

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*

Meeting Agenda

Thursday, February 27, 2025
6:30 PM

2nd Floor Conference Room
Zoning Board of Appeals

Michael Walsh, Chair

Taylor Walker

Bob Evely

DaVida Cole

Naim Harrison

- I. **Call to Order**
PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES
- II. **Presentation of previous meeting minutes for acceptance.**
[Zoning Board of Appeals - Zoning Board of Appeals - Jan 23, 2025, 6:30 PM](#)
- III. **Old Business**
- IV. **New Business**
 1. [25-7250](#) **ZBA2025-001 155 Buchanan Street**
Request a variance from Chapter 200, Article I, section 201-6 (b), minimum side setback required.

[ZBA2025-001 Staff Report](#)

[ZBA Application 1-14-25](#)
- V. **ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**
- VI. **Adjourn**

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*

Meeting Minutes

Thursday, January 23, 2025
6:30 PM

2nd Floor Conference Room
Zoning Board of Appeals

*Michael Walsh, Chair
Taylor Walker
Bob Evely
DaVida Cole*

Minutes Acceptance: Minutes of Jan 23, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance.)

I. Call to Order

Chair Michael Walsh called the meeting to order at 6:30 PM and called for approval of the agenda.

Attendee Name	Title	Status	Arrived
Michael Walsh	Chair	Present	
Taylor Walker	Board Member	Present	
Bob Evely	Board Member	Present	
DaVida Cole	Board Member	Present	

II. Presentation of previous meeting minutes for acceptance.

A. Zoning Board of Appeals - Zoning Board of Appeals - Dec 5, 2024, 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Michael Walsh, Chair
SECONDER:	DaVida Cole, Board Member
AYES:	Michael Walsh, Taylor Walker, Bob Evely, DaVida Cole

III. Old Business

None

IV. New Business

a. 25-7228: ZBA2024-008 6885 Jimmy Carter Blvd

Staff presented the case. The applicant is seeking relief from the minimum number of parking spaces required on site. The applicant presented a site plan prior to construction and had requested administrative relief for onsite parking for a mixed-use development (25%) and administrative relief on parking due to proximity to public transportation through the Gwinnett County Bus line (10%). Administrative relief was granted for a total of 210 on-site parking spaces and an additional 24 spaces to be available from a commercial neighbor through a shared parking agreement.

The parking table shown on the plans showed the correct number of spaces would be provided, however the actual number of spaces on the plan were 204. The discrepancy was not identified by the applicant, design professional, or city staff until after the project was completed. Staff have made several visits to the site at different times of day since the discrepancy was identified and have not observed any uncontrolled parking situations and recommends approval of the applicant's request.

Applicant John Hillman of FIDES represented this application and verified the comments of the staff. No other interested parties were present.

After a brief discussion of the case, the Chair called for approval as presented by staff.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Walsh, Chair
SECONDER:	Bob Evely, Board Member
AYES:	Michael Walsh, Taylor Walker, Bob Evely, DaVida Cole

V. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

None

Minutes Acceptance: Minutes of Jan 23, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance.)

VI. Adjourned at 6:40 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: Michael Walsh, Chair
SECONDER: DaVida Cole, Board Member
AYES: Michael Walsh, Taylor Walker, Bob Evely, DaVida Cole

Minutes Acceptance: Minutes of Jan 23, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance.)



City of Norcross

Legislation Details (With Details)

65 Lawrenceville Street
Norcross, GA 30071

770-448-2122

770-242-0824

File#: 25-7250 **Version:**

Type: Agenda Item **Status:** Agenda Ready

File Created: 2/19/2025 **In Control:** Zoning Board of Appeals

On Agenda: 2/27/2025 6:30 PM **Status:** Scheduled

Title: ZBA2025-001 155 Buchanan Street

Sponsors:

Code Sections:

Attachments:

1. [ZBA2025-001 Staff Report](#)
2. [ZBA Application 1-14-25](#)

Title
ZBA2025-001 155 Buchanan Street

Drafter
Michael Walsh

PROPERTY INFORMATION	
Property Location	155 Buchanan Street
Acreage	0.47 acres
Existing Zoning/Land Use	R100 (Single Family Residence)
Character Area	4 North Peachtree Street Neighborhoods
Existing Lot Dimensions	Frontage: 100 ft on Buchanan Street, Depth is 204.97 ft
Proposed Building Dimensions	Approximately 210 square feet
Topography	High Point: Southeast corner Low Point: Northwest corner
Elevation	High Point: 1076 Low Point: 1060
Encumbrances:	The site is located in the National Historic District

EXISTING ZONING AND LAND USE OF PROPERTIES WITHIN 500 FEET			
Location relative to subject property	Zoning/Land Use	Address(es)	Land Area (acres) (Approximate)
North	R100 / Single Family Residences	150 Buchanan Street and 89 North Peachtree Street	0.32 AC and 0.31 AC
South	R100 / Single Family Residences	174 Park Drive and Parcel 6254-149	0.20 AC and 0.47 AC
East	R100 / Single Family Residences	43 and 65 North Peachtree Street	0.51 AC and 0.19 AC
West	R100 / Single Family Residences	30 and 60 Barton Street	0.34 AC and 0.36 AC

Attachment: ZBA2025-001 Staff Report (25-7250 : ZBA2025-001 155 Buchanan Street)

Variance Criteria:

Please see below for the staff interpretation of the variance criteria. The applicant has also prepared answers to the variance criteria that can be viewed in his application.

- 1. Whether there are extraordinary and exceptional conditions pertaining to the particular property in question because of its size, shape or topography.**

There are no extraordinary and exceptional conditions pertaining to the particular property in question due to size, shape or topography.

- 2. Whether the application of the UDO to this particular piece of property would create unnecessary hardship.**

Setbacks are intended to provide adequate space between buildings and property lines. In this case, there is a specific need to provide protected all weather access to the home. While there is a concern of the proximity to the property line, the residential building code will require a fire rated assembly on the portico to mitigate that concern. As well, there is an existing solid wood fence along the property line to reduce visual impacts of the portico addition to the adjoining property.

- 3. Whether such conditions are peculiar to the particular piece of property involved.**

The request for the addition of the portico is for the purpose of adding all weather protection for the residents at the drop-off point from the driveway to the side entrance of the house. Due to the original design for the house which has the left wall at the 15-foot required side setback building line, the requested addition of the portico creates a challenge meeting the setback standard at this juncture by encroaching 14-feet into the required 15-foot setback.

Based upon the specific needs of the occupants, the condition is considered peculiar to the particular property in question.

- 4. Whether such conditions are the result of any actions of the property owner.**

The applicant originally did not show a portico during the CO process, it was added in the field but subsequently removed. Per COA2023-023, the applicant requested modifications to the existing approved home elevations. The proposed front and left elevations show the portico addition which encroaches upon the side setback adjacent to the east property line. The applicant has negotiated a modification to the COA which was approved during the 2/18/2025 ARB meeting.

5. Whether the requested relief, if granted, would cause substantial detriment to the public good or impair the purpose and intent of the UDO.

The requested relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the UDO.

Recommendation:

Staff recommends **approval** of the applicant's request.



APPLICATION FOR A VARIANCE TO THE PLANNING AND ZONING BOARD OF APPEALS

PROPERTY OWNER INFORMATION

Owner's Name: Brad & Amy Arnold

Owner's Address: 155 Buchanan Street

Phone: 470-242-9070 Email: _____

APPLICANT INFORMATION

Contact Name: StanHowington

Company Name: SCH Properties, Inc

Phone: 678-758-3828 Email: stanhowingotn@schproperties.net

PROPERTY INFORMATION FOR REQUESTED VARIANCE

Tax Parcel Number: 6-254 Size in Acres: .47 Number of existing structures: 2

Current Zoning: R - 100 Project Name: Lot 2 Holbrook Estates

Address: 155 Buchanan Street

DESCRIPTION OF REQUESTED VARIANCE

Add a portico to left side of the home in the left buliding line setback (almost to poroperty line)

ACTION REQUESTED FROM THE BOARD OF APPEALS

Variance for the encroachment into the left building line set back.

Attachment: ZBA Application 1-14-25 (25-7250 : ZBA2025-001 155 Buchanan Street)

REQUIRED ATTACHMENTS

- Site plan (to scale) of subject property indicating area of variance
- Legal description
- Vicinity Map
- Include a narrative that explains the reason for the requested variance

STATEMENT

Has the subject property been before the Mayor and Council, Downtown Development Authority, Architectural Review Board, Board of Appeals, Planning and Zoning Board, or any other City Board in the past 24 months? YES NO

If yes, list the board and reference number: COA2023-023

APPLICANT'S SIGNATURE

1-14-2025

Signature

Date

CITY USE ONLY BELOW THIS LINE

Date received: _____ Receipt Number: _____ Application Number: _____

Fee Paid: \$ _____ Meeting Date: _____

DEADLINE AND HEARING SCHEDULE

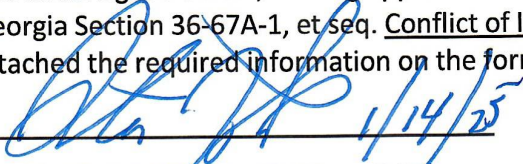
See calendar on the Community Development website for pre-application conference deadlines, application submission deadlines and scheduled meeting dates.

(THE PROPERTY OWNER OR APPLICANT'S ATTENDANCE AT EACH PUBLIC HEARING IS REQUIRED)

Attachment: ZBA Application 1-14-25 (25-7250 : ZBA2025-001 155 Buchanan Street)

CONFLICT OF INTEREST CERTIFICATION FOR REZONINGS

The undersigned below, making application for rezoning, has complied with the Official Code of Georgia Section 36-67A-1, et seq. Conflict of Interest in Zoning Actions, and has submitted or attached the required information on the forms provided.

 1/14/25 Stan Howington, Pres.
SIGNATURE OF APPLICANT DATE TYPE OR PRINT NAME AND TITLE

SIGNATURE OF APPLICANT'S DATE TYPE OR PRINT NAME AND TITLE
ATTORNEY OR REPRESENTATIVE

DISCLOSURE OF CAMPAIGN CONTRIBUTION

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a City of Norcross Mayor/Council Member or a Member of the Planning and Zoning Board

NO (YES or NO)


YOUR NAME

If the answer is yes, please complete the following section:

NAME AND OFFICIAL POSITION OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (LIST ALL WHICH AGGREGATE TO \$250.00 OR MORE)	DATE CONTRIBUTION WAS MADE (WITHIN THE LAST TWO YEARS)

Attach additional sheets if necessary to disclose or describe all contributions _____

CRITERIA FOR EVALUATING VARIANCE REQUESTS

1. Whether there are extraordinary and exceptional conditions pertaining to the particular property in question because of its size, shape or topography.

2. Whether the application of UDO to this particular piece of property would create an unnecessary hardship.

THE ARNOLD'S HAVE A DOORWAY IN A WHEEL CHAIR. THE
PONTON IS TO PROTECT THEM FROM THE ELEMENTS WHILE
THEY LEAN & UNLOAD THEM FROM TRUCK VAN

3. Whether such conditions are peculiar to the particular piece of property involved

4. Whether such conditions are the result of any actions of the property owner

Attachment: ZBA Application 1-14-25 (25-7250 : ZBA2025-001 155 Buchanan Street)

5. Whether the requested relief, if granted, would cause substantial detriment to the public good or impair the purpose and intent of the UDO

THIS WILL NOT CAUSE A DETRIMENT
IN ANY WAY.



Ownership Affidavit & Designation of Agent

I. Ownership.

I, Bono Arnold, hereby attest to ownership of the property described below:

Parcel I.D. Number(s) _____

Location address: _____

for which this Application is submitted.

The ownership, as recorded on the deed, is in the name of: _____

Please complete the appropriate section below:

NOTE: The person signing under section IV Acknowledgement, must be listed below as an officer or partner.

Individual

Corporation/Limited Liability Company (LLC)

Partnership

Provide Names of Officers/Members: _____

Provide Names of General Partners: _____

Government Entity

Secretary of State Registration Number: _____

Name/Address of Registered Agent: _____

II. Designation of Owner's Agent. (Leave blank if not applicable)

As the owner of the above designated property and the applicant for which this affidavit is submitted, I wish to designate the below named party as my agent in all matters pertaining to the location address. In authorizing the agent named below to represent me, or my company, I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief. (Note: Prior to the issuance of a building permit, the owner's agent must be the contractor listed on the permit application.)

Owner's Agent: STAN HOWINGTON

Address: 43 NORTH PEACHTREE ST.

Contact Person: STAN HOWINGTON Telephone No.: 678-38-3828

III. Notice to Owner.

A. All changes in Ownership & Applicant's Agent prior to issuance shall require new affidavit. If ownership changes the new owner assumes the obligations and the original applicant is released from responsibility for actions taken by others after the change in ownership.

B. If the Owner intends the Designation of Applicant's Agent to be limited in any manner, please indicate the limitation below. (i.e., Limited to obtaining a certificate of concurrency for the parcel; limited to obtaining a land use compliance certificate; etc.)

City of Norcross, 65 Lawrenceville Street, Norcross, GA 30071 Community Development Department, 678-421-2027

IV. Acknowledgement.

• Individual

Signature

Print Name: _____
 Address: _____
 Phone #: _____

• Government Entity

 Print Government Name

By: _____
Signature

Print Name: _____
 Title: _____
 Department: _____

• Corporation/LLC

 Print Corporation/LLC Name

By: _____
Signature

Print Name: _____
 Its: _____
 Address: _____
 Phone #: _____

• Partnership

 Print Partnership Name

By: _____
Signature

Print Name: _____
 Its: _____
 Address: _____
 Phone #: _____

NOTARY INFORMATION (Please use appropriate block.) STATE OF <u>GEORGIA</u> COUNTY OF _____		
<p>• Individual</p> <p>Before me, this _____ day of _____, 20____, personally appeared _____ who executed the foregoing instrument, and acknowledged before me that same was executed for the purposes therein expressed.</p> <hr/> <p>• Government Entity</p> <p>Before me, this _____ day of _____, 20____, personally appeared _____ as _____ and on behalf of _____, who executed the foregoing instrument, and acknowledged before me that same was executed for the purposes therein expressed.</p>	<p>• Corporation/LLC</p> <p>Before me, this _____ day of _____, 20____, personally appeared _____ of _____ a _____ corporation/LLC, on behalf of the corporation/LLC, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.</p>	<p>• Partnership</p> <p>Before me, this _____ day Of _____, 20____, personally appeared _____ partner/agent on behalf of _____ a partnership, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.</p>
<p>Signature of Notary _____</p> <p>Print Notary Name _____</p>		
<p>NOTARY STAMP:</p> <p>My commission expires: _____</p> <p>Identification Method: _____ Personally known. _____ Produced I.D. – Type: _____</p>		

City of Norcross, 65 Lawrenceville Street, Norcross, GA 30071 Community Development Department, 678-421-2027

Site Development Plans for HOLBROOK ESTATES LOT 2 155 BUCHANAN STREET Norcross, Georgia 30071 PIN: 6-254-619



LOCATION MAP
(NOT TO SCALE)

- PROJECT DESCRIPTION:**
 -PROPOSED PROJECT CONSIST OF SINGLE FAMILY RESIDENCE.
 -ESTIMATED TIME TO CONSTRUCT THE STRUCTURE WOULD VARY FROM 9 MONTHS TO 12 MONTHS.
 -ADJACENT AREAS ARE RESIDENTIAL
 -PROJECT RECEIVING WATERS - UNNAMED TRIBUTARY
 -STATE WATERS DO NOT EXIST ON THIS SITE, OR WITHIN 200 FT.
 -NO WETLANDS EXIST ON SUBJECT PROPERTY
 -PER THE NATIONAL WETLANDS INVENTORY MAP
 -SOIL SERIES - PHEZ SOILS
 -PACKLET SANDY CLAY LOAM, 2 TO 6 PERCENT SLOPES, ERODED

Owner:
 SUMMERWIND CONSTRUCTION LLC
 43 N. PEACHTREE ST.
 NORCROSS, GEORGIA 30071
 CONTACT: STAN HOWINGTON
 678-758-3828

Developer:
 SUMMERWIND CONSTRUCTION LLC
 43 N. PEACHTREE ST.
 NORCROSS, GEORGIA 30071
 CONTACT: STAN HOWINGTON
 678-758-3828

- SHEET LEGEND
- 1 COVER SHEET
 - 2 SITE - GRADING
 - 3 SEDIMENT CONTROL
 - 4 DETAILS
 - 5 TREE PRESERVATION

NO.	DATE	BY	DESCRIPTION

DIVERSIFIED TECHNICAL GROUP, L.L.C.
 2700
 SUITE 10-150
 DUNWOODY, GEORGIA 30098
 PHONE: 770-614-7992
 EMAIL: DigSurvey@dtg.com



Cover Sheet
 HOLBROOK ESTATES - Lot 2
 DISTRICT: 6
 CITY OF NORCROSS
 GWINNETT COUNTY, GEORGIA

DATE DRAWN: 08/27/21
DATE CHECKED: 08/27/21
DATE APPROVED: 08/27/21
SHEET TITLE: Cover Sheet

PROJECT NUMBER: 23166
DRAWING NUMBER: 1

GSSWC DESIGN PROFESSIONAL
 Jeffrey S. Smith
 No. 15139



THE DESIGN PROFESSIONAL WHO PREPARED THE ES&PC PLAN IS TO INSPECT THE INSTALLATION OF THE INITIAL SEDIMENT STORAGE CONTROL BMP'S WITHIN 7 DAYS AFTER INSTALLATION.

