CITY OF STATESBORO, GEORGIA

CITY HALL COUNCIL CHAMBERS



CITY COUNCIL MEETING & PUBLIC HEARING AGENDA

### August 19, 2014 5:15 pm

- 1. Call to Order by Mayor Jan Moore
- 2. Invocation and Pledge of Allegiance by Councilman John Riggs
- 3. Recognitions/Public Presentations
- 4. Public Comments (Agenda Item):
- 5. Consideration of a Motion to approve the Consent Agenda
  - A) Approval of Minutes
    - a) 08-05-2014 Council Minutes
    - b) 08-05-2014 Executive Session Minutes
    - c) 08-05-2014 Council Work Session Minutes
- 6. Public Hearing and Consideration of a Motion to approve <u>APPLICATION #V 14-07-01</u>: Out Parcel Holdings, LLC requests a variance from Section 1509 regarding sign height and structure of freestanding signage in District 3 for property located at 1607 Chandler Road
- Public Hearing and Consideration of a Motion to approve <u>APPLICATION # V 14-07-03</u>: Hendley Properties requests a variance from Section 1509 regarding sign setback in sign District 1 for property located at East Grady Street and South Mulberry Street (Tax Parcel #S29000009000).
- Public Hearing and Consideration of a Motion to approve <u>APPLICATION #SE 14-06-03</u>: Mose Mobley III requests a special exception to allow a small hair salon in the R6 (Single Family Residential District) on property located at 12 Carver Street (Tax Parcel # S09000017000 & S09000016000)
- 9. Consideration of a Motion to award a construction contract for upgrades to the Fleet Maintenance Facility in the amount of \$373,000 to Tippins-Polk Construction.
- 10. Consideration of a Motion to approve a Professional Engineering Services Contract to Hussey, Gay, Bell & DeYoung, Inc. in the amount not to exceed \$52,050.00 for the design, survey, wetland consulting services, permitting and bidding/construction services for the S&S Railroad Bed Sewer Extension. Funding will be from 2013 SPLOST proceeds.
- 11. Other Business from City Council
- 12. City Managers Comments
- 13. Public Comments (General)
- 14. Consideration of a Motion to Adjourn



A regular meeting of the Statesboro City Council was held on August 05, 2013 at 9:00 a.m. in the Council Chambers at City Hall. Present were Mayor Jan J. Moore, Council Members: Will Britt, Phil Boyum, John Riggs, Gary Lewis and Travis Chance. Also present were Interim City Manager Robert Cheshire, City Clerk Sue Starling, City Attorney Alvin Leaphart, Interim City Engineer Jason Boyles and Director of Community Development Mandi Cody.

The meeting was called to order by Mayor Jan Moore

The Invocation and Pledge of Allegiance was led by Councilman Phil Boyum

#### **Recognitions/Public Presentations**

**Recognition of Police Department employee Terri Frost for 30 years of service and Steven Gravley for 15 years of service** 

Major Scott Brunson recognized Terri Frost and Steve Gravely for their years of service as Mayor Moore presented them with a plaque.

# **Recognition of the Finance Department for Receiving a Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ending June 30, 2013**

Mayor Moore presented a plaque to the Finance Department for receiving the Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ending June 30, 2013.

#### Public Comments (Agenda Item): None

# **Consideration of a Motion to approve the Consent Agenda A) Approval of Minutes**

a) 07-15-2014 Council Minutes b) 07-15-2014 Executive Session Minutes

- B) Consideration of a Motion to approve <u>Resolution 2014-26</u>: A Resolution approving the uncollected personal property tax bill list for 2013.
- C) Consideration of a Motion to approve Special Event Permit a) Georgia Southern University-Beer Tasting Benefit

Councilman Riggs made a motion, seconded by Mayor Pro Tem Will Britt to approve the consent agenda in its entirety. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

# Consideration of a motion to approve the Police Department to trade-in their current primary duty weapons Glock 21 handguns and purchase new Glock 21 handguns for all Officers. The cost after trade in is \$6,214 and funding is SPLOST2007 dollars (PD-20).

Councilman Chance made a motion, seconded by Councilman Lewis to approve the Police Department to trade-in their current primary duty weapons Glock 21 handguns and purchase new Glock 21 handguns for all Officers. The cost after trade in is \$6,214 and funding is SPLOST2007 dollars (PD-20). Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

#### Consideration of a Motion to call a Public Hearing for August 28, 2014 at 4:00 p.m. in the Council Chambers at City Hall on the proposed 2014 Calendar Year Ad Valorem (Property) Tax Millage Rate for the City of Statesboro.

Councilman Riggs made a motion, seconded by Mayor Pro Tem Will Britt to set a Public Hearing for August 19, 2014 at 6:30 p.m. in the Council Chambers at City Hall on the proposed 2014 Calendar Year Ad Valorem (Property) Tax Millage Rate for the City of Statesboro. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

#### Consideration of a Motion to Approve Award of Contract to Jerry D. Rushing Construction Co., Inc. in the amount of \$125,700.77 for construction of sidewalk located along Lester Road, from Northside Drive to East Main Street.

Councilman Boyum made a motion, seconded by Mayor Pro Tem Will Britt to award a contract to Jerry D. Rushing Construction Co., Inc. in the amount of \$125,700.77 for construction of sidewalk located along Lester Road, from Northside Drive to East Main Street. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

#### Consideration of a Motion to approve the award of a Contract to Tyson Utilities Construction, Inc. in the amount of \$2,804,751.68 for the installation of Utility Infrastructure for Phase 2, I-16/U.S. 301

Councilman Boyum made a motion, seconded by Mayor Pro Tem Will Britt to award a contract to Tyson Utilities Construction, Inc. in the amount of \$2,804,751.68 for the installation of Utility Infrastructure for Phase 2, I-16/U.S. 301. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

# Consideration of a Motion to add approximately 3,500 ft. of 12" water main and appurtenances to the current contract with Y-Delta.

Councilman made a motion, seconded by Mayor Pro Tem Will Britt to add approximately 3,500 ft. of 12" water main and appurtenances to the current contract with Y-Delta. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

Consideration of a Motion to approve <u>Resolution 2014-27</u>: A Resolution adopting and extending a temporary six month moratorium on the acceptance, issuance, and processing of alcohol license applications for locations where a previously licensed premises was adjudicated a public nuisance by a court of competent jurisdiction.

City Attorney Alvin Leaphart amended <u>Resolution 2014-27</u>. The amended copy would replace the one that was included in the current Council Packet. Councilman Boyum made a motion to include the amendments, seconded by Mayor Pro Tem Will Britt to approve <u>Resolution 2014-27</u>: A Resolution adopting and extending a temporary six month moratorium on the acceptance, issuance, and processing of alcohol license applications for locations where a previously licensed premises was adjudicated a public nuisance by a court of competent jurisdiction. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

#### **Other Business from City Council**

Mayor Pro Tem Will Britt inquired about the fire in Jesup. No one had information to share. Mayor Moore gave an update on the investigation by Tom Peterson. She stated he was in the process of concluding interviews and would need time to go thru the information. It would likely be at least 30 days before his reports would be complete. Mayor Moore also stated when the process is final and the transcribed tapes are complete; all information would be subject to the open records act except for Mr. Peterson's personal notes.

#### **City Manager's Report**

- A) Fit by '15 Health and Wellness Challenge Update
- B) Update of the payment to the Coastal Regional Commission in the amount of \$28,422.00.

Human Resource Director Jeff Grant updated Council on the Fit by '15. He also presented Mayor Pro Tem Will Britt with a trophy and gift card for the most steps taken by a Council member. Mr. Grant also mentioned the perks cards for City employees were being distributed.

Interim City Manager Robert Cheshire informed Council of the payment to CRC which is based on the City's population.

Mr. Cheshire also updated Council on the reimbursement from GEMA and FEMA for the severe weather clean up from last year. He also mentioned there were some streets being resurfaced around town as they were trying to complete them before the college students returned.

City Clerk Sue Starling gave notification to Council of the issuance of an alcohol license to Southern Boys BBQ and also processing the alcohol application for R.J.'s Steakery.

Finance Director Cindy West updated Council on a report called "Budget in the Brief" which will be included in the utility bills.

#### Public Comments (General) None

# Consideration of a Motion to enter into Executive Session to discuss "Potential Litigation" and "Real Estate" in accordance with O.C.G.A.§50-14-3 (2012)

At 10:00 am, Councilman Chance made a motion to include a 10 minute break, seconded by Councilman Riggs to enter into Executive Session to discuss "Potential Litigation" and "Real Estate" in accordance with **O.C.G.A.§50-14-3** (2012).Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

At 11:00 am Mayor Moore asked for a motion to come out of executive session with no action taken and call the regular session back to order. Councilman Chance made a motion, seconded by Mayor Pro Tem Will Britt to come out of Executive Session. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

#### **Consideration of a Motion to Adjourn**

Mayor Pro Tem Will Britt made a motion, seconded by Councilman Chance to adjourn. Councilman Britt, Boyum, Riggs, Lewis and Chance voted in favor of the motion. The motion carried by a 5-0 vote.

The meeting was adjourned at 11:01 am.



A work session of the Statesboro City Council was held on August 05, 2014 at 11:02 a.m. in the Council Chambers at City Hall. Present were Mayor Jan Moore; Council Members: Will Britt, Phil Boyum, John Riggs and Gary Lewis. Also present was City Clerk Sue Starling, City Attorney Alvin Leaphart. Councilman Travis Chance was absent.

Mayor Pro Tem Will Britt left the meeting at 11:20 am.

Also present were department heads, business owners as well as the news media.

The meeting was called to order by Mayor Jan Moore. The following topic was discussed.

1. Discussion of the proposed changes to Chapter 6 (Alcohol Ordinance) for the Code of Ordinances of the City of Statesboro

City Attorney Alvin Leaphart reviewed some of the amendments that were suggested at the last work session such as the 50/50 report, Sunday sales, emergency issues, food service permits and the closing hours for Holidays.

Business owners opened the discussion with viewpoints regarding the pricing of drinks, closing hours, taxi services, and employees mingling with customers while on duty.

There was also some mention of an Alcohol Advisory Board.

DSDA Director Allen Muldrew asked Council to look at the possibility of having an open container policy for the downtown area during special events.

The meeting was adjourned at 12:20 p.m.



### City of Statesboro – Department of Planning & Development DEVELOPMENT SERVICES REPORT

REQUEST FOR VARIANCES V 14-07-01 1607 Chandler Road			
LOCATION:	1607 Chandler Road	V 14-07-01, Parcel # MS61000053 000 Location Map 1605 Chandler Rd	
REQUEST:	Variance from Section 1509 regarding sign height and structure of freestanding signage in District 3.	SIELET T	
APPLICANT:	Out Parcel Holdings, LLC		
LAND AREA:	1.33 acres		
PARCEL TAX MAP #s:	MS61000053000		
COUNCIL DISTRICT:	District 4 (Riggs)	City of StateBore Department of Planning and Development City of StateBore Department of Planning and Development City of StateBore Bearing City of StateBore Bore Bearing City of StateBore Bearing Cit	

#### BACKGROUND / PROPOSAL:

The subject site was the original location of the very first Zaxby's ever opened. Since, it has been the location of several different retail and food service establishments and in most recent years was turned into a private pay parking lot. Out Parcel Holdings, LLC purchased the lot and is currently in the process of constructing a Zaxby's restaurant at the 1607 Chandler Road location. The applicant seeks variances from sections 1502 and 1509 of the *Statesboro Zoning Ordinance* regarding signage. See Exhibit A & B.

#### SURROUNDING LAND USES/ZONING:

	ZONING:	LAND USE:
NORTH:	EXPT (Exempt from zoning provisions)	Owned by University Board of Regents
SOUTH:	EXPT (Exempt from zoning provisions)	Owned by University Board of Regents
EAST:	CR (Commercial Retail)	Various Commercial Uses.
WEST	EXPT (Exempt from zoning provisions)	Owned by University Board of Regents

Properties to the north, south, and west of the subject site are all owned by the University Board of Regents and are exempt from the City of Statesboro zoning provisions. The properties to the north-east and east are zoned CR (Commercial Retail) and include a mix of restaurants and retail sales sites. The subject site itself is a fast food restaurant and is considered a permissible use as a "food service facility".

#### COMPREHENSIVE PLAN:

The subject property lies within the "University District" character area as defined by the *Statesboro Comprehensive Plan.* This character area is anchored by Georgia Southern University. Academic and administrative buildings, residence halls and dorms, student activity centers, cafeterias, performing arts venues, and ancillary buildings are found in the campus core, which are all organized around an internal pedestrian circulation system. Development within the area, whether on campus or nearby, should focus heavily on pedestrian and bike accessibility, as well as transit. In addition to the GSU campus, there are residential areas primarily directed toward student housing and student-oriented commercial uses along the primary arteries, including restaurants/bars and nightclubs. A goal of this character area is to bridge the physical gap between downtown and the university. Suggested land uses of the University District character area includes:

- Neighborhood-scaled retail
- Services
- Mulit-Family
- Mixed use retail/office/residential buildings.

(Community Agenda, Pages 20-21)

#### TRANSPORTATION:

The project site takes vehicular and pedestrian access from Chandler Road.

No negative impact on transportation or transportation facilities are anticipated by the grant of the requests contemplated herein.

#### COMMUNITY FACILITIES (EXCEPT TRANSPORTATION):

The subject property is serviced by city utilities and served by the City's public safety and sanitation departments. There are no known issues related to the City's ability to provide services to this site should the requests herein be granted.

#### ENVIRONMENTAL:

There are no known environmental concerns regarding this property.

#### HISTORIC AND CULTURAL RESOURCES:

There are no known historical or cultural resources on or adjacent to the subject property that would be affected by the request.

#### ANALYSIS:

The Applicant is requesting the following variances:

- I. Variance from Section 1509 C Table 5: Sign District 3 Dimensional Standards of the *Statesboro Zoning Ordinance* regarding sign height for an individual establishment on an individual lot; and
- II. Variance from Section 1509 B Table 2 regarding sign structure within Sign District 3.

The subject site is located within Sign District 3 as identified by the *Statesboro Zoning Ordinance*. Article 1509 of the *Statesboro Zoning Ordinance* regulates signage by permissible sign type and maximum dimensional standards for all signs within the district. Table 2 regulates dimensional regulations for signs for "individual establishment on an individual lot". Subsection B of Section 1509 regulates sign type by district stating that "signs may be erected in those districts where the applicable sign type is allowed as identified in Table 2." See **Exhibit C** Subsection C, Table 5 permits only monument style signs with in Sign District 3 and states that stanchion (pole) type freestanding signs are prohibited in the district. See **Exhibit D**. The *Statesboro Zoning Ordinance* defines a monument sign to be "a freestanding sign which forms a solid structure from the ground to the top of the sign." Section 1501 (17). A

stanchion sign is defined as a "freestanding sign that is mounted on a pole or other vertical support such that the bottom of the sign face is elevated above ground level and there is no visual obstruction other than the vertical support between the ground and the bottom of the sign face." Section 1501 (31).

The property is zoned CR (Commercial Retail) and the applicant is currently in the site phase of beginning construction of a Zaxby's fast food restaurant. The property has two road frontages, Chandler Road and Georgia Avenue. The front of the restaurant will orient toward Chandler Road. The existing property entrance currently on Chandler Road will be used as the only ingress/egress for the restaurant. The rear of the building will face University Plaza located on Georgia Avenue. The applicant wishes to erect a 20' freestanding stanchion style sign to the right of the building front just passed the entrance. Section 1509, B Table 2 and C Table 5 require that such freestanding signage be monument in style and be limited to eight (8) feet in height. Surrounding commercial retail uses in the immediate vicinity on Chandler Road and the directly adjacent property located on Georgia Avenue currently have stanchion style signs ranging in height from 13' to 35'. See **Exhibit E** – Photos. The only monument style signs in this area are for high density residential uses. In District 2, where stanchion style signs are allowed, the maximum height for a "sign for an individual establishment on an individual lot" is 20' on a State or Federal road frontage or 8' on a Local road frontage. Section 1509, C Table 4. Chandler is classified as a local road.

The subject property is located on a curving road front leading to a highly congested signaled intersection containing a crosswalk at Chandler Road and Georgia Avenue. This intersection is the main walking route for students who live in student housing and surrounding high density residential areas. It is the entrance to the central heart of campus living containing student services such as the Food Commons, University Bookstore, Post Office, and the Russell Student Union. It is also the main entrance for commuting students containing large parking lots and drivable access to many areas of the campus. Allowing the requested variance would aid in making this already congested area a safer road way for all travelers by eliminating the added visual obstruction that would be created by a road side monument style sign that would be a solid structure from the ground up to 8 feet tall. Allowing a stanchion style sign, as requested, that is mounted on a pole or other vertical support such that the bottom of the sign face is elevated above ground level creating no visual obstruction other than the vertical support between the ground and the bottom of the sign face would by far be the safer type sign for this location.

It should be noted that discussion was held between the applicant and the City of Statesboro Development Team during a scheduled Right Start meeting regarding possible alternative signage arrangements. After a review of the site, and engineering's consideration of safety issues, it was determined that a stanchioned pole sign being at least 20 feet in height would be the safest sign type for this location due to sight hazards caused by monument style signs. Engineering also recommended that all freestanding style signage permitted for the subject site be located no closer than 10 feet from the curb to the closest edge of each sign. By ordinance the location is allowed double aggregate of the total sign square footage because it is located on a double road frontage lot, making the allowed total sign area 300 square feet. The sign application submitted, including the 20 foot high stanchioned pole sign and all other signage, is only 178.83 square feet, well under the allowed 300 square feet.

Section 1503 (G), as amended effective July 21, 2009, states that "no variances" shall be permitted from the terms of Article XV regarding Signs in the *Statesboro Zoning Ordinance*. It continues to state that "specifically, no variances under Article XVIII (regarding consideration and approval of variances) of this ordinance shall be applicable to the standards contained within this Article [XV]." However, Article XV regarding signs is part of the *Statesboro Zoning Ordinance* which provides for the award of variances by the City Council from the zoning regulations stating that "approval of a variance must be in the public interest, the spirit of the ordinance must be observed, public safety and welfare secured, and substantial justice done" and states that the Mayor and Council [should] consider if the following are true in its consideration of a variance request:

- 1. There are special conditions pertaining to the land or structure in question because of its size, shape, topography, or other physical characteristic and that condition is not common to other land or buildings in the general vicinity or in the same zoning district;
  - The subject property is located on a curve leading to a highly congested signal intersection and major walk crossing of Chandler Road and Georgia Avenue.
- 2. The special conditions and circumstances do not result from the actions of the applicant;
  - The curving structure of the road frontage, signaled intersection, and cross walk were not created by the applicant.
  - The high vehicular and pedestrian congestion are not conditions caused by this development.
- 3. The application of the ordinance to this particular piece of property would create an unnecessary hardship; and

- Application of the ordinance to this property would not cause a hardship to the applicant. However, application of the ordinance would create a line of sight safety hazard.
- 4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.
  - This request, if granted, does not substantially deter the public good or impair the purposes and intent of the zoning regulations.
  - o The subject site is surrounded by signs of a similar nature.

#### STAFF RECOMMENDATION:

Based on the factors of consideration given 1801 of the *Statesboro Zoning Ordinance*, as applied to this request and the adopted policies of the *Statesboro Comprehensive Plan*, Staff recommends the following:

Approval with conditions of V 14-07-01 granting a variance from Section 1509 C Table 5 regarding sign height and Section 1509 B, Table 2 regarding sign style to allow a stanchion style sign up to 20' in height at the subject site based on the following conditions:

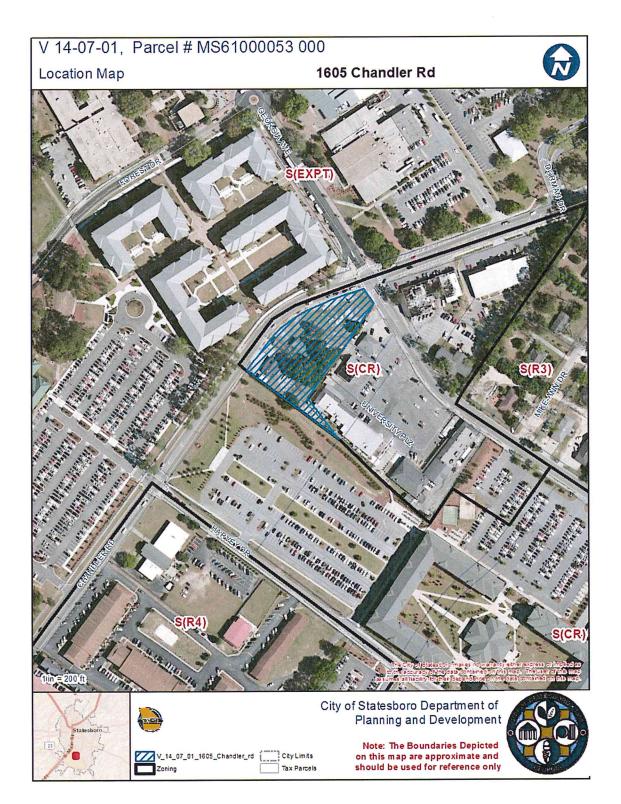
#### CONDITIONS

- Approval of this request is exclusive to the site plan submitted for consideration (Exhibit B). If any changes are made to the site plan, another variance will be required.
- All freestanding type signage must be located no closer than 10 feet from the curb to the closest edge of the sign, not the pole.

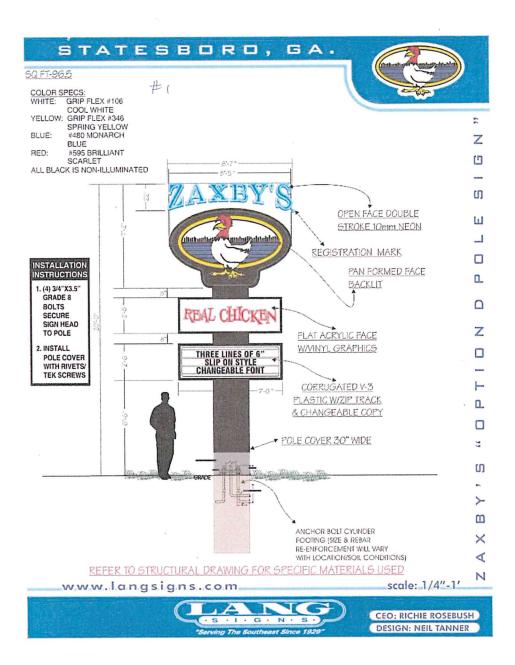
#### PLANNING COMMISSION RECOMMENDATION:

Due to the lack of a quorum at the regular scheduled Tuesday, August 12, 2014 Planning Commission meeting, no business was conducted.

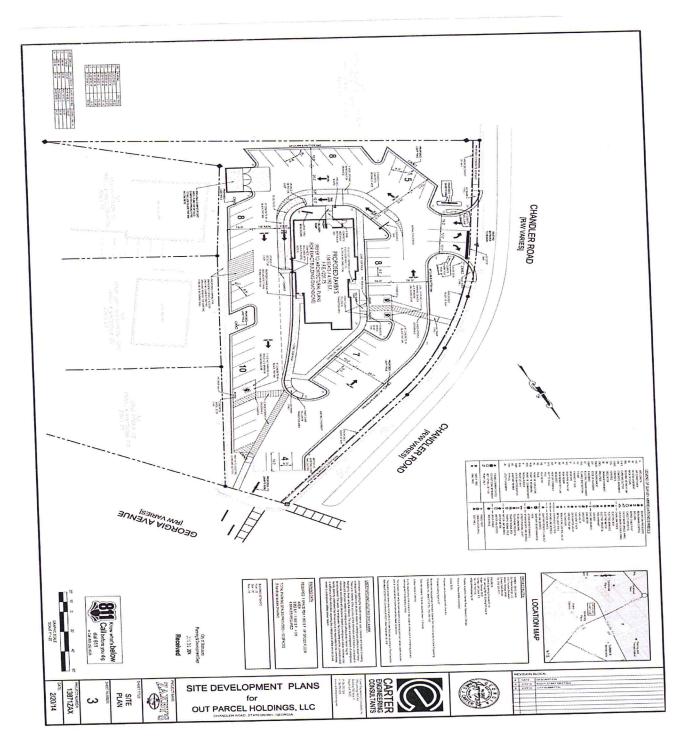
#### **EXHIBIT A: LOCATION MAP**



#### **EXHIBIT B: SIGN & SITE PLAN**



#### EXHIBIT B: SIGN & SITE PLAN CONT'D



#### EXHIBIT C: TABLE 2. PERMITTED SIGNS BY TYPE AND SIGN DISTRICT.

	SIGN DISTRICT 1				
	Residence on an individual lot	Residential development or subdivision		SIGN DISTRICTS 2 & 3	SIGN DISTRICT 4
FREESTANDING:					
Incidental	No permit needed	No permit needed	No permit needed	No permit needed	No permit needed
Billboard	Prohibited	Prohibited	Prohibited	Needs a permit in Area 2; Prohibited in Area 3	Prohibited
Monument	Prohibited	Needs a permit	Needs a permit	Needs a permit	Needs a permit
Stanchion	Prohibited	Prohibited	Prohibited	Needs a permit in Area 2; Prohibited in Area 3	Prohibited
Standard informational sign	No permit needed (Subject to provisions contained in Table 3)	Prohibited	Prohibited	Prohibited	Prohibited
BUILDING:					
Canopy	Prohibited	Prohibited	Prohibited	Needs a permit	Needs a permit
Incidental	Prohibited	No permit needed	No permit needed	Needs a permit	Needs a permit
Marquee	Prohibited	Prohibited	Prohibited	Needs a permit	Needs a permit
Projecting	Prohibited	Prohibited	Prohibited	Prohibited	Needs a permit
Roof*	Prohibited	Prohibited	Prohibited	Needs a permit*	Needs a permit*
Suspended	Prohibited	Prohibited	Prohibited	Prohibited	Needs a permit
Wall	Prohibited	Needs a permit	Needs a permit	Needs a permit	Needs a permit
Window	No permit needed	No permit needed	No permit needed	No permit needed	No permit needed

#### EXHIBIT C: TABLE 2. PERMITTED SIGNS BY TYPE AND SIGN DISTRICT. CONT'D

MISCELLANEOUS**:					
Banner	Prohibited	Needs a permit	Needs a permit	Needs a permit	Needs a permit
Flag***	No permit needed***	No permit needed***	No permit needed***		No permit needed***
Portable****	Prohibited	Prohibited	Prohibited		No permit needed****
Temporary	Prohibited	Needs a permit	Needs a permit	Needs a permit	Needs a permit

\*Roof signs, where permitted, shall be subject to the provisions of section 1508 (8).

\*\*Signs listed as "miscellaneous" within this Table do not form part of the "aggregate sign area" for a parcel as defined in section 1501, or Tables 3, 4, 5 and 6 as provided within this article.

\*\*\*Flags shall be subject to the provisions of section 1506(A).

\*\*\*\*Portable signs, where permitted, shall be subject to the provisions of section 1506(C).

#### EXHIBIT D: TABLE 5 SIGN DISTRICT 3 DIMENSIONAL STANDARDS.

SIGN DISTRICT 3 (As defined in subsection 1509[A.3])	SIGN FOR AN INDIVIDUAL ESTABLISHMENT ON AN INDIVIDUAL LOT	MAJOR SIGN FOR PLANNED COMMERCIAL OR INDUSTRIAL CENTER OR DEVELOPMENT	BUSINESS SIGN FOR AN INDIVIDUAL ESTABLISHMENT, SHOP, ETC., WITHIN A PLANNED COMMERCIAL OR INDUSTRIAL CENTER OR DEVELOPMENT	
AGGREGATE SIGN AREA*:				
1. Maximum Number of Total Square Feet (SF)	150 square feet including freestanding and building signs	Size is based upon the overall floor space of the center as follows: 0-50,000 sf = 100 sf > 50,000 sf = 150 sf	Not applicable	
FREESTANDING SIGNS**:				
2. Freestanding Sign Maximum Square Feet	60 square feet	Varies per overall floor space of the center (See "Aggregate Sign Area" herein)	Not applicable	
3. Maximum Height	8 feet	15 feet	Not applicable	
4. Setback Requirement	5 feet from property line	5 feet from property line	Not applicable	
5. Number of Signs Allowed	One sign structure per road frontage not to exceed the maximum allowable square footage & a total of two (2) such signs	One sign structure per road frontage not to exceed the maximum allowable square footage & a total of two (2) such signs	Not allowed	
BUILDING SIGNS:				
1. Maximum Number of TotalWall length of 100 feet or less: 50 square feet.Square FeetWall length of greater than 100 feet: 100 square feet.		60 square feet	The greater of 60 sf or 5% of wall areas, allotted to the individual establishment	
2. Maximum Height Building elevation		Building elevation	Building elevation	
3 Number of		One sign per common entrance	One per building elevation per tenant	

\*As provided in Section 1501 and Table 2 herein, "aggregate sign area" includes all freestanding or building signs regardless of whether or not a permit for a particular type of sign is required.

\*\*Limited to monument and standard informational signs. Billboards and stanchion signs prohibited as provided in Table 2 herein. \*\*\* Two (2) per building elevation where one (1) sign is in the form of a canopy/awning, and where the cumulative square footage of both does not exceed the "maximum number of total square feet" for building signs.

#### EXHIBIT E – PHOTOS



PHOTO 1: Subject Site from corner of Chandler Road and Georgia Ave.

PHOTO 2: Existing Entrance on Chandler Road



#### EXHIBIT E-PHOTOS CONT'D



PHOTO 3: Curving Road Frontage / Left side View of Existing Entrance.

PHOTO 4: Sign Location / Right side View of Existing Entrance



#### **EXHIBIT E-PHOTOS CONT'D**

#### PHOTO 5: Surrounding Stanchion Style Signage



Adjacent from Subject Site on Georgia Ave.



Corner of Chandler Rd. & Georgia Ave.



On Chandler Rd. down from Subject Site



On Chandler Rd. down from Subject Site

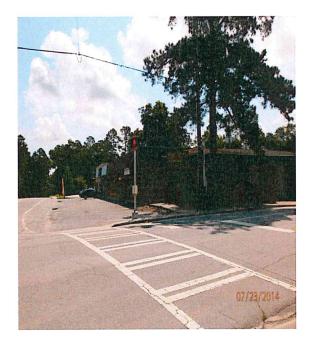
#### **EXHIBIT E-PHOTOS CONT'D**

PHOTO 6: Intersection & Crosswalks at Chandler Road & Georgia Ave.









DEVELOPMENT SERVICES REPORT Case # V 14-07-01 Staff Report Amended 08/13/2014



City of Statesboro – Department of Planning and Development DEVELOPMENT SERVICES REPORT

V 14-07-03 VARIANCE REQUEST East Grady Street & South Mulberry Street				
LOCATION:	East Grady Street & South Mulberry Street	V 14-07-03, Parcel # S29 000009 000		
REQUEST:	Variance from Section 1509, Subsection C, Table 3 regarding the required sign setback of five (5) feet.			
APPLICANT:	Hendley Properties			
OWNER(S):	Albert Buie Green Jr. C/O John Ray Hendley			
LAND AREA:	.79 acres	SINCE: SO		
PARCEL TAX MAP #s:	S2900009000			
COUNCIL DISTRICT:	District 2 (Lewis)	Characteristic Stream		

#### BACKGROUND/PROPOSAL:

The subject site is zoned R4 (High Density Residential District) it fronts East Grady Street and South Mulberry Street and contains newly constructed duplex units known as The Fountain at Mulberry. The applicant is requesting a variance from Article VX, Section 1500 of the *Statesboro Zoning Ordinance* regarding the 5 foot required setback for signage. (See Exhibit A-Location Map & Exhibit B-Sign Plan)

#### SURROUNDING LAND USES/ZONING:

	ZONING:	LAND USE:
NORTH:	R4 (High Density Residential)	Single family houses and apartment houses
SOUTH:	R4 (High Density Residential)	Apartments and telephone service provider
EAST:	R4 (High Density Residential)	Apartment houses
WEST	LI (Light Industrial)	Vacant, railroad and McTell Trail

The subject property is located in a residential area surrounded by apartments and single family dwellings within walking proximity of neighborhood, commercial and personal service uses.

#### COMPREHENSIVE PLAN:

The subject site lies within the "Urban Core" character area identified by the City of Statesboro Future Development Map within the *City of Statesboro Comprehensive Plan*. The "Urban Core" character area is identified as the downtown core of the city and should remain the activity and cultural hub of the region. The long-term vision for the Urban Core area is that the existing central business district may extend beyond its current boundaries to accommodate more commercial and high density residential development.

Appropriate land uses for the established character area are: Neighborhood-scale retail and commercial destinations, civic uses, neighborhood services, loft, mixed use, urban residential, multistory buildings. The development of this site is compatible with the appropriate land uses identified by the comprehensive plan and actively support the vision for this character area.

The *Statesboro Comprehensive Plan* also lists strategies that should be considered throughout all of the character areas of the city. One of those strategies is to encourage infill, new, and redevelopment opportunities close to the streets and sidewalks, and to maintain a diverse balance of office, commercial, and residential development as a key factor in future growth of the city. Another strategy of the Comprehensive Plan is to provide for a variety of residential types and densities with the most compact development in or near the urban core. Growth strategies should continue to provide resources that support revitalization of neighborhoods and encourage harmonious mixture of housing types and uses (Statesboro Comprehensive Plan, pages 71-72).

#### TRANSPORTATION:

The project site takes vehicular and pedestrian access from East Grady Street and South Mulberry Street.

No negative impact on transportation or transportation facilities are anticipated by the grant of the requests contemplated herein.

#### COMMUNITY FACILITIES (EXCEPT TRANSPORTATION):

The subject site is serviced by city utilities including water and sewer, sanitation, and public safety services.

#### ENVIRONMENTAL:

The subject property does not contain wetlands and is not located in a special flood hazard area.

#### HISTORIC AND CULTURAL RESOURCES:

There are no known historical or cultural resources on or adjacent to the subject property that would be affected by the request.

#### ANALYSIS:

The subject site is zoned R4 (High Density Residential District), consists of .79 acre lot located at the corner of East Grady Street and South Mulberry Street and contains newly constructed duplex units known as The Fountain at Mulberry. Section 1509, Subsection C of the *Statesboro Zoning Ordinance* regulates the dimensional standards of signage by sign district. The subject site is located within Sign District 1. Table 3: Sign District 1 Dimensional Standards requires a five (5) foot setback from the public right of way (See **Exhibit C)**. The subject site is also required by V 13-09-01 to reserve eight (8) feet of property from the curb on all street frontages for future sidewalk construction, making the total required setback for the subject site thirteen (13) feet from the public right of way property line. The applicant is requesting to eliminate the additional sign setback of five (5) feet.

As shown by photographs of the subject site (See **Exhibit D**), during construction of the current duplex units a brick monument for signage was built just below the duplex entrance located on East Grady Street to match the brick exterior of the duplexes. The monument sign was constructed on the public right of way property line just outside of the required eight (8) foot setback reserved for future sidewalks; therefore, not meeting the additional sign setback of five (5) feet. The setback encroachment was discovered during the standard permitting procedures. There is currently a sidewalk on the opposite side of East Grady Street from the location of the monument sign. The current placement of the monument sign does not create sight restrictions or cause any safety concerns as shown in Exhibit D.

Section 1503 (G), as amended effective July 21, 2009, states that "no variances" shall be permitted from the terms of the terms of Article XV regarding Signs in the *Statesboro Zoning Ordinance*. It continues to state that "specifically, no variances under Article XVIII (regarding consideration and approval of variances) of this ordinance shall be applicable to the standards contained within this Article [XV]." However, Section 1801, regarding signs is part of the *Statesboro Zoning Ordinance* which provides for the award of variances by the City Council from the zoning regulations stating that "approval of a variance must be in the public interest, the spirit of the ordinance must be observed, public safety and

welfare secured, and substantial justice done" and states that the Mayor and Council [should] consider if the following are true in its consideration of a variance request:

- (1) There are special conditions pertaining to the land or structure in question because of its size, shape, topography, or other physical characteristic and that condition is not common to other land or buildings in the general vicinity or in the same zoning district;
  - Although the subject site is not irregularly shaped, it is smaller than an acre.
- (2) The special conditions and circumstances do not result from the actions of the applicant;
  - The small size is the result of the interception of the railroad right of way onto subject property.
    The site is required by V 13-09-01 to reserve eight (8) feet of property from the curb on all street frontages for future sidewalk construction.
- (3) The application of the ordinance to this particular piece of property would create an unnecessary hardship; and
- (4) Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.
  - o This request, if granted, would not cause substantial detriment to the public good.
  - The sign is located outside of the public right of way.

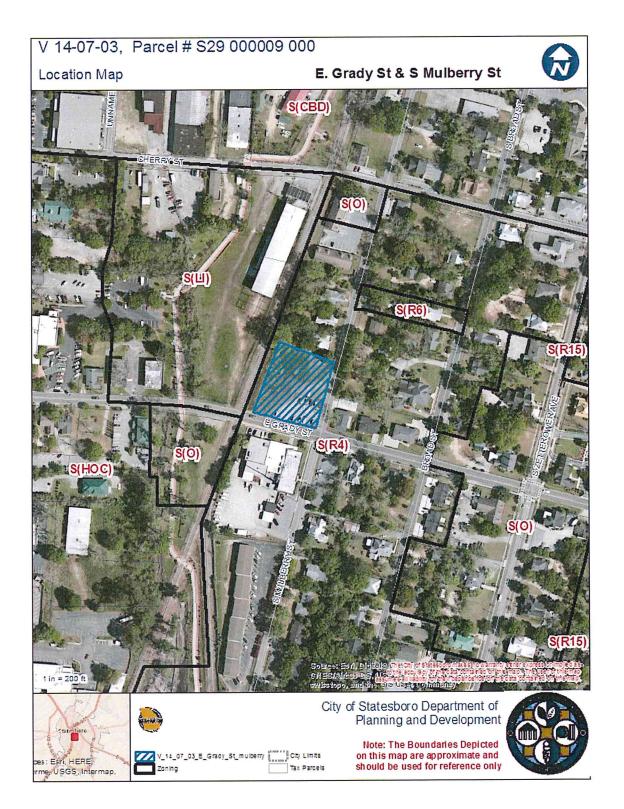
#### STAFF RECOMMENDATION:

#### PLANNING COMMISSION RECOMMENDATION:

Due to the lack of a quorum at the regular scheduled Tuesday, August 12, 2014 Planning Commission meeting, no business was conducted.

(*Please note:* Unless otherwise stated in any formal motion by City Council, staff considers the conceptual building sketch plan (*Exhibit B*) submitted on behalf of the applicant for this request to be illustrative only. Approval of the application does not constitute approval of any final building or site plan).

#### **EXHIBIT A: LOCATION MAP**



#### **EXHIBIT B: SIGN PLAN**



#### Table 3. Sign District 1 Dimensional Standards

#### TABLE INSET:

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SIGN DISTRICT 1 (As defined in subsection 1509[A.1])	RESIDENCE ON AN INDIVIDUAL LOT*	RESIDENTIAL DEVELOPMENT OR SUBDIVSION**	NONRESIDENTIAL USE
AGGREGATE SIGN AREA***:			
1. Maximum Number of Total Square Feet (SF)*	12 square feet	Varies (All signs within a residential development or subdivision must be constructed of brick, stone, masonry, wood, or equal architectural material)	80 square feet including freestanding and building signs.
FREESTANDING SIGNS****:			
2. Freestanding Sign Maximum Square Feet	4 ½ square feet	40 square feet (Per development entrance sign) 18 square feet (Per sign identifying a development common area or facility)	40 square feet
3. Maximum Height	3 feet	6 feet	8 feet
4. Setback Requirements	5 feet	5 feet****	5 feet
5. Number of Signs Allowed	One	Two (2) sign structures per entrance to the development or subdivision.*****	One sign structure per road frontage not to exceed the maximum allowable square footage & a total of two (2) such signs
BUILDING SIGNS:			
1. Maximum Number of Total Square Feet		18 square feet	40 square feet
2. Maximum Height N/A (Window signs only)		Building Elevation	Building Elevation
3. Number of Building N/A Signs Allowed		One per building serving as the principal structure in a common area or facility. <sup>\$\$\$</sup>	One per building elevation with street frontage. <sup>\$55</sup>

\*Per the purposes of this article, "residences on an individual lot" refers to any individual lot principally serving as a single-family residential dwelling [attached, detached, townhouse, etc.] or a duplex.

\*\*Per the purposes of this article signage related to a "residential development or subdivision" includes all common entry signage into the development, and all signage related to common areas and facilities.

\*\*\*As provided in Section 1501 and Table 2 herein, "aggregate sign area" includes all freestanding or building signs regardless of whether or not a permit for a particular type of sign is required.

\*\*\*\*Limited to monument and standard informational signs where permitted by Table 2. Billboards and stanchion signs prohibited as provided in Table 2 herein.

\*\*\*\*\*\*Unless incorporated into the street right-of-way as part of landscaped entryway feature – in which case only one (1) sign structure may be located at the entrance, and such sign placement, and maintenance agreements, shall have been approved as part of the major subdivision approval process established in Appendix B of the Statesboro Code of Ordinances (Statesboro Subdivision Regulations). \$\$\$ Two (2) per building elevation where one (1) sign is in the form of a canopy/awning, and where the cumulative square footage of

both does not exceed the "maximum number of total square feet" for building signs. (NOTE: Illumination of building or freestanding signs is prohibited on any individual lot principally serving as single-family residential dwelling [attached, detached, townhouse, etc.] or a duplex. Land uses within Sign District 1 which may otherwise utilize illumination, shall not incorporate internal illumination.)

City of Statesboro, Georgia Zoning Ordinance

#### EXHIBIT D: PHOTOS OF SUBJECT SITE

Note: Orange Flags in Photos are Marking the Required 8 Ft. Right of Way Setback.



Photo 1: Monument sign from East Grady Street Duplex Driveway

Photo 2: Monument sign from Stop Sign at South Mulberry Street



DEVELOPMENT SERVICES REPORT Case # V 14-07-01 Amended August 13, 2014

#### EXHIBIT D: PHOTOS OF SUBJECT SITE

Note: Orange Flags in Photos are Marking the Required 8 Ft. Right of Way Setback.



Photo 3: Monument Sign from Frontier

### Photo 4: Monument Sign from Railroad on Mulberry Street



DEVELOPMENT SERVICES REPORT Case # V 14-07-01 Amended August 13, 2014

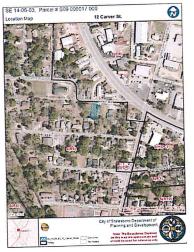


## City of Statesboro – Department of Planning and Development DEVELOPMENT SERVICES REPORT

P.O. Box 348 Statesboro, Georgia 30458 » (912) 764-0630 » (912) 764-0664 (Fax)

#### SE 14-06-03 SPECIAL EXCEPTION REQUEST 12 Carver Street

12 Carver Street LOCATION: Special Exception to allow a small hair salon **REQUEST:** in the R6 (Single Family Residential) District. Mose Mobley III APPLICANT: Mose Mobley III OWNER(S): .28 Acres (.14 acres per lot) LAND AREA: PARCEL TAX S09 000017 000 & S09 000016 000 MAP #s: COUNCIL District 2 (Lewis) DISTRICT:



#### PROPOSAL:

The applicant requests a Special Exception to allow for the utilization of the vacant lot located at 12 Carver Street (S09 000017 000) as a hair salon and the adjoining vacant lot (S09 000016 000) as a parking area for the requested use. The subject site(s) is zoned R6 (Single Family Residential), which does not permit hair salons by right. If the requested special exception is approved the applicant proposes to construct a 12 X 50 metal structure with a paved parking area. (See Exhibit A – Location Map & Exhibit B – Proposed Metal Building Plans)

#### BACKGROUND:

There is no past zoning history on this property. The .14 acre lot(s) are vacant and owned by the applicant. The two small lots are fenced and take the appearance of a singular lot. The lot is located on Carver Street which is a no outlet street.

#### SURROUNDING LAND USES/ZONING:

5	ZONING:	LAND USE:
NORTH:	CR (Commercial Retail)	Businesses and Single Family Homes
SOUTH:	R6 (Single Family Residential)	Single Family Homes
EAST:	R6(Single Family Residential),CR (Commercial Retail) & HOC (Highway Oriented Commercial)	Single Family Homes, Offices, and Businesses
WEST	R6 (Single Family Residential)	Single Family Homes and a Church

The subject property is located close to a transition point between commercial retail and single family homes to the north and the and east. The southern and western property lines are surrounded by predominately single family homes. (See Exhibit C-Photos)

#### COMPREHENSIVE PLAN:

The subject site lies within the "Established" character area as identified by the City of Statesboro Future Land Development Map adopted by the *City of Statesboro Comprehensive Plan*. The "Established" character areas are identified as being traditionally residential in nature. Some neighborhoods within this character area are facing decline and issues with blight. Extra efforts should be made to return them to viable neighborhoods. Neighborhood-scaled retail, personal services, small-scale office, neighborhood services, and small-lot single family residential are all appropriate land uses for properties within the Established character area. *Statesboro Comprehensive Plan, Community Agenda* pages 14-15.

The Comprehensive Plan also lists mixed use as a preferred development strategy but also recognizes that utilizing the subject site in a less intensive personal services manner contributes to the goals set forth in the implementation strategies and corresponds with the surrounding uses. Furthermore, the Comprehensive Plan also adopts the strategies of protecting existing residential neighborhoods and their character. The plan recognizes that small neighborhood-scaled services and residential uses can co-exist in residential areas if the design of the establishment is properly considered. *Statesboro Comprehensive Plan, Community Agenda* page 7.

#### COMMUNITY FACILITIES (EXCEPT TRANSPORTATION):

City services including water, sewer, sanitation, and public safety are currently available at this site. No significant impact is expected on city services as a result of this request.

#### ENVIRONMENTAL:

The subject property does not contain wetlands and is not located in a special flood hazard zone. Any potential issues will be brought forth and discussed during standard permitting and review procedures.

#### ANALYSIS:

Both .14 acre sites are currently zoned R6 (Single Family Residential) and are vacant. The R6 (Single Family Residential) district has a stated purpose of establishing reasonable standards of performance and selection of uses permitted in order to maintain and protect the desirable benefits that single family residential uses have throughout the community. Although the subject site is zoned residential, it is located in a transitional area with CR (Commercial Retail) zoning and uses on the opposite side of the street (Carver Street) as well in the surrounding northern areas (Northside Drive).

The *Statesboro Zoning Ordinance* allows for the operation of home occupations in the R6 (Single Family Residential) district by specifically listing the permissible uses. However, the ordinance also states that beauty salons and barbershops are not permitted or defined as a home occupation. Regardless, the applicant does not intend to live in the proposed structure that the salon will be operated from; therefore, this use could not be considered as a home occupation.

The applicant is requesting a Special Exception to permit the use of a hair salon in the proposed 12' X 50' metal structure that will be located in the R6 (Single Family Residential) district. Special Exceptions allow for a land use that are not permitted as right within a zoning district but which may be granted where the requested use may be deemed appropriate and compatible with the surrounding neighborhood. In this case, a hair salon is not a use permitted by right within the R6 (Single Family Residential) zoning district; thus necessitating this request for approval of the proposed use by the Mayor and Council.

Section 2406 of the *Statesboro Zoning Ordinance* lists seven (7) factors that should be considered by Mayor and City Council "in determining compatibility" of the requested use with adjacent properties and the overall community for considerations of Conditional Use Variances, or Special Exceptions as follows:

- A. Adequate provision is made by the applicant to reduce any adverse environmental impact of the proposed use to an acceptable level.
  - Staff is unaware of any environmental impacts this request would cause.
- B. Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.
  - The proposed use in the proposed 12' X 50' structure is not expected to cause a significant impact on vehicular traffic.
  - Paved offstreet parking would be provided on the property as regulated by Article XVI of the Statesboro Zoning Ordinance.

C. Off street parking and loading, and the entrances to and exits from such parking and loading, will be adequate in terms of location, amount, and design to serve the use.

According to Article XVI of the Statesboro Zoning Ordinance, the applicant must have one (1) parking space for every 500 square feet of area accessible to patrons. This site has adequate room for the required parking. This site also contains a vacant adjoining lot that can be utilized for over flow parking.

D. Public facilities and utilities are capable of adequately serving the proposed use.

- The applicant intends to hire a licensed contractor to construct the proposed building and install a handicap accessible bathroom and handrails.
- Building Inspections by the Building Official and Fire Department will be conducted during the building • permitting stage.
- The facilities must comply with the rules for Cosmetology Salon/Shop for sanitation, health and disinfectants . required by Chapter 130-5 of the Rules of Georgia State Board of Cosmetology.
- Applicant must register and obtain Individual and Salon/Shop licenses for the proposed use as required by
- the Georgia State Board of Cosmetology. E. The proposed use will not have significant adverse effect on the level of property values or the general character of the area.
  - It is undetermined whether the proposed use is not expected to have an adverse effect on property values in the area given the uses of surrounding structures.
  - The proposed structure may not be compatible with surrounding structures (See Exhibit C-Photos). As the site is further into the residential area of the transition point than the commercial zoned utilized areas.
- F. Unless otherwise noted, the site plan submitted in support of an approved conditional use shall be considered part of the approval and must be followed.
  - No site plan has been submitted at this time, only the proposed building plans.
- G. Approval of a proposed use by the mayor and council does not constitute and [an] approval for future expansion of or additions or changes to the initially approved operation. Any future phases or changes that are considered significant by the planning commission and not included in the original approval are subject to the provisions of this section and the review of new detailed plans and reports for said alterations by the governing authority.
  - This request, if approved, is personal to the applicant. Any future changes to this property must be approved by City Council.

Additionally, § 2406 also requires consideration of the following factors given for standards for determination in a zoning change in "balancing the promotions of the public health, safety, morality [morals] and general welfare against the right of unrestricted use of property" given in § 2007 of the Statesboro Zoning Ordinance":

- Existing uses and zoning or [of] property nearby.
  - Surrounding properties are zoned R6 (Single Family Residential), CR (Commercial Retail) and HOC (Highway Oriented Commercial) and uses range from single family residential, a church, businesses, and offices.
  - Property is close to a transition point where the area moves from Commercial Retail uses and zones to . Single Family Residential uses and zones.
- 2. The extent to which property values are diminished by the particular zoning restrictions.
- 3. The extent to which the description of property values of the property owner promotes the health, safety, morals or general welfare of the public.
- The relative gain to the public, as compared to the hardship imposed upon the property owner. 4.
  - This request gives the applicant an opportunity to serve members of the community and neighborhood while contributing to the mixed use feel with a neighborhood services use as encouraged by the Comprehensive Plan.
  - Personal and Neighborhood Services uses in a residential area should consider compatibility with the . character of the surrounding area.
- The suitability of the subject property for the zoned purposes. 5.
  - This property should meet the zoning regulations set forth by the Statesboro Zoning Ordinance as necessary.
- 6. The length of time the property has been vacant as zoned, considered in the context of land development in the area in the vicinity of the property.
  - The lot(s) are currently vacant and have been for several years.
  - Surrounding properties appear to be developed; some are in declining condition and appear vacant.

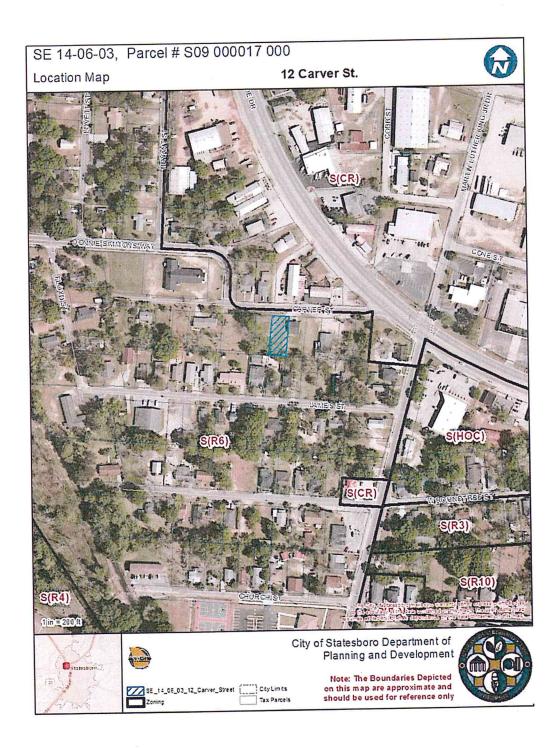
- 7. The extent the proposed change would impact population density in the area, community facilities, living conditions in the area, traffic patterns and congestion, environmental aspects, existing and future land use patterns, and property values in adjacent areas.
  - The proposed use should not significantly impact any of the above.

#### STAFF RECOMMENDATION:

#### PLANNING COMMISSION RECOMMENDATION:

Due to the lack of a quorum at the regular scheduled Tuesday, August 12, 2014 Planning Commission meeting, no business was conducted.

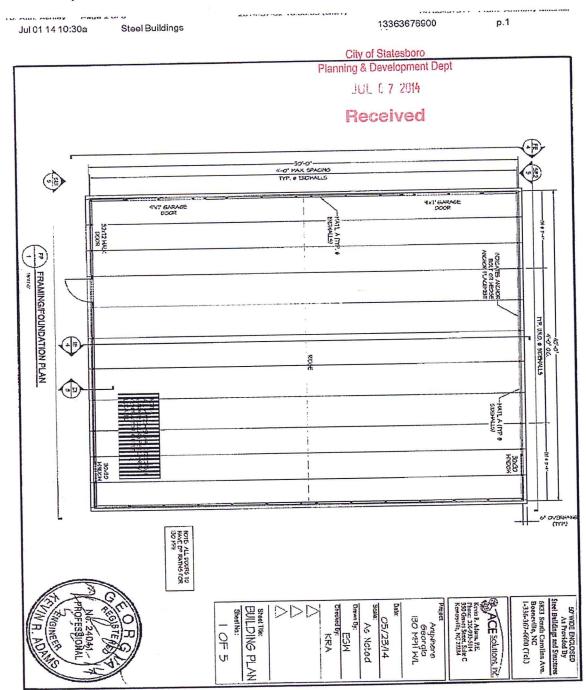
#### EXHIBIT A: LOCATION MAP



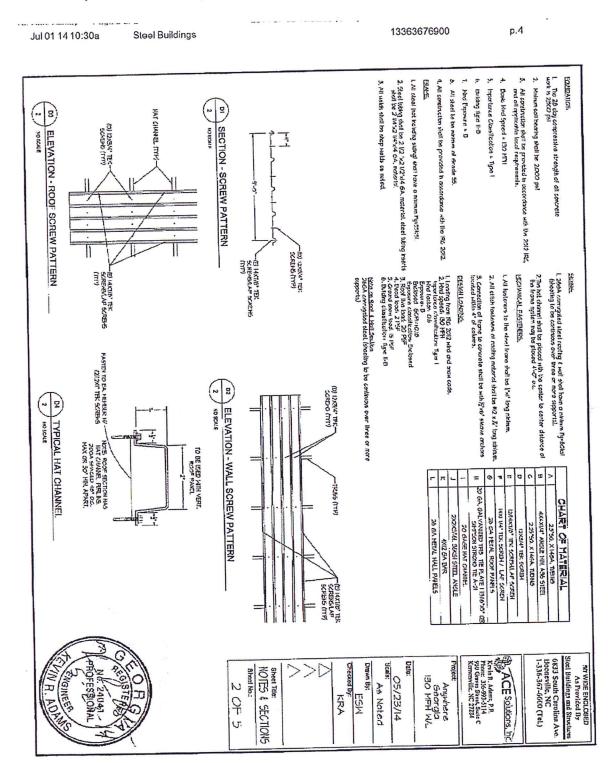
### EXHIBIT B: Proposed Metal Building Plans Example Picture, Colors may be different

Applicant will not use roll up doors, there will be an entry door way with possible windows on each side.



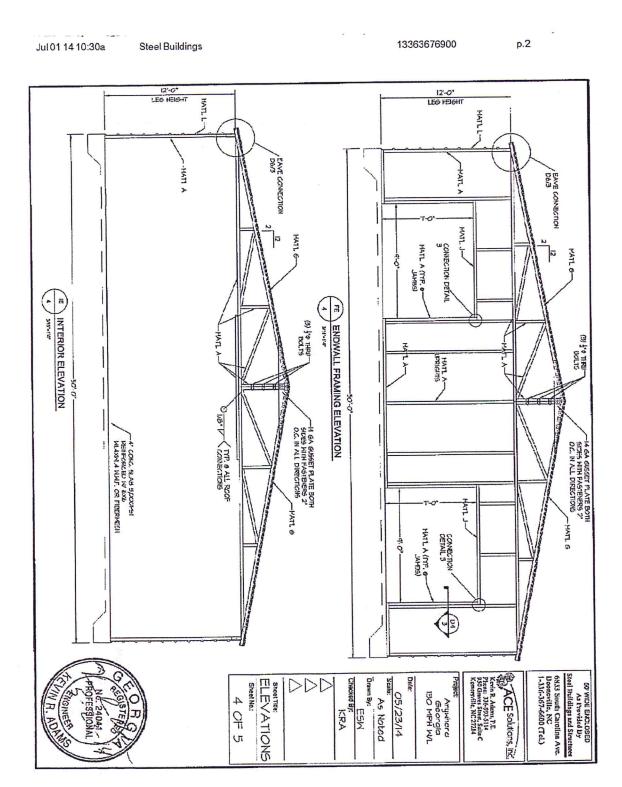


#### EXHIBIT B: Proposed Metal Building Plans Cont'd



#### EXHIBIT B: Proposed Metal Building Plans Cont'd





## EXHIBIT B: Proposed Metal Building Plans Cont'

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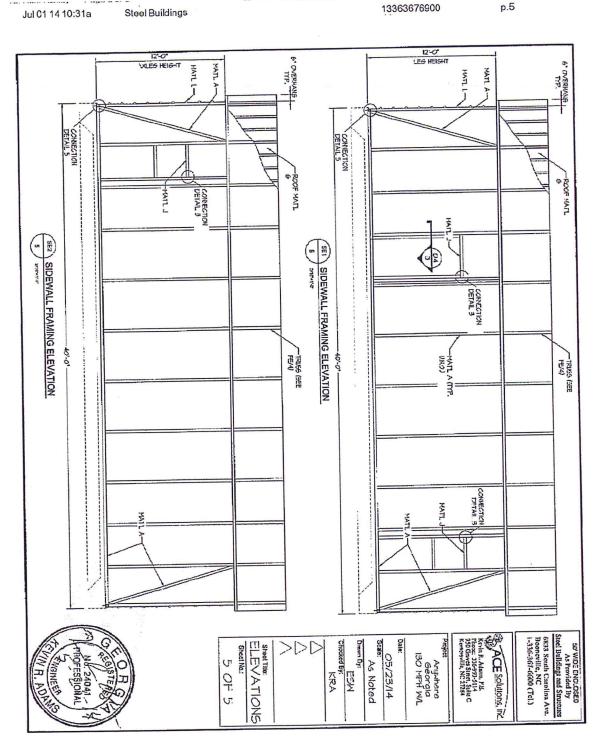


EXHIBIT C: PHOTOS OF THE SUBJECT PROPERTY AND GENERAL VICINITY.



PHOTO 1: Facing Subject Site from Carver Street

PHOTO 2: Northern view of Subject Site from Carver Street



# EXHIBIT C: PHOTOS OF THE SUBJECT PROPERTY AND GENERAL VICINITY CONT'D.



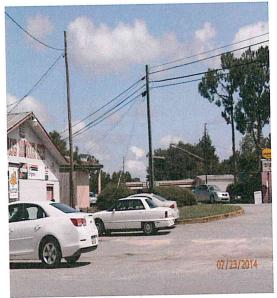
PHOTOS 3: Adjacent North & North West of Subject Site.

North West in R6 (Single Family Residential)



Direct North in CR (Commercial Retail) District

PHOTOS 4: Small Motor Repair located to the Adjacent North of Subject Site located in CR (Commercial Retail) District that fronts Carver St. and Northside Drive.



**Northside Drive View** 



**Carver Street View** 

EXHIBIT C: PHOTOS OF THE SUBJECT PROPERTY AND GENERAL VICINITY CONT'D.



PHOTO 5: Other Retail Stores located to North East of Subject Site.

PHOTOS 6: Residential Properties to the Direct West & East of the Subject Site.



**Direct West, R6** 



**Direct East, R6** 





TO:	Robert Cheshire, City Manager
FROM:	Darren Prather, Purchasing Director
DATE:	8-6-2014
Re:	Recommendation—Fleet Maintenance Facility Upgrades

The City of Statesboro issued an invitation to bid on upgrades to the Fleet Maintenance Facility at our Public Works location. These upgrades, if approved, will add the ability to service our compressed natural gas (CNG) vehicles in an indoor facility and provide additional operational improvements while being in compliance will all required federal and state regulations concerning CNG maintenance operations. These upgrades include a new ventilation system, a compatible interlocked CNG gas detection system, a vehicle exhaust capture system, replacement of overhead lighting in the shop area, replacement of existing HVAC and water heater units, replacement of two exterior doors and various other electrical improvements. The invitation to bid was advertised per our ordinance and numerous local contractors were contacted about this opportunity. A mandatory pre-bid was held to explain this project in detail. The sealed bid results are as follows: (Contractors were asked to offer a base bid to include all features and two deductive alternates)

Vendor	Base Bid	D. Alt 1/ Total	D. Alt 2/Total	D. Alt 1&2/Total
1.BAK Builders	\$491,353	(-\$10,000/\$481,353)	(-\$49,900/\$441,453)	(-\$59,900/\$431,453)
2.Holland & Holland	\$515,850	(-\$14,000/\$501,850)	(-\$60,350/\$455,500)	(-\$74,350/\$441,500)
<b>3.Tippins-Polk</b>	<b>\$373,000</b>	(- <b>\$12,500/\$360,500)</b>	(-\$49,000/\$324,000)	(- <b>\$61,500/\$311,500)</b>
4.Y-Delta	\$453,500	(-\$11,018/\$442,482)	(-\$72,720/\$380,780)	(-\$83,738/\$369,762)

<u>Note:</u> The deductive alternates (D. Alt 1, 2 and the combination of both 1 & 2) list the amount to be deducted followed by the total that would be produced. Deductive alternate 1 includes lighting upgrades and deductive alternate 2 includes a vehicle exhaust capture system.

After reviewing the submitted sealed bids, we recommend the contract be awarded to Tippins-Polk Construction in the amount of \$373,000 as they met all of the required specifications of the project. We believe it is best to award the all-inclusive base bid contract as all aspects will be needed in the future and it is more economical to have them installed now as a part of this contract. However, proof of general liability and workers compensation insurance was not included in the submitted sealed bid by Tippins-Polk Construction as was clearly requested. Given this fact, we recommend that this technicality be waived as is it is the City of Statesboro's option to do so if it is in the best interest of the City. If approved, we will require submittal of insurance proof along with the required payment and performance bonds prior to the beginning of construction. The City of Statesboro has received very good results from Tippins-Polk on numerous constructions projects in the past.

GEORGIA

City of Statesboro Engineering Department – Public Works

P.O. Box 348 Statesboro, Georgia 30459 912.764.0681 (Voice) 912.764.7680 (Fax)

## MEMORANDUM

To: Darren Prather, Purchasing Director

From: Jason Boyles, Senior Assistant City Engineer

Date: August 8, 2014

Re: Fleet Maintenance Facility Upgrades Bid Verification and Recommendation

The project engineer, Dulohery Weeks, has reviewed the list of proposed equipment and subcontractors for the referenced project provided by the low bidder, Tippins-Polk Construction, and have found all to be acceptable. In addition, I have conferred with the Building Official and Building Inspector regarding Tippins-Polk Construction and both have provided me a positive endorsement of the qualifications of this contractor. Therefore, I recommend this bid to be awarded in the full bid amount of \$373,000 to Tippins-Polk Construction.

This project will be funded by a transfer from the solid waste collection fund. Although, the bid submitted by Tippins-Polk Construction is over budget by approximately \$28k staff is confident that our solid waste collections revenue projections are very conservative and we are prepared to delay other projects as necessary to cover this additional expense to keep the annual budget within budget at year end. There will be no need to exercise the deductive alternates provided in the bid.

Let me know if you need anything further from me regarding this bid.

Cc: Robert Cheshire, PE, Interim City Manager



CONSULTING ENGINEERS

July 29, 2014 (Revised August 11, 2014)

Mr. Robert Cheshire City Manager City of Statesboro P.O. Box 348 Statesboro, Georgia 30458

## RE: ENGINEERING PROPOSAL/AGREEMENT S & S RAILROAD BED SEWER EXTENSION (See attached drawings)

Dear Mr. Cheshire:

Hussey, Gay, Bell & DeYoung appreciates the opportunity to present our proposal for the design of the extension of the gravity sewer main along S & S Railroad Bed Road. Our scope of work will be as follows:

The sewer extension will include a mixture of 8", and 12" gravity main connecting to a newly constructed manhole along S & S Railroad Bed Road. The gravity main will travel southeast along the wetlands and will serve a 61+/- acre parcel with PIN 10700009000. Provisions will be made to extend the sewer up to and within parcels 107000012000 and 107000008000. Sewer designed will include lines four and five in their entirety and portions of lines six and seven as shown on Exhibit B of the Sewer Service Areas for Southeast Annexation Area. A total of approximately 4,500 LF of sewer will be designed.

Wetland delineation, survey and design will be performed on an approved layout from the City of Statesboro prior to work commencing.

Our services will include the following:

#### TASK A - DESIGN

Design of the project will be based on the master plan for the Sewer Service Areas for Southeast Annexation Area map. The alignment will be established by the City of Statesboro prior to commencement of work. It will include design of two trenchless wetland crossings and one trenchless road crossing to set a manhole on the north side of S & S Railroad Bed Road for future extension. Our design will include plans, specifications and bid documents for the City's use.

#### FEE \$19,250.00 (Lump Sum)

329 COMMERCIAL DRIVE (31406) • P.O. BOX 14247 • SAVANNAH, GEORGIA 31416-1247 • TELEPHONE 912.354.4626 • FACSIMILE 912.354.6754

625 Green Street, N.E. Gainesville, GA 30501 Telephone: 770.535.1133 Facsimile: 770.535.1134 474 Wando Park Blvd., Suite 201 Mt. Pleasant, SC 29464 Telephone: 843.849.7500 Facsimile: 843.849.7502

1219 Assembly Street Columbia, SC 29201 Telephone: 803.799.0444 Facsimile: 803.799.1499 Mr. Robert Cheshire July 29, 2014 (Revised August 11, 2014 Page No. 2

#### TASK B – TOPOGRAPHIC SURVEY

Hussey, Gay, Bell & DeYoung, Inc. will employ and coordinate the services of a local surveying firm to complete the surveying services including:

- Topographic survey of a 50' strip from the delineated wetland line into the uplands
- Locate wetland flags placed by environmental consultant, property corners, and utilities marked by appropriate utility owners
- Prepare wetlands exhibits that show the wetland points as located by surveying consultant
- Easement plats for delivery to City staff for execution and recording

#### FEE \$15,500.00 (LUMP SUM)

#### TASK C – WETLAND CONSULTING SERVICES

Hussey, Gay, Bell & DeYoung, Inc. will employ the services of an environmental consulting firm to complete the wetland consultation services including:

- Consultant will visit the site and make a determination if any freshwater jurisdictional and/or non-jurisdictional wetlands are present on the subject property in accordance with the Corps of Engineers Wetland Delineation Manual; January 1987. Consultant will delineate all wetlands present within the project area. Following completion of field work, consultant will prepare a field sketch and coordinate findings with surveyors for the location of wetland areas present and preparation of a wetland survey plat.
- Consultant will prepare a Jurisdictional Determination request for submittal to the USACE and provide ongoing coordination in order to acquire written verification of the jurisdictional limits on the subject property. If a field review of the property is requested by USACE, consultant will accompany them to the site to provide justification of any delineated wetland limits or isolated wetland determinations.

#### FEE \$2,500.00 (LUMP SUM)

Wetland permitting is not anticipated. If it is determined wetland permits are required, fees can be offered for services to apply for acquisition of the needed permits.

#### TASK D - PERMITTING

Hussey, Gay, Bell & DeYoung, Inc. will prepare and submit permit applications, plans, specifications, and exhibits as necessary to the Natural Resource Conservation Service and

Mr. Robert Cheshire July 29, 2014 (Revised August 11, 2014 Page No. 3

the Georgia Environmental Protection Division. Submittal and/or coordination to other entities is not anticipated or included in this proposal.

FEE \$2,500.00 (HOURLY NOT TO EXCEED)

#### TASK E – BIDDING AND CONSTRUCTION PERIOD SERVICES

1. BIDDING

Hussey, Gay, Bell & DeYoung, Inc. will assist the City of Statesboro with providing bid advertisements, provide/distribute plans and specifications to potential bidders, attend/facilitate mandatory pre-bid meeting, attend/facilitate public bid opening, answer contractor questions during the bidding process, evaluate submitted bids, make recommendation to City for award of Bid.

FEE \$3,500.00 (LUMP SUM)

## 2. CONSTRUCTION ADMINISTRATION

Hussey, Gay, Bell & DeYoung, Inc. will facilitate contract publishing and execution, attend mandatory pre-construction meeting, review shop drawings, review contractor/owner change order requests and make recommendations, review shop drawings, review material submittals, review precast submittals, review interim and final pay requests, complete record drawings

FEE \$6,000.00 (HOURLY NOT TO EXCEED)

3. CONSTRUCTION OBSERVATION Hussey, Gay, Bell & DeYoung, Inc. will make periodic site visits during construction to determine that the contractor completes the project in reasonable accordance with the plans and specifications. Item is budgeted for one visit every 2 weeks for a total of 8 visits averaging 5 hours for an approximate 4 month construction contract. (Total 40 hours @ \$70.00/Hr.)

FEE \$2,800.00 (HOURLY WITH A BUDGET)

Fees for Task A B, C, and E1 will be a lump sum fee billed on the percent completion of each task at each billing period. Task D and E2 will be billed on an hourly basis (in accordance with our attached standard hourly rates) up to the maximum fee without prior approval from the City. Task E3 will be billed hourly (in accordance with our attached standard hourly rates) as requested by the City. Any change in scope or additional services being requested will be just cause for the request of additional fees.

Mr. Robert Cheshire July 29, 2014 (Revised August 11, 2014 Page No. 4

You will be billed each month for our services and for any reimbursable expenses as defined in the General Conditions. Invoices will be payable within 30 days of invoice date.

This Agreement, along with the General Conditions, Pages GC-1 through GC-6, the Schedule of Hourly Rates and the Schedule of Reimbursable Expenses constitutes the entire contract between you and this firm and may only be modified by a written change order signed by both parties.

If you agree to the conditions set forth in these documents, please sign and date the enclosed copy in the space provided and return it to us. The Notice to Proceed date will be the date of receipt of the executed agreement. This proposal will remain valid for 60 days unless modified in writing.

Thank you for this opportunity to serve you.

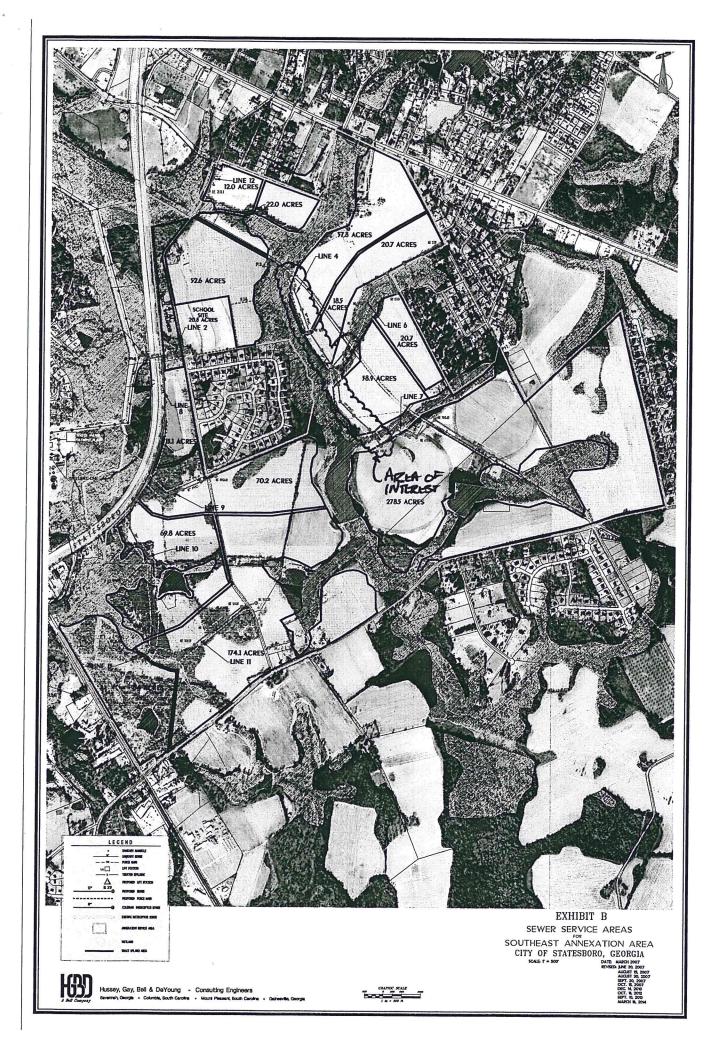
Sincerely, G. Holmes Bell, IV

CEO

ACCEPTED BY:\_\_\_\_\_

DATE:

ATTEST:\_\_\_\_\_



#### GENERAL CONDITIONS

These GENERAL CONDITIONS are attached to and made a part of the Letter Agreement dated August 11, 2014 between the **CITY OF STATESBORO** (Owner) and **HUSSEY, GAY, BELL & DEYOUNG, INC.** (Engineer) and pertain to the project described therein.

#### 1. <u>OWNER'S RESPONSIBILITIES.</u>

1.1 The Owner shall make available access by the Engineer to public and private property as is required to perform such investigations as are appropriate to obtain data for development of the Project.

1.2 The Owner shall designate in writing a Representative for the work under this Agreement. The Owner's Representative shall have complete authority to transmit the Owner's instructions, policy and decisions pertaining to the project.

1.3 The Owner shall furnish, in writing, any limitations in the overall project budget. This information shall be furnished at the beginning of the project.

### 2. ENGINEER'S RESPONSIBILITIES.

2.1 Services performed by the Engineer under this agreement will be performed in a manner consistent with the standard of care exercised by other members of the profession currently engaged in similar work in the area and practicing under similar conditions. No representation, either expressed or implied, or no guarantee or warranty is included or intended in this agreement.

2.2 Based on the mutually accepted program of work and Project budget requirements, the Engineer will prepare, for approval by the Owner, documents consisting of drawings and other documents appropriate for the Project, and shall submit to the Owner, if part of the Scope of Work, a Statement of Probable Cost for the Project. The Engineer will make every reasonable effort to perform services to accommodate the Owner's budgetary limitations pertaining to total project construction cost. However, such limitations will not be cause or reason to require the Engineer to furnish any product or instrument of service that is not consistent with the standards of care as described in Article 2.1.

2.3 A change in scope of work, after the start of work, may influence the fees and the schedule as stated in this proposal. Delay in providing information requested and/or review of documents in a reasonable amount of time is a change in the scope of work. The client will be notified, as soon as reasonably possible, when a change order has occurred. The notification will include cost and design schedule impact. The fee for changes in the scope of work will be per Article 3, Additional Services, in the General Conditions.

### 3. ADDITIONAL SERVICES.

3.1 Additional services will be provided upon written agreement signed by both parties. Additional services shall be paid for by the Owner as provided in these GENERAL CONDITIONS in addition to the compensation for the services described in the Letter Agreement. The following services, if not described in the Letter Agreement, shall be considered Additional Services:

3.1.1 Providing a program study for the Project.

3.1.2 Providing financial feasibility or other special studies.

3.1.3 Providing planning surveys, site evaluation, environmental studies or comparative studies of prospective sites, and preparing special surveys, studies and submissions, required for approvals of governmental authorities or others having jurisdiction over the Project.

3.1.4 Providing coordination of Work performed by separate contractors or by the Owner's own forces.

3.1.5 Making revisions in Drawings, Specifications or other documents when such revisions are inconsistent with written approvals or instructions previously given, are required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents or are due to other causes not solely within the control of the Engineer.

3.1.6 Preparing to serve or serving as an expert witness in connection with any public hearing, arbitration proceeding or legal proceeding.

3.1.7 Providing services of consultants other than contracted engineering services for the Project.

3.1.8 Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted engineering practice.

3.2 Payment for Additional Services shall be as agreed upon in writing by both parties. Payment shall be based on a lump sum derived from a definitive scope of work developed by the Owner and Engineer or on the basis of hourly rate and expenses. Time charges shall be in accordance with the Engineer's Schedule of Hourly Rates, which is attached hereto and is a part of this Agreement. Reimbursable Expenses are as defined in ARTICLE 4 of these General Conditions. Payment for consultants other than the Engineer or services by others shall be paid for at 1.1 times their invoiced amount. Payment for travel by Company or private vehicle shall be made at the rate of \$0.55 per mile.

## 4. <u>REIMBURSABLE EXPENSES.</u>

4.1 Reimbursable Expenses are in addition to the Compensation for Basic and Additional Services and include actual expenditures made by the Engineer and the Engineer's employees in the interest of Project for the expenses listed in the following Subparagraphs:

4.1.1 Expense of transportation in connection with the Project; living expenses in connection with out-of-town travel; long distance communications; and fees paid for reviews or securing approval of authorities having jurisdiction over the Project.

4.1.2 Expense of reproductions, postage and handling of Drawings, Specifications, and other documents, excluding reproductions for the office use of the Engineer.

4.1.3 Expense of data processing and photographic production techniques when used in connection with Additional Services.

4.1.4 If authorized in advance by the Owner, expenses of overtime work requiring higher than regular rates.

4.1.5 Expense of renderings, models and mark-ups requested by the Owner.

4.1.6 Expense of any additional insurance coverage or limits, including professional liability insurance, requested by the Owner in excess of that normally carried by the Engineer.

## 5. <u>PAYMENT TO THE ENGINEER.</u>

5.1 Billing will be accomplished monthly with payment due upon receipt of the Engineer's invoice. Payment will be credited first to any interest owed to Engineer, and then to principal. Owner recognizes that prompt payment of Engineer's invoices is an essential aspect of the overall consideration Engineer requires for providing service to Owner. Owner agrees to pay all charges not in dispute within 30 days of receipt of Engineer's invoice. Any charges held to be in dispute shall be called to Engineer's attention within ten days of receipt of Engineer's invoice. If Owner contests an invoice, Owner shall promptly advise Engineer of the specific basis for doing so, may withhold only that portion so contested, and must pay the undisputed portion.

5.2 If the Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then:

5.2.1 Amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; and

5.2.2 Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Owner has paid in full all amounts due for services, expenses, and other related charges. Owner hereby waives any and all claims against Engineer for any such suspension.

5.3 If after the Effective Date any government entity takes a legislative action that imposes taxes, fees or charges on Engineer's services or compensation under this Agreement, then the Engineer may invoice such new taxes, fees, or charges as a Reimbursable Expense to which a factor of 1.0 shall be applied. Owner shall reimburse Engineer for the cost of such invoiced new taxes, fees, and charges; such reimbursement shall be in addition to the compensation to which Engineer is entitled under the original terms of this Agreement.

## 6. <u>CONSTRUCTION COST.</u>

6.1 It is recognized that neither the Engineer nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Engineer cannot and does not warrant or represent that bids or negotiated prices will not vary from any Statement of Probable Construction Cost or other cost estimate or evaluation prepared by the Engineer.

## 7. <u>OWNERSHIP OF DOCUMENTS.</u>

7.1 Drawings, Specifications, field data, notes, reports, calculations, test data, estimates and other documents as instruments of service are and shall remain the property of the Engineer whether the Project for which they are made is executed or not. The Owner shall be permitted to retain copies, including reproducible copies, of Drawings and Specifications for information and reference in connection with the Owner's use and occupancy of the Project. The Drawings and Specifications shall not be used by the Owner on other projects, for additions to this Project, or for completion of this Project by others, except by agreement in writing and with appropriate compensation to the Engineer.

7.2 Submission or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Engineer's rights.

7.3 Only documents that are hard copies and have been signed and sealed by a representative of Engineer are documents of record for this project. The documents of record have been produced for this project only and for a given time. The documents are not to be used for any other project, or any other location, or and after two years beyond their date of issuance. The use of these documents on other projects or at a time other than as stated may have an adverse effect. All other documents, including electronic files, are documents for information only and are not documents of record.

#### 8. <u>TERMINATION OF AGREEMENT.</u>

8.1 This Agreement may be terminated by either party upon seven days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.

8.2 This Agreement may be terminated by the Owner upon at least seven days' written notice to the Engineer in the event that the Project is permanently abandoned.

8.3 In the event of termination not the fault of the Engineer, the Engineer shall be compensated for all services performed to termination date, together with Reimbursable Expenses then due.

#### 9. <u>ABANDONED OR SUSPENDED WORK.</u>

9.1 Nothing in this Agreement nor in any document, report or opinion of the Engineer shall infer or imply that the Engineer's Services will be furnished on a contingent basis.

9.2 If the Project or any part thereof is abandoned or suspended in whole or in part by the Owner for any reason other than for default by the Engineer, the Engineer shall be paid for all services performed prior to receipt of written notice from the Owner of such abandonment or suspension.

#### 10. <u>LIMITATION OF LIABILITY</u>.

10.1 Work to be performed and services rendered by the Engineer under this Agreement are intended for the sole benefit of the Owner. Nothing herein shall confer any rights upon others or shall refer any duty on the part of the Engineer to any person or persons not a party to this agreement including, but not limited to, any contractor, sub-contractor, supplier, or any agent, employee, insurer, or surety of such person or persons.

10.2 The Engineer will not be responsible for and will not have control or charge of construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, and he will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents or for the Contractor's failure to enforce safety requirements set forth by Federal, State and Local agencies. The Engineer will not be responsible for or have control or charge over the acts or omissions of the Contractor, Subcontractors, or any of their agents or employees, or any other persons performing any of the Work.

#### 11. MISCELLANEOUS PROVISIONS.

11.1 This Agreement shall be governed by the law of the principal place of business of the Engineer.

11.2 The Owner and the Engineer, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such party with respect to all covenants of this Agreement. Neither the Owner nor the Engineer shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

11.3 This Agreement represents the entire and integrated agreement between the Owner and the Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Engineer.

Revised 12-19-11



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## SCHEDULE OF HOURLY RATES

January 2013

Principal Engineer	160.00	
Professional Engineer (Testimony and Preparation)	300.00	
Engineer V / Associate	140.00	
Engineer IV	130.00	
Engineer III	120.00	
Engineer II	115.00	
Engineer I	110.00	
Assistant Engineer	105.00	
Technician III	95.00	
Technician II	90.00	
Technician I	80.00	
Landscape Architect	110.00	
Senior Project Representative	75.00	
Project Representative	70.00	
Registered Land Surveyor III	125.00	
Registered Land Surveyor II	115.00	
Registered Land Surveyor I	105.00	
3-Man Survey Crew	140.00	
2-Man Survey Crew	130.00	
1-Man Survey Crew	115.00	
Boat for Surveys / Inspections	100.00	/ Day
Senior Administrative	90.00	
Administrative	60.00	