



Lorraine Cochran-Johnson

Chief Executive Officer

DeKalb County Zoning Board of Appeals
Department of Planning & Sustainability
178 Sams Street,
Decatur, GA 30030

Wednesday September 10, 2025

Planning Department Staff Analysis



Juliana Njoku

Interim Director

N4. Case No: A-25-1247703

Parcel ID(s): 18 206 01 034

Commission District 02 Super District 06

Applicant: Todd Shoemaker
1440 Dutch Valley Place
Suite 600
Atlanta, GA 30324

Owner: John Holbrook
2522 Echo Drive, NE
Atlanta, GA 30345

Project Name: 2552 Echo Drive NE – Home Addition

Location: 2522 Echo Drive, Atlanta, GA 30345

Requests: variance from Section 27-5.4.7 of the DeKalb County Zoning Ordinance to reduce setback for retaining wall to 0' in R-100 (Residential Medium Lot) zoning district

Staff Recommendation: Deferral

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director
Cedric Hudson

ZONING BOARD OF APPEALS APPLICATION FOR PUBLIC HEARING (VARIANCES, SPECIAL EXCEPTIONS, APPEALS OF ADMINISTRATIVE DECISIONS)

Applicant and/or
Authorized Representative: Todd Shoemaker
Mailing Address: 1440 Dutch Valley Place, Suite 600
City/State/Zip Code: Atlanta, GA 30324
Email: todd@toddschoemaker.com
Telephone Home: 6784852922 Business: _____

OWNER OF RECORD OF SUBJECT PROPERTY

Owner: John Holbrook
Address (Mailing): 2522 Echo Dr NE, Atlanta, GA 30345
Email: johnfholbrook@gmail.com Telephone Home: 423-534-4704 Business: _____

ADDRESS/LOCATION OF SUBJECT PROPERTY

Address: 2522 Echo Dr NE City: Atlanta State: GA Zip: 30345
District(s): 5 Land Lot(s): 3 Block: C Parcel: 17-0232-LL-065-8
Zoning Classification: R-100 Commission District & Super District: Dis 2 & Sup 6

CHECK TYPE OF HEARING REQUESTED:

☒ VARIANCE (From Development Standards causing undue hardship upon owners of property.)
☐ SPECIAL EXCEPTIONS (To reduce or waive off-street parking or loading space requirements.)
☐ OFFICIAL APPEAL OF ADMINISTRATIVE DECISIONS.

PLEASE REVIEW THE FILING GUIDELINES ON PAGE 4. FAILURE TO FOLLOW GUIDELINES MAY RESULT IN SCHEDULING DELAYS.

Email plansustain@dekalbcountyga.gov with any questions.

DEPARTMENT OF PLANNING & SUSTAINABILITY

ZONING BOARD OF APPEALS APPLICATION

AUTHORIZATION OF THE PROPERTY OWNER

I hereby authorize the staff and members of the Zoning Board of Appeals to inspect the premises of the Subject Property.

I hereby certify that the information provided in the application is true and correct.

I hereby certify that I am the owner of the property subject to the application.

DATE: 3/12/25

Applicant 
Signature: _____

DATE: _____

Applicant _____
Signature: _____

DEPARTMENT OF PLANNING & SUSTAINABILITY

ZONING BOARD OF APPEALS APPLICATION

AUTHORIZATION TO REPRESENT THE PROPERTY OWNER


I hereby authorize the staff and members of the Zoning Board of Appeals to inspect the premises of the Subject Property.

I hereby certify that the information provided in the application is true and correct.

I hereby certify that I am the owner of the property and that I authorize the applicant/agent to apply for a hearing to the Zoning Board of Appeals for the requests as shown in this application.

DATE: 3/12/25

Applicant/Agent
Signature:



TO WHOM IT MAY CONCERN:

(I)/ (WE): John Holbrook
(Name of Owners)

being (owner/owners) of the property described below or attached hereby delegate authority to the above signed agent/applicant.



Notary Public



Owner Signature

Notary Public

Owner Signature

Notary Public

Owner Signature



JOSEPH H. ASHKOUTI
NOTARY PUBLIC
DEKALB COUNTY
COMMISSION # W-00596475
STATE OF GEORGIA
My Comm. Expires April 26, 2027

Filing Guidelines for Applications to the Zoning Board of Appeals

1. Submit Application Materials:

- a. To ensure proper processing and payment, please create a profile and upload at least page 1 of your application to: <https://epermits.dekalbcountyga.gov/> (no more than 10mb permitted).
 - If you have an existing account, you may use that account and create a *new application number* by selecting the proper application type.
 - Fill out *all* Account Portal Questions
 - Put your **email address under “WEB ACCOUNT”**
 - **SAVE APPLICATION NUMBER (1246XXX)** – send to staff when you email your complete application.
- b. After portal submittal, email one (1) combined PDF document of the completed application and materials to plansustain@dekalbcountyga.gov and ljcarter@dekalbcountyga.gov along with application number.
- c. Please confirm we have received your application.
- d. For any questions, please contact plansustain@dekalbcountyga.gov

2. Order of Submitted Materials:

- a. Application Form
- b. Signatures and authorization (including permission to go on property)
- c. Letter of Intent
- d. Surveys, site plans.
- e. Other relevant materials (e.g., photographs, letters of support, citation, etc.)

3. Authorization:

- a. If property owner is different from the applicant, the form to authorize the application must be signed by the owner and stamped by a notary.
- b. If property is owned by more than one property owner, all property owners must authorize the request.

4. Letter of Intent:

- a. **Explain what you are asking for and why.**
- b. A typed statement indicating the request and clarifying justification for the proposal based on the criteria as indicated in Section 27-7.5.3 or 7.5.4 of the DeKalb County Zoning Ordinance (see attached information).
- c. Reference the section of the code you are requesting to vary and the amount of requested change, (such as to reduce the rear yard setback from forty (40) feet to twenty (20) feet to construct an addition).

5. Surveys and site plans of the Subject Property:

- a. Must be stamped by a professional engineer or surveyor, registered in the State of Georgia.
- b. All plans and surveys must include the following information:
 1. Must show all property lines with dimensions.
 2. Must show the location of all existing and proposed buildings, structures, parking and setbacks (their relationship to the property boundaries).
 3. Must show any other features related to the request such as trees, fences, topography, streams, etc.
 4. Must be to-scale
 5. Must show lot area and lot coverage (impervious materials, including paving and structures).

6. **Application Fee is \$300.** You will be able to pay by credit card on the epermitting portal. A receipt will be provided.

Writing the Letter of Intent

Please address the following criteria as appropriate:

7.5.1 Applications for variances; and criteria to be used by the zoning board of appeals in deciding applications for variances.

The zoning board of appeals shall hear and decide applications for variances from the strict application of the regulations of this chapter and chapter 21 where the strict application of any regulation enacted under said chapters would result in exceptional and undue hardship upon the owner of such property. In determining whether or not to grant a variance, the board shall apply the criteria specified in this section to the facts of each case. The board may attach reasonable conditions to any approved variance in accordance with section 7.3.9. Once imposed, conditions shall become an integral part of the approved variance and shall be enforced as such. No changes to an approved condition attached to a variance shall be authorized except by re- application to the zoning board of appeals in full compliance with the applicable provisions of this division. No relief may be granted or action taken under the terms of this division unless such relief can be granted without substantial detriment to the public good and without substantial impairment of the intent and purpose of this chapter and the comprehensive plan. The zoning board of appeals shall apply the following criteria to the types of applications specified below as follows:

- A. Variances from the provisions or requirements of this chapter other than variances described in section 7.5.4 shall be authorized only upon making all of the following findings in writing:
 - 1. There is an extraordinary or exceptional physical condition(s) pertaining to the particular piece of property (such as, but not limited to, lot size, lot shape, specimen tree(s), steep slope(s), or preservation of historic characteristics of the property), which was not created by the current owner, previous owner, or applicant; by reason of a clearly demonstrable condition(s), the strict application of the requirements of this chapter would deprive the property owner of rights and privileges enjoyed by other property owners in the same zoning district, as distinguished from a special privilege or convenience sought by the property owner.
 - 2. The requested variance does not go beyond the minimum necessary to afford relief and does not constitute a grant of special privilege inconsistent with the limitations upon other properties in the zoning district in which the subject property is located.
 - 3. The grant of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the zoning district in which the subject property is located.
 - 4. The literal interpretation and strict application of the applicable provisions or requirements of this chapter would cause undue and unnecessary hardship.
 - 5. The requested variance would be consistent with the spirit and purpose of this chapter and the DeKalb County Comprehensive Plan text.
- B. Appeals of decisions regarding building architectural design standards shall be evaluated using the same criteria as section 7.6.7(B).

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- C. Appeals to the height standards, but not to add stories, shall be evaluated using the criteria as follows:
1. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.
 2. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.
 3. Adequacy of public services, public facilities, and utilities to serve the proposed use.
 4. Whether or not the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.
 5. Whether or not 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 adjacent and nearby lots and buildings.
 6. Whether or not the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.

7.5.2 Applications for variances to reduce or waive off-street parking or loading space requirements.

The zoning board of appeals shall hear and decide applications for variances to reduce or waive required off-street parking or loading spaces in accordance with the provisions and standards of this section. All such applications shall be heard and decided based on the notice requirements of section 7.2.4. The zoning board of appeals may waive or reduce the required number of parking or loading spaces in any district only upon an expressed finding that:

- A. The character of the use of the building(s) is such as to make unnecessary the full provision of parking or loading spaces;
- B. The lot upon which the building(s) is located is within one thousand (1,000) feet of the boundary of a MARTA RapidTransit Station;
- C. The provision of the full number of parking spaces would have a deleterious effect on a historic building, site, district or archaeological resource;
- D. The use has a characteristic that differentiates it from the typical use example used in the formulation of this ZoningOrdinance;
- E. The location of the proposed development is relatively isolated where the opportunity for diversity of use, pedestrian access, and alternative modes is not available; or
- F. The developer is providing the additional spaces for general public parking (for hourly or daily parking charges) to serve surrounding development.

Section 21-27. Sign Variances.

- (a) Where a literal application of this article, due to special circumstances, would result in an unusual hardship in an individual case, a variance may be granted by the zoning board of appeals after receiving evidence that the applicant meets all of the following criteria:
1. Exceptional conditions pertaining to the property where the sign is to be located as a result of its size, shape, or topography, which are not applicable to other lands or structures in the area;
 2. Granting the variance would not confer on the applicant any significant privileges which are denied to others similarly situated;
 3. The exceptional circumstances are not the result of action by the applicant;
 4. The requested variance is the minimum variance necessary to allow the applicant to enjoy the rights commonly enjoyed by others similarly situated;
 5. Granting of the variance would not violate more than one (1) standard of this article; and
 6. Granting the variance would not result in allowing a sign that interferes with road or highway visibility or obstruct or otherwise interfere with the safe and orderly movement of traffic.
- (b) No variance shall be granted to the height of a sign or the aggregate area of signs permitted on a lot.
- (c) No variance shall be granted which increases the size of a sign more than twenty (20) percent of that allowed by this chapter. (Ord. No. 13-03, Pt. I, 6-10-03)

7.5.3 Appeals of decisions of administrative officials.

- A. *General Power.* The zoning board of appeals shall have the power and duty to hear and decide appeals where it is alleged by the appellant that there is error in any final order, requirement, or decision made by an administrative official based on or made in the enforcement of this Zoning Ordinance or as otherwise authorized by local law or the Code of DeKalb County as Revised 1988. Administrative officials must make final decisions covered by this section within one hundred and eighty (180) days of receipt of all necessary information to make such decision. A failure to act prior to the passage of one hundred and eighty (180) days shall not be construed to be a final order, requirement or decision within the meaning of this division. If a decision is not made by the 181st day, the requested decision is deemed denied, and becomes appealable. All such appeals shall be heard and decided following the notice requirements of section 7.2.4, and pursuant to the following criteria and procedural requirements.
- B. *Appeals of decisions of administrative officials.* Appeals of decisions of administrative officials may be filed by (1) any person aggrieved by; (2) any elected member of the DeKalb County Governing Authority affected by; or (3) an owner of property within two hundred and fifty (250) feet of the nearest property line of the property that is the subject of any final order, requirement, or decision of an administrative official, based on or made in the enforcement of this Zoning Ordinance, or as otherwise authorized by local law or the Code of DeKalb County as Revised 1988. by filing with the secretary of the zoning board of appeals an application for appeal, specifying the grounds thereof, within fifteen (15) days after the action was taken by the official that is the subject of the appeal.
- C. *Appeal stays all legal proceedings.* An appeal of a decision of an administrative official stays all legal proceedings in furtherance of the action or decision appealed from unless the official from whom the appeal is taken certifies to the zoning board of appeals, after notice of appeal has been filed, that by reason of facts stated in the certificate, a stay would, in that official's opinion, cause imminent peril to life or property. In such a case, legal proceedings shall be stayed only pursuant to a restraining order granted by a court of competent jurisdiction directed to the officer from whom the appeal is taken and

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- D. *Appeal stays land disturbance or construction activity in certain situations.* If the action or decision appealed from permits land disturbance or construction activity to commence or continue on residentially zoned property, the appeal stays the land disturbance or construction activity until the zoning board of appeals issues a decision on the appeal. Thereafter, land disturbance or construction activity in such cases shall only be stayed by an order from a court of competent jurisdiction. In all cases involving non-residentially zoned property, the appeal to the zoning board of appeals does not stay land disturbance or construction activity; such activity shall only be stayed by an order from a court of competent jurisdiction.
- E. Thereafter, in such situations land disturbance or construction activity shall only be stayed by an order granted by a court of competent jurisdiction.
- F. *Time of hearing.* The zoning board of appeals shall fix a reasonable time for the hearing of the appeal and give notice thereof pursuant to the requirements of section 7.2.4 as well as written notice to the appellant. Any party may appear at the hearing in person, by an agent, by an attorney, or by the submission of written documentation.
- G. *Decision of the zoning board of appeals.* Following the consideration of all testimony, documentary evidence, and matters of record, the zoning board of appeals shall make a determination on each appeal and shall issue a written decision explaining the reasons for its decision. The zoning board of appeals shall decide the appeal within a reasonable time, but in no event more than sixty (60) days from the date of the hearing. An appeal shall be sustained only upon an expressed finding by the zoning board of appeals that the administrative official's action was based on an erroneous finding of a material fact, erroneously applied the Zoning Ordinance to the facts, or that the administrative official acted in an arbitrary manner. In exercising its powers, the zoning board of appeals may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from, and to that end shall have all the powers of the administrative official from whom the appeal was taken and may issue or direct the issuance of a permit, provided all requirements imposed by any applicable laws are met.

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7.5.4 Limitations of authority of the zoning board of appeals.

No variance shall be granted by the zoning board of appeals to:

- A. Allow a structure or use not listed as a permitted use or a special use in the applicable zoning district or a density of development that is not authorized within such district. This prohibition does not apply to any variance from the supplemental regulations of Article 4 of this Zoning Ordinance or from any other accessory feature or characteristic of a permitted or special use, unless said variance is otherwise prohibited by the regulations of this chapter.
- B. Allow any variance which conflicts with or changes any requirement enacted as a condition of zoning or of a special land use permit by the board of commissioners.
- C. Reduce, waive or modify in any manner the minimum lot width unless the purpose is to reverse a lot merger.
- D. Reduce, waive or modify in any manner the minimum lot area established by this chapter.
- E. Extend the time period for a temporary outdoor social, religious, entertainment or recreation activity approved by the director of planning.
- F. Permit the expansion or enlargement of any nonconforming use of land, nonconforming use of land and buildings in combination, nonconforming use of land and structures in combination, or nonconforming use requiring special land use permit.
- G. Permit the reestablishment of any nonconforming use of land, nonconforming use of land and buildings in combination, nonconforming use of land and structures in combination, or nonconforming use requiring special land use permit where such use has lapsed pursuant to the requirements and limitations of Article 8 of this chapter.
- H. Permit customer contact for a home occupation authorized by this chapter.
- I. Allow any variance to increase the height of a building which will result in adding a story.

Summary of Zoning Board of Appeals Application Process:

1. **Timeline.** It takes ~45-60 days to submit your application and receive an initial decision from the Zoning Board of Appeals regarding your request.
2. **Pre-application Meetings.** DeKalb County now mandates pre-application meetings. Please email plansustain@dekalbcountyga.gov to schedule a virtual appointment to meet with a Planner assigned to the Zoning Board of Appeals. During the virtual meeting, we will review and provide feedback regarding your request, review the application process, and answer any questions.
3. **Application Submittals.** Create a profile and upload at least page 1 of your application to: <https://epermits.dekalbcountyga.gov/> (no more than 10mb permitted). Email a combined PDF document of the completed application and materials to plansustain@dekalbcountyga.gov and ljcarter@dekalbcountyga.gov along with the application number.
4. **Public Hearing Signs.** You will need to post at least one sign per street frontage of the property. Staff will prepare a sign template. You will need to coordinate sign printing and posting with a sign company of your choice, at least 30 days prior to the ZBA hearing. Sign(s) must remain posted until final Board of Appeals action regarding the request. If the application is deferred, you may update the sign(s).
5. **Revisions or amendments.** An application must be submitted in writing and must be received a least 14-days before the scheduled meeting to be addressed by the staff report.
6. **Staff Report.** Staff prepares reports and recommendations for each application. These recommendations are based on the attached criteria established by the [DeKalb County Zoning Code](#). Final staff reports are available to the applicant and the public prior to the scheduled Board of Appeals meeting. Find current reports on our website, here: <https://www.dekalbcountyga.gov/planning-and-sustainability/public-hearing-agendas-info>
7. **Monthly Meetings.** The Zoning Board of Appeals meets once a month, generally on the second Tuesday of each month at 1:00 P.M., via Zoom. Find agendas on our website, [HERE](#).
8. **Applicant and/or Representative must be Present.** Applicants or their representatives must be present at the public hearing to present the request to the Zoning Board of Appeals.
9. **Public Hearing portion of Meeting.** Applicants and others in favor of an application are given a total of five (5) minutes to present to the Board. That is five minutes combined, no matter how many people wish to speak. Applicants should be prepared to explain their variance, why they are requesting it and answer questions from the board. Anyone speaking in opposition also has a total of five (5) minutes to address the application in front of the board. Be prepared to raise your hand or announce yourself when the chair asks for those in support or opposition to the application.
10. **Applicant and/or Representative must be Present.** Applicants or their representative must be present at the public hearing to present the request to the Zoning Board of Appeals.
11. **Executive Session.** After the public hearing, the Board of Appeals will close the public hearing, go into executive session for discussion, and will then take an action on an application. Applicants are not allowed to address the Board of Appeals during Executive Session unless they are asked questions by members of the Board of Appeals.

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12. **Zoning Board of Appeals Actions.** The Board of Appeals is authorized to:
- Approve the application as submitted;
 - Approve a revised application;
 - Approve an application with conditions;
 - Deny an application (if an application is denied, no variance can be considered on the same site within 24 months);
 - Allow an application to be "Withdrawn without Prejudice" at the request of the applicant.
13. **Compliance with standards upon denial.** In such case that a variance request is initiated due to an existing code violation and such application is denied, the violation shall be required to be brought into compliance within thirty (30) days of such denial or as specified by the board if a greater time period is approved.
14. **Successive applications.** Section 27-920 of the DeKalb County Zoning Ordinance states: An application for a variance or special exception affecting all or a portion of the same property which was denied by the Zoning Board of Appeals shall not be submitted more than once every twenty-four (24) months measured from the date of final decision by the zoning board of appeals. The Zoning Board of Appeals may waive or reduce this twenty-four-month time interval by resolution provided that if the application for a variance or special exception was denied by the Zoning Board of Appeals, the time interval between the date of said denial and any subsequent application or amendment affecting the same property shall be no less than six (6) months.
15. **Appeals of Decisions.** Any person aggrieved by a final decision of the board, or any officer, department, board or agency affected by such decision, may seek review of such decision by petitioning the Superior Court of DeKalb County. Such petition shall be filed within 30 days after the final decision of the board is rendered.

CERTIFICATE *of* SIGNATURE

REF. NUMBER
UD38D-HTFUW-SMVD3-BEUXK

DOCUMENT COMPLETED BY ALL PARTIES ON
13 MAR 2025 12:57:54 UTC

SIGNER

JOHN HOLBROOK

EMAIL
JOHNHOLBROOK@GMAIL.COM


TIMESTAMP

SENT
13 MAR 2025 03:51:59 UTC

VIEWED
13 MAR 2025 12:57:22 UTC

SIGNED
13 MAR 2025 12:57:54 UTC

SIGNATURE



IP ADDRESS
99.159.31.254

LOCATION
ATLANTA, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
13 MAR 2025 12:57:22 UTC



LETTER OF INTENT

2522 Echo Dr NE, Atlanta, GA 30345

1. 2522 Echo Dr NE is a unique lot with extraordinary or exceptional physical condition(s) which was not created by the current owner, previous owner, or applicant; this is lot with contour and grade that does not allow for normal expected use due to the grade. The situation due to the grade and space in which to put the pool for the owner to enjoy is very limited. We are asking for an encroachment to the side setback so they can enjoy the land to have a backyard with a pool. This wall is an addition to an existing home. Due to the topography between the two houses, there is a need for a retaining wall to keep the land on the west side of the property from erosion onto and into the neighbor's house to stabilize the land and stop the erosion. The neighbor that shares this property line is extremely supportive and is in favor of this happening. The retaining wall between the neighbors will require variance due to the amount the wall encroaches into the set back of 8' of the 10', but this is necessary to keep the integrity of the land & for stabilization. The owner who shares the property line approves of this action and is very happy and a letter will be provided. The retaining wall in the stream buffer is needed to stabilize the land from the building of the pool out of the buffer and for more enjoyment of the backyard and will stabilize the current erosion in the buffer. If this variance is not approved the land will erode into the neighbor's land and continue to cause issues. Under the current zoning ordinance this lot deprives the property owner of rights and privileges enjoyed by other property owners in the same zoning district, as distinguished from a special privilege or convenience sought by the property owner. There is no other location for the owners to enjoy their property and construct a pool except in the location evidenced on the site plan in this application.

2. The requested variance does not go beyond the minimum necessary to afford relief and does not constitute a grant of special privilege inconsistent with the limitations upon other properties in the zoning district in which the subject property is located.

3. The grant of the variance will not be materially detrimental to the public welfare or injury to the property or improvements in the zoning district in which the subject property is located.

4. The literal interpretation and strict application of the applicable provisions or requirements of this chapter would cause undue and unnecessary hardship. If the owners are not allowed to construct the pool in the location on the site plan, they will not be able to have quiet enjoyment of the property like other neighbors that have a pool.

5. The requested variance would be consistent with the spirit and purpose of this chapter and the DeKalb County Comprehensive Plan text. We will do whatever is necessary, including block walls to be consistent with the house so it can be part of the addition to increasing property values and use of the property, should there be any issue.

B. Appeals of decisions regarding building architectural design standards shall be evaluated using the same criteria as section 7.6.7(B).

2. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district. Other properties in the neighborhood have swimming pools.

3. Adequacy of public services, public facilities, and utilities to serve the proposed use.

4. The proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.
5. The size, scale and mass of proposed pool is appropriate in relation to the size of the subject property and in relation to the size, scale and massing of adjacent and nearby lots and buildings.
6. The proposed use will not create a negative shadow impact on any adjoining lot or building because of the proposed building height.

This plat is a rearrangement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated herein. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.



DATE _____

GRID NORTH (GA WEST)

IPS	IRON PIN SET (1/2" REBAR)
RBF	REBAR FOUND
CTF	CRIMP TOP FOUND
OTF	OPEN TOP FOUND
JB	JUNCTION BOX
RAW	RIGHT-OF-WAY
B.L.	BUILDING LINE
CP	PROPERTY LINE
CB	CATCH BASIN
FW	HEADWALL
SSMH	SEWER MANHOLE
-X-	FENCE
L.L.L.	LAND LOT LINE
O.L.L.	ORIGINAL LOT LINE
D.E.	DRAINAGE EASMT.
S.E.	SEWER EASMT.
U.T.E.	UTILITY EASMT.
C.L.	CHAIN LINK
PP	POWER POLE
DI	DROP INLET
LP	LIGHT POLE
EP	EDGE OF PAVEMENT
C	CENTERLINE

DEKALB COUNTY HAS ESTABLISHED AN ADJACENT TO FUTURE CONDITION FLOOD (AFCF) ELEVATION OF 877.3 FOR THIS PROPERTY.

TOTAL IMPERVIOUS = 6,157.5
LOT COVERAGE = 29.67%

NOTE: VESTING DEEDS FOR HOMEOWNERS ASSOCIATION TO LOW WATER LINE OF RECORDED FINAL PLAT. RIGHTS MAY EXTEND INTO SHORELINE.

520.0' TO THE R/W OF ECHO TRAIL (60' R/W)

ADJ. DWELLING

CAR PORT

ADJ. DWELLING

GRANITE CURB PP

GRANITE CURB

8" Ø SS

27.4'

ECHO DRIVE (60' R/W)

32.58'

N77°32'26"W

7" OAK

9" SG

8" REDBUD

6" POP

29" PN

15" PN

21" PN

10" CREPE

10" CREPE

8" REDBUD

10.3'

AVERAGE SET BACK = 67.4'

VARIANCE SET BACK = 60.7'

2-STORY BRICK W/BASEMENT

FTE=902.83

BFE=890.90

DECK BEING REPLACED IN PREVIOUS DECK LOCATION

DECK W/PATIO UNDER DECK

40' BL

H=0.5

TIMBER WALL

14.3'

10' PN

8" CHRY LRL

6" CHRY LRL

9" SG

7" CHR LRL

30" PN

892

898

896

894

890

888

886

884

27" PINE

20" THICK

9" MAG

10" OAK

RFB

12" / 23" HICK

10" POP

23" PN

14" REDBUD

75' IMPERVIOUS SETBACK

50' UNDISTURBED BUFFER

181.00' TO TIE LINE

N12°35'31"E

195.76' ±

25' STATE WATERS BUFFER

X-TIE WALL

CURRENT EDGE OF LAKE

100 YEAR LRF=874.1 (EX.FLU)

ARC=877.3

ARC=877.3

LAKE SUBSIDENCE EVIDENCE

ECHO LAKE

100 YEAR ELEVATION

14" MAPLE

17" ASH

S75°19'02"E

TIE LINE 110.00'

S17°33'16"W

197.64' ±

179.36' TO TIE-LINE

ARC=61.87'


CH=61.86'

N75°45'34"W

RAD=947.94'

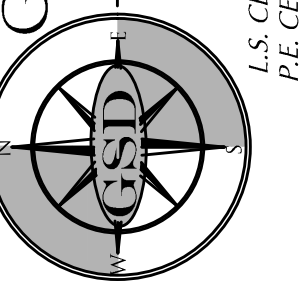
1 INCH = 20 FEET

FIELD	DRR
06-03-24	07-



215 PLEASANT HILL ROAD
 REYNOLDSVILLE, GEORGIA 30044
 PHONE - (770) 931-5920
 FAX - (770) 931-5903

DATE OF AUTHORIZATION #LS001014
 DATE OF AUTHORIZATION #PEF005450



LOT 5 ~ BLOCK "A"
ECHO LAKE SUBDIVISION
(PLAT BOOK 27, PAGE 103)
LAND LOT 206 ~ 18TH DISTRICT
DEKALB COUNTY, GEORGIA

24 - Hour local erosion
and sediment control
contract.

avana Pools & Outdoors, LLC
Jose Covelo - 4044833089
2232 River Heights Ct SE,
Marietta, GA 30067.
business license - OCC033483

Distinct and super district
commissioner

Commissioner :- Michele Long Spears

Super commissioner :- Edward "Ted"
Terry

Lot size = 0.48 acre
Required amount of storage = 67 cu.yd. x 0.48
= 32.16 cu.yd.
Required length of Slit fence = 107.2 feet

Abutting property owners

EROSION CONTROL SEEDING SCHEDULE (Ds1, Ds2 ,Ds3).
CONTRACTOR SHALL PROTECT ALL DISTURBED AREAS BY TEMPORARILY RE-SEEDING UNTIL PERMANENT GROUND COVER IS ESTABLISHED. (MAXIMUM 3 WEEKS).

TOP DRESSING: APPLY WHEN PLANTS ARE 2-4 INCHES TALL.

FERTILIZER: (AMMONIUM NITRATE 33%) 300 LBS PER ACRE.

SECOND YEAR FERTILIZER: (5-10-15) OR EQUIVILANT 500 LBS. PER ACRE.

SEEDING RATES:

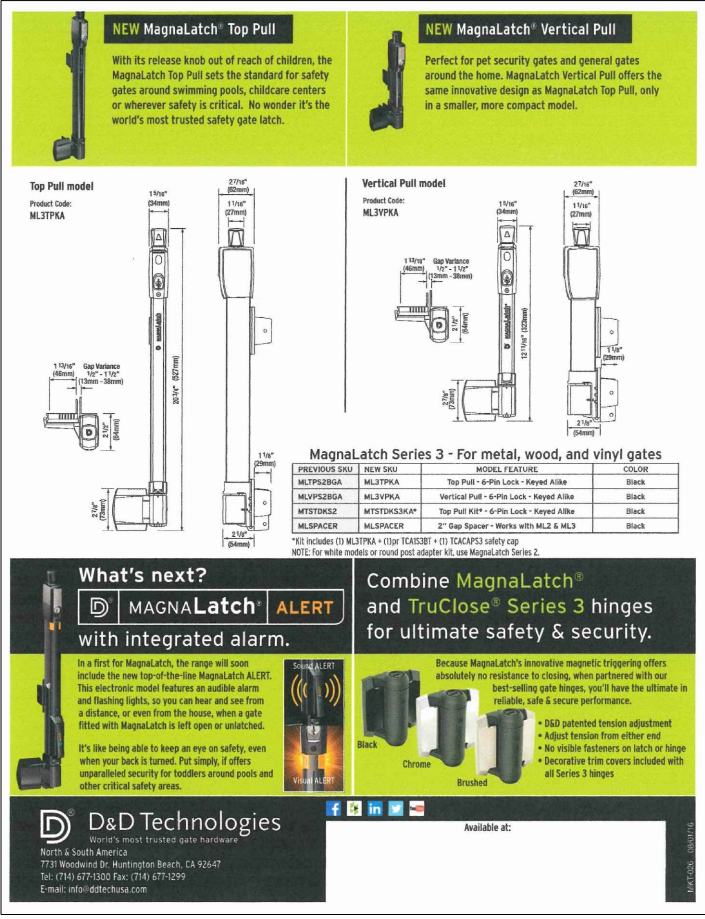
SUMMER 4/1-9/15 BERMUDA(HULLED) 10 LBS. PER ACRE

COOL 9/1-11/1 FESCUE(KY 31) 50 LBS PER ACRE

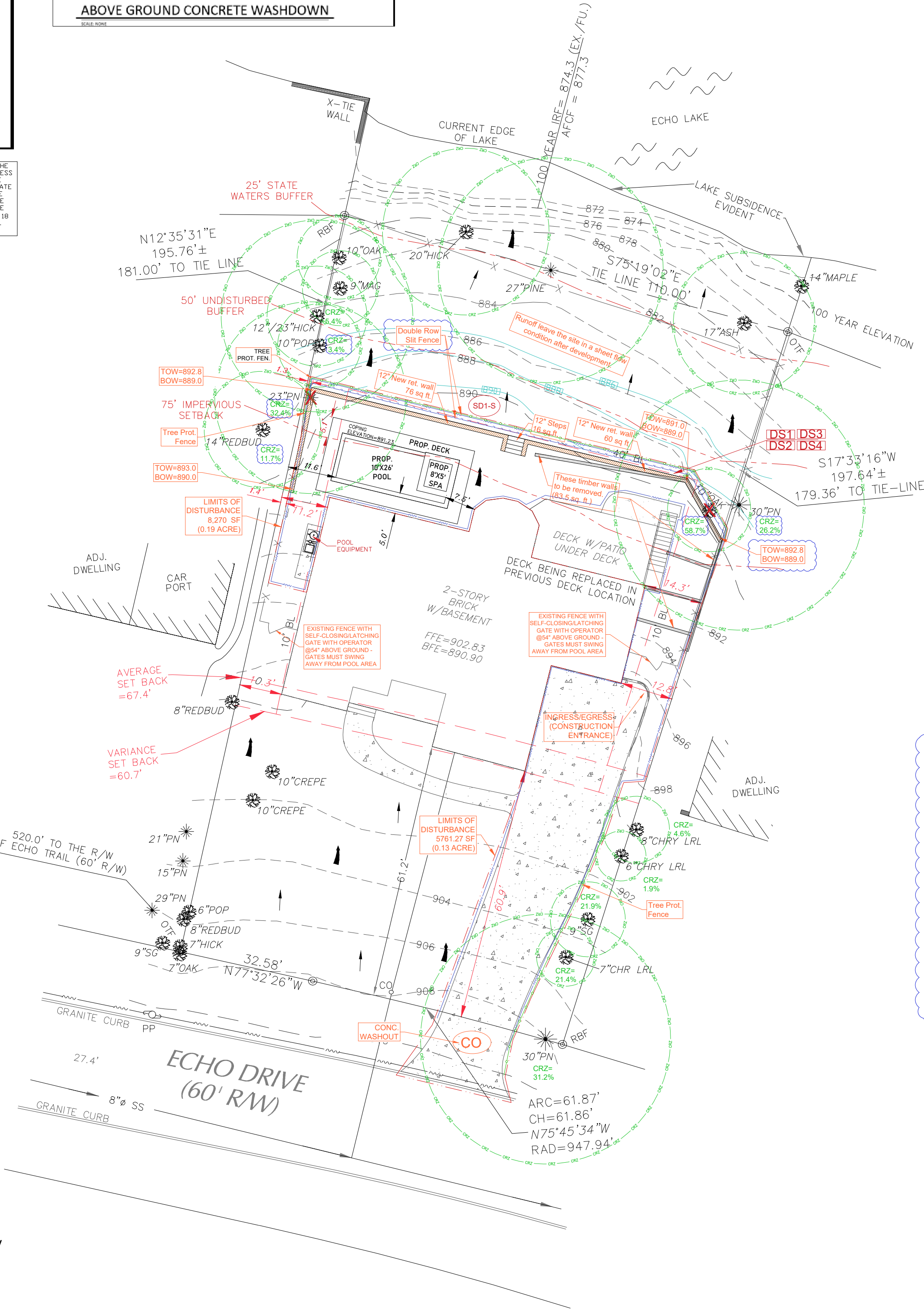
WINTER 11/1-4/15 ANNUAL RYE GRASS 50 LBS. PER ACRE

WASTE MATERIALS SHALL NOT BE DISCHARGED TO WATERS OF THE STATE,
EXCEPT AS AUTHORIZED BY A SECTION 404 PERMIT

<p>A MINIMUM FOUR FOOT (4') HIGH EFFECTIVE CONSTRUCTION SAFETY BARRIER SHALL BE IN PLACE AROUND ALL BUILDING EXCAVATIONS AT ALL TIMES DURING CONSTRUCTION, UNTIL A PERMANENT FENCED ENCLOSURE IS EFFECTIVELY IN PLACE AROUND THE BUILDING.</p>
<p>THE EXISTING DRIVEWAY MAY BE USED AS A CONSTRUCTION EXIT PROVIDED THAT ALL CONSTRUCTION VEHICLES ARE CONFINED TO EXISTING PAVED AREAS ON SITE. ANY TRACKING OF DIRT, SILT, MUD, ETC., ONTO STREET WILL RESULT IN AN IMMEDIATE STOP WORK ORDER, AND IT WILL NOT BE LIFTED UNTIL A CONSTRUCTION EXIT IS CONSTRUCTED IN ACCORDANCE WITH THE CURRENT DETAIL.</p>



- As-built water quality certification shall be provided before issuance of Certificate of occupancy.
- Water quality BMP(s) to be installed at the time of final landscaping.
- All collected water shall be directed to the water quality devices. All run from roof drain shall be directed to the water quality BMP.
- Overflow from water quality BMP shall not adversely affect adjacent properties.



LOT 5 ~ BLOCK "A"
ECHO LAKE SUBDIVISION
(PLAT BOOK 27, PAGE 103)
LAND LOT 206 ~ 18TH DISTRICT
DEKALB COUNTY, GEORGIA
PARCEL # 18-206-01-034

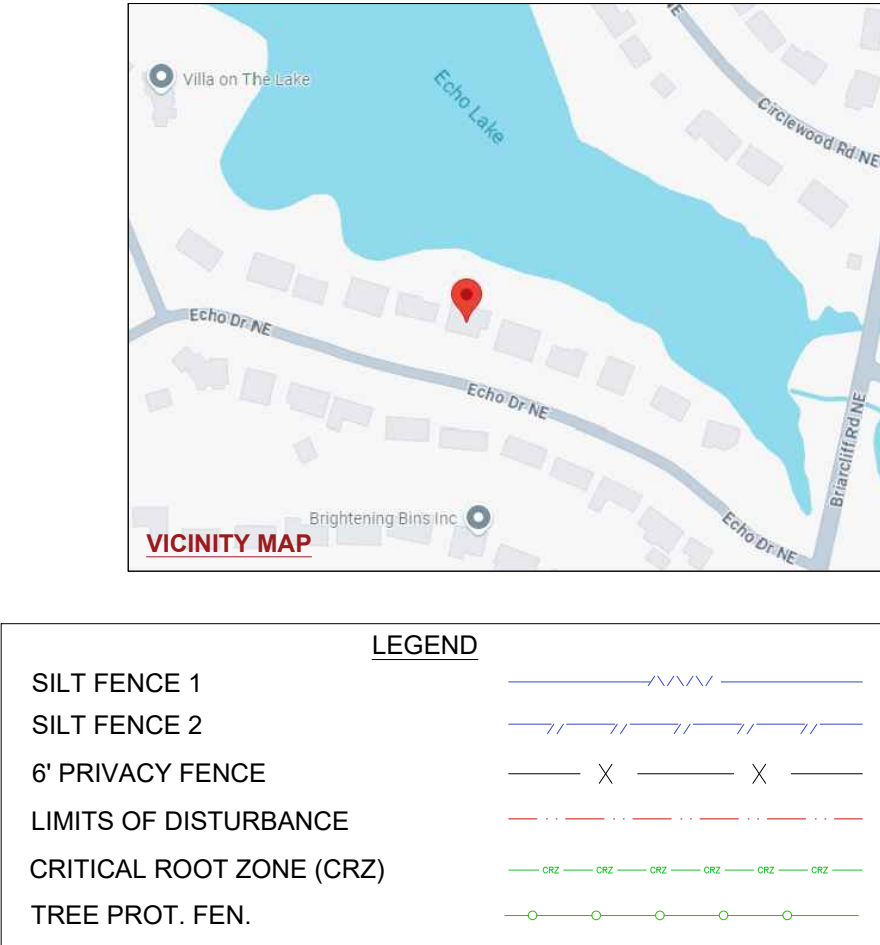
TREE PROTECTION FENCING

NOTES:

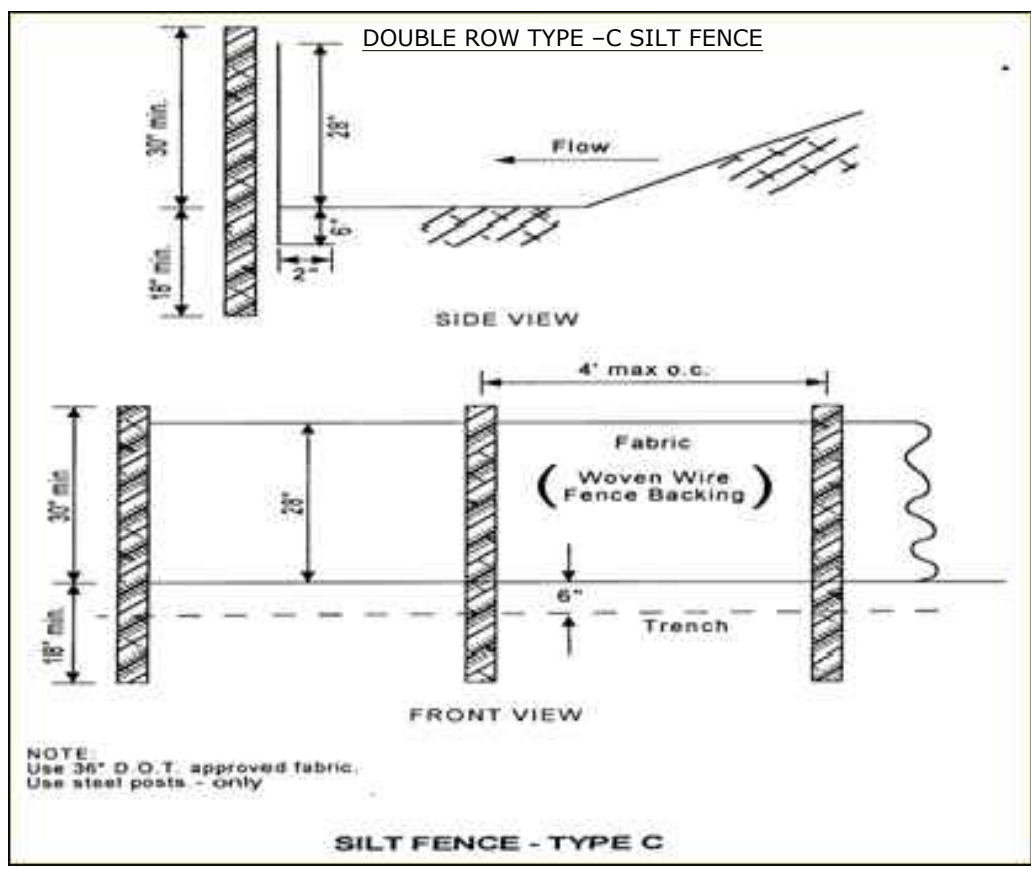
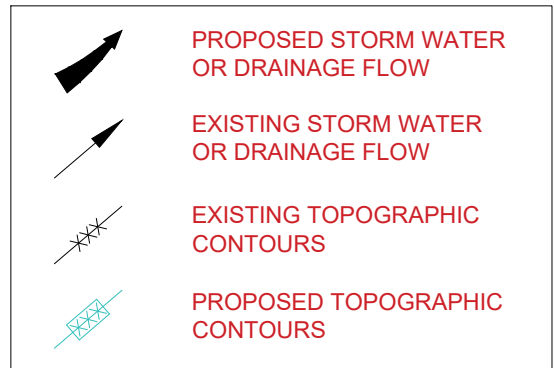
1. Protection fencing to be installed prior to any land disturbance on site.
2. Locate fencing at edge of COC or against pavement edge, or on approved site plan.
3. Fencing must remain through the diameter of all construction areas. Horizontal or relocation of fencing to secondary areas must be indicated and approved immediately upon completion of work requiring access.
4. Secondary access must be approved in advance by the COSS Advisor.
5. Activities within the protection area are not permitted, including storage of materials, parking, excavation or other activities.
6. Where protection is adjacent to existing control fencing, this fence must be within 10' and at least 1/2" min. on the side of the new area.
7. Where the protection fencing intersects on COC or existing trees to remain, all COC or inside of existing trees, the fence line to be cut vertically to a depth of 12" with clean sharpened implements.
8. DBH: Diameter measured at 4.5' above ground line.
9. Orange laminated safety netting or equivalent materials.
10. Provide 7' min. over bare areas in critical root zone. Keep 7' away from base of plants.
11. COSS requires protected COC equivalent to 12" min. over bare areas, or as per COSS.

The diagram illustrates the installation of tree protection fencing around a tree. A tree trunk is shown with a vertical line indicating the Critical Occupancy Zone (COC) diameter, labeled as 202 p.l. wood stake or metal fence posts, spaced at 8' or less. A fence line is shown at the edge of the COC, with a note: 'FENCE LOCATION at edge of Critical Zone COC diameter = 15 x COC'. The fence is labeled 'COC'. A note indicates 'DBH: Diameter measured at 4.5' above ground line'. Another note states 'Orange laminated safety netting or equivalent materials'. A note specifies 'Provide 7' min. over bare areas in critical root zone. Keep 7' away from base of plants'. A note at the bottom left says 'Stakes to be 2' min. above grade, below grade'. A note at the bottom right says 'COSS requires protected COC equivalent to 12" min. over bare areas, or as per COSS'.

PROPOSED
50' Buffer Encroachment = 00.00 sq. ft
75' Buffer Encroachment = 648.86 sq. ft



TREE NOTES			
IMPENSE FORMULA			
COUNT = \$100.00 [(# NO OF TREES DESTROYED + # OF TREES LOST) - # TREES REPLACED]			
100 [(DBH INCHES DESTROYED + DBH INCHES LOST) - # CALIPER INCHES REPLACED]			
\$100.00 x # TREES DESTROYED	=	\$100.00 x 2	= \$200.00
\$30.00 x DBH INCHES DESTROYED	=	\$30.00 x 33	= \$990.00
\$100.00 x TREES REPLACED	=	\$100.00 x 0	= \$0.00
\$30.00 x DBH INCHES REPLACED	=	\$30.00 x 0	= \$0.00
			= <u>\$1190.00</u>



- *International Building Code, 2018 Edition, with Georgia Amendments (2020)
- *International Residential Code, 2018 Edition, with Georgia Amendments (2020)
- *International Fire Code, 2018 Edition (Contact State Fire Marshal Below)
- *International Plumbing Code, 2018 Edition, with Georgia Amendments (2020)
- *International Mechanical Code, 2018 Edition, with Georgia Amendments (2020)
- *International Fuel Gas Code, 2018 Edition, with Georgia Amendments (2020)
- *National Electrical Code, 2020 Edition (No Georgia Amendments)
- *International Energy Conservation Code, 2015 Edition, with Georgia Supplements and Amendments (2020)
- *International Swimming Pool and Spa Code, 2018 Edition, with Georgia Amendments (2020)

Stabilize the area with retaining walls.

Proposed Site Plan

SCALE: 1"=20'

RELEASED FOR CONSTRUCTION

GEORGIA
REGISTERED
No. PE049904
PROFESSIONAL
ENGINEER
TRAVIS T. AIROLA

Travis T. Airola

REVISED	BY
10/11/2024	N.T.M.
10/12/2024	N.T.M.
10/24/2024	N.T.M.
02/22/2025	N.T.M.
03/06/2025	N.T.M.
07/08/2025	N.T.M.
07/10/2025	N.T.M.

PROPOSED SITE PLAN FOR;
John & Anna Holbrook
2522 Echo Dr NE, Atlanta, GA 30345
DeKalb County, Georgia

JOB NO.	24-69
DRAWN	NADEERA
CHECKED	TODD
SCALE	NOTED
DATE	SEPTEMBER 2024

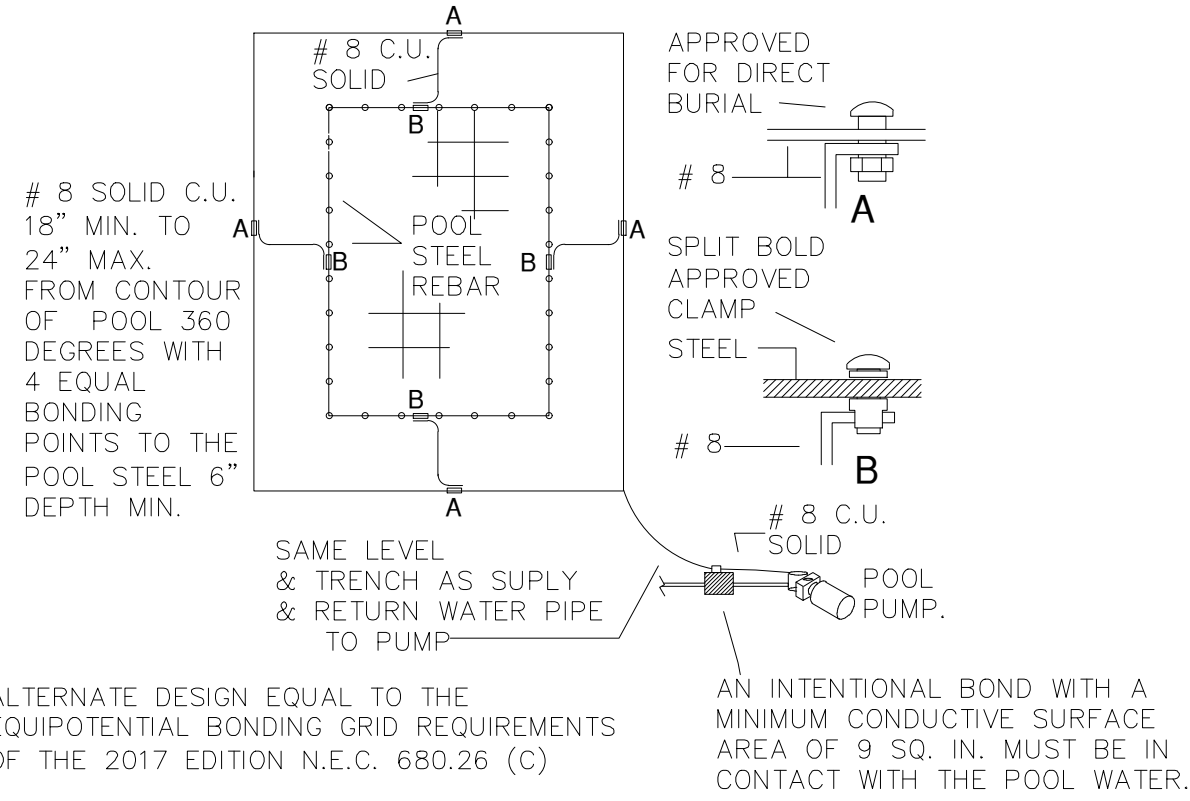
SHEET NO.

A-2

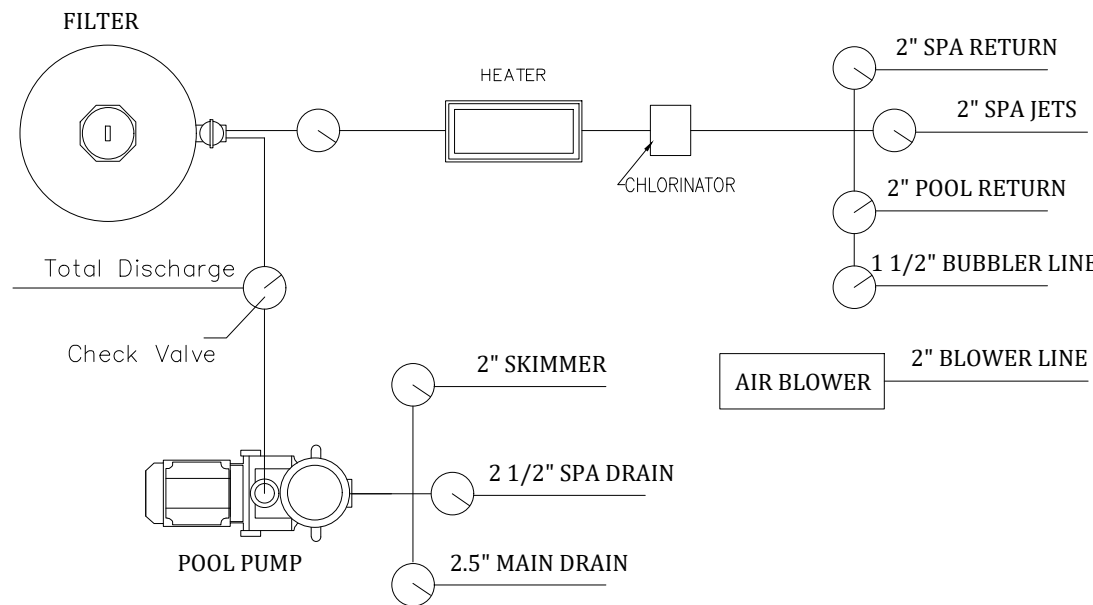
ELECTRICAL NOTES:

1. ALL POOL ELECTRICAL WORK SHALL BE ACCOMPLISHED IN COMPLIANCE WITH FBC 2020, 7TH EDITION, CHAPTER 42.
2. ALL POOL ELECTRICAL WORKS, GROUNDING AND BONDING MUST BE CONFORM WITH THE NEC 2017, ART.680.
3. AT LEAST ONE GFCI PROTECTED, 125-VOLT RECEPTACLE OUTLET IS REQUIRED BETWEEN 6 AND FEET OF THE INSIDE WALL OF THE POOL. NEC 680.22(A)(1) (RESIDENTIAL AND COMMERCIAL)
4. THE EQUIPMENT GROUNDING CONDUCTOR MUST BE A MINIMUM 12 AWG COPPER. NEC 680.21(A), 680.25(F)(2), 680.25(B)(1)
5. EQUIPOTENTIAL BONDING TO COMPLY WITH 2017 NEC 680.26(8) SHALL BE INSTALLED IN OR UNDER PAVED WALKING SURFACES FOR THREE FEET HORIZONTALLY BEYOND THE WALLS OF THE POOL. NEC 680.26(C) L 4 POINTS & DECK BONDING (360 DEGREES)
6. RECEPTACLE OTLETS ARE NOT PERMITTED WITHIN 6 FEET OF THE INSIDE WALLS OF A POOL. NEC 680.22(A)(2)
7. POOL PUMP MOTOR CIRCUITS, MUST BE PROVIDED WITH GFCI PROTECTION. NEC 680.21(C)
8. LIGHTING OUTLETS MUST BE LOCATED A MINIMUM OF 5 FEET FROM THE INSIDE WALL OF A POOL OR MOUNTED A MINIMUM OF 12 FEET ABOVE THE MAXIMUM WATER LEVEL. NEC 680.22(B)(1)
9. OVERHEAD CONDUCTORS ARE NOT PERMITTED OVER THE POOL OR THIN 10 FEET HORIZONTALLY FROM THE EDGE OS THE POOL. FBC 424.1.4.2.4
10. OVERHEAD CONDUCTORS SHALL NOT BE PERMITTED OVER THE POOL OR WITHIN 10 FEET HORIZONTALLY FROM EDGE OF THE POOL UNLESS PROVIDE WITH CLEARANCE TO COMPLY WITH NEC 680.8.
11. A CONDUCTIVE ELEMENT THAT IS PART OF THE POOL BONDING SYSTEM MUST BE IN DIRECT CONTACT WITH THE POOL WATER. IN THE ABSENCE OF RAILS, LADDERS OR NICHES, A WATER BONDING SHALL MEET THE REQUIREMENT. NEC 680.26(C).
12. ALL METAL PARTS WITHIN 5 FEET OF THE POOL MUST BE BONDED TO A COMMON BONDING GRID. NEC 680.26(B)(5)

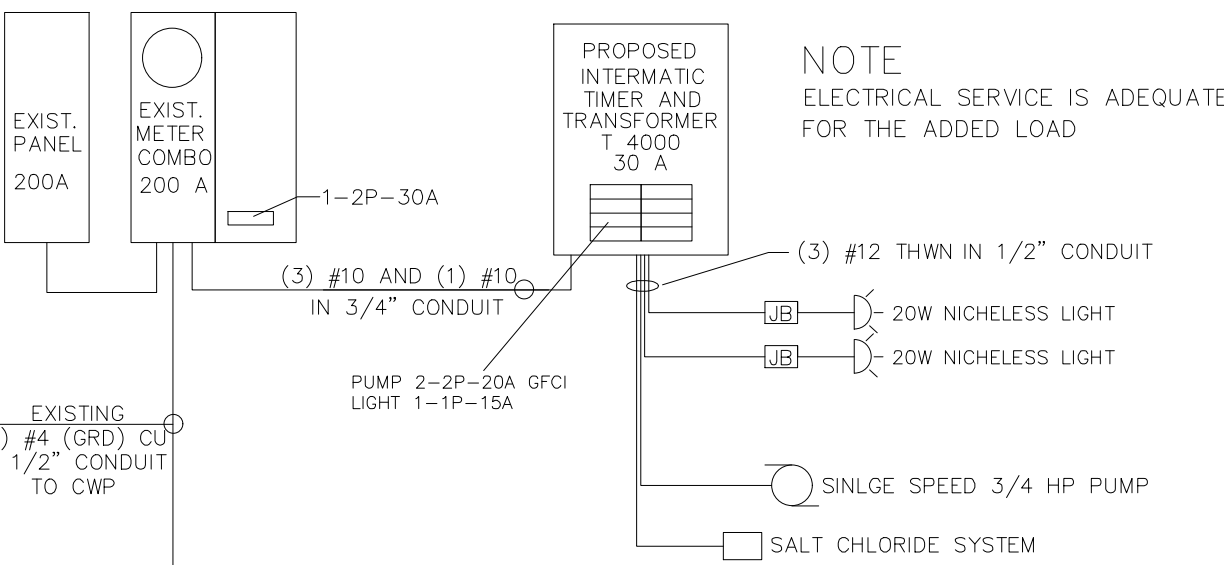
NOTE:
ALL METAL LOCATED WITHIN 5' OF POOL WATER SHALL BE BONDED



BONDING DETAIL
NTS



PUMP CONNECTION DIAGRAM
NTS



NOTES

- A. POOL PUMP TO COMPLY WITH FBC E 403.
- B. POOL MOTORS REQUIRE OVERLOAD ROTECTION TO COMPLY WITH NEC 430.32.

ELECTRIC DIAGRAM

LIST OF POOL/SPA EQUIPMENT

- FILTER: PENTAIR C & C PLUS (SIZE 420)
- MAIN PUMP: PENTAIR WHISPERFLO 2HP
- GAS HEATER: PENTAIR MASTERTEMP 400 (400,000 BTU)
- ADD'L PUMPS: ¾ H.P. BOOSTER PUMP
- CHLORINATOR: INTELLICHLOR IC-40
- CLEANER: POLARIS 280 VAC SWEEP
- POOL LIGHT: 2 PENTAIR LED COLOR
- SPA LIGHT: 1 PENTAIR LED LIGHT
- POOL/SPA CONTROL: EASYTOUCH-8 WIRELESS

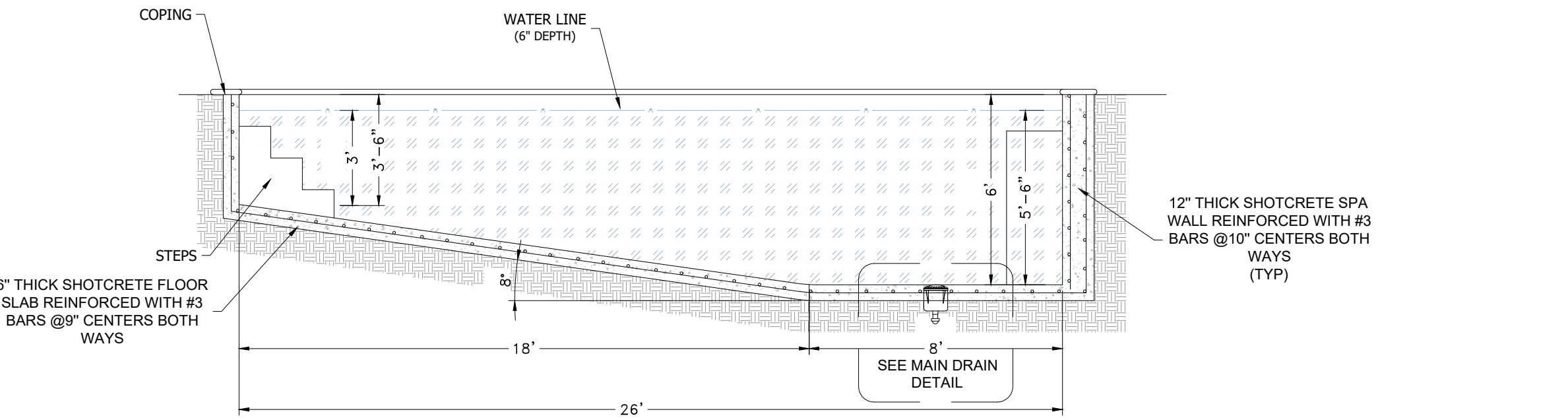
PLUMBING NOTES:

1. ALL POOL EQUIPMENT PIPING SHALL BE SCHEDULE 40, PVC-PW, ON-THREADED, NSF APPROVED SUPPORTED CONTINUOUSLY ON GROUND OR ON MAXIMUM 4'-0" CENTERS WITH CLEVIS HENGERS
2. ALL SUCTION PIPING SHALL BE 2" DIAMETER AND ALL PRESSURE PIPING 1-1/2" DIAMETER, UNLESS OTHERWISE NOTED
3. POOL WATER DISPOSAL SHALL BE IN ACCORDANCE WITH LOCAL BUILDING DEPARTMENT REQUIREMENTS.
4. ANTI VORTEX MAIN DRAINS SHALL HAVE ITS PLATE SECURELY FASTENED WITH TAMPER-PROOF SCREWS.
5. POOL VACUUM SHALL HAVE SPRING LOADED CAP IN ACCORDANCE WITH THE GEORGIA BUILDING CODE
6. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE GEORGIA BUILDING CODE AS IT PERTAINS TO BUOYANCY.
7. THE WATER VELOCITY THROUGH ALL SUCTION PIPING SHALL BE LESS THAN 8 FEET PER SECOND.
8. THE WATER VELOCITY THROUGH ALL PRESSURE PIPING SHALL BE LESS THAN 10 FEET PER SECOND.
9. ALL PIPING SHALL BE SUITABLE FOR EXPOSURE TO ULTRA VIOLET RADIATION AND NORMAL OPERATING TEMPERATURES

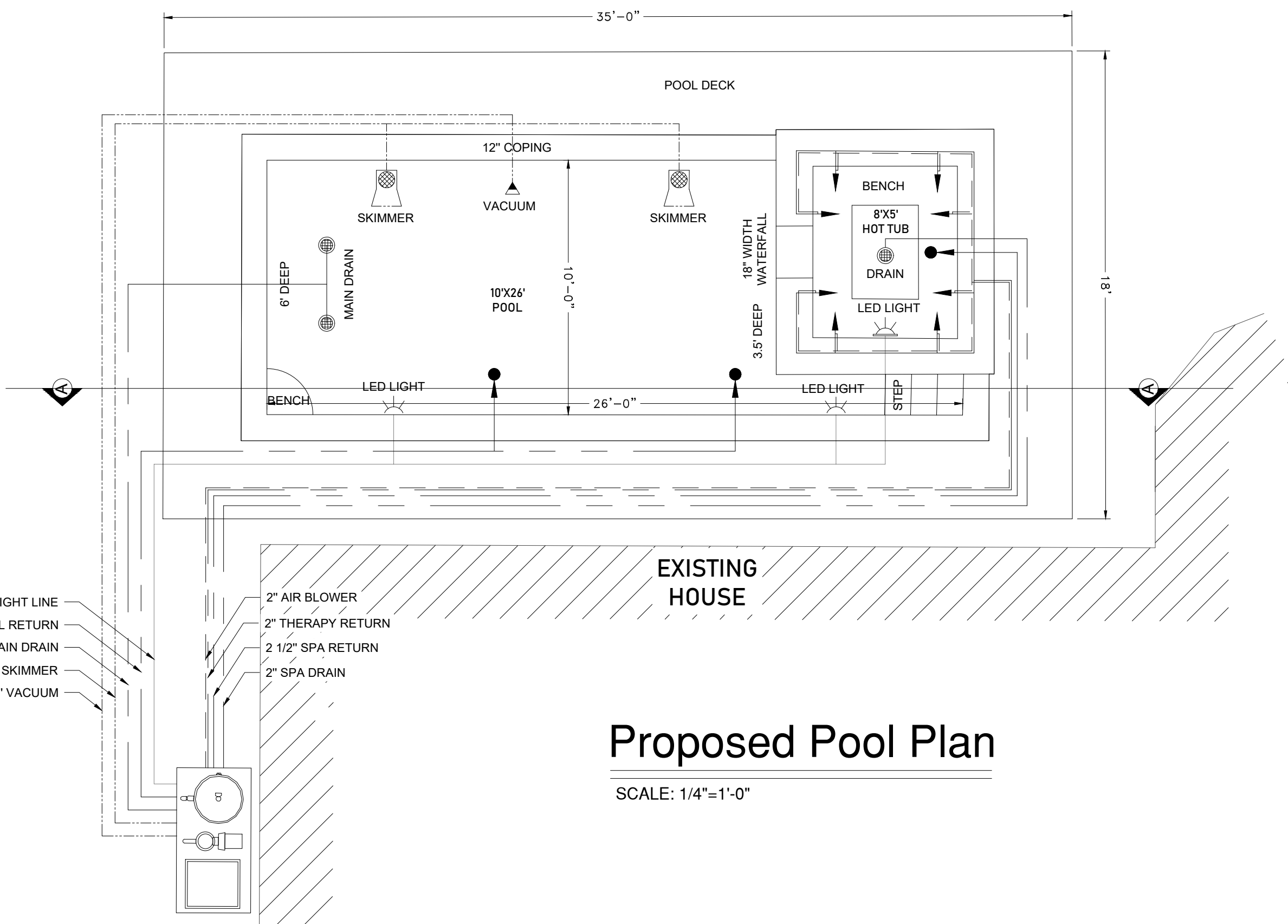
STRUCTURAL NOTES:

1. ALL POOL CONCRETE SHALL DEVELOP A MINIMUM 28 DAYS COMPRESSIVE STRENGTH OF 3000 PSI.
2. ALL REINFORCEMENT STEEL SHALL HAVE A MINIMUM YIELD STRENGTH OF 60000 PSI.
3. ALL DECK CONCRETE (WHEN INSTALLED UNDER THESE PLANS) SHALL HAVE A MINIMUM 28 DAYS COMPRESSIVE STRENGTH OF 2500 PSI. REINFORCED STEEL FROM POOL WALL SHALL NOT BE BENT INTO A NEW OR FUTURE CONCRETE DECK. CONCRETE DECK SHALL BE FREE TO FLOAT BEYOND POOL WALL. EXCEPTION: STRUCTURAL DECKS SHALL COMPLY WITH THE DESIGN FOR SUPPORT SHOWN ON THESE PLANS.
4. ALL REINFORCING SPLICES SHALL BE 18" IN LENGTH UNLESS OTHERWISE INDICATED ON THESE PLANS.
5. THE DESIGN OF THIS PROJECT HAS INCORPORATED A RATIONAL DESIGN APPROACH BASED ON ACCEPTED ENGINEERING PRINCIPALS.
6. POOL WALL REINFORCEMENT IS ADEQUATE TO WITHSTAND THE HORIZONTAL WATER LOADS PLACED ON THE POOL WALL FOR UP TO 18" OF EXPOSED POOL WALL ABOVE GRADE.

DATA	POOL	SPA	DECK
MAX. LENGTH (FEET)	26	8	35
MAX. WIDTH (FEET.)	10	5	18
DEPTH (FEET)	3.5 - 6	4	-
SURFACE AREA (SQ. FT.)	263	40	285
PERIMETER (FEET.)	136	26	106
VOLUME (GALLONS)	7,200	1,197	-



Section A - A
SCALE: 1/4"=1'-0"



Proposed Pool Plan
SCALE: 1/4"=1'-0"

DEVELOPER

Havana Pools & Outdoors, LLC
Jose Covello - 4044833089
2232 River Heights Ct SE,
Marietta, GA 30067.
Business License - OCC033483

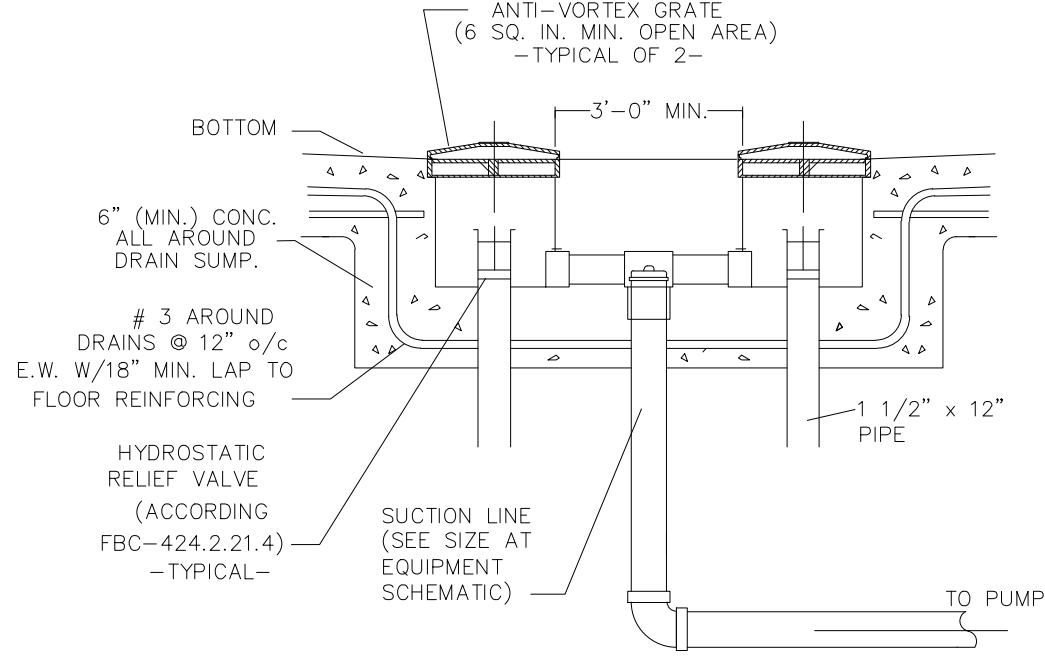
OWNER NAME

JOHN & ANNA
HOLBROOK

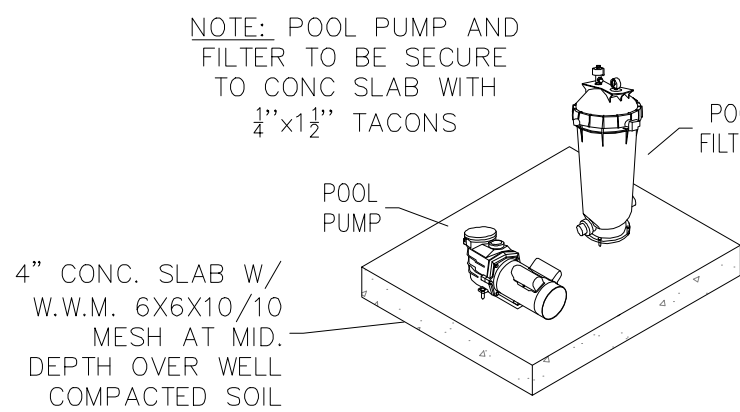
NOTE:

REINFORCING STEEL SHALL HAVE A MINIMUM CLEAR COVER AS FOLLOWS, U.O.N. IN DRAWINGS:

- >> CONCRETE POURED AGAINST EARTH 3"
- >> CONCRETE EXPOSED TO EARTH OR WEATHER:
5' OR SMALLER 1-1/2"
6' OR LARGER 2"



DOUBLE MAIN DRAIN DETAIL
NTS



EQUIPMENT HOLD DOWN
NTS



REVISIONS	BY
10/11/2024	N.T.M.
10/12/2024	N.T.M.
10/24/2024	N.T.M.
02/22/2025	N.T.M.
03/06/2025	N.T.M.
07/08/2025	N.T.M.
07/10/2025	N.T.M.

PROPOSED POOL PLAN FOR;
John & Anna Holbrook
2522 Echo Dr NE, Atlanta, GA 30345
DeKalb County, Georgia

JOB NO.	24-69
DRAWN	NADEERA
CHECKED	TODD
SCALE	NOTED
DATE	SEPTEMBER 2024

APPLICABLE CODE

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SCOPE OF WORK

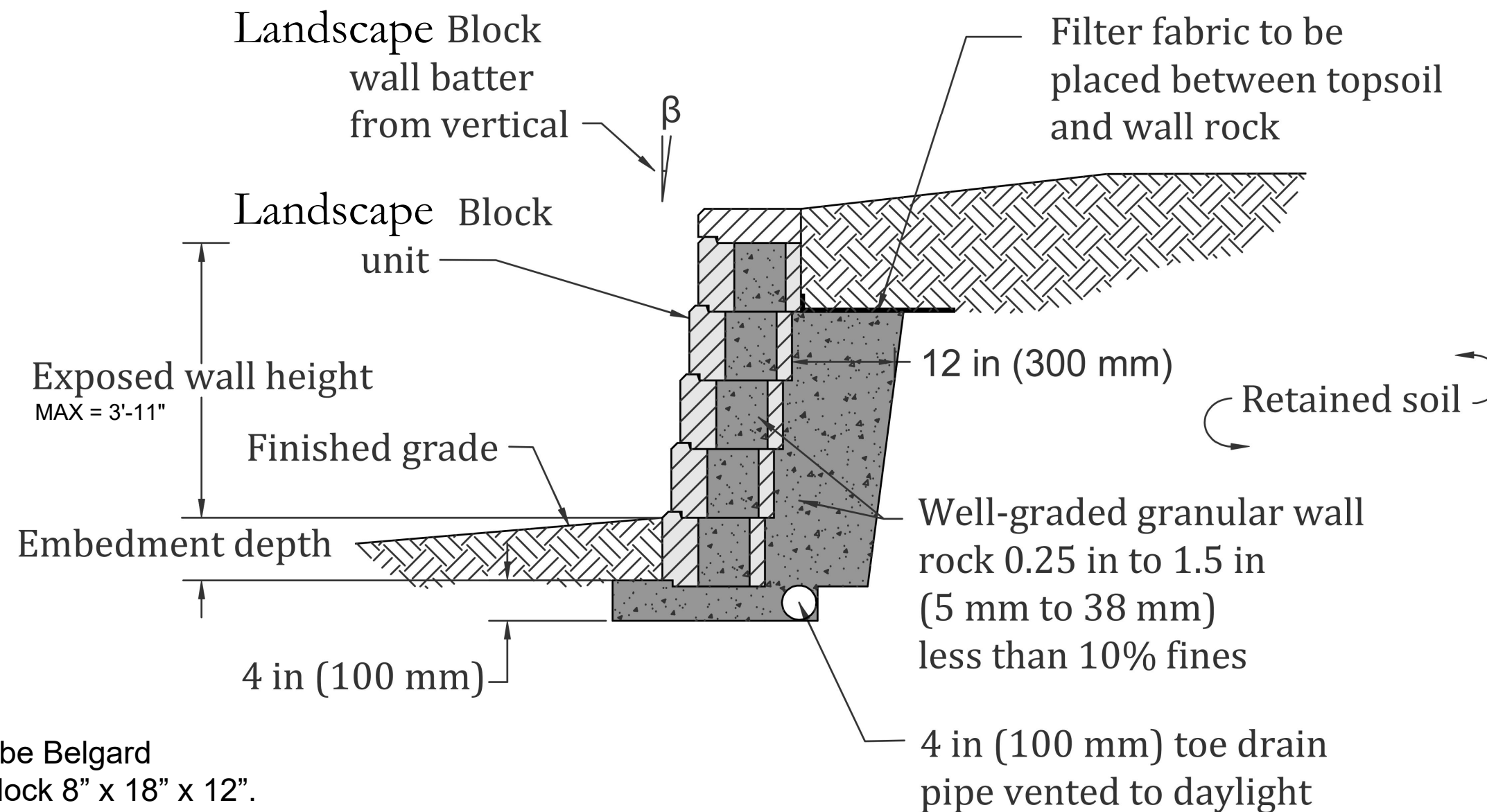
Stabilize the area with retaining walls.

Proposed Pool Plan

RELEASED FOR CONSTRUCTION

SHEET NO.

A-3



1. Block used will be Belgard Diamond Pro block 8" x 18" x 12".

2. Footer and backfill will be made out of gravel.

3. Wall will also include 4" perforated pipe.

LANDSCAPE BLOCK WALL DETAIL

(NOT TO SCALE)

SHEET NO.

A-4

Taslimm Quraishi

2514 Echo Dr NE
Atlanta, GA 30345
(510) 304-6865

April 1, 2025

Zoning Board of Appeals

1300 Commerce Dr
Decatur, GA 30030

Dear Zoning Board,

My neighbor, John Holbrook, at 2522 Echo Dr will be submitting a variance application to allow him to build a retaining wall only a few feet off the property line. I fully support this, as without this wall his yard will continue to erode and we will have water issues, which we already have now. With this wall it will hold back the erosion and handle the water correctly. I am submitting this letter in support of his variance application to build the retaining wall between our properties. He has explained the building plans to me, and I have viewed them and fully support him building a wall for the purpose of stabilization. I also support the removal of trees as needed on the property line in order to construct the wall.

Sincerely,



Taslimm Quraishi