P.O. Box 1390 • 10 North Public Square • Cartersville, Georgia 30120 Telephone: 770-387-5600 • Fax: 770-387-5605 • www.cityofcartersville.org

MEMO

To: BZA

From: Randy Mannino/ David Hardegree/ Zack Arnold

CC: Keith Lovell Date: May 6, 2024

Re: File # V24-14 Variance to allow front entry townhomes

#V24-14: Variance to allow front entry townhomes

Variance application by WHM Chattahoochee Hills for property located along Center Road adjacent to and west of I-75 in Land Lots 115, 173, 174, 187, and 188 of the 4th District, 3rd Section, and zoned RA-12 (Single-Family Attached & Detached Residential). Said property contains approximately 103.85 acres.

In 2024, said property was rezoned from R-20 (single family residential) to RA-12 (Residential Attached, townhomes) with conditions per Z23-06. The conditions are attached, but are not impacted by the variance request. Per the RA-12 zoning, parking for townhome units must be limited to the rear yard with an alley or private drive constructed for rear yard access (Ordinance Sec. 6.7.3(M)(3)).

Per the concept site plan submitted with the 2023 zoning application, all the 199 town home units would require front access parking due to site topography. Front access parking requires parking in the front yard which is not an allowed location.

Per City Public Works comments, the developer will be required to maintain the streets as private streets with a 60ft wide utility and access easement instead of a 60ft Right-of-way. This is allowed per ordinance *Sec. 7.5-71. - Private streets.* A private street provides the developer flexibility with on-street parking requirements.

Traffic on Center Rd. will not be affected by front access or front yard parking for the townhome development.

The variance request is for the following:

1) To allow on street, side, & front yard parking

Department Comments Received:

Electric Department: No comments received.

Fibercom: Takes no exception.

Fire Department: No comments received.

Gas Department: Takes no exception.

Public Works Department: Public works has the following comments:

- Inadequate parking is often a concern in townhome developments with front entry driveways. This situation encourages on-street parking of overflow vehicles. Excessive on-street parking creates traffic safety concerns due to reduced sightlines and can pose the risk of impediment for the public as well as public safety vehicles.
- City Solid Waste Services has experienced major difficulties in servicing similar developments for the reasons stated above. Inadequate sight distance of oncoming traffic presents safety hazards for Solid Waste workers.

Water Department: Takes no exception.

Planning Department: The planning department would approve of the variance with the following conditions:

 That all other development regulations associated with Sec. 7.5-71, Private Streets, be met prior to the issuance of an LDP, including, but not limited to, review and approval of construction plans by all required city departments. This condition should cover other city department comments regarding on street parking.

Public Comments Received by Staff: None received as of 5-21-2024.

Justification:

Please review the following findings, as stated in the Zoning Ordinance, that are to be utilized in determining justification for approval or denial of variance request(s).

Sec. 6.7.3 (M) – Other Required Standards (RA-12 townhome requirements)

6.7.3. Development standards.

A. Height regulations. Buildings shall not exceed a height of thirty-five (35) feet or two and one-half ($2\frac{1}{2}$) stories, whichever is higher.

- B. Minimum lot area per dwelling unit: Two thousand (2,000) square feet.
- C. Maximum density: Twelve (12) units per gross acre.
- D. Minimum lot width: Twenty (20) feet.
- E. Minimum lot frontage:
 - Single-family detached units: Thirty-five (35) feet.
 - All other uses: Twenty (20) feet.
- F. Minimum lot depth: One hundred (100) feet.
- G. Minimum development area: One-half (0.5) acres.
- H. Minimum heated floor area: One thousand (1,000) square feet.
- I. Setbacks:
 - Front yard: Ten (10) feet.
 - Side yard: Ten (10) feet (each end of row).
 - Rear yard: Twenty (20) feet.
- J. [Gable or hip roofs.] Gable or hip roofs shall have a minimum roof pitch of 6/12. Both gable and hip roofs shall provide overhanging eaves on all sides that extend a minimum of one (1) foot beyond the building wall.
- K. Accessory use, building and structure requirements. See section 4.9 of this chapter.
- L. Minimum buffer requirements. In addition to required setbacks, a fifteen-foot wide buffer is required along all property lines which abut a single-family district or use to provide a visual screen in accordance with section 4.17 of this chapter.
- M. Other required standards
 - 1. No fewer than three (3) dwelling units in a row shall be allowed.
 - 2. Alley or private drive access required.
 - 3. Required parking shall be allowed in the rear yard only.
 - 4. Principal buildings shall front a private drive or public right-of-way.
 - 5. Principal structures on lots within the RA-12 district shall have a minimum of fifty (50) percent finish product on the exterior walls of the buildings consisting of brick, stone, hard-coat stucco, or fiber cement siding.
 - 6. A metal panel exterior finish product shall not be allowed on metal buildings exceeding one hundred fifty (150) square feet in gross floor area constructed or placed on lots within the RA-12 district.

Sec. 7.5-71. Private Streets

(1) Definitions.

- (a) City engineer shall be the individual designated by the city manager to perform said functions.
- (b) City of Cartersville Development Standards. The City of Cartersville Zoning Ordinance, City of Cartersville Development Regulations and all codes and ordinances adopted by the City of Cartersville.
- (c) Director refers to the City of Cartersville Director of Planning and Development.
- (d) Subdivision for the purpose of this section, subdivisions include only the following uses:
 - (1) Single-family residential units; and
 - (2) Fee simple town home units, fee simple condominiums or other fee simple ownership of the individual residential units.
- (2) Private streets permitted. Private streets may, upon application, be permitted by the planning commission within subdivisions, subject to the requirements of this section. Applications for approval of private street shall be considered by the planning commission at the time of preliminary plat approval by the planning commission. Following a recommendation by the public works director or city engineer to authorize private streets in a major subdivision, the planning commission shall consider the application and may impose conditions on the approval of private street to ensure various public purposes and to mitigate potential problems with private streets. No final plat involving a private street shall be approved unless said final plat conforms to the requirements of this section.
- (3) Engineering plans required. It shall be unlawful for any person, firm, or corporation to construct a new private street or alter an existing private street or to cause the same to be done without first obtaining approval of engineering and construction plans from the public works director and the city engineer in accordance with the requirements of this article and the City of Cartersville Development Standards.
- (4) Standards. All private streets shall be constructed to all standards for public street including all related appurtenances as required by the City of Cartersville Development Standards, applicable construction specifications of the city engineer, and as approved by the city engineer.
 - (a) If a gate or other controlled access is installed at the entrance to the development, a place which provides emergency access to the development by emergency agencies must first be approved by the emergency agencies of the City of Cartersville. Access must also be provided to anyone providing utilities to said development; there shall be an automatic gate opening on any power disconnect.
 - (b) All provisions of the zoning ordinances of the city shall apply to the development of said development.
 - (c) There shall be only one (1) entrance/exit from the development to a public street unless otherwise recommended by the city engineer, fire and police department or other emergency services and approved by the planning commission. In no event shall a private street be constructed so as to permit said street, in any configuration, to serve as a connecting street between two (2) public streets. Other than the entrance/exit to the private development, no private street shall adjoin any property outside the limits of the private development;
 - (d) There shall be an independent certified inspector approved by the city provided by the developer to determine compliance with the specific rules and requirements for streets and utilities during the entire project.
- (5) Street names and signs. Private streets shall be named, subject to the approval of the director. The subdivider of land involving a private street shall install street signs with content containing the street name and the designation "private," as approved by the director. The sign signifying the private street may be required by the director to be a different color than that of street signs provided for public streets in order to distinguish maintenance responsibilities in the field
- (6) Easements. Easements for private streets shall be designated on final plats as general-purpose public access and utility easements, along with the name of said private street. Said easement shall at minimum be of the same width as that required for the right-of-way of a public street by the major thoroughfare plans and the city engineer for the type of public street (local, collector, etc.) most closely

resembling the proposed private street. Easements for private streets shall not be included in any calculation of minimum lot size or density limitations established by local land use regulations. In the cases of private streets, the general-purpose public access and utility easement for the private street shall either:

- (a) Be shown in a manner on the final plat such that each lot fronting the private street shall extend to the edge of the curb, right-of-way, or easement for said private street. No lot shall be permitted to be divided by the general purpose public access and utility easement required and established for a private street; or
- (b) Shall be drawn as its own discrete parcel to be dedicated to a private homeowners association (i.e. not shown to be a part of any lot).
- (c) All utility easements as required by the City of Cartersville Development Standards must be installed and dedicated to the city.
- (7) Maintenance. The city shall not maintain, repair, resurface, rebuild, or otherwise improve streets, signs, drainage improvements or any other appurtenances within general purpose public access and utility easements established for private streets. A private maintenance covenant recorded with the Bartow County Clerk of the Superior Court shall be required for any private street and other improvements within general purpose public access and utility easements established for private streets. The covenant shall set out the distribution of expenses, remedies for noncompliance with the terms of the agreement, rights to the use of easements, and other pertinent considerations. The covenant shall specifically include the following terms.
 - (a) The covenant shall establish minimum annual assessments in an amount adequate to defray costs of ordinary maintenance and procedures for approval for additional needed assessments. The covenant shall also specify that the funds from such assessments will be held by a homeowners or property owners association in all cases.
 - (b) The covenant shall include a periodic maintenance schedule.
 - (c) The covenant for maintenance shall be enforceable by any property owner served by the private street.
 - (d) The covenant shall establish a formula for assessing maintenance and repair costs equitably to property owners served by the private street.
 - (e) The covenant shall run with the land.
 - (f) The planning commission may, at its discretion, as a condition of approving private street, require a performance bond and/or maintenance bond and/or letter of credit be submitted by the subdivider and held by a homeowners or property owners association, or the planning commission may require that the sub-divider pay an amount of money as recommended by the city engineer into an escrow account or other suitable account for the maintenance and repair of private streets and stormwater management improvements, to be drawn from by the homeowners or property owners association as maintenance and repair needs may arise.
 - (g) All agreements, restrictive covenants and other documentation related to the development shall be furnished and approved by the director prior to commencement of development.
- (8) Specification for final plats involving private streets. The director shall not approve for recording any final play involving a private street unless and until it shall contain the following on the face of the plat:
 - (a) Deed book and page reference to the recorded covenant required by this section;
 - (b) "WARNING The City of Cartersville, Georgia has no responsibility to build, improve, maintain, or otherwise service the private street, drainage improvements and other appurtenances contained with the general public purpose access and utility easement or easements for private streets shown on this plat unless otherwise indicated hereon."
 - (c) "Grant of Easement. The general purpose public access and utility easement(s) shown on this plat for private street(s) is hereby granted and said grant of rights shall be liberally construed to

provide all necessary authority to the City of Cartersville, Georgia and to public or private utility companies serving the subdivision, for the installation and maintenance of utilities, including, but not limited to, electric lines, gas lines, telephone lines, water lines, sewer lines, cable television lines, and fiber optic cables, together with the right to trim interfering trees and brush, together with a perpetual right of ingress and egress for installation, maintenance and replacement of such lines. Signature of Property Owner;" and

(d) (The following certificate of dedication shall be required by the city unless the mayor and city council waives the dedication requirement).

The director may add to said dedication as may be required for the particular project.

"Certificate of Dedication. All water and sewer lines and other utilities installed within the general purpose access and utility easement(s) shown on this plat for private street(s) are hereby dedicated to City of Cartersville, Georgia. Signature of Property Owner."

(9) Requirement of purchaser's acknowledgement of private responsibilities. Prior to the sale or as a condition of the closing of a real estate transaction involving any lot served by a private street in the City of Cartersville, Georgia, the subdivider or seller of said lot shall execute a notarized purchaser's acknowledgement of private street construction and drainage maintenance responsibilities as set forth below. A copy of the purchaser's acknowledgement shall be retained by the purchaser and shall be required to be submitted as a condition of a building permit for a principal building on said lot:

"Purchaser's Acknowledgement of Private Street and Drainage Maintenance Responsibility

(I)/(We) have read the Declaration of Covenant which pertains to the lot that is the subject to this real estate transaction ______(insert address or attach legal description). (I)/(We) understand that the Declaration of Covenant applies to the lot that (I am)/(we are) purchasing and requires (me)/(us) to provide a specified percentage or amount of the financing for the construction and maintenance of any private street and drainage facilities serving the lot which (I am)/(we are) purchasing, and that owners of other lots in this plat may sue for and recover those costs which this covenant requires (me)/(us) to pay, plus their damages resulting from (my)/(our) refusal to contribute, plus reasonable attorneys fees. (I)/(We) further understand that the City of Cartersville, Georgia has no obligation to assist with the maintenance and improvement of the private street, drainage facilities, and other appurtenances within the general purpose public access and utility easement for the private road serving the lot in question. (I) (We) understand that a copy of this purchaser's acknowledgement shall be required as a condition of the issuance of a building permit for a principal building on the lot (I am)/(we are) purchasing."

Purchaser	
Purchaser	

(10) [Approval by director.] All agreements, restrictive covenants and other documentation related to the development shall be furnished and approved by the director prior to commencement of development.

(Ord. No. 25-07, § 1, 6-7-07; Ord. No. 51-08, § 1, 12-4-08)

Sec. 21.3. - Powers and duties of the board of zoning appeals.

- 21.3.3. *Variances*. The board of appeals has the power to hear requests for variances from the provisions of this chapter. Variance may be granted only if the board finds all of the following to exist:
- A. That one (1) of the following is true, through no action or fault of the property owner or predecessor:
 - 1. The property is exceptionally narrow, shallow or unusually shaped;
 - 2. The property contains exceptional topographic conditions;
 - 3. The property contains other extraordinary or exceptional conditions; or
 - 4. There are existing other extraordinary or exceptional circumstances; and
- B. That the strict application of the requirements of this chapter would result in practical difficulties to, or undue hardship upon, the owner of this property; and
- C. That the requested variance relief may be granted without substantially impairing the intent and purpose of this chapter.

Variance decisions shall be issued in writing within ten (10) business days of the hearing.

21.3.4.

Conditions. In granting a variance, the board of appeals may attach such conditions regarding the location, character and other features of the proposed building, structure, property, development standards or use as it may deem advisable so that the purpose of this chapter will be served, public safety and welfare secured and substantial justice done.

City of Cartersville Application for Variance

Board of Zoning Appeals

Hearing Date: 6/13/24 5:30pm Application Number: V2A-14 Date Received: 4/15/24						
Applicant WHM Chattahoochee Hills Office Phone 404-495-9577 Address						
Present Zoning District RA-12 Parcel ID No. C108-0001-001 Acreage 103.85 Land Lot(s) 115,173,174,187,188 District(s) 4th Section(s) 3rd Location of Property: Center Road (street address, nearest intersections, etc.) Zoning Section(s) for which a variance is being requested: 6.7.3 Summary Description of Variance Request: Requesting variance to allow for front entry town homes.						
(Additional detail can be provided on Justifation Letter)						

^{*} Attach additional notarized signatures as needed on separate application pages.

CONDITIONS VERIFICATION

List the Article(s), Section(s) and Subsection(s) of the Zoning Ordinance for which a variance is

requested.

Article Section 7 Subsection ³ Article_____ Section____ Subsection_____ Article Section____ Subsection The Board of Zoning Appeals was established to hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the zoning administrator in the enforcement of the zoning ordinance. The Board has the power to hear requests for variances from the provisions of the zoning ordinance, Article XXI APPEALS. See Section 21.3 for additional information pertaining to conditions. To assist staff and the Board of Zoning Appeals in the analysis of the variance application, please check all of the following conditions that apply to your variance request: The property is exceptionally narrow, shallow or unusually shaped, 1. 2 × X The property contains exceptional topographic conditions, The property contains other extraordinary or exceptional conditions; and 4. X There are other existing extraordinary or exceptional circumstances; and The strict application of the requirements of this ordinance would result in practical difficulties to, or undue hardship upon, the owner of this property; The requested variance relief may be granted without substantially impairing the intent and purpose of this ordinance Additional Comments by Applicant: __The topography does not lend itself for rear entry townhomes.



City of Cartersville 10 N. Public Square Cartersville, GA 30120

RE: Justification	Statement -	Center	Road	Townhomes	SLE #23123

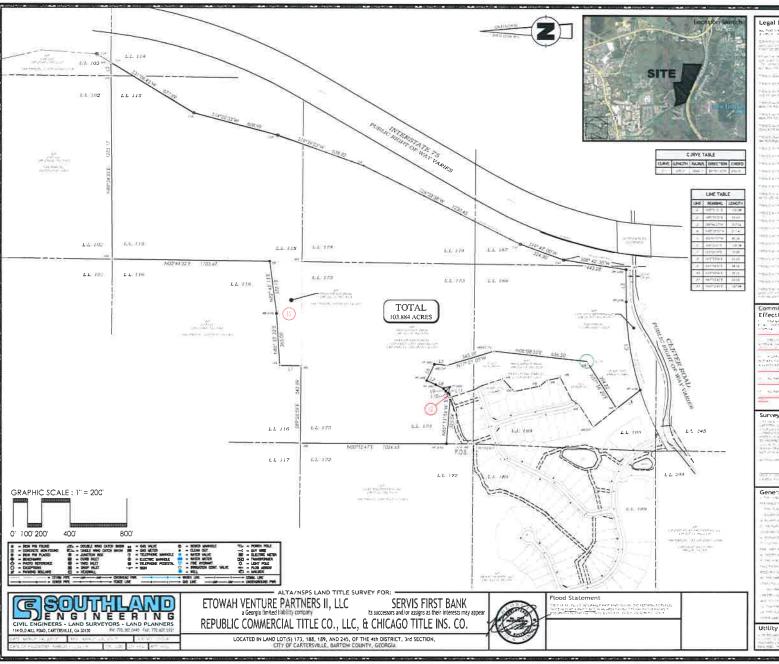
To whom it may concern:

Southland Engineering, on behalf of WHM Chattahoochee Hills, is requesting a variance in zoning article 6 section 7 subsection 3 to allow for front-entry townhomes.

The property located off of Center Road near I-75 S has topography that does not lend itself to rear entry townhomes.

Thank you,

Southland Engineering, INC.



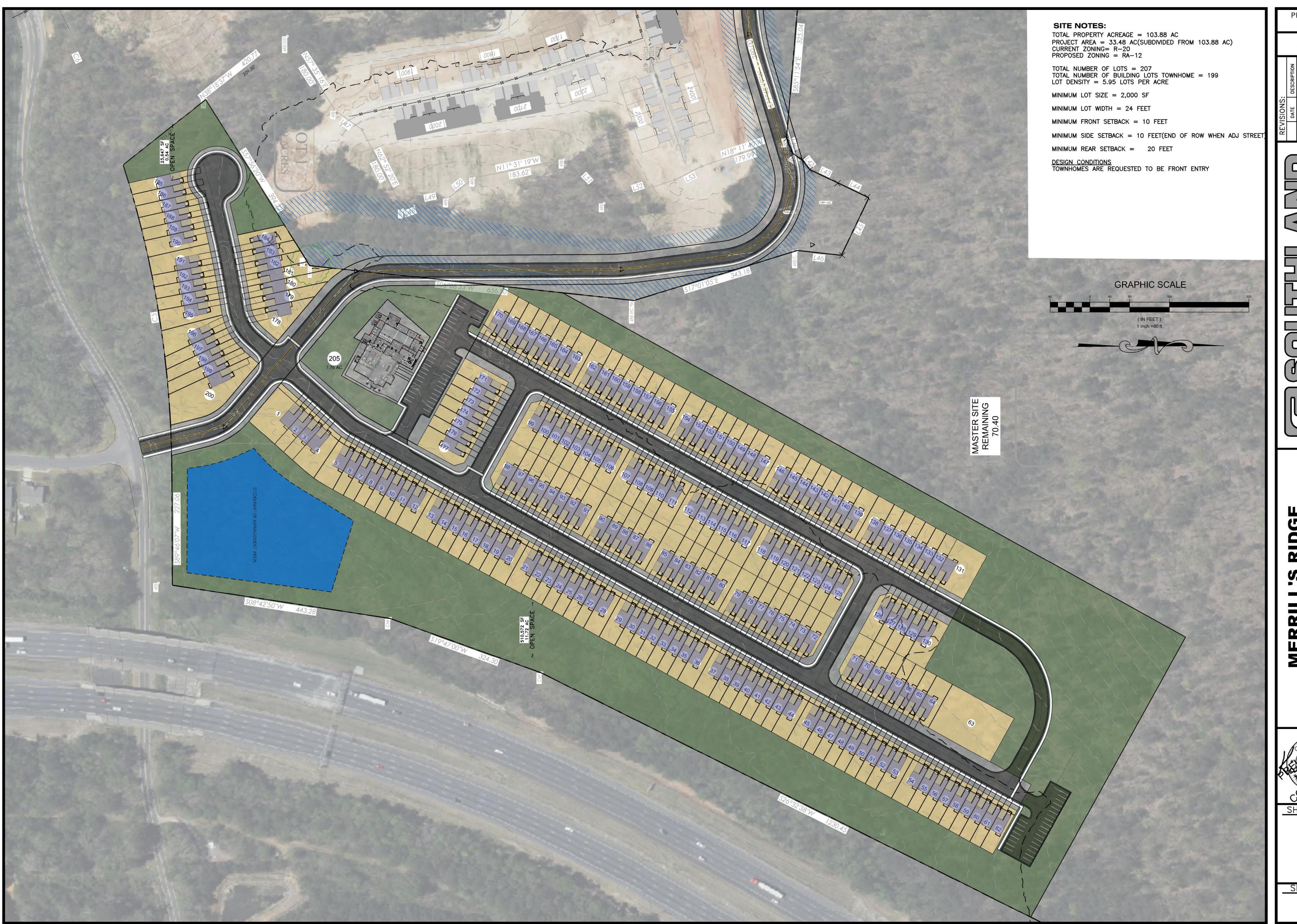
Legal Description

Commitment no: RCTC190031

Effective Date: December 30, 2018 at 8:00 am

Surveyor's Certification

Utility Notes



PROJECT NO.: 23123 DATE:

E N G I N E E R I N E R I N E E R I N E R I N E E R I N E R I

ERRILL'S RIDGE TOWNHOMES

EET TITLE:

SITE PLAN

SHEET NO.: **C201**