

Public Hearing: YES ☒ NO ☐

Department: Planning & Sustainability

SUBJECT:

COMMISSION DISTRICT(S): All Districts

Application of the Director of Planning & Sustainability for a text amendment to adopt the 2022 Zoning Calendar and Resolution. This text amendment is County-wide.

PETITION NO: N7. TA-21-1245238 (2021-3161)

PROPOSED USE: To adopt the 2022 Zoning Calendar and Resolution.

LOCATION: County-wide.

PARCEL NO. : N/A

INFO. CONTACT: Brandon White, Current Planning Manager

PHONE NUMBER: 404-371-2155

PURPOSE:

Application of the Director of Planning & Sustainability for a text amendment to adopt the 2022 Zoning Calendar and Resolution. This text amendment is County-wide.

RECOMMENDATION:

COMMUNITY COUNCIL: CC-1: No Quorum; CC-2: Approval; CC-3: Approval; CC-4: Approval w/amendments; CC-5: Approval w/amendment.

PLANNING COMMISSION: Approval.

PLANNING STAFF: Approval with Modifications.

STAFF ANALYSIS: Consistent with past practice, the Planning & Sustainability Department presents the 2022-23 Zoning Calendar and the corresponding resolution. Both documents (and accompanying exhibits) outline the pre-application process, agenda setting procedures, and the proposed opportunities for public participation relating to applicable land use requests. Attached is the proposed 2022-23 Zoning Calendar. The proposed dates have been designed to meet statutory public notice requirements and conform to customary meeting days while adjusting for applicable national holidays, some religious holidays, and other scheduling nuances. Additionally, the resolution has been revised to reflect the new year; remove individual application caps; and to adjust for added flexibility for in-person or virtual pre-submittal community meetings. The proposed dates for 2022 community council meetings were present to each council in October. Districts 4 and 5 recommended changes to their meeting dates (see below). Upon consideration of the District 4 Community Council's requests: **1.** June 21, 2022 is reserved for local, state, and federal primary "runoff" elections. Since the applicability of that date is highly variable, Staff recommends moving the meeting to June 14, 2022 or retaining the proposed date and in the event there are applicable "runoff" elections on that date, we will consult with the community council shortly after the May 24, 2022 primaries to reschedule the meeting; **2.** District 2 and District 3 Community Councils recommended approval of their proposed meetings for October 12, 2022. **3.** District 5 Community Council recommended approval of its proposed meeting for October 10, 2022. Columbus Day or Indigenous Peoples' Day are not County holidays. **4.** District 5 Community Council recommended changing its proposed meeting for February 14, 2022 to February 7, 2022. That change is reflected in the proposed Zoning Calendar. District 5 Community Council recommended changing its proposed meeting for February 14, 2022 to February 7, 2022 in honor of Valentine's Day. Staff recommends approval of that change.

PLANING COMMISSION VOTE: Approval with a recommendation 8-0-0. Vivian Moore moved, LaSonya Osler seconded for Approval, per staff recommendation.

COMMUNITY COUNCIL VOTE/RECOMMENDATION: CC-1: No Quorum; members present voted for Approval 2-0-0; **CC-2: Approval 7-0-0; CC-3: Approval 8-0-0; CC-4: Approval w/amendments 10-0-0.** Amendments were: 1) The June 21st CC4 date falls on the same date as the General Primary Election – requesting Thursday, June 23rd or another suitable date; 2) On October 12th, there are two community councils that meet (District 2 and 3) and some would like to have the opportunity to attend both of them – requesting Oct. 11th or another suitable date; 3) October 10th community council 5 date falls on a Federal holiday (Columbus day & Indigenous Peoples day) - requesting another suitable date; 4) District 5 meets on February 14th Valentine’s Day – requesting another suitable date; **CC-5: Approval w/amendment 8-0-0.** Council requests February 2022 CC-5 meeting date from February 14, 2022 to February 7, 2022.

**A RESOLUTION TO ADOPT THE DEKALB COUNTY, GEORGIA
2022 ZONING AND LAND USE CALENDAR**

WHEREAS, DeKalb County has increasingly become one of the most densely populated counties in the State of Georgia since 1970, due in part to social, political and economic factors; and

WHEREAS, DeKalb County's rapid residential growth and development has outpaced the County's ability to attract commercial and business development; and

WHEREAS, DeKalb County wants to encourage commercial and business development in order to increase the commercial property tax base and increase the services and amenities that are available to DeKalb County citizens; and

WHEREAS, DeKalb County wants to encourage its commercial ventures in DeKalb County and the creation and improvement of such ventures will encourage DeKalb County citizens to frequent DeKalb County businesses; and

WHEREAS, the rezoning of property to residential zoning districts, including those of increased density has adversely affected the ability of DeKalb County to protect the health, safety and welfare of the citizens of DeKalb County in various areas including, but not limited to: (1) adequate infrastructure; (2) sewage disposal; (3) watershed protection; and (4) storm water runoff; and

WHEREAS, the DeKalb County Board of Commissioners recognizes the need to provide opportunities for the involvement of citizens in the development and re-development of their communities and neighborhoods in order that they may fully participate as stakeholders in the land use planning and rezoning process; and

WHEREAS, past experience has established that the involvement of the County's Planning and Sustainability staff prior to the filing of a land use plan amendment application or an application for an amendment to the official zoning map or special land use permit can be beneficial to the applicant and the Board and ultimately produce a better development and a more desirable outcome for the community; and

WHEREAS, the involvement of the County's Planning and Sustainability staff prior to the filing of a land use plan amendment application, an application for an amendment to the official zoning map or a special land use permit has the potential to eliminate the numerous deferrals that currently arise where the applicant has filed an application but said application has deficiencies and the applicant is not ready to present a coherent application to the Board of Commissioners; and

WHEREAS, the involvement of the residents of communities surrounding property that is the subject of a land use plan amendment application, an application for an amendment to the official zoning map or a special land use permit prior to the filing of said application will eliminate the numerous deferrals that currently arise where the applicant has filed an application and has not engaged the community in a meaningful manner prior to the Board of Commissioners' exercise of its legislative power; and

WHEREAS, the DeKalb County Board of Commissioners believes that the 2022~~1~~ zoning calendar is necessary to protect the interests of DeKalb County and that it is in the best interests of the public health, safety and welfare of the citizens of DeKalb County that this calendar be established; and

WHEREAS, in order to achieve the aforementioned goals and purposes and to advance the policy reflected above, the Board of Commissioners proposes the 2022+ Zoning and Land Use ~~Plan Amendment~~ Calendar with specific processing requirements that must be satisfied in order for an applicant to be placed upon the annual zoning calendar schedule; and

NOW, THEREFORE, BE IT RESOLVED AND IT IS DECLARED BY THE BOARD OF COMMISSIONERS OF DEKALB COUNTY, GEORGIA, AS FOLLOWS:

1. This resolution and the Zoning and Land Use ~~Plan Amendment~~ Calendar, dated ~~December 7, 2020~~ October 24, 2021 (hereinafter referred to as the 2022+ Zoning Calendar), attached hereto and imposed hereby, incorporates the findings and statements set forth in the preceding "Whereas" clauses, and such clauses are made a part of this resolution and the zoning calendar.
2. The 2022+ Zoning Calendar and the attached checklist for complete applications are attached as Exhibits 1 and 2, respectively, and are hereby incorporated herein by reference.
3. For the purposes of this resolution the following terms are defined as follows:

“Complete application” means an application (1) to amend the official zoning map, (2) amend the comprehensive land use plan; (3) file for a special land use permit; or (4) file an application for a major amendment/modification to zoning conditions that has complied with the applicable requirements of the Code of DeKalb County; that has complied with the applicable requirements set forth in the checklist attached hereto and has complied with the applicable provisions of this resolution.

“Mandatory pre-application conference” means a meeting(s) before filing an application (1) to amend the official zoning map; (2) to amend the comprehensive land use plan; (3) for a special land use permit; (4) for a major amendment/modification to zoning conditions. In this meeting, the applicant and county staff will discuss the necessary steps, filing deadlines, copies, and attachments for the application. Additionally, they will have the opportunity to discuss the details of the proposed project including, but not limited to, any available site plan drawn to scale, elevations, landscape plans, setbacks, tree surveys, parking calculations, buffers, compatibility, transportation, access and other related planning issues. Staff recommendations for changes will be documented and provided to the applicant. The planning staff shall advise the applicant to discuss the proposed application with the relevant District Commissioner and Super District Commissioner.

“Pre-submittal community meeting” means a meeting(s) at a publicized time, date and place with members of, or representatives from surrounding neighborhood associations, and communities.

“Zoning cycle” means the cycle for processing zoning applications which begins each March, May, July, September, November 2022⁺ and January 2023², as depicted in the 2022⁺ Zoning Calendar attached hereto.

“Surrounding neighborhood associations” means an organized existing association of residents or a homeowner’s association provided that members of such association reside in or own property within one half (1/2) mile of the property that is the subject of the relevant application.

4. The Board of Commissioners and Planning Commission may hear a maximum of twenty (20) applications each zoning cycle ~~with the exception of deferred cases (decision only) and companion land use amendments~~. For the months of March, May, July, September, November 2022⁺ and January 2023², the Board authorizes the following:

- ~~(a) Five (5) complete applications for rezoning to residential zoning districts;~~
- ~~(b) Five (5) complete applications for rezoning to non-residential zoning districts or residential zoning districts that include a non-residential component of at least twenty five (25) percent of the total square footage of all structures to be constructed or existing within the property that is the subject of the relevant application;~~
- ~~(c) Special Land Use Permit (“SLUP”) applications shall be limited to five (5) cases on any agenda. SLUPs with companion rezoning items may be heard simultaneously or consecutively at BOC public hearings.~~
- ~~(d) Text Amendments shall be limited to two (2) cases per zoning cycle and shall be heard at the public hearings held at the PM meetings of the BOC.~~
- ~~(e) Major modifications/ amendment to conditions of zoning shall be limited to three (3) cases per zoning cycle and shall be heard at the public hearings held at the PM meetings of the BOC.~~
- ~~(f)~~ (a) July BOC shall be reserved for non-residential applications for official zoning map amendments to commercial, office, industrial, and mixed use (with a minimum of 25% non-residential square footage) zoning categories and related applications for SLUPs.
- ~~(g) An additional two (2) complete applications for rezoning to non-residential or Mixed-Use zoning districts and street name change may be added to a zoning cycle should the need arise as determined by, and within the discretion of, the Planning and Sustainability Director.~~

~~(h)~~ (b) Any application that exceeds the case cap referred to previously in Section 4 (a) through (g) will be scheduled for the next appropriate available zoning cycle. If additional slots are open after ~~filing~~ filing the agenda in accordance with Section 4(a) through (g) of this resolution, the agenda may be filled with additional SLUPs, Rezones, Land Use Amendments, Major Modifications, Text Amendments and Street Name Change Requests on a first filed basis; not to exceed a maximum of 20-cases. However, it shall be the goal to place all related filings on the same agenda.

~~(i)~~ (c) Deferred applications and companion land use amendments are not subject to the 20-case cap and may be scheduled by the Board of Commissioners to a specified time and agenda.

5. The Board of Commissioners and Planning Commission will hear applications for Land Use Amendments to the *Comprehensive Plan* in the months of March and September, in accordance with ~~Section 4 (a) and (b) above~~ the 2022 Zoning Calendar. To be considered for an alternate cycle, the applicant must make a written request stating justification to the Director of Planning and Sustainability and the initiation of the application shall be subject to the approval of the District Commissioner and Super District Commissioner. If there are any remaining slots, the slots may be filled with ~~Land Use Amendments Rezoning, SLUPs, Text Amendments and Major Modifications in accordance with Section 4 (a) through (i) above~~, not to exceed the maximum 20-cases for the March and September public hearings.
6. The Zoning Calendar adopted in companion with this Resolution establishes a rezone cycle and timeline for posting, advertising and setting the schedule for Community Council meetings, Planning Commission public hearings, and Board of Commissioners public hearings.
7. The Community Council and the Planning Commission will hear the items on the agenda and make recommendations on each case that is forwarded to the Board of Commissioners. Recommendations for deferral are forwarded to the Board of Commissioners for final action.
8. When the need arises, the Planning Commission shall sit for a second evening of public hearings, which ~~hearing~~ shall be held following adequate public notice within a newspaper of general circulation within the county.
9. No application for an amendment to the land use plan, an amendment to the official zoning map, a special land use permit or a major amendment/modification to a condition of zoning shall be advertised until such time as the applicant has held: (1) a pre-application meeting with the planning staff, and (2) ~~held~~ a pre-submittal meeting with the surrounding neighborhood associations, groups, and community.
10. **Pre-application meeting** -- the applicant ~~has~~ must attended a mandatory pre-application conference with the Planning and Sustainability Department director or designee. A request for a pre- application conference shall be made in writing to the planning director or designee, which shall hold such meeting within ten (10) business days of receipt of the written request.
 - a. **Pre-submittal Community Meeting** -- No application for an amendment to the land use plan, an amendment to the official zoning map or special land use permit or a major amendment/modification to a condition of zoning shall be filed and/or accepted for filing until such time as the applicant has conducted a publicized pre-submittal community meeting(s) with surrounding neighborhood association(s)/community groups within one-half (1/2) mile of the subject property and adjacent and nearby property owners within five hundred (500) feet of the subject property. A notice of the pre-submittal community meeting shall be made in writing. The pre-submittal community meeting shall be held ~~in-person~~ or via an online meeting service (e.g. Zoom, Skype, Microsoft Teams, etc.). The ~~online~~ pre-submittal community meeting shall take

place no less than fifteen (15) days after the date of the written notice. Additionally, ~~online~~, pre-submittal community meetings shall be conducted no earlier than 5:00p.m. on weekdays or between the hours of 9:00a.m. – 5:00p.m. on weekends. Online meetings shall be recorded. Applicants are required to provide documentation that verifies the occurrence of said meeting(s), including but not limited to notice letter, sign-in sheets, or correspondence from the neighborhood association(s) or residents from the community before the application can be considered complete by the published Filing Deadline.

11. All advertised applications will be placed on the Board of Commissioners' agenda after a public hearing before the Planning Commission and meeting with the Community Council unless otherwise acted on by the Board of Commissioners. When the need arises, the Board of Commissioners shall sit for a second evening of public hearings. The hearing date shall be published on the adopted 2022~~+~~ ~~Rezoning~~ Zoning Calendar and held following adequate public notice within a newspaper of general circulation within the county.
12. The applicant will be required to submit to a pre-application conference and to conduct a pre-submittal community meeting as defined above, but the acceptance of an application to amend the land use plan, the official zoning map, or to obtain a special land use permit in connection with or related to a development of regional impact, commonly known as a "DRI" shall not entitle an applicant to have that application considered by the community council, planning commission or the board of commissioners until such time as the DRI has been subject to complete review and consideration of such application(s) by the appropriate state agency.
13. The County shall provide the applicant/agent with a sign for announcing the date and time of the Community Council meeting. The applicant shall be responsible for posting the sign on the subject property at least fifteen (15) days prior to community council meeting. The applicant/agent shall ~~sign an affidavit attesting to the intention of~~ provide photographic proof of the sign posting ~~posting the sign.~~
14. Online public meetings shall remain in effect until such time as it is deemed safe to conduct traditional in-person meetings and the Board of Commissioners approves a new Resolution to that effect. If any section, subsection, sentence, clause, phrase or other portion of this Resolution, or its application to any person, entity or circumstance, is held by a court of competent jurisdiction to be unconstitutional or invalid, the remainder of the Resolution, or application of the provision to other persons, entities or circumstances shall not be affected.

ADOPTED by the DeKalb County Board of Commissioners,

this _____ day of _____, 2021.

STEPHEN R. BRADSHAW
Presiding Officer
Board of Commissioners
DeKalb County, Georgia

APPROVED by the Chief Executive Officer

this _____ day of _____, 2021.

MICHAEL L. THURMOND
Chief Executive Officer
DeKalb County, Georgia

ATTEST:

APPROVED AS TO FORM:

BARBARA H. SANDERS-NORWOOD, CCC
Clerk
Board of Commissioners and
Chief Executive Officer
DeKalb County, Georgia

VIVIANE H. ERNSTES
County Attorney

APPROVED AS TO SUBSTANCE:

ANDREW A. BAKER
Director
DeKalb County Department of
Planning & Sustainability

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Andrew A. Baker, AICP

REZONING APPLICATION CHECKLIST

Submit 4 printed, collated sets of the complete application (no staples, no binders) and a PDF version on a flash drive

_____ 1. Schedule a mandatory **Pre-Application Conference** with Planning & Sustainability staff by appointment. Obtain **Pre-Application form** (to be completed in pre-application meeting). Please call 404-371-2155 for appointment.

_____ 2. Hold a **Pre-Submittal Community Meeting** with surrounding neighborhood associations and residents. Provide documentation of the meeting (**meeting notice and sign in sheets**). Letter(s) from homeowners association(s) may also be provided.

_____ 3. Submit **Application** (Submit 4 printed, collated sets and a PDF version on a flash drive. Please assemble materials in the following order.)

_____ **A. Application form** with name and address of applicant and owner, and address of subject property;

_____ **B. Pre-submittal community meeting notice and sign-in sheet** and other documentation of meeting, if any;

_____ **C. Letter of application and impact analysis**

1. **Letter of application** identifying a) the proposed zoning classification, b) the reason for the rezoning or special use or modification request, c) the existing and proposed use of the property, d) detailed characteristics of the proposed use (e.g. floor area, height of building(s), number of units, mix of unit types, number of employees, manner and hours of operation), d)(optional) statement of conditions discussed with the neighborhood or community, if any.

2. **Impact analysis** of the anticipated impact of the proposed use and rezoning on the surrounding properties in response to the standards and factors specified in Article 7.3 of the DeKalb County Zoning Ordinance, as attached. If a Major Modification, please include previously approved conditions and Board of Commissioner meeting minutes.

_____ **D. Authorization Form**, if applicant is not the owner. Must be signed by all owners of the subject property and notarized. Authorization must contain the mailing address and phone number of any applicant or agent who is authorized to represent the owner(s) of the subject property. Please include warranty deed, if property ownership is less than 2 years.

_____ **E. Campaign disclosure statement** (required by State law).

_____ **F. Legal boundary survey** of the subject property, (showing boundaries, structures, and improvements), prepared and sealed within the last year by a professional engineer or land surveyor registered in the State of Georgia. *(If survey shows property on opposite sides of a public street right-of-way, file a separate application for each property.)*

_____ **G. Site Plan**, printed to scale, folded, of any existing and or proposed development/redevelopment. For projects larger than 1 acre, site plan should be at least 1:50 scale. The site plan must include the following:

_____ a. complete boundaries of subject property;

_____ b. dimensioned access points and vehicular circulation drives;

_____ c. location of all existing and proposed buildings, structures, setbacks and parking;

_____ d. location of 100 year floodplain and any streams;

_____ e. notation of the total acreage or square footage of the subject property;

_____ f. landscaping, tree removal and replacement, buffer(s); and

_____ g. site plan notes of building square footages, heights, density calculations, lot coverage of impervious surfaces, parking ratios, open space calculations, and other applicable district standards.

_____ **H. Reduced Site Plan**, reduced to 8.5" x 11".

_____ **I. Written Legal Description** of metes and bounds of the subject property (can be printed on site plan or survey).

_____ **J. Building Form Information**. Elevation (line drawing or rendering), or details of proposed materials, in compliance with Article 5 of the Zoning Ordinance.

_____ **K. Completed, signed Pre-application Form** (Provided at pre-application meeting.)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

DEPARTMENT OF PLANNING & SUSTAINABILITY

**Rezoning Application to Amend the Official Zoning Map of DeKalb
County, Georgia**

Date Received: _____ Application No: _____

Applicant Name: _____

Applicant E-Mail Address: _____

Applicant Mailing Address: _____

Applicant Daytime Phone: _____ Fax: _____

Owner Name: _____

If more than one owner, attach list of owners.

Owner Mailing Address: _____

Owner Daytime Phone: _____

Address of Subject Property: _____

Parcel ID#: _____

Acreage: _____ Commission District: _____

Present Zoning District(s): _____

Proposed Zoning District: _____

Present Land Use Designation: _____

Proposed Land Use Designation (if applicable): _____

DEPARTMENT OF PLANNING & SUSTAINABILITY

IMPACT ANALYSIS

(Please respond to the following standards and factors on a separate sheet.)

Section 27-7.3.5. The following standards and factors are found to be relevant to the exercise of the county's zoning powers and shall govern the review of all proposed amendments to the Official Zoning Map:

- A. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan.
- B. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.
- C. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.
- D. Whether the zoning proposal will adversely affect the existing use of usability of adjacent or nearby properties.
- E. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.
- F. Whether the zoning proposal will adversely affect historic building, sites, districts, or archaeological resources.
- G. Whether the zoning proposal will result in a use which will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.
- H. Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

DEPARTMENT OF PLANNING & SUSTAINABILITY

DISCLOSURE OF CAMPAIGN CONTRIBUTION

In accordance with the Conflict of Interest in Zoning Act, OCGA Chapter 36-67A, the following questions must be answered.

Have you, the applicant, made \$250.00 or more in campaign contribution to a local government official within two years immediately preceding the filling of this application?

Yes _____ No _____ *

If the answer is yes, you must file a disclosure report with the governing authority of DeKalb County showing:

1. The name and official position of the local government official to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution.

The disclosure must be filed within 10 days after the application is first filed and must be submitted to the C.E.O. and to the Board of Commissioners of DeKalb County, 1300 Commerce Drive, Decatur, GA 30030.

Notary

Signature of Applicant /Date

Check one: Owner _____ Agent _____

Expiration Date/ Seal

*Notary seal not needed if answer is "no".

DEPARTMENT OF PLANNING & SUSTAINABILITY

AUTHORIZATION

The property owner should complete this form or a similar signed and notarized form if the individual who will file the application with the County is not the property owner.

Date: _____

TO WHOM IT MAY CONCERN:

(I) (WE) _____
Name of owner(s)

being (owner) (owners) of the subject property described below or attached hereby delegate authority to

Name of Agent or Representative

to file an application on (my) (our) behalf.

Notary Public

Owner

Notary Public

Owner

Notary Public

Owner

Notary Public

Owner

DEPARTMENT OF PLANNING & SUSTAINABILITY

FILING FEES

At the time of submittal, a filing fee shall accompany each application as follows:

<u>Rezoning</u>	<u>FEE</u>
RE, RLG, R-100, R-85, R-75, R-60 MHP, RNC, RSM, MR-1. M-2	\$500.00
HR-1, HR-2, HR-3 MU-1, MU-2, MU-3, MU-4, MU-5 O-L, OD, OIT, NS, C-1, C-2, M. M-2	\$750.00

If the application is a request to rezone to more than one zoning district, the higher fee will apply.

Applications for non-contiguous property (separated by a street) must be filed separately. A separate fee will be charged for each application. Applications deferred “full cycle” do not require additional fees. An application that is withdrawn and later re- filed will be treated as a new case and will require a new fee.

From: [Michele Battle](#)
To: [Prince, Jahnee R.](#)
Cc: [White, Brandon L.](#)
Subject: RE: Proposed Zoning Resolution
Date: Thursday, November 5, 2020 10:34:20 AM
Attachments: [image001.png](#)

Understood. I think it is time, however, for some changes to that standard resolution to be up with the times. It has been used pretty much unchanged for 5 plus years. The pre-filing community meetings are a big issue for the County and for Applicants. We want to get it right, but we have to have reasonable requirements that are attainable. Communities, including Community Council members, are holding us to this requirement. I got beat up on an application last year because I failed to give a community group notice, and I had no idea that the group even existed. I think that including Community Council in the pre-filing meetings should be sufficient, and they are welcome to forward the notice around to any community groups that they know of that would be interested in the matter. The list that the Planning Dept provides to applicants is only marginally helpful because it is for the entire district and not just the geographic area in which the property is located.

Michèle L. Battle, Esq.
Battle Law, P.C.



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From: Prince, Jahnee R. <jrprince@dekalbcountyga.gov>
Sent: Thursday, November 5, 2020 8:16 AM
To: Michele Battle <mlb@battlelawpc.com>
Cc: White, Brandon L. <BLWhite@dekalbcountyga.gov>

Subject: Re: Proposed Zoning Resolution

Thanks Michelle. It's just the standard resolution that the County uses every year. Commissioner Bradshaw has already let us know that we have to change the January cycle to the 5:30 meetings and Zoom. I imagine that we will have more changes.

Jahnee Prince, AICP

Deputy Director

DeKalb County Department of Planning & Sustainability

330 W. Ponce de Leon Avenue, 3rd Floor

Decatur, GA 30030

404-371-6229 office

404-430-1006 cell

From: Michele Battle <mlb@battlelawpc.com>

Sent: Wednesday, November 4, 2020 6:13 PM

To: Baker, Andrew <aabaker@dekalbcountyga.gov>; Prince, Jahnee R. <jrprince@dekalbcountyga.gov>; White, Brandon L. <BLWhite@dekalbcountyga.gov>

Subject: Proposed Zoning Resolution

Andrew, Jahnee and Brandon,

I have a few comments and concerns regarding the proposed Zoning Calendar Resolution on this month's agenda:

1. As currently written Paragraph 10 (a) pertaining to Pre-Submittal Community Meetings requires in person meetings. I believe that this provision should be amended to allow for either in person or online meetings. I have had great success with online Zoom meetings for my community meetings. I have routinely had in excess of 50 people on my community meetings held online, and in some instances over 100 people. I believe that people are now comfortable with using this technology and with COVID numbers still running high, I think that it is short sighted not to allow for applicants to have the option of holding online meetings. Also, we record our meetings, which means that community members who miss meetings are able to get a copy of the recording. We send these out upon request all the time. It should be noted that many facilities where meetings can be held are still closed, or have limited capacity due to COVID. We have to live and work in our new normal, and this includes conducting community meetings.

2. Applicants are also required to notify neighborhood groups and community groups within ½ mile of the project. Quite honestly this has always been a point of contention for me. We have no way of knowing the neighborhood groups and community groups in the area, unless that information is provide to us. Additionally, the list provided by the Planning Department is simply unworkable. They have a list for the entire District. It is not limited to the geographic area of the project. I can tell you that 90% of the Applicants are not meeting this requirements as there is no way to determine to whom to send the notice. I honestly don't know how to deal with this issue, other than to limit the notices to community groups to those who register with the Planning Department for a particular geographic area. Alternatively, the notification radius can be increased from 500 ft to 750ft or 1000ft with the community and neighborhood group notification being dropped. As it is we are now being required by all of the Community Council Districts to notify them of all pre-filing community meetings, which is technically not required by this Resolution. If we don't give them notice, they hold it against us at the Community Council meetings, and in some instances have recommended denial because they were not invited, or didn't receive their notice in what they consider to be a timely manner. Maybe notification of surrounding community groups cold be replaced with notification of Community Council. What I do know is that notifying community groups, HOAs and neighborhood groups is not really working. We have no way to know who they are, and I doubt that staff knows who they are either in order to verify that the correct groups were notified.

I am more than happy to discuss these concerns with you. I just saw the Resolution which is why I am just getting these comments to you. I will raise these issues at tomorrow evenings Planning Commissioner meeting. I am also sending these comments to Commissioner Cochran Johnson and Commissioner Gannon as the 2 representatives for the entire County.

Michèle L. Battle, Esq.
Battle Law, P.C.



**One West Court Square, Suite 750,
Decatur, GA 30030**

Phone: 404.601.7616

Fax: 404.745.0045

E-mail: mlb@battlelawpc.com

Hours: 9:00am to 5:00pm M-TH, 9:00am to 1:00pm F

www.battlelawpc.com

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DeKalb County Board of Commissioners

DRAFT Zoning and Land Use Calendar – 2022-23

For Zoning, Major Modification, Land Use Plan Amendment, & Special Land Use Permit Applications,
and Zoning Ordinance Text Amendments

Deadline for Hosting Community Meeting	Filing Deadline / Amendment Deadline	Legal Ad Appears in Paper	Community Council Meetings*					Planning Commission Public Hearings* 5:30pm		Board of Commissioners Public Hearings* 5:30pm	
			District 1 5:30pm	District 2 6:30pm	District 3 5:30pm	District 4 5:30pm	District 5 6:30pm	New Items	(As Needed)	New Items	(As Needed)
12/21/21	12/22/21 1/07/22	2/10/2022 & 3/03/2022	2/16/22	2/08/22	2/09/22	2/15/22	2/07/22	3/01/22 *** Land Use	3/03/22	3/24/22 *** Land Use	3/29/22
2/23/2022	2/24/22 3/03/22	4/14/2022 & 5/05/2022	4/20/22	4/12/22	4/13/22	4/19/22	4/11/22	5/03/22	5/05/22	5/26/22	5/31/22
4/27/2022	4/28/22 5/05/22	6/09/2022 & 7/07/2022	6/15/22	6/14/22	6/08/22	6/21/22	6/13/22	7/12/22 ** Non-Res	7/14/22	7/28/22 ** Non-Res	8/02/22
6/29/2022	6/30/22 7/07/22	8/11/2022 & 9/8/2022	8/17/22	8/09/22	8/10/22	8/16/22	8/08/22	9/01/22 ** Land Use	9/06/22	9/29/22 ** Land Use	10/04/22
8/31/2022	9/01/22 9/08/22	10/13/2022 & 10/27/2022	10/19/22	10/12/22	10/12/22	10/18/22	10/10/22	11/01/22	N/A	11/17/22	N/A
10/26/2022	10/27/22 11/03/22	12/15/2022 & 1/05/2023	12/14/22	12/06/22	12/07/22	12/13/22	12/05/22	1/05/2023	1/10/2023	1/26/2023	1/31/2023

*All meetings/public hearings begin at 5:30pm unless otherwise stated.

****July** is intended for non-residential SLUP & rezoning applications to receive priority on agenda.

*****New Future Land Use Map Amendment** applications shall only be heard in March and September.

When the need arises, the BOC shall sit for a second evening of public hearings. There shall be a maximum of 20 applications per zoning cycle, including new applications and cases deferred “FULL CYCLE.” Deferred cases, companion Land Use Amendments and street name change applications are not subject to the 20-case maximum. SLUP applications with companion rezoning applications shall be heard together (consecutively) on the BOC Agenda. **Slots on the agenda are filled with cases in the order that they are filed, not to exceed 20 maximum cases, per adopted 2022 Zoning Calendar Resolution. If the agenda exceeds 10 cases (including deferrals), Planning Commission or the Board of Commissioners may schedule additional cases on “as-needed” dates.** Complete filing and calendar requirements are found in the 2022 Board of Commissioners Zoning Calendar/Resolution.