



Lorraine Cochran-Johnson

Chief Executive Officer

## DeKalb County Zoning Board of Appeals

Department of Planning & Sustainability

178 Sams Street,  
Decatur, GA 30030

Wednesday, December 10, 2025

### Planning Department Staff Analysis



Juliana Njoku

Interim Director

**N18. Case No: A-26-1247792**

**Parcel ID(s): 18 047 23 006**

#### Commission District 04 Super District 06

**Applicant:** Caren Ann Nunnally and Nealon Hightower  
P.O. Box 330  
Avondale Estates, GA 30002

**Owner:** Scottdale 30 LLC  
2221D Peachtree Road  
#220  
Atlanta, GA 30309

**Project Name:** 461 Proctor Avenue – Residential Construction

**Location:** 461 Proctor Avenue, Scottdale, GA 30079

**Request(s):** Application by Caren Ann Nunnally and Nealon Hightower to request a variance from Section 27-3.36.10.(1) to: reduce the required front yard setback from 30 feet to 15 feet; reduce the required side yard setbacks from 7.5 feet to four (4) feet; and reduce the minimum house size from 1,000 square feet to 776 square feet.

**Staff Recommendation:** *Approval with conditions*

#### **Conditions:**

1. The following information about this variance shall be noted on any site plan prepared for the subject property: case number, approval date, type of variance and condition(s) of approval.

## **STAFF FINDINGS:**

The applicants, Caren Ann Nunnally and Nealon Hightower, request the above-referenced variance from the DeKalb County *Zoning Ordinance* in order to construct a new single-family detached dwelling.

The subject property is located in an R-75 (Residential Medium Lot-75) Zoning District and is also located within Tier 2 of the Scottdale Overlay District, which supersedes most developmental standards of the R-75 Zoning District such as permitted uses, setbacks, lot coverage, etc. The property is nonconforming with respect to lot area (approximately 1,736 square feet versus 5,000 square feet required) and lot width (approximately 25 feet versus 50 feet required) but is a legal lot of record. The legal status of this nonconforming lot permits a new single-family detached dwelling to be constructed per Section 27-8.1.3. of the *Zoning Ordinance*, provided that development standards are met or variances are obtained to seek relief from these standards.

**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.**

The subject property measures only 25 feet wide and is between 71 and 75 feet deep, which prevents strict adherence to current developmental standards. These conditions were not created by the property owner, and a strict denial of the variance request would likely deprive the property owner of any viable economic use of the property. Other properties along Proctor Avenue and Booker Avenue share the same or have similar size restrictions.

**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:**

The requested variance does not appear to go beyond the minimum relief necessary in order to construct a single-family detached dwelling on the subject property, but instead represent a balance in terms of building size/placement. The proposal is consistent with the requests for variances for other properties in the vicinity, which, as previously stated, share the same or have similar size restrictions as the subject property.

**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:**

The requested variance will not be detrimental to the public welfare or injurious to nearby properties.

**4. The literal interpretation and strict application of the applicable provisions or requirements of this chapter would cause undue and unnecessary hardship:**

Adherence to current setback requirements would result in the subject property having an overly restrictive building envelope. The request to reduce the minimum house size is a consequence of the small size of the lot, and the size of the proposed

dwelling in turn affects proposed setbacks. The literal interpretation and strict application of the *Zoning Ordinance* would ultimately deprive the property owner of a viable economic use of the property.

**5. The requested variance would be consistent with the spirit and purpose of this Chapter and the DeKalb County Comprehensive Plan Text:**

The subject property is located within a Traditional Neighborhood (TN) Character Area, per the *DeKalb County 2050 Unified Plan*. Traditional Neighborhoods typically have "...small, regular lots, and buildings closer to the front property line" (*DeKalb County 2050 Unified Plan*, pg. 38). Traditional Neighborhoods also encourage "innovative housing types to increase housing choice, income diversity, and limited neighborhood density" (pg. 39). Approval of the requested variance would allow for a dwelling that appears to align with the Traditional Neighborhood's goals and intent.

**FINAL STAFF ANALYSIS:**

The variance request represents a balanced proposal to allow for a single-family detached dwelling that meets the goals and intent of the *DeKalb County 2050 Unified Plan* and the *Zoning Ordinance*. The property's small size restricts its buildability without the provision of variances. All five (5) hardship criteria appear to be met. Therefore, the Planning and Sustainability Department recommends **Approval with Conditions** of this Variance application.

**Staff Recommendation: *Approval with conditions***

**Conditions:**

1. The following information about this variance shall be noted on any site plan prepared for the subject property: case number, approval date, type of variance and condition(s) of approval.

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: Caren Ann Nunnally / Nealon Hightower  
Mailing Address: P.O. Box 330  
City/State/Zip Code: Avondale Estates GA 30002  
Email: CZ.Expediting@yahoo.com / neal.hightower@gmail.com  
Telephone Home: 404) 441-5355 Business: 404) 441-5355

**OWNER OF RECORD OF SUBJECT PROPERTY**

Owner: Scottdale 30 LLC  
Address (Mailing): 2221 D Peachtree Rd #220  
Email: JWMANGHAM@gmail.com Telephone Home: 404) 872-1031 Business: 404-872-1031

**ADDRESS/LOCATION OF SUBJECT PROPERTY**

Address: 461 Proctor Ave City: Scottdale State: GA Zip: 30079  
District(s): 18 Land Lot(s): 047 Block: 23 Parcel: 006  
Zoning Classification: R75  
Scottdale Tier 2 Commission District & Super District: 436

**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](mailto:plansustain@dekalbcountyga.gov) with any questions.



## LETTER OF INTENT

Dear Members of the Zoning Board of Appeals,

I am writing to request variances for property located at 461 Proctor Ave, Scottdale GA 30079, from **Section 27-3.36.10 of the DeKalb County Zoning Ordinance** as it applies to the Scottdale Tier Two Overlay District. The subject property is a **confirmed legal lot of record**. It is unusually small compared to most of the other small lots in the neighborhood. We seek relief from the code to construct a small 2 bedroom, 1 bath, 776 SF house that is similar in nature to the original homes in the neighborhood 100 years ago.

Specifically, we seek relief from requirements related to:

- Increase front yard coverage from 35% to 39%
- Reduce front setback from 30 feet to 15 feet
- Reduce side setbacks from 7.5 feet 4 feet
- Increase lot coverage from 35% to 38.3%
- Reduce minimum dwelling size from 1000SF to 776SF
- Reduce landscape strip from 5 feet to 1 foot
- Reduce sidewalk to curb from 4 feet to 1 foot
- Eliminate street tree requirement
- Reduce minimum parking space requirement to 120 square feet

Due to the lots' size, configuration, and overlay restrictions, strict compliance with these requirements would make development impossible.

### **1. Physical Conditions of the Site**

The lot is exceptionally small, only 25 feet wide and 71 feet deep compared to standard R-75 parcels that are 75 feet wide and over 200 feet deep. Its dimensions were established long before the adoption of the Scottdale Tier Two overlay requirements. These conditions are inherent to the properties and were not created by the applicant. Strict compliance with current standards for coverage, setbacks, sidewalks, house size, parking space size requirements, landscaping strips and tree requirement is physically impossible due to these unique lot conditions. We have already shrunk the house below standards just to achieve these reduced requests. Regarding the tree requirements of 3 trees every 30 feet, we only have 25 feet total and nowhere to plant a tree without blocking or removing driveway which would leave us lacking in off street parking..

### **2. Minimum Variance Necessary**

The relief requested is the minimum necessary to allow reasonable use of the property. We propose a home of 773 square feet, which is below the 1,000-square-foot minimum required in Tier Two but represents the smallest practical size for a functional dwelling. Even reducing the house size, we still require setback variances. Relief from sidewalk



and landscape strip requirements and coverage is necessary because of the physical constraints and limited front-yard area, but we will maintain a safe and attractive frontage and we have managed to follow all of the remaining hundreds of requirements of R-75 and Tier Two. Each variance request has been tailored to achieve only what is essential for development, without granting any special advantage inconsistent with other properties.

### **3. Public Welfare**

The proposed home will not be detrimental to public welfare or injurious to neighboring properties. On the contrary, it will provide high-quality, affordable housing in an area where housing diversity is **desperately** needed. We anticipate offering this home at less than 1/3 the cost of new construction in the neighborhood. The smaller scale is consistent with the Traditional Neighborhoods Character Area in the Comprehensive Plan, which encourages walkability with very close proximity to The Path and public transportation. We are only asking to reduce sidewalk and landscape strip requirements, not remove them. This will in no way diminish the neighborhood character but will instead make development feasible and weave into the fabric of the community unlike anything Scottsdale has seen in over 100 years. Our mission is to provide the people with new housing options they can actually afford, a welcomed alternative from the million dollar new construction options which are currently being built in Scottsdale. This is only possible with your help and the requested relief..

### **4. Ordinance Hardship**

A literal interpretation of Section 27-3.36.10 would prohibit any reasonable development of these lots, effectively rendering them unusable as they have sat from the time they were platted until present day. Codes and requirements have only become more constrictive to smaller homes over the years. Without relief, the lot would remain vacant and unproductive. This constitutes an undue and unnecessary hardship that was not self-created, as the lot sizes, shapes, and separation predate the current ordinance.

### **5. Alignment with the Spirit of the Law & Comprehensive Plan Findings**

The requested variances are consistent with the spirit and intent of the DeKalb County Zoning Ordinance and the **DeKalb 2050 Comprehensive Land Use Plan**. Specifically:

- **Housing Diversity and Affordability:** The Plan identifies the need for smaller, more affordable housing options to meet the needs of a broad range of residents. These homes directly advance that goal.
- **Traditional Neighborhood Character:** The Plan highlights the importance of walkable, traditional neighborhoods with smaller lots and houses closer to the street. The proposed variances allow us to maintain this character while adapting older lots for modern use.

- **Infill Development:** The Plan encourages efficient use of land through infill development on existing lots of record. Our proposal reactivates underutilized parcels without requiring new infrastructure.
- **Sustainability and Transportation:** By providing a modest-sized home, the project supports compact development patterns and aligns with County goals to reduce sprawl and encourage transit and pedestrian use.

### **Conclusion**

We believe that people should not be forced to live outside of our community due to unaffordability and they should be given the opportunity to own their little slice of the American Dream. For the reasons stated above, we respectfully request that the Board grant the requested variances from Section 27-3.36.10. We have met with DeKalb County planning officials on multiple occasions to thoughtfully craft the most ideal scenario that would most adhere to codes and achieve feasibility. The proposed relief represents the minimum deviation necessary to enable development of this unusually small lot, while protecting public welfare, furthering the goals of the Comprehensive Plan, and providing much-needed affordable housing in Scottdale. Approvals such as these by this Commission would free up many un-buildable lots in Scottdale and allow the County to fully utilize the land we have available.

Thank you for your time and thoughtful consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read "Neal Hightower", with a stylized flourish at the end.

Neal Hightower



**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: \_\_\_\_\_


Applicant/Agent:  
Signature

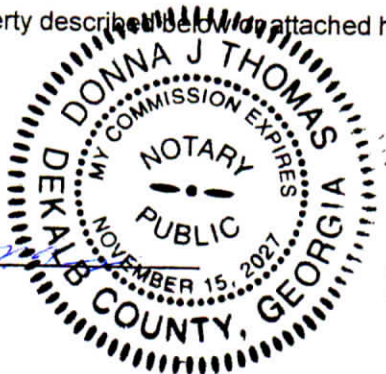
 Mr. Stephen Zouk

TO WHOM IT MAY CONCERN:

(I)/ (WE) Donna M. Thomas, MCL, Stephen Zouk LLC  
(Name of Owners)

being (owner/owners) of the property described below, I/We attached hereby delegate authority to:

  
Notary Public



  
Owner

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Owner



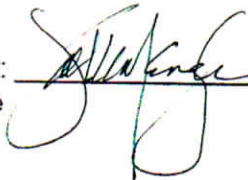
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I hereby certify that the information provided in the application is true and correct.

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

DATE: \_\_\_\_\_

Applicant: \_\_\_\_\_  
Signature 

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Respectfully,

Neal Hightower

The field data upon which this plat is based has a closure precision of one foot in 15,000+ feet and an angular error of 03" seconds per angle point and was adjusted using the Compass Rule. This plat has been calculated for closure and is found to be accurate within one foot in 100,000+ feet.

Equipment used: Topcon GTS-213 Total Station.

FLOOD HAZARD STATEMENT:

THIS PROPERTY IS NOT IN A 100 YEAR FLOOD ZONE AS PER THE FIRM FLOOD HAZARD MAP FOR DEKALB COUNTY, GEORGIA, COMMUNIT PANEL NUMBER 13089C 0067 K, DATED 08/15/19

ZONING INFORMATION:

CLASSIFICATION: SCOTSDALE OVERLAY TIER II  
SETBACKS: FRONT - 30 FEET  
SIDE - 7.5 FEET  
REAR - 30 FEET  
MINIMUM OFFSTREET PARKING - 2 SPACES  
MINIMUM LOT SIZE - 5000 sf.  
MINIMUM LOT WIDTH - 50 FEET  
MINIMUM HOUSE SIZE - 1000 sf.  
MAXIMUM BUILDING HEIGHT - 32 FEET  
MAXIMUM LOT COVERAGE - 35%  
LANDSCAPE STRIP - 5 FEET MIN.  
SIDEWALK - MINIMUM 4 FEET FROM CURB  
FRONT YARD TREES - 3.5" TREE EVERY 30 FEET MIN.

LOT AREA:

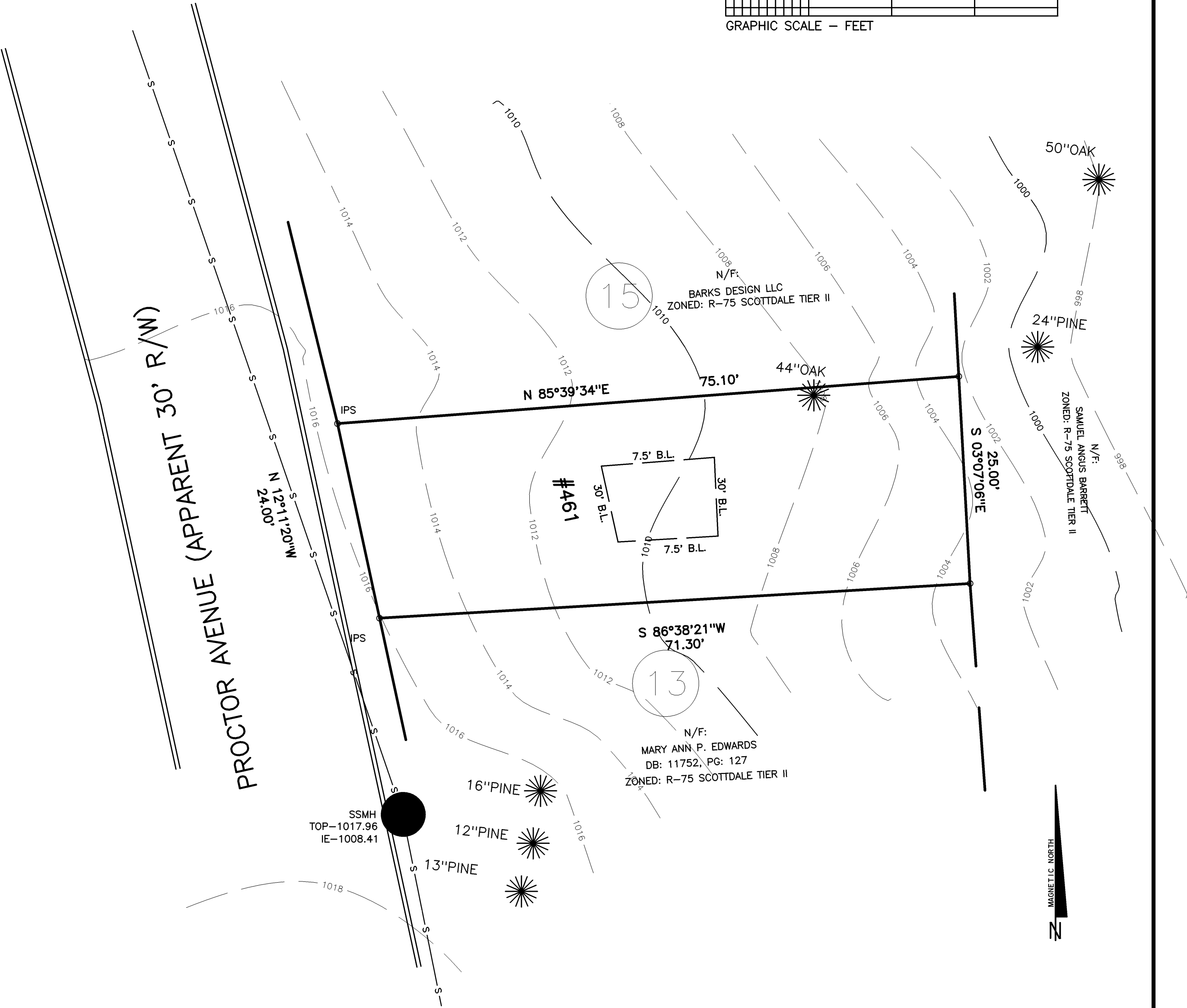
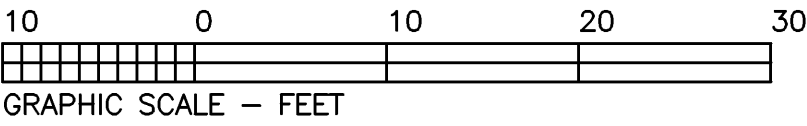
1736 sf.

0.040 ACRES

AREA DOES NOT INCLUDE AREA TO BE DEDICATED FOR SIDEWALK INSTALLATION

LEGEND

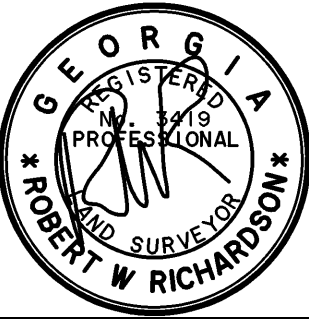
IPF = 1/2" REBAR FOUND  
IPS = 1/2" REBAR PIN SET  
L.L. = LAND LOT  
L.L.L. = LAND LOT LINE  
P.L. = PROPERTY LINE  
CL = CENTERLINE  
B.L. = BUILDING LINE  
R/W = RIGHT-OF-WAY  
S.S.E. = SANITARY SEWER EASEMENT  
D.E. = DRAINAGE EASEMENT  
MH = MANHOLE  
C.B. = CATCH BASIN  
J.B. = JUNCTION BOX  
HW = HEADWALL  
D.I. = DROP INLET  
PP = POWER/UTILITY POLE  
F.H. = FIRE HYDRANT  
I.E. = INVERT ELEVATION  
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F.F.B. = FINISHED FLOOR BASEMENT  
F.F.G. = FINISHED FLOOR GARAGE  
BOC = BACK OF CURB  
EP = EDGE OF PAVEMENT  
N/F = NOW OR FORMERLY  
P.O.B. = POINT OF BEGINNING  
SS = SANITARY SEWER LINE/PIPE  
X-X-X = FENCE LINE  
O = FLOOD HAZARD ZONE LINE  
S = STORM SEWER LINE/PIPE  
W = WATER LINE  
G = GAS LINE  
FW = FLOW WELL  
C.E. = CONSTRUCTION EASEMENT  
WV = WATER VALVE  
LS = LIGHT STANDARD  
OTP = OPEN TOP PIPE FOUND  
CTP = CRIMP TOP PIPE FOUND  
WD = WOOD DECK  
CO = CLEAN OUT  
ICV = IRRIGATION CONTROL VALVE  
WM = WATER METER  
GW = GUY WIRE  
W.M. = WATER METER



24 HR CONTACT:  
NEAL HIGHTOWER  
614 VALLEY BROOK DRIVE  
SCOTSDALE, GA. 30079  
(404)985-6454  
NEALHIGHTOWER@GMAIL.COM

OWNER:  
SCOTSDALE 30, LLC  
2221D PEACHTREE ROAD  
SUITE 220  
ATLANTA, GA. 30309  
(404)872-1031  
JWMANGHAM@GMAIL.COM

GSWCC GEORGIA SOIL AND WATER CONSERVATION COMMISSION  
ROBERT W. RICHARDSON  
LEVEL II CERTIFIED DESIGN PROFESSIONAL  
CERTIFICATION NUMBER 0000089322  
ISSUED 10/12/2019 EXPIRES 10/11/2026  
SIGNATURE DATE 09/24/25



ALPHA LAND SERVICES  
P.O. BOX 1651  
LOGANVILLE, GA. 30052  
CONTACT: ROBERT RICHARDSON  
OFF: 770.696.4054 EMAIL: ROBERT@ALPHASURVEYOR.COM  
REVISION: \_\_\_\_\_  
REF. PLAT: PB. \_\_\_\_\_ P. \_\_\_\_\_

PAGE 1 OF 4  
EXISTING CONDITIONS FOR:  
461 PROCTOR AVENUE  
TAX PARCEL #18-047-23-006  
LAND LOT: 47  
DISTRICT: 18TH  
DEKALB COUNTY  
GEORGIA  
FIELD DATE: 12/24/24  
PLAT DATE: 09/24/25  
LOT: 16/17 BLOCK:  
SUB: MEADOW BROOK  
AREA = 0.094 ACRES  
JOB No. 25475EX

The field data upon which this plat is based has a closure precision of one foot in 15,000+ feet and an angular error of 03" seconds per angle point and was adjusted using the Compass Rule. This plat has been calculated for closure and is found to be accurate within one foot in 100,000+ feet.

Equipment used: Topcon GTS-213 Total Station.

#### FLOOD HAZARD STATEMENT:

THIS PROPERTY IS NOT IN A 100 YEAR FLOOD ZONE AS PER THE FIRM FLOOD HAZARD MAP FOR DEKALB COUNTY, GEORGIA, COMMUNIT PANEL NUMBER 13089C 0067 K, DATED 08/15/19

#### ZONING INFORMATION:

CLASSIFICATION: SCOTSDALE OVERLAY TIER II

SETBACKS: FRONT - 30 FEET  
SIDE - 7.5 FEET  
REAR - 30 FEET

MINIMUM OFFSTREET PARKING - 2 SPACES

MINIMUM LOT SIZE - 5000 sf.

MINIMUM LOT WIDTH - 50 FEET

MINIMUM HOUSE SIZE - 1000 sf.

MAXIMUM BUILDING HEIGHT - 32 FEET

MAXIMUM LOT COVERAGE - 35%

LANDSCAPE STRIP - 5 FEET MIN.

SIDEWALK - MINIMUM 4 FEET FROM CURB

FRONT YARD TREES - 3.5" TREE EVERY 30 FEET MIN.

#### LEGEND

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#### PROPOSED LOT COVERAGE:

HOUSE = 388 sf.  
DRIVE STRIPS = 20 sf.  
FRONT WALK/STOOP = 68 sf.  
REAR DECK = 118 sf.  
TOTAL = 594 sf.  
LOT COVERAGE = 34.3%

#### PROPOSED FLOOR AREA:

1ST FLOOR = 388 sf.  
2ND FLOOR = 388 sf.  
TOTAL = 776 sf.

#### TREE INVENTORY:

SAVED: 44" OAK  
REMOVED: NONE

LOT AREA:  
1736 sf.  
0.040 ACRES

AREA DOES NOT INCLUDE AREA  
TO BE DEDICATED FOR SIDEWALK  
INSTALLATION

- Tr - 4' ORANGE MESH TREE-SAVE  
Sd1-S - TYPE "S" SILT-FENCE  
Co - CONSTRUCTION EXIT  
SdHb - STAKE HAY BALES AS EROSION CONTROL

#### WATER QUALITY CALCULATIONS:

$R_v = 0.05 + 0.009(34.3) = 0.3587$   
 $WQ_v = \frac{(1.2)(0.3587)(1736)}{12} = 62.3$

TOTAL STORAGE REQUIRED = 63 CF  
INFILTRATION TRENCH TO BE UTILIZED  
GRAVEL VOIDS:  $63/0.4 = 157.5$  CF  
TRENCH DIMENSIONS: 6'd x 4'w x 7'l  
GRAVEL VOLUME = 168 CF  
STORAGE PROVIDED = 67.2 CF

ALL RUNOFF FROM ROOF DRAINS SHALL BE  
DIRECTED TO THE WATER QUALITY BMP  
OVER FLOW FROM WATER QUALITY BMP SHALL  
NOT ADVERSLY AFFECT ADJACENT PROPERTIES

#### LANDSCAPE REQUIREMENTS:

$120 \times 0.040 = 4.8 = 5"$  DBH REQUIRED  
PRESERVED = 44" DBH  
SURPLUS = 39" DBH  
 $15 \times 0.040 = 0.6$  UNITS REQUIRED  
PRESERVED = 21.2  
SURPLUS = 20.6 UNITS

NO GRADED SLOPE SHALL EXCEED 3H:1V  
ON ALL DISTURBED AREAS

Ds1 Ds2 Ds3 Ds4

DISTURBED AREA = 1572 sf.  
0.036 ACRES

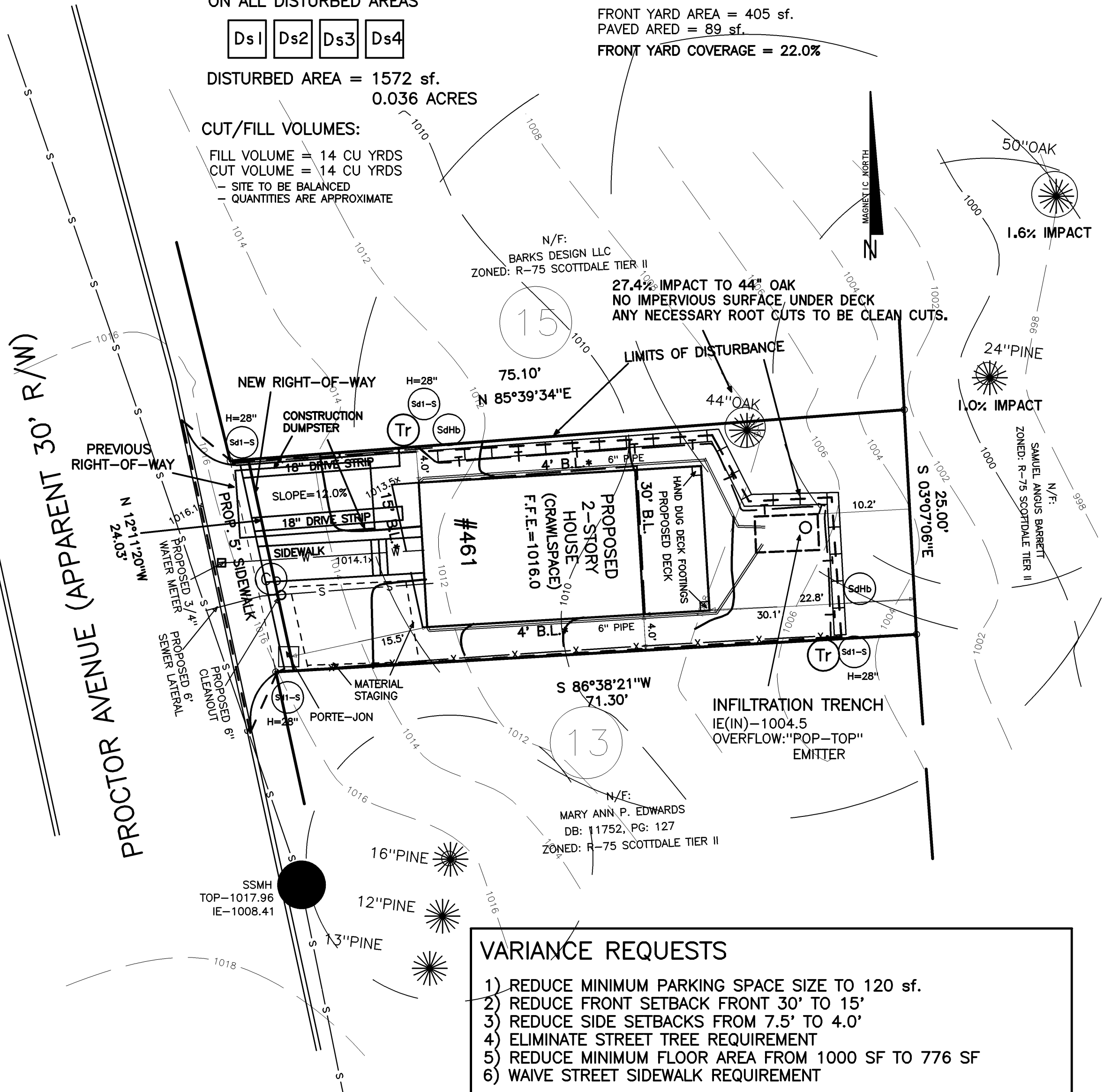
#### CUT/FILL VOLUMES:

FILL VOLUME = 14 CU YRDS  
CUT VOLUME = 14 CU YRDS  
- SITE TO BE BALANCED  
- QUANTITIES ARE APPROXIMATE

#### FRONT YARD COVERAGE:

FRONT YARD AREA = 405 sf.  
PAVED ARE = 89 sf.  
FRONT YARD COVERAGE = 22.0%

PROCTOR AVENUE (APPARENT 30' R/W)



#### VARIANCE REQUESTS

- 1) REDUCE MINIMUM PARKING SPACE SIZE TO 120 sf.
- 2) REDUCE FRONT SETBACK FRONT 30' TO 15'
- 3) REDUCE SIDE SETBACKS FROM 7.5' TO 4.0'
- 4) ELIMINATE STREET TREE REQUIREMENT
- 5) REDUCE MINIMUM FLOOR AREA FROM 1000 SF TO 776 SF
- 6) WAIVE STREET SIDEWALK REQUIREMENT

#### GENERAL NOTES:

- 1) THE INSTALLATION OF EROSION AND SEDIMENTATION CONTROL MEASURES AND PRACTICES SHALL OCCUR PRIOR TO OR CONCURRENT WITH LAND-DISTURBING ACTIVITIES.
- 2) EROSION AND SEDIMENTATION CONTROL MEASURES WILL BE MAINTAINED AT ALL TIMES. IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION AND SEDIMENT CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE.
- 3) ADDITIONAL EROSION CONTROLS SHALL BE INSTALLED AS DEEMED NECESSARY BY THE ON-SITE INSPECTOR.
- 4) ALL LOTS/SITES WITH 2' OF FILL OR GREATER WILL REQUIRE A COMPACTION CERTIFICATE BY A PROFESSIONAL REGISTERED ENGINEER PRIOR TO A BUILDING PERMIT AND/OR PRIOR TO FOOTERS BEING POURED.
- 5) LOCATE AND FIELD STAKE ALL UTILITIES, EASEMENTS, PIPES, FLOOD LIMITS, STREAM BUFFERS, AND TREE SAVE AREAS PRIOR TO ANY LAND DISTURBING ACTIVITIES.
- 6) ALL TREE PROTECTION AREAS TO BE PROTECTED FROM SEDIMENTATION.
- 7) ALL TREE PROTECTION DEVICES TO BE INSTALLED PRIOR TO LAND DISTURBANCE AND MAINTAINED UNTIL FINAL LANDSCAPING.
- 8) ALL TREE PROTECTION FENCING TO BE INSPECTED DAILY AND REPAIRED OR REPLACED AS NEEDED.
- 9) A FINAL AS-BUILT LOT SURVEY REQUIRED PRIOR TO CERTIFICATE OF OCCUPANCY.
- 10) A FINAL AS-BUILT WATER QUALITY CERTIFICATE REQUIRED PRIOR TO CERTIFICATE OF OCCUPANCY.
- 11) DUMPSTERS AND/OR TEMPORARY SANITARY FACILITIES SHALL NOT BE LOCATED IN STREET OR TREE PROTECTION AREA OR RIGHT OF WAY.
- 12) WATER QUALITY BMP(S) TO BE INSTALLED AT THE TIME OF FINAL LANDSCAPING.
- 13) ALL COLLECTED WATER SHALL BE DIRECTED TO THE WATER QUALITY BMP(S)
- 14) NO WATER QUALITY BMP(S) ALLOWED IN UNDISTURBED STREAM BUFFERS OR TREE SAVE CRITICAL ROOT ZONE.
- 15) WORK HOURS AND CONSTRUCTION DELIVERIES ARE:

MONDAY-FRIDAY 7:00am-7:00pm  
SATURDAY 8:00am-5:00pm

I ROBERT W. RICHARDSON CERTIFY UNDER PENALTY OF LAW THAT THIS PLAN WAS PREPARED AFTER A SITE VISIT TO THE LOCATIONS DESCRIBED HEREIN BY MYSELF OR MY AUTHORIZED AGENT, UNDER MY DIRECT SUPERVISION.

#### 24 HR CONTACT:

NEAL HIGHTOWER  
614 VALLEY BROOK DRIVE  
SCOTSDALE, GA. 30079  
(404)985-6454  
NEALHIGHTOWER@GMAIL.COM

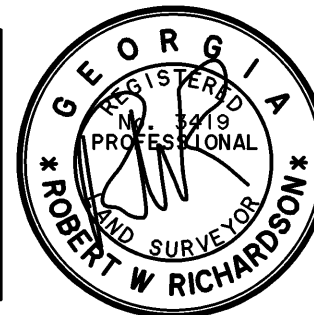
#### OWNER:

SCOTSDALE 30, LLC  
2221D PEACHTREE ROAD  
SUITE 220  
ATLANTA, GA. 30309  
(404)872-1031  
JWMANGHAM@GMAIL.COM

PAGE 1 OF 4

EXISTING CONDITIONS FOR:

GSWCC GEORGIA SOIL AND WATER  
CONSERVATION COMMISSION  
ROBERT W. RICHARDSON  
LEVEL II CERTIFIED DESIGN PROFESSIONAL  
CERTIFICATION NUMBER 0000089322  
ISSUED 10/12/2019 EXPIRES 10/11/2026  
SIGNATURE DATE 11/28/25



ALPHA LAND SERVICES  
P.O. BOX 1651  
LOGANVILLE, GA. 30052  
CONTACT: ROBERT RICHARDSON  
OFF: 770.696.4054 EMAIL: ROBERT@ALPHASURVEYOR.COM  
REVISION: 11/28/25  
REF. PLAT: PB. P.

461 PROCTOR AVENUE  
TAX PARCEL #18-047-23-006  
LAND LOT: 47  
DISTRICT: 18TH  
DEKALB COUNTY  
GEORGIA  
FIELD DATE: 12/24/24  
PLAT DATE: 09/24/25  
LOT: 16/17 BLOCK:  
SUB: MEADOW BROOK  
AREA = 0.040 ACRES  
JOB No. 25475EX



- INSTALLATION SPECIFICATIONS:
1. INSTALLATION, PRODUCT SELECTION, AND MAINTENANCE SHALL BE IN ACCORDANCE WITH THE GSWCC MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA.
  2. LOOSEN COMPACTED SOIL TO A MINIMUM DEPTH OF THREE (3) INCHES PRIOR TO APPLICATION.
  3. DRY STRAW OR HAY SHALL BE IN CLEAN CONDITION AND APPLIED BY HAND OR MACHINE TO A THICKNESS OF TWO (2) TO FOUR (2) INCHES. STRAW OR HAY MULCH SHALL BE ANCHORED IMMEDIATELY AFTER APPLICATION.
  4. MULCH ON SLOPES GREATER THAN 3% SHOULD BE ANCHORED WITH EMULSIFIED ASPHALT OR OTHER SUITABLE TACKIFIER.
  5. ADDITIONAL MULCHING IS REQUIRED IF THE MINIMUM THICKNESS IS NOT ACHIEVED OR IF SOIL COVERAGE IS LESS THAN 90%.

**Ds1** **DISTURBED AREA STABILIZATION WITH MULCHING**

- INSTALLATION SPECIFICATIONS:
1. INSTALLATION, SEED SELECTION, AND MAINTENANCE SHALL BE IN ACCORDANCE WITH THE GSWCC MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA.
  2. ADDITIONAL EROSION CONTROL MEASURES MAY BE NECESSARY TO ALLOW PROPER GERMINATION AND STABILIZATION.
  3. SOIL SURFACES MAY NEED TO BE TILLED, PITTED, OR OTHERWISE SCARIFIED TO ALLOW FOR PROPER SEED LODGING AND GERMINATION.
  4. APPLY LIME AT A RATE OF ONE TON PER ACRE AS NEEDED.
  5. APPLY 10-10-10 FERTILIZER TO SOILS WITH LOW FERTILITY AT A RATE OF 500 TO 700 POUNDS PER ACRE.
  6. SEEDS SHALL BE PLANTED AT A DEPTH OF TEN TIMES THE SEED DIAMETER.
  7. ACCEPTABLE PLANTING METHODS INCLUDE HYDRO-SEEDING, DRILLING, AND BROADCAST SPREADING BY MACHINE OR HAND.

SPECIES	PLANTING RATES PER ACRE*	TYPICAL PLANTING MONTHS											
		J	F	M	A	M	J	J	A	S	O	N	D
BARLEY	144 LBS									X	X	X	X
ANNUAL LESPEDEZA	40 LBS	X	X	X	X								
WEEPING LOVEGRASS	4 LBS	X	X	X	X	X	X						
BROWNTOP MILLET	40 LBS				X	X	X	X					
OATS	128 LBS									X	X	X	
RYE	168 LBS									X	X	X	X
ANNUAL RYEGRASS	40 LBS	X	X	X						X	X	X	X
SUDANGRASS	60 LBS			X	X	X	X	X	X				
WHEAT	180 LBS									X	X	X	X

\* PLANTING RATES SHOWN ARE FOR BROADCAST APPLICATIONS. REDUCE THESE RATES BY 50% FOR SEED DRILLING.

**Ds2** **DISTURBED AREA STABILIZATION WITH TEMPORARY SEEDING**

- PLANTING SPECIFICATIONS:
1. INSTALLATION, SEED SELECTION, AND MAINTENANCE SHALL BE IN ACCORDANCE WITH THE GSWCC MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA.
  2. PERMANENT VEGETATION SHALL INCLUDE GROUND PREPARATION, LIMING, FERTILIZING, SEEDING, AND MULCHING.
  3. INTERIM EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL AT LEAST 70% OF THE EXPOSED SURFACE IS SUFFICIENTLY STABILIZED.
  4. PREPARE THE LAND FOR SEEDING BY APPLYING LIME AND FERTILIZER AND DISKING THE SURFACE TO A MAXIMUM DEPTH OF FOUR (4) INCHES. FINISHED SURFACE SHALL BE SMOOTH, UNIFORM, AND FREE OF DEBRIS SUCH AS TRASH, ROCKS, ROOTS, AND WEEDS.
  5. MULCH SHALL BE APPLIED UNIFORMLY WITHIN 24 HOURS OF SEEDING.
  6. REFER TO THE MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA FOR ADDITIONAL PLANTING SPECIFICATIONS AND ALTERNATIVE VEGETATIVE COVER SUCH AS TREES AND SHRUBS.

SPECIES	PLANTING RATES PER ACRE*	TYPICAL PLANTING MONTHS											
		J	F	M	A	M	J	J	A	S	O	N	D
BAHIA	60 LBS	X	X	X	X	X	X	X	X	X	X	X	X
BERMUDA (HULLED)	10 LBS	X	X	X	X	X							
BERMUDA (UNHULLED)	10 LBS	X	X							X	X	X	
TALL FESCUE	50 LBS			X	X					X	X	X	
WEEPING LOVEGRASS	4 LBS			X	X	X	X						
SERICEA LESPEDEZA	60 LBS	X	X	X	X	X							

\* PLANTING RATES SHOWN ARE FOR BROADCAST APPLICATIONS. REDUCE THESE RATES BY 50% FOR SEED DRILLING.

- LIME AND FERTILIZER APPLICATION:
1. GRADED AREAS REQUIRE LIME APPLICATION.
  2. AGRICULTURAL LIME SHALL BE APPLIED AT A RATE OF ONE (1) TO TWO (2) TONS PER ACRE UNLESS SOIL TESTS SUGGEST OTHERWISE. REPEAT APPLICATION EVERY FIVE (5) YEARS OR AS NEEDED.

TYPE OF SPECIES	PLANTING YEAR	RECOMMENDED N-P-K	FERTILIZER RATE PER ACRE
COOL SEASON GRASSES	1	6-12-12	1500 LBS
	2	6-12-12	1000 LBS
	MAINTENANCE	10-10-10	400 LBS
COOL SEASON GRASSES AND LEGUMES	1	6-12-12	1500 LBS
	2	0-12-12	1000 LBS
	MAINTENANCE	0-10-10	400 LBS
WARM SEASON GRASSES	1	6-12-12	1500 LBS
	2	6-12-12	800 LBS
	MAINTENANCE	10-10-10	400 LBS
WARM SEASON GRASSES AND LEGUMES	1	6-12-12	1500 LBS
	2	0-10-10	1000 LBS
	MAINTENANCE	0-10-10	400 LBS

\* PERMANENT SEEDING MAY BE SUBSTITUTED WITH SODDING (Ds4) AT THE DISCRETION OF THE PROPERTY OWNER AND LOCAL INSPECTOR.

**Ds3** **DISTURBED AREA STABILIZATION WITH PERMANENT SEEDING**

**Ds4**

**MATERIALS**

- Sod selected should be certified. Sod grown in the general area of the project is desirable.
- Sod should be machine cut and contain 3/4" (+ or - 1/4") of soil, not including shoots or thatch.
- Sod should be cut to the desired size within ±5%. Torn or uneven pads should be rejected.
- Sod should be cut and installed within 36 hours of digging.
- Avoid planting when subject to frost heave or hot weather, if irrigation is not available.
- The sod type should be shown on the plans or installed according to Table 2. See page 60 for your Resource Area.

Table 2. Sod Planting Requirements

Grass	Varieties	Resource Area	Growing Season
Bermudagrass	Common Tifway Tifgreen Tifawn	M-L, P.C. P.C. P.C.	Warm weather
Bahiagrass	Pensacola	P.C.	Warm weather
Centipede	—	P.C.	Warm weather
St. Augustine	Common Bitterblue Raleigh	C	Warm weather
Zoysia	Emerald Myer	P.C.	Warm weather
Tall Fescue	Kentucky 31	M-L, P	Cool weather

**MAINTENANCE**

- Re-sod areas where an adequate stand of sod is not obtained.
- New sod should be mowed sparingly. Grass height should not be cut less than 2"-3" or as specified.
- Apply one ton of agricultural lime as indicated

- Bring soil surface to final grade. Clear surface of trash, woody debris, stones and clods larger than 1". Apply sod to soil surfaces only and not frozen surfaces, or gravel type soils.

- Topsoil properly applied will help guarantee a stand. Don't use topsoil recently treated with herbicides or soil sterilants.
- Mix fertilizer into soil surface. Fertilize based on soil tests or at a rate of 1-2 tons/acre.
- Lay sod with tight joints and in straight lines. Don't overlap joints. Stagger joints and do not stretch sod.

Table 1. Fertilizer Requirements for Soil Surface Application

Fertilizer Type (lbs./acre)	Fertilizer Rate (lbs./sq.ft.)	Fertilizer Rate	Season
10-10-10	1000	.025	Fall

- On slopes steeper than 3:1, sod should be anchored with pins or other approved methods.
- Installed sod should be rolled or tamped to provide good contact between sod and soil.
- Irrigate sod and soil to a depth of 4" immediately after installation.
- Sod should not be cut or spread in extremely wet or dry weather.
- Irrigation should be used to supplement rainfall for a minimum of 2-3 weeks.
- Fertilize grasses in accordance with soil tests or Table 3.

Table 3. Fertilizer Requirements for Sod

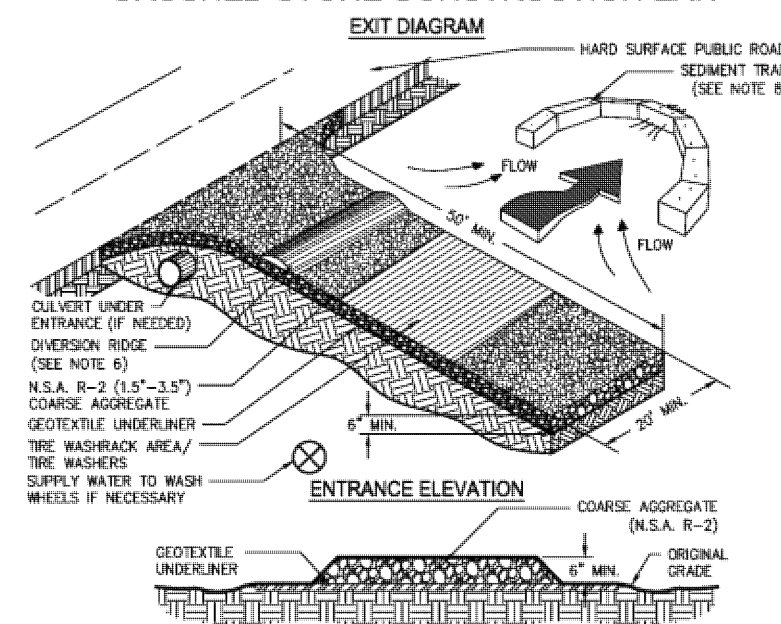
Types of Species	Planting Year	Fertilizer (N-P-K)	Rate (lbs./acre)	Nitrogen Top Dressing Rate (lbs./acre)
Cool season grasses	First	6-12-12	1500	50-100
	Second	6-12-12	1000	—
	Maintenance	10-10-10	400	30
Warm season	First	6-12-12	1500	50-100
	Second	6-12-12	800	—
	Maintenance	10-10-10	400	30

**MAINTENANCE**

The exit shall be maintained in a condition which will prevent tracking or flow of mud onto public rights-of-way. This may require periodic top dressing with 1.5-3.5 inch stone, as conditions demand, and repair and/or cleanup of any structures to trap sediment. All materials spilled,

dropped, washed, or tracked from vehicles or site onto roadways or into storm drains must be removed immediately.

**CRUSHED STONE CONSTRUCTION EXIT**



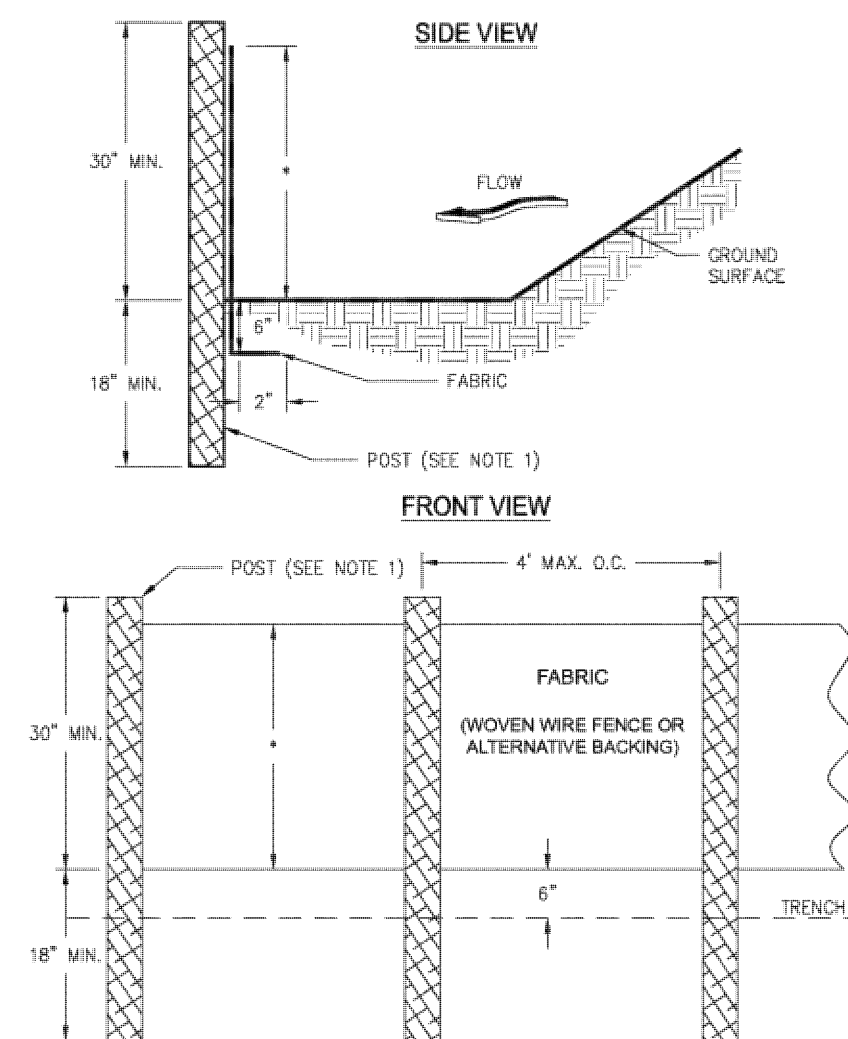
- NOTES:
1. AVOID LOCATING ON STEEP SLOPES OR AT CURVES ON PUBLIC ROADS.
  2. REMOVE ALL VEGETATION AND OTHER UNSUITABLE MATERIAL FROM THE FOUNDATION AREA, GRADE, AND CROWN FOR POSITIVE DRAINAGE.
  3. AGGREGATE SIZE SHALL BE IN ACCORDANCE WITH NATIONAL STONE ASSOCIATION R-2 (1.5"-3.5" STONE).
  4. GRAVEL PAD SHALL HAVE A MINIMUM THICKNESS OF 6".
  5. PAD WIDTH SHALL BE EQUAL FULL WIDTH AT ALL POINTS OF VEHICULAR EGRESS, BUT NO LESS THAN 20'.
  6. A DIVERSION RIDGE SHOULD BE CONSTRUCTED WHEN GRADE TOWARD PAVED AREA IS GREATER THAN 2%.
  7. INSTALL PIPE UNDER THE ENTRANCE IF NEEDED TO MAINTAIN DRAINAGE DITCHES.
  8. WHEN WASHING IS REQUIRED, IT SHOULD BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN (DRAIN ALL SURFACE RUNOFF AND DRAINAGE FROM THE ENTRANCE TO A SEDIMENT CONTROL DEVICE).
  9. WASHRACKS AND/OR TIRE WASHERS MAY BE REQUIRED DEPENDING ON SCALE AND CIRCUMSTANCE. IF NECESSARY, WASHRACK DESIGN MAY CONSIST OF ANY MATERIAL SUITABLE FOR TRUCK TRAFFIC THAT REMOVES MUD AND DIRT.
  10. MAINTAIN AREA IN A WAY THAT PREVENTS TRACKING AND/OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAYS. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.

Figure 6-14.1

GSWCC (Amended - 2013)

6-142

**SILT FENCE Sd1-S (TYPE C)**



- NOTES:
1. USE STEEL OR WOOD POSTS OR AS SPECIFIED BY THE EROSION, SEDIMENTATION, AND POLLUTION CONTROL PLAN.
  2. HEIGHT (\*) IS TO BE SHOWN ON THE EROSION, SEDIMENTATION, AND POLLUTION CONTROL PLAN.

Figure 6-27.2

GSWCC 2016 Edition

6-142

**BMP Detail Series**

**STRAW BALES DETAIL**

**NOTE**

1. STAKES SHALL BE WOOD AND SHALL BE 2" x 2" NOMINAL.
2. EROSION BALES SHALL BE 18" x 18" x 36".
3. EROSION BALES SHALL BE ENTRENCHED 4 IN. MINIMUM INTO THE SOIL, TIGHTLY ABUTTED WITH NO CAPS, STAKED, AND BACKFILLED AROUND THE ENTIRE OUTSIDE PERIMETER.

**Step 1: excavate the trench**

**Step 2: Place and stake the erosion bales**

Flow

Wood stake (TYP.)

Twine or wire

4" min.

12" min.

Erosion bale trenching and staking

Flow

Wood stake (TYP.)

Wedge loose certified weed free straw between erosion bales

Twine or wire

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PAGE 3 OF 4

NOTES & DETAILS FOR:

**461 PROCTOR AVENUE**  
TAX PARCEL #18-047-23-006

**ALPHA LAND SERVICES**

P.O. BOX 1651  
LOGANVILLE, GA. 30052  
CONTACT: ROBERT RICHARDSON  
OFF: 770.696.4054 EMAIL: ROBERT@ALPHASURVEYOR.COM

REVISION:

REF. PLAT: PB. P.

LAND LOT: 47

DISTRICT: 18TH

DEKALB COUNTY

GEORGIA

FIELD DATE: 12/24/24

PLAT DATE: 09/24/25

LOT: 16/17 BLOCK:

SUB: MEADOW BROOK

AREA = 0.094 ACRES

JOB No. 25475S2

**GSWCC** GEORGIA SOIL AND WATER CONSERVATION COMMISSION

ROBERT W. RICHARDSON

LEVEL II CERTIFIED DESIGN PROFESSIONAL

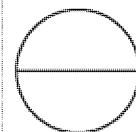
CERTIFICATION NUMBER 0000089322

ISSUED: 10/11/2019 EXPIRES: 10/11/2024

09/24/25

SIGNATURE DATE





ACTIVITY	SCHEDULE
<ul style="list-style-type: none"> <li>– REPLACE GRAVEL AND TOPSOIL (WHEN CLOGGED)</li> </ul>	AS NEEDED
<ul style="list-style-type: none"> <li>– CLEAR INLETS OF DEBRIS, INCLUDING SEDIMENT AND OIL/GREASE</li> <li>– STABILIZE THE SURROUND AREA.</li> <li>– MOW GRASS AND REMOVE GRASS CLIPPINGS FROM FILTER STRIP AREAS, IF APPLICABLE</li> <li>– REPAIR UNDERCUT AND ERODED AREAS AT INFLOW/OUTFLOW STRUCTURES.</li> </ul>	MONTHLY
<ul style="list-style-type: none"> <li>– INSPECT PRETREATMENT DEVICES AND DIVERSION STRUCTURES FOR DEBRIS ACCUMULATION AND STRUCTURAL INTEGRITY; TAKE CORRECTIVE ACTION AS NEEDED.</li> </ul>	SEMIANNUALLY
<ul style="list-style-type: none"> <li>– AERATE PRETREATMENT BASIN BOTTOM OR DE–THATCH BASIN BOTTOM, IF APPLICABLE.</li> </ul>	ANNUALLY
<ul style="list-style-type: none"> <li>– SCRAPE PRETREATMENT BASIN BOTTOM TO REMOVE ACCUMULATED SEDIMENT AND RE–SEED GROUND COVER, IF APPLICABLE.</li> </ul>	EVERY 5 YEARS
<ul style="list-style-type: none"> <li>– TOTALLY REHABILITATE THE TRENCH AND RESTORE ITS DESIGN STORAGE CAPACITY.</li> <li>– EXCAVATE TRENCH WALLS TO EXPOSE CLEAN SOIL IF APPLICABLE.</li> </ul>	UPON FAILURE

A cross-sectional diagram of a 'Pop-Top' emitter. It shows a rectangular structure with a top layer of '2' FILL' (indicated by diagonal hatching) and a bottom layer of gravel. A vertical pipe is shown on the right side, labeled 'PIPE' and 'FLOW FROM DOWN SPOUTS'. A 'POP-TOP' EMITTER TO ALLOW FOR OVERFLOW' is indicated by a line pointing to the top of the structure.

GRAVEL TRENCH : N.T.S.

A circular professional seal for Robert W. Richardson, a Registered Professional Engineer in the State of Georgia. The seal features the text "GEORGIA" at the top, "REGISTERED" and "PROFESSIONAL" in the upper center, "No. 3419" in the center, and "ENGINEER" and "AND SURVEYOR" in the lower center. The name "ROBERT W. RICHARDSON" is written along the bottom inner edge, flanked by two small stars.

REF. PLAT: PB. \_\_\_\_\_ P. \_\_\_\_\_

LAND LOT: 47	LOT: 16/17 BLOCK:
DISTRICT: 18TH	SUB: MEADOW BROOK
DEKALB COUNTY	
GEORGIA	
FIELD DATE: 12/24/24	AREA = 0.094 ACRES
PLAT DATE: 09/24/25	JOB No. 25475S3