

**DEPARTMENT OF PLANNING & SUSTAINABILITY**

Chief Executive Officer  
Michael Thurmond

Director  
Andrew A. Baker, AICP

**Special Administrative Permit**

**Sec. 27-747. Commercial recreation and entertainment.** The following shall apply to commercial recreation and entertainment uses:

(a) Art shows, carnival rides and special events of community interest. Art shows, carnival rides and similar events of community interest may be approved by the Director of Public Works by special administrative permit, subject to the following requirements in NS, C-1, C-2, M and M-2 districts:

- (1) For a time period not exceeding fourteen (14) days;
- (2) The activity shall be conducted at least one hundred (100) feet from any residential district;
- (3) No living accommodations on-site;
- (4) Employees shall be uniformed and identified;
- (5) Security or off-duty police officers on-site during operating hours;
- (6) Portable toilets provided;
- (7) Site plan to determine compliance with all zoning ordinance requirements.
- (8) Compliance with National Electrical Code: Article 525.

**Fees:** All events covered by Sec. 27-747 are subject to a Special Administrative Permit Fee of \$300 and a Technology Fee of \$20. Events may be subject to an additional \$225 Building Permit Fee and \$200 Life Safety Review and Inspection Fee as dictated by the scope of the event

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I have read the above ordinance and requirements and affirm that the proposed

\_\_\_\_\_ located at \_\_\_\_\_  
(Activity/event) (Activity/event location address)

will comply with all requirements of this ordinance.

Name (printed) \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

District \_\_\_\_\_ Land Lot \_\_\_\_\_ Block \_\_\_\_\_ Parcel \_\_\_\_\_ Zoning District \_\_\_\_\_

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Permit Time Period: \_\_\_\_\_ to \_\_\_\_\_  
Approved/Denied \_\_\_\_\_ Date \_\_\_\_\_

**Special Administrative Permit**

**Sec. 27-768. - Places of worship, convents; monasteries; temporary religious meetings; general requirements.**

The following subsections shall apply to places of worship, convents and monasteries and their related uses, as defined within this Code:

- (a) When located in a residential district, any building or structure established in connection with places of worship, monasteries or convents shall be located at least seventy-five (75) feet from any property line, except where the adjoining property is zoned for nonresidential use, the setback for any building or structure shall be no less than twenty (20) feet for a side-yard and no less than thirty (30) feet for a rear-yard.
  - (b) When located in a residential district, the required setback from any property line that adjoins a street right-of-way shall be the front-yard setback for the applicable residential district.
  - (c) When located in a residential district, the parking areas and driveways for any such uses shall be located at least twenty (20) feet from the boundaries of any property line, with a visual screen, e.g., a six-foot fence or sufficient vegetation established within that area.
  - (d) Places of worship, convents and monasteries in residential districts shall be located on a minimum lot area of three (3) acres and shall have frontage of at least one hundred (100) feet along a public street.
  - (e) Places of worship, convents and monasteries in residential districts shall be located only on a major or minor thoroughfare.
  - (f) The establishment of sites and tents for temporary religious meetings requires the grant of a special administrative permit by the director of planning. Such tents or sites for any specific location may not be used for a cumulative period of more than fourteen (14) days during any calendar year.
  - (g) Any uses, buildings or structures operated by a place of worship that are not specifically included within the definition of place of worship must fully comply with the applicable zoning district regulations, including, but not limited to, any requirement for a special land use permit.
  - (h) Any use, building or structure operated by a place of worship that is included within the definition of a place of worship must comply with the applicable supplemental regulations found in sections 27-731 through 27-792
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**Special Administrative Permit**

**Sec. 27-768. - Places of worship, convents; monasteries; temporary religious meetings; general requirements.** The following subsections shall apply to places of worship, convents and monasteries and their related uses, as defined within this Code:

- (i) Any place of worship, convent or monastery located on a street other than a major or minor thoroughfare shall be a legal non-conforming use if constructed pursuant to a development permit issued between July 30, 1970 and April 13, 1999.
- (j) Subsections (d) and (e), above, shall only apply to places of worship, convents and monasteries developed or established after July 29, 1970.

**Fees:** All events covered by Sec. 27-768 are subject to a Special Administrative Permit Fee of \$300 and a Technology Fee of \$20. Events may be subject to an additional \$225 Building Permit Fee and \$200 Life Safety Review and Inspection Fee as dictated by the scope of the event

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I have read the above ordinance and requirements and affirm that the proposed  
\_\_\_\_\_ located at \_\_\_\_\_  
(Activity/event) (Activity/event location address)

will comply with all requirements of this ordinance.

Name (printed) \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

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District \_\_\_\_\_ Land Lot \_\_\_\_\_ Block \_\_\_\_\_ Parcel \_\_\_\_\_ Zoning District \_\_\_\_\_

Permit Time Period: \_\_\_\_\_ to \_\_\_\_\_

Approved/Denied \_\_\_\_\_ Date \_\_\_\_\_

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DEPARTMENT OF PLANNING & SUSTAINABILITY

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**Special Administrative Permit**

**Sec. 27-768. - Places of worship, convents; monasteries; temporary religious meetings; general requirements.** The following subsections shall apply to places of worship, convents and monasteries and their related uses, as defined within this Code:

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**REQUIRED ITEMS for TENTS, CANOPIES & OTHER MEMBRANE STRUCTURES  
PLAN SUBMITTAL for FIRE MARSHAL REVIEW**

To facilitate review and approval:

- Plans must bear seal of currently GEORGIA licensed Architect and/or Engineer (See OCG 43-4-14 or 43-15-24 for additional information).
- Plans must be collated to standard architectural scale (preferably 1/8" = 1' or Larger), on MINIMUM 17"x 22" (Engineering or ANSI-C Size) sheets of paper.
- There must be two (2) sets of architectural plans which consist of architectural, mechanical, Site, plumbing and electrical drawings. Fire protection systems require separate permitting by submittal of three (3) complete sets of plans.
- Plans shall be accompanied by one copy of specifications.
- Contractors for project must be currently GEORGIA licensed (low-voltage or fire Suppression hood, sprinkler) and must submit individual fire alarm or fire suppression system designs for review.
- The plans shall indicate ALL CODES and STANDARDS used in design. (Ex: "This facility was designed in accordance with 2012 NFPA 101- Life Safety Code"; or "This facility was designed in accordance with 2012 International Fire Code include those found in 120-3-3 effective 1/31/2014, 120-3-20 effective 2012 and DeKalb County Ordinance 4/2005.
- Codes currently enforced by DeKalb County Fire Marshal's Office:
  - NFPA 101, Life Safety Code, 2012 Edition\*
- The plan shall include manufacturer's installation instructions for Equipment, including equipment descriptions, applications, and Limitations of listing.

When applicable, the following items that pertain to the facility design **MUST BE SHOWN** on the drawings (see 2012 NFPA 101:11.11 and 2012 NFPA 102):

\_\_\_1) Name of owner and/or occupant

\_\_\_2) Location, including proper street address (is membrane connected to building and if applicable show building cross section (drawing of outside of building) with elevation(s) related to Grade.)

\_\_\_3) Dimension of membrane (Size and height including square footage including type seating and seating arrangements)

\_\_\_4) Site plan showing relative elevations and illustrating driveways, fire department access roads, Parking, handicap parking, proximity of structure to other structures, distance of structure

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From other structures, walkways, ramps, stairs, fences, passenger loading zones, location of Electric transformer pads, heat and air conditioning units outside of the facility.

\_\_\_5) Construction Type, with specified reference to EITHER 2012 IBC or 2012 NFPA 220 (as Modified on GAC 120-3-20, NFPA 101 Table 8.2.1.1). Note construction materials and Components of the structure on the plans (flame spread/flammability and describe what the membrane secured with IE. Pegs/whether membrane is Open Air)

\_\_\_6) Occupancy Type

\_\_\_7) Occupant Load with calculations

\_\_\_8) Capacity (as identified by the authorities having jurisdiction, such as the DeKalb County School Board).

\_\_\_9) Label membrane use

\_\_\_10) Location and size of ALL exits, exit widths, sill height (provide details for clarity). Include class/rating with UL listing.

Indicate length and travel distances to exits.

\_\_\_11) Locations of ALL exit signs.

\_\_\_12) Locations of all emergency lighting.

\_\_\_13) Locations of fire extinguishers (Note size, type and rating).

\_\_\_14) Indicate location of any powered industrial material handling equipment (Ex: LP Gas or Electric powered forklift trucks, inside or outside)

\_\_\_15) Location of fire protection devices (Ex: kitchen hood suppression or portable fire extinguishers. System design must be done and submitted by currently GEORGIA licensed fire Suppression or sprinkler contractor.

\_\_\_16) Duration of Temporary Structure

\_\_\_17) Location and size of ALL doors, door widths, corridors, and windows with sill height (Provide details for clarity). Include class/rating for doors and windows, with UL listing.

Indicate door swings, length of halls and corridors, and travel distances to exits.

\_\_\_18) Location of fire alarm components to include pull stations, horn/strobe

Units and fire alarm control panel, battery calculations and strobe intensity levels. Fire Alarm Plans MUST be submitted by GEORGIA licensed low-voltage contractor.

\_\_\_19) Location and power sources for ALL smoke detectors.

\_\_\_20) Location of furnaces and water heaters. If unit is in attic/penthouse, note the location. Note

BTU input rating of hot water heaters, and note CFM and BTU of furnace.

\_\_\_21) Location and type of stove (residential or commercial appliance).

\_\_\_22) Location ALL stairs (inside and outside), ramps, and slope of ramps (Ex: 1:12)

\_\_\_23) Location and size of laundry room (number, type residential or commercial appliance).

\_\_\_24) Note location of storage room, with type/commodity and height of contents. For high-piled

Combustible storage, plans MUST contain ALL information required in IFC Chap. 23 (2301.3 Construction Documents).