



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 25, 2025
6:00 PM
Council Chambers
1 Auburn Way
Auburn, GA 30011**

COUNCIL REPORTS AND ANNOUNCEMENTS

OLD BUSINESS

1. OAR25-001 (PL25-0009) HPC Investments, LLC Overlay Architectural Review- Sarah McQuade

NEW BUSINESS

2. OAR25-002 Front Building Sign located at 1359 4th Ave, Suite B (tax map parcel AU11 115)- Sarah McQuade
3. Ordinance to Amend the City's Water Ordinance- Michael Parks
4. Public Works Personnel Matters- Iris Akridge

CITIZEN COMMENTS ON AGENDA ITEMS

ADJOURN



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
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AGENDA ITEM: 1

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: September 25, 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.

At the September 11 City Council meeting the item was tabled by Mayor and Council to the workshop meeting being held on September 25, 2025, and the decision meeting on October 9, 2025.

STAFF RECOMMENDATION: Denial.

FUNDING: N/A



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.

Updated Application Materials
Received September 4, 2025



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. Diehl', with a stylized flourish at the end.

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

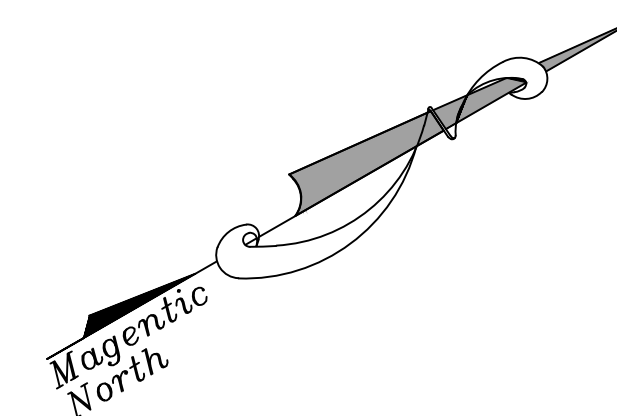
FRONT: 10' FROM R/W OF ROADS
SIDE: 5' FROM PROPERTY LINES
REAR: 5' FROM PROPERTY LINES

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 STRICT ACCORDANCE WITH THE APPROPRIATE LOCAL SPECIFICATIONS AND REQUIREMENTS AND SHALL BE PERFORMED BY A LICENSED TRADESMAN.

THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL UTILITY OWNERS' PERMISSIONS FOR THE LOCATING OF ALL EXISTING AND PROPOSED UTILITIES, INCLUDING BUT NOT LIMITED TO, WATER, GAS, AND SEWER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UTILITIES NOT SHOWN ON THE PLANS PRIOR TO CONSTRUCTION AND SHALL BE RESPONSIBLE FOR ANY DAMAGES DUE TO HIS OPERATION.

THE DESIGNER DISCLAIMS ANY RESPONSIBILITY FOR DESIGN CHANGES MADE BY OTHERS. THE CONTRACTOR SHALL CALL THE UTILITIES PROJECT DURING THREE WORKING DAYS BEFORE DIGGING. IN METRO ATLANTA DIAL 404/252-5000. THROUGHOUT GEORGIA, IN METRO ATLANTA DIAL 404/252-5000.

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

**Sullins
Engineers**



CONCEPT PLAN FOR:

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

~ 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)

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Scale 1" = 30'



6TH AVENUE(FRONT) ELEVATION



6TH AVENUE(FRONT) ELEVATION

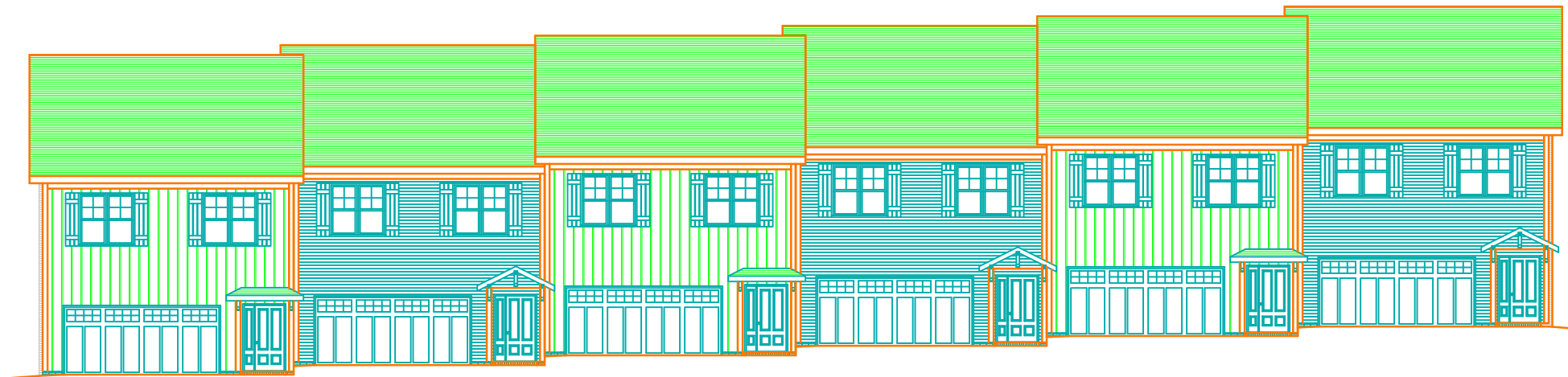


REAR ELEVATION

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

Original Application Materials



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

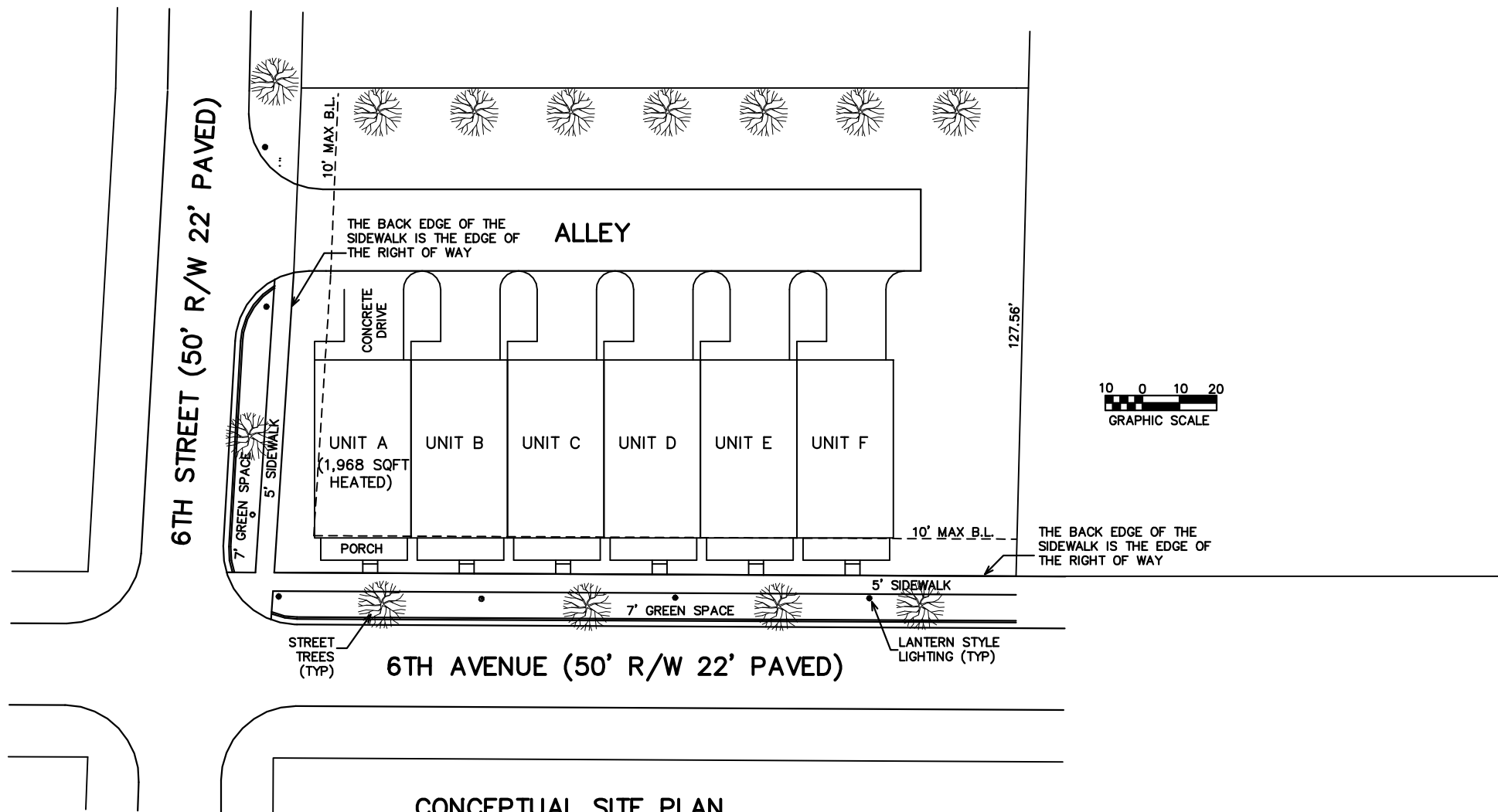
For the reasons stated above and detailed in the enclosed site plans and elevations, the Halpers asks that this Council approve the Application and allow for the development envisioned by the City in zoning regulations, Comprehensive Plan and LCI.

/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



DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES

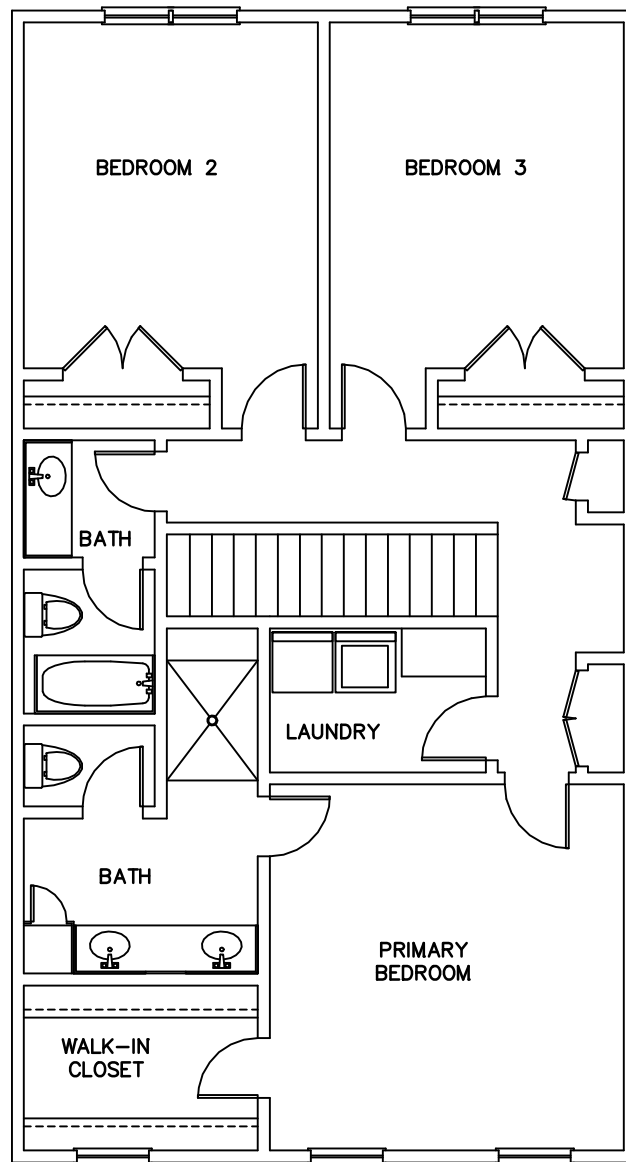


5TH AVENUE(FRONT) ELEVATION

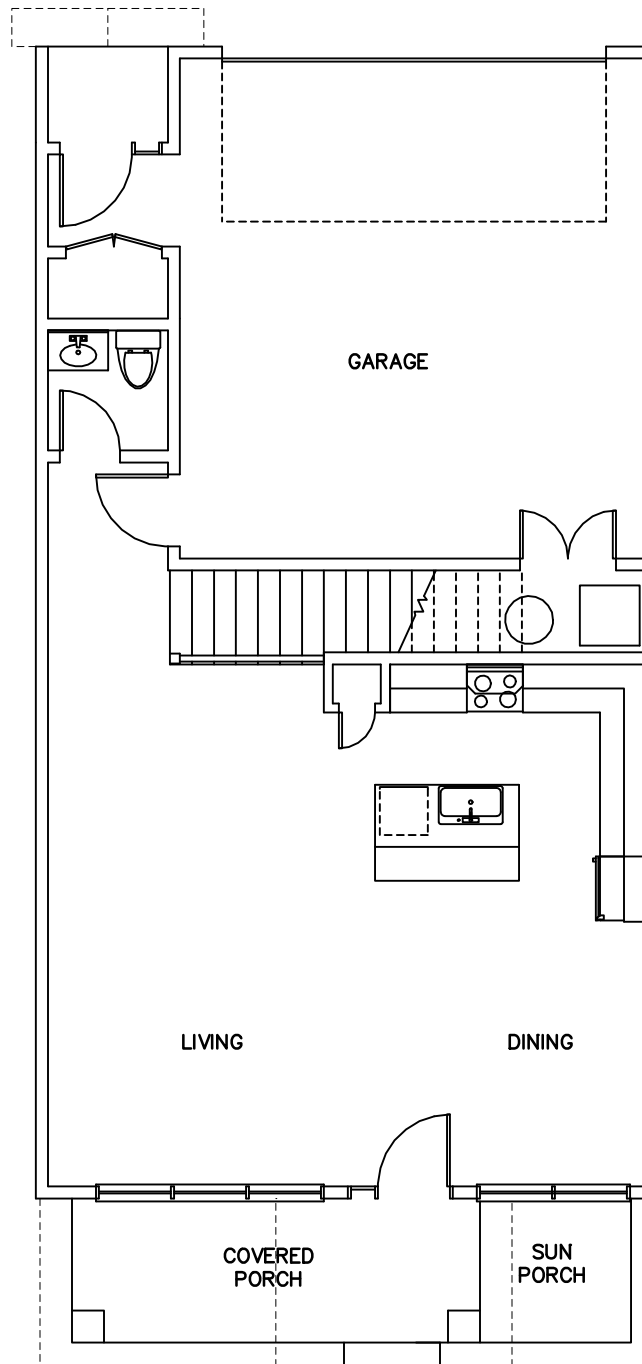


REAR ELEVATION

DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN PLMES



UPPER FLOOR



GROUND FLOOR

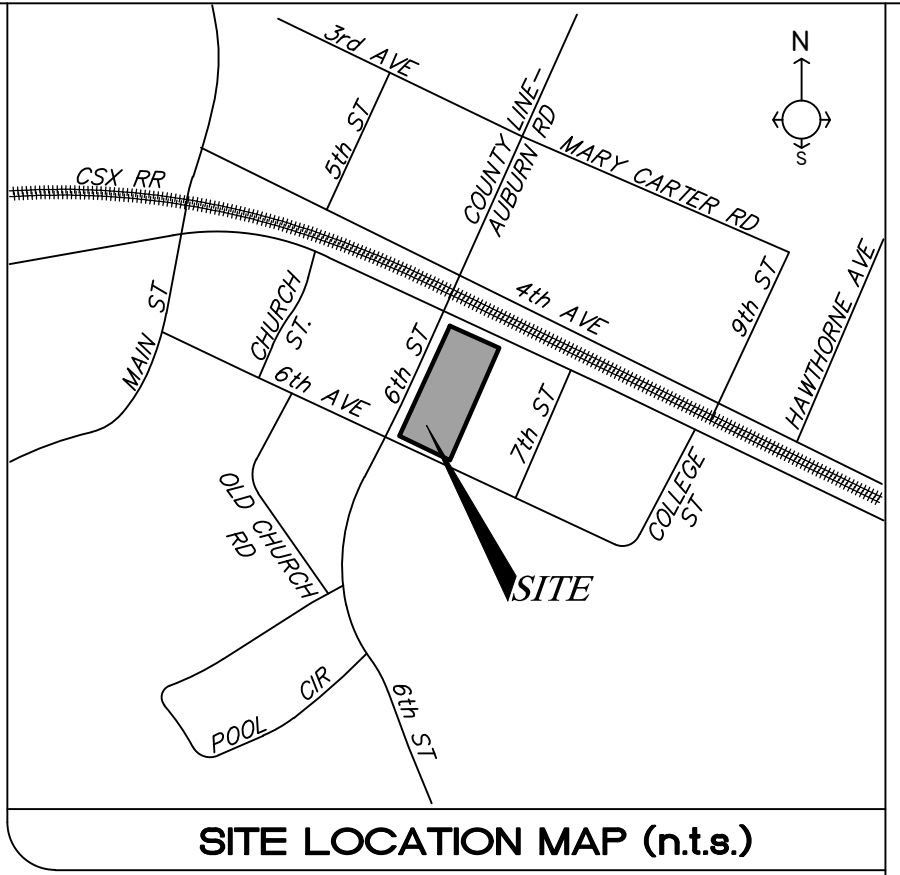
**DOWNTOWN AUBURN
CRAFTSMAN STYLE
TOWN HOMES**

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



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.

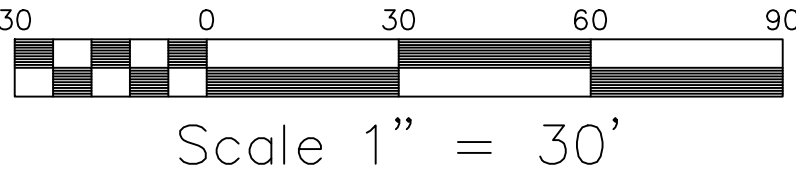
LOCATIONS SHOWN ARE
APPROXIMATE.

QUESTIONS ??? CONTACT TY
CASTEEL @ 404.358.2326

MONDO LP+D

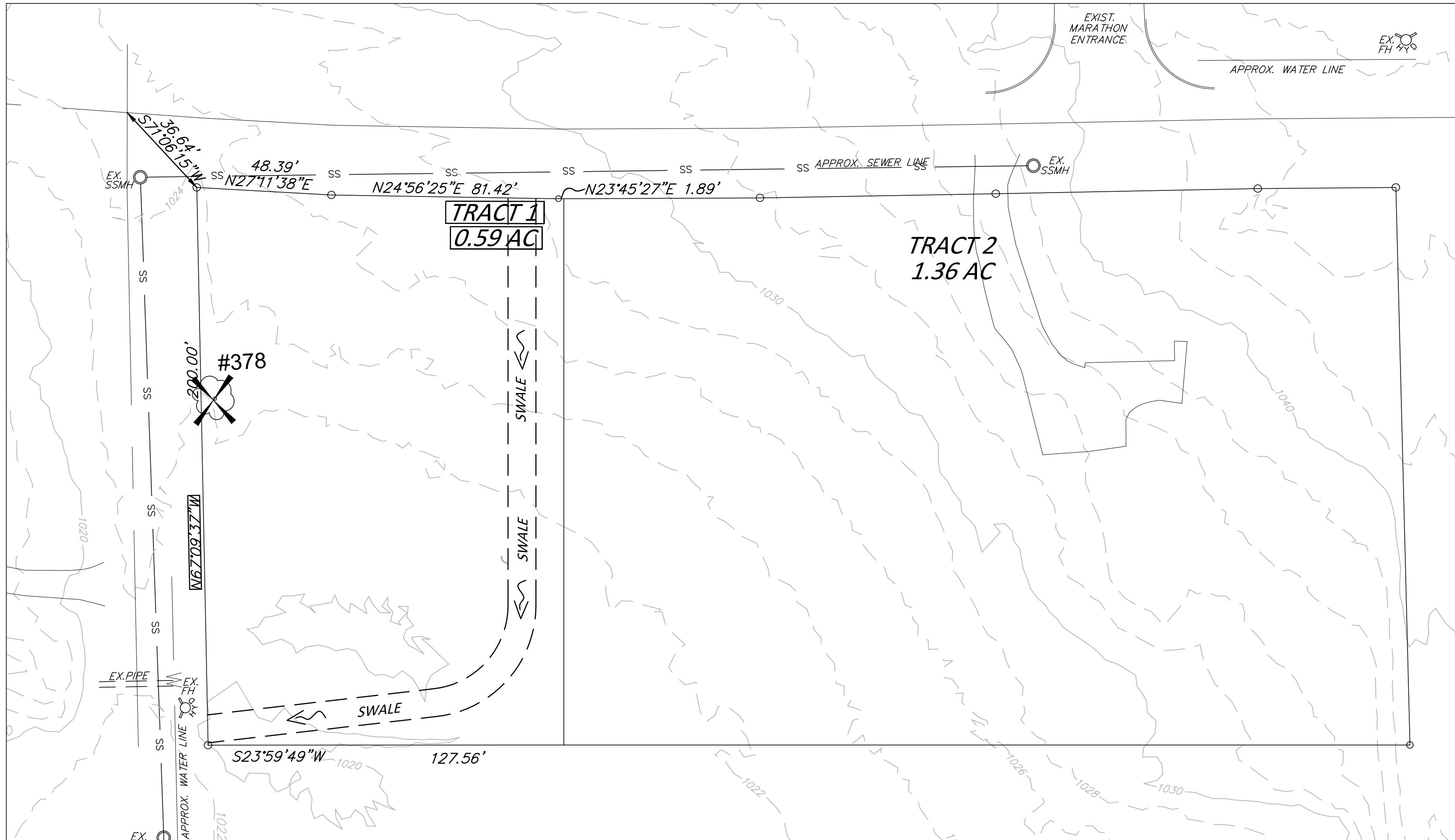
Tree #	DBH (Inches)	Species
378	38	OAK
379	45	OAK
380	31	OAK
381	32	MAPLE
382	30	CEDAR
383	55	OAK
384	34	OAK
385	46	OAK
386	32	HICKORY

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

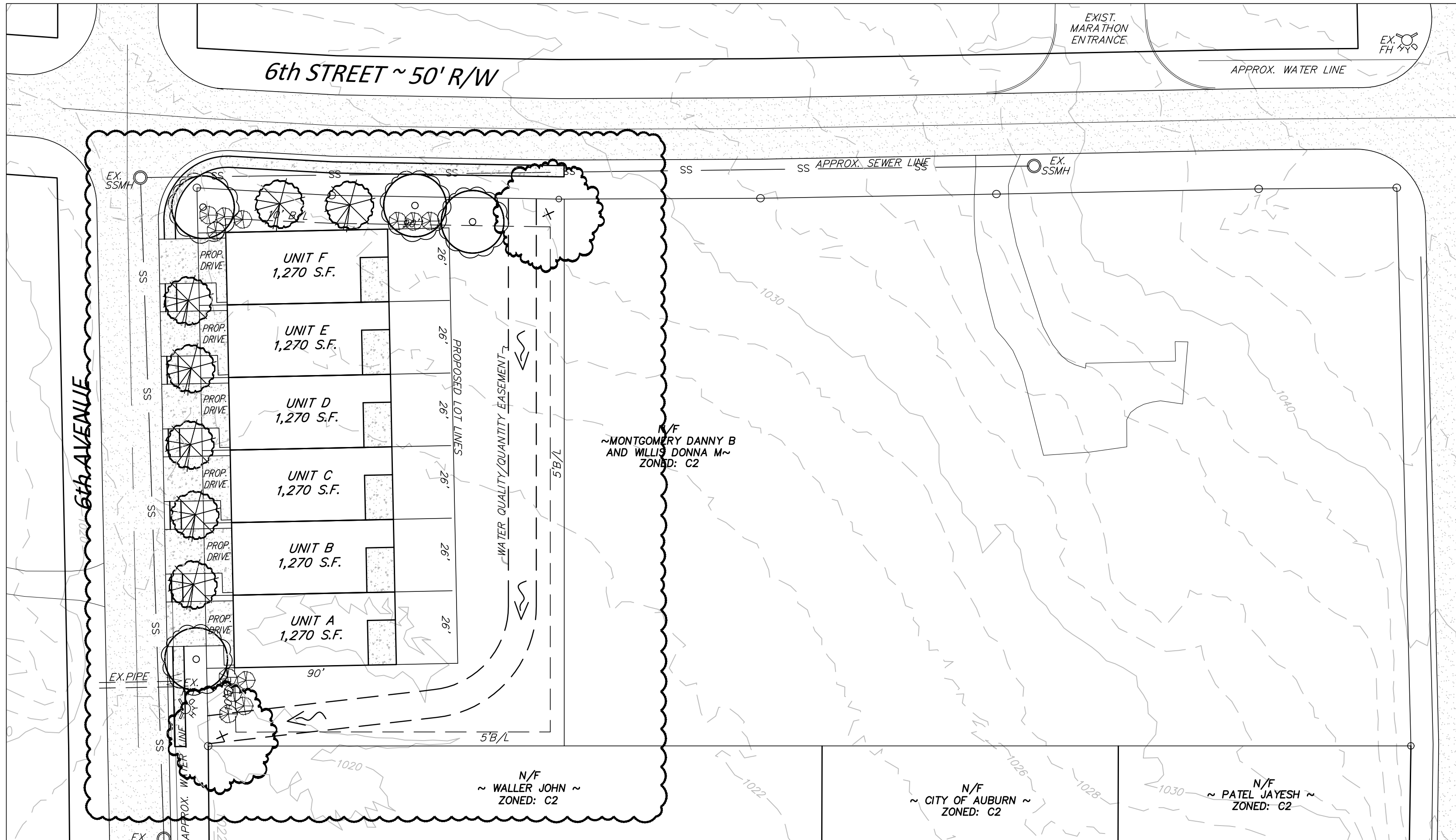


DATE: 2/13/23 JOB #: 2605
SHEET 1

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



TREE PROTECTION PLAN



OVERLAY LANDSCAPE PLAN

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

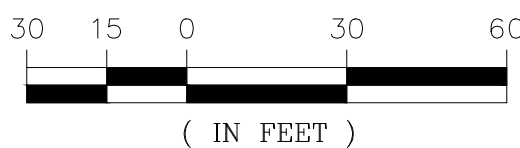
200 Linear Ft / 25' = 8 Trees and 8 Shrubs Required.

Total of 13 Trees and 13 Shrubs Provided

Sod or Seed all remaining areas.

PLANT SCHEDULE							
COMMON NAME	BOTANICAL NAME	SIZE	HT	QTY	DENSITY VALUE	TOTAL DENSITY CREDIT	COMMENTS
ARMSTRONG GOLD MAPLE	ACER RUBRUM 'JFS-KW78' PPE25,301	3" CAL.	14-16'	7	6	42	B&B; Full Canopy From 7' and Up; Matching; Healthy; Balanced Spread
UPPERTON WILLOW OAK	QUERCUS PHELLOIDES 'RT3' PPE16,444	3" CAL.	14-16'	2	6	12	B&B; Full Canopy From 7' and Up; Matching; Healthy; Balanced Spread
CORNERSTONE EUROPEAN HURDLE	CARPINUS BETULUS 'CORNERSTONE'	3" CAL.	14-16'	4	6	24	B&B; Full Canopy From 7' and Up; Matching; Healthy; Balanced Spread
CHANG'S RUBY LOROPETALUM	Loropetalum chinense 'Chang's Ruby'	7 gal	30"	9			Full to ground; Matching; Healthy; Balanced Spread to Min. 24"
TOTAL UNITS PLANTED=						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.

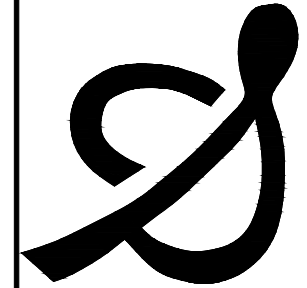


IF YOU DIG GEORGIA...
CALL US FIRST!
GEORGIA 811
DIAL 811
OR 1-800-282-7411
IT'S THE LAW

REVISIONS	
DATE	DESCRIPTION
3.11.24	Comments/Site

CLIENT
HBC INVESTMENTS, LLC
5615 GOLF CLUB DRIVE, BRASELTON, GA 30517
CHRIS AND AMBER HALPER
PH: 267-971-5662

mondo
LAND PLANNING and DESIGN, LLC
8020 MAIN STREET
WOODSTOCK, GEORGIA 30188
phone 770-402-3719
fax 1-866-334-0203



NOT RELEASED FOR CONSTRUCTION
DRAWING PLAN ONLY

OVERLAY LANDSCAPE PLAN
FOR
6TH STREET - Tract 1
6th Street at 6th Avenue - CITY OF AUBURN, GEORGIA

DATE	9.28.23
JOB NO.	MOIP2333
DRAWN	ETC
CHECKED	MRC
SCALE	1"=30'
SHEET:	6



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: _____



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: 2

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: September 25, 2025

PURPOSE: Overlay Architectural Approval (OAR) request for the installation of a wall sign in the ADOD: Auburn Downtown Overlay District.

BACKGROUND: The applicant proposes the installation of one (1) wall sign on an existing building façade facing 4th Avenue. The subject building is located in the Auburn Downtown Overlay District (ADOD). The proposed wall sign would match what's installed on the adjoining suite. Staff has reviewed the proposed wall sign for general compliance with Sec. 17.120 – Signs (general requirements), and Sec. 17.91.070 – Signage (specific to the ADOD) and find no Code deficiencies.

Pursuant to Sec. 17.91.080 of the Zoning Ordinance, the Mayor and City Council of Auburn must review each ADOD sign application for compliance with District regulations.

STAFF RECOMMENDATION: Approval.

FUNDING: N/A



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 Overlay Architectural Review

CASE NUMBER: OAR25-0002
ZONING: Downtown Overlay District (ADOD)
LOCATION: 1359 4th Ave, Suite B
PARCEL NUMBER: AU11 115
SITE ACREAGE: 0.14 +/- acres
PROPOSAL: Install one wall sign on the building wall facing 4th Avenue
FUTURE DEVELOPMENT MAP: General Commercial
APPLICANT: Denisse Gamez

PROJECT SUMMARY:

The applicant proposes the installation of one (1) wall sign on an existing building façade facing 4th Avenue. The subject building is located 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 sign application for compliance with District regulations.

The subject building is located at the northeastern corner of 4th Avenue and 5th Street. Property tax records indicate it was constructed in 1920. The site has a history of commercial retail use; the proposed wall sign would advertise the newly opened pet supplies store in Suite B. The proposed wall sign would match what's installed on the adjoining suite; the introduction of a second sign on this façade is compliant with applicable sign regulations.

The specifications of the proposed wall sign are provided below:

Sign Area	30 sq. ft. (3 ft. tall, 10 ft. wide)
Minimum Height Above Ground	14 ft.
Maximum Height Above Ground	17 ft.
Maximum Projection from Wall	6 in.
Proposed Sign Message	"THE PET STORE"
Sign Illumination	7000k LEDs
Sign Cabinet Materials	Fabricated aluminum, polycarbonate sign face

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 description.
- b. **Applicant has submitted a conceptual plan showing all proposed buildings, site requirements, and other information pertinent to the development of the site.**
 - This criterion is not applicable.
- 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.**
 - Yes, the submittal includes sign drawings and details.
- 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.**
 - Yes, the sign cabinet materials comply with regulations.
- e. **Applicant has submitted sign plans and landscape plans in accordance with this Chapter 17.91 Auburn Downtown Overlay District.**
 - Yes, the submittal includes a sign location plan. A landscape plan is not needed for this request.
- f. **Applicant submittal includes photos of neighboring properties to ensure compatibility with the proposed design.**
 - Yes, the submittal provides a photograph of the neighboring building suites.
- 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.
- 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.

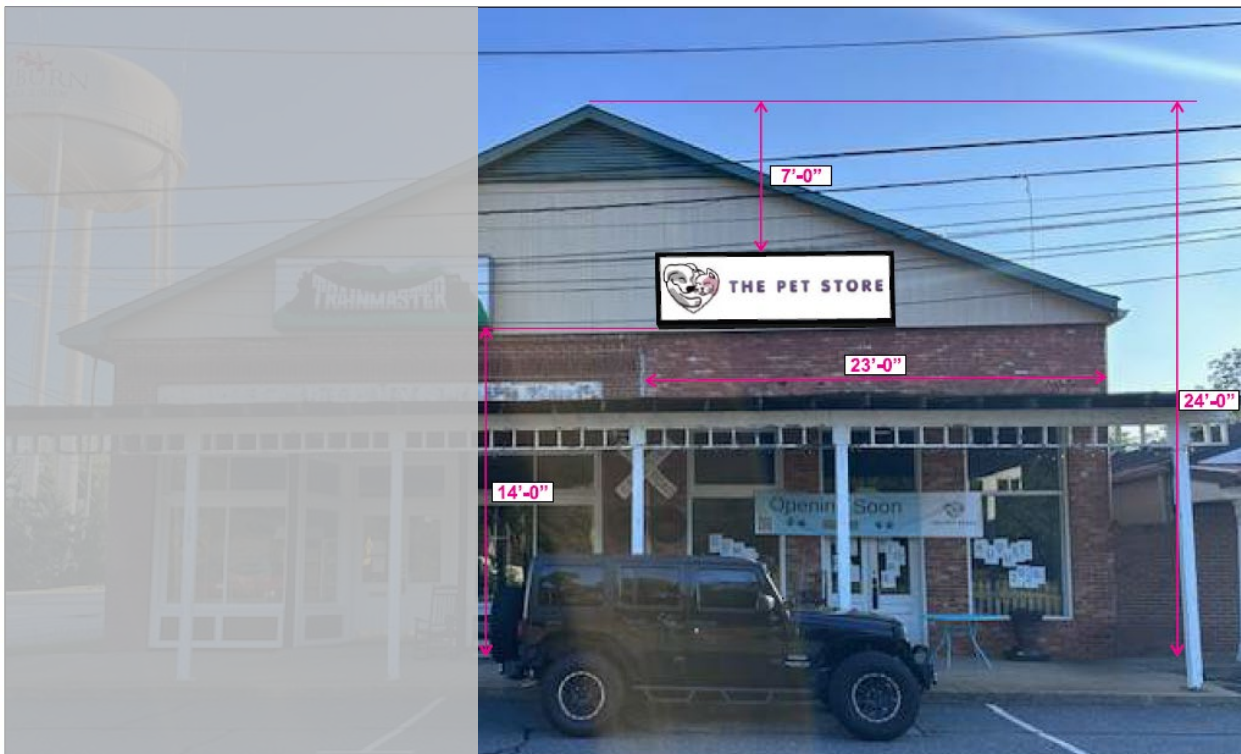
Staff has reviewed the proposed wall sign for general compliance with Sec. 17.120 – Signs (general requirements), and Sec. 17.91.070 – Signage (specific to the ADOD) and find no Code deficiencies. The approval of this OAR request does not automatically confer a sign permit. The proposed wall sign may be subject to further administrative review prior to permit issuance.

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 proposed wall sign is compliant with the requirements of the Auburn Downtown Overlay District. Therefore, staff recommends **approval** of the subject Overlay Architectural Review request.

Attachment:

Sign Location Plan





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

OAR #: OAR 25-0002

**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: 8/26/25

APPLICANT NAME:

DENISSE GAMEZ

PROPERTY ADDRESS 1359 4th AVENUE AUBURN, GA 30011

PHONE: 706-654-0013 EMAIL: DENISSE-INEXSIGNSERVICE@GMAIL.COM

PROPERTY OWNER: GINA DEVANEY

ADDRESS: 1359 4th AVENUE AUBURN, GA 30011

PHONE: 770-780-7491 EMAIL: GINA.K.DEVANY@GMAIL.COM

IMPROVEMENT TYPE: (Check all that apply)

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

PROJECT DESCRIPTION:

WALL SIGN INSTALLATION IN AN OVERLAY DISTRICT

WALL SIGN: 120" x 36"

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

RECOMMENDATION: _____ APPROVAL _____ APPROVAL W/ CONDITIONS _____ DENIAL

CONDITIONS: _____

REVIEW COMPLETED: _____ SIGNATURE: _____



1359 4th Avenue Auburn, GA 30011

Face Illuminated Cabinet

07/29/2025



Project Name:

The Pet Store

Project Location
1359 4th Avenue Auburn, GA 30011

Project Architect:

Client:
Gina Devane

Project Colors:

[illegible]

Project: Monument Sign

Date: 06/18/2025

Scale: As Noted

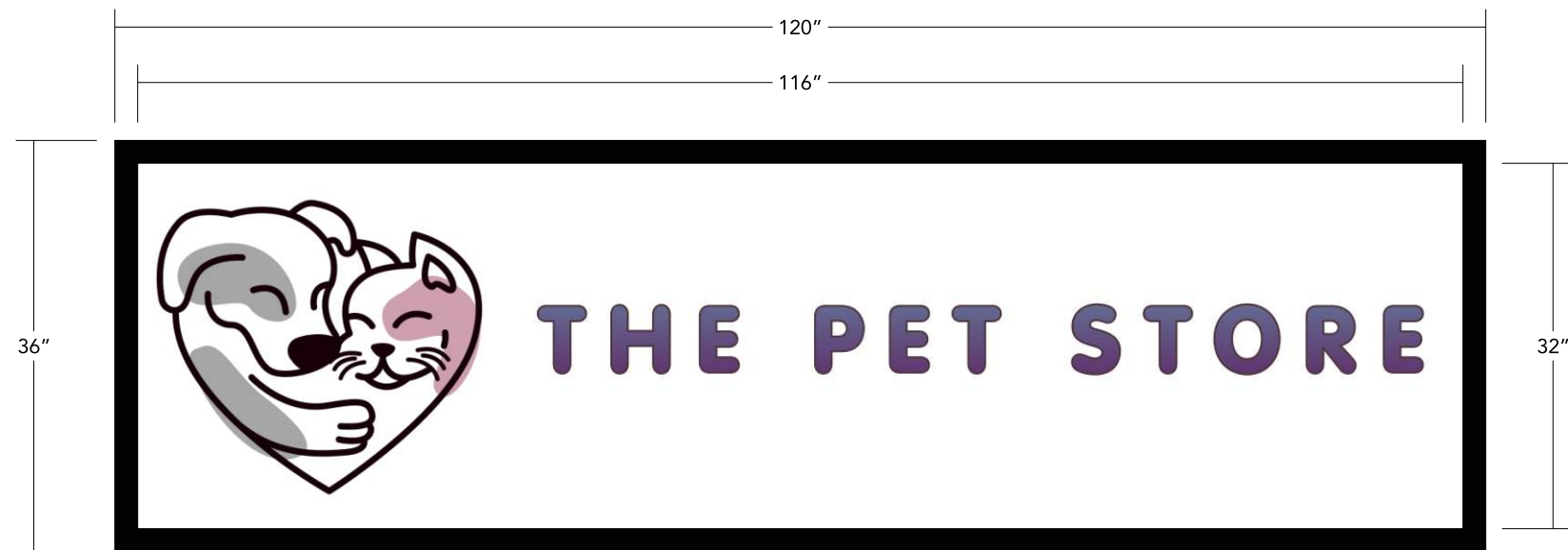
Drawn By: SD

Checked By: SD

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in any way without written consent.

Page:

1



Specifications:

6" deep aluminum fabricated cabinet sign with 2" retainer and 3/16" white translucent polycarbonate and full color digitally printed graphics.

- Illuminated with 7000K LEDs.
- Cabinet color: C01
- Flush mounted to existing wall.
- Sign area: 30 S.F.
- Qty.(1)





Project Name.
The Pet Store

Project Architect:

Project Colors:

02
03
04
05
06

--	--

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3



- NOTE:**
Electrical
Requirements
120v

**ALL ELECTRICAL PRIMARY
CIRCUITS MUST BE DEDICATED
ISOLATED CIRCUITS
***ALL ELECTRIC CIRCUITS
PROVIDED BY CUSTOMER TO
SIGN POWER SOURCE**

PRIMARY ELECTRICAL
ALL PRIMARY ELECTRICAL
CONNECTIONS ARE TO MEET
OR EXCEED N.E. C.
U. L. 48 OR LOCAL ENFORCING

PRIMARY WIRING SHALL BE (3) #12
THW/THWN (BY OTHERS).
GROUNDING PER. NEC ARTICLE 250
(BY OTHERS).

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electric Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

These illustrations are for the sole purpose of expressing visual design intent only and are not intended to be used for actual fabrication purposes. All site conditions, dimensions and mounting elevations must be verified by fabricator prior to construction.



DATE: 7/29/25

PROPERTY ADDRESS & SUITE #: 1359 4th Ave Auburn, Georgia 30011

TENANT'S NAME: The Pet Store

To Whom It May Concern:

I, Gina Devaney, as the owner or authorized agent for the property

listed as (address), 1359 4th Ave Auburn, Georgia 30011

, do authorize Inex Sign Service, Inc to obtain a sign permit for the above referenced property.

Gina Devaney

Owner or Agent Signature

7-29-25

Date

1359 4th Ave Auburn, GA 30011

Owner or Agent Address

770-780-7491

Phone Number



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: 3

TO: Mayor and Council

FROM: Michael Parks
City Administrator

DATE: September 19, 2025

PURPOSE: To amend the City Ordinance concerning the City of Auburn Water System.

BACKGROUND: As we continue to prepare for the City of Auburn to own and operate our city water system, updates will be made to the City Ordinance concerning providing safe drinking water for our citizens. The changes include adoption of an updated Utility Rate Schedule (no increase in rate), change in description for initial connection fee, new master meter requirements, and a description change for drought restrictions.

RECOMMENDATION: To approve the amendment to the City of Auburn Water System Ordinance.

FUNDING: N/A

ATTACHMENTS: Water Rate Schedule
Ordinance to Amend



City of Auburn Utility Rates

Approved by Council July 1, 2025 Wholesale Water Rate Increase by 5%

Water Rates Effective for Bill July 1, 2025

Residential Service Inside the City Limits			Residential Service Outside the City Limits & Non Residential Service		
Base Rate		\$ 18.20	Base Rate		\$ 24.26
Base Rate - Senior 65+		\$ 12.13	Base Rate - Senior 65 +		\$ 14.56
Consumption Rates			Consumption Rates		
From	To	Rate Per 1000 Gallons	From	To	Rate Per 1000 Gallons
0	1000	\$ 8.91	0	1000	\$ 9.76
1001	2000	\$ 9.27	1001	2000	\$ 10.10
2001	3000	\$ 9.64	2001	3000	\$ 10.45
3001	4000	\$ 9.97	3001	4000	\$ 10.84
4001	5000	\$ 10.34	4001	5000	\$ 11.20
5001	6000	\$ 10.84	5001	6000	\$ 11.67
6001	7000	\$ 11.20	6001	7000	\$ 12.05
7001	8000	\$ 11.53	7001	8000	\$ 12.40
8001	9000	\$ 11.93	8001	9000	\$ 12.77

Sewer Rate Residential & Commercial

Minimum Monthly Base	\$ 17.00
Usage per 1000 Gallons	\$ 5.85
Maintenance Fee	\$ 5.00
BC Sewer Admin Fee	7%

Garbage - Republic Services 678-963-2873

Rate	\$ 30.75
Extra Can	\$ 14.64
Deposit	\$ 52.00
Garbage Nonpayment Reconnect	\$ 45.00

Other

Deposit for Service (Cash/Money Order only)	\$ 100.00
Deposit for Hydrant Meters	\$1,500.00
Fee for Lost/Damaged Hydrant Meter	\$1,000.00
Meter Box/Lid Replacement	\$ 100.00
Administrative Fee	\$ 25.00
Re-Read Fee - Customer Request	\$ 25.00
After Hours Reconnection	\$ 325.00
Insufficient Funds Fee	\$ 36.00
Tampering Fee	\$ 500.00
Penalty	10.00%
Damage to meter or components Fee	\$ 400.00
Cuton/Cutoff for Inspections	\$ 25.00
New Water Service Connection Fee - Per Residence	\$5,250.00
Relocate Water Meter - Meter Box	\$4,000.00

ORDINANCE NO. 25-008

**AN ORDINANCE TO AMEND
THE CITY'S WATER SYSTEM
TO PROVIDE SAFE DRINKING WATER TO ITS CITIZENS**

WHEREAS, the City operates the public water system for the benefit of its citizens and customers inside and outside the City limits; and

WHEREAS, the City is in the process of completing a raw water storage and treatment project which will secure safe drinking water for the citizens and customers of the City for generations to come; and

WHEREAS, the City's current Ordinance related to its Water System should be updated; and

WHEREAS, the City's engineers and public utility staff have reviewed the Ordinance and recommend adoption of the Amendment outlined herein; and

WHEREAS, the Amendment is in the best interest of the health, safety and welfare of the citizens of the City to adopt this Ordinance;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF AUBURN HEREBY ORDAINS that the Ordinances listed herein are amended as follows:

Section 13.04.090 Water Rate Schedule. The revised Water Rate Schedule for customers inside and outside the City limits is approved and adopted in the form attached hereto as Exhibit "A" and incorporated herein by reference.

Section 13.04.140 Prohibited Acts is Amended to add the following subsection:

13.04.140(A)(8). No person shall connect more than one individual residential unit to one meter.

Section 13.04.170 Drought-related shortages and restrictions of the existing Section 13.04.170 is deleted and the following substituted in its place:

The City shall follow the drought restrictions published by the State of Georgia applicable in Barrow County and restrictions on water usage inside the City during drought shall correspond to those in effect for the State. The City shall list the applicable drought-related notices on its website. Any person using water in excess of the days, hours, or other usage requirements stipulated by the State shall be guilty of violation of this Ordinance.

This Ordinance shall be effective immediately upon its adoption by the Council. All other and further Ordinances and parts of Ordinances shall remain in full force and effect. All conflicting Ordinances, parts of Ordinances, and any previously listed rates in conflict with the foregoing are hereby repealed.

If any portion of this Ordinance is determined by a Court of competent jurisdiction to be invalid or unenforceable, the rest and remainder of this Ordinance shall continue in full force and effect.

SO ORDAINED, this ____ day of September, 2025.

Richard E. Roquemore, Mayor

Taylor J. Sisk, Council Member

Robert L. Vogel, III Council Member

Jamie L. Bradley, Council Member

Joshua Rowan, Council Member

ATTEST:

Brooke Haney, City Clerk



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: 4

TO: Mayor and Council

FROM: Michael Parks
City Administrator

DATE: September 19, 2025

PURPOSE: To recognize Iris Akridge for her outstanding contribution to the City of Auburn

BACKGROUND: Iris Akridge has finalized her retirement date from the City of Auburn as October 1, 2025. Her many contributions for 23 years of service will not go unnoticed by the citizens, staff, and elected officials throughout our community. We would like to formally recognize her achievements and thank her for all that was accomplished as she served the City of Auburn.

RECOMMENDATION: To recognize 23 years of outstanding service to the City of Auburn.

FUNDING: N/A

ATTACHMENTS: N/A