

# City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



## Meeting Agenda

Thursday, December 4, 2025

6:30 PM

2nd Floor Conference Room

### Zoning Board Appeals

*Michael Walsh, Chair*

*Naim Harrison, Board Member*

*Bob Evely, Board Member*

*Taylor Walker, Board Member*

*Eleanor Gilchrist, Board Member*

**A. Call to Order****B. Presentation of Previous Meeting Minutes for Acceptance and Acceptance of the Agenda as Presented for the Scheduled Meeting****1. 2025-349: Zoning Board of Appeals - Meeting Minutes - October 23, 2025**

Attachments:

1. ZBA Meeting Minutes - October 23, 2025

**C. Ongoing Business****D. New Business****1. 2025-348: ZBA2025-013 551 Sunset Drive**

Staff recommends APPROVAL of ZBA2025-013 with the following findings and conditions:

Findings:

1. The granting of the variance will not cause substantial detriment to the public good or impair the purpose and intent of the UDO.

Conditions:

1. The variance granted shall be allowed to reduce the front yard setback adjacent to Roma Way from code required 50 feet to 20 feet for Lot 1 and Lot 2 as submitted on the site plan dated 10/17/2025; and
2. The variance granted shall be allowed to reduce the front yard setback from code required 50 feet to 40 feet for Lot 4 as submitted on the site plan dated 10/17/202

Attachments:

1. ZBA2025-013\_Staff Report
2. ZBA2025-013\_Application
3. ZBA2025-013\_Letter of Intent
4. ZBA2025-013\_Narrative
5. PP2025-002\_551 Fully Executed PP 06-13-2025
6. ZBA2025-013\_Survey

**E. Additional Input and/or Discussion Not Otherwise Addressed by this Agenda****F. Adjourn**

# City of Norcross

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## Meeting Minutes

Thursday, October 23, 2025

6:30 PM

2nd Floor Conference Room

## Zoning Board of Appeals

*Michael Walsh, Chair*

*Taylor Walker, Board Member*

*Naim Harrison, Board Member*

*Bob Evely, Board Member*

*Eleanor Gilchrest, Board Member*

**A. Call to Order**

The meeting was called to order at 6:31 PM by Chair Michael Walsh.

Attendee Name	Title	Status	Arrived
Michael Walsh	Chair	Present	
Taylor Walker	Board Member	Present	
Naim Harrison	Board Member	Present	
Bob Evely	Boardmember	Present	
Eleanor Gilchrest	Board Member	Present	

**B. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.**

*A motion to Approve the September 25, 2025, meeting minutes.*

*RESULTS: APPROVED [UNANIMOUS]*

*MOVER: MICHAEL WALSH, CHAIR*

*SECONDER: BOB EVELY, BOARD MEMBER*

*AYES: WALSH, WALKER, HARRISON, EVELY, GILCHREST*

**C. Ongoing Business****D. New Business****1. 2025-290: ZBA2025-009 5456 Ashington Court**

Staff presented the findings of the variance request, a requested variance from Chapter 200-Land Use and Zoning, Article 1-Zoning Districts and Use Provisions, Division 3-Multi-Family Residential Districts, Section 201-13 (g) PRD accessory uses requesting relief from the minimum setback requirement for accessory structure.

- Discussion: Board Member Bob Evely stated that in driving by the property he was not able to see the structure from the right-of-way.

*A motion to approve ZBA2025-009 with the following condition(s):*

1. *The variance granted shall allow encroachment into the side yard setback along the western property line from code required five (5) feet to two (2) feet for the existing one (1) story garage.*

*RESULTS: APPROVED [UNANIMOUS]*

*MOVER: MICHAEL WALSH, CHAIR*

*SECONDER: BOB EVELY, BOARD MEMBER*

*AYES: WALSH, WALKER, HARRISON, EVELY, GILCHREST*

**2. 2025-289: ZBA2025-012 5265 Wexford Lane**

Staff presented the findings of the variance request, The applicant seeks a variance for an encroachment of the required side setback for a proposed rebuilding of a duplex as outlined in Chapter 200, Article 1, Section 201-12.b which is the RD lot development standards. This code section prescribes a 15-foot side setback for a principal building. The applicant is seeking to reduce the side setback from the code required 15 feet to 13 along the western property line. At their July hearing, the Architectural Review Board approved the architectural component of the rebuild.

*A motion to approve ZBA2025-012 with the following conditions:*

- 1. The variance granted shall be allowed to reduce the side yard setback along the western property line from code required 15 feet to 13 for a proposed rebuild of a residential duplex.*

*RESULTS: APPROVED [UNANIMOUS]*

*MOVER: MICHAEL WALSH, CHAIR*

*SECONDER: NAIM HARRISON, BOARD MEMBER*

*AYES: WALSH, WALKER, HARRISON, EVELY, GILCHREST*

**E. Additional Input and/or Discussion Not Otherwise Discussed by this Agenda**

None.

**F. Adjourn**

The meeting adjourned at 6:51 PM with a motion to adjourn made by Chair Bob Evely, seconded by Board Member Naim Harrison. Approved Unanimously.



## Variance

<b>Case Number</b>	<b>ZBA2025-013</b>
<b>Hearing Date</b>	12-4-2025
<b>Petitioner</b>	Darron Kusman
<b>Property Location</b>	551 Sunset Drive
<b>Current Zoning</b>	R100 (Single-Family Residential)
<b>Proposed Zoning</b>	N/A
<b>Character Area</b>	Character Area 4: North Peachtree Street Neighborhoods
<b>Site Acreage</b>	3.26 Acres
<b>District</b>	6
<b>Land Lot</b>	254
<b>Parcel #</b>	6254 085
<b>Taxes Paid</b>	N/A
<b>Historic District</b>	N/A

**Requested Variances:** Chapter 200-Land Use and Zoning, Article 1-Zoning Districts and Use Provisions, Division 2-Single-Family Residential Districts, Section 201-6 (b) R100 lot development standards requesting relief from the minimum front setback requirement.

### **COMMUNITY DEVELOPMENT AND PLANNING DEPT. RECOMMENDATIONS**

Staff recommends **APPROVAL** of ZBA2025-013 with the following findings and condition:

#### Findings:

1. The granting of the variance will not cause substantial detriment to the public good or impair the purpose and intent of the UDO.

#### Condition:

1. The variance granted shall be allowed to reduce the front yard setback adjacent to Roma Way from code required 50 feet to 20 feet for Lot 1 and Lot 2 as submitted on the site plan dated 10/17/2025; and
2. The variance granted shall be allowed to reduce the front yard setback from code required 50 feet to 40 feet for Lot 4 as submitted on the site plan dated 10/17/2025

**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 the application.

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

**Analysis:** There are extraordinary and exceptional conditions pertaining to the particular property in question due to size, shape or topography. The double-frontage condition supports consideration of the requested variance, as strict application of the UDO would make it difficult to use property in a way similar to other homes in the neighborhood.

**Supports Requested Use: Yes.**

**Factor: (2) Whether the application of the UDO to this particular piece of property would create unnecessary hardship.**

**Analysis:** Lots one (1) and two (2) both have two front yards adjacent to the Roma Way and Sunset Drive and the front yard setback prescribed for R100 zoned lots is 50 feet. For both lots to adhere to both front yard setbacks, specifically the front yard setback adjacent to Roma Way, the buildable area, orientation, and functionality for each home may be impacted. Since the building line setback is measured from the 40-foot right-of-way of Roma Way, and with a depth of 101.60 feet along the side of Sunset Drive, adhering to the code required 50-foot building setback would effectively reduce the buildable area of lots one (1) and two (2) by approximately 50 percent or greater. Application of the UDO to this particular piece of property may create an unnecessary hardship.

**Supports Requested Use: Yes**

**Factor: (3) Whether such conditions are peculiar to the particular piece of property involved.**

**Analysis:** Corner lots that front two streets exist in the vicinity, specifically at the corner of Sunset Drive and Valley Road directly across the street from the subject property. With the applicant developing a four-lot subdivision and creating an additional road (Roma Way) to access the two (2) rear lots, Lots one (1) and two (2) effectively become corner lots with two front yards. Such conditions may not necessarily be considered peculiar to the particular piece of property involved, as corner lots exist in the immediate vicinity of the subject property and could be considered a normal component of a single-family residential subdivision development. However, the lots in the immediate vicinity could perhaps have nonconformities as it pertains to setbacks, historical variances or been given an exception to the front yard requirements as prescribed in UDO code section 206-8.

**Supports Requested Use: No**

**Factor: (4) Whether such conditions are the result of any actions of the property owner.**

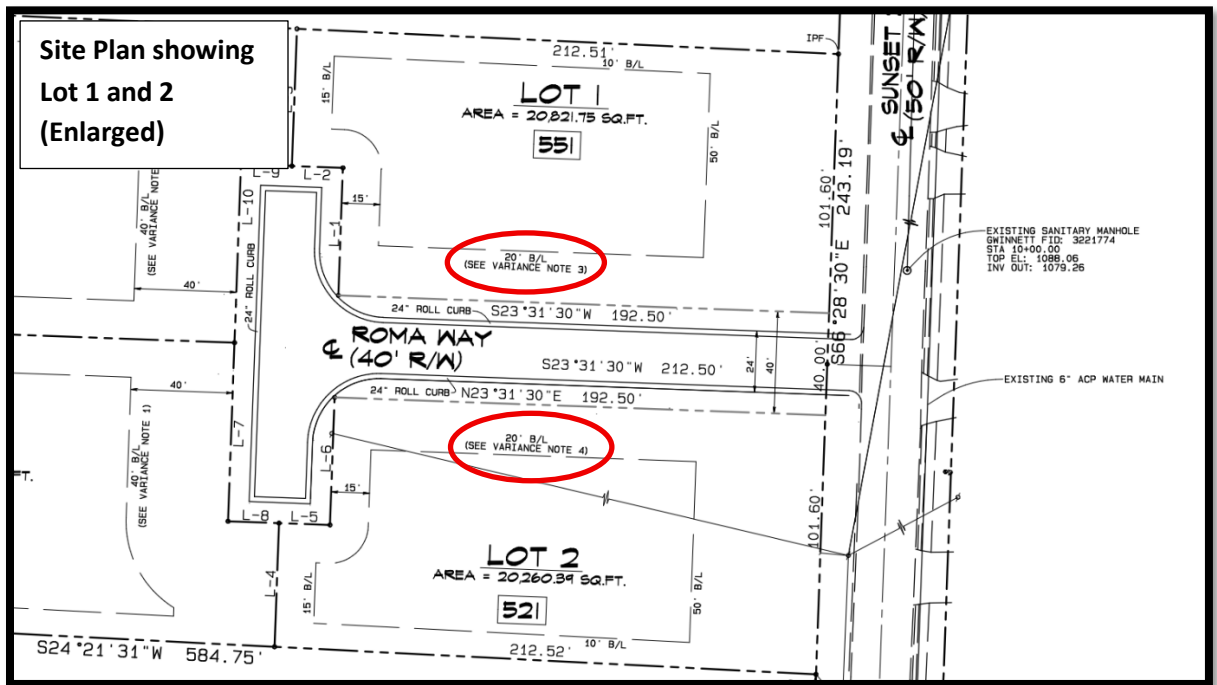
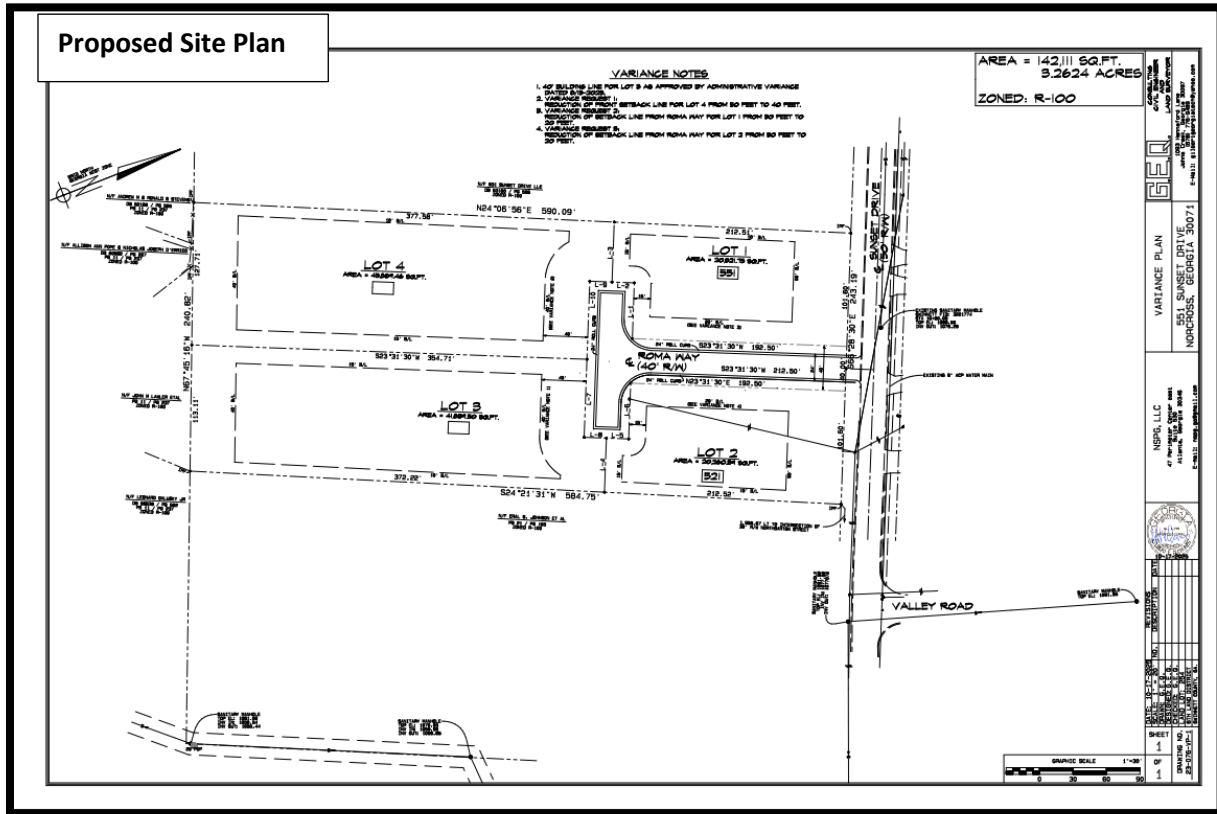
**Analysis:** Such conditions are the result of actions of the property owner. Pursuant to the Unified Development Ordinance, Section 102-2. Defined Terms, a definition is provided for front yards and also a chart to depict front yards, side yards, and rear yards. The chart is referenced and attached to this analysis. Chapter 200-Land Use and Zoning, Article 1-Zoning Districts and Use Provisions, Division 2-Single-Family Residential Districts, Section 201-6 (b) R100 lot development standards outlines the 50-foot front yard setback requirement. The applicant is subdividing the 3.26-acre lot to create a four (4) lot single-family subdivision which creates a second front yard for Lots one (1) and two (2) since the two rear lots are being accessed by Roma Way.

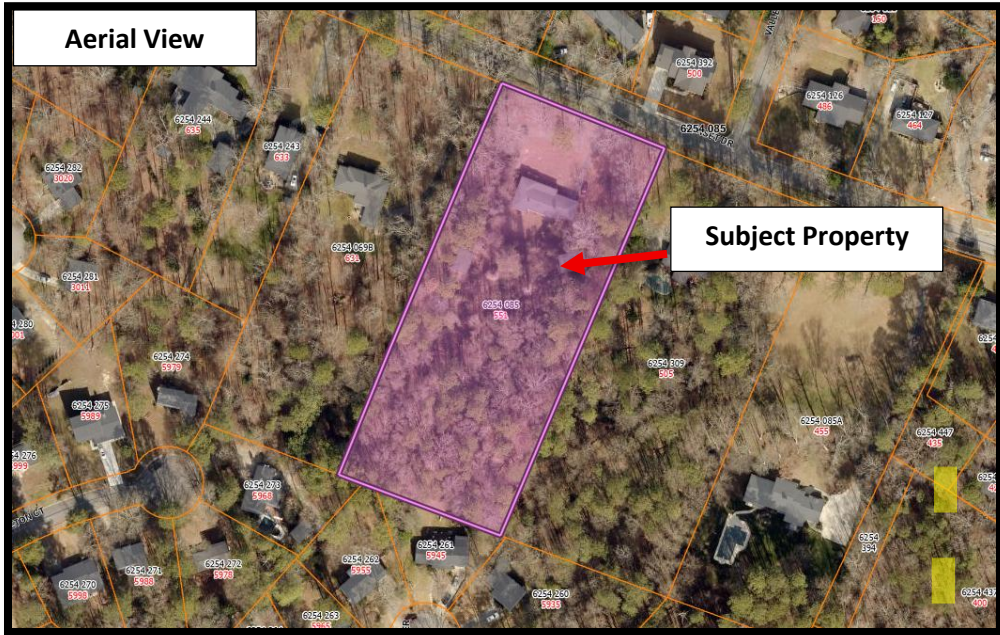
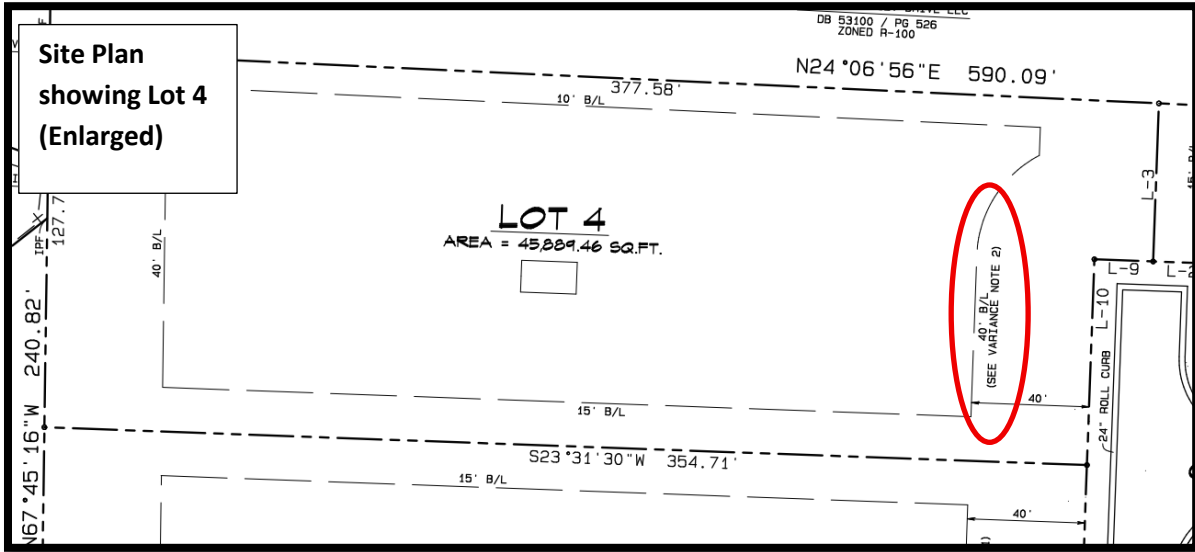
**Supports Requested Use: No**

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

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

**Supports Requested Use: Yes**





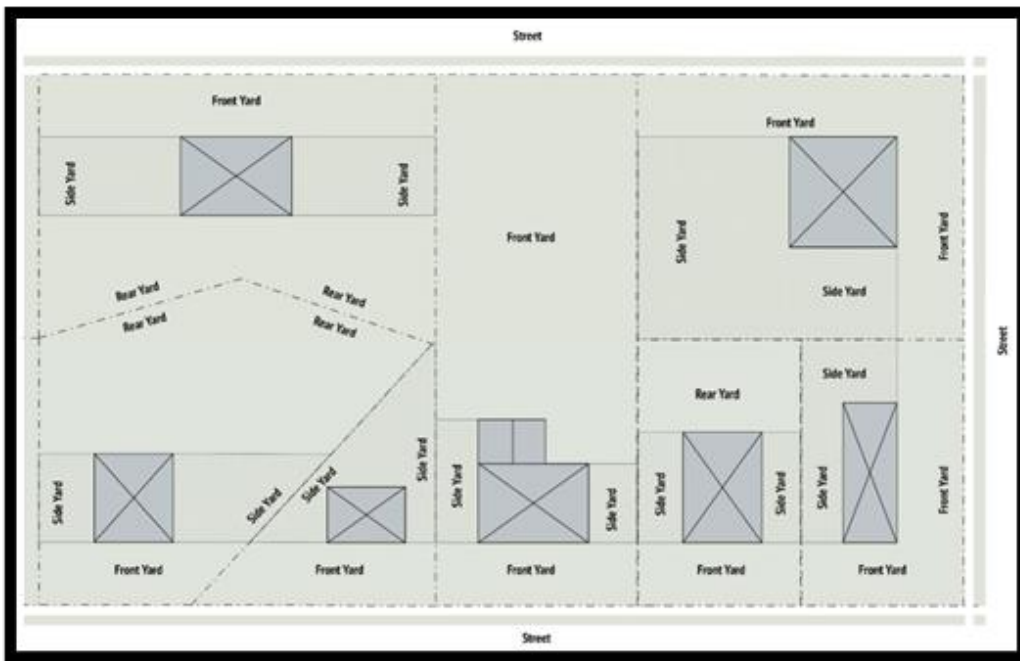
**Summary of the applicant’s proposal**

The applicant’s proposed site plan shows a four (4) lot subdivision on a 3.26-acre R100 zoned lot. The proposed lots meet the prescribed minimum lot area prescribed for R100 lots which is 15,000 square feet, and lot width. Since lots one (1) and two (2) both have double front yards adjacent to Sunset Drive and Roma Way, code requires a 50-foot front setback adjacent to each road. With consent from adjoining property owners, the applicant received an administrative variance (AV2025-009) to reduce the front setback for lot three (3) from code required 50 feet to 40 feet. The applicant is seeking to make lot four (4) front setback parallel with lot three (3), which would reduce the front setback from code required 50 feet to 40 feet. The applicant’s request for a private road right-of-way configuration with the intent for dedication to the city as a public road was considered and approved by Mayor and Council at their May 5, 2025 hearing.

**Current zoning district for the property**

The R100 single-family residence zoning district is intended primarily for single family residences and related uses on large sized lots in the city.

**UDO Chapter 100-General and Administrative Provisions, Article 2 Definitions, Section 102-2. Defined Terms- Depiction of Yards**





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

### PROPERTY OWNER INFORMATION

Owner's Name: NSPG, LLC c/o Danil Kabanko

Owner's Address: 47 Perimeter Center East, Ste 530 Atlanta GA 30346

Phone: NA Email: nspg.ga@gmail.com

### APPLICANT INFORMATION

Contact Name: Darron Kusman

Company Name: Roma Fine Homes, LLC

Phone: 404-419-7556 Email: darron@roma-ventures.com

### PROPERTY INFORMATION FOR REQUESTED VARIANCE

Tax Parcel Number: R6254 085 Size in Acres: 3.2 Number of existing structures: 0

Current Zoning: R-100 Project Name: Sunset Dr SFR Development

Address: 551 Sunset Drive, Norcross GA 30071

### DESCRIPTION OF REQUESTED VARIANCE

3 Variances are requested to address hardships and ensure consistency with the surrounding urban form and development patterns on Sunset D

- 1) Lot 1 Setback variance along new street to 20' to allow home to face Sunset Dr.
- 2) Lot 2 Setback variance along new street to 20' to allow home to face Sunset Dr.
- 3) Lot 4 Front setback reduction to 40' consistent with adjacent approval and initial plat approvals

### ACTION REQUESTED FROM THE BOARD OF APPEALS

Approve variances 1-3 as requested to ensure consistency with the surrounding urban form and development patterns along Sunset Drive and to ensure proper sewer flow from lot 4 consistent with initial plat approval and LDP/installed sewer main.

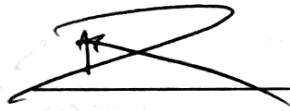
**REQUIRED ATTACHMENTS**

- 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: City Council - PP2025-002  
Prior to City Council approved exemption plat EP2024-01



Signature

**APPLICANT'S SIGNATURE**

Dr. R.F.H.

10/2/2025

Date

**CITY USE ONLY BELOW THIS LINE**

Date received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Application Number: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_ Meeting Date: \_\_\_\_\_

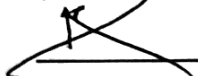
**DEADLINE AND HEARING SCHEDULE**

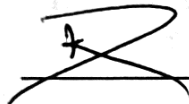
See calendar on the Community Development website for pre-application conference deadlines, application submission deadlines and scheduled meeting dates.

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

**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.

      10/2/2025      Darron Kusman for Roma Fine Homes  
 SIGNATURE OF APPLICANT      DATE      TYPE OR PRINT NAME AND TITLE

      10/2/2025      Darron Kusman for Roma Fine Homes  
 SIGNATURE OF APPLICANT'S ATTORNEY OR REPRESENTATIVE      DATE      TYPE OR PRINT NAME AND TITLE

**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)

Darron Kusman or Roma Fine Homes

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.

Please see enclosed written description

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

Please see enclosed written description

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

Please see enclosed written description

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

Please see enclosed written description

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

Please see enclosed written description



ROMA FINE HOMES

October 10, 2025

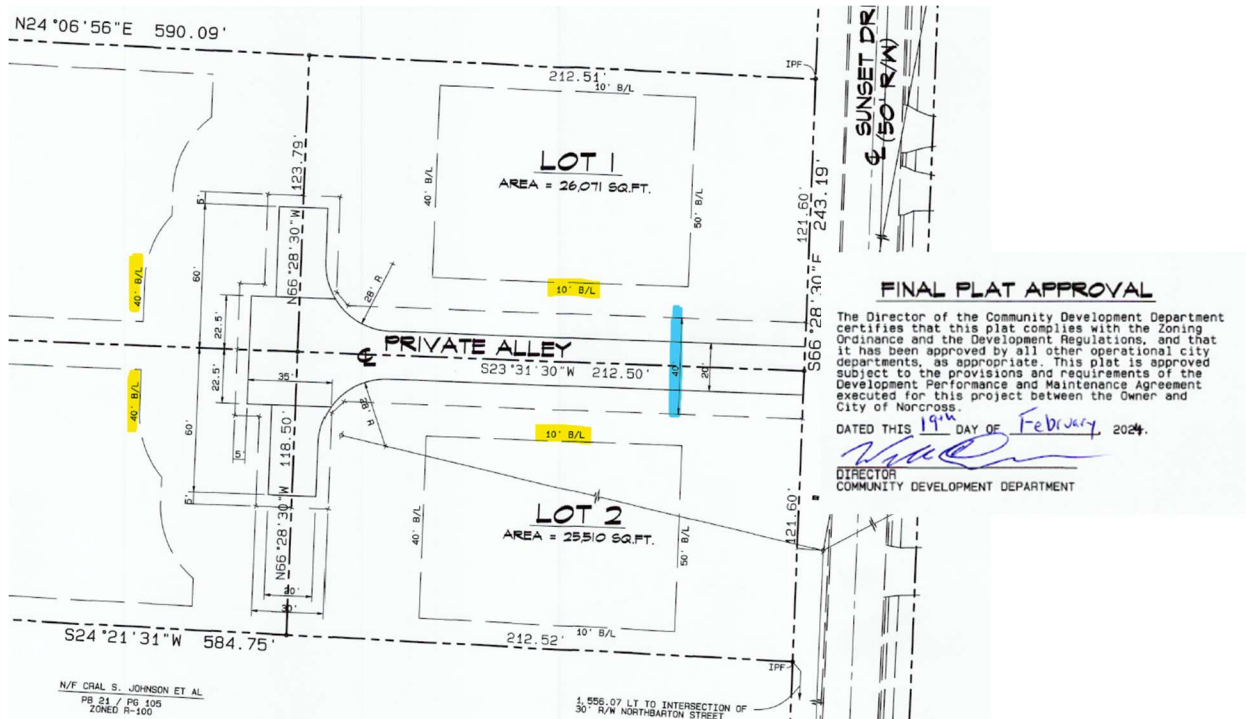
**LETTER OF INTENT**

**EXECUIVE SUMMARY & CONFORMANCE TO THE COMPREHENSIVE PLAN**

**Executive Summary**

This Variance request is for the property at 551 Sunset Drive about half a mile from downtown Norcross. The applicant requests a 30’ reduction in the “side-street” setback for Lots 1 and 2 to allow the homes to front Sunset Drive, and not the new street. This treatment is consistent with the rest of Sunset Drive and surrounding urban form and development patterns. The applicant also requests a 10’ reduction in front setback for Lot 4 and was previously granted an administrative variance for a 10’ reduction in front setback for Lot 3. This is necessary to gravity feed sewer due to errors in the City’s handling of this development and to cure a hardship created by the city. Those errors are further described in this application.

The current owner placed the property under contract in late 2023 and concurrently worked hand in hand with city staff to design a plan for the parcel. The property was acquired in January, 2024 based on these conversations as well as formal correspondence from the city and in February, 2024 the Norcross Development Director approved a final plat for the property. The owner relied on this correspondence and the associated comments and approvals in deciding to move forward with acquisition of the property. The approved plat reflected a 40’ wide access and utility easement, a 10’ side setback adjacent to this access on lots 1 and 2, and a 40’ front setback for the rear parcels.



On July 6, 2024 Gwinnett County approved the sewer design based on the approved plat and earlier sewer capacity approvals, and on July 30 the Norcross Public Works Director approved the utility open cuts along Sunset Drive subject to the owner obtaining a land disturbance permit.

The City of Norcross subsequently approved the Demolition Permit on December 5, 2024 (V. Vakili) and demolition commenced on December 20, 2024. Upon closing the demolition permit the City issued the LDP on January 21, 2025 (S. Morrow), and Utility Permit on January 22, 2025 (T. Rye) based on the approved plat at which point construction commenced, the sewer line was installed, and permanent access was established further vesting all rights in the approved plat.

<p><b>City of Norcross</b></p> <p>Permit</p> <p>Demolition and Moving 65 Lawrenceville Street Norcross, Georgia 30071 678-421-2027 Facsimile: 770-242-0824 <a href="http://www.norcrossga.net">www.norcrossga.net</a></p>	<p>Permit Number DEM2024-013</p> <p>Date of Application 2024-10-17</p> <p>Date Issued 2024-12-05</p> <p>Issued By Vivian Vakili</p>	<p><b>City of Norcross</b></p> <p>Permit</p> <p>Utility Permit 65 Lawrenceville Street Norcross, Georgia 30071 678-421-2027 Facsimile: 770-242-0824 <a href="http://www.norcrossga.net">www.norcrossga.net</a></p>	<p>Permit Number UTP2024-033</p> <p>Date of Application 2024-12-20</p> <p>Date Issued 2025-01-22</p> <p>Issued By Tracy Rye</p>
<p><b>City of Norcross</b></p> <p>Permit</p> <p>Land Disturbance and Development 65 Lawrenceville Street Norcross, Georgia 30071 678-421-2027 Facsimile: 770-242-0824 <a href="http://www.norcrossga.net">www.norcrossga.net</a></p>		<p>Permit Number LDP2024-020</p> <p>Date of Application 2025-01-14</p> <p>Date Issued 2025-01-21</p> <p>Issued By Sharon Morrow</p>	

On February 18, 2025, nearly 1 year to the day after the plat was approved, the developer was notified by the city that the City may interpret the February 2024 plat as being a preliminary plat, despite being clearly labeled and authorized as a final plat with approvals from two subsequent City Directors reflecting the same.

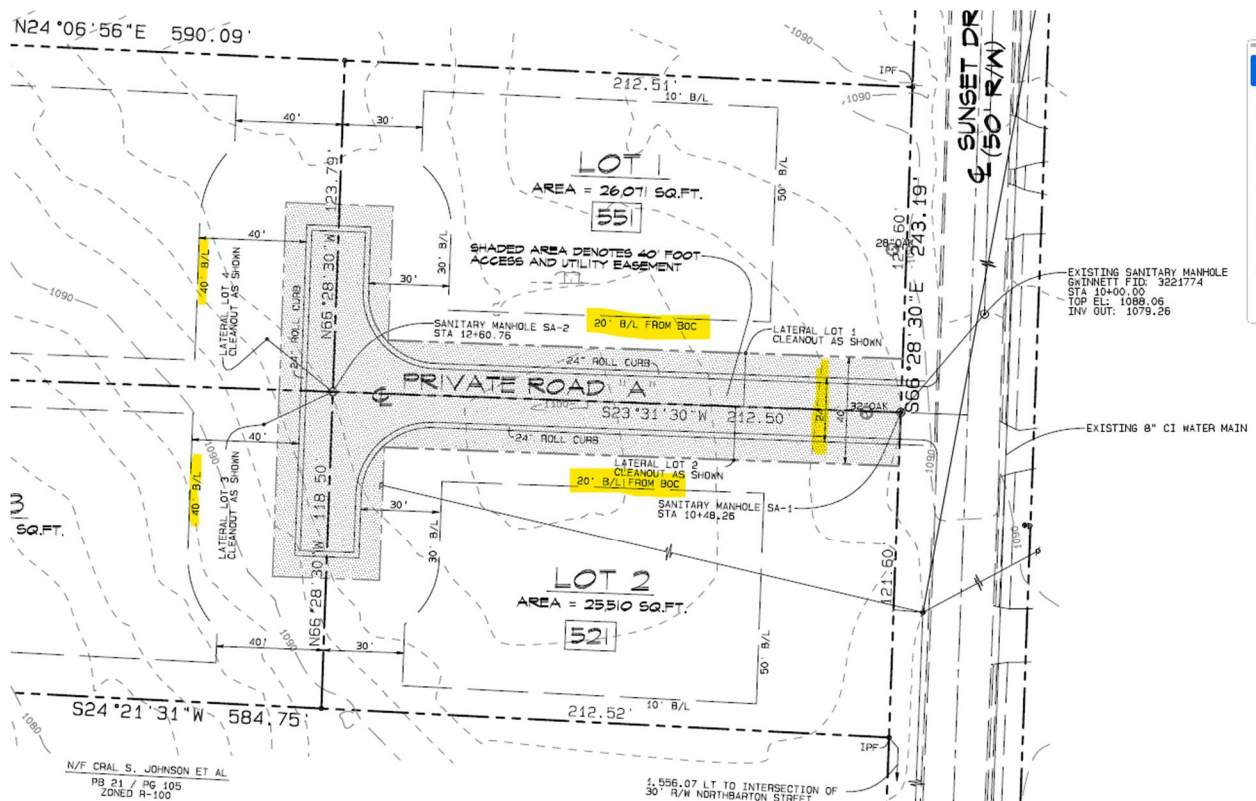
The developer responded the same day, requesting time to allow “for meetings and discussion as well as continued progress toward competition of the designed lots, as is reflected in the city’s approvals of the demolition, LDP, and utility permits for this property. While we reserve all rights and remedies available at equity and at law; we remain committed to working with you in good faith to resolve any issues that have or may arise, and trust that you will do the same.”

On March 6 the Development Director reached out requesting a meeting “to discuss the path going forward for processing the plat map for [551] Sunset Dr”. The developer met with the City Manager, Assistant City Manager, and Development Director on March 10 and provided additional documentation on March 12 addressing the City’s requests, stating:

Per the city’s request we are enclosing a preliminary plat consistent with the prior approval and modified per the notes on the LDP. We have also included the requisite narrative indicating our willingness to dedicate the road to the city should the Council desire. While we are submitting this information at the request of the city, we maintain the validity of the prior approval and the vested rights therein.

Based on discussions at the council meetings we have modified the concrete alley to an asphalt road with curb and gutter. We have also widened the road. Setbacks are shown from back of curb, but if you need additional measurements to the property line please let us know and we are happy to show in whichever manner you prefer.

This preliminary plat reflected a setback of 20’ from the back of curb (12’ from the City Right of Way) which was 2’ more than shown on the approved plat. This concession was made due to the inclusion of a wider road and the developer’s desire to allow a car to park in a driveway without impeding access to the road or curb. The 40’ front build line for the rear lots was maintained, and is necessary to gravity feed the previously installed sewer line.



The developer also included a Narrative with this city-initiated request (Exhibit A), as required by the UDO. The Narrative included the following excerpts:

At the February 17, 2024, members of the Council expressed that they will no longer accept private roads within the city. While we respectfully include a plan that is consistent with the previous approval in February 2024, including a private road and modified per input from City Staff, we would be willing to dedicate a 40' right of way to the city to create a public road provided it does not modify building setback lines or create other additional requirements if that is the desire of the governing body.

.....continued.....

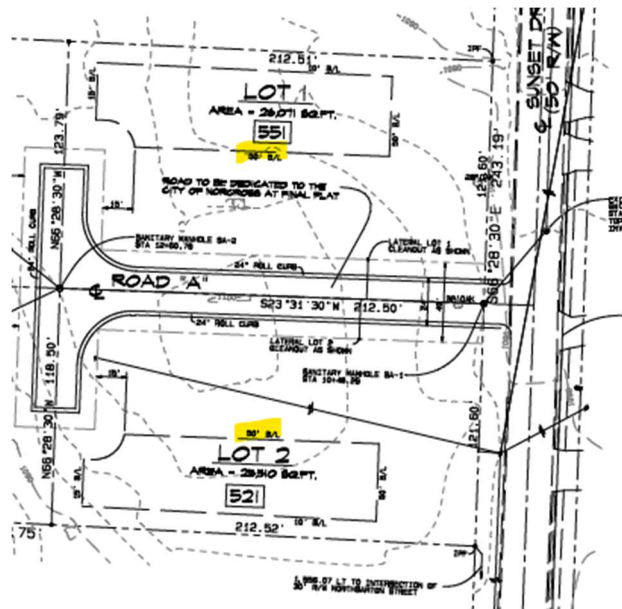
This narrative is also provided as notice, that a denial of the plat for the property referenced above, or approval subject to conditions not described in my application or without my consent, is a violation of my constitutional rights to use this property for a lawful purpose and such denial violates this and related rights. The City Council has an obligation to preserve these constitutionally-guaranteed property rights, and I present this notice to put Council on notice of potential violations.

At no point has either the Developer or the Owner agreed to increase setbacks beyond 12' from the ROW (20' from the back of the curb). The variances currently being requested for lots 1 & 2 extend 8' beyond this initial offer.

On Friday, March 28 at 9:20PM the city sent a formal notice to the developer to “suspend construction at the 551 Sunset Drive project site” effective immediately. In response to the City’s actions the developer submitted a Constitutional and Anti-Litem Notice to the City stating that the City’s letter “may contain material misstatements of fact as to what has, or has not, been submitted or discussed.”

On April 11, the Development Director requested an additional “site plan exhibit to your preliminary plat application [...]for clarity.” This was to show what the setbacks would be if the access was via a public road and was to be an exhibit only; adding a notation stating: *“Then there's the third option which is showing the public road configuration the revised lot line site plan and what the building envelope would be If you met the code as written with the double front setback requirements, Which is the skinny long clinging to the far side property line version, just to show hardship and how they don't want to have to adhere To the standards.”*

- Continued -



**At no point was this third version submitted for consideration**, and on April 15, 2025 the Developer provided the requested plat notations as well as the exhibit showing how the standards do not make sense in this situation as requested. This exhibit was included as support, but never intended to be voted upon.

In their discussion Council chose not to address setbacks, stating that setback variances would be needed but that it is to be addressed by the ZBA per city process; adding “that the intent is that the setbacks should be designed such that it becomes ‘a cohesive part of our community.’” This is consistent with the Director’s previous statement that if a 50’ setback was required the developer “would need setback variances so that you could have a size and quality of home that would fit the character of the neighborhood.”

While we do not agree with the delegation and would have preferred all items be addressed concurrently, we respect the legislative request that the setbacks be addressed by the ZBA. The Council subsequently voted to “Approve a request to consider a Private Road Right-of-Way Configuration at 551 Sunset Drive to serve the 4-Lot Single Family Development, with Intent for Dedication to the city as a Public Road (Option 2).” This vote was based on the exhibit provided at the request of the Development Director, and the setback modification is inconsistent with both the surrounding area and previous approvals.

Again, it is important to note that any deviation from the applicant’s setback request would be inconsistent with the surrounding area and create an extreme and unnecessary hardship as opposed to a mere inconvenience. The City has an obligation to uphold the owner’s rights vested in the previous approvals and completed work.

### Conformance to the Comprehensive Plan

The City of Norcross Comprehensive Plan contains multiple policies and vision statements that support the development of a four-lot single-family infill project at Sunset Drive and associated variances being requested, including the requests for setback variances along the new street as described herein. Below is a summary of key Comprehensive Plan provisions (with specific citations) that align with the proposed development's characteristics:

- **Support for Infill Development in Existing Neighborhoods:** Norcross's adopted 2040 Comprehensive Plan explicitly encourages *context-sensitive infill housing*. For example, **Policy 1-3** states: "*Support opportunities for infill development that reflects the neighborhood character.*" The proposed variances precisely embody this policy by allowing for homes to be designed to reflect the character of surrounding houses by facing the same street and maintaining a similar scale to the rest of the neighborhood. In addition, approval of the requested variances will allow for the lots to be deeper than they are wide, consistent with traditional neighborhood design characteristics and the surrounding area. By facilitating compatible infill on Sunset Drive, the project, when coupled with the approval of the associated variance requests herein, advances the Plan's goal of absorbing growth in a way that *blends with the existing community* rather than creating contrast.
- **Character Area – Traditional Single-Family Neighborhood (Downtown Surroundings):** The property at Sunset Dr is located in a future development character area that the Comprehensive Plan designates for traditional single-family residential use. The Plan's policy for this type of area is to preserve the single-family residential character while allowing appropriate infill. In fact, the Comprehensive Plan's *Future Development Map* and narrative describe that in these Neighborhood Preservation/Established Residential areas, "*Redevelopment and infill housing shall be Single Family Residential Detached with common access.*" This indicates that the City envisions new development taking the form of detached houses consistent with the existing neighborhood. The project even utilizes a common access drive, which is specifically referenced in the Plan as an appropriate mechanism for infill development in the character area. By following this pattern, the development aligns with the Comprehensive Plan's character-area guidance for maintaining low-density, single-family land use. Additionally, approval of the variances will allow the homes to face Sunset Drive which keeps with the **traditional neighborhood form** long established in this area.
- **Traditional Neighborhood Form and Context-Sensitive Design:** The City of Norcross strongly endorses development that respects historic patterns and "fits in" within its context. **Policy 1-13** of the Comprehensive Plan emphasizes this principle, urging the City to "*Preserve and complement the traditional historic, architectural and landscape character of the Downtown core and surrounding neighborhoods, while guiding reasonable growth.*" This project adds new housing on an under-used parcel, but **with approval of the requested variances** does so in a way that *complements the traditional*

*character*. For example, with approval the new homes will align with the existing orientation of homes on Sunset Drive, featuring core facades facing the existing street. The Comprehensive Plan supports such **context-sensitive design**. It even calls for development regulations to be regularly reviewed and adjusted to ensure new infill doesn't erode community character (Policies 1-3 and 1-13 together reflect this). In practical terms, the Plan's support for traditional neighborhood development patterns means it is *acceptable – even desirable – to have reduced setbacks or alternative layout options* if those tools are needed to match the prevailing character. The variances requested (reducing a side-street setback and a front setback) will allow the new houses to sit in a manner that is compatible with how the existing homes in the neighborhood are sited on their lots. This fosters a **human-scaled, pedestrian-friendly environment** consistent with the Plan's goals (e.g. Policy 1-4 encourages "*pedestrian-oriented design standards*"). By maintaining a continuous streetscape and avoiding large gaps or odd orientations, the project upholds the Plan's vision for *traditional neighborhood form* and maintaining the surrounding urban form and development patterns.

- **Urban Infill and Housing Goals:** The Comprehensive Plan identifies the need to accommodate growth through infill and redevelopment in appropriate locations. As a city that values its "*small town feel*" and sense of community, Norcross uses the Plan to direct new development into forms that strengthen neighborhoods to create a unique pedestrian environment with intriguing architecture and design characteristics reminiscent of the area's history. This project is a textbook case of **urban infill** – it takes a property within the city's developed area (walking distance from downtown amenities) and adds new homes for families, thereby utilizing existing infrastructure efficiently. This supports broader Plan objectives such as attracting young families and providing quality housing options in Norcross's core areas. The Plan's *Housing* and *Land Use* sections note that recent development in Norcross includes high-end infill projects and emphasize the importance of ensuring those infill homes contribute positively to neighborhood character. Approval of the variances affords the applicant the opportunity to design the homes to be in harmony with the surrounding homes (contrasting a view from Sunset Drive towards the side of the homes as would be the case if the variances are denied).

The proposal **aligns with city policies that infill should "*reflect neighborhood character*"** and enhance the community. The Comprehensive Plan also contains **Quality Community Objectives** which highlight *Traditional Neighborhood* principles – such as compact, walkable development and a mix of housing that respects historic scale. The plan update 2025 draft reiterates that Norcross should encourage "*traditional neighborhood development patterns*" and *context-sensitive design* as a way to integrate new development into established neighborhoods. Thus, by pursuing a small-scale, contextually appropriate infill subdivision, the development, with revised setbacks as requested, is supported by the city's officially adopted goals.

As noted above, multiple elements of Norcross's Comprehensive Plan support the requested variances that enable the new development to maintain the traditional design elements which

reverberate through the neighborhood, area, and city. The project is consistent with the Future Development Map's intended use for the site, advancing city-wide policies for infill housing (Policy 1-3) and pedestrian-friendly, context-aware design (Policy 1-4, Policy 1-13). Approval of the requested variances ensures that the project will preserve the character of the neighborhood while still accommodating new growth. In fact, the Plan specifically warns against one-size-fits-all standards that would disrupt historic development patterns, and it supports flexibility such as reduced setbacks along the new road when required to keep infill development compatible with the surrounding uses. By fronting Sunset Drive and maintaining a cohesive traditional neighborhood form, the reduces setbacks clearly enhance and help meet the goals and spirit clearly set forth in Norcross's Comprehensive Plan.

In summary, the approval of these variance requests will ensure continuity in the streetscape design and conform to the surrounding urban form and development patterns. The proposal to reduce setbacks is in full conformance with the comprehensive plan, is consistent with previous approvals in the surrounding area, and ensures that the new homes will front Sunset Drive.

**- Continued -**

## PROPERTY ASSESSMENT –VARIANCE REQUESTS

We are pleased to address the variance criteria as put forth in the Norcross Unified Development Ordinance. The variances being requested are:

- 1) Reduction of the Lot 1 street-side setback fronting the new road to 20 feet.
- 2) Reduction of the Lot 2 street-side setback fronting the new road to 20 feet.
- 3) Reduction of the Lot 4 front setback facing the new road to 40’
- 4) *Note:* Lot 3 front setback facing the new road previously reduced to 40’ by Administrative Variance.

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

**Explanation:** There are extraordinary and exceptional conditions impacting this property that are particular to the property involved. When the city administration revised the previous approval it created an atypical double-frontage situation which is not usual for the area. Nearby parcels have previously requested and received variances from this requirement as it renders most of the property unbuildable, pushes homes towards neighboring properties, and is inconsistent with traditional historical development patterns. Many older metro Atlanta cities already have reduced street-side setbacks, however; Norcross code does not make this distinction.

Like most parcels along Sunset Drive, the individual lots are relatively rectangular, however without the requested variances the front lots would be wider than they are deep which is extraordinary, unusual, and undesirable. The approval of the variances would modify the layout such that the lots are deeper than they are wide which is consistent with the remainder of the neighborhood as well as traditional development patterns and lot shapes. This further allows the homes to front Sunset Drive instead of the new road. If the variances to lots 1 and 2 are not granted it is highly likely that the side of the new homes would front Sunset Drive.

Additionally, lots 3 and 4 slope heavily towards the rear, with a sharp drop noted near the building setback line such that homes on Lots 3 and 4 must be positioned carefully to achieve gravity-fed sewer service. This topography was accounted for in the initial designs and approval, however, when the City revised the approval AFTER sewer lines were installed it created an exceptional hardship requiring a variance. The Development Director has recognized this hardship in reviewing the criteria and previously approved the same reduction for Lot 3.

Because of these characteristics as well as the city’s actions it would be difficult if not impossible to gravity sewer to the newly installed lines as the lines were installed based on the original approved plat which had setbacks similar to what is currently being requested. If unable to gravity feed sewer the applicant would need to install a force lateral which has a

higher risk of failure, will not work in storms or power outages when the risk of contamination is highest, and can create an unpleasant situation easily avoided with gravity sewer. This request is necessitated by the city's negligence and modifications to the original approval.

**B. Review Criteria 2:** Whether the application of UDO to this particular piece of property would create an unnecessary hardship.

**Explanation:** As noted above, there are many extraordinary and exceptional conditions pertaining to the property involved and the strict adherence to the zoning ordinance would deprive the owner of their rights vested by the previous approvals, deprive the owner of the rights and privileges enjoyed by other similarly situated property owners, and create an unnecessary hardship due to the city's gross mishandling of this application. The requested variances do not go beyond the minimum necessary to afford relief, and do not constitute a grant of special privilege that would be inconsistent with the treatment of other similarly situated properties. In fact, the approval of these variances would make the treatment of this parcel equivalent to the surrounding properties since none of those properties were subject or will be subject to the requirements imposed by the suburban style ordinance.

If the code's standard setbacks were applied to both street frontages, the buildable area for the houses would be severely constrained. For example, when the City asked the developer to illustrate a code-compliant layout (with full front-yard setbacks on both Sunset Drive and the new road), the resulting building envelope was essentially a "*skinny long structure clinging to the far side property line,*" (quote from City Development Director) an impractical design that lengthens the home and requires that to sit as close to the adjacent properties as possible to allow for a reasonable layout. It is also detrimental to the neighboring property owners, placing a large structure next to the existing homes which would overlook their yards. This exercise made it clear that the usual setbacks "*do not make sense in this situation*" (quote from City Development Director) and approval of these variances will maintain consistency with the surrounding urban form and development patterns and benefit the adjacent property owners.

Requiring the front two homes to face the new road would not only break the consistent alignment and orientation of houses on Sunset, but also yield homes of substandard width or force an odd lot layout. Likewise, enforcing the full 40' front setback on Lot 4 would push that house so far back (due to the sewer slope constraints) that a costly pumping system might be needed or the lot might become unbuildable. In sum, applying the UDO's normal setback rules *literally* to this property would cause an extreme hardship – the owner would be unable to build homes that both meet modern needs and respect the established neighborhood form, despite having followed the City's guidance during the design process and complied with all permits and rights granted to them.

In summary, the strict and literal interpretations and strict application of the applicable provisions or requirements of this zoning ordinance would cause a significant, unnecessary, and undue hardship or practical difficulty, as distinguished from a mere inconvenience.

**C. Review Criteria 3:** Whether such conditions are peculiar to the particular piece of property involved

**Explanation:** Other parcels in the neighborhood lack the same size and scale as the subject property and are not subject to the same requirements and do not have the same limitations and history set forth in Review Criteria 1 and 2 as well as the hardships described in the executive summary due to the City’s malfeasance. The property’s shape, context, and development history create special conditions not seen on surrounding parcels. As such, these conditions are peculiar to this particular piece of property.

**D. Review Criteria 4:** Whether such conditions are the result of any actions of the property owner

**Explanation:** The need for these variances did **not** result from any action by the property owner. On the contrary, the owner worked closely with City staff on a design that was approved in February 2024, relying on the City’s direction regarding layout and setbacks.

The *hardships* now at issue largely stem from changes in interpretation and errors made by the City – for example, the City later treating the approved “final plat” as a preliminary plat despite issuing 3 separate permits based on and subsequent to the February 2024 approval, and insisting on larger setbacks long after construction had commenced and utilities had been installed, thus stripping the property owner of their rights.

The reduced front setback for Lot 4 became necessary only because the sewer had been installed at the depth needed for the original approval, but the city modified after it and already been installed. This is a direct result of how the City mishandled the permits and approvals, and not something the owner caused.

Similarly, the street-side setback issue arose from the City’s request that the private internal alley be revised to meet full roadway standards, which imposed an unexpected second “front yard” on the corner lots. The developer never intended to create an unusual lot configuration or setback and ALWAYS intended for the homes to be consistent in frontage and character with the surrounding urban form along Sunset Drive. The developer specifically *avoided* any self-created issues by adhering to the City-approved plan until the City itself altered the terms. As noted in the variance narrative, the front setbacks reductions are specifically “*to cure a hardship created by the city,*” not by the applicant. Therefore, the special conditions necessitating these variances were not self-imposed.

As stated above, the conditions impacting this property are not the result of the property owner and represent the minimum necessary to afford relief. The variance requests are also consistent with surrounding development and with other nearby properties facing similar site conditions or constraints.

- Continued -

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

**Explanation:** Relief, if granted, would be beneficial to the public good and is in line with the city's overall plan for the area and Comprehensive Plan. Approval of the variances to the street-side setbacks on Lots 1 and 2 would preserve the character and integrity of the neighborhood by allowing the new homes to front Sunset Dr while concurrently minimizing the disturbance to surrounding property owners and minimizing the area where the structure abuts their property.

This cohesive layout is in line with the purpose of the UDO, which among other things encourages context-sensitive design and compatibility with surrounding development. During the City Council's discussions on this project, officials explicitly acknowledged that strict adherence to the normal setback standard here would be counterproductive – a Councilmember stated *“the intent is that the setbacks should be designed such that it becomes ‘a cohesive part of our community,’”* and the Development Director noted that if a 50' setback were applied to the new road, one would **“need setback variances** so that you could have a size and quality of home that would fit the character of the neighborhood.” In other words, the City recognizes that the variances *themselves* are needed to avoid detriment and to **ensure** the new development fits in. By granting these reliefs, the City will allow the homes to be placed in a harmonious manner consistent with nearby properties and avoids any unnecessary impact on neighbors.

Importantly, approval of the requested variances will ensure continuity in the streetscape design and conformity to the surrounding urban form and development patterns. It will not undermine the UDO's intent, because the intent of setback rules (to promote orderly development and public welfare) is better met by aligning with the historic pattern. The public interest is actually served by granting these variances, as it results in a development that is both functional and in character with the community.

- Continued -

## CLOSING STATEMENT

In closing, we request that the variances be approved such the homes can be constructed in a manner that is consistent with the surrounding urban form and development patterns and the city's vision for the future of this corridor. Granting the requested variances will resolve lingering issues associated with the city's negligence in handling this application and is consistent with the desire multiple council members, city staff, and the city attorney articulated during the plat approval process. The setback reductions will benefit the city without providing any negative impacts to the community or the environment.

All five criteria weigh strongly in favor of approving the requested variances. The extraordinary conditions associated with the property, the continuity with the surrounding areas, adherence to traditional lot shapes and dimensions, as well as the City's mishandling of the application constitute a bona fide *hardship* under the ordinance – one not created by the owner – and strict application of the code would impede a project that otherwise fulfills the City's goals.

Approval of the requested variances, without limitation, allows the parcel to be developed and constructed in a manner that *"is in full conformance with the comprehensive plan"* and *"ensures that the new homes will front Sunset Drive"* just like the neighboring houses. By approving this request, the City will uphold the intent of its regulations by promoting a high-quality, context-sensitive infill development rather than a discordant layout. The variance requests are thus justified and should be approved.

We trust that the preceding information will be sufficient and respectfully request that the variances be granted as requested; however, if you have any additional suggestions or require any supplementary information please do not hesitate to reach out. Thank you in advance for your time and consideration.

Respectfully,



Darron Kusman  
Director  
Roma Fine Homes



March 11, 2025

Attn: City of Norcross  
c/o Community Development Department  
65 Lawrenceville Street  
Norcross, Georgia 30071

Re: 551 Sunset Dr

Dear Mayor Newton, Members of the City Council, and Community Development Department,

We are writing today at the request of the City in an effort to correct a purported city error in the processing of the final plat for the subject property which was previously approved on February 19, 2024. While we reserve all remedies available at equity and at law, and further vested through the issuance of numerous permits subsequent to the initial approval, we are committed to working with the city in good faith towards resolving this matter in a timely fashion.

At the February 17, 2025 work session, members of the Council expressed that they will no longer accept private roads within the city. While we respectfully include a plan that is consistent with the previous approval in February 2024, including a private road and modified per input from City Staff, we would be willing to dedicate a 40' right of way to the city to create a public road provided it does not modify building setback lines or create other additional requirements if that is the desire of the governing body.

To meet the stated desire for a public road, we have modified the design to increase the width of the road, and now propose an asphalt road surrounded by roll curbing in lieu of a concrete alley. The use of roll curbing is consistent with the remainder of Sunset Drive, and setbacks take into account the desire to be able to park a large passenger vehicle in the driveways without obstructing the road.

The parent parcel consists of 3.26 acres, or 142,111 square feet; which by area constitutes approximately 9.5 residential lots within the zoning district. This plan consists of 4 residential lots each of which far exceeds the UDO requirements. The architecture of the homes will be consistent with the surrounding area and will need to take the frontage on Sunset Drive as well as the internal subdivision layout into account.

Water and Sewer approval from Gwinnett County is included in the application, and sewer lines have already been installed in accordance with the approved LDP. Fire service is addressed through the use of an IFC approved turnaround as well as by exceeding the required road width and meeting the angular fire turnaround requirements and road lengths. Electric Service has been designed and quoted, and will be underground per local ordinance. Streetlights will be included at the end of each leg of the hammerhead if desired.



Stormwater will be addressed by lot, and each lot will individually meet the requirements of the city. There are numerous methods used to address water quality and quantity in residential districts, and designs will be in conformance with the GSWMM BMP's (aka the "Blue Book") as well as the Norcross UDO taking site conditions into account. Stormwater facility maintenance will be the responsibility of each homeowner, and no communal stormwater facilities are proposed. The systems will also take into account the ease of maintenance.

This narrative is also provided as notice, that a denial of the plat for the property referenced above, or approval subject to conditions not described in my application or without my consent, is a violation of my constitutional rights to use this property for a lawful purpose and such denial violates this and related rights. The City Council has an obligation to preserve these constitutionally-guaranteed property rights, and I present this notice to put Council on notice of potential violations.

We trust that the information enclosed herein is sufficient, however please do not hesitate to reach out should you require any additional information.

As always, thank you for your time and consideration.

Respectfully,

**Darron Kusman**  
**Roma Fine Homes**  
O: 404-419-7556  
[darron@roma-ventures.com](mailto:darron@roma-ventures.com)

Additional Reference(s):  
Approved Final Plat dated February 19,2024  
Approved Demolition Permit  
Approved Land Disturbance Permit  
Approved Utility Permit  
Approved Sewer and Water Plan  
Approval for Utility Open Cuts on City Street for Sewer Installation

# PRELIMINARY PLAT

## For

# 551 SUNSET DRIVE

PARCEL NO.: R6254 085  
 LAND LOT 254; 6TH LAND DISTRICT  
 GWINNETT COUNTY, GEORGIA  
 CITY OF NORCROSS  
 GWINNETT CASE NUMBER: PLAT2024-00092

### DESIGNER'S STATEMENTS AND CERTIFICATION

I hereby certify that the plans for the proposed subdivision shown on this Preliminary Plat were prepared by me or under my supervision.

*Gilbert E. Quinones*  
 Signature of Designer  
 Gilbert E. Quinones, P.E., P.L.S.  
 Georgia Professional Engineer No: 11745  
 Georgia Professional Land Surveyor No: 2810

### CONFORMANCE WITH CONCEPT PLAN CERTIFICATION

I hereby certify that this Preliminary plat conforms to the approved Concept Plan and the requirements of the UDO.

*Deborah Rogoff-Eza*  
 Community Development Director  
 Date: 6.13.25

*Tracy Rye*  
 City Engineer  
 Date: 6.13.25

Tracy Rye for Amir Mahfoozpour

### APPROVED PRELIMINARY PLAT CERTIFICATION

The undersigned hereby certifies that this Preliminary plat has been reviewed and approved by the City in accordance with the City's Unified Development Ordinance. This approval expires in one year from this date if the owner/developer fails to secure Final Plat approval by that time.

*Deborah Rogoff-Eza*  
 Community Development Director  
 Date: 6.13.25

*Danil Kabanko*  
 Owner / Developer  
 Date: 06/13/2025

### OWNER'S STATEMENT

I hereby submit this Preliminary plat as the owner, or his/her/its authorized agent, for all property shown thereon.

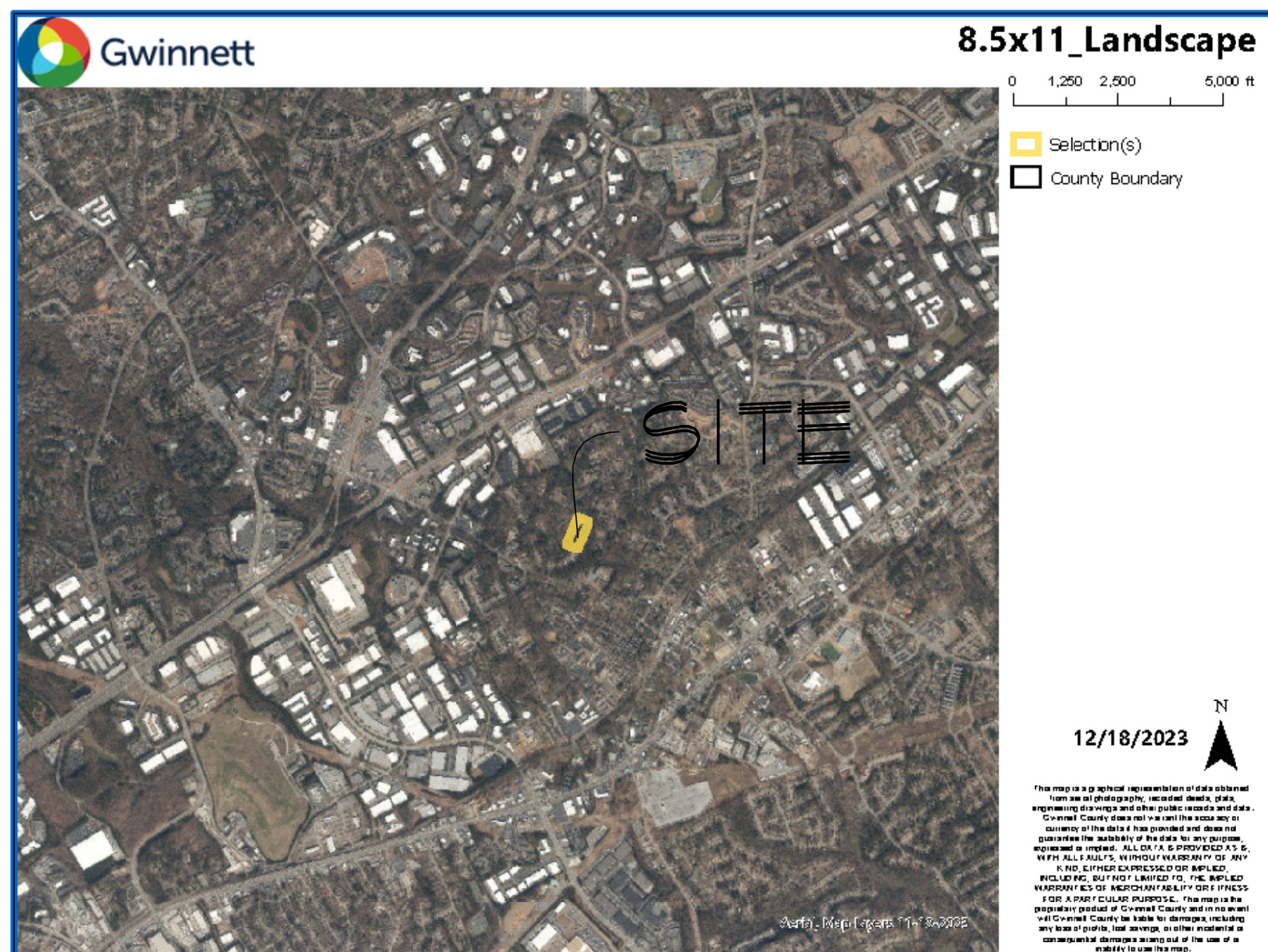
*Danil Kabanko*  
 Signature of Owner or Authorized Agent  
 Date: 06/13/2025

*Danil Kabanko*  
 Name of Owner or Authorized Agent  
 Date: 06/13/2025

### LIST OF DRAWINGS

DRAWING NUMBER	TITLE	ISSUE DATE	LAST REVISED DATE
23-076-PP-1	COVER SHEET	03-08-2025	06-12-2025
23-076-PP-2	PRELIMINARY PLAT	03-08-2025	06-12-2025

### VICINITY MAP



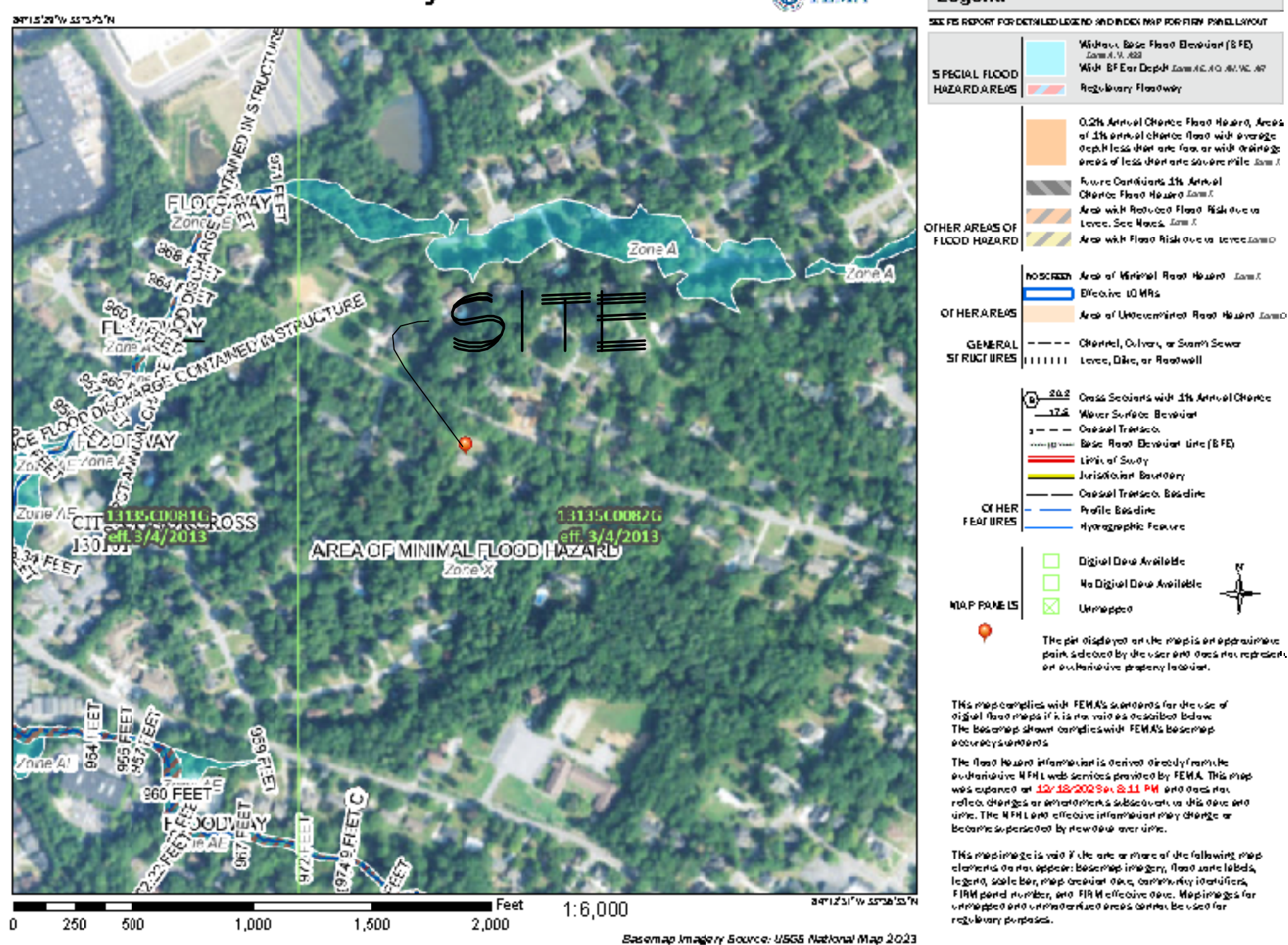
### OWNER and SUBDIVIDER

Danil Kabanko  
 Secretary  
 NSPG, LLC  
 47 Perimeter Center east  
 Suite 530  
 Atlanta, Georgia 30346  
 E-Mail: nspg.ga@gmail.com

### SURVEYOR

GILBERT E. QUINONES, P.E., P.L.S., CFM  
 1093 Hannaford Lane  
 Johns Creek, Georgia 30097  
 (678) 776-9489  
 E-Mail: gilbertgeorgiatech@yahoo.com

### National Flood Hazard Layer FIRMette



GWINNETT COUNTY  
 DEPARTMENT OF WATER RESOURCES  
 684 Winder Highway | Lawrenceville, GA 30045-5012  
 678.376.6700  
 www.gwinnettcountry.com | www.gwinnetth2o.com

April 16, 2024

Darron Kusman  
 Roma Fine Homes  
 1915 Airport Rd, Suite 2J  
 Chamblee, GA 30341

RE: Sewer Availability for Proposed Development - Final Plat for 551 Sunset Drive  
 Parcel ID 6254 085

Dear Mr. Kusman:

Gwinnett County Department of Water Resources (GCDWR) has reviewed the impact of the proposed development consisting of 4 single-family homes on the above parcel and determined:

Gwinnett County has adequate sewer capacity to serve the proposed development.

This confirmation is based on your anticipated annual average daily flow of 0.69 gpm discharging to the sewer tie-in manhole at Facility ID 3221774.

**Capacity Allocation:** Sewer capacities are allocated only upon the issuance of a Development Permit, by Gwinnett County Planning & Development and after all applicable conditions established in this Sewer Capacity Certification, if any, are met.

**Certification Expiration:** The Sewer Capacity Certification is valid for 12 months from the date of this letter. If rezoning is approved, GCDWR will issue a revised Sewer Capacity Certification based on the approved units, as needed. The capacity request can be renewed for an additional 12 months. If a Development Permit has not been obtained by the expiration date above the developer may apply for renewal by providing evidence of active rezoning, plan review, or permitting efforts.

Once the Sewer Capacity Certification expires, the capacity is no longer allocated, and a new Sewer Capacity Certification request must be submitted for re-evaluation with no guarantee of available capacity. The evaluation will be based on the updated conditions of the sewer system.

**Certification Invalidation:** This certification is not valid if there are proposed changes to your development that could impact downstream sewer capacity (e.g. land use density, sewer tie-in manhole, parcel changes, and/or rezoning). In this case the development must resubmit for a new Sewer Capacity Request with updated information prior to the expiration of the previous one.



GWINNETT COUNTY  
 DEPARTMENT OF WATER RESOURCES  
 684 Winder Highway | Lawrenceville, GA 30045-5012  
 678.376.6700  
 www.gwinnettcountry.com | www.gwinnetth2o.com

Please contact us at 678-376-7026 if you have any questions.

Sincerely,

GWINNETT COUNTY DEPARTMENT OF WATER RESOURCES

*Jaiyi Su*

Lorraine Campagne, PE  
 Section Manager, Development Support  
 678.376.7058

C: Gwinnett County DWR - Tai Yi Su, Division Director; Raghu Venuru, Engineer V; Mikala Weston, Engineer III  
 Gwinnett County P&D - Charli Young, Planning Manager; Geniva Sylvia, Engineer I; Christina Dejarrette, Engineer I



**CONSULTING CIVIL ENGINEER AND LAND SURVEYOR**

**PRELIMINARY PLAT (1 OF 2)**

**551 SUNSET DRIVE NORCROSS, GEORGIA 30071**

**NSPG, LLC**  
 47 Perimeter Center east  
 Suite 530  
 Atlanta, Georgia 30346  
 E-Mail: nspg.ga@gmail.com

DATE	REVISIONS	DESCRIPTION	DATE
3-08-2025	AS NOTED	GENERAL	3-11-25
	1	ADDRESS CITY COMMENTS	5-30-25
	2	ADDRESS CITY COMMENTS	6-05-25
	3	ADDRESS CITY COMMENTS	6-12-25
	4	ADDRESS CITY COMMENTS	6-12-25

DRAWING NO. 23-076-PP-1  
 OF 2

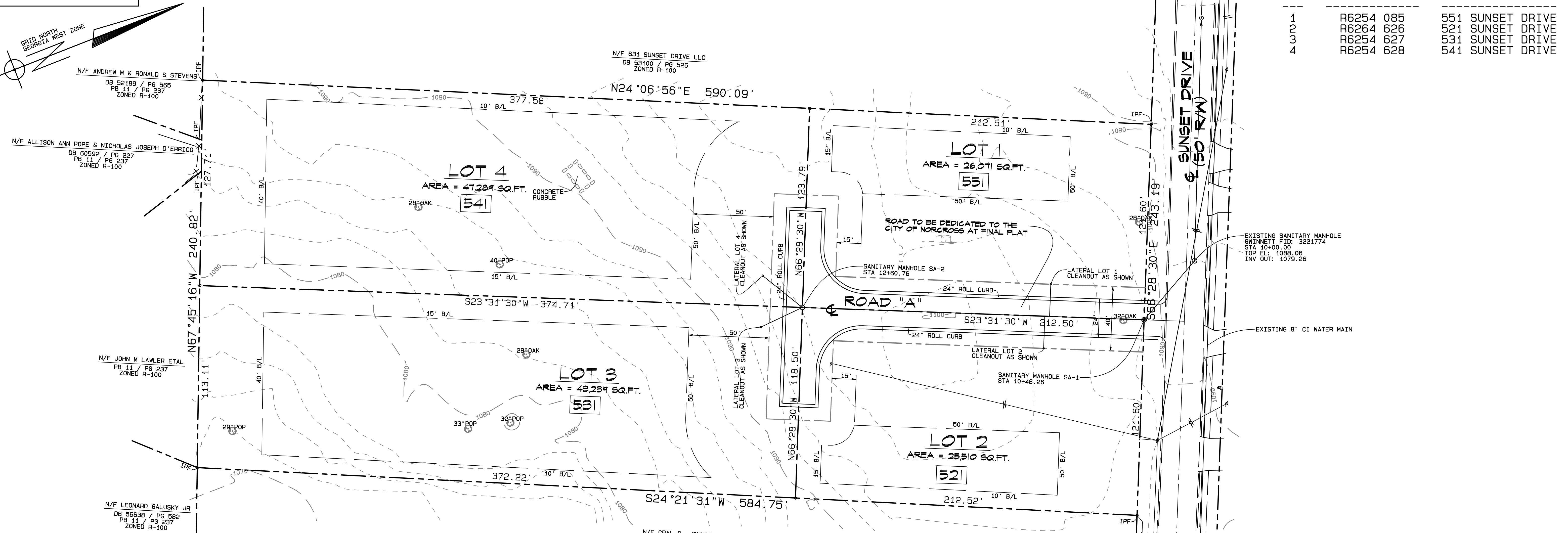
DRAWING NO. 23-076-PP-1  
 OF 2



AREA = 142,111 SQ.FT.  
3.2624 ACRES  
ZONED: R-100

**LOT CHART**

LOT	PARCEL NUMBER	ADDRESS
1	R6254 085	551 SUNSET DRIVE
2	R6254 626	521 SUNSET DRIVE
3	R6254 627	531 SUNSET DRIVE
4	R6254 628	541 SUNSET DRIVE



**PRELIMINARY PLAT GENERAL NOTES**

- Existing conditions shown hereon from a BOUNDARY, TOPOGRAPHIC AND TREE SURVEY for MUTUAL HOME SOLUTIONS LLC by GEO dated 1-05-2004.
- This property lies within Zone X, which is not a Special Flood Hazard Area per the FLOOD INSURANCE RATE MAP for Gwinnett County, Georgia, as delineated in Community Panel Number 1313500826 bearing an Effective date of March 4, 2013.
- Existing utilities shown are based on visual observations by the survey crew only. There may be others not shown hereon. The BEFORE YOU DIG utility search company should be contacted prior to any construction done on this site. The Engineer assumes no responsibility for the locations of any underground utilities not visible.
- This property lies in Land Lot 254 of Gwinnett County, Georgia's 6th Land District, and within the City of Norcross.
- Based on the best available information this property is zoned R-100 (Single Family Residence) and is subject to the following Development Standards:  
 Minimum Lot Area: 15,000 Square Feet  
 Minimum Lot Width: 100 Feet  
 Maximum Impervious Lot Coverage: 35%  
 Maximum Building Height:  
 Principal: 35 Feet  
 Accessory: 12 Feet  
 Building Setbacks:  
 Front Yard: 50 feet  
 Side Yard: 10 Feet one side / 25 Feet total  
 Rear Yard: 40 Feet  
 Note: The complete City of Norcross Development Code can be found online at [www.municode.com](http://www.municode.com).
- Domestic water is provided by Gwinnett County.
- Sanitary sewer disposal is provided by Gwinnett County.
- Stormwater management will be provided at the Building permit Phase in accordance with the City of Norcross UDO.
- The proposed use of this property is converting one single family residential lot into four.
- Existing topographic information from a field survey dated January 7, 2024.
- This Topographic Survey complies with the United States National Map Accuracy Standards. Vertical accuracy, as applied to contour maps on all publication scales, shall be such that not more than 10 percent of the elevations tested shall be in error by more than one-half the contour interval.
- Variations required to be obtained concurrently with the approval of the Final Plat by the City Council.
- Street lights are not provided nor required.
- Specimen trees are shown on the Preliminary Plat.

**EXISTING SPECIMEN TREE INVENTORY**

TREE / DBH	28"	29"	32"	33"	40"
OAK	3	1	1	1	4 TREES @ 116 DBH INCHES
POPLAR	1	1	1	1	4 TREES @ 134 DBH INCHES
TOTAL	3	1	2	1	8 TREES @ 250 DBH INCHES

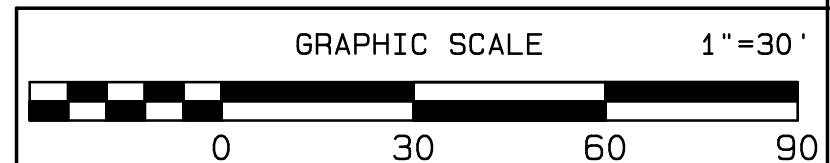
CONSULTING CIVIL ENGINEER AND LAND SURVEYOR  
**NSPG, LLC**  
 47 Perimeter Center east  
 Suite 530  
 Atlanta, Georgia 30346  
 E-mail: [nspg.ga@gmail.com](mailto:nspg.ga@gmail.com)

**PRELIMINARY PLAT (2 OF 2)**  
**551 SUNSET DRIVE NORCROSS, GEORGIA 30071**

DATE: 3-08-2025  
 SCALE: 1" = 30'  
 DRAWN: G.E.O.  
 DESIGNED: G.E.O.  
 CHECKED: G.E.O.  
 LAND LOT: 254  
 6TH LAND DISTRICT  
 GWINNETT COUNTY, GA.

REVISIONS  
 NO. DESCRIPTION DATE  
 1 GENERAL 3-11-25  
 2 ADDRESS CITY COMMENTS 3-30-25  
 3 ADDRESS CITY COMMENTS 4-05-25  
 4 ADDRESS CITY COMMENTS 4-12-25

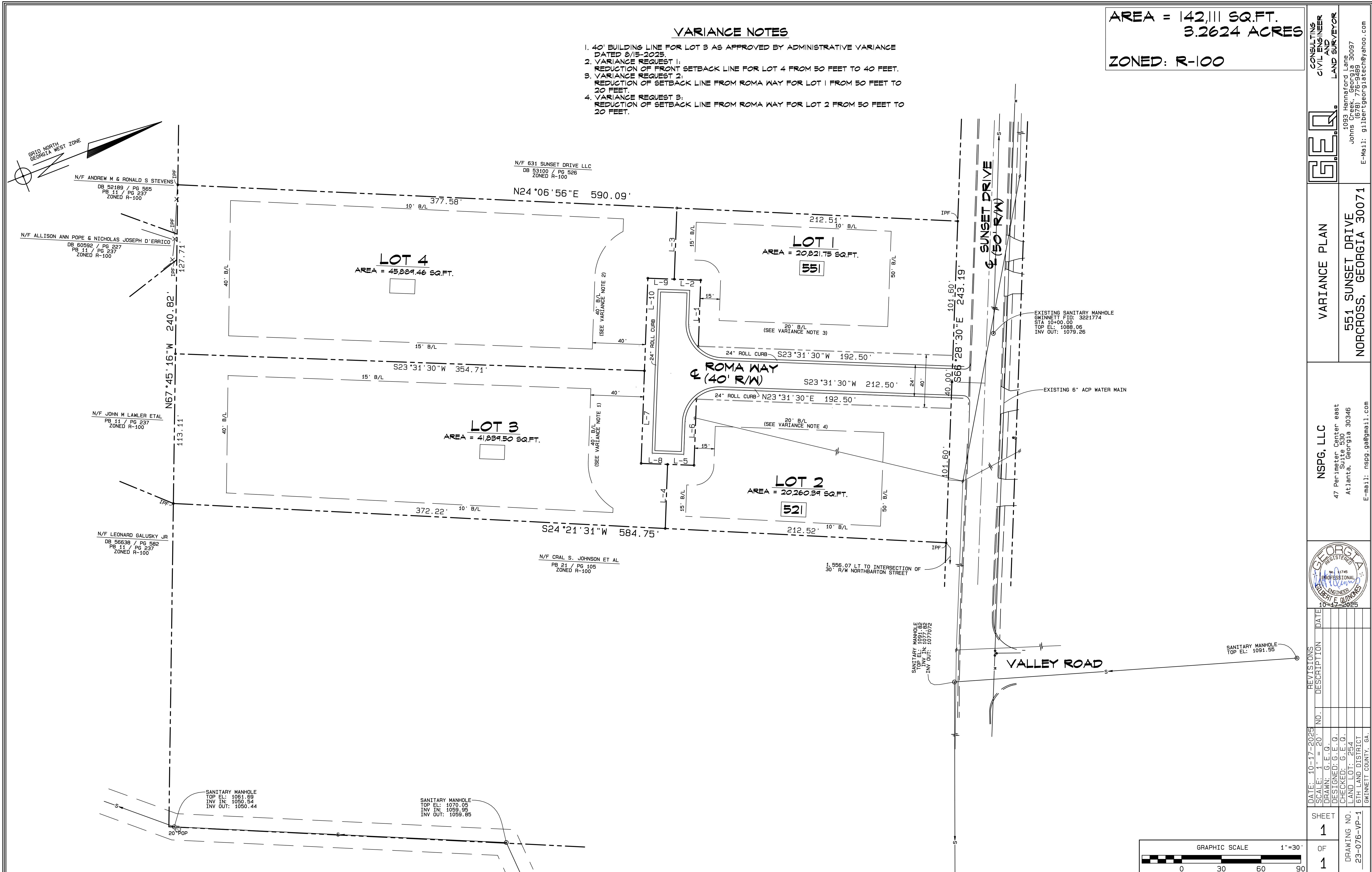
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 DRAWING NO. 23-076-PP-2

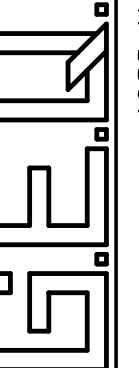
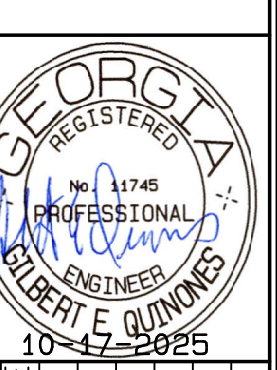


**VARIANCE NOTES**

- 40' BUILDING LINE FOR LOT 3 AS APPROVED BY ADMINISTRATIVE VARIANCE DATED 8/15-2025.
- VARIANCE REQUEST 1: REDUCTION OF FRONT SETBACK LINE FOR LOT 4 FROM 50 FEET TO 40 FEET.
- VARIANCE REQUEST 2: REDUCTION OF SETBACK LINE FROM ROMA WAY FOR LOT 1 FROM 50 FEET TO 20 FEET.
- VARIANCE REQUEST 3: REDUCTION OF SETBACK LINE FROM ROMA WAY FOR LOT 2 FROM 50 FEET TO 20 FEET.

AREA = 142,111 SQ.FT.  
3.2624 ACRES  
ZONED: R-100



		CONSULTING CIVIL ENGINEER AND LAND SURVEYOR	
1093 Hannaford Lane Johns Creek, Georgia 30097 (678) 776-9489 E-Mail: g1bert@geogatech.com		VARIANCE PLAN	
551 SUNSET DRIVE NORCROSS, GEORGIA 30071		NSPG, LLC 47 Perimeter Center east Suite 530 Atlanta, Georgia 30346 E-mail: nspg.ga@gmail.com	
		DATE: 10-17-2025 SCALE: 1" = 20' DRAWN: G.E.Q. DESIGNED: G.E.Q. CHECKED: G.E.Q. LAND LOT: 254 6TH LAND DISTRICT GWINNETT COUNTY, GA.	
REVISIONS NO. DESCRIPTION DATE	SHEET 1 OF 1	DRAWING NO. 23-076-VP-1	