouse, greater than or equal to 3,000 square feet in heated floor area (three points).
 - h. Community garden, less than 1,800 square feet (one point).
 - i. Community garden, greater than or equal to 1,800 square feet (one points).
 - j. Dog park, greater than or equal to 30,000 square feet (one point).
 - k. Gazebo, greater than 100 square feet (one point).
 - l. Pickleball courts, regulation size (two points).
 - m. Swimming pool, less than 1,800 square feet of submerged area (two points). Must be accompanied by the construction of a clubhouse.
 - n. Swimming pool, greater than or equal to 1,800 square feet of submerged area (three points). Must be accompanied by the construction of a clubhouse.
 - o. Tennis courts, regulation size (two points).
 - p. Wading/“kiddie” pool, greater than 500 square feet of submerged area (one point).
2. Repeated Amenities. No PUD development approved for fewer than 110 residences may earn points for installing more than one (1) of the same amenity as provided herein. PUD developments containing a minimum of 110 residences may install several instances of any given amenity to earn points, provided that the following conditions are met.
- a. No greater than two (2) instances of the same amenity type may be installed for the purpose of earning points if the development is approved for fewer than 170 residential units.
 - b. No greater than three (3) instances of the same amenity type may be installed for the purpose of earning points if the development is approved for a minimum of 170 residential units.
 - c. Amenities of the same type shall not be placed within 1,000 feet of each other, measured by the shortest linear distance separating them, for the purpose of earning points.
 - d. The amenity type is not a gazebo, dog park, nor a wading/“kiddie” pool.
3. Amenity Score. The amenity requirements for a PUD district are dictated by the dwelling county and overall residential density. The table below provides the minimum number of points (“score”) needed based on those factors.

a.

Overall Residential Density	Dwelling Count	Minimum Required Amenity Score (points)
Less than 2.00 dwelling units per acre.	Fewer than 20 units	1
	20 to 49 units	2
	50 to 109 units	3
	110 to 169 units	5
	170 to 249 units	8
	Greater than 249 units	11

Greater than or equal to 2.00 units per acre.	Fewer than 20 units	1
	20 to 49 units	2
	50 to 109 units	4
	110 to 169 units	7
	170 to 249 units	10
	Greater than 249 units	13

- I. *Landscaping and Buffer Requirements.* All PUD districts shall be appropriately buffered from adjacent properties and land uses as provided herein. No part of this subsection shall be construed as to provide an exemption from any ordinance or regulation which pertains to landscaping, buffering, screening, or trees.
1. If a PUD district abuts an R-100 district, and is approved for the development of multi-family dwellings (apartment houses), duplexes, or other attached dwellings, a buffer no less than fifty (50) in depth shall be required. This buffer shall be installed directly onto the PUD property and extend the entire width of the abutting R-100 district boundaries in a parallel form.
 2. If a PUD district abuts a PSV, RM-D, or RM-8 district, and is approved for the development of multi-family dwellings (apartment houses), duplexes, or other attached dwellings, a buffer no less than twenty-five (25) in depth shall be required. This buffer shall be installed directly onto the PUD property and extend the entire width of the abutting PSV, RM-D, or RM-8 district boundaries in a parallel form.
 3. In developments which are not approved for multi-family dwelling construction, street trees shall be required at a rate of no less than one (1) tree per each residential unit in the development. All rights-of-way within the development shall be located within 500 feet of a street tree. Street trees shall measure of no less than ten (10) feet from each other measured at the time of planting. A variety of tree species shall be provided; no greater than thirty percent (30%) of street trees shall be of one single species. All street trees shall be of an acceptable species as established by City development regulations.
- J. *Conformity with Submitted Application Materials.* All development within a PUD district is concept plan specific and must be conducted in accordance with the approved concept plan. The passage of time shall have no bearing on the validity of a PUD district and the enforceability of the approved concept plan.
1. All further development on the property shall conform to the standards adopted for the district, regardless of any change in ownership.
 2. The violation of any provision of zoning conditions, as submitted and approved under the provisions in this title, shall constitute a violation of these regulations.
- K. *Amendments to Approved Planned Unit Developments.* Amendments to the concept plan, land use, layout, density, or other aspects of an approved PUD shall be proposed to the city planner/engineer prior to formal consideration. Minor amendments to an approved PUD are limited to increases in lot sizes, decreases in overall residential density, decrease in total residential lot count, and minor street layout modifications that would not affect adjacent properties. Any amendment to an approved PUD that is not considered minor, as provided herein, shall constitute a major amendment.
1. The city planner/engineer is authorized to approve minor amendments to a PUD, without the approval of the city council.
 2. Major amendments to an approved PUD shall be approved by the city council. Any applicant for major amendments to a PUD shall initiate a rezoning application for the subject property, so that it may be rezoned from the current PUD to the proposed amended PUD. If the rezoning application is approved, the PUD zoning shall change to that which was approved.