Date:	November 17, 2026	**City Council Meeting Date:**	November 17, 2026
From:	Thatcher Hart	**Department:**	Community Development
Goal:	Economic Development	**Presenter:**	Thatcher Hart
Agenda Title:	**Consideration of an action to approve a special use application for short term lodging to operate a vacation home facility located at 548 San Marcos Way.**		

Agenda Item Description (Background/History/Details):
The applicant requests Mayor & City Council to grant the special use of Short-term lodging—Vacation home facility at 548 San Marcos Way. This application is required for properties in the Single-family residential (R-1) District, as outlined in Section 5-1.3 of the City of Stone Mountain Code of Ordinances.
Workplan Goal Details: Economic Development

Staff Recommendations (Motion):
Staff recommends the following: **Staff Recommends approval of the request to grant a special use application for short term lodging to operate a vacation home facility located at 548 San Marcos Way.**

Department Head Approval:	**Thatcher Hart**
City Manager Approval:	**Miglena Dimov**

Mayor's Signature Required:		**NO**

List Attachments:
1. Staff Report 2. Application and Supporting Files

Mayor and City Council

Meeting Date: November 17, 2026

SUBJECT: Application for a Use Permit Application (Special & Conditional Uses)

PC2026 – Parcel 18 038 02 167 **G. Shan**

Project Information

Owner / Applicant	Michael Padmore
Location	548 San Marcos Way Stone Mountain, GA 30083
Acreage	±. 0.2500
Parcel ID	18 038 02 167
Zoning District	Single Family Residential (R-1)

SUMMARY:

The applicant requests Mayor & City Council to grant the special use of Short-term lodging—Vacation home facility at 548 San Marcos Way. This application is required for properties in the Single-family residential (R-1) District, as outlined in Section 5-1.3 of the City of Stone Mountain Code of Ordinances.

The subject property contains a one-story, split-level single-family residential structure constructed in 1973. The dwelling is approximately 1,381 square feet and contains three bedrooms and two full bathrooms. The applicant proposes a maximum occupancy of eight guests and four parking spaces available on-site, with an additional two off-street parking spaces.

The 1973-built structure predates the Stone Mountain Code of Ordinances from 1976, and there have been no rezoning cases or special use permits for this property according to City of Stone Mountain records.

ANALYSIS:

This application was reviewed for compliance in pursuant with Article XVI – Short-Term Lodging—Vacation Home Facilities. The applicant has identified three lodging rooms, with the smallest lodging reported at approximately 121 square feet, and a proposed maximum occupancy of eight guests. The applicant has also identified a designated property

manager residing in DeKalb County and has confirmed compliance with the requirements regarding continuous availability and the maximum 14-day occupancy period.

The applicant has indicated that the proposed occupancy can be accommodated by the available on-site parking as they've identified four parking spaces available on-site, with an additional two off-street.

The applicant has partially addressed the life-safety requirements of Section 16-2.1, including smoke detectors, carbon monoxide alarms, and fire extinguishers within the dwelling unit. However, it is unclear if each lodging room (guest room) will have a smoke alarm and where the accessible fire extinguisher is located.

CONCLUSION:

Based on the submitted application materials and the analysis of the applicable provisions of the Stone Mountain Unified Development Ordinance, the Short-term lodging—Vacation home facility request partially meets the applicable review criteria. Staff's assessment is based on Article XVI.

STAFF RECOMMENDATION:

Based on the analysis of this application, using the standards and criteria found in Article XVI of the UDO, staff recommends APPROVAL of the Use Permit application PC2026 – 18 038 02 167 – 548 San Marcos Way.

Attachments/Exhibits:

- Attachment 1 – Use Permit Application (Special & Conditional Uses)

USE PERMIT APPLICATION (Special & Conditional Uses)

Rev. 03.13.24

APPLICANT'S CHECKLIST

DOCUMENTS REQUIRED

ALL PERTINENT ITEMS ARE DUE AT THE TIME OF FILING.
NO INCOMPLETE APPLICATION WILL BE ACCEPTED.

ITEM #	REQUIRED ITEM	CHECK √
1.	Pre-Application Meeting Form	W
2.	Application Form	✓
3.	Site Plan Checklist	✓
4.	Site Plan/Survey	✓
5.	Legal Description	✓
6.	Letter of Intent	✓
7.	Impact Analysis	✓
8.	Disclosure Form(s)	✓
9.	Application Fee ($400)	
	THE FOLLOWING ITEMS MAY BE REQUIRED. SEE THE FOLLOWING INFORMATION FOR DETAILS.	
10.	Development of Regional Impact Review Form (DRI)	W

PREAPPLICATION REVIEW MEETING: Prior to submitting an application, all are required to meet with the City Planner who will review the applicant's proposal and site plan. No pre- application review meeting will be held on the day of the filing deadline. Applicants are required to bring the site plan and tax parcel identification number(s) to the meeting.

REQUIRED ITEMS FOR USE PERMIT APPLICATIONS:

ITEM 1. **PRE-APPLICATION MEETING FORM:** A signed pre-application form must be submitted that applicants will receive from the planner following their pre-application meeting.

WAIVED

ITEM 2. **APPLICATION FORM:** Original and notarized signatures of the property owner(s) and applicant(s) or a notarized statement by the applicant as to ownership are required. If a contract is used in lieu of the owner's signature, the signature on the contract must be an original and the contract must be valid for the duration of the rezoning process. See the application form for additional details.

ITEM 3. **SITE PLAN CHECKLIST:** The site plan checklist details the minimum requirements for site plans.

ITEM 4. **SITE PLAN/SURVEY:** Site plans/surveys must meet the minimum requirements specified within the Site Plan Checklist.

ITEM 5. **LEGAL DESCRIPTION:** The legal description must be a *metes and bounds* description of the property that establishes a point of beginning and gives directions (bounds) and distances (metes) of property lines. If the property consists of more than one parcel, all parcels must be combined into one legal description.

ITEM 6. **LETTER OF INTENT:** The Letter of Intent should state the requested use permit(s) and should include factual details about the proposed use(s), such as number and square footages of buildings, number of residential units, minimum heated floor area of residential units, number of fixed seats in places of worship, number of employees and beds in assisted living facilities, personal care homes and nursing homes, number of employees and students in day care facilities, number of classrooms and number of students in schools, hours of operation, and number and use of playing fields.

ITEM 7. **IMPACT Analysis:** A written analysis of the impact of the proposal with respect to the criteria listed in Appendix A - Zoning; Article II - Administration ; Section 2-1.5 Review Standards for Zoning Proposals.

ITEM 8. **DISCLOSURE FORM:** If the owner, applicant and/or applicant's representative has made a campaign contribution to any member of City Council for $250.00 or more within the past 2 years, Sections 1 through 4 of the Disclosure Form must be completed. If no contributions have been made, *No* should be circled and Section 4 of the form completed.

ITEM 9. **APPLICATION FEE:** A $400 application fee shall be paid and can be processed via a check made out to the City of Stone Mountain or a credit card. Credit card payments can be processed at City Hall or via the Credit Card Authorization Form that is attached to this application.

OTHER DOCUMENTS THAT MAY BE REQUIRED:

ITEM 10. **DEVELOPMENT OF REGIONAL IMPACT (DRI):** The Department of Community Affairs (DCA) has formulated development thresholds as listed below. When a development meets or exceeds the thresholds, the Atlanta Regional Commission (ARC) and the Georgia Regional Transportation Authority (GRTA) shall review the project concurrently. Applicants shall first file the rezoning/use permit request

with City of Stone Mountain. After the ARC/GRTA findings are complete, the rezoning/use permit will be placed on the next available agenda. It is the applicant's responsibility to contact and follow all ARC and GRTA review procedures. For details visit the ARC at www.atlantaregional.com and GRTA at www.grta.org/dri/home.htm or call ARC or GRTA at 404-463-3100.

Effective March 1, 2014 DEVELOPMENTS OF REGIONAL IMPACT Tiers and Development Thresholds	
Type of Development	**Metropolitan Region**
Office	Greater than 400,000 gross square feet
Commercial	Greater than 300,000 gross square feet
Wholesale & Distribution	Greater than gross 500,000 square feet
Hospitals and Health Care Facilities	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
Housing	Greater than 400 new lots or units
Industrial	Greater than 500,000 gross square feet; or employing more than 1,600 workers; or covering more than 400 acres
Hotels	Greater than 400 rooms
Mixed Use	Gross square feet greater than 400,000 (with residential units calculated at either 1,800 square feet per unit or, if applicable, the minimum square footage allowed by local development regulations); or covering more than 120 acres; or if any of the individual uses meets or exceeds a threshold as identified herein
Airports	All new airports, runways and runway extensions
Attractions and Recreational Facilities	Greater then 1,500 parking spaces or a seating capacity of more than 6,000

Post Secondary Schools	New school with a capacity of more than 2,400 students; or expansion by at least 25 percent of capacity
Waste Handling Facilities	New facility or expansion of use of an existing facility by 50 percent or more
Quarries, Asphalt and Cement Plants	New facility or expansion of existing facility by more than 50 percent
Wastewater Treatment Facilities	New major conventional treatment facility or expansion of existing facility by more than 50 percent; or community septic treatment facilities exceeding 150,000 gallons per day or serving a development project that meets or exceeds an applicable threshold as identified herein
Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 feet of any water supply; otherwise, storage capacity greater than 200,000 barrels
Water Supply Intakes/Public Wells/Reservoirs/Treatment Facilities	New facilities
Intermodal Terminals	New facilities
Truck Stops	A new facility with more than three (3) diesel fuel pumps, or containing a half acre of truck parking or 10 truck parking spaces
Correctional/Detention Facilities	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
Any other development types not identified above (includes parking facilities)	1,000 parking spaces or, if available, more than 5,000 daily trips generated

MEETINGS AND PUBLIC HEARINGS:

A) The Planning Commission (PC) holds a meeting on the third Monday of each month at 6:30 PM at Stone Mountain City Hall, 875 Main Street, Stone Mountain, GA 30083. The Planning Commission makes recommendations that are forwarded to the Mayor and City Council.

B) City Council holds a public meeting on the third Tuesday of each month at 6:30 p.m. at Stone Mountain City Hall located at 875 Main Street, Stone Mountain, GA 30083.

C) City Council holds a public hearing on the first Tuesday of each month at 6:30 p.m. at Stone Mountain City Hall located at 875 Main Street, Stone Mountain, GA 30083.

PUBLIC NOTICE:

A) Mayor and City Council (MCC) Public Hearing Notice: Signs posted along the frontages of properties subject to rezonings and/or use permits notify area residents of the City Council public hearing. Applicants are required to post signs in conspicuous places along the property's public street frontage(s) no later than 30 days before the City Council public hearing. Failure to post the signs properly, in accordance with instructions given to applicants at the time of filing, will result in delaying action on the petition until the next available appropriate hearing date. **THERE ARE NO EXCEPTIONS TO PROPERLY POSTING THESE SIGNS**.

If an applicant, prior to advertising, defers a petition, it is the responsibility of the applicant to contact the City at 770-498-8984 to pick up new signs and re-post the property.

When a petition is continued by City Council, posting an updated sign is not required. However, the date on the sign must be changed to reflect the continued hearing date.

Within 7 days of City Council final action the applicant shall remove and return the public notice sign to City Hall, 875 Main Street, Stone Mountain, GA 30083. If the sign is not returned, the applicant may be subject to a fee to cover the cost of replacing the public notice sign.

INSTRUCTIONS FOR REQUESTING A PRE-APPLICATION MEETING

Application Submittal and Review Process:

A. **Complete a Pre-Application Information Form** that contains a detailed description of the request. Attach a separate sheet if necessary.

B. **Prepare Concept Plans and a Submit a PDF digital version** that conveys the proposed project. These plans may be conceptual in nature and do not need to be developed by a design professional. (Note: Individual PDF files may not exceed 25 MB. Large files should be separated into individual PDF files not exceeding 25 MB.)

C. **Submit the Pre-Application Instruction Form and Concept Plans** at City Hall, 875 Main Street, Stone Mountain, GA 30083, or via email to redwards@stonemountaincity.org. The application and forms will be reviewed within (2) two business days. Staff will contact the applicant to schedule the Pre-Application Meeting.

D. **Attend the Pre-Application Meeting** with the planning staff. Feedback about the proposal, along with an overview of the application and review processes will be provided during this meeting.

E. **Submit a Signed Copy of the Pre-Application Information Form** with the formal application. When the applicant is prepared to submit the full, complete application for the development activity or zoning process, a copy of the Pre-Application form is required to be included in the submittal.

N/A

PRE-APPLICATION INFORMATION FORM

This page must be completed by the Applicant.

APPLICANT

Name

Company

Mailing Address | Suite/Apt. # | City, State | Zip Code

Primary Phone # | Alternate Phone # | E-mail

PROJECT SUMMARY

Address of Project

Name of Project

Application Type (Rezoning, Special Use Permit, Conditional Use Permit, Variance, Subdivide Land, Other)

Total Project Acreage

Detailed Description (*Include Proposed Use(s) and Square Footage of Floor Area for each use*):

N/A

Applicant Signature Date: _____ / _____ / _____

NOTE: This form must be signed by staff and submitted with your application.

For Internal Use Only:

Pre-Application Meeting Date: _____

Staff Printed Name: _____ Signed: _____

APPLICATION FOR USE PERMIT

City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

Date Received: _____

USE PERMIT#:_____
(Office Use Only)

APPLICANT INFORMATION

Applicant Name: Michael Padmore & Heather Cudmore Stables

Address: 548 San Marcos Way

[redacted]

OWNER INFORMATION (If different from Applicant)

Owner Name: _____

Address: _____

Phone: _____ Cell: _____ Fax: _____

Email Address: _____

PROPERTY INFORMATION

Address: 548 San Marcos Way

Parcel ID#: 18 038 02 167 Land Lot: _____ District: 84 Stone Mountain

CURRENT ZONING: R-1

USE PERMIT REQUEST: 5-1.3 Permitted by special use (7) Short-term lodging

Name (print) Michael Padmore

Signature: MPadmore Date: Sept, 13, 2026

SECTION II

OWNER/PETITIONER

NOTICE: Part 1 and/or Part 2 below must be signed and notarized when the petition is submitted. Please complete Section IV as follows:

a) If you are the sole owner of the property and not the petitioner complete Part 1.
b) If you are the petitioner and not the sole owner of the property complete Part 2.
c) If you are the sole owner and petitioner complete Part 1.
d) If there are multiple owners each must complete a separate Part 1 and include it in the application.

Part 1. **Owner states under oath that he/she is the owner of the property described in the attached legal description, which is made part of this application.**

HEATHER CUDMORE-STABLES
TYPE OR PRINT OWNER'S NAME

548 SAN MARCOS WAY
ADDRESS

STONE MOUNTAIN GA 30083
CITY & STATE ZIP CODE

OWNER'S SIGNATURE

[redacted]

Sworn to and subscribed before me this the

03 Day of August 2026

NOTARY PUBLIC

[redacted]

PHONE NUMBER

PART 2. **Petitioner states under oath that: (1) he/she is the executor or Attorney-in-fact under a Power-of-Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); or (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").**

TYPE OR PRINT PETITIONER'S NAME

ADDRESS

CITY & STATE ZIP CODE

PETITIONER'S SIGNATURE

EMAIL ADDRESS

Sworn to and subscribed before me this the

_____ Day of _____ 20_____

NOTARY PUBLIC

PHONE NUMBER

SECTION V ATTORNEY / AGENT

Check One: ☐ Attorney ☐ Agent

TYPE OR PRINT ATTORNEY / AGENT NAME

SIGNATURE OF ATTORNEY / AGENT

ADDRESS

CITY & STATE ZIP CODE

EMAIL ADDRESS

PHONE NUMBER

PETITIONER'S SIGNATURE

SECTION II — OWNER/PETITIONER

NOTICE: Part 1 and/or Part 2 below must be signed and notarized when the petition is submitted. Please complete Section IV as follows:

a) If you are the sole owner of the property and not the petitioner complete Part 1.
b) If you are the petitioner and not the sole owner of the property complete Part 2.
c) If you are the sole owner and petitioner complete Part 1.
d) If there are multiple owners each must complete a separate Part 1 and include it in the application.

Part 1. **Owner states under oath that he/she is the owner of the property described in the attached legal description, which is made part of this application.**

MICHAEL PADMORE
TYPE OR PRINT OWNER'S NAME

548 SAN MARCOS WAY
ADDRESS

STONE MOUNTAIN 30083
CITY & STATE ZIP CODE

[redacted]
EMAIL ADDRESS

Sworn to and subscribed before me this the
03 Day of Nov 20 24
NOTARY PUBLIC

[redacted]
PHONE NUMBER

PART 2. **Petitioner states under oath that: (1) he/she is the executor or Attorney-in-fact under a Power-of-Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); or (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").**

TYPE OR PRINT PETITIONER'S NAME

ADDRESS

CITY & STATE ZIP CODE

PETITIONER'S SIGNATURE

EMAIL ADDRESS

Sworn to and subscribed before me this the
_____ Day of _____ 20_____
NOTARY PUBLIC

PHONE NUMBER

SECTION V — ATTORNEY / AGENT

Check One: ☐ Attorney ☐ Agent

TYPE OR PRINT ATTORNEY / AGENT NAME

SIGNATURE OF ATTORNEY / AGENT

ADDRESS

CITY & STATE ZIP CODE

EMAIL ADDRESS

PHONE NUMBER

PETITIONER'S SIGNATURE

Printable page

PARID: 18 038 02 167
PADMORE MICHAEL **548 SAN MARCOS WAY**

Parcel Information

Tax District	84-STONE MTN
Old Parcel ID	
Property Class	R3 - RESIDENTIAL LOT
Land Use Code	101-Residential 1 family
Zoning	R100 - SF RES DIST
Acres	0.2500
Built As	05 - SPLIT-LEVEL
Dwelling Type	
New Construction	N
Exemption Codes	/
Disabled	
TMA Audit	
H/S Application Mail Date	

Make a Payment

Owner information

Owner	PADMORE MICHAEL
Co-Owner	CUDMORE STABLES HEATHER
Current Owner Address	548 SAN MARCOS WAY STONE MOUNTAIN, GA 30083
Care of Information	

Click here to change mailing address

Apply for Homestead Exemption

Tax (Penalties and Interest Included through Current Date)

Year	Cycle	Billed	Paid	Due
2026	County	4,024.88	-2,012.44	2,012.44
2025	County	4,630.74	-4,630.74	0.00
2024	County	5,121.19	-5,121.19	0.00
2023	County	5,112.61	-5,112.61	0.00
2022	County	1,593.64	-1,593.64	0.00
2021	County	1,170.24	-1,170.24	0.00
2020	County	1,127.84	-1,127.84	0.00
2019	County	1,237.36	-1,237.36	0.00
Total:		24,018.50	-22,006.06	2,012.44

More information

Click here to view property map

Click here to view property appraisal information

Tax Bills (Adjusted Bills Not Included)

Tax Year	Bill Type	Download
2026	County Tax Bill	**Click Here**
2025	County Tax Bill	**Click Here**
2025	Intent Notice	**Click Here**
2025	Late Bill	**Click Here**
2024	County Tax Bill	**Click Here**
2024	Intent Notice	**Click Here**
2023	County Tax Bill	**Click Here**
2023	Intent Notice	**Click Here**
2023	Late Bill	**Click Here**
2022	County Tax Bill	**Click Here**
2021	County Tax Bill	**Click Here**
2020	County Tax Bill	**Click Here**
2019	County Tax Bill	**Click Here**

ArcGIS Web Map



11/6/2026, 10:05:33 AM

DeKalb Address Locator
Address
Tax Parcels
Land Lot
District
Imagery 2026
Red: Band_1
Green: Band_2
Blue: Band_3

1:363

0 0 0.01 0.01 mi
0 0 0.01 0.02 km

SITE PLAN CHECKLIST

Site plans for use permit petitions must be drawn to scale and shall, at a minimum, include the following information:

ITEM #	DESCRIPTION	CHECK √
1	A correct scale and north arrow.	☑
2	The proposed land use classification.	☑
3	The present zoning classification of the tract(s) and all adjacent parcels.	☑
4	The proposed location of any existing and proposed buildings and improvements with dimensions, to scale and the square footage of all existing and proposed buildings.	☑
5	The location of all driveways and entry/exit points for vehicular traffic, using arrows to depict direction of movement.	☑
6	The location of required off-street parking and loading spaces to include number of spaces and dimensions - must also include handicapped parking.	☑
7	Setbacks for all existing and proposed buildings to include driveways, walkways, fences, etc.	☑
8	The location and extent of required buffer areas, depicting extent of natural vegetation and type and location of additional vegetation if required.	☑

Office use only:

Application reviewed by:

Staff signature: REVIEWED By Garrett Shan at 2:37 pm, Nov 04, 2026 Date: 11/4/2026

Staff printed name: Garrett Shan

FEE SCHEDULE	
SPECIAL USE PERMIT	$400 each
CONDITIONAL USE PERMIT	$400 each

Methods of payment: Cash, Money Order and Credit Cards can be taken at City Hall or via a credit card authorization form.

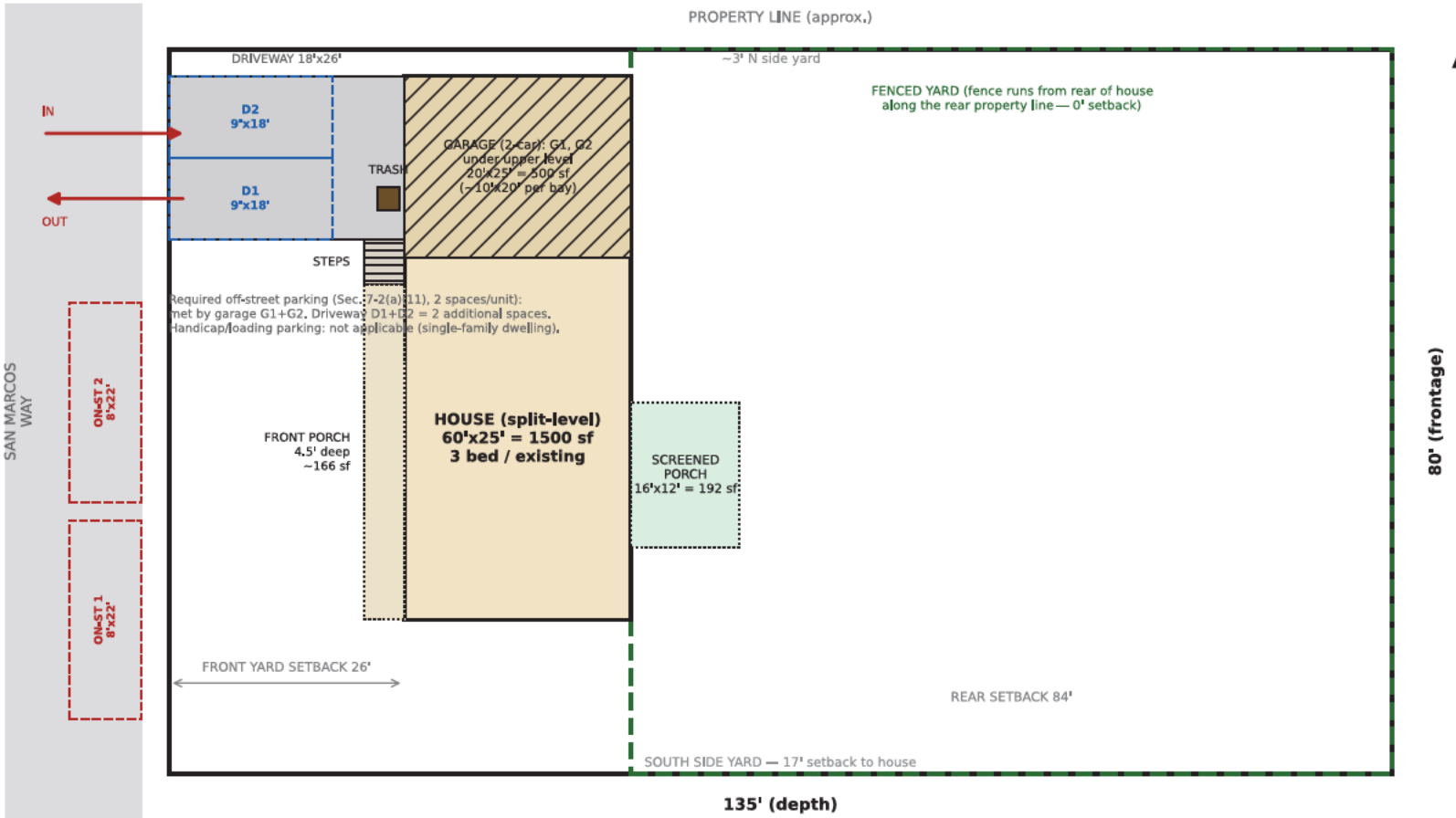
(MAKE CHECKS PAYABLE TO THE CITY OF STONE MOUNTAIN)

SITE PLAN — SHORT-TERM RENTAL USE PERMIT APPLICATION

548 San Marcos Way, Stone Mountain, GA 30083 | Parcel ID 18 038 02 167 | District 84

Prepared by owner (Michael Padmore) | Date: September 21, 2026 | Dimensions per owner measurement & DeKalb County tax record; not a certified survey

0 40 ft



LEGEND

- House
- Garage (2-car)
- Front porch
- Screened porch
- Driveway
- Driveway parking space (9'x18')
- On-street parking (8'x22')
- Steps
- Trash storage
- Fence line

ZONING & LAND USE

Present zoning (subject): R-100 (Residential Medium Lot), DeKalb Co.

Adjacent zoning: R-100 (Residential)

North (542 San Marcos Way): R-100

South (554 San Marcos Way): R-100

East (rear) & West (across street): R-100 — confirmed via DeKalb County GIS/qPublic

Existing land use: Single-family residential (owner-occupied)

Proposed land use: Short-Term Rental (transient residential occupancy); no change to underlying R-100 zoning

BUFFER / VEGETATION

No landscape buffer required — subject and all adjacent parcels are zoned/used Residential; no adjacent non-residential use triggers a buffer under the UDO.

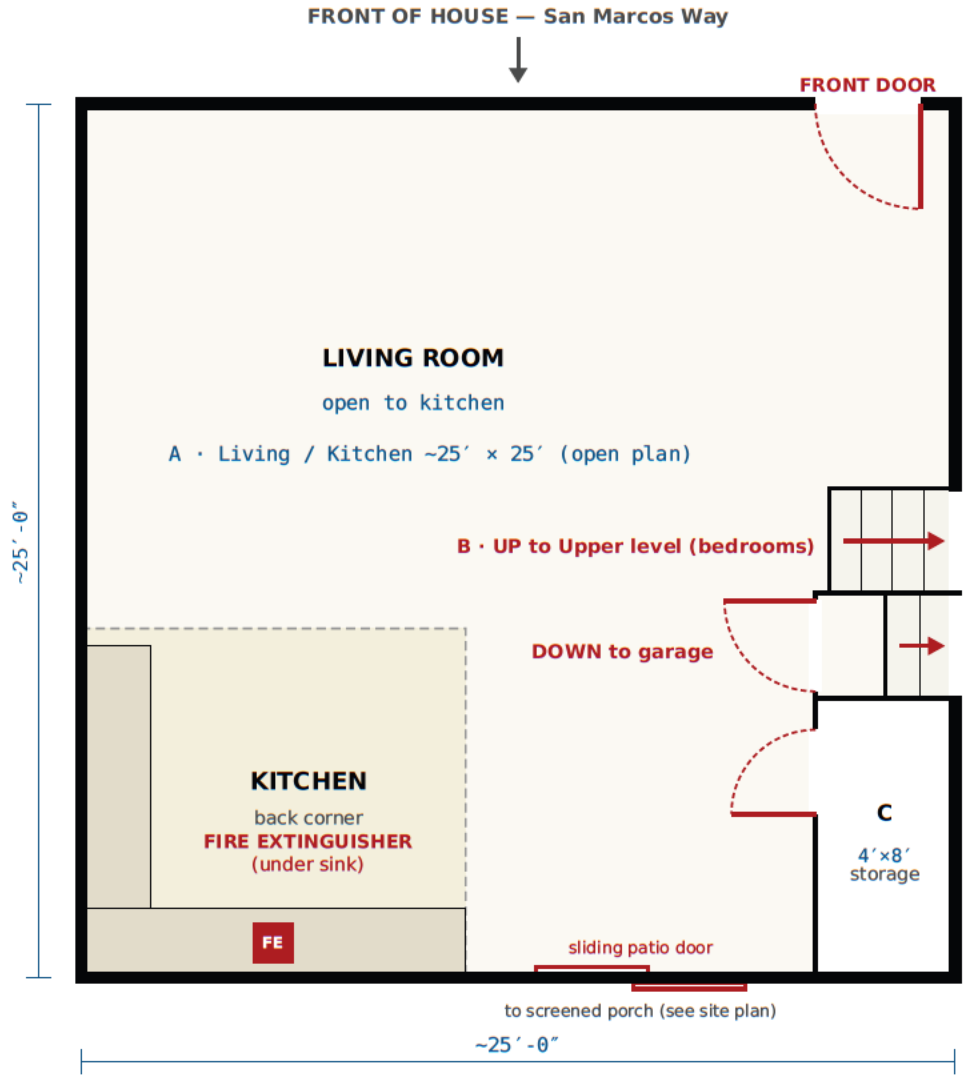
FLOOR PLAN — SHORT-TERM RENTAL USE PERMIT APPLICATION

548 San Marcos Way, Stone Mountain, GA 30083 | Parcel ID 18 038 02 167 | Split-level, 3 bedrooms, 3 levels

Prepared by owner (Michael Padmore)
Revised: October 29, 2026 · Rev. 10

LEVEL 1 of 3 — MAIN LEVEL (ENTRY)

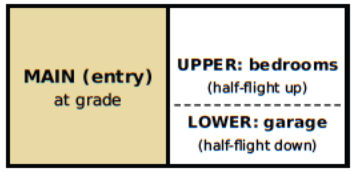
At grade · front entrance, living room, kitchen



SD **Smoke alarm (ceiling-mounted)** — just inside each bedroom door and in the hallway at the top of the stairs (Upper level).

FE **Fire extinguisher** — kitchen, under the sink (Main level).

KEY PLAN — WHOLE HOUSE



Top edge = front of house · overall ~53′ x 25′

ROOMS ON THIS LEVEL

Living / Kitchen (A, open plan)	~25′ × 25′
Storage closet (C)	4′ × 8′
Stairs up to Upper level (B)	7 risers
Stairs down to Lower level / garage	half-flight

NOTES

- Front entrance door is on the front wall, ~1′ from the corner nearest the bedroom wing.
- Stairs to the garage are beside the stairs to the bedrooms, on the back-of-house side; both lead off the living room. A door at the top of the garage stairs opens out into the living room.
- The door to the garage stairs and the storage closet door are both on the same wall (the living-room side of storage C).
- Sliding patio doors on the back wall, between the kitchen and storage C, open to the screened porch shown on the site plan.
- Kitchen is in the back corner of the open living area, farthest from the front door. No wall divides living and kitchen.

LEGEND

- Door (arc = swing)
- Cased opening (no door)
- Stairs (arrow = direction)
- Sliding door

Dimensions from owner field measurement; drawn approximately to proportion, not to certified scale.

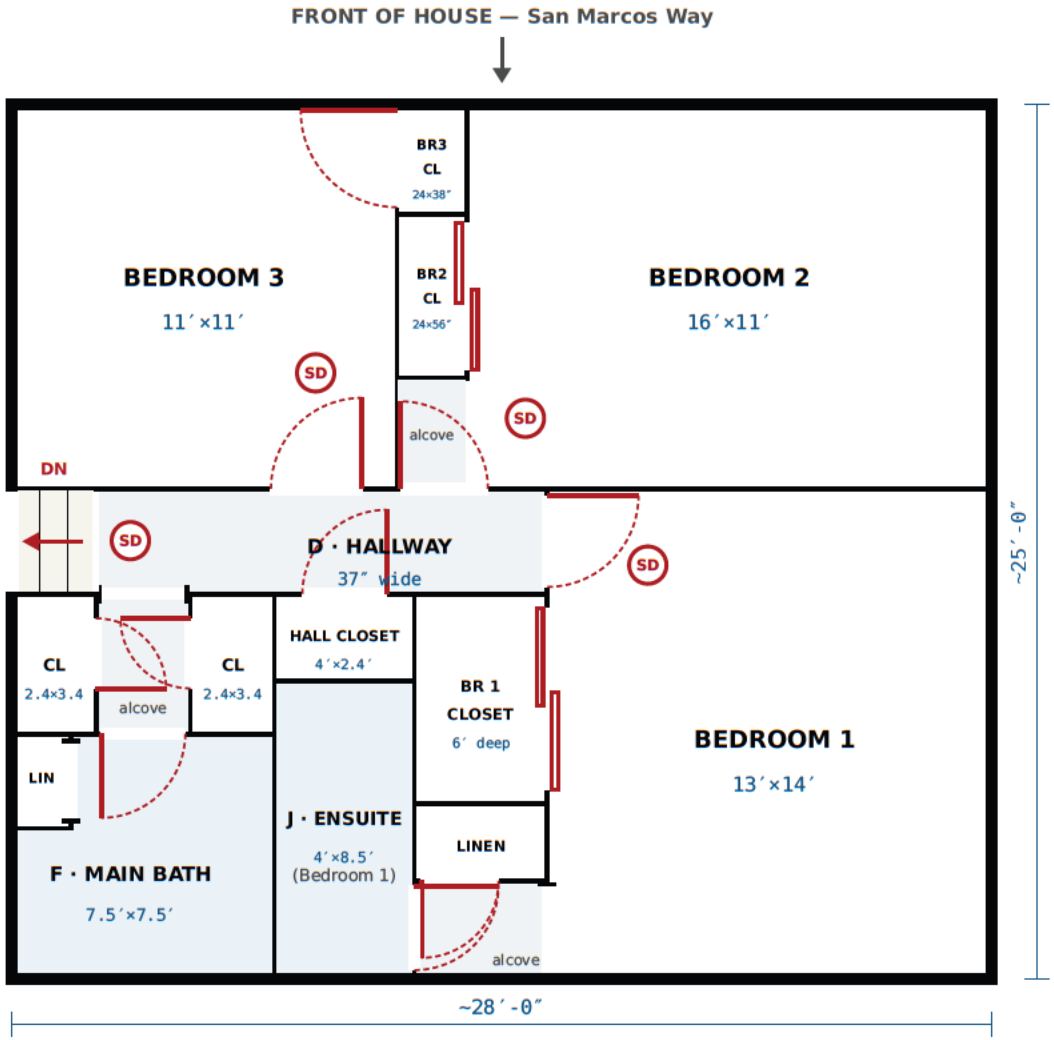
FLOOR PLAN — SHORT-TERM RENTAL USE PERMIT APPLICATION

548 San Marcos Way, Stone Mountain, GA 30083 | Parcel ID 18 038 02 167 | Split-level, 3 bedrooms, 3 levels

Prepared by owner (Michael Padmore)
Revised: October 29, 2026 · Rev. 10

LEVEL 2 of 3 — UPPER LEVEL (BEDROOMS)

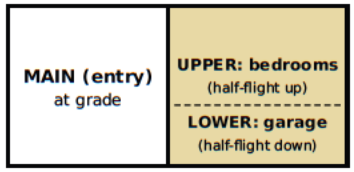
Half-flight up from Main · 3 bedrooms, 2 bathrooms



SD **Smoke alarm (ceiling-mounted)** — just inside each bedroom door and in the hallway at the top of the stairs (Upper level).

FE **Fire extinguisher** — kitchen, under the sink (Main level).

KEY PLAN — WHOLE HOUSE



Top edge = front of house · overall ~53′ x 25′

ROOMS ON THIS LEVEL

Bedroom 1 (with ensuite J)	13′ × 14′
Bedroom 2	16′ × 11′
Bedroom 3	11′ × 11′
F · Main bathroom	7.5′ × 7.5′
J · Ensuite bathroom	4′ × 8.5′
D · Hallway	37″ wide
Hall closet	4′ × 2.4′
Closets off bath alcove (2)	2.4′ × 3.4′ ea.
Bedroom 1 clothes closet	6′ deep
Bedroom 2 closet	24″ × 56″
Bedroom 3 closet	24″ × 38″

NOTES

- All bedrooms open off hallway D. Main bath F is entered through a 32″ alcove with a closet on each side.
- Ensuite J is reached from Bedroom 1 through a small alcove; the linen and ensuite doors both open into it, so only one can be open at a time.
- Bedroom 3 and 2 closets run end to end along the wall between those rooms (Bedroom 3's at the front). Bedroom 2's door swings into the alcove behind them.
- Bedroom 1 and 2 closets have sliding doors; main-bath linen has no door.

LEGEND

Door (arc = swing)

Cased opening (no door)

Stairs (arrow = direction)

Sliding door

Dimensions from owner field measurement; drawn approximately to proportion, not to certified scale.

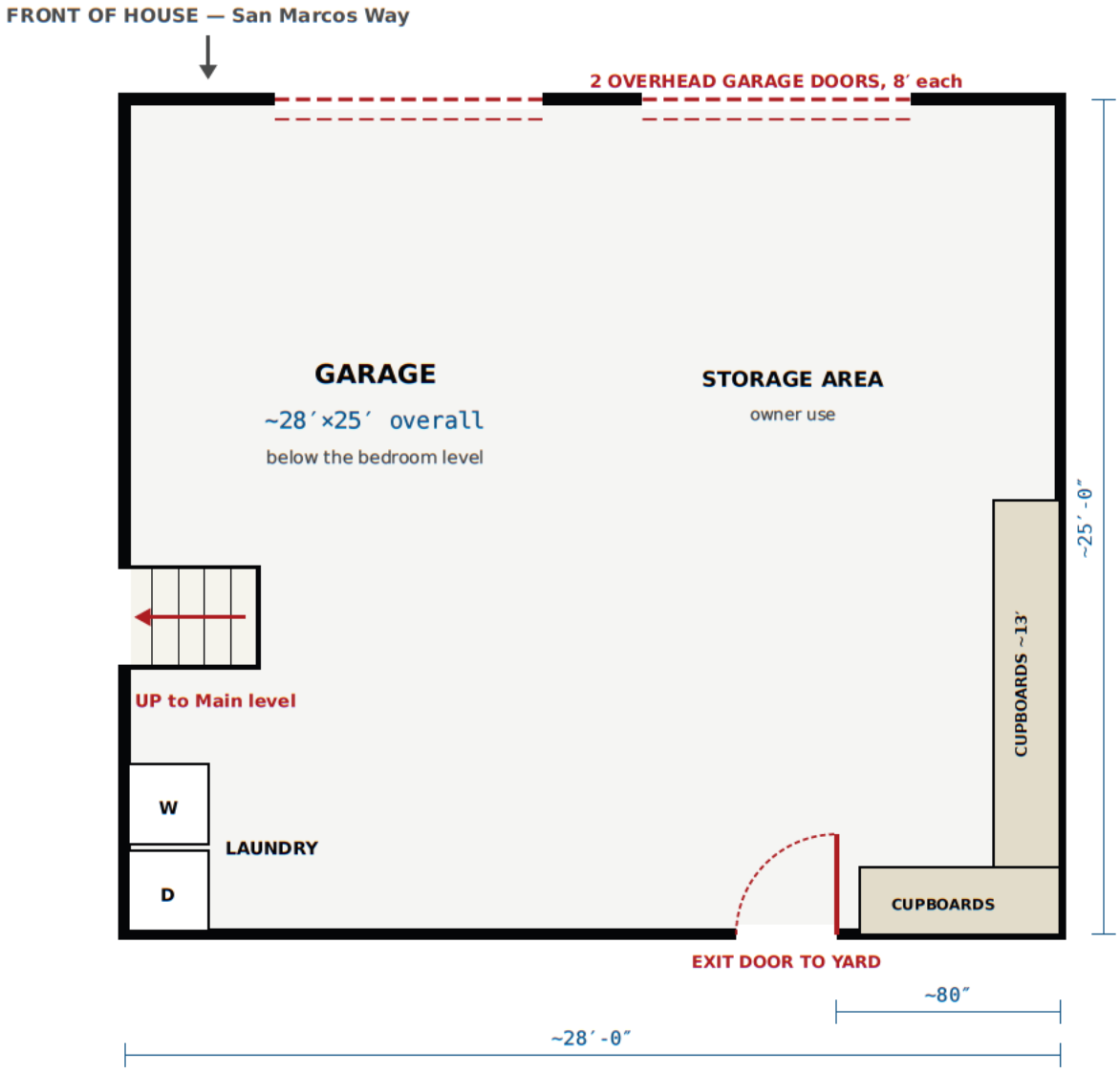
FLOOR PLAN — SHORT-TERM RENTAL USE PERMIT APPLICATION

548 San Marcos Way, Stone Mountain, GA 30083 | Parcel ID 18 038 02 167 | Split-level, 3 bedrooms, 3 levels

Prepared by owner (Michael Padmore)
Revised: October 29, 2026 · Rev. 10

LEVEL 3 of 3 — LOWER LEVEL (GARAGE)

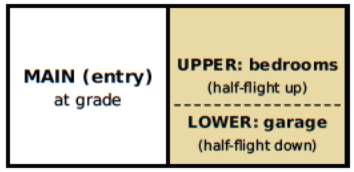
Half-flight down from Main · directly below the bedroom level



SD **Smoke alarm (ceiling-mounted)** — just inside each bedroom door and in the hallway at the top of the stairs (Upper level).

FE **Fire extinguisher** — kitchen, under the sink (Main level).

KEY PLAN — WHOLE HOUSE



Top edge = front of house · overall ~53′ x 25′

ROOMS ON THIS LEVEL

Garage (overall)	~28′ × 25′
Garage doors (2)	8′ each
Laundry (washer / dryer)	inner wall
Cupboards, back wall	~6′
Cupboards, side wall	~13′
Exit door to yard	back wall
Stairs up to Main level	half-flight

NOTES

- GARAGE LOCATION: the garage occupies the whole lower level, directly beneath the bedroom (upper) level, on the left side of the house as seen from the street.
- Two 8′ overhead garage doors on the front wall open onto the driveway (front, left side of house).
- Washer and dryer sit against the inner wall in the back corner.
- The left side of the garage (as seen from the street) is used for storage, including the cupboards in the back corner.
- Exit door to the yard on the back wall, ~80″ from the corner, opens inward. Guests reach the garage by the interior stairs.

LEGEND

Door (arc = swing)

Cased opening (no door)

Stairs (arrow = direction)

Sliding door

Dimensions from owner field measurement; drawn approximately to proportion, not to certified scale.

Legal Description

"All that tract or parcel of land lying and being in Land Lot 38 of the 18th District of DeKalb County, Georgia, being Lot 60, Block H Villa Nueva Subdivision Unit Five , as per plat thereof recorded in Plat Book 58, page 92 of the public records of DeKalb County, Georgia, which said plat is incorporated herein by reference and made a part hereof."

Letter of Intent

To the Planning Commission and City Council of the City of Stone Mountain:

I am the sole owner of the property located at 548 San Marcos Way, Stone Mountain, GA 30083 (Parcel ID: 18 038 02 167 a single-family residential dwelling with 3 bedrooms. I purchased the property in September 2022 and it is currently owner-occupied.

I am requesting a Use Permit to operate the property as a short-term rental. The dwelling has 3 bedrooms and can accommodate 8 guests within that capacity, with 4 off-street parking spaces available on-site — sufficient for the proposed occupancy without reliance on street parking.

Day-to-day management will be handled by a local property manager, Emma Stables Belo, of 1109 Brockett Way Clarkston GA 30021, who will be available to respond promptly to any guest or neighbor concerns. House rules enforced for all bookings include a 10:00 PM quiet time and a strict no-events policy, to minimize any impact on the surrounding residential neighborhood.

I am happy to answer any questions the Commission or Council may have as this application proceeds.

Respectfully,

Michael Padmore

USE PERMIT CONSIDERATIONS

Applicant: Michael Padmore

Analyze the impact of the proposed use permit with the following questions:

1. Compatibility with land uses and zoning districts in the vicinity of the property for which the use permit is proposed? It stays a single-family home with no exterior changes, so it fits right in with the residential neighborhood.

2. What is the extent to which property values are diminished by their particular zoning restrictions? No — current zoning suits the property fine.

3. What is the extent to which the possible reduction of property values of the subject property promotes health, safety, morals or general welfare of the public? N/A — no value reduction expected.

4. What is the relative harm to the public as compared to the hardship imposed upon the individual property owner? No public harm expected given the parking, quiet hours, and no-events rule. Denial would be a real hardship for me.

5. What is the suitability of the subject property for the zoning proposed? Yes — standard single-family home, plenty of parking, no site issues.

6. What is the length of time the property has been vacant as zoned, considered in the context of land development in the area in the vicinity of the property? It hasn't — owner-occupied since 2022 and will stay residential.

7. Will the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property? Yes, the area is residential and this keeps that character.

8. Will the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?

None expected — on-site parking avoids street overflow, and quiet hours/no-events limit disturbance.

9. Does the property affected by the zoning proposal have a reasonable economic use as currently zoned?

Yes, as a home; this just adds rental use on top.

10. Does the zoning proposal result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools?

No — limited guest count, no school impact, normal household utility use.

11. Is the zoning proposal is in conformity with the policy and intent of the comprehensive plan and future development map?

Yes, stays residential in character.

12. Are there any other existing or changing conditions affecting the use and development of the property which gives supporting grounds for either approval or disapproval of the zoning proposal?

None — stable property and neighborhood, and I've built in safeguards (local manager, house rules).

13. What is the impact upon the appearance of the city?

None — no exterior changes.

14. What is the anticipated impact upon the provision of water, sewage, transportation and other urban services?

Minimal — comparable to normal household use, with parking on-site.

15. What is the anticipated impact upon population density and the potential for overcrowding and urban sprawl?

None — still a single dwelling unit, occupancy capped at 3 bedrooms.

16. What is the anticipated impact upon thoroughfare congestion and traffic safety

Minimal — 4 parking spaces cover guest vehicles.

17. What measures are being taken to protect the property against blight and depreciation?

I stay actively involved as owner, my daughter manages it locally, and house rules prevent nuisance issues.

DISCLOSURE REPORT

Office use only:
USE PERMIT PETITION #:_____CITY COUNCIL MEETING DATE: _____

Within the (2) years immediately preceding the filing of this zoning petition have you, as the applicant, owner and/or opponent for the use permit petition, or an attorney or agent of the applicant or opponent for the use permit petition, made any campaign contributions aggregating $250.00 or more or made gifts having an aggregate value of $250.00 to a member of City Council.

CHECK ONE: ☐ YES ☒ NO

If the answer is *YES*, proceed to sections 1 through 4.
If the answer is *NO*, complete only section 4.

1. **CHECK ONE:** ☒ Party to Petition ☐ In Opposition to Petition

   If party to petition, complete sections 2, 3, and 4 below.
   If in opposition, proceed to sections 3 and 4 below.

2. List all individuals or business entities which have an ownership interest in the property which is the subject of this use permit petition: _____
   Michael Padmore Heather Stables, Emma Stables

3. CAMPAIGN CONTRIBUTIONS:

Name of Government Official	Total Dollar Amount	Date of Contribution	Enumeration and Description of Gift Valued at $250.00 or more
N/A			

4. The undersigned acknowledges that this disclosure is made in accordance with the Official Code of Georgia, Section 36-67A-1 et. seq. Conflict of interest in zoning actions, and that the information set forth herein is true to the undersigned's best knowledge, information and belief.

Name (print) Michael Padmore

Signature: MPadmore Date: September 13, 2026

Credit Card Authorization Form

City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

Sign and complete this form to authorize the merchant below to make a one-time charge to your credit listed below.

By signing this form, you give us permission to debt your account for the amount indicated **plus a 5% service fee** on or after the indicated date. This is permission for a single transaction only and does not provide authorization for any additional unrelated debits or credits to your account.

CREDIT CARD INFORMATION

Card Ty [redacted]

Cardhol

Card Nu

Expirati

BILLING INFORMATION

Billing Address: _____

City, State, Zip: _____

Phone: _____

Email Address: _____

Reason for Payment: _____

I, _____, authorize the City of Stone Mountain to charge my credit card indicated above for $_____ on _____(date).

_____ _____
Customer Signature Date

***Authorization form must be accompanied by a copy of the card holder's driver's license or valid I.D.**

Rev. 03.08.24