DeKalb County	RECEIVED By Rachel Bragg at 3:01 pm, Oct 24, 2022404.371.2155 (o) 404.371.4556 (f) DeKalbCountyGa.gov178 Sams Street Suite 3600 Decatur, GA 30030
	DEPARTMENT OF PLANNING & SUSTAINABILITY
	SPECIAL LAND USE PERMIT APPLICATION Amendments will not be accepted after 5 working days after the filing deadline.
Date Received:	Application No:
	WALTER ARTIS and FELICIA WILLIAMS
Daytime Phone:	404) 483-0421 E-Mail: Williams. Jaxpro Egnail. com
	238 Walker Strut SW, #15, Atlanta, Georgia 30313
Owner Name:	Outer Artis (If more than one owner, attach contact information for each owner)
	404) 483-0421 E-Mail: Williams. taxpro Ognoul. com
Mailing Address: _	238 Walker Street SW, #15 Atlanta Georgia 30313
SUBJECT PROPERT	YADDRESS OR LOCATION: 293 Ward Lake Way
Ellenwood	م DeKalb County, GA, <u>30294</u>
Parcel ID: <u>15 00</u> 4	05 032 Acreage or Square Feet: $\frac{1240}{2}$ Commission Districts $3 \neq 10$
Existing Zoning:	Proposed Special Land Use (SLUP) for 2931 Word Jake Kay

I hereby authorize the staff of the Planning and Sustainable Department to inspect the property that is the subject of this application.

Owner: Signature of Applicant Agent: las

Printed Name Mutherant: FELICIA IA A. HIAMS Notar P:\Current\_Planning Contraction Forms 2018\SPECIAL LAND USE PERMIT (SLUP).docx

June 6, 2022

### **Pre-Submittal Community Meeting Notice and Sign-In Sheet**

\*\*External Email: Please use caution with links and attachments.\*\*

-------Forwarded message -------From: WLA Youth Services <<u>wlayouthservices@gmail.com</u>> Date: Mon, Sep 26, 2022 at 4:14 PM Subject: Community Meeting Notice - Special Use Permit for 2931 Ward Lake Way To: CC: WLA Youth Services <<u>wlayouthservices@gmail.com</u>>, <<u>artisproperties@yahoo.com</u>>, <<u>williams.taxpro@gmail.com</u>>

Community Meeting Notice - Special Use Permit for Ward Lake Way (WLA Youth Services LLC)

#### WLA Youth Services LLC

#### Walter Artis and Felicia Williams

#### 2931 Ward Lake Way, Ellenwood GA 30294

#### wlayouthservices@gmail.com

#### Telephone # 404-483-0421

September 26, 2022

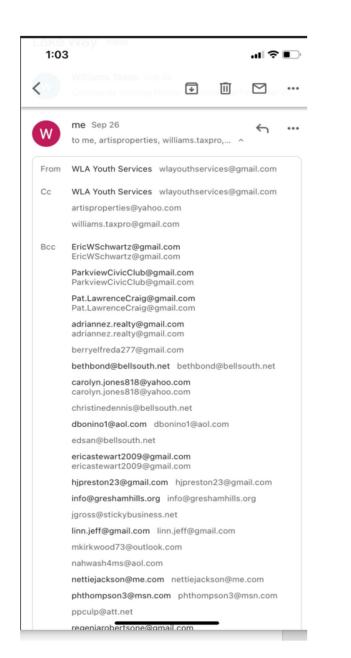
#### <u>RE: Community Meeting - Proposed Special Use Permit for 2931 Ward Lake</u> Way, Ellenwood GA 30294

Dear Property Owners,

We would like for you to join our Zoom meeting on Thursday, October 13<sup>th</sup>, at 7:00 pm to 8:00 pm to discuss our application for a Special Use Permit for the property located at <u>2931 Ward Lake Way, Ellenwood GA 30294</u>. The main purpose of this special use permit is to operate a Child Caring Placement for special needs children. To find out more about the project or ask questions please see meeting details below:

#### YOU ARE INVITED TO A SPECIAL USE PERMIT MEETING

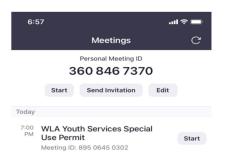
WLA Youth Services/Walter Artis and Felicia Williams are inviting you to a scheduled Zoom meeting.



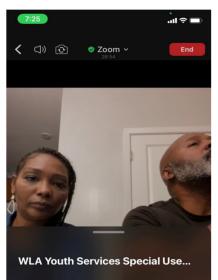


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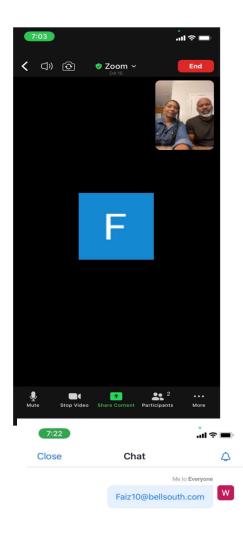


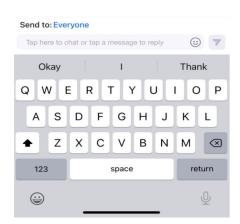






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Security Settings				





Contact: Walter Artis and Felicia Williams 2931 Ward Lake Way Ellenwood, Georgia 30294 Telephone Contact: (404) 483-0421 Email: <u>WLAYouthServices@gmail.com</u> and <u>Williams.Taxpro@gmail.com</u>

# Letter of Application and Impact Analysis

WLA Youth Services LLC is requesting a Special Land Use Permit from Dekalb County to opearte a Child Caring Institution (CCI) specialty group home for youths between the ages of 14 years old and 21 years old. The demographics of the youths in our program are described as youths with developmental disabilities. Most commonly, youths with intellectual disabilities, autism spectrum disorder, down syndrome or cerebral palsy. The youths in this program are children with special needs who need 24 hour/7 days a week care and supervision. These youth are not considered high risk for crime or any other serious offenses and do not pose a threat to themselves or the community.

**Purpose of the House**: Our facility is a 2-story home containing 3 bedrooms 2.5 baths that will allow our program to house a maximum of six (6) youths. Two youth per room with 3 youths per bathroom. Our program provides 24 hours a day, 7 days a week supervision covered by our site staff as well as live 24 hour security camera system for additional support. All coverage will be perfomed by four (4) site staff members working ten (10) hour rotating shifts, a program director and life coach. Both the Program Director and Life Coach will make mutiple site visits through out the week to oversee the supervision of the youths within the home. Rest assure the youths in this program will always havae full supervision 24 hours a day. Each site staff member as well as the program director and life coach are trained and certified in fire safety and CPR. Additionally, our home is equipped with (2) fire extinguishers, fire alarms, exit signs and smoke detectors directly hardwired into law enforcement and the fire department.

**<u>Parking</u>**: The location can hold up to four (4) cars in the parking spaces (driveway) and two (2) cars in the garage. On each shift there will not be more than two cars parked in the parking spaces per day.

Before Mr. Walter Artis and Ms. Felicia Williams can start this program, they are required to obtain housing zoned (special land use permit) with a capacity of six (6) youths and young adults and must also obtain a Residential Child Care Licensing (RCCL) for operations in the state of Georgia within all counties and cities only. Mr. Walter Artis and Ms. Felicia Williams must submit a copy of the zoning (Special Land Use Permit) letter and the Fire Marshall Inspection before they are allowed to obtain licensing from Residential Child Care Licensing (RCCL) and Office of Provider Management (OPM). The average time frame to complete this process is twelve (12) months and therefore we would like to get approval for zoning so that we can move forward with all the other prerequisites for the program application and paperwork submission. All contracts from the Office of Provider Management (OPM) are given twice per year – July/October. All applications are accepted by the Office of Provider Management (OPM) in November 2022 and February 2023.

Contact: Walter Artis and Felicia Williams 2931 Ward Lake Way Ellenwood, Georgia 30294 Telephone Contact: (404) 483-0421 Email: <u>WLAYouthServices@gmail.com</u> and <u>Williams.Taxpro@gmail.com</u>

#### Home Data



#### Location Address: 2931 Ward Lake Way, Ellenwood, Georgia 30294 Siding Home with three exits – Single Famly Home Parking Spaces for 4 to 6 Cars in from of House 3 Bedrooms/2 ½ Bathrooms Total Square Feet: 1240 sq ft

Other relevant information regarding Special Land Use Permit request:

- 1. No HOA Presence
- 2. After pre-application meeting letters/notification sent to all home owners within 500 feet of 2931 Ward Lake Way
- 3. Meeting Held October 13, 2022 @ 7:00 pm No opposition to move forward with plan

Statement of Conditions Discussion with Neighborhood

The special land use permit dicussion was held via Zoom on October 13, 2022 at 7:00 pm. There was 100% approval from the homeowners that attending the meeting. The homeonwers were concerned with proprty values going down and insurance rates going up. Mr. Walter Artis and Felicia Williams were able to explain to the group that this was only for a special land use permit and that it would not impact property value or insurance rates of the properties.

Property taxes and insuance: We have owned a home in this community for several years and are fully vested in the property value and community safety. It is important to note we are applying for a Special Land Use Permit and this permit does not and will not impact property values,

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property taxes or insurance rates of the properties. This project will not create any adverse impacts to any adjoining properties because the facility will operate as a normal home in the community.

Parking and Traffic: Our home can hold up to four (4) cars in the driveway parking spaces and two (2) cars in the garage. There will be at least one vehicle parked in the driveway at all times. This vehicle will belong to the site staff working their shift. The program director and life coach's vehicles will also frequently park in the driveway to conduct site visits and transport the youth to doctor's appointments. This project will have minimal to no impact on the neighborhood and surrounding areas in regards to traffic volume/congestion, noise, smoke, odor, dust or vibration generated by the proposed use. Our only anticipated traffic slow will occur during the shift changes of our onsite staff members.

Expected launch date is July 2023 tentatively.

### **Impact Analysis**

Criteria: Sec 27-7,4.6 The following criteria shall be considered by the Department of Planning and Sustainability, the Planning Commission and the Board of Commissioners in evaluating and deciding any application for a special land use permit. No application for a special land use permit shall be granted by the Board of Commissioners unless satisfactory provisions and arrangements have been make concerning each of the following factors, all of which are applicable to each application, and unless the application is in compliance with all applicable regulations in Article 4.

- A. Adequacy of the size of the site for use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yard, open space, off-street parking, transitional buffer zones, and all other applicable requirements of the zoning district in which the use is proposed to be located. The land area for use for this project is adequate for the propsed use for this property. The program requires a minimum of 3-4 bedrooms with each room with an appropriate 80 sq feet. With a total of 1240 sq feet no expansion will be needed for this project.
- B. Compatibility of the proposed use with adjacent properties and land use and other properties and land uses in the district, and whether the proposed use will create adverse impacts upon any adjoining land use by reason of traffic volume/congestion, noise, smoke, odor, dust, or vibration generated by the proposed use. The project will have minimal on the neighborhood and surrounding areas in regards to traffic volume/congestion, noise, smoke, odor, noise, smoke, odor, dust or vibration generated by the proposed use. The project will have minimal on the neighborhood and surrounding areas in regards to traffic volume/congestion, noise, smoke, odor, dust or vibration generated by the proposed use. On each shift there will only be one staff so only one car will be

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parked on the premise with the maximum being two vehicles (when program director or life coach conducts onsite visits). The program director and life coach's vehicles will also frequently park in the driveway to conduct site visits and transport the youth to doctor's appointments.

- C. Adequacy of public services, public or private facilities, public or private streets (including consideration of traffic-carrying capacity), and utilities to serve contemplated. Traffic slow will only occur every ten (10) hours when sifts are changed and this will not impact the flow of traffic or cause any disturbance of traffic, no noise nor community traffic problems for the neighborhood. Based on the staffing needs only two cars will be on the property at any given time.
- D. Adequacy of the public street on which the use is proposed to be located and whether there is sufficient traffic carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area. The impact traffic on the public street will be minimal since doctors' appointments and outside visits by the six (6) residents will be done by the staff on call for that shift. No extra transportation will be needed to cause any type of congestion for traffic. The parking space at the location has the capacity for four (4) vehicles and the enclosed garage can also accommodate two (2) extra cars.
- E. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures and uses thereon with particular reference to pedestrian and automotive safety and convenience, traffic flow and control and access in the event of fire or other emergency. The location has four (4) open parking spaces at which the staff on shift car's will be parked in the garage to ensure the fire, police or any other emergency vehicle can easily access the premises this will ensure that there is safe and easy access to the property in case of an emergency.
- F. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner and hours of operation of the proposed use. No! This project will not create any adverse impact upon any adjoining land because the facility will be operated just like a normal home with the residents' rules and regulations monitored by 24/7 care team and camera. The program director will conduct daily announced and unannounced visits to the premise and will ensure that the youths in this program are cared for in the manner that will not cause any issue for the community. Daily schedule activities and supervision will be an important integral part of the program schedule.

Contact: Walter Artis and Felicia Williams 2931 Ward Lake Way Ellenwood, Georgia 30294 Telephone Contact: (404) 483-0421 Email: WLAYouthServices@gmail.com and Williams.Taxpro@gmail.com

- **G.** Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located. **Yes the property is within the line of the proposed requirement for use as a group home description needed for CCI requirements.**
- H. Whether the proposed use is consistent with the policies of the comprehensive plan.
  Yes! The proposed use is consistent with the policies of the comprehensive plan for a CCI program for use in DFCS specialty care program.
- I. Whether there is adequate provision of refuse and services areas. Yes! There is adequate provision of refuse and service area for all incoming and outgoing service providers. The front garbage receptacle will be the main area of intake and outtake for all refuse and services. This will be structured on a weekly basis once per week.
- J. Whether the length of time for which the special land use permit is granted should be limited in duration. No! The property will be used perpetually as a group home and will be legacy home for descendants of the property.
- K. Whether the size, scale and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale and massing of the adjacent and nearby lots and buildings, and whether the proposed use will create a shadow impact on any adjoining lost or building, as a result of the proposed building height. There will be no external modifications to the house width or height for this project. All modifications are internal, expanding doors, showers installing a ramp for wheelchair access and ensure that the backyard is enclosed.
- L. Whether the proposed plan will adversely affect historic buildings, sites, districts, or archaeological resources. No changes will be made to the house or property for this project.
- M. Whether the proposed use satisfies the requirements contained in within the Supplemental Regulations for such special land use permit. Yes! The proposed use satisfies the requirements the requirements contained within the Supplemental Regulations for this permit.
- N. Whether the proposed use would be consistent with the needs of the neighborhood of the community as a whole, be compatible with the neigh, and would not be in conflict with the overall objectives of the comprehensive plan. The structure of the program will be managed as a home and no external signs or reference to a business will be visible to the neighborhood or community. The program's main goal is to provide room, board and watchful oversight for youths with special needs for long

Contact: Walter Artis and Felicia Williams 2931 Ward Lake Way Ellenwood, Georgia 30294 Telephone Contact: (404) 483-0421 Email: <u>WLAYouthServices@gmail.com</u> and <u>Williams.Taxpro@gmail.com</u>

term care with twenty-four (24) hours services daily. The age range of the clients will be between twelve (12) to eighteen (18) years old. These youths can be approved to stay in extended care until twenty-one (21) years old. This hoe will not be remodeled to change any building structure or physical appearances of the home to conflict with the current community style. No trees or plants will be removed No pool or water feature will be installed. Based on the requirements for a special land use permit this home does satisfy those requirements as stated in the CCI regulations.

Contact: Walter Artis and Felicia Williams 2931 Ward Lake Way Ellenwood, Georgia 30294 Telephone Contact: (404) 483-0421 Email: <u>WLAYouthServices@gmail.com</u> and <u>Williams.Taxpro@gmail.com</u>

#### Please read through the Supplemental Regulations for Child Care Institutions below. We need responses to both D & E:

D. Child caring institutions, general requirements. 1. Each child caring institution must obtain all license(s) and/or permit(s) required by the State of Georgia in order to operate. Each child caring institution must display its State-issued license(s) and/or permit(s) in plan view, visible from the front driveway of the facility. 2. No child caring institution may display any exterior signage that violates the sign ordinance in Chapter 21 of the Code or the sign provisions in the zoning regulations for the underlying zoning district where the personal care home is located. In compliance with the rules and regulations of the Child Care Institutions (CCI), WLA Youth Services LLC intends to be in full compliance with the above requirements after the zoning is approved and the appropriate paperwork is submitted to the state for approval of a license for such business as described in the rules and regulations.

E. Child caring institutions, group (4-6 children). 1. Two (2) copies of complete architectural plans for the subject group child caring institution, signed or sealed by a registered architect, shall be submitted to the director of planning prior to the issuance of a building permit or business license. 2. Each group child caring institution must provide at least four (4) parking spaces within the driveway, garage or carport, and must comply with any applicable requirements in Article 6. WLA Youth Services LLC intends to be in full compliance with all the rules and regulations as stated and will be including all the required paperwork with the package for review by the permitting office. The structure of the house is now setup with (4) parking spaces within driveway.



178 Sams Street Suite 3600 Decatur, GA 30030

<b>DEPARTMENT OF PLANNING</b>	& 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 owners(s) (If more than one owner, attach a separate sheet)

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	
--------	--------	--

Notary Public

Notary Public

Notary Public

Owner

Owner

Owner

Owner

**Notary Public** 

Owner



404.371.2155 (o) 404.371.4556 (f) DeKalbCountyGa.gov Clark Harrison Building 330 W. Ponce de Leon Ave Decatur, GA 30030

#### 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 <u>must</u> 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\_X\_\*

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.

Walter Cates Falicia Milliano

Signature of Applicant /Date

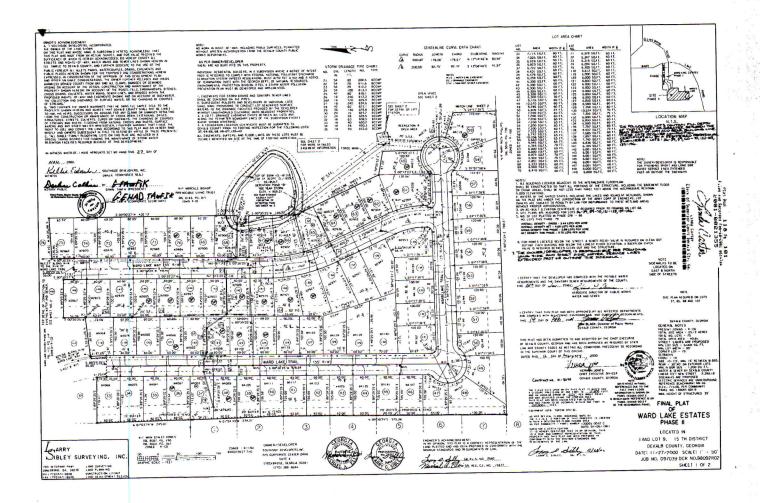
Check one: Owner <u>X</u> Ag

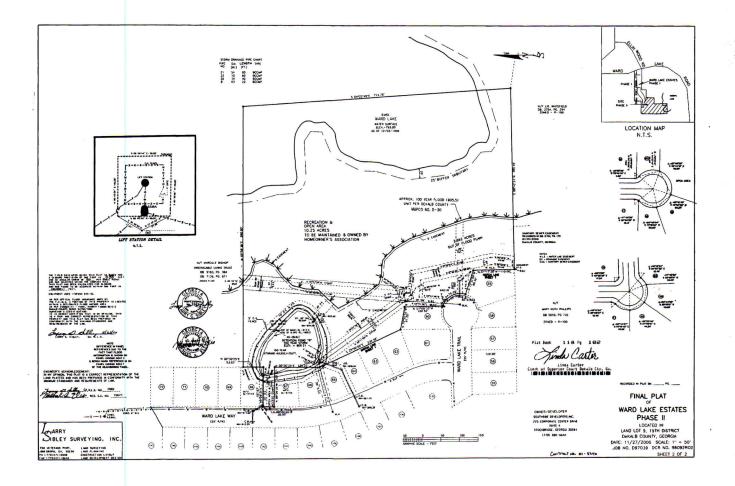
\_Agent\_\_\_

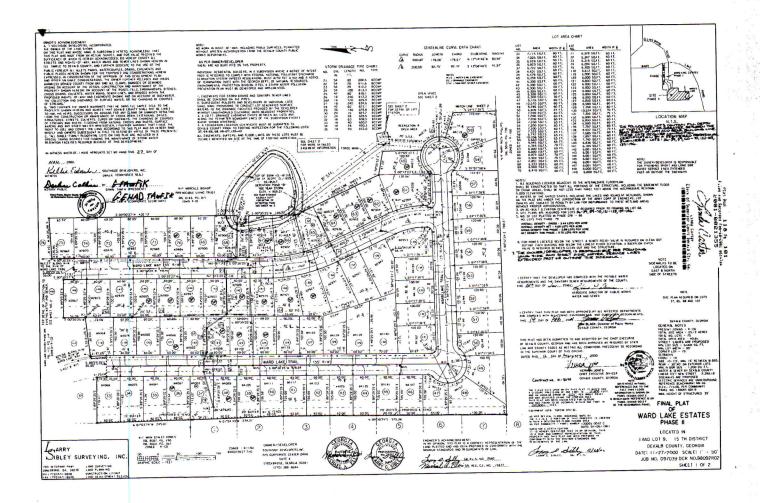
Expiration Date/ Seal

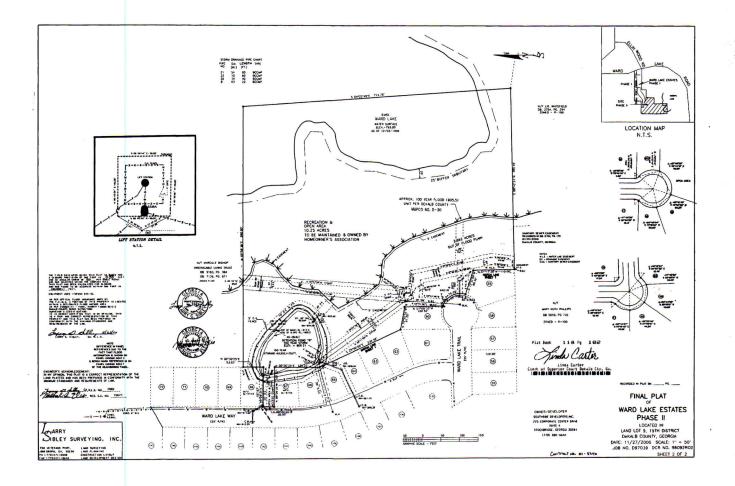
Notary

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









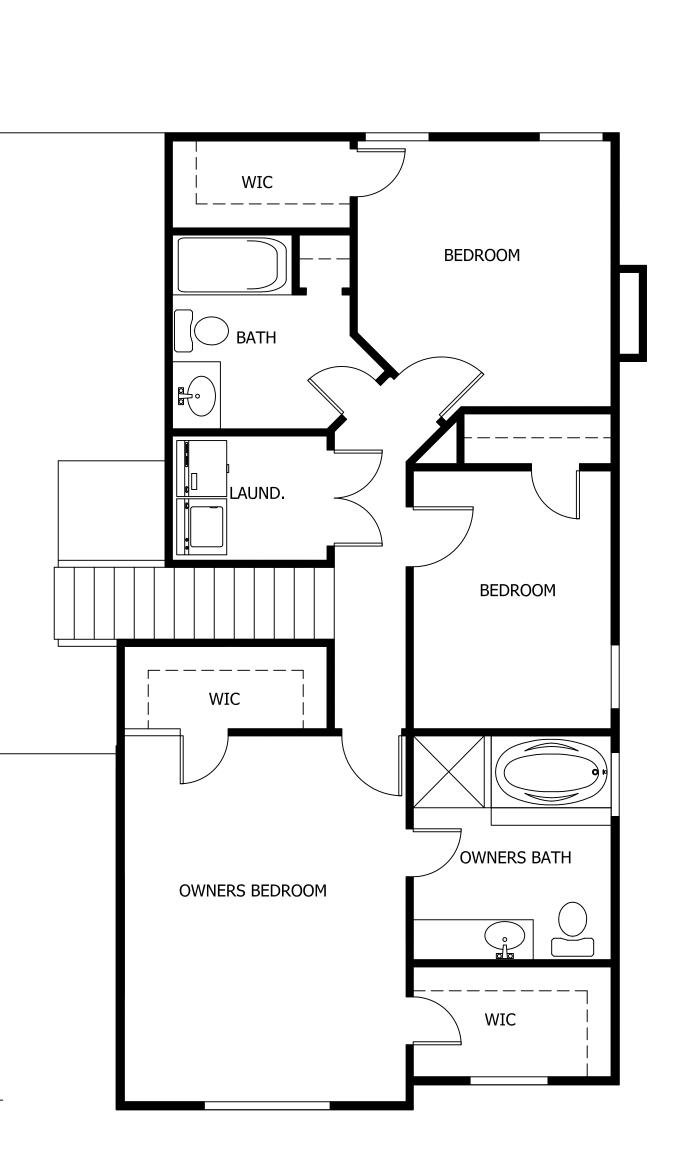


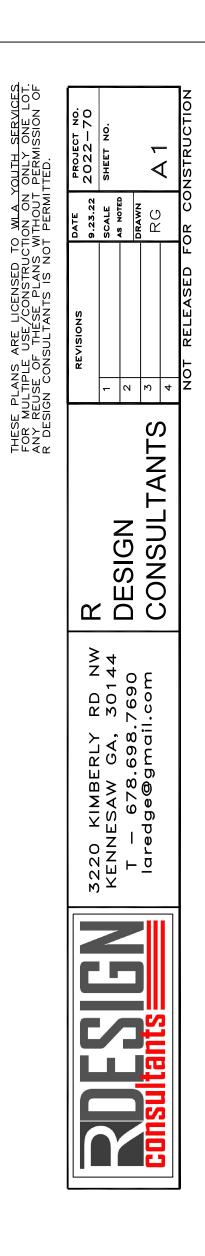


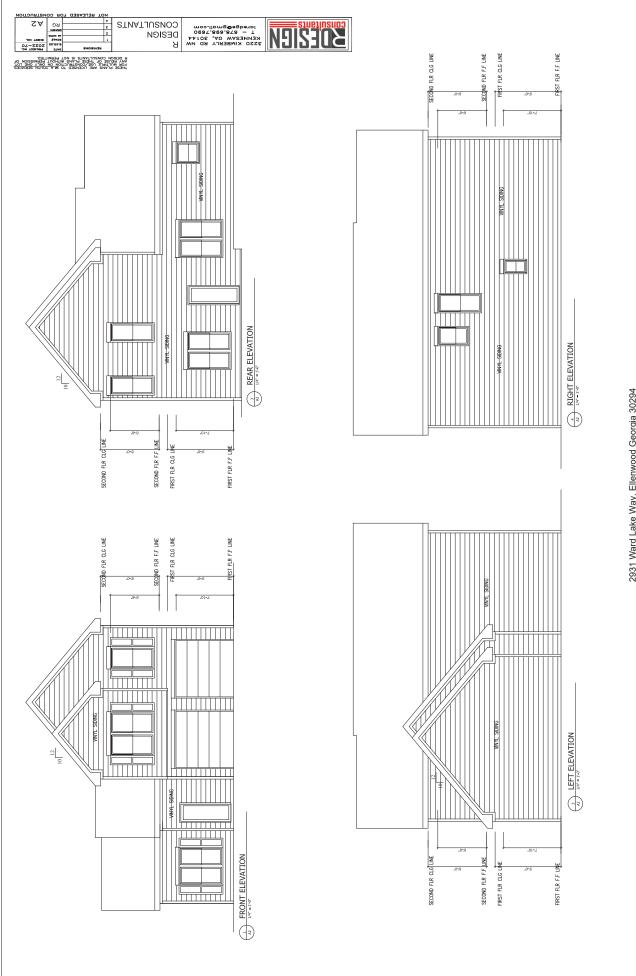












2931 Ward Lake Way, Ellenwood Georgia 30294

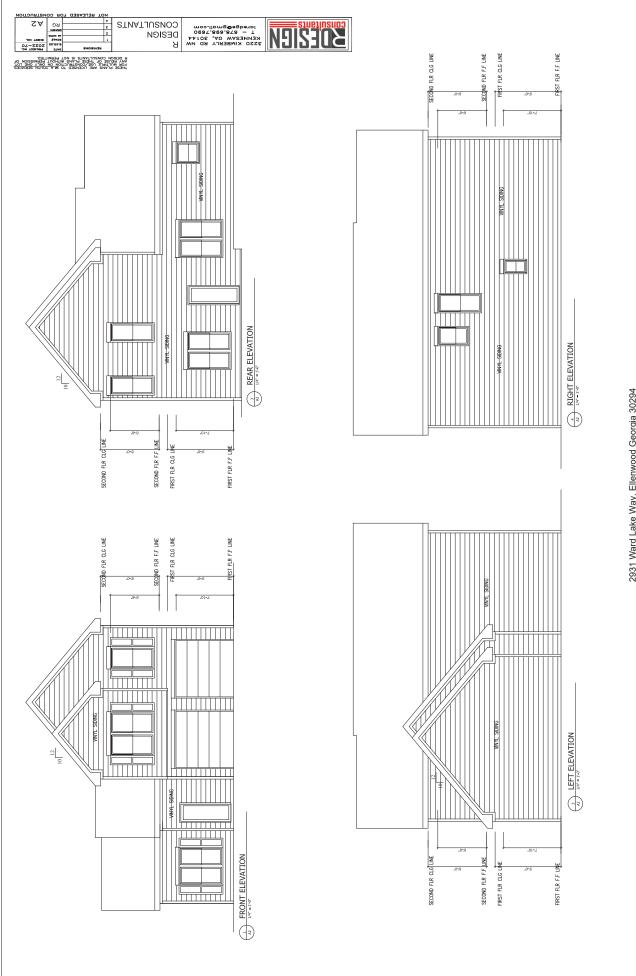


# Exhibit "A" Legal Description

All that tract or parcel of land lying and being in Land Lot 9, 15th District, DeKalb County, Georgia, being known as Lot 138, Ward Lake Estates, Phase II, as per plat recorded at Plat Book 118, Page 101-102, DeKalb County, Georgia Records. Said plat being incorporated herein by reference thereto.

Parcel ID Number: 15 009 05 032. Subject to any Easements or Restrictions of Record.

mu



2931 Ward Lake Way, Ellenwood Georgia 30294



Chief Executive Officer Michael Thurmond **DEPARTMENT OF PLANNING & SUSTAINABILITY** 

Director Andrew A. Baker, AICP

### PRE-APPLICATION FORM REZONE, SPECIAL LAND USE PERMIT, MODIFICATION, AND LAND USE (Required prior to filing application: signed copy of this form must be submitted at filing)

Applicant Name: Walter Artis and Fel	icia Williams_ Phone:	_404-483-04	21_ Email: _	williams.taxpro@gmail.com		
Property Address: _2931 Ward Lake Way, Ellenwood, Georgia, 30294						
Tax Parcel ID: _15 009 05 032	Comm. District(s):	_3&6A	Acreage:	_0.18		
Existing Use:Single family	Proposed Use	CCI (4	-6, group)			
Supplemental Regs:4.2.41	Overlay District:	No	_DRI:	_No		
<b>Special Land Use Permit</b> : Yes X No Article Number(s) 27-						
Special Land Use Request(s) operate a group CCI (4-6 children) within an RSM zoning district.						

# WHAT TO KNOW BEFORE YOU FILE YOUR APPLICATION

Pre-submittal	Community Meeting:	Review	Calendar Dates:	PC:	BOC:		
Letter of Inter	nt:Impact Analysis:	Owner	Authorization(s):	Campaign	Disclosure:		
Zoning Condi	tions: Community	Council M	feeting: Pu	blic Notice, S	igns:		
Tree Survey,	Conservation: Land	Disturban	ce Permit (LDP):	Sketch	Plat:		
Bldg. Permits	: Fire Inspection:	Bus	siness License:	State Lic	ense:		
Lighting Plan	: Tent Permit:	Submittal	Format: EMAIL to				
RLBRAGG@	DEKALBCOUNTYGA.GOV	in 1 PDF	document				
Comments:	Comments: Required floor plans signed by architect/design professional for business license						
Planner:	_Rachel Bragg	Date	08.22.22				
		Filir	ng Fees				
REZONING:	RE, RLG, R-100, R-85, R-75, R-60 RNC, MR-2, HR-1, HR-2, HR-3, M OI, OD, OIT, NS, C1, C2, M, M2			\$500.00 \$750.00 \$750.00			
LAND USE MA	AP AMENDMENT			\$500.00			
SPECIAL LAND USE PERMIT				\$400.00			

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