

CITY COUNCIL
JEFF REESE, MAYOR
GIL MCDOUGAL, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
LESLIE MCPHERSON

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

MAYOR & COUNCIL WORK SESSION AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
March 29, 2018 | 3:00 PM

A. Review of the Agenda (Mayor Jeff Reese)

B. Governing Body (Mayor Jeff Reese)

1. Approval of Meeting Minutes:
 1. Villa Rica Public Facilities Authority Meeting of March 6, 2018.
 2. Council Monthly Meeting Minutes of March 6, 2018.
2. Library Committee - Mayor Jeff Reese
3. Fran Newton - Councilwoman Leslie McPherson
4. Allen Gaston - City Manager Tom Barber
5. Discussion of Proposed Pet Jam at the MILL Amphitheater (Councilwoman Leslie McPherson)
6. Discussion of Illegal Trucks on Punkintown Road (Councilwoman Leslie McPherson)

C. City Manager (Tom Barber)

1. Andy Camp

D. Community Development (Bobby Elliott, Director)

1. PREL-01-18: Preliminary Plat for Liberty Pointe Phase II: Request to approve the preliminary plat application from Liberty Custom Homes, LLC for Liberty Pointe Phase II.
2. Discussion of DRAFT Development Regulations
3. Historic Preservation Commission Board Appointment: Request to approve the appointment of Renee Hooks to replace the unexpired term of Laura Booth. Laura Booth resigned several months ago.
4. ORD-01-18-UDC: An ordinance for the purpose of amending Article 3, Zoning Districts/Maps/Uses, Table 3-1.A Downtown Overlay Land use Matrix; and Article 11, Definitions, Sec. 11.03 Definitions of the Unified

Development Code, to provide an effective date; and for other purposes: Request to approve ORD-01-18-UDC.

5. Reverse Angle Parking & One Way On West Wilson Street: Request to approve the Proposal of the one way street with additional, conventional parking spaces.

E. Economic Development (Christopher Pike, Director)

1. Community Development Grant - Villa Rica Lions Club: Request for approval of the Community Development Grant in the amount of \$4,315 for the Villa Rica Lions Club.
2. License Agreement Alcohol Sales - West Georgia Jazz Festival: Request to approve the 2018 License Agreement between the City and The Olive Tree Villa Rica, LLC., that will be held on Saturday, April 28, 2018.
3. License Agreement Alcohol Sales - May Summer Concert: Request to approve the 2018 License Agreement between the City and The Olive Tree Villa Rica, LLC for the May Summer Concert that will be held on Saturday, May 19, 2018.
4. Downtown Development Authority Board Appointment: Request the approval of the DDA's recommendation and appoint Jerry Doyal to serve another term.
5. Request for Beer & Wine Sales at the MILL Amphitheater - TriMusic Festival(Stepping Stones Foundation)
6. Sound and Lighting Contract - 2018 MILL Amphitheater Events: Request to approve Chevalier Productions for \$23,650.

F. Police (Chief Michael Mansour)

1. Equip The Four (4) Newly Ordered Patrol Sedans With Police Equipment: Request to approve Metropolitan Communications to equip the patrol sedans with police equipment for \$35,242.40
2. Purchase of ELSAG Tag Reader: Request to approve the purchase and installation of a ELSAG Tag Reader System to equip the Interstate Crime Unit from Madden Associates for \$14,075.00.

G. Finance (Sarah Hefty, CFO)

1. Financial Update - February 2018
2. Proposed 2019 Budget and Millage Calendar: Request to adopt the 2019 Budget and Millage Calendar Proposal.

H. Public Works (Pete Zorbanos, Director)

1. Purchase of 18-wheel Tractor and 53-foot Enclosed Trailer: Request for approval to purchase the tractor and trailer from D&K Trucking not to exceed \$45,000.
2. Purchase of 2018 Compact Track Loader: Request to approve the purchase the 2018 Cat 289D Skid Loader for \$64,520 on a State contract. This is a 2018 budgeted item.

3. Surplus and Sell Three Trucks: Request to approve the surplus of the three trucks allowing staff to list them for sale on Govdeals.com.
4. Water Plant Improvements: Request to award the Engineering Services Bid to Carter & Sloop Engineers for \$446,200.
5. Task Order For Edge Road Pipe Expansion Project: Request to authorize Smart Water Analytics, LLC to provide engineering design services and construction oversight for \$49,980.
6. Pressure Reducing Valve Optimization and Training: Request to approve Smart Water Analytics, LLC, for engineering services to determine condition of the existing Pressure Reducing Values (PRV) and provide training for staff not to exceed \$14,160.
7. GSSI Ground Penetrating Radar Equipment: Approval to purchase GSSI Utility Scan Pro System to enhance in-house capability to locate water and sewer lines made of metal and non-metal material for mapping and verification not to exceed \$26,690.
8. Smart Cover Sewer Monitoring System: Approval to purchase six (6) SmartFLOE Systems as part of a sewer flow monitoring system not to exceed \$39,790.
9. Evaluation of Sewer Lift Stations: Request for approval to engage Brennan Jones Engineering Associates for \$81,251.

I. Human Resources (Stephanie Rooks, Manager)

1. Position Reclassification: Request to approve the reclassification of the Senior Library Assistant to Assistant Library Manager, paygrade change, and salary adjustment.

J. Parks, Recreation & Leisure Services (Vicki Coleman, Director)

1. July 3rd Contract for Entertainment Services - Head Games: Request to approve the contract for Head Games in the amount of \$1,350.
2. Contract for approval between the City and Supernatural Productions, LLC for the Halloween Train event at Pine Mountain Gold Museum.
3. Contract for approval between the City and Supernatural Productions, LLC for the Winter Wonderland Train event at Pine Mountain Gold Museum.
4. Tree Removal At The Library

K. Information Technology (Jim Chambers, Manager)

- L. Public Comment - We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes.**

M. Consent Agenda Review and Adjournment

N. Adjournment

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VILLA RICA PUBLIC FACILITIES AUTHORITY MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Tuesday, March 6, 2018 | 6:00 pm

Meeting Call to Order (Mayor Jeff Reese)

Mayor Jeff Reese called the meeting to order at 6:00 pm.

Present: Mayor Jeff Reese, Mayor Pro Tem Gil McDougal, Councilman Verland Best, Councilman Danny Carter, Councilwoman Leslie McPherson, and Councilwoman Shirley Marchman.

Adoption of Agenda (Mayor Jeff Reese)

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman
SECONDER:	Danny Carter, Councilman
AYES:	Best, Carter, Marchman, McPherson, McDougal

A. Appointments: Selection of Chairman, Vice-Chairman, and Secretary for the 2018 Calendar Year.

Chairman: Councilman Verland Best made the motion to approve Mayor Jeff Reese as the Chairman, seconded by Councilwoman Leslie McPherson. Vote: 5/0 unanimous. Motion approved.

Vice-Chairman: Councilman Danny Carter made the motion to approve Mayor Pro Tem Gil McDougal as the Vice-Chairman, seconded by Councilman Verland Best. Vote: 5/0 unanimous. Motion approved.

Secretary: Councilman Danny Carter made the motion to approve City Clerk Alisa Doyal as the Secretary, seconded by Councilman Verland Best. Vote: 5/0 unanimous. Motion approved.

B. Incumbency Certificate: Authorization for the Chairman, Vice Chairman and Secretary to sign and execute the Incumbency Certificate with BB&T.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman, to authorize the Chairman, Vice-Chairman and Secretary to sign and execute the Incumbency Certificate with BB&T.
SECONDER:	Shirley Marchman, Councilwoman
AYES:	Carter, Marchman, Best, McPherson, McDougal

Adjourn: Councilman Verland Best made the motion to adjourn, seconded by Councilwoman Shirley Marchman. Vote: 5/0. The vote was unanimous.

Jeff Reese, Chair

Alisa Doyal, Secretary

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CITY COUNCIL MONTHLY MEETING MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Tuesday, March 6, 2018 | 6:00 pm

Meeting Call to Order (Mayor Jeff Reese)

Mayor Jeff Reese called the meeting to order at 6:00 pm.

Present: Mayor Jeff Reese, Mayor Pro Tem Gil McDougal, Councilman Verland Best, Councilman Danny Carter, Councilwoman Leslie McPherson, and Councilwoman Shirley Marchman.

Invocation (Councilman Danny Carter)

Councilman Danny Carter led the Invocation.

Pledge of Allegiance (Mayor Jeff Reese)

Mayor Jeff Reese led the Pledge of Allegiance.

Ceremonial Presentations (Mayor & Council)

Mayor Jeff Reese recognized Employee Terri Bowles for 15 Years of Service.

Adoption of Agenda (Mayor Jeff Reese)

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Verland Best, Councilman
AYES:	Carter, Best, Marchman, McPherson, McDougal

Council Updates (Subjects of General Interest and Concern)

Mayor Jeff Reese announced that he has asked the Villa Rica High School Principal to have the Girls Basketball Team and the Boys Basketball Team at the April Council Meeting to be recognized for going to the State Playoffs.

City Manager Update

City Manager Tom Barber gave an update of city projects.

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes)

Two citizens came forward to make a public comment.

Consent Agenda

The Consent Agenda is a single item that encompasses all things the City Council would normally approve with little comment. Each of these items was discussed at the Thursday, March 1, 2018, Council Work Session, and it was the unanimous consensus of the Governing Body to place the following items on the Consent Agenda.

1. Bank of the Ozarks Security Agreement and Custodial Services Agreement to secured the City's deposits held.
2. Fullerville Trailhead – Georgia Department of Transportation Supplement Agreement (PI 001010457) for the purpose of the final payment.
3. July 3rd Fireworks Display Contractor Recommendation of East Coast Pyrotechnics, Inc., for \$23,000.
4. July 3rd Fireworks Entertainment of the "Departure-The Journey Tribute Band for \$4,500.
5. Emergency Purchases Over \$10,000 – Emergency Replacement of the Variable Frequency Drive (VFD) at the Wastewater Plant for \$14,075.71.
6. Reduced certain railroad crossing fines from \$1,000 to \$250.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Verland Best, Councilman
AYES:	Carter, Best, Marchman, McPherson, McDougal

A. Governing Body (Mayor Jeff Reese)

1. Approval of Minutes
 - a. Special Called Meeting of January 18, 2018.
 - b. Monthly Meeting of February 6, 2018.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman, motion to approve both minutes.
SECONDER:	Gil McDougal, Councilman
AYES:	Best, McDougal, Marchman, McPherson, Carter

2. Healthcare Pet Jam Event @ the MILL amphitheater – Saturday, June 9, 2018

RESULT:	DENIED (VOTE: 2/3)
MOVER:	Leslie McPherson, Councilwoman, to approve the Pet Event at the MILL.
SECONDER:	Danny Carter, Councilman
AYES:	McPherson, Carter
NAYS:	McDougal, Best, Marchman

3. City Manager Evaluation:

The Council will be reviewing evaluation examples from Human Resources Manager Stephanie Rooks and the example provided by Councilman Gil McDougal.
4. Acceptance And Repair Of Road - Negotiate an agreement with Dr. Camp to take ownership of the northbound lanes of Community Square Road (Dr. Camp owns) in front of the post office

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Leslie McPherson, Councilwoman, table until the April 2018 for additional information.

SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, Marchman, Best, McDougal

5. Charter Discussion

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Verland Best, Councilman, motion to accept the changes.
SECONDER: Shirley Marchman, Councilwoman
AYES: Best, Marchman, Carter, McPherson, McDougal

B. Finance (Sarah Hefty, CFO)

1. January 2018 Financial Update

Qualified Senior Discount:

RESULT: **ADOPTED (Vote: 4/1)**
MOVER: Gil McDougal, Councilman, to raise the income level to 2.5x poverty of \$30,150 effective when the bills are printed after April 1, 2018.
SECONDER: Danny Carter
AYES: McDougal, Carter, Best, Marchman
NAYS: McPherson

2. Ordinance for Better Collection and Administration of Hotel-Motel Tax

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman, motion to adopt the Ordinance.
SECONDER: Verland Best, Councilman
AYES: Carter, Best, Marchman, McPherson, McDougal

3. Update Utility Billing Deposits and Fee Amounts

a. Update Utility Billing Deposits and Fee Amounts

RESULT: **ADOPTED (Vote: 4/1)**
MOVER: Leslie McPherson, Councilwoman, motion to amend staff proposal for the renters deposit be \$175 instead of \$225.
SECONDER: Gil McDougal, Councilman
AYES: McPherson, McDougal, Marchman, Carter
NAYS: Best

b. Approval of Resolution to Set Utility Billing Deposits and Fees

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman, motion to approve the Resolution with the changes effective April 1, 2018.
SECONDER: Verland Best, Councilman
AYES: Carter, Best, Marchman, McPherson, McDougal

C. Community Development (Bobby Elliott, Director)

1. ABL-01-18: Alcohol Beverage License for PKR Investments, LLC – Approval to allow applicant to sell rental package malt beverages & wine at 205 S. Carroll Road, Villa Rica.

RESULT: **ADOPTED (Vote: 4/1)**
MOVER: Verland Best, Councilman
SECONDER: Danny Carter, Councilman
AYES: Best, Carter, McPherson, McDougal
NAYS: Marchman

2. RA-05-18: Rezoning of property located at 78 Herrell Road, Villa Rica.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Gil McDougal, Councilman
SECONDER: Danny Carter, Councilman
AYES: McDougal, Carter, Best, McPherson, Marchman

3. Crosswalk at Wilson Street and South Carroll Road
Because West Wilson will be repaved in a few weeks, Community Development Director Bobby Elliott stated that temporary paint will be put there as the crosswalk for the time being.

D. Police (Chief Michael Mansour)

1. Public Defender Replacement

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman, motion to approve Hannah Barnes Mitchell as the Public Defender Replacement.
SECONDER: Shirley Marchman, Councilwoman
AYES: Carter, Marchman, Best, McPherson, McDougal

F. Economic Development (Christopher Pike, Director)

1. Annual Villa Rica Community Easter Sunrise Service – Sunday, April 1, 2018 @ the MILL amphitheater

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Shirley Marchman, Councilwoman
SECONDER: Gil McDougal, Councilman
AYES: Marchman, McDougal, Best, McPherson, Carter

Adjournment: Councilman Verland Best made the motion to adjourn, seconded by Councilman Danny Carter. Vote: 5/0. Motion approved.

Jeff Reese, Mayor

Alisa Doyal, City Clerk



Agenda Item:_____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Discussion of Mayor's Standing Library Committee

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/23/2018

PREPARED BY: Tom Barber

AMOUNT: N/A

GL ACCOUNT #: N/A

PURPOSE: To discuss the Mayor's Standing Library Committee.

BACKGROUND: The Mayor has requested that the City Council discuss the Library Committee.

STAFF RECOMMENDATION: N/A

IMPACT:

MOTION: For discussion only



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request for Reimbursement by Fran Newton

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/23/2018

PREPARED BY: Tom Barber

AMOUNT: \$947.91

GL ACCOUNT #: 100-4320-522200 Storm Water M/R

PURPOSE: The storm water pipe that runs along the west side of S. Carroll Road has collapsed in the front yard of 211 S. Carroll. The property's owner has requested that we reimburse her for the expenses she has incurred related to the sink hole in her yard.

BACKGROUND: Our storm water collection system along S. Carroll Road south of W. Wilson discharges into a small creek that flows west toward Hwy 61. A section of the pipe just north of the creek has collapsed and has formed a sink hole in the front yard of 211 S. Carroll Road. The homeowner has incurred expenses related to excavating the area around the sink hole and requests that the City reimburse her. The total amount requested is \$947.91.

The City has engaged an engineer to design the repair, and one of our local pipe contractors, who we use primarily for water and sewer line repair, has been shown the site and has indicated that they can do the work.

Historically, the City has not invested much in its storm water system, and therefore numerous issues such as this one exist throughout the City.

STAFF RECOMMENDATION: Staff defers to the recommendation of the City Attorney.

IMPACT: Unknown

MOTION: TBD

November 20, 2017
Fran L. Newton
211 South Carroll Road
Villa Rica, GA 30180

City of Villa Rica
571 West Bankhead Highway
Villa Rica, GA 30180

Attention City Manager; *Mr. Barber:*

When I spoke with you week before last on the phone, I was not sure you understood the situation to which I was referring. I'm sure you know I have a sink hole in my front yard, but that is not my only concern. Let me give you a summary of my impressions so that maybe if there are any misunderstandings we can see what we need to do to clear them up. First, I wish to make it clear to you that I am not a citizen who expects the city government to do anything for me it does not do for every citizen. I do not feel that I am asking for special treatment here, just treatment an ordinary citizen would, in my opinion, expect from the government who collects taxes and provides services to those from whom those taxes are accepted.

When this debacle first occurred I called the city and the guy everyone called James or Jamison came out, looked over the situation and promised me the city was not responsible because there were no drainage pipes going across my property. When I told him I thought I saw water being dumped into the creek from my side of the creek, he assured me no such thing could happen unless a pipe was coming from behind my house. So, I hired a man to fill the hole with a load of large gravel, topped it with soil, planted grass and thought that would be the end of it.

We had another big rain and my spot sunk a little more. I re-topped it with soil, thinking the soil had settled.

Then, we had another big rain and the next morning, I had a huge sinkhole. I knew all that gravel had to go somewhere, so I looked into the creek. Sure enough, there it was. That seemed to prove to me, at least, that water was coming under my yard somehow, so I called the city again.

Jamison again said it was impossible. He showed me the culvert at the store and he explained that the water went under the road, connected to a pipe in front of the funeral home and flowed toward ALL State Insurance where it dumped into the drain, went under the road and emptied into the creek. He said he would bring dye out to prove to me that what he said was true. He promised me that if I could find a pipe dumping into the creek that the city would have to do something. Jamison talks very loud and repeats everything he says several times, so I am very sure I heard him correctly.

The very next morning I walked along the creek and found a pipe. Not only that, the pipe had gravel in it! I immediately called the city.

Jamison arrived and was surprised that there was indeed, a pipe. Then, he changed his story. He said just because there was a pipe, it did not prove the pipe belonged to the city. He assured me he had all the maps and diagrams and that there was no diagram of a pipe coming across my yard. When I reminded him of what he had promised me, he said I had to prove that the pipe connected to the city. He explained that maybe a previous owner had put a pipe across the yard to stop a water problem. When I tried to tell him that did not make sense, since the owner would have had to dig down over ten feet to lay the pipe and that would not solve any problem, Jamison walked up to the sidewalk and pointed down. He said, "If you find the pipe connects to the city anywhere on the city side of this water meter, the city will do something, I promise you"

So, I hired a guy with a back hoe and had him find the pipe. Just as I thought, it was about ten feet underground. The guys I hired got down into the hole, shined the light toward the street, and assured me that the pipe went to the street. I then called the city again. (You can readily see why Jamison thinks I am a griping old woman. I have had to call you after every step I have taken.) This time Jamison was off and the man over the water department came. He immediately sent for a tanker of water and announced that he would find out if the pipe caught the water poured into the drain at the store or not. It took every bit of three minutes until we had a very healthy stream of water going through the pipe and dumping into the creek.

We found that the pipe had caved in because the end had been busted so that water flowed around it and rusted the adjoining pipe. I realize that the pipe can be fixed without taking it up. However, I am concerned that it could be rusted all the way down the hill. Too, the pipe at the creek empties about 25 feet before the actual water flow of the creek, so it is causing erosion of the bank.

I have just had several surgeries and that is why I have not been to see you in person. When I was presented with an easement contract, I still had unanswered questions concerning the way this problem was going to be resolved. Perhaps we could meet and discuss our opinions. I am enclosing copies of the bills I paid to prove the pipe was there and the money I spent because I was told there was no pipe. I believe I have done everything I could do to get to the bottom of the problem, and frankly, I feel that I have been jerked around by people who obviously did not know what they were talking about.

When I called you, I expected to be able to talk about the situation, but I felt as if you had heard some talk that I was hard to deal with. This has been a totally frustrating saga for me and I think it could have been handled better from the start. I believe I was patient and I know I gave the city every chance to avoid this problem if it were not the city's pipe. I do not feel that I got the kind treatment I afforded your workers and you. Too, you told me you would get back to me within a few days and I have yet to hear anything.

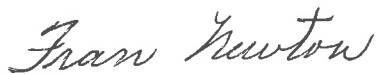
So here is what I am asking the city to do:

1. Pay my expenses up to now.
2. Fix the pipe by putting a collar on it so that water cannot escape and go around the pipe, which is what happened to cause the problem.
3. Extend the pipe at the creek so that it empties into the water instead of at the bottom of the hill.

I feel that what I am asking is fair. I believe we could have avoided my having to dig up the pipe if the tanker could have been used in the beginning. It was a rather simple job to run water to see if it dumped into the creek. I showed Jamison that my gravel was washed into the creek, so if he had called for the tanker then, I would not have had the expense of hiring the back hoe.

I sincerely hope this problem can be resolved in a pleasant way. I am ready to meet with you to see if we can come to an agreement. Please call me at 404 285 1860. I am extremely hard of hearing and cannot get a voice mail on my phone. If you cannot get me, please call 770 459 8074. My office manager will get a message to me immediately.

Sincerely,

A handwritten signature in cursive script that reads "Fran Newton".

Fran Newton

Received
3-23-18

FRAN NEWTON

211 SOUTH CARROLL ROAD

VILLA RICA, GA 30180

PHONE 404 285 1860

TO WHOM IT MAY CONCERN:

This situation has been going on for so long now, I know I have some dates wrong, but the following is my recollection of the events concerning the sink hole in my front yard:

In April of 2017 I discovered a deep hole in my front yard after a heavy rain. It was approximately 24 to 30 inches deep and about 4 X 12 feet in area. Since it was close to my water meter, I thought it best to call the city. A worker came armed with pictures of my husband's digging up a tree near the hole in 2010. He seemed to know what the problem was before he even looked. I pointed out that the tree had been a good 20 feet away from the hole, so I questioned his evaluation, but he was adamant that the hole had not been filled in properly, so I called a man who had contracted work for me. He filled the hole with soil, prepared the soil with fertilizer and planted grass. I forgot about the problem.....

Until sometime in late May. I discovered another hole one morning when it was raining pretty hard. It was bigger. I had to go to work next door and as I was walking across the bridge across the creek, I noticed all the pipes dumping run-off water into the creek. Then, I saw something else. There was a pretty heavy little "waterfall" coming from underneath my front yard. A lot of water was dumping into the creek from the waterfall. I did not call the city that day because for some reason, I was occupied with something more pressing, but I did call within the week to report what I saw. The same worker responded to my call. I told him my belief that there must be a drainage pipe going across my front yard. He rather strongly told me there was no such pipe and if there was, it was coming from behind my house. His answer was not logical to me because there would be no reason for a pipe to be coming from back there and besides the angle was all wrong. This particular man does not listen to reason. I got the idea that he made up his mind and then adjusted facts to fit his premise. I tried several times to get him to listen to what I was telling him but he just talked louder and stronger and kept promising me that if I could find a pipe, the city might do something, but it was up to me to prove my point.

I called the same guy who had recently filled in the hole and he suggested digging down to see if we could find the pipe. They did attempt to do so, but we did not see anything. So, he suggested filling the hole with rock since the soil was so expensive and we now had a hole more than five feet deep. So, we did that.

Then, we had a heavy rain and I had a hole again. But this time I found rock in the creek, so I knew water was rushing underground at a pretty good rate, because we had put large gravel in the hole. I called the city again. Same worker. He was adamant that I had not proved anything and kept telling me that the city blueprints did not show a pipe across my property and that a previous owner must have tried to drain his property by putting in the pipe. Again, this made no sense, because how could a pipe

under 12 feet of dirt drain anything unless it was coming from some higher ground??? He didn't hear the logic again. So, I got nothing but frustration.

I called my guy again. This time he suggested getting a backhoe and really digging to find the pipe. So, in November right before I had my second hip replaced, the man came with the backhoe. He found the pipe and he found the problem. When the pipe was put in years ago, a piece was broken off it. Someone laid a rock over the rather large hole and over time the rock allowed water to leak from the pipe which caused it to rust and cave in. Since we now knew there was a pipe, we went to the creek and started searching. We found it.

This time another person came from the city. Of course he did not try to tell me there was no pipe, but he did have to ascertain if the water was coming from the city. It took about thirty minutes for him to get a water truck on site and put water into the drain above my property. I cannot tell you how aggravated that made me. That could have been done at the very beginning and saved me almost a thousand dollars and it could have saved the city a lot of unnecessary wages. We could see the water running through the pipe and we could see my waterfall at the edge of my property.

That worker put tape around my hole. And I have been waiting ever since for the city to fix my yard. Next month will be a year. While I am on my soapbox, there is another thing I would like to complain about. I was treated as a dumb ole woman who was trying to cause trouble. No one bothered to answer my several calls to the city manager and when I wrote a letter, I received no answer. When I finally talked to the manager on the phone, I was brushed off with the excuse that he had only been on the job five months and what did I expect? I expected a little civil service. I expected my city officials to treat me as tax paying citizen with a problem that was not rocket science. As a business owner, I can tell you I would be out of business if I TREATED MY CLIENTS THE WAY CITY HALL TREATED ME.

Since the city has admitted ownership of this problem, my yard has eroded another 25 feet from the edge of the creek. I think the city needs to stop this problem and repair my yard and I think it should be finished before this problem is one year old.

Sincerely,

A handwritten signature in cursive script that reads "Fran Newton". The ink is dark and the signature is fluid, with a large, stylized 'F' and 'N'.

Fran Newton

Jacky's Landscape Materials

3691 Carrollton-Villa Rica Highway
Carrollton, GA 30116 770/832-1222
770/328-8632,
770/328-8632

Invoice

Landscape

Date	Invoice #
6/10/2017	12621

Bill To
Cash

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/10/2017			
Quantity	Item Code	Description			Price Each	Amount
2	Gravel #34	Gravel #34 Sales Tax On computer ALB			45.75 7.00%	91.50T 6.41
Ed Cash						

I hereby agree not to hold JLM or any of it's employees liable for damages inside curb or property line caused by any of their equipment, as I have requested delivery on the property for the material listed and hereby acknowledge receipt of the same.

Total

\$97.91

DORSEY IVEY

~~FOOTING CONTRACTOR~~

115 KIMBERLEY COURT
TEMPLE, GEORGIA 30179

PHONE: 880-4102

DATE Nov-3-17

770-23-122-D

Fran Newton
Villa Rica

LOT	FOOTAGE	PRICE
	\$400.00	
	for Backhoe	
	work	
	on sink hole	
	Curb, 7'	
	Pk 11-1"	
		TOTAL \$400.00

THANK YOU

Rental Work Receipts

Date: October 18, 2017

Receipt No: 89

Received From: Tommy Ivey

the amount of: \$250.00

for payment of: Labor, Soil, grass seed, and fertilizer

from: Frank Newton to: Tommy Ivey

PAYMENT BY: (X) CASH () CHECK NO: _____

() MONEY ORDER: _____

Total Amount to be Received: \$250.00

Amount Received: _____

Balance Due: 0

Received By: Tommy Ivey

Address: 708 North Ave., Villa Rica, GA

Phone: 470 955 9893

Wendy Baskin
NOTARY PUBLIC
Carroll County, GEORGIA
My Comm. Expires 11/02/19

Signed before me

3-23-18

Wendy Baskin

Rental Work Receipts

Date: May 25, 2017

Receipt No: 63

Received From: Tommy Ivey

the amount of: \$200.00

for payment of: Labor, Soil, grass seed, and fertilizer

from: Frank Newton to: Tommy Ivey

PAYMENT BY: (X) CASH () CHECK NO: _____

() MONEY ORDER: _____

Total Amount to be Received: \$200.00

Amount Received: _____

Balance Due: 0

Received By: Tommy Ivey

Address: 708 North Avenue, Villa Rica, GA

Phone: 470 955 9893

Signed Before me

3 - 23 - 18

W. Bakir
Wendy Bakir
NOTARY PUBLIC

Carroll County, GEORGIA

My Comm. Expires

11/02/19



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request by Gaston Outdoor Advertising

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/23/2018

PREPARED BY: Tom Barber

AMOUNT: Unknown

GL ACCOUNT #: To Be Determined

PURPOSE: To discuss a request by Gaston Outdoor Advertising related to a Billboard Lease with the City.

BACKGROUND: The City entered into a Billboard Lease with Gaston Outdoor Advertising that expires on February 28, 2019. The billboard sits on City property located between Glanton-Hindsman Elementary School and I-20. Tree growth is encroaching on the billboard structure. The company has requested that the City approve a document that would exempt them from certain GDOT regulations.

The company is also delinquent on rental payments to the City in the amount of \$9,000 (the City's calculation). The company further requests that the City allow them to pay back what they owe in unspecified billboard space, and to continue with monthly payments of \$450.00.

STAFF RECOMMENDATION: It appears the City's best interest would be served by requiring cash compensation for the rental payments that are in arrears, and to require the company to fulfill all future payment requirements as set forth in the lease.

IMPACT: Enforcement of the lease agreement would allow the City to advertise along I-20 in a relatively cost-effective manner.

MOTION: I move that we require Gaston Outdoor Advertising to repay all delinquent rental payments due through the end of March, 2018 and to provide the City with one billboard face as set forth in the lease agreement for the remainder of the lease.

Allen Gaston

Mr. Mecklin, Mayor Reese, City Council, Mr. Barber, and Mr. Elliott,

This billboard has been on the City of Villa Rica's property (between VR elementary school and I-20) since 2000. From 2000 – 2009 I paid \$450.00 per month to the City of Villa Rica. From 2009 – 2013, we did a lease with Villa Rica tourism. They took one side which generated \$1,200 a month. This cost me \$ 750 a month (difference in what a regular customer would pay compared to what the rent I was paying the City of Villa Rica). A total savings of 45,000 to the City of Villa Rica. Then the City of Villa Rica and Goldmine museum took a location in Heflin, Al. which was closer to the landowner rent (A \$550.00 a month location for a trade of \$450.00 to City of Villa Rica for landowner rent). This was a savings of \$3,600 to the City of Villa Rica. Total savings to the City of Villa Rica is \$48,600. This went on until July of 2016 until David Miliron (City Manager) wanted the vinyl to come down in Heflin, Al. Right now I owe the City of Villa Rica \$7,600.00 for past due rent, but I have been trying to resolve the problems concerning the billboard for many years. We still have a major tree issue. I would like to pay back what I owe in billboard space and then continue with the \$450.00 per month. The City is currently paying for billboard advertising space on Hwy. 61 with my competition.

When the structure was erected, I cut a road in and laid a pipe in the creek and covered it with rock and dirt (cost of about \$8,000). City of Villa Rica was going to keep the grass cut and keep the road up. The land has been washed away from both sides of the pipe for over a year until I met with Mr. Barber and Brennan Jones, and they got me an onsite meeting with Charlie Davis. After meeting with Mr. Davis, the road was repaired in two days, but we still have a tree problem.

Trees on right of way have just about taken over the structure. GDOT will let you take down the trees if you lower your structure to 75' above road grade or the City can sign a form that will allow me to keep the structure at its original height. The cost to lower both structures is \$59,416 (see attached). The cost to cut the trees, bond, safety signage to be placed on I-20, survey the structure, permit to cut, and cost for arborist to count trees and purchase the trees is \$76,000 plus (see attached).

The City can save us a lot of money (\$59,416) by signing the form. The City of Carrollton, Marietta, East Point, and Union City are some that have signed this form. We are partners with the trees. Would like to discuss this with you.

I look forward to working with the City of Villa Rica on this project soon.

Thanks, Allen Gaston

Gaston Outdoor Advertising, Inc.

Billboards, Scoreboards, Video Screens and Message Centers

P.O. Box 648, Carrollton, GA 30112

(770) 838-0079 - office

(770) 838-9585 - fax

BILLBOARD LEASE

Number: _____

LESSOR: City of Villa Rica, a political subdivision of the State of Georgia ("City")
571 W. Bankhead Highway
Villa Rica, GA 30180
Attn: City Manager

THIRD PARTY BENEFICIARY: City of Villa Rica Board of Tourism ("BOT")
571 W. Bankhead Highway
Villa Rica, GA 30180
Attn: Barbara Daniel

LESSEE: Gaston Outdoor Advertising ("Gaston")
P. O. Box 648
Carrollton, GA 30112
Attn: Allen Gaston

This Billboard Lease is made as of the 13th day of May, 2009, by and between City, BOT and Gaston.

1. **PREMISES.** City does hereby lease and demise to Gaston, as space for outdoor advertising purposes, a portion of the real property located in the City of Villa Rica, Georgia, as more fully designated in Exhibit "A" attached hereto and by this reference made a part hereof (such designated area hereinafter being called the "Premises").

2. **TERM.** The term of this Lease shall be ten (10) years beginning on the first day of March, 2009 (the "Commencement Date") and ending on the 28th day of February, 2019, subject to the conditions of Paragraph 8 hereof and Georgia law concerning long term agreements by municipalities.

3. RENTAL.

(a) In lieu of rent for the space provided by the City to Gaston, Gaston agrees to provide one year round advertising face on one of Gaston's signs located on I-20. Gaston shall give the BOT a choice of any open sign face over which he has ownership or control on I-20 in Villa Rica. Gaston shall be responsible for placing one permanent face on a sign of the BOT's choosing in lieu of rent. The BOT shall be able to select the advertising space by giving Gaston notice of at least sixty (60) days. The BOT shall pay the production cost for this face. If the BOT chooses to change this face out more than once per year the BOT shall be responsible for the production and installation costs at Gaston's lowest available rate.

(b) At Gaston's discretion, BOT may also request free use of any vacant sign spaces to promote special local events. Any and all production and installation costs for signs pursuant to this provision shall be charged to the BOT at Gaston's standard and customary rates.

4. **USE.** The Property is leased for the sole purpose of construction, operations and maintenance of a single outdoor advertising display and no other purpose whatsoever. Gaston shall have the right to erect, place and maintain a single advertising sign structure and equipment therefor on the Premises, and to post, paint, illuminate and maintain advertisements on such

structure. All structures, equipment and materials placed upon the said Premises by Gaston shall always remain the property of, and may be removed by Gaston at any time prior to or within a reasonable time after the expiration of the term hereof or any extension hereof, provided Gaston shall first give City no less than one business day's prior notice of Gaston's intention to remove any sign structure. Notwithstanding anything to the contrary contained herein, Gaston, at its sole cost and expense, shall remove all structures, equipment and materials from the Premises within thirty (30) days of the expiration or termination of this Lease, unless City specifically consents in writing to such structures, equipment and materials remaining in place. The parties agree that nothing in this lease shall be construed to prevent them from negotiating to continue the lease on mutually acceptable terms.

5. CONSTRUCTION. Construction of the outdoor advertising structure shall be comprised exclusively of a steel single pole, or steel "I" beam, steel unipole, or similar construction. All construction shall be performed by Gaston or Gaston's agents, at Gaston's sole cost and expense, in strict conformity with all applicable federal, state and local laws, rules, codes and regulations.

6. INSURANCE AND INDEMNIFICATION.

(a) Gaston shall maintain, at Gaston's sole cost and expense, liability insurance for any and all damages resulting in personal injury or property damage in connection with the erection, servicing, maintenance, removal, or replacement of the sign structure, equipment and other property placed on the Premises by Gaston and all other occurrences arising out of Gaston's use of the Premises. Such insurance shall contain a provision that the policy shall not be terminated, amended or altered except upon 30 days prior written notice to City. Gaston shall provide proof of such insurance to City no less frequently than annually, if requested.

(b) Gaston shall also maintain at all times business automobile liability insurance and workers' compensation insurance in amounts no less than required by law and as would be maintained by a prudent firm undertaking Gaston's line of work.

(c) Gaston hereby waives, releases, relinquishes, discharges and agrees to indemnify, protect, save harmless, the City of Villa Rica and the BOT, and all of their respective entities, and all respective officers, employees, directors, elected and appointed officials, members of authorities, boards and commissions and agents of and from any and all claims, demands, liabilities, losses, costs or expenses for any loss including but not limited to bodily injury (including death), personal injury, property damage, expenses, and attorneys' fees, caused by, growing out of, or otherwise happening in connection with the City or BOT's use of the Premises, due to any act or omission on the part of Gaston, its agents, employees or others working at the direction of Gaston or on its behalf, or due to any breach of this Lease by Gaston, or due to the application or violation of any pertinent Federal, State or local law, rule or regulation by Gaston. This indemnification applies whether: (i) the activities involve third parties or employees or agents of Gaston or of any City or BOT entity; or (ii) City or the BOT is partially responsible for the situation giving rise to the claim; provided, however, this indemnification does not apply to the extent of the sole negligence of the City of Villa Rica or the BOT and its officers or employees. This indemnification extends to the successors and assigns of Gaston, and this indemnification survives the expiration or termination of the Lease and the dissolution or, to the extent allowed by law, the bankruptcy of Gaston. To the full extent permitted by the Constitution and the laws of the State of Georgia, Gaston and its insurers waive any right of subrogation against the City of Villa Rica or the BOT, or their respective officers, employees, elected and appointed officials, members of authorities, boards and commissions and agents, and their respective insurers, to the full extent of this indemnification.

7. SUBLEASING AND ASSIGNMENT. Gaston shall not have the right to sublease the Premises under the terms and conditions contained herein or assign this Lease without the specific written consent of the City and BOT.

8. TERMINATION. Gaston shall have the right to cancel this Lease upon thirty (30) days prior written notice to City if Gaston is prevented by any present or future law, regulation or ordinance from constructing or maintaining its billboard on the Premises.

9. LESSOR'S COVENANTS. City covenants to Gaston that:

(a) As of the Commencement Date, it will have the authority to carry out City's obligations under this Lease; and

(b) City will not permit any other billboards to be erected on the Premises;

10. LESSEE'S COVENANTS. Gaston covenants to City that it will:

(a) Abide by the rental terms pursuant to this Lease and abide by all of its terms and conditions;

(b) Keep all signs, structures, billboard, equipment and related property placed on the Premises by Gaston in good repair and condition;

(c) Use its best efforts to promptly attempt to maintain all permits necessary for construction, maintenance and use of the advertising structure on the Premises, all at Gaston's sole cost and expense;

(d) Comply with all laws, regulations, ordinances and rules including but not limited to any and all environmental laws, rules and regulations, applicable to the construction, erection, maintenance, replacement and removal of signs, sign structures and equipment used or placed on the Premises;

(e) Not place in or on nor bring in or onto the Premises, any hazardous substance. For purposes hereof, "hazardous substance" shall include any gas, liquid, solid or combination thereof which is regulated by an federal, state or local governmental entity due to its potentially deleterious effect on human health or the human or natural environment;

(f) Pay, when due, all taxes and assessments upon Gaston's structures, equipment and materials on the Premises, including any taxes payable on the land by virtue of its use by Gaston;

(g) Contract for and pay for all charges for utilities, including electricity, communications and similar charges applicable to the Premises, plus any applicable sales or other taxes thereon, as and when such charges become due and payable;

(h) Keep the premises neat and free from garbage and trash;

(i) Do all things necessary to prevent the filing of any mechanic's or other liens against the Premises by reason of any work, labor, services or materials performed or supplied or claimed to have been performed or supplied to City or BOT or anyone holding the Premises or any part thereof through or under Gaston; and

(j) Not accept or place any advertising in or on any structure on the Premises for any entity, product or activity which is objectionable to City or BOT in its reasonable discretion, it being acknowledged by Gaston that the Premises are local governmental property and located in the immediate vicinity of a public school. If Gaston is notified by the City or BOT of its objection to a sign, Gaston agrees to take action to address the City or BOT's concerns.

11. ACCESS AND TRIMMING OF VEGETATION.

(a) Access to the Premises exists as of the time of this agreement, and City, at its expense, shall maintain any drive or access road necessary for Gaston's access to the Premises. City, at its expense, shall maintain such access in reasonable condition at all times, so as to prevent erosion.

(b) Gaston shall not cut, trim, remove or spray any trees, bushes, brush or other vegetation on or about the Premises without City's prior written consent, such consent not to be unreasonably withheld, conditioned or delayed, it being acknowledged by City that the purpose of this Lease is to provide a location where Gaston's sign(s) are viewable by persons in vehicles on Interstate Highway 20. All such cutting, trimming, removal and spraying shall be done in a reasonable manner and shall not be undertaken on any trees, bushes, brush or other vegetation on land not owned by City. All cuttings shall be removed from the Premises and not left or burned thereon. City agrees to be responsible for Bush hogging around the sign on this premises. Gaston may request the City to provide such other reasonable maintenance on the premises that will benefit the use of the leased property.

12. TRADING WITH CITY EMPLOYEES. Gaston shall not violate any code of conduct governing City or BOT's employees or elected or appointed City officials, including members of the Villa Rica City Council, and the City's various commissions, boards and authorities.

13. WAIVER. The waiver by City of the breach of any provision contained in this Lease shall not be deemed to be a waiver of such provision on any subsequent breach of the same or any other provision contained in the Lease. No such waiver or waivers shall serve to establish a course of performance between the parties contradictory to the terms hereof.

14. CAPTIONS. Paragraph captions throughout this Lease are inserted for convenience and reference only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Lease or as a limitation of the scope of the particular paragraph to which they refer.

15. BROKERS. Each of the parties represents and warrants that there are no claims for brokerage commissions, finders' fees or consultants' fees in connection with this Lease, and each party agrees to indemnify and defend the other party against, and hold it harmless from, all liability arising from any such claim, including without limitation attorney's fees, arising from any person or entity claiming any such compensation through that party.

16. MISCELLANEOUS.

(a) This Lease shall create the relationship of landlord and tenant and no estate shall pass out of City. Gaston has only a usufruct, not subject to levy and sale, and not assignable by Gaston except as otherwise provided herein.

(b) The use of gender shall include all genders. The singular number shall include the plural, or the plural the singular, as the context may require.

(c) This Lease shall be binding on the parties hereto and the respective successors, and to the extent assignable on the assigns or nominees of the parties hereto.

(d) Any notice required or permitted to be delivered hereunder shall be deemed received when sent by United States mail, postage prepaid, certified mail, return receipt requested, addressed to City, BOT, or Gaston, as the case may be, at the addresses set forth at the beginning of this Lease or, in the alternative, via hand delivery or any recognized overnight delivery service.

(e) This Lease shall be governed by and construed in accordance with the laws of the State of Georgia.

(f) In case any one or more of the provisions contained in this Lease shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

(g) This Lease constitutes the complete, final and exclusive agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties in connection with this subject matter.

(h) Although the printed provisions of this Lease may have been drafted by one party, each party represents that it has had the opportunity to seek the full advice of counsel, the terms of this Lease were fully negotiated by the parties, and no provisions of this Lease shall be automatically construed for or against either party, but this Lease shall be interpreted in accordance with the general meaning of the language herein contained in an effort to reach the intended result.

(i) This Lease and the terms and conditions herein may not be modified except by a writing, signed by all parties hereto.

(j) Time is of the essence of this Lease.

(k) City may freely assign, hypothecate, transfer and convey any or all of its rights, privileges, duties and obligations hereunder.

(l) Gaston shall not assign any of its rights, privileges, duties or obligations hereunder or sublease the Premises except in strict conformity with Paragraph 7 above.

(m) This Lease may be executed in counterparts with each copy having the full force and effect as if one agreement were executed.

[The following page is the signature page.]

IN WITNESS WHEREOF, the parties hereto have executed and delivered this Lease as of the date first set forth above.

LESSOR:

City of Villa Rica, a political subdivision of the State of Georgia

Rita J. Poole
Witness on Attest

By: [Signature]
Title: City Manager

LESSEE:

Gaston Outdoor Advertising

C. David Medlin
Witness or Attest

By: Alb. Gast
Title: President

THIRD PARTY BENEFICIARY:

Villa Rica Board of Tourism

Barbara Davis
Witness or Attest

By: Catalyn Camp
Title: Chairman

Dobbs to City of VR



Whooping Creek Construction

1465 Whooping Creek Ch. Rd.

Carrollton, GA. 30116

770-836-8660

404-561-2833



Date: 01/04/2017

Bid #: 2017010023

Bid To: Gaston Bill Board Company

RE: State cuts

1. Grind in place all areas state side and private side to D.O.T. specifications. Regrass all disturbed areas. Meet with the D.O.T. for pre construction meeting. Place all erosion control measures as necessary. Replace any fence destroyed during completion of said work. Meet with D.O.T. for post construction meeting providing area inspector with all necessary photos.

Western Inn West bound face: \$9500.00

East bound face: \$11,500.00

Next face at swamp facing west bound: \$14,271.00

Opposite face at swamp east face : \$12,550.00

Next face west bound bypass : \$11,570.00

Next face east facing bypass: \$15,980.00

First face west of liberty Rd.: \$15,210.00

Back said of above face: \$12,210.00

Next face west bound I-20: \$8600.00

Last face facing eat I-20: \$13,277.00

Bond

I-20 Safety Signs

Survey height

Arborist to count trees

\$5,950.00

GOVT permit to cut

1,000.00

Cut trees on private property

10,000.00

Purchase trees GOVT

10,479.17

City of VR

Dobbs, Bobby

49,297.00

\$76,726.17



Villa Rica
Tourism Bureau
571 W. Bankhead Hwy.
Villa Rica, GA 30180
www.villaricatourism.com
Barbara Daniell
Director

May 19, 2009

Mr. Allen Gaston
Gaston Outdoor Advertising
Post Office Box 648
Carrollton, Georgia 30112

Dear Allen:

I am looking forward to working with you and having an opportunity to promote Villa Rica to everyone traveling along I-20.

I wanted to get a copy of the signed contract to you and thank you for working with us and looking forward to a long working relationship.

Sincerely,

Barbara Daniell
Downtown Development/Tourism
678-785-1014
bdaniell@villarica.org

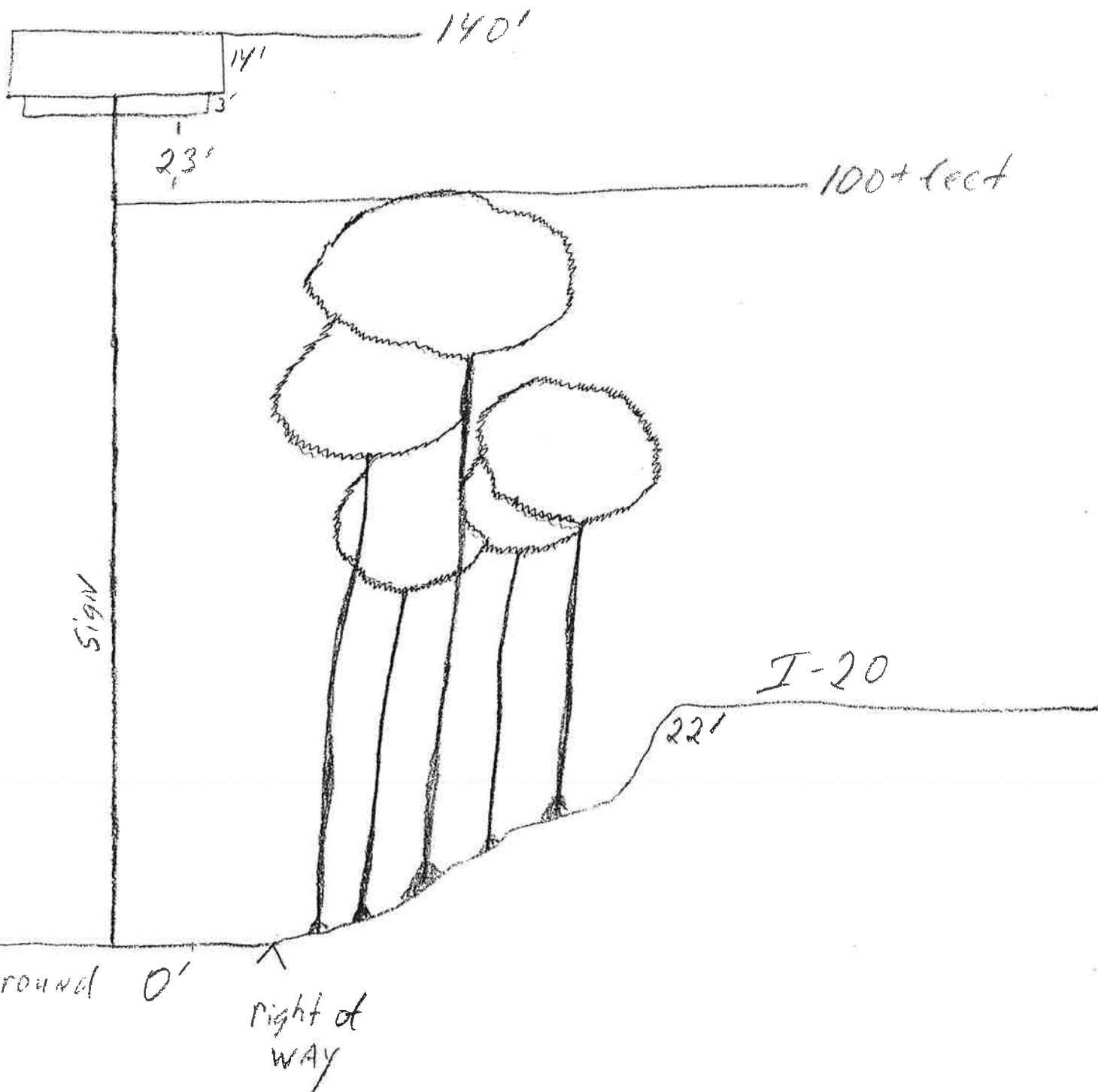
Villa Rica Tourism Board

Carolyn Camp
Chairman

Charles Turner
Rusty Dean
Paul Free
Robyn Young

Villa Rica Georgia
A city of Ethics

92'



**GASTON OUTDOOR
ADVERTISING CO.**

GASTON

105 Shady Valley Ct. • Carrollton, Georgia 30116
770 XXXX 838-0079

July 7, 1999

Mr. Steve Russell;

RE; Proposal of 2 Outdoor Advertising Structures to be located on the City of Villa Rica property I-20. Complies with present City's sign ordinance.

September of 1992 I met with Mrs. W.G. (Imogene) Florence and Briton and Ruth Smith regarding the property that now belongs to the City of Villa Rica. At that time all I got accomplished was a Department of Transportation application filled out and staked out the locations. When it was time to mail off the application, The Smiths said (lets not try it right now because we are afraid that the income Mrs Florence would receive from the signs may affect her medicare and possibly cut it off. The Smith's would rather keep in good standing with Medicare than chance it with the income off the signs) It never was mentioned to me that they did not like Outdoor Advertising structures.

After hearing all this I did not pursue the project anymore until the property was given to the City of Villa Rica.

Sincerely,

Allen Gaston
Allen Gaston

2/4/2015

Permit # D0574

B

Attachment # 5 SUMMARY OF TREE VALUES WORKSHEET**N-MPO H****HARDWOODS**

(See Attachment #2 for Existing Tree Counts)

Totals

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value	
4	\$7.38	17	\$125.46	\$1.85		\$0.00	
6	\$10.23	34	\$347.82	\$2.56		\$0.00	
8	\$17.88	23	\$411.24	\$4.47		\$0.00	
10	\$28.08	10	\$280.80	\$7.02		\$0.00	
12	\$34.14	7	\$238.98	\$8.54		\$0.00	
14	\$48.15	5	\$240.75	\$12.04		\$0.00	
16	\$64.74	3	\$194.22	\$16.19		\$0.00	
18	\$83.85	2	\$167.70	\$20.96		\$0.00	
20	\$105.54		\$0.00	\$26.39		\$0.00	
22	\$129.75	2	\$259.50	\$32.44		\$0.00	
24	\$156.54	1	\$156.54	\$39.14		\$0.00	
26	\$185.85	1	\$185.85	\$46.46		\$0.00	
28	\$217.74		\$0.00	\$54.44		\$0.00	
30	\$252.15		\$0.00	\$63.04		\$0.00	
32	\$289.14		\$0.00	\$72.28		\$0.00	
34	\$328.66		\$0.00	\$82.17		\$0.00	
36	\$370.74		\$0.00	\$92.68		\$0.00	Hardwood Total
Total			\$2,608.86			\$0.00	\$2,608.86

PINES/ NON-HARDWOODS

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value	
4	\$4.41	1	\$4.41	\$1.10		\$0.00	
6	\$6.15	3	\$18.45	\$1.54		\$0.00	
8	\$10.74	2	\$21.48	\$2.69		\$0.00	
10	\$16.86	4	\$67.44	\$4.22		\$0.00	
12	\$20.49	4	\$81.96	\$5.12		\$0.00	
14	\$28.89	2	\$57.78	\$7.22		\$0.00	
16	\$38.85	2	\$77.70	\$9.71		\$0.00	
18	\$50.31	4	\$201.24	\$12.58		\$0.00	
20	\$63.33	2	\$126.66	\$15.83		\$0.00	
22	\$77.85	2	\$155.70	\$19.46		\$0.00	
24	\$93.93		\$0.00	\$23.48		\$0.00	
26	\$111.51		\$0.00	\$27.88		\$0.00	
28	\$130.65		\$0.00	\$32.66		\$0.00	
30	\$151.29		\$0.00	\$37.82		\$0.00	Pine Total
Total			\$812.82			\$0.00	\$812.82

Vegetation Management Work on the right of way-----

Minium Initial flat fee of \$500

\$500.00

(Fee includes all removal of vegetation less than (4) inches in diameter in the Target View Zone.)

Total Contributory Value**\$3,921.68**

2/4/2015

Permit # D0574 A B**Attachment # 5 SUMMARY OF TREE VALUES WORKSHEET****N-MPO H****HARDWOODS**

(See Attachment #2 for Existing Tree Counts)

Totals

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value
4	\$7.38	8	\$59.04	\$1.85		\$0.00
6	\$10.23	19	\$194.37	\$2.56		\$0.00
8	\$17.88	32	\$572.16	\$4.47		\$0.00
10	\$28.08	10	\$280.80	\$7.02		\$0.00
12	\$34.14	16	\$546.24	\$8.54		\$0.00
14	\$48.15	10	\$481.50	\$12.04		\$0.00
16	\$64.74	7	\$453.18	\$16.19		\$0.00
18	\$83.85	2	\$167.70	\$20.96		\$0.00
20	\$105.54		\$0.00	\$26.39		\$0.00
22	\$129.75		\$0.00	\$32.44		\$0.00
24	\$156.54		\$0.00	\$39.14		\$0.00
26	\$185.85		\$0.00	\$46.46		\$0.00
28	\$217.74		\$0.00	\$54.44		\$0.00
30	\$252.15		\$0.00	\$63.04		\$0.00
32	\$289.14		\$0.00	\$72.28		\$0.00
34	\$328.66		\$0.00	\$82.17		\$0.00
36	\$370.74		\$0.00	\$92.68		\$0.00
Total			\$2,754.99			\$0.00
						Hardwood Total
						\$2,754.99

PINES/ NON-HARDWOODS

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value
4	\$4.41	2	\$8.82	\$1.10		\$0.00
6	\$6.15	5	\$30.75	\$1.54		\$0.00
8	\$10.74	2	\$21.48	\$2.69		\$0.00
10	\$16.86	1	\$16.86	\$4.22		\$0.00
12	\$20.49	4	\$81.96	\$5.12		\$0.00
14	\$28.89	2	\$57.78	\$7.22		\$0.00
16	\$38.85	1	\$38.85	\$9.71		\$0.00
18	\$50.31	1	\$50.31	\$12.58		\$0.00
20	\$63.33		\$0.00	\$15.83		\$0.00
22	\$77.85		\$0.00	\$19.46		\$0.00
24	\$93.93	1	\$93.93	\$23.48		\$0.00
26	\$111.51		\$0.00	\$27.88		\$0.00
28	\$130.65	1	\$130.65	\$32.66		\$0.00
30	\$151.29		\$0.00	\$37.82		\$0.00
Total			\$531.39			\$0.00
						Pine Total
						\$531.39

Vegetation Management Work on the right of way-----

Minimum initial flat fee of \$500

\$500.00

(Fee includes all removal of vegetation less than (4) inches in diameter in the Target View Zone.)

Total Contributory Value\$3,786.38

02-04-2015

Permit # D0575 A ☒ or B ☐

ATTACHMENT #7

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

To be completed by Applicant:

Name of Applicant or Company: Gaston Outdoor ~~Inc.~~ *Advertising Inc.*

PERMIT # D0575 COUNTY: Carroll

MUNICIPALITY (if applicable): STATE ROUTE NUMBER: 402

LATITUDE / LONGITUDE (in decimal degrees): Lat: 33.724644 / Long: -84.914161

Does the local government allow signs to be lowered? Yes ☐ No ☐

Professional Engineer License or Professional Land Surveyor License

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number _____
(print name)

_____ is _____ feet.

Sign, stamp and seal here:

_____ Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

----- Or -----

Local Government Certification for Restrictions on Lowering a Sign

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I _____, a duly qualified official of the city/county of _____, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.

This the _____ day of _____, 20____.

Authorized Official Signature _____ Title _____ Phone Number: _____

02-04-2015

Permit # D0575 A ☐ or B ☒

ATTACHMENT #7

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

To be completed by Applicant:

Name of Applicant or Company: Gaston Outdoor Media, LLC Advertising Inc.

PERMIT # D0575 COUNTY: Carroll

MUNICIPALITY (if applicable): _____ STATE ROUTE NUMBER: 402

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.724644 / Long: -84.914161

Does the local government allow signs to be lowered? Yes ☐ No ☐

Professional Engineer License or Professional Land Surveyor License

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number
(print name)

_____ is _____ feet.

Sign, stamp and seal here:

_____ Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

_____ Or _____

Local Government Certification for Restrictions on Lowering a Sign

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I _____, a duly qualified official of the city/county of _____, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.

This the _____ day of _____, 20____.

Authorized Official Signature Title Phone Number: _____

2/4/2015

Permit # D0575 A (B)

Attachment # 5 SUMMARY OF TREE VALUES WORKSHEET**N-MPO H****HARDWOODS**

(See Attachment #2 for Existing Tree Counts)

Totals

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value	
4	\$7.38	2	\$14.76	\$1.85		\$0.00	
6	\$10.23	11	\$112.53	\$2.56		\$0.00	
8	\$17.88	5	\$89.40	\$4.47		\$0.00	
10	\$28.08	7	\$196.56	\$7.02	1	\$7.02	
12	\$34.14	10	\$341.40	\$8.54		\$0.00	
14	\$48.15	1	\$48.15	\$12.04		\$0.00	
16	\$64.74	1	\$64.74	\$16.19		\$0.00	
18	\$83.85	3	\$251.55	\$20.96		\$0.00	
20	\$105.54		\$0.00	\$26.39		\$0.00	
22	\$129.75		\$0.00	\$32.44		\$0.00	
24	\$156.54		\$0.00	\$39.14		\$0.00	
26	\$185.85		\$0.00	\$46.46		\$0.00	
28	\$217.74		\$0.00	\$54.44		\$0.00	
30	\$252.15		\$0.00	\$63.04		\$0.00	
32	\$289.14		\$0.00	\$72.28		\$0.00	
34	\$328.66		\$0.00	\$82.17		\$0.00	
36	\$370.74		\$0.00	\$92.68		\$0.00	
Total			\$1,119.09			\$7.02	Hardwood Total
						\$1,126.11	

PINES/ NON-HARDWOODS

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value	
4	\$4.41		\$0.00	\$1.10		\$0.00	
6	\$6.15		\$0.00	\$1.54		\$0.00	
8	\$10.74		\$0.00	\$2.69		\$0.00	
10	\$16.86		\$0.00	\$4.22		\$0.00	
12	\$20.49		\$0.00	\$5.12		\$0.00	
14	\$28.89		\$0.00	\$7.22		\$0.00	
16	\$38.85		\$0.00	\$9.71		\$0.00	
18	\$50.31		\$0.00	\$12.58		\$0.00	
20	\$63.33		\$0.00	\$15.83		\$0.00	
22	\$77.85		\$0.00	\$19.46		\$0.00	
24	\$93.93		\$0.00	\$23.48		\$0.00	
26	\$111.51		\$0.00	\$27.88		\$0.00	
28	\$130.65		\$0.00	\$32.66		\$0.00	
30	\$151.29		\$0.00	\$37.82		\$0.00	
Total			\$0.00			\$0.00	Pine Total
						\$0.00	

Vegetation Management Work on the right of way-----

Minium Initial flat fee of \$500

\$500.00

(Fee includes all removal of vegetation less than (4) inches in diameter in the Target View Zone.)

Total Contributory Value

\$1,626.11

2/4/2015

Permit # D0575 (A) B

Attachment # 5 SUMMARY OF TREE VALUES WORKSHEET**N-MPO H****HARDWOODS**

(See Attachment #2 for Existing Tree Counts)

Totals

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value
4	\$7.38	12	\$88.56	\$1.85		\$0.00
6	\$10.23	10	\$102.30	\$2.56		\$0.00
8	\$17.88	11	\$196.68	\$4.47		\$0.00
10	\$28.08	2	\$56.16	\$7.02		\$0.00
12	\$34.14	4	\$136.56	\$8.54		\$0.00
14	\$48.15		\$0.00	\$12.04		\$0.00
16	\$64.74	1	\$64.74	\$16.19		\$0.00
18	\$83.85		\$0.00	\$20.96		\$0.00
20	\$105.54		\$0.00	\$26.39		\$0.00
22	\$129.75		\$0.00	\$32.44		\$0.00
24	\$156.54		\$0.00	\$39.14		\$0.00
26	\$185.85		\$0.00	\$46.46		\$0.00
28	\$217.74		\$0.00	\$54.44		\$0.00
30	\$252.15		\$0.00	\$63.04		\$0.00
32	\$289.14		\$0.00	\$72.28		\$0.00
34	\$328.66		\$0.00	\$82.17		\$0.00
36	\$370.74		\$0.00	\$92.68		\$0.00
Total			\$645.00			\$0.00
						Hardwood Total
						\$645.00

PINES/ NON-HARDWOODS

Tree Dia. (Class)	Removal Value from Appendix B-2	Number of Trees to be removed	Removal Value	Pruning Value from Appendix B-2	Number of Trees to be Pruned	Pruning Value
4	\$4.41		\$0.00	\$1.10		\$0.00
6	\$6.15		\$0.00	\$1.54		\$0.00
8	\$10.74		\$0.00	\$2.69		\$0.00
10	\$16.86		\$0.00	\$4.22		\$0.00
12	\$20.49		\$0.00	\$5.12		\$0.00
14	\$28.89		\$0.00	\$7.22		\$0.00
16	\$38.85		\$0.00	\$9.71		\$0.00
18	\$50.31		\$0.00	\$12.58		\$0.00
20	\$63.33		\$0.00	\$15.83		\$0.00
22	\$77.85		\$0.00	\$19.46		\$0.00
24	\$93.93		\$0.00	\$23.48		\$0.00
26	\$111.51		\$0.00	\$27.88		\$0.00
28	\$130.65		\$0.00	\$32.66		\$0.00
30	\$151.29		\$0.00	\$37.82		\$0.00
Total			\$0.00			\$0.00
						Pine Total
						\$0.00

Vegetation Management Work on the right of way-----

Minium Initial flat fee of \$500

\$500.00

(Fee includes all removal of vegetation less than (4) inches in diameter in the Target View Zone.)

Total Contributory Value

\$1,145.00

02-04-2016

Permit # 08978

A ☒ or B ☐**ATTACHMENT #7**

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

To be completed by Applicant:

Name of Applicant or Company: Clear Channel Outdoor / Bryan Gaylor

PERMIT # 08978 COUNTY: Fulton

MUNICIPALITY (If applicable): Union City

STATE ROUTE NUMBER: 403

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.5707 / Long: -84.5293

Does the local government allow signs to be lowered? Yes ☐ No ☒**Professional Engineer License or Professional Land Surveyor License**

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number _____
(print name)
_____ is _____ feet.

Sign, stamp and seal here:

_____ Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

Or

Local Government Certification for Restrictions on Lowering a SignComplete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.I, Nicole Dziel, a duly qualified official of the city/county of Union City, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.This the 1 day of Jan, 2016is non conforming and

Authorized Official Signature

Title

Phone Number: 770-515-9982

Permit # 6293 A ☒ or B ☐

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

Name of Applicant or Company: Clear Channel Outdoor, Inc.

PERMIT # 6293 COUNTY: Fullon

MUNICIPALITY (if applicable): East Point STATE ROUTE NUMBER: 403

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.660556 / Long: -84.430833

Does the local government allow signs to be lowered? Yes ☐ No ☐

This section is to be completely filled out by the Engineer or Surveyor.

I _____ hereby certify the sign height for GDOT permit number _____
(print name)
is _____ feet.

Sign, stamp and seal here:

Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

..... Or

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I, Genevsa Elias, a duly qualified official of the city/county of EAST POINT, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.

This/the 8TH day of OCTOBER, 20 15

Authorized Official Signature

Dredrick Plannigalana De
Title

Phone Number: (4) 270-7026

Permit # A1981 A ☐ or B ☒

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

Name of Applicant or Company: Clear Channel Outdoor

PERMIT # A1981 COUNTY: Cobb

MUNICIPALITY (if applicable): Marietta STATE ROUTE NUMBER: 407

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.940077 / Long: -84.501414

Does the local government allow signs to be lowered? Yes ☐ No ☒

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number _____
(print name)
is _____ feet.

Sign, stamp and seal here:

Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

_____ Or _____

Local Government Certification for Restrictions on Lowering a Sign

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I, RUSTY ROTH, a duly qualified official of the city/county of MARIETTA, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.

This the 26TH day of OCTOBER, 2015.

Rusty Roth PLANNING & ZONING MANAGER Phone Number: 770-794-5670
Authorized Official Signature Title

02-04-2015

Permit # D0574 A ☐ or B ☒

ATTACHMENT #7

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

To be completed by Applicant:

Name of Applicant or Company: Gaston Outdoor ~~Media~~ *Advertising Inc*

PERMIT # D0574 COUNTY: Carroll

MUNICIPALITY (if applicable): STATE ROUTE NUMBER: 402

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.725011 / Long: -84.912483

Does the local government allow signs to be lowered? Yes ☐ No ☐

Professional Engineer License or Professional Land Surveyor License

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number
(print name)

_____ is _____ feet.

Sign, stamp and seal here:

_____ Day of _____, 20_____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

----- Or -----

Local Government Certification for Restrictions on Lowering a Sign

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I _____, a duly qualified official of the city/county of _____,
do hereby certify that I have reviewed the location and description of the outdoor advertising structure
described above and on the attached application and find the sign cannot be lowered and remain in
compliance with all current local laws, ordinances, or regulations.

This the _____ day of _____, 20_____.

Authorized Official Signature Title Phone Number: _____

ATTACHMENT #7

Attachment 8 must be completed prior to submittal. GPS Coordinates in Part 2 and Attachments 2 and 8 of the application must be identical.

To be completed by Applicant:

Name of Applicant or Company: Gaston Outdoor Media ~~LLC~~ *Advertising Inc*

PERMIT # D0574 COUNTY: Carroll

MUNICIPALITY (if applicable): STATE ROUTE NUMBER: 402

LATITUDE / LONGITUDE (in decimal degrees) : Lat: 33.725011 / Long: -84.912483

Does the local government allow signs to be lowered? Yes ☐ No ☐

Professional Engineer License or Professional Land Surveyor License

This section is to be completely filled out by the Engineer or Surveyor.

(Height of sign is measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher.)

I _____ hereby certify the sign height for GDOT permit number _____
(print name)

_____ is _____ feet.

Sign, stamp and seal here:

_____ Day of _____, 20____

☐ Initial Sign Height ☐ Final Sign Height (If sign was required to be lowered)

----- Or -----

Local Government Certification for Restrictions on Lowering a Sign

Complete the certification below only when the existing sign listed on the application falls under a local law, ordinance, or regulation that does not allow the sign owner to lower the existing sign. This must be completed prior to application submittal.

I _____, a duly qualified official of the city/county of _____, do hereby certify that I have reviewed the location and description of the outdoor advertising structure described above and on the attached application and find the sign cannot be lowered and remain in compliance with all current local laws, ordinances, or regulations.

This the _____ day of _____, 20____.

Authorized Official Signature Title Phone Number: _____

Dobbs

Selective Structures LLC

811 East Avenue
Athens, Tennessee 37303

Phone (800) 459-6670
Fax (423) 745-5811

PROPOSAL SUBMITTED TO:

Mr. Allen Gaston
Gaston Outdoor Advertising, Inc.
P.O. Box 648
Carrollton, Georgia 30112

SPECIFY JOB & DATE:

REVISION (2) DATE: July 20, 2017
FOB: Athens, Tennessee
TO: Villa Rica, Georgia
Location: west of Harper Street

WE HEREBY SUBMIT OUR PROPOSAL TO: Fabricate, deliver, take down existing head section and re- install the following per your specifications:

CONTRACT DESCRIPTION: Selective to provide new upper column to lower customer's existing 14' x 48' center mounted structure with 20' vee from 145' over-all to 91' over-all height.

Upper column with head plate, 2 insert rings and a cover ring
20' ladder
Bolts
Primed and painted per your specifications
Delivery to job site
Take down existing head section
Installation of materials listed above with re-installation of head section
Re-wire sign

26,241.00
4,000.00 (electrical)
1,500.00 (clear for crane)
\$31,741.00

REVISION (2) CONTRACT PRICE \$26,241.00 (plus applicable sales tax)

Selective reserves the right to requote any ordered unit on hold for longer than 10 days that has not been fabricated. Units put on hold following fabrication will be subject to a storage charge and invoiced (less installation) after thirty days from scheduled delivery date.

Please note if any changes are made following execution of this contract that result in the need for additional engineering, the cost will be passed to the customer during final invoicing.

The delivery of this structure is quoted based on easy site access. No allowance is made for poor road conditions or poor site conditions such as trees, undergrowth or clearance of natural waters. It is the customer's responsibility to provide corrective measures to assure easy site access before delivery. Additional equipment or materials required to achieve easy site access is the sole responsibility of the customer.

Sign to be built in accordance with provided certified engineering specifications and blue prints. Price does not include wet drill, taxes, permits, union costs or any other miscellaneous fees connected with this project.

Please note, this sign has not been quoted, engineered or designed for structure modifications such as the addition of tri-vision units (unless specifically noted above) or additional wind loaded areas such as additional faces or permanent face extension such as cut-outs.

The addition of these structural components during or after installation could negatively impact sign members including, but not limited to, torsion bar and/or cantilever, if applicable. Please contact us if you know you will be modifying this sign right now, or in the future, for re-quoting. If you decide to modify this unit after installation, please contact Selective Structures or the engineer of record for advice on retrofitting this sign to safely add these components.

City of Villa Rica

Selective Structures LLC

811 East Avenue
Athens, Tennessee 37303

Phone (800) 459-6670
Fax (423) 745-5811

PROPOSAL SUBMITTED TO:

Mr. Allen Gaston
Gaston Outdoor Advertising, Inc.
P.O. Box 648
Carrollton, Georgia 30112

SPECIFY JOB & DATE:

REVISION (2) DATE: July 20, 2017
FOB: Athens, Tennessee
TO: Villa Rica, Georgia
Location: : 500' east of Harper Street

WE HEREBY SUBMIT OUR PROPOSAL TO: Fabricate, deliver, take down existing head section and re-install the following per your specifications:

CONTRACT DESCRIPTION: Selective to provide "drop in spool" to lower customer's existing 14' x 48' center mounted structure with 20' vee from 145' over-all to 92' over-all height.

Drop in spool with head plate, cover ring and 2 insert rings
Primed and painted per your specifications
Delivery to job site
Bolts
Take down existing head section
Installation of materials listed above with re-installation of head section
Re-wire sign

~~\$22,175.00~~
4,000.00 (electrical)
1,500.00 (clean up crane)
~~\$27,675.00~~

REVISION (2) CONTRACT PRICE: \$22,175.00 (plus applicable sales tax)

Selective reserves the right to requote any ordered unit on hold for longer than 10 days that has not been fabricated. Units put on hold following fabrication will be subject to a storage charge and invoiced (less installation) after thirty days from scheduled delivery date.

Please note if any changes are made following execution of this contract that result in the need for additional engineering, the cost will be passed to the customer during final invoicing.

The delivery of this structure is quoted based on easy site access. No allowance is made for poor road conditions or poor site conditions such as trees, undergrowth or clearance of natural waters. It is the customer's responsibility to provide corrective measures to assure easy site access before delivery. Additional equipment or materials required to achieve easy site access is the sole responsibility of the customer.

Sign to be built in accordance with provided certified engineering specifications and blue prints. Price does not include wet drill, taxes, permits, union costs or any other miscellaneous fees connected with this project.

Please note, this sign has not been quoted, engineered or designed for structure modifications such as the addition of tri-vision units (unless specifically noted above) or additional wind loaded areas such as additional faces or permanent face extension such as cut-outs.

The addition of these structural components during or after installation could negatively impact sign members including, but not limited to, torsion bar and/or cantilever, if applicable. Please contact us if you know you will be modifying this sign right now, or in the future, for re-quoting. If you decide to modify this unit after installation, please contact Selective Structures or the engineer of record for advice on retrofitting this sign to safely add these components.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Presentation by NextSite

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/23/2018

PREPARED BY: Tom Barber

AMOUNT: \$15,500 per year for three years

GL ACCOUNT #: 100-7520-52120 Economic Development – Professional Services

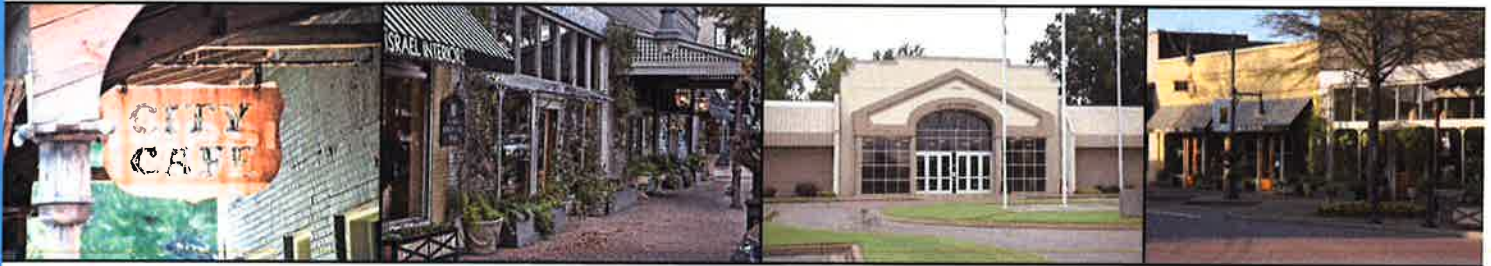
PURPOSE: To consider a proposal by NextSite, a provider of retail research, marketing and recruitment services.

BACKGROUND: The City currently employs a staff of three (soon to be four), to provide economic development, downtown revitalization, event management, and tourism services. The City is also in the third year of a five-year agreement with Carroll Tomorrow for industrial development assistance. The contract costs \$50,000 per year.

STAFF RECOMMENDATION: For City Council to discuss a proposal by NextSite's Andy Camp to provide retail development services to the City of Villa Rica. The proposal's cost is \$15,500 per year for three years.

IMPACT: These services would augment those provided by Carroll Tomorrow, whose focus is the attraction of industrial customers. Our staff does not currently have the background, time or contacts to duplicate the services provided by NextSite. This item was not included in our 2018 budget.

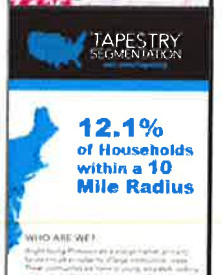
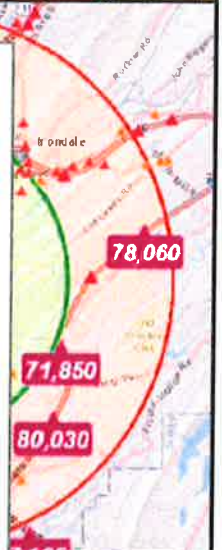
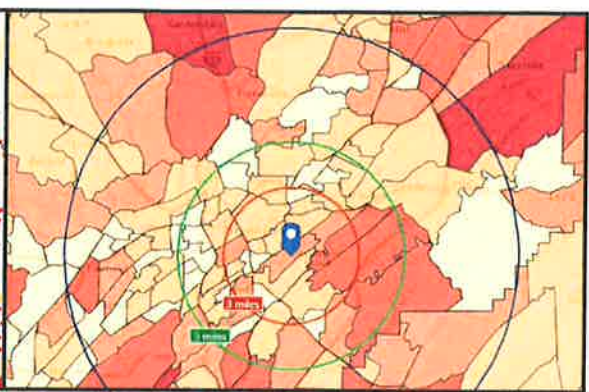
MOTION: I move that we engage NextSite for three years at a cost not to exceed \$15,500 per year.



VILLA RICA, GA

RETAIL RESEARCH, MARKETING & RECRUITMENT OVERVIEW

PREPARED BY: CHUCK BRANCH
MANAGING PARTNER
880 MONTCLAIR ROAD SUITE 525
BIRMINGHAM, AL 35213
205.218.9652
cbranch@NextSite.com



City	State	Popul (2010)
Fort Dodge	IA	\$25,000
Ottumwa	IA	\$25,000
Trotwood	OH	\$24,000
Grandview	MO	\$24,000
Blue Island	IL	\$23,000
Romulus	MI	\$23,000
Maple Heights	OH	\$23,000

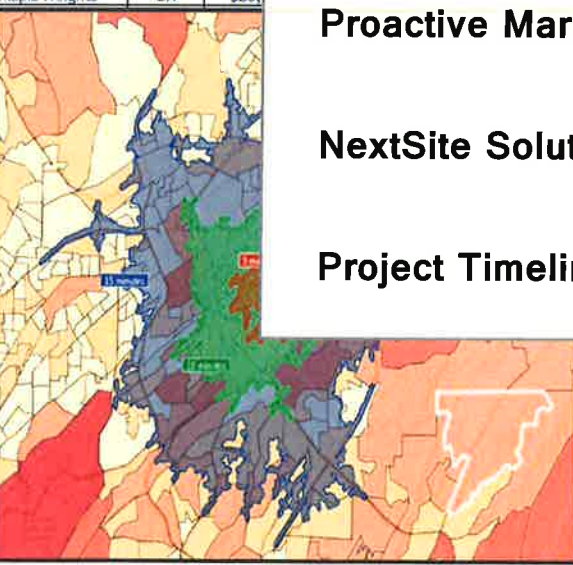


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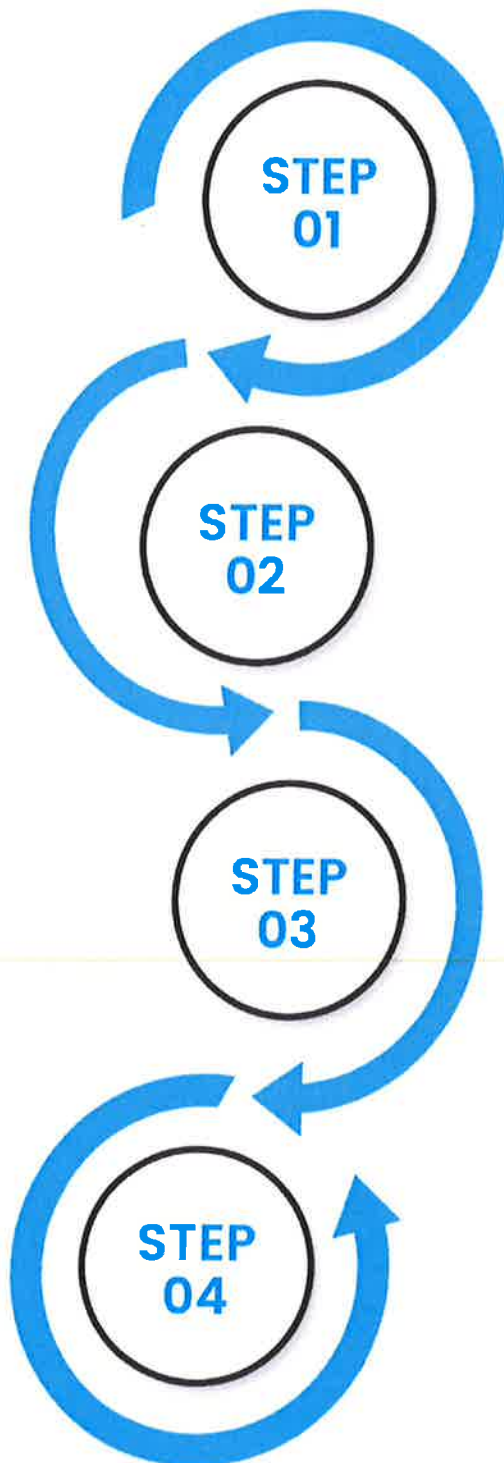
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The NextSite Process



RESEARCH

NextSite leverages our customized and unique-to-market research focus to identify the decision critical data that will most likely influence the site location decisions of retailers, developers and tenant reps.

RETAILER TARGETS

Through NextSite's extensive analysis, demographic profiling, parameter matching, and retailer site selection experience, we will identify new retail & restaurant opportunities for your market.

ROBUST MARKETING

NextSite will proactively market and position the identified retail & restaurant opportunities within each community to our national network of developer and tenant rep relationships.

RESULTS

New Retail.
New Restaurants.
New Jobs.
Affecting Positive Change In Each Community.

qualifications

NextSite leverages the talents of our team and strategic partners to provide the most robust research, market analytics, commercial development analysis and retail recruitment services to affect positive change in our client communities.

Chuck Branch, Managing Partner of NextSite, has worked with over 1,000 Cities, Economic Development, Workforce Development and Chamber Organizations across the U.S. since 1999; assisting their efforts to proactively recruit commercial development across a broad spectrum of projects. He has also assisted numerous retailers, restaurants, tenant reps, commercial developers and retail brokers over the past 18 years with industry leading market analysis, decision critical research, site selection services and incentives consulting.

Doug Neil is a Member of NextSite and VP of Business Development with Daniel Community Advisors, a NextSite and r360 Consulting strategic partner focused on business development, marketing and community relations. His professional experience includes strategic consulting and incentive negotiation, economic and community development, international banking and corporate finance. Doug's commercial development experience includes mixed-use, retail, multi-family, senior housing and incentives consulting.

Our Retail Development and Tenant Rep relationships have completed hundreds of single and multi-tenant developments across the U.S. These relationships allow NextSite to leverage the real-world development/redevelopment experience of commercial real estate executives who have been directly involved in successful projects in communities of all sizes.

Once we are engaged – the research, market analysis and strategic planning process begins immediately. We also have a database of developers and tenant reps who have asked to be identified immediately when we are engaged by new clients.

The key to success is connecting the appropriate decision makers involved in commercial real estate development with the opportunities in each community.

the NextSite team



Chuck Branch is the Managing Member of NextSite and also CEO and Founder of r360 Consulting. He is also Managing Partner of Decision Data Resources, a web-based GIS software subscription service. Chuck was a co-founder and Partner of Retail Strategies from 2011 to June 2015 when he sold his interest to the remaining partners of the firm. Chuck has spent the past 18 years providing research and marketing services to the public sector, commercial developers, and commercial real estate firms. His background includes research, consulting, project management and product implementation. He is a graduate of the University of Alabama with a Bachelor of Science degree in Accounting and double minor in Marketing and English Literature.

Doug Neil is a Member of NextSite and also VP of Business Development with Daniel Community Advisors, focused on business development, marketing and community relations. His professional experience includes strategic consulting and incentive negotiation, economic and community development, international banking and corporate finance. He holds a Master's degree in International Business Studies from the University of South Carolina and a Bachelor of Arts degree in Economics from Davidson College.



Charles Branch is a Member of NextSite where he focuses on Business Development and Client Engagement. He is also a VP of Business Development for r360 Consulting. Prior to joining NextSite and r360 Consulting, Charles was a Director of Business Development at Retail Strategies, LLC where he worked with municipal clients assisting their retail market analysis and recruiting efforts. His focus was customized retail market research, developing retail strategic plans and identifying retail recruitment and development opportunities. He holds a Bachelor of Science degree in Finance from the University of Alabama.

Research. Marketing. Recruitment.

DEMOGRAPHICS

Population Trends & Growth
Household Trends & Growth
Income Trends & Growth
Employees & Establishments
Consumer Expenditures
Consumer Profiles
Consumer Segmentation
Race & Ethnicity
Crime Statistics
Weather & Environmental

ADVANCED RESEARCH

Community Peer Analysis
Retailer Peer Analysis
Retail GAP/Leakage Analysis
Site Selection Analysis
Retail Tenant Match
Mobile Data Analysis

MAPPING

Market Overview Aerials
Large Format Aerials
Site Specific Aerials
Thematic Maps
School & Major Employers Maps
Site Comparison Maps
Retailer Competition Maps
Market Optimization Maps

MARKETING

Retail Marketing Brochures
Property Flyers
Retailer Site Selection Packages
Social Media Marketing

RETAIL CONSULTING

Retailer Target List
Focus Properties Analysis
Retail Tenant Directory
Retail Networking
Conference Representation

INCENTIVES CONSULTING

Leveraging our community real estate relationships throughout the US, we provide comprehensive retail consulting solutions to communities and developers.

UberMedia

Retail

 **RESEARCH** 360



nielsen

United States
Census
Bureau

 **Tactician**

 **SiteSeer**

MRI

Mosaic USA

 **planned
grocery**

REgis
PRO

OPPSites

 **Basecamp**

POP
stats

research

NextSite research solutions are customized versus the industry standard pre-formatted radius or drive-time areas. Each city, community or retail trade area requires unique analysis based on numerous factors including natural boundary areas, current retail tenant mix, competition, travel times, radius areas and existing sites/buildings. Our research focuses on identifying the decision critical data that will most likely influence the site location decisions by retailers. Once these data points are determined – we provide thematic maps, aerial photos, asset maps and customized research reports by retail sector. NextSite primary data resources include:

CENSUS, AGS, CLARITAS & POPSTATS DEMOGRAPHICS

By incorporating demographic data from multiple sources, DDR is able to better understand the population, income and retail spending shifts taking place in the current economic environment. Our data also provides historical perspective and projected growth opportunities.

BUSINESS LOCATION DATA

This location data is ideal for competitive analysis, understanding market opportunities and evaluating market dynamics. Sourced to D&B®, the world's most trusted source of sales and marketing solutions, all D&B information is powered by DUNSRight™, D&B's Quality Process which gives you the insight you need to identify and target prospect.

CONSUMER SPENDING

This data includes 18 reports and over 1,000 variables that collectively cover approximately 95% of household spending. Based on extensive modeling of the BLS Consumer Expenditure Survey, Consumer Spending provides reliable estimates of market demand and average household expenditures.

RETAIL POTENTIAL

This new tabulation utilizes the Census of Retail Trade tables which cross-tabulates store type by merchandise line. The Consumer Expenditure data was aggregated to the merchandise line classification and then distributed to each of the major store types.

SEGMENTATION PROFILES

Classifies U.S. neighborhoods into market segments based on socioeconomic and demographic factors, then consolidates them into LifeMode and Urbanization Groups.

CONSUMER BEHAVIOR & ATTITUDES

The consumer behavior database consists of approximately 1800 indexes of product consumption, lifestyle preferences, product ownership and attitudes. The database is derived from an analysis of the MRI surveys using MOSAIC and offers insight into the consumption patterns and preferences of consumers.

MOBILE DATA ANALYSIS

Accurate Mobile Data for Retail Site Selection. See where customers are coming from to a location using real data to optimize your trade area, analyze business locations, create cannibalization forecasts and make retail site selections.

UberMedia

Retail

analysis

RETAIL GAP/LEAKAGE SUMMARY

One of the most critical components of any retail research/consulting engagement is accurate retail leakage analysis – measuring household spending by category that is leaving the designated trade area to purchase goods and services. Capturing this leakage through development and redevelopment broadens the tenant mix, creates jobs and leads to additional retail sales tax revenue.

COMMUNITY PEER ANALYSIS

Developers and retailers are always looking for opportunities in cities/trade areas that are similar to previous projects they have completed. We have developed a software solution that allows us to quickly identify similar geographies (peers) based on a set of demographic, consumer spending and population segmentation variables – allowing us to match potential developments and new retail based on existing locations.

FOCUS PROPERTIES

The NextSite team will work with your organization, local property owners and active commercial brokers in your market to determine the appropriate Focus Properties to position as opportunities to developers, tenant reps and retailers. Once we've identified these opportunities, we will upload them to OppSites.com on your behalf.

OppSites

OppSites is the only online marketplace showcasing public and privately owned properties that cities want to see developed or redeveloped. NextSite works with our public sector clients to identify focus properties and then post your public and privately owned sites, even if those sites are not listed for sale. Those sites are showcased on a searchable, web-based platform, and can be marketed to a national audience of developers.

RETAILER TARGET LIST

The NextSite team, leveraging our experience, resources and contacts throughout the U.S., will build a retailer target list to zero in on those retailers most likely to consider your city/retail trade area for future expansion. We will also match the retailers in this list to developers that have done single and multi-tenant projects with these concepts.

AERIAL MAPS OF CURRENT RETAILERS

Our mapping software solutions create aeriels by city, retail trade area or development/redevelopment zones including locations of current regional and national retailers. These aerial maps become key components of the Retail Marketing Brochure.

RESEARCH - ON DEMAND

All NextSite clients can contact us to request market analysis reports for specific sites or retail concept.

RETAIL MARKETING BROCHURE

Highlights the Focus Properties in your city, key demographic statistics and includes an 11x17 aerial overview of the current retail landscape in the trade area.

proactivemarketing

ROBUST MARKETING

NextSite proactively markets and positions newly identified retail and restaurant opportunities within your community to our national network of developer and tenant rep relationships.

CONFERENCE REPRESENTATION

NextSite will also market your community and focus properties at the regional and national ICSC conferences throughout the year. Our marketing efforts will include one-on-one and portfolio review meetings with retailers, developers and tenant reps.

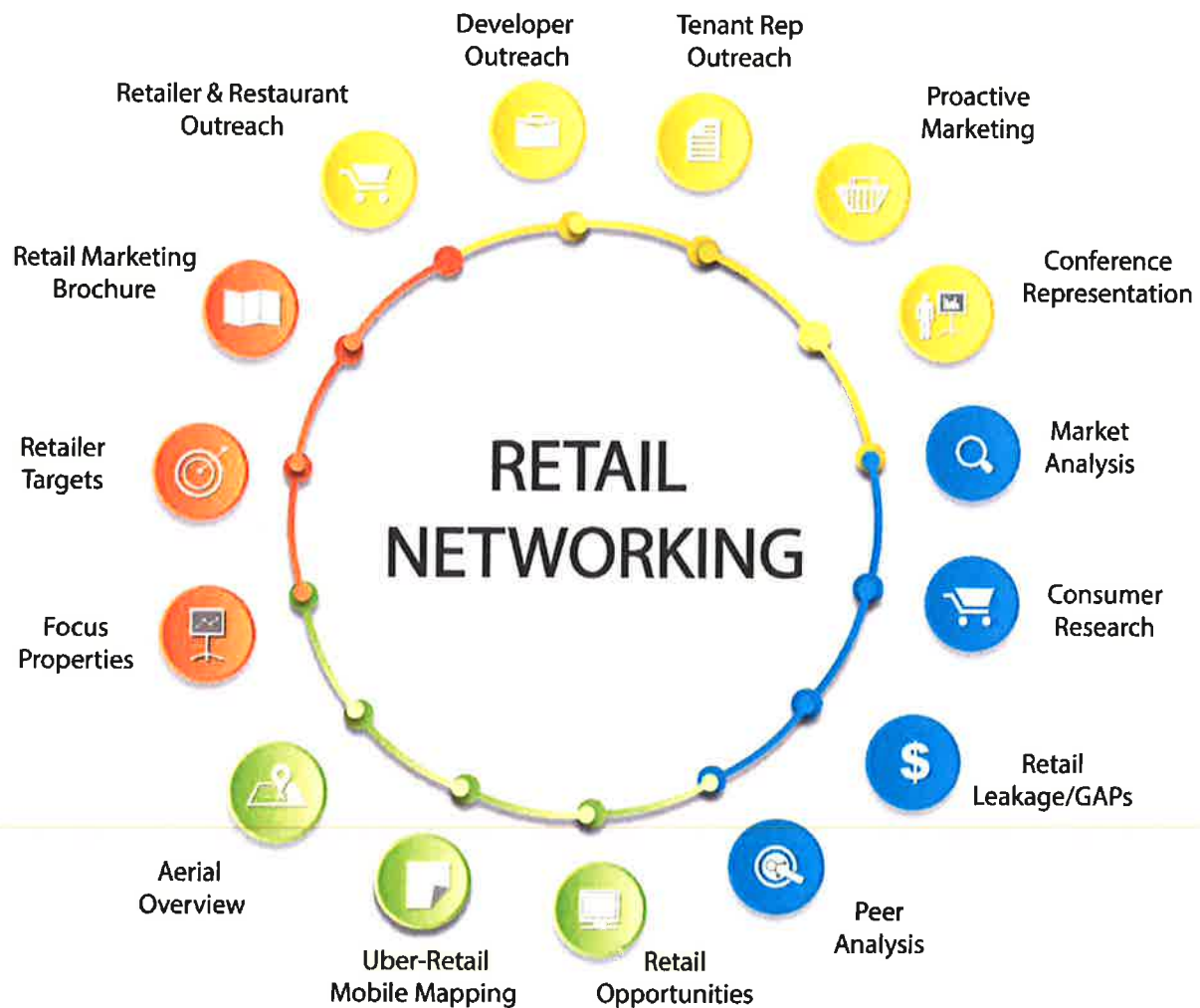
PUBLIC/PRIVATE PARTNERSHIPS - INCENTIVES CONSULTING SERVICES

NextSite has partnered with several industry experts to provide incentives consulting services to public sector organizations. It is critical for community leaders to understand the validity of these requests by leveraging the knowledge of these experts through quantitative analysis of the project pro forma, measuring the impact on existing retail sales (cannibalization) and calculating the potential for increased retail sales tax revenue to the city and the economic impact on city finances.

Incentive Fees Negotiated Per Project



NextSite Solution



3 Year Customized Consulting Engagement
Pricing Per Year
\$15,500

Retail Networking

Retail Networking is our most complete community consulting service. We market the opportunities in your community to our network of developers, tenant reps and retailers through social media, email marketing, partner solutions and ICSC conferences across the U.S.

Retail Networking for each Community includes the following:



Conduct Initial Market Analysis

NextSite assessment will include, but will not be limited to, the following:

*Note: All of NextSite research and market analysis can and should be used to support your existing retailers. It also provides an excellent resource to support entrepreneurial efforts and organically grow new retail businesses throughout the community.



Uber-Retail
Mobile Mapping

Identify the Appropriate Retail Trade Corridors/Areas

NextSite will identify the appropriate radius, drive time and custom trade areas based on feedback from key community contacts, analysis of peer communities, through our onsite market visits and confirm these trade areas using our **Uber-Retail Mobile Mapping data**.



Retail
Leakage/GAPs

Perform Market & Retail GAP/Leakage Analysis

Once the Retail Trade Areas are identified, we begin the process of performing detailed demographic research, GAP/leakage analysis across all retail categories and household-level consumer expenditure reviews, consumer profiles and buying habits and, our newest research tool – mobile mapping data to understand consumer travel patterns and confirm trade areas. Our Custom Demographic Research includes Historical, Current and Projected Demographics from multiple sources.



Peer
Analysis

Conduct Retail Peer Identification & Analysis

Retailers have a tendency to locate in similar communities and/or trade areas. By identifying communities similar to Villa Rica from a demographic and business scope, we can analyze those retailers who have shown a propensity to locate in these peer areas.



Consumer Research

Consumer Attitude & Behavior Analysis

Our detailed consumer attitude and behavior data allows us to drill down to the consumer level and understand their preferences and likelihood to purchase products and services. Local retail businesses can use this data to better understand the product and service mix needed to grow their company and capture spending that may be leaving the immediate trade area.



Market Analysis

Lifestyles – Psychographic Profiles of Trade Area/Market Segmentation Analysis

Retailers today know the psychographic profiles of their target consumer. Through this data, we are able to review segmentation groups and match the consumer profile of Villa Rica shoppers to prospective retailers. This data can also be critical to retailers regarding the types of product and service offered once the location decision has been reached.



Consumer Research

Thematic Mapping & Aerial Imagery by Trade Area

Data visualization allows retailers to identify and target areas for expansion/relocation and the consumers that match their customer profile.



Retail Opportunities

Retail Opportunities

We use multiple databases to identify retailers and restaurants looking to expand their operations. These concepts when matched to the market/peer analysis, retail leakage and the existing retail landscape form the bases for our Retail Target List.



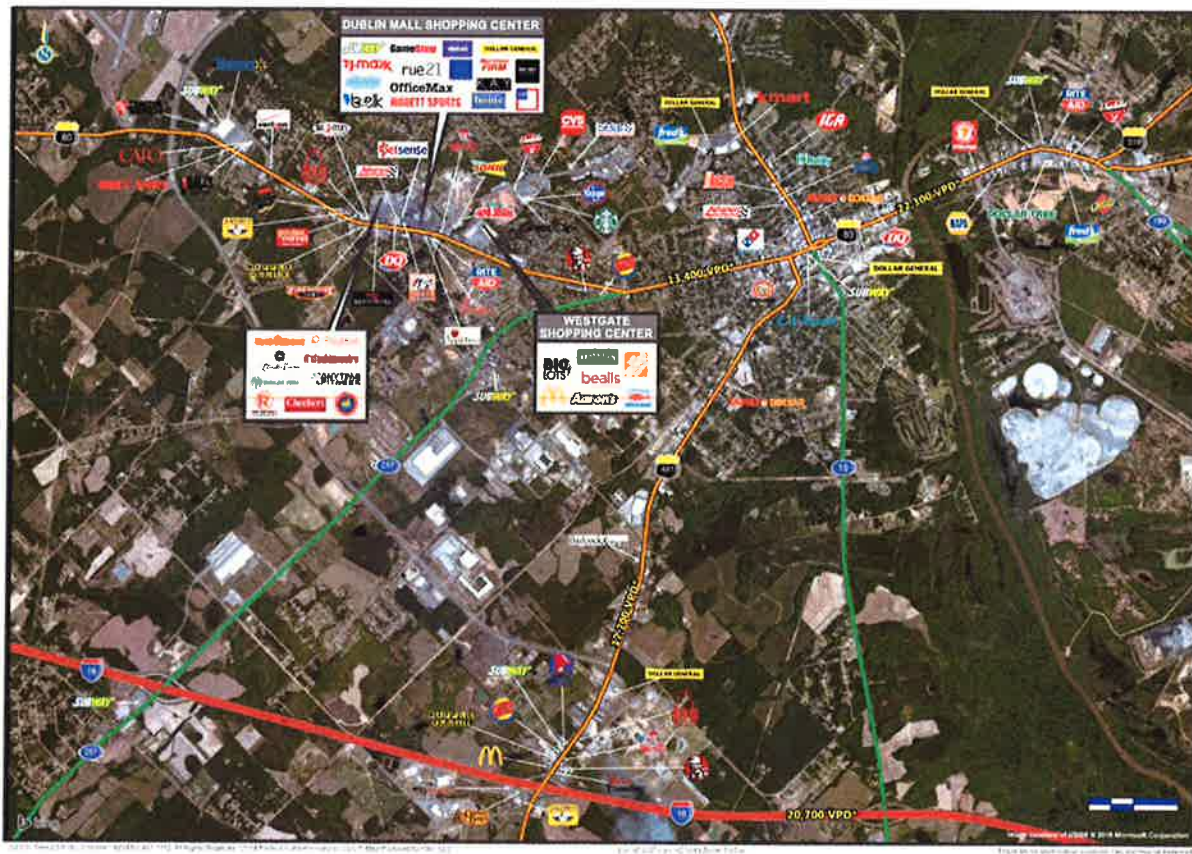
Aerial
Overview



Focus Properties

Major Retail Competition Aerial

Understanding the location of current retailers in your community and the various retail trade corridors provides valuable insight into co-location opportunities, competitors and available sites for development/redevelopment. We extend this analysis to understand the retailer mix in competitor communities.



DUBLIN, GEORGIA

Major Retail & Restaurants

NextSite360



Retail Marketing Brochure



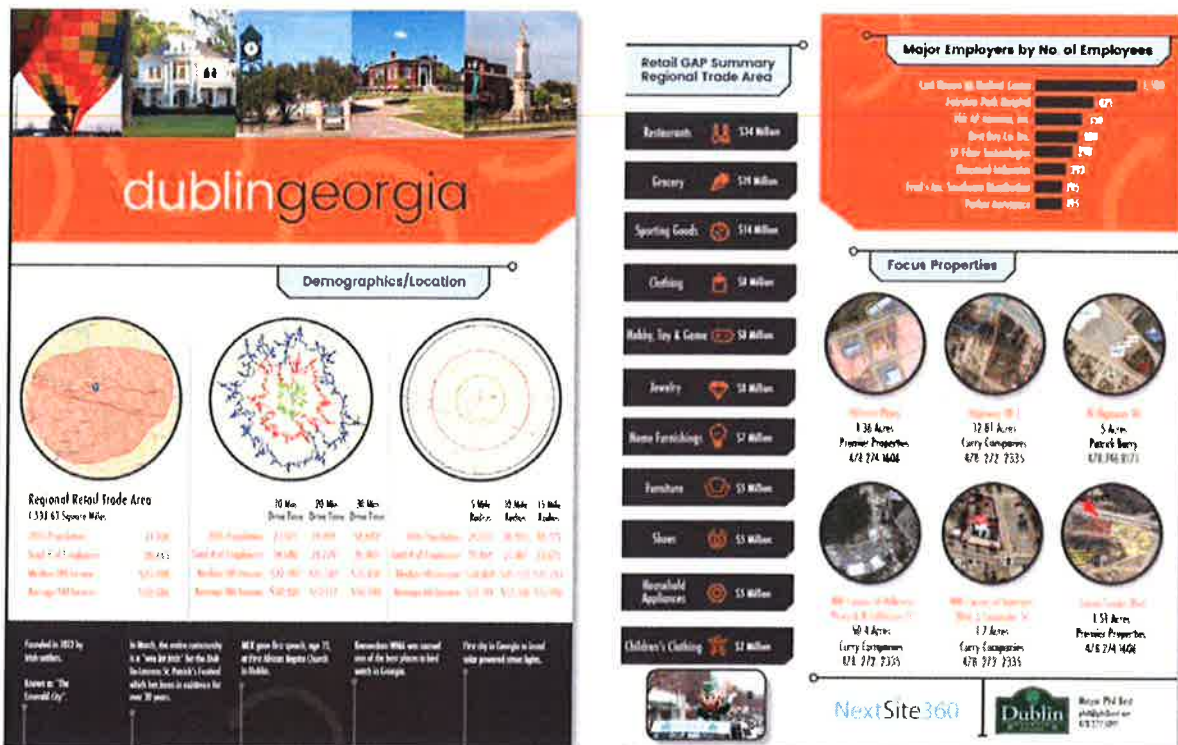
Retailer Targets

Identification of Retail Prospects to be Targeted for Recruitment

Provide Identification and Recommendation of Retail Targets – NextSite will develop a Retail Target List consisting of new to market retail/restaurants that fit the Villa Rica profile as well as the profile of targeted consumers. This list of retailer and restaurant targets is based on the initial research and analysis done for the City of Villa Rica and the identified trade areas. The Retail Target List is continuously updated as we determine interest levels through our conversations with developers and tenant rep firms.

Develop Marketing Materials

NextSite develops marketing materials on the client's behalf to market the community and site opportunities to retailers, developers and tenant reps.





Conference
Representation



Proactive
Marketing



Tenant Rep
Outreach



Developer
Outreach



Retailer & Restaurant
Outreach

NextSite

Proactive Retail Recruitment

The most important service we provide is proactively recruiting **the developers and tenant reps** to leverage the identified target retailers/restaurants. Our team is also tasked with communicating and providing assistance to the local property owners and commercial real estate professionals in client communities while also keeping the primary community contacts updated on the progress of our recruitment efforts. Upon completion of the research phase of our engagement, the NextSite team will create an online account through our Basecamp platform, available to the appropriate contacts in your city to access all research, analysis and the strategic plan.

Portfolio Review

We have identified retailers and developers looking to aggressively expand their market presence regionally and nationally. We understand the parameters set by retailers when reviewing potential new locations. We have a roster of developers who are looking to replicate previous developments in similar communities across appropriate geographic regions. NextSite meets with these retailers and developers in a variety of settings - corporately, regionally, at ICSC functions or in their offices - to position opportunities across our engaged city portfolio down to the specific sites meeting their criteria. Extensive analysis and preparation prior to the Portfolio Review allow meetings to focus on deal making in addition to exchanging information. Retailers and developers have told us that this is the most productive use of their time, and their preferred way to discuss opportunities and negotiate deals.



The NextSite team will focus on proactively recruiting developers and tenant reps to the City of Villa Rica. This effort will include:

- Representation at ICSC Deal Making Conferences
- Outgoing phone calls to Tenant Rep firms
- Outgoing phone calls to Retail Developers
- Portfolio Reviews with Tenant Reps and Developers
- ICSC Conference meetings with Tenant Rep firms and Developers
- Basecamp updates in real time as new information becomes available



NextSite will develop marketing materials to be used at ICSC Conferences. The research group will also be involved with responding to custom retail research requests related to our Villa Rica engagement.



The NextSite conference schedule for the next 12 months includes the following conferences:

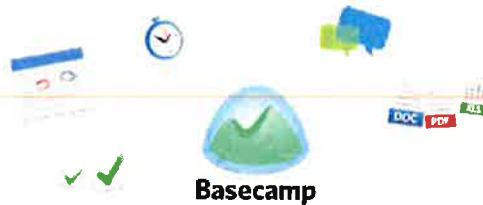
RECon – Las Vegas
Southeastern Deal Making
Florida Deal Making
Texas Deal Making
Chicago Deal Making

Carolinas Idea Exchange
Gulf South Idea Exchange
TN/KY Idea Exchange
Midwest Idea Exchange(OK/MO)



Reporting

NextSite will report to the appropriate city contacts through many platforms including:



- ❑ **Basecamp** is a Project Management Software Solution that allows NextSite and our clients to collaborate on the City of Villa Rica projects. The Primary Contact for the City of Villa Rica will be able to view all the project outputs, upload documents, receive updates and share project critical information with the NextSite team. Each time a member from the NextSite team updates the City of Villa Rica Basecamp account, an alert is sent to the appropriate contact at the City of Villa Rica.

- ❑ **Email, Phone Calls, & Web Conferencing**
- ❑ **In Person Meetings**



Retail Networking Project Timeline

Day
1

- ✓ Contract executed to engage NextSite
- ✓ Getting Started Questionnaire provided to the primary contact
- ✓ Basecamp Account is activated & document sharing begins
- ✓ Research & Market Analysis work begins
- ✓ Developer & Tenant Rep Contacts notified of client engagement

Day
15

- ✓ Getting Started Questionnaire has been received
- ✓ Mobile Mapping Analysis completed
- ✓ Aerial & Map work begins
- ✓ Peer Analysis & Retail Leakage reports completed

Day
30

- ✓ Focus Property information uploaded to Basecamp by client
- ✓ Radius, Travel Time & Regional Trade Area research completed
- ✓ All Market Analysis has been completed & uploaded to Basecamp

Day
45

- ✓ All Maps & Aerial outputs have been completed
- ✓ Focus Property Analysis has been completed & uploaded to OppSites
- ✓ Retailer Target List completed
- ✓ Retail Marketing Brochure completed

Day
60

- ✓ Proactive Marketing & Conference Representation begins
- ✓ Developer & Tenant Rep Contacts are provided market analysis, target list & aerial overview of existing retail



CITY OF VILLA RICA

City Council Packet

SUBJECT: PREL-01-18

CITY COUNCIL AGENDA DATE: April 3, 2018

DATE: March 22, 2018

PREPARED BY: Lenise Lyons, Planning and Zoning Specialist

FISCAL IMPACT: N/A

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE: N/A

PURPOSE: Liberty Custom Homes, LLC of Douglasville, GA requests preliminary plat approval for Liberty Pointe (Phase II) located at Enclave Drive, Villa Rica, GA, Parcel No: 01800250003, in Land Lot 180 of the 25th District in Douglas County, currently zoned Planned Development (PD). The property consists of 32.61+/- acres and is located in Ward 4.

BACKGROUND: The applicant is requesting preliminary plat approval for Phase II of the Liberty Pointe subdivision, formerly named The Enclave at Mirror Lake. This parcel was rezoned from R-14 (Multi-Family Residential) to PD (Planned Development) in 2006 (RA-14-06). The property was a part of a 205-acre development beginning at Conner Road and Nalley Road. The rezoning was approved by the City Council with the stipulation that the request shall comply with all conditions recommended according to DRI No. 430.

STAFF RECOMMENDATION: Staff recommends Approval.

IMPACT: N/A

PLANNING COMMISSION: TBD on March 27, 2018.

MOTION: I make a motion to approve the preliminary plat application from Liberty Custom Homes, LLC for Liberty Pointe Phase II.

Project Description:

The applicant is requesting preliminary plat approval for Phase II of the Liberty Pointe subdivision, formerly named The Enclave at Mirror Lake. This parcel was rezoned from R-14 (Multi-Family Residential) to PD (Planned Development) in 2006 (RA-14-06). The property was a part of a 205-acre development beginning at Conner Road and Nalley Road. The rezoning was approved by the City Council with the stipulation that the request shall comply with all conditions recommended according to DRI No. 430.

Currently, Phase I is still under construction. Due to the economic downturn in 2008, development became stagnant. Some infrastructure in Phase II is already in place, and it appears that the applicant plans to continue development in this Phase in the same manner that was previously approved.

Preliminary Plat Review Standards:

The Code of the City of Villa Rica, Unified Development Code Section 2.03.E.4, requires all preliminary plat applications to be reviewed based upon the impact of the proposed plat with respect to each of the following matters:

1) *The plat is consistent with the Future Land Use Map.*

The plat is consistent with the Future Land Use Map, as this area is designated as medium density residential.

2) *The application conforms with environmental and health laws and regulations.*

The application appears to conform with environmental and health laws and regulations.

3) *The site is served, or will be served at the time of development, with all necessary public utilities.*

The site will be served at the time of development with all necessary public utilities. As a preliminary plat was previously approved for this development, some utility infrastructure is already in place.

4) *If on-site wastewater systems are proposed, the Community Development Director shall find that the proposed development and improvements are compatible with long-term expansion plans for the City's wastewater system, and the County Health Department shall certify that the proposed lots satisfy applicable regulations prior to approval of the final plat.*

On-site wastewater systems are not proposed for this development.

5) *The location of the site will not cause the need for premature or inefficient extensions and expansions of public facilities, utilities and services.*

Staff does not anticipate the need for premature or inefficient extensions and expansions of public facilities, utilities and services.

6) *The applicant has demonstrated that public services such as schools, public safety and fire protection will be available upon platting of the subdivision in conformance with the requirements of Article 8 of this Code.*

Public services, public safety, and fire protection are currently available in the vicinity.

- 7) The site represents an overall development pattern that is consistent with Article 4 of this Code and with the goals and policies of the Comprehensive Plan, the Capital Improvements Program, and any other applicable planning documents adopted by the City.**

The site will be served at the time of development with all necessary public utilities. As a preliminary plat was previously approved for this development, some utility infrastructure is already in place.

- 8) The subdivision complies with all applicable provisions of this Code, including but not limited to:**

- a) Each lot in the plat of a residential development has adequate and safe access to/from a local street. If lot access is to/from a collector or arterial street, the Planning Commission shall expressly find that such access is safe and that no other lot access or subdivision configuration is feasible**
- b) The site contains a parcel, lot and land subdivision layout that is consistent with this Code, generally accepted land planning and site engineering design principles**
- c) The arrangement of streets and lots shall give due regard to the topography and other physical features of the property; and**
- d) The applicant agrees to dedicate and improve land, right-of-way and easements, as may be determined to be needed to effectuate the purposes of these regulations and the standards and requirements incorporated herein;**

The proposed subdivision appears to comply with all applicable provisions of the Unified Development Code.

Staff Comments:

The rezoning and preliminary plat for Liberty Pointe (formerly known as The Enclave at Mirror Lake) had been previously approved in 2006 and 2007. As Phase I was being developed, Villa Rica experienced the economic downturn in housing. Because of this, construction in this development, as well as many others in the City, came to a halt. In Phase II, some infrastructure, including roadway outlines have already been installed. However, significant time has passed since this preliminary plat was approved, Staff recommended to the applicant that they undergo the process again. This will help to ensure that the infrastructure and utility outlay have been properly maintained, as they are subject to City Staff review.

The applicant is not proposing to make any alterations in regards to the number of lots, or configuration that was previously approved. The plat will still be subject to final plat approval prior to construction.

Recommendation:

Staff recommendation: **APPROVAL**

Public Notifications:

As required by *Article 2, Section 2.01* in the Code of the City of Villa Rica, the public has been notified in *Times-Georgian* on March 12, 2018; a sign has been posted on the subject properties; and all abutting property owners have received notification via certified mail.

Public Response:

In response to the public notifications, residents within the surrounding neighborhoods have not contacted the City at the time of this staff report.

Office of Community Development

Attachments:

1. Application
2. Letter of Intent
3. Property Plat
4. Location Map
5. 2006 Rezoning Staff Report
6. GRTA Decision Letter



APPLICATION FOR SUBDIVISION

☐ CONCEPT PLAN ☒ PRELIMINARY PLAN ☐ FINAL PLAT

The procedures for approval of a Concept Plan, a Preliminary Plat and a Final Plat, steps in the subdivision process, are set forth in Section 2.03.E of the Unified Development Code (UDC). Generally, the procedures involve review by the Community Development Director and the Planning Commission with a final review and decision by the City Council.

Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed. Also, please note the required information requested on the back of this page.

Date of Application: _____

APPLICANT

Applicant Name: LIBERTY CUSTOM HOMES, LLC
Address: P.O. Box 1172 City: DOUGLASSVILLE State: GA Zip: 30133
Phone: (770) 231-8748 Fax: () - Email: robbie.tiger@bellsouth.net
Project Representatives Names: ROBBIE ROBINSON
Address: _____ City: _____ State: _____ Zip: _____
Phone: () - Fax: () - Email: _____
Agent Name: N/A
Address: _____ City: _____ State: _____ Zip: _____
Phone: () - Fax: () - Email: _____
Name of Engineer or Surveyor of Plat: GEORGIA AND WEST, INC.
Address: 105 CORPORATE DRIVE City: CARROLLTON State: GA Zip: 30117
Phone: (770) 834-4694 Fax: () - Email: mailbox@georgiaandwest.com
Owner Name (If different from applicant): N/A
Address: _____ City: _____ State: _____ Zip: _____
Phone: () - Fax: () - Email: _____
(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

CONCERNS RELATED TO THE SUBDIVISION

Land Lot Numbers: 180 + 181 Districts: 2
Existing Zoning District: PLANNED DEVELOPMENT Proposed Zoning District(s): PLANNED DEVELOPMENT

Is this property on the City water system?	☒ Yes	☐ No
Is this property on a paved road?	☒ Yes	☐ No
Is this property part of a subdivision?	☒ Yes	☐ No
Is this property or any part of the property in a floodplain?	☐ Yes	☒ No
Is this property or any part of the property in a watershed area?	☐ Yes	☐ No
Does this property include any bodies of water?	☐ Yes	☒ No
Does this property have dedicated roads?	☒ Yes	☐ No

If yes, provide street names and linear footages.

PRELIMINARY PLAT - LIBERTY PLAT - 01800250003

PREL-10-18



CASE # _____
CONCEPTUAL, PRELIMINARY, AND FINAL PLATS

I, Robbie Robinson, hereby state that all of the above statements and statements contained in the documents submitted with this application are true.

Jaqueline Robinson, manager 3.08.18
Signature of Applicant Date

Required Materials to Accompany the Application:

The Community Development Director may waive informational requirements upon finding that the information is not required to determine compliance with UDC requirements.

1. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment.

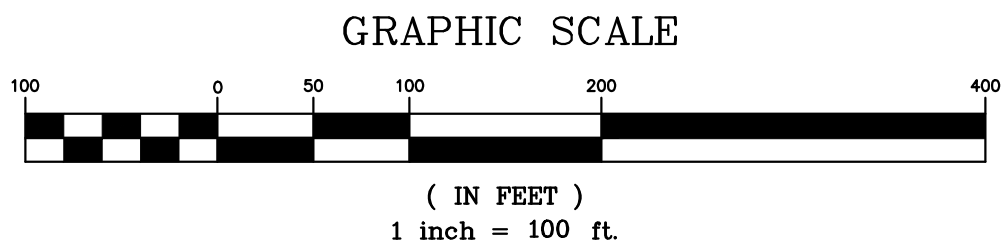
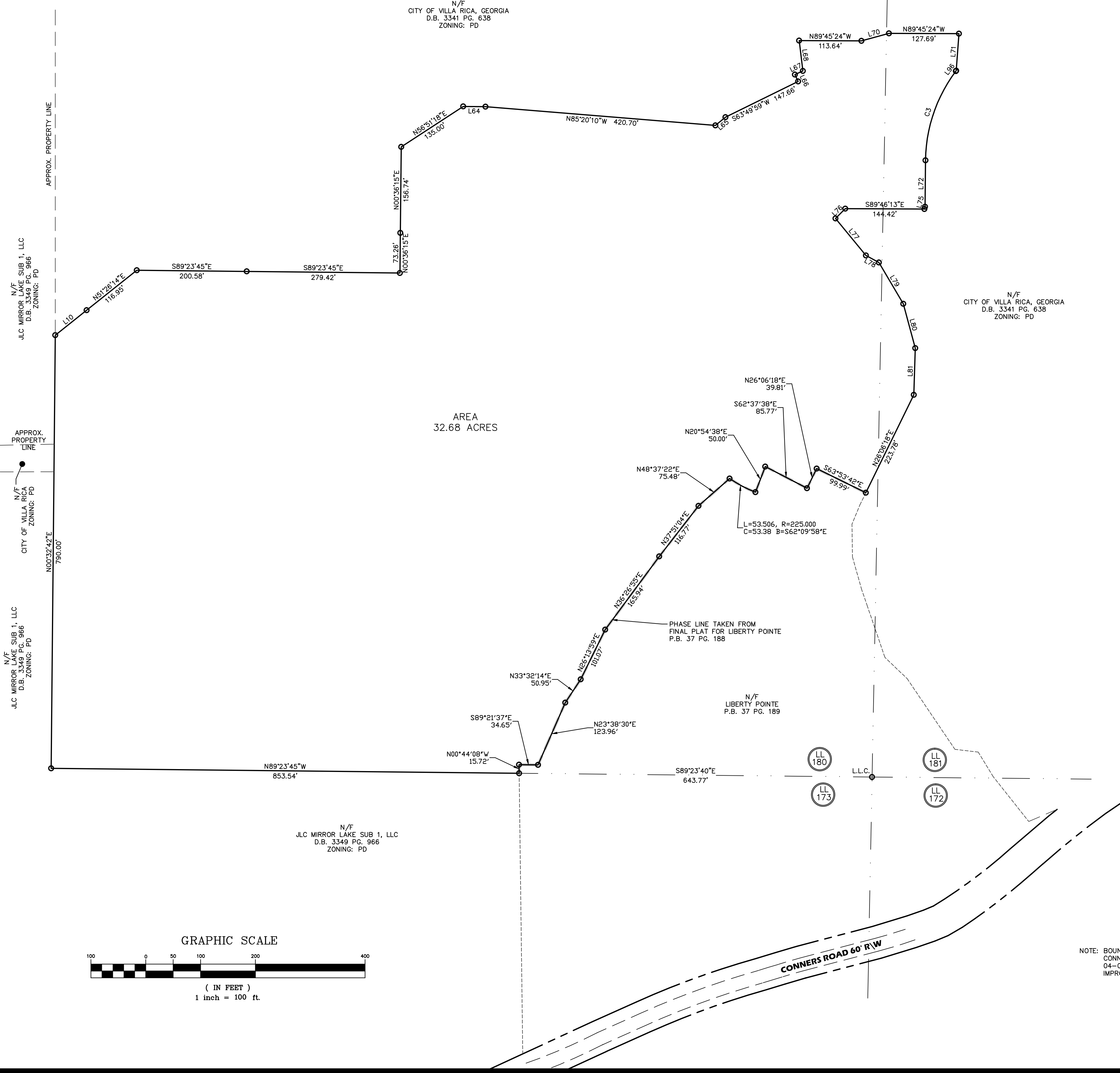
Concept Plans:

1. The applicant applying for concept plan approval shall submit a Concept Plan that shall illustrate future development of the entire area under common ownership. A Concept Plan is not required for subdivisions creating a single, non-farm parcel. The Concept Plan shall be printed on 24" x 36" paper at a scale of 1 inch = 100 feet, with all dimensions measured accurately to the nearest foot; provided, however, that a different scale may be used if approved by the Community Development Director prior to submittal, and shall contain or have attached thereto:
 - a. Name and addresses of the record owner, developer, land planner, engineer and surveyor;
 - b. Proposed name of the subdivision, date prepared and/or revised, north indicator and scale;
 - c. Location map drawn at a scale of 2,000 feet per inch showing the area within a 1-mile radius of the proposed subdivision;
 - d. A layout of the entire proposed subdivision and its relationship to adjacent property, existing development and recorded maps;
 - e. Approximate boundaries and timing of proposed phases of development;
 - f. Proposed major categories of land use showing compatibility with the Comprehensive Plan;
 - g. Proposed number of dwelling units and gross density of each type of residence and proposed floor area for each non-residential parcel;
 - h. Proposed and existing arterial, collector and local streets (both public and private) to serve the general area;
 - i. Location of sites for parks, schools and other public uses, and all areas of common ownership;
 - j. Topographic contours based on USGS or NAVD Datum at 10-foot intervals unless otherwise approved by the Community Development Director;
 - k. Significant hydrological features and structures including any 100-year floodplains, floodways and wetlands;
 - l. Significant man-made features such as railroads, buildings, utilities and drainage structures;
 - m. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological or any other physical conditions of the property to be developed or within 100 feet on an adjacent parcel exist which will require the establishment of reasonable design standards in excess of the established minimum standards or require a variance from minimum standards; and
 - n. Any attendant documents needed to supplement the information provided on the map; and
2. A listing of the owners of property within 250 feet of the subject property and the mailing addresses for said owners on file with the County Assessor.

CURVE TABLE				
CURVE	LENGTH	CHORD	BEARING	RADIUS
C1	NOT USED			
C2	NOT USED			
C3	174.69'	171.77'	S18°48'07"W	275.00'

LINE TABLE	
LINE	BEARING
L1	NOT USED
L2	NOT USED
L3	NOT USED
L4	NOT USED
L5	NOT USED
L6	NOT USED
L7	NOT USED
L8	NOT USED
L9	NOT USED
L10	73.05' N51°26'14"E
L11	NOT USED
L12	NOT USED
L13	NOT USED
L14	NOT USED
L15	NOT USED
L16	NOT USED
L17	NOT USED
L18	NOT USED
L19	NOT USED
L20	NOT USED
L21	NOT USED
L22	NOT USED
L23	NOT USED
L24	NOT USED
L25	NOT USED
L26	NOT USED
L27	NOT USED
L28	NOT USED
L29	NOT USED
L30	NOT USED
L31	NOT USED
L32	NOT USED
L33	NOT USED
L34	NOT USED
L35	NOT USED
L36	NOT USED
L37	NOT USED
L38	NOT USED
L39	NOT USED
L40	NOT USED
L41	NOT USED
L42	NOT USED
L43	NOT USED
L44	NOT USED
L45	NOT USED
L46	NOT USED
L47	NOT USED
L48	NOT USED

LINE TABLE	
LINE	BEARING
L49	NOT USED
L50	NOT USED
L51	NOT USED
L52	NOT USED
L53	NOT USED
L54	NOT USED
L55	NOT USED
L56	NOT USED
L57	NOT USED
L58	NOT USED
L59	NOT USED
L60	NOT USED
L61	NOT USED
L62	NOT USED
L63	NOT USED
L64	40.63' S89°23'45"E
L65	23.75' S50°40'20"W
L66	13.77' N25°00'00"W
L67	16.00' N65°00'00"E
L68	59.77' N07°00'00"W
L69	NOT USED
L70	51.87' S74°48'20"W
L71	67.68' N04°12'51"E
L72	84.78' S00°36'15"W
L73	NOT USED
L74	NOT USED
L75	4.22' N14°38'33"E
L76	25.12' N45°04'28"E
L77	87.37' N39°24'45"W
L78	26.97' N61°28'13"W
L79	87.54' N30°32'05"W
L80	83.61' N15°08'12"W
L81	85.29' N01°47'10"E
L82	NOT USED
L83	NOT USED
L84	NOT USED
L85	NOT USED
L86	NOT USED
L87	NOT USED
L88	NOT USED
L89	NOT USED
L90	NOT USED
L91	NOT USED
L92	NOT USED
L93	NOT USED
L94	NOT USED
L95	NOT USED
L96	0.99' S37°00'00"W



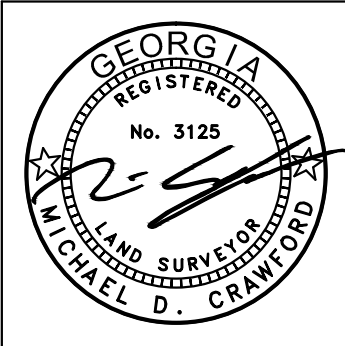
NOTE: BOUNDARY INFORMATION SHOWN BASED ON BOUNDARY SURVEY FOR CONNERS ROAD, LLC., PREPARED BY GA. R.L.S. V.T. HAMMOND, DATED 04-08-04. NO FIELD SURVEY PERFORMED BY GEORGIA AND WEST, INC. IMPROVEMENTS ON PROPERTY NOT SHOWN.

PRELIMINARY PLAT
COMPOSITE MAP
LIBERTY POINTE PHASE 2
(F.K.A. THE ENCLAVE @ MIRROR LAKE)
LOCATED IN LL 172, 173, 180, 181, DISTRICT 2, SECTION 5
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

DATE: 03-15-2018
JOB NUMBER: JN060104
SCALE: 1"=100'

GEORGIA & WEST, INC.
ENGINEERING • LAND SURVEYING • LAND PLANNING
105 CORPORATE DRIVE
CARROLLTON, GA. 30117
E-MAIL: mailbox@georgiaandwest.com
OFFICE (770) 834-4694
FAX (770) 834-1005

SHEET 2 OF 2



- CLOSURE
- GENERAL NOTES
1. NO TITLE OR ABSTRACT RESEARCH WAS CONDUCTED FOR THIS SURVEY.

2. WARNING: THIS PLAT OF SURVEY MAKES NO CLAIM OF INTEREST IN ANY OF THE EXISTENCE OF ANY EASEMENTS OR ANY OTHER RIGHTS OR INTERESTS IN THE LANDS SHOWN HEREON. IT IS THE DUTY OF THE SURVEYOR TO DISCOVER THE EXISTENCE OF ANY SUCH RIGHTS OR INTERESTS AND TO SHOW THEM ON THE PLAT.

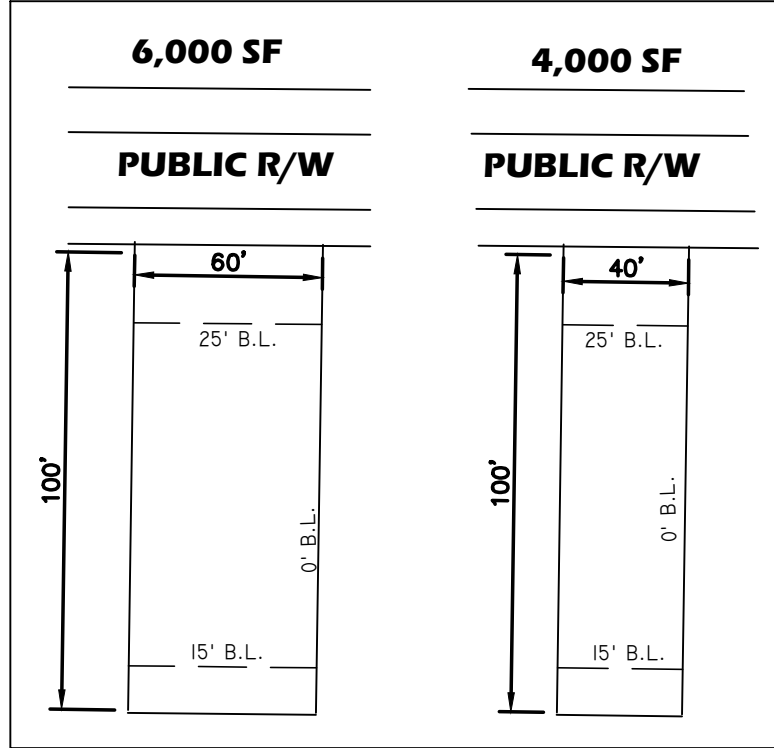
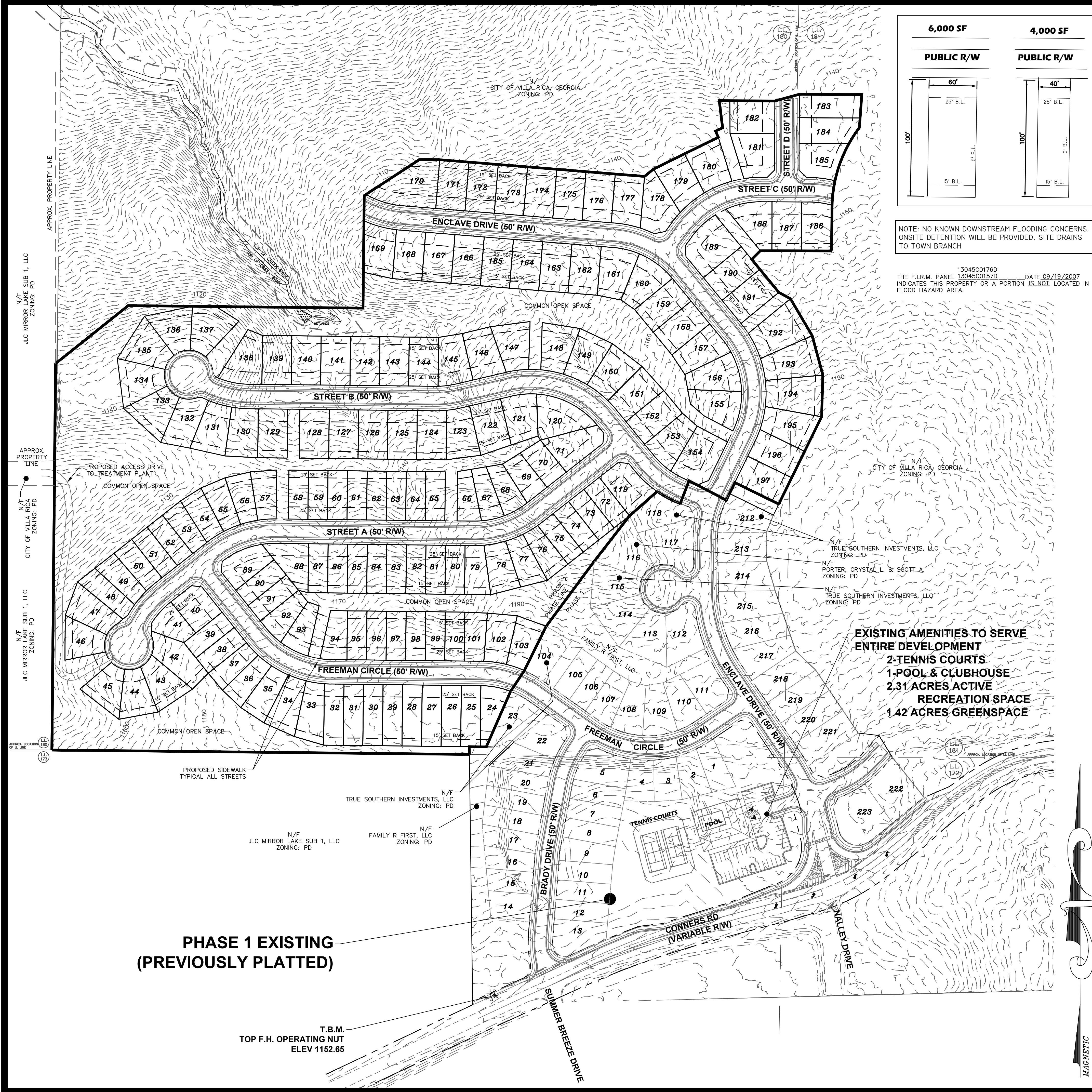
3. NO WARRANTY OR GUARANTEE AS TO THE EXISTENCE OR LOCATION OF UNDERGROUND UTILITIES OR OBSTRUCTIONS IS IMPLIED, ONLY THOSE ITEMS SHOWN ARE SHOWN.

4. NO WARRANTY OR GUARANTEE AS TO THE ACCURACY OF THE PLAT HEREON IS IMPLIED, ONLY THOSE ITEMS SHOWN ARE SHOWN.

5. ONLY ACTS OF POSSESSION, IF ANY, THAT ARE MOBILE FROM CASUAL INFECTION OF POSSESSION, SHALL BE CONSIDERED AS AFFECTING THE PLAT.

6. THE ACCEPTANCE OF THE PLAT HEREON AND MONUMENTS USED AND SET DURING THE SURVEY, SHALL BE CONSIDERED AS HEREBY LIMIT THE TORT OR CONTRACT LIABILITY OF THE SURVEYOR TO THE PARTY CHARGED, IF ADDITIONAL WORK IS REQUIRED, IT SHALL BE AT THE THEN AN AMOUNT OF 1% OF THE TOTAL FEE CHARGED, PRIOR TO COMMENCEMENT OF WORK.

7. NO WARRANTY OR GUARANTEE AS TO COUNTY OR CITY ORDINANCE ISSUES, TO INCLUDE SET BACKS, SHALL BE IMPLIED, ONLY THOSE ITEMS SHOWN HAVE BEEN ADDRESSED.

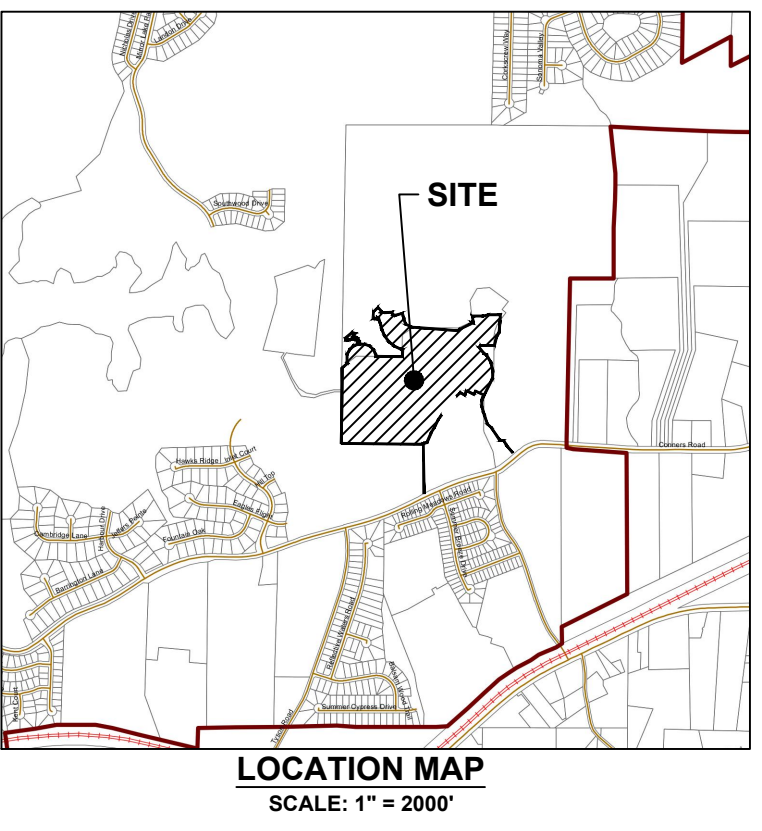


NOTE: NO KNOWN DOWNSTREAM FLOODING CONCERNS. ONSITE DETENTION WILL BE PROVIDED. SITE DRAINS TO TOWN BRANCH

13045C0176D
THE F.I.R.M. PANEL 13045C0157D DATE 09/19/2007
INDICATES THIS PROPERTY OR A PORTION IS NOT LOCATED IN A FLOOD HAZARD AREA.

DEVELOPMENT SUMMARY

- 1. SITE AREA:
UNIT 1 = 12.83 ACRES (PREVIOUSLY PLATTED)
UNIT 2, 3, 4, & 5 = 32.68 ACRES
- 2. ROW = 5.7 ACRES
- 3. ZONING: PD (PLANNED DEVELOPMENT)
- 4. SET BACKS:
FRONT - 25' (MAJOR & MINOR)
REAR - 15'
SIDE - 0'
- 5. PROPOSED LOTS (MIN. DWELLING SIZE = 1500 S.F.):
4,000 S.F. SINGLE FAMILY DETACHED = 79
6,000 S.F. SINGLE FAMILY DETACHED = 79
TOTAL LOTS = 158
- 6. PROPOSED DENSITY: 4.84 UNITS/AC.
- 7. COMMON OPEN SPACE:
UNIT 1 = 3.73 ACRES
UNIT 2, 3, 4, & 5 = 7.17 ACRES
TOTAL = 10.9 ACRES



ZONING STIPULATIONS

(STIPULATIONS APPLIED TO ORIGINAL 205 ACRE DEVELOPMENT)

CONDITIONS TO GRTA NOTICE OF DECISION:

- DEVELOPMENT INTENSITY AND USE
 - o THE DEVELOPMENT SHALL CONTAIN A MAXIMUM OF 700 SINGLE-FAMILY HOMES, AND A MINIMUM OF 10,000 SQUARE FEET OF COMMERCIAL SPACE.
 - o PROVIDE AN AMENITY CENTER ALONG STREET A, BETWEEN STREET F AND STREET C.
- ROAD CONNECTIVITY
 - o ALL ON-SITE LAND USES SHALL HAVE INTERNAL VEHICULAR CONNECTIONS.
 - o THE DEVELOPMENT SHALL CONTAIN A MAXIMUM OF ELEVEN (11) CUL-DE-SACS.
 - o AN ACCESS ROAD TO THE CITY TREATMENT PLANT SHALL BE PROVIDED THROUGH THE DEVELOPMENT VIA STREET B.
 - o AREA SHALL BE RESERVED FOR ONE POTENTIAL FUTURE VEHICULAR CONNECTION FROM EITHER STREET L, N, OR TO ADJACENT PROPERTIES ON THE NORTHWEST SIDE OF THE DEVELOPMENT.
 - o AREA SHALL BE RESERVED FOR ONE POTENTIAL FUTURE VEHICULAR CONNECTION FROM STREET G TO ADJACENT PROPERTIES ON THE EAST SIDE OF THE DEVELOPMENT. THIS CONNECTION IS REQUESTED TO PROVIDE, AT A MINIMUM, EMERGENCY ACCESS TO THE NORTHERN PORTION OF THE PROPERTY IN THE EVENT OF CLOSURE OF STREET A.
 - o AREA SHALL BE RESERVED FOR ONE POTENTIAL FUTURE VEHICULAR CONNECTION FROM EITHER STREET B OR E TO ADJACENT PROPERTIES ON THE EAST SIDE OF THE DEVELOPMENT. THIS CONNECTION IS REQUESTED TO PROVIDE, AT A MINIMUM, AN ALTERNATIVE ACCESS POINT TO CONNERS ROAD.
- PARKING FACILITIES
 - o THE MINIMUM REQUIRED PARKING SPACES BY THE CITY OF VILLA RICA SHALL BE THE MAXIMUM NUMBER PROVIDED FOR THE COMMERCIAL SPACE WITHIN THE DEVELOPMENT.
- PEDESTRIAN FACILITIES
 - o PROVIDE SIDEWALKS NO LESS THAN 5 FEET WIDE ALONG BOTH SIDES OF STREET A BETWEEN THE SITE ACCESS POINT AND THE AMENITY SITE.
 - o PROVIDE SIDEWALKS NO LESS THAN 5 FEET WIDE ALONG AT LEAST ONE SIDE OF REMAINING INTERNAL ROADWAYS.
 - o PROVIDE A PEDESTRIAN PATH/TRAIL SYSTEM WITHIN THE OPEN SPACES OF THE DEVELOPMENT.
- BICYCLE FACILITIES
 - o PROVIDE BICYCLE RACKS NEAR THE ENTRANCE TO THE COMMERCIAL CONVENIENCE CENTER AND AT THE AMENITY CENTER.

ROADWAY IMPROVEMENTS AS CONDITIONS TO GRTA NOTICE OF DECISION:

- CONNERS ROAD @ NALLEY ROAD & SITE DRIVEWAY
 - o CONSTRUCT THE NORTH LEG (SOUTHBOUND APPROACH) OF THE INTERSECTION WITH A SHARED THROUGH-LEFT LANE, AN EXCLUSIVE RIGHT-TURN LANE, AND TWO INGRESS LANES.
 - o CONSTRUCT AN EASTBOUND LEFT-TURN LANE LONG CONNERS ROAD.
 - o CONSTRUCT A WESTBOUND RIGHT-TURN LANE ALONG CONNERS ROAD.

CONDITIONS RELATED TO ALTERING SITE PLAN AFTER GRTA NOTICE OF DECISION:
THE ON-SITE DEVELOPMENT WILL BE CONSTRUCTED MATERIALLY (SUBSTANTIALLY) IN ACCORDANCE WITH THE SITE PLAN. CHANGES TO THE SITE PLAN WILL NOT BE CONSIDERED MATERIAL OR SUBSTANTIAL SO LONG AS THE FOLLOWING CONDITIONS ARE INCLUDED AS PART OF ANY CHANGES:

- ALL OF THE CONDITIONS TO GRTA NOTICE OF DECISION SET FORTH IN ATTACHMENT A ARE SATISFIED.
- ALL OF THE ROADWAY IMPROVEMENTS AS CONDITIONS TO GRTA NOTICE OF DECISION SET FORTH IN ATTACHMENT A ARE SATISFIED.

PRELIMINARY ENGINEERING CERTIFICATE

I HEREBY CERTIFY THAT THIS PROPOSED PRELIMINARY PLAT CORRECTLY REPRESENTS DATA COMPILED OR VERIFIED THROUGH A SURVEY COMPLETED BY ME ON MARCH 15, 2018 OF PROPERTY SHOWN AND DESCRIBED ON "COMPOSITE" MAP FOR LIBERTY POINTE.

BY: _____ REGISTERED L.S. NUMBER: _____
DATE: _____

CERTIFICATE OF DESIGN

I HEREBY CERTIFY THAT THE DESIGN AND LAYOUT OF THE PROPOSED LOTS, BLOCKS, STREETS, AND OTHER PLANNED FEATURES INCLUDED IN THIS PRELIMINARY PLAT HAVE BEEN PREPARED BY ME UNDER MY DIRECT SUPERVISION.

BY: _____ REGISTERED P.E. NUMBER: _____
DATE: _____

CERTIFICATE OF PLAT APPROVAL

ALL REQUIREMENTS OF THE CITY OF VILLA RICA SUBDIVISION REGULATIONS RELATIVE TO THE PREPARATION AND SUBMISSION OF A PRELIMINARY PLAT HAVING BEEN FULFILLED, APPROVAL OF THIS PLAT IS HEREBY GRANTED, SUBJECT TO FURTHER REVISIONS OF SAID SUBDIVISION REGULATIONS.

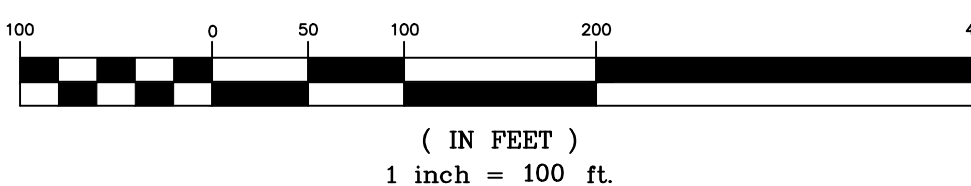
PLANNING COMMISSION CHAIRMAN _____ DATE _____ CITY CLERK _____ DATE _____

SEE SHEET 2 OF 2 FOR BOUNDARY INFORMATION.

OWNER/DEVELOPER

24 HOUR CONTACT
LIBERTY CUSTOM HOMES, LLC
ATTN: ROBBIE ROBINSON
P.O. BOX 1172, DOUGLASVILLE, GA 30133
770-231-8748

GRAPHIC SCALE



GEORGIA
REGISTERED
No. 3125
MICHAEL D. CRATFORD
LAND SURVEYOR

GEORGIA
REGISTERED
No. 03091
JOHN D. BASS
PROFESSIONAL
ENGINEER

LIBERTY PLAT
LIBERTY POINTE PHASE 2
(F.K.A. THE ENCLAVE @ MIRROR LAKE)
LOCATED IN LL 172, 173, 180, 181, DISTRICT 2, SECTION 5
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

DATE: 03-15-2018
JOB NUMBER: 500104
DESIGNED BY: JDB

PRELIMINARY PLAT
LIBERTY POINTE PHASE 2
(F.K.A. THE ENCLAVE @ MIRROR LAKE)
LOCATED IN LL 172, 173, 180, 181, DISTRICT 2, SECTION 5
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

DATE: 03-15-2018
JOB NUMBER: 500104
DESIGNED BY: JDB

OFFICE (770) 834-4684
FAX (770) 834-1005
E-MAIL: mailbox@georgiandwest.com

ENGINEERING • LAND SURVEYING • LAND PLANNING

NO. 3125
MICHAEL D. CRATFORD
LAND SURVEYOR

NO. 03091
JOHN D. BASS
PROFESSIONAL
ENGINEER

1. 3-23-2018
NO. DATE
REVISED PER CITY COMMENTS

DESCRIPTION

WARNING: THIS PLAN SHEET IS NOT THE OFFICIAL CONTRACT DOCUMENT UNLESS APPROVED BY THE APPROPRIATE GOVERNMENTAL AGENCIES.

WARNING: UTILITIES LOCATIONS ARE APPROXIMATE. BEWARE OF HIDDEN UTILITIES NOT SHOWN. CONTACT APPROPRIATE UTILITY COMPANIES PRIOR TO EXCAVATION.

NOTICE: IT IS THE PROPERTY OWNER'S/ CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH ALL ENVIRONMENTAL IMPACT ISSUES AND TO OBTAIN ALL NECESSARY PERMITS FROM THE APPROPRIATE GOVERNING AUTHORITIES.

TITLE: PRELIMINARY PLAT
LIBERTY POINTE PHASE 2
(F.K.A. THE ENCLAVE @ MIRROR LAKE)
LOCATED IN LL 172, 173, 180, 181, DISTRICT 2, SECTION 5
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

DATE: 03-15-2018
JOB NUMBER: 500104
DESIGNED BY: JDB

1. 3-23-2018
NO. DATE
REVISED PER CITY COMMENTS

DESCRIPTION

SHEET 1 OF 2



NOTICE OF DECISION

To: Chick Krautler, ARC
(via electronic mail) Sonny Deriso, GRTA
Andrella Baylis, GRTA

Eric Hovdesven, GRTA
Richard Tucker, GRTA

To: Honorable Monroe Spake, Mayor, City of Villa Rica
(via electronic mail) Paul Soudi, City of Villa Rica
and certified mail) Jeff Matthews, Mirror Lake, LLC

From: Steven L. Stancil, Executive Director, GRTA

Copy: Kirk Fjelstul, GRTA
(via electronic mail) Alan Steinbeck, GRTA
Mark Willey, GRTA
Elizabeth Smith, DCA
Mike Alexander, ARC
Steve Walker, GDOT
Carla Wood, GDOT

Joellen Wilson, HGOR
Jim Popham, Mirror Lake, LLC
Phillip Kauffman, Mirror Lake, LLC
Mark Young, Mirror Lake, LLC
Michael Lorber, Lorber & Associates
Abdul Amer, A & R Engineering
Victor Rachael, A & R Engineering

Date: October 20, 2003

Re: Notice of Decision Regarding DRI 430, Conners Road Development

Attachment A – General Conditions

Conditions to GRTA Notice of Decision:

- **Development Intensity and use**
 - The development shall contain a maximum of 700 single-family homes, and a minimum of 10,000 square feet of commercial space.
 - Provide an amenity center along Street A, between Street F and Street C.
- **Road Connectivity**
 - All on-site land uses shall have internal vehicular connections.
 - The development shall contain a maximum of eleven (11) cul-de-sacs.
 - An access road to the city treatment plant shall be provided through the development via Street B.
 - Area shall be reserved for one potential future vehicular connection from either Street “L,” “N,” or “O” to adjacent properties on the northwest side of the development.
 - Area shall be reserved for one potential future vehicular connection from Street “G” to adjacent properties on the east side of the development. This connection is requested to provide, at a minimum, emergency access to the northern portion of the property in the event of closure of Street “A.”
 - Area shall be reserved for one potential future vehicular connection from either Street “B” or “E” to adjacent properties on the east side of the development. This connection is requested to provide, at a minimum, an alternative access point to Conners Road.
- **Parking Facilities**
 - The minimum required parking spaces by the City of Villa Rica shall be the maximum number provided for the commercial space within the development.
- **Pedestrian facilities**
 - Provide sidewalks no less than 5 feet wide along both sides of Street “A” between the site access point and the Amenity site
 - Provide sidewalks no less than 5 feet wide along at least one side of remaining internal roadways.
 - Provide a pedestrian path/trail system within the open spaces of the development.
- **Bicycle Facilities**
 - Provide bicycle racks near the entrance to the commercial convenience center and at the amenity center.

Roadway Improvements as Conditions to GRTA Notice of Decision:

- **Conners Road @ Nalley Road & Site Driveway**
 - Construct the north leg (southbound approach) of the intersection with a shared through-left lane, an exclusive right-turn lane, and two ingress lanes.
 - Construct an eastbound left turn lane along Conners Road.
 - Construct a westbound right-turn lane along Conners Road.

Attachment B – Required Elements of the DRI Plan of Development

Conditions Related to Altering Site Plan after GRTA Notice of Decision:

The on-site development will be constructed materially (substantially) in accordance with the Site Plan. Changes to the Site Plan will not be considered material or substantial so long as the following conditions are included as part of any changes:

- All of the “Conditions to GRTA Notice of Decision” set forth in Attachment A are satisfied.
- All of the “Roadway Improvements as Conditions to GRTA Notice of Decision” set forth in Attachment A are satisfied.

Attachment C – Required Improvements to Serve the DRI

Pursuant to Section 1-201.R. of the *Procedures and Principles for GRTA Development of Regional Impact Review*, a "Required Improvement means a land transportation service [def. in Section 1-201.N] or access [def. in Section 1-201.A.] improvement which is necessary in order to provide a safe and efficient level of service to residents, employees and visitors of a proposed DRI."

The Required Improvements in the study network were identified in the Review Package as necessary to bring the level of service up to an applicable standard before the build-out of the proposed project. These requirements are identified in Sections 1 and 2 of this Attachment. Section 1 contains improvements that do not require GRTA approval at this time because they are to be constructed prior to the completion of the DRI Plan of Development. However, GRTA approval shall be required in the event state and/or federal funds are proposed at a later date to be used for any portion of the improvements described in Section 1. Section 2 contains improvements that require GRTA approval prior to the expenditure of state and/or federal funding. Subject to the conditions set forth in Attachment A and Attachment B, GRTA approves the expenditure of state/and or federal funding for the improvements contained in Section 2.

Section 1.

- Conners Road @ Nalley Road & Site Driveway
 - Construct the north leg (southbound approach) of the intersection with a shared through-left lane, an exclusive right-turn lane, and two ingress lanes.
 - Construct an eastbound left turn lane along Conners Road.
 - Construct a westbound right-turn lane along Conners Road.

Section 2.

- Liberty Rd @ I-20 EB Ramp
 - Add a SB left-turn lane with a minimum of 150' storage.
 - Install a signal
- Post Road @ I-20 EB Ramp
 - Install a signal
- Conners Rd @ Liberty Rd/Pumpkin Town Rd
 - Install a signal
- Conners Rd @ US 78
 - Add an EB right-turn lane along US 78 with a minimum of 150' storage.
 - Add a northbound left-turn lane on Conners Road with a minimum of 150' storage.
- Nalley Road
 - Pave Nalley Road from the intersection with Conners Road to the intersection with US 78.

concept with the stipulation of the condition as presented, seconded by Kelley. Motion carried 5/0.

Freeman presented RA-14-06, a request to rezone approximately 205.1 acres at Conner Road and Nalley Road from R-14 (Multi-family Residential) to PD (Planned Development) for the purpose of developing a single-family residential subdivision. Freeman said Staff and P&Z recommended approval with the following condition: 1) The request shall comply with all conditions recommended according to DRI No. 430. Freeman also said that this was the first of two hearings before final approval under the UDC. If Council approves the rezoning and conceptual plan, a final development plan would still have to be submitted to and approved by P&Z before the developer could proceed. However, the density or number of lots approved by Council could not be changed on the final plat. Freeman said this was a DRI (Development Regional Impact) and has been reviewed by the Atlanta Regional Commission. Kelley asked about the number of apartment units which could be built under the current zoning of R-14. Freeman said it would be approximately 1400 units. Kelley asked how many lots are being sought through the Planned Development. Freeman said seven hundred and seven (707). Dana McCauley, Crawford & Associates, 105 Corporate Drive, Carrollton, addressed Council as a representative of the developer Trey Robinson. McCauley said the developer is reducing the number of units by nearly half and plan to preserve common open space as much as possible. **There are plans for a sports court, open air pavilions, walking trails and two clubhouse/pool locations.** This development would average 4.9 units per acre and would be phased in over eight to ten years. Trey Robinson, 5458 W. Chapel Hill Road, Douglasville, addressed Council on the plans for the detached residential units. He said the homes would initially range in price from the \$150,000's to \$250,000's. Collins opened the floor for public comment. There being none, the floor was closed. After a brief discussion, Kelley moved to approve the rezoning with the stipulation as recommended by P&Z, seconded by Carter. Motion carried 5/0.

Lacefield presented the renewal contracts for the Carroll County Sheriff's Department's Work Details. The new contract is for \$45,000 annually for each of the three crews the City Uses, up from the previous \$42,500. The contracts are run along the County's fiscal year of July 1, 2006 to June 30, 2007. Council discussed the contracts' statement of providing six to nine inmates per crew per day. Best said there are times when fewer than six inmates have been available. Council asked Parks and Recreation Director Jeff Reese about the number of inmates in his two crews. Reese said the range is usually between six and nine but the average is closer to six. He said there have been only a few days when there were fewer than six. After a brief discussion, Holland moved to authorize the City Manager to enter into the contracts with the Sheriff's Department, seconded by Kelley. Motion carried 5/0.

Lacefield presented DOT contract PRC10-S009-00(533) for the South Wilson Street [widening] project. Carter pointed out that DOT will be covering 60% of the cost. The remaining 40% will be from SPLOST. After a brief discussion, Carter moved to authorize the City to enter into the contract, seconded by Holland. Motion carried 5/0.

Police Chief Michael Mansour gave Council an update on the 800MHz radio transmission system. Mansour said Carroll County Sheriff's Department and E911 Dispatch will be going to this system eventually and the City will either have to participate and purchase approximately \$115,000 in equipment or else go back to dispatching their own calls, which he does not recommend. Mansour introduced Carroll County Commission Chairman Robert Barr who presented the Council with more information on the joint endeavor



Planning & Zoning

Community Development Department

RA-14-06

Council Ward: 4

Planning Board Member: Susan George **City Council Member:** Joey Kelly

Public Hearing Dates

Planning Commission: September 26, 2006

City Council: October 3, 2006

Request: Rezoning



Applicant: Trey Robinson Homes, Inc.
6716 E. Church St.
Douglasville, GA 30134
(770) 942-1012

Parcel Number(s): 0180-025-0003 and 0180-025-0001
Acres: 205.183+/-acres
Current Land Use: Multi-Family Use
Future Land Use: Residential

Location: Intersection of Conners Road and Nalley Road in Land Lot 172, 173, 180 and 181 of the 2nd District, in Douglas County.

Project Description:

The applicant is proposing to rezone the subject property from R-14 (Multi-Family) to PD (Planned Development) for the purpose of 707 single-family residential dwellings.

Surrounding Properties:

Current Zoning		Land Use
North	PD (Planned Development)	Single-Family Development (Mirror Lake)
East	PD (Planned Development)	Single-Family Development (Mirror Lake)
South	PD (Planned Development)	Single-Family Developments (Ashley Place & Highlands)
West	Douglas County	Single-Family Dwellings

Rezoning Review Standards:

The Code of the City of Villa Rica, Unified Development Code Section 2.03, requires all zoning amendment applications to be reviewed based upon the impact of the proposed rezoning with respect to each of the following matters:

A. Whether the existing zoning was in error at the time of adoption.

To the best knowledge of Staff, the existing zoning was not in error at time of adoption of the zoning map, in June 1999.

B. Whether the proposed change is consistent with, and in furtherance of, the implementation of the goals and objectives of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this Code and other city regulations and guidelines.

The request complies with the proposed Future Land Use Map that designates the subject property for Medium-Density Residential land uses up to 4-8 dwelling units an acre (du/a). The applicant is proposing a net density of 4.9 du/a.

Relation to the Comprehensive Plan:

GOAL: Provide opportunities for quality, affordable, safe, and sanitary housing to all residents of the City of Villa Rica.

Objective H-1: Maintain quality housing and a range of housing size, cost, and density should be provided in Villa Rica, to make it possible for all who work in Villa Rica to also live in Villa Rica.

Policies:

H-1a: Eliminate substandard housing in the City of Villa Rica

H-1f: Identify and encourage new and innovative approaches to quality residential development, which expand housing opportunities and minimize public and private costs.

Objective H-2: Promote traditional neighborhood development patterns, including use of more human scale development, mixing of uses within easy walking distance of one another, and facilitating pedestrian activity.

C. Whether there is a community need for and benefit from the proposed rezoning; or

According to the population averages for Villa Rica, the request would increase the City's population by 1,887 people.

D. Whether the proposed change is consistent with the character of the area in which the proposed rezoning is proposed.

The proposed change would be consistent with the character of area Conners Road. All the adjacent or nearby properties are developed or under development, with the exception of properties located east of the site within Douglas County. The proposed use does not seem to have adverse effects on the existing uses or usability of adjacent and nearby properties, since the proposed zoning district and use are compatible with the adjacent and nearby properties.

E. Whether the proposed zoning is compatible with the zoning and uses of property nearby.

The development is compatible with the zoning and land uses with the Mirror Lake development located along Conners Road.

F. Whether the existing zoning is suitable for the development of the uses authorized under the existing zoning classification, will be conducive to proper community planning, and is a logical extension of an existing urban area or growth center.

The existing zoning is R-14 (Multi-Family Residential), which the applicant could feasibly develop the site as apartments, condominiums, townhomes and single-family dwelling units, under the previous zoning ordinance. The subject property has a maximum density of 12 units per acre. This is the highest density allowed within the City of Villa Rica.

G. Whether the public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning.

The impacts of the proposed development would be felt on a variety of public facilities and infrastructures such as water, sewer, schools and roads.

As illustrated below, there would be an impact on the Douglas County school system.

School Impact

Schools	Mirror Lake Elementary	Fairplay Middle School	Douglas County High School
Estimated # of Student Generated by the Proposal	256	128	128
State Capacity	600	700	1,560
Enrollment	766	955	1,782
Under/Over State Capacity	-166	-255	-222
Meet Demand	NO	NO	NO

Source: Douglas County Board of Education and Villa Rica Planning and Zoning Department

Presently, one of the three schools is operating over the capacity designed for the facility and there are portables currently on-site. According to regional averages, at built out the development will have a population of 1,887, including 512 students. Due to the size of the student population, the developer should consider close coordination with the Douglas County School system concerning the impact of the increase in enrollment and discuss mitigation measures such as providing assistance to the school system to assist in the cost related to the increase enrollment.

The City will provide water service. The North Wastewater Plant services sanitary sewer for the area. The plant is presently operating at or near peak operations. If the proposed development came online within the year there would be no capacity available to service it. The capacity levels for the plant are in its crucial phases. Staff has evaluated the City's current sewerage availability. As of the date of this report, the North Plant has averaged of 400,000 million gallons per day for a six-month average, with a high of 450,000. The plant has been permitted 520,000 gallon.

Water and Sewer Impact

Public Facilities	Wastewater(MDG)	Water (MDG)
City Capacity	.52	1.7 million gallons per day
Proposed Development	.212 million gallons per day	.188 million gallons per day
Can Facility Meet Demand	No	Yes*

Source: Villa Rica Community Development Dept and DRI Study

* Pending water contract with Douglas County Water & Sewerage Authority

Police services will be provided by the Villa Rica Police Department and fire protection will be provided by Douglas County Fire Station No. 2, and will have a response time less than five (5) minutes. A new fire station is being proposed by Douglas County, which would be located on Conners Road, near Mirror Lake Elementary.

H. Whether the authorized uses will not adversely affect the capacity or safety of the street network in the vicinity of the property.

The subject properties are located on Conners Road, which is classified as a minor arterial road, according to the City of Villa Rica Functional Road Map. The minor arterial street system should interconnect with and augment the urban principal arterial system and provide service to trips of moderate length at a somewhat lower level of travel mobility than principal arterials. This system also distributes travel to geographic areas smaller than those identified with the higher system.

The *minor arterial street system* includes all arterials not classified as a principal and contains facilities that place more emphasis on land access than the higher system, and offer a lower level of traffic mobility. Such facilities may carry local bus routes and provide intra-community continuity, but ideally should not penetrate identifiable neighborhoods. This system should include urban connections to rural collector roads where such connections have not been classified as urban principal arterials.

Per the Notice of Decision by Georgia Regional Transportation Authority (GRTA) there should be major improvement to the intersection of Conner and Nalley Road to include turn lanes in and out of the proposed development and turn lanes on Conner west and east into and out of the proposed development. Those recommendation are not illustrated on the plan, however, they should be made a part of the conditions of zoning.

No traffic count exists for Conners Road; however, it is fair to estimate that at built out 7,187 daily trips from this proposed development would have a impact on a roadway segment consisting of two lanes.

Traffic Generation Impact

Trip Generation								
		A.M. Peak Hour			P.M. Peak Hour			24-hour
Land Use	Size	Enter	Exit	Total	Enter	Exit	Total	Two Way
Residential	700	125	374	499	397	223	620	6,210
Total Net Trips		125	374	499	397	223	620	6,210

Source: DRI Study

I. Are there potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses will be mitigated.

A stream flows through the northern portion of the site. There are areas of floodplain and wetland associated with the previously mention stream. Additionally, the southern portion of the site, adjacent to Conners Road, is located with a groundwater recharge area and the Dog River Watershed Protection Area and is within the Chattahoochee River Basin. The site is also located down stream of the Mirror Lake Dam, which will require a dam breach assessment. Any other constraints can be addressed during the development plan review stage.

Planned Development Process

The purpose of the Planned Development process is to demonstrate conformance with the Comprehensive Plan, compatibility of land use and coordination of improvements within and among individually platted parcels, sections or phases of development. A PD application includes a rezoning application tied to a detailed plan for site development and a subdivision plat if applicable. The Concept Plan phase of the PD includes the site layout and preliminary plat. The Final Plan is approved in conjunction with the rezoning, proposed development phasing and final subdivision plat.

Planned Development may be applied to residential, commercial, industrial or mixed-use projects to provide design flexibility not available through strict interpretation of the standards established in this Code. Classification as a Planned Development shall require a rezoning of the affected property in conformance with **Section 2.03.B**. Design flexibility is provided through Planned Development to enhance long-term community benefits that may be achieved through high quality development that provides:

- a. More efficient infrastructure;
- b. Reduced traffic demands;
- c. More usable public or private open space;
- d. Recreational amenities; and
- e. Needed housing choices.

The Planning Commission shall review the Concept Plan application at a public hearing and make a recommendation to the City Council for approval, denial, or conditional approval of the Concept Plan, the requested rezoning and the preliminary subdivision plat, if applicable.

The City Council shall review the Concept Plan application, proposed zoning amendment and the Planning Commission's recommendation, and approve, deny, or conditionally approve the Concept Plan and Preliminary Plat, if applicable. The City Council may require the dedication of perimeter rights-of-way as a condition of Concept Plan approval.

The Final Development Plan, together with the development schedule and Final Plat, shall act as the blueprint for development of a Planned Development project over the length of time the project is developed. The Final Development Plan and Final Plat refine the information submitted during the Concept Plan stage.

The Final Development Plan and Final Plat application and submittal shall be in substantial conformance with the Concept Plan. The Final Development Plan shall be reviewed for substantial conformance with the Concept Plan, as well as the review criteria for rezoning (**Section 2.03.B**) and major subdivision (**Section 2.03.E**). Substantial conformance means that the application does not:

- (1) Increase the proposed gross residential density or intensity of use;
- (2) Increase the proposed ratio of residential units to non-residential square footage;
- (3) Involve a reduction of the area set aside for common open space or the substantial relocation of such area;
- (4) Substantially increase the floor area proposed for non-residential use; or
- (5) Substantially increase the total ground areas covered by buildings or involve a substantial change in the height of buildings.

The City Council shall review the Final Plan, proposed zoning amendment and final plat, as applicable, within thirty (30) days following the receipt of the complete application. The Council shall approve, conditionally approve or deny the Final Development Plan, rezoning, development schedule and Final Plat within forty-five (45) days of its initial consideration. The applicant shall provide all required subdivision guarantees prior to the final reading of the ordinance creating the PD.

No changes shall be made in the approved Final Development Plan and Final Plat unless in conformance with the following requirements.

If a PD has not been completed in accordance with an approved development schedule (a lapse), the Community Development Director shall schedule the project before the Planning Commission, at which time a revocation of all prior approvals shall be considered. If the Planning Commission determines that a lapse has occurred, the Community Development Director shall record an appropriate legal notice and may initiate, without owner consent, a zoning change to the previous district.

The requirements, restrictions, conditions and provisions of the approved PD Concept Plan and Final Development Plan and Final Plat shall be binding upon the owners, their heirs and assigns and future owners until such time as the City may release such limitation on the use of the subject property under the procedures provided herein.

Design Standards for PD

Any lot in a PD zoning district where a single-family or two-family dwelling is the principal use shall comply with all of the following guidelines, in addition to the standards established in **Table 5-3**:

- a. Exterior architecture elevations including roof pitch, window and door detail and materials shall be compatible with the character of the surrounding area.
- b. Housing facades and styles should be diverse, with no facade being repeated within four (4) lots on any block face.
- c. All vents, and vent piping shall be painted to match the roofing color.

- d. All doors and windows not bordered by brick or stone material shall have minimum three (3) inch trim.
- e. The wall facing a street shall have at least three (3) openings (any combination of doors and windows) and at least one off-set that measures at least two (2) feet in depth.
- f. Front entry garages shall be set back at least five (5) feet from the front building line unless the garage face constitutes less than thirty percent (30%) the building frontage. An illustration of desirable design for front entry garages can be seen in **Figure 5-2**.

Table 5-3 Single-Family Dwelling Appearance Standards

	TYPE I
Minimum roof pitch	6/12
Minimum number of roof planes per unit	6
Minimum floor area	1,500 sq. ft.
Minimum net percentage of rock or brick, (see sec 5.21.B.2)	25%

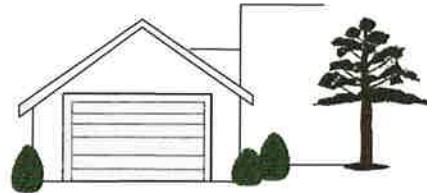
Figure 5.2 Garage Design

Desirable



Front facing porch provides friendly relationships to street

Unacceptable



Dominant front-facing garage

The minimum percentage of the total net exterior wall area, excluding gables, windows, doors, and related trim, that shall be brick or stone. The balance of net exterior wall area may include wood, masonry, stucco, cementitious siding, or other materials of like appearance approved by the Community Development Director. Vinyl siding and wood products may be used for the balance of net exterior wall area in any district except the PD district.

Staff Comments:

The applicant is requesting rezoning for the subject property from R-14 (Multi-Family) to PD (Planned Development) for the purpose of residential single-family dwellings.

The property was rezoned in 1988. Under the previous Zoning Ordinance, 1,350 multi-family units could be built with a density of 10.89 dwelling units per acre. This is the highest density allowed within the City of Villa Rica; moreover, under the multi-family zoning district the applicant could feasibly develop the site as town homes, apartments, condominiums or single family residential.

The first rezoning request for the subject property was in 2003 for 665 single family units with a commercial component, RA-11-03; however, no vote was taken at those meetings and the application

was postponed. The request was once again heard in 2004. The conceptual plan submitted in 2003 was modified in design and the total number of lots; yet that time, the applicant was proposing a mixed use development consisting of 225 fee simple town homes, 558 single-family residential units, 80 acres of open space and 10,000 square feet of commercial floor area. The request was withdrawn by the applicant.

The new applicant now proposes to develop a single development consisting of 707 single-family residential units, with 23 acres of open space.

Due to the large size of the project, creating more than four hundred (400) residential units, the proposed development met the threshold of the Development of Regional Impact (DRI), which means the project needs to be reviewed by a regional development center.

This project is located in Douglas County, which is under the Atlanta Regional Commission (ARC). The project was reviewed by several state government entities, coordinated by the ARC, under the DRI No. 430. As a result, ARC found out that this DRI is in the best interest of the state, subject to conditions included in the attachments. A copy of the ARC decision and report is attached.

Overall, the proposed project leaves a large portion of the site undisturbed, due to its environmental sensitivity. The project provides 48 acres, or approximately 24-percent of open space.

This development proposal is down zoning of a property, which is less burdensome on the City infrastructure and generates less traffic in the neighborhood.

The City has conducted a study of the water and sewer needs and determined that additional capacity will be needed to support present and future growth of the City. The sewer limitations are what triggered the sewer condition that "no development permits be issued for the site on the submitted site plan until the North Waste Water Treatment Plant is improved from its present capacity of 520,000 gallon per day to no less than 1.5 million gallons per day or the level approved by the State Water Planning District." The City operates on a "first-come, first-serve" policy regarding water and sewer services.

The above factors are needed to be taken into consideration for approval of this rezoning application at this time, when the City is rapidly growing.

Recommendation:

Planning Staff recommends **Approval** of the request by Trey Robinson Homes, Inc., to rezone the subject property from R-14 (Multi-Family) to PD (Planned Development) for the purpose of Residential Single-Family homes with the following condition:

1. The request shall comply with all applicable conditions recommended according to DRI No. 430.

Public Notifications:

As required by *Article 2, Section 2.01* in the Code of the City of Villa Rica, the public has been notified in *Times-Georgian* on **September 11, 2006**; a sign has been posted on the subject property; and all abutting property owners have received notification via certified mail.

Public Response:

In response to the public notifications, residents within the surrounding neighborhoods have not contacted the City.

Taurus L. Freeman
Planning and Zoning Manager

Attachments:

1. Application
2. Campaign Disclosure Statement
3. Letter of Intent
4. Letter of Ownership (2)
5. Warranty Deed
6. Legal Description
7. Location/Zoning Map
8. Notice of Decision – GRTA
9. Certificate of Completion
10. Technical Analysis Transmittal
11. Development of Regional Impact
12. Conceptual Site Plan



CITY OF VILLA RICA

City Council Packet

SUBJECT: DRAFT Development Regulations

CITY COUNCIL AGENDA DATE: April 3, 2018

DATE: March 20, 2018

PREPARED BY: Bobby C. Elliott, P.E.

FISCAL IMPACT: N/A

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE: N/A

PURPOSE: The purpose of the Development Regulations revision is to update all specifications relating to the design and construction of Water and Sewer, Streets, Floodplain and Floodplain Management, Erosion and Sediment Control, Stormwater and all other types of construction and maintenance of structures that will fall under the jurisdiction of the City of Villa Rica.

BACKGROUND: The last update on Water and Sewer specifications and Street construction was done in 2004. Other updates on Erosion and Sediment Control, Stormwater, and Floodplain and Floodplain Management have been revised since 2004 but are not currently up to date.

Presently, the City is operating under the Unified Development Code (UDC) that has some specification requirements as far as Street construction, but most of the specifications are pulled from the Utility Design and Construction Manual (2004). The goal heading into the future is to go back to two standards: Development Regulations and Zoning Ordinance with a revised Zoning Map. Presently the UDC has many gaps in the requirements and it contradicts itself in numerous areas.

STAFF RECOMMENDATION: Staff recommends approval of the DRAFT Development Regulations.

IMPACT: Revision of this code will not have a financial impact to the City of Villa Rica. It is important, however, that we push forward with these revisions. Projects coming in for review are held to the old standard until the revisions can be adopted.

MOTION: I make a motion to review these standards and place them on our website for an additional 30 days until the May Regular meeting. At that time have a public hearing prior to considerations of approval.

DEVELOPMENT REGULATIONS

for the

CITY OF VILLA RICA

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100. **TITLE, PURPOSE & INTENT**

101. **Title.** These regulations shall be known as “The City of Villa Rica Development Regulations,” and may be referred to generally as “The Development Regulations,” or as used herein, “these Regulations”.

102. **Purpose.** These Regulations are intended to serve the following purposes:

- A. To protect and promote the public health, safety, and general welfare.
- B. To provide a system for the subdividing of land and the accurate recording of land titles.
- C. To encourage economically sound and orderly land development in accordance with the policies and objectives of the comprehensive plan of the City of Villa Rica.
- D. To assure the provision of required streets, utilities, and other facilities and services to new land developments in the City of Villa Rica.
- E. To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in new land developments in the City of Villa Rica.
- F. To assure the provision of needed public open spaces and building sites in new land developments in the City of Villa Rica through the dedication or reservation of land for recreational, educational, and other public purposes.
- G. To assure protection of streams, waterways, and wetlands within the City of Villa Rica.
- H. To assure equitable review and approval of all subdivision and site plans by providing uniform procedures and standards for the developer.

103. **Intent.** The intent and purpose of these Regulations is to provide for the harmonious development of the City of Villa Rica and to insure a coordinated layout with adequate provisions for traffic, recreation, drainage, water, sewers, and other technical elements of land development. This control is necessary to assure the maximum return on the local and government investments and at the same time to assure the homeowner protection and the developer full consideration of his interests and responsibilities.

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200. **PLAN REVIEW AND GENERAL REQUIREMENTS**

201. **Use of Words and Interpretation.**

201.1 For the purpose of these Regulations, the following shall apply to the use of all words:

- A. When appropriate to the context, words used in the singular shall include the plural, and the plural the singular; words used in the present tense shall include the future tense, and vice versa.
- B. Words in the masculine gender shall include the feminine.
- C. The word “shall” is mandatory and not discretionary.
- D. The word “may” is permissive.
- E. Use of the word “and” is inclusive and requires that all of the component phrases so connected must be present or fulfilled for sufficiency.
- F. Use of the word “or” is not exclusive, and requires that at least one of the component phrases so connected must be present or fulfilled for sufficiency. The word “or” may allow more than one component phrase to be present or fulfilled, as is implied by the common term “and/or.”

201.2 The following shall control the interpretation of words and phrases as used in these Regulations:

- A. Words and phrases defined in these Regulations shall be interpreted as defined herein.
- B. Words or phrases not defined herein shall be interpreted as defined in other ordinances and codes of the City of Villa Rica. Words or phrases not defined in the above-mentioned documents shall have their customary dictionary definitions where not inconsistent with the context.

202. **Plan Review Procedure.** Plan review procedures are dependent on the type of the proposed development. There are three types of developments as follows:

- A. Subdivision developments (residential, commercial, and industrial) involving the subdividing of a tract or parcel of land into two (2) lots or building sites:
- B. Subdivision developments (residential, commercial, and industrial) involving the subdividing of a tract or parcel of land into three (3) or more lots or building sites; and
- C. Non-subdivision commercial/industrial developments.

202.1 **Stages of Residential Subdivision Development Plans Review:**

Scope:

Plan design, submittal, and review is divided into 4 stages which correspond to the following 4 types of plans:

1. **Preliminary Plat** - conceptual street and lot layout of subdivision with topography of not more than two (2) foot intervals. A plat review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. No less than twenty (20) working days prior to the next regular meeting of the planning commission, a letter addressed to the planning commission requesting review and approval of a preliminary plat shall be given to the Community Development office along with six (6) copies of the plat for distribution. Upon approval of the plat by individual departments, six (6) copies of the approved plat stamped by each department shall be submitted to the Community Development office to be distributed to the City of Villa Rica Planning Commission for approval. Approval of a preliminary plat shall expire and be null and void after a period of 24 months from the date of approval unless an extension of time is approved by the Planning Commission. (A preliminary plat shall not be required of subdivisions on an existing street involving only two (2) lots or building sites.

Information to be Provided.

Preliminary subdivision plats shall contain the following information:

- 1. Subdivision Name.
- 2. Name, address and 24-hour phone number of developer.
- 3. Date including most recent revision date.
- 4. Graphic scale (not to exceed 1"=100')
- 5. Location Index map (approximate scale 1"=6000')
- 6. North arrow.

7. Land lot, District and Section.
8. Maximum sheet size 24"x 36" unless otherwise approved.
9. Exact boundary lines of the entire tract indicated by a heavy line giving lengths and bearings.
10. Present zoning and zoning of abutting land.
11. Proposed street and lot layout.
12. Proposed street names.
13. Lot lines with approximate dimensions.
14. Location of bold lines for phased developments.
15. Lots numbered consecutively disregarding phasing.
16. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
17. Existing streets, utilities, and easements on and adjacent to the tract.
18. Provisions for water supply, sewerage, and drainage.
19. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. Minimum building front yard setback line shown graphically on the plat.
21. Surveyors and/or Engineer's Stamp.
22. Signature Statement for planning commission. Statement shall read as follows:

Preliminary Plat Approval Certificate

All requirements of the City of Villa Rica Development Regulations relative to the preparation and submission of a Preliminary Plat having been fulfilled, approval of this plat is hereby granted subject to further provisions of said Regulations. This certificate is effective for 24 months from the date of signing unless a Final Plat is recorded.

Planning Commission
Chairman

Date

City Clerk

Date

23. Any and all other information as may be required by the City.
24. Names of owners of record of adjoining properties.

2. **Construction Plans** - detailed design plans of proposed subdivision infrastructure improvements. Six (6) sets of the construction plans shall be submitted to the Community Development office for distribution. A

plan review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. Upon approval of the plans, a stamped approved copy shall be given to each department and the developer sets up a pre-construction conference with the contractor(s) and the City departments mentioned herein. If any construction activity involves a state right-of-way, the developer must first contact Public Works and obtain Georgia D.O.T. approval before construction plans can be approved by the city.

Information to be Provided.

Construction Plans shall contain the following information:

Road Design

1. Acceleration /deceleration lanes at entrance
2. Typical road section for all roads
3. Dimensions of turn radii.
4. Plan and profile of existing city or county road at proposed entrance with the City of Villa Rica's minimum horizontal and vertical stopping sight distance requirements satisfied. The speed limit for the existing city or county road shall be shown.
5. If additional right-of-way is required to bring the City Road up to minimum standards, as shown on the current City Street Classification Map, the future right-of-way shall be shown on the plan. Set backs shall be measured from the future right-of-way.
6. Proposed street profiles for all new streets.
7. Proposed street grades.
8. Proposed length of vertical curves.
9. Vertical stopping sight distance at all proposed internal subdivision intersections.
10. Street horizontal curve radii.
11. All radii, curb set back and taper details.
12. Typical construction details (curb and gutter, paving, etc.)
13. Street signs.

Storm Drainage

1. Topographic layout of development at two (2) foot contour intervals based on mean sea level datum with storm drain layout.
2. Location, size, and length of existing drainage structures with drainage area.
3. Description by registered engineer of downstream property showing the method of runoff control will not adversely affect the property downstream.
4. Location, size, length, and type of all proposed drainage structures.
5. Drainage area to each inlet point of the drainage system.

6. Ditch profiles.
7. Ditch cross-sections every (50) feet with velocity of runoff (no more than 5.0 fps without lining the ditch.)
8. Hydrology study by a state approved professional for detention ponds, if required.
9. The 100-year floodplain / Future Conditions floodplain limits and elevation or note absence.
10. Profile of storm drainage pipes.
11. All cross-drain pipes shown on the street profiles.
12. Water travel distance between catch basins.
13. Drainage at intersections indicated by flow arrows on plan sheet.
14. All drainage structure outlets to be erosion proofed.
15. Method of sizing all storm drainage structures.
16. Easements for drainage system – minimum of ten (10) feet for piped runoff, minimum of twenty (20) feet for open ditches.
17. Dam breach zone shown if an existing or proposed permanent pond/lake is a part of the proposed subdivision.
18. Cul-de-sac grading detail for steep downhill cul-de-sacs.

Water Layout

1. Site plan with water layout only.
2. Pipe locations and sizes
3. Location and size of gate valves & air release valves.
4. Thrust blocks at all bends and tees.
5. Location of all existing and proposed fire hydrants.
6. Existing water main locations, sizes, and types of materials surrounding the project.
7. Detail of tap to water main.
8. Proposed meter sizes and locations.
9. Nearest existing line valves on main, in order to isolate tap.
10. Pressure flow-test results.
11. If proposed water line crosses private property, a twenty foot (20) permanent easement is required.

Sewer Layout

1. EPD Sanitary Sewer Submittal Form filled out by registered engineer.
2. Site plan showing sewer layout.
3. Sewer layout should have manhole numbers, line designations, flow arrows, street names, and topography.
4. Sewer layout showing proposed storm drain crossings.
5. Detail tie-in of proposed lines with existing lines as to elevation and invert direction of manholes.
6. Profile of proposed sewer lines.

7. Manhole numbers and locations.
8. Outside drop-manhole designated.
9. Percent grade, length, size of lines.
10. Lateral locations.
11. Materials to be used.
12. Location in profile of streams and storm drains.
13. Easements to be twenty (20) foot permanent and sixty (60) foot for temporary construction.
14. Easements for future sewers if required.
15. Bedding details.

Additional Requirements:

1. Preliminary plat submitted with construction plans.
2. Sidewalks.
3. Show location of all wells within one hundred (100) feet of property or certify that there are no wells, if lots are served by septic tank.
4. Names of all utility companies.
5. Erosion control plan.
6. Tree protection plan.
7. Show location of any landfills or debris or garbage disposal sites on the property.
8. Additional Notes Below:

- Notes:
1. It is the developer's responsibility to address any wetland issues to the satisfaction of the U.S. Army Corps of Engineers.
 2. It is the developer's responsibility to abide by all the rules and regulations pertaining to the State of Georgia's National Pollutant Discharge Elimination System (NPDES) permit requirements."
 3. It is the developer's responsibility to abide by all the rules and regulations pertaining to the U.S. Fish and Wildlife Service if applicable.

3. Erosion and Sediment Control Plans - A plan for the control of soil erosion and sedimentation resulting from a land-disturbing activity involving the disturbance of 1.0 acres or greater. Said plans are a part of the requirements for a Land Disturbance Permit as addressed in Section 700 of the City of Villa Rica Development Regulations. An approved copy of this plan must be provided to all departments as part of the construction plan review process.

4. **Final Plat** - plan of subdivision which conforms to the approved preliminary plat and the specifications required herein for recording at the Clerk of Superior Court. A plat review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. Prior to the submittal of the final plat for review, the following shall apply: 1.) All street and utility construction must be completed, inspected and approved; 2.) All property corner pins must be installed; 3.) As-built drawings must be submitted; and 4.) Bonding requirements, if applicable, satisfied. Six (6) copies of the final plat and as-built drawings shall be submitted to the Community Development office for distribution. Once the signatures of approval from the designated City Departments have been obtained on the final plat, the developer shall submit the plat to the Clerk of Superior Court of Carroll County and/or Douglas County for recording. Upon recording of the final plat, the developer shall provide four (4) hard copies of the plat to the Community Development office. An electronic version of the final plat shall be provided in AutoCAD format to the Community Development office.

The Final Plat shall contain the following information:

1. Sheet size no larger than 18" x 24"
2. Exact boundary lines of the tract by bearings and distances determined by a field survey.
3. Field survey error of closure not to exceed one to ten thousand.
4. Equipment used in field survey.
5. Calculated error of closure of plat.
6. Present zoning and zoning of abutting land.
7. Exact locations, R/W widths, and names of all streets that immediately adjoin the subdivision.
8. Appropriate data for all streets, lot lines, and centerlines as required by the city and according to the requirements of the State of Georgia for professional surveyors and engineers.
9. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning. All zoning stipulations, if any, must also be on the plat.
10. Lots shall be numbered consecutively; divisions shall be made by units or phases.
11. Each lot's area in square feet or acres.
12. Deed book and page number of protective covenants if any.
13. Accurate location, material, and description of all monuments and markers.
14. Location of sidewalks.
15. Show all Storm lines on plat.
16. Location of all easements.
17. Required buffers and recreational areas (if any).

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18. Land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
19. All surveys and plats must be prepared by a state certified engineer and /or surveyor.
20. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
21. The following certificate statements shall be shown on the plat:

Owner's Certificate:

The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems drains and drainage easements, and public places are dedicated to the use of the public forever.

Owner

Date

Surveyor's Certificate:

It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist or are marked "future" and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

Owner

Date

City of Villa Rica Certificate:

In accordance to the City of Villa Rica Development Regulations and the City's Zoning Ordinance, all requirements of approval have been fulfilled; this plat was given final approval by the following City officials and personnel and on behalf of the City of Villa Rica:

Planning Commission Chairman

Date

Community Development Director

Date

Mayor

Date

Covenants, if separately recorded:

This plat is subject to the covenants set forth in the separate document(s) attached hereto dated _____, which hereby become a part of this plat, and which were recorded in plat book _____ Page _____.

21. Any and all other information as required by the city.

202.2 **Stages of Commercial/Industrial Subdivision Plan Reviews:**

Scope:

Plan design, submittal, and review is divided into 4 stages which corresponds to the following 4 types of plans:

1. **Preliminary Plat** - conceptual street and lot layout of subdivision with topography of not more than two (2) foot intervals. A plat review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. No less than twenty (20) working days prior to the next regular meeting of the planning commission, a letter addressed to the planning commission requesting review and approval of a preliminary plat shall be given to the Community Development office along with six (6) copies of the plat for distribution. Upon approval of the plat by individual departments, six (6) copies of the approved plat stamped by each department shall be submitted to the Community Development office to be distributed to the City of Villa Rica Planning Department for approval. Approval of a preliminary plat shall expire and be null and void after a period of 24 months from the date of approval unless an extension of time is approved by the Planning Commission. (A preliminary plat shall not be required of subdivisions on an existing street involving only two (2) lots or building sites.

Information to be Provided.

Preliminary subdivision plats shall contain the following information:

1. Subdivision Name.
2. Name, address and 24-hour phone number of developer.
3. Date including most recent revision date.
4. Graphic scale (not to exceed 1"=100')
5. Location Index map (approximate scale 1"=6000')
6. North arrow.

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7. Land lot, District and Section.
8. Maximum sheet size 24"x 36" unless otherwise approved.
9. Exact boundary lines of the entire tract indicated by a heavy line giving lengths and bearings.
10. Present zoning and zoning of abutting land.
11. Proposed street and lot layout.
12. Proposed street names.
13. Lot lines with approximate dimensions.
14. Location of bold lines for phased developments.
15. Lots numbered consecutively disregarding phasing.
16. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
20. Existing streets, utilities, and easements on and adjacent to the tract.
21. Provisions for water supply, sewerage, and drainage.
22. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. Minimum building front yard setback line shown graphically on the plat.
21. Surveyors and/or Engineer's Stamp.
22. Signature Statement for Planning Commission. Statement shall read as follows:

Preliminary Plat Approval Certificate

All requirements of the City of Villa Rica Development Regulations relative to the preparation and submission of a Preliminary Plat having been fulfilled, approval of this plat is hereby granted subject to further provisions of said Regulations. This certificate is effective for 24 months from the date of signing unless a Final Plat is recorded.

Planning Commission
Chairman

Date

City Clerk

Date

23. Any and all other information as may be required by the City.
24. Names of owners of record of adjoining properties.

2. **Construction Plans** - detailed design plans of proposed subdivision infrastructure improvements. Six (6) sets of the construction plans

shall be submitted to the Community Development office for distribution. A plan review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. Upon approval of the plans, a stamped approved copy shall be given to each department and the developer sets up a pre-construction conference with the contractor(s) and the City departments mentioned herein. If any construction activity involves a state right-of-way, the developer must first contact Public Works and obtain Georgia D.O.T. approval before construction plans can be approved by the city.

Information to be Provided.

Construction Plans shall contain the following information:

Road Design

1. Acceleration /deceleration lanes at entrance
2. Typical road section for all roads
3. Dimensions of turn radii.
4. Plan and profile of existing city or county road at proposed entrance with the City of Villa Rica's minimum horizontal and vertical stopping sight distance requirements satisfied. The speed limit for the existing city or county road shall be shown.
5. If additional right-of-way is required to bring the City Road up to minimum standards, as shown on the current City Street Classification Map, the future right-of-way shall be shown on the plan. Set backs shall be measured from the future right-of-way.
6. Proposed street profiles for all new streets.
7. Proposed street grades.
8. Proposed length of vertical curves.
9. Vertical stopping sight distance at all proposed internal subdivision intersections.
10. Street Horizontal curve radii.
11. All radii, curb set back and taper details.
12. Typical construction details (curb and gutter, paving, etc.)
13. Street signs.

Storm Drainage

1. Topographic layout of development at two (2) foot contour intervals based on mean sea level datum with storm drain layout.
2. Location, size, and length of existing drainage structures with drainage area.
3. Description by registered engineer of downstream property showing the method of runoff control will not adversely affect the property downstream.

4. Location, size, length, and type of all proposed drainage structures.
5. Drainage area to each inlet point of the drainage system.
6. Ditch profiles.
7. Ditch cross-sections every (50) feet with velocity of runoff (no more than 5.0 fps without lining the ditch.)
8. Hydrology study by a state approved professional for detention ponds, if required.
9. The 100-year floodplain and Future Condition floodplain limits and elevation or note absence.
10. Profile of storm drainage pipes.
11. All cross-drain pipes shown on the street profiles.
12. Water travel distance between catch basins.
13. Drainage at intersections indicated by flow arrows on plan sheet.
14. All drainage structure outlets to be erosion proofed.
15. Method of sizing all storm drainage structures.
16. Easements for drainage system – minimum of ten (10) feet for piped runoff, minimum of twenty (20) feet for open ditches.
17. Dam breach zone shown if an existing or proposed permanent pond/lake is a part of the proposed subdivision.
18. Cul-de-sac grading detail for steep downhill cul-de-sacs.

Water Layout

1. Site plan with water layout only.
2. Pipe locations and sizes
3. Location and size of gate valves, air release valves.
4. Thrust blocks at all bends and tees.
5. Location of all existing and proposed fire hydrants.
6. Existing water main locations, sizes, and types of materials surrounding the project.
7. Detail of tap to water main.
8. Proposed meter sizes and locations.
9. Nearest existing line valves on main, in order to isolate tap.
10. Pressure flow-test results.
11. If proposed water line crosses private property, a twenty foot (20) permanent easement is required.

Sewer Layout

1. EPD Sanitary Sewer Submittal Form filled out by registered engineer.
2. Site plan showing sewer layout.
3. Sewer layout should have manhole numbers, line designations, flow arrows, street names, and topography.
4. Sewer layout showing proposed storm drain crossings.

5. Detail tie-in of proposed lines with existing lines as to elevation and invert direction of manholes.
6. Profile of proposed sewer lines with:
7. Manhole numbers and locations.
8. Outside drop-manhole designated.
9. Percent grade, length, size of lines.
10. Lateral locations.
11. Materials to be used.
12. Location in profile of streams and storm drains.
13. Easements to be twenty (20) foot permanent and sixty (60) foot for temporary construction.
14. Easements for future sewers if required.
15. Bedding details.

Additional Requirements:

1. Preliminary plat submitted with construction plans.
2. Sidewalks.
3. Show location of all wells within one hundred (100) feet of property or certify that there are no wells, if lots are served by septic tank.
4. Names of all utility companies.
5. Erosion control plan.
6. Tree protection plan.
7. Show location of any landfills or debris or garbage disposal sites on the property.
8. Additional Notes Below:

Notes: 1. It is the developer's responsibility to address any wetland issues to the satisfaction of the U.S. Army Corps of Engineers.

2. It is the developer's responsibility to abide by all the rules and regulations pertaining to the State of Georgia's National Pollutant Discharge Elimination System (NPDES) permit requirements."

3. It is the developer's responsibility to abide by all the rules and regulations pertaining to the U.S. Fish and Wildlife Service if applicable.

3. **Erosion and Sediment Control Plans** - A plan for the control of soil erosion and sedimentation resulting from a land-disturbing activity involving the disturbance of 1.0 acres or greater. Said plans are a part of the requirements for a Land Disturbance Permit as addressed in Section 700 of the City of Villa Rica Development Regulations. An

approved copy of this plan must be provided to all departments as part of the construction plan review process.

4. **Final Plat** - plan of subdivision which conforms to the approved preliminary plat and the specifications required herein for recording at the Clerk of Superior Court. A plat review fee of two hundred dollars (\$200.00) shall be required at the time of submittal. Prior to the submittal of the final plat for review, the following shall apply: 1.) All street and utility construction must be completed, inspected and approved; 2.) All property corner pins must be installed; 3.) As-built drawings must be submitted; and 4.) Bonding requirements, if applicable, satisfied. Six (6) copies of the final plat and as-built drawings shall be submitted to the Community Development office for distribution. Once the signatures of approval from the designated City Departments have been obtained on the final plat, the developer shall submit the plat to the Clerk of Superior Court of Carroll County and or Douglas County for recording. Upon recording of the final plat, the developer shall provide four (4) hard copies of the plat to the Community Development office. An electronic version of the final plat shall be provided in AutoCAD format to the Community Development office.

Information to be Provided.

The Final Plat shall contain the following information:

1. Sheet size no larger than 18" x 24"
2. Exact boundary lines of the tract by bearings and distances determined by a field survey.
3. Field survey error of closure not to exceed one to ten thousand.
4. Equipment used in field survey.
5. Calculated error of closure of plat.
6. Present zoning and zoning of abutting land.
7. Exact locations, R/W widths, and names of all streets that immediately adjoin the subdivision.
8. Appropriate data for all streets, lot lines, and centerlines as required by the city and according to the requirements of the State of Georgia for professional surveyors and engineers.
9. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
10. Lots shall be numbered consecutively; divisions shall be made by units or phases.
11. Each lot's area in square feet or acres.
12. Deed book and page number of protective covenants if any.

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13. Accurate location, material, and description of all monuments and markers.
14. Location of sidewalks.
15. Location of all easements.
16. Required buffers and recreational areas (if any).
17. Land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
18. All surveys and plats must be prepared by a state certified engineer and /or surveyor.
19. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. The following certificate statements shall be shown on the plat:

Owner's Certificate:

The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems drains and drainage easements, and public places are dedicated to the use of the public forever.

Owner

Date

Surveyor's Certificate:

It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist or are marked "future" and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.

Owner

Date

City of Villa Rica Certificate:

In accordance to the City of Villa Rica Development Regulations and the City's Zoning Ordinance, all requirements of approval have been fulfilled; this plat was given final approval by the following City personnel on behalf of the City of Villa Rica:

Planning Commission Chairman

Date

Community Development Director

Date

Mayor

Date

Covenants, if separately recorded:

This plat is subject to the covenants set forth in the separate document(s) attached hereto dated _____, which hereby become a part of this plat, and which were recorded in plat book _____ Page.

- 21. Any and all other information as required by the city.
- 22. Lots, lot areas and lot numbers are optional at the discretion of the developer. If lots are included, the exact boundaries shall be shown by bearing and distances as determined by a field survey, and corners shall be marked on the ground with appropriate permanent monumentation.
- 23. Any and all other information as required by the City.

202.3 **Commercial/Industrial Site Development Plans**

- A. For individual commercial or industrial sites not within a Commercial or Industrial Subdivision, only construction plans are designed and submitted for review for this type of development. Six (6) sets of plans shall be submitted to the Community Development office to be distributed to other City departments. Upon approval of the plans by individual departments, each department retains a copy of the approved stamped plans.
- B. For individual commercial or industrial sites within a Commercial or Industrial Subdivision Development, the same requirements as in A above may be submitted only after approval by the City and recording of the Final Plat for the development.

202.4 **Plan Approval:**

- A. Approval of construction plans shall expire eighteen **(18)** months from the date of approval without the issuance of a building permit from the City of Villa Rica.
- B. If a discrepancy occurs between the approved plans and the City's development standards, unless a variance or exception has been

obtained, the Development Standards shall be the superseding document.

203. **Permits**

203.1 **Subdivisions:** The Community Development office issues the following permits for the construction of a subdivision:

- A. Land Disturbance Permit - after the approval of the construction plans, this permit is issued for the implementation of erosion control measures as shown on the approved construction plans for projects as required under Section 700 of the City of Villa Rica Development Regulations.

203.2 **Sites not involving the subdividing of land:** The Department of Community Development issues the following two (2) permits for the construction of sites:

- A. Land Disturbance Permit - after the approval of the construction plans, this permit is issued for the implementation of erosion control measures as shown on the approved construction plans for all projects as required under Section 700 of the City of Villa Rica Development Regulations.
- B. Building Permit - this permit is issued for the construction of proposed buildings. The building permit is issued after the site construction plans are approved, the building architectural plans are approved, and the Land Disturbance Permit is issued (if applicable). Appropriate permit fees shall apply.

203.3 **Driveway Permits** – a review will be required of all new driveway cuts on public right-of-way for the purpose of ensuring the requirements of these Regulations are complied with and to determine if additional right-of-way improvements will be needed to be made by the property owner in order that the public right-of-way will accommodate the proposed vehicular use of said new driveway. When a building permit or land disturbance permit is required, the driveway permit will be incorporated into said permits and no additional fees will be required. When no other permits are required, a permit fee of fifty dollars (**\$50.00**) will be required.

203.4 **Pavement Cut Permit** - a permit will be required prior to any work being done involving the cutting of any existing public right-of-way pavement.

Said permit will be issued by the City Public Works Department. **(No permit fee is required).**

204. **Construction**

204.1 **Pre-construction Conference:** The developer is required to schedule a meeting with the Community Development office and all public and/or private utilities for the purpose of discussing the construction and inspection of the proposed development. **The pre-construction conference is required before the issuance of any permits unless waived by all affected City Departments.**

204.2 **Approved Plans:** An approved set of construction plans stamped by the City must be kept onsite at all times by the Contractor.

204.3 **Notification:** The City shall be notified by the developer or his/her contractor before construction begins, and at the various stages in construction required by the City. The City shall be given a **two (2) business days** advance notice before construction begins. The appropriate department as outlined in Section 205 of these Regulations will be directly notified for an inspection request.

205. **Inspection**

205.1 **Subdivisions:**

- A. Public Works Department - this department is responsible for inspection of roads, storm drainage, and grading construction.
- B. Water Department - this department is responsible for inspection of water and sanitary sewer construction.
- C. Community Development office – the Building Official in this department is responsible for inspection of erosion control construction.
- D. And any other appropriate City department whose inspections are necessary to insure compliance with the Ordinance of the City.
- E. The City of Villa Rica reserves the right to charge an inspection fee consistent with an approved fee schedule set by Mayor and Council.

205.2 **Commercial/Industrial Sites not involving the subdividing of land:**

- A. Public Works Department - this department is responsible for inspection of entrance, storm drainage, and grading construction.

- B. Water Department - this department is responsible for inspection of water, sanitary sewer, and fire line for sprinkler system construction to the double detector check meter and vault. Construction of sanitary sewers onsite within sewer easements or offsite within the public rights-of-way are inspected by this department. Sanitary sewer services outside easements will be inspected by the Building Department. Water line construction up to and including water meters will be inspected by this department. Water line construction downstream of the meters (with the exception of the fire sprinkler system) will be inspected by the Building Department.
- C. Community Development office - this department is responsible for inspection of erosion control, parking layout and landscaping.
- D. And any other appropriate City department whose inspections are necessary to insure compliance with the ordinances of the City.
- E. The City of Villa Rica reserves the right to charge an inspection fee consistent with an approved fee schedule set by Mayor and Council

206. **As-Builts**

As-builts shall be required before the final plat is recorded for subdivisions or before a certificate of occupancy is issued for commercial/industrial sites. All as-built drawings must be on standard 24" X 36" sheets with a maximum scale of 1" = 50'. Electronic files must also be submitted in AutoCAD format with water, sewer and storm system all on separate layers in State Plane Coordinates as described as follows:

- A. The water system as-builts shall show locations of fire hydrants, line valves, tees, water main sizes, and types of materials.
- B. The sanitary sewer system as-builts shall show locations of manholes, lines, services, line sizes, types of materials, manhole inverts, and line grades.
- C. Street and storm sewer as-builts shall show street layout, profiles, and grades, storm sewers and sizes, storm drainage structures, and detention ponds.
- D. Commercial site layout as-builts in addition to water, sanitary sewer, and storm sewer as-builts shall include, but not be limited to, the following final locations of building(s), entrance(s), parking, and grading on computer disk format (if feasible).

- E. Sprinkler system as-builts with head count.

207. **Maintenance Bond, Letters of Credit, and Performance Bond:**

- A. The Developer, after completion of construction to the standards of these regulations, must obtain written approval of said construction by the City before recording the Final Plat or final approval by the City.
- B. The maintenance bond or Letter of Credit covers the cost of maintaining the project for a period of eighteen (18) months from the date the City issues approval of the final plat or project.
- C. The City shall determine the amount of the bond or Letter of Credit based upon the type of project and the total cost which shall be a minimum of 25% of the total cost of the project. Maintenance bonds or Letter of Credits are only required for projects whose total project cost exceeds \$20,000.00. The appropriate legal representative shall approve the bond or Letter of Credit as to form. The bond or Letter of Credit shall be payable to the City of Villa Rica.
- D. In cases where work on City right-of-way is required (i.e. Accel/decel lanes at development entrances), the City shall require a performance bond to cover the cost of estimated construction within the right-of-way. The performance bond amount shall be determined by the City Engineer. The bond term will be one year from the issuance of the Land Disturbance Permit. If the construction covered by the bond fails to be completed within this time frame, the City will access the bond and complete the work.

208. **Eighteen (18) Month Maintenance:**

- A. The developer shall maintain the improvements in his/her development for a period of **18 months** from the date the City issues approval of the Final Plat. At the end of the 18-month maintenance period, the City shall perform an inspection of the development and all improvements. The developer shall be notified by the City of the inspection results in writing within **15 days** from the date of the inspection. The maintenance bond shall be released upon the issuance of a letter stating approval of the development by the City. **(The final plat shall note said maintenance period and note the date that street dedication to the City shall occur).**
- B. If repairs are needed at the end of the 18-month maintenance period in order for the improvements to meet City specifications, the developer shall be

required to make such repairs within **60 days**, after written notification by the City. If the repairs are not completed within said time, and the developer fails to show a legitimate hardship, as determined by the City, which inhibits the completion of the repairs, the maintenance bond shall be called in to pay for the repairs. Should the amount of the maintenance bond be inadequate to pay for the repairs, the developer shall pay the remaining amount. The following procedures shall apply in this situation:

1. The City shall notify the developer in writing of such action.
 2. Upon completion of necessary maintenance repairs, the developer shall request in writing to the City for inspection of the maintenance repairs. The City shall make said inspection and in turn notify the developer of the inspection results.
- C. If the work is free from defects, and the improvements are in compliance with City specifications, the City shall provide written approval to the developer of said compliance and the maintenance bond shall be released. **Bonds are to be written where the City of Villa Rica must release the bond in writing. Bond expiration dates for release are not acceptable.**

209. **Certificate of Dedication and Maintenance Agreement**

Upon issuance of the maintenance bond as provided above, the developer shall execute a certificate of Dedication and Maintenance Agreement as provided by the City. All streets and right-of-way shown upon the final plat, together with all other public improvements shall be dedicated to the City of Villa Rica either in fee simple or by perpetual easement, as appropriate. The Certificate of Dedication shall be recorded by the developer in the office of the Clerk of Superior Court of Carroll County and or Douglas County, Georgia. The developer shall also furnish to the City an opinion by an attorney acceptable to the City that title records have been examined and that marketable fee simple title was vested in the developer at time of recording of the Certificate. The City reserves the right to refuse said dedication for reasons related to construction or maintenance.

The Maintenance Agreement shall obligate the developer, his/hers, successors and assigns to maintain the streets and improvements for a period of **18 months** from date of written acceptance by the City and to correct or repair the same as required in Section 208 of this Section. Said acceptance being the date of Final Plat approval. Furthermore, the developer his/her successors and assigns, shall agree to hold the City harmless and indemnify the City from liabilities arising from defects in design, installation and/or maintenance during the 18-month period.

Upon submission of the Certificate of Dedication and Maintenance Agreement, a recordable executed easement shall be provided to the City for all easements to be dedicated to the City.

Insurance Requirements:

- A. Prior to the issuance of any permit which includes the construction or installation of infrastructure to be dedicated to the City of Villa Rica within rights-of-way, easements, or other property either owned by, to be dedicated, conveyed, or used by the City of Villa Rica, Georgia said contractor, property owner, or entity working on said property for himself/herself and for all subcontractors must provide the City of Villa Rica a liability insurance certificate of \$1,000,000.00 in general liability insurance listing the City of Villa Rica as a co-insured or indicating that coverage under said policy is provided for the City of Villa Rica.
- B. Said certificate shall be presented to the City Manager prior to the issuance of any construction related permits, and must be approved by him prior to the issuance of any construction related permits.

210. **Model Home Permits:**

The City at its discretion may approve up to two (2) model home permits per residential subdivision development with the following stipulations:

1. The streets of the development should be sufficiently complete having Graded Aggregate Base (GAB) in place to avoid the tracking of mud onto adjacent streets;
2. A working fire hydrant must be within 250 linear feet of the model home site; final connection to all utilities must be postponed until final platting is complete and recorded.

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300. GENERAL DESIGN REGULATIONS

General Information

300.1 **Enforcement** - The Community Development Office and/or the Public Works Department of the City of Villa Rica shall be responsible for the enforcement, issuance of permits, and all other requirements contained in this article.

300.2 **Use of this Document:**

- A. This document is subject to periodic revision to meet changing requirements for materials, state and federal regulations, etc. At the beginning of a project the user should verify that he/she has the latest edition.
- B. This document is intended to convey the general design and construction requirements for a typical project. It also lists the specific City of Villa Rica requirements relating to plan review, inspection, testing and acceptance of facilities. It is not intended as a substitute for site-specific engineering and construction techniques.

301. **Definitions** - When used in this ordinance, the following words and phrases shall have the meanings given in this section. Terms not herein defined shall have their customary dictionary definitions where not inconsistent with the context. The term "shall" is mandatory. When not inconsistent with the context, words in the singular number include the plural and those used in the plural number include the singular. Words used in the present tense include the future.

As-Built Drawing: A survey or other drawing based on a field survey which shows existing features or components and horizontal or vertical information (grades or location of improvements). All as-built information submitted to the City of Villa Rica in the form of electronic files must be in AutoCAD format and be drawn using State Plane Coordinates.

Block: A piece or parcel of land entirely surrounded by public highways or streets other than alleys. In cases where the plotting is incomplete or disconnected, the sub-divider may determine the outline of the block.

Building Line: Refer to the Zoning Ordinance for the City of Villa Rica.

Clearing: The removal of trees or other vegetation, but not including grubbing activities.

Construction Plans: A set of engineering drawings of the proposed streets, drainage, and utilities as set forth in Article II in the “Subdivision Construction Plan Checklist”.

Contractor: A person, firm, or corporation with whom the owner of a property has employed or contracted to perform construction activity associated with the development. For purpose of this ordinance the term contractor shall include all subcontractors who are under separate contract or agreement with the contractor for performance of a part of the work at the site.

Cul-de-Sac Street: A street having one end open to traffic and being permanently terminated within the development by a vehicular turnaround. For the purpose of designation, a cul-de-sac street shall be interpreted to begin at the intersection of two or more streets nearest to the vehicular turnaround.

Developer: Any person, individual, firm, partnership, association, corporation, estate, trust, or any other group or combination acting as a unit who directs the undertaking or proposes to undertake development activities whether the development involves the subdivision of the land for sale to individual users, the construction of buildings or other improvements on a single land ownership, or both.

Drainage Way: An area designated for the conveyance of storm water runoff through real property, including both natural and man-made areas.

Easement: Recorded authorization for a specified purpose by a property owner for the use of any designated part of the real property by another entity.

Erosion & Sediment Control Regulations: Refer to Section 700 of the Development Regulations.

Final Plat: A plat of a tract of land which meets the requirements of the City of Villa Rica for permanent recording in the office of the Clerk of Superior Court of Carroll County and/or Douglas County.

Flood Plain Ordinance: Refer to Section 600 of the Development Regulations.

Frontage: Refer to “Lot Frontage” in the Zoning Ordinance for the City of Villa Rica.

Georgia DOT: The Department of Transportation of the State of Georgia.

Grading: The movement, removal or addition of earth on a site by the use of

mechanical equipment.

Grubbing: The removal of stumps or roots from a property.

Health Department: The Carroll County and/or Douglas County Health Department.

Industrial Development: Any development that will contain a loading dock or will be subject to frequent truck traffic.

Lot: A lot of record, or any combination of lots of record, held in a single ownership by one person, or in common ownership by more than one, which has both lot area and lot dimensions equal to or greater than the lot width and lot area requirements established by the City Zoning Ordinance for the zoning district in which such tract of land is located and for the use proposed for the tract of land.

Lot Width: The horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the front lot line at the minimum required building setback line.

Comprehensive Plan: City of Villa Rica Comprehensive Plan 2005-2026 as amended.

Mean Sea Level: The average height of the sea for all stages of the tide. It is used as a reference for establishing various elevations within the floodplain. For purposes of these Regulations, the term is synonymous with the National Geodetic Vertical Datum (NGVD). All topographic information submitted to the City of Villa Rica as part of a proposed development must be reduced to Mean Sea Level, temporary bench mark data will not be accepted.

Preliminary Plat: An overall layout of the proposed development usually shown on one sheet which meets the minimum standards of the City of Villa Rica.

Project: A principal building or structure, or group of buildings or structures, planned and designed as an interdependent unit together with all accessory uses or structures, utilities, drainage, access, and circulation facilities, whether built in whole or in phases. Examples include but are not limited to: a principal building on a lot, a residential subdivision, a multi-family development, a shopping center, or an office park.

Responsible Party: In the context of enforcement procedures, a person who is alleged to have committed, causes, continued or created a violation of the terms, requirements, regulations, or provisions of these Regulations whether as a direct act, through lack of action, through neglect, or at the direction of or on behalf of others. A responsible party may be the owner of a premises where a violation has occurred; an occupant whether through ownership, lease or other tenancy; a contractor, builder or developer; an agent of or person otherwise acting on behalf of the aforementioned parties; or other person acting in violation of these regulations.

Street Classification Map: A comprehensive plan of arterial, major collector, minor collector, and local streets and roads for all or a portion of the City.

Site Work: Development activity to prepare a property for construction of buildings or finished structures, including clearing, grubbing, grading, and installation of soil sedimentation and erosion control facilities.

Street Classification: Will be defined according to the City of Villa Rica Street Classification Map but are described in general as follows:

- A. Arterial: A street having a minimum right-of-way of one hundred (100) feet and which is used primarily for fast and heavy traffic flow, is of considerable continuity, and is used as a traffic artery for inter-transportation between large areas.
- B. Major Collector: A street having a minimum right-of-way of eighty (80) feet and which carries traffic from activity centers and minor collector streets to arterial streets.
- C. Minor Collectors: A street having a minimum right-of-way of sixty (60) feet and which is primarily used as a link between local streets and major collectors or arterial streets.
- D. Local: A street having a minimum right-of-way of fifty (50) feet and which is used primarily in residential subdivisions for access to abutting properties as opposed to the collection and disbursement of traffic.

Soil Erosion and Sediment Control Regulations: Refer to Section 700 of the Development Regulations.

Sub-divider: Any person, corporation or duly authorized agent, planner, designer, land surveyor, (landscape) architect or engineer, who undertakes the subdivision of land as defined herein.

Subdivision: Any division of a tract or parcel of land into two (2) or more lots, building sites, or other parts for the purpose of immediate or future sale, legacy, or building development. The term includes re-subdivision and any division of land involving a new street, existing street, or a change in existing streets, and, as appropriate to the context, relates to the process of subdividing or to the land/or area subdivided. The term does not include the combination or recombination of portions of previously plated lots, where the total number of lots is not increased and the resultant lots meet the standards of the city, or the division of land into parcels of five (5) acres or more, where no new streets or new utility services are involved.

Variance: A variance is a change in the general design of a development but which shall in no way make null the Development Regulations or the City of Villa Rica Zoning Ordinance.

Water and Sewer System: City of Villa Rica Water Department provides water and sewer in portions of the City.

Zoning Ordinance: The Ordinance adopted by the Mayor and Council and known as the City of Villa Rica Zoning Ordinance.

302. **Subdivisions**

302.1 **Minimum Lot Requirements:**

- A. Minimum right-of-way: Each lot shall front upon a dedicated public street having a right-of-way of not less than 50 feet.
- B. Arrangements: Side lots lines should be at right angles (90 degrees) to straight street lines or radial to curved street lines. Side lot lines should be radial to the center points in all cul-de-sacs. Side lot lines may deviate up to 5 degrees if necessary to combine property corners.
- C. Building Lines: Building lines shall conform to the City of Villa Rica Zoning Ordinance.
- D. Double Frontage Lots: Access shall be restricted to the interior street(s) for all residential subdivisions.

- E. **Minimum Lot Frontage:** The minimum width of frontage of any lot shall be as required by the City of Villa Rica Zoning Ordinance for the specific zoning district in which the lot is located. The lot width at any point from the road right-of-way to the building line shall not be less than the minimum required frontage width.

302.2 **Monuments:** All corners shall be marked with an iron pin, one-half inch in diameter or greater and 18 inches long and driven so as to extend not less than one inch above the finished grade. If unable to penetrate ground 18 inches, then set other permanent monuments (PK nail in asphalt, spike, chiseled x, etc.).

302.3 **Drainage Ways and Easement:**

- A. Drainage ways for man-made drainage ditches shall be cleared and opened at the time of development to control surface water runoff. Runoff slopes, and side slopes to be specified by the Developer's Engineer, according to good engineering practices. Drainage ditches shall conform to the requirements of this regulation, as specified in Section 305.5.
- B. Drainage ways shall be provided where a subdivision is traversed by a water course, natural stream, channel or any other circumstances where required by the Public Works Department. It shall conform substantially to the limits of such water course plus any additional width as is necessary to accommodate future development.
- C. Drainage ways off the street right-of-way that are to be dedicated to the City shall be clearly defined on the plat of the individual property owner and said property owner shall be required to keep easement free of obstructions and shall maintain same in such a way as to assure free and maximum flow at all times.
- D. All drainage ways, including existing drainage ditches, shall be clear of debris, excess dirt and other materials. The ground shall be smoothed down and grassed by the Developer within fourteen (14) days of completing construction work. The use of sediment control measures shall be required to protect the area until a vegetative cover is obtained.
- E. Permanent sanitary sewer easements of 20 feet in width shall be provided for sewer lines. If sanitary sewer lines are excessively deep, wider easements shall be required to maintain a 1:1 open cut slope.
- F. Easements for sanitary sewers, drainage, and other utility purposes

may be combined, but shall be of a minimum width as specified by the Superintendent of the specific utility departments of the involved utilities.

- G. All drainage ditches and structures must be centered on dedicated easements unless otherwise approved by the Public Works Department.

302.4 Streets:

- A. Prior to submission of preliminary plat, the developer shall meet with the Director of Public Works to have the proposed street classified, in order that it can be accepted into the City's System. In some cases, it may be desirable for a street to have a higher classification based upon ultimate development of the entire area, which is not necessarily just the one development being submitted. This is particularly true in the more outlying areas around the City. Street continuity may require that a cul-de-sac street be provided in a current development at the property line, such that it can be extended in the future. In a case of this nature, the current development would provide the street to the property line. The future development would pick up at the property line and continue the street.
- B. Existing Streets: When development is proposed on an existing street(s), all improvements required under these standards shall apply to the side of the street which the development abuts.
- C. Relation to Adjoining Street System: The proposed street system shall extend existing streets, but to current city standards. If lots front on the existing city street, it shall be improved out to an acceptable city or county road by the developer.
- D. Alleys: Alleys may be provided to the rear of all lots except lots with double frontage.
- E. Restriction of Access: When a subdivision fronts on an arterial or major collector as shown on the City of Villa Rica Street Classification Map, double frontage lots shall be provided with frontage on an interior street with no access to the arterial or major collector.
- F. All dead-end streets shall have a cul-de-sac as defined in Section 3.8 "Standard Details."
- G. Conformity to the Villa Rica Street Classification Map: The location and width of all streets and roads shall conform to the official City of

Villa Rica Street Classification Map. Street plans and profiles shall be approved by the City.

H. Intersections:

1. Street intersections shall be as nearly at right angles as is possible.
2. No intersection shall be at an angle of less than 75 degrees.
3. The property line at street corners shall be mitered adequately to permit construction of a 13-foot clear shoulder behind the curb & gutter.
4. Sight distance at intersections shall meet requirements of this regulation (see Section 3.8.06 "Standard Details.")
5. Islands at intersections shall be subject to individual approval by the City. In no case shall anything extend more than two (2) feet above the back of the curb within the right-of-way of the street to be intersected.
6. Landings shall be required for all intersections. These landings shall be as defined in Section 3.8.05 "Standard Details."
7. Opposing tee street intersections shall be directly aligned or shall be offset at least 200 feet.
8. Intersections shall have a minimum radius as measured to the face of the curb of 40' for residential, commercial and retail subdivisions and 75' for heavy industrial subdivisions.

I. Names:

1. Proposed streets that are obviously in alignment with other already existing and named street(s) shall bear the name(s) of such existing street(s).
2. No proposed street name shall duplicate an existing street name within the City of Villa Rica or Carroll County and/or Douglas County regardless of the use of the suffix "Street", "Avenue", "Boulevard", "Drive", "Place", "Way", "Court", or however otherwise designated.
3. All street names are subject to the approval of the City.

J. Right-of-Way:

1. The minimum width of right-of-way, as measured from lot line, shall be as shown in Section 3.8 “Standard Details” 3.8.01.
2. Adequate right-of-way shall be provided to allow the construction of a 13’ (foot) cleared shoulder behind the curb line except industrial streets shall have a 16’ (foot) cleared shoulder.
3. When the development (residential or commercial) is located on only one side of an existing street, one-half of the required right-of-way as measured from the centerline of the existing right-of-way, shall be shown on the plan and is required to be dedicated to the City.
4. Lawn sprinkler systems and trees shall be located outside existing or proposed street right-of-ways unless otherwise approved by the City.

K. Traffic Studies:

The Public Works Department may require that a traffic study be performed prior to the issuance of any permits to evaluate the current capacity of streets expected to carry the traffic volumes from the proposed development.

302.5 Entrances:

- A. Maximum lots served: Subdivision developments with 200 or more lots shall be required to have at least two entrances.
- B. Street Access - Curb Cuts in Other Than Residential Districts: Curb cuts for service drives, entrances, exits, and other similar facilities on public streets in other than Residential districts shall not be located within 50 feet of any intersection.

- C. Driveways: No more than two (2) combined entrances and exits shall be allowed on any parcel or property when the frontage of which is less than two hundred (200) feet. Additional entrances or exits for parcels or property having a frontage in excess of two hundred (200) feet shall be permitted only after showing of actual requirements of convenience and necessity.
 - 1. Angle: The angle of driveways shall not be less than 45 degrees with the edge of the road or street, except on divided highways the entrance angle to roadside commercial establishments may be reduced to 30 degrees. Exit drives from roadside commercial establishments on divided highways shall have an angle of not less than 60 degrees with the roadway.
 - 2. Driveways shall be constructed in accordance with Section 3.8 “Standard Details” 3.8.08.
- D. Subdivision developments shall construct entrance widening to the following requirements:
 - 1. Residential Subdivisions:
 - a. Residential Subdivisions not exceeding 20 lots whose entrance is on a local or minor collector, as shown on the City of Villa Rica Street Classification Map, shall install offset radii and 50-foot tapers as shown in Section 3.8 “Standard Details” Detail 3.8.18.
 - b. All other residential subdivisions shall construct full acceleration/deceleration lanes to conform to Section 3.8 “Standard Details” 3.8.19 unless waived by the City.
 - c. Residential subdivisions exceeding 200 lots shall be required to install entrance with a center turn lane and longer acceleration/deceleration lanes if it is located on a minor collector, major collector or an arterial street as shown on the City of Villa Rica Street Classification Map. Entrance shall conform to Section 3.8 “Standard Details” Detail 3.8.20.

2. Commercial/Industrial Subdivisions

- a. Full acceleration and deceleration lanes shall be installed per Section 3.8 “Standard Details” 3.8.21 unless waived by the City. Paving section shall correspond to the street classification of the existing road.
 - b. Commercial/Industrial subdivisions shall be required to install entrance with a center turn lane and longer acceleration/ deceleration lanes if it is located on a minor collector, major collector or an arterial street as shown on the City of Villa Rica Street Classification Map. Entrance shall conform to Section 3.8 “Standard Details” Detail 3.8.21.
3. Access onto a State road shall meet existing Georgia DOT requirements. Such an application for a DOT Permit shall be submitted to the City prior to submittal to DOT. Once approved by DOT, a copy shall be provided to the City. All such entrances shall be paved.
4. Sight Distance: The developer shall be required to upgrade the existing City or County road to meet the sight distance requirements of Section 304.4. See Section 304.6 for more detailed requirements concerning lane requirements.
5. The Developer shall install any catch basins and drainage pipe which must be constructed when an existing City or County road is required to be modified as a result of proposed development at his/her expense.
6. Existing or proposed water mains and storm sewers shall be relocated at the developer’s expense, to a point outside of the entrance widening.
- E. State Department of Transportation Approval: All entrances or exits of any street or drive, public or private, from or to any State highway shall be approved by the State Department of Transportation prior to the construction of such street or drive, or the issuance of any development permit for any improvement to be served by such street or drive.

302.6 Utilities:

- A. The design and construction specifications for all public utilities shall conform to the Specifications for the City of Villa Rica.

- B. All utilities shall be buried in a residential subdivision unless otherwise required by the City of Villa Rica. This requirement may only be waived by the Director of the respective department; said waiver must be in writing.

302.7 **Final Plats:** Final Plats shall be required to meet the State Plat Act and the current City of Villa Rica Zoning Ordinance.

303. **Individual Commercial/Industrial/Multifamily Sites**

303.1 **Development Entrances:** In addition to the following, parking lots shall not drain onto a City Street except as approved by the Public Works Department.

- A. The City shall approve the number of entrances to a proposed development.
- B. On minor collector streets provide offset radii and tapers per Section 3.8 “Standard Details” Detail 3.8.22.
- C. Industrial developments, commercial businesses and multifamily developments shall install full acceleration/deceleration lanes per Section 3.8 “Standard Details” (Detail 3.8.23) if accessing a major collector or an arterial street.
- D. Industrial Developments on corner lots which have frontage on interior subdivision streets shall have access only from the interior subdivision street(s).
- E. Developments on corner lots which have frontage on a local or minor collector city road shall install an additional lane pursuant to the specifications of the Public Works Department.
- F. The City may require a center turn lane or a longer deceleration lane if the City determines the traffic the project generates and the existing city street warrants it.
- G. Access onto a state road shall meet existing Georgia DOT requirements, except for the entrance must be paved.
- H. Sight Distance: No entrance shall be allowed in a location that does not provide adequate sight distance as specified Section 3.8 “Standard Details” in Details 3.8.06 and 3.8.07. The Developer may choose to upgrade the existing city or county road to meet the sight distance requirements of Section 304.4.

- I. Fire lanes shall be designed with proper space for fire vehicles movement. Fire lanes shall be approved by the Carroll County and/or Douglas County Fire Department.

303.2 Off Street Automobile Parking:

- A. Parking layout shall conform to Section 3.8 “Standard Details” Detail 3.8.10.

304. Street Design Criteria

- 304.1 **AASHTO Standards:** Road design shall conform to AASHTO (American Association of State Highway and Transportation Official(s)) requirements as published in “A Policy on Geometric Design of Highways and Streets” 1994 edition as amended, unless otherwise noted herein.

- 304.2 **Minimum Design Speed and Maximum Grade:** Minimum design speeds and maximum grades for proposed streets in the City of Villa Rica by street classification shall be as follows:

<u>Street Type</u>	<u>Maximum Allowable Grade</u>	<u>Minimum Required Design Speed</u>
Arterial	8%	55 MPH
Major Collector	10%	45 MPH
Minor Collection	15%	35 MPH
Local	18%	25 MPH
Alleys	12%	N/A
Cul-de-sac	4%	N/A

- 304.3 **Minimum Street Grade:** Minimum grade on cul-de-sacs shall be 1.5% to maintain 1% in curb line. Minimum street grade outside of cul-de-sacs shall be 1%.

304.4 Site Distance at Entrances:

- A. Sight distance requirements along existing city roads shall be determined using the posted speed limit and the corresponding stopping sight distance as shown in Section 3.8 “Standard Details” Detail 3.8.06.
- B. The sight distance for crest and sag vertical curves is the distance measured along the roadway from a driver's eye 3.5 feet above the pavement to an object 6 inches high at the intersection as shown in Section 3.8 “Standard Details” Detail 3.8.06.

- C. The sight distance for horizontal curves is determined by the line of sight available 2.0 feet above the road surface. The sight distance is measured along the existing edge of pavement beginning at the centerline of the proposed entrance and ending where the line of sight intersects it. The line of sight is the projected line of visibility beginning at the entrance centerline and tangent to an obstruction 2.0 foot above the road surface. Examples of obstructions are vegetation, ground cover, signs, existing topography, etc. (See Section 3.8 “Standard Details” Detail 3.8.07.)

304.5 **Curves:**

- A. Vertical Curves: The length of vertical cures, both crest and sag, shall be based upon the standards included in 3.4.04 and the following:

For speed limits up to 40 mph: $LVC = (AxS^2)/1329$

Speed limits greater than 40 mph: $LVC = 2S - (132/A)$

Where LVC = Length of Vertical Curve

S = Sight Distance

A = Algebraic difference of intersecting grades

- B. Horizontal Curves: Streets shall be designed to have a centerline radius of curvature of no less than 100'. Proposed minor collector streets shall have a minimum 300' centerline radius of curvature. All other streets horizontal curvature shall be designed according to AASHTO Standards.

Tangent distance between reverse curves shall be as follows:

Major Collectors 300 feet

Minor Collectors 200 feet

304.6 **Street Cross-Section:**

- A. Street cross-sections shall be as shown in Section 3.8 “Standard Details” Detail 3.8.01.
- B. Curb and Gutter shall be as shown in Section 3.8 “Standard Details” Detail 3.8.09.
- C. Cul-de-sac radius shall be as shown in Section 3.8 “Standard Details” Detail 3.8.02 for residential applications and 3.8.03 for commercial applications.

- 304.7 **Street Paving:** Pavement thickness for streets shall be as specified in Section 3.8 “Standard Details” 3.8.01
- A. “GAB” refers to Graded Aggregate Base as specified in the Georgia DOT in Standard Specifications Section 815.
 - B. “Type B” refers to Type B Asphalt concrete as specified in the Georgia DOT in Standard Specifications Section 828.
 - C. “Type E” refers to Type E Asphalt concrete as specified in the Georgia DOT in Standard Specifications Section 828.
 - D. “Type F” refers to Type F Asphalt concrete as specified in the Georgia DOT in Standard Specifications Section 828.
 - E. All local commercial/industrial and minor collector commercial/industrial streets shall have the same paving section as the major collector street type.
- 304.8 **Dam Supporting Road:** No City street shall be designed to cross an existing or proposed dam that is regulated by the Safe Dams Act.
- 304.9 **Curb and Gutter:** Curb and gutter shall be required on all paved streets. (See “Standard Details” Detail 3.8.09.)
- 304.10 **Sidewalks:**
- A. Sidewalks shall be required on at least one side of all new streets. In addition, they shall be required on all existing streets where new building construction occurs if required by the Community Development Department. In addition, they shall be required on all existing streets where new building construction occurs if required by the Community Development Department.
 - B. Sidewalks shall be constructed in accordance with Section 3.8 “Standard Details” Detail 3.8.15 and located as shown in Detail 3.8.14.
 - C. Sidewalks shall be backfilled and landscaped.
 - D. Sidewalks shall include handicap ramps at all street intersections to meet the Americans with Disabilities Act (ADA) requirements. See Section 3.8 “Standard Details” Detail 3.8.16.

304.11 **Traffic Signs:** The design professional shall show the location of all required traffic signs. The developer shall furnish and install all street signage in the project. Unless otherwise noted, design of traffic signs shall conform to the Manual on Uniform Traffic Control Devices (MUTCD), Latest Edition, published by the United States Government Printing Office.

304.12 **Street Lighting:** Street lighting shall be required on all streets as specified by the power company servicing the subdivision. The developer or sub-divider shall bear the costs for all monthly street light charges for a full year payable in advance at the time of final plat approval.

304.13 **Utility Locations:** All utility locations shall correspond to the typical layout shown in Section 3.8 “Standard Details” Details 3.8.12 and 3.8.13.

305. **Storm Drainage Design Criteria**

305.1 **Storm Sewers:**

- A. All storm sewer design calculations shall be certified by a Professional Engineer, Land Surveyor or Landscape Architect currently licensed in the State of Georgia.
- B. Storm drainage pipes shall be sloped so as to maintain a minimum velocity of 3 feet per second (fps) during the 2-year design storm event in order that sediment will not collect.
- C. Drainage formulas used in determining size of storm sewer components shall meet all criteria of the 1.) “STORMWATER MANAGEMENT MANUAL”, Latest Revision, facilitated by the Atlanta Regional Commission, the Georgia Department of Natural Resources-Environmental Protection Division and the cities and counties across Georgia; 2.) Drainage Manual for Highways, latest edition; or other methodology as approved by the City.
- D. The 25-year storm event shall be used in designing the storm drains. In cases where the property is traversed by a spring, creek, or other watercourse, the 100-year storm event will be used for design.
- E. Storm sewers shall not be less than 15 inches in diameter. No storm drain pipe running parallel to the existing primary road shall be located beneath the proposed entrance widening. Relocation of existing storm drainage structures shall be done by the Developer.

- F. Storm drainage structures or drainage ways shall not be located within twenty (20) feet of any existing or proposed building.
- G. Storm sewers shall extend at least from edge of right-of-way to edge of right-of-way. Residential subdivision storm sewers shall extend at least to the rear of the building on all piping.
- H. Catch Basins, junction boxes, drop inlets and outlet structures shall have a minimum elevation drop from the inlet invert elevation to the outlet invert elevation of at least 0.20 ft.
- I. Maximum continuous length of pipe without a junction box, drop inlet, or catch basin, shall be 300 feet for pipes less than 42 inches in diameter, and 500 feet maximum for pipe greater than 42 inches in diameter.
- J. Storm sewers shall be reinforced concrete pipe (RCP) within the pavement of an existing or proposed street unless otherwise approved by the Public Works Department.
- K. Aluminum storm drain piping shall be encased in a polyethylene wrap when it is located within 20 feet of a steel gas line.

305.2 Drainage Structures (Excluding Pipe or Culverts):

- A. The design engineer shall check the hydraulic capacity of each drainage structure designed as an inlet point in the drainage system. The actual storm water flows shall be compared with the structures flow capacity to insure their capacity is not exceeded.
- B. Catch basins shall be constructed in accordance with the Georgia Department of Transportation Standard Details 1033D and/or 1034D.
- C. Catch basins shall be located outside of intersection radii.
- D. Catch basin spacing from each other shall be limited to a maximum distance as follows.

250' on grades up to 7%
400' on grades from 7% to 10%
500' on grades over 10%

No curb cuts in lieu of drainage structures will be allowed.

- E. The outlet end of all storm drain pipes shall have either flared-end sections or concrete headwalls which meet Georgia DOT Standards

1120 or 1125. This same standard applies to the inlet end of storm sewers where an open pipe is designed to collect the runoff. Flared ends shall be of the same material as the storm drain pipe.

- F. Drop inlets shall be designed to Georgia DOT Standard Detail 1019A. Weir drop inlets shall be provided in landscaped areas. Grated drop inlets shall be provided in paved areas.
- G. Junction boxes or manholes having access to the pipe shall be constructed to meet the requirements of Georgia DOT Standard Detail 9031U or 1011A. Manholes shall be provided with eccentric cone sections.
- H. All drainage structures shall have a minimum elevation drop from the inlet invert elevation to the outlet invert elevation of at least 0.20 feet.

305.3

Hydrology Study:

- A. All development plans requiring a Land Disturbance Permit will require a Hydrology Study provided by the Developer to the City of Villa Rica. The Hydrology Study and all stormwater detention facility design calculations shall be certified by a Professional Engineer, Land Surveyor or Landscape Architect currently licensed in the State of Georgia. The City has the right to require proof of qualifications and registration, and to require that a copy of all calculations performed by the design professional be submitted to the City.
1. Hydrology Study must address the following issues:
 - a. Existing land uses downstream.
 - b. Anticipated future land uses downstream.
 - c. Magnitude of increased peak flows due to development.
 - d. Presence of existing drainage problems.
 - e. Capacity of existing and anticipated drainage systems.
 - f. Creation of concentrated flows where none had occurred previously.
 - g. Availability of feasible locations for detention facilities.
 - h. Existing flows generated offsite which pass through the proposed development site.
 - i. Anticipated future flows generated offsite which pass through the proposed development site.
 - j. The nature of the receiving drainage way.
 - k. For any development that impacts a stream, creek, lake, pond, or wet area, developer must provide confirmation from US Army Corps of Engineers that the development complies with Section 404 of the Clean Water Act. (*Contact US Army Corps of Engineers @ (678) 422-2721.*)
 2. The Hydrology Study shall identify the locations and quantities of stormwater runoff entering and exiting the site for both pre- and post-developed conditions. Analysis of the off-site properties shall address future development in addition to addressing existing conditions. It shall contain drainage area delineation maps and other exhibits at a satisfactory scale and sufficient in quantity and scope to define the boundaries of the site relative to watercourses, drainage divides, drainage structures and other pertinent features.

3. The analysis of downstream conditions in the Hydrology Study shall address each and every point or area along the project's boundaries at which runoff will exit the property. The analysis shall focus on the area immediately downstream of the project property. This area shall generally extend a flow distance of about one-half mile from the project property line. However, the most critical downstream area investigation shall be conducted relative to existing and anticipated land uses on tracts which adjoin the project property. As part of the hydrological study, consideration should be given to the flow capacity of downstream drainage structures. If the downstream system is inadequate, the developer is required to either improve the downstream drainage structure or provide additional storage in the detention facility.
- B. The Method of Estimating Storm Water Runoff shall be of the hydrologic methods described in THE GEORGIA STORMWATER MANAGEMENT MANUAL. All storm data and input parameters for calculations shall be taken from this reference manual. The Method used shall be determined as follows:

Development Size	Method to be used
50 acres or less	SCS Method
50 acres to 1,600 acres	SCS Method
Larger than 1,600 acres	Coordinated with and approved by the City

- C. All developments, except single family residential, that are not required to obtain a Land Disturbance Permit shall submit a letter certified by a Professional Engineer, Land Surveyor or Landscape Architect currently licensed in the State of Georgia stating that all drainage and detention facilities have been designed in accordance with these regulations. The City has the right to require proof of qualifications and registration, and to require that a copy of all calculations, work product, reports & studies regarding the proposed development and performed by the design professional be submitted to the City.

305.4 Storm Water Detention Facilities:

- A. Stormwater detention facilities shall be required for any portion of any site for which development activities will result in increased peak stormwater runoff.

- B. Permanent detention facilities will not be required if the design professional can provide calculations and proof there are no roads, culverts, buildings, or other property that will be adversely impacted by the increased runoff leaving the site, and that the discharge does not directly flow into a major flood plain or creek system with known or suspected flooding problems. Future phases of development of the drainage basin must be considered in determining adverse effects.
- C. When stormwater detention facilities are deemed not required, the 100- year elevation of the receiving stream shall be determined. Excavation of earth below said elevation in the shoulder of the stream or floodplain shall be required in a volume equal to or greater than that of the detention pond that would have been required.
- D. Stage-Storage-Discharge relationship calculations for Detention Facilities and their Outlet Structures shall constrain the Detention Facility's Outflow to the pre-developed Flow or less for the 2, 5, 10, 25, 50 and 100-year storm events.
- E. The Detention Facility shall incorporate overflow features and basin bank elevations which will accommodate the routing of the 100-year storm event through the Detention Facility with no damage to the Facility.
- F. Detention Basin discharge locations shall be in defined drainage ditches or storm sewers. If there is an existing storm drainage system within 150 feet of the discharge point of the outlet pipe for the basin, then the developer shall extend the outlet pipe and tie-in to the existing system. Obtaining any required easements for said tie-in are the responsibility of the Developer. Some method of re-establishing sheet flow may be approved at the discretion of the City.
- G. Earthen Detention Basin fill slopes and cut slopes shall be no greater than 3:1.
- H. All ponds which are normally dry having a depth, including freeboard, greater than 4 feet and a side slope steeper than 2:1 shall be fenced and have a 10-foot wide lockable gate for entrance. The fence shall be a minimum of 6 (feet) in height and shall be of the chain link or privacy type.
- I. For improvements or expansion of existing developments, pre-development conditions shall reflect original land use before any structural development, such as buildings, roads, etc.

305.5 Stormwater Quality / Quantity Control Facilities:

The City of Villa Rica requires each new project to create adequate stormwater controls using Best Management Practices (BMP's). Use of BMP's to enhance water quality and to comply with the Clean Water Act (CWA) is federally mandated. The City of Villa Rica will utilize the Atlanta Regional Commission's Georgia Stormwater Management Manual, Volumes I and II, as standards for compliance with the required BMP's.

305.6 Storm Water Ditches:

- A. All ditches between storm drain pipes and downstream of storm drain pipe shall be designed by a Professional Engineer or Landscape Architect currently licensed in the State of Georgia.
- B. The ditch profile and cross-sections shall be shown on the plans. The plans shall show the velocity and flow for the ditch design. Drainage ditches shall be designed to limit the runoff velocity to less than 5 fps or the ditch shall have the bottom and sides lined with sod. Ditches shall be designed to limit the runoff velocity to less than 8 fps or the ditch shall have a paved invert as shown in Section 3.8 "Standard Details" Details 3.8.17a and 3.8.17b.
- C. In residential subdivisions, all ditches are to be installed and apparent prior to approval of the final plat.

305.7 Subdrainage: When subgrade compaction requirements of these specifications cannot be met sub-drainage will be installed to control the surplus ground water by intercepting side hill seepage or by lowering or regulating the ground water level.

305.8 Bridges: Bridges shall not be allowed unless otherwise approved by the Public Works Department.

305.9 Existing Dams:

- A. It shall be the responsibility of the developer to provide any required information or studies, to include the dam breach analysis, for any dam located on the property proposed to be developed or located on adjacent property upstream of the proposed development, to the City of Villa Rica. The design engineer shall search the entire watershed upstream of the property for other dams regulated by the state. The City of Villa Rica shall maintain a record of dams reported to the City and their attendant breach zones. The design engineer shall include a statement in the dam breach analysis report whether or not any dams were found upstream and whether or not they affect the property to be developed.
- B. The City of Villa Rica shall submit the required information to the Environmental Protection Division of the Georgia Department of Natural Resources for review.
- C. The City of Villa Rica shall notify the dam owner in accordance with the procedures set forth in the Georgia Safe Dams Act.
- D. If development is proposed in the breach zone below the dam, then the dam owner shall be required to upgrade the dam to Category I standards, as defined in the Georgia Safe Dams Act, or breach the dam in a safe manner as authorized by the Environmental Protection Division of the Georgia Department of Natural Resources. If the dam owner elects to breach the dam, measures must be taken to ensure that stormwater flows are not increased on downstream property owners.

305.10 Proposed Dams:

- A. The Developer of any proposed new dams which are regulated by the Georgia Safe Dams Act shall obtain necessary permits and approvals from the State of Georgia prior to obtaining a development permit from the City of Villa Rica. A development permit shall be required before the construction of said dam.

306. Materials

- 306.1 **Compliance:** All materials shall comply with Georgia DOT Standard Specifications for Construction of Roads and Bridges, 1993 edition, as amended, with supplemental specifications and standard details, unless otherwise noted.

306.2 Streets:

- A. Graded Aggregated Base (GAB) course shall consist of mineral aggregate and may be a combination of natural deposit or a blend of the materials specified in the Georgia DOT in Standard Specifications Section 815.
- B. Black base shall consist of asphalt concrete conforming to Type B specifications of the Georgia DOT in Standard Specifications Section 828.
- C. Prime - After the base has been placed, mixed, compacted, shaped, inspected and accepted, it shall be primed with suitable asphalt materials as specified in Georgia DOT in Standard Specifications Section 412.
- D. Tack - Tack coat shall be applied on a prepared road surface according to the requirements of Georgia DOT in Standard Specifications Section 413.
- E. Surface Course - Type E Asphalt concrete as specified in the Georgia DOT in Standard Specifications Section 828.

306.3 Curb and Gutter: Concrete shall be Class "A" as defined by Georgia DOT in Standard Specifications Section 500 and have a minimum compressive strength of 3000 psi at 28 days.

306.4 Storm Sewers

- A. Georgia DOT Standard Detail 1030D shall be used in determining class concrete or gauge of pipe under fill.
- B. A certification by the supplier of the pipe specifications for each pipe shall be required before installation.
- C. Concrete pipe shall be steel reinforced in accordance with AASHTO: M170.
- D. All corrugated metal pipe shall be type II aluminized steel.

307. Construction

- 307.1 **Compliance** - All construction shall comply with Georgia DOT Standard Specifications Construction of Road and Bridges, with Supplemental Specifications and Standard Details, 1993 edition, as amended, unless noted otherwise.
- 307.2 **Clearing and Grubbing** - Grading sections shall be cleared and grubbed of all trees, bushes, stumps and debris. Such debris shall be disposed of in a lawful manner. **There shall be no burial of such debris on site.**
- 307.3 **Grading:**
- A. Grading shall be accurately done to the lines and grades shown on the plans. Embankments shall be placed in uniform layers not to exceed six inches and compacted to a density of 95 percent of the maximum laboratory dry weight per cubic foot as determined by AASHTO Method T-99. The contractor shall add moisture to the material as required as it is placed to obtain required compaction.
 - B. Compaction test shall be provided by the developer and shall be performed by a geotechnical engineer licensed in the State of Georgia. Required test shall be every two (2) feet vertically and five hundred (500) feet horizontal.
 - C. Maximum Construction Cut and Fill Slopes are as follows:

<u>Depth of Cut or Fill</u>	<u>Cut Slopes</u>	<u>Fill Slopes</u>
2 feet or less	4 to 1	4 to 1
2 feet to 5 feet	3 to 1	3 to 1
5 feet to 10 feet	2 to 1	2 to 1
Over 10 feet	2 to 1	2 to 1

The depth of cut referred to shall be constructed to the maximum cut or fill occurring in any one section of cut or fill. The slope on cut or fill slopes shall be uniform throughout for each section or cut or fill. When a cut is made in rock that requires blasting, the slope may be changed to vertical slope upon the written approval of the Public Works Director.

307.4 Subgrade:

- A. After the earth work has been completed, all storm drainage and other underground utilities have been installed **under** the roadbed, and the backfill in all such ditches thoroughly compacted, the subgrade shall be brought to the lines, grades and cross-section shown on the plans.
- B. If any sections of the subgrade are composed of unsuitable or unstable material, such material shall be removed to the depth directed by the authorized representative of the City and replaced with suitable, thoroughly compacted material.
- C. When the street is to be used for construction traffic before the paving work is completed, a layer of GAB can be laid as a traffic surface.
 - 1. This material shall not be used as part of the base material.
 - 2. It may be worked into the subgrade, or it shall be removed before the base course is set up for paving.
 - 3. Provision shall be made to drain low points in road construction when the final paving surface is delayed.

307.5 Curb and Gutter:

- A. Line and grade shall be set by developer's engineer, landscape architect, or land surveyor.
- B. One-half inch expansion joints or pre-molded bitumastic expansion joint material shall be provided at all radius points and at intervals not to exceed 50 feet in the remainder of the curb and gutter.
- C. Cross-Section shall be in accordance with Section 3.8 "Standard Details" Detail 3.8.09.
- D. All curbing within a public street right-of-way must be installed on a minimum of 6 inches of compacted GAB (Graded Aggregate Base).

307.6 Street Cuts:

- A. The City's policy is no existing streets can be open cut unless unusual circumstances warrant it. No street shall be cut or bored without a written permit issued by the Public Works Department. Application for such permit shall be made at least two business days prior to the desired time for starting work.
- B. All trenches shall be backfilled and compacted the same day the trench is opened. Compaction requirements are as follows:
 - 1. Trenches under paving shall be backfilled with GAB and returned to 100% compaction.
 - 2. Trenches elsewhere shall be returned to 95% compaction.
- C. If the City allows open cutting, all trenches under existing paving shall be backfilled and compacted in 6-inch lifts and excavated to allow for concrete and asphalt to be placed as shown in Section 3.8 "Standard Details" Detail 3.8.11. The edges of the paving cut shall be saw cut smooth.
- D. Compaction test on cuts shall be made at two (2) per cross cut.

307.7 Underground Utilities:

- A. All utilities within the curbs shall be installed and the ditches backfilled and thoroughly compacted before any pavement or base is installed.
- B. All utility manholes and valve boxes shall be brought to the finished grade within the roadway section.

307.8 Easements shall be clear of limbs and debris, graded smooth, and established in grass.

307.9 Foreign Materials on Streets:

- A. The developer, builders, and/or homeowners shall be responsible for keeping dirt, mud, building materials, concrete, etc., off the pavement and curbing of existing City or County roads during construction of buildings in all developments covered by these regulations.
- B. Before the streets are accepted by the City of Villa Rica, all litter and trash shall be removed from the dedicated rights-of-way and

surrounding areas.

307.10 **Storm Sewers:** Pipe installation shall conform to Georgia DOT Standard Specifications for Construction of Roads and Bridges.

A. Before any traffic over a storm drain is allowed, the developer shall provide an adequate depth and width of compacted backfill to protect the structure from damage or displacement. Any debris or silt that constricts the flow through a pipe shall be removed by the developer as often as necessary to maintain drainage. All pipe structures shall be cleaned before the work is accepted. Any damage or displacement that may occur due to traffic or erosion shall be repaired or corrected at the developer's expense.

B. Minimum Clearances Are:

1. One foot between the bottom of the base or sub-base, if used, and the exterior crown of the culvert.
2. A minimum of 0.5 foot between underground utilities and exterior crown of culverts.

C. Trench construction for storm drainage pipe shall be in accordance with State Highway Standard 1030D.

D. Storm drainage pipe shall be bedded in Size No. 57 (1" to No. 4) per ASTM D-448 Table 1, standard sizes of processed aggregates when structural fill material is not available.

308. **Standard Details (See Details at the end of Section 300.)**

309. **Private Streets**

309.1 **Definitions.**

City Engineer – Shall be the individual designated by the City Manager to perform said functions.

City of Villa Rica Development Standards – the City of Villa Rica Zoning Ordinance, City of Villa Rica Development Regulations and all codes and ordinances adopted by the City of Villa Rica.

City Manager – refers to the City of Villa Rica City Manager.

Subdivision – for the purpose of this section, subdivisions include only the

following uses:

- (1) Single family residential units; and
- (2) Fee simple town home units, fee simple condominiums or other fee simple ownership of the individual residential units.

309.2 **Private Streets Permitted.** Private streets may, upon application, be permitted by the Planning Commission within subdivisions, subject to the requirements of this section. Applications for approval of Private Street shall be considered by the Planning Commission at the time of preliminary plat approval by the Planning Commission. Following a recommendation by the Public Works Director or City Engineer to authorize private streets in a major subdivision, the Planning Commission shall consider the application and may impose conditions on the approval of private street to ensure various public purposes and to mitigate potential problems with private streets. No final plat involving a private street shall be approved unless said final plat conforms to the requirements of this section.

309.3 **Engineering Plans Required.** It shall be unlawful for any person, firm, or corporation to construct a new private street or alter an existing private street or to cause the same to be done without first obtaining approval of engineering and construction plans from the Public Works Director and the City Engineer in accordance with the requirements of this Ordinance and the City of Villa Rica Development Standards.

309.4 **Standards.** All private streets shall be constructed to all standards for public street including all related appurtenances as required by the City of Villa Rica Development Standards, applicable construction specifications of the City Engineer, and as approved by the City Engineer.

- A. If a gate or other controlled access is installed at the entrance to the development, a place which provides emergency access to the development by emergency agencies must first be approved by the emergency agencies of the City of Villa Rica. Access must also be provided to anyone providing utilities to said development; there shall be an automatic gate opening on any power disconnect.
- B. All provisions of the zoning ordinances of the City shall apply to the development of said development.
- C. There shall be only one entrance/exit from the development to a public street unless otherwise recommended by the City Engineer, Fire and Police Department or other emergency services and approved by the Planning Commission. In no event shall a private street be constructed so as to permit said street, in any configuration, to serve as a

connecting street between two public streets. Other than the entrance/exit to the private development, no private street shall adjoin any property outside the limits of the private development;

- D. There shall be an independent certified inspector approved by the City provided by the developer to determine compliance with the specific rules and requirements for streets and utilities during the entire project.

309.5 **Street Names and Signs.** Private streets shall be named, subject to the approval of the City Manager or his/her designee. The sub-divider of land involving a private street shall install street signs with content containing the street name and the designation “private”, as approved by the City Manager. The sign signifying the private street may be required by the City Manager to be a different color than that of street signs provided for public streets, in order to distinguish maintenance responsibilities in the field.

309.6 **Easements.** Easements for private streets shall be designated on final plats as general-purpose public access and utility easements, along with the name of said Private Street. Said easement shall at minimum be of the same width as that required for the right-of-way of a public street by the major thoroughfare plans and the City Engineer for the type of public street (local, collector, etc.) most closely resembling the proposed private street. Easements for private streets shall not be included in any calculation of minimum lot size or density limitations established by local land use regulations. In the cases of private streets, the general-purpose public access and utility easement for the private street shall either:

- A. Be shown in a manner on the final plat such that each lot fronting the private street shall extend to the edge of the curb, right-of-way, or easement for said Private Street. No lot shall be permitted to be divided by the general-purpose public access and utility easement required and established for a private street; or
- B. Shall be drawn as its own discrete parcel to be dedicated to a private homeowner’s association (i.e. not shown to be a part of any lot).
- C. All utility easements as required by the City of Villa Rica Development Standards must be installed and dedicated to the City.

309.7 **Maintenance.** The City shall not maintain, repair, resurface, rebuild, or otherwise improve streets, signs, drainage improvements or any other appurtenances within general purpose public access and utility easements established for private streets. A private maintenance covenant recorded with the Carroll County and/or Douglas County Clerk of the Superior Court shall be required for any private street and other improvements

within general purpose public access and utility easements established for private streets. The covenant shall set out the distribution of expenses, remedies for non-compliance with the terms of the agreement, rights to the use of easements, and other pertinent considerations. The Covenant shall specifically include the following terms.

- A. The Covenant shall establish minimum annual assessments in an amount adequate to defray costs of ordinary maintenance and procedures for approval for additional needed assessments. The Covenant shall also specify that the funds from such assessments will be held by a homeowners or property owners association in all cases.
- B. The Covenant shall include a periodic maintenance schedule.
- C. The Covenant for maintenance shall be enforceable by any property owner served by the private street.
- D. The Covenant shall establish a formula for assessing maintenance and repair costs equitably to property owners served by the private street.
- E. The Covenant shall run with the land.
- F. The Planning Commission may, at its discretion, as a condition of approving private street, require a performance bond and/or maintenance bond and/or letter of credit be submitted by the sub-divider and held by a homeowners or property owners association, or the Planning Commission may require that the sub-divider pay an amount of money as recommended by the City Engineer into an escrow account or other suitable account for the maintenance and repair of private streets and stormwater management improvements, to be drawn from by the homeowners or property owners association as maintenance and repair needs may arise.
- G. All agreements, restrictive covenants and other documentation related to the development shall be furnished and approved by the City Engineer prior to commencement of development.

309.8 Specification for Final Plats Involving Private Streets. The City Manager or his/her designee shall not approve for recording any final plat involving a private street unless and until it shall contain the following on the face of the plat:

- A. Deed book and page reference to the recorded covenant required by this section;
- B. “WARNING: The City of Villa Rica, Georgia has no responsibility to

build, improve, maintain, or otherwise service the private street, drainage improvements and other appurtenances contained within the general public purpose access and utility easement or easements for private streets shown on this plat unless otherwise indicated hereon.

- C. “Grant of Easement”. The general purpose public access and utility easement(s) shown on this plat for private street(s) is hereby granted and said grant of rights shall be liberally construed to provide all necessary authority to the City of Villa Rica, Georgia and to public or private utility companies serving the subdivision, for the installation and maintenance of utilities, including, but not limited to, electric lines, gas lines, telephone lines, water lines, sewer lines, cable television lines, and fiber optic cables, together with the right to trim interfering trees and brush, together with a perpetual right of ingress and egress for installation, maintenance and replacement of such lines.

“Signature of Property Owner”; and,

- D. (The Following certificate of dedication shall be required by the City unless the Mayor and City Council waives the dedication requirement).

The City Manager may add to said dedication as may be required for the particular project.

“Certificate of Dedication”. All water and sewer lines and other utilities installed within the general-purpose access and utility easement(s) shown on this plat for private street(s) are hereby dedicated to City of Villa Rica, Georgia.

“Signature of Property Owner.”

309.9 Requirement of Purchaser’s Acknowledgement of Private Responsibilities.

Prior to the sale or as a condition of the closing of a real estate transaction involving any lot served by a private street in the City of Villa Rica, Georgia, the sub-divider or seller of said lot shall execute a notarized purchaser’s acknowledgement of private street construction and drainage maintenance responsibilities as set forth below. A copy of the purchaser’s acknowledgement shall be retained by the purchaser and shall be required to be submitted as a condition of a building permit for a principal building

on said lot:

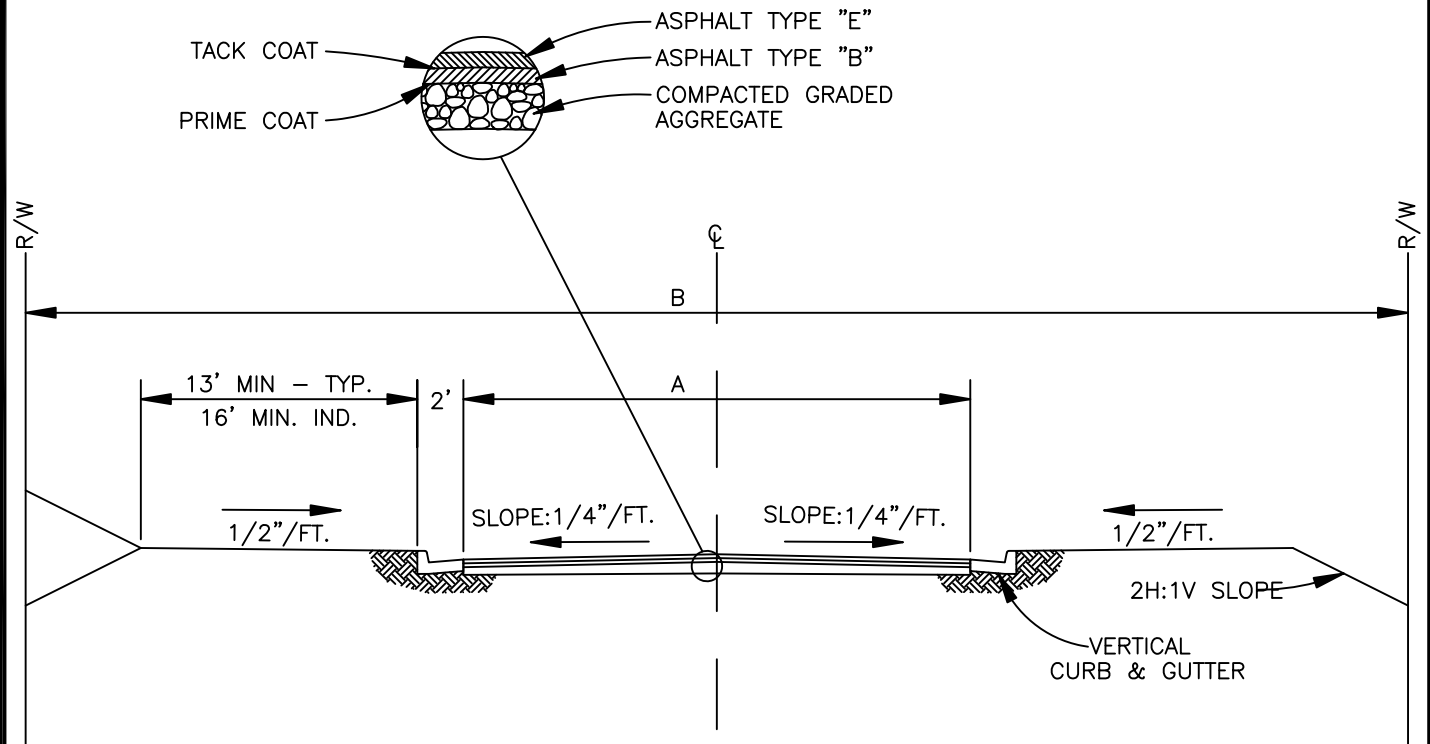
**“Purchaser’s Acknowledgement of Private Street and
Drainage Maintenance Responsibility”**

(I)/ (We) have read the Declaration of Covenant which pertains to the lot that is the subject to this real estate transaction _____ (insert address or attach legal description). (I)/(We) understand that the Declaration of Covenant applies to the lot that (I am)/(we are) purchasing and requires (me)/(us) to provide a specified percentage or amount of the financing for the construction and maintenance of any private street and drainage facilities serving the lot which (I am)/(we are) purchasing, and that owners of other lots in this plat may sue for and recover those costs which this covenant requires (me)/(us) to pay, plus their damages resulting from (my)/(our) refusal to contribute, plus reasonable attorneys fees. (I)/(We) further understand that the City of Villa Rica, Georgia has no obligation to assist with the maintenance and improvement of the private street, drainage facilities, and other appurtenances within the general-purpose public access and utility easement for the private road serving the lot in question. (I) (We) understand that a copy of this purchaser’s acknowledgement shall be required as a condition of the issuance of a building permit for a principal building on the lot (I am)/(we are) purchasing.

Purchaser

Purchaser

309.10 All agreements, restrictive covenants and other documentation related to the development shall be furnished and approved by the City Engineer prior to commencement of development.



NOTE:
13' OF CLEARED R/W SHALL BE DEDICATED BEHIND
ACCEL/DECEL LANES ALSO EXCEPT INDUSTRIAL SHALL BE 16'

NOTE:
R/W SHALL BE CLEAR OF ALL LIMBS, GRADED SMOOTH
AND ESTABLISHED IN GRASS.

STREET CLASSIFICATION	MIN. PAVING WIDTH "A"	MIN. R/W WIDTH "B"	GAB	TYPE B	TYPE E-F
ARTERIAL	AS REQ'D	100'	10"	4"	2"
INDUSTRIAL	24'	60'	8"	3"	1-1/2"
MAJOR COLLECTOR	22'	80'	8"	3"	1-1/2"
MINOR COLLECTOR	22'	60'	6"	2"	1-1/2"
LOCAL	20'	50'	6"	2"	1-1/2"
ALLEY	12'	20'	6"	-	2"

TYPICAL STREET CROSS SECTION

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

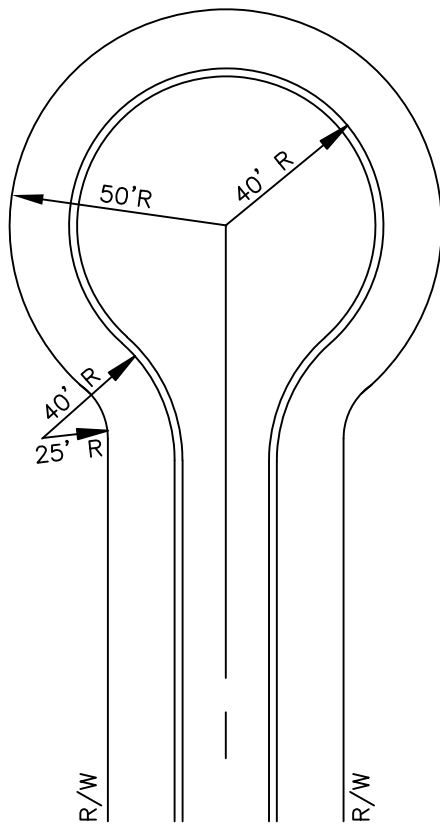
**TYPICAL
STREET CROSS
SECTION**
CONSTRUCTION STANDARD

DATE: JAN. 2018

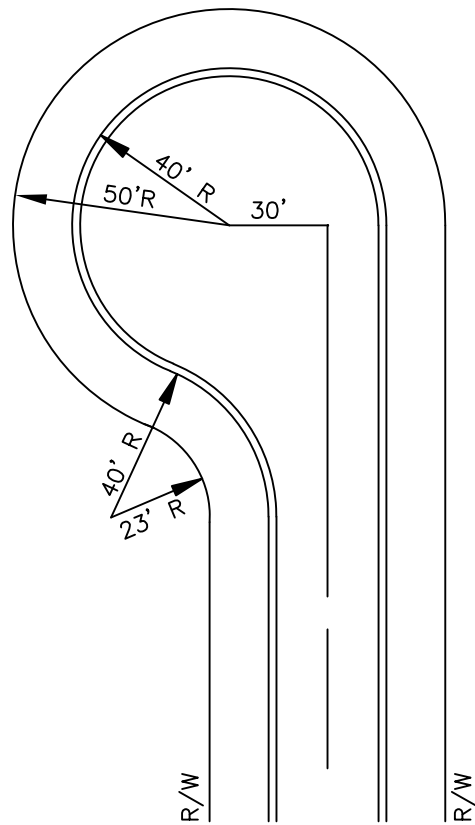
APPROVED:

STANDARD
NO.

3.8.01



TYPICAL



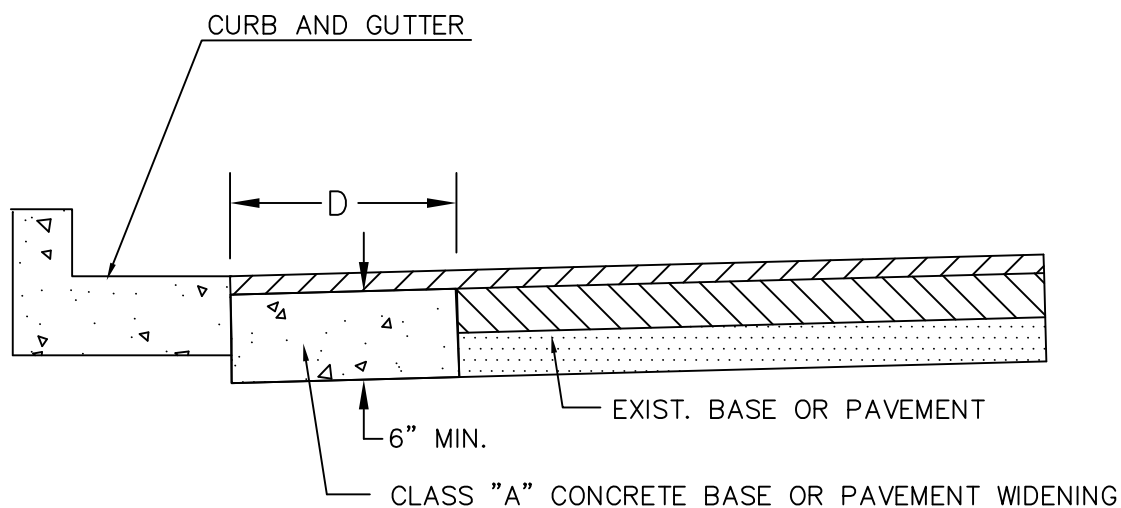
OFFSET LEFT OR RIGHT

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**CUL-DE-SAC
(RESIDENTIAL)**
CONSTRUCTION STANDARD

DATE:	JAN. 2018
APPROVED:	

STANDARD
NO.
3.8.02



NOTE: IN EXCAVATED AREAS WHERE $D = 2'-0"$ OR LESS IN WIDTH BETWEEN THE EXISTING PAVING AND NEW CURB AND GUTTER, CLASS "A" CONCRETE WILL BE PLACED IN LIEU OF THE BASE AND PAVING SPECIFIED BY THE TYPICAL SECTION.

IN EXCAVATED AREAS FROM WHERE D IS FROM $2'-0"$ TO $5'-0"$ IN WIDTH THE DEVELOPER MAY PLACE CLASS "A" CONCRETE IN LIEU OF THE BASE AND PAVING

IN EXCAVATED AREAS WHERE D IS GREATER THAN $5'-0"$ IN WIDTH THE DEVELOPER SHALL PLACE BASE AND PAVING AS SPECIFIED ON THE TYPICAL SECTION.

CLASS "A" CONCRETE IS AS DEFINED BY THE GEORGIA DOT.

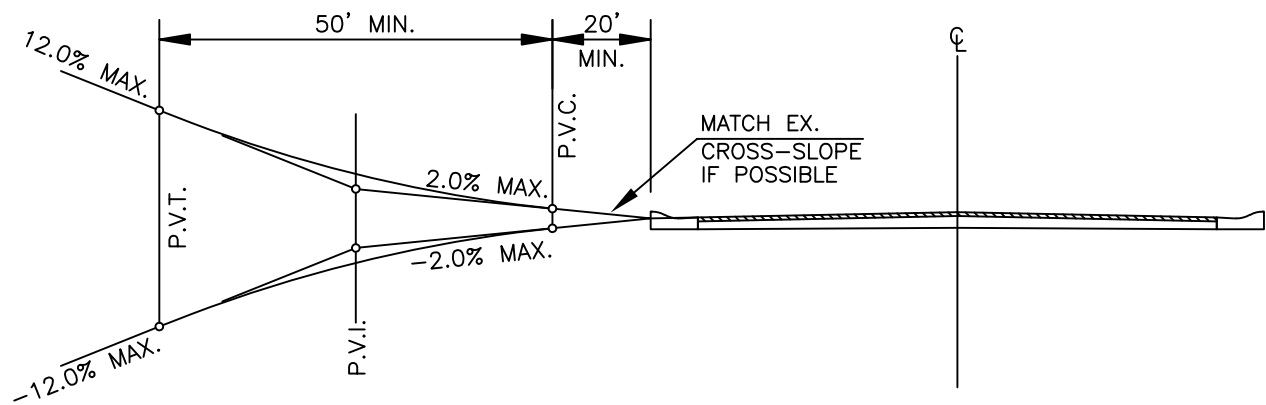
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**PAVEMENT
WIDENING**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.04



LANDING REQUIREMENTS

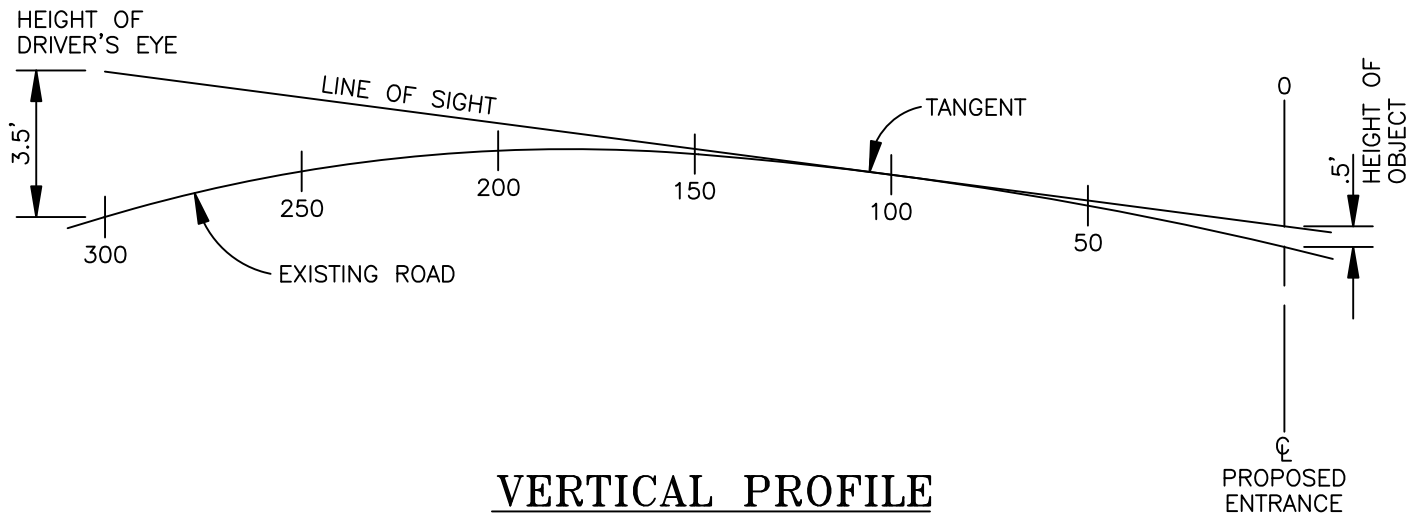
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**LANDING
REQUIREMENT**
(FOR STREET INTERSECTIONS)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.05



VERTICAL ALIGNMENT:

THE SIGHT DISTANCE AT DEVELOPMENT ENTRANCES NEAR CREST VERTICAL CURVES IS DETERMINED BY THE LINE OF SIGHT AVAILABLE FROM THE DRIVER'S EYE 3.5 FEET ABOVE THE PAVEMENT TO AN OBJECT 6 INCHES HIGH AT THE CENTERLINE OF THE ENTRANCE. THE SIGHT DISTANCE IS MEASURED ALONG THE ROADWAY.

SPEED LIMIT (M.P.H.)	MINIMUM STOPPING SIGHT DISTANCE (FT.)
25	200
30	200
35	250
40	300
45	400
50	475
55	550

< 40 M.P.H.

$$LVC = \frac{AS^2}{1329}$$

LVC = LENGTH OF VERTICAL CURVE
 S = SIGHT DISTANCE
 A = ALGEBRAIC DIFFERENCE OF
 INTERSECTING GRADES

> 40 M.P.H.

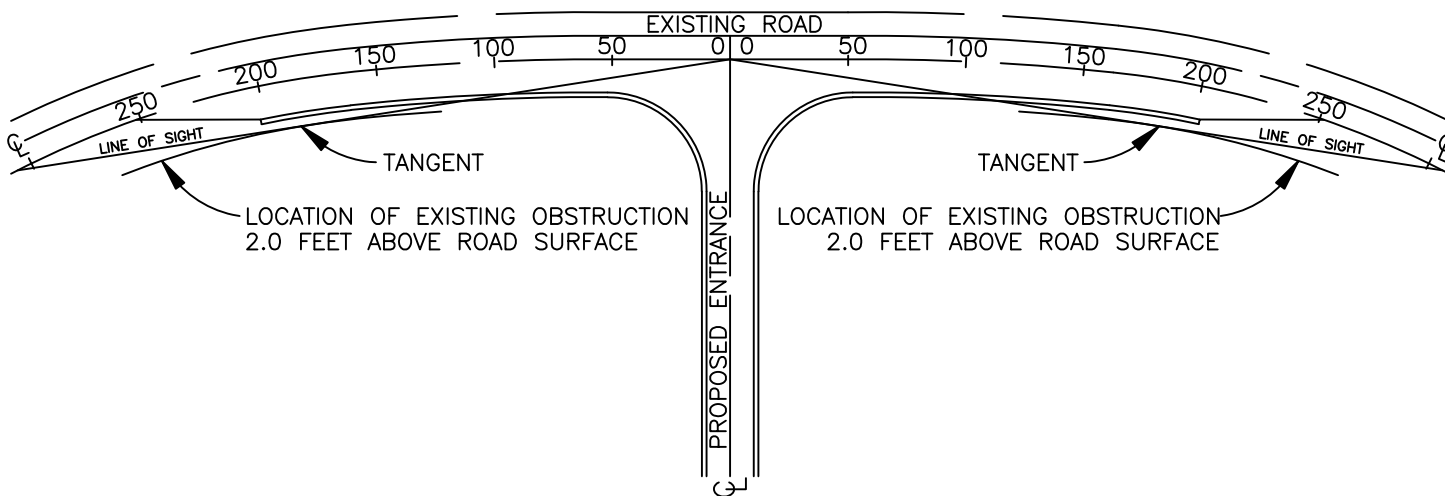
$$LVC = \frac{2S - 1329}{A}$$

**CITY OF
VILLA RICA**
 DEPARTMENT OF
PUBLIC WORKS

**SIGHT
DISTANCE**
 CONSTRUCTION STANDARD

DATE: JAN. 2018
 APPROVED:

STANDARD
NO.
3.8.06



HORIZONTAL PLAN

HORIZONTAL SIGHT DISTANCE:

THE SIGHT DISTANCE AT DEVELOPMENT ENTRANCES IS DETERMINED BY THE LINE OF SIGHT AVAILABLE 2.0 FEET ABOVE THE ROAD SURFACE. THE SIGHT DISTANCE IS MEASURED ALONG THE EXISTING EDGE OF PAVEMENT BEGINNING AT THE CENTERLINE OF THE PROPOSED ENTRANCE AND ENDING WHERE THE PROJECTED LINE OF SIGHT INTERSECTS THE PAVEMENT. THE LINE OF SIGHT IS THE PROJECTED LINE OF VISIBILITY BEGINNING AT THE ENTRANCE CENTERLINE AND TANGENT TO AN OBSTRUCTION 2.0 FEET ABOVE THE ROAD SURFACE. EXAMPLES OF OBSTRUCTIONS ARE VEGETATION, GROUND COVER, SIGNS, EXISTING TOPOGRAPHY, ETC.

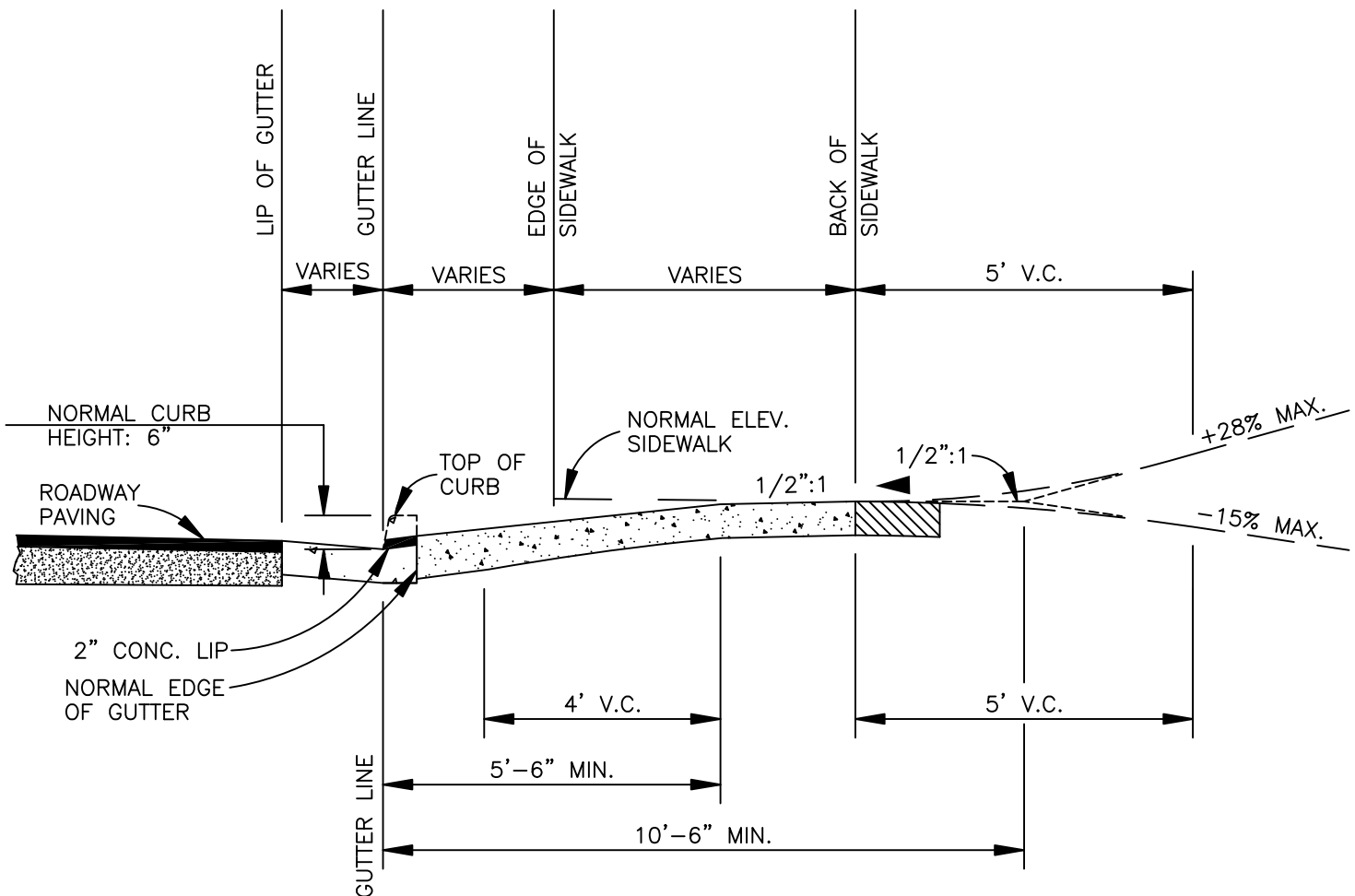
<u>SPEED LIMIT (M.P.H.)</u>	<u>MINIMUM STOPPING SIGHT DISTANCE (FT.)</u>
25	160
30	200
35	250
40	325
45	400
50	475
55	550

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

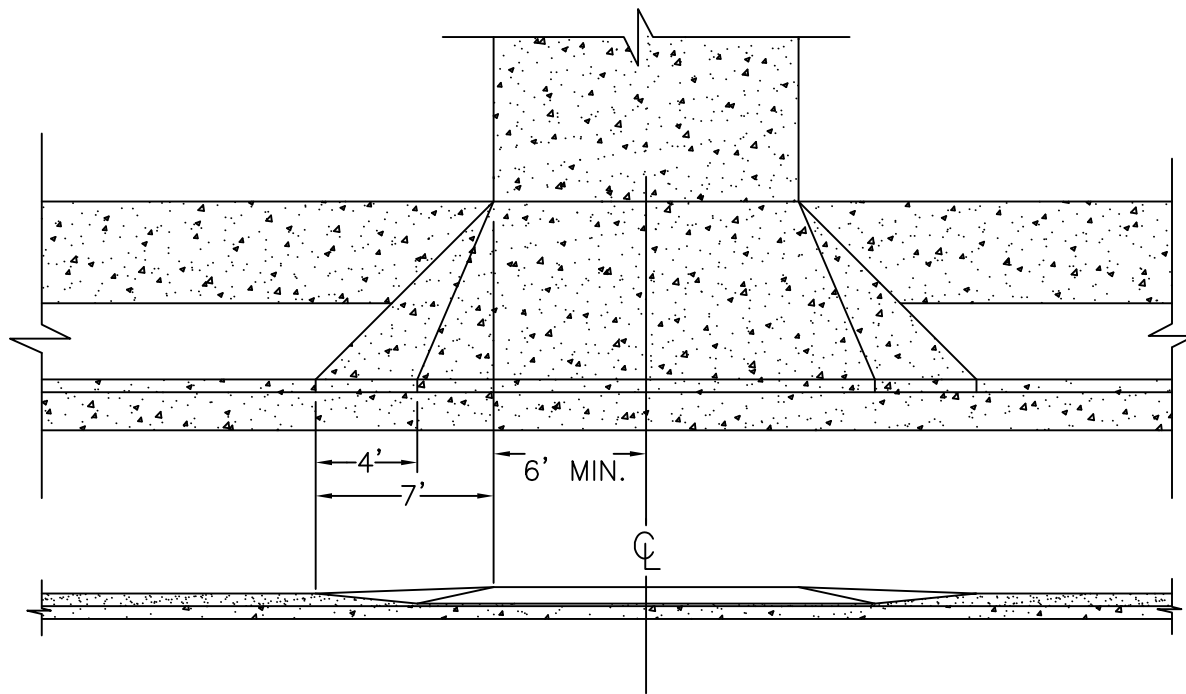
**DEVELOPMENT
ENTRANCE-SIGHT
DISTANCE**
CONSTRUCTION STANDARD

DATE: JAN. 2018
APPROVED:

STANDARD
NO.
3.8.07



SECTION



**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

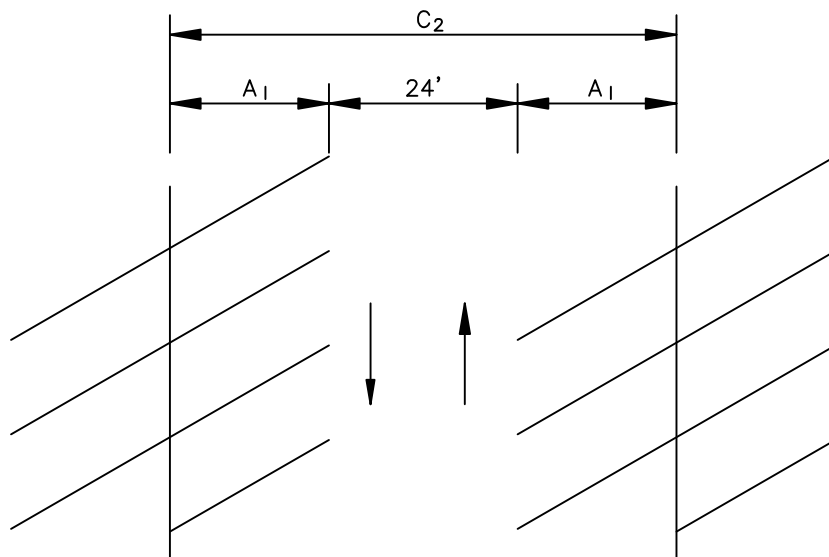
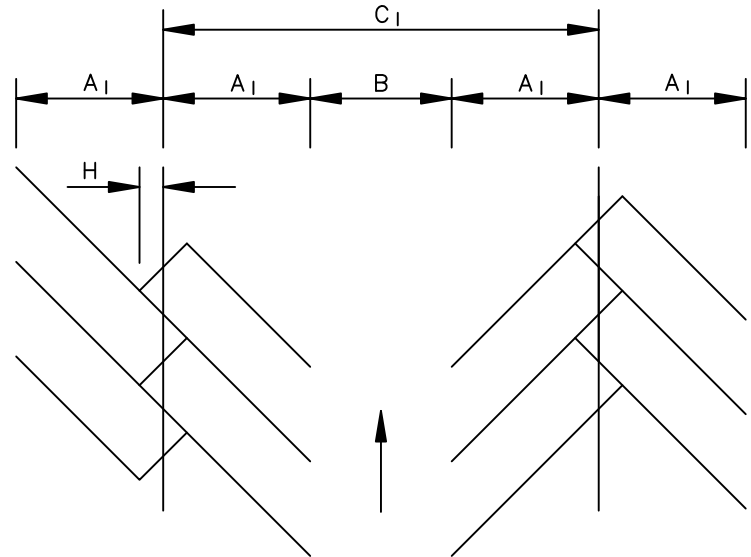
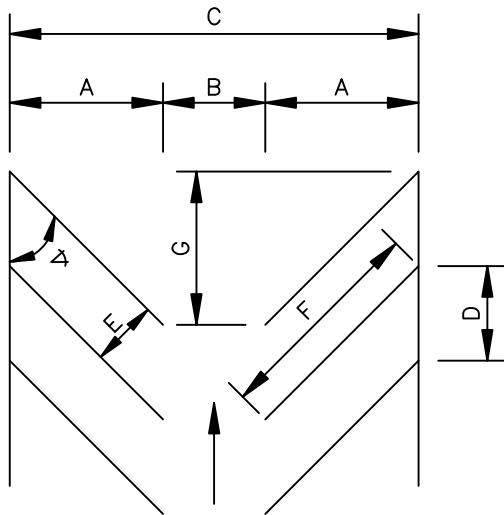
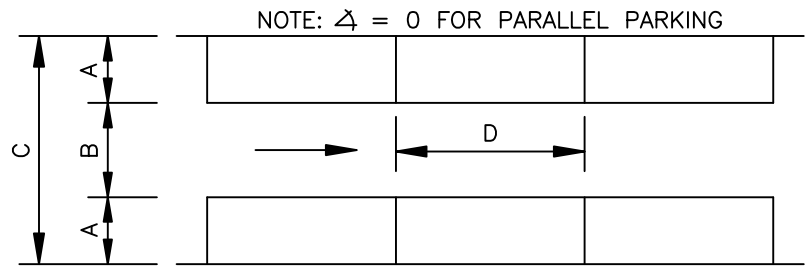
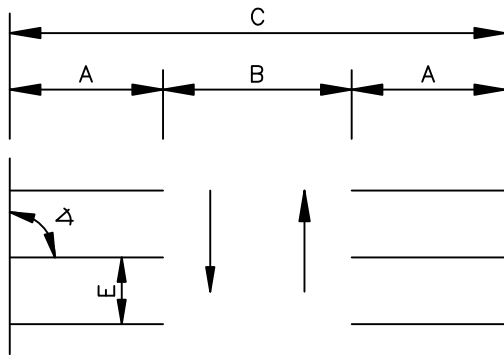
**RESIDENTIAL
DRIVEWAY**
CONSTRUCTION STANDARD

DATE: JAN. 2018
APPROVED:

STANDARD
NO.
3.8.08



1. VERTICAL CURB SHALL COMPLY WITH GEORGIA STANDARD 9032B, 6" x 24", TYPE 2.
2. 1/2" PREFORMED EXPANSION JOINTS WILL BE REQUIRED AT TANGENT POINTS OF RADIUS RETURNS, AT DRIVEWAYS, AND STREET INTERSECTIONS AND AT 40' INTERVALS ALONG THE CURB.



HANDICAP SPACES:

1. MINIMUM 13' WIDE.
2. WITHIN 200' OF ENTRANCE.
3. WALKS UNINTERRUPTED, NO STEPS, AT LEAST TWO SPACES.
4. UP TO 400 SPACES SHALL HAVE 2% HANDICAP BUT NO LESS THAT 2.
5. MORE THAN 400 SPACES SHALL HAVE EIGHT SPACES PLUS 1% FOR HANDICAP.

Δ	A	B	A+B	C	D	E	F	G	H	A ₁	C ₁	C ₂
ANGLE OF PARKING	DEPTH OF STALL	AISLE WIDTH	---	WIDTH OF BAY	CURB LENGTH	WIDTH OF STALL	LENGTH OF STRIPE	WASTE SPACE	DEPTH OF OVERHANG	DEPTH OF STALL	WIDTH OF AREA	WIDTH OF AREA
0°	9.0	12.0	21.0	30.0	22.0	---	---	---	---	---	---	42.0
45°	19.1	13.0	32.1	51.2	12.7	9.0	27.0	19.1	3.2	15.9	44.8	55.8
60°	20.1	18.0	38.1	58.2	10.4	9.0	23.2	11.6	2.3	17.8	53.6	59.6
90°	18.0	24.0	42.0	60.0	9.0	9.0	---	---	---	---	---	60.0

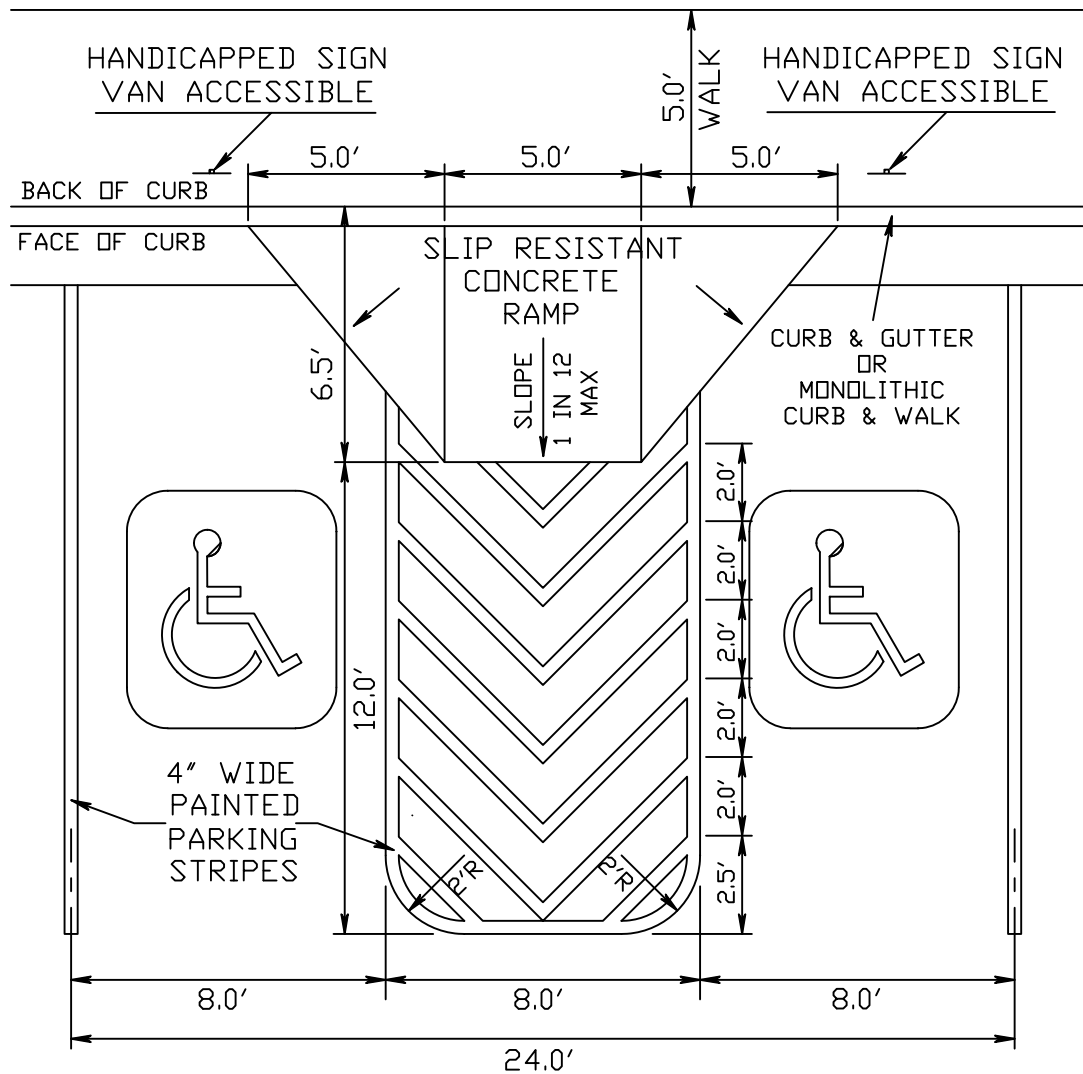
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**OFFSTREET
PARKING**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.10a



HANDICAPPED RAMP AND
VAN ACCESSIBLE HANDICAPPED PARKING

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**OFFSTREET
PARKING**
CONSTRUCTION STANDARD

DATE: JAN. 2018

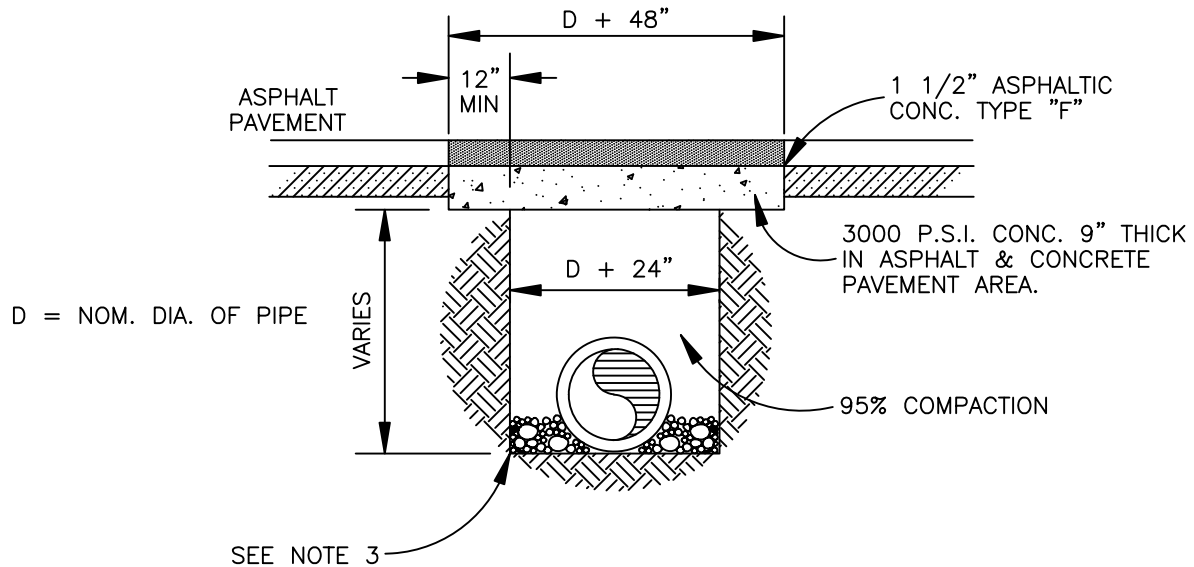
APPROVED:

STANDARD
NO.
3.8.10b



NOTE:

IF CONCRETE PAVEMENT,
REPLACE WITH ORIGINAL
THICKNESS (MINIMUM 8"),
FLUSH WITH EXISTING
PAVEMENT.



NOTE: PERMIT REQUIRED FOR ALL STREET CUTS

TYPICAL PAVEMENT REPAIR

NOTES:

1. PERMISSION MUST BE OBTAINED TO OPEN CUT EXISTING ROADS.
2. ROADWAYS WILL GENERALLY BE BORED OR TUNNELED FROM DITCH LINE TO DITCH LINE.
3. BED AS PER APPLICABLE UTILITY SPECIFICATION.

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

TYPICAL STREET CUT REPAIR

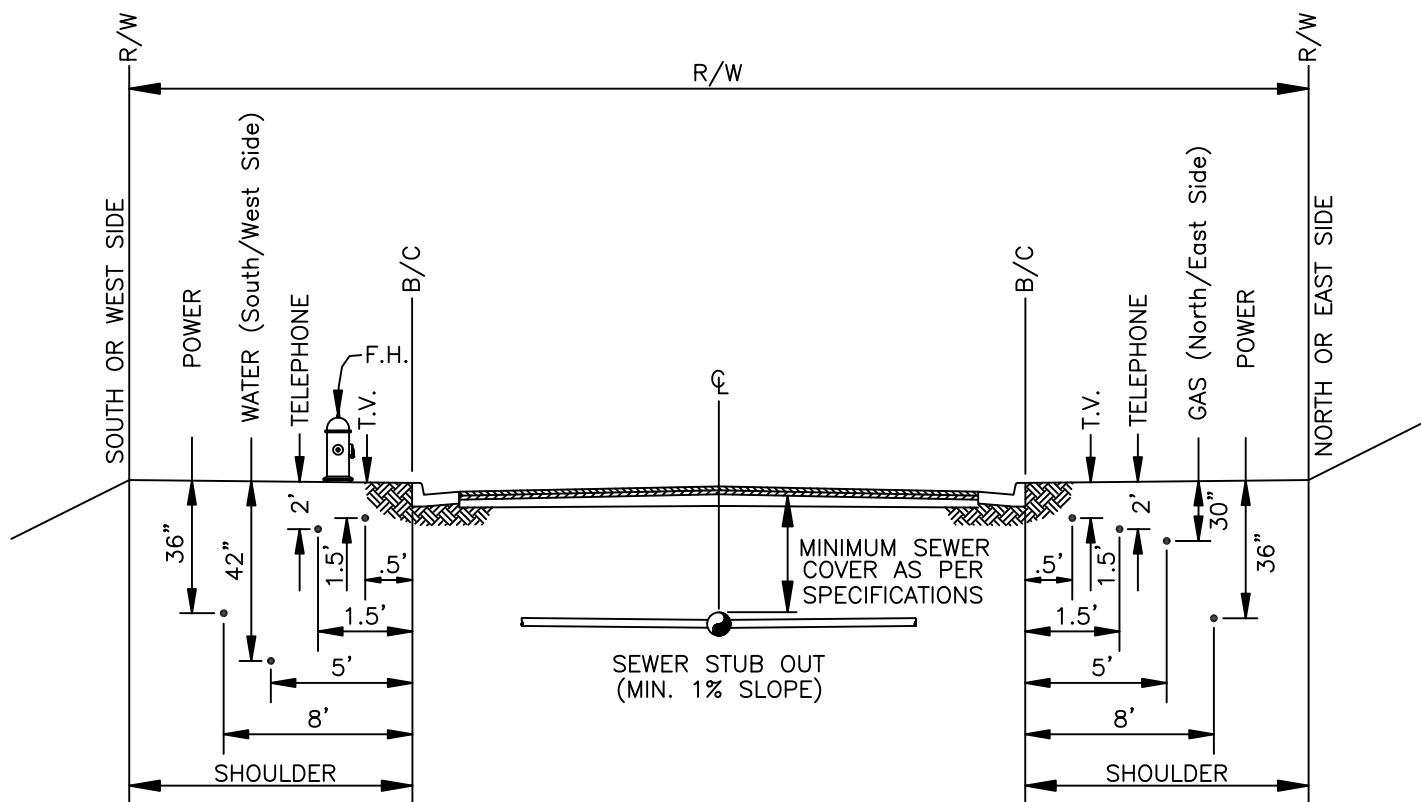
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

3.8.11



CROSS SECTION

NOTES:

1. THE REQUIRED DISTANCES FROM THE CURBS WILL APPLY TO UNDERGROUND UTILITIES.
2. THE REQUIRED LOCATION OF UTILITIES SHALL BE MEASURED FROM THE BACK OF THE CURB. CURB & GUTTER MUST BE INSTALLED AFTER SEWER BUT BEFORE ANY OTHER UTILITIES ARE INSTALLED.
3. PEDESTALS FOR TELEPHONE AND CABLE INSTALLATIONS TO BE LOCATED 6.5 FT. FROM BACK OF CURB. IF JOINT TRENCHING WITH POWER, PEDESTALS ARE TO BE LOCATED IN DESIGNATED SPACE FOR POWER.
4. FIRE HYDRANTS ON ROAD THRUWAYS ARE TO BE LOCATED A MINIMUM OF 5 FT. FROM BACK OF CURB. FIRE HYDRANTS ON CUL-DE-SACS ARE TO BE LOCATED A MAXIMUM OF 8 FT. FROM BACK OF CURB.
5. ELECTRICAL TRANSFORMERS ARE TO BE LOCATED IN LINE WITH DESIGNATED SPACE FOR POWER. STREET LIGHTS ARE TO BE LOCATED 7.5' FROM BACK OF CURB.
6. REAR OF WATER METER TO BE AT PROPERTY LINE.
7. SEWER SERVICE STUB TO EXTEND 5 FT. ONTO PROPERTY.

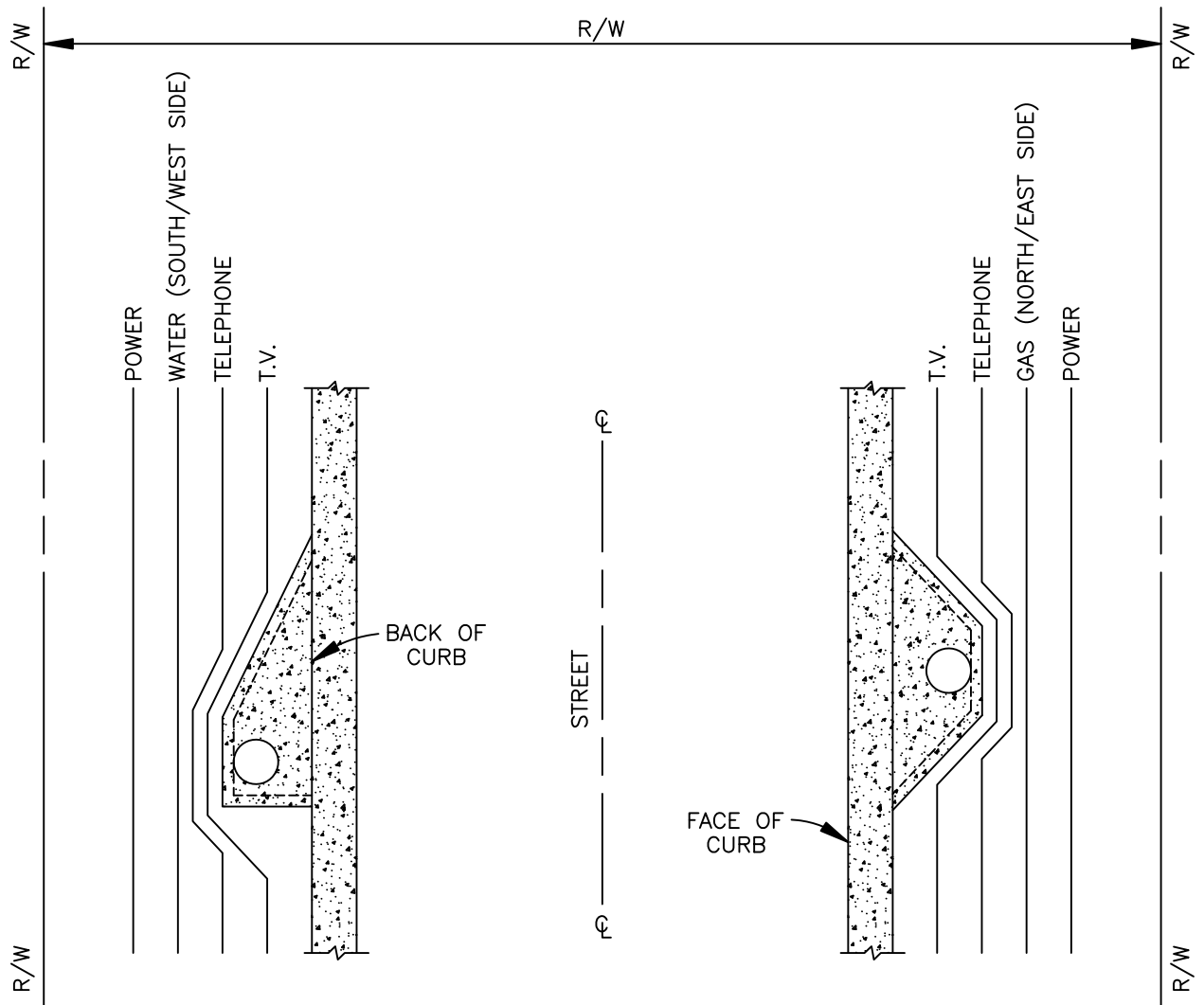
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**NOMINAL UTILITY
LOCATIONS
50' R/W**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.12



PLAN

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**UTILITY
LOCATIONS**

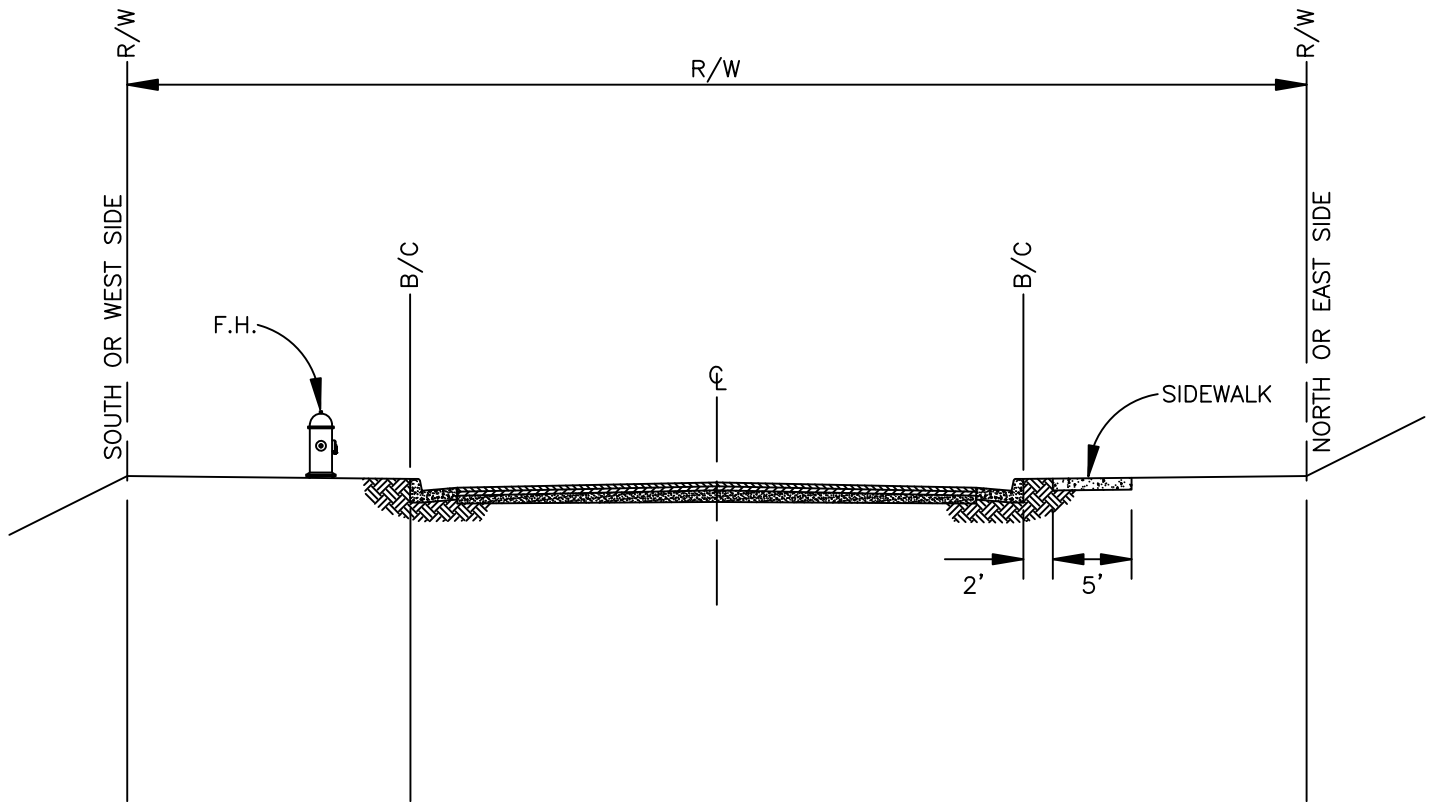
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

3.8.13



CROSS SECTION

NOTES:

1. SIDEWALKS NORMALLY TO BE LOCATED ON THE NORTH OR EAST SIDE OF STREET.
2. IN CASES WHERE STREET CONFIGURATION REQUIRES SIDEWALK TO BE LOCATED ON THE SOUTH OR WEST SIDE OF STREET, FIRE HYDRANTS MUST BE LOCATED BEHIND SIDEWALK LOCATION.

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

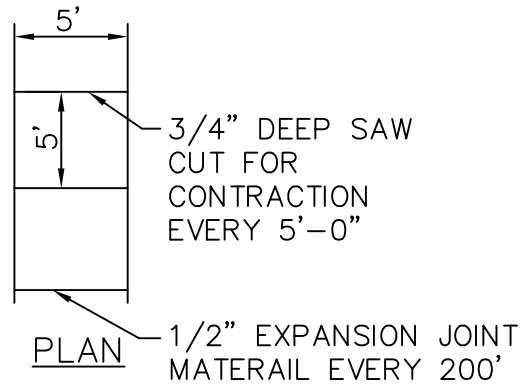
SIDEWALK LOCATION

CONSTRUCTION STANDARD

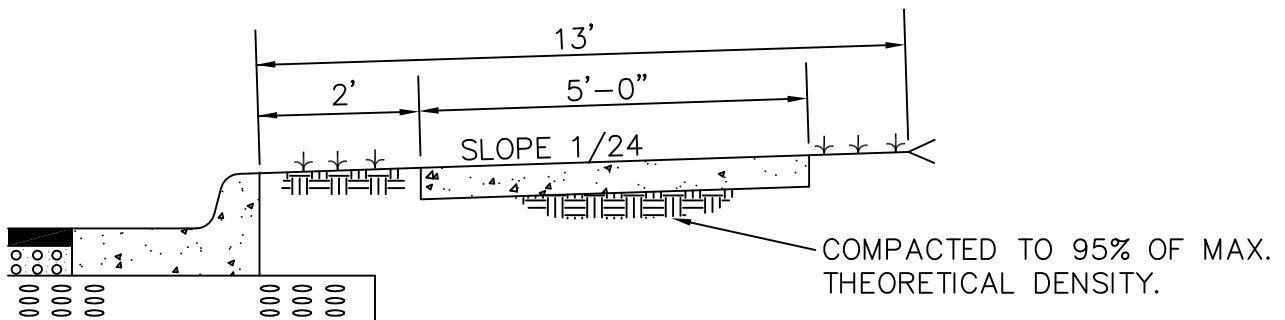
DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.14



NOTE: 1/2" PREMOULDED EXPANSION JOINT AT DRIVEWAYS, CURBS ETC.
5'-0" SIDEWALK CUT IN 5'-0" SQUARES 1 1/2" GROOVES.



TYPICAL SECTION OF 5'-0" SIDEWALK

NOTE: SIDEWALK TO BE CONSTRUCTED OF CLASS "A" CONCRETE AS DEFINED BY THE GEORGIA DOT.

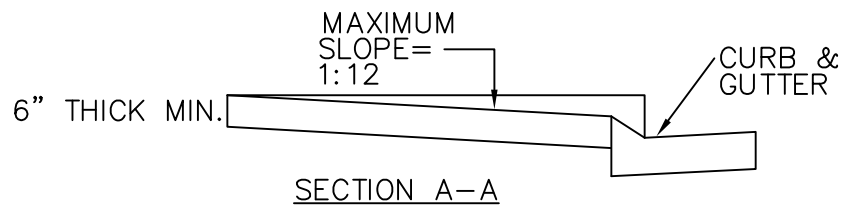
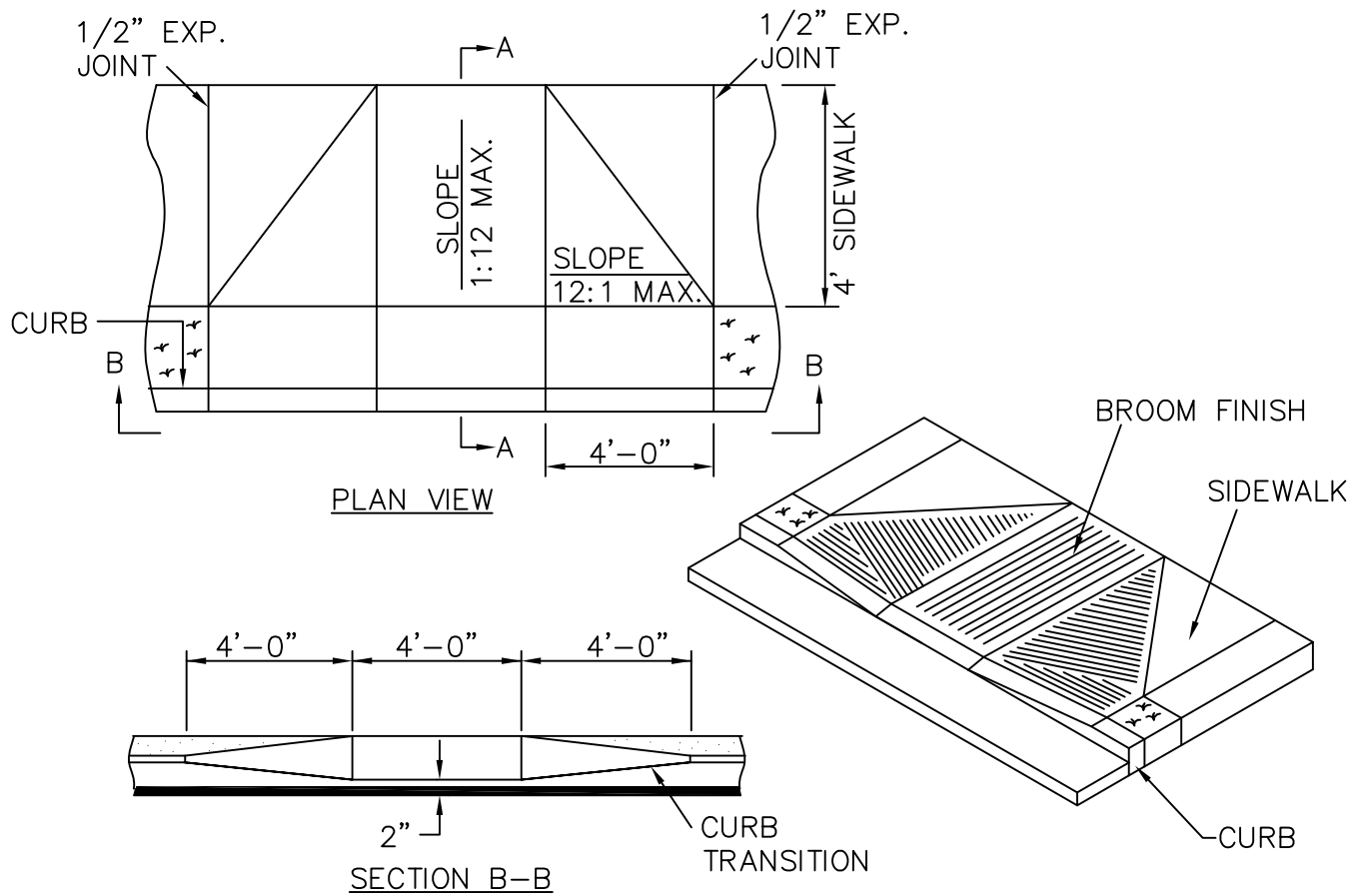
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

SIDEWALK
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.15



NOTES:

1. THE LOCATION OF CROSSWALK LINES & STOP BARS, WHEN REQUIRED, WILL BE COORDINATED WITH THE LOCATION OF THE RAMPS.
2. RAMPS WILL BE CONSTRUCTED OF CLASS "A" CONCRETE AS DEFINED BY THE GEORGIA DOT AND SHALL INCLUDE FIBER REINFORCEMENT.

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**WHEELCHAIR
RAMP**

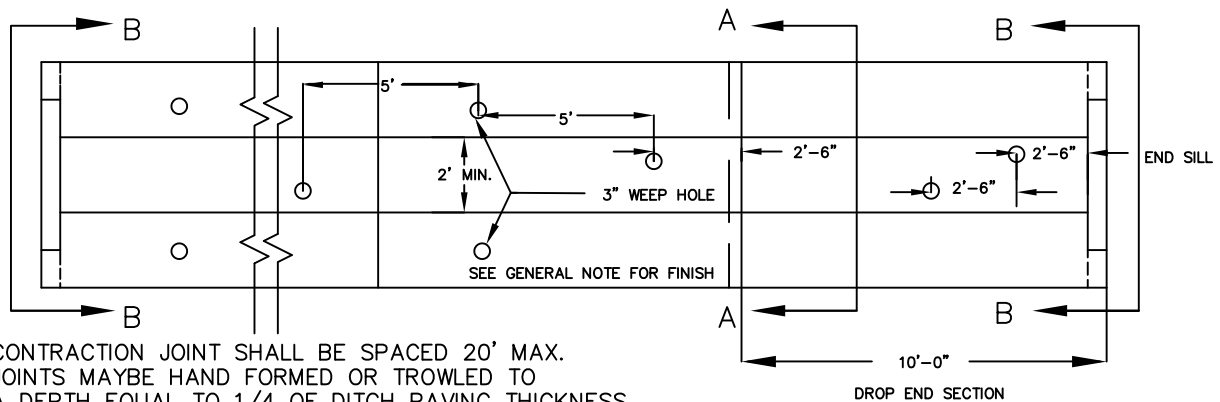
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DATE: JAN. 2018

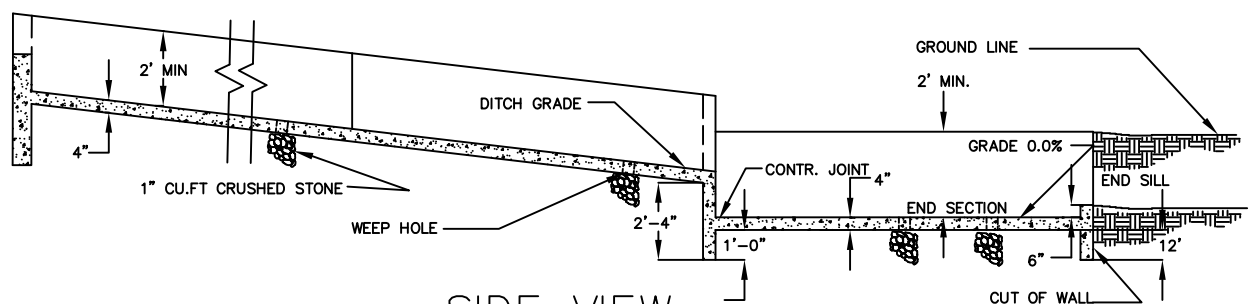
APPROVED:

STANDARD
NO.

3.8.16



PLAN VIEW



SIDE VIEW

GENERAL NOTES:

1. SIDE SLOPES ON PAVED BERM AND SURFACE DITCHES SHALL BE 2:1 UNLESS MODIFIED ON CONSTRUCTION OF MEET FIELD CONDITIONS. WHEN PAVING IS PLACED IN NORMAL ROADWAY DITCH, THE SIDE SLOPES AND BOTTOM WILL CONFORM TO THOSE SHOWN ON THE ROADWAY TYPICAL SECTION.
2. WEEP HOLES SHALL BE OMITTED IN ALL SURFACE DITCHES OF THE TOP OF CUT SLOPES. WEEP HOLES SHALL BE REQUIRED IN BERM DITCHES AND ROADWAY DITCHES WHEN PAVED.
3. SURFACE FINISHED SHALL BE FLOATED SUFFICIENTLY TO COVER AGGREGATE WITH MORTAR.
4. EXPANSION JOINTS ARE REQUIRED WHERE PAVED DITCH CONNECTS TO OTHER CONCRETE STRUCTURES.

1 OF 2

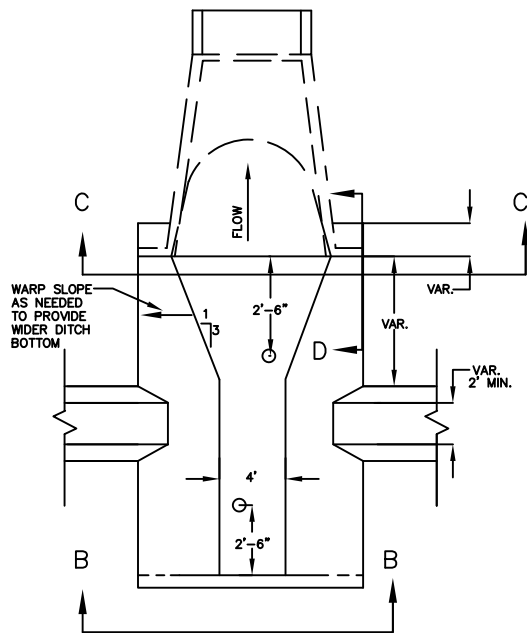
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

**PAVED
DITCH**
CONSTRUCTION STANDARD

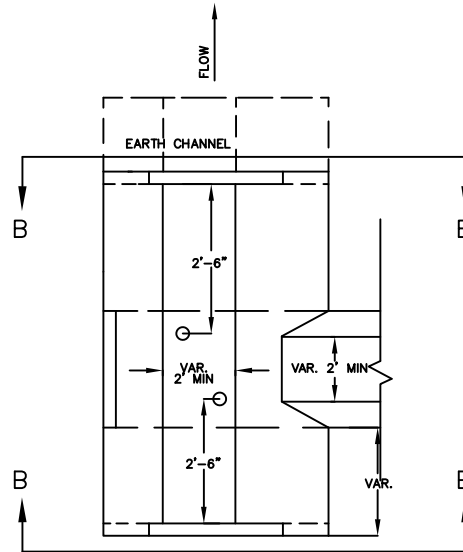
DATE: JAN. 2018

APPROVED:

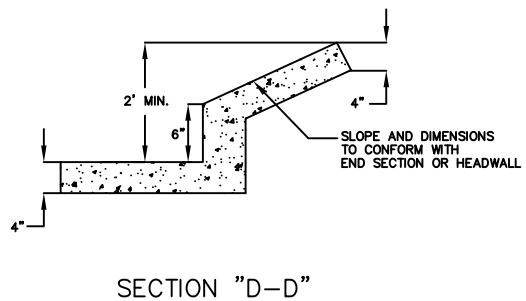
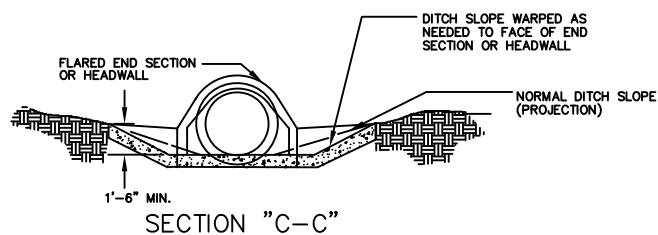
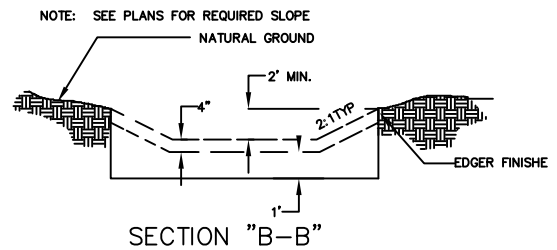
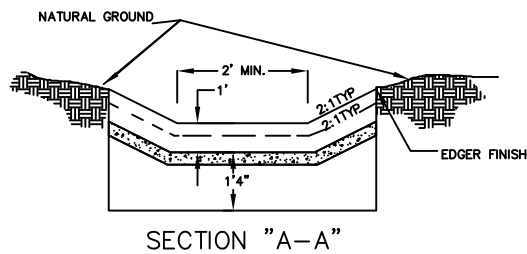
STANDARD
NO.
3.8.17a

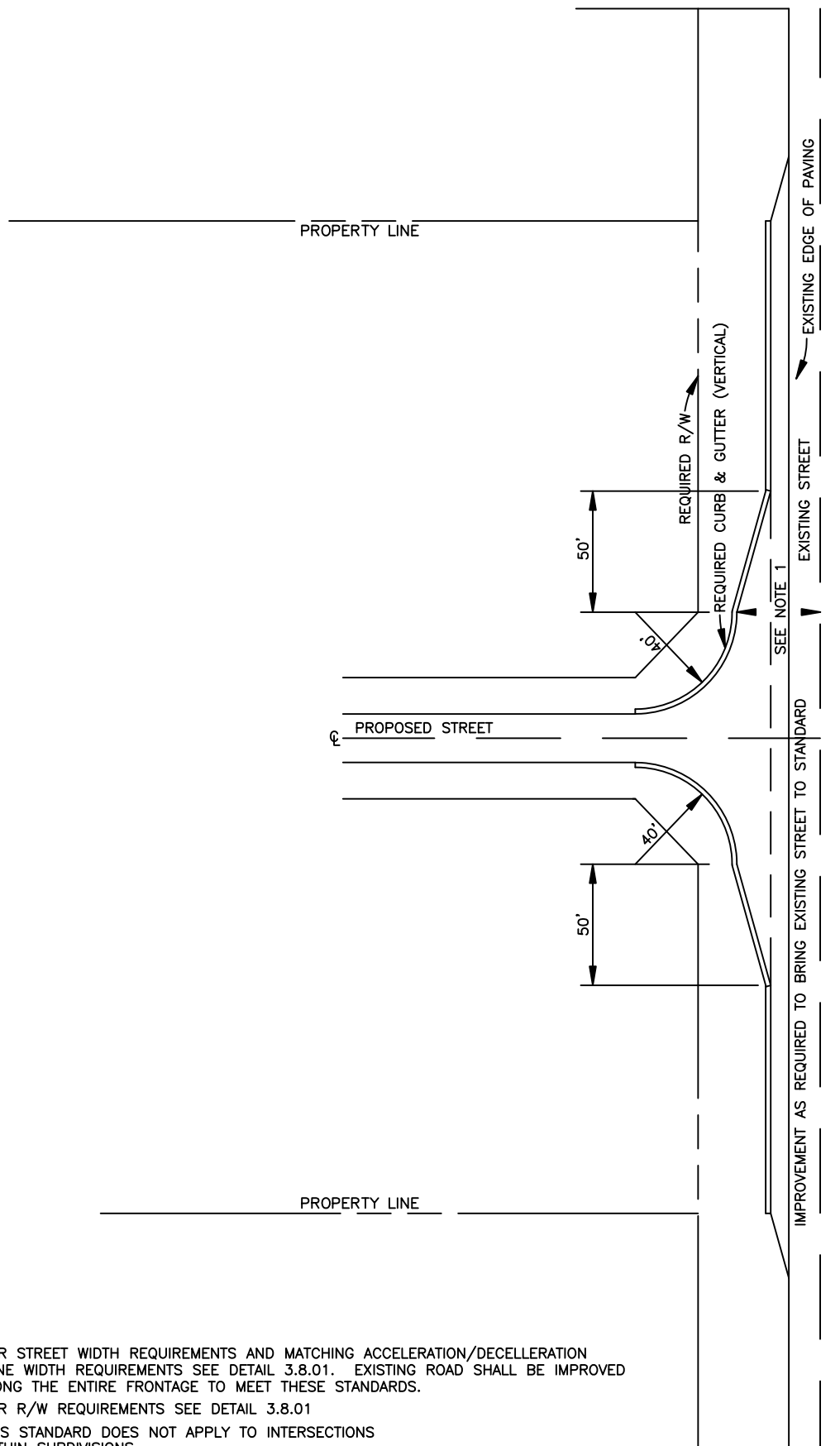


CONNECTING PAVED DITCH TO
FLARED END SECTION OR
HEADWALL (TYPICAL DETAIL)



CONNECTING PAVED DITCH
TO EARTH CHANNELL
(TYPICAL DETAIL)





NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.

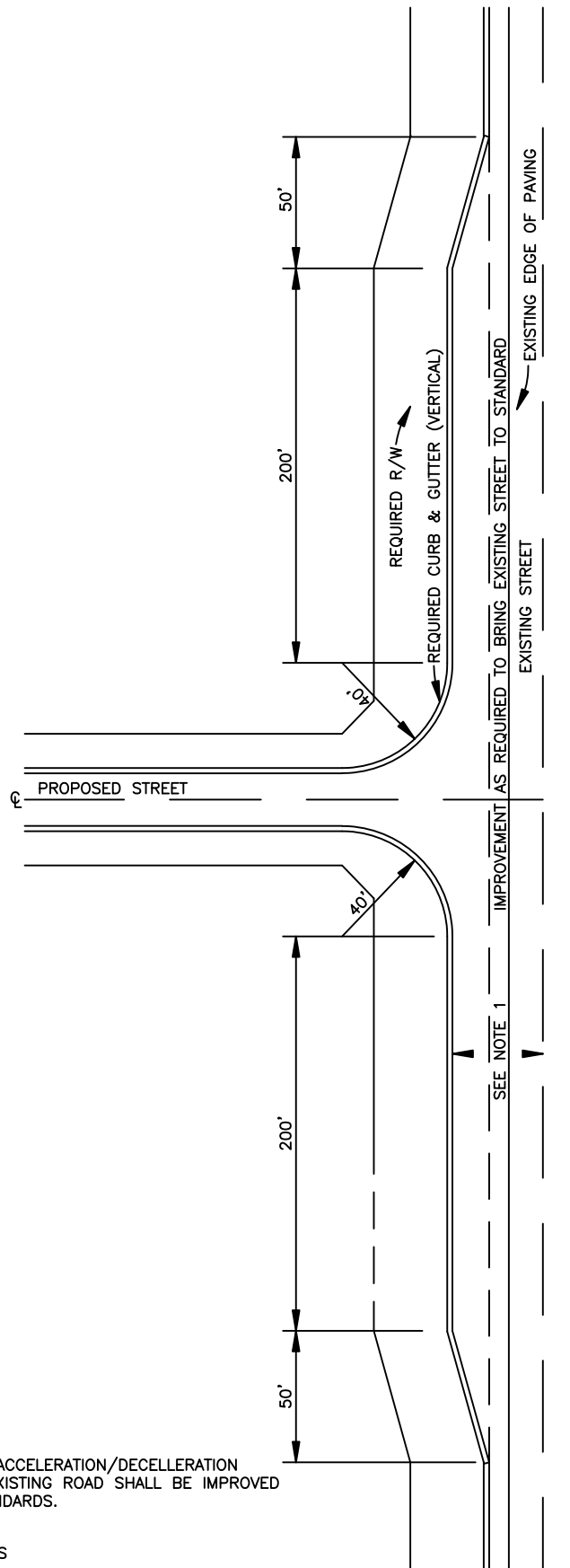
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(RESIDENTIAL SUBDIVISION)
(LESS THAN 20 LOTS)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.18



NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.

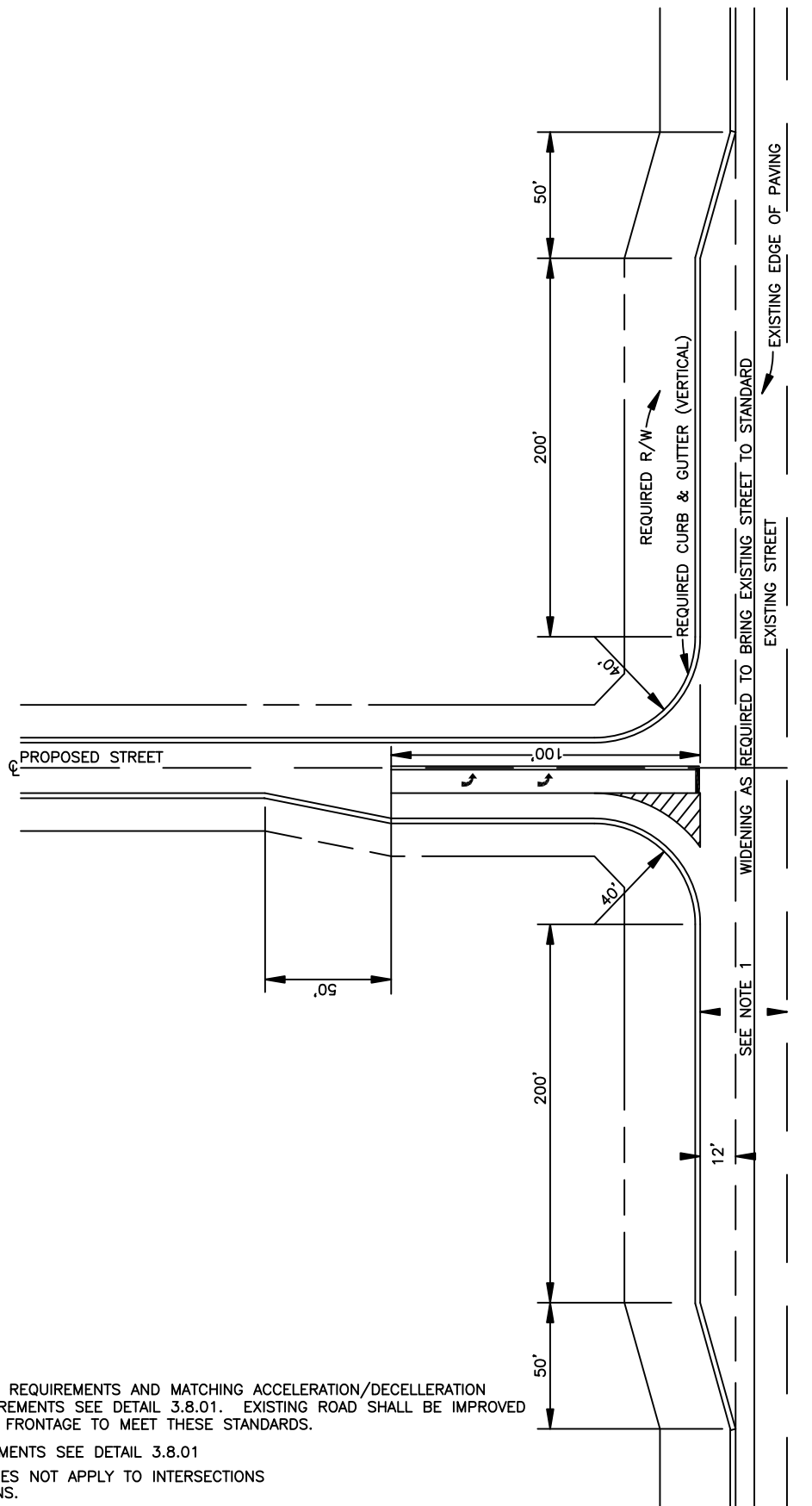
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(RESIDENTIAL SUBDIVISION)
(20 - 200 LOTS)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.19



NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.

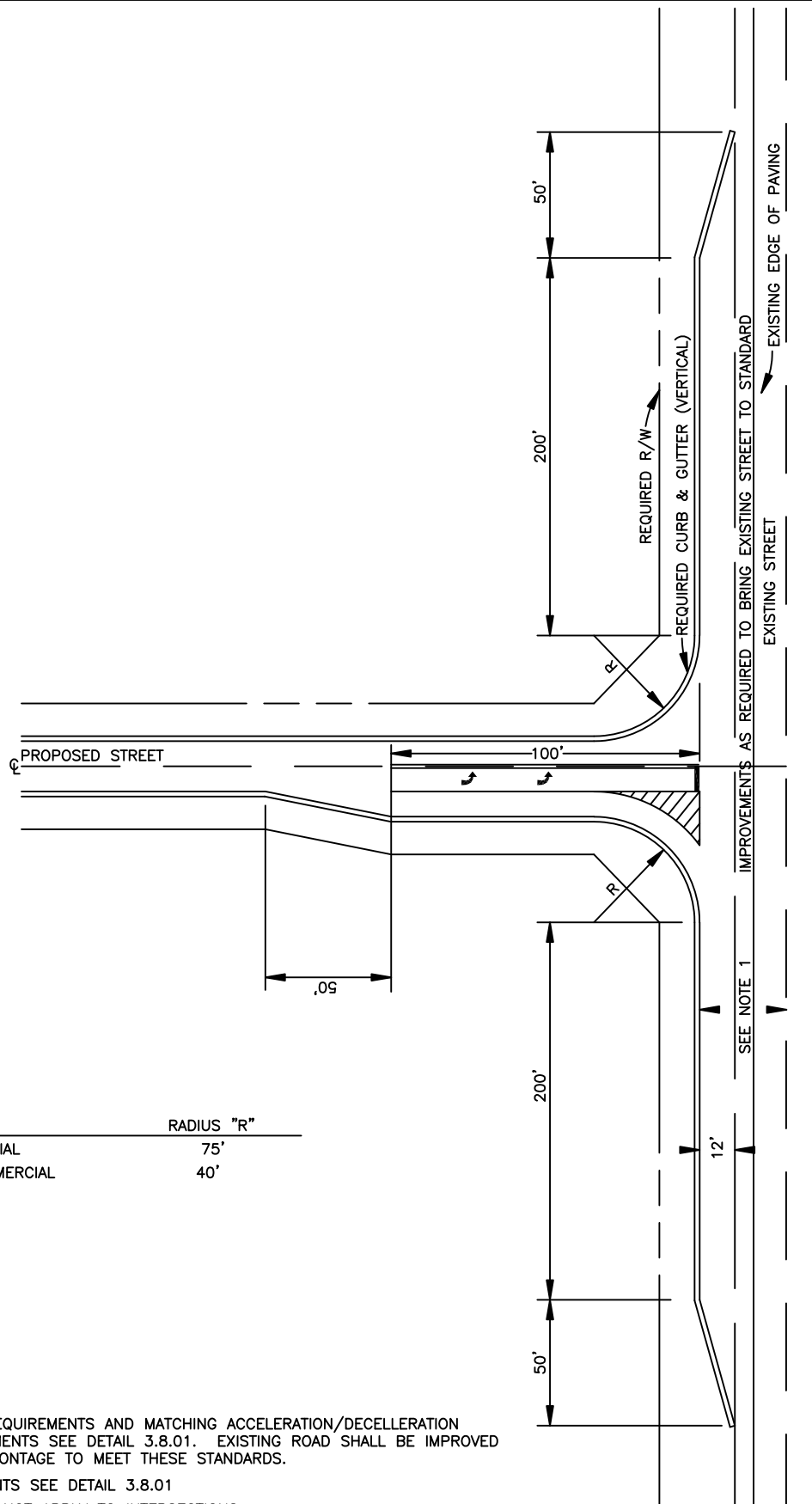
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(RESIDENTIAL SUBDIVISION)
(OVER 200 LOTS)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.20



SITE ZONING	RADIUS "R"
HEAVY INDUSTRIAL	75'
RETAIL - COMMERCIAL	40'

NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.

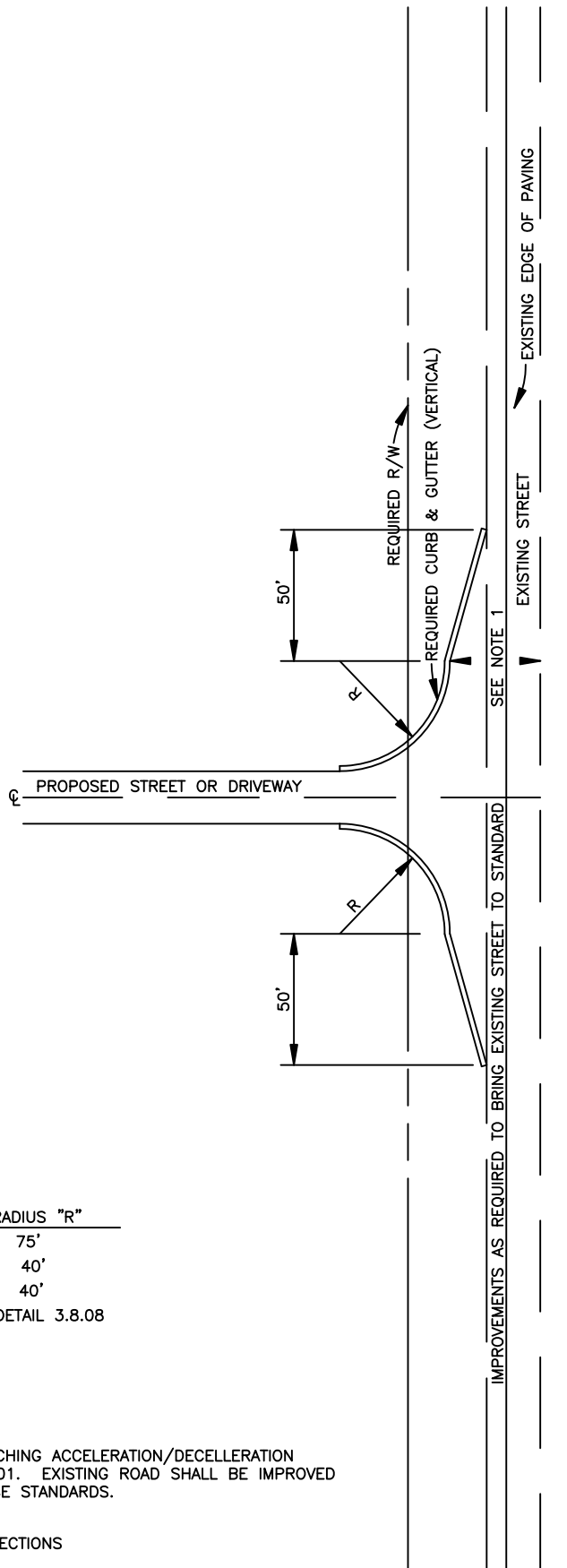
**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(COM./IND. SUBDIVISION)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.21



ZONING OR USE	RADIUS "R"
HEAVY INDUSTRIAL	75'
RETAIL - COMMERCIAL	40'
MULTIFAMILY	40'
DOWNTOWN BUS. DISTRICT	SEE DETAIL 3.8.08

NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.

**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(COM./IND./MF DEVELOPMENT)
(MINOR COLLECTOR)
CONSTRUCTION STANDARD

DATE: JAN. 2018

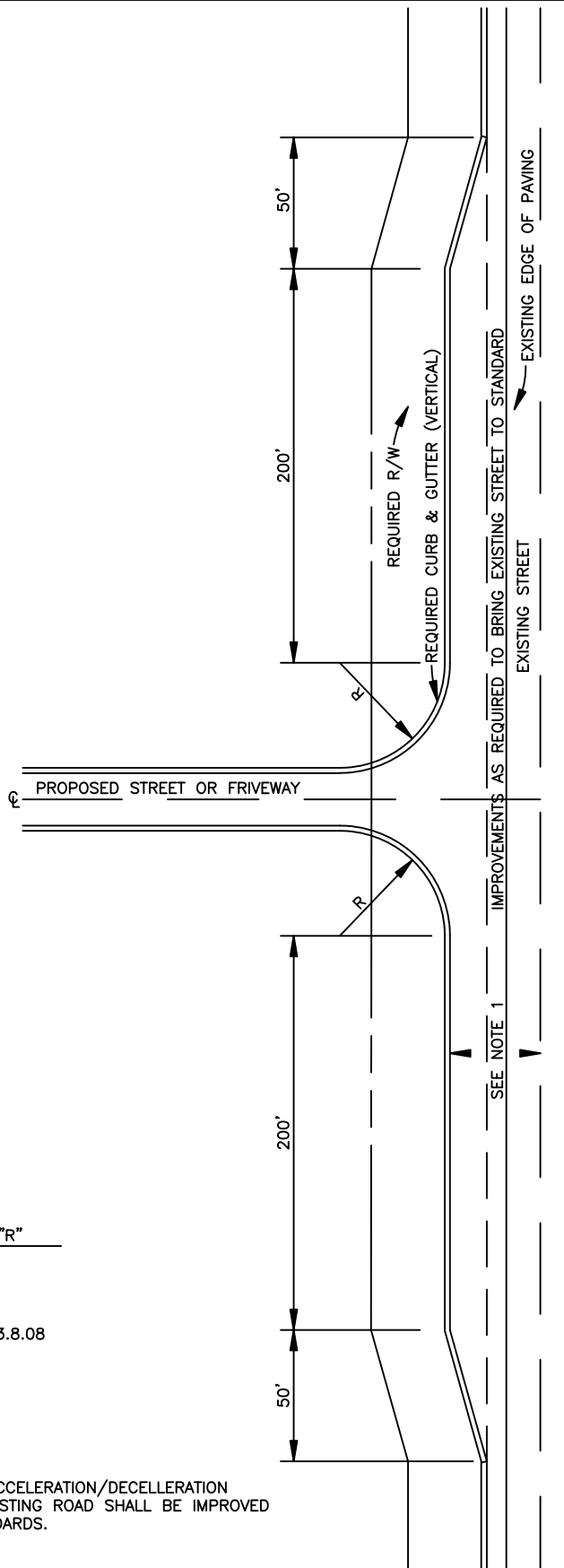
APPROVED:

STANDARD
NO.
3.8.22

ZONING OR USE	RADIUS "R"
HEAVY INDUSTRIAL	75'
RETAIL - COMMERCIAL	40'
MULTIFAMILY	40'
DOWNTOWN BUS. DISTRICT	SEE DETAIL 3.8.08

NOTES:

1. FOR STREET WIDTH REQUIREMENTS AND MATCHING ACCELERATION/DECELERATION LANE WIDTH REQUIREMENTS SEE DETAIL 3.8.01. EXISTING ROAD SHALL BE IMPROVED ALONG THE ENTIRE FRONTAGE TO MEET THESE STANDARDS.
2. FOR R/W REQUIREMENTS SEE DETAIL 3.8.01
3. THIS STANDARD DOES NOT APPLY TO INTERSECTIONS WITHIN SUBDIVISIONS.



**CITY OF
VILLA RICA**
DEPARTMENT OF
PUBLIC WORKS

ENTRANCE
(COM./IND./MF DEVELOPMENT)
(MAJOR COLLECTOR OR ARTERIAL)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
3.8.23

3.8.24

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400. **SEWER REGULATIONS**

401. **General Information**

401.1 **Use of This Document:**

- A. This document is subject to periodic revision to meet changing requirements for materials, environmental regulations, etc. At the beginning of a project the user should verify that he has the latest edition.
- B. This document is intended to convey the general design and construction requirements for a typical project. It also lists specific City of Villa Rica requirements relating to plan review, inspection, testing and acceptance of facilities. It is not intended as a substitute for site-specific engineering and construction techniques.

401.2 **Connection to Existing Sewers:**

- A. Except as provided below, all future buildings within the city's corporate limits which are to be utilized for occupancy or any other use such as commercial or industrial purposes which requires sanitary sewerage facilities shall be connected to the public sewer system. Cost of constructing the necessary facilities for connection to public sewers shall be at the expense of the developer.
- B. Waiver of the requirement to connect to public sewers will be considered on a case-by-case basis for non-subdivided, single-lot buildings when the nearest connection point to a public sewer is more than 200 feet from the property line, when such buildings are to be used for single-family dwelling or some other use where the wastewater loading is no more than that of a single-family dwelling.
- C. The City maintains the option of requiring developers of individual lots to construct main line extensions of up to 500 feet to avoid cutting pavement on existing streets for connection to the public sewer.

401.3 **Definition of Sewer Line Terminology:**

- A. "Building Sewers" or "Service Laterals" are defined as those pipes used to convey wastewater from the building or portions of a building to a main sewer. The minimum diameter for a service lateral is 4 inches. These sewers are privately funded and owned.
- B. "Main Sewers" are located in streets or dedicated easements. They are

gravity piping systems used to collect sewage from one or more service laterals to other main sewers. Main sewers are a minimum of eight (8) inches in diameter and may extend beyond the property boundaries of a development. Funding of main sewers is by the developer.

- C. “Force Main Sewers” are pressure piping systems which convey sewage from a pump station to a main sewer. These sewers are constructed of ductile iron pipe and have a minimum diameter of four (4) inches. Funding of force mains is by the developer.

401.4 When Public Sewers Are Not Available:

- A. If sewers are not available within 200 feet of the property line the options available are:
1. Do not develop.
 2. Install septic tanks or other on-site treatment system.
 3. Extend city sewers to the area.

402. Plans, Specifications and Submittals

- 402.1 **General:** All projects which involve construction of Main Sewers and/or Force Mains and Pumping Facilities shall have detailed construction plans and specifications prepared by a Registered Professional Engineer or Licensed Surveyor licensed in the State of Georgia. Developments which only involve building sewers may have plans and specifications prepared by the project Architect.

- 402.2 **Preliminary Review:** Preliminary plans will be prepared and submitted for review as described elsewhere in the development regulations. Questions relating to availability of sewers and proposed location of connection should be resolved at this stage before proceeding with final planning. A submittal for preliminary review must include all land to be developed although the land is to be developed in several phases or units. Availability determinations will be made only for the phases of the project proposed for current construction. Availability determinations will be valid for a period of one year from the date of project approval. The Developer must submit any data required for accurately projecting sewer flow quantities and rates. The Developer is also responsible for furnishing any other information deemed necessary for evaluating service feasibility.

- 402.3 **Sewer Construction Plans:** All plans for public sewer facilities shall be prepared in accordance with the requirements outlined herein and as required in regulations promulgated by the Georgia Environmental Protection Division. The developer shall be responsible for submitting

plans and other data to the Georgia EPD for required approvals. Projects involving sewers greater than 36 inches in diameter or pump stations with capacity of 700 gallons per minute and greater must be submitted to EPD for required approvals. The following requirements will apply to preparation of sewer construction plans:

- A. The site plan shall show land lots, district and north arrow, lot layout, and existing and proposed building locations. The site plan shall also show all existing and proposed streets and their names, all streams, water courses, existing and proposed storm drains, and the discharge points for all drainage structures. The site plan shall accurately show the topography with contour lines at two-foot intervals. Elevations shall be referenced to Mean Sea Level and plans shall note the location of the specific USGS Vertical Elevation Marker used for deriving site elevations. The site plan shall show the sewer layout with existing and proposed lines, manhole numbers, line designation and direction of flow, and proposed sewer easements and other utility easements. It shall also show the location of proposed services.
- B. The design of cross-country sewer lines and force mains shall be based on field-run surveys. The site plan for cross-country sewer lines and force mains need not show contour intervals on the plan view, but the profile views shall accurately depict ground level elevations and elevations of all relevant structures. Site plans for lift stations shall show existing and proposed contours. In the event the subdivision is developed in phases, the final construction plans for sewers may be submitted in phases or units. However, at the time the first phase is submitted, the engineer will submit one copy of the preliminary layout of the entire sewer system. This layout will show all lines required to serve any lots to be developed and any surrounding property that may be served through the property. The site plans for each phase or unit shall contain a location drawing showing the relationship of the phase or unit to the total project and to the surrounding streets and sewers.
- C. Profiles should have a horizontal scale of not more than 100 feet to the inch for cross-country lines and 50 feet to the inch for congested areas, and a vertical scale of not more than 10 feet to the inch. The plan view should be drawn to a corresponding horizontal scale. The plan view should normally be shown on the same sheet as the profile. In any case both the plan and profile view should have line designations, station numbers, manhole numbers and any other indexing necessary to easily correlate the plan and profile view.

Plans and profiles shall show:

1. Location of streets, sewers and utility easements.
2. Profile of ground surface, the grade of the sewer between each two adjacent manholes, size and material of pipe, length between manholes, invert of sewer in and out of each manhole, and ground surface elevation at each manhole. All manholes shall be numbered on the plan and correspondingly numbered on the profile and station numbers will be shown for each manhole. The profile of adjacent parallel stream beds and of adjacent lake surfaces, low buildings, and lots shall be shown on the profile.
3. Locations of all special features such as connection to existing sewers, concrete encasements, collar walls, ductile iron pipe sections, elevated sewers, piers, special manhole covers such as vented outfall covers or sealed covers, etc.
4. All known existing structures both above and below ground which might interfere with the proposed construction, particularly water mains, gas mains, storm drains, utility conduits, etc.
5. The vertical datum used shall be the elevation above mean sea level with benchmarks shown on the plans.

402.4 Erosion and Sedimentation Control Plan:

- A. The Georgia Soil and Water Conservation Commission has taken provisions of ACT 599 and published a **MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA**, 1992 Edition (or any more current edition as they are published). Sewer construction plans and specifications shall include appropriate segments of this manual. Developers, Engineers and Contractors performing work in the City of Villa Rica are responsible for acquiring a copy of this manual and using the best practical methods contained therein to control the erosion and sedimentation of the construction site in conformance with the intent of ACT 599.

Copies may be purchased from the Georgia Soil And Water Conservation Commission, P.O. Box 8024, Athens, Georgia 30603. For additional information, call the Commission at 706-542-3065.

- B. Plan: An erosion and sediment control plan, meeting the requirements of applicable state regulations, shall be provided as part of the overall construction drawings.

402.5 Detail Drawings:

- A. Sewer Details: Special detail drawings made to a scale to clearly show the nature of the design shall be furnished to show the following particulars:
 - 1. All stream crossings and storm drain outlets with elevations of the stream bed and of normal and extreme high and low water levels.
 - 2. Details of special sewer joints and cross sections.
 - 3. Details of special sewer appurtenances such as manholes, service connections, elevated sewers, piers, pipe bedding, special highway crossings, railroad crossings, etc.
- B. Erosion Control Details: Erosion Control Details and Symbols may be taken directly from the **Manual For Erosion and Sediment Control In Georgia**, current edition, referenced above.

402.6 As-Built Drawings: At the completion of construction (and preferably prior to the final field inspection), “As-Built” drawings of the project shall be submitted to the city to serve as a permanent record of the project and shall be furnished in the form of one set of mylar sepias (or other suitable form of reproducible drawings) and two sets of blue line copies. Acceptance by the city will be made only after satisfactory as-built drawings have been submitted. As-built drawings will be in the same format as the original construction plans and normally will be an updated version of the construction plans. As-built drawings shall be prepared by the project design professional. Each sheet of these drawings shall bear words “As-Built” or “Record Drawings”.

Guidelines for preparation of As-Built:

- 1. As-Built drawings will be same format as the original construction

- plans.
2. Contour lines are required.
 3. Road names and lot numbers should be on plan.
 4. "As-Built" or "Record Drawing" is to be stamped in large clear print on plans.
 5. Sheet should be no larger than 24" X 36".
 6. Lateral locations must show distance from the downstream manhole. Ends of lateral lines must show distance from downstream manhole and offset distance from the main line. Approximate depth of end of lateral must be indicated.
 7. Show elevations of manhole inverts and tops.
 8. Show field-measured distance between manholes.
 9. For any lines which are outside paved streets, show the field-measured azimuth or bearing of the line from manhole to manhole.
 10. Show actual slope of pipe.
 11. When a phase of a subdivision is completed, a location sketch of entire subdivision with said phase outlined shall appear on plans.
 12. Maximum error of as-built measurements shall be:
 - a. Manhole inverts: measure to 0.10' with maximum vertical error of 0.15' per 1,000 feet of horizontal traverse.
 - b. Manhole tops: measure to 0.10' with maximum vertical error of 0.50' per 1,000 feet of horizontal traverse.
 - c. Horizontal Locations: Measure to nearest 1.0' with allowable error of 1.0' per 1,000' of traverse.

402.7 Easement Acquisition and Utility Encroachment Permits:

- A. It shall be the responsibility of the developer to obtain any off-site easements required to connect the project to existing public sewers. Easements will be conveyed to the City of Villa Rica for all facilities which are to be conveyed to the city. This process must be started early enough to allow construction of the sewer before any building construction is to begin. No building permits or sewer tap applications can be issued until off-site sewers have been constructed and accepted. This condition shall override any provision for speed up of house starts such as furnishing a bond to guarantee completion of the streets and other appurtenances.
- B. All easements shall allow adequate room to construct the sewer and appurtenances. Permanent easements shall be a minimum of 20 feet wide, 10 feet on each side of the line; except that when the depth of the sewer exceeds 10 feet the required sewer easement width shall increase such that the easement width is at least twice the depth from the ground surface to bottom of the pipe. Designs

involving utilities sharing a common easement will be coordinated with the utilities to insure adequate separation of utilities and overall easement width is achieved.

- C. Easement drawings for work outside the development shall be furnished and recorded prior to approval of the sewer plans. The drawings shall be of a size suitable for legal recording and shall be prepared by a Registered Land Surveyor. The drawing will show property lines, the name of property owners with the length of line encroaching on each property owner, size of line, line designation, manhole numbers and stations, width of permanent and construction easement, scale of drawing, north arrow, land lot and district numbers, and a tie to the nearest land lot corner. Any streets or other existing easements shall also be shown.

The title block shall be shown as follows:

City of Villa Rica
NAME OF OUTFALL OR SUBDIVISION
EASEMENT FOR PROPOSED
SANITARY SEWER
CROSSING PROPERTY OF
John Doe

LL: District: Section: Date: Revised Date:

- D. The engineer shall furnish appropriate drawings for any submittal to agencies such as any state or federal highways, railroads, power lines, water lines, gas lines, petroleum lines, or any other utility lines on which the sewer construction will encroach. The drawing shall normally be 8-1/2" X 11" or 8-1/2" X 14" and shall show a plan view and profile view. The drawing will show the same information required for easement drawings. Also, the drawing will show the right-of-way of the existing street or utility, the owner's designation of the line, the name or number of the nearest intersection or mile-post or tower number and the distance to that appurtenance. The clearance distance between the street surface, or the bottom of the rail, or the utility and the sewer will be shown. The drawing will show the type of material to be used for the sewer and the method of construction to be used. The drawing will also contain any other special information required by the controlling authority of the facility on which the sewer is encroaching. A minimum of five copies of the utility encroachment drawing will be furnished with the plans when they are submitted for approval. The engineer is also responsible for furnishing a completed encroachment permit application ready for signature by Department Superintendent. Construction permits

will not be issued until the utility encroachment permit has been obtained and until any special conditions such as insurance requirements have been complied with.

403. **Design Criteria And Materials For Sewers**

403.1 **General:** The criteria listed herein is not intended to cover all aspects of design, but rather to mention the basic guidelines and those particulars that are required by the City of Villa Rica Water & Sewer Department. For more detailed criteria, the reader should refer to standard references such as “Ten States Standards”, Georgia EPD rules, Water Pollution Environment Federation Manual of Practice NO. FD-5, and other available literature.

403.2 **Types of Sewers:** All sewers for the conveyance of wastewater shall be designed as separate sanitary sewers in which groundwater, stormwater or other runoff from roofs, streets, parking lots, foundation drains and any source other than wastewater are excluded. Overflows from sewers shall not be permitted.

403.3 **Design Period:** Gravity sewer pipelines should, as a minimum, be designed with capacity sufficient to handle the estimated tributary population. Tributary population is considered to be all areas upstream of the discharge point of the system being designed as well as any anticipated pumped flow from other basins. Sewers will be designed and installed to the uppermost property line of the development being served. Consideration should be given to the maximum anticipated capacity of institutions, industrial parks, etc.

403.4 **Capacity and Size Determinations:** In determining the required capacities of sanitary sewers, the following factors should be considered:

1. Maximum hourly sewage flow.
2. Additional maximum sewage or waste flow from industrial plants.
3. Ground water infiltration.
4. Topography of the area.
5. Depth of excavation.

New sewer systems shall be designed on the basis of an average daily flow of sewage of not less than 400 gallons per household per day. Normally, all sewers shall be designed for a peak flow of **not less than** 2-1/2 times the average flow; this peak factor will be higher for smaller basins (see design guides). Sewers should be designed to carry the peak flow when flowing at a depth of 2/3 pipe diameter. The city land use plan should be consulted and special consideration given to commercial and industrial

areas. Where developers are installing major trunk lines or interceptor sewers, the city's long-range plan should be consulted as a guide and the sewer should as a minimum be of the size called for in the long-range plan. If proposed land use conditions have changed subsequent to the plan, these changes should be factored into the determination.

403.5 **Special City Requirements:**

- A. Distance Between Manholes: Maximum distance between manholes shall be 400 feet.
- B. Depth: Any sewers installed in the street shall, topography permitting, be sufficiently deep to provide 5 feet of cover over service laterals at the street right-of-way, and over any part of the main or service within the street right-of-way. The maximum depth for PVC pipe shall be 15 feet, depths in excess of this shall be ductile iron. Sewers installed in streets shall have maximum depth of 12 feet. Any sewers on off street easements shall have a minimum of four feet of cover unless ductile iron pipe is used. Filling over the pipe to obtain minimum cover is not allowed.
- C. Drop Across Manholes: All manholes shall be provided with, a minimum vertical drop across the manhole (between in and out pipes) of 0.10 feet.
- D. Detection tape shall be installed over all sewer pipe. Bury tape 18 to 24 inches below grade. Use detection wire on all service laterals.

403.6 **Slope:** All sewers shall be so designed and constructed to give mean velocities, when flowing full, of not less than 2.0 feet per second based on Manning's formula using an "n" value of 0.013. The following are the minimum slopes which should be provided; however, slopes greater than these are desirable:

Minimum Slope in Feet	
<u>Sewer Size</u>	<u>Per 100 Feet</u>
8"	0.40
10"	0.29
12"	0.22
14"	0.17
15"	0.15
16"	0.14
18"	0.12
21"	0.10
24"	0.08

These minimum slopes will be used only when sufficient flows are

expected to maintain a velocity of 2.0 feet per second and maintain a cleaning action in the line. Sewers shall be laid with uniform slope between manholes. Sewers on 20 percent slope or greater shall be ductile iron pipe and shall be anchored securely with concrete anchors (See Standard Details) to prevent displacement by erosion or shock. Maximum slope of sewers shall be 30 percent and sewers shall be designed at less than 20 percent whenever possible.

403.7 Increasing Size: When a small sewer is connected to a large one, the connection shall not be lower than matching the top of both sewers to the same elevation.

403.8 Gravity Sewer Pipe Materials: The city reserves the right to disallow any Manufacturer that does not have a consistent, long-term record of quality control and successful product performance. Gravity sanitary sewer pipe up through 15-inch diameter will normally be Polyvinyl Chloride (PVC), solid wall type SDR 35 thickness meeting ASTM D3034. Ductile Iron Pipe (DIP) will be used where certain conditions exist (see discussion of D.I.P.). For 18-inch diameter pipe and above, the Contractor may have the option of using either Polyvinyl Chloride (P.V.C.), Reinforced Concrete Pipe (R.C.P.), or Ductile Iron Pipe. The city may approve other types of pipe on a case by case basis and may limit the options of type of pipe depending on site conditions. This should be addressed at the preliminary review stage.

Bedding for sewer pipe shall be as follows (also see city standard details): For PVC the minimum bedding shall be #57 or #89 crushed stone a minimum of 6 inches below bottom of pipe extending up to 6 inches above top of pipe for the full width of the trench.

For Concrete and Ductile Iron pipe the minimum bedding shall be #57 or #89 crushed stone a minimum of 6 inches below bottom of pipe extending up to the top of pipe. In wet areas, the minimum bedding requirements will be increased as required to ensure a stable support under the pipe and on the sides of the pipe.

A. Ductile Iron Pipe (DIP):

1. **Scope:** Ductile iron sewer pipe shall be required at all utility crossings with less than 2 feet of clearance, in locations where cover is less than 4 feet, at stream crossings, where slopes exceed 20 percent, and where cover exceeds 15 feet. Ductile Iron Pipe shall be designed in accordance with ANSI Specification A21.50 - 81. The thickness and class of the pipe shall be governed by ANSI Specification A21.50-81, but shall be no less than class 50 thickness. Pipe shall be manufactured

in accordance with ANSI Specification A21.51 - 81 latest revision. Pipe shall be coal tar epoxy lined and seal coated with approved bituminous seal coat in accordance with AWWA C151, latest revision. Coal tar epoxy lining shall adhere to the following specifications.

2. Joints: DIP joints shall be of the bell and spigot type with push-on joints, conforming to ANSI Specification A21.11 or mechanical joints.

B. Polyvinyl Chloride (PVC) Sewer Pipe:

1. Scope: The Contractor shall provide unplasticized polyvinyl chloride (PVC) plastic gravity sewer pipe meeting the requirements of ASTM D3034 (Latest Revision) in the sizes shown unless otherwise indicated on the contract documents.
2. Materials: Pipe and fittings shall meet the requirements as specified under ASTM D3034 (Latest Revision) for pipe through 15" and ASTM F679 for pipe 18" through 27". All pipe and fittings shall be suitable for use as a gravity sewer conduit. Bell joints shall consist of an integral wall section with elastomeric gasket joint which provides a watertight seal. The pipe shall be capable of passing all tests which are detailed in this specification. Minimum wall thickness shall be SDR 35.
3. Fittings: All fittings and accessories shall be manufactured and furnished by the pipe supplier. They shall have bell and/or spigot configurations compatible with that of the pipe and shall have an equivalent wall thickness.
4. Pipe and Fittings Tests: Before shipping any pipe, the Manufacturer shall submit shop drawings to the City and shall furnish written certification that all pipe through 15" meets ASTM Specification D3034 and that pipe 18" through 24" meets ASTM F679. The City reserves the right to require additional laboratory testing at the Developer's expense to verify minimum quality standards are being met.
6. Pipe Stiffness: Minimum "pipe stiffness" (F/Y) at 5 percent deflection shall be 46 psi for all sizes, when tested in accordance with ASTM Standard Method of Test D2412 (Latest Edition), to determine the "External Loading Properties

of Plastic Pipe by Parallel-Plate Loading”. There shall be no evidence of splitting, cracking, or breaking at a deflection of up to 30 percent of the original diameter.

6. Fusion Quality: There shall be no evidence of flaking, swelling, or disintegration when the pipe material is tested in accordance with ASTM D2152, “Quality of Extruded Poly (Vinyl Chloride) pipe by Acetone Immersion”.
7. Joint Tightness: Pipe and fitting joints shall comply with ASTM D3212 (Latest Edition) for “Joints for drain and Sewer Plastic Pipes Using Flexible Elastomeric Seals”. Joint assemblies shall not leak when subjected to both an internal and external hydrostatic test at equivalent pressures of 10.8 psi gauge for a period of one hour. Pipes shall be tested in straight alignment, axially deflected position, and by shear load test as otherwise defined in Paragraphs 7.2, 7.3, and 7.4 of ASTM D3212.
8. Installation: PVC pipe will be installed in accordance with ASTM D2321 (Latest Revision). Initial backfill shall be compacted to the densities outlined in D2321. The City may require random compaction tests at the Developer’s expense to insure compliance with D2321.
9. Deflection Limit: Vertical deflection of installed pipe shall not exceed 5 percent of the un-deflected diameter as defined in ASTM D3034. Upon completion of the pipe laying the pipe will be tested for conditional acceptance. The test shall be performed by the Contractor pulling a mandrel of specified dimensions through the pipeline.

C. Reinforced Concrete Pipe (R.C.P.):

1. General: The use of reinforced concrete pipe for sewers will be subject to approval on a case-by-case basis depending upon size of the sewer and site conditions. When approved for use, concrete gravity sewer pipe shall meet all materials and testing requirements of ASTM C-76, ASTM C-443, and ASTM C-497 (except where modified herein).
2. Quality Assurance: The Contractor must submit to the Owner and Engineer the concrete pipe manufacturer’s evidence of a working Quality Control Program for approval, prior to any pipe being manufactured. The program and standards of

manufacturing must be established and well defined. The program must include the minimum following requirements:

- a. A full time Quality Control Technician.
 - b. A complete and working Quality Control Laboratory capable of testing and recording the requirements set forth in these Specifications for concrete pipe.
 - c. A zero-defect program for daily material testing and finished product testing to assure quality control as the pipe is being manufactured and shipped for this particular project.
3. Guarantee: The Contractor shall provide a guarantee against defective materials and workmanship in accordance with the requirements of the section entitled "Guarantees and Warranties" of these specifications.
4. Material:
- a. All concrete pipe and fittings 12 inches in diameter and larger shall be reinforced concrete sewer pipe conforming to the latest requirements of ASTM C-76 with the following modifications: All concrete pipe with 0-20 feet of fill shall be a minimum of Class III with 4500 psi concrete. All pipe with 20-30 feet of fill shall be Class IV with 4500 psi concrete. All pipe with 30 feet of fill and over shall be Class V with 5500 psi concrete.
 - b. Pipe shall have circumferential reinforcement as required for the particular class of pipe furnished. The bell and spigot of the joint shall contain circumferential and longitudinal reinforcement. Reinforced concrete pipe shall be centrifugally cast or vibrated, horizontally or vertically cast or made on a Packer head machine and shall be furnished in lengths not more than 20 feet and not less than 8 feet, except where short lengths are required for construction conditions. Reinforced concrete pipe shall have bell and spigot joints suitable for the use of a rubber gasket to be provided as a part of this item.
 - c. Concrete pipe for sanitary sewers shall have bell and spigot joints consisting of self-centering steel joint rings securely attached to the pipe reinforcing steel. The steel joint rings shall be suitable for use with a rubber O-ring type gasket to be provided as part of this item.

- d. Bell and spigot joints consisting of self-centering steel joint rings shall have the joint rings securely attached to the pipe reinforcing steel. The rings which form the joint shall be made so that they will join with a close, sliding fit. The joint surfaces shall be such that the rubber gasket shall be confined on all sides and shall not support the weight of the pipe. The spigot ring shall have an external groove accurately sized to receive the gasket. Special section steel for spigot rings shall conform to ASTM A-283, Grade A, or ASTM A-306, Grade 50. The bell ring shall be flared to permit gradual deformation of the gasket when the joint is assembled. Minimum thickness of bell rings shall be 3/16 inch. Bell rings ¼ inch or thicker shall conform to ASTM A-283, Grade A, or ASTM A-306, Grade 50. Bells less than ¼ inch thick shall conform to ASTM A-570, Grade A. Each ring shall be precisely sized by expansion beyond the elastic limit of the steel and then gauged on an accurate template. All exposed surfaces of both rings shall be protected by a corrosion-resistant coating of zinc applied by an approved metalizing process after proper cleaning.

5. Lining:

The coal tar epoxy system shall be Koppers 300 M, Porter Tarsol, Wise Chem CTE 200, Amercoat 78, Protecto 101 or equal.

The interior concrete or mortar surfaces of pipe and fittings are to be sandblasted and painted with one coat of a high-build, coal tar epoxy system or two coats of a standard coal tar epoxy system. The dry film thickness of the total system shall be 16 mils minimum on concrete or mortar surfaces and on steel joint ring surfaces.

Sandblasting shall result in a clean dry surface free of oil, grease, or other contaminants. Any air pockets over ¼ inch in diameter and 1/8-inch-deep appearing on the concrete surface after sandblasting will be filled with an epoxy sand patching material such as those sold by Sherwin-Williams, Glidden, or Moran. The epoxy sand patch should be troweled prior to the application of the coal tar epoxy.

Any steel surfaces to be painted should be sandblasted, solvent cleaned, or wire brushed prior to painting.

Application of the coal tar epoxy shall be by brush, roller, or spray system using equipment recommended by the manufacturer of the coal tar epoxy system. The temperature during application and curing of coal tar epoxy shall be as recommended by the manufacturer of the coal tar epoxy. Time between coats (if applicable) shall be as recommended by the manufacturer of the coal tar epoxy.

If the inside joint recess will be mortared and painted with coal tar epoxy in the field, the pipe supplier shall not paint the inside vertical surfaces at the ends of the pipe. When the inside joints will not be mortared in the field, the pipe supplier shall paint the inside vertical concrete or mortar surfaces at each end of the pipe.

The paint shall be extended continuously over the front lip of the steel spigot ring and a minimum of 2 inches onto the sealing surface of unrestrained bell rings so that all interior joint surfaces which can be exposed to the fluid inside the pipe are coated.

403.9 Precast Concrete Manholes:

- A. Manholes: Sewer manholes shall consist of precast reinforced concrete sections with eccentric top section, or flat slab for shallow manholes, and a base section conforming to the typical manhole details as shown on the Standard Detail Drawings. Flat top manholes will be approved only if a need for such can be demonstrated by the design engineer.
- B. Manhole Sections: Precast manhole sections shall be manufactured, tested, and marked in accordance with the latest provisions of ASTM Standard Specifications, Serial Designation C 478.
- C. Manhole Section Joints: Joints of the manhole sections shall be of the tongue-and-groove type with the inside tongue in the up position, sections shall be joined using a double strand seal of butyl mastic sealant (Kent Seal, Ram-Nech or equal). The inside and outside of all joints, lift holes and any bricks or precast adjusting rings shall be covered with non-shrink grout.
- D. Lift Holes: Each section of the precast manhole shall have not more than two holes for the purpose of handling and laying. These holes shall be sealed before backfilling using either rubber plugs specially designed for this purpose or with quick-setting cement mortar.
- E. Manhole Steps: Manhole steps conforming to the applicable provisions of ASTM Specification C 478, latest edition, shall be of

#4 steel reinforcing bars covered with Polypropylene Plastic or rubber and shall be supplied with depth rings and other necessary appurtenances. See the Standard Details for a typical manhole step detail.

- F. Pipe Holes: Holes in precast bases to receive sewer pipe shall be precast at the factory at the required locations and heights. Knocking out of holes in the field will not be permitted on new construction; however, holes can be cored in the field with a coring machine. All manholes shall have Kor-N-Seal by Press Seal Gasket Corporation (or equal) rubber boots for all pipe entries/exits.
- G. Inverts: Manhole inverts shall be constructed of either concrete or brick in accordance with details on Standard Detail Drawings and the invert (flow channel) shall have the same cross-section as the sewers which it connects. The manhole bench and invert shall be carefully formed to the required size and grade by gradual and even changes in direction. Changes in direction of flow through the invert shall be made to a true curve with as large a radius as the size of the manhole will permit. Inverts shall have a "smooth trowel" finish. The manhole bench shall be sloped 30° from the manhole wall toward the invert.
- H. Manhole Foundation: The manhole base shall be set upon a 12-inch minimum thickness compacted mat of Size #57 crushed stone graded level. In wet areas the crushed stone mat shall be thickened as needed to provide a non-yielding foundation.
- I. Brick: Brickwork required to complete the precast concrete manhole shall be constructed using 1-part Portland cement to 2 parts clean sand, meeting ASTM Specifications, Serial Designation C 144, thoroughly mixed to a workable plastic mixture. Brickwork shall be constructed in a neat and workmanlike manner. Nonshrink grout shall be used to grout interior and exterior exposed brick joints and faces. No more than 3 courses of brick with 9-inch maximum total depth of bricks may be used to adjust manhole covers.
- J. Frame and Cover: The cast iron frame for the manhole cover shall be set at the required elevation and thoroughly anchored to the masonry in a bed of mortar. Frames and covers shall be City of Villa Rica standard casting design by Vulcan Foundry, Standard Model V1327-1-CWD (see standard drawings). Where manholes are constructed in paved areas, the top surface of the frame and cover shall be tilted, if necessary, to conform to the exact slope, crown and grade of the existing adjacent pavement. In areas where manhole tops may be submerged by street runoff or high flood waters, the manhole lid shall be water-tight by Vulcan Foundry, water-tight Model V2327-1-CWD.
- K. Masonry Work: Masonry work shall be allowed to set for a period

of not less than 24 hours before being placed under traffic or in operation. All loose or waste material shall be removed from the interior of the manhole.

- L. Location: Manholes shall be installed at the end of each line; all changes in grade, size, or alignment; at all intersections; and at distances normally not greater than 400 feet. Cleanouts may be used only for special conditions and shall not be substituted for manholes nor installed at the ends of laterals greater than 150 feet in length. Manholes in cross-country areas shall be elevated so that the top is 24 inches above ground.
- M. Drop Manholes: A drop pipe shall be provided for a sewer entering a manhole at an elevation of more than 3.0 foot above the manhole invert. The drop pipe shall be of PVC materials with ductile iron mechanical joint fittings. All outside 90° elbows shall have concrete support blocking poured below the elbow to rest on stable undisturbed earth. Outside Drop Manhole will be noted on the construction plans at any time the drop exceeds 3.0 foot. Where the difference in elevation between the incoming sewer and the manhole invert is less than 3.0 foot, the invert shall be sloped from invert to invert to prevent solids deposition. Areas around the pipe will be backfilled with #57 or #89 crushed stone.

- 403.10 **Casings:** Steel casing pipe shall be used where boring and jacking of more than 20 feet in length is required for installation.

Steel casing pipe shall be Standard Class thickness with a minimum yield strength of 35,000 psi and shall conform to the requirements of ASTM A139. It shall be fully coated on the exterior and interior with a coal tar coating. The casing pipe diameter shall be six to eight inches greater than the “bell” diameter of the carrier pipe.

Wherever steel casing is required, the carrier pipe shall be ductile iron pipe with push-on joints or PVC. Approved spacers made of stainless steel straps with nylon skids shall be used to center the carrier pipe; two spacers per section of pipe will be used.

- 403.11 **Wastewater Lift Stations:** The following *minimum* requirements apply to wastewater lift stations:

A. General:

- 1. Pumps, pump controls, and level sensing equipment must be manufactured by FLYGHT unless otherwise specified by the City. Minimum pump size for pump stations shall be 150 gpm with 10 hp motors. Lift stations shall utilize two submersible centrifugal pumps each having a capacity equal to the design flow. Provide a spare pump of identical capacity.

2. Lift stations having a capacity of 500 gpm or more shall be reviewed on an individual basis and may have requirements differing from those outlined herein.
3. Force mains shall be sized to provide a velocity of at least 2 feet per second.
4. The design shall allow for easy removal of any pump or equipment item without the need of shut-down of the entire lift station.
5. The design engineer should consult the City Water Department after preliminary design data has been developed for information on approved pump Manufacturers. The City reserves the right to review each application on an individual basis and to reject the use of non-approved manufacturers or designs.
6. The lift station shall be sized based upon an anticipated upstream flow that will be realized in a seven-year period of basin development. **A peaking factor of 4 will be utilized for design.**

B. Submittals:

1. Submittal of construction plans shall include the following lift station information:
 - ✓ Capacity calculations. Use 1 gpm capacity per house on residential developments of less than 200 units, except that the minimum pump capacity shall be 150 gpm.
 - ✓ System head calculations; tabulated and plotted on the pump curve. Include a plot of force main velocity.
 - ✓ Standard drawings, details and specifications sufficient to ascertain compliance with these regulations.
 - ✓ Cycle time. Calculations showing determination of wet well volume and cycle time at design conditions. Wet well volume should be sufficient to provide a cycle time of no less than 5 minutes from a pump “on” to the next pump “on” time.
 - ✓ Storage Volume. Calculations showing volume of storage available in the event of a power outage. The storage zone shall be delineated on plan and profile drawings of the sewer system. (See subsection “Standby Power” below.)
 - ✓ Construction drawings and specifications in sufficient detail to ascertain compliance with these regulations.
 - ✓ Buoyancy computations showing that structures are protected against flotation.

2. Shop Drawings. After construction plan approval but before purchasing any lift station equipment, shop drawings shall be submitted including the following information:
 - ✓ Manufacturer's catalog sheets, performance curves, installation drawings, specifications and list of options for the specific pump that is offered for approval.
 - ✓ Similar catalog data for controls, valves, hatches, yard hydrants, precast wet well and other manufactured items.
3. Certification. After installation and before placing the system into full operation, the work must be inspected by the Developer's Engineer who must then issue a certification to the City verifying that all work has been done in accordance with approved plans. After acceptance of the work by the City, a factory representative shall inspect and start up the system certifying rotation, capacity, amperage draw, lack of vibration and other standard check points. This certification shall state the beginning date of the warranty and include a copy of the warranty. The Factory Representative shall provide a minimum of 4 hours training.
4. O & M Manuals. On or before the date of start-up, five sets of factory O & M Manuals shall be delivered to the City. These shall include the name of the purchaser, the serial numbers of pumps, detailed wiring schematics, telephone number and address for purchase of parts.
5. After construction is complete as-built drawings shall be furnished including 1 set of mylar sepias plus 2 sets of prints.

C. Spare Parts

1. Lift stations shall be supplied with a spare complete pump/motor combination plus a complete set of manufacturer's recommended spare parts.

D. Standby Power

1. The minimum requirement for standby power for lift stations shall be that each station have a permanent in-place generator and shall have an automatic transfer switch.
2. Emergency standby power will be supplied by an on-site emergency generator and must be Caterpillar, Cummins-Onan, Kohler or Baldor. The generator shall be diesel powered with an automatic transfer switch and provisions for an automatic exercise cycle. The transfer switch must be a NEMA-4 enclosure obtained from Cummins-Onan, ASCO, Hubbell, or GE Zenith.

3. Generators must have 200-gallons minimum fuel storage capacity or 24-hour operating time, whichever is greater and must be supplied with all auxiliary systems necessary for operations (batteries, battery charger, block heater, etc.)
4. Generators must have a minimum of 5-year manufacturer warranty.

E. Site Requirements:

1. Flooding. Lift stations shall remain fully operational and accessible during the 25-year flood. All electrical controls shall be above the 100-year flood level. All motors and mechanical equipment shall be protected against physical damage from the 100-year flood.
2. Access Road. Access roads shall be paved with a 12-foot wide surface of either concrete (4" thick with wire mesh) or asphalt (6" Graded Aggregate Base plus 2" Type E asphalt). Maximum grade shall be 20%.
3. Ownership. Both the lift station site and the access road right-of-way shall have ownership dedicated to the City, and this shall be indicated on the subdivision plat. The dedicated space for the lift station shall include sufficient space for parking of two trucks, plus turn-around, plus slope maintenance. The dedicated width on road right-of-way shall be 30 feet minimum.
4. Fencing. Lift station sites shall be fenced with a minimum of 6-foot-high chain link fencing topped with 3 strands of barbed wire. Access gates shall be a minimum of 15 feet in width. The space inside the fencing shall be large enough to facilitate service vehicle access to the pumping station wet well and other facilities. A paved turn around area shall be provided whenever the access road length exceeds 200 feet or when the road grade exceeds 10 percent.
5. Water Supply. A metered water supply line (3/4" minimum size) shall be installed to the site, and a freeze-proof yard hydrant located near the wet well. The hydrant shall be equipped with a suitable backflow preventer.
6. Lighting. One pole-mounted, photo cell controlled, 150-watt mercury vapor security light shall be installed. It shall be equipped with a manual on/off switch (located in the main control panel) to override the photo cell control.
7. Screening. Where natural screening is not present to screen the site from view of residences, special plantings shall be installed to screen the site.
8. Ground Covers. All unpaved ground areas inside the fence and

extending 4 feet beyond the fence shall be treated with a herbicide and covered with a geotextile fabric, followed with a 4-inch thick layer of # 57 stone. The geotextile fabric shall be a non-woven polypropylene weighing 8 oz./S.Y. with a minimum burst strength of 250 psi, such as Amoco type 4553 or equal.

F. Design Features:

1. Wet Well Volume. The wet well volume shall be sized to limit pump cycles to no more than 4 cycles per hour under worst conditions.
2. Ventilation. For wet wells, the minimum requirement shall be a single 6-inch vent with stainless steel mesh screen designed for natural ventilation. Where conditions are conducive to formation of hazardous conditions (in the design engineer's opinion) then mechanical ventilation shall be provided. For dry wells, mechanical ventilation shall be required.
3. Structures. Submersible lift stations shall have a wet well structure and a separate valve pit. Both structures shall be precast concrete with a monolithic base. The valve pit shall be a minimum of 4' X 4' X 5' deep with manhole steps, and provided with a floor drain pipe, and a 3' X 3' lockable aluminum access hatch. Wet wells may be either round or rectangular and shall have a diameter or width of at least 4 feet. Wet wells shall be sized to meet cycle time requirements with a drawdown (i.e. the distance between high water level and low water level) of not more than 3.0 feet. The wet well shall have a lockable aluminum hatch large enough for easy removal of pumps. Riser sections in precast units shall be sealed watertight using two strands of mastic and a coating of mortar on the inside and outside of the structure. Structures shall be adequately reinforced for all loading conditions normally encountered during shipping, construction and service. All openings (for pipes, hatch, conduits) shall be either cast in place or neatly cut. Sewer pipe connections shall utilize rubber boot connectors, and be watertight. The wet well shall be equipped with an aluminum ladder.
4. Accessories. All materials inside the wet well and valve pit shall be corrosion resistant. Mechanical equipment requiring ferrous metals shall have a coal tar epoxy coating. Guide rails for pumps shall be stainless steel. Miscellaneous metals including fasteners shall be aluminum or stainless steel; anchor bolts shall be stainless steel.
5. Pressure gage. A pressure gage shall be installed on the force

main downstream of the gate valves, inside the valve pit and visible from ground level. A corporation stop shall be installed on the tap to allow removal of the gage.

6. Valves. The discharge pipe of each pump shall have a check valve followed by a gate valve before the two pipes join into a common force main.
7. Surge control valves. The pumping system shall be checked to determine if a surge control valve is required. If a valve is required, it shall be located within the valve pit on the common force main and a drain line installed to drain to the wet well.

G. Pump Features:

1. Pumps shall have the following features:
 - a. Non-clog impeller.
 - b. Be capable of passing a 3" sphere.
 - c. Be capable of dry operation without overheating.
 - d. Have dual mechanical seals with seal leak indicator light in the control panel.
 - e. Pump and motor casings shall be cast iron, and all fasteners shall be stainless steel.
 - f. Motor shall be selected to be non-overloading under all operating conditions.
 - g. Motor winding shall have a heat sensor with auto reset to prevent overheating; three-phase motors shall have two sensors.
 - h. Operating speed of the pump shall not exceed 1800 rpm without special approval.
 - i. Motor shall have upper and lower roller bearings.
 - j. The pump shall be automatically connected to the discharge connection elbow when lowered into place, and shall be easily removed for inspection or service. There shall be no need for personnel to enter pump well. Sealing of the pumping unit to the discharge connection elbow shall be accomplished by a simple linear downward motion of the pump. Each pump shall be equipped with a chain (of aluminum or other non-corrosive material) for easy removal.

H. Force Main:

1. The force main shall be sized for a minimum velocity of 2 feet per second with one pump operating.
2. Force mains shall be ductile iron pipe.
3. The force main profile shall slope continuously upward where

practical. If high points occur where air could be trapped in the pipe, then an air release valve (of the type made for sewage applications) will be installed (in a manhole) at the high points.

I. Electrical:

1. Lift station controls and electrical components shall be factory-wired in completely weather proof stainless steel metal cabinets (NEMA 4X stainless steel). The cabinet shall be provided with condensate heaters. Spare fuses of each type that is used in the electrical/control system shall be furnished.
2. A main circuit breaker shall be installed to disconnect power to the entire station.
3. Three phase power will be provided for all motors.
4. Protection against voltage surge and loss of a phase shall be provided.
5. The factory-wired panel shall be equipped with a ground bus and neutral bus. Terminal shall be suitable for either aluminum or copper wire. All internal panel wiring shall be copper.
6. Motors shall be suitable for either 230-volt or 460-volt operation. Design engineer shall consult with the current power company in the area to verify specifics pertaining to electrical power availability.
7. Wet well level shall be controlled by four sealed mercury tube float switches. All floats shall be provided with 25' of Type SJO flexible cord and shall be attached to a bracket mounted at the top of the wet well. Float functions shall be as follows:

Float no. 1 Low Level (Pumps Off)

Float no. 2 High Level (Lead Pump On)

Float no. 3 Extra High Level (Lag Pump On)

Float no. 4 Surge Level (Alarm Activated)

8. The pump control system shall include the following features:
 - a. Lead pump/lag pump alternator.
 - b. Alarm light and horn to indicate high water level.
 - c. Seal failure indicating light.
 - d. Pump failure indicating light.
 - e. Condensate heater.
 - f. Lead pump selector switch.
 - g. H-O-A switch and run light for each pump.
 - h. Control voltage shall be 120V.

- i. Wiring shall be neatly tied and number coded to facilitate maintenance. A schematic diagram shall be furnished with the panel.
- j. A 120 V. GFCI type electrical receptacle shall be located at the control panel.
- k. Pump stations will be equipped with a remote transmitting unit and telemetering circuitry connecting to the city's SCADA system. The design engineer should consult the city for specific requirements at the beginning of design.

J. Warranty:

- 1. Regardless of the manufacturer's warranty terms, the Developer will be responsible for all repairs necessary within one year from the date the station is completed and approved by the City. The Developer will be required to furnish such assurances to the City as deemed appropriate by the City to ensure prompt action.

404. **Construction Methods**

404.1 **Licensing and Safety:** All contractors who work on sewer systems that will be owned by the City of Villa Rica must be licensed in accordance with State of Georgia law and local ordinance. Compliance with applicable safety regulations is the responsibility of each company engaged in the work; the city assumes no responsibility for the actions of others on the job site. It is the responsibility of those installing sanitary sewers, lift stations and related appurtenances to conform to OSHA regulations, 29 CFR Part 1926, Subpart P, Paragraph 1926.650 through 1926.653. Publications from OSHA can be obtained by contacting OSHA Publications Distribution, Washington, D.C.

404.2 **Construction Permits:** No construction shall be allowed until a construction permit has been issued by the City of Villa Rica. The contractor shall submit one copy of the approved construction plans which have been stamped approved. The contractor shall furnish his name and address, telephone number. He shall also furnish the name of the person in charge of the project and any subcontractors and the name and telephone number of a responsible person who can be contacted in case of emergencies during nonworking hours. The contractor shall furnish his construction schedule and shall notify the City 24 hours prior to doing any work. Once the contractor begins work, he shall proceed in a workmanlike manner and shall complete the work in a reasonable time without undue off days and periods of inactivity which make it hard for the City to keep up with his activity.

404.3 Changes from Approved Plans: Any major changes from the approved plans will require that the engineer submit revised drawings along with a request explaining the reason for the change prior to construction of the change. Any deviation from City of Villa Rica standards will be considered a major change as will any change that will affect capacity, longevity, operation or maintenance of the facility. Any deviation from approved materials will not be accepted without prior approval.

404.4 Trench Excavation: Sewer lines shall normally be installed by open-cut trench excavation. Trenches shall be cut true to the lines and grades shown on the plans.

Pipe trenches shall not be excavated more than 100 feet in advance of pipe laying, and all work shall be performed to cause the least possible inconvenience to the public. Adequate temporary bridges or crossings shall be constructed and maintained where required to permit uninterrupted vehicular and pedestrian traffic.

All excavations shall be adequately guarded with barricades and lights in compliance with all OSHA and Georgia Department of Transportation requirements so as to protect the public and workers from hazard.

Excavations adjacent to existing or proposed buildings and structures, or in paved streets or alleys shall be adequately protected by the use of trench boxes, sheeting, shoring and bracing to prevent cave-ins of the excavation, or the undermining or subsequent settlement of adjacent structures or pavements. Underpinning of adjacent structures shall be done when necessary to maintain structures in safe condition.

Streets, sidewalks, landscapes, and other public and private property disturbed in the course of the work shall be restored to as near as original condition as possible or better in a manner satisfactory to the City.

Trenches shall be kept free of water by pumping or well-pointing, as determined by the contractor. No structure shall be built or pipe shall be laid in water. Water shall not be allowed to flow over or rise upon any concrete, masonry or pipe until the same has been inspected and the concrete or joint material has thoroughly set. All water pumped, bailed, or otherwise removed from the trench or other excavation shall be conveyed in a proper manner to a suitable place of discharge. Such discharge shall not cause injury to public health, property, work completed, work in progress, or to any street surface, or cause any interference with the use of same by the public.

Construction occurring around active sewer systems shall be done in such

a way so as to prevent the spillage of wastewater.

- 404.5 **Rock Excavation:** Drilling and blasting operations shall be conducted with due regard for the safety of persons and property in the vicinity and in strict conformity with requirements of all ordinances, laws and regulations governing blasting and the use of explosives. Rock excavation near existing pipelines or other structures shall be conducted with the utmost care to avoid damage. Injury or damage to other structures and properties are the sole responsibility of the installation contractor and shall be promptly repaired by the Contractor to the satisfaction of the City and property owner.

Rock in trenches shall be excavated over the horizontal limits of excavation and to depths as follows:

<u>Size of Pipeline Inches</u>	<u>Depth of Excavation Below Bottom of Sewer Pipe, Inches</u>
4 to 8	6
8 to 18	8
18 to 30	10

The undercut space shall then be brought up to grade by backfilling with Size #57 crushed stone material or approved equal.

- 404.6 **Installation of Sewer Pipe:** Construction stake-out will be required prior to construction of sewer lines. As a minimum, the horizontal alignment will be staked at 100-foot intervals and each manhole will be located with a centerline stake and two offset hubs. "Cuts" to invert elevations will be shown for each manhole entry and exit pipe. A copy of the stake-out notes will be provided to the city.

Pipe and accessories shall at all times be handled with care to avoid damage. Whether moved by hand, skidways or hoists, material shall not be dropped or bumped. The interior of all pipe shall be kept free from dirt and foreign matter at all times. Each joint of pipe shall be unloaded opposite or near the place where it is to be laid in the trench.

All such material that is defective in manufacture or has been damaged in transit or after delivery shall be removed from the job site.

Sewer pipes shall be joined by "push-on" joints using elastomeric gaskets to affect the pressure seal. The ends of pipe to be joined and the gaskets shall be cleaned immediately before assembly, and the assembly shall be made as recommended by the pipe manufacturer. Lubricant used must be

non-toxic and supplied or approved for use by the pipe manufacturer. Sewer pipes shall be laid in the uphill direction with the bells pointing upgrade. Any variation from this procedure shall require approval from the City.

When pipe laying is not in progress, the open ends of installed pipe shall be plugged with a watertight plug to prevent entrance of trench water into the line.

Bedding for pipe shall normally be as listed below (also see city standard details):

For PVC the minimum bedding shall be #57 or #89 crushed stone a minimum of 6" below bottom of pipe. For concrete and ductile iron pipe the minimum bedding shall be #57 or #89 crushed stone a minimum of 6" below bottom of pipe and initial backfill to the top of pipe for the full width of the trench.

In wet areas, the minimum bedding requirements will be increased as required to ensure a stable support under the pipe and on the sides of the pipe.

Backfill material up to 12 inches above the top of the pipe shall be compacted dry, loose, soil unless PVC is used in which case the first 6 inches above the top of pipe is required to be crushed stone. If such material is not available from the site then #57 stone shall be used to backfill up to 12 inches above the top of the pipe. Backfilling the remainder of the trench may utilize soil and blasted rock (not over 12 inches in any dimension) compacted sufficiently to avoid excessive settlement. Under no circumstances will tree parts, vegetation, building materials or any other type of debris be used for backfill.

All backfill beneath roads, sidewalks or other critical areas shall be compacted to ninety-five percent (95%) Standard Proctor or as otherwise required by the D.O.T. or other such agency having jurisdiction using mechanical tamping equipment. Moisture control of the material may be required to achieve this compaction and hauling in of select material may be required. Compaction testing and certification by an independent soil testing company will be required in these areas at the Developers expense.

- 404.7 Railroad Crossings:** All railroad crossing shall conform to the requirements of the American Railway Engineering Association Manual for Railway Engineering, Part 5. The Contractor shall secure permission from the railroads to schedule the work so as not to interfere with the operation of the railroads. The Contractor shall be held responsible for any delays or damages occurring to the railroads. The Contractor will

furnish the railroad with such additional insurance as may be required, cost of same to be borne by the Contractor, together with the costs for flagmen, watchmen, temporary work of any nature, safety devices and any other items that may be imposed by the railroad.

404.8 **Highway Crossings:** All construction work in the State Highway right-of-way shall be approved by the Georgia Department of Transportation. Developer shall be responsible for obtaining encroachment permits.

404.9 **Stream Crossings:** The preferred method of crossing a river, stream, creek, impoundments, or wet weather ditch is with a minimum of six inches (6") of cover between the lowest point in the stream and the top of outside diameter of the pipe. Ductile iron pipe is required for all stream crossings and shall extend a minimum of ten feet (10') beyond the top of bank on each side. Concrete collars or encasement must be provided at all joints for ductile iron pipe with less than three feet (3') of cover.

The stream bed and sides at the crossing site shall be protected from erosion with the use of Rip-Rap, as defined and sized in the **Manual for Erosion and Sediment Control In Georgia**, Appendix C - Construction Materials, 1992 or most current edition.

Aerial Crossings will require detailed plans and will be allowed only when, in the city's opinion there is no reasonable alternative.

Erosion control measures shall be installed prior to installing pipe across any stream. All work should be performed when stream flows are at their lowest, and all work should be performed as quickly and safely as possible. As soon as conditions permit, the stream bed shall be cleared of all falsework, debris, and other obstructions placed therein or caused by the construction operations.

Erosion control measures can include, but are not limited to, the following items:

- a. Silt fencing, types A, B, and/or C
- b. Erosion control check dams
- c. Channel diversion through temporary storm drain pipe.
- d. Rock filter dams

The construction and installation of these various structures are detailed in the **Manual for Erosion and Sedimentation Control in Georgia** or the Georgia Department of Transportation Standards and Construction Details, both of which are available for purchase by the Contractor.

- 404.10 Casing for Sewers:** Where pipe is required to be installed under railroads, highways, streets or other facilities by jacking or boring methods, construction shall be done in a manner that will not interfere with the operation of the facility, and shall not weaken the roadbed or structure.

The diameter of the bore shall conform to the outside diameter and circumference of the casing pipe as closely as practicable. Any voids which develop during the installation operation shall be pressure grouted. Each segment of the casing pipe shall be welded (full circumference butt weld) to the adjoining segment. The completed casing shall have no sags or crowns which cause the grade for any segment to be less than the minimum slope for the size pipe being installed.

The carrier pipe shall be fitted with approved spacers to secure its position within the casing. At each end of the casing pipe the void between the carrier pipe and casing shall be sealed with brick and mortar.

- 404.11 Replacement of Pavement:** Contractor shall fully restore and replace all pavement, curbs, gutters, sidewalks and other surface structures removed or disturbed, to a condition that is equal to or better than the original condition in a manner satisfactory to the City (see standard details).

- 404.12 Location/Protection of Existing Underground Utilities:** It is the responsibility of the Contractor to locate all underground utilities and to protect same. Utility lines or services damaged by the Contractor shall be repaired by the Contractor at the Contractor's own expense. The Contractor has sole responsibility of complying with all provisions of the Utilities Protection Code.

- 404.13 Protection of Water Supply and Other Utilities:**

The City of Villa Rica has an established Cross-Connection Program to prevent the entry of contaminants or pollutants into any area of the potable water supply through the control of cross connections. It is illegal to introduce any substance into or to have any cross connections with the potable water supply. There shall be no physical connection between a public or private potable water supply system and a sanitary sewer which would permit the passage of any sewage or polluted water into the potable water supply.

Whenever possible, sewers should be laid at least 10 feet horizontally from any existing or proposed water main. Should conditions prevent a separation of 10 feet, the lines shall be laid in separate trenches.

- 404.14 Sewer Services:** A sewer service shall be provided for every existing or proposed lot or building. All sewer services shall be a minimum of 4" in

diameter unless otherwise specified. All service lines shall be designed to maintain a minimum of 2 ft/sec. sewer velocity. All services shall be shown on the construction and as-built drawings. A common service shall not be allowed for two or more buildings. The service shall extend to 5' inside the property line of the lot being served and normally be within 10 feet of the lower corner of the lot. All service laterals shall be a minimum of 5' deep at the property line. Where 5' of cover cannot be achieved, sewer services shall be constructed of ductile iron. A 90° bend, constructed from two 45° fittings shall be installed at the end of all sewer services with a vertical section of pipe to extend a minimum of 4' above existing ground level (See Standard Details). Connections to the main exceeding 8 feet in depth may have the saddle or tee rotated to a bend inserted in the service to provide 5' lateral depth at the property line.

The developer shall be responsible for serving all lots developed. On any lot where the service cannot be found, the developer shall be responsible for payment of the cost of installation of the service. Also, unless noted on the final plat, the service shall be low enough to serve the first-floor elevation at the building line. Install 14-gauge detector wire on all laterals.

The builder shall be responsible for the location of the service prior to the pouring of the foundation, driveway or other appurtenance. The City will not be responsible for any house built too low to be served nor for any service covered by construction.

No plumber or contractor will be allowed to connect to the sewerage system except to the end of the service provided for his connection. Also, any service provided will be utilized without the installation of additional services.

- 404.15 **Clean-Up:** Prior to requesting the “completion of sewer construction” inspection, the Contractor shall remove and dispose of in an acceptable manner all shipping timbers, shipping bands, spacers, excess materials, broken material, crates, boxes and any other material brought to the job site.

Any work areas within public right-of-way or property outside of the development that were damaged by the sewer construction shall be repaired or replaced with the same kind of material as existed prior to the damage occurring. All easement areas shall be cleared of trees, stumps and other debris and left in a condition such that the easement can be maintained by bush-hog equipment.

All shoulders, ditches, culverts, and other areas impacted by the sewer construction shall be at the proper grades and smooth in appearance.

All manhole covers shall be brought to grade.

A uniform stand of grass or mulch for erosion protection, as defined in the **Manual For Erosion and Sediment Control In Georgia**, is required over all construction easements and sanitary sewer easements prior to the City’s acceptance of the sewer. Use a grass mixture consisting of at least 50% fescue.

405. **Inspection of Sewers**

- 405.1 **City Inspection:** The developer’s contractor will be responsible for the quality, accuracy and workmanship of his completed work.

City personnel will visit the job site on a periodic basis and will make spot checks as they deem appropriate. The City of Villa Rica shall have the right to review and inspect all construction and may reject any work that does not meet quality control standards.

- 405.2 **Access to Project:** Authorized representatives of the City of Villa Rica, which may include city employees, the city engineer, state or federal agencies, shall have access to the site for inspection at any time.

- 405.3 **Communications During Construction:** A preconstruction conference will be required for all projects. The Developer has sole responsibility for scheduling. The Developer, design professional, contractor, and subcontractor(s) are required to meet with the City and all private utilities in this conference. The contractor will notify the city in writing 2 days before starting construction. The contractor will provide notification by phone any time the work is to be vacated and will provide notice by phone prior to resuming work. The contractor shall request the final inspection.

The city inspector may have informal verbal communications with the contractor foreman or superintendent at any time during construction. The city inspector will not direct the actions of contractor's workmen.

405.4 Concealed Work: The city inspector may direct that the contractor notify the city and receive inspection approval prior to concealing certain work such as manhole foundations, pipe bedding, tees, bends, service laterals, or other appurtenances. At the City's discretion, the City may require work to be uncovered which was not inspected prior to backfilling.

405.5 Minimum Inspection by Developer: The following minimum information shall be determined and certified by the engineer:

1. Horizontal location. Horizontal location of the line will be checked by measuring "as-built" distances between manholes and bearings from manhole to manhole.
2. Elevation and slope. Elevation of each invert and top of manhole will be measured and recorded. Actual pipe slope will be computed and any segment having less than minimum allowable slope will be rejected and re-done.

405.6 City Inspection: Cost for all testing shall be paid for by the developer.

1. Manhole construction. Manholes will be visually inspected to check for plugging of lift holes, use of connecting boots, use of joint material, leakage, proper invert construction, proper setting of frame and cover.
2. Pipe straightness. Sections of sewer line will be visually checked for straightness. A passing section shall show at least 80% of a full circle when observed from one end. Any section which fails this visual test shall be further checked.
The section shall have water run through it sufficient to fill any sags that may exist. Then it shall have a television camera pulled through it to check for sags. Any sag holding more than one and one-half inches of water will require that the pipe be removed and replaced to proper grade after which the section shall be televised again to verify correction. The contractor may propose alternative methods other than televising sewers for the City's approval to determine failing sections of sewers.
3. Infiltration. The allowable limit for any section from manhole to manhole will be 100 gallons per day per inch of pipe diameter per mile of pipe. If any infiltration is present at the most downstream point, then it will be measured using a specially-made weir and measurements will also be made at each upstream manhole that has any visible flow of water. Any individual segment

which exceeds the allowable infiltration shall be corrected to within allowable limits.

4. Compaction of backfill. Compaction testing may be required for sewers constructed in paved areas or where pavement is planned. A minimum of two tests per 500 feet of trench line located in roadways will be required. If any of these tests show failing results, then the failing backfill will be removed, re-compacted and re-tested, and one additional area will be tested as well.

405.7 Other Testing Requirements: The tests listed below shall be performed by the contractor in the presence of the City. The city will be notified at least 2 days prior to these tests.

- A. Mandrel Test for PVC Pipe: Procedure for testing PVC sewer pipe for maximum allowable deflection shall be generally as follows (Mandrel sized to 95% of the nominal internal pipe diameter):

1. Completely flush the line making sure the pipe is clean of any mud or trash that would hinder the passage of the mandrel.
2. During the final flushing of the line, attach a floating block or ball to the end of the mandrel pull rope and float the rope through the line. (A nylon ski rope is recommended).
3. After the rope is threaded through the line, connect the pull rope to the mandrel and place the mandrel in the entrance of the pipe.
4. Connect a second rope to the back of the mandrel. This will enable the mandrel to be retrieved if excessive deflection is encountered.
5. Draw the mandrel through the sewer line.
6. An increasing resistance to pull is an indication of excessive deflection. If this occurs mark the rope to note the location. Televis the sewer section to identify the extent of the problem and develop a plan, subject to city approval, for correcting the problem. The contractor may propose an alternative method other than televising sewers for the City's approval to determine locations of failing sewers.
7. Retest.

- B. Air Pressure Test: A low pressure test of each sewer line section will be conducted by the contractor to check for leaks. The following general procedures will apply (also refer to ASTM specs):

1. Temporarily plug the line segment between two manholes using plugs having air tight fittings through which low pressure air can be introduced into the pipe segment being tested.

2. Introduce low pressure air into the test pipe segment until the internal air pressure reaches 4.5 psig above ground water pressure, if any.
3. Wait at least five minutes for air temperature in the test segment to stabilize while internal air pressure remains no less than 3.5 psig above ground water pressure.
4. Bleed internal air pressure to exactly 3.5 psig above ground water pressure.
5. Accurately determine the elapsed time for internal pressure to drop to 2.5 psig above ground water pressure.
6. The air test is acceptable if elapsed time is no less than shown by the following table:

<u>Pipe Dia.</u> <u>Inches</u>	<u>Seconds Per</u> <u>100 Ft. of Pipe</u>	<u>Pipe Dia.</u> <u>Inches</u>	<u>Seconds Per</u> <u>100 Ft. of Pipe</u>
4	11	27	77
6	17	30	85
<u>Pipe Dia.</u> <u>Inches</u>	<u>Seconds Per</u> <u>100 Ft. of Pipe</u>	<u>Pipe Dia.</u> <u>Inches</u>	<u>Seconds Per</u> <u>100 Ft. of Pipe</u>
8	23	36	102
10	28	42	119
12	34	48	136
15	43	54	153
18	51	60	170
21	60	66	187
24	68	72	204

Air leakage time is based on pipe being damp. If pipe and joints are dry, dampen line if helpful in meeting air test time requirement.

Permanently correct excessive leakage determined by air testing, and repeat operations until City witnesses a successful test on each line segment.

Note: Upon request, the city may allow substitution of exfiltration test in lieu of air pressure test. If used, the exfiltration test will be conducted with a minimum water head of 2 feet above the groundwater table and the allowable exfiltration will be limited to 100 gallons per day per inch diameter of pipe per mile of pipe.

C. Manhole Testing: All manholes require testing by either the vacuum test or exfiltration test.

1. Exfiltration Test: Manholes which have been backfilled around shall be tested for exfiltration. The minimum test time duration is 1 hour. Manholes shall be filled with water to the top of ring. The maximum allowable exfiltration rate is 2 gal./ft. of depth/ft. of manhole diameter.
2. Vacuum Test: Vacuum testing of manholes for water tightness may be used in lieu of the exfiltration test prior to backfilling. After temporarily plugging pipe openings and installing the vacuum base on top of the cone, a vacuum of 10 inches of Mercury shall be drawn and the vacuum pump shut off. With valves closed, the pressure shall be monitored for a time period of 60 seconds. At the end of the test period, if the vacuum is 9 inches or greater, the manhole has passed the test. If the vacuum drops below 9 inches, the manhole has failed.

405.8 Final Inspection and Conditional Acceptance: In no circumstances shall any buildings and plumbing fixtures be connected to the sewers until inspected and approved by the City.

The contractor shall request in writing a final inspection. This final inspection will generally include spot checks of manholes and sewer lines and a complete overview of the project.

After any discrepancies are corrected, the city will issue a letter certifying conditional acceptance of the sewer system. This letter shall commence the start of the 18-month warranty period which is required of the contractor.

On projects having phased development, this letter will allow the developer to apply for a permit for the next phase of development.

At the end of 18 months, the subdivision inspection team will again re-inspect the entire development. When all discrepancies have been corrected, the city will issue an acceptance letter and will begin perpetual maintenance and operation of the sewerage system.

405.9 Maintenance Bond or Letter of Credit: The developer shall post a maintenance bond or Letter of Credit of 25% of the total project cost on the facility for an eighteen-month period after completion and conditional acceptance of the facility by the City of Villa Rica for all projects whose costs exceeds \$20,000.00. **Bonds are to be written where the City of**

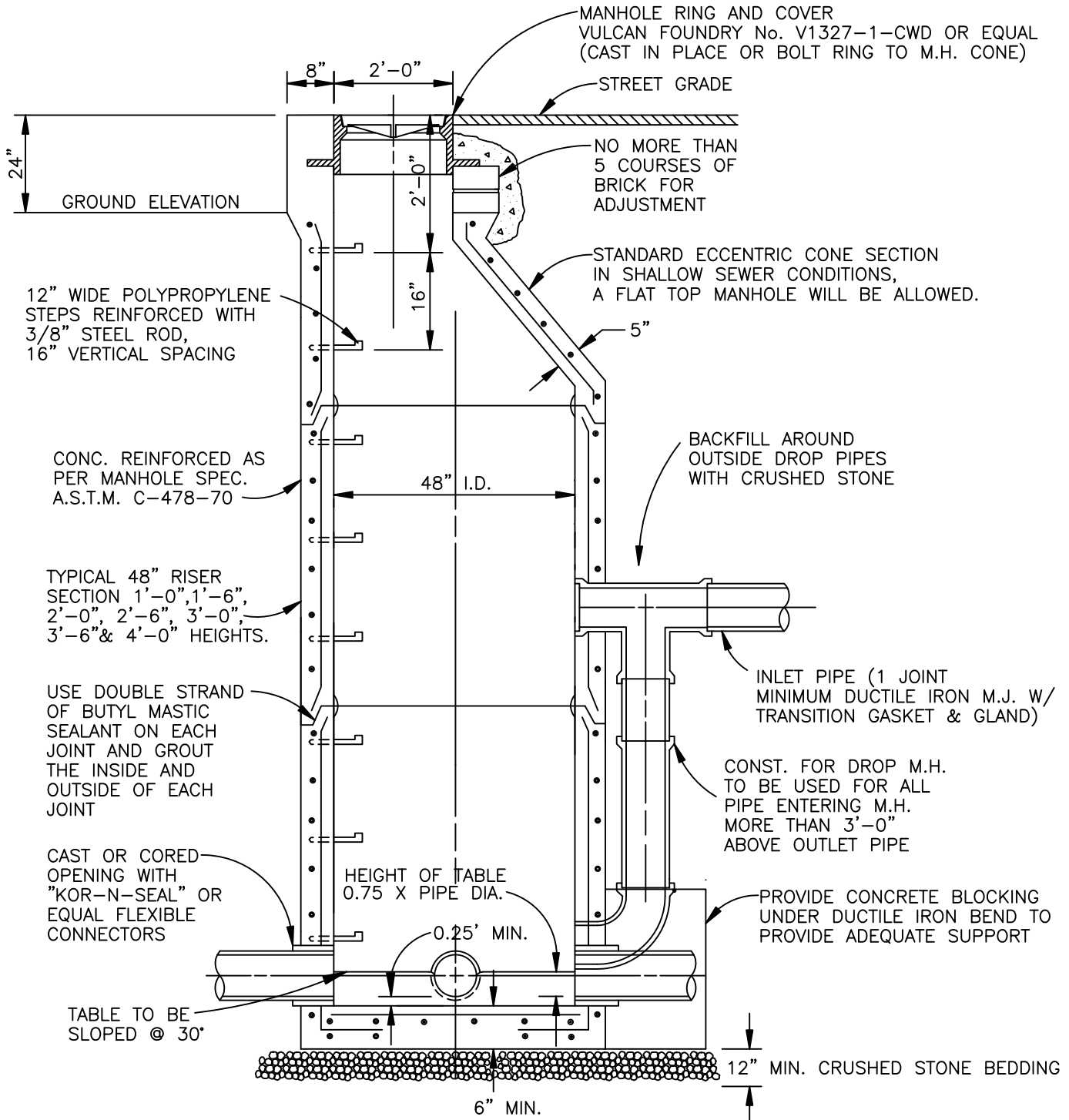
Villa Rica must release the bond in writing. Bond expiration dates for release are not acceptable.

405.10 Maintenance until Final Acceptance: It shall be the developer's obligation to provide all maintenance for an 18-month period after conditional acceptance of the project by the City of Villa Rica. At the end of the 18-month maintenance period the City shall inspect the sewer system, and upon correction by the developer of all deficiencies noted by the City, the City will accept the sewer system for operation.

406. Standard Details:

NOTE:

MANHOLES TO BE FLUSH WITH PAVEMENT IN PAVED AREAS.
MANHOLES ON OUTFALL LINES ARE TO BE 24" ABOVE GROUND.
WATERTIGHT MANHOLE FRAME AND COVERS SHALL BE
DESIGNATED ON PLAN AND PROFILE.



NOTE:

PROVIDE MINIMUM 0.25' DROP THROUGH MANHOLE.

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**PRECAST
CONCRETE
MANHOLE**

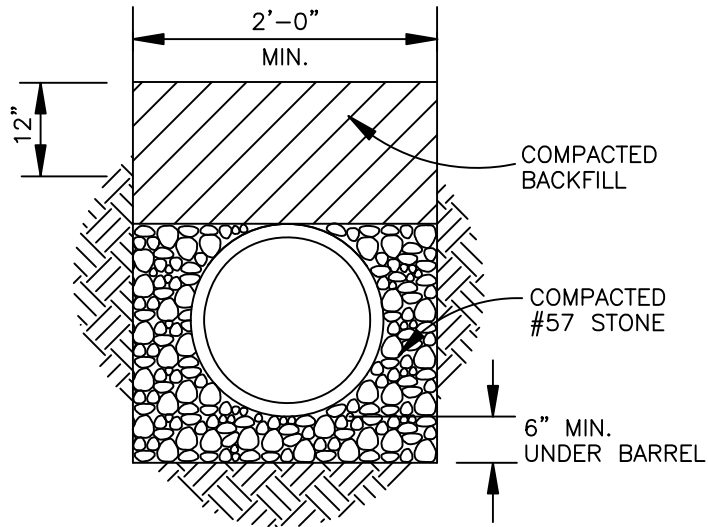
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

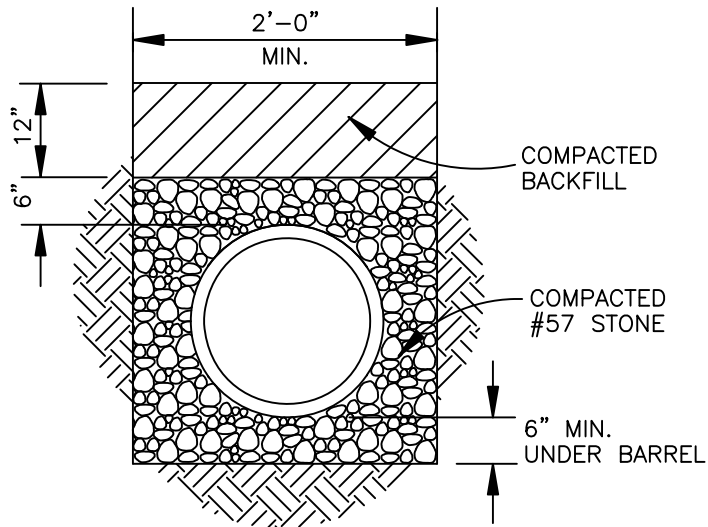
4.6.01



STANDARD D.I.P. PIPE

BEDDING DETAIL

FULL RUNS (MH TO MH) ONLY



STANDARD P.V.C. PIPE

BEDDING DETAIL

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**STANDARD
PIPE BEDDING
DETAIL**

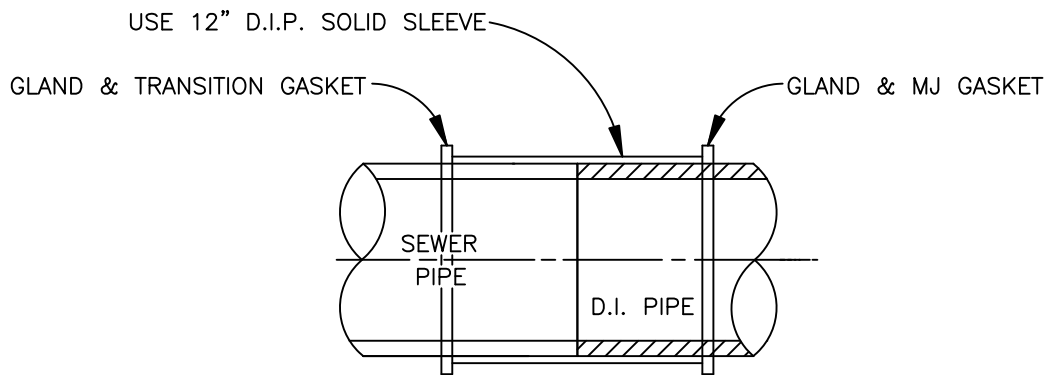
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

4.6.02



TYPICAL DETAIL
JOINING D.I. PIPE TO SEWER PIPE

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**TYPICAL
PIPE ADAPTER**

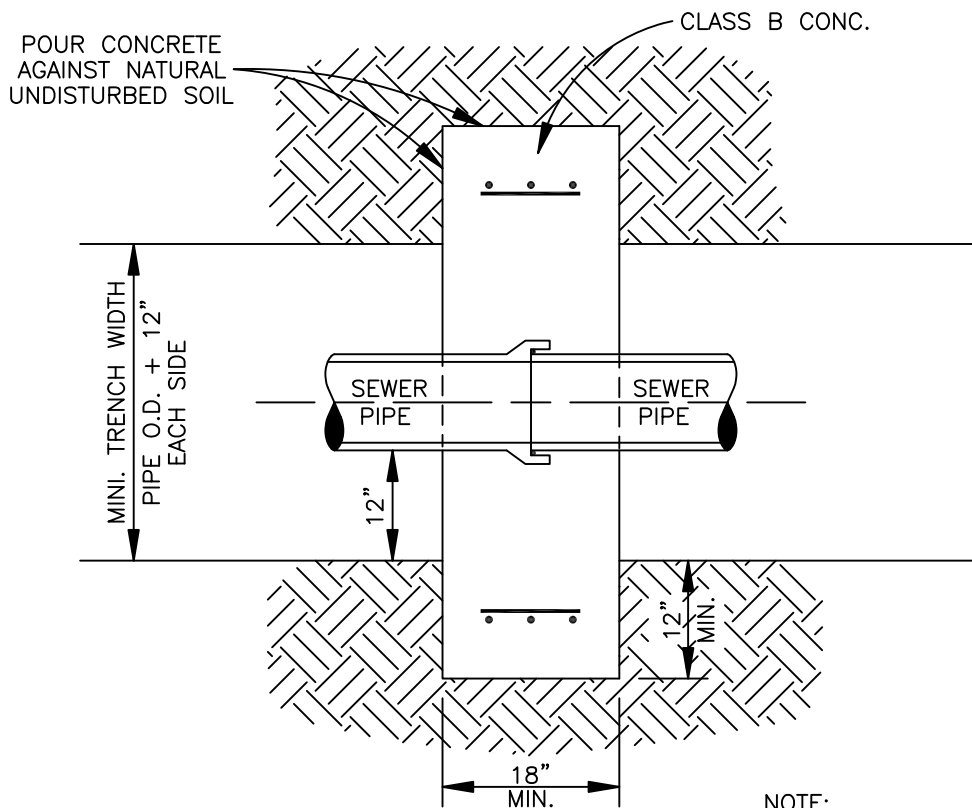
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

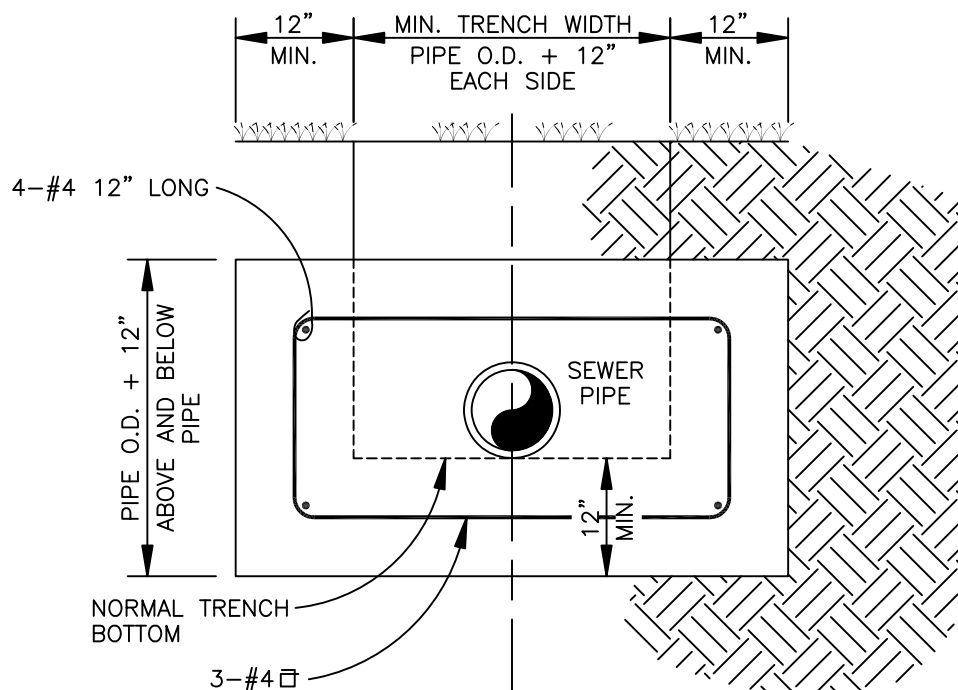
4.6.03



PLAN

NOTE:

COLLAR REQUIRED AT EVERY PIPE JOINT.



SECTION

CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

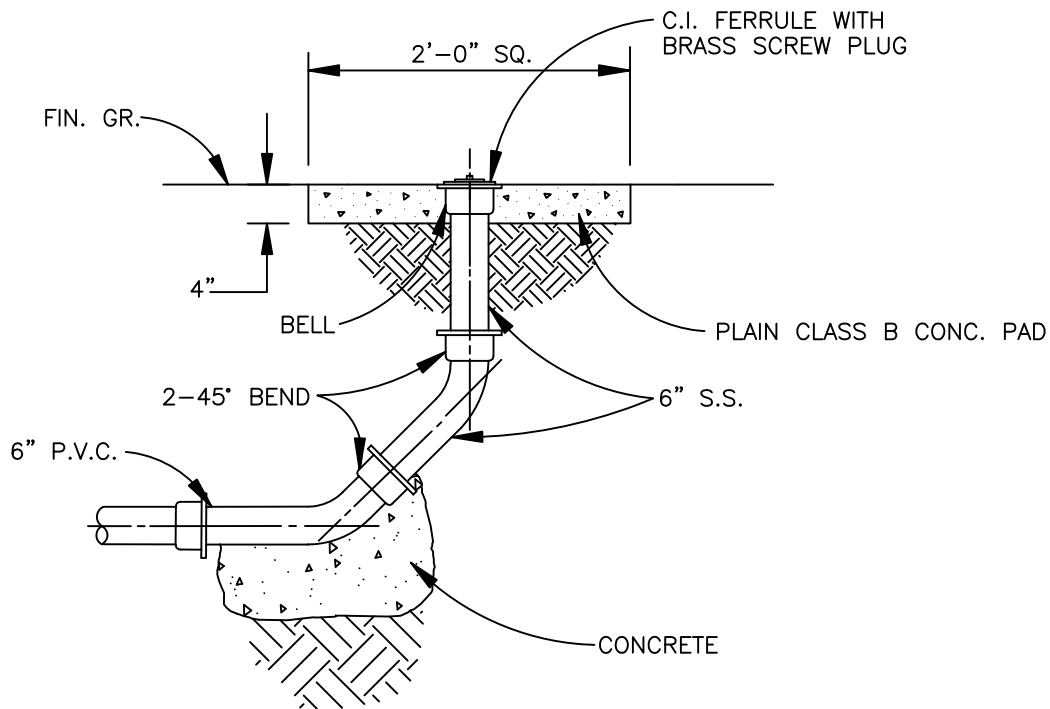
SEWER PIPE
ANCHOR
(SLOPES 20% OR MORE)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

4.6.04



CLEANOUT DETAIL

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**CLEANOUT
DETAIL**

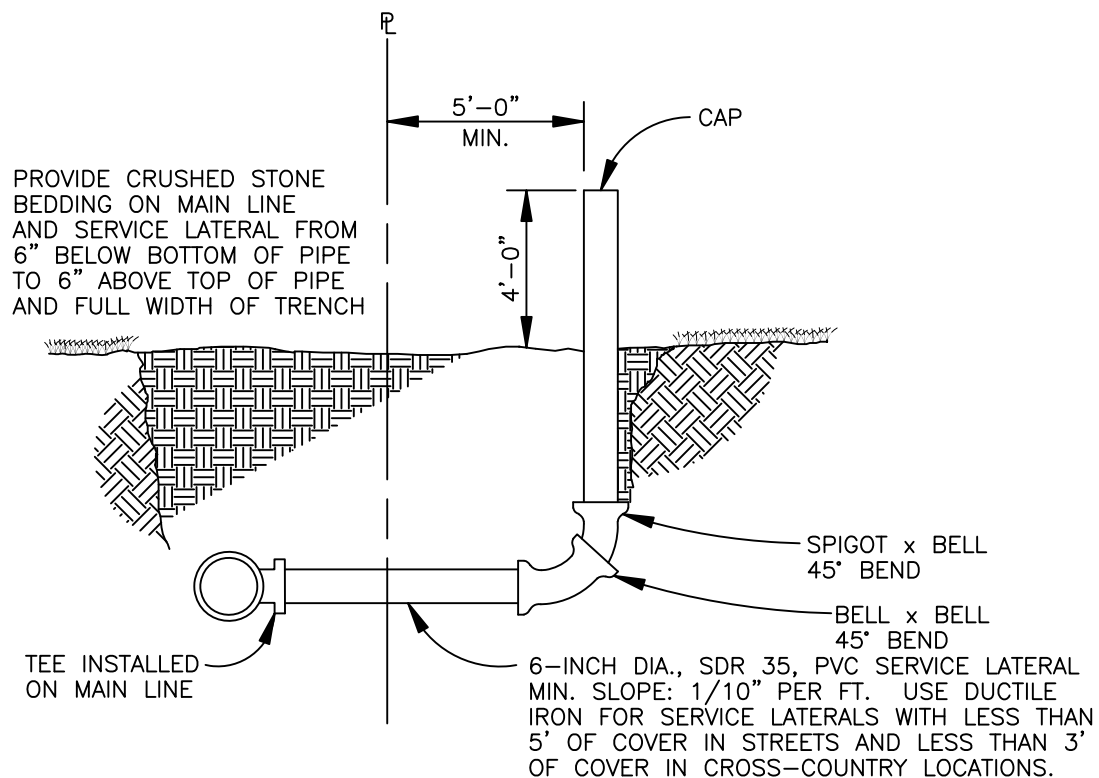
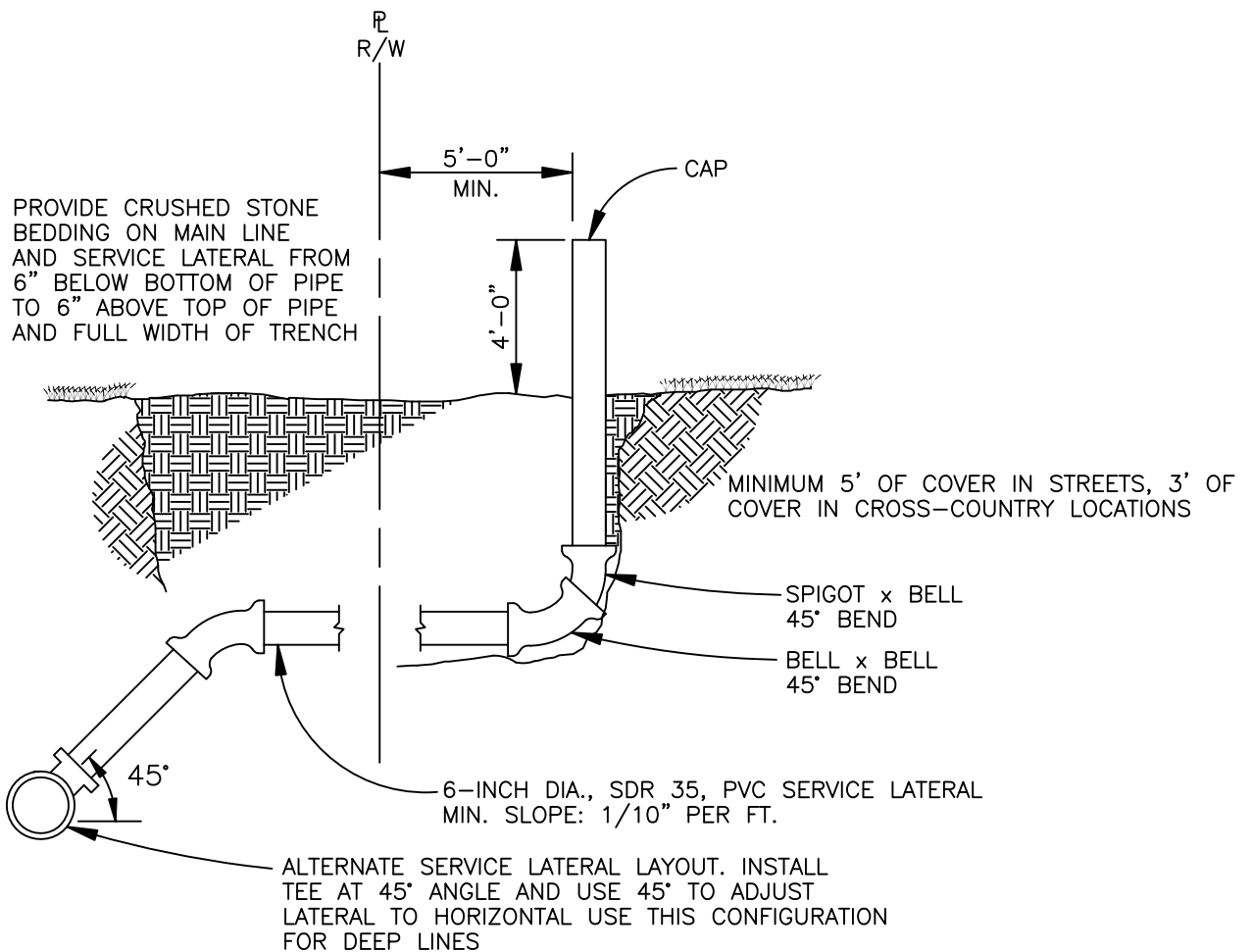
(COMMERCIAL OR PAVED AREAS)
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

4.6.05



CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

SEWER SERVICE LATERAL

STANDARD DETAIL

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

4.6.06

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500. WATER REGULATIONS**501. General Requirements****501.1 Use of This Document:**

- A. This document is subject to periodic revision to meet changing requirements for materials, fire and safety regulations, environmental regulations, etc. At the beginning of a project the user should verify that he has the latest edition.
- B. This document is intended to convey the general design and construction requirements for a typical project. It also lists specific City of Villa Rica requirements relating to plan review, inspection, testing and acceptance of facilities. It is not intended as a substitute for site-specific engineering and construction techniques. Individual project conditions may require variance from the provisions in this document in which case such variances should be noted in the plans and other data submitted by the project engineer for the city's approval.
- C. All phases of construction must be completed in accordance with the Erosion Sedimentation Act 12-7-1 *et seq.*
- D. No water mains shall be installed on or in close proximity to an abandoned landfill site or any site used for waste disposal.

502. Submittal Requirements**502.1 Water Flow Test:**

- A. A water flow test must be performed on the existing water line to determine the adequacy of the water supply for the project.
- B. The test shall consist of a fire hydrant flow test, conducted at the nearest hydrant to the proposed development and a twenty-four (24) hour pressure test.
- C. Test information shall consist of:
 - 1. Static Pressure and Residual Pressure.
 - 2. Flow in GPM at Residual Pressure
 - 3. Twenty-four (24) hour pressure chart
- D. An adequate supply of water for the proposed project must be available prior to the approval of any plans. Flow tests are valid for one year.
- E. The City will perform the test at the Developers expense.
- F. The Developer will be responsible for retaining the services of an outside consultant/contractor to accomplish and submit a design study based on the flow test results and indicating the projected available

flow at the highest point in the development in GPM with residual pressure of 20 psi for the total project. This report should provide results indicating adequacy of flow quantities and pressure for the proposed development.

502.2 Plans for Proposed Water System:

- A. Preliminary Review: Preliminary plans will be prepared and submitted for review as described elsewhere in the development regulations. Questions relating to adequate fire protection, multiple feeds, water supply and proposed locations of connection(s) should be resolved at this step before proceeding with detailed planning. A submittal for preliminary review must include all land to be developed although the land may be developed in several phases or units. Adequacy determinations of the existing water system will be made for the total project.

The project surveyor shall provide a signed statement indicating records of the property have been researched and no abandoned landfills or waste disposal sites are located in the proximity of proposed water line extension.

- B. Construction plans shall consist of the following:
1. Site plan with streets, street names, topography with contour lines at two-foot intervals, location map, lot layout (if subdivision) or building location (if multi-family, commercial or industrial), proposed location of future sidewalks, land lots, district, and north arrow showing the water layout only.
 2. Proposed pipe size and service lateral locations.
 3. Location and size of gate valves and air release valves.
 4. Thrust blocks at all bends, tees, and plugs.
 5. Fire hydrant locations.
 6. Water system materials.
 7. Location and sizes of existing water mains surrounding the project, with nearest line valve in each direction of proposed tie-in.
 8. Detail of connection to existing lines.
 9. Proposed meter sizes and locations.
 10. Residential developments shall have the electric transformer locations indicated, (this is necessary to verify no conflicts exist with water meter and fire hydrant locations).
 11. Plan of fire line meters or detector meters, if applicable.
 12. Any proposed off-site cross-county water mains or mains on existing right-of-way should be shown at a scale no smaller than 1:100.

13. Any other items incidental to the proposed system.
14. All plans must display the "Utilities Protection Center" logo and "Call Before You Dig" notice.
15. See Section 200 Check Lists for additional plan requirements.
The approved water plan shall not be changed except by written approval of the City or its designated representative.

C. As-Built:

1. As-Built drawings will be the same format as the original construction plans.
2. Road names and lot numbers should be on plans.
3. "As-Built" or "Record Drawing" is to be stamped in large clear print on plans.
4. Sheet should be no larger than 24" X 36".
5. Water mains and meters should be shown, including size and types.
6. Service and meter locations should be shown.
7. Include detail drawings showing size, type, configuration and location fittings.
8. Include detail drawings depicting the configuration of crossings with other utilities (i.e. storm sewers, catch basins, underground cables) and indicating vertical and horizontal clearances.
9. Clearly indicate easement boundaries on all lines not located inside the public right-of-way.
10. Fire hydrants, gate valves and air release valves should be shown.
11. Plan of fire meters or detector meters should be shown if applicable.
12. As-Built drawings must be submitted to the City and approved before the final plat is recorded.

503. **Design Criteria**

503.1 **General:** The criteria listed herein is not intended to cover all aspects of design, but rather to mention the basic guidelines and those particulars that are required by the City of Villa Rica.

503.2 **Water Supply:**

- A. Residential water supply for domestic use shall be in accordance with the following table and at a minimum residual pressure of twenty (20) psi at the highest point in the development.

INSTANTANEOUS WATER DEMANDS FOR RESIDENTIAL AREAS

TOTAL NUMBER OF RESIDENCES SERVED	GPM PER RESIDENCE	TOTAL NUMBER OF RESIDENCES SERVED	GPM PER RESIDENCE
5	8.0	90	2.1
10	5.0	100	2.0
20	4.3	150	1.6
30	3.8	200	1.3
40	3.4	300	1.2
50	3.0	400	0.9
60	2.7	500	0.8
70	2.5	750	0.7
80	2.2	1,000	0.6

B. The City may require the following minimum flow/duration quantities prior to development of the property at the highest point in the development.

1. Multi-family: 1000 GPM for 30 minutes;
2. Shopping Centers: 1000 GPM for 30 minutes;
3. Motels, Light Industry and Schools: 1000 GPM for 30 minutes;
4. Heavy Industry, Warehouses, Office Buildings, greater than 200,000 square foot: Minimum 1000 GPM for 45 minutes;
5. Residential: 1000 GPM for 30 minutes.

503.3 Fire Protection:

- A. Fire hydrants shall be spaced not more than 500 feet apart with additional fire hydrants located as necessary to permit all portions of buildings to be reached by hose lays of not more than 300 feet in length. (Spacing as traffic travels.) In subdivisions, hydrants will generally be aligned with the property line separating two adjacent lots. **The minimum size water main for fire hydrant installations is an 8-inch main.**
- B. Fire lines shall be metered per these specifications.
- C. Hose lay distance for fire truck hoses is defined as being measured along the route a piece of fire apparatus must travel in laying a fire hose from the fire to the fire hydrant.
- D. All plans for development must meet all applicable fire protection codes.

503.4 Water Mains and Appurtenances:**A. Water Mains**

1. Ductile Iron Pipe - Ductile iron pipe shall be used in all locations.
2. On Existing Streets - On existing roads, water lines shall be located on the south and west side of the road, 8 feet from the back of curb, with a minimum cover of 36 inches below the level of the road shoulder. Fire hydrants on existing roads shall be located between the waterline and the back of curbing.
3. On New Streets - All curbing must be installed before any water lines are installed. Water lines on new streets shall be located on the south and west side of the street, as shown in the standard detail drawings. Water lines shall be installed with 36 inches of cover at finish grade. Fire hydrants shall be located between the water main and the back of curbing.

B. Service Laterals

1. Shortside service laterals shall be installed with a uniform slope from the main shallowing to a bury of 12 inches at the water meter setting. Water meter settings are to be located adjacent to the right of way limit. Longside services shall have a minimum cover of 36 inches under areas of pavement and curbing then shallowing to 12 inches at the water meter.
2. Service laterals crossing any roads shall be placed inside a minimum of a 2-inch diameter PVC casing.
3. A (W) shall be etched into the curb where each service tap is made for permanent location.
4. Copper tubing shall be used for all services. There shall be no splices of copper tubing under any pavement.
5. Services for subdivisions shall be sized and located as shown on the Standard Detail Drawings.

- C. Residential water meters shall be located at the limits of the street right-of-way. In general, meters will be located near the property line and where possible a double yoke assembly will be utilized at the property line separating two adjacent lots. The project designer is responsible for verifying electric transformer locations and avoiding conflicts. The Developer shall be responsible for installing the meter box and yoke assembly. See standard detail for listing of required components. The City shall install the water meter in the yoke assembly after tap fees have been paid and service applied for.

- D. Vaults and all valve and piping assemblies for Commercial and Industrial meter settings shall be installed by the Developer. Installations for 3/4-inch and 1-inch meter settings shall utilize a standard yoke assembly and the required additional backflow device located in a separate box. The City shall provide the meter after tap fees are paid and service applied for. No water service shall be provided until all required backflow devices are in place.
- E. Backflow Preventer - All water meters shall be provided with a backflow preventer. Residential services shall be provided with a dual check backflow preventer installed by the Developer as part of the standard yoke assembly. Additional backflow prevention measures are required for residential services with lawn irrigation sprinkler systems connected. Commercial water services, as a minimum, shall be provided with a double check valve backflow prevention device installed by the Developer and located immediately downstream of the meter setting in a separate vault or utility box. Additional and/or more extensive backflow prevention measures may be required depending on the type of business, materials handled and plumbing configuration. All customers applying for commercial water service are to contact the Villa Rica Water Department Backflow Prevention Coordinator for a determination of specific requirements concerning backflow prevention devices.
- F. Fire Line Meters shall be designed to meet site-specific conditions. See Standard Details for conceptual layout of meter.
- G. Detector Meter shall be designed to meet site-specific conditions. See Standard Details for conceptual layout.
- H. Water Valves
1. At Intersections - Valves on water mains at intersections shall be located behind the curb. As a general rule, the number of valves shall equal the number of streets in the intersection minus one. The City may require valves in excess of this requirement if the water system layout warrants additional valves.
 2. At End of Line - A water valve and a minimum of 36 feet of pipe shall be provided at the end of all lines for phased developments, and at locations where the water main may be extended in the future for water system improvements. The end of the line shall be provided with a temporary plug and thrust collar designed to function in a manner that will allow for the end of the line to be excavated and exposed for tie-on of an extension without taking the main out of service.

3. Along Mains - Maximum spacing of water valves along mains shall be 1000 feet. These line valves, unless at intersections, shall be located near fire hydrants.
- I. Valve Markers - One concrete valve marker shall be furnished and set at each line valve as required by the City.
- J. Air and Vacuum Release Valves - Air and vacuum release valves shall be located where appropriate as determined by a registered engineer in responsible charge of the project design. All A&V release valve locations are subject to approval of the City. In general, within subdivisions A&V release valves are not necessary as long as services are located at the water main high points.
- K. Polyethylene Encasement - Ductile iron pipe water main shall be provided with polyethylene encasement where the water main either crosses or is in close proximity to a steel gas main.
- L. Easements - Water mains that are located off the public right-of-way shall have a 20-foot permanent easement.

503.5 Line Extension Requirements:

- A. Developers are required to extend all mains along their entire property frontage. The size of the extension will be at least the size of the existing main and may be larger if required by the City.
- B. If an existing main must be extended to serve a particular development, the Developer will be required to pay all costs.

504. Fire Line Ordinance:

- A. All fire service lines must be equipped with an appropriate backflow device. As a minimum this device shall be a double check valve installed in a vault at a point on the fire service line as near to the main as practical. Certain fire system configurations may require more extensive backflow prevention measures. Contact the Villa Rica Water Department Backflow Prevention Coordinator for a specific determination of backflow prevention requirements of a particular fire service system design.
- B. All fire service systems require the installation of an underwriter approved detector meter installed as a component of the double check assembly or a factory mutual fire line meter immediately upstream of the double check valve assembly.
 1. All detector check assemblies shall utilize a "City-Specified" meter equipped with a "Pro-read" remote reading device.

2. Factory mutual fire line meter systems shall utilize "City-Specified Turbine" or "compound" meter equipped with "Pro-read" remote reading devices.
- C. Fire service charges for systems utilizing a detector meter shall be based on a count of sprinkler heads plus a service fee.
- D. Fire service charges for systems utilizing a factory mutual fire meter shall be based on actual water usage and monthly minimums for meter size.
- E. When unauthorized water is used through a detector meter in three or more billing periods in one calendar year, it shall be replaced with a factory mutual fire line meter. Unauthorized use of water is defined as non-fire fighting water and/or water use without prior notification and approval of the City.
- F. All domestic water supply must be metered with a proper meter.
- G. Work to be performed by Developer. Installation of detector meters or factory mutual fire line meters as required by this ordinance will be handled by the Developer under supervision of the City's inspectors. The cost of installation will be the responsibility Developer.
- H. The City shall have the authority to cut off water service to buildings whose owners refuse to comply with the provisions of this ordinance upon proper notification of sixty (60) days.
- I. The customer shall have ownership and be responsible for maintenance and repairs of the fire service line beginning at the boundary with the public right-of-way. For mains located outside of public right-of-way the customer's ownership and maintenance responsibility shall begin at the connection to the main.

505. **Material Specifications**

All materials used in the work including equipment shall be new and unused materials of a reputable U.S. Manufacturer conforming to the applicable requirements of the Specifications, and no materials shall be used in the work until they have been approved by the City.

- 505.1 **Ductile Iron Pipe:** Ductile iron pipe shall be designed in accordance with ANSI A21.50 (AWWA C150), latest revision, and manufactured in accordance with ANSI A21.51 (AWWA C151), latest revision. Wall thickness class shall be a minimum Class 50.

Ductile Iron Pipe shall have an outside asphaltic coating per ANSI A21.51 (AWWA C151), latest revision. Pipe shall have standard cement lining inside with asphaltic seal coat per ANSI A21.4 (AWWA C104), latest revision.

Pipe Joints - except where restrained or flange joints are specified - shall

be push-on or mechanical joint type conforming to ANSI A21.11 (AWWA C111), latest revision. Pipe shall be in 18' to 20' nominal lengths with standard deflection pipe sockets. Where restrained joints are shown or specified on pipe larger than 12" diameter the joints shall be "Lok-Fast", "Lok-Ring", or equal. Restrained joints for pipe sizes 12" diameter and smaller requiring restrained joint construction may utilize "Fast Grip" gaskets as manufactured by American Pipe or an approved equal.

Where river crossing pipe is shown or specified, the pipe shall be "Flex-Lok Boltless Ball Joint Pipe" as manufactured by American Pipe or approved equal.

Where specified, flanged pipe shall meet ANSI A21.51 and be used with fittings meeting ANSI A21.53. (AWWA C153).

505.2 **PVC Pipe:** All PVC pressure pipe used for temporary water mains shall be Class 200, SDR 14 pipe rated at 200 psi working pressure.

505.3 **Copper Tubing for Water Service:** House service pipe shall be copper service pipe, type K, soft temper, seamless copper tubing, conforming to Federal Specification WW-T-T00. Compression or flare joints shall be used.

505.4 **Steel Casing Pipe:** Steel casing pipe shall be steel pipe conforming to A.S.T.M. Designation A-139, Grade B, electric fusion welded steel pipe. The pipe shall have a minimum tensile strength of 35,000 psi. Both the exterior and interior of the pipe shall have a coal tar varnish coating.

505.5 **Pipe Fittings:** Fittings shall be ductile iron furnished in accordance with ANSI Specifications A21.53 (AWWA C153), latest revision, and shall have a minimum of 250 psi. pressure class rating. Joints shall be mechanical joint with ductile iron retainer glands conforming to ANSI Specification A21.11 (AWWA C111), latest revision. Ductile iron retainer glands shall be Mega-Lug glands as manufactured by EBAA Iron. All fittings shall be furnished with a cement mortar lining.

505.6 **Butterfly Valves:**

A. All butterfly valves shall be bubble-tight closing at the rated pressure with flow in either direction, and shall be satisfactory for applications involving throttling service and frequent operations or operations after long periods of inactivity. Valves shall meet the full requirements of AWWA Standard C504, latest revision for 150 psi working pressure

and shall be suitable for above ground or buried service.

All interior ferrous surfaces of valves larger than 12-inch shall have a special epoxy coating meeting the requirements of AWWA C550.

Valve bodies shall be equipped with integrally cast mechanical joint ends meeting ANSI A21.11 (AWWA C111). Mechanical joints shall be fitted with retainer glands with set screws on ductile iron pipe. Retainer glands shall be Mega-Lug as manufactured by EBAA Iron.

Butterfly valves installed underground shall come equipped with the manual operator specified in the following paragraph.

- B. Manual operators shall be of the traveling nut, self-locking type and shall be designed to hold the valve in any intermediate position between fully open and fully closed without creeping or fluttering. Operators shall be equipped with mechanical stop-limiting devices to prevent over travel of the disc in the open and closed positions. Valves shall close with a clockwise rotation. Operators shall be fully enclosed and designed for buried operation. Provide extensions as necessary to bring the operating nut within eighteen inches of the ground surface

505.7 **Gate Valves:** Valves 12-inches and smaller shall be gate valves. These valves shall be non-rising stem design, iron body, bronze mounted with a compression, resilient seat manufactured in accordance with AWWA Standard C509, latest revision. Valves shall be designed for a minimum working pressure of 200 psi and shall have 2" square operating nuts, except in meter vaults where hand wheels shall be installed. Valves shall have non-rising stems, shall open when turned counter-clockwise and shall meet AWWA Specifications for Class C valves. Valves with flanged connections shall conform to ANSI B16.1. Mechanical joints shall be fitted with retainer glands and set screws on ductile iron pipe. Retainer glands shall be Mega-Lug as manufactured by EBAA Iron. Gate valves shall be as manufactured by American Darling, Mueller, or M&H. Provide extensions as necessary to bring the operating nut within eighteen inches of the ground surface.

505.8 **Valve Boxes:** Each valve shall be provided with a valve box. Valve boxes for valves shall be approved standard cast iron, screw type adjustable-shaft boxes having a minimum shaft diameter of 5-1/4 inches adjustable for the necessary depth. The casting shall be coated with two coats of coal tar pitch varnish. The lids of all boxes shall bear the word "Water". Boxes shall be equal to Russco Model 562-S or equal with a 5-1/4-inch cast iron drop cover. All off-pavement valve boxes shall have concrete collars and valve markers.

- 505.9 **Air and Vacuum Relief Valve Assemblies:** Air and vacuum relief valves shall be cast iron body and covers with bronze trim, stainless steel float, Buna-N-Seal, and shall be designed for a minimum working pressure of 150 psi.

The valve shall be designed to exhaust large quantities of air during the filling period, and small quantities of air which collect in the line while operating under pressure. Acceptable manufactures of air/vacuum valves are Golden-Anderson, APCO or Val-Matic.

Valves between the water main and air relief valve shall be 2-inch stainless steel ball valves.

All air and vacuum relief valves are to be installed in standard meter boxes with gravel bottoms. Provide a minimum gravel layer thickness of 12 inches.

- 505.10 **Fire Hydrants:** All fire hydrants shall be designed and manufactured to comply with the latest specifications of the AWWA. They shall be designed for 5-1/4" valve opening and 150 pounds working pressure. The hydrants shall be of simple design, easy to operate, effectively and positively drained and protected from damage by freezing, have bronze seat and drain ring and convenient for repairing and replacing parts.

Hydrants shall be equipped with one 4-1/2" diameter pumper nozzle and two 2-1/2" diameter hose connections, which shall have threads meeting the latest requirements of the State Fire Insurance Commission. Hydrants shall have a 3-way pentagonal operating nut, and shall open when turned counter-clockwise. Hydrants shall have a safety flange on the barrel and a safety coupling on the valve stem, to prevent damage to barrel and stem in case of traffic accident. Hydrants shall be either Mueller Company's Centurian Traffic Model, M & H Style 129 Traffic Model, or American Darling Mark B62B. **The minimum main size for fire hydrant installation is an 8-inch main.**

The construction to the main line shall be with mechanical joint locked hydrant tee equal to American Cast Iron Pipe Company A-10180. All fire hydrant branches shall be valved. Wherever possible the fire hydrant shall be connected to the gate valve by using a locked hydrant adapter equal to American A-10895. The connection at the base of the hydrant shall be mechanical joint with ductile iron retainer gland, for Class 150, centrifugally cast, 6" ductile iron pipe. The valve opening shall meet the requirements of the AWWA Specifications for 5-1/4" hydrant. The valve,

valve seat and inner working parts shall be easily accessible. The distance from the ground to the hose nozzle shall not be less than 24". The body of each hydrant shall be neatly painted with a silver paint and the ears and bonnet painted silver.

Each hydrant shall be tested to 200 psi. The first test shall be made with the valve closed. The second test shall be made with the main valve open but all nozzles closed. While this test is being carried on, the hydrant shall be subjected to a hammer test. Any hydrant showing defects by leakage, sweating or otherwise shall be rejected. The barrel and all parts shall withstand these tests. These tests shall be made in the field after the hydrants are installed.

505.11 **Service Saddles:** Service saddles shall be Ford F202 or equal with CC threads (3/4" single, 1" dual.)

505.12 **Pipe Couplings:** Pipe connections between new pipe and existing pipe shall be made with Dresser Style 90 long steel couplings for pipe sizes 2" and below; use mechanical joint sleeves for pipe sizes above 2". Field joints shall be made to insure permanently tight joints under all reasonable conditions of expansion, contraction, shifting, etc.

505.13 **Yokes:** Yokes for 3/4" services shall include iron bar Ford Y502P, ball valve Ford B94-223WR, and dual check valve Ford HHS91-323 Dual.

505.14 **Corporation Stop:** Corporation stop shall be Ford F1000 or equal dual).

505.15 **Branch Piece:** 1" x 3/4" x 7-1/2 "Branch Piece shall be Ford U48-43-7 1/2, 1" compression joint or flare inlet x 3/4" MIP outlet.

505.16 **P.V.C. Casing Pipe:** P.V.C. casing pipe used for long-side services shall be schedule 40, a minimum of 1" larger in diameter than the service line, but no less than 2" in diameter. Detection wire shall be placed on all non-metal casing pipes and service lines.

505.17 **Meter Boxes:** The meter box shall be plastic and the lid shall be cast iron. The meter box shall be as manufactured by DFW or equal; the lid shall be as manufactured by Kenflow or equal.

505.18 **Tapping Valves:** Tapping valves shall be M.J. Type, 200 psi minimum rating, acceptable manufactures include Mueller, M&H, and American Darling.

505.19 **Tapping Sleeves:** Tapping sleeves shall be Ford Stainless Steel tapping sleeves with carbon steel flange.

505.20 **Water Meters:** The Developer shall install the meter box and yoke on all residential and commercial and Industrial services in the 3/4 inch and 1-inch sizes. The City shall provide and install the meter after all fees are paid and service is requested. On larger size Commercial and Industrial services, the developer shall install the vault and all piping and valves. The City will provide and install the meter after all fees are paid. No water service will be provided until all required backflow prevention devices are in place.

505.21 **Backflow Preventers:** Backflow preventers for residential services shall consist of a dual check valve and shall be installed by the Developer as part of the yoke assembly. Backflow prevention devices for commercial services, as a minimum, shall consist of an ASSE approved double check backflow preventer installed by the developer immediately downstream of the meter assembly. Contact the Villa Rica Water Department Backflow Prevention Coordinator for a specific determination of backflow prevention requirements.

505.22 **Valve Markers:** Valve markers shall be made of 3,000 psi concrete, and shall be four feet (4') long and 4" on each side, with four #4 reinforcing bars. The markers shall be set with an even number of feet between the center line of the valve and the center line of the aluminum disc in the top of the marker, and the distance in feet between the valve and marker shall be stamped in the marker at the time of setting.

505.23 **Polyethylene Encasement:** Polyethylene film shall be manufactured of virgin polyethylene material conforming to ASTM Standard Specifications D-1248-78 Type I, Class A or C, Grade E-1. The polyethylene film shall have a minimum thickness of 8 mil. The polyethylene encasement material shall be provided in tube sizes adequate for the various size pipes.

505.24 **Insulators for D.I.P. in Steel Casing:** Insulators shall be as manufactured by Cascade Waterworks Manufacturing Company or approved equal. Insulators for 24" D.I.P. carrier pipe shall be CCS-2580 and 8" in width. Insulators for 12" D.I.P. carrier pipe shall be CCS-1320 and 8" in width. Insulators for 8" D.I.P. carrier pipe shall be CCS-905 and 8" in width. All insulators shall have a stainless-steel shell. Insulators shall be located within 2' of each end of the casing and spaced no more than 10' apart within the casing. The positioning of the casing insulators shall be centered for water mains.

506. Water System Construction**506.1 General:**

- A. It shall be expressly understood that these specifications are for installation of all underground water mains and appurtenances.
- B. All work shall conform to the applicable provisions of the AWWA Specifications of latest revision except as otherwise specified herein.

506.2 Trench Excavation:

- A. Trenches shall have a minimum width of twenty-four (24) inches or the diameter of the outside of the bell of the water main plus twelve (12) inches, (which ever is greater), and the depth thereof shall be such that there shall be a minimum of 42 inches of cover measured below the roadway surface, natural ground, or proposed grade to the top of the pipe. In cases where water lines cross sanitary sewers, there shall be a minimum of two (2) feet vertical separation between the water and sewer mains. In cases where water mains parallel sewer mains there shall be a minimum of ten (10) feet horizontal separation maintained between the mains.

Trenches shall be dug so that the pipe can be laid to the alignment and depth required, and the trench shall be of such width and shall be braced and drained so that the workmen may work therein safely and efficiently. No chocking under the pipe will be permitted. All joints shall be as specified herein. Excavation must be made under the bell of each pipe so that the entire length of the pipe will lie uniformly on the bottom of the trench and the pipe weight shall not rest on the bells. Trenches shall be free of water during the work.

Water lines shall have a minimum cover of 42". All changes in grade shall be made gradually. At points of interference with storm sewers and cross drains, pipe will be run under the conflicting utility if the minimum cover cannot be maintained by going over the top of the pipe.

In laying pipe across water courses, railroad crossings, or depressions of any kind, the minimum depth here specified shall be maintained at the bottom of the depression.

Where necessary, the line shall be lowered at valves so that the top of the valve stem is approximately one foot below the finished grade. The trench shall be deepened to provide a gradual approach to all low points of the line.

- B. Wherever rock is encountered in the excavation, it shall be removed by suitable means. If blasting is used for removal of rock, the contractor shall take all proper safety precautions. He shall comply with all rules and regulations for the protection of life and property that may be imposed by any public body having jurisdiction relative to the handling, storing and use of explosives. Before blasting, the Contractor shall cover the excavation with heavy timbers and mats in such a manner as to protect the adjacent property owners from damage. All rock encountered shall be removed six (6") inches below the bottom grade of the trench and the trench built back to the correct grade with suitable material tamped into place. Sides of the trench shall be trimmed of projecting rock that will interfere with backfilling operations. The Contractor shall be wholly responsible for any damage resulting from blasting. Rock excavation by blasting shall be at least 75 feet in advance of pipe laying.
- C. After the pipe has been laid, backfilling shall be performed in two (2) distinct operations. In general, all backfill beneath, around and to a depth of twenty-four (24") inches above the top of the pipe shall be placed in six (6") inch layers for the full width of the trench and thoroughly compacted by hand with vibratory equipment. Care shall be taken so that the pipe is not laterally displaced during backfilling operations. The backfill lifts shall be placed by an approved method in accordance with that hereinafter specified. Backfill materials shall be the excavated materials without bricks, stone, foreign matter or corrosive materials, where not otherwise specified or indicated on the plans.
- D. Backfill under permanent concrete or bituminous pavement and as elsewhere specified or indicated on the plans shall be as shown in the Standard Detail Drawings for trenches in paved areas. Mechanical vibrating equipment shall be used to achieve the required compaction.
- E. Backfill under gravel or crushed stone surfaced roadways and low-type bituminous surfaced roadways shall be approved suitable excavated material placed in twelve (12") inch layers and thoroughly compacted for the full depth and width of the trench, conforming to the compaction, density compaction method and materials as specified in "D" above.
- F. Backfill in unpaved areas shall be compacted with mechanical vibrating equipment to ninety-five percent (95%) as determined by the Standard Proctor Test. Trenches shall be compacted so they will not settle. If settlement occurs, trenches are to be refilled, re-compacted and re-graded. Backfill material from pipe bedding to ground surface

shall be excavated earth free from large stones and other debris.

- G. Contractor shall fully restore and replace all pavement, surface structures, grassing, landscaping, etc., removed or disturbed as part of the work to a condition equal to that before the work began. All pavement removal shall be replaced per Standard Detail Drawings.
- H. Where sheeting is used in connection with the work, it is in no case to be withdrawn before the trench is sufficiently filled to prevent damage to banks, road surfaces, adjacent pipes, adjacent structures or adjacent property, public or private.

506.3 Laying Pipe: All pipe shall be laid straight, true to line and grade. Bell and coupling holes shall be dug in the trench and the pipe shall have a continuous bearing with the trench bottom between bell or coupling holes. No shimming or blocking up of the pipe shall be allowed. When the work is not going on, all pipe openings shall be securely closed by the insertion of the proper size plug and caulking so that dirt and debris will not be washed into the pipe in case of rain.

In making the joints with ductile iron pipe, the spigot end of the pipe and the inside of the bell shall be thoroughly cleaned and the gasket inspected to see that it is properly placed; lubricant shall be applied to the spigot end of the pipe and it shall be inserted into the bell of the adjoining pipe to the stop mark on the pipe.

506.4 Thrust Restraint for Pressure Lines:

A. Reaction Blocking

1. Underground piping laid around curves and at all unsupported changes of direction, all tees, wyes, crosses, plugs and other like fittings shall be solidly and properly blocked with concrete against solid earth to take the reaction of the main pressure and to prevent lateral movement of the pipe or fittings when under pressure. Reaction blocking shall be installed at all locations requiring same and where tie rods and clamps are not called for in the plans. Concrete for reaction blocking shall have a minimum compressive strength of 3,000 psi at twenty-eight (28) days. The blocking, unless otherwise shown, shall be so placed that the pipe and fitting joints will be accessible for repair. In addition to the concrete blocking specified herein, all mechanical joint fittings shall be installed with Mega-Lug retainer glands.
2. Reaction blocking shall be constructed as per AWWA Standard

C600 Section 3.8, latest revision. It shall be constructed in conformance with the Standard Detail Drawings for Reaction Blocking.

- B. Retainer Glands: Mechanical joint fittings on Ductile Iron Pipe shall be installed with retainer glands. Retainer glands are to be Mega-Lug retainer glands as manufactured by EBBA Iron.
1. Clean the socket and the plain end. Lubrication and additional cleaning should be provided by brushing both the gasket and the plain end with soapy water or an approved pipe lubricant meeting the requirements of ANSI C111 or AWWA A21.11 just prior to slipping the gland and gasket onto the plain end for joint assembly. Place the gland on the plain end with the lip extension toward the plain end, followed by the gasket.
 2. Insert the pipe into the socket and press the gasket firmly and evenly into the gasket recess. Keep the joint straight during assembly.
 3. Push the gland toward the socket and center it around the pipe with the gland lip against the gasket. Insert bolts and hand tighten nuts. Make deflection after joint assembly but before tightening bolts.
 4. Tighten the bolts to the normal range of bolt torque specified in AWWA C600 while at all times maintaining approximately the same distance between the gland and the face of the flange at all points around the socket.
 5. Tighten the torque limiting twist off nuts in a clock-wise direction until all wedges are in firm contact with the pipe surface. Continue tightening in an alternate manner until all of the nuts have been twisted off.

506.5 **Setting Fire Hydrants:** Fire hydrants shall be placed at the locations shown on the plans or as directed by the City and shall be installed **on a minimum main size of 8-inch**. All fire hydrants shall be installed with a resilient seat gate for isolation from the main. Gate valves for fire hydrants shall be connected directly to the main by means of a "Locked Hydrant Tee". Fire hydrants shall be connected to the isolation valve with a locked hydrant adapter. Installations where locked hydrant tees or locked hydrant adapters cannot be utilized, either due to distance from the main or size, shall be restrained with retainer glands and threaded rods. Care shall be exercised that set screws and retainer glands are tightened sufficiently to secure the hydrants before pressure is put on the main. Not less than nine cubic feet of coarse, broken stone shall be placed around the base of the hydrants, as shown in the Standard Detail Drawings, Section 500. Before placing the hydrants, care shall be taken to see that all foreign material is removed from within the body. The stuffing boxes shall be

tightened and the hydrant valve opened and closed to see that all parts are in first class working condition. All hydrant openings shall be kept capped, except when hydrant is being worked on.

Existing fire hydrants shall not be operated without permission of the City.

When a fire hydrant has been constructed but is not yet in service, the Contractor shall provide and attach to the fire hydrant, flags or collars indicating that the fire hydrant is not in service. Said flags or collars shall remain on the fire hydrant until it is put into service.

Whenever an existing fire hydrant is taken out of service, whether temporarily or permanently, it shall be equipped with a flag or collar indicating that it is not in service. The Contractor shall provide and install flags or collars as required and shall notify the Fire Department whenever the operating status of any fire hydrant changes.

FIRE HYDRANTS SHALL NOT BE OPERATED WITH ANY TOOL EXCEPT A SPECIFICALLY DESIGNED FIRE HYDRANT WRENCH. If the Contractor observes any other contractor or person operating a fire hydrant with an unapproved fire hydrant wrench, he shall report that fact to the City immediately. It is the Contractors responsibility to ensure that all new facilities are maintained in new condition until final completion of the project and acceptance by the City. Fire hydrants with damaged operating nuts shall not be accepted.

- 506.6 Setting Valves and Fittings:** Valves shall be set plumb, and shall have cast iron valve boxes. The valve boxes shall be placed directly over the valve and set plumb, the top of the box being brought to the surface of the ground. Provide valve extensions on all valves with operating nuts more than three feet in depth. Valve extensions shall bring the operating nut to within eighteen (18) inches of the surface and shall be keyed into the valve nut. After the boxes are in place, earth shall be filled in the trench and thoroughly tamped around the box. After all settlement has taken place, a precast concrete collar shall be installed for each valve box.

Fittings shall be properly restrained to ensure that they will not be blown off or broken loose under the greatest possible working pressure (see Standard Detail Drawings). All fittings shall be mechanical joint and shall be installed with Mega-Lug retainer glands and concrete blocking unless specified otherwise. In situations where there is insufficient undisturbed earth to act as a bearing surface or where otherwise directed by the City, fittings shall be restrained by the use of threaded rods or other method acceptable to the City.

Prior to blocking any joint or fitting with concrete, that joint or fitting shall be wrapped with polyethylene film in such a manner that the concrete will not stick directly to the pipe but that the load bearing capacity of the blocking will not be affected. Care shall be taken to prevent the concrete from covering bolts. Polyethylene film shall be installed at other points along the water main where so directed by the City.

506.7 Placing of Steel Casing Pipe: Casing pipe shall be installed at the location shown on the plans. Unless directed otherwise, the installation procedure shall be by the dry bore method. The hole is to be mechanically bored and cased through the soil by a cutting head on a continuous auger mounted inside the casing pipe. The installation of the casing and boring of the hole shall be done simultaneously by jacking. Lengths of pipe are to be adequately welded to the preceding section installed. Excavation material will be removed and placed at the top of the working pit. Backfill material and methods of backfilling and tamping shall be as required under BACKFILLING. Carrier pipe shall be inserted within the casing by use of stainless steel casing spacers. Intervals shall be as detailed in Section 805.24.

506.8 Marking Location of Valves:

- A. Each main line water valve shall be marked by cutting a letter "V" in the horizontal surface at the back of the curb. The "V" shall be turned to point toward the valve which may be either in the street or in the grass behind the curb. The letter height shall be 4" to 6".
- B. Concrete valve markers shall be set for main line water valves with an even number of feet between the center line of the valve and the center line of the aluminum disc in the top of the marker, and the distance in feet between the valve and marker shall be stamped in the marker at the time of setting.

506.9 Dewatering Trenches: The Contractor shall do all necessary pumping or bailing, build all drains and do all other work necessary at his own expense to keep the trenches clear of water during the progress of the work.

506.10 Bracing, Sheet piling, and/or Shoring: Whenever the condition of the ground is such that it is necessary to protect the work, the street, the roadway or the workmen, the sides of the trench shall be supported with suitable bracing, sheet piling and/or shoring to be furnished by the Contractor at his own expense.

506.11 Rock Excavation: Drilling and blasting operations shall be conducted

with due regard for the safety of persons and property in the vicinity and in strict conformity with requirements of all ordinances, laws and regulations governing blasting and the use of explosives. Rock excavation near existing pipelines or other structures shall be conducted with the utmost care to avoid damage. Injury or damage to other structures and properties shall be promptly repaired by the Contractor to the satisfaction of the City and property owner.

Rock in trenches shall be excavated over the horizontal limits of excavation and to depths as follows:

<u>Size of Pipeline</u> <u>Inches</u>	<u>Depth of Excavation Below</u> <u>Bottom of Pipe, Inches</u>
6 and Less	6
8 to 18	8
18 to 30	10
Over 30	12

The undercut space shall then be brought up to grade by backfilling with Size #57 crushed stone material or approved equal.

506.12 Location and Protection of Existing Underground Utilities: It is the responsibility of the Contractor to locate the underground utilities and to protect same. Utility lines or services damaged by the Contractor shall be repaired by the Contractor at his own expense. The Contractor is to comply with all Federal, State and Local laws requiring notification of the Utilities Protection Center prior to excavating.

506.13 Connection to the Existing City Water System:

A. Requirements for all connections: All persons desiring to connect a line extension to an existing main must make application at the City at least 21 working days prior to the date the connection is to be made. Connection to existing mains will only be allowed for approved projects. All connections must be made with a wet tap using a tapping saddle or tapping sleeve. The contractor has the option of contracting with the City Water Department to perform the actual tapping of the main or they may contract with an outside private contractor. City approval of private contractor to perform pipe tapping is mandatory. Submit detailed resume and work history with references to establish competency and expertise for performing tap work. A City of Villa Rica Water Department inspector must be present at all times during tapping operations. The contractor shall furnish the following information when making application:

1. Approved plan for the project.
2. Copy of Street or highway permit if applicable.

3. Schedule of work to be performed.
 4. Resume, work history and references of proposed tapping contractor for taps installed by a private contractor.
 5. Payment of cost estimate for connections installed by the City.
- B. City makes connection: The City will charge for work at prevailing department rates and schedule the connection to conform to their work schedule and notify the Contractor so that he can complete his preparation.
1. The Contractor shall furnish the following at site:
 - a. Tapping sleeve and valve installed on the line and ready for tapping.
 - b. Proper traffic control devices and person(s) to direct traffic if required.
 - c. Backhoe or lift capable of handling the tapping machine.
 - d. Minimum of three (3) men to assist with the work.
 2. The Contractor will be billed for making the connection based on material costs and the hourly rates for the City's operator, additional laborers, truck and any other equipment used if made by City forces.
- C. Private Contractor makes connections:
1. City personnel shall supervise the tap and associated work by private contractor.
 2. All taps shall be made on wet lines under pressure.
 3. All taps to be made with saddles or tapping sleeves meeting City standard specifications.

506.14 Street Cuts:

- a. All paved roads will be bored and cased. A bore must be attempted before consideration will be given to cutting the street. A permit is required for all utility installations in existing City streets as detailed in Section 307.6 of the General Design Regulations.
- b. One lane of traffic shall be maintained open at all times.
- c. Construction work shall be limited to the hours between 9 A.M. and 4 P.M. Other time constraints may be imposed if deemed necessary by the City.
- d. The Contractor shall furnish traffic control devices and person(s) to direct traffic, if required.
- e. Compaction and surface replacement to be performed per City Standard Specifications as detailed in other sections herein.

506.15 **Standard Drawings:** Installation of fire hydrants, water valves, valve boxes, meters, long side service water lines, etc. shall be made in accordance with applicable Standard Design Drawings in these specifications.

506.16 **Clean Up:** Prior to requesting the final inspection, the Contractor shall do the following:

- A. Remove and dispose of in an acceptable manner all shipping timbers, shipping bands, spacers, excess materials, broken material, crates, boxes and any other material brought to the job site.
- B. Repair or replace any work damaged by the water line construction.
- C. Regrade and smooth all shoulder areas disturbed by the water line construction.
- D. Set precast concrete collars around all valve boxes outside paved areas.
- E. Insure that all fire hydrants are set to grade and that all valves have been located and are fully open.

506.17 **Interruption of Water Supply During Construction:** Approval of the City Water Department must be obtained prior to interrupting water service to an occupied building. A minimum of twenty-four (24) hours advance notice shall be given to any occupied building served by a water line which is required to be shut off. Occupants shall be informed of the date, time of cutoff and the duration of stoppage by written notice posted on doorways of all buildings affected. Failure to do so will make the Contractor liable for any damages reported to the City Office.

507. **Inspection and Tests**

507.1 **Scope:** This section pertains to the inspection and testing of installed water lines requiring testing for assuring proper operation and service and/or specifically specified to be tested. In general, all lines designed to operate under pressure shall be successfully tested. Tests of installed piping shall consist of a pressure and leakage test.

All piping to be tested must satisfactorily comply with the pressure tests before being eligible for acceptance. In general, tests shall be conducted in accordance with AWWA Standard C-600 except as otherwise herein specified.

507.2 Testing:

- A. After all piping has been placed, each run shall be tested by the Contractor in the presence of the Inspector and tests shall be continued until all leaks have been made tight to the satisfaction of the Inspector. The Contractor shall furnish all necessary water, meters, pumps, gauges, bulkheads, and other materials and appliances necessary to conduct the test as herein required. Every precaution must be taken to valve-off or otherwise protect control equipment in or attached to the pipe line to prevent damage or injury thereto. All piping shall be tested at 200 psi for a minimum test duration of one (1) hour. The City or its representative may require a 24-hour test if it so desires.
- B. Before applying the specified test pressure, all air shall be expelled from the pipe. If hydrants, blow-offs or air release valves are not available at the high places, the Contractor shall make the necessary taps, as per the standard detail for tap construction, at points of highest elevation before the test is made and close the corporation stop after the test has been completed.
- C. Prior to the pressure test, pipe laid in trenches shall be backfilled adequately to secure the pipe during the test. Any observed leakage shall require corrective measures to pipe lines and/or joints as otherwise provided for in these Specifications and to the satisfaction of the Inspector. During the final pressure test the specified pressure shall be maintained in the pipe being tested for a minimum time of one (1) hour.
- D. The City will furnish the necessary water for testing the lines. However, any water lost through breakage of lines or unnecessary or excessive flushing of line will be charged to the Contractor. Each valved section must be flushed and tested at a pressure of 200 PSI for one hour. Lines shall be tested in sections in a manner that assures testing of the tapping valve and all main line valves. When testing at the above specified pressures, the rate of leakage shall not exceed 15 gallons per 24 hours per inch diameter per mile of line. (See Table below).

Size of Pipe	Leakage Tabulation	
	Gallons/Hr./100 Ft.	Gallons / Day
12"	0.142	3.409
10"	0.118	2.841
8"	0.095	2.273
6"	0.071	1.704

Any section of the line not meeting the above test shall have the leaks

found and corrected at once and re-tested until the leakage falls within the limits specified above.

- E. All fire hydrants shall be flushed to check operations.
- F. All valves shall be located and operation checked.

507.3 **Disinfection:** After leakage testing, and all necessary repairs have been made, the lines shall be flushed clean and then disinfected in strict accordance with AWWA Standard for Disinfecting Water Mains, AWWA C651, latest revision subject to the following special conditions:

- A. The method of disinfection shall be either the Continuous-Feed Method or the Slug Method. The Tablet Method is not acceptable.
- B. The form of chlorine may be either: (1) a 1 percent solution made from either sodium hypochlorite or calcium chlorine gas cylinder supplying a vacuum-type chlorinator, or (2) making a solution and pumping it into the pipeline.
- C. The Contractor shall dechlorinate the highly-chlorinated water being flushed from the pipeline or otherwise dispose of in a manner complying with State Environmental regulations.
- D. The developer shall be responsible for collecting bacteriological samples under City supervision. The City shall perform the initial bacteriological testing of water samples from the disinfected pipeline at no charge. The Contractor shall be responsible for charges on all failed tests.
- E. Before any flushing or disinfection work is begun, the Contractor shall outline his planned procedures for these tasks and obtain approval of the City.

507.4 **Contractor Qualifications:**

- A. Licensing and Safety: All contractors who work on water systems that will be owned by the City of Villa Rica must be licensed in accordance with State of Georgia law and local ordinance. Compliance with applicable safety regulations is the responsibility of each company engaged in the work; the city assumes no responsibility for the actions of others on the job site. It is the responsibility of those installing water mains and related appurtenances to conform to OSHA regulations, 29 CFR Part 1926, Subpart P, Paragraph 1926.650 through 1926.653. Publications from OSHA can be obtained by contacting OSHA Publications Distribution, Washington, D.C.
- B. Contractors performing water system installations must be approved by the City and should be completely familiar with the procedures and contract requirements associated with this type project.
- C. Unsatisfactory work will cause a contractor not to be given a permit for future work.

507.5 Construction Inspection:

- A. Responsibility for Inspection: The developer will be responsible for the quality, accuracy and workmanship of his completed work.

City personnel will visit the job site on a periodic basis and will make spot checks as they deem appropriate. The City of Villa Rica shall have the right to review and inspect all construction and may reject any work that does not meet quality control standards. The contractor shall leave trenches open at critical locations to allow visual inspection of fittings, valves and hydrants prior to backfilling. The City maintains the right to refuse performing inspections at unsafe worksites.

- B. Access to Project: Authorized representatives of the City of Villa Rica, which may include city employees, the City, state or federal agencies, shall have access to the site for inspection at any time.

- C. Communications During Construction: All written communications regarding water construction shall be directed to the City Water Department. The developer shall be responsible for scheduling a preconstruction conference between their contractor and utilities and affected City departments prior to any construction activities.

After a preconstruction conference has been held the contractor will notify the City in writing 2 days before starting construction. The contractor will provide notification by phone any time the work is to be vacated and will provide notice by phone prior to resuming work.

The Owner/Developer shall request the final inspection in writing.

The city inspector may have informal verbal communications with the contractor foreman or superintendent at any time during construction. The city inspector will not direct the actions of contractor's workmen.

- D. Concealed Work: The contractor shall notify the city and receive inspection approval prior to concealing certain work such as valves, fittings, bends, tees, fire hydrants, pipe bedding, reaction blocking, lot services, or other appurtenances.
- E. As-Built Drawings Provided by Design Professional: As-Built drawings will be provided and certified by the design professional who is employed by the developer. As-built drawings shall be submitted showing the horizontal location of the mains, main size, valve, hydrant, and service line and meter location. Locations shall be

referenced to a fixed landmark where necessary. Provide detail drawings of crossings with other utilities showing vertical and horizontal clearances.

F. Minimum Testing: All costs for testing required by the City shall be paid for by the developer.

1. Compaction of backfill. Compaction testing will be required for mains constructed in paved areas or where pavement is planned. A minimum of two tests at each road crossing will be conducted at varying depths as fill is being placed. If any of these tests show failing results, then the failing backfill will be removed, re-compacted and re-tested, and one additional area will be tested as well.
2. Pressure and disinfection tests shall be observed until each test is passing.

507.6 **Final Inspection and Conditional Acceptance:** Prior to final inspection of the water system the developer shall have previously completed the pressure and disinfection tests. After the developer makes written request for final inspection, the city will schedule a final inspection. The contractor and the developer will be present during this final inspection. This final inspection will generally include spot checks of hydrants, valves and other appurtenances and a complete overview of the project.

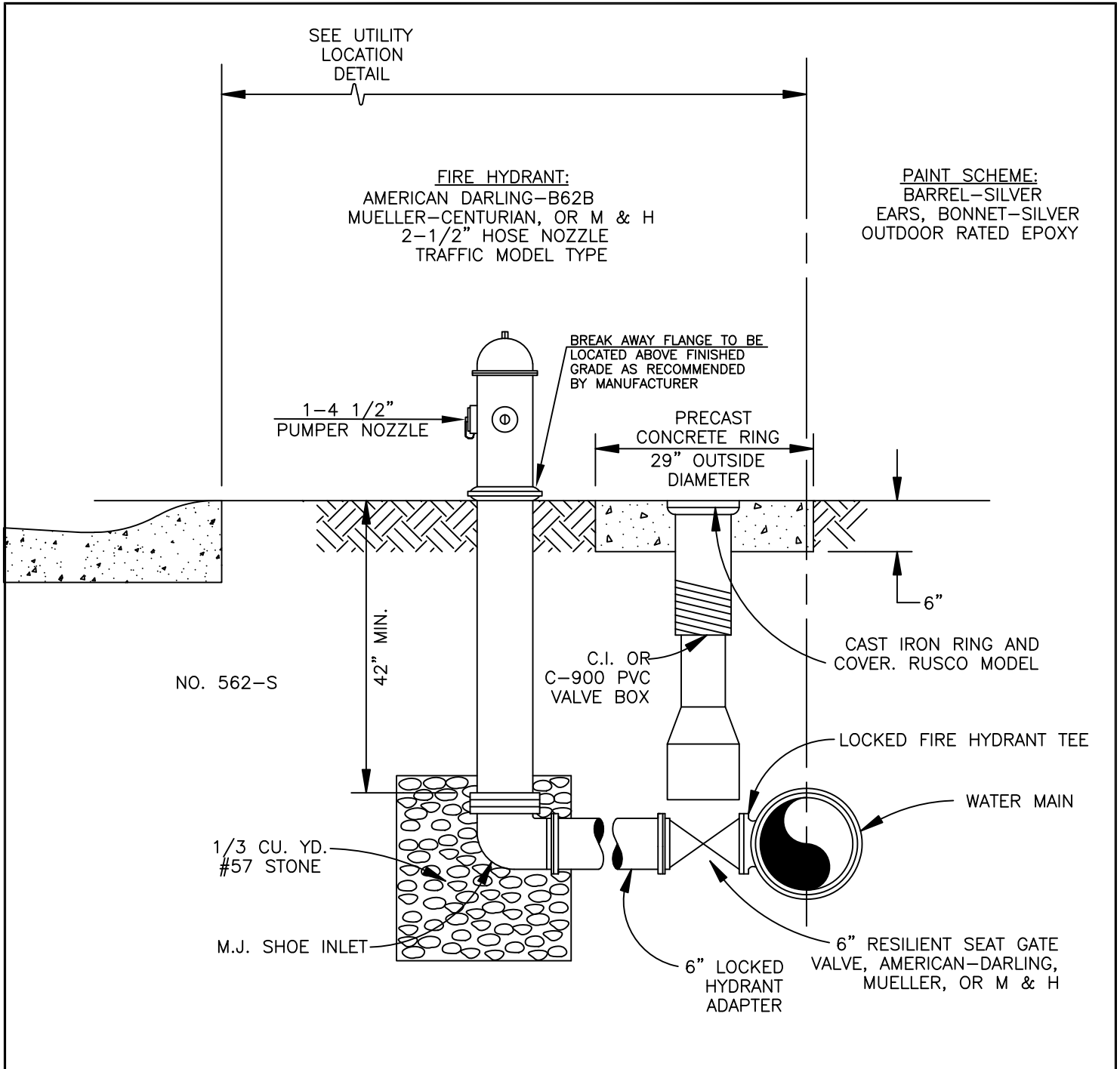
After any discrepancies are corrected and approved as-built drawings are submitted, the city will issue a letter certifying conditional acceptance of the water system. This letter shall commence the start of the 18-month warranty period which is required of the contractor.

On projects having phased development, this letter will clearly identify portions of the project being accepted.

At the end of 18 months, the subdivision inspection team will again re-inspect the entire development. When all discrepancies have been corrected, the city will issue an acceptance letter and will begin perpetual maintenance and operation of the water system.

507.7 **Maintenance Bond or Letter of Credit:** The developer shall post a maintenance bond or Letter of Credit of 25% of the total project cost on the facility for an eighteen-month period after completion and conditional acceptance of the facility by the City of Villa Rica for all projects whose cost exceeds \$20,000.00. **Bonds are to be written where the City of Villa Rica must release the bond in writing. Bond expiration dates for release are not acceptable.**

507.8 **Maintenance until Final Acceptance:** It shall be the developer's obligation to provide all maintenance for an 18-month period after acceptance of the project by the City of Villa Rica. At the end of the 18-month maintenance period the City shall inspect the water system, and upon correction by the developer of all deficiencies noted by the City, the City will accept the water system for maintenance.



NOTES:

1. HYDRANT NOZZLE TO FACE STREET
2. VALVE BOX TO BE ADJUSTED TO GRADE
3. CONCRETE COLLAR AROUND VALVE BOX IF NOT IN PAVED AREA
4. GRAVEL TO BE PLACED AROUND HYDRANT DRAIN, MINIMUM DIMENSIONS 2' x 2' x 2.25'

CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

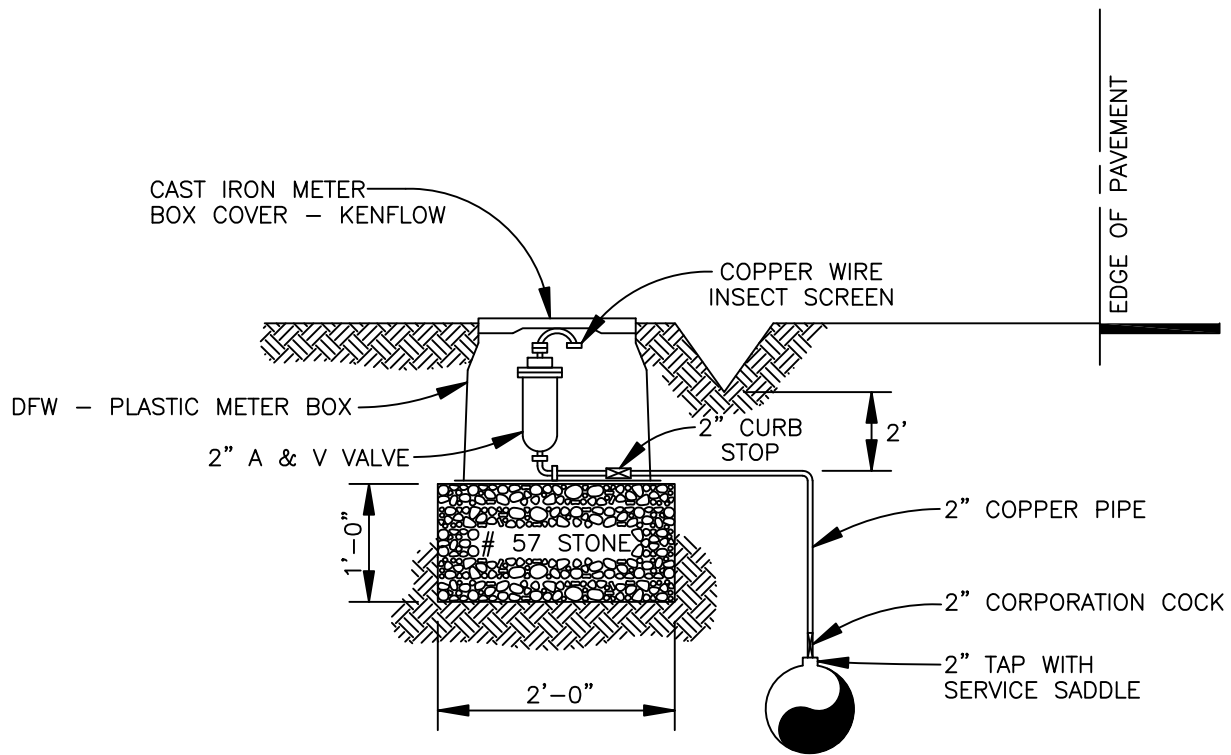
TYPICAL
FIRE HYDRANT
INSTALLATION
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.01



TYPICAL WATER AIR & VACUUM RELEASE VALVE ASSEMBLY

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

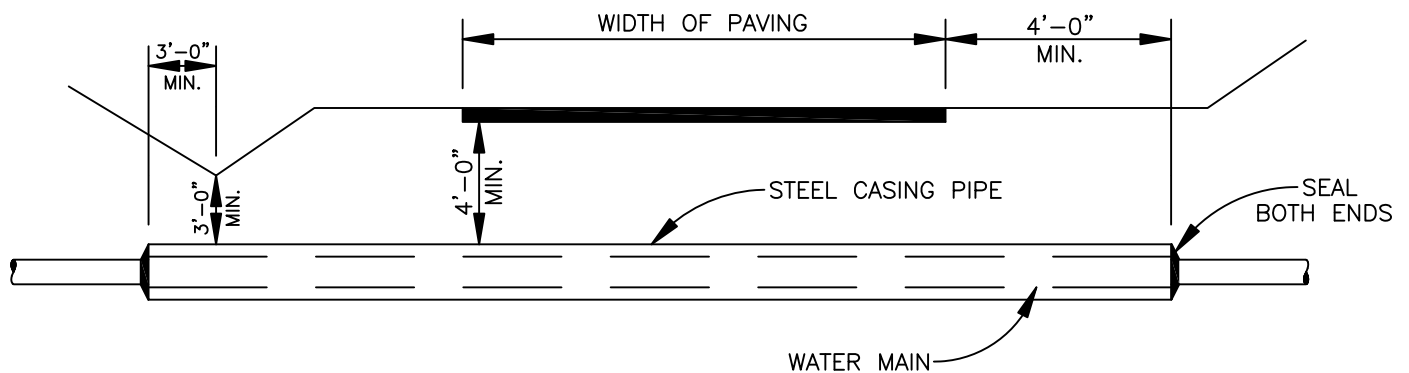
**WATER A & V
RELEASE VALVE
ASSEMBLY**
CONSTRUCTION STANDARD

DATE: SEPT. 2018

APPROVED:

STANDARD
NO.

5.8.02



NOTES:

1. CASING PIPE SHALL EXTEND A MINIMUM OF 3' BEYOND TOE OF FILL SLOPES OR DITCH LINES AND 4' BEYOND EDGE OF PAVEMENT AND BACK OF CURB.
2. CASING SPACERS SHALL BE INSTALLED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS.
3. MUST OBTAIN PERMIT FROM PUBLIC WORKS PRIOR TO BORING EXISTING ROAD.

TYPICAL ROAD
CROSSING DETAIL

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**TYPICAL ROAD
CROSSING**

CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.03

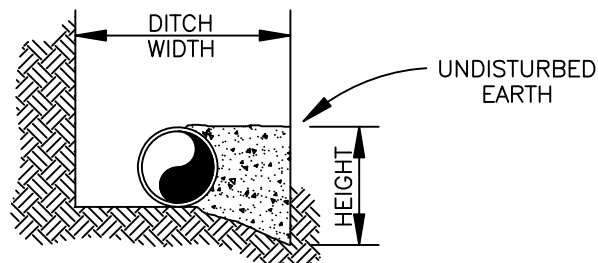
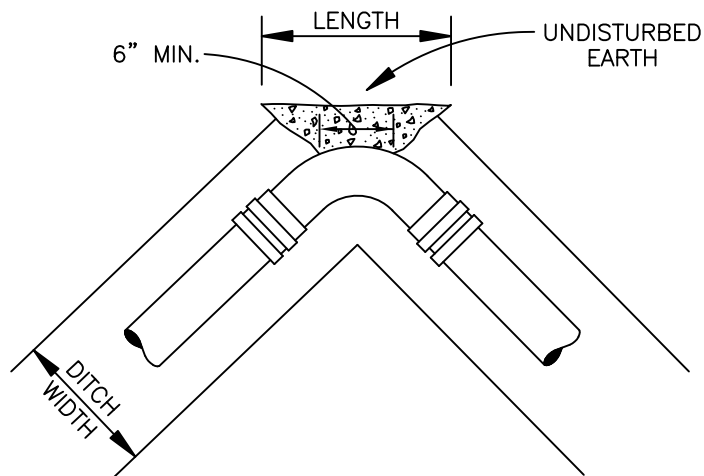


TABLE FOR CONCRETE BLOCKING
(16" PIPE, 200 PSI TEST PRESSURE)

<u>FITTING</u>	<u>MINIMUM BEARING AREA</u> <u>LENGTH x HEIGHT</u>
11 1/4° BEND	2' x 2'
22 1/2° BEND	2' x 3'
45° BEND	3' x 4'
90° BEND	6' x 4'
TEE	4' x 4'
DEAD END	4' x 4'

FOR SMALLER PIPE, THE ABOVE BLOCKING BEARING AREA CAN BE MULTIPLIED BY REDUCTION FACTORS SHOWN BELOW; HOWEVER, THE LEAST DIMENSION IS TO BE NOT LESS THAN 1 FOOT.

<u>PIPE SIZE</u>	<u>REDUCTION FACTOR</u>
12"	0.58
10"	0.41
8"	0.27
6"	0.16

NOTE:

SOIL BEARING STRENGTH OF 2500 PSI IS ASSUMED IN THE CALCULATIONS ABOVE.

CONCRETE BLOCKING

CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

CONCRETE
BLOCKING DETAIL

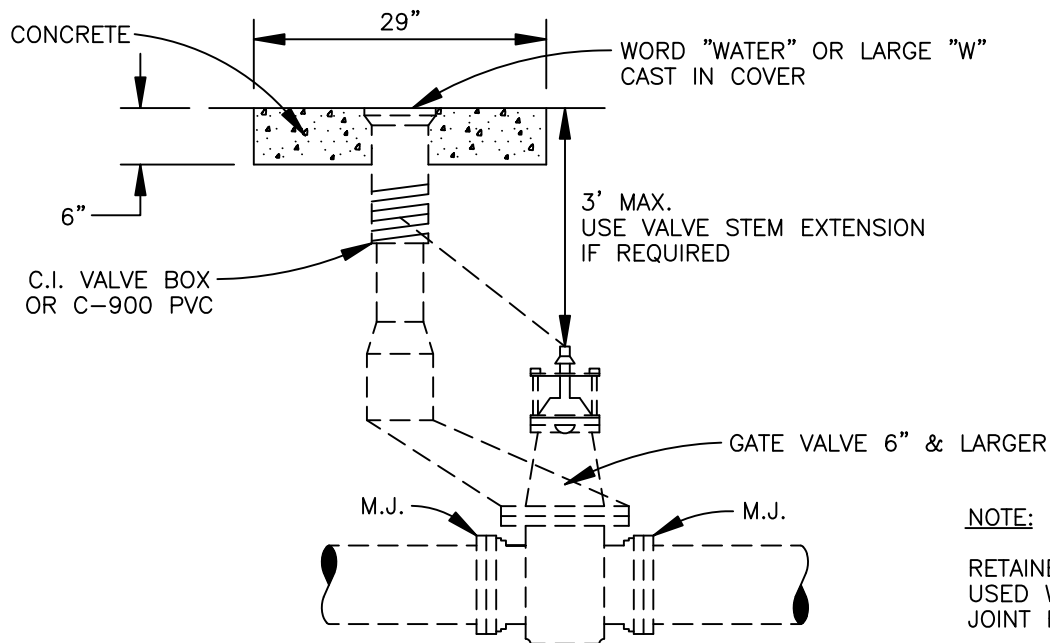
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

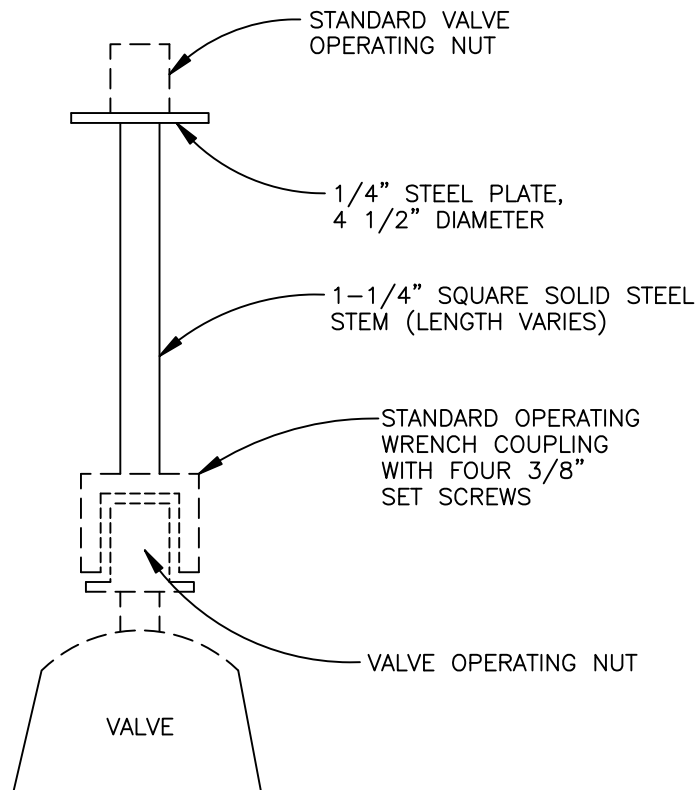
5.8.04



TYPICAL VALVE INSTALLATION

NOTES:

1. TOP OF EXTENSION SHALL BE NO MORE THAN TWO FEET BELOW FINAL GRADE.
2. CONTRACTOR IS RESPONSIBLE FOR IN FIELD MEASUREMENT OF DEPTH OF PIPE COVER TO DETERMINE NEED FOR VALVE STEM EXTENSION.



VALVE STEM EXTENSION DETAIL

**CITY OF
VILLA RICA**

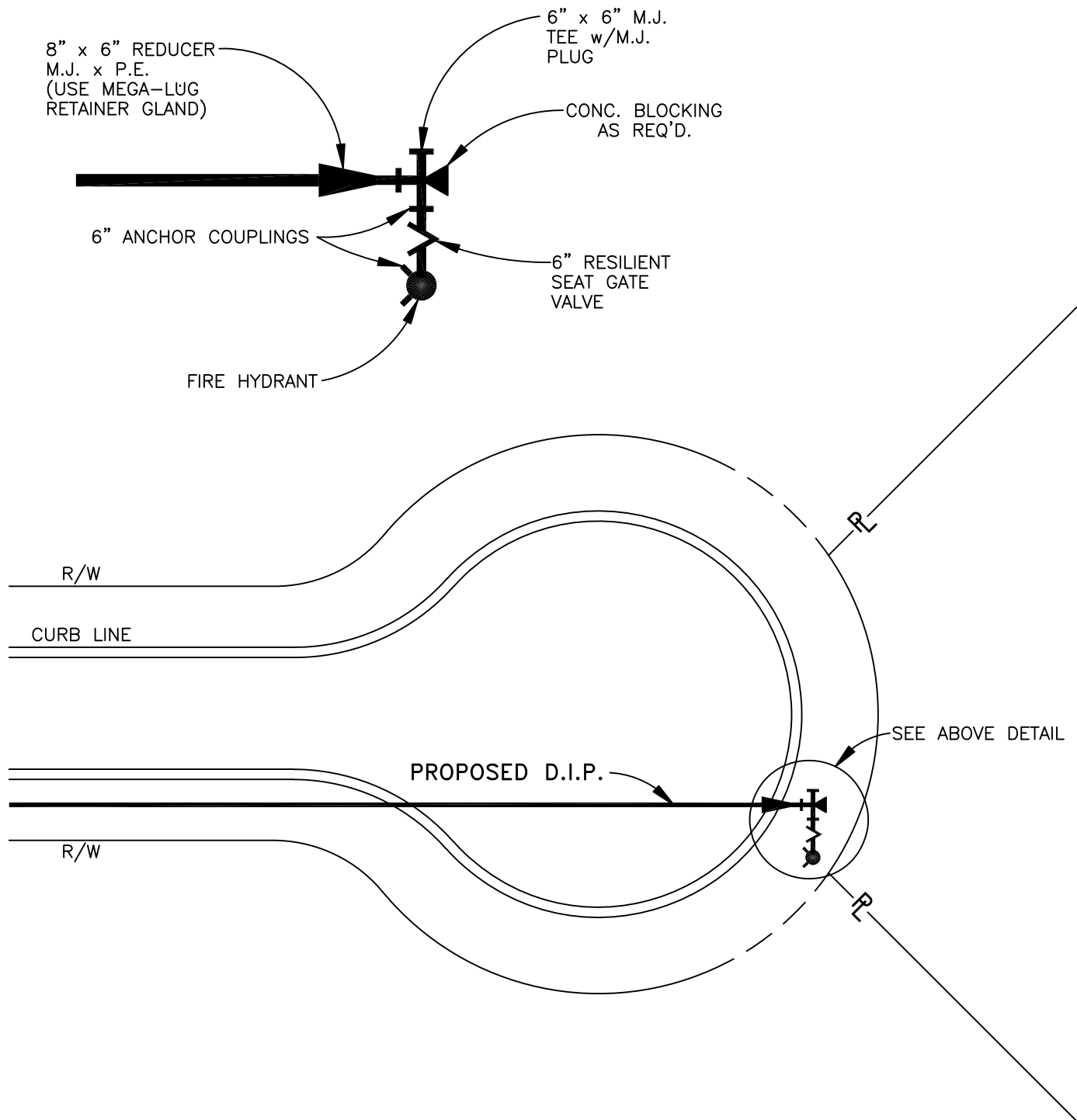
WATER & SEWER DEPARTMENT

**TYPICAL
VALVE
INSTALLATION**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.
5.8.05



WATERMAIN AT CUL-DE-SAC

NOTE:

ALIGN FIRE HYDRANT WITH PROPERTY LINE.
CONSTRUCT WITH MAXIMUM DISTANCE OF 8' FROM
BACK OF CURB TO BACK OF HYDRANT AND BACK OF
CURB TO BACK OF CONCRETE BLOCKING.

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

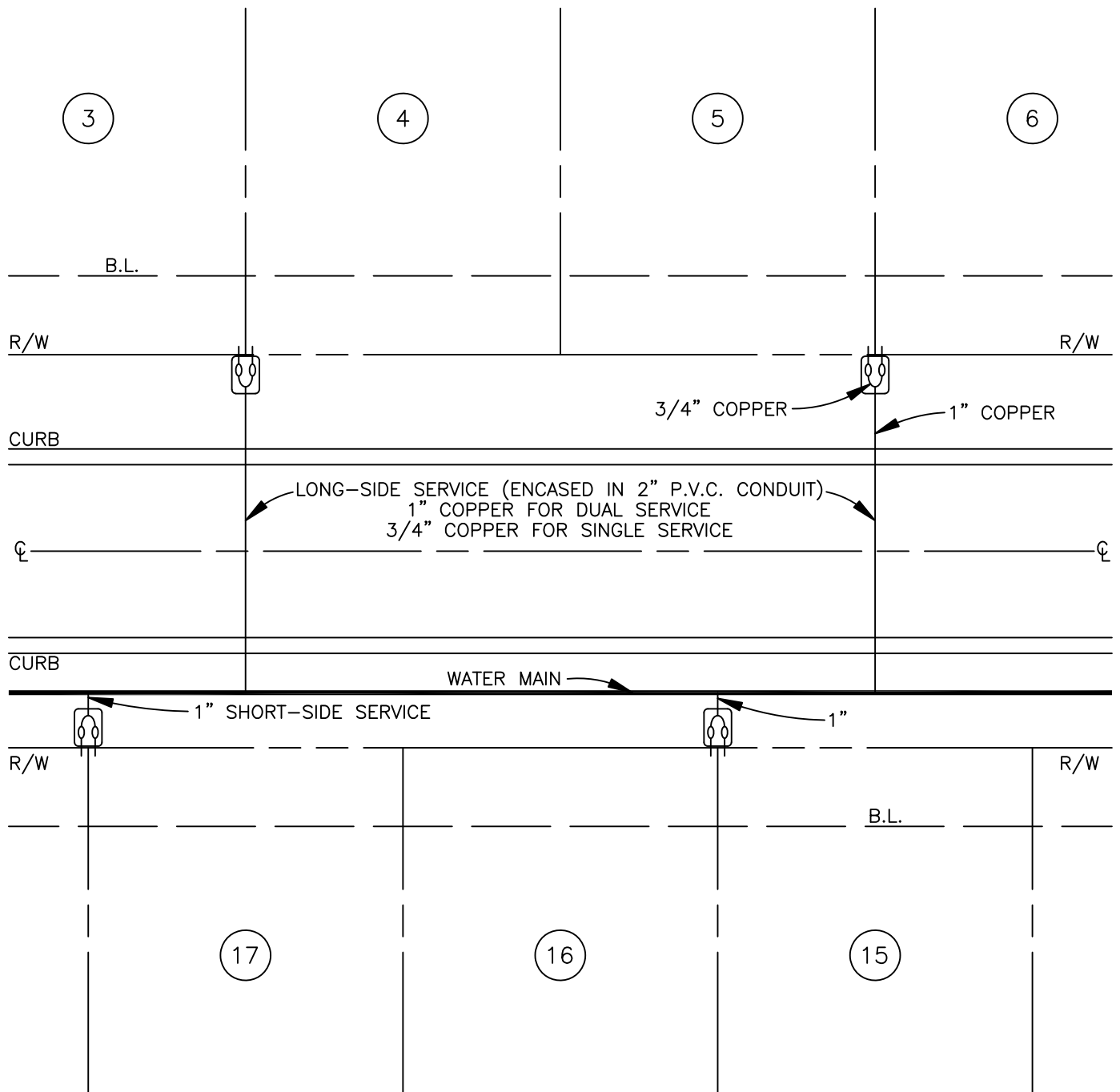
**TYPICAL
WATERMAIN
AT CUL-DE-SAC**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.06



NOTE:

METERS TO BE INSTALLED AT PROPERTY LINES WHENEVER FEASIBLE

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**3/4" WATER
METER LOCATION
(FOR SUBDIVISIONS)**
CONSTRUCTION STANDARD

DATE: SEPT. 2018

APPROVED:

STANDARD
NO.

5.8.07

MATERIAL FOR 3/4" WATER TAP

- 1 - TAPPING SADDLE - FORD F202 WITH 3/4" CC THREADS
- 1 - 3/4" CORPORATION STOP - FORD F1000 3/4"
- 1 - 3/4" YOKE (TO INCLUDE:
 - 1 - IRON BAR FORD Y502P
 - 1 - 1 BALL VALVE FORD B94-223WR
 - 1 - CHECK VALVE FORD HHS91-323 DUAL)
- 2 - 3/4" x 12" GALVANIZED STAKES
- 1 - PLASTIC METER BOX - DFW (11" x 17 1/2" @ TOP)
- 1 - CAST IRON METER BOX LID - KENFLOW
- 3/4" COPPER TUBING, TYPE 'K', SOFT TEMPER, SEAMLESS
FEDERAL SPECIFICATION WW-T-T00

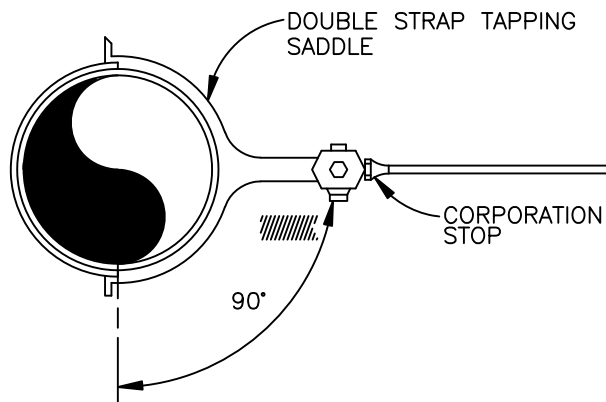
MATERIAL FOR 3/4" DUAL WATER TAP

- 1 - TAPPING SADDLE - FORD F202 WITH 1" CC THREADS
- 1 - 1" CORPORATION STOP - FORD F1000 1"
- 1 - 1" x 3/4" x 7 1/2" BRANCH PIECE
- 1" INLET x 3/4" MIP OUTLET - FORD U48-43-7 1/2
- 2 - 3/4" YOKES (TO INCLUDE:
 - 2 - IRON BARS - FORD Y502P
 - 2 - 1 BALL VALVES - FORD B94-223WR
 - 2 - CHECK VALVES - FORD HHS91-323 DUAL)
- 4 - 3/4" x 12" GALVANIZED STAKES
- 1 - PLASTIC METER BOX - DFW (11" x 17 1/2" @ TOP)
- 1 - CAST IRON METER BOX LID - KENFLOW
- 1" COPPER TUBING, TYPE 'K', SOFT TEMPER, SEAMLESS
FEDERAL SPECIFICATION WW-T-T00

NOTE: MUELLER BRASS IS ACCEPTABLE

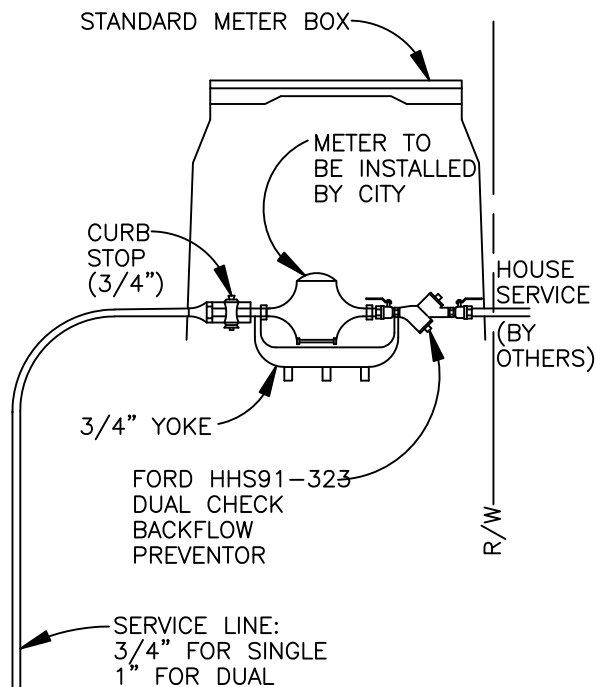
P.V.C. CASING PIPE

P.V.C. CASING PIPE USED FOR LONG-SIDE SERVICES SHALL BE SCHEDULE 40, A MINIMUM OF 1" LARGER IN DIAMETER THAN THE SERVICE LINE, BUT NO LESS THAN 2" IN DIAMETER.

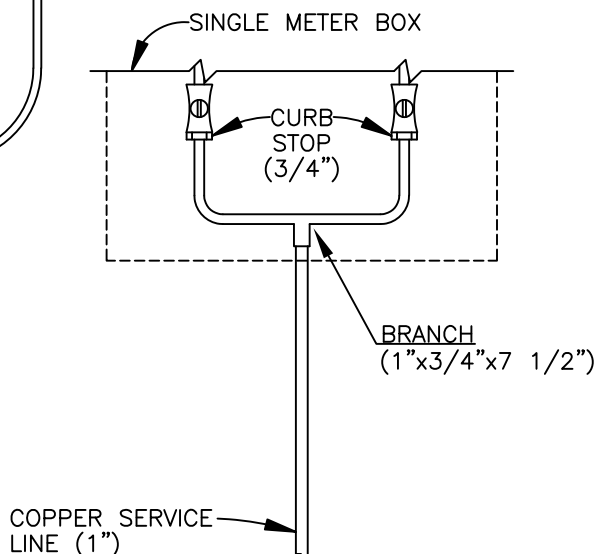


NOTE:

- 1. NO POWER TRANSFORMER, POWER POLE, PHONE, OR CABLE BOX SHALL BE LOCATED ON THE SAME LOT CORNER AS A WATER SERVICE.



SECTION



PLAN (DUAL INSTALLATION)

RESIDENTIAL WATER METER INSTALLATION

CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

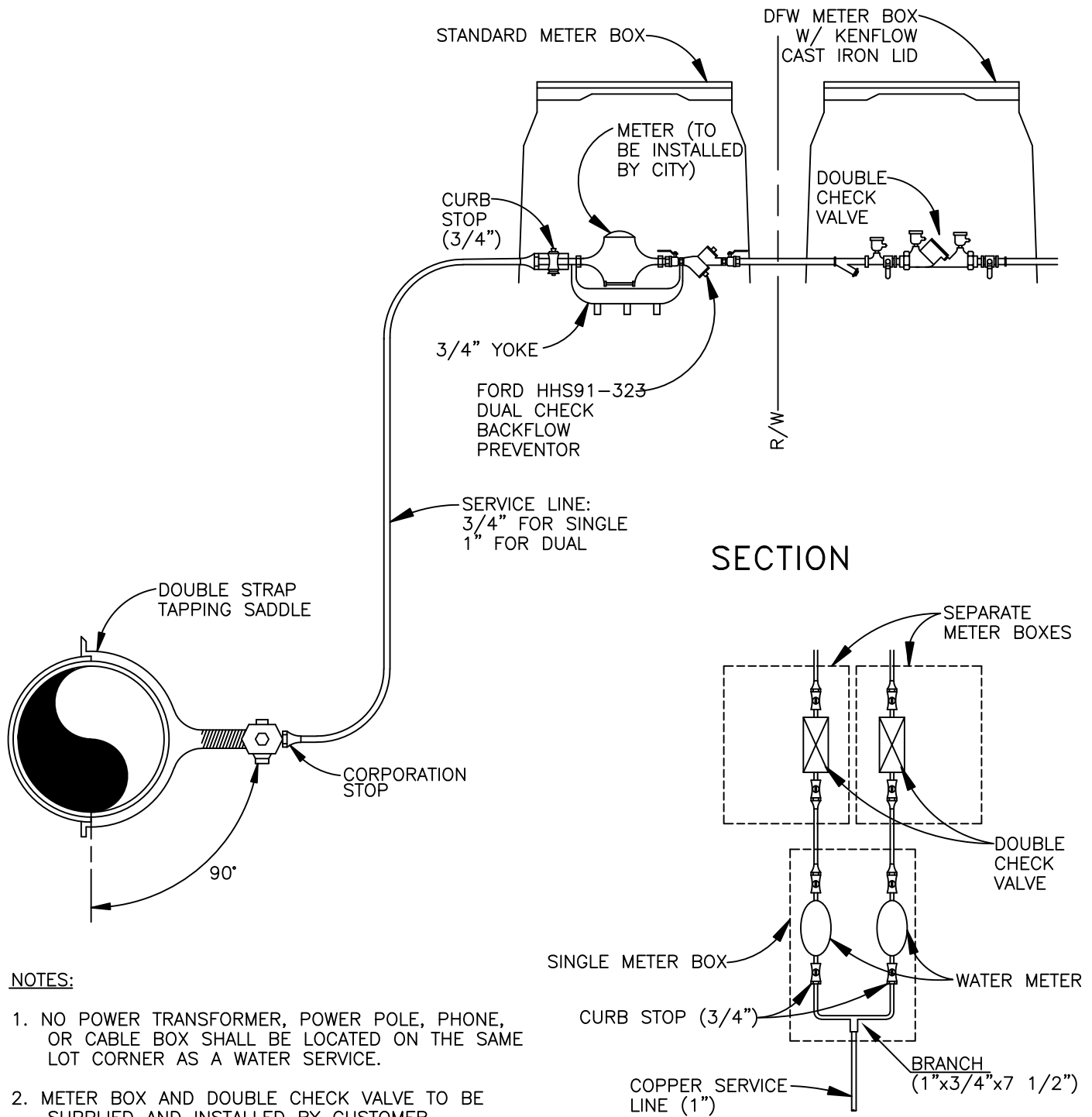
RESIDENTIAL
WATER METER
INSTALLATION
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.08



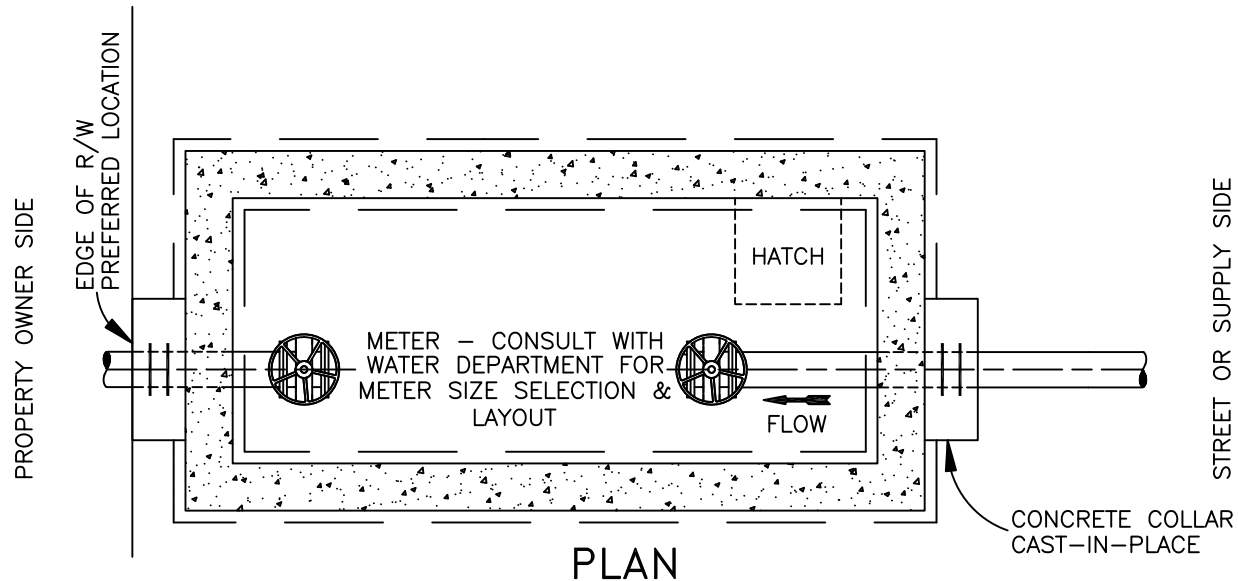
NOTES:

1. NO POWER TRANSFORMER, POWER POLE, PHONE, OR CABLE BOX SHALL BE LOCATED ON THE SAME LOT CORNER AS A WATER SERVICE.
2. METER BOX AND DOUBLE CHECK VALVE TO BE SUPPLIED AND INSTALLED BY CUSTOMER.
3. SEE RESIDENTIAL DETAIL (5.8.08) FOR MATERIAL LIST.
4. CONTACT CITY WATER DEPARTMENT BACKFLOW PREVENTION PROGRAM COORDINATOR.

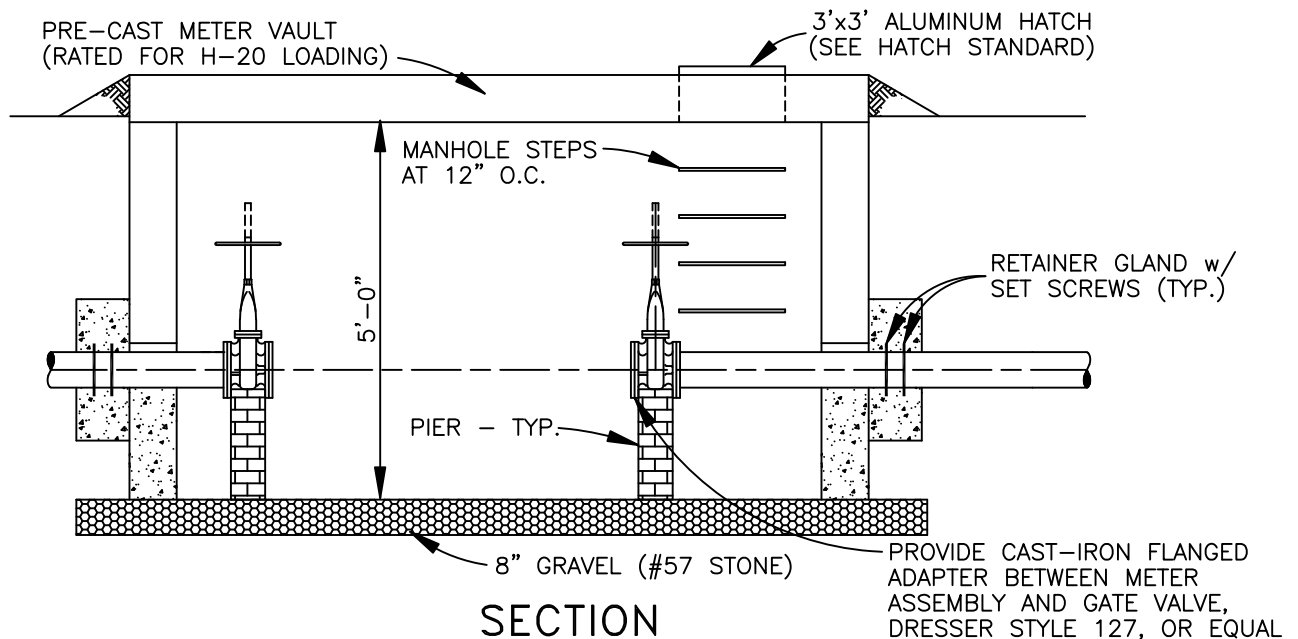
**PLAN
(DUAL INSTALLATION)**

**INDUSTRIAL/COMMERCIAL
3/4" WATER METER INSTALLATION**

CITY OF VILLA RICA WATER & SEWER DEPARTMENT	INDUSTRIAL/COMMERCIAL 3/4" WATER METER INSTALLATION CONSTRUCTION STANDARD	DATE:	JAN. 2018	STANDARD NO. 5.8.09
		APPROVED:		



PLAN



SECTION

NOTES:

1. BOXES EXCEEDING 5' IN DEPTH MUST BE APPROVED BY THE CITY.
2. WHEN METER BOX CANNOT BE LOCATED ENTIRELY ON R/W, A PERMANENT EASEMENT SHALL BE OBTAINED TO PREVENT FENCES OR OTHER OBSTRUCTIONS FROM BEING ERECTED AROUND THE METER BOX.
3. COVER OPENING & STEPS TO BE PLACED NEAREST THE METER REGISTER.
4. THE METER MUST BE INSTALLED WITH AT LEAST 8 DIAMETERS OF STRAIGHT PIPE SAME SIZE AS METER ON THE INLET SIDE TO PERMIT ON-SITE MAINTENANCE AND CALIBRATION.
5. THESE BOXES ARE NOT TO BE INSTALLED IN TRAFFIC AREAS WITHOUT PRIOR PERMISSION FROM THE CITY.
6. DOUBLE CHECK BACK FLOW PREVENTION REQUIRED ON PROPERTY OWNER'S SIDE OF METER. LOCATION SHALL BE APPROVED BY THE CITY.
7. ALL VALVES AND FITTINGS INSIDE THE VAULT SHALL BE FLANGED.
8. ALL FITTINGS OUTSIDE THE VAULT SHALL BE MECHANICAL JOINT WITH RETAINER GLANDS.

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

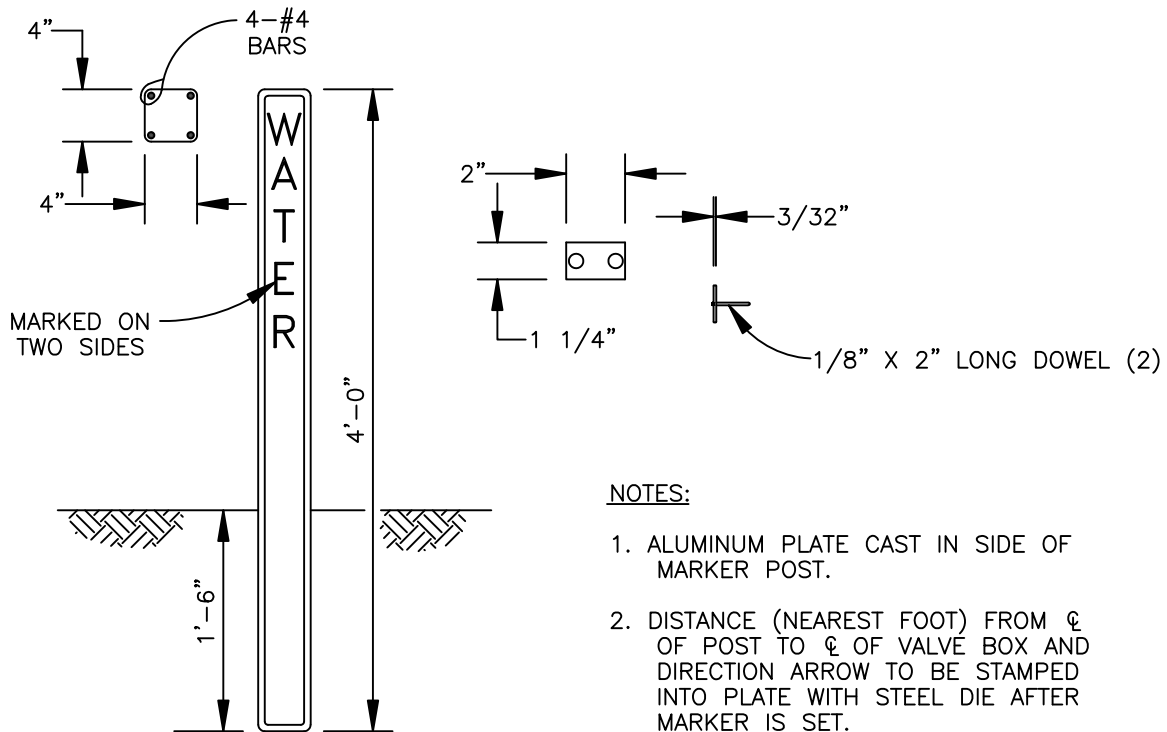
**TYPICAL LARGE
METER & VAULT
INSTALLATION**
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.10



DETAIL OF CONCRETE VALVE MARKER

**CITY OF
VILLA RICA**

WATER & SEWER DEPARTMENT

**CONCRETE
VALVE
MARKER**

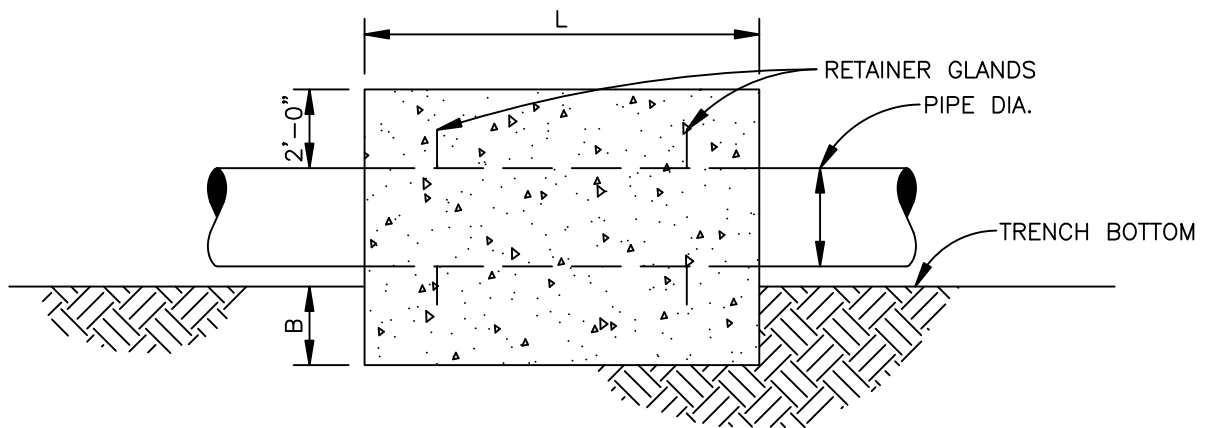
CONSTRUCTION STANDARD

DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.11



PROFILE VIEW

CONCRETE COLLAR
WIDTH=WIDTH OF DITCH

PIPE DIA.	L	B
8"	4'	1'
10"	4'	1'
12"	5'	1'
16"	6'	2'

CONCRETE THRUST COLLAR

CITY OF
VILLA RICA

WATER & SEWER DEPARTMENT

CONCRETE
THRUST
COLLAR
CONSTRUCTION STANDARD

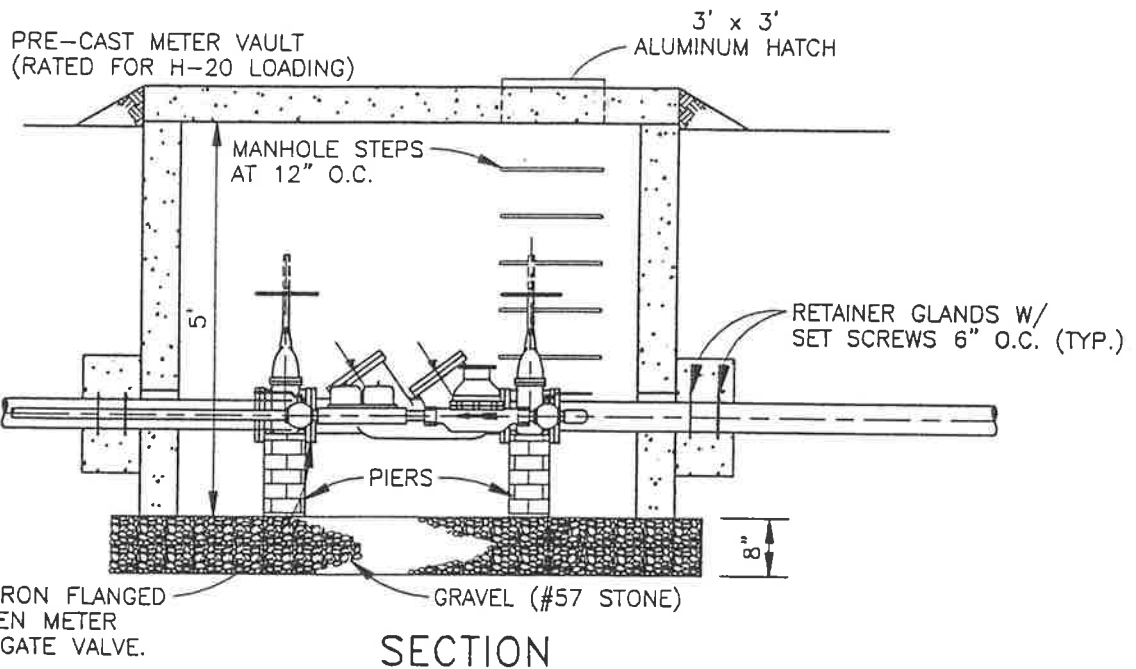
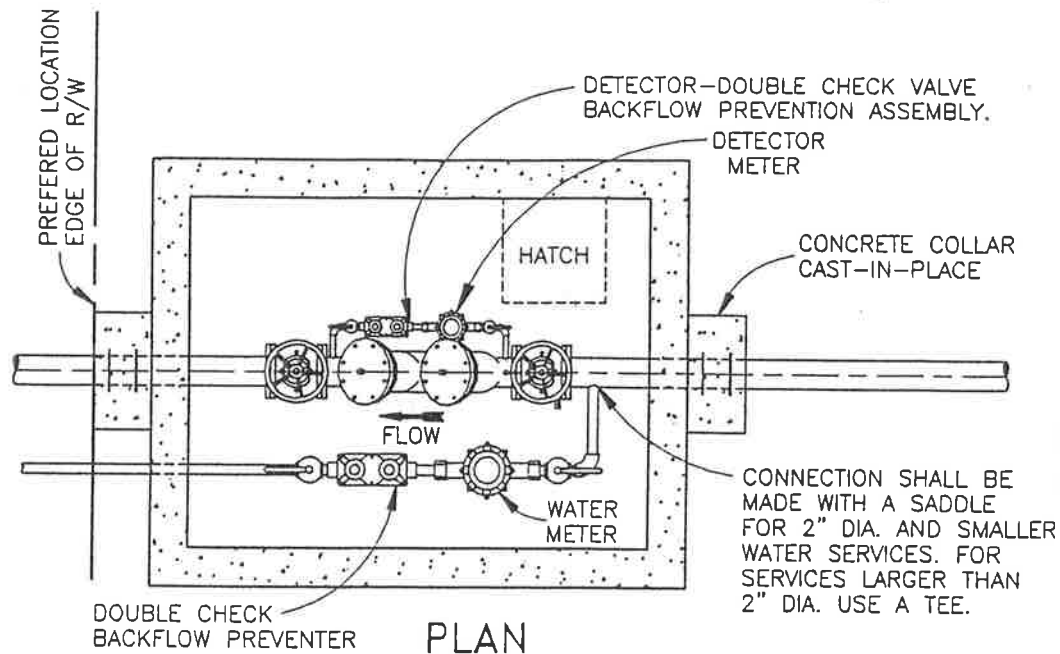
DATE: JAN. 2018

APPROVED:

STANDARD
NO.

5.8.12

PROPERTY OWNER SIDE



NOTES:

1. BOXES EXCEEDING 5' IN DEPTH MUST BE APPROVED BY THE CITY
2. WHEN METER BOX CANNOT BE LOCATED ENTIRELY ON R/W, A PERMANENT EASEMENT SHALL BE OBTAINED TO PREVENT FENCES OR OTHER OBSTRUCTION FROM BEING ERRECTED AROUND THE METER BOX.
3. COVER OPENING & STEPS TO BE PLACED NEAREST THE METER REGISTER.
4. THESE BOXES ARE NOT TO BE INSTALLED IN TRAFFIC AREAS WITHOUT PRIOR PERMISSION FROM THE CITY
5. ALL VALVES AND FITTINGS INSIDE THE VAULT SHALL BE FLANGED.
6. REDUCED PRESSURE DETECTOR ASSEMBLY (RPDA) REQUIRED WHEN THE DANGER FROM BACKFLOW PRESENTS A HEALTH HAZARD. ALL RPDA's SHALL BE INSTALLED IN VAULTS SET ABOVE THE GROUND WITH DRAINS.

CITY OF
VILLA RICA,
GEORGIA

DETECTOR/WATER
METERS AND
VAULT
CONSTRUCTION STANDARD

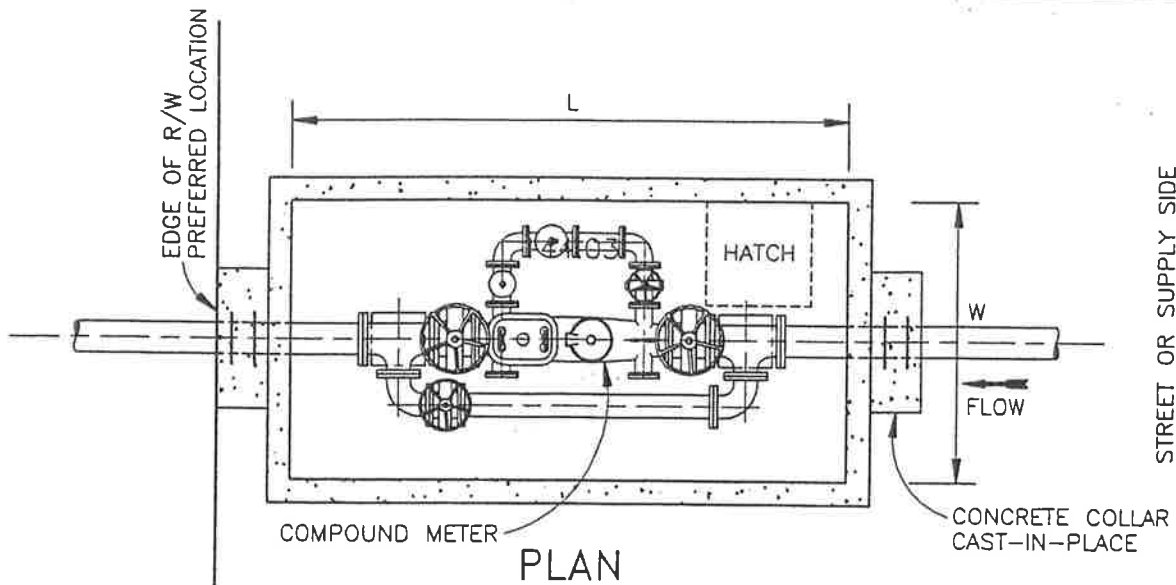
DATE:

APPROVED:

STANDARD
NO.

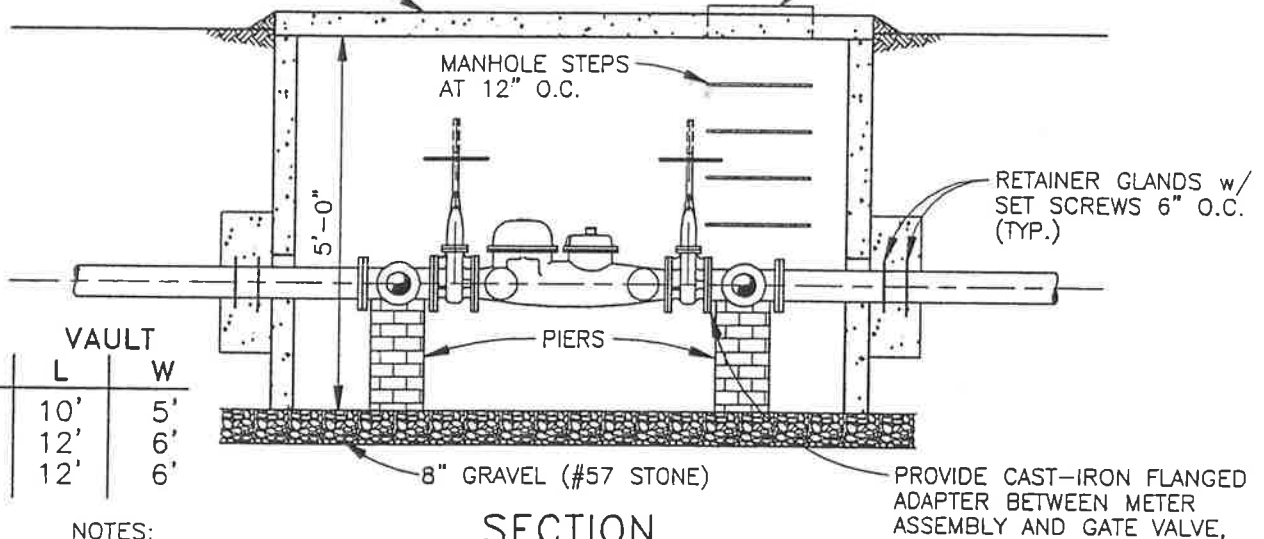
5.8.14

PROPERTY OWNER SIDE



PRE-CAST METER VAULT
(RATED FOR H-20 LOADING)

3' x 3'
ALUMINUM HATCH



METER SIZE	VAULT	
	L	W
4" x 2"	10'	5'
6" x 3"	12'	6'
8" x 4"	12'	6'

NOTES:

SECTION

- BOXES EXCEEDING 5' IN DEPTH MUST BE APPROVED BY THE CITY
- WHEN METER BOX CANNOT BE LOCATED ENTIRELY ON R/W, A PERMANENT EASEMENT SHALL BE OBTAINED TO PREVENT FENCES OR OTHER OBSTRUCTIONS FROM BEING ERECTED AROUND THE METER BOX.
- COVER OPENING & STEPS TO BE PLACED NEAREST THE METER REGISTER.
- BYPASS REQUIRED (WITH VALVES).
- THE METER MUST BE INSTALLED WITH AT LEAST 8 DIAMETERS OF STRAIGHT PIPE SAME SIZE AS METER ON THE INLET SIDE TO PERMIT ON-SITE MAINTENANCE AND CALIBRATION. AN INLET AND OUTLET GATE VALVE WITH BYPASS LINE ARE REQUIRED (SEE ILLUSTRATION).
- THESE BOXES ARE NOT TO BE INSTALLED IN TRAFFIC AREAS WITHOUT PRIOR PERMISSION FROM THE CITY
- DOUBLE CHECK BACK FLOW PREVENTION REQUIRED ON PROPERTY OWNER'S SIDE OF METER. LOCATION SHALL BE APPROVED BY THE CITY
- ALL VALVES AND FITTINGS INSIDE THE VAULT SHALL BE FLANGED.
- ALL FITTINGS OUTSIDE THE VAULT SHALL BE MECHANICAL JOINT WITH RETAINER GLANDS.
- ALL METERS SHALL COME EQUIPPED WITH A TOUCHREAD OR TOUCHLESS SENSOR COMPATIBLE WITH THE CITY'S METER READING EQUIPMENT.
- FOR COMPOUND METERS 4" AND SMALLER, THE BYPASS SHALL BE INSTALLED INSIDE THE VAULT. FOR METERS 6" AND LARGER, THE BYPASS MAY BE INSTALLED OUTSIDE OF THE VAULT.

CITY OF
VILLA RICA,
GEORGIA

COMPOUND
METERS AND
VAULT
CONSTRUCTION STANDARD

DATE:

APPROVED:

STANDARD
NO.

5.8.13

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SECTION 600 FLOODPLAIN MANAGEMENT /
FLOOD HAZARD PREVENTION

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**600. FLOODPLAIN MANAGEMENT / FLOOD DAMAGE PREVENTION
ORDINANCE**

Introduction

It is hereby determined that:

The flood hazard areas of the City of Villa Rica are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood relief and protection, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.

Flood hazard areas can serve important stormwater management, water quality, stream bank protection, stream corridor protection, wetland preservation and ecological purposes when permanently protected as undisturbed or minimally disturbed areas.

Effective floodplain management and flood hazard protection activities can (1) Protect human life and health; (2) Minimize damage to private property; (3) Minimize damage to public facilities and infrastructure such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains; and (4) Minimize expenditure of public money for costly flood control projects associated with flooding and generally undertaken at the expense of the general public.

Article IX, Section II of the Constitution of the State of Georgia and Section 36-1-20(a) of the Official Code of Georgia Annotated have delegated the responsibility to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City of Villa Rica does ordain this ordinance and establishes this set of floodplain management and flood hazard reduction policies for the purpose of regulating the use of flood hazard areas. It is determined that the regulation of flood hazard areas and the prevention of flood damage are in the public interest and will minimize threats to public health and safety, as well as to private and public property.

601. **General Provisions**

601.1 **Purpose and Intent**

The purpose of this ordinance is to protect, maintain and enhance the public health, safety, environment and general welfare and to minimize public and private losses due to flood conditions in flood hazard areas, as well as to protect the beneficial uses of floodplain areas for water quality protection, stream bank and stream corridor protection, wetlands preservation and ecological and environmental protection by provisions designed to:

1. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
2. Restrict or prohibit uses which are dangerous to health, safety and property due to flooding or erosion hazards, or which increase flood heights, velocities, or erosion;
3. Control filling, grading, dredging and other development which may increase flood damage or erosion;
4. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands;
5. Limit the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of flood waters; and,
6. Protect the stormwater management, water quality, streambank protection, stream corridor protection, wetland preservation and ecological functions of natural floodplain areas.

601.2 **Applicability**

This ordinance shall be applicable to all Areas of Special Flood Hazard within the City of Villa Rica.

601.3 **Designation of City of Villa Rica**

The Villa Rica Department of Public Works is hereby appointed to administer and implement the provisions of this ordinance.

601.4 Basis for Area of Special Flood Hazard – Flood Area Maps and Studies

For the purposes of this ordinance, the following are adopted by reference:

1. The Flood Insurance Study (FIS), dated November 8, 1999, with accompanying maps and other supporting data and any revision thereto including but not limited to the October 1978 maps on file are hereby adopted by reference.
2. Other studies which may be relied upon for the establishment of the base flood elevation or delineation of the 100-year floodplain and flood-prone areas include:
 - a. Any flood or flood-related study conducted by the United States Army Corps of Engineers, the United States Geological Survey or any other local, State or Federal agency applicable to the City of Villa Rica; or
 - b. Any base flood study authored by a registered professional engineer in the State of Georgia which has been prepared by FEMA approved methodology and approved by the City of Villa Rica.
3. Other studies which may be relied upon for the establishment of the future-conditions flood elevation or delineation of the future-conditions floodplain and flood-prone areas include:
 - a. Any flood or flood-related study conducted by the United States Army Corps of Engineers, the United States Geological Survey, or any other local, State or Federal agency applicable to the City of Villa Rica; or
 - b. Any future-conditions flood study authored by a registered professional engineer in the State of Georgia which has been prepared by FEMA approved methodology approved by the City of Villa Rica.
4. The repository for public inspection of the FIS, accompanying maps and other supporting data is located with the City of Villa Rica.

601.5 Compatibility with Other Regulations

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, statute, easement, covenant, deed restriction or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation or other provision of law, whichever provision is more restrictive or impose higher protective standards for human health or the environment shall control.

601.6 Severability

If the provisions of any section, subsection, paragraph, subdivision or clause of this ordinance shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this ordinance.

601.7 Warning and Disclaimer of Liability

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur; flood heights may be increased by manmade or natural causes. This ordinance does not imply that land outside the Areas of Special Flood Hazard or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City of Villa Rica or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made there under.

602. **Definitions**

Addition (to an existing building) means any walled and roofed expansion to the perimeter of a building in which the addition is connected by a common load-bearing wall other than a fire wall. Any walled and roofed addition which is connected by a fire wall or is separated by an independent perimeter load-bearing wall shall be considered New Construction.

Appeal means a request for a review of the City of Villa Rica's interpretation of any provision of this ordinance.

Area of Shallow Flooding means a designated AO or AH Zone on a community's Flood Insurance Rate Map (FIRM) with base flood depths from one to three feet, and/or where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.

Area of Special Flood Hazard is the land subject to a one percent or greater chance of flooding in any given year. This includes all floodplain and flood prone areas at or below the base flood elevation (including A, A1-30, A-99, AE, AO, AH, and AR on the FHBM or the FIRM), all floodplain and flood prone areas at or below the future-conditions flood elevation, and all other flood prone areas as referenced in this Definition Section. All streams with a drainage area of 100 acres or greater shall have the area of special flood hazard delineated.

Base Flood means the flood having a one percent chance of being equaled or exceeded in any given year, also known as the 100-year flood.

Base Flood Elevation means the highest water surface elevation anticipated at any given point during the base flood.

Basement means that portion of a building having its floor subgrade (below ground level) on all sides.

Building means any structure built for support, shelter, or enclosure for any occupancy or storage.

Development means any man-made change to improved or unimproved real estate including but not limited to buildings or other structures, mining, dredging, filling, clearing, grubbing, grading, paving, any other installation of impervious cover, excavation or drilling operations or storage of equipment or materials.

Elevated Building means a non-basement building built to have the lowest floor of the lowest enclosed area elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns, piers, or shear walls adequately

anchored so as not to impair the structural integrity of the building during a base flood event.

Existing Construction Any structure for which the "start of construction" commenced before the City of Villa Rica floodplain ordinance.

Existing Manufactured Home Park or Subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum the installation of utilities, the construction of streets, and final site grading or the pouring of concrete pads) is completed before the City of Villa Rica floodplain ordinance.

Expansion to an Existing Manufactured Home Park or Subdivision means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed, including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads.

FEMA means the Federal Emergency Management Agency.

Flood or Flooding means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (a) the overflow of inland or tidal waters; or
- (b) the unusual and rapid accumulation or runoff of surface waters from any source.

Flood Hazard Boundary Map or FHBM means an official map of a community, issued by the Federal Insurance Administration, where the boundaries of areas of special flood hazard have been defined as Zone A.

Flood Insurance Rate Map or FIRM means an official map of a community, issued by the Federal Insurance Administration, delineating the areas of special flood hazard and/or risk premium zones applicable to the community.

Flood Insurance Study or FIS means the official report by the Federal Insurance Administration evaluating flood hazards and containing flood profiles and water surface elevations of the base flood.

Floodplain means any land area susceptible to flooding.

Floodproofing means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

Floodway or Regulatory Floodway means the channel of a stream or other watercourse and the adjacent areas of the floodplain which is necessary to contain and discharge the base flood flow without cumulatively increasing the base flood elevation more than one foot.

Functionally Dependent Use means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water.

Future Conditions Flood means the flood having a one percent chance of being equaled or exceeded in any given year based on future-conditions hydrology. Also known as the 100-year future-conditions flood.

Future-conditions Flood Elevation means the flood standard equal to or higher than the Base Flood Elevation. The Future-conditions Flood Elevation is defined as the highest water surface anticipated at any given point during the future-conditions flood.

Future-conditions Floodplain means any land area susceptible to flooding by the future-conditions flood.

Future-conditions Hydrology means the flood discharges associated with projected land-use conditions based on a community's zoning map, comprehensive land-use plans, and/or watershed study projections, and without consideration of projected future construction of flood detention structures or projected future hydraulic modifications within a stream or other waterway, such as bridge and culvert construction, fill, and excavation.

Highest Adjacent Grade means the highest natural elevation of the ground surface, prior to construction, adjacent to the proposed foundation of a building.

Historic Structure means any structure that is;

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the U.S. Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places and determined as eligible by states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (d) Individually listed on a local inventory of historic places and determined as eligible by communities with historic preservation programs that have been certified either:

1. By an approved state program as determined by the Secretary of the Interior, or
2. Directly by the Secretary of the Interior in states without approved programs.

Lowest Floor means the lowest floor of the lowest enclosed area, including basement. An unfinished or flood resistant enclosure, used solely for parking of vehicles, building access, or storage, in an area other than a basement, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of other provisions of this ordinance.

Manufactured Home means a building, transportable in one or more sections, built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term includes any structure commonly referred to as a "mobile home" regardless of the date of manufacture. The term also includes parked trailers, travel trailers and similar transportable structures placed on a site for 180 consecutive days or longer and intended to be improved property.

Mean Sea Level means the average height of the sea for all stages of the tide. It is used as a reference for establishing various elevations within the floodplain. For purposes of this ordinance the term is synonymous with National Geodetic Vertical Datum (NGVD) and/or the North American Vertical Datum (NAVD) of 1988.

National Geodetic Vertical Datum (NGVD) as corrected in 1929 is a vertical control used as a reference for establishing varying elevations within the floodplain.

New Construction means any structure (see definition) for which the "start of construction" commenced after the City of Villa Rica floodplain ordinance and includes any subsequent improvements to the structure.

New Manufactured Home Park or Subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the City of Villa Rica floodplain ordinance.

North American Vertical Datum (NAVD) of 1988 is a vertical control used as a reference for establishing varying elevations within the floodplain.

Owner means the legal or beneficial owner of a site, including but not limited to, a mortgagee or vendee in possession, receiver, executor, trustee, lessee or other person, firm or corporation in control of the site.

Permit means the permit issued by the City of Villa Rica to the applicant which is required prior to undertaking any development activity.

Recreational Vehicle means a vehicle which is:

- (a) built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) designed to be self-propelled or permanently towable by light duty truck; and,
- (d) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Site means the parcel of land being developed, or the portion thereof on which the development project is located.

Start of Construction means the date the permit was issued, provided the actual start of construction, repair, reconstruction, or improvement was within 180 days of the permit date. The actual start means the first placement of permanent construction of the structure such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation, and includes the placement of a manufactured home on a foundation. Permanent construction does not include initial land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of buildings appurtenant to the permitted structure, such as garages or sheds not occupied as dwelling units or part of the main structure. (NOTE: accessory structures are not exempt from any ordinance requirements). For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure means a walled and roofed building that is principally above ground, a manufactured home, a gas or liquid storage tank.

Subdivision means the division of a tract or parcel of land resulting in one or more new lots or building sites for the purpose, whether immediately or in the future, of sale, other transfer of ownership or land development, and includes divisions of land resulting from or made in connection with the layout or development of a new street or roadway or a change in an existing street or roadway.

Substantial Damage means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or

exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement means any combination of repairs, reconstruction, alteration, or improvements to a building, taking place during a 10-year period, in which the cumulative cost equals or exceeds 50 percent of the market value of the structure prior to the improvement. The market value of the building means (1) the appraised value of the structure prior to the start of the initial repair or improvement, or (2) in the case of damage, the value of the structure prior to the damage occurring. This term includes structures which have incurred "substantial damage" regardless of the actual amount of repair work performed. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the building. The term does not, however, include those improvements of a building required to comply with existing health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, which have been pre-identified by the City of Villa Rica, and not solely triggered by an improvement or repair project.

Substantially Improved Existing Manufactured Home Park or Subdivision is where the repair, reconstruction, rehabilitation or improvement of the streets, utilities and pads equals or exceeds 50 percent of the value of the streets, utilities and pads before the repair, reconstruction or improvement commenced.

Variance is a grant of relief from the requirements of this ordinance which permits construction in a manner otherwise prohibited by this ordinance.

Violation means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certificates, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

603. **Permit Procedures and Requirements**

603.1 **Permit Application Requirements**

No owner or developer shall perform any development activities on a site where an Area of Special Flood Hazard is located without first meeting the requirements of this ordinance prior to commencing the proposed activity.

Unless specifically excluded by this ordinance, any landowner or developer desiring a permit for a development activity shall submit to the

City of Villa Rica a permit application on a form provided by the City of Villa Rica for that purpose.

No permit will be approved for any development activities that do not meet the requirements, restrictions and criteria of this ordinance.

603.2 Floodplain Management Plan Requirements

An application for a development project with any Area of Special Flood Hazard located on the site will be required to include a floodplain management / flood damage prevention plan. This plan shall include the following items:

1. Site plan drawn to scale, which includes but is not limited to:
 - a. Existing and proposed elevations of the area in question and the nature, location and dimensions of existing and/or proposed structures, earthen fill placement, amount and location of excavation material, and storage of materials or equipment;
 - b. For all proposed structures, spot ground elevations at building corners and 20-foot contour intervals along the foundation footprint, or one-foot contour elevations throughout the building site;
 - c. Proposed locations of water supply, sanitary sewer, and utilities;
 - d. Proposed locations of drainage and stormwater management facilities;
 - e. Proposed grading plan;
 - f. Base flood elevations and future-conditions flood elevations;
 - g. Boundaries of the base flood floodplain and future-conditions floodplain;
 - h. If applicable, the location of the floodway; and
 - i. Certification of the above by a registered professional engineer or surveyor.
 - j. A local bench mark must be provided within the limits of the site.
2. Building and foundation design detail, including but not limited to:
 - a. Elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all proposed structures;
 - b. Elevation in relation to mean sea level to which any non-residential structure will be floodproofed;
 - c. Certification that any proposed non-residential floodproofed structure meets the criteria in Section 605.2 (2);
 - d. For enclosures below the base flood elevation, location and total net area of foundation openings as required in Section 605.1 (5).
 - e. Design plans certified by a registered professional engineer or architect for all proposed structure(s).

3. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development;
4. Hard copies and digital files of computer models, if any, copies of work maps, comparison of pre-and post-development conditions base flood elevations, future-conditions flood elevations, flood protection elevations, Special Flood Hazard Areas and regulatory floodway widths, flood profiles and all other computations and other information similar to that presented in the FIS;
5. Copies of all applicable State and Federal permits necessary for proposed development; and
6. All appropriate certifications required under this ordinance.

The approved floodplain management / flood damage prevention plan shall contain certification by the applicant that all development activities will be done according to the plan or previously approved revisions. Any and all development permits and/or use and occupancy certificates or permits may be revoked at any time if the construction and development activities are not in strict accordance with approved plans.

603.3 Construction Stage Submittal Requirements

For all new construction and substantial improvements on sites with a floodplain management / flood damage prevention plan, the permit holder shall provide to the City of Villa Rica a certified as-built Elevation Certificate or Floodproofing Certificate for non-residential construction including the lowest floor elevation or flood-proofing level immediately after the lowest floor or flood-proofing is completed. A final Elevation Certificate shall be provided after completion of construction including final grading of the site. Any lowest floor certification made relative to mean sea level shall be prepared by or under the direct supervision of a registered land surveyor or professional engineer and certified by same.

When flood-proofing is utilized for non-residential structures, said certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same.

Any work undertaken prior to approval of these certifications shall be at the permit holder's risk. The City of Villa Rica shall review the above referenced certification data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being allowed to proceed. Failure to submit certification or failure to make the corrections required hereby shall be cause to issue a stop work order for the project.

603.4 Duties and Responsibilities of the Administrator

Duties of the City of Villa Rica shall include, but shall not be limited to:

1. Review all development applications and permits to assure that the requirements of this ordinance have been satisfied and to determine whether proposed building sites will be reasonably safe from flooding;
2. Require that copies of all necessary permits from governmental agencies from which approval is required by Federal or state law, including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334, be provided and maintained on file;
3. When Base Flood Elevation data or floodway data have not been provided, then the City of Villa Rica shall require the applicant to obtain, review and reasonably utilize any base flood elevation and floodway data available from a Federal, state or other source in order to meet the provisions of Sections 604 and 605;
4. Review and record the actual elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all new or substantially improved structures;
5. Review and record the actual elevation, in relation to mean sea level to which any substantially improved structures have been flood-proofed;
6. When flood-proofing is utilized for a non-residential structure, the City of Villa Rica shall obtain certification of design criteria from a registered professional engineer or architect;
7. Notify affected adjacent communities and the Georgia Department of Natural Resources prior to any alteration or relocation of a watercourse and submit evidence of such notification to the Federal Emergency Management Agency (FEMA);
8. Where interpretation is needed as to the exact location of boundaries of the Areas of Special Flood Hazard (e.g., where there appears to be a conflict between a mapped boundary and actual field conditions) the City of Villa Rica shall make the necessary interpretation. Any person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this ordinance. Where floodplain elevations have been defined, the floodplain shall be determined based on flood elevations rather than the area graphically delineated on the floodplain maps; and,

9. All records pertaining to the provisions of this ordinance shall be maintained in the office(s) of the City of Villa Rica and shall be open for public inspection.

604. **Standards for Development**

604.1 **Definition of Floodplain Boundaries**

1. Studied “A” zones, as identified in the FIS, shall be used to establish base flood elevations whenever available.
2. For all streams with a drainage area of 100 acres or greater, the future-conditions flood elevations shall be provided by the City of Villa Rica. If future-conditions elevation data is not available from the City of Villa Rica, then it shall be determined by a registered professional engineer using a method approved by FEMA and the City of Villa Rica.

604.2 **Definition of Floodway Boundaries**

1. The width of a floodway shall be determined from the FIS or FEMA approved flood study. For all streams with a drainage area of 100 acres or greater, the regulatory floodway shall be provided by the City of Villa Rica. If floodway data is not available from the City of Villa Rica, then it shall be determined by a registered professional engineer using a method approved by FEMA and the City of Villa Rica.

604.3 **General Standards**

1. No development shall be allowed within the future-conditions floodplain that could result in any of the following:
 - a. Raising the base flood elevation or future-conditions flood elevation equal to or more than 0.01 foot;
 - b. Reducing the base flood or future-conditions flood storage capacity;
 - c. Changing the flow characteristics as to the depth and velocity of the waters of the base flood or future-conditions flood as they pass both the upstream and the downstream boundaries of the development area; or,
 - d. Creating hazardous or erosion-producing velocities, or resulting in excessive sedimentation.
2. Any development within the future-conditions floodplain allowed under 1. above shall also meet the following conditions:

- a. Compensation for storage capacity shall occur between the average ground water table elevation and the base flood elevation for the base flood, and between the average ground water table elevation and the future-condition flood elevation for the future-conditions flood, and lie either within the boundaries of ownership of the property being developed and shall be within the immediate vicinity of the location of the encroachment. Acceptable means of providing required compensation include lowering of natural ground elevations within the floodplain, or lowering of adjoining land areas to create additional floodplain storage. In no case shall any required compensation be provided via bottom storage or by excavating below the elevation of the top of the natural (pre-development) stream channel unless such excavation results from the widening or relocation of the stream channel;
- b. Cut areas shall be stabilized and graded to a slope of no less than 2.0 percent;
- c. Effective transitions shall be provided such that flow velocities occurring on both upstream and downstream properties are not increased or decreased;
- d. Verification of no-rise conditions (0.01 foot or less), flood storage volumes, and flow characteristics shall be provided via a step-backwater analysis meeting the requirements of Section 604.4;
- e. Public utilities and facilities, such as water, sanitary sewer, gas, and electrical systems, shall be located and constructed to minimize or eliminate infiltration or contamination from flood waters; and
- f. Any significant physical changes to the base flood floodplain shall be submitted as a Conditional Letter of Map Revision (CLOMR) or Conditional Letter of Map Amendment (CLOMA), whichever is applicable. The CLOMR submittal shall be subject to approval by the City of Villa Rica using the Community Consent forms before forwarding the submittal package to FEMA for final approval. The responsibility for forwarding the CLOMR to FEMA and for obtaining the CLOMR approval shall be the responsibility of the applicant. Within six months of the completion of construction, the applicant shall submit as-built surveys for a final Letter of Map Revision (LOMR).

604.4 Engineering Study Requirements for Floodplain Encroachments

An engineering study is required, as appropriate to the proposed development activities on the site, whenever a development proposes to disturb any land within the future-conditions floodplain, except for a residential single-lot development on streams without established base flood elevations and/or floodways for which the provisions of Section

605.4 apply. This study shall be prepared by a currently registered Professional Engineer in the State of Georgia and made a part of the application for a permit. This information shall be submitted to and approved by the City of Villa Rica prior to the approval of any permit which would authorize the disturbance of land located within the future-conditions floodplain. Such study shall include:

1. Description of the extent to which any watercourse or floodplain will be altered or relocated as a result of the proposed development;
2. Step-backwater analysis, using a FEMA-approved methodology approved by the City of Villa Rica. Cross-sections (which may be supplemented by the applicant) and flow information will be obtained whenever available. Computations will be shown duplicating FIS results and will then be rerun with the proposed modifications to determine the new base flood profiles, and future-conditions flood profiles;
3. Floodplain storage calculations based on cross-sections (at least one every 100 feet) showing existing and proposed floodplain conditions to show that base flood floodplain and future-conditions floodplain storage capacity would not be diminished by the development;
4. The study shall include a preliminary plat, grading plan, or site plan, as appropriate, which shall clearly define all future-conditions floodplain encroachments.

604.5 Floodway Encroachments

Located within Areas of Special Flood Hazard are areas designated as floodway. A floodway may be an extremely hazardous area due to velocity flood waters, debris or erosion potential. In addition, floodways must remain free of encroachment in order to allow for the discharge of the base flood without increased flood heights. Therefore, the following provisions shall apply:

1. Encroachments are prohibited, including earthen fill, new construction, substantial improvements or other development within the regulatory floodway, except for activities specifically allowed in 2. below.
2. Encroachments for bridges, culverts, roadways and utilities within the regulatory floodway may be permitted provided it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the encroachment shall not result in any increase to the pre-project base flood elevations, floodway elevations, or floodway widths during the base flood

discharge. A registered professional engineer must provide supporting technical data and certification thereof; and,

3. If the applicant proposes to revise the floodway boundaries, no permit authorizing the encroachment into or an alteration of the floodway shall be issued by the City of Villa Rica until an affirmative Conditional Letter of Map Revision (CLOMR) is issued by FEMA and no-rise certification is approved by the City of Villa Rica.

604.6 Maintenance Requirements

The property owner shall be responsible for continuing maintenance as may be needed within an altered or relocated portion of a floodplain on his property so that the flood-carrying or flood storage capacity is not diminished. The City of Villa Rica may direct the property owner (at no cost to the City of Villa Rica) to restore the flood-carrying or flood storage capacity of the floodplain if the owner has not performed maintenance as required by the approved floodplain management plan on file with the City of Villa Rica.

605. Provisions for Flood Damage Reduction

605.1 General Standards

In all Areas of Special Flood Hazard the following provisions apply:

1. New construction of principal buildings (residential or non-residential), including manufactured homes, shall not be allowed within the limits of the future-conditions floodplain, unless all requirements of Sections 604.3, 604.4 and 604.5 have been met;
2. New construction or substantial improvements of existing structures shall be anchored to prevent flotation, collapse or lateral movement of the structure;
3. New construction or substantial improvements of existing structures shall be constructed with materials and utility equipment resistant to flood damage;
4. New construction or substantial improvements of existing structures shall be constructed by methods and practices that minimize flood damage;
5. Elevated Buildings - All new construction and substantial improvements of existing structures that include any fully enclosed area located below the lowest floor formed by foundation and other

exterior walls shall be designed so as to be an unfinished and flood resistant enclosure. The enclosure shall be designed to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater.

- a. Designs for complying with this requirement must either be certified by a professional engineer or architect or meet the following minimum criteria:
 - (i) Provide a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - (ii) The bottom of all openings shall be no higher than one foot above grade; and,
 - (iii) Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwater in both directions.
 - b. So as not to violate the "Lowest Floor" criteria of this ordinance, the unfinished and flood resistant enclosure shall solely be used for parking of vehicles, limited storage of maintenance equipment used in connection with the premises, or entry to the elevated area; and,
 - c. The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.
6. All heating and air conditioning equipment and components (including ductwork), all electrical, ventilation, plumbing, and other service facilities shall be designed and/or located four (4) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher, so as to prevent water from entering or accumulating within the components during conditions of flooding;
 7. Manufactured homes shall be anchored to prevent flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable State requirements for resisting wind forces;
 8. New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
 9. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters;

10. On-site waste disposal systems shall be located and constructed to avoid impairment to them, or contamination from them, during flooding; and,
11. Any alteration, repair, reconstruction or improvement to a structure which is not compliant with the provisions of this ordinance, shall be undertaken only if the non- conformity is not furthered, extended or replaced.
12. If the proposed development is located in multiple flood zones or multiple base flood elevation cross the proposed site, the higher or more restrictive base flood elevation or future condition elevation and development standards shall take precedence.

605.2 Building Standards for Structures and Buildings within the Future-Conditions Floodplain

The following provisions, in addition to those in Section 605.1, shall apply:

1. Residential Buildings
 - a. New construction. New construction of principal buildings, including manufactured homes shall not be allowed within the limits of the future-conditions floodplain unless all requirements of Sections 604.3, 604.4, 604.5 have been met. If all of the requirements of Sections 604.3, 604.4, 604.5 have been met, all new construction shall have the lowest floor, including basement, elevated no lower than four (4) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate the structure, openings sufficient to equalize the hydrologic flood forces on exterior walls and to facilitate the unimpeded movements of floodwaters shall be provided in accordance with standards of Section 605.1(5).
 - b. Substantial Improvements. Substantial improvement of any principal structure or manufactured home shall have the lowest floor, including basement, elevated no lower than four (4) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to equalize the hydrologic flood forces on exterior walls and to facilitate the unimpeded movements of flood waters shall be provided in accordance with standards of Section 605.1(5).

2. Non-Residential Buildings

- a. New construction. New construction of principal buildings, including manufactured homes shall not be allowed within the limits of the future-conditions floodplain unless all requirements of Sections 604.3, 604.4, and 604.5 have been met. New construction that has met all of the requirements of Sections 604.3, 604.4, and 604.5 may be flood-proofed in lieu of elevation. The structure, together with attendant utility and sanitary facilities, must be designed to be watertight to one (1) foot above the base flood elevation, or at least as high as the future-conditions flood elevation, whichever is higher, with walls substantially impermeable to the passage of water and structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered Professional Engineer or architect shall certify that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions above, and shall provide such certification to the City of Villa Rica.
- b. Substantial Improvements. Substantial improvement of any principal non-residential structure located in A1- 30, AE, or AH zones, may be authorized by the City of Villa Rica to be flood-proofed in lieu of elevation. The structure, together with attendant utility and sanitary facilities, must be designed to be water tight to one (1) foot above the base flood elevation, or at least as high as the future-conditions flood elevation, whichever is higher, with walls substantially impermeable to the passage of water, and structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered Professional Engineer or architect shall certify that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions above, and shall provide such certification to the City of Villa Rica.

3. Accessory Structures and Facilities

Accessory structures and facilities (i.e., barns, sheds, gazebos, detached garages, parking lots, recreational facilities and other similar non-habitable structures and facilities) which are permitted to be located within the limits of the floodplain shall be constructed of flood-resistant materials and designed to pass all floodwater in accordance with Section 605.1(5) and be anchored to prevent flotation, collapse or lateral movement of the structure.

4. Standards for Recreational Vehicles

All recreational vehicles placed on sites must either:

- a. Be on the site for fewer than 180 consecutive days and be fully licensed and ready for highway use, (a recreational vehicle is ready for highway use if it is licensed, on its wheels or jacking system, attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached structures or additions); or
- b. The recreational vehicle must meet all the requirements for Residential Buildings—Substantial Improvements (Section 605.2 (1) b), including the anchoring and elevation requirements.

5. Standards for Manufactured Homes

- a. New manufactured homes shall not be allowed to be placed within the limits of the future-conditions floodplain unless all requirements of Sections 604.3, 604.4, and 604.5 have been met.
- b. Manufactured homes placed and/or substantially improved in an existing manufactured home park or subdivision shall be elevated so that either:
 - (i) The lowest floor of the manufactured home is elevated no lower than four (4) feet above the level of the base flood elevation, or one (1) foot above the future-conditions flood elevation, whichever is higher; or
 - (ii) The manufactured home chassis is elevated and supported by reinforced piers (or other foundation elements of at least an equivalent strength) of no less than 36 inches in height above grade.
- c. All manufactured homes must be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement in accordance with standards of Section 605.1(7).

605.3 Building Standards for Structures and Buildings Authorized Adjacent to the Future-Conditions Floodplain

1. Residential Buildings – For new construction or substantial improvement of any principal residential building or manufactured home, the elevation of the lowest floor, including basement and access to the building, shall be at least four (4) feet above the base flood elevation or one (1) foot above the future-conditions flood elevation, whichever is higher.

2. Non-Residential Buildings – For new construction or substantial improvement of any principal non-residential building, the elevation of the lowest floor, including basement and access to the building, shall be at least one (1) foot above the level of the base flood elevation or at least as high as the future-conditions flood elevation, whichever is higher.

605.4 Building Standards for Residential Single-Lot Developments on Streams without Established Base Flood Elevations and/or Floodway (A-Zones)

For a residential single-lot development not part of a subdivision that has Areas of Special Flood Hazard, where streams exist but no base flood data have been provided (A-Zones), the City of Villa Rica shall review and reasonably utilize any available scientific or historic flood elevation data, base flood elevation and floodway data, or future-conditions flood elevation data available from a Federal, State, local or other source, in order to administer the provisions and standards of this ordinance.

If data are not available from any of these sources, the following provisions shall apply:

1. No encroachments, including structures or fill material, shall be located within an area equal to twice the width of the stream or fifty (50) feet from the top of the bank of the stream, whichever is greater.
2. In special flood hazard areas without base flood or future-conditions flood elevation data, new construction and substantial improvements of existing structures shall have the lowest floor of the lowest enclosed area (including basement) elevated no less than four (4) feet above the highest adjacent grade at the building site. Openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided in accordance with Section 605.1(5).

605.5 Building Standards for Areas of Shallow Flooding (AO-Zones)

Areas of Special Flood Hazard may include designated "AO" shallow flooding areas. These areas have base flood depths of one (1) to four (4) feet above ground, with no clearly defined channel. In these areas the following provisions apply:

1. All substantial improvements of residential and non-residential structures shall have the lowest floor, including basement, elevated to no lower than one (1) foot above the flood depth number in feet specified on the Flood Insurance Rate Map (FIRM), above the highest

adjacent grade. If no flood depth number is specified, the lowest floor, including basement, shall be elevated at least four (4) feet above the highest adjacent grade. Openings sufficient to facilitate the unimpeded movements of flood waters shall be provided in accordance with standards of Section 605.1(5).

2. Substantial improvement of a non-residential structure may be flood-proofed in lieu of elevation. The structure, together with attendant utility and sanitary facilities, must be designed to be water tight to the specified FIRM flood level plus one (1) foot above the highest adjacent grade, with walls substantially impermeable to the passage of water, and structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the design and methods of construction are in accordance with accepted standards of practice; and,
3. Drainage paths shall be provided to guide floodwater around and away from any proposed structure.

605.6 Standards for Subdivisions

1. All subdivision proposals shall identify the special flood hazard area and provide base flood elevation data and future-conditions flood elevation data;
2. All residential lots in a subdivision proposal shall have sufficient buildable area outside of the future-conditions floodplain such that encroachments into the future-conditions floodplain for residential structures will not be required;
3. All subdivision plans will provide the elevations of proposed structures in accordance with Section 603.2.
4. All subdivision proposals shall be consistent with the need to minimize flood damage;
5. All subdivision proposals shall have public utilities and facilities such as water, sanitary sewer, gas, and electrical systems located and constructed to minimize or eliminate infiltration of flood waters, and discharges from the systems into flood waters; and

6. All subdivision proposals shall include adequate drainage and stormwater management facilities per the requirements of the City of Villa Rica to reduce potential exposure to flood hazards.

606. **Variance Procedures**

The following variance and appeals procedures shall apply to an applicant who has been denied a permit for a development activity or to an owner or developer who has not applied for a permit because it is clear that the proposed development activity would be inconsistent with the provisions of this ordinance. A request for a variance may be submitted by an applicant who has been denied a permit by the City of Villa Rica or by an owner or developer who has not previously applied for a permit for the reasons stated herein above.

1. Requests for variances from the requirements of this ordinance shall be submitted to the City of Villa Rica. All such requests shall be heard and decided in accordance with procedures to be published in writing by the City of Villa Rica. At a minimum, such procedures shall include notice to all affected parties and the opportunity to be heard.
2. Any person adversely affected by any decision of the City of Villa Rica shall have the right to appeal such decision to the Villa Rica City Manager. At a minimum, such procedures shall include notice to all affected parties and the opportunity to be heard.
3. Any person aggrieved by the decision of the Villa Rica City Manager shall have the right to appeal such decision to the Villa Rica City Council. At a minimum, such procedures shall include notice to all affected parties and the opportunity to be heard.
4. Any person aggrieved by the decision of the Villa Rica City Council may appeal such decision to a court of competent jurisdiction, as provided in Section 5-4-1 of the Official Code of Georgia Annotated.
5. Variances may be issued for the repair or rehabilitation of Historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a Historic structure, and the variance issued shall be the minimum necessary to preserve the historic character and design of the structure.
6. Variances may be issued for development necessary for the conduct of a functionally dependent use, provided the criteria of this Section are met, no reasonable alternative exists, and the development is protected by methods that minimize flood damage during the base flood and create no additional threats to public safety.

7. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
8. In reviewing such requests, the City of Villa Rica shall consider all technical evaluations, relevant factors, and all standards specified in this and other sections of this ordinance.
9. Conditions for Variances:
 - a. A variance shall be issued only when there is:
 - (i) a finding of good and sufficient cause;
 - (ii) a determination that failure to grant the variance would result in exceptional hardship; and,
 - (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, or the creation of a nuisance.
 - b. The provisions of this ordinance are minimum standards for flood loss reduction; therefore, any deviation from the standards must be weighed carefully. Variances shall only be issued upon determination that the variance is the minimum necessary, considering the flood hazard, to afford relief; and, in the instance of a Historic structure, a determination that the variance is the minimum necessary so as not to destroy the historic character and design of the building.
 - c. Any person to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation of the proposed lowest floor and stating that the cost of flood insurance will be commensurate with the increased risk to life and property resulting from the reduced lowest floor elevation.
 - d. The City of Villa Rica shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.
10. Any person requesting a variance shall, from the time of the request until the time the request is acted upon, submit such information and documentation as the City of Villa Rica shall deem necessary to the consideration of the request.
11. Upon consideration of the factors listed above and the purposes of this ordinance, the City of Villa Rica may attach such conditions to the granting of variances as they deem necessary or appropriate, consistent with the purposes of this ordinance.
12. Variances shall not be issued “after the fact.”

607. Violations, Enforcement and Penalties

Any action or inaction which violates the provisions of this ordinance or the requirements of an approved stormwater management plan or permit may be subject to the enforcement actions outlined in this Section. Any such action or inaction which is continuous with respect to time is deemed to be a public nuisance and may be abated by injunctive or other equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief.

607.1 Notice of Violation

If the City of Villa Rica determines that an applicant or other responsible person has failed to comply with the terms and conditions of a permit, an approved stormwater management plan or the provisions of this ordinance, it shall issue a written notice of violation to such applicant or other responsible person. Where a person is engaged in activity covered by this ordinance without having first secured a permit therefore, the notice of violation shall be served on the owner or the responsible person in charge of the activity being conducted on the site.

The notice of violation shall contain:

1. The name and address of the owner or the applicant or the responsible person;
2. The address or other description of the site upon which the violation is occurring;
3. A statement specifying the nature of the violation;
4. A description of the remedial measures necessary to bring the action or inaction into compliance with the permit, the stormwater management plan or this ordinance and the date for the completion of such remedial action;
5. A statement of the penalty or penalties that may be assessed against the person to whom the notice of violation is directed; and,
6. A statement that the determination of violation may be appealed to the City of Villa Rica by filing a written notice of appeal within thirty (30) days after the notice of violation (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient).

607.2 Penalties

In the event the remedial measures described in the notice of violation have not been completed by the date set forth for such completion in the notice of violation, any one or more of the following actions or penalties may be taken or assessed against the person to whom the notice of violation was directed. Before taking any of the following actions or imposing any of the following penalties, the City of Villa Rica shall first notify the applicant or other responsible person in writing of its intended action, and shall provide a reasonable opportunity, of not less than ten (10) days (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) to cure such violation. In the event the applicant or other responsible person fails to cure such violation after such notice and cure period, the City of Villa Rica may take any one or more of the following actions or impose any one or more of the following penalties.

1. **Stop Work Order** -The City of Villa Rica may issue a stop work order which shall be served on the applicant or other responsible person. The stop work order shall remain in effect until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violation or violations described therein, provided the stop work order may be withdrawn or modified to enable the applicant or other responsible person to take the necessary remedial measures to cure such violation or violations.
2. **Withhold Certificate of Occupancy** - The City of Villa Rica may refuse to issue a certificate of occupancy for the building or other improvements constructed or being constructed on the site until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein.
3. **Suspension, Revocation or Modification of Permit** - The City of Villa Rica may suspend, revoke or modify the permit authorizing the development project. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated (upon such conditions as the City of Villa Rica may deem necessary) to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.

4. **Civil Penalties** - In the event the applicant or other responsible person fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within ten (10) days, or such greater period as the City of Villa Rica shall deem appropriate (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) after the City of Villa Rica has taken one or more of the actions described above, the City of Villa Rica may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains un-remedied after receipt of the notice of violation.
5. **Criminal Penalties** - For intentional and flagrant violations of this ordinance, the City of Villa Rica may issue a citation to the applicant or other responsible person, requiring such person to appear in appropriate magistrate court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 or imprisonment for 60 days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

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700. **EROSION AND SEDIMENT CONTROL REGULATIONS**

701. **Title.**

This article will be known as “City of Villa Rica Soil Erosion and Sediment Control Ordinance.”

702. **Definitions**

The following definitions shall apply in the interpretation and enforcement of this ordinance, unless otherwise specifically stated:

Best Management Practices (BMP’s): A collection of structural practices and vegetative measures which, when properly designed, installed and maintained, will provide effective erosion and sedimentation control. The term “properly designed” means designed in accordance with the hydraulic design specifications contained in the “Manual for Erosion and sediment Control in Georgia” specified in O.C.G.A. 12-7-6, subsection (b).

Board: The Board of Natural Resources.

Buffer: The area of land immediately adjacent to the banks of state waters in its natural state of vegetation, which facilitates the protection of water quality and aquatic habitat.

Commission: The State Soil & Water Conservation Commission.

Cut: A portion of land surface or area from which earth has been removed or will be removed by excavation; the depth below original ground surface to excavated surface. (Also known as excavation.)

Department: The Department of Natural Resources.

Director: The Director of the Environmental Protection Division of the Department of Natural Resources.

District: The West Georgia Soil and Water Conservation District.

Division: The Environmental Protection Division of the Department of Natural Resources.

Drainage Structure: A device composed of a virtually non-erodible material such as concrete, steel, plastic or other such material that conveys water from one place to another by intercepting the flow and carrying it to a release point for storm-water management, drainage control, or flood control purposes.

Erosion: The process by which land surface is worn away by the action of wind, water, ice or gravity.

Erosion and Sedimentation Control Plan: A plan for the control of soil erosion and sedimentation resulting from a land-disturbing activity, also known as the “plan”.

Fill: A portion of land surface to which soil or other solid material has been added; the depth above the original ground.

Finished Grade: The final elevation and contour of the ground after cutting or filling and conforming to the proposed design.

Grading: Altering the shape of ground surfaces to a predetermined condition; this includes stripping, cutting, filling, stockpiling and shaping or any combination thereof and shall include the land in its cut or filled condition.

Ground Elevation: The original elevation of the ground surface prior to cutting or filling.

Land-Disturbing Activity: Any activity which may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands within the state, including, but not limited to, clearing, dredging, grading, excavating, transporting, and filling of land but not including agricultural practices as described in Section 7.5. 183 (1) e.

Larger Common Plan of Development or Sale: A contiguous area where multiple separate and distinct construction activities are occurring under one plan of development or sale. For the purposes of this paragraph, “plan” means an announcement; piece of documentation such as a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, zoning request, or computer design; or physical demarcation such as boundary signs, lot stakes, or survey markings, indicating that construction activities may occur on a specific lot.

Local Issuing Authority: The City of Villa Rica, Georgia which is certified pursuant to O.C.G.A. §12-7-8.

Metropolitan River Protection Act (MRPA): A state law referenced as O.C.G.A. §12-5-440 et.seq., which addresses environmental and developmental matters in certain metropolitan river corridors and their drainage basins.

Natural Ground Surface: The ground surface in its original state before any grading, excavation or filling.

Nephelometric Turbidity Units (NTU): Numerical units of measure based upon photometric analytical techniques for measuring the light scattered by finely divided particles of a substance in suspension. This technique is used to estimate the extent of turbidity in water in which colloiddally dispersed particles are present.

Operator: The party or parties that have: (A) operational control of construction project plans and specifications, including the ability to make modifications to those plans and specifications; or (B) day-to-day operational control of those activities that are necessary to ensure compliance with a storm-water pollution prevention plan for the site or other permit conditions, such as a person authorized to carry out activities required by the storm-water pollution prevention plan or to comply with other permit conditions.

Permit: The authorization necessary to conduct a land-disturbing activity under the provisions of this ordinance.

Person: Any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, state agency, municipality or other political subdivision of this State, any interstate body or any other legal entity.

Project: The entire proposed development project regardless of the size of the area of land to be disturbed.

Qualified Personnel: Any person who meets or exceeds the education and training requirements of O.C.G.A. §12-7-19.

Roadway Drainage Structure: A device such as a bridge, culvert, or ditch, composed of a virtually non-erodible material such as concrete, steel, plastic, or other such material that conveys water under a roadway by intercepting the flow on one side of a traveled way consisting of one or more defined lanes, with or without shoulder areas, and carrying water to a release point on the other side.

Sediment: Solid material, both organic and inorganic, that is in suspension, is being transported, or has been moved from its site of origin by air, water, ice, or gravity as a product of erosion.

Sedimentation: The process by which eroded material is transported and deposited by the action of water, wind, ice or gravity.

Soil and Water Conservation District Approved Plan: An erosion and sedimentation control plan approved in writing by the West Georgia Soil and Water Conservation District.

Stabilization: The process of establishing an enduring soil cover of vegetation by the installation of temporary or permanent structures for the purpose of reducing to a minimum the erosion process and the resultant transport of sediment by wind, water, ice or gravity.

State General Permit: The National Pollutant Discharge Elimination System general permit or permits for storm-water runoff from construction activities as is now in effect or as may be amended or reissued in the future pursuant to the state's authority to implement the same through federal delegation under the Federal Water Pollution Control Act, as amended, 33 U.S.C. §1251, et. seq., and subsection (f) of Code §12-5-30.

State Waters: Any and all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage systems, springs, wells, and other bodies of surface or subsurface water, natural or artificial, lying within or forming a part of the boundaries of the State which are not entirely confined and retained completely upon the property of a single individual, partnership, or corporation.

Structural Erosion and Sedimentation Control Practices: Practices for the stabilization of erodible or sediment-producing areas by utilizing the mechanical properties of matter for the purpose of either hanging the surface of the land or storing, regulating or disposing of runoff to prevent excessive sediment loss. Examples of structural erosion and sediment control practices are riprap, sediment basins, dikes, level spreaders, waterways or outlets, diversions, grade stabilization structures, sediment traps and land grading, etc. Such practices can be found in the publication *Manual for Erosion and Sediment Control in Georgia*.

Trout Streams: All streams or portions of streams within the watershed as designated by the Game and Fish Division of the Georgia Department of Natural Resources under the provisions of the Georgia Water Quality Control Act, O.C.G.A. 12-5-20 et. seq. Streams designated as primary trout waters are defined as water supporting a self-sustaining population of rainbow, brown or brook trout. Streams designated as secondary trout waters are those in which there is no evidence of natural trout reproduction, but are capable of supporting trout throughout the year. First order trout waters are streams into which no other streams flow except springs.

Vegetative Erosion and Sedimentation Control Measures: Measures for the stabilization of erodible or sediment producing areas by covering the soil with:

1. Permanent seeding, sprigging or planting, producing long-term vegetative cover; or Temporary seeding, producing short-term vegetative cover; or
2. Sodding, covering areas with a turf of perennial sod-forming grass. Such measures can be found in the publication *Manual for Erosion and Sediment Control in Georgia*.

Watercourse: Any natural or artificial watercourse, stream, river, creek, channel, ditch, canal, conduit, culvert, drain, waterway, gully, ravine, or wash in which water flows either continuously or intermittently and which has a definite channel, bed and banks, and including any area adjacent thereto subject to inundation by reason of overflow or floodwater.

Wetlands: Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

703. **Exemptions**

This article shall apply to any land-disturbing activity undertaken by any person on any land except for the following:

- A. Surface mining, as the same is defined in O.C.G.A. 12-4-72, "Mineral Resources and Caves Act";
- B. Granite quarrying and land clearing for such quarrying;
- C. Such minor land-disturbing activities as home gardens and individual home landscaping, repairs, maintenance work, fences, and other related activities which result in minor soil erosion;
- D. The construction of single-family residences, when such construction disturbs less than one acre and is not a part of a larger common plan of development or sale with a planned disturbance of equal to or greater than one acre and not otherwise exempted under this paragraph; provided, however, that construction of any such residence shall conform to the minimum requirements as set forth in Section 704 of this ordinance and this paragraph. For single-family residence construction covered by the provisions of this paragraph, there shall be a buffer zone between the residence and any state waters classified as trout streams pursuant to Article 2 of Chapter 5 of the Georgia Water Quality Control Act. In any such buffer zone, no land-disturbing activity shall be constructed between the residence and the point where vegetation has been wrested by normal stream flow or wave action from the banks of the trout waters. For primary trout waters, the buffer zone shall be at least 50 horizontal feet, and no variance to a smaller buffer shall be granted. For secondary trout waters, the buffer zone shall be at least 50 horizontal feet, but the Director may grant variances to no less than 25 feet. Regardless of whether a trout stream is primary or secondary, for first order trout waters, which are streams into which no other streams flow except for

springs, the buffer shall be at least 25 horizontal feet, and no variance to a smaller buffer shall be granted. The minimum requirements of Section 704(C) of this ordinance and the buffer zones provided by this section shall be enforced by the City of Villa Rica;

- E. Agricultural operations as defined in O.C.G.A. §1-3-3, "definitions", to include raising, harvesting or storing of products of the field or orchard; feeding, breeding or managing livestock or poultry; producing or storing feed for use in the production of livestock, including but not limited to cattle, calves, swine, hogs, goats, sheep, and rabbits or for use in the production of poultry, including but not limited to chickens, hens and turkeys; producing plants, trees, fowl, or animals; the production of aqua culture, horticultural, dairy, livestock, poultry, eggs and apiarian products; farm buildings and farm ponds;
- F. Forestry land management practices, including harvesting; provided, however, that when such exempt forestry practices cause or result in land-disturbing or other activities otherwise prohibited in a buffer, as established in Section 704(C) (15) and (16) of this article, no other land-disturbing activities, except for normal forest management practices, shall be allowed on the entire property upon which the forestry practices were conducted for a period of three years after completion of such forestry practices;
- G. Any project carried out under the technical supervision of the Natural Resources Conservation Service of the United States Department of Agriculture;
- H. Any project involving less than one acre of disturbed area; provided, however, that this exemption shall not apply to any land-disturbing activity within a larger common plan of development or sale with a planned disturbance of equal to or greater than one acre or within 200 feet of the bank of any state waters, and for purposes of this paragraph, "State Waters" excludes channels and drainage ways which have water in them only during and immediately after rainfall events and intermittent streams which do not have water in them year- round; provided, however, that any person responsible for a project which involves less than one acre, which involves land-disturbing activity, and which is within 200 feet of any such excluded channel or drainage way, must prevent sediment from moving beyond the boundaries of the property on which such project is located and provided, further, that nothing contained herein shall prevent the City of Villa Rica from regulating any such project which is not specifically exempted by Section 703 of this article;
- I. Construction or maintenance projects, or both, undertaken or financed in whole or in part, or both, by the Department of Transportation, the Georgia Highway Authority, or the State Tollway Authority; or any road construction or maintenance project, or both, undertaken by any county or municipality;

provided, however, that construction or maintenance projects of Department of Transportation or State Tollway Authority which disturb one or more contiguous acres of land shall be subject to provisions of Code §12-7-7.1; except where the Department of Transportation, the Georgia Highway Authority, or the State Road and Tollway Authority is a secondary permittee for a project located within a larger common plan of development or sale under the state general permit, in which a copy of a notice of intent under the state general permit shall be submitted to the City of Villa Rica, the City of Villa Rica shall enforce compliance with the minimum requirements set forth in O.C.G.A. §12-7-6 as if a permit had been issued, and violations shall be subject to the same penalties as violations by permit holders;

- J. Any land-disturbing activities conducted by any electric membership corporation or municipal electrical system or any public utility under the regulatory jurisdiction of the Public Service Commission, any utility under the regulatory jurisdiction of the Federal Energy Regulatory Commission, any cable television system as defined in O.C.G.A. §36-18-1, or any agency or instrumentality of the United States engaged in the generation, transmission, or distribution of power; except where an electric membership corporation or municipal electrical system or any public utility under the regulatory jurisdiction of the Public Service Commission, any utility under the regulatory jurisdiction of the Federal Energy Regulatory Commission, any cable television system as defined in O.C.G.A. §36-18-1, or any agency or instrumentality of the United States engaged in the generation, transmission, or distribution of power is a secondary permittee for a project located within a larger common plan of development or sale under the state general permit, in which case the City of Villa Rica shall enforce compliance with the minimum requirements set forth in O.C.G.A. §12-7-6 as if a permit had been issued, and violations shall be subject to the same penalties as violations by permit holders; and
- K. Any public water system reservoir.

704. **Minimum Requirements for Erosion and Sedimentation Control Using Best Management Practices**

- A. General Provisions: Excessive soil erosion and resulting sedimentation can take place during land-disturbing activities. Therefore, plans for those land-disturbing activities which are not excluded by this ordinance shall contain provisions for application of soil erosion and sedimentation control measures and practices. The provisions shall be incorporated into the erosion and sedimentation control plans. Soil erosion and sedimentation control measures and practices shall conform to the minimum requirements of Section 704 of this ordinance. The application of measures and practices shall apply to all features of the site, including street and utility installations, drainage facilities

and other temporary and permanent improvements. Measures shall be installed to prevent or control erosion and sedimentation pollution during all stages of any land-disturbing activity.

B. BMP's: Best Management Practices

1. Best management practices as set forth in Section 704 of this article shall be required for all land-disturbing activities. Proper design, installation, and maintenance of best management practices shall constitute a complete defense to any action by the Director or to any other allegation of noncompliance with paragraph (2) of this subsection or any substantially similar terms contained in a permit for the discharge of stormwater issued pursuant to subsection (f) of O.C.G.A. §12-5-30, the "Georgia Water Quality Control Act". As used in this subsection the terms "proper design" and "properly designed" mean designed in accordance with the hydraulic design specifications contained in the "Manual for Erosion and Sediment Control in Georgia" specified in O.C.G.A. §12-7-6 subsection (b).
2. A discharge of stormwater runoff from disturbed areas where best management practices have not been properly designed, installed, and maintained shall constitute a separate violation of any land-disturbing permit issued by the City of Villa Rica or of any state general permit issued by the Division pursuant to subsection (f) of O.C.G.A. §12-5-30, the "Georgia Water Quality Control Act", for each day on which such discharge results in the turbidity of receiving waters being increased by more than 25 nephelometric turbidity units for waters supporting warm water fisheries or by more than ten nephelometric turbidity units for waters classified as trout waters. The turbidity of the receiving waters shall be measured in accordance with guidelines to be issued by the Director. This paragraph shall not apply to any land disturbance associated with the construction of single family homes which are not part of a larger common plan of development or sale unless the planned disturbance for such construction is equal to or greater than five acres.
3. Failure to properly design, install, or maintain best management practices shall constitute a violation of any land-disturbing permit issued by the City of Villa Rica or any state general permit issued by the Division pursuant to subsection (f) of Code §12-5-30, the "Georgia Water Quality Control Act", for each day on which such failure occurs.
4. The Director may require, in accordance with regulations adopted by the Board, reasonable and prudent monitoring of the turbidity level of

receiving waters into which discharges from land disturbing activities occur.

C. Minimum Requirements: The rules and regulations, ordinances, or resolutions adopted pursuant to this chapter for the purpose of governing land-disturbing activities shall require, as a minimum, protections at least as stringent as the state general permit; and best management practices, including sound conservation and engineering practices to prevent and minimize erosion and resultant sedimentation, which are consistent with, and no less stringent than, those practices contained in the *Manual for Erosion and Sediment Control in Georgia* published by the Georgia Soil and Water Conservation Commission as of January 1 of the year in which the land-disturbing activity was permitted, as well as the following:

1. Stripping of vegetation, re-grading and other development activities shall be conducted in a manner so as to minimize erosion;
2. Cut-fill operations must be kept to a minimum;
3. Development plans must conform to topography and soil type so as to create the lowest practical erosion potential;
4. Whenever feasible, natural vegetation shall be retained, protected and supplemented;
5. The disturbed area and the duration of exposure to erosive elements shall be kept to a practicable minimum;
6. Disturbed soil shall be stabilized as quickly as practicable;
7. Temporary vegetation or mulching shall be employed to protect exposed critical areas during development;
8. Permanent vegetation and structural erosion control practices shall be installed as soon as practicable;
9. To the extent necessary, sediment in run-off water must be trapped by the use of debris basins, sediment basins, silt traps, or similar measures until the disturbed area is stabilized. As used in this paragraph, a disturbed area is stabilized when it is brought to a condition of continuous compliance with the requirements of O.C.G.A. §12-7-1 et. seq.;
10. Adequate provisions must be provided to minimize damage from surface water to the cut face of excavations or the sloping of fills;
11. Cuts and fills may not endanger adjoining property;

12. Fills may not encroach upon natural watercourses or constructed channels in a manner so as to adversely affect other property owners;
13. Grading equipment must cross flowing streams by means of bridges or culverts except when such methods are not feasible, provided, in any case, that such crossings are kept to a minimum;
14. Land-disturbing activity plans for erosion and sedimentation control shall include provisions for treatment or control of any source of sediments and adequate sedimentation control facilities to retain sediments on-site or preclude sedimentation of adjacent waters beyond the levels specified in Section 704(B) (2.) of this article;
15. Except as provided in paragraph (16) of this subsection, there is established a 25 foot buffer along the banks of all state waters, as measured horizontally from the point where vegetation has been wrested by normal stream flow or wave action, except where the Director determines to allow a variance that is at least as protective of natural resources and the environment, where otherwise allowed by the Director pursuant to O.C.G.A. §12-2-8, or where a drainage structure or a roadway drainage structure must be constructed, provided that adequate erosion control measures are incorporated in the project plans and specifications, and are implemented; provided, however, the buffers of at least 25 feet established pursuant to part 6 of Article 5, Chapter 5 of Title 12, the "Georgia Water Quality Control Act", shall remain in force unless a variance is granted by the Director as provided in this paragraph. The following requirements shall apply to any such buffer:
 - i. No land-disturbing activities shall be conducted within a buffer and a buffer shall remain in its natural, undisturbed state of vegetation until all land-disturbing activities on the construction site are completed. Once the final stabilization of the site is achieved, a buffer may be thinned or trimmed of vegetation as long as a protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; provided, however, that any person constructing a single-family residence, when such residence is constructed by or under contract with the owner for his or her own occupancy, may thin or trim vegetation in a buffer at any time as long as protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; and

- ii. The buffer shall not apply to the following land-disturbance activities, provided that they occur at an angle, as measured from the point of crossing, within 25 degrees of perpendicular to the stream; cause a width of disturbance of not more than 50 feet within the buffer; and adequate erosion control measures are incorporated into the project plans and specifications and are implemented: (i) Stream crossings for water lines; or (II) Stream crossings for sewer lines; and

- 16. There is established a 50 foot buffer as measured horizontally from the point where vegetation has been wrested by normal stream flow or wave action, along the banks of any state waters classified as "trout streams" pursuant to Article 2 of Chapter 5 of Title 12, the "Georgia Water Quality Control Act", except where a roadway drainage structure must be constructed ; provided, however, that small springs and streams classified as trout streams which discharge an average annual flow of 25 gallons per minute or less shall have a 25 foot buffer or they may be piped, at the discretion of the landowner, pursuant to the terms of a rule providing for a general variance promulgated by the Board, so long as any such pipe stops short of the downstream landowner's property and the landowner complies with the buffer requirement for any adjacent trout streams. The Director may grant a variance from such buffer to allow land-disturbing activity, provided that adequate erosion control measures are incorporated in the project plans and specifications and are implemented. The following requirements shall apply to such buffer:
 - i. No land-disturbing activities shall be conducted within a buffer and a buffer shall remain in its natural, undisturbed, state of vegetation until all land-disturbing activities on the construction site are completed. Once the final stabilization of the site is achieved, a buffer may be thinned or trimmed of vegetation as long as a protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed: provided, however, that any person constructing a single-family residence, when such residence is constructed by or under contract with the owner for his or her own occupancy, may thin or trim vegetation in a buffer at any time as long as protective vegetative cover remains to protect water quality and aquatic habitat and a natural canopy is left in sufficient quantity to keep shade on the stream bed; and
 - ii. The buffer shall not apply to the following land disturbing activities, provided that they occur at an angle, as measured from the point of crossing, within 25 degrees of perpendicular

to the stream; cause a width disturbance of not more than 50 feet within the buffer; and adequate erosion control measures are incorporated into the project plans and specifications and are implemented: (i) Stream crossings for water lines; (ii) Stream crossings for sewer lines.

17. Nothing contained in this chapter shall prevent the City of Villa Rica from adopting rules and regulations, ordinances, or resolutions which contain requirements that exceed the minimum requirements in Section 704 (B)(2) and (3) of this article.
18. In non-trout streams like those in Villa Rica, the State requires a minimum 25-foot vegetated buffer extending from the stream bank or the point of wrested vegetation. However, in the City of Villa Rica these State standards have been extended to require a minimum 50-foot buffer with a 75-foot setback for any impervious surfaces.
19. The fact that land-disturbing activity for which a permit has been issued results in injury to the property of another shall neither constitute proof of nor create a presumption of a violation of the standards provided for in this ordinance or the terms of the permit.

705. Application / Permit Process:

- A. General: The property owner, developer and designated planners and engineers shall review the general development plans and detailed plans of the City of Villa Rica that affect the tract to be developed and the area surrounding it. They shall review the zoning ordinance, stormwater management ordinance, subdivision ordinance, flood damage prevention ordinance, this ordinance, and other ordinances which regulate the development of land within the jurisdictional boundaries of the City of Villa Rica. However, the operator is the only party who may obtain a permit.

705.1. Application Requirements:

- A. No person shall conduct any land- disturbing activity within the jurisdictional boundaries of the City of Villa Rica without first obtaining a permit from the City of Villa Rica Community Development Department to perform such activity.
- B. The application for a permit shall be submitted to the City of Villa Rica Community Development Department and must include the applicant's erosion and sedimentation control plan with supporting data, as necessary. Said plans shall include, as a minimum, the data specified in Section 704(C) of this ordinance. Soil erosion and sedimentation control plans shall conform to the provisions of Section

705.2 of this ordinance. Applications for a permit will not be accepted unless accompanied by two (2) copies of the applicant's soil erosion and sedimentation control plans. All applications shall contain a certification stating that the plan preparer or the designee thereof visited the site prior to creation of the plan or that such a visit was not required in accordance with rules and regulations established by the board.

C. The following fees shall be assessed:

- a. Initial Application Fee: \$500.00;
- b. Re-Application Fee: \$50.00 each occurrence;
- c. Land Disturbance Permit: \$250.00

Plus the following additional fee:

- a. For residential development-\$15.00 per lot in the project area;
- b. For commercial development - \$25.00 per acre or fraction thereof in the project area;
- c. For industrial development - \$50.00 per acre or fraction thereof in the project area;
- d. All other development - \$20.0 per acre or fraction thereof in the project area.
- e. In addition to the local permitting fees, fees will also be assessed pursuant to paragraph (5) subsection (a) of O.C.G.A. 12-5-23, provided that such fees shall not exceed \$80.00 per acre of land-disturbing activity, and these fees shall be calculated and paid by the primary permittee as defined in the state general permit for each acre of land-disturbing activity included in the planned development or each phase of development. All applicable fees shall be paid prior to issuance of the land disturbance permit. In a jurisdiction that is certified pursuant to subsection (a) of O.C.G.A. 12-7-8 half of such fees levied shall be submitted to the division; except that any and all fees due from an entity which is required to give notice pursuant to paragraph (9) or (10) of O.C.G.A. 12-7-17 shall be submitted in full to the division; regardless of the existence of the City of Villa Rica in the jurisdiction.

D. Immediately upon receipt of an application and plan for a permit, the City of Villa Rica shall refer the application and plan to the District for its review and approval or disapproval concerning the adequacy of the erosion and sedimentation control plan. A District shall approve or disapprove a plan within 35 days of receipt. Failure of a District to act within 35 days shall be considered an approval of the pending plan. The results of the District review shall be forwarded to the City of

Villa Rica. No permit will be issued unless the plan has been approved by the District, and any variances required by Section 704 B. & C. and bonding, if required as per Section 705.1 F. have been obtained. Such review will not be required if the City of Villa Rica and the District have entered into an agreement which allows the City of Villa Rica to conduct such review and approval of the plan without referring the application and plan to the District.

- E. If a permit applicant has had two or more violations of previous permits, this ordinance section, or the Erosion and Sedimentation Act, as amended, within three years prior to the date of filing of the application under consideration, the City of Villa Rica may deny the permit application.
- F. The City of Villa Rica may require the permit applicant to post a bond in the form of government security, cash, irrevocable letter of credit, or any combination thereof up to, but not exceeding, \$3,000.00 per acre or fraction thereof of the proposed land-disturbing activity, prior to issuing the permit. If the applicant does not comply with this ordinance or with the conditions of the permit after issuance, the City of Villa Rica may call the bond or any part thereof to be forfeited and may use the proceeds to hire a contractor to stabilize the site of the land-disturbing activity and bring it into compliance. These provisions shall not apply unless there is in effect an ordinance or statute specifically providing for hearing and judicial review of any determination or order of the City of Villa Rica with respect to alleged permit violations.

705.2 Plan Requirements:

- A. Plans must be prepared to meet the minimum requirements as contained in Section 705.2 B. & C. of this ordinance. Conformance with the minimum requirements may be attained through the use of design criteria in the current issue of the *Manual for Erosion and Sediment Control in Georgia*, published by the State Soil and Water Conservation Commission as a guide; or through the use of more stringent, alternate design criteria which conform to sound conservation and engineering practices. The *Manual for Erosion and Sediment Control in Georgia* is hereby incorporated by reference into this ordinance. The plan for the land-disturbing activity shall consider the interrelationship of the soil types, geological and hydrological characteristics, topography, watershed, vegetation, proposed permanent structures including roadways, constructed waterways, sediment control and storm water management facilities, local ordinances and State laws.

B. Data Required for Site Plan

- a. Narrative or notes, and other information: Notes or narrative to be located on the site plan in general notes or in erosion and sediment control notes.
- b. Description of existing land use at project site and description of proposed project.
- c. Name, address, and phone number of the property owner.
- d. Name and phone number of 24-hour local contact who is responsible for erosion and sedimentation controls.
- e. Size of project, or phase under construction, in acres.
- f. Activity schedule showing anticipated starting and completion dates for the project. Include the statement in **bold letters**, that “the installation of erosion and sedimentation control measures and practices shall occur prior to or concurrent with land-disturbing activities.”
- g. Stormwater and sedimentation management systems-storage capacity, hydrologic study, and calculations, including off-site drainage areas.
- h. Vegetative plan for all temporary and permanent vegetative measures, including species, planting dates, and seeding, fertilizer, lime, and mulching rates. The vegetative plan should show options for year-round seeding.
- i. Detail drawings for all structural practices. Specifications may follow guidelines set forth in the *Manual for Erosion and Sediment Control in Georgia*.
- j. Maintenance statement - “Erosion and sedimentation control measures will be maintained at all times. **If full implementation of the approved plan does not provide for effective erosion and sediment control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.**”

C. Maps, drawings, and supportive computations shall bear the signature /seal of a registered certified professional in engineering, architecture, landscape architecture, land surveying, or erosion and sedimentation control. The certified plans shall contain:

- a. Graphic scale and north point or arrow indicating magnetic north.
- b. Vicinity maps showing location of project and existing streets.
- c. Boundary line survey.
- d. Delineation of disturbed areas within project boundary.
- e. Existing and planned contours, with an interval in accordance with the following:

Map Scale	Ground Slope	Contour Interval, ft.
1 inch = 100 ft. or larger scale	Flat 0-2% Rolling 2-8% Steep 8% +	0.5 or 1 1 or 2 2, 5 or 10

- f. Adjacent areas and features areas such as streams, lakes, residential areas, etc. which might be affected should be indicated on the plan.
 - g. Proposed structures or additions to existing structures and paved areas.
 - h. Delineate the 25-foot horizontal buffer adjacent to state waters and the specified width in MRPA areas.
 - i. Delineate the specified horizontal buffer along designated trout streams, where applicable.
 - j. Location of erosion and sedimentation control measures and practices using coding symbols from the *Manual for Erosion and Sediment Control in Georgia*, Chapter 6.
- D. Maintenance of all soil erosion and sedimentation control practices, whether temporary or permanent, shall be at all times the responsibility of the property owner.

705.3 Permits:

- A. Permits shall be issued or denied as soon as practicable but, in any event, not later than forty-five (45) days after receipt by the City of Villa Rica of a completed application, providing variances and bonding are obtained, where necessary.
- B. No permit shall be issued by the City of Villa Rica unless the erosion and sedimentation control plan has been approved by the District and the City of Villa Rica has affirmatively determined that the plan is in compliance with this ordinance, any variances required by Section 704 B. & C. are obtained, bonding requirements, if necessary, as per Section 705.1 F. are met and all ordinances and rules and regulations in effect within the jurisdictional boundaries of the City of Villa Rica are met. If the permit is denied, the reason for denial shall be furnished to the applicant.
- C. If the tract is to be developed in phases, then a separate permit shall be required for each phase.

- D. The permit may be suspended, revoked, or modified by the City of Villa Rica, as to all or any portion of the land affected by the plan, upon finding that the holder or his successor in the title is not in compliance with the approved erosion and sedimentation control plan or that the holder or his successor in title is in violation of this ordinance. A holder of a permit shall notify any successor in title to him as to all or any portion of the land affected by the approved plan of the conditions contained in the permit.

706. **Inspection and Enforcement**

- A. The City of Villa Rica Community Development Director, City Manager, or their designee will periodically inspect the sites of land-disturbing activities for which permits have been issued to determine if the activities are being conducted in accordance with the plan and if the measures required in the plan are effective in controlling erosion and sedimentation. Also, the City of Villa Rica shall regulate both primary and secondary permittees as such terms are defined in the state general permit. Primary permittees shall be responsible of installation and maintenance of best management practices where the primary permittee is conducting land-disturbing activities. Secondary permittees shall be responsible for installation and maintenance of best management practices where the secondary permittee is conducting land-disturbing activities. If, through inspection, it is deemed that a person engaged in land - disturbing activities as defined herein has failed to comply with the approved plan, with permit conditions, or with the provisions of this ordinance, a written notice to comply shall be served upon that person. The notice shall set forth the measures necessary to achieve compliance and shall state the time within which such measures must be completed. If the person engaged in the land-disturbing activity fails to comply within the time specified, he shall be deemed in violation of this ordinance.
- B. The City of Villa Rica Community Development Director, City Manager, or their designee shall have the power to conduct such investigations as it may reasonably deem necessary to carry out duties as prescribed in this ordinance, and for this purpose to enter at reasonable times upon any property, public or private, for the purpose of investigation and inspecting the sites of land-disturbing activities.
- C. No person shall refuse entry or access to any authorized representative or agent of the City of Villa Rica, the Commission, the District, or Division who requests entry for the purposes of inspection, and who presents appropriate credentials, nor shall any person obstruct, hamper or interfere with any such representative while in the process of carrying out his official duties.

- D. The Districts or the Commission or both shall periodically review the actions of counties and municipalities that have been certified as Issuing Authorities pursuant to O.C.G.A. 12-7-8 (a). The Districts or the Commission or both may provide technical assistance to any county or municipality for the purpose of improving the effectiveness of the county or municipality's erosion and sedimentation control program. The Districts or the Commission shall notify the Division and request investigation by the Division if any deficient or ineffective local program is found.
- E. The Board, on or before December 31, 2003, shall promulgate rules and regulations setting forth the requirements and standards for certification and the procedures for decertification of a Local Issuing Authority. The Division may periodically review the actions of municipalities which have been certified as Local Issuing Authorities pursuant to Code Section 12-7-8 (a). Such review may include, but shall not be limited to, review of the administration and enforcement of a governing authority's ordinance and review of conformance with an agreement, if any, between the district and the governing authority. If such review indicates that the governing authority of any municipality certified pursuant to O.C.G.A. 12-7-8 (a) has not administered or enforced its ordinances or has not conducted the program in accordance with any agreement entered into pursuant to O.C.G.A. 12-7-7, the Division shall notify the governing authority of the municipality in writing. The governing authority of any municipality so notified shall have 30 days within which to take the necessary corrective action to retain certification as a Local Issuing Authority. If the municipality does not take necessary corrective action within 30 days after notification by the division, the division may revoke the certification of the municipality as a Local Issuing Authority.

707. **Penalties and Incentives**

- A. Failure to Obtain a Permit for Land-Disturbing Activities: If any person commences any land-disturbing activity requiring a land-disturbing permit as prescribed in this ordinance without first obtaining said permit, the person shall be subject to revocation of his business license, work permit or other authorization for the conduct of a business and associated work activities within the jurisdictional boundaries of the City of Villa Rica.
- B. Stop-Work Orders:
 - a. For the first and second violations of the provisions of this ordinance, the Director or the City of Villa Rica shall issue a written warning to the violator. The violator shall have five days to correct the violation. If the violation is not corrected within five days, the Director or the City of Villa Rica shall issue a stop-work order requiring that land-disturbing activities be stopped until necessary corrective action or mitigation has occurred; provided, however, that, if the violation presents an imminent threat to public health or waters of the state or if

the land-disturbing activities are conducted without obtaining the necessary permit, the Director or City of Villa Rica shall issue an immediate stop-work order in lieu of a warning;

- b. For a third and each subsequent violation, the Director or the City of Villa Rica shall issue an immediate stop-work order; and;
- c. All stop-work orders shall be effective immediately upon issuance and shall be in effect until the necessary corrective action or mitigation has occurred.
- d. When a violation in the form of taking action without a permit, failure to maintain a stream buffer, or significant amounts of sediment, as determined by the City of Villa Rica or by the director or his or her designee, have been or are being discharged into state waters and where best management practices have not been properly designed, installed, and maintained, a stop work order shall be issued by the City of Villa Rica or by the director or his or her designee. All such stop work orders shall be effective immediately upon issuance and shall be in effect until the necessary corrective action or mitigation has occurred. Such stop work orders shall apply to all land-disturbing activity on the site with the exception of the installation and maintenance of temporary or permanent erosion and sediment controls.

C. Bond Forfeiture:

If, through inspection, it is determined that a person engaged in land-disturbing activities has failed to comply with the approved plan, a written notice to comply shall be served upon that person. The notice shall set forth the measures necessary to achieve compliance with the plan and shall state the time within which such measures must be completed. If the person engaged in the land-disturbing activity fails to comply within the time specified, he shall be deemed in violation of this ordinance and, in addition to other penalties, shall be deemed to have forfeited his performance bond, if required to post one under the provisions of Section 705.1 F. The City of Villa Rica may call the bond or any part thereof to be forfeited and may use the proceeds to hire a contractor to stabilize the site of the land-disturbing activity and bring it into compliance.

D. Monetary Penalties:

- a. Any person who violates any provisions of this ordinance, or any permit condition or limitation established pursuant to this ordinance or who negligently or intentionally fails or refuses to comply with any final or emergency order of the Director issued as provided in this

ordinance shall be liable for a civil penalty not to exceed \$2,500.00 per day. For the purpose of enforcing the provisions of this ordinance, notwithstanding any provisions in any City charter to the contrary, municipal courts shall be authorized to impose penalty not to exceed \$2,500.00 for each violation. Notwithstanding any limitation of law as to penalties which can be assessed for violations or any other court of competent jurisdiction trying cases brought as violations of this ordinance under city ordinances approved under this ordinance shall be authorized to impose penalties for such violations not to exceed \$2,500.00 for each violation. Each day during which violation or failure or refusal to comply continues shall be a separate violation.

- b. Any person who violates any provision of this ordinance, the rules and regulations adopted or who negligently or intentionally fails to comply with any final or emergency order issued as provided in the ordinance, may be held liable for a sentence of imprisonment not to exceed 60 days in jail or monetary penalty of \$2,500 per day or both.

708. **Education and Certification**

After December 31, 2006, all persons involved in land development design, review, permitting, construction, monitoring, or inspection of any land-disturbing activity shall meet the education and training certification requirements, dependent on their level of involvement with the process, as developed by the Commission in consultation with the division and the stakeholder advisory board created pursuant to O.C.G.A 12-7-20.

709. **Administrative Appeal Judicial Review**

709.1 **Administrative Remedies:** The suspension, revocation, modification or grant with condition of a permit by the City of Villa Rica upon finding that the holder is not in compliance with the approved erosion and sediment control plan; or that the holder is in violation of permit conditions; or that the holder is in violation of any ordinance; shall entitle the person submitting the plan or holding the permit to a hearing before the Mayor and City Council within thirty (30) days after receipt by the City of Villa Rica of written notice of appeal.

709.2 **Judicial Review:** Any person, aggrieved by a decision or order of the City of Villa Rica, after exhausting his administrative remedies, shall have the right to appeal denovo to the appropriate Magistrate Court.

709.3 **Validity:** If any section, paragraph, clause, phrase, or provision of this ordinance shall be adjudged invalid or held unconstitutional, such decisions shall not affect the remaining portions of this ordinance.

709.4 Liability:

- A. Neither the approval of a plan under the provisions of this ordinance, nor the compliance with provisions of this ordinance shall relieve any person from the responsibility for damage to any person or property otherwise imposed by law nor impose any liability upon the City of Villa Rica or District for damage to any person or property.
- B. The fact that a land-disturbing activity for which a permit has been issued results in injury to the property of another shall neither constitute proof of nor create a presumption of a violation of the standards provided for in this ordinance or the terms of the permit.
- C. No provision of this ordinance shall permit any persons to violate the Georgia Erosion and Sedimentation Act of 1975, the Georgia Water Quality Control Act or the rules and regulations promulgated and approved there under or pollute any Waters of the State as defined thereby.

SECTION 800 ORDINANCE FOR POST DEVELOPMENT STORMWATER
MANAGEMENT FOR NEW DEVELOPMENT AND
REDEVELOPMENT

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**800. POST-DEVELOPMENT STORMWATER MANAGEMENT FOR NEW
DEVELOPMENT AND REDEVELOPMENT**

Introduction

It is hereby determined that:

Land development projects and other land use conversions, and their associated changes to land cover, permanently alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, which in turn increase flooding, stream channel erosion, and sediment transport and deposition;

Land development projects and other land use conversions also contribute to increased nonpoint source pollution and degradation of receiving waters;

The impacts of post-development stormwater runoff quantity and quality can adversely affect public safety, public and private property, drinking water supplies, recreation, fish and other aquatic life, property values and other uses of lands and waters;

These adverse impacts can be controlled and minimized through the regulation of stormwater runoff quantity and quality from new development and redevelopment, by the use of both structural facilities as well as nonstructural measures, such as the conservation of open space and greenspace areas. The preservation and protection of natural area and greenspace for stormwater management benefits is encouraged through the use of incentives or “credits.” The Georgia Greenspace Program provides a mechanism for the preservation and coordination of those greenspace areas which provide stormwater management quality and quantity benefits;

Localities in the State of Georgia are required to comply with a number of both State and Federal laws, regulations and permits which require a locality to address the impacts of post-development stormwater runoff quality and nonpoint source pollution;

Therefore, the City of Villa Rica has established this set of stormwater management policies to provide reasonable guidance for the regulation of post-development stormwater runoff for the purpose of protecting local water resources from degradation. It has determined that it is in the public interest to regulate post-development stormwater runoff discharges in order to control and minimize increases in stormwater runoff rates and volumes, post-construction soil erosion and sedimentation, stream channel erosion, and nonpoint source pollution associated with post-development stormwater runoff.

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801. **General Provisions**

801.1 **Purpose and Intent**

The purpose of this ordinance is to protect, maintain and enhance the public health, safety, environment and general welfare by establishing minimum requirements and procedures to control the adverse effects of increased post-development stormwater runoff and nonpoint source pollution associated with new development and redevelopment. It has been determined that proper management of post-development stormwater runoff will minimize damage to public and private property and infrastructure, safeguard the public health, safety, environment and general welfare of the public, and protect water and aquatic resources. This ordinance seeks to meet that purpose through the following objectives:

1. Establish decision-making processes surrounding land development activities that protect the integrity of the watershed and preserve the health of water resources;
2. Require that new development and redevelopment maintain the pre-development hydrologic response in their post-development state as nearly as practicable in order to reduce flooding, streambank erosion, nonpoint source pollution and increases in stream temperature, and maintain the integrity of stream channels and aquatic habitats;
3. Establish minimum post-development stormwater management standards and design criteria for the regulation and control of stormwater runoff quantity and quality;
4. Establish design and application criteria for the construction and use of structural stormwater control facilities that can be used to meet the minimum post-development stormwater management standards;
5. Encourage the use of nonstructural stormwater management and stormwater better site design practices, such as the preservation of greenspace and other conservation areas, to the maximum extent practicable. Coordinate site design plans, which include greenspace, with the county's greenspace protection plan;
6. Establish provisions for the long-term responsibility for and maintenance of structural stormwater control facilities and nonstructural stormwater management practices to ensure that they continue to function as designed, are maintained, and pose no threat to public safety; and,

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7. Establish administrative procedures for the submission, review, approval and disapproval of stormwater management plans, and for the inspection of approved active projects, and long-term follow up.

801.2 Applicability

1. This ordinance shall be applicable to all land development, including, but not limited to, site plan applications, subdivision applications, and grading applications, unless exempt pursuant to Subsection 2 below. These standards apply to any new development or redevelopment site that meets one or more of the following criteria:
 - a. New development that involves the creation of 5,000 square feet or more of impervious cover, or that involves other land development activities of 1 acre or more;
 - b. Redevelopment that includes the creation, addition or replacement of 5,000 square feet or more of impervious cover, or that involves other land development activity of one (1) acre or more;
 - c. Any new development or redevelopment, regardless of size, that is defined by the Ordinance Administrator to be a hotspot land use; or,
 - d. Land development activities that are smaller than the minimum applicability criteria set forth in items (a.) and (b.) above if such activities are part of a larger common plan of development, even though multiple, separate and distinct land development activities may take place at different times on different schedules.
2. The following activities are exempt from this ordinance:
 - a. Individual single-family or duplex residential lots that are not part of a subdivision or phased development project;
 - b. Additions or modifications to existing single-family or duplex residential structures;
 - c. Agricultural or silvicultural land management activities within areas zoned for these activities; and,

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- d. Repairs to any stormwater management facility or practice deemed necessary by the Ordinance Administrator.

801.3 Designation of Ordinance Administrator

The Villa Rica Community Development Director or the Public Works Department is hereby appointed to administer and implement the provisions of this ordinance.

801.4 Compatibility with Other Regulations

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

801.5 Severability

If the provisions of any section, subsection, paragraph, subdivision or clause of this ordinance shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this ordinance.

801.6 Stormwater Design Manual

The City of Villa Rica will utilize the policy, criteria and information including technical specifications and standards in the latest edition of the Georgia Stormwater Management Manual and any relevant local addenda, for the proper implementation of the requirements of this ordinance. The manual may be updated and expanded periodically, based on improvements in science, engineering, monitoring and local maintenance experience.

802. Definitions

Applicant means a person submitting a post-development stormwater management application and plan for approval.

Channel means a natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.

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Conservation Easement means an agreement between a land owner and the City of Villa Rica or other government agency or land trust that permanently protects open space or greenspace on the owner's land by limiting the amount and type of development that can take place, but continues to leave the remainder of the fee interest in private ownership.

Detention means the temporary storage of stormwater runoff in a stormwater management facility for the purpose of controlling the peak discharge.

Detention Facility means a detention basin or structure designed for the detention of stormwater runoff and gradual release of stored water at controlled rates.

Developer means a person who undertakes land development activities.

Development means a land development or land development project.

Drainage Easement means an easement appurtenant or attached to a tract or parcel of land allowing the owner of adjacent tracts or other persons to discharge stormwater runoff onto the tract or parcel of land subject to the drainage easement.

Erosion and Sedimentation Control Plan means a plan that is designed to minimize the accelerated erosion and sediment runoff at a site during land disturbance activities.

Extended Detention means the detention of stormwater runoff for an extended period, typically 24 hours or greater.

Extreme Flood Protection means measures taken to prevent adverse impacts from large low-frequency storm events with a return frequency of 100 years or more.

Flooding means a volume of surface water that is too great to be confined within the banks or walls of a conveyance or stream channel and that overflows onto adjacent lands.

Greenspace or Open Space means permanently protected areas of the site that are preserved in a natural state.

Hotspot means an area where the use of the land has the potential to generate highly contaminated runoff, with concentrations of pollutants in excess of those typically found in stormwater.

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Hydrologic Soil Group (HSG) means a Natural Resource Conservation Service classification system in which soils are categorized into four runoff potential groups. The groups range from group “A” soils, with high permeability and little runoff produced, to group “D” soils, which have low permeability rates and produce much more runoff.

Impervious Cover means a surface composed of any material that significantly impedes or prevents the natural infiltration of water into soil. Impervious surfaces include, but are not limited to, rooftops, buildings, streets and roads, and any concrete or asphalt surface.

Industrial Stormwater Permit means a National Pollutant Discharge Elimination System (NPDES) permit issued to an industry or group of industries which regulates the pollutant levels associated with industrial stormwater discharges or specifies on-site pollution control strategies.

Infiltration means the process of percolating stormwater runoff into the subsoil.

Jurisdictional Wetland means an area that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as hydrophytic vegetation.

Land Development means any land change, including, but not limited to, clearing, digging, grubbing, stripping, removal of vegetation, dredging, grading, excavating, transporting and filling of land, construction, paving, and any other installation of impervious cover.

Land Development Activities means those actions or activities which comprise, facilitate or result in land development.

Land Development Project means a discrete land development undertaking.

Inspection and Maintenance Agreement means a written agreement providing for the long-term inspection and maintenance of stormwater management facilities and practices on a site or with respect to a land development project, which when properly recorded in the deed records constitutes a restriction on the title to a site or other land involved in a land development project.

New Development means a land development activity on a previously undeveloped site.

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Nonpoint Source Pollution means a form of water pollution that does not originate from a discrete point such as a sewage treatment plant or industrial discharge, but involves the transport of pollutants such as sediment, fertilizers, pesticides, heavy metals, oil, grease, bacteria, organic materials and other contaminants from land to surface water and groundwater via mechanisms such as precipitation, stormwater runoff, and leaching. Nonpoint source pollution is a by-product of land use practices such as agricultural, silvicultural, mining, construction, subsurface disposal and urban runoff sources.

Nonstructural Stormwater Management Practice or Nonstructural Practice means any natural or planted vegetation or other nonstructural component of the stormwater management plan that provides for or enhances stormwater quantity and/or quality control or other stormwater management benefits, and includes, but is not limited to, riparian buffers, open and greenspace areas, overland flow filtration areas, natural depressions, and vegetated channels.

Off-Site Facility means a stormwater management facility located outside the boundaries of the site.

On-Site Facility means a stormwater management facility located within the boundaries of the site.

Overbank Flood Protection means measures taken to prevent an increase in the frequency and magnitude of out-of-bank flooding (i.e. flow events that exceed the capacity of the channel and enter the floodplain), and that are intended to protect downstream properties from flooding for the 2-year through 25-year frequency storm events.

Owner means the legal or beneficial owner of a site, including but not limited to, a mortgagee or vendee in possession, receiver, executor, trustee, lessee or other person, firm or corporation in control of the site.

Permit means the permit issued by the City of Villa Rica to the applicant which is required for undertaking any land development activity.

Person means, except to the extent exempted from this ordinance, any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, county or other political subdivision of the State, any interstate body or any other legal entity.

Post-development refers to the time period, or the conditions that may reasonably be expected or anticipated to exist, after completion of the land development activity on a site as the context may require.

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Pre-development refers to the time period, or the conditions that exist, on a site prior to the commencement of a land development project and at the time that plans for the land development of a site are approved by the plan approving authority. Where phased development or plan approval occurs (preliminary grading, roads and utilities, etc.), the existing conditions at the time prior to the first item being approved or permitted shall establish pre-development conditions.

Project means a land development project.

Redevelopment means a land development project on a previously developed site, but excludes ordinary maintenance activities, remodeling of existing buildings, resurfacing of paved areas, and exterior changes or improvements which do not materially increase or concentrate stormwater runoff, or cause additional nonpoint source pollution.

Regional Stormwater Management Facility or Regional Facility means stormwater management facilities designed to control stormwater runoff from multiple properties, where the owners or developers of the individual properties may assist in the financing of the facility, and the requirement for on-site controls is either eliminated or reduced.

Runoff means stormwater runoff.

Site means the parcel of land being developed, or the portion thereof on which the land development project is located.

Stormwater Better Site Design means nonstructural site design approaches and techniques that can reduce a site's impact on the watershed and can provide for nonstructural stormwater management. Stormwater better site design includes conserving and protecting natural areas and greenspace, reducing impervious cover and using natural features for stormwater management.

Stormwater Management means the collection, conveyance, storage, treatment and disposal of stormwater runoff in a manner intended to prevent increased flood damage, streambank channel erosion, habitat degradation and water quality degradation, and to enhance and promote the public health, safety and general welfare.

Stormwater Management Facility means any infrastructure that controls or conveys stormwater runoff.

Stormwater Management Measure means any stormwater management facility or nonstructural stormwater practice.

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Stormwater Management Plan means a document describing how existing runoff characteristics will be affected by a land development project and containing measures for complying with the provisions of this ordinance.

Stormwater Management System means the entire set of structural and nonstructural stormwater management facilities and practices that are used to capture, convey and control the quantity and quality of the stormwater runoff from a site.

Stormwater Retrofit means a stormwater management practice designed for a currently developed site that previously had either no stormwater management practice in place or a practice inadequate to meet the stormwater management requirements of the site.

Stormwater Runoff means the flow of surface water resulting from precipitation.

Structural Stormwater Control means a structural stormwater management facility or device that controls stormwater runoff and changes the characteristics of that runoff including, but not limited to, the quantity and quality, the period of release or the velocity of flow of such runoff.

Subdivision means the division of a tract or parcel of land resulting in one or more new lots or building sites for the purpose, whether immediately or in the future, of sale, other transfer of ownership or land development, and includes divisions of land resulting from or made in connection with the layout or development of a new street or roadway or a change in an existing street or roadway.

803. **Permit Procedures and Requirements**

803.1 **Permit Application Requirements**

No owner or developer shall perform any land development activities without first meeting the requirements of this ordinance prior to commencing the proposed activity.

Unless specifically exempted by this ordinance, any owner or developer proposing a land development activity shall submit to the City of Villa Rica a permit application on a form provided by the City of Villa Rica for that purpose.

Unless otherwise exempted by this ordinance, a permit application shall be accompanied by the following items in order to be considered:

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1. Stormwater concept plan and consultation meeting certification in accordance with Section 803.2;
2. Stormwater management plan in accordance with Section 803.3;
3. Inspection and maintenance agreement in accordance with Section 803.4, if applicable;
4. Performance bond in accordance with Section 803.5, if applicable; and,
5. Permit application and plan review fees in accordance with Section 803.6.

803.2 Stormwater Concept Plan and Consultation Meeting

Before any stormwater management permit application is submitted, it is required that the land owner or developer shall meet with the City of Villa Rica for a consultation meeting on a concept plan for the post-development stormwater management system to be utilized in the proposed land development project. This consultation meeting [shall] take place at the time of the preliminary plan of subdivision or other early step in the development process. The purpose of this meeting is to discuss the post-development stormwater management measures necessary for the proposed project, as well as to discuss and assess constraints, opportunities and potential ideas for stormwater management designs before the formal site design engineering is commenced.

To accomplish this goal the following information shall be included in the concept plan which shall be submitted in advance of the meeting:

A. Existing Conditions / Proposed Site Plans

Existing conditions and proposed site layout sketch plans, which illustrate at a minimum: existing and proposed topography; perennial and intermittent streams; mapping of predominant soils from soil surveys (when available); boundaries of existing predominant vegetation and proposed limits of clearing and grading; and location of existing and proposed roads, buildings, parking areas and other impervious surfaces.

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B. Natural Resources Inventory

A written or graphic inventory of the natural resources at the site and surrounding area as it exists prior to the commencement of the project. This description should include a discussion of soil conditions, forest cover, topography, wetlands, and other native vegetative areas on the site, as well as the location and boundaries of other natural feature protection and conservation areas such as wetlands, lakes, ponds, floodplains, stream buffers and other setbacks (e.g., drinking water well setbacks, septic setbacks, etc.). Particular attention should be paid to environmentally sensitive features that provide particular opportunities or constraints for development.

C. Stormwater Management System Concept Plan

A written or graphic concept plan of the proposed post-development stormwater management system including: preliminary selection and location of proposed structural stormwater controls; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of floodplain/floodway limits; relationship of site to upstream and downstream properties and drainages; and preliminary location of proposed stream channel modifications, such as bridge or culvert crossings.

Local watershed plans, the Carroll and/or Douglas County greenspace projection plan (if applicable) and any relevant resource protection plans will be consulted in the discussion of the concept plan.

803.3 Stormwater Management Plan Requirements

The stormwater management plan shall detail how post-development stormwater runoff will be controlled or managed and how the proposed project will meet the requirements of this ordinance, including the performance criteria set forth in Section 7.5-225 below.

This plan shall be in accordance with the criteria established in this section and must be submitted with the stamp and signature of a Professional Engineer (PE) licensed in the state of Georgia, who must verify that the design of all stormwater management facilities and practices meet the submittal requirements outlined in the submittal checklist(s) found in the stormwater design manual.

The stormwater management plan must ensure that the requirements and criteria in this ordinance are being complied with and that opportunities

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are being taken to minimize adverse post-development stormwater runoff impacts from the development. The plan shall consist of maps, narrative, and supporting design calculations (hydrologic and hydraulic) for the proposed stormwater management system. The plan shall include all of the information required in the Stormwater Management Site Plan checklist found in the stormwater design manual. This includes:

A. Common address and legal description of site

B. Vicinity Map

C. Existing Conditions Hydrologic Analysis

The existing condition hydrologic analysis for stormwater runoff rates, volumes, and velocities, which shall include: a topographic map of existing site conditions with the drainage basin boundaries indicated; acreage, soil types and land cover of areas for each sub basin affected by the project; all perennial and intermittent streams and other surface water features; all existing stormwater conveyances and structural control facilities; direction of flow and exits from the site; analysis of runoff provided by off-site areas upstream of the project site; and methodologies, assumptions, site parameters and supporting design calculations used in analyzing the existing conditions site hydrology. For redevelopment sites, predevelopment conditions shall be modeled using the established guidelines for the portion of the site undergoing land development activities.

D. Post-Development Hydrologic Analysis

The post-development hydrologic analysis for stormwater runoff rates, volumes, and velocities, which shall include: a topographic map of developed site conditions with the post-development drainage basin boundaries indicated; total area of post-development impervious surfaces and other land cover areas for each sub basin affected by the project; calculations for determining the runoff volumes that need to be addressed for each sub basin for the development project to meet the post-development stormwater management performance criteria in Section 804; location and boundaries of proposed natural feature protection and conservation areas; documentation and calculations for any applicable site design credits that are being utilized; methodologies, assumptions, site parameters and supporting design calculations used in analyzing the existing conditions site hydrology. If the land development activity on a redevelopment site constitutes more than 50 percent of the site area for the entire site, then the

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performance criteria in Section 804 must be met for the stormwater runoff from the entire site.

E. Stormwater Management System

The description, scaled drawings and design calculations for the proposed post-development stormwater management system, which shall include: A map and/or drawing or sketch of the stormwater management facilities, including the location of nonstructural site design features and the placement of existing and proposed structural stormwater controls, including design water surface elevations, storage volumes available from zero to maximum head, location of inlet and outlets, location of bypass and discharge systems, and all orifice/restrictor sizes; a narrative describing how the selected structural stormwater controls will be appropriate and effective; cross-section and profile drawings and design details for each of the structural stormwater controls in the system, including supporting calculations to show that the facility is designed according to the applicable design criteria; a hydrologic and hydraulic analysis of the stormwater management system for all applicable design storms (including stage-storage or outlet rating curves, and inflow and outflow hydrographs); documentation and supporting calculations to show that the stormwater management system adequately meets the post-development stormwater management performance criteria in Section 804; drawings, design calculations, elevations and hydraulic grade lines for all existing and proposed stormwater conveyance elements including stormwater drains, pipes, culverts, catch basins, channels, swales and areas of overland flow; and where applicable, a narrative describing how the stormwater management system corresponds with any watershed protection plans and/or local greenspace protection plan.

F. Post-Development Downstream Analysis

A downstream peak flow analysis which includes the assumptions, results and supporting calculations to show safe passage of post-development design flows downstream. The analysis of downstream conditions in the report shall address each and every point or area along the project site's boundaries at which runoff will exit the property. The analysis shall focus on the portion of the drainage channel or watercourse immediately downstream from the project. This area shall extend downstream from the project to a point in the

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drainage basin where the project area is 10 percent of the total basin area. In calculating runoff volumes and discharge rates, consideration may need to be given to any planned future upstream land use changes. The analysis shall be in accordance with the stormwater design manual.

G. Construction-Phase Erosion and Sedimentation Control Plan

An erosion and sedimentation control plan in accordance with the Georgia Erosion and Sedimentation Control Act or NPDES Permit for Construction Activities. The plan shall also include information on the sequence/phasing of construction and temporary stabilization measures and temporary structures that will be converted into permanent stormwater controls.

H. Landscaping and Open Space Plan

A detailed landscaping and vegetation plan describing the woody and herbaceous vegetation that will be used within and adjacent to stormwater management facilities and practices. The landscaping plan must also include: the arrangement of planted areas, natural and greenspace areas and other landscaped features on the site plan; information necessary to construct the landscaping elements shown on the plan drawings; descriptions and standards for the methods, materials and vegetation that are to be used in the construction; density of plantings; descriptions of the stabilization and management techniques used to establish vegetation; and a description of who will be responsible for ongoing maintenance of vegetation for the stormwater management facility and what practices will be employed to ensure that adequate vegetative cover is preserved.

I. Operations and Maintenance Plan

Detailed description of ongoing operations and maintenance procedures for stormwater management facilities and practices to ensure their continued function as designed and constructed or preserved. These plans will identify the parts or components of a stormwater management facility or practice that need to be regularly or periodically inspected and maintained, and the equipment and skills or training necessary. The plan shall include an inspection and maintenance schedule, maintenance tasks, responsible parties for

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maintenance, funding, access and safety issues. Provisions for the periodic review and evaluation of the effectiveness of the maintenance program and the need for revisions or additional maintenance procedures shall be included in the plan.

J. Maintenance Access Easements

The applicant must ensure access from public right-of-way to stormwater management facilities and practices requiring regular maintenance at the site for the purpose of inspection and repair by securing all the maintenance access easements needed on a permanent basis. Such access shall be sufficient for all necessary equipment for maintenance activities. Upon final inspection and approval, a plat or document indicating that such easements exist shall be recorded and shall remain in effect even with the transfer of title of the property.

K. Inspection and Maintenance Agreements

Unless an on-site stormwater management facility or practice is dedicated to and accepted by the City of Villa Rica as provided in Section 802.4 below, the applicant must execute an easement and an inspection and maintenance agreement binding on all subsequent owners of land served by an on-site stormwater management facility or practice in accordance Section 803.4.

L. Evidence of Acquisition of Applicable Local and Non-local Permits

The applicant shall certify and provide documentation to the City of Villa Rica that all other applicable environmental permits have been acquired for the site prior to approval of the stormwater management plan.

803.4 Stormwater Management Inspection and Maintenance Agreements

Prior to the issuance of any permit for a land development activity requiring a stormwater management facility or practice hereunder and for which the City of Villa Rica requires ongoing maintenance, the applicant or owner of the site must, unless an on-site stormwater management facility or practice is dedicated to and accepted by the City of Villa Rica, execute an inspection and maintenance agreement, and/or a conservation

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easement, if applicable, that shall be binding on all subsequent owners of the site.

The inspection and maintenance agreement, if applicable, must be approved by the City of Villa Rica prior to plan approval, and recorded in the deed records upon final plat approval.

The inspection and maintenance agreement shall identify by name or official title the person(s) responsible for carrying out the inspection and maintenance. Responsibility for the operation and maintenance of the stormwater management facility or practice, unless assumed by a governmental agency, shall remain with the property owner and shall pass to any successor owner. If portions of the land are sold or otherwise transferred, legally binding arrangements shall be made to pass the inspection and maintenance responsibility to the appropriate successors in title. These arrangements shall designate for each portion of the site, the person to be permanently responsible for its inspection and maintenance.

As part of the inspection and maintenance agreement, a schedule shall be developed for when and how often routine inspection and maintenance will occur to ensure proper function of the stormwater management facility or practice. The agreement shall also include plans for annual inspections to ensure proper performance of the facility between scheduled maintenance and shall also include remedies for the default thereof.

In addition to enforcing the terms of the inspection and maintenance agreement, the City of Villa Rica may also enforce all of the provisions for ongoing inspection and maintenance in Section 7.5-227 of this ordinance.

The City of Villa Rica, in lieu of an inspection and maintenance agreement, may accept dedication of any existing or future stormwater management facility for maintenance, provided such facility meets all the requirements of this ordinance and includes adequate and perpetual access and sufficient area, by easement or otherwise, for inspection and regular maintenance.

803.5 Performance and Maintenance Bonds

803.6 Application Procedure

1. Applications for land development permits shall be filed with the City of Villa Rica.

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2. Permit applications shall include the items set forth in Section 803.1 above (two copies of the stormwater management plan and the inspection maintenance agreement, if applicable, shall be included).
3. The City of Villa Rica shall inform the applicant whether the application, stormwater management plan and inspection and maintenance agreement are approved or disapproved.
4. If either the permit application, stormwater management plan or inspection and maintenance agreement are disapproved, the City of Villa Rica shall notify the applicant of such fact in writing. The applicant may then revise any item not meeting the requirements hereof and resubmit the same, in which event subparagraph 3 above and this subparagraph shall apply to such re-submittal.
5. Upon a finding by the City of Villa Rica that the permit application, stormwater management plan and inspection and maintenance agreement, if applicable, meet the requirements of this ordinance, the City of Villa Rica may issue a permit for the land development project, provided all other legal requirements for the issuance of such permit have been met.
6. Notwithstanding the issuance of the permit, in conducting the land development project, the applicant or other responsible person shall be subject to the following requirements:
 - a. The applicant shall comply with all applicable requirements of the approved plan and this ordinance and shall certify that all land clearing, construction, land development and drainage will be done according to the approved plan;
 - b. The land development project shall be conducted only within the area specified in the approved plan;
 - c. The City of Villa Rica shall be allowed to conduct periodic inspections of the project;
 - d. No changes may be made to an approved plan without review and written approval by the City of Villa Rica; and,
 - e. Upon completion of the project, the applicant or other responsible person shall submit the engineer's report and certificate and as-built plans required by Section 805.2.

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803.7 Application Review Fees

The fee for review of any stormwater management application shall be based on the fee structure established by the City of Villa Rica and shall be made prior to the issuance of any building permit for the development.

803.8 Modifications for Off-Site Facilities

The stormwater management plan for each land development project shall provide for stormwater management measures located on the site of the project, unless provisions are made to manage stormwater by an off-site or regional facility. The off-site or regional facility must be located on property legally dedicated for the purpose, must be designed and adequately sized to provide a level of stormwater quantity and quality control that is equal to or greater than that which would be afforded by on-site practices and there must be a legally-obligated entity responsible for long-term operation and maintenance of the off-site or regional stormwater facility. In addition, on-site measures shall be implemented, where necessary, to protect upstream and downstream properties and drainage channels from the site to the off-site facility.

A stormwater management plan must be submitted to the City of Villa Rica which shows the adequacy of the off-site or regional facility.

To be eligible for a modification, the applicant must demonstrate to the satisfaction of the City of Villa Rica that the use of an off-site or regional facility will not result in the following impacts to upstream or downstream areas:

1. Increased threat of flood damage to public health, life, and property;
2. Deterioration of existing culverts, bridges, dams, and other structures;
3. Accelerated streambank or streambed erosion or siltation;
4. Degradation of in-stream biological functions or habitat; or
5. Water quality impairment in violation of State water quality standards, and/or violation of any state or federal regulations.

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804. Post-Development Stormwater Management Performance Criteria

The following performance criteria shall be applicable to all stormwater management plans, unless otherwise provided for in this ordinance:

804.1 Water Quality

All stormwater runoff generated from a site shall be adequately treated before discharge. It will be presumed that a stormwater management system complies with this requirement if:

1. It is sized to treat the prescribed water quality treatment volume from the site, as defined in the Georgia Stormwater Management Manual;
2. Appropriate structural stormwater controls or nonstructural practices are selected, designed, constructed or preserved, and maintained according to the specific criteria in the Georgia Stormwater Management Manual; and,
3. Runoff from hotspot land uses and activities identified by the City of Villa Rica are adequately treated and addressed through the use of appropriate structural stormwater controls, nonstructural practices and pollution prevention practices.

804.2 Stream Channel Protection

Protection of stream channels from bank and bed erosion and degradation shall be provided by using all of the following three approaches:

1. Preservation, restoration and/or reforestation (with native vegetation) of the applicable stream buffer;
2. 24-hour extended detention storage of the 1-year, 24-hour return frequency storm event;
3. Erosion prevention measures such as energy dissipation and velocity control.

804.3 Overbank Flooding Protection

Downstream overbank flood and property protection shall be provided by controlling (attenuating) the post-development peak discharge rate to the pre-development rate for the 25-year, 24-hour return frequency storm

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event. If control of the 1-year, 24-hour storm under Section 9.4, B is exempted, then peak discharge rate attenuation of the 2-year through the 25-year return frequency storm event must be provided.

804.4 Extreme Flooding Protection

Extreme flood and public safety protection shall be provided by controlling and safely conveying the 100-year, 24-hour return frequency storm event such that flooding is not exacerbated.

804.5 Structural Stormwater Controls

All structural stormwater management facilities shall be selected and designed using the appropriate criteria from the Georgia Stormwater Management Manual. All structural stormwater controls must be designed appropriately to meet their intended function. For other structural stormwater controls not included in the Georgia Stormwater Management Manual, or for which pollutant removal rates have not been provided, the effectiveness and pollutant removal of the structural control must be documented through prior studies, literature reviews, or other means and receive approval from City of Villa Rica before being included in the design of a stormwater management system. In addition, if hydrologic or topographic conditions, or land use activities warrant greater control than that provided by the minimum control requirements, the City of Villa Rica may impose additional requirements deemed necessary to protect upstream and downstream properties and aquatic resources from damage due to increased volume, frequency, and rate of stormwater runoff or increased nonpoint source pollution loads created on the site in question.

Applicants shall consult the Georgia Stormwater Management Manual for guidance on the factors that determine site design feasibility when selecting and locating a structural stormwater control.

804.6 Stormwater Credits for Nonstructural Measures

The use of one or more site design measures by the applicant may allow for a reduction in the water quality treatment volume required under Section 804.1. The applicant may, if approved by the City of Villa Rica, take credit for the use of stormwater better site design practices and reduce the water quality volume requirement. For each potential credit, there is a minimum set of criteria and requirements which identify the conditions or circumstances under which the credit may be applied. The site design

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practices that qualify for this credit and the criteria and procedures for applying and calculating the credits are included in the Georgia Stormwater Management Manual.

804.7 Drainage System Guidelines

Stormwater conveyance facilities, which may include but are not limited to culverts, stormwater drainage pipes, catch basins, drop inlets, junction boxes, headwalls, gutter, swales, channels, ditches, and energy dissipaters shall be provided when necessary for the protection of public right-of-way and private properties adjoining project sites and/or public right-of-ways. Stormwater conveyance facilities that are designed to carry runoff from more than one parcel, existing or proposed, shall meet the following requirements:

1. Methods to calculate stormwater flows shall be in accordance with the stormwater design manual;
2. All culverts, pipe systems and open channel flow systems shall be sized in accordance with the stormwater management plan using the methods included in the stormwater design manual; and,
3. Design and construction of stormwater conveyance facilities shall be in accordance with the criteria and specifications found in the stormwater design manual.

804.8 Dam Design Guidelines

Any land disturbing activity that involves a site which proposes a dam shall comply with the Georgia Safe Dams Act and Rules for Dam Safety as applicable.

805. Construction Inspections of Post-Development Stormwater Management System

805.1 Inspections to Ensure Plan Compliance During Construction

Periodic inspections of the stormwater management system construction shall be conducted by the staff of the City of Villa Rica or conducted and certified by a professional engineer who has been approved by the City of Villa Rica. Construction inspections shall utilize the approved stormwater management plan for establishing compliance.

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All inspections shall be documented with written reports that contain the following information:

1. The date and location of the inspection;
2. Whether construction is in compliance with the approved stormwater management plan;
3. Variations from the approved construction specifications; and,
4. Any other variations or violations of the conditions of the approved stormwater management plan.

If any violations are found, the applicant shall be notified in writing of the nature of the violation and the required corrective actions.

805.2 Final Inspection and As Built Plans

Upon completion of a project, and before a certificate of occupancy shall be granted, the applicant is responsible for certifying that the completed project is in accordance with the approved stormwater management plan. All applicants are required to submit actual “as built” plans for any stormwater management facilities or practices after final construction are completed. The plan must show the final design specifications for all stormwater management facilities and practices and must be certified by a Professional Engineer. A final inspection by the City of Villa Rica is required before the release of any performance securities can occur.

806. Ongoing Inspection and Maintenance of Stormwater Facilities and Practices

806.1 Long-Term Maintenance Inspection of Stormwater Facilities and Practices

Stormwater management facilities and practices included in a stormwater management plan which is subject to an inspection and maintenance agreement must undergo ongoing inspections to document maintenance and repair needs and ensure compliance with the requirements of the agreement, the plan and this ordinance.

A stormwater management facility or practice shall be inspected on a periodic basis by the responsible person in accordance with the approved

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inspection and maintenance agreement. In the event that the stormwater management facility has not been maintained and/or becomes a danger to public safety or public health, the City of Villa Rica shall notify the person responsible for carrying out the maintenance plan by registered or certified mail to the person specified in the inspection and maintenance agreement. The notice shall specify the measures needed to comply with the agreement and the plan and shall specify the time within which such measures shall be completed. If the responsible person fails or refuses to meet the requirements of the inspection and maintenance agreement, the City of Villa Rica, may correct the violation as provided in Subsection 806.4 hereof.

Inspection programs by the City of Villa Rica may be established on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include, but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in stormwater management facilities; and evaluating the condition of stormwater management facilities and practices.

806.2 Right-of-Entry for Inspection

The terms of the inspection and maintenance agreement shall provide for the City of Villa Rica to enter the property at reasonable times and in a reasonable manner for the purpose of inspection. This includes the right to enter a property when it has a reasonable basis to believe that a violation of this ordinance is occurring or has occurred and to enter when necessary for abatement of a public nuisance or correction of a violation of this ordinance.

806.3 Records of Maintenance Activities

Parties responsible for the operation and maintenance of a stormwater management facility shall provide records of all maintenance and repairs to the City of Villa Rica.

806.4 Failure to Maintain

If a responsible person fails or refuses to meet the requirements of the inspection and maintenance agreement, the City of Villa Rica, after thirty

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(30) days written notice (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient), may correct a violation of the design standards or maintenance requirements by performing the necessary work to place the facility or practice in proper working condition. The City of Villa Rica may assess the owner(s) of the facility for the cost of repair work which shall be a lien on the property, and may be placed on the ad valorem tax bill for such property and collected in the ordinary manner for such taxes.

807. Violations, Enforcement and Penalties

Any action or inaction which violates the provisions of this ordinance or the requirements of an approved stormwater management plan or permit may be subject to the enforcement actions outlined in this Section. Any such action or inaction which is continuous with respect to time is deemed to be a public nuisance and may be abated by injunctive or other equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief.

807.1 Notice of Violation

If the City of Villa Rica determines that an applicant or other responsible person has failed to comply with the terms and conditions of a permit, an approved stormwater management plan or the provisions of this ordinance, it shall issue a written notice of violation to such applicant or other responsible person. Where a person is engaged in activity covered by this ordinance without having first secured a permit therefore, the notice of violation shall be served on the owner or the responsible person in charge of the activity being conducted on the site.

The notice of violation shall contain:

1. The name and address of the owner or the applicant or the responsible person;
2. The address or other description of the site upon which the violation is occurring;
3. A statement specifying the nature of the violation;
4. A description of the remedial measures necessary to bring the action or inaction into compliance with the permit, the stormwater management

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plan or this ordinance and the date for the completion of such remedial action;

5. A statement of the penalty or penalties that may be assessed against the person to whom the notice of violation is directed; and,
6. A statement that the determination of violation may be appealed to the City of Villa Rica) by filing a written notice of appeal within thirty (30) days after the notice of violation (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient).

807.2 Penalties

In the event the remedial measures described in the notice of violation have not been completed by the date set forth for such completion in the notice of violation, any one or more of the following actions or penalties may be taken or assessed against the person to whom the notice of violation was directed. Before taking any of the following actions or imposing any of the following penalties, the City of Villa Rica shall first notify the applicant or other responsible person in writing of its intended action, and shall provide a reasonable opportunity, of not less than ten days (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) to cure such violation. In the event the applicant or other responsible person fails to cure such violation after such notice and cure period, the City of Villa Rica may take any one or more of the following actions or impose any one or more of the following penalties.

1. **Stop Work Order** -The City of Villa Rica may issue a stop work order which shall be served on the applicant or other responsible person. The stop work order shall remain in effect until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violation or violations described therein, provided the stop work order may be withdrawn or modified to enable the applicant or other responsible person to take the necessary remedial measures to cure such violation or violations.
2. **Withhold Certificate of Occupancy** - The City of Villa Rica may refuse to issue a certificate of occupancy for the building or other improvements constructed or being constructed on the site until the applicant or other responsible person has taken the remedial measures

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set forth in the notice of violation or has otherwise cured the violations described therein.

3. **Suspension, Revocation or Modification of Permit** - The City of Villa Rica may suspend, revoke or modify the permit authorizing the land development project. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated upon such conditions as the City of Villa Rica may deem necessary to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.
4. **Civil Penalties** - In the event the applicant or other responsible person fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within ten days, or such greater period as the City of Villa Rica shall deem appropriate (except, that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) after the City of Villa Rica has taken one or more of the actions described above, the City of Villa Rica may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains un-remedied after receipt of the notice of violation. If said penalty is not paid within the time presented by the City, the City has the right to enforce said claim in a Court of Competent Jurisdiction and/or in the alternative to pursue the criminal penalties detailed in (5) below. Additionally, the penalty shall become a special assessment against the property and shall constitute a lien on the property in the amount of the assessment.
5. **Criminal Penalties** - For intentional and flagrant violations of this ordinance, the City of Villa Rica may issue a citation to the applicant or other responsible person, requiring such person to appear in municipal court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 or imprisonment for 60 days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

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900. STREAM BUFFER PROTECTION

901. Title

This ordinance shall be known as the “City of Villa Rica Stream Buffer Protection Ordinance.”

902. Findings and Purposes

902.1 Findings

Whereas, the City of Villa Rica finds that buffers adjacent to streams provide numerous benefits including:

1. Protecting, restoring and maintaining the chemical, physical and biological integrity of streams and their water resources
2. Removing pollutants delivered in urban stormwater
3. Reducing erosion and controlling sedimentation
4. Protecting and stabilizing stream banks
5. Providing for infiltration of stormwater runoff
6. Maintaining base flow of streams
7. Contributing organic matter that is a source of food and energy for the aquatic ecosystem
8. Providing tree canopy to shade streams and promote desirable aquatic habitat
9. Providing riparian wildlife habitat
10. Furnishing scenic value and recreational opportunity
11. Providing opportunities for the protection and restoration of greenspace

902.2 Purposes

It is the purpose of this Ordinance is to protect the public health, safety, environment and general welfare; to minimize public and private losses

due to erosion, siltation and water pollution; and to maintain stream water quality by provisions designed to:

1. Create buffer zones along the streams of City of Villa Rica for the protection of water resources; and,
2. Minimize land development within such buffers by establishing buffer zone requirements and by requiring authorization for any such activities.

903. **Definitions**

Buffer means, with respect to a stream, a natural or enhanced vegetated area (established by Section 905.1(1) below), lying adjacent to the stream.

Impervious Cover means any manmade paved, hardened or structural surface regardless of material. Impervious cover includes but is not limited to rooftops, buildings, streets, roads, decks, swimming pools and any concrete or asphalt.

Land Development means any land change, including but not limited to clearing, grubbing, stripping, removal of vegetation, dredging, grading, excavating, transporting and filling of land, construction, paving and any other installation of impervious cover.

Land Development Activity means those actions or activities which comprise, facilitate or result in land development.

Land Disturbance means any land or vegetation change, including, but not limited to, clearing, grubbing, stripping, removal of vegetation, dredging, grading, excavating, transporting and filling of land, that do not involve construction, paving or any other installation of impervious cover.

Land Disturbance Activity means those actions or activities which comprise, facilitate or result in land disturbance.

Floodplain means any land area susceptible to flooding, which would have at least a one percent probability of flooding occurrence in any calendar year based on the basin being fully developed as shown on the current land use plan; i.e., the regulatory flood.

Parcel means any plot, lot or acreage shown as a unit on the latest county tax assessment records.

Permit means the permit issued by the City of Villa Rica required for undertaking any land development activity.

Person means any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, county or other political subdivision of the State, any interstate body or any other legal entity.

Protection Area, or Stream Protection Area means, with respect to a stream, the combined areas of all required buffers and setbacks applicable to such stream.

Riparian means belonging or related to the bank of a river, stream, lake, pond or impoundment.

Setback means, with respect to a stream, the area established by Section 905.1 (2) extending beyond any buffer applicable to the stream.

Stream means any stream, beginning at:

1. The location of a spring, seep, or groundwater outflow that sustains stream flow; or
2. A point in the stream channel with a drainage area of 25 acres or more; or
3. Where evidence indicates the presence of a stream in a drainage area of other than 25 acres, the City of Villa Rica may require field studies to verify the existence of a stream.

Stream Bank means the sloping land that contains the stream channel and the normal flows of the stream.

Stream Channel means the portion of a watercourse that contains the base flow of the stream.

Watershed means the land area that drains into a particular stream.

904. **Applicability**

This ordinance shall apply to all land development activity on property containing a stream protection area as defined in Section 903 of this ordinance. These requirements are in addition to, and do not replace or supersede, any other applicable buffer requirements established under state law and approval or exemption from these requirements do not constitute approval or exemption from buffer requirements established under state law or from other applicable local, state or federal regulations.

904.1 **Provisions relating to pre-existing activities, permits or developments**

This ordinance shall not apply to the following activities:

1. Work consisting of the repair or maintenance of any lawful use of land that is zoned and approved for such use on or before the effective date of this ordinance.
2. Existing development and on-going land disturbance activities including but not limited to existing agriculture, silviculture, landscaping, gardening and lawn maintenance, except that new development or land disturbance activities on such properties will be subject to all applicable buffer requirements.
3. Any land development activity that is under construction, fully approved for development, scheduled for permit approval or has been submitted for approval as of the effective date of this ordinance.
4. Land development activity that has not been submitted for approval, but that is part of a larger master development plan, such as for an office park or other phased development that has been previously approved within two years of the effective date of this ordinance.

904.2 Exemptions

The following specific activities are exempt from this ordinance. Exemption of these activities does not constitute an exemption for any other activity proposed on a property.

1. Activities for the purpose of building one of the following:
 - a stream crossing by a driveway, transportation route or utility line;
 - public water supply intake or public wastewater outfall structures;
 - intrusions necessary to provide access to a property;
 - public access facilities that must be on the water including boat ramps, docks, foot trails leading directly to the river, fishing platforms and overlooks;
 - unpaved foot trails and paths;
 - activities to restore and enhance stream bank stability, vegetation, water quality and/or aquatic habitat, so long as native vegetation and bioengineering techniques are used.
2. Public sewer line easements paralleling the creek, except that all easements (permanent and construction) and land disturbance should be at least 25 feet from the top of the bank. This includes such impervious cover as is necessary for the operation and maintenance of the utility, including but not limited to manholes, vents and valve structures. This exemption shall not be construed as allowing the construction of roads, bike paths or other transportation routes in such

easements, regardless of paving material, except for access for the uses specifically cited in Item 904.2 (1) above.

3. Land development activities within a right-of-way existing at the time this ordinance takes effect or approved under the terms of this ordinance.
4. Within an easement of any utility existing at the time this ordinance takes effect or approved under the terms of this ordinance, land disturbance activities and such impervious cover as is necessary for the operation and maintenance of the utility, including but not limited to manholes, vents and valve structures.
5. Emergency work necessary to preserve life or property. However, when emergency work is performed under this section, the person performing it shall report such work to the City of Villa Rica on the next business day after commencement of the work. Within 10 days thereafter, the person shall apply for a permit and perform such work within such time period as may be determined by the City of Villa Rica to be reasonably necessary to correct any impairment such emergency work may have caused to the water conveyance capacity, stability or water quality of the protection area.
6. Forestry and silviculture activities on land that is zoned for forestry, silvicultural or agricultural uses and are not incidental to other land development activity. If such activity results in land disturbance in the buffer that would otherwise be prohibited, then no other land disturbing activity other than normal forest management practices will be allowed on the entire property for three years after the end of the activities that intruded on the buffer.

After the effective date of this ordinance, it shall apply to new subdividing and platting activities.

Any land development activity within a buffer established hereunder or any impervious cover within a setback established hereunder is prohibited unless a variance is granted pursuant to Section 905.2 below.

905. **Land Development Requirements**

905.1 **Buffer and Setback Requirements**

All land development activity subject to this ordinance shall meet the following requirements:

1. An undisturbed natural vegetative buffer shall be maintained for 50 feet, measured horizontally, on both banks (as applicable) of the stream as measured from the top of the stream bank.
2. An additional setback shall be maintained for 25 feet, measured horizontally, beyond the undisturbed natural vegetative buffer, in which all impervious cover shall be prohibited. Grading, filling and earthmoving shall be minimized within the setback.
3. No septic tanks or septic tank drain fields shall be permitted within the buffer or the setback.

905.2 Variance Procedures

Variances from the above buffer and setback requirements may be granted in accordance with the following provisions:

1. Where a parcel was platted prior to the effective date of this ordinance, and its shape, topography or other existing physical condition prevents land development consistent with this ordinance, and the City of Villa Rica finds and determines that the requirements of this ordinance prohibit the otherwise lawful use of the property by the owner, the City of Villa Rica may grant a variance from the buffer and setback requirements hereunder, provided such variance require mitigation measures to offset the effects of any proposed land development on the parcel.
2. Except as provided above, the City of Villa Rica shall grant no variance from any provision of this ordinance without first conducting a public hearing on the application for variance and authorizing the granting of the variance by an affirmative vote of the Villa Rica City Council. The City of Villa Rica shall give public notice of each such public hearing in a newspaper of general circulation within the City of Villa Rica. The City of Villa Rica shall require that the applicant post a sign giving notice of the proposed variance and the public hearing. The sign shall be of a size and posted in such a location on the property as to be clearly visible from the primary adjacent road right-of-way.

Variances will be considered only in the following cases:

- a. When a property's shape, topography or other physical conditions existing at the time of the adoption of this ordinance prevents land development unless a buffer variance is granted.
- b. Unusual circumstances when strict adherence to the minimal buffer requirements in the ordinance would create an extreme hardship.

Variances will not be considered when, following adoption of this ordinance, actions of any property owner of a given property have created conditions of a hardship on that property.

3. At a minimum, a variance request shall include the following information:
 - a. A site map that includes locations of all streams, wetlands, floodplain boundaries and other natural features, as determined by field survey;
 - b. A description of the shape, size, topography, slope, soils, vegetation and other physical characteristics of the property;
 - c. A detailed site plan that shows the locations of all existing and proposed structures and other impervious cover, the limits of all existing and proposed land disturbance, both inside and outside the buffer and setback. The exact area of the buffer to be affected shall be accurately and clearly indicated;
 - d. Documentation of unusual hardship should the buffer be maintained;
 - e. At least one alternative plan, which does not include a buffer or setback intrusion, or an explanation of why such a site plan is not possible;
 - f. A calculation of the total area and length of the proposed intrusion;
 - g. A stormwater management site plan, if applicable; and,
 - h. Proposed mitigation, if any, for the intrusion. If no mitigation is proposed, the request must include an explanation of why none is being proposed.
4. The following factors will be considered in determining whether to issue a variance:
 - a. The shape, size, topography, slope, soils, vegetation and other physical characteristics of the property;
 - b. The locations of all streams on the property, including along property boundaries;
 - c. The location and extent of the proposed buffer or setback intrusion; and,
 - d. Whether alternative designs are possible which require less intrusion or no intrusion;
 - e. The long-term and construction water-quality impacts of the proposed variance;
 - f. Whether issuance of the variance is at least as protective of natural resources and the environment.

906. **Compatibility with Other Buffer Regulations and Requirements**

This ordinance is not intended to interfere with, abrogate or annul any other ordinance, rule or regulation, statute or other provision of law. The requirements of this ordinance should be considered minimum requirements, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

907. **Additional Information Requirements for Development on Buffer Zone Properties**

Any permit applications for property requiring buffers and setbacks hereunder must include the following:

1. A site plan showing:
 - a. The location of all streams on the property;
 - b. Limits of required stream buffers and setbacks on the property;
 - c. Buffer zone topography with contour lines at no greater than five (5)-foot contour intervals;
 - d. Delineation of forested and open areas in the buffer zone; and,
 - e. Detailed plans of all proposed land development in the buffer and of all proposed impervious cover within the setback;
2. A description of all proposed land development within the buffer and setback; and,
3. Any other documentation that the City of Villa Rica may reasonably deem necessary for review of the application and to insure that the buffer zone ordinance is addressed in the approval process.

All buffer and setback areas must be recorded on the final plat of the property following plan approval.

908. **Responsibility**

Neither the issuance of a development permit nor compliance with the conditions thereof, nor with the provisions of this ordinance shall relieve any person from any responsibility otherwise imposed by law for damage to persons or property; nor shall the issuance of any permit hereunder serve to impose any liability upon the City of Villa Rica, its officers or employees, for injury or damage to persons or property.

909. **Inspection**

The City of Villa Rica may cause inspections of the work in the buffer or setback to be made periodically during the course thereof and shall make a final inspection following completion of the work. The permittee shall assist the City of Villa Rica in making such inspections. The City of Villa Rica shall have the authority to conduct such investigations as it may reasonably deem necessary to carry out its duties as prescribed in this ordinance, and for this purpose to enter at reasonable time upon any property, public or private, for the purpose of investigating and inspecting the sites of any land development activities within the protection area.

No person shall refuse entry or access to any authorized representative or agent who requests entry for purposes of inspection, and who presents appropriate credentials, nor shall any person obstruct, hamper or interfere with any such representative while in the process of carrying out official duties.

910. **Violations, Enforcement and Penalties**

Any action or inaction which violates the provisions of this ordinance or the requirements of an approved site plan or permit may be subject to the enforcement actions outlined in this Section. Any such action or inaction which is continuous with respect to time is deemed to be a public nuisance and may be abated by injunctive or other equitable relief. The imposition of any of the penalties described below shall not prevent such equitable relief.

910.1 **Notice of Violation**

If the City of Villa Rica determines that an applicant or other responsible person has failed to comply with the terms and conditions of a permit, an approved site plan or the provisions of this ordinance, it shall issue a written notice of violation to such applicant or other responsible person. Where a person is engaged in activity covered by this ordinance without having first secured the appropriate permit therefore, the notice of violation shall be served on the owner or the responsible person in charge of the activity being conducted on the site.

The notice of violation shall contain:

1. The name and address of the owner or the applicant or the responsible person;
2. The address or other description of the site upon which the violation is occurring;

3. A statement specifying the nature of the violation;
4. A description of the remedial measures necessary to bring the action or inaction into compliance with the permit, the approved site plan or this ordinance and the date for the completion of such remedial action;
5. A statement of the penalty or penalties that may be assessed against the person to whom the notice of violation is directed; and,
6. A statement that the determination of violation may be appealed to the City of Villa Rica by filing a written notice of appeal within thirty (30) days after the notice of violation (except that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient).

910.2 Penalties

In the event the remedial measures described in the notice of violation have not been completed by the date set forth for such completion in the notice of violation, any one or more of the following actions or penalties may be taken or assessed against the person to whom the notice of violation was directed. Before taking any of the following actions or imposing any of the following penalties, the City of Villa Rica shall first notify the applicant or other responsible person in writing of its intended action, and shall provide a reasonable opportunity, of not less than ten days (except that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) to cure such violation. In the event the applicant or other responsible person fails to cure such violation after such notice and cure period, the City of Villa Rica may take any one or more of the following actions or impose any one or more of the following penalties.

1. **Stop Work Order** - The City of Villa Rica may issue a stop work order which shall be served on the applicant or other responsible person. The stop work order shall remain in effect until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violation or violations described therein, provided the stop work order may be withdrawn or modified to enable the applicant or other responsible person to take necessary remedial measures to cure such violation or violations.
2. **Withhold Certificate of Occupancy** - The City of Villa Rica may refuse to issue a certificate of occupancy for the building or other

improvements constructed or being constructed on the site until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein.

3. **Suspension, Revocation or Modification of Permit** - The City of Villa Rica may suspend, revoke or modify the permit authorizing the land development project. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated (upon such conditions as the City of Villa Rica may deem necessary) to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.
4. **Civil Penalties** - In the event the applicant or other responsible person fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within ten days (or such greater period as the City of Villa Rica shall deem appropriate) (except that in the event the violation constitutes an immediate danger to public health or public safety, 24 hours notice shall be sufficient) after the City of Villa Rica has taken one or more of the actions described above, the City may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.
5. **Criminal Penalties** - For intentional and flagrant violations of this ordinance, the City of Villa Rica may issue a citation to the applicant or other responsible person, requiring such person to appear in Magistrate Court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 or imprisonment for 60 days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

911. **Administrative Appeal and Judicial Review**

911.1 **Administrative Appeal**

Any person aggrieved by a decision or order of the City of Villa Rica, may appeal in writing within 30 days after the issuance of such decision or order to the City of Villa Rica and shall be entitled to a hearing before the Villa Rica City Council within 30 days of receipt of the written appeal.

911.2 Judicial Review

Any person aggrieved by a decision or order of the City of Villa Rica, after exhausting all administrative remedies, shall have the right to appeal de novo to the Magistrate Court.

912. Severability

If any article, section, subsection, paragraph, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, such decision shall not affect or invalidate the remaining portions of this ordinance.

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1000. **ILLICIT DISCHARGE AND ILLEGAL CONNECTION ORDINANCE**

Introduction

It is hereby determined that:

Discharges to the City of Villa Rica separate storm sewer system that are not composed entirely of stormwater runoff contribute to increased nonpoint source pollution and degradation of receiving waters;

These non-stormwater discharges occur due to spills, dumping and improper connections to the City of Villa Rica separate storm sewer system from residential, industrial, commercial or institutional establishments.

These non-stormwater discharges not only impact waterways individually, but geographically dispersed, small volume non-stormwater discharges can have cumulative impacts on receiving waters.

The impacts of these discharges adversely affect public health and safety, drinking water supplies, recreation, fish and other aquatic life, property values and other uses of lands and waters;

These impacts can be minimized through the regulation of spills, dumping and discharges into the City of Villa Rica separate storm sewer system;

Localities in the State of Georgia are required to comply with a number of State and Federal laws, regulations and permits which require a locality to address the impacts of stormwater runoff quality and nonpoint source pollution due to improper non-stormwater discharges to the City of Villa Rica separate storm sewer system;

Therefore, the City of Villa Rica adopts this ordinance to prohibit such non-stormwater discharges to the City of Villa Rica separate storm sewer system. It is determined that the regulation of spills, improper dumping and discharges to the City of Villa Rica separate storm sewer system is in the public interest and will prevent threats to public health and safety, and the environment.

1001. **General Provisions**

1001.1 **Purpose and Intent**

The purpose of this ordinance is to protect the public health, safety, environment and general welfare through the regulation of non-stormwater discharges to the City of Villa Rica separate storm sewer system to the maximum extent practicable as required by Federal law.

This ordinance establishes methods for controlling the introduction of pollutants into the City of Villa Rica separate storm sewer system in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this ordinance are to:

1. Regulate the contribution of pollutants to the City of Villa Rica separate storm sewer system by any person;
2. Prohibit illicit discharges and illegal connections to the City of Villa Rica separate storm sewer system;
3. Prevent non-stormwater discharges, generated as a result of spills, inappropriate dumping or disposal, to the City of Villa Rica separate storm sewer system; and,
4. To establish legal authority to carry out all inspection, surveillance, monitoring and enforcement procedures necessary to ensure compliance with this ordinance

1001.2 Applicability

The provisions of this ordinance shall apply throughout the corporate limits of the City of Villa Rica.

1001.3 Compatibility with Other Regulations

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

1001.4 Severability

If the provisions of any section, subsection, paragraph, subdivision or clause of this ordinance shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this ordinance.

1001.5 Responsibility for Administration

The City of Villa Rica shall administer, implement, and enforce the provisions of this ordinance.

1002. Definitions

Accidental Discharge means a discharge prohibited by this ordinance which occurs by chance and without planning or thought prior to occurrence.

Clean Water Act means the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Construction Activity means activities subject to the Georgia Erosion and Sedimentation Control Act or NPDES General Construction Permits. These include construction projects resulting in land disturbance. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

Illicit Discharge means any direct or indirect non-stormwater discharge to the City of Villa Rica separate storm sewer system, except as exempted in Section 1003 of this ordinance.

Illegal Connection means either of the following:

- a) Any pipe, open channel, drain or conveyance, whether on the surface or subsurface, which allows an illicit discharge to enter the storm drain system including but not limited to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system, regardless of whether such pipe, open channel, drain or conveyance has been previously allowed, permitted, or approved by an authorized enforcement agency; or
- b) Any pipe, open channel, drain or conveyance connected to the City of Villa Rica separate storm sewer system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial Activity means activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).

National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit means a permit issued by the Georgia EPD under authority delegated pursuant to 33 USC § 1342(b) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

City of Villa Rica Separate Storm Sewer System (MS4) means any facility designed or used for collecting and/or conveying stormwater, including but not limited to any roads with drainage systems, highways, City of Villa Rica streets, curbs, gutters, inlets, catch basins, piped storm drains, pumping facilities, structural stormwater controls, ditches, swales, natural and man-made or altered drainage channels, reservoirs, and other drainage structures, and which is:

- a) Owned or maintained by the City of Villa Rica;
- b) Not a combined sewer; and
- c) Not part of a publicly-owned treatment works.

Non-Stormwater Discharge means any discharge to the storm drain system that is not composed entirely of stormwater.

Person means, except to the extent exempted from this ordinance, any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, county or other political subdivision of the State, any interstate body or any other legal entity.

Pollutant means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; petroleum hydrocarbons; automotive fluids; cooking grease; detergents (biodegradable or otherwise); degreasers; cleaning chemicals; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; liquid and solid wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; concrete and cement; and noxious or offensive matter of any kind.

Pollution means the contamination or other alteration of any water's physical, chemical or biological properties by the addition of any constituent and includes but is not limited to, a change in temperature, taste, color, turbidity, or odor of such waters, or the discharge of any liquid, gaseous, solid, radioactive, or other substance into any such waters as will or is likely to create a nuisance or render such waters harmful, detrimental or injurious to the public health, safety, welfare, or environment, or to domestic, commercial, industrial, agricultural, recreational, or other legitimate beneficial uses, or to livestock, wild animals, birds, fish or other aquatic life.

Premises mean any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

State Waters means any and all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage systems, springs, wells, and other bodies of surface and subsurface water, natural or artificial, lying within or forming a part of the

boundaries of the State of Georgia which are not entirely confined and retained completely upon the property of a single person.

Stormwater Runoff or Stormwater means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

Structural Stormwater Control means a structural stormwater management facility or device that controls stormwater runoff and changes the characteristics of that runoff including, but not limited to, the quantity and quality, the period of release or the velocity of flow.

1003. **Prohibitions**

1003.1 **Prohibition of Illicit Discharges**

No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the City of Villa Rica separate storm sewer system any pollutants or waters containing any pollutants, other than stormwater.

The following discharges are exempt from the prohibition provision above:

1. Water line flushing performed by a government agency, other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising ground water, ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, natural riparian habitat or wetland flows, and any other water source not containing pollutants;
2. Discharges or flows from fire fighting, and other discharges specified in writing by the City of Villa Rica as being necessary to protect public health and safety;
3. The prohibition provision above shall not apply to any non-stormwater discharge permitted under an NPDES permit or order issued to the discharger and administered under the authority of the State and the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the City of Villa Rica separate storm sewer system.

1003.2 Prohibition of Illegal Connections

The construction, connection, use, maintenance or continued existence of any illegal connection to the City of Villa Rica separate storm sewer system is prohibited.

1. This prohibition expressly includes, without limitation, illegal connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
2. A person violates this ordinance if the person connects a line conveying sewage to the City of Villa Rica separate storm sewer system, or allows such a connection to continue.
3. Improper connections in violation of this ordinance must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or the sanitary sewer system upon approval of the City of Villa Rica Sewer Department.
4. Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the storm sewer system, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the City of Villa Rica requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be completed, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the City of Villa Rica.

1004. Industrial or Construction Activity Discharges

Any person subject to an industrial or construction activity NPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the City of Villa Rica prior to allowing discharges to the City of Villa Rica separate storm sewer system.

1005. **Access and Inspection of Properties and Facilities**

The City of Villa Rica shall be permitted to enter and inspect properties and facilities at reasonable times as often as may be necessary to determine compliance with this ordinance.

1. If a property or facility has security measures in force which require proper identification and clearance before entry into its premises, the owner or operator shall make the necessary arrangements to allow access to representatives of the City of Villa Rica.
2. The owner or operator shall allow the City of Villa Rica ready access to all parts of the premises for the purposes of inspection, sampling, photography, videotaping, examination and copying of any records that are required under the conditions of an NPDES permit to discharge stormwater.
3. The City of Villa Rica shall have the right to set up on any property or facility such devices as are necessary in the opinion of the City of Villa Rica to conduct monitoring and/or sampling of flow discharges.
4. The City of Villa Rica may require the owner or operator to install monitoring equipment and perform monitoring as necessary, and make the monitoring data available to the City of Villa Rica. This sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the owner or operator at his/her own expense. All devices used to measure flow and quality shall be calibrated to ensure their accuracy.
5. Any temporary or permanent obstruction to safe and easy access to the property or facility to be inspected and/or sampled shall be promptly removed by the owner or operator at the written or oral request of the City of Villa Rica and shall not be replaced. The costs of clearing such access shall be borne by the owner or operator.
6. Unreasonable delays in allowing the City of Villa Rica access to a facility is a violation of this ordinance.
7. If the City of Villa Rica has been refused access to any part of the premises from which stormwater is discharged, and the City of Villa Rica is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, environment and welfare of the community, then the City of Villa Rica may seek issuance of a search warrant from any court of competent jurisdiction.

1006. **Notification of Accidental Discharges and Spills**

Notwithstanding other requirements of law, as soon as any person responsible for a facility, activity or operation, or responsible for emergency response for a facility, activity or operation has information of any known or suspected release of pollutants or non-stormwater discharges from that facility or operation which are resulting or may result in illicit discharges or pollutants discharging into stormwater, the City of Villa Rica separate storm sewer system, State Waters, or Waters of the U.S., said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release so as to minimize the effects of the discharge. .

Said person shall notify the authorized enforcement agency in person or by phone, facsimile or in person no later than 24 hours of the nature, quantity and time of occurrence of the discharge. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City of Villa Rica within three business days of the phone or in person notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years. Said person shall also take immediate steps to ensure no recurrence of the discharge or spill.

In the event of such a release of hazardous materials, emergency response agencies and/or other appropriate agencies shall be immediately notified.

Failure to provide notification of a release as provided above is a violation of this ordinance.

1007. **Violations, Enforcement and Penalties**

1007.1 **Violations**

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this Ordinance. Any person who has violated or continues to violate the provisions of this ordinance, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the City of Villa Rica is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The City of Villa Rica is authorized to seek costs of the abatement as outlined in Section 7.5-248, E.

1007.2 Notice of Violation

Whenever the City of Villa Rica finds that a violation of this ordinance has occurred, the City of Villa Rica may order compliance by written notice of violation.

A. The notice of violation shall contain:

- (1) The name and address of the alleged violator;
- (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
- (3) A statement specifying the nature of the violation;
- (4) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action;
- (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed; and,
- (6) A statement that the determination of violation may be appealed to the City of Villa Rica by filing a written notice of appeal within thirty (30) days of service of notice of violation.

B. Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of illicit discharges and illegal connections;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- (5) Payment of costs to cover administrative and abatement costs; and,
- (6) The implementation of pollution prevention practices.

1007.3 Appeal of Notice of Violation

Any person receiving a Notice of Violation may appeal the determination of the City of Villa Rica. The notice of appeal must be received within thirty (30) days from the date of the Notice of Violation. Hearing on the appeal before the City Manager or his/her designee shall take place within 15 days from the date of receipt of the notice of appeal. The decision of the appropriate authority or their designee shall be final.

1007.4 Enforcement Measures After Appeal

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within 5 days of the decision of the City Manager or his/her designee of the City of Villa Rica, then representatives of the City of Villa Rica may enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

1007.5 Costs of Abatement of the Violation

Within 10 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the assessment or to the amount of the assessment within 5 days of such notice. If the amount due is not paid within thirty (30) days after receipt of the notice, or if an appeal is taken, within thirty (30) days after a decision on said appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the City of Villa Rica by reason of such violation.

1007.6 Civil Penalties - In the event the alleged violator fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within ten days, or such greater period as the City of Villa Rica shall deem appropriate, after the City of Villa Rica has taken one or more of the actions described above, the City

of Villa Rica may impose a penalty not to exceed \$1,000 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.

1007.7 **Criminal Penalties** - For intentional and flagrant violations of this ordinance, the City of Villa Rica may issue a citation to the alleged violator requiring such person to appear in Magistrate Court to answer charges for such violation. Upon conviction, such person shall be punished by a fine not to exceed \$1,000 or imprisonment for 60 days or both. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

1007.8 **Violations Deemed a Public Nuisance**
In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this ordinance is a threat to public health, safety, welfare, and environment and is declared and deemed a nuisance, and may be abated by injunctive or other equitable relief as provided by law.

1007.9 **Remedies Not Exclusive**
The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable Federal, State or local law and the City of Villa Rica may seek cumulative remedies.

The City of Villa Rica may recover attorney's fees, court costs, and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

SECTION 1100 CONSERVATION SUBDIVISION / OPEN SPACE
DEVELOPMENT ORDINANCE

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1100. **CONSERVATION SUBDIVISION / OPEN SPACE
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1100. CONSERVATION SUBDIVISION / OPEN SPACE DEVELOPMENT

1101. Purposes

- a. To provide for the preservation of greenspace as a nonstructural stormwater runoff and watershed protection measure.
- b. To provide a residential zoning district that permits flexibility of design in order to promote environmentally sensitive and efficient uses of the land.
- c. To preserve in perpetuity unique or sensitive natural resources such as groundwater, floodplains, wetlands, streams, steep slopes, woodlands and wildlife habitat.
- d. To permit clustering of houses and structures on less environmentally sensitive soils which will reduce the amount of infrastructure, including paved surfaces and utility easements, necessary for residential development.
- e. To reduce erosion and sedimentation by minimizing land disturbance and removal of vegetation in residential development.
- f. To promote interconnected greenways and corridors throughout the community.
- g. To promote contiguous greenspace with adjacent jurisdictions.
- h. To encourage interaction in the community by clustering houses and orienting them closer to the street, providing public gathering places and encouraging use of parks and community facilities as focal points in the neighborhood.
- i. To encourage street designs that reduce traffic speeds and reliance on main arteries.
- j. To promote construction of convenient landscaped walking trails and bike paths both within the subdivision and connected to neighboring communities, businesses, and facilities to reduce reliance on automobiles.
- k. To conserve scenic views and reduce perceived density by maximizing the number of houses with direct access to and views of open space.

- l. To preserve important historic and archaeological sites.

1102. **General Regulations**

- A. Applicability of Regulations. This Conservation Subdivision option is available within the City of Villa Rica as a use by right. Applicant shall comply with all other provisions of the zoning code and all other applicable laws, except those that are incompatible with the provisions contained herein.
- B. Ownership of Development Site. The tract of land to be subdivided may be held in single and separate ownership or in multiple ownership. If held in multiple ownership, however, the site shall be developed according to a single plan with common authority and common responsibility.
- C. Housing Density Determination. The maximum number of lots in the Conservation Subdivision shall be determined by either of the following two methods, at the discretion of the local jurisdiction:
 1. Calculation: The maximum number of lots is determined by dividing the area of the tract of land by the minimum lot size specified in the underlying zoning. In making this calculation, the following shall not be included in the total area of the parcel:
 - a. slopes over 25 percent of at least 5,000 square feet contiguous area;
 - b. the 100-year floodplain;
 - c. bodies of open water over 5,000 square feet contiguous area;
 - d. wetlands that meet the definition of the Army Corps of Engineers pursuant to the Clean Water Act; or,
 - e. anticipated right-of-way needs for roads and utilities.
 2. Yield Plan: The maximum number of lots is based on a conventional subdivision design plan, prepared by the applicant, in which the tract of land is subdivided in a manner intended to yield the highest number of lots possible. The plan does not have to meet formal requirements for a site design plan, but the design must be capable of being constructed given site features and all applicable regulations.

1103. **Application Requirements**

- A. Site Analysis Map Required. Concurrent with the submission of a site concept plan, Applicant shall prepare and submit a site analysis map. The

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purpose of the site analysis map is to ensure that the important site features have been adequately identified prior to the creation of the site design, and that the proposed Open Space will meet the requirements of this article. The preliminary site plan shall include the following features:

1. Property boundaries;
 2. All streams, rivers, lakes, wetlands and other hydrologic features;
 3. Topographic contours of no less than 10-foot intervals;
 4. All Primary and Secondary Conservation Areas labeled by type, as described in Section 1104 of this Article;
 5. General vegetation characteristics;
 6. General soil types;
 7. The planned location of protected Open Space;
 8. Existing roads and structures; and,
 9. Potential connections with existing greenspace and trails.
- B. Open Space Management Plan Required. An open space management plan, as described in Section 1104, shall be prepared and submitted prior to the issuance of a land disturbance permit.
- C. Instrument of Permanent Protection Required. An instrument of permanent protection, such as a conservation easement or permanent restrictive covenant and as described in Section 1104, shall be placed on the Open Space concurrent with the issuance of a land disturbance permit.
- D. Other Requirements. The Applicant shall adhere to all other applicable requirements of the underlying zoning and the Code of Ordinances of the City of Villa Rica.

1104. Open Space

- A. Definition. Open Space is the portion of the conservation subdivision that has been set aside for permanent protection. Activities within the Open Space are restricted in perpetuity through the use of an approved legal instrument.
- B. Standards to Determine Open Space.

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1. The minimum restricted Open Space shall comprise at least 40% of the gross tract area.
2. The following are considered Primary Conservation Areas and are required to be included within the Open Space, unless the Applicant demonstrates that this provision would constitute an unusual hardship and be counter to the purposes of this article:
 - a. The regulatory 100-year floodplain;
 - b. Buffer zones of at least 75 ft width along all perennial and intermittent streams;
 - c. Slopes above 25 percent of at least 5,000 square feet contiguous area;
 - d. Wetlands that meet the definition used by the Army Corps of Engineers pursuant to the Clean Water Act;
 - e. Populations of endangered or threatened species, or habitat for such species; and,
 - f. Archaeological sites, cemeteries and burial grounds
3. The following are considered Secondary Conservation Areas and should be included within the Open Space to the maximum extent feasible.
 - a. Important historic sites;
 - b. Existing healthy, native forests of at least one acre contiguous area;
 - c. Individual existing healthy trees greater than 8 inches caliper, as measured from their outermost drip line;
 - d. Other significant natural features and scenic viewsheds such as ridge lines, peaks and rock outcroppings, particularly those that can be seen from public roads;
 - e. Prime agricultural lands of at least five acres contiguous area; and,
 - f. Existing trails that connect the tract to neighboring areas.
4. Above-ground utility rights-of-way and small areas of impervious surface may be included within the protected Open Space but cannot be counted towards the 40 percent minimum area requirement (exception: historic structures and existing trails may be counted). Large areas of impervious surface shall be excluded from the Open Space.
5. At least 75 percent of the Open Space shall be in a contiguous tract. The Open Space should adjoin any neighboring areas of Open Space, other protected areas, and non-protected natural areas that would be candidates for inclusion as part of a future area of protected Open Space.

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6. The Open Space shall be directly accessible to the largest practicable number of lots within the subdivision. Non-adjoining lots shall be provided with safe, convenient access to the Open Space.
- C. Permitted Uses of Open Space. Uses of Open Space may include the following:
1. Conservation of natural, archeological or historical resources;
 2. Meadows, woodlands, wetlands, wildlife corridors, game preserves, or similar conservation-oriented areas;
 3. Walking or bicycle trails, provided they are constructed of porous paving materials;
 4. Passive recreation areas;
 5. Active recreation areas, provided that they are limited to no more than 10 percent of the total Open Space and are not located within Primary Conservation Areas. Active recreation areas may include impervious surfaces. Active recreation areas in excess of this limit must be located outside of the protected Open Space;
 6. Agriculture, horticulture, silviculture or pasture uses, provided that all applicable best management practices are used to minimize environmental impacts, and such activities are not conducted within Primary Conservation Areas;
 7. Nonstructural stormwater management practices;
 8. Easements for drainage, access, and underground utility lines; or
 9. Other conservation-oriented uses compatible with the purposes of this ordinance.
- D. Prohibited uses of Open Space
1. Golf courses;
 2. Roads, parking lots and impervious surfaces, except as specifically authorized in the previous sections;
 3. Agricultural and forestry activities not conducted according to accepted Best Management Practices; and,
 4. Other activities as determined by the Applicant and recorded on the legal instrument providing for permanent protection.

E. Ownership and Management of Open Space.

1. Ownership of Open Space. The applicant must identify the owner of the Open Space who is responsible for maintaining the Open Space and facilities located thereon. If a Homeowners Association is the owner, membership in the association shall be mandatory and automatic for all homeowners of the subdivision and their successors. If a Homeowners Association is the owner, the Homeowners' Association shall have lien authority to ensure the collection of dues from all members. The responsibility for maintaining the Open Space and any facilities located thereon shall be borne by the owner.
2. Management Plan. Applicant shall submit a Plan for Management of Open Space and Common Facilities ("Plan") that:
 - a. allocates responsibility and guidelines for the maintenance and operation of the Open Space and any facilities located thereon, including provisions for ongoing maintenance and for long-term capital improvements;
 - b. estimates the costs and staffing requirements needed for maintenance and operation of, and insurance for, the Open Space and outlines the means by which such funding will be obtained or provided;
 - c. provides that any changes to the Plan be approved by the City of Villa Rica; and,
 - d. provides for enforcement of the Plan.
3. In the event the party responsible for maintenance of the Open Space fails to maintain all or any portion in reasonable order and condition, the City of Villa Rica may assume responsibility for its maintenance and may enter the premises and take corrective action, including the provision of extended maintenance. The costs of such maintenance may be charged to the owner, Homeowner's Association, or to the individual property owners that make up the Homeowner's Association, and may include administrative costs and penalties. Such costs shall become a lien on all subdivision properties.

F. Legal Instrument for Permanent Protection

1. The Open Space shall be protected in perpetuity by a binding legal instrument that is recorded with the deed. The instrument shall be one of the following:
 - a. A permanent conservation easement in favor of either:
 - (i) a land trust or similar conservation-oriented non-profit organization with legal authority to accept such easements. The organization shall be bona fide and in perpetual existence

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- and the conveyance instruments shall contain an appropriate provision for retransfer in the event the organization becomes unable to carry out its functions; or
 - (ii) a governmental entity with an interest in pursuing goals compatible with the purposes of this ordinance. If the entity accepting the easement is not the City of Villa Rica, then a third right of enforcement favoring the City of Villa Rica shall be included in the easement;
 - b. A permanent restrictive covenant for conservation purposes in favor of a governmental entity; or,
 - c. An equivalent legal tool that provides permanent protection, if approved by the City of Villa Rica.
2. The instrument for permanent protection shall include clear restrictions on the use of the Open Space. These restrictions shall include all restrictions contained in this article, as well as any further restrictions the Applicant chooses to place on the use of the Open Space.

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1200. LITTER CONTROL ORDINANCE

1201. General Provisions

1201.1 Purpose and Intent

The purpose of this ordinance is to protect the public health, safety, environment, and general welfare through the regulation and prevention of litter. The objectives of this ordinance are:

1. Provide for uniform prohibition throughout the City of Villa Rica of any and all littering on public or private property; and,
2. Prevent the desecration of the beauty and quality of life of the City of Villa Rica and prevent harm to the public health, safety, environment, and general welfare, including the degradation of water and aquatic resources caused by litter.

1201.2 Applicability

This ordinance shall apply to all public and private property within the City of Villa Rica.

1201.3 Compatibility with Other Regulations

This ordinance is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this ordinance should be considered minimum requirements, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

1201.4 Severability

If the provisions of any article, section, subsection, paragraph, subdivision or clause of this ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this ordinance.

1202. **Definitions**

Litter means any organic or inorganic waste material, rubbish, refuse, garbage, trash, hulls, peelings, debris, grass, weeds, ashes, sand, gravel, slag, brickbats, metal, plastic, and glass containers, broken glass, dead animals or intentionally or unintentionally discarded materials of every kind and description which are not "waste" as such term is defined in O.C.G.A., §16-7-51, paragraph 6.

Public or private property means the right of way of any road or highway; any body of water or watercourse or the shores or beaches thereof; any park, playground, building, refuge, or conservation or recreation area; timberlands or forests; and residential, commercial, industrial, or farm properties.

1203. **Prohibition Against Littering Public or Private Property or Waters**

It shall be unlawful for any person or persons to dump, deposit, throw or leave or to cause or permit the dumping, depositing, placing, throwing or leaving of litter on any public or private property in the City of Villa Rica or any waters in this City unless:

1. The property is designated by the State or by any of its agencies or political subdivisions for the disposal of such litter, and such person is authorized by the proper public authority to use such property;
2. The litter is placed into a receptacle or container installed on such property;
or,
3. The person is the owner or tenant in lawful possession of such property, or has first obtained consent of the owner or tenant in lawful possession, or unless the act is done under the personal direction of the owner or tenant, all in a manner consistent with the public welfare.

1204. **Vehicle Loads Causing Litter**

No person shall operate any motor vehicle with a load on or in such vehicle unless the load on or in such vehicle is adequately secured to prevent the dropping or shifting of materials from such load onto the roadway.

1205. **Violations, Enforcement and Penalties**

1205.1 **Violations**

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this ordinance. Any person who

has violated or continues to violate the provisions of this ordinance, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise sentenced in a manner provided by law.

1205.2 Evidence

1. Whenever litter is thrown, deposited, dropped or dumped from any motor vehicle, boat, airplane, or other conveyance in violation of this ordinance, it shall be prima facie evidence that the operator of the conveyance has violated this ordinance.
2. Except as provided in subsection (1), whenever any litter which is dumped, deposited, thrown or left on public or private property in violation of this ordinance is discovered to contain any article or articles, including but not limited to letters, bills, publications or other writing which display the name of the person thereon in such a manner as to indicate that the article belongs or belonged to such person, it shall be a rebuttable presumption that such person has violated this ordinance.

1205.3 Penalties

Any person who violates this ordinance shall be guilty of a violation and, upon conviction thereof, shall be punished as follows:

1. By a fine of not less than \$200 and not more than \$1,000; and
2. In addition to the fine set out in subsection 1 above, the violator shall reimburse the City of Villa Rica for the reasonable cost of removing the litter when the litter is or is ordered removed by the City; and
3.
 - a. In the sound discretion of the court, the person may be directed to pick up and remove from any public street or highway or public right-of way for a distance not to exceed one mile any litter he has deposited and any and all litter deposited thereon by anyone else prior to the date of execution of sentence; or
 - b. In the sound discretion of the court, the person may be directed to pick up and remove any and all litter from any public property, private right-of-way, or with prior permission of the legal owner or tenant in lawful possession of such property, any private property upon which it can be established by competent evidence that he has deposited litter. Pick up and

removal shall include any and all litter deposited thereon by anyone prior to the date of execution of sentence; and,

4. The court may publish the names of persons convicted of violating this ordinance.

1205.4 Enforcement

All Code Enforcement Officers of the City of Villa Rica, law enforcement agencies, officers and officials of this state or any political subdivision thereof, or any enforcement agency, officer or any official of any commission of this state or any political subdivision thereof, are hereby authorized, empowered and directed to enforce compliance with this article.



CITY OF VILLA RICA

City Council Packet

SUBJECT HPC Board Appointment Application: Renee Hooks

CITY COUNCIL AGENDA DATE: April 3, 2018

DATE: March 21, 2018

PREPARED BY: Katie Godfrey, Administrative Assistant

FISCAL IMPACT: N/A

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE: N/A

PURPOSE: To fill the vacant position on the Historic Preservation Commission.

BACKGROUND: Renee Hooks submitted a Board Appointment application on March 16, 2018. She would like to fill the vacant position on the Historic Preservation Commission.

STAFF RECOMMENDATION: Staff recommends that Renee Hooks be appointed to the Historic Preservation Commission.

IMPACT: N/A

MOTION: I make a motion to appoint Renee Hooks to the Historic Preservation Commission.



City of Villa Rica
571 W. Bankhead Highway
Villa Rica, GA 30180



**APPLICATION FOR BOARD OR COMMISSION
APPOINTMENT**

Citizens provide a great insight and knowledge to City government. An avenue that the City of Villa Rica uses to get this insight is through the various Boards and Commissions of the City of Villa Rica. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Villa Rica and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: Renee Jeffers Hooks

Occupation: hairstylist Employer: Self

Home Address: 303 Rockmerford City: Villa Rica Zip: 30180

Home Phone: () _____ Home E-Mail: houseofhooks@yahoo.com

Work Phone: (770) 456-8948 Work E-Mail: _____

Cell Phone: (405) 651-8148 Preferred E-Mail: ☒ Home ☐ Work

Name and address of the business entity you own, located within the city limits of Villa Rica (if applicable) _____

a) Which Board(s) or Commission(s) do you wish to be appointed to? Historic Commission

b) How long have you been a resident of the City of Villa Rica? 25 Years ____ Months

c) Are you current with all of your financial obligations to the City? ☒ Yes ☐ No

d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No

e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No

f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☒ Yes ☒ No If yes, please explain:

I reside in my families historic home within
Villa Rica historic district so if conflicts of
interest arose I would not be able to vote
on matters concerning my home.

g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Villa Rica ☐ Yes ☒ No If yes, please explain:

h) Do you have any employment or contractual relationship with the City of Villa Rica that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No If yes, please explain:

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

I have a deep love and desire of history especially for Villa Rica. And long to do what I can to help with her historical preservation.

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☐ Yes ☒ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission and that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Signature

Renee Jeffers Hooks
Printed Name

3-16-18
Date

Please return signed application to: Alisa Doyal, City Clerk
City of Villa Rica
571 W. Bankhead Hwy
Villa Rica, GA 30180

Fax: 770-459-7003
Email: adoyal@villarica.org

Questions? Contact the City Clerk at 678-840-1212

BOARD AND COMMISSION INFORMATION

Board of Appeals (BOA): The BOA is a quasi-judicial body that provides the public with a final administrative review process for appeals relating to a wide range of City determinations. The Board strives to provide an efficient, fair and expeditious public hearing and decision-making process before an impartial panel as a last step in the City's permit issuance process. The Board hears and decides appeals involving the granting, denial, suspension, or revocation of permits, licenses, and other use entitlements by various City commissions and departments. The granting or denial of variances and other determinations by the P&Z Commission. Term: 3 years | Members: 5

Downtown Development Authority (DDA): The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. Members must either own a business or have an economic interest in the downtown. A member of the City Council is permitted to serve on the DDA. Term: 4 years | Members: 7

Historic Preservation Commission (HPC): This six-member commission is appointed by the City Council and administers the historic regulations in the City of Villa Rica. Commissioners review requests for retaining wall grants, revolving loan applications, building permit applications and demolition permit requests. Term: 3 years | Members: 6

Housing Authority Board (HAB): The function and responsibility of the HAB is to plan, develop, and administer a public housing program for the City of Villa Rica. Members are appointed by the Mayor for indefinite terms.

Library Advisory Board (LAB): Acts in an advisory capacity to the branch manager of the Villa Rica Public Library. Members work with the Branch Manager to establish operational policies for the library for approval by the City Council and West Georgia Regional Library System, assist the Branch Manager with the annual budget request to the City Council, adopts bylaws and regulations for internal operations, makes recommendations through the City Manager to the Mayor and City Council concerning the library, solicits donations of money and/or property for the benefit of the library, and represents the library to the community. The City Manager, Branch Manager and WGRL Director serve as nonvoting members. Term: 3 years | Members: 7

Main Street Advisory Board (MSAB): This seven-member Board commission is appointed by the City Council and works to promote and create a thriving central business district in Downtown Villa Rica and along primary entrance corridors into the central downtown business district. Term: 2 years | Members: 7

Planning & Zoning Commission (P&Z): The P&Z advises the City Council in decisions pertaining to amendments to the Comprehensive Plan, the Zoning Ordinance and applications for development. The Commission is charged with developing and maintaining the Comprehensive Plan and submitting the plan and its elements to the City Council. The Commission also reviews and makes recommendations regarding changes to the Comprehensive Plan land use map. The Commission hears, reviews and makes recommendations regarding all applications for subdivision site plans, specific plans and phased and conditional use permit applications. Term: 1 year | Members: 5

Recreation Advisory Commission (RAC): The purpose of the RAC is to make recommendations to the City Council regarding parks and recreation plans, policies, programs and projects. Term: 3 years | Members: 7

Villa Rica Cemetery Committee: Functions include making recommendations to the City Manager on all aspects of the management and operations of the city's cemeteries. Term: 3 years | Members: 6

Villa Rica Development Authority (VRDA): The VRDA exists to provide bond financing for community and economic development projects with a goal of increasing job opportunities within the community, supporting education and health care, and providing housing for underserved communities, all of which benefit the residents of the city of Villa Rica and the state of Georgia. Term: 4 years | Members: 7



CITY OF VILLA RICA

City Council Packet

SUBJECT ORD-01-18-UDC

CITY COUNCIL AGENDA DATE: April 3, 2018

DATE: March 21, 2018

PREPARED BY: Lenise Lyons, Planning & Zoning Specialist

FISCAL IMPACT: N/A

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE: N/A

PURPOSE: An ordinance for the purpose of amending Article 3, Zoning Districts/Maps/Uses, Table 3-1.A Downtown Overlay Land use Matrix; and Article 11, Definitions, Sec. 11.03 Definitions of the Unified Development Code, to provide an effective date; and for other purposes.

BACKGROUND: Staff has noted that the Unified Development Code identifies kennels as a permitted use in the land use matrix but does not contain a definition. Additionally, Staff noted kennels were not allowed by right or conditional use in the Downtown Overlay District. This may limit opportunities for viable businesses and limit adaptive reuses for existing structures in the Downtown area.

STAFF RECOMMENDATION: Staff is recommending that Article 3, Zoning Districts/Maps/Uses, Table 3-1.A Downtown Overlay Land Use Matrix be amended to require Conditional Use Permits for kennels. Staff also recommends that Article 11, Definitions, Section 11.03 Definitions of the Unified Development Code be amended to include a definition for “kennel”. The definition listed below was established by the Georgia Department of Agriculture.

Kennel. any establishment, other than an animal shelter, where dogs or cats are maintained for boarding, holding, training, or similar purposes for a fee or compensation. Similar purposes include, but are not limited to, activities of a breeding establishment, cattery, or grooming shop.

IMPACT: N/A

MOTION: I make a motion to approve ORD-01-18-UDC.



**Planning & Zoning
Community Development Department**

ORD-01-18-UDC

Ordinance: An ordinance for the purpose of amending Article 3, Zoning Districts/Maps/Uses, Table 3-1.A Downtown Overlay Land use Matrix; and Article 11, Definitions, Sec. 11.03 Definitions of the Unified Development Code, to provide an effective date; and for other purposes.

Public Hearing Date

Planning Commission: March 27, 2018

City Council: April 3, 2018

Executive Summary: Staff has noted that the Unified Development Code identifies kennels as a permitted use in the land use matrix but does not contain a definition. Additionally, Staff noted kennels were not allowed by right or conditional use in the Downtown Overlay District. This may limit opportunities for viable businesses and limit adaptive reuses for existing structures in the Downtown area.

Recommendations: Staff is recommending that Article 3, Zoning Districts/Maps/Uses, Table 3-1.A Downtown Overlay Land Use Matrix be amended to require Conditional Use Permits for kennels. Staff also recommends that Article 11, Definitions, Section 11.03 Definitions of the Unified Development Code be amended to include a definition for "kennel". The definition listed below was established by the Georgia Department of Agriculture.

Kennel. any establishment, other than an animal shelter, where dogs or cats are maintained for boarding, holding, training, or similar purposes for a fee or compensation. Similar purposes include, but are not limited to, activities of a breeding establishment, cattery, or grooming shop.

Public Notifications: As required by *Article 2, Section 2.01* in the Code of the City of Villa Rica, the public has been notified in *Times-Georgian* on March 12, 2018.

Bobby C. Elliott, P.E.
Director of Community Development

Attachments: Kennel UDC Definition
Revised land use matrix

Home Occupation. A business, occupation or profession conducted within a dwelling unit by a person residing within that dwelling unit which is clearly incidental to the primary residential use of the structure. See Section 5.13 of this code.

Horticulture. The use of land for the growing or production of fruits, vegetables, flowers, nursery stock, including ornamental plants and trees, and cultured sod.

Hotel, Motel, or Motor Hotel. An establishment containing guest rooms, exclusively for occupancy by transient guests and that provides customary hotel services such as: a maid, telephone and secretarial, bellboy and desk services; and the use and upkeep of furnishings and laundry of linens.

Identification Sign. A sign whose copy is limited to the identification of a home, apartment, townhouse, or manufactured home project, and all other permitted uses.

Improvement, Public. Street work, utilities including, but not limited to, water, sewer, electric, gas and storm drainage, or other public facilities (e.g., library, park, school, etc.), to be installed or agreed to be installed by the developer.

Incidental Sign. An informational sign, attached or freestanding, that has a purpose secondary to the use of the lot on which it is located, that guides or directs pedestrian or vehicular traffic such as “no parking,” “entrance,” “exit only,” or “loading only,” or provides a warning, an address or similar directive language. No sign with a commercial message legible from a position off the lot on which the sign is located shall be considered incidental.

Household Living. Persons living together acting as a single housekeeping unit in a single dwelling unit, with common access to and having common use of all living and eating areas, and other areas and facilities for the preparation and serving of food within the dwelling unit.

Institution. A building occupied by a non-profit corporation or a non-profit establishment for public use.

Institutional and Civic Use. Nonprofit, civic, religious or public uses such as libraries, public or private schools, hospitals, government owned or operated building, structure or land used for public purposes.

Junk. Dismantled and inoperable vehicles, machinery, and appliances or parts of such vehicles, machinery or appliances; scrap copper, brass, rope, rags, batteries, paper, rubber debris, iron, steel or other metals; and any object which does not function as the manufacturer intended. An inoperable vehicle shall mean any motor vehicle that lacks a current registration or a registered vehicle that lacks two or more wheels or any other component parts, the absence of which renders the vehicle illegal for use on the highway.

Junk or Salvage Yard. Any place where waste, discarded or salvaged material or equipment are bought, sold, exchanged, baled or packed, disassembled, kept, stored, or handled, including house wrecking yards, auto wrecking activities, used lumber yards and places or yards for storage of salvaged building materials and structural steel materials and equipment, but not including areas where such uses are conducted entirely within a completely enclosed building.

Kennel. *any establishment, other than an animal shelter, where dogs or cats are maintained for boarding, holding, training, or similar purposes for a fee or compensation. Similar purposes include, but are not limited to, activities of a breeding establishment, cattery, or grooming shop.*

Landscaping.

1. Any combination of trees, shrubs, flowers, grass or other horticultural elements, decorative stonework, paving, screening or other architectural elements, all of which are designed to enhance the visual amenity of a property and/or to provide a screen to mitigate any objectionable aspects that may detrimentally affect adjacent land.

2. Changing or modifying natural features of a site so as to make it more attractive and desirable by adding lawns, trees, shrubs, ornamental plantings, fencing, walks, drives or other structures and materials as used in landscape architecture.

3. Changing, rearranging or adding to the original vegetation or scenery of a piece of land to produce an aesthetic effect appropriate for the use to which the land is put. It may include reshaping the land by moving the earth, as well as preserving the original vegetation or adding vegetation.

Table 3-1.A Downtown Overlay District Land Use Matrix

Use Category	LBCS Codes		Use	Downtown Overlay Sub-Areas				
	Activity	Function		CBD	CMU	COM	MFR	SFR
Household Living	1100	1100	Dwelling, Multi-Family (Lofts and Condominiums only)	P	P			
			Dwelling, Single-Family Detached Type I				P	P
	1100	1100	Dwelling, Single-Family Detached Type II	P			P	P
	1100	1100	Accessory Dwelling Unit					
	1100	1100	Townhome				P	
			Accessory Uses		P		P	P
	1300	1200	Personal Care Home, Family		CU		CU	CU
	1300	1200	Personal Care Home, Group		P			
Lodging	1200	1310	Bed and Breakfast Establishments	P	P	P	P	P
	1200	1320	Rooming and Boardinghouse		P		P	
Retail	2100	2100	Retail Stores offering common merchandise, 100,000 square feet or less	P	P	P		
	2120	2110	Automobile Repair and Body Shop					

Use Category	LBCS Codes		Use	Downtown Overlay Sub-Areas				
	Activity	Function		CBD	CMU	COM	MFR	SFR
	5220	2110	Car Wash Manual or Automatic					
	2100	2115	Tire Sales and Service					
	2000	2116	Convenience Stores with Fuel Pump Service					
	5220	2116	Gasoline Station w/Auto Service					
	2100	2121	Carpet and Rug Sales, Floor Covering and Storage	P	P	P		
	2100	2121	Furniture, Home Furnishings and Equipment Store	P	P	P		
	2100	2122	Hardware, Paint and Wallpaper Store	P	P	P		
	2100	2123	Garden Landscaping Supplies		P	P		
	2100	2125	Appliance Sales and Repair	P	P	P		
	2120	2130	Repair Service, General Merchandise	P	P	P		
	2100	2133	Jewelry Store	P	P	P		
	2110	2133	Apparel and Accessory Store	P	P	P		
	2120	2133	Shoe Repair	P	P	P		
	2100	2134	Hobby, Toy and Game Store	P	P	P		
	2100	2135	Books, Cards and Stationery Stores	P	P	P		
	2100	2140	Office Supplies	P	P	P		
	2110	2140	Curio and Souvenir Shops	P	P	P		

Use Category	LBCS Codes		Use	Downtown Overlay Sub-Areas				
	Activity	Function		CBD	CMU	COM	MFR	SFR
	2100	2141	Florist Shop	P	P	P		
	6700	2142	Art Gallery	P	P	P		
	2110	2145	Antique Shop	P	P	P		
	2100	2150	Grocery/General Merchandise Store (Excluding Pawn Shops)	P	P	P		
	2100	2152	Convenience Stores w/out Fuel Pump Service	P	P	P		
	2100	2161	Drug Stores, Pharmacies	P	P	P		
Services	2300	2410	Office, Business and Professional	P	P	P		
	2300	2210	Bank or Financial Institution, Full Service	P	P	P		
	2320	2210	Bank Auto Teller			P		
	2100	2336	Video Sales and Rental	P	P	P		
	2120	2454	Carpet Cleaning Store	P	P	P		
	2200	2500	Restaurant, Non Drive-In	P	P	P		
	2210	2500	Restaurant, Drive-In			P		
	2120	2600	Barber Shop	P	P	P		
	2120	2600	Beauty Shop	P	P	P		
	2120	2600	Tattoo Parlor					

Use Category	LBCS Codes		Use	Downtown Overlay Sub-Areas				
	Activity	Function		CBD	CMU	COM	MFR	SFR
	2120	2720	Kennel		<u>CU</u>	<u>CU</u>		
	2120	2720	Pet and Dog Grooming Shop, Non-Kennel	P	P	P		
	4100	6562	Child Care Learning Center (19 or more children)		P	P		
	4100	6562	Group Day Care Home (7-18 children)		P	P		
	4100	6562	Family Day Care Home (6 or fewer children)		P	P		P
	5210		Parking Lot or Garage, Commercial		P	P		
	2200	3110	Bakery/Pastry Shop	P	P	P		
Utilities	4340	4230	Telecommunications Towers & Antenna		CU	CU	CU	CU
	4330	4300	Utility Facilities (gas, electric, telephone transformer stations). Limited to transmission lines.	P	P	P	P	P
Arts & Entertainment	6700	5210	Museum	P	P	P		
	4100	4242	Library	P	P	P		
	6300	4222	Cinema, Movie Theater	P	P	P		
	7200	5320	Game Room			P		
	7110	5370	Athletic / Health Club & Facilities	P	P	P		

Use Category	LBCS Codes		Use	Downtown Overlay Sub-Areas				
	Activity	Function		CBD	CMU	COM	MFR	SFR
	7000	5500	Parks and Recreation Facilities		P	P	P	P
Public & Institutional	4100	6120	School, Public, *Private or Parochial	P	P	P	P	CU
	6000	6200	Assembly Hall, Civic Center	CU	CU	CU		
	6600	6200	Government Buildings	P	P	P		
	4500	6511	Clinic, Public or Private	P	P	P		
	6600	6600	Churches	CU	CU	CU	CU	CU
	4600	6710	Funeral Home, Mortuary		P	P		
	4600	6710	Crematory					
	6000	6830	Club and Lodges	CU	CU	CU		
Agricultural	8100	9100	Horticulture, Gardening		P	P		P
	8100	9140	Nursery and Greenhouse		P	P		P
	8200	9300	Livestock Farming		CU	CU		CU

(ORD-01-06-UDC, 6-5-07) (ORD-03-10-UDC, 12-7-10) (ORD 04-13-UDC, 4-2-13)

P = Permitted CU = Conditional Use Permit



CITY OF VILLA RICA

City Council Packet

SUBJECT W. Wilson Street Parking

CITY COUNCIL AGENDA DATE: April 3, 2018

DATE: March 21, 2018

PREPARED BY: Bobby Elliott

FISCAL IMPACT:

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE:

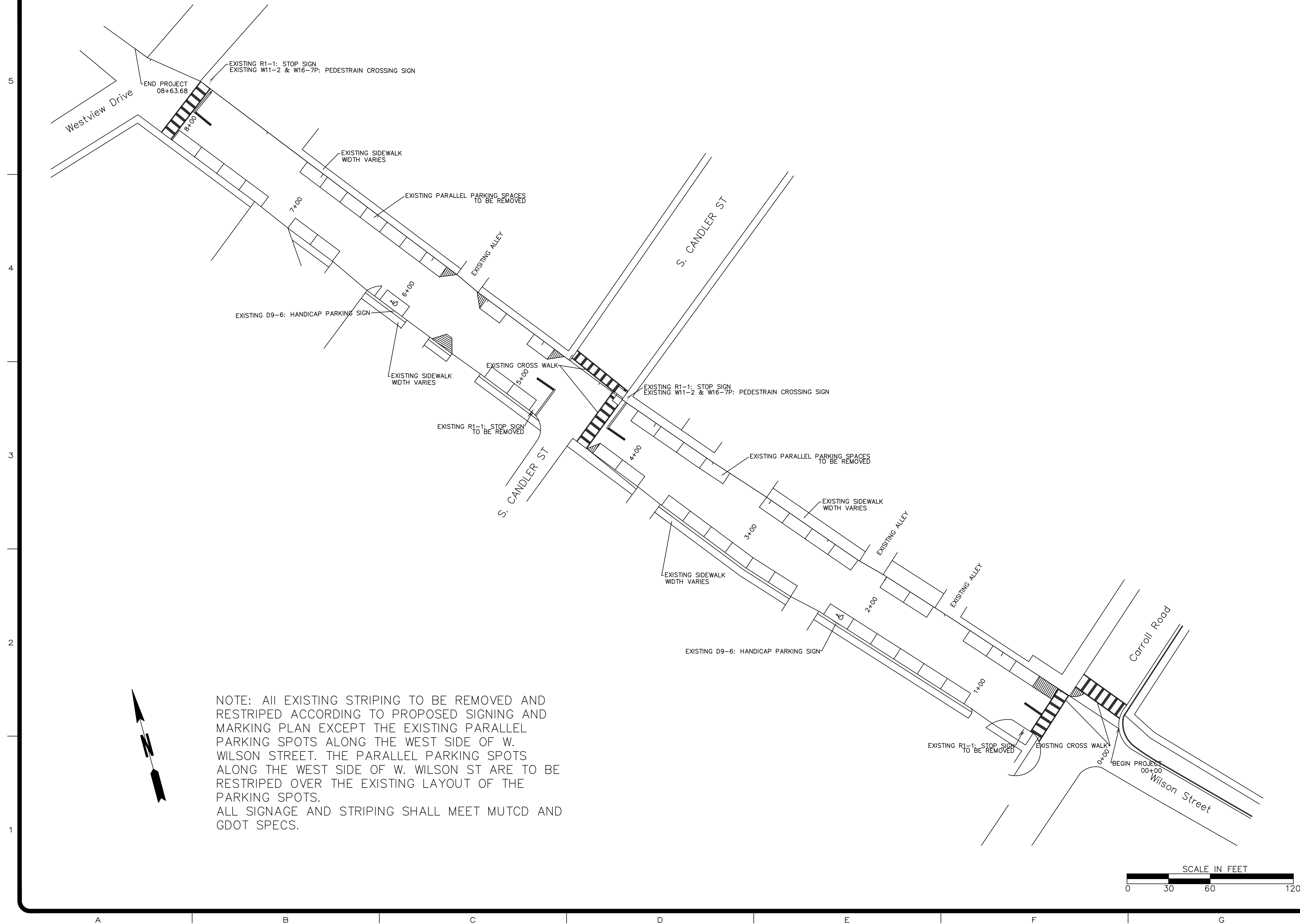
PURPOSE: Due to numerous concerns from local businesses and citizens concerning the Reverse Angle Parking (RAP) that was implemented back in early 2016, we have taken a second look at West Wilson parking to determine whether to keep the RAP or make changes. A public meeting was held on Monday, March 19, 2018 on the issue about the RAP on West Wilson. Approximately 40 citizens and local business owners attended the meeting. The overwhelming consensus from the group was to take out the RAP and replace it with 60-degree angled parking aligned with the one-way condition on West Wilson. Additional measures like some improved street lighting, improved striping, improved signage, and/or raised concrete medians also implemented to further insure that traffic obey the one-way condition traveling westward from South Carroll. West Wilson is scheduled to be paved within the next week or so and revised striping for parking will be needed ASAP.

BACKGROUND: Reverse Angle Parking was implemented in early 2016 on West Wilson Street. Numerous complaints have arisen about the design and many residents and local businesses wanted it re-visited. A revised design was created and an open public meeting was held to get input from the community.

STAFF RECOMMENDATION: Staff recommends proceeding with the new design concept to include new paving and new parking striping immediately after paving is completed. Additional parking spaces will be created with the new design (From 53 to 60 spaces).

IMPACT: The new design will ultimately provide more parking and provide a safer street by providing additional signage and traffic controls on West Wilson Street.

MOTION: I make the motion that the Reverse Angle Parking condition on West Wilson Street be changed to drive-in 60-degree angled parking according to the design plan submitted at the public meeting. The street will remain one way traveling from South Carroll to Westview Drive. The street lighting, signage and traffic marking measures will be improved to insure that traffic adheres to the one-way condition.



PO BOX 878
BRASELTON, GA 30517
BUSINESS 706-824-0514
FAX: 706-824-0519

B&K
CONSTRUCTION & ENGINEERING

REGISTERED
No. 028212
PROFESSIONAL
ENGINEER
Donald B. Clerici

GSMCC LEVEL II
CERTIFICATION #: 804

REVISIONS

NO.	DATE	DESCRIPTION
01	02/17/16	UPDATED SIGNAGE QUANTITIES

EXISTING SIGNAGE & MARKING PLANS
FOR:
WILSON STREET
ONE WAY TRAFFIC

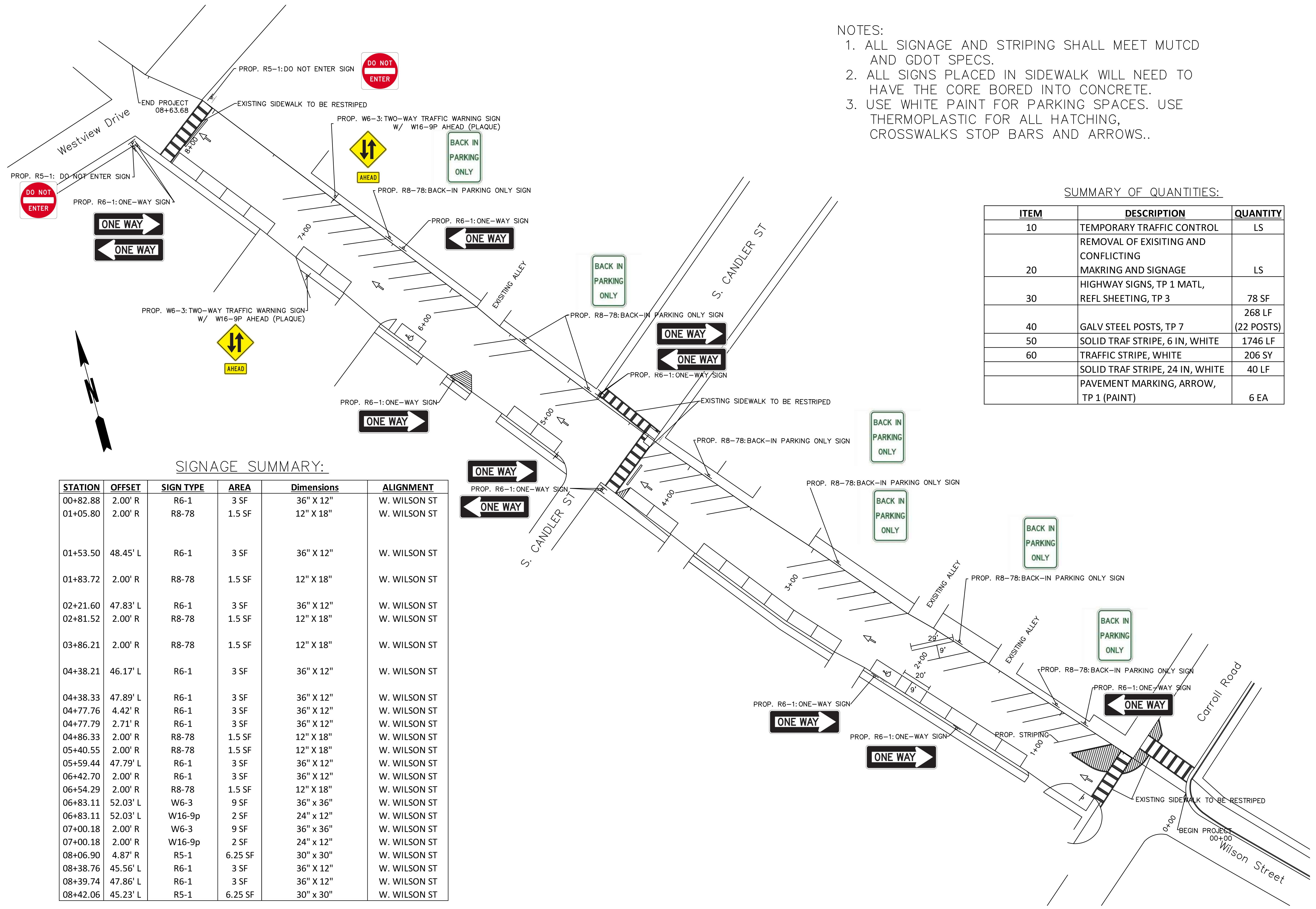
SHEET NUMBER
C3.0

SCALE AS SHOWN

DATE 01/21/16

PROJECT NO.

5
4
3
2
1



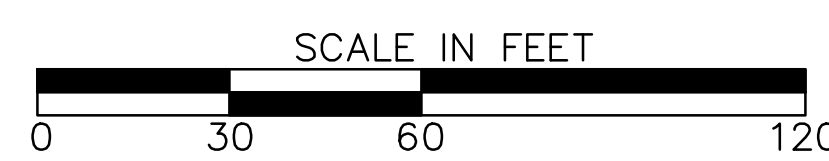
- NOTES:
1. ALL SIGNAGE AND STRIPING SHALL MEET MUTCD AND GDOT SPECS.
 2. ALL SIGNS PLACED IN SIDEWALK WILL NEED TO HAVE THE CORE BORED INTO CONCRETE.
 3. USE WHITE PAINT FOR PARKING SPACES. USE THERMOPLASTIC FOR ALL HATCHING, CROSSWALKS STOP BARS AND ARROWS..

SUMMARY OF QUANTITIES:

ITEM	DESCRIPTION	QUANTITY
10	TEMPORARY TRAFFIC CONTROL	LS
20	REMOVAL OF EXISITING AND CONFLICTING MAKRING AND SIGNAGE	LS
30	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 3	78 SF
40	GALV STEEL POSTS, TP 7	268 LF (22 POSTS)
50	SOLID TRAF STRIPE, 6 IN, WHITE	1746 LF
60	TRAFFIC STRIPE, WHITE	206 SY
	SOLID TRAF STRIPE, 24 IN, WHITE	40 LF
	PAVEMENT MARKING, ARROW, TP 1 (PAINT)	6 EA

SIGNAGE SUMMARY:

STATION	OFFSET	SIGN TYPE	AREA	Dimensions	ALIGNMENT
00+82.88	2.00' R	R6-1	3 SF	36" X 12"	W. WILSON ST
01+05.80	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
01+53.50	48.45' L	R6-1	3 SF	36" X 12"	W. WILSON ST
01+83.72	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
02+21.60	47.83' L	R6-1	3 SF	36" X 12"	W. WILSON ST
02+81.52	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
03+86.21	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
04+38.21	46.17' L	R6-1	3 SF	36" X 12"	W. WILSON ST
04+38.33	47.89' L	R6-1	3 SF	36" X 12"	W. WILSON ST
04+77.76	4.42' R	R6-1	3 SF	36" X 12"	W. WILSON ST
04+77.79	2.71' R	R6-1	3 SF	36" X 12"	W. WILSON ST
04+86.33	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
05+40.55	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
05+59.44	47.79' L	R6-1	3 SF	36" X 12"	W. WILSON ST
06+42.70	2.00' R	R6-1	3 SF	36" X 12"	W. WILSON ST
06+54.29	2.00' R	R8-78	1.5 SF	12" X 18"	W. WILSON ST
06+83.11	52.03' L	W6-3	9 SF	36" x 36"	W. WILSON ST
06+83.11	52.03' L	W16-9p	2 SF	24" x 12"	W. WILSON ST
07+00.18	2.00' R	W6-3	9 SF	36" x 36"	W. WILSON ST
07+00.18	2.00' R	W16-9p	2 SF	24" x 12"	W. WILSON ST
08+06.90	4.87' R	R5-1	6.25 SF	30" x 30"	W. WILSON ST
08+38.76	45.56' L	R6-1	3 SF	36" X 12"	W. WILSON ST
08+39.74	47.86' L	R6-1	3 SF	36" X 12"	W. WILSON ST
08+42.06	45.23' L	R5-1	6.25 SF	30" x 30"	W. WILSON ST



PO BOX 878
BRASELTON, GA 30517
BUSINESS 706-824-0514
FAX: 706-824-0519

B&K
CONSTRUCTION & ENGINEERING

REGISTERED
No. 029212
PROFESSIONAL
ENGINEER
D. B. CLEGG

GSWCC LEVEL II
CERTIFICATION #: 804

REVISIONS

NO.	DATE	DESCRIPTION
01	02/01/16	UPDATED SIGNAGE QUANTITIES/LAYOUT
02	02/21/16	UPDATED SIGNAGE QUANTITIES

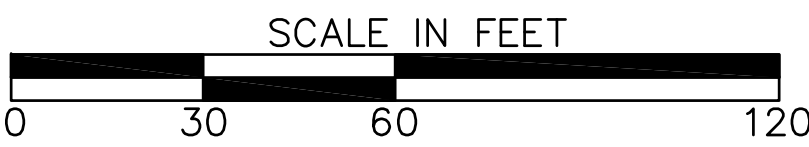
PROPOSED SIGNAGE AND MARKING PLANS
FOR:
**WILSON STREET
ONE WAY TRAFFIC**

SHEET NUMBER
C4.0

SCALE AS SHOWN
DATE 01/21/16
PROJECT NO.



WILSON STREET
EXISTING PARKING: 53 SPACES
PROPOSED PARKING AS ONE-WAY
STREET: 58 SPACES



PO BOX 878
BRASELTON, GA 30517
BUSINESS 706-824-0514
FAX: 706-824-0519

B&K
CONSTRUCTION
& ENGINEERING

REVISIONS

NO.	DATE	DESCRIPTION

AERIAL LAYOUT
FOR:
WILSON STREET
ONE WAY TRAFFIC
IMPROVEMENTS

SHEET NUMBER
C2.0

SCALE AS SHOWN

DATE 03/15/18

PROJECT NO.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Community Development Grant Villa Rica Lions Club Taste of Villa Rica
AGENDA DATE: 3/27/2018

DATE PREPARED: 03/22/2018
PREPARED BY: Christopher G. Pike

AMOUNT: \$4,315
GL ACCOUNT #: 1001110573050

PURPOSE: The Villa Rica Golden City Lions Clubs is a service driven club supporting the hearing and seeing impaired locally, statewide, nationally and internationally! They continue to providing our citizens with assistance for the visually impaired by working with the Rapha Clinic, Community in Schools, Free Eye Exams and Glasses, Georgia Camp for the Blind, Leader Dogs, Georgia Lions Lighthouse as well as local special project to support our community. We work with our local school system in locating students who qualify to attend the Georgia Camp for the Blind at no cost to the student's family.

BACKGROUND: The Annual "A Taste of Villa Rica™" is held in October of each year and features local Villa Rica restaurants. This year Taste of Villa Rica is scheduled for October 6, 2018.

In addition to local restaurants, the event features vendors and entertainment all day.

STAFF RECOMMENDATION: Staff recommends the request be funded at \$4,315 from the Community Development Grant Fund.

IMPACT: POSITIVE: Important financial assistance will be giving to a program culturally and economically beneficial to the City of Villa Rica. NEGATIVE: \$4,315 will be deducted from the Annual Community Development Grant Fund.

MOTION: I move that we award a Community Development Grant in the amount of \$4,315 dollars to the Villa Rica Lions Club to be used for the 2018 A Taste of Villa Rica event.



Villa Rica Community Development Grant Program

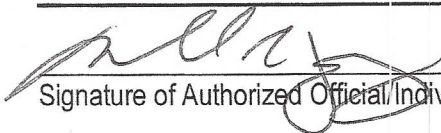
Section A: Applicant

1. Name of Organization: Villa Rica Golden City Lions and Villa Rica Lions Clubs
Contact Person (if different than above): Michael Young, President Golden City Lions
2. Mailing Address: P.O. Box 1945, Villa Rica GA 30180
3. Telephone Day: 678-787-0398 Evening: 678-787-0398
4. Email: young5410@comcast.net 5. FAX (optional): _____
6. Date of Tax Exempt Number and date of Incorporation in Georgia: _____
7. Number of Years in City of Villa Rica: 14 years and 51 years
8. Have you ever received funds from the City of Villa Rica? Yes If Yes, most recent funding amount? \$3,865
Were there any residual funds at the completion of the project? No If Yes, how much? _____

Section B: Project

1. Project Title: A Taste of Villa Rica 2018
2. Scheduled Start and End Dates: Saturday, October 6, 2018
3. Hours of Operation Each Day: 10:00 AM to 3:00 PM
4. Amount Requested: \$4,315.00 5. Funds Disbursement Date: TBD

Section C: Certification

	<u>February 13, 2018</u>
Signature of Authorized Official/Individual	Date
<u>Michael R. Young</u>	<u>President, Golden City Lions</u>
Printed Name of Authorized Official/Individual	Title of Authorized Official/Individual

Sections D-F: Project Narrative, Accessibility and Project Budget

Sections D-F requires an attachment as indicated in the "Application Instructions" accompanying this form.

For Official Use Only

Approved: _____ Approved by: _____ Date: _____ Grant Amount: _____

Sample Event Budget

Provide a spreadsheet printout or similar chart to accompany your Villa Rica Community Partnership Grant application.

EXPENSES	AMOUNT \$
Facility rental	\$300.00
Parking	
Security	
Food	
Service Setup & Breakdown 2ppl @ \$25/hr for 8 hrs.	\$400.00
Entertainment	
Speakers	
Transportation	
Hotels	
Equipment rental: White canopy tents 40 ea @ \$25 each	\$1,000.00
Tables 40 ea @ \$5 each	\$200.00
Chairs 80 ea @ \$0.50 each	\$40.00
Concession Stand	\$100.00
Conference Room	\$150.00
Barricades	\$300.00
Flatware	
Stage	
Sound System Based on 2017 rates	\$1,825.00
Projector/Screen/Computer	
Decorations	
Favors/T-shirts/Incentives	
TOTAL	\$4,315.00



The Villa Rica Golden City Lions Club

The Villa Rica Golden City Lions Clubs is a service driven club supporting the hearing and seeing impaired locally, statewide, nationally and internationally! We continue to providing our citizens with assistance for the visually impaired by working with the Rapha Clinic, Community in Schools, Free Eye Exams and Glasses, Georgia Camp for the Blind, Leader Dogs, Georgia Lions Lighthouse as well as local special project to support our community. We work with our local school system in locating students who qualify to attend the Georgia Camp for the Blind at no cost to the student's family.

We also support our local community programs such as In His Hands School Lunch Program, Walk of Faith Women's Shelter, Fullerville Mission's Feed the Hungry, Shop with a Cop, Toys for Tots, school supplies and each year work to support our men and women who serve our country. We have sent packages to our troops with snacks, toiletries and basically whatever they need and we can ship. One year we baked over 500 cookies and had t-shirts printer with 'WE ARE VR' and shipped those along with Christmas cards and letters from our local school children. We have also honored our two Gold Star mothers.

Our club supports the Georgia Lighthouse for the Blind in collecting old glasses, which are washed and prepared and sent to missionaries of third world countries, hearing aids which the Lighthouse trades to a company who then provides new digital hearing aids and old cell phones. Our support to the Georgia Lighthouse for the Blind provides needed eye surgeries to those unable to afford them. We work year round to collect glasses, hearing aids and old cell phones...if you have some you would like to donate contact us at villaricagoldencitylions@gmail.com and we will make arrangements to pick them up or have them dropped off.

In order for us to continue to support these programs for our club we must raise about \$15,000 each year. We along with the Lions Club hold our one and only annual event in October of each year. "A Taste of Villa Rica™" and it is just what it says...a taste of our local restaurants located in Villa Rica. This event includes local restaurants, on average 13-15 restaurants, as well as vendors and entertainment all day. We work local businesses in and around Villa Rica to obtain sponsorships in support of this event. And 100% of the net proceeds are returned to those in need though our support of local, county and state programs.

As stated **We Serve** and enjoy every minute of services in helping others!



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: West Georgia Jazz Festival Alcohol License Agreement

AGENDA DATE: 3/29/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Christopher G. Pike

AMOUNT: \$0

GL ACCOUNT #: N/A

PURPOSE: License agreement with the Olive Tree and the City of Villa Rica to provide for the sale of beer and wine at the West Georgia Jazz Festival to be held on April 28, 2018 from 4pm-10pm at the MILL Amphitheatre.

BACKGROUND: There are two entities in the City of Villa Rica currently having a Caterers Alcohol Licenses, Events Unlimited "De Banquet" and The Olive Tree Restaurant. Staff reached out to both entities.

This agreement is for the 3rd Annual Jazz Festival. 2016 was the first time this agreement was executed. This year's agreement has one change. The net proceeds of all gross sales exclusive of the cost and expenses for provision of the catering services split for 2018 will be 60% for the City and 40% for the Caterer. This is a change from the 50/50 agreement in past years.

There have been no issues related to alcohol sales at this event in the past.

STAFF RECOMMENDATION: Staff recommends the City enter into an agreement with The Olive Tree Restaurant for the purpose of suppling and managing beer and wine sales at the 2018 West Georgia Jazz Festival.

IMPACT: Beer and wine will be able to be served during the 2018 West Georgia Jazz Festival. The ability to serve beer and wine at the amphitheater has been a standing request from individuals attending Downtown focus groups and town hall meetings.

MOTION: I move we approve the 2018 License Agreement between the City of Villa Rica and The Olive Tree Villa Rica for the purpose of selling beer and wine at the 2018 West Georgia Jazz Festival.

LICENSE AGREEMENT

This License Agreement ("Agreement") made this ____ day of April, 2018 by and between the Olive Tree Villa Rica, LLC (the "Caterer") and the City of Villa Rica (the "City"), Georgia.

WHEREAS, the City is sponsoring a Jazz Festival to be held at The MILL Amphitheater in Historic Downtown Villa Rica on April 28, 2018 (the "Festival"); and

WHEREAS, at the time of this Agreement, Caterer is one of two entities holding a caterer's license under the City of Villa Rica Beverage Code; and

WHEREAS, the City desires to license the services of the Caterer to provide exclusive alcoholic beverage service during the Festival; and

WHEREAS, the parties do desire to formalize the terms under which the Caterer will provide said services;

NOW, THEREFORE, based upon the mutual promises of the parties, the parties agree as follows:

1. The City contracts to license Caterer to provide the sale of beer and wine at the Jazz Festival to be held on Saturday, April 28, 2018 at The MILL Amphitheater in Downtown Villa Rica.
2. Caterer agrees to provide said services during the course of the Festival during a time period to be agreed between Caterer and The Villa Rica Main Street Director.
3. Caterer shall have the exclusive right to sell beer and wine within the confines of the event. The City shall establish the confines of the event by the placement of a fence around all areas where alcoholic beverages may be purchased, possessed, and consumed.
4. Caterer agrees that it shall possess a current catering alcoholic beverage license as authorized by the City.
5. Caterer shall provide a certificate of insurance to the City upon request which will reflect that it possesses sufficient insurance coverage for the provision of its services during the event.
6. In consideration of the services to be provided by the Caterer, the Caterer shall be entitled to receive an amount equal to forty percent (40%) of the net proceeds of all gross sales exclusive of its cost and expenses for provision of the catering services. The costs and expenses of the catering services shall include labor expenses, cost of goods sold, and any applicable federal, state, and local taxes. The City shall receive an amount equal to sixty percent (60%) of net proceeds as consideration for licensing caterer as the exclusive provider of services for the event.

7. Caterer shall cooperate with the City in the accounting for all costs and expenses as well as the net proceeds received from the event.

8. Caterer will be responsible for the provision of any necessary set-up and clean-up for the services to be provided.

9. This License Agreement is conditioned upon the approval of the Festival by the Mayor and Council of Villa Rica. It is further conditioned upon the approval of the Mayor and Council to authorize the sale, possession or consumption of alcoholic beverages upon the premises of the Mill Amphitheater.

10. It is specifically agreed that the Mayor and Council, the City Manager, or the Police Chief of the City or their designee retain the right to terminate the sale, possession, or consumption of alcoholic beverages at the Festival or upon City property for any reason at any time.

IT IS SO AGREED on this the ____ day of April, 2018.

CITY OF VILLA RICA

By: _____
Jeff Reese, Mayor

OLIVE TREE VILLA RICA, LLC

By: _____
Mike Atsalis



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: May Summer Concert Alcohol License Agreement

AGENDA DATE: 3/27/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Christopher G. Pike

AMOUNT: \$0

GL ACCOUNT #: N/A

PURPOSE: License agreement with The Olive Tree and the City of Villa Rica to provide for the sale of beer and wine at the May Summer Concert to be held on May 19, 2018 from 7pm-10pm at the MILL Amphitheatre.

BACKGROUND: There are two entities in the City of Villa Rica currently having a Caterers Alcohol Licenses, Events Unlimited "De Banquet" and The Olive Tree Restaurant. Staff reached out to both entities.

This agreement is for the 2018 May Summer Concert. This year's agreement has one change. The net proceeds of all gross sales exclusive of the cost and expenses for provision of the catering services split for 2018 will be 60% for the City and 40% for the Caterer. This is a change from the 50/50 agreement in past years.

There have been no issues related to alcohol sales at this event in the past.

STAFF RECOMMENDATION: Staff recommends the City enter into an agreement with The Olive Tree Restaurant for the purpose of suppling and managing beer and wine sales at the 2018 May Summer Concert.

IMPACT: Beer and wine will be able to be served during the 2018 May Summer Concert. The ability to serve beer and wine at the amphitheater has been a standing request from individuals attending Downtown focus groups and town hall meetings.

MOTION: I move we approve the 2018 License Agreement between the City of Villa Rica and The Olive Tree Villa Rica for the purpose of selling beer and wine at the 2018 May Summer Concert.

LICENSE AGREEMENT

This License Agreement ("Agreement") made this ____ day of April, 2018 by and between the Olive Tree Villa Rica, LLC (the "Caterer") and the City of Villa Rica (the "City"), Georgia.

WHEREAS, the City is sponsoring a May Summer Concert to be held at The MILL Amphitheater in Historic Downtown Villa Rica on May 19, 2018 (the "May Concert"); and

WHEREAS, at the time of this Agreement, Caterer is one of two entities holding a caterer's license under the City of Villa Rica Beverage Code; and

WHEREAS, the City desires to license the services of the Caterer to provide exclusive alcoholic beverage service during the May Concert; and

WHEREAS, the parties do desire to formalize the terms under which the Caterer will provide said services;

NOW, THEREFORE, based upon the mutual promises of the parties, the parties agree as follows:

1. The City contracts to license Caterer to provide the sale of beer and wine at the May Concert to be held on Saturday, May 19, 2018 at The MILL Amphitheater in Downtown Villa Rica.
2. Caterer agrees to provide said services during the course of the May Concert during a time period to be agreed between Caterer and The Villa Rica Main Street Director.
3. Caterer shall have the exclusive right to sell beer and wine within the confines of the event. The City shall establish the confines of the event by the placement of a fence around all areas where alcoholic beverages may be purchased, possessed, and consumed.
4. Caterer agrees that it shall possess a current catering alcoholic beverage license as authorized by the City.
5. Caterer shall provide a certificate of insurance to the City upon request which will reflect that it possesses sufficient insurance coverage for the provision of its services during the event.
6. In consideration of the services to be provided by the Caterer, the Caterer shall be entitled to receive an amount equal to forty percent (40%) of the net proceeds of all gross sales exclusive of its cost and expenses for provision of the catering services. The costs and expenses of the catering services shall include labor expenses, cost of goods sold, and any applicable federal, state, and local taxes. The City shall receive an amount equal to sixty percent (60%) of net proceeds as consideration for licensing caterer as the exclusive provider of services for the event.

7. Caterer shall cooperate with the City in the accounting for all costs and expenses as well as the net proceeds received from the event.

8. Caterer will be responsible for the provision of any necessary set-up and clean-up for the services to be provided.

9. This License Agreement is conditioned upon the approval of the Festival by the Mayor and Council of Villa Rica. It is further conditioned upon the approval of the Mayor and Council to authorize the sale, possession or consumption of alcoholic beverages upon the premises of the Mill Amphitheater.

10. It is specifically agreed that the Mayor and Council, the City Manager, or the Police Chief of the City or their designee retain the right to terminate the sale, possession, or consumption of alcoholic beverages at the Festival or upon City property for any reason at any time.

IT IS SO AGREED on this the ____ day of April, 2018.

CITY OF VILLA RICA

By: _____
Jeff Reese, Mayor

OLIVE TREE VILLA RICA, LLC

By: _____
Mike Atsalis



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Downtown Development Authority Appointments

AGENDA DATE: 3/29/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Christopher G. Pike

AMOUNT: \$0

GL ACCOUNT #: N/A

PURPOSE: The seven-member Downtown Development Authority is appointed by the City Council and oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. Members must either own a business or have an economic interest in the downtown. Term: 4 years | Members: 7

BACKGROUND: The Downtown Development Authority voted to reappoint Jerry Doyal to serve another term on the Villa Rica Downtown Development Authority.
Term: 10/07/2017 – 10/07/2021

STAFF RECOMMENDATION: Staff recommends accepting the Downtown Development Authority's recommendation and reappoint Jerry Doyal.

IMPACT: Jerry Doyal will serve another term on the DDA.

MOTION: I move we accept the Villa Rica Downtown Development Authority's recommendation and appoint Jerry Doyal to serve another term on the DDA.



City of Villa Rica
571 W. Bankhead Highway
Villa Rica, GA 30180



APPLICATION FOR BOARD OR COMMISSION
APPOINTMENT

Citizens provide a great insight and knowledge to City government. An avenue that the City of Villa Rica uses to get this insight is through the various Boards and Commissions of the City of Villa Rica. The members of the Boards and Commissions make decisions and help recommend and review policies for the City of Villa Rica and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for Board or Commission membership.

Questions to consider before applying for membership on a Board or Commission:

- Do I fully understand what this Board or Commission expects from me?
- Am I committed to the goals and mission of this Board or Commission?
- Can I afford the demands on my time, resources and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled Board or Commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the Board or Commission?
- Am I willing to participate in necessary Board or Commission training, education and development activities that will improve my effectiveness in my position?

APPLICANT INFORMATION

Applicant Name: Jerry Doyal

Occupation: Merchant - owner of Employer: ET Doyal + Sons

Home Address: 2742 S. Van Wert Rd City: Villa Rica Zip: 30180

Home Phone: (770) 459-6701 Home E-Mail: amdoyal@att.net

Work Phone: (770) 459-3822 Work E-Mail: NA

Cell Phone: (770) 861-9281 Preferred E-Mail: ☐ Home ☐ Work

Name and address of the business entity you own, located within the city limits of Villa Rica (if applicable) ET Doyal + Sons

- a) Which Board(s) or Commission(s) do you wish to be appointed to? DDA
- b) How long have you been a resident of the City of Villa Rica? NA Years ___ Months
- c) Are you current with all of your financial obligations to the City? ☒ Yes ☐ No
- d) Are you willing and available to attend training sessions on-site and/or off-site if provided by the City? ☒ Yes ☐ No
- e) Available Boards and Commissions and their terms and meeting schedules are listed at the end of this application. Are you able to meet the attendance requirements of the position for which you are applying? ☒ Yes ☐ No
- f) Do you know of any circumstances that would result in you having to abstain from voting on any action before the Board or Commission? ☐ Yes ☒ No If yes, please explain:
- _____

- g) Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Villa Rica ☐ Yes ☒ No If yes, please explain:
- _____

- h) Do you have any employment or contractual relationship with the City of Villa Rica that would create a continuing or frequently recurring conflict with regard to your participation on a Board or Commission? ☐ Yes ☒ No If yes, please explain:
- _____

- i) Please briefly explain your reasons for wishing to serve on the Board or Commission you select:

Own a business in downtown Villa Rica.

- j) Are you willing to be considered for appointment to any of the other Boards or Commissions of the City if a position is not available on the Board or Commission of your first choice? ☐ Yes ☒ No If yes, please list the Boards or Commissions for which you would like to be considered (in order of interest):

APPLICANT STATEMENT

I understand that I am applying for appointment to a Board or Commission and that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six months, after which time, I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in this application are true to the best of my knowledge.


Signature

JERRY Doyal
Printed Name

2/20/18
Date

Please return signed application to: Alisa Doyal, City Clerk
City of Villa Rica
571 W. Bankhead Hwy
Villa Rica, GA 30180

Fax: 770-459-7003
Email: adoyal@villarica.org

Questions? Contact the City Clerk at 678-840-1212

BOARD AND COMMISSION INFORMATION

Board of Appeals (BOA): The BOA is a quasi-judicial body that provides the public with a final administrative review process for appeals relating to a wide range of City determinations. The Board strives to provide an efficient, fair and expeditious public hearing and decision-making process before an impartial panel as a last step in the City's permit issuance process. The Board hears and decides appeals involving the granting, denial, suspension, or revocation of permits, licenses, and other use entitlements by various City commissions and departments. The granting or denial of variances and other determinations by the P&Z Commission. Term: 3 years | Members: 5

Downtown Development Authority (DDA): The DDA's mission is to oversee the revitalization and redevelopment of the central business district and to develop and promote for the public good and general welfare, trade, commerce, industry and employment opportunities. Members must either own a business or have an economic interest in the downtown. A member of the City Council is permitted to serve on the DDA. Term: 4 years | Members: 7

Historic Preservation Commission (HPC): This six-member commission is appointed by the City Council and administers the historic regulations in the City of Villa Rica. Commissioners review requests for retaining wall grants, revolving loan applications, building permit applications and demolition permit requests. Term: 3 years | Members: 6

Housing Authority Board (HAB): The housing authority has all powers necessary and convenient to carry out its purposes, including the power to make contracts, acquire, prepare, lease, and operate housing projects, provide for housing construction, repair, and furnishings, borrow money or accept grants and loans, and issue revenue bonds. Bonds and other obligations incurred by the authority are not debts of the city. Term: 5 years | Members: 5

Library Advisory Board (LAB): Acts in an advisory capacity to the branch manager of the Villa Rica Public Library. Members work with the Branch Manager to establish operational policies for the library for approval by the City Council and West Georgia Regional Library System, assist the Branch Manager with the annual budget request to the City Council, adopts bylaws and regulations for internal operations, makes recommendations through the City Manager to the Mayor and City Council concerning the library, solicits donations of money and/or property for the benefit of the library, and represents the library to the community. The City Manager, Branch Manager and WGRL Director serve as nonvoting members. Term: 3 years | Members: 7

Main Street Advisory Board (MSAB): This seven-member Board commission is appointed by the City Council and works to promote and create a thriving central business district in Downtown Villa Rica and along primary entrance corridors into the central downtown business district. Term: 2 years | Members: 7

Planning & Zoning Commission (P&Z): The P&Z advises the City Council in decisions pertaining to amendments to the Comprehensive Plan, the Zoning Ordinance and applications for development. The Commission is charged with developing and maintaining the Comprehensive Plan and submitting the plan and its elements to the City Council. The Commission also reviews and makes recommendations regarding changes to the Comprehensive Plan land use map. The Commission hears, reviews and makes recommendations regarding all applications for subdivision site plans, specific plans and phased and conditional use permit applications. Term: 1 year | Members: 5

Recreation Advisory Commission (RAC): The purpose of the RAC is to make recommendations to the City Council regarding parks and recreation plans, policies, programs and projects. Term: 3 years | Members: 7

Villa Rica Cemetery Committee: Functions include making recommendations to the City Manager on all aspects of the management and operations of the city's cemeteries. Term: 3 years | Members: 6

Villa Rica Development Authority (VRDA): The VRDA exists to provide bond financing for community and economic development projects with a goal of increasing job opportunities within the community, supporting education and health care, and providing housing for underserved communities, all of which benefit the residents of the city of Villa Rica and the state of Georgia. Term: 4 years | Members: 7

PROCEDURES FOR BOARD OR COMMISSION APPOINTMENT

- 1) Approximately four weeks before the end of a Board or Commission term, the City Clerk will notify the Mayor and City Council and the members of the Board or Committee affected of the positions and citizens whose terms will be expiring.
- 2) The City Clerk will cause this information to be posted via the City's website, electronic newsletter or other means to inform the residents in the city. This notice will also include qualifications (if any) to serve. The Mayor and City Council will set the timeframe for the acceptance of applicants.
- 3) Applications may be sent to the City Clerk. The Mayor and City Council may interview candidates at its discretion. The Mayor and City Council retains all responsibilities and rights to select candidates, nominate and confirm appointments as required by the City Charter and Code of Ordinances.
- 4) After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission will receive a letter notifying them of their appointment and be scheduled to be administered an Oath of Office.

Please return signed application to: Alisa Doyal, City Clerk
City of Villa Rica
571 W. Bankhead Hwy
Villa Rica, GA 30180

Fax: 770-459-7003
Email: adoyal@villarica.org

Questions? Contact the City Clerk at 678-840-1212



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request from Stepping Stones Foundation to Serve Beer and Wine at the MILL Amphitheater

AGENDA DATE: 3/29/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Christopher G. Pike

AMOUNT: \$0

GL ACCOUNT #: N/A

PURPOSE: This is a request from The Steeping Stones Foundation to service beer and wine at the Annual TriMusic Festival. The Festival will be held on August 11, 2018 at the MILL Amphitheater in Downtown Villa Rica.

BACKGROUND: This marks the third year the TriMusic Festival has been held in the City of Villa Rica. Previously the Festival was held in Douglasville and moved to Villa Rica after members of the organization attended the first West Georgia Jazz Festival. Since moving the Festival to Villa Rica, the organization has been allowed to serve beer and wine through an approved vendor at the MILL Amphitheater.

There have been no issues related to alcohol sales at this event in the past.

STAFF RECOMMENDATION: Staff recommends the City grant The Steeping Stones Foundation permission to serve beer & wine through an approved city vendor for their Annual TriMusic Festival.

IMPACT: Beer and wine will be able to be served during the 2018 TriMusic Festival. The ability to serve beer and wine at the amphitheater has been a standing request from individuals attending Downtown focus groups and town hall meetings.

MOTION: I move we approve the request from The Steeping Stones Foundation and grant permission for beer and wine to be served by an approved city vendor at the MILL Amphitheater for the Annual TriMusic Festival to be held August 11, 2018.



THE STEPPING STONES FOUNDATION

P.O. Box 6142, Douglasville GA 30154

info@steppingstonesfoundation.org

Greetings,

The Stepping Stones Foundation would like to hold our 6th annual **TriMusic Festival** August 11, 2018 at The Mill Amphitheater. This would be our Third year partnering with the City of Villa Rica. The purpose of this music event is to raise scholarship funds for five college bound high school seniors within the Douglasville, Lithia Springs, Villa Rica and Carrollton areas.

We are requesting the city's permission to serve beer & wine by an approved city vendor.

Event details:

- Will coordinate with the Recreation Department for all facility details and the local Police Department for security
- 2 Food trucks or Vendors will be providing food and snacks
- PA system and lighting will be used during event
- The Amphitheater area will be secured with barricades to receive ticketed guest
- Event wristbands will be given to all guests
- We anticipate 200 guest at the music festival
- The Concert will be from 5PM to 9PM
- A \$200 deposit has been paid to reserve the date

We anticipate another successful event. Please contact me if you have any questions or concerns.

Thank You,

Dwayne L. Moore

Fundraising Co-Chairman

Stepping Stone Foundation

dmoe9@comcast.net

678.360.3682

THE STEPPING STONES FOUNDATION

The Stepping Stones Foundation is guided by a fundamental commitment to improving the lives of high school aged young adults in our Douglas, Carroll and Paulding County service areas. This non-profit organization was born from a sincere desire to help the Westside Metropolitan Atlanta community with educational resources. We understand that having a college education is more important than ever and unfortunately it is more expensive than ever. The Stepping Stones Foundation is committed to helping potential college students overcome financial obstacles to a college education.

The foundation's Three Prong Approach to our community includes the following:

- 1) Emphasis on community action and measurable results.
- 2) The Foundation is nonpartisan and actively seeks complementary partnerships and works collaboratively with other organizations from the highest levels of government to local communities.
- 3) The Foundation believes that people can significantly improve their own lives when provided with the necessary skills, knowledge, and access to resources.

Accomplishments:

- Awarded \$18K (USD) in scholarships to graduating seniors
- Serve as mentors for youth, middle school to college age
- Coordinated voter registration drives in our service area
- Facilitate the Charles Drew Blood Drive to promote good health practices
- Coordinated annual high school essay contest
- Provided exposure, encouragement and financial assistance to talented young people participating in the performing arts
- Recognized local individuals who have contributed to community uplift



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2018 Sound and Lighting Contract for the MILL Amphitheater

AGENDA DATE: 3/29/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Christopher G. Pike

AMOUNT: \$23,650

GL ACCOUNT #: 1007550523880

PURPOSE: This item is for sound and lighting services at the MILL Amphitheater for 2018 Events.

BACKGROUND:

Bid notice was posted March 2, 2018 on the City's website, Georgia Local Government Access Marketplace and social media.

Two companies have requested to be considered. Chevalier Productions in Anniston, Alabama and True Audio Visual Services, Inc. in Atlanta, Georgia.

The Main Street Advisory Board reviewed the Bids on March 16, 2018 and voted to recommend the contract for sound and lighting be awarded to Chevalier Productions.

References we checked and no issues were reported.

This is a budgeted Item.

*Chevalier Productions was not available to provide Sound and Lighting for the West Georgia Jazz Festival. Staff is currently working with the Main Street Advisory Board on an alternative plan.

STAFF RECOMMENDATION: Staff recommends the City approve the Main Street Advisory Board's recommendation and award the 2018 Sound and Lighting Contract to Chevalier Productions in the Amount of \$23,650.

IMPACT: The City of Villa Rica will have professional Sound and Lighting for their 2018 events at the MILL Amphitheater.

MOTION: I move we accept the recommendation of the Main Street Advisory Board and award the 2018 Sound and Lighting Contract to Chevalier Productions in the amount of \$23,650.

April 28, 2018 | West Georgia Jazz Festival

The System must be able to maintain 110Db, "C" weighted at a distance of 100 feet from the Front of Stage if needed to support the crowd size and needs.

Audio: Bid alternatives may be submitted for audio requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

8 - Yamaha S115v Mains with 2 inch Highs over 15 inch Mids. - **4** per side- FOH Left-Right – 2 Sweeps arranged in a Horizontal Array-Ground Stacked with top pair of mains inverted to couple the Hi-Frequency Horns, all placed on top of the Subs in pairs, 2-Upper and 2 Lower. All mains will be powered at a minimum of 700 watts per speaker box which includes Digital Power Shading of Tops and Bottom Pairs to obtain system clarity and tuning.

A DBX Driverack 260 will be the Minimum Digital Processing provided.

4 - Yamaha SW218v Subs-**2** per Side-Double 18s powered at 2500 Watts each, with total of 4, 18 inch subs per side arranged in a Mono Sub Configuration.

4 - Yamaha Monitor Wedges (SM115v) with 2 inch Highs over 15 inch Mids. for downstage monitors powered at 500 watts each.

1-Additional Yamaha SM115v monitor powered at 500 watts placed on top of a **Single 18 inch Sub** powered at 750 watts for the Drummer Monitor.

A total of **5 Monitor Mixes with Equalization.**

2 - Yamaha S115v with 2 inch Highs over 15 inch Mids. for Side fills powered at 500 watts each, 1 Left and 1 Right with Tripod Stands in a MONO Signal Configuration with Equalization and FOH Control.

1-32 Channel Professional FOH Digital Mixing Board including, 31 band Equalization L/R and each discreet mix, Dual (2) Effects Processor, Compression, Gates, DI's, I Pod playback.

1-DBX Driverack 260 Digital FOH Processor.

Wired Microphones with stands and cabling per Show Specs. All Microphones will be Shure SM Series or Greater for Drums, Instrumentation and Vocals. Shure Beta Series are Preferred on the Drum Kit.

6-Direct Boxes will be on site and available for additional Keyboard, Acoustic Guitar and Computer Playback incorporation.

2- Wireless Shure PGX with SM58 Wireless Handheld or Greater Microphones and stands for Announcer and Performer use.

2- 100 Amp Power Distribution Feeders – 1 Downstage Right-1 Downstage Left.

2-Backline and **2**-Frontline 120 volt Power Distribution Boxes for Performers needs each contains a minimum of **4** receptacles each.

1- 32 Channel Allen & Heath GL2400-242 Professional Monitor Console with 6 available Monitor Mixes. A Matrix Option for In the Ear Monitors is required if the performers provide their own IN the Ear Monitors.

Lighting: Bid alternatives may be submitted for lighting requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

Downstage:

12- Meters in length-F33 Global Triangular Aluminum Truss with end plates including **2-ST157** Light stands for vertical support and lift.

Downstage lighting will be **20 par 64 LED lights** (Lux @ 1m: 3,640) mounted on the truss and operated by and Competent Lighting Operator located at FOH via Wireless DMX Control with a Controller.

Upstage:

12 par 64 LED lights (Lux @ 1m: 3,640) placed along the flooring to obtain up lighting of the 5 suspended banners. 2 Lights will be placed in front of each of the smaller banners and 4 will be placed in front of the center banner. All of the Backline Lighting will be on an individual hardwired lighting controller to be operated from stage by a qualified lighting operator.

All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

Pre-Show Stage Prop Consultation, Preparation and Positioning as determined by the **Manager of THE MILL** based on Show Needs.

Day of Show Load In and Load Out Times: Load in and set up shall begin a minimum of **5 Hours** prior to Sound Check to insure completion and readiness prior to performer arrival.

Sound Check shall begin a minimum of **3 hours** before show time and be completed a minimum of **2 hours** before show time. The Sound and Lighting Company will be responsible for contacting the Performers and coordination of the Sound Check for each event. The Event Producer will provide contact information a minimum of 7 days in advance of the show.

Load Out shall be completed no later than **3 hours** after the end of the actual show commencement.

Playback Music will be provided by the Sound and Lighting Company starting **1 hour** prior to the show start time and for **15 minutes** after the commencement of the show. All special music request and cost of that music will be coordinated by the Sound and Lighting Company and Producer.

Price includes delivery, setup, operation, and load out.

May 19, 2018 | May Summer Concert

Audio: Artist for this particular concert has submitted specific technical requirements for show. No alternatives will be permitted.

Public Address System

1 "state-of-the-art" sound system

At one hour prior to sound check, the aforementioned rig must be able to reproduce 110 dB of full range undistorted audio at F.O.H.

System coverage must be suitable to venue with the appropriate amount of subs and free of any Phase issues

F.O.H. desk shall be no less than 32 channels with full parametric EQ phase reverse

Variable high pass filter, 48v phantom power and insert points on each

Desk must have no less than 8 subgroups and 8 VCAs

Desk must also have no less than 8 discrete aux sends

F.O.H Outboard Processing Shall consist of the Following

1 1/3 octave graphic EQ for mains i.e. KT, BSS, Ashly

Additional graphics required for delays, front fills and aux driven subs if applicable 2 ch of comp/gate i.e. dbx 166

8 ch noise gates i.e. KT, BSS, Drawmer

8 ch compression i.e. dbx, BSS

2 stereo reverb units i.e. Yamaha, Lexicon, TC electronics

1 digital delay unit i.e. Lexicon, TC electronics, Roland

1 CD player

Monitor System

Monitor desk shall have no less than 32 channels and 10 discrete mixes each input channel must have a variable high pass filter, phase reverse, fully parametric EQ pad and 48v phantom power.

10 15x2" or 212x2" bi-amped wedges

1 (3) way drum monitor or 2 wedges and sub

2 (3) way side fills w/high freq device @ artists head level

10 (31) band 1/3 octave graphic EQ's (1 inserted on each mix)

Stage AC for backline (see plot for placement)

Microphones and stands (see input list)

1 FOH systems tech

1 MON systems tech

Adequate power for audio and backline

Lighting must be on separate AC distribution

Equipment

(2) 8'x8' risers shall be provided for drums/Keys with stairs.

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All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

4 – Stage Hands at the time of equipment load in set by the road/tour manager for unloading band equipment. Stage hands are to report to Artist's tour manager at load in. At least 4 sober stage hands for loading band equipment immediately following the performance.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

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June 22-23, 2018 | Thomas A. Dorsey Festival

The System must be able to maintain 110Db, "C" weighted at a distance of 100 feet from the Front of Stage if needed to support the crowd size and needs.

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A DBX Driverack 260 will be the Minimum Digital Processing provided.

4 - Yamaha SW218v Subs-**2** per Side-Double 18s powered at 2500 Watts each, with total of 4, 18 inch subs per side arranged in a Mono Sub Configuration.

4 - Yamaha Monitor Wedges (SM115v) with 2 inch Highs over 15 inch Mids. for downstage monitors powered at 500 watts each.

1-Additional Yamaha SM115v monitor powered at 500 watts placed on top of a **Single 18 inch Sub** powered at 750 watts for the Drummer Monitor.

A total of **5 Monitor Mixes with Equalization.**

2 - Yamaha S115v with 2 inch Highs over 15 inch Mids. for Side fills powered at 500 watts each, 1 Left and 1 Right with Tripod Stands in a MONO Signal Configuration with Equalization and FOH Control.

1-32 Channel Professional FOH Digital Mixing Board including, 31 band Equalization L/R and each discreet mix, Dual (2) Effects Processor, Compression, Gates, DI's, I Pod playback.

1-DBX Driverack 260 Digital FOH Processor.

Wired Microphones with stands and cabling per Show Specs. All Microphones will be Shure SM Series or Greater for Drums, Instrumentation and Vocals. Shure Beta Series are Preferred on the Drum Kit.

6-Direct Boxes will be on site and available for additional Keyboard, Acoustic Guitar and Computer Playback incorporation.

2- Wireless Shure PGX with SM58 Wireless Handheld or Greater Microphones and stands for Announcer and Performer use.

2- 100 Amp Power Distribution Feeders – 1 Downstage Right-1 Downstage Left.

2-Backline and **2**-Frontline 120 volt Power Distribution Boxes for Performers needs each contains a minimum of **4** receptacles each.

1- 32 Channel Allen & Heath GL2400-242 Professional Monitor Console with 6 available Monitor Mixes. A Matrix Option for In the Ear Monitors is required if the performers provide their own IN the Ear Monitors.

Lighting: Bid alternatives may be submitted for lighting requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

Downstage:

12- Meters in length-F33 Global Triangular Aluminum Truss with end plates including **2-ST157** Light stands for vertical support and lift.

Downstage lighting will be **20 par 64 LED lights** (Lux @ 1m: 3,640) mounted on the truss and operated by and Competent Lighting Operator located at FOH via Wireless DMX Control with a Controller.

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All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

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Playback Music will be provided by the Sound and Lighting Company starting **1 hour** prior to the show start time and for **15 minutes** after the commencement of the show. All special music request and cost of that music will be coordinated by the Sound and Lighting Company and Producer.

Price includes delivery, setup, operation, and load out.

July 21, 2018 | RodMan's Talent Showcase

The System must be able to maintain 110Db, "C" weighted at a distance of 100 feet from the Front of Stage if needed to support the crowd size and needs.

Audio: Bid alternatives may be submitted for audio requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

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A total of **5 Monitor Mixes with Equalization.**

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1-32 Channel Professional FOH Digital Mixing Board including, 31 band Equalization L/R and each discreet mix, Dual (2) Effects Processor, Compression, Gates, DI's, I Pod playback.

1-DBX Driverack 260 Digital FOH Processor.

Wired Microphones with stands and cabling per Show Specs. All Microphones will be Shure SM Series or Greater for Drums, Instrumentation and Vocals. Shure Beta Series are Preferred on the Drum Kit.

6-Direct Boxes will be on site and available for additional Keyboard, Acoustic Guitar and Computer Playback incorporation.

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1- 32 Channel Allen & Heath GL2400-242 Professional Monitor Console with 6 available Monitor Mixes. A Matrix Option for In the Ear Monitors is required if the performers provide their own IN the Ear Monitors.

Lighting: Bid alternatives may be submitted for lighting requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

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All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light. See Schedule.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

Pre-Show Stage Prop Consultation, Preparation and Positioning as determined by the **Manager of THE MILL** based on Show Needs.

Day of Show Load In and Load Out Times: Load in and set up shall begin a minimum of **5 Hours** prior to Sound Check to insure completion and readiness prior to performer arrival.

Sound Check shall begin a minimum of **3 hours** before show time and be completed a minimum of **2 hours** before show time. The Sound and Lighting Company will be responsible for contacting the Performers and coordination of the Sound Check for each event. The Event Producer will provide contact information a minimum of 7 days in advance of the show.

Load Out shall be completed no later than **3 hours** after the end of the actual show commencement.

Playback Music will be provided by the Sound and Lighting Company starting **1 hour** prior to the show start time and for **15 minutes** after the commencement of the show. All special music request and cost of that music will be coordinated by the Sound and Lighting Company and Producer.

Price includes delivery, setup, operation, and load out.

August 18, 2018 | August Summer Concert

Audio: Artist for this particular concert has submitted specific technical requirements for show. No alternatives will be permitted.

HOUSE P.A. SPEAKERS

Should be a minimum, three-way boxes with a separate 15" or 18" subwoofer enclosures.

The speakers should be arrayed in such a manner so they will fully cover all sold seats in the venue. They should produce even coverage with no nulls at any position in the room.

There should also be more than enough P.A. to support (120 db) C weighted SPL level, at FOH mix position free of any audible or electrical distortion of sound (Good rule of thumb is one (1) two-inch horn driver per 250 people)

Any sound system speaker field in addition to left and right P.A. clusters must be able to be controlled by separate individual feeds or sends from the house mix position. These systems should be EQ'd, delayed and time aligned properly. (i.e.: center fills, subs or delay stacks)

HOUSE CONSOLE:

One (1) 40 (forty) channel house mixing console with no less than eight (8) subgroups and eight (8) auxiliary outputs for effects sends.

four (4) band sweepable/selectable parametric or fully-parametric EQ on each of the 40 channels. (Acceptable consoles Midas Heritage, Midas XL series, Yamaha PM-series Crest Century series)

NOTE: No Soundcraft Spirit, Mackie, Allen & Heath, Peavey or any other low budget mixing consoles will be accepted for this ARTIST'S performance.

HOUSE OUTBOARD GEAR (Should have a minimum of)

TWO (2) 31 band 1/3 octave equalizers for primary left and right plus one equalizer for every fill required. (White, KT, ASHLEY, BSS)

TWO (2) Four way crossovers/processors

EIGHT (8) Compressors/Limiters (BSS, dbx, Aphex, Drawmer or better)

FOUR (4) Noise Gates (Drawmer or comparable)

TWO (2) Digital Stereo Reverbs (Yamaha, TC, or Lexicon PCM Series or better)

ONE (1) Digital Delay with tap tempo button or foot pedals. (TC, AMS, Roland) (ONE)

1 Stereo CD Player and 1/8" stereo line for I-Pod playback

NOTE: No Behringer, Peavey, Alesis or semi-pro equipment will be accepted

HOUSE PATCHES AND WIRING

The left and right outputs of the console should be equipped with separate thirty-one (31) band 1/3 octave professional graphic EQ's.

House console and all effects racks must be well lit, clearly labeled with dynamics and effects tested for signal clarity and continuity conforming with the attached input list prior to sound check.

House console must be zeroed and ready for Artist's engineer upon arrival.

MONITOR REQUIREMENTS:

A minimum 40 input 12 discrete send Monitor console and Minimum 32 pair isolated splitter with XLR fan-out.

Four (4) band sweepable/selectable parametric EQ on each of the channels. (Acceptable consoles: Any Midas consoles that fit the description, Yamaha PM- 3000M, PM-4000, Crest Century, X Series consoles that meet the above criteria.

The monitor console should be equipped with eight (8) 1/3 octave EQ's inserted on each of the discrete aux outputs.

There should be at least four (4) channels of insertable compression and four (4) channels of insertable Noise Gates. Additionally there must be one effect processor (Lexicon, Yamaha SPX 990, 90 or Rev 5 are acceptable).

Monitor Console and outboard gear should be well lit and clearly labeled during sound check and performance.

Monitor Wedges

- 1) There must be a total of Eight (8) professionally constructed Bi-Amped floor wedges for stage mixes and one (1) two-way drum fill with sub.
- 2) There will need to be two (2) Bi-Amped stage side fills capable of reinforcing the drum kit at high SPL. . These fills should be displayed in a manner so they will cover the whole down-stage area.
- 3) The monitor mix position should be equipped with a post EQ monitoring system. (Monitor wedge should match all the wedges on stage)
- 4) All monitor system equipment must be in good appearance, professionally wired and set-up (including crossover points) by qualified technicians. Totally balanced systems are preferred.

MICROPHONE ACCESSORIES:

All vocal and instrument Mics, Mic Stands, Mic Cables and snakes required for artist's show will be provided by the sound company.

SOUND ENGINEERS:

One (1) sober Monitor and one (1) sober FOH Technician must be supplied by the contracted sound company to wire the stage and FOH equipment according to the Artist's Production Manager's stage plot and input list. The Artist does not employ a monitor engineer; therefore, a qualified monitor engineer is required from the sound company for the Artist's sound check and performance.

LIGHTING:

A minimum of 30K of lighting with an assortment of colored gels such as; Reds, Blues, Ambers and Whites (NO GREENS) Each color must wash entire band. Front truss must be trimmed to a height that does not obstruct the audience view of the Artist. The ARTIST does not provide a Lighting Director, therefore one will be required from the lighting company or venue. General directions will be provided by the Artist's Production Manager.

Upstage:

12 par 64 LED lights (Lux @ 1m: 3,640) placed along the flooring to obtain up lighting of the 5 suspended banners. 2 Lights will be placed in front of each of the smaller banners and 4 will be placed in front of the center banner. All of the Backline Lighting will be on an individual hardwired lighting controller to be operated from stage by a qualified lighting operator.

All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

4 – Stage Hands at the time of equipment load in set by the road/tour manager for unloading band equipment. Stage hands are to report to Artist's tour manager at load in. At least 4 sober stage hands for loading band equipment immediately following the performance.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

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Load Out shall be completed no later than **3 hours** after the end of the actual show commencement.

September 8, 2018 | Gold Rush Festival

The System must be able to maintain 110Db, "C" weighted at a distance of 100 feet from the Front of Stage if needed to support the crowd size and needs.

Audio: Bid alternatives may be submitted for audio requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

8 -Yamaha S115v Mains with 2 inch Highs over 15 inch Mids. - **4** per side- FOH Left-Right – 2 Sweeps arranged in a Horizontal Array-Ground Stacked with top pair of mains inverted to couple the Hi-Frequency Horns, all placed on top of the Subs in pairs, 2-Upper and 2 Lower. All mains will be powered at a minimum of 700 watts per speaker box which includes Digital Power Shading of Tops and Bottom Pairs to obtain system clarity and tuning.

A DBX Driverack 260 will be the Minimum Digital Processing provided.

4 - Yamaha SW218v Subs-**2** per Side-Double 18s powered at 2500 Watts each, with total of 4, 18 inch subs per side arranged in a Mono Sub Configuration.

4- Yamaha Monitor Wedges (SM115v) with 2 inch Highs over 15 inch Mids. for downstage monitors powered at 500 watts each.

1-Additional Yamaha SM115v monitor powered at 500 watts placed on top of a **Single 18 inch Sub** powered at 750 watts for the Drummer Monitor.

A total of **5 Monitor Mixes with Equalization.**

2 - Yamaha S115v with 2 inch Highs over 15 inch Mids. for Side fills powered at 500 watts each, 1 Left and 1 Right with Tripod Stands in a MONO Signal Configuration with Equalization and FOH Control.

1-32 Channel Professional FOH Digital Mixing Board including, 31 band Equalization L/R and each discreet mix, Dual (2) Effects Processor, Compression, Gates, DI's, I Pod playback.

1-DBX Driverack 260 Digital FOH Processor.

Wired Microphones with stands and cabling per Show Specs. All Microphones will be Shure SM Series or Greater for Drums, Instrumentation and Vocals. Shure Beta Series are Preferred on the Drum Kit.

6-Direct Boxes will be on site and available for additional Keyboard, Acoustic Guitar and Computer Playback incorporation.

2- Wireless Shure PGX with SM58 Wireless Handheld or Greater Microphones and stands for Announcer and Performer use.

2- 100 Amp Power Distribution Feeders – 1 Downstage Right-1 Downstage Left.

2-Backline and **2**-Frontline 120 volt Power Distribution Boxes for Performers needs each contains a minimum of **4** receptacles each.

1- 32 Channel Allen & Heath GL2400-242 Professional Monitor Console with 6 available Monitor Mixes. A Matrix Option for In the Ear Monitors is required if the performers provide their own IN the Ear Monitors.

Lighting: Bid alternatives may be submitted for lighting requirements to reduce cost as long a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal or greater quality of the equipment listed below and arranged accordingly.

Downstage:

12- Meters in length-F33 Global Triangular Aluminum Truss with end plates including **2-ST157** Light stands for vertical support and lift.

Downstage lighting will be **20 par 64 LED lights** (Lux @ 1m: 3,640) mounted on the truss and operated by and Competent Lighting Operator located at FOH via Wireless DMX Control with a Controller.

Upstage:

12 par 64 LED lights (Lux @ 1m: 3,640) placed along the flooring to obtain up lighting of the 5 suspended banners. 2 Lights will be placed in front of each of the smaller banners and 4 will be placed in front of the center banner. All of the Backline Lighting will be on an individual hardwired lighting controller to be operated from stage by a qualified lighting operator.

All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

Pre-Show Stage Prop Consultation, Preparation and Positioning as determined by the **Manager of THE MILL** based on Show Needs.

Day of Show Load In and Load Out Times: Load in and set up shall begin a minimum of **5 Hours** prior to Sound Check to insure completion and readiness prior to performer arrival.

Sound Check shall begin a minimum of **3 hours** before show time and be completed a minimum of **2 hours** before show time. The Sound and Lighting Company will be responsible for contacting the Performers and coordination of the Sound Check for each event. The Event Producer will provide contact information a minimum of 7 days in advance of the show.

Load Out shall be completed no later than **3 hours** after the end of the actual show commencement.

Playback Music will be provided by the Sound and Lighting Company starting **1 hour** prior to the show start time and for **15 minutes** after the commencement of the show. All special music request and cost of that music will be coordinated by the Sound and Lighting Company and Producer.

Price includes delivery, setup, operation, and load out.

December 31, 2018 | Gold Nugget Drop

Audio: Artist for this particular concert has submitted specific technical requirements for show. No alternatives will be permitted.

FOH

Full range PA system capable of a clean 107 Db. From 150 feet out from stage. Prefer Line array system. 24-32 channel console (preferably digital) Berheinger X 32, Yamaha, Midas, Soundcraft, At least Two onsite sober technicians with full knowledge of all equipment.

- 1 digital delay
- 1 digital reverb
- 1 31 band Eq for mains
- 4 noise gates
- 8 compressors
- 24 mics/cables/stands

Monitors:

Preferred 24 channel on stage mix: will accept 4 mixes from foh if digital console. 6 full range wedges with 15's

At least 3500-5000 watts for monitors alone. 1 full range drum mix

Lighting:

30-50 rear par cans (Prefer LED cans) with controller.

Lights MUST Have Black OUT capability

- 16 to 32 front wash cans.
- 8 to 12 ACLS.
- 1-2 Follow spots with operator.

12 par 64 LED lights (Lux @ 1m: 3,640) placed along the flooring to obtain up lighting of the 5 suspended banners. 2 Lights will be placed in front of each of the smaller banners and 4 will be placed in front of the center banner. All of the Backline Lighting will be on an individual hardwired lighting controller to be operated from stage by a qualified lighting operator.

All LED Lighting will include all DMX Cabling, Controllers, and Power Cables.

1-Altman Comet Spotlight and 3 sections of 6 Foot Scaffolding located at FOH

4 separate 20 amp circuits for Specials in addition to regular stage power. 1 upstage center for Laser

1 at each front corner of riser for foggers (2). 1 center stage in front of riser

Power drops for down stage and up stage. low end cabinets not stacked on stage deck Load out lights for night time tear down.

**** RISER: very important 8 x 8 x 2 foot riser** placed center stage at rear of stage for drums and keyboards.

1 Gallon of Fog Juice water based

Event Staff:

Note: Staff requirements may be reduced where appropriate. Any combination of staffing is acceptable as long as all required job obligations are met.

2- Professional Sound Engineers which include **1 FOH Engineer & 1 Monitor Engineer.**

1- Stage Manager on site for Load In, Load Out and to assist in Equipment Management and placement during the show and upstage light operation.

1- Lighting Tech on Site for Load In, Load Out and the lighting system assembly/operation for the show.

1- Spotlight Operator on site for Load In, Load Out and the Operation of the Spot Light on shows requiring a spot light.

1-Sound and Lighting Consultant available for Pre-show Consultation and Assistance on Stage Design and Show Time Frame Coordination.

Pre-Show Stage Prop Consultation, Preparation and Positioning as determined by the **Manager of THE MILL** based on Show Needs.

Day of Show Load In and Load Out Times: Load in and set up shall begin a minimum of **5 Hours** prior to Sound Check to insure completion and readiness prior to performer arrival.

Sound Check shall begin a minimum of **3 hours** before show time and be completed a minimum of **2 hours** before show time. The Sound and Lighting Company will be responsible for contacting the Performers and coordination of the Sound Check for each event. The Event Producer will provide contact information a minimum of 7 days in advance of the show.

Load Out shall be completed no later than **3 hours** after the end of the actual show commencement.

Playback Music will be provided by the Sound and Lighting Company starting **1 hour** prior to the show start time and for **15 minutes** after the commencement of the show. All special music request and cost of that music will be coordinated by the Sound and Lighting Company and Producer.

Price includes delivery, setup, operation, and load out.

MILL Amphitheater Sound and Lighting Quotes
PROPOSAL NUMBER: 18-001MS | ISSUE DATE: March 2, 2018

The City of Villa Rica and the Villa Rica Main Street Program are soliciting quotes for sound and lighting services for the MILL Amphitheater 2018 Concert Lineup.

Prospective and current vendors for this work shall provide:

Bid Submittal Form – Bidder must complete the Mandatory Bid Submittal Form included with this document.

Summary of Qualifications – provide examples of comparable work performed in the previous three years within a fifty mile radius of Villa Rica, Georgia.

Provide date and scope of any work previously performed for the City of Villa Rica or Villa Rica Main Street Program.

Company Background

1. Years in business.
2. Company history.
3. Company structure; number of employees.
4. Composition of project team, including names and expertise.
5. Names of firms that you may contract for this project and services offered by each firm.
6. Additional in-house services company offers beyond the scope of this project.
7. References.
8. Contact information.
9. Proposal must be signed by an authorized official for the submitting agency.

References - List of three (3) references that your company has done at least \$5,000 or more in transactional business with during the past 12 months, including company name, contact person, address, phone number and e-mail. References must be submitted on the form provided with this document.

Licensing - Bidders must be properly licensed and secure necessary permits wherever applicable.

Insurance – Bidder must maintain \$2 million dollar general liability insurance policy. The certificate must list the City of Villa Rica and Villa Rica Main Street Inc. as an ADDITIONAL INSURED and shall have no less than thirty (30) days written notice of cancellation or material change.

Pricing – Price includes delivery, setup, operation, and load out. **All proposals must have itemized pricing broken out for each date.** Proposal will not be considered if pricing is not itemized by date. Please use attached Event Schedule & Bid Sheet to itemize pricing. Pricing shall be available to the City for 60 days from Proposal Due Date.

Bid Alternatives - Bid alternatives may be submitted for audio and lighting requirements to reduce cost as long as a professional production quality is not compromised. Bid alternatives must be identified with equipment specifications. All equipment must be equal to or greater quality of the equipment listed.

Lowest Responsive Bidder - In determining the lowest responsive and responsible bidder, in addition to price, the following shall also be considered:

1. The ability, capacity and skill of the bidder to perform the contract.
2. The character, integrity, reputation, judgment, experience and efficiency of the contractor.
3. The quality of performance on previous contracts

Non-Commitment - Issuance of this RFQ does not commit the City of Villa Rica or the Main Street Program to award a contract or to pay costs incurred in the preparation of proposals responding to this RFQ. The

City of Villa Rica and the Main Street Program reserve the right to reject any or all proposals and re-advertise. The City of Villa Rica and the Main Street Program reserve the right to waive any irregularities or technicalities when it deems the public interest will be served. The successful firm must enter into a contract with the City of Villa Rica which specifies requirements for indemnification, insurance, and other applicable policies.

Questions and Answers - Questions and/or requests for further information should be directed to Christopher Pike at cpike@villarica.org. **Questions will only be accepted in writing. No phone calls please.** All email correspondence must include the RFQ name in the subject heading.

Determining Qualified Bidders - The City of Villa Rica and the Main Street Program are the sole determiner of a qualified bidder and may request other information sufficient to determine bidder's ability to meet these minimum standards listed in this RFQ. Request for information contained in this section may also occur at any time during the effective period of the Contract, or any extension/renewal thereof.

The recommended agency will be presented to the Villa Rica City Council for official selection. If selected, the agency together with the City of Villa Rica will negotiate an amicable contract.

Termination of Contract – The City of Villa Rica may, at any time it deems necessary, may terminate this agreement with thirty (30) calendar day's written notice.

Discounts - Any available discount for prompt payment, government or cooperative purchasing, etc., must be noted and reflected in bid figures and not entered as separate pricing on the proposal form.

Tentative Schedule – (All times listed below are Eastern Standard Time.)

Bid Notice Posted: March 2, 2018

Bids Due: March 15, 2018 @ 12:00 pm

Main Street Advisory Board Bid Review: March 16, 2018 @ 9:00am

Main Street Advisory Board Recommendation at City Council Work Session: March 29, 2018

Final Acceptance Vote by City Council: April 3, 2018

Proposal Requirements - All quotes must be received in their entirety on or before 12:00 pm, Thursday, March 15, 2018. Digital PDF copies are acceptable and should be submitted electronically to cpike@villarica.org. A confirmation email will be sent once proposal has been received via email. If you do not receive a confirmation email you may want to follow up before the deadline to confirm receipt.

Hard copies may be delivered in person or mailed to:

Office of Economic Development

Attn: Christopher Pike

106 Temple Street

Villa Rica, GA 30180

Applicants are responsible for ensuring that their proposal, however submitted, is received on time and at the location specified.

MANDATORY BID SUBMITTAL FORM

BID NUMBER: 18-001MS | 2018 MILL Sound and Lighting
City of Villa Rica & Main Street Program

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone No: (_____) _____ Cell No: (_____) _____

Signature: _____ Date: _____

REFERENCES

Reference No. 1 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone No: (_____) _____ Cell No: (_____) _____

Reference No. 2 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone No: (_____) _____ Cell No: (_____) _____

Reference No. 3 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone No: (_____) _____ Cell No: (_____) _____



Thursday, March 15, 2018 | BID #18-001MS

[illegible]



2018 MILL Amphitheater Event List:

Date/Time	Event	Number of Acts	Base Bid Price	Bid Alternative +/-	Final Bid	Notes
Sat., April, 28, 2018/4:00pm	West Georgia Jazz Festival	5 Bands	N/A		N/A	See attachment
Sat., May 19, 2018/8:00pm	May Summer Concert	1 Band & DJ	4500	see attachment		
Fri., June 22, 2018/6:00pm	Thomas A. Dorsey Festival	2 Bands	2250			Load out is not required on Friday
Sat., June 23, 2018/6:00pm	Thomas A. Dorsey Festival	3 Bands	2250			
Sat., July 21, 2018/7:00pm	RodMan's Talent Showcase	Unknown	2250			
Sat., August 18, 2018/8:00pm	August Summer Concert	2 Bands	4500			
Sat., September 8, 2018/4:00pm	Gold Rush Festival	4 Bands	2250			
Mon, December 31, 2018/10:00pm	Gold Nugget Drop	1 Band	5500	✓		
TOTAL			23,500	+ add on values		

see attachment for comments
we must see all riders.

MANDATORY BID SUBMITTAL FORM

BID NUMBER: 18-001MS | 2018 MILL Sound and Lighting

City of Villa Rica & Main Street Program

Company Name: Chevalier Productions

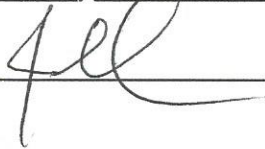
Street Address: 230 G St

City/State/ZIP code: Anniston AL 36207

Primary Contact: John Chevalier

E-mail Address: Chevalier audio @ Gmail . com

Phone No: (256) 835-0360 Cell No: (256) 239-1504

Signature:  Date: 3-14-18



CHEVALIER PRODUCTIONS

AUDIO LIGHTING SERVICES

JOHN CHEVALIER

230 G ST
ANNISTON AL, 36207
CHEVALIERAUDIO@GMAIL.
COM
256-835-0360

CITY OF VILLA RICA GEORIGIA

3/14/18

Dear CITY OF VILLA RICA GEORIGIA,
Thanks for taking time to consider a bid from my company. We have been in business for over 25 years providing rental of equipment for live music events and corporate meetings. We have provided concert production for the City of Carrollton Georgia every year for over 20 years on the July 4 th Celebration. Since 2014 we have worked with the City of Carrollton Georgia providing concert Production for the Amp as its know downtown. We have a 3 year relation with Milltown Music Hall in Breman Georgia as well.

Chevalier Productions has 8 full time contractors working with us. We gladly submit per event a list with all personal working for you.

Chevalier Productions offers a full line retail music store and install services for all audio, lighting and video services. Additionally, we can provide at your event video projection and LED video panels for great viewing of your event. We can include imag , recording and live streaming of your events.

Sincerely,
CHEVALIER PRODUCTIONS

Chevalier Productions

Notes for Bid/Alternatives for Villa Rica 2018

Submitted info for bids

All events that require a drum riser will cost \$ 150 per 8' x 8' with 2 foot legs. All events that we did not receive for our review the actual rider will need to be reviewed for accurate quotes. Event dates of concern would be May 19 2018 , August 18 2018 and December 31 2018.

Chevalier Productions



3-15-18

John Chevalier

REFERENCES**Reference No. 1 of 3**Company Name: Graddick Communication

Street Address: _____

City/State/ZIP code: _____

Primary Contact: Steve Graddick

E-mail Address: _____

Phone No: (770) 328-6182 Cell No: () _____**Reference No. 2 of 3**Company Name: Milltown Music Hall

Street Address: _____

City/State/ZIP code: _____

Primary Contact: Steve BennettE-mail Address: steve@milltownmusichall.comPhone No: (404) 983-4596 Cell No: (770) 537-6455**Reference No. 3 of 3**Company Name: Carrollton GA. Parks & Rec

Street Address: _____

City/State/ZIP code: _____

Primary Contact: Tory KimbrellE-mail Address: +Kimbrell@carrollton-ga.govPhone No: (770) 710-6913 Cell No: () _____

Chevalier Productions

230 E G St
Anniston AL
36207

Estimate

Date	Estimate #
3/14/2018	1262

Name / Address
CITY OF VILLA RICA 106 Temple Street Villa Rica, GA 30180

			Project
Description	Qty	Cost	Total
Chevalier Productions will provide the following production for your events on June 22/23 ,July 21 , September 8 . Event is priced at \$ 2250 per day with the 4 events listed by the date.	4	2,250.00	9,000.00
JBL 2/2 System to include 4 JBL SR 722 (2 x 12 x 2) speakers and 4 JBL SR 4719X (2 x 18 subs) and 2 QSC PL 380 power amps with DBX Processing. Playback system included.		0.00	0.00
Festival Monitor system to include 8 JBL SR 712 Wedges with all power and processing .		0.00	0.00
JBL Powered 18' Sub		0.00	0.00
Yamaha LS - 9 32 channel digital mixing console. Main Mixer		0.00	0.00
Yamaha LS - 9 32 channel digital mixing console Monitor mixer (as needed)		0.00	0.00
All Microphone , stands , cable's and stage drops to include power and sub snake systems		0.00	0.00
POWER DISTRO 200 AMP SINGLE PHASE COMPLETE WITH 50' TAILS TO CAM 2/0. DISTRO HAS 8 125/250 4 PIN CUIRCUITS.8 120 VOLT EDISON CIRCUITS.		0.00	0.00
LED CHAUVET Colorado TRI IP wash lights for the stage . as per needed per event.		0.00	0.00
16 foot material lift to handle verticle lighting in a down stage wash.		0.00	0.00
Spot Light with scafoolding .		0.00	0.00
Technicians per event to include labor to load in and run all postions. Stage managemnet included.		0.00	0.00
		Total	\$9,000.00

Chevalier Productions

230 E G St
Anniston AL
36207

Estimate

Date	Estimate #
3/14/2018	1263

Name / Address
CITY OF VILLA RICA 106 Temple Street Villa Rica, GA 30180

			Project
Description	Qty	Cost	Total
Chevalier Productions will provide the following production for your events May 19 , 2018 and August 18 , 2018. Price is per event day.	2	4,500.00	9,000.00
Vertex 4888 Ground Stack with 8 tops , (4 per side) 4 Dual 18 (2 per side) Lap Gruppen 20 K		0.00	0.00
Festival Monitor system to include 12 JBL SR 712 Wedges with all power and processing .		0.00	0.00
Festival Microphone Package to include Shure SM 58, 57 , 81 and Beta 52's. Whirlwind DI.		0.00	0.00
SC - 48 Digital Mixing Console 48 Channels , Main and Monitor Mixer	2	0.00	0.00
All Microphone , stands , cable's and stage drops to include power and sub snake systems		0.00	0.00
40 Channel Splitter Snake System to include all Sub Snakes .		0.00	0.00
200 amp single phase power distro with 125 feet of 2/0 feeder. To include all stage power.		0.00	0.00
STEREO SIDE FILLS JBL		0.00	0.00
LED Full Stage Package to include 32 Chauvet Colorado Tri IP fixture's with Control.		0.00	0.00
Spot light with scaffolding		0.00	0.00
Technicians for all postions, stage mangment included.		0.00	0.00
		Total	\$9,000.00

Chevalier Productions

230 E G St
Anniston AL
36207

Estimate

Date	Estimate #
3/14/2018	1264

Name / Address
CITY OF VILLA RICA 106 Temple Street Villa Rica, GA 30180

			Project
Description	Qty	Cost	Total
Chevalier Productions will provide the following production for your event December 31 2018 Price is per event day.	1	5,500.00	5,500.00
Vertex 4888 Ground Stack with 8 tops , (4 per side) 4 Dual 18 (2 per side) Lap Gruppen 20 K		0.00	0.00
Festival Monitor system to include 12 JBL SR 712 Wedges with all power and processing .		0.00	0.00
Festival Microphone Package to include Shure SM 58, 57 , 81 and Beta 52's. Whirlwind DI.		0.00	0.00
SC - 48 Digital Mixing Console 48 Channels , Main and Monitor Mixer	2	0.00	0.00
All Microphone , stands , cable's and stage drops to include power and sub snake systems. Power drops as needed		0.00	0.00
40 Channel Splitter Snake System to include all Sub Snakes .		0.00	0.00
200 amp single phase power distro with 125 feet of 2/0 feeder. To include all stage power.		0.00	0.00
STEREO SIDE FILLS JBL		0.00	0.00
LED Full Stage Package to include 32 Chauvet Colorado Tri IP fixture's with Control. (for this event we need the tecnical rider , the spec is way to vague). Fog machines, etc		0.00	0.00
Spot light with scaffolding		0.00	0.00
Technicians for all postions, stage mangment included.		0.00	0.00
		Total	\$5,500.00



2018 MILL Amphitheater Event List:

Date/Time	Event	Number of Acts	Base Bid Price	Bid Alternative +/-	Final Bid	Notes
Sat., April, 28, 2018/4:00pm	West Georgia Jazz Festival	5 Bands	9,286.00	-40%	5,571.60	
Sat., May 19, 2018/8:00pm	May Summer Concert	1 Band & DJ	10,026.00	-40%	6,015.60	
Fri., June 22, 2018/6:00pm	Thomas A. Dorsey Festival	2 Bands	8,916.00	-40%	5,349.60	Load out is not required on Friday
Sat., June 23, 2018/6:00pm	Thomas A. Dorsey Festival	3 Bands	8,916.00	-40%	5,349.60	
Sat., July 21, 2018/7:00pm	RodMan's Talent Showcase	Unknown	9,286.00	-40%	5,571.60	
Sat., August 18, 2018/8:00pm	August Summer Concert	2 Bands	10,828.00	-40%	6,499.80	
Sat., September 8, 2018/4:00pm	Gold Rush Festival	4 Bands	9,923.60	-40%	5,541.60	
Mon, December 31, 2018/10:00pm	Gold Nugget Drop	1 Band	10,956.00	-40%	6,573.60	
TOTAL			77,450.00	30,977.00	46,473.00	

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:	Job # 490358
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180		Room: Contact: Phone: Cell: Email:	Order Status: Active Order Date: 03/12/2018 Sales Person: Bill Abner Email: bill@true-productions.com
Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org			PO # Payment Type: Terms: COD

Loadin 4/28/2018, 8:00 AM -	Sound Check 4/28/2018, 1:00 PM -	Show Start 4/28/2018, 4:00 PM -
-	Strike 4/28/2018, 9:00 PM -	Job Modified Date Mar 14 2018 9:39AM

JOB DESCRIPTION: West Georgia Jazz Festival

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
4	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$200.00	\$0.00	\$200.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
2	15" Powered Sidefills	1	\$65.00	\$130.00	\$0.00	\$130.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00

Quantity	Description	Days	Price	Extended	Discount	Total
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
Total Audio:				\$3,665.00	\$0.00	\$3,665.00
Lighting						
1	Lighting console	1	\$250.00	\$250.00	\$0.00	\$250.00
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
Total Lighting:				\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold bay with walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$375.00	\$0.00	\$375.00
Total :				\$5,896.00	\$0.00	\$5,896.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Apr 28 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$20.00			\$320.00

Total LABOR: \$3,040.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc: \$350.00 \$0.00 \$350.00

Notes:

Product Total: \$5,896.00

Discount: (\$3,714.40)

Labor: \$3,040.00

Delivery/Misc: \$350.00

Job Total: \$5,571.60

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:		Job # 490483
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:		Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Loadin 5/19/2018, 10:00 AM -				
Show Start 5/19/2018, 8:00 PM -		Strike 5/19/2018, 10:00 PM -		Job Modified Date Mar 14 2018 9:34AM
JOB DESCRIPTION: May Summer Concert				

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
10	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$500.00	\$0.00	\$500.00
2	Drum fill Top	1	\$65.00	\$130.00	\$0.00	\$130.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
2	15" Powered Sidefill Tops	1	\$65.00	\$130.00	\$0.00	\$130.00
2	18" Sidefill Subs	1	\$75.00	\$150.00	\$0.00	\$150.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00

Quantity	Description	Days	Price	Extended	Discount	Total
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	CD Player	1	\$25.00	\$25.00	\$0.00	\$25.00
Total Audio:				\$4,205.00	\$0.00	\$4,205.00
Lighting						
1	Lighting Console	1	\$250.00	\$250.00	\$0.00	\$250.00
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
Total Lighting:				\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
2	Drum Riser - 8' X 8'	1	\$100.00	\$200.00	\$0.00	\$200.00
3	6' Scaffold Bay with walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$575.00	\$0.00	\$575.00
Total :				\$6,636.00	\$0.00	\$6,636.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
May 19 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$20.00			\$320.00

Total LABOR: \$3,040.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc: \$350.00 \$0.00 \$350.00

Notes:

Product Total: \$6,636.00
Discount: (\$4,010.40)
Labor: \$3,040.00
Delivery/Misc: \$350.00

Job Total: \$6,015.60

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:	Job # 490503
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:	Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Loadin 6/22/2018, 10:00 AM -			
Show Start 6/22/2018, 6:00 PM -		Show Ends 6/22/2018, 9:00 PM -	Job Modified Date Mar 14 2018 9:35AM
JOB DESCRIPTION: Thomas A. Dorsey Festival- Day 1			

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
4	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$200.00	\$0.00	\$200.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
2	15" Powered Sidefills	1	\$65.00	\$130.00	\$0.00	\$130.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00

Quantity	Description	Days	Price	Extended	Discount	Total
			Total Audio:	\$3,615.00	\$0.00	\$3,615.00
Lighting						
1	Lighting console	1	\$250.00	\$250.00	\$0.00	\$250.00
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
			Total Lighting:	\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
			Total Power:	\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
			Total Rigging:	\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold Bay with walkbaords and Safety Railing	1	\$125.00	\$375.00	\$0.00	\$375.00
			Total Staging:	\$375.00	\$0.00	\$375.00
			Total :	\$5,846.00	\$0.00	\$5,846.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Jun 22 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00

Total LABOR:**\$2,720.00****Delivery/Misc**

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc:**\$350.00****\$0.00****\$350.00**

Notes:

Product Total: \$5,846.00**Discount: (\$3,566.40)****Labor: \$2,720.00****Delivery/Misc: \$350.00****Job Total:****\$5,349.60**

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:	Job # 490510
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:	Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Tech Call 6/23/2018, 1:00 PM -			
Show Start 6/23/2018, 6:00 PM -		Strike 6/23/2018, 9:00 PM -	Job Modified Date Mar 13 2018 3:25PM
JOB DESCRIPTION: Thomas A. Dorsey Festival- Day 2			

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
4	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$200.00	\$0.00	\$200.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
2	15" Powered Sidefills	1	\$65.00	\$130.00	\$0.00	\$130.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00

Quantity	Description	Days	Price	Extended	Discount	Total
			Total Audio:	\$3,615.00	\$0.00	\$3,615.00
Lighting						
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
1	Lighting controller	1	\$250.00	\$250.00	\$0.00	\$250.00
			Total Lighting:	\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
			Total Power:	\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
			Total Rigging:	\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold Bay with walkboards and safety rail	1	\$125.00	\$375.00	\$0.00	\$375.00
			Total Staging:	\$375.00	\$0.00	\$375.00
			Total :	\$5,846.00	\$0.00	\$5,846.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Jun 23 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$20.00			\$320.00
Total LABOR:									\$2,720.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc:	\$350.00	\$0.00	\$350.00
Product Total:			\$5,846.00
Discount:			(\$4,458.00)
Labor:			\$2,720.00
Delivery/Misc:			\$350.00
Job Total:			\$4,458.00

Notes:

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:	Job # 490482
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:	Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Loadin 7/21/2018, 10:00 AM -	Sound Check 7/21/2018, 3:00 PM -	Show Start 7/21/2018, 7:00 PM -	
	Strike 7/21/2018, 11:00 PM -	Job Modified Date Mar 14 2018 9:38AM	
JOB DESCRIPTION: RodMan's Talent Showcase			

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
4	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$200.00	\$0.00	\$200.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
2	15" Powered Sidefills	1	\$65.00	\$130.00	\$0.00	\$130.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00

Quantity	Description	Days	Price	Extended	Discount	Total
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
Total Audio:				\$3,665.00	\$0.00	\$3,665.00
Lighting						
1	Lighting Controller	1	\$250.00	\$250.00	\$0.00	\$250.00
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
Total Lighting:				\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold bay with Walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$375.00	\$0.00	\$375.00
Total :				\$5,896.00	\$0.00	\$5,896.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
May 19 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$20.00			\$320.00

Total LABOR: \$3,040.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc: \$350.00 \$0.00 \$350.00

Notes:

Product Total: \$5,896.00

Discount: (\$3,714.40)

Labor: \$3,040.00

Delivery/Misc: \$350.00

Job Total: \$5,571.60

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:	Job # 490539
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:	Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Loadin	8/18/2018, 10:00 AM -		
Show Start	8/18/2018, 8:00 PM -	Strike	Job Modified Date
		8/18/2018, 10:00 PM -	Mar 14 2018 9:40AM

JOB DESCRIPTION: August Summer Concert

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	S-20 Subwoofer, Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Avid SC48 48 Channel Digital Console	1	\$550.00	\$1,100.00	\$0.00	\$1,100.00
1	40 Channel Splitter Snake	1	\$225.00	\$225.00	\$0.00	\$225.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
9	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$450.00	\$0.00	\$450.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
2	15" Powered Sidefills	1	\$65.00	\$130.00	\$0.00	\$130.00
2	Tripod Speaker Stand	1	\$10.00	\$20.00	\$0.00	\$20.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00

Quantity	Description	Days	Price	Extended	Discount	Total
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
Total Audio:				\$4,590.00	\$0.00	\$4,590.00
Lighting						
24	PAR LED Colorado Light Fixture	1	\$35.00	\$840.00	\$0.00	\$840.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
1	Lighting Controller	1	\$250.00	\$250.00	\$0.00	\$250.00
Total Lighting:				\$1,755.00	\$0.00	\$1,755.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold Bay with walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$375.00	\$0.00	\$375.00
Total :				\$6,961.00	\$0.00	\$6,961.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Jun 16 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00
	9:00 PM	1:00 AM	6	Stage Hand	4	\$20.00			\$480.00
Aug 18 18									
	12:00 PM	4:00 PM	4	Stage Hand	4	\$20.00			\$320.00
Total LABOR:									\$3,520.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc:	\$350.00	\$0.00	\$350.00
Product Total:			\$6,961.00
Discount:			(\$4,331.20)
Labor:			\$3,520.00
Delivery/Misc:			\$350.00
Job Total:			\$6,499.80

Notes:

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:		Job # 490573	
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:		Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD	
Loadin 9/8/2018, 8:00 AM -		Sound Check 9/8/2018, 12:00 PM -		Doors 9/8/2018, 3:00 PM -	
		Strike 9/8/2018, 10:00 PM -		Job Modified Date Mar 14 2018 9:41AM	
JOB DESCRIPTION: Gold Rush Festival					

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
6	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$300.00	\$0.00	\$300.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
Total Audio:				\$3,615.00	\$0.00	\$3,615.00
Lighting						
20	Colorado 1-Tri IP LED- Downstage wash	1	\$35.00	\$700.00	\$0.00	\$700.00

Quantity	Description	Days	Price	Extended	Discount	Total
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
1	Lighting Console	1	\$250.00	\$250.00	\$0.00	\$250.00
Total Lighting:				\$1,615.00	\$0.00	\$1,615.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
3	6' Scaffold bay with walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$375.00	\$0.00	\$375.00
Total :				\$5,846.00	\$0.00	\$5,846.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Sep 8 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Stage Manager	1	\$450.00			\$450.00
	8:00 AM	10:00 PM	1	Lighting Director	1	\$400.00			\$400.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1	\$250.00			\$250.00
	8:00 AM	10:00 PM	1	Production Manager	1	\$500.00			\$500.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1	\$400.00			\$400.00

LABOR

Date	Start	End	QTY	Personnel	Hour(s)	UnitPrice	OT	DT	Extended
	8:00 AM	12:00 PM	4	Stage Hand	4	\$20.00			\$320.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$20.00			\$320.00

Total LABOR: \$3,040.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc: \$350.00 \$0.00 \$350.00

Notes:

Product Total: \$5,846.00

Discount: (\$3,694.40)

Labor: \$3,040.00

Delivery/Misc: \$350.00

Job Total: \$5,541.60

True Audio Visual Services, Inc.
dba/ True Productions
 3731 Northcrest Road Suite 32
 Atlanta, GA 30340
 Ph: (770) 986-9430



JOB QUOTE

Invoice to:		Delivery Address:		Job # 490806
City Of Villa Rica 106 Temple Street, Villa Rica, GA 30180 Contact: Christopher Pike Phone: (678) 840-1441 Fax: Email: cpike@villarica.org		Room: Contact: Phone: Cell: Email:		Order Status: Quote Only Order Date: 03/13/2018 Sales Person: Bill Abner Email: bill@true-productions.com PO # Payment Type: Terms: COD
Loadin		Sound Check		Show Start
12/31/2018, 2:00 PM -		12/31/2018, 7:00 PM -		12/31/2018, 9:00 PM -
12/31/2018, 10:00 PM -		Strike		Job Modified Date
		1/1/2019, 1:00 AM -		Mar 14 2018 8:46AM
JOB DESCRIPTION: Gold Nugget Drop				

Quantity	Description	Days	Price	Extended	Discount	Total
Audio						
12	Line Array Speaker, DB Powered 3 Way	1	\$125.00	\$1,500.00	\$0.00	\$1,500.00
6	Subwoofer, DB Dual 18" Powered	1	\$125.00	\$750.00	\$0.00	\$750.00
2	Midas 32 Digital Mixer, 32 Channel	1	\$250.00	\$500.00	\$0.00	\$500.00
1	32 Channel Splitter Snake	1	\$150.00	\$150.00	\$0.00	\$150.00
2	Shure Wireless Microphone System, Beta 87	1	\$75.00	\$150.00	\$0.00	\$150.00
4	DM-15 Floor monitor, 15" Powered	1	\$50.00	\$200.00	\$0.00	\$200.00
1	Drum fill Top	1	\$65.00	\$65.00	\$0.00	\$65.00
1	DrumFill Sub	1	\$50.00	\$50.00	\$0.00	\$50.00
1	Microphone & DI Package per spec	1	\$150.00	\$150.00	\$0.00	\$150.00
1	Microphone Stand Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	XLR Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
Total Audio:				\$3,515.00	\$0.00	\$3,515.00
Lighting						
1	Lighting console	1	\$250.00	\$250.00	\$0.00	\$250.00

Quantity	Description	Days	Price	Extended	Discount	Total
20	PAR LED Colorado Light Fixture	1	\$35.00	\$700.00	\$0.00	\$700.00
12	Colordash Batten Quad12 Uplights	1	\$45.00	\$540.00	\$0.00	\$540.00
8	LED ACL Fixture	1	\$25.00	\$200.00	\$0.00	\$200.00
1	Followspot	1	\$125.00	\$125.00	\$0.00	\$125.00
Total Lighting:				\$1,815.00	\$0.00	\$1,815.00
Power						
1	AC Cable Package	1	\$0.00	\$0.00	\$0.00	\$0.00
1	Power Distro	1	\$100.00	\$100.00	\$0.00	\$100.00
1	Feeder Cable Per Foot	1	\$1.00	\$1.00	\$0.00	\$1.00
Total Power:				\$101.00	\$0.00	\$101.00
Rigging						
4	10' Box Truss	1	\$35.00	\$140.00	\$0.00	\$140.00
Total Rigging:				\$140.00	\$0.00	\$140.00
Staging						
1	Drum Riser - 8' X 8'	1	\$100.00	\$100.00	\$0.00	\$100.00
3	6' Scaffold bay with walkboards and safety railing	1	\$125.00	\$375.00	\$0.00	\$375.00
Total Staging:				\$475.00	\$0.00	\$475.00
Total :				\$6,046.00	\$0.00	\$6,046.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
Dec 31 18									
	8:00 AM	10:00 PM	1	A1 Audio Engineer	1.5	\$400.00			\$600.00
	8:00 AM	10:00 PM	1	Stage Manager	1.5	\$450.00			\$675.00
	8:00 AM	10:00 PM	1	Lighting Director	1.5	\$400.00			\$600.00
	8:00 AM	10:00 PM	1	Follow Spot Operator	1.5	\$250.00			\$375.00

LABOR

Date	Start	End	QTY	Personnel	Day(s)	UnitPrice	OT	DT	Extended
	8:00 AM	10:00 PM	1	Production Manager	1.5	\$500.00			\$750.00
	8:00 AM	10:00 PM	1	Monitor Engineer	1.5	\$400.00			\$600.00
	8:00 AM	12:00 PM	4	Stage Hand	4	\$30.00			\$480.00
	9:00 PM	1:00 AM	4	Stage Hand	4	\$30.00			\$480.00

Total LABOR: \$4,560.00

Delivery/Misc

Quantity	Description	Price	Extended	Discount	Total
2	26' Truck	\$175.00			\$350.00

Total Delivery/Misc: \$350.00 \$0.00 \$350.00

Notes:

Product Total: \$6,046.00

Discount: (\$4,382.40)

Labor: \$4,560.00

Delivery/Misc: \$350.00

Job Total: \$6,573.60

TRUE productions av services

True Productions, located in Atlanta, GA, has been in business since 2004 as a full-service production company specializing in staging, audio, lights, and video work. We own all of our own equipment, including a 32x24 mobile stage. Most of our skilled crew members have over 30 years of experience in the AV industry and have travelled nationally in support of our client's needs.

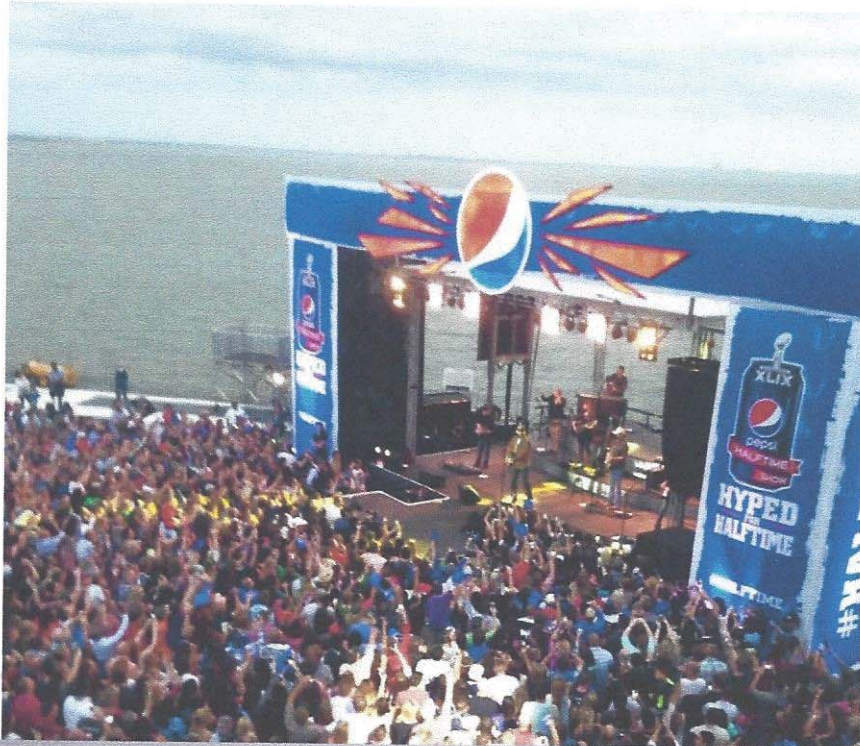
See examples of our work below, and for more information please visit our website at www.true-productions.com

Dierks Bentley at University of Alabama



TRUE productions av services

Blake Shelton on the USS Lexington in Corpus Christi, TX



TRUE productions av services

Shakey Graves Budweiser Show in Denver, CO



TRUE productions av services

RBC Heritage Truss Structure in Hilton Head, SC



Partial Client List:

Coca Cola

Pepsi

Verizon

University of Alabama

Emory University

Cumulus

LA Fitness

For more information please see our website at www.true-productions.com

REFERENCES

Reference No. 1 of 3

Company Name: Emory University
Street Address: 1660 North Decatur Rd.
City/State/ZIP code: Atlanta, GA 30307
Primary Contact: Steve Callaway
E-mail Address: steve@milehighav.com
Phone No: (303) 495-2804 Cell No: (404) 727-9200

Reference No. 2 of 3

Company Name: City of Kennesaw
Street Address: 2753 Watts Drive
City/State/ZIP code: Kennesaw, GA 30144
Primary Contact: Laurel Fleming
E-mail Address: LFleming@kennesaw-ga.gov
Phone No: (770) 422-9714 Cell No: ()

Reference No. 3 of 3

Company Name: City of Madison
Street Address: P.O. Box 32
City/State/ZIP code: Madison, GA 30650
Primary Contact: Colleen Hall
E-mail Address: chall@madisonga.com
Phone No: (917) 596-8328 Cell No: ()

MANDATORY BID SUBMITTAL FORM

BID NUMBER: 18-001MS | 2018 MILL Sound and Lighting

City of Villa Rica & Main Street Program

Company Name: True Audio Visual Services, Inc.

Street Address: 3731 Northcrest Rd. Suite 32

City/State/ZIP code: Atlanta, GA 30340

Primary Contact: Bill Abner

E-mail Address: Bill@True-Productions.com

Phone No: (770) 986-9430 Cell No: (404) 551-8288

Signature:  Date: 3.17.18



True Audio Visual Services, dba True Productions has been in business since 2004, for a total of 14 years. The company is owned by Lee and Tiki Bicknell, who have been in the industry for 35 years after previous ownership of a live sound production company in Atlanta, which they sold in 1996. Lee Bicknell is an Atlanta native, born and raised, and has had a dedication to the live sound business for most of his life.

The structure of True Productions depends on its hardworking and skilled team of crewmembers specializing in live audio and video production, staging, rigging, lighting, and installations of audio visual equipment. There are 6 full time employees and 20 part-time employees. Project managers, Bill Abner and Mario Auda, have over 50 years of combined experience in the business of live sound.

We are an in-house, full service production company providing sound, lighting, video, staging, and creative set design using all our own equipment.

Lee Bicknell, Owner

Email: lee@true-productions.com

Office: 770-986-9430 Cell: 770-853-2255

True Productions

3731 Northcrest Rd.

Suite 32

Atlanta, GA 30340



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Police Vehicle Build outs

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/12/2018

PREPARED BY: Chief Michael P. Mansour

AMOUNT: \$35,242.40

GL ACCOUNT #: DSPLOST

PURPOSE: To equip the four newly ordered patrol sedans with police equipment to include emergency lighting, siren system, emergency radio system.

BACKGROUND: We are adding four vehicles to our current fleet of police vehicles. Equipping them with proper emergency equipment is standard for making them usable as a police vehicle.

STAFF RECOMMENDATION: Purchase the equipment through Metropolitan Communications and have them build the cars for us as well. Metropolitan has built reliable vehicles for us in the past, and they are the closest radio shop to us and can fix problems after a short drive.

IMPACT: We are still building our fleet of patrol vehicles to further expand our take home car program. It has been a very positive program and the vehicles are very well maintained. The take home program has also been very helpful in recruiting.

MOTION: I make a motion that the City allow Metropolitan to equip our patrol vehicles and order necessary equipment to complete them for the price of \$35,242.40.

Metropolitan Communications



Making Wireless Communications Work for You Since 1978

Prepared For: 103 Commercial Ave
Carrollton, GA
770-834-7704

1/29/2018

PREPARED FOR:
VILLA RICA POLICE DEPT
FORD INTERCEPTOR SEDAN UPFITTER PACKAGE
ATTENTION: SCOTT PARKER

PREPARED BY:
EVAN BUFORD

QNTY	DESCRIPTION	UNIT PRICE	EXT. PRICE
4	FEDERAL INTEGRITY PACKAGE, SMART SIREN, SPKR	\$2,026.00	\$8,104.00
4	PUSH BUMPER ONLY	\$296.00	\$1,184.00
8	IPX620 B/W FRONT LIGHTS	\$112.00	\$896.00
4	FULL PARTITION W/ LOWER EXT	\$667.00	\$2,668.00
4	FORD INTERCEPTOR CONSOLE	\$345.00	\$1,380.00
4	INTERNAL CUP HOLDER	\$48.00	\$192.00
4	ARM-102 ARM REST	\$57.60	\$230.40
8	LED HIDEAWAY REAR	\$82.00	\$656.00
4	800 MHZ ANTENNA AND COAX	\$92.00	\$368.00
16	MPS600U BLUE - SIDE OF PB AND TAG LIGHTS	\$94.00	\$1,504.00
4	WINDOW GUARDS REAR - CHOOSE POLY OR STEEL	\$192.00	\$768.00
4	WIRING AND FUSE BLOCK FOR VEHICLE	\$70.00	\$280.00
4	3 HOLE OUTLET	\$22.00	\$88.00
4	APX4500 800 MHZ RADIO	\$3,196.00	\$12,784.00
1	SHIPPING FOR EQUIPMENT	\$380.00	\$380.00
4	INSTALLATION	\$940.00	\$3,760.00

TOTAL \$35,242.40

NOTES:

PLEASE ALLOW 3-5 WEEKS DELIVERY ON LARGE ITEMS
PROPOSAL GOOD FOR 90 DAYS

CAMERA / RADAR INSTALLATION INCLUDED



Quote Number: QU0000429340

Effective: 29 JAN 2018

Effective To: 30 MAR 2018

Bill-To:

VILLA RICA POLICE DEPT
101 MAIN ST
VILLA RICA, GA 30180
United States

Ultimate Destination:

VILLA RICA POLICE DEPT
101 MAIN ST
VILLA RICA, GA 30180
United States

Attention:

Name: Scott Parker
Phone: 6787851100

Sales Contact:

Name: Evan Buford
Email: e.buford@metrocomms.net
Phone: 7708347704

Contract Number: 980-280008
Freight terms: FOB Destination
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	4	M22URS9PW1AN	APX4500 7/800	\$1,564.00	\$1,173.00	\$4,692.00
1a	4	GA05100AA	ENH: STD WARRANTY APPLIES-NO SFS	-	-	-
1b	4	QA02756AD	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	\$1,570.00	\$1,177.50	\$4,710.00
1c	4	W22BA	ADD: STD PALM MICROPHONE APEX	\$72.00	\$54.00	\$216.00
1d	4	G67CF	ADD:REMOTE MOUNT MID POWER	\$297.00	\$222.75	\$891.00
1e	4	G174AF	ADD: ANT 3DB LOW-PROFILE 762-870	\$43.00	\$32.25	\$129.00
1f	4	GA00804AA	ADD: APX O2 CONTROL HEAD (Grey)	\$492.00	\$369.00	\$1,476.00
1g	4	G444AH	ADD: APX CONTROL HEAD SOFTWARE	-	-	-
1h	4	B18CR	ADD: AUXILARY SPKR 7.5 WATT	\$60.00	\$45.00	\$180.00
1i	4	GA00235AA	ADD: NO GPS ANTENNA NEEDED	-	-	-
2	400	SVC03SVC0115D	SUBSCRIBER PROGRAMMING	\$1.00	\$1.00	\$400.00

Estimated Freight Amount

\$90.00

Total Quote in USD

\$12,784.00

1. Terms subject to ITT57 as modified by the clarifications and terms/conditions. For a full list of terms/conditions please contact you Motorola representative.

2. PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format
- >Identify Tax Exemption Status (where applicable)

>Include a Signature (as Required)

3. Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

4. Prices quoted are valid for thirty(30) days from the date of this quote.

5. Unless otherwise stated, payment will be due within forty five day of invoice. Invoicing will occur concurrently with shipping. MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: ELSAG Tag Reader

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Chief Michael P. Mansour

AMOUNT: \$14,075.00

GL ACCOUNT #: Federal Seizure Fund

PURPOSE: To equip our Interstate Crime Unit with a tag reader system that is connected with federal law enforcement, Georgia State Patrol and other Drug units' hot lists.

BACKGROUND: We currently have one tag reader system, Vigilant, that is a very good system for finding wanted subjects, expired or suspended tags and expired or suspended drivers in Georgia. The Vigilant system however is not connected to other drug enforcement units or Federal law enforcement. ELSAG is the only system that has hot files from the FBI, Department of Homeland Security, multiple states High Intensity Drug Trafficking Areas (HIDTA) programs, the Georgia State Patrol, multiple agencies in Texas, Alabama and New York to name a few. The ELSAG system is specifically geared towards interstate criminal enforcement and drug interdiction. Data sharing across multiple states and multiple agencies is done through this system because it is locked to only law enforcement agencies, local, state and federal. The State of Georgia and the Department of Homeland Security have started putting stationary ELSAG tag readers across the state of Georgia on its interstate highways for the purposes of assisting officers in stopping illegal interstate commerce such as drug trafficking, human trafficking and fraudulent materials trafficking.

STAFF RECOMMENDATION: Purchase the ELSAG equipment through Madden Associates and have them install the unit. Madden is the area dealer for ELSAG.

IMPACT: I believe the use of the ELSAG unit on the interstate will increase seizure cases as well as increase overall cases made by the interstate unit. I also believe it could help with some of the human trafficking traveling into Atlanta, Ga.

MOTION: I make a motion that the City allow Madden Associates to install the ELSAG unit on patrol car 1991 for the price of \$14,075.00, and to pay for the purchase with VRPD Federal Seizure funds.



CITY OF VILLA RICA
FINANCIAL UPDATE
February 2018

CASH			SELF-FUNDED INSURANCE		
	2-28-2017	2-28-2018			
Total Cash in Bank	\$ 7,352,983	\$ 9,619,552			
General Fund	\$ 6,568,147	\$ 7,823,595			
Water/Sewer Fund	\$ (497,881)	\$ 391,071			
Sanitation/Solid Waste	\$ (269,953)	\$ (414,321)			
2008 Carroll SPLOST	\$ 697,095	\$ 684,642			
2015 Carroll SPLOST	\$ 750,005	\$ 446,029			
2016 Douglas SPLOST	\$ 92	\$ 462,182			
			United Healthcare	Self-Funded	Cash Outlay
			Premiums Paid	Admin + Claims Paid	Difference
			Oct-Dec '16 338,617	Oct-Dec '17 219,994	118,623
			Jan 2017 111,397	Jan 2018 78,449	32,948
			Feb 2017 115,190	Feb 2018 89,085	26,105
					-
			TOTALS \$ 565,203	\$ 387,528	\$ 177,675
OTHER HIGHLIGHTS			GROWTH		
Previously Qualified Senior Discounted Customers	670		Residential	2017	2018
				# Amount	# Amount
Total Applications received as of 3-22-18	257		Building Permits	5 \$ 6,879	46 \$ 37,540
Qualified Low-Income Seniors as of 3-22-18	225		Water Taps	6 \$ 9,000	39 \$ 58,500
Percentage of previously qualified seniors	34%		Sewer Taps	4 \$ 16,000	39 \$ 156,000
Disqualified applicants due to income	16		Commercial	# Amount	# Amount
Seniors who have turned in partial application	16		Building Permits	- \$ -	- \$ -
			Water Taps	- \$ -	- \$ -
			Sewer Taps	- \$ -	- \$ -
BUSINESS ACTIVITY			SANITATION/ SOLID WASTE		
WATER/SEWER	2017	2018		2017	2018
Water Revenue	\$ 313,218	\$ 322,681	Sanitation Revenue	\$ 70,448	\$ 76,450
Sewer Revenue	\$ 271,407	\$ 337,206	Solid Waste Revenue	\$ 28,524	\$ 42,307
Misc. Revenue	\$ 54,284	\$ 233,201	Misc. Revenue	\$ -	\$ 8,611
Total Revenue	\$ 638,909	\$ 893,089	Total Revenue	\$ 98,971	\$ 127,368
Water Expenses	\$ 202,842	\$ 190,133	Sanitation Expenses	\$ 100,383	\$ 108,668
Sewer Expenses	\$ 179,356	\$ 196,764	Solid Waste Expenses	\$ 57,415	\$ 83,221
Dist./Coll. Expenses	\$ 159,160	\$ 202,027	Depreciation	\$ 1,666	\$ 12,911
Debt Expense	\$ 288,679	\$ 381,247	Total Expenses	\$ 159,465	\$ 204,801
Depreciation	\$ 245,529	\$ 251,100			
Total Expenses	\$ 1,075,565	\$ 1,221,270			
Net Income (Loss)	\$ (436,657)	\$ (328,180)	Net Income (Loss)	\$ (60,493)	\$ (77,432)



FINANCIAL UPDATE

FEBRUARY 2018

CASH

CASH	2-28-2017	2-28-2018
Total Cash in Bank	\$ 7,352,983	\$ 9,619,552
General Fund	\$ 6,568,147	\$ 7,823,595
Water/Sewer Fund	\$ (497,881)	\$ 391,071
Sanitation/Solid Waste	\$ (269,953)	\$ (414,321)
2008 Carroll SPLOST	\$ 697,095	\$ 684,642
2015 Carroll SPLOST	\$ 750,005	\$ 446,029
2016 Douglas SPLOST	\$ 92	\$ 462,182

GROWTH

New
construction

GROWTH

Residential

Building Permits

Water Taps

Sewer Taps

2017

#

Amount

5 \$ 6,879

6 \$ 9,000

4 \$ 16,000

2018

#

Amount

46 \$ 37,540

39 \$ 58,500

39 \$ 156,000

Commercial

Building Permits

Water Taps

Sewer Taps

#

Amount

- \$ -

- \$ -

- \$ -

#

Amount

- \$ -

- \$ -

- \$ -

BUSINESS ACTIVITY

WATER & SEWER

Includes
tap fees

WATER/SEWER	2017	2018
Water Revenue	\$ 313,218	\$ 322,681
Sewer Revenue	\$ 271,407	\$ 337,206
Misc. Revenue	\$ 54,284	\$ 233,201
Total Revenue	<u>\$ 638,909</u>	<u>\$ 893,089</u>
Water Expenses	\$ 202,842	\$ 190,133
Sewer Expenses	\$ 179,356	\$ 196,764
Dist./Coll. Expenses	\$ 159,160	\$ 202,027
Debt Expense	\$ 288,679	\$ 381,247
Depreciation	\$ 245,529	\$ 251,100
Total Expenses	<u>\$ 1,075,565</u>	<u>\$ 1,221,270</u>
Net Income (Loss)	<u><u>\$ (436,657)</u></u>	<u><u>\$ (328,180)</u></u>

BUSINESS ACTIVITY

SANITATION & SOLID WASTE

<i>SANITATION/ SOLID WASTE</i>	2017	2018
Sanitation Revenue	\$ 70,448	\$ 76,450
Solid Waste Revenue	\$ 28,524	\$ 42,307
Misc. Revenue	\$ -	\$ 8,611
Total Revenue	<u>\$ 98,971</u>	<u>\$ 127,368</u>
Sanitation Expenses	\$ 100,383	\$ 108,668
Solid Waste Expenses	\$ 57,415	\$ 83,221
Depreciation	\$ 1,666	\$ 12,911
Total Expenses	<u>\$ 159,465</u>	<u>\$ 204,801</u>
Net Income (Loss)	<u><u>\$ (60,493)</u></u>	<u><u>\$ (77,432)</u></u>

OTHER HIGHLIGHTS

• Previously Qualified Senior Discounted Customers	670
• Total applications received as of 3-22-18	257
• Qualified Low-Income Seniors as of 3-22-18	225
• Percentage of previously qualified seniors	34%
• Disqualified applicants due to income too high	16
• Disqualified applicants due to incomplete information	16

Current Income Limit: **\$30,150** (2.5x poverty limit)

SELF-FUNDED INSURANCE

SELF-FUNDED INSURANCE

United Healthcare		Self-Funded		Cash Outlay
Premiums Paid		Admin + Claims Paid		Difference
Oct-Dec '16	338,617	Oct-Dec '17	219,994	118,623
Jan 2017	111,397	Jan 2018	78,449	32,948
Feb 2017	115,190	Feb 2018	89,085	26,105
				-
TOTALS	\$ 565,203		\$ 387,528	\$ 177,675



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Proposed 2019 Budget and Millage Calendar
AGENDA DATE: 3-29-2018

DATE PREPARED: 3-22-2018
PREPARED BY: Sarah Hefty

AMOUNT: n/a
GL ACCOUNT #: n/a

PURPOSE: To adopt the calendar for the 2019 millage and budget process.

BACKGROUND: With the new fiscal year end, the budget process must start sooner in the year. This calendar allows for various budget workshops, council meetings, and even a townhall for community engagement. Additionally, the millage rate must be adopted during the budget process. The required meetings for the millage are included in this calendar.

STAFF RECOMMENDATION: To approve the 2019 calendar so that the dates will be reserved and other meetings and calendar requests can be scheduled accordingly.

MOTION: I move to adopt the 2019 Budget and Millage Calendar as proposed.

**City of Villa Rica
2019 Budget Calendar**

Date	Location	Staff Meeting	Council Meeting	Information	Description
Monday, April 2, 2018	---			•	Begin preparation of budget worksheets, including prior year actuals and YTD estimates.
Tuesday, April 3, 2018	City Hall	•			Meet with City Manager to discuss budget objectives.
Tuesday, April 17, 2018	---			•	Distribute budget worksheets, capital request forms, and personnel request forms to departments.
Thursday, May 3, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Council Retreat - Part I.
Thursday, May 10, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Council Retreat - Part II.
Friday, May 11, 2018	---			•	Deadline for budget worksheets, capital request forms, and personnel request forms.
Tuesday, May 15, 2018	City Hall	•			Meet with City Manager to discuss budget projections.
Thursday, May 17, 2018	City Hall	•			Meet with City Manager to discuss budget submissions.
Wednesday, May 30 - Friday, June 1, 2018	City Hall	•			City Manager and CFO meet with departments to discuss budget submissions.
Wednesday, June 13, 2018	---			•	Draft Budget to be submitted to City Clerk and City Council.
Wednesday, June 27 - Friday, June 29, 2018	City Hall	•			City Manager and CFO meet with Council, two at a time, to discuss Proposed Budget.
Monday, July 2, 2018	---			•	Receive Property Tax Digests.
Thursday, July 5, 2018	---			•	Advertise for Budget Workshop.
Wednesday, July 11, 2018	---			•	Millage calculations to be completed.
Thursday, July 12, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Budget workshop.
Thursday, July 26, 2018	---			•	Proposed Budget to be submitted to City Clerk and City Council.
Thursday, July 26, 2018	---			•	Publish 5-Year Millage History and Advertise for Millage Public Hearing.
Thursday, August 2, 2018	Courtroom		•		<u>Council Work Session:</u> Presentation of 2019 Budget.
Thursday, August 2, 2018	Courtroom		•		<u>Council Work Session:</u> Public Hearing for Millage Rate.
Tuesday, August 7, 2018	---			•	Advertise for Budget Workshop and Budget Public Hearing.
Thursday, August 9, 2018	Library		•		Townhall Meeting: Proposed Budget.
Tuesday, August 14, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Adoption of the Millage Rate.
Tuesday, August 14, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Budget workshop.
Tuesday, August 14, 2018	Courtroom		•		<u>Special Called Council Meeting:</u> Public Hearing for 2019 Budget.
Thursday, August 23, 2018	---			•	Advertise for Public Hearing.
Friday, August 24, 2018	---			•	Final Proposed Budget to be submitted to City Clerk and City Council.
Tuesday, August 28, 2018	---			•	Advertise for Adoption of Budget.
Friday, August 31, 2018	Courtroom		•		<u>Council Work Session:</u> Public Hearing for 2019 Budget.
Tuesday, September 4, 2018	Courtroom		•		<u>Monthly Council Meeting:</u> Adoption of the 2019 Budget.
Friday, September 21, 2018	---			•	Publish and distribute adopted budget. Upload to City website.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Purchase of 18-wheeler tractor and 53-foot enclosed tire storage trailer
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/12/2018
PREPARED BY: Charles Davis

AMOUNT: \$35,000
GL ACCOUNT #: 322-4330-542200 (Douglas Co SPLOST)

AMOUNT: \$10,000
GL ACCOUNT #: 321-4210-542200 (Carroll Co SPLOST)

PURPOSE:

1. To purchase a certified used tractor not to exceed \$35,000.00 to haul our own sludge and position our dump trailers at our WWTP facilities. We currently sublet this service and last year we spent \$36,400.00 for the work. Owning our own truck gives us the ability to be more productive when we need a trailer repositioned under the conveyor system, as of now we sometimes must wait 2 days for a contractor to come and do this service, which slows plant production. In the past we did not have but one Class A CDL driver, and that did not work well. We now have 2 on staff class A CDL drivers at the WWTP, and 2 others are in the Distribution and Street Department. The truck we have located is a certified used 2007 Sterling that has been maintained by a national fleet with service records. This truck will be repainted with a fresh coat of white paint, and properly decaled and lettered for our use. It will include new tires and brakes, along with a full service, and be DOT certified and inspected.

2. The trailer we are requesting is a used 53-foot enclosed semi-trailer not to exceed \$10,000.00 that will be used to store all used tires we pick up. We will save the costs at the landfill which is between \$15.00 to \$45.00 per tire depending on size and condition. We will load the trailer to capacity and take it to a large recycling center in Atlanta semiannually. This will also pay for itself in less than a year in savings on disposal fees. This trailer will also be ready to work, and be DOT certified and inspected.

BACKGROUND:

We currently spend more annually for hauling services as sublet work. This gives us control of our WWTP processes and eliminates waiting for contracted truck services. The tire trailer will expand

our ability to safely store and cut disposal costs by over 60%. This also will increase our efficiency with our tire recycling efforts.

STAFF RECOMMENDATION: Staff recommends purchase a tractor and a trailer for a price not to exceed price of \$45,000.00 from D & K Truck.

IMPACT: Reduces our hauling costs.

MOTION: I make a motion that we purchase a tractor and a trailer from D & K Truck for amount not to exceed \$45,000.00





D & K Truck Service

520 BUNCOMBE WACO RD.
WACO GA 30182

Estimate

Date	Estimate #
3/1/2018	624562

Estimate To:
CITY OF VILLA RICA

P.O. No.	Location	Due Date	Date of..	Unit #	Mileage
	Net 15	3/16/2018		TRACTOR	
Description			Qty	Rate	Total
2007 STERLING ROAD TRACTOR EQUIPPED WITH PTO AND WET KIT TO PULL AND DUMP WASTE TRAILER . UNIT PRICE WILL NOT EXCEED \$35000.00 USD. UNIT WILL COME WITH GOOD TIRES AND DOT COMPLIANT.			1	35,000.00	35,000.00
				Total	\$35,000.00

Phone #	Fax #	E-mail
770-595-3719	770-459-5596	dkcorbitt@bellsouth.net

D & K Truck Service

520 BUNCOMBE WACO RD.
WACO GA 30182

Estimate

Date	Estimate #
3/1/2018	624563

Estimate To:
CITY OF VILLA RICA

P.O. No.	Location	Due Date	Date of..	Unit #	Mileage
	Net 15	3/16/2018		TRAILER	
Description			Qty	Rate	Total
ROAD WORTHY DOT COMPLIANT TRAILER 53 FOOT . NOT TO EXCEED \$10000.00			1	10,000.00	10,000.00
				Total	\$10,000.00

Phone #	Fax #	E-mail
770-595-3719	770-459-5596	dkcorbitt@bellsouth.net

Check Issue Date	Check Number	Payee	Invoice GL Account	Amount
01/05/2017	19257	L H HAULING, INC	505-4330-522110	615.00
01/12/2017	19347	L H HAULING, INC	505-4330-522110	1,448.00
01/19/2017	19414	L H HAULING, INC	505-4330-522110	385.00
01/26/2017	19503	L H HAULING, INC	505-4330-522110	763.00
02/02/2017	19578	L H HAULING, INC	505-4330-522110	841.00
02/03/2017	19618	L H HAULING, INC	505-4330-522110	763.00
02/08/2017	19659	L H HAULING, INC	505-4330-522110	613.00
02/22/2017	19824	L H HAULING, INC	505-4330-522110	1,298.00
03/08/2017	20050	L H HAULING, INC	505-4330-522110	1,676.00
03/15/2017	20148	L H HAULING, INC	505-4330-522110	150.00
03/22/2017	20231	L H HAULING, INC	505-4330-522110	1,398.00
03/29/2017	20333	L H HAULING, INC	505-4330-522110	1,526.00
04/05/2017	20484	L H HAULING, INC	505-4330-522110	763.00
04/19/2017	20627	L H HAULING, INC	505-4330-522110	1,148.00
05/03/2017	20837	L H HAULING, INC	505-4330-522110	3,031.00
05/10/2017	20921	L H HAULING, INC	505-4330-522110	606.00
05/24/2017	21091	L H HAULING, INC	505-4330-522110	1,298.00
05/31/2017	21152	L H HAULING, INC	505-4330-522110	606.00
06/07/2017	21222	L H HAULING, INC	505-4330-522110	1,298.00
06/14/2017	21314	L H HAULING, INC	505-4330-522110	385.00
06/21/2017	21406	L H HAULING, INC	505-4330-522110	991.00
06/28/2017	21491	L H HAULING, INC	505-4330-522110	1,141.00
07/05/2017	21559	L H HAULING, INC	505-4330-522110	385.00
07/19/2017	21709	L H HAULING, INC	505-4330-522110	763.00
07/26/2017	21819	L H HAULING, INC	505-4330-522110	150.00
08/02/2017	21898	L H HAULING, INC	505-4330-522110	1,148.00
08/09/2017	21984	L H HAULING, INC	505-4330-522110	378.00
08/16/2017	22097	L H HAULING, INC	505-4330-522110	385.00
08/23/2017	22176	L H HAULING, INC	505-4330-522110	1,070.00
08/30/2017	22256	L H HAULING, INC	505-4330-522110	378.00
09/13/2017	22395	L H HAULING, INC	505-4330-522110	535.00
09/14/2017	22426	L H HAULING, INC	505-4330-522110	535.00
09/20/2017	22470	L H HAULING, INC	505-4330-522110	535.00
09/27/2017	22626	L H HAULING, INC	505-4330-522110	763.00
10/05/2017	22694	L H HAULING, INC	505-4330-522110	150.00
10/11/2017	22773	L H HAULING, INC	505-4330-522110	385.00
10/19/2017	22874	L H HAULING, INC	505-4330-522110	920.00
10/25/2017	22959	L H HAULING, INC	505-4330-522110	763.00
11/01/2017	23042	L H HAULING, INC	505-4330-522110	535.00
11/08/2017	23110	L H HAULING, INC	505-4330-522110	240.00
11/15/2017	23180	L H HAULING, INC	505-4330-522110	998.00
12/07/2017	23406	L H HAULING, INC	505-4330-522110	685.00
12/14/2017	23488	L H HAULING, INC	505-4330-522110	535.00
12/29/2017	23690	L H HAULING, INC	505-4330-522110	528.00
12/30/2017	23721	L H HAULING, INC	505-4330-522110	920.00
Grand Totals:				36,427.00



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Purchase of a budgeted 2018 Cat 289D Compact Track Loader on State Contract for our Distribution and Collections Department.

AGENDA DATE: 3/29/2018

DATE PREPARED: 3/19/18

PREPARED BY: Charles Davis

AMOUNT: \$64,520.00

GL ACCOUNT #: 505-4440-542200

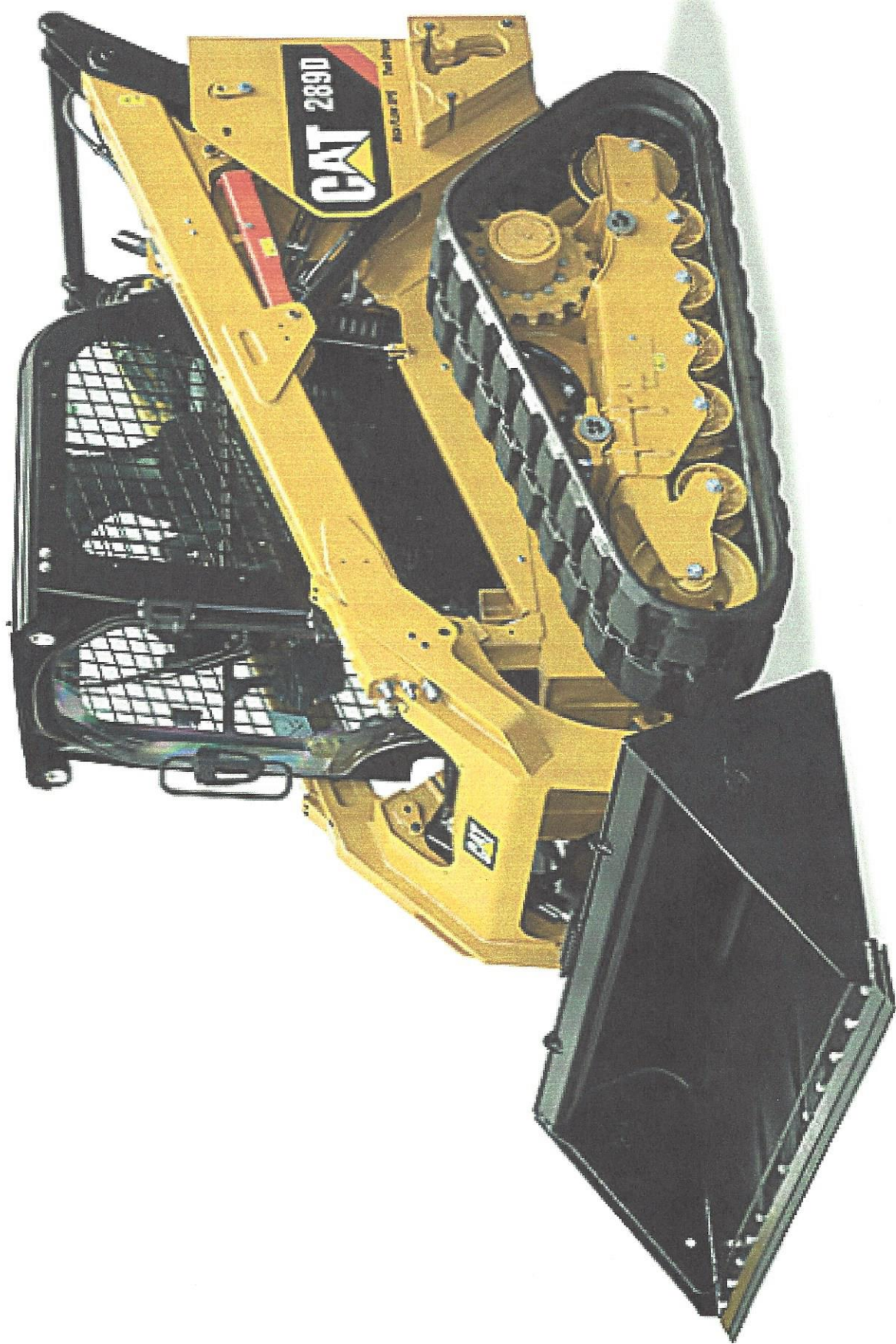
PURPOSE: To purchase a reliable track loader for our Water Distribution and Collections Department to more efficiently repair and maintain our infrastructure.

BACKGROUND: We often have multiple work sites ongoing in this Department and this equipment is needed to meet the increasing demand for quick response, as well as operator safety. This is a heavier machine than we currently have available and is better suited to the increasing demands of the Department's capabilities.

STAFF RECOMMENDATION: Staff recommends the purchase of this budgeted equipment on State Contract through Yancey Caterpillar for a sum of \$64,520.00

IMPACT: Improves efficiency, capability, and safety on our work sites.

MOTION: I make a motion that we purchase this 2018 budgeted Cat 289D Skid Steer Loader for a price of \$64,520.00 on State Contract.





Earthmoving Sales Order

Yancey Bros.Co. 330 Lee Industrial Blvd.Austell, GA 30168

DATE Mar 16, 2018

PURCHASER		CITY OF VILLA RICA			
STREET ADDRESS		571 W. BANKHEAD HWY.		<SAME>	
S O L D T O	CITY/STATE	VILLA RICA, GA	COUNTY	CARROLL	S H I P
	POSTAL CODE	30180-1726	PHONE NO.	678.840.1212	P
	EQUIPMENT				T O
CUSTOMER CONTACT:		MR CINDY GLOMMEN		F.O.B. AT:	
PRODUCT SUPPORT		MR CINDY GLOMMEN			
INDUSTRY CODE:		LOCAL GOVERNMENT (GV93)		PRINCIPAL WORK CODE	
CUSTOMER NUMBER		913788		Sales Tax Exemption # (if applicable) N/A	
		QUOTE NO		158521	
		CUSTOMER PO NUMBER			
T E R M S	PAYMENT TERMS:				
	NET PAYMENT ON RECEIPT OF INVOICE ☐		NET ON DELIVERY ☐		NEGOTIATED TERMS ☐
	FINANCIAL SERVICES ☐		CSC ☐		LEASE ☐
	CASH WITH ORDER 0		BALANCE TO FINANCE 0		CONTRACT INTEREST RATE 0.00
PAYMENT PERIOD		PAYMENT AMOUNT		NUMBER OF PAYMENTS	
				OPTIONAL BUY-OUT 0	
DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED					
MAKE: TBA		MODEL: 289D		YEAR: TBA	
STOCK NUMBER: TBA		SERIAL NUMBER: TBA			
289D CAB/AIR CTL		345-5289	SERIALIZED TECHNICAL MEDIA KIT	421-8926	BUCKET-GP, BOT 72"
SEAT BELT, 2"		258-4095	FILM, SELF LEVEL, ANSI	435-9238	
ROPS, ENCLOSED WITH A/C (C3)		345-4919	PRODUCT LINK, CELLULAR PL240	441-4818	
RIDE CONTROL, NONE		345-4937	TRACK,RUBBER,450MM(17.7 IN)BAR	454-6059	
RADIO, AM/FM, BLUETOOTH		345-6180	PACKAGE, PERFORMANCE, (H2)	468-0736	
DOOR, CAB, POLYCARBONATE		345-6260	CONTROL, ISO, PROP, WT	485-0412	
SEAT,AIR SUSPENSION,CLOTH,HEAT		345-6359	FAN, COOLING, DEMAND	486-6957	
RUBBER BELT, 2 SPD, D/S IDLER		357-0247	BATTERY, HEAVY DUTY, 850 CCA	492-6088	
DISPLAY, ADVANCED, LCD, CAMERA		416-9265	LIGHTS, HALOGEN	495-1672	
CONVERSION ARRANGEMENT		421-0340	QUICK COUPLER, HYDRAULIC	515-8591	
TRADE-IN EQUIPMENT		SELL PRICE		64,520	
MODEL: YEAR: SN:		EXT WARRANTY		Included	
PAYOUT TO: AMOUNT: PAID BY:		NET BALANCE DUE		64,520	
MODEL: YEAR: SN:		TOTAL QUOTE PRICE		64,520	
PAYOUT TO: AMOUNT: PAID BY:					
MODEL: YEAR: SN:					
PAYOUT TO: AMOUNT: PAID BY:					
MODEL: YEAR: SN:					
PAYOUT TO: AMOUNT: PAID BY:					
ALL TRADE-INS ARE SUBJECT TO EQUIPMENT BEING IN "AS INSPECTED CONDITION" BY VENDOR AT TIME OF DELIVERY OF REPLACEMENT MACHINE PURCHASE ABOVE.					
PURCHASER HEREBY SELLS THE TRADE-IN EQUIPMENT DESCRIBED ABOVE TO THE VENDOR AND WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS, MORTGAGES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE					
☒ CATERPILLAR EQUIPMENT WARRANTY		INITIAL		☐ USED EQUIPMENT WARRANTY	
				INITIAL	
The customer acknowledges that he has received a copy of the YANCEY/Caterpillar Warranty and has read and understood said warranty. Scheduled oil sampling (S.O.S.) is mandatory with this warranty. The customer is responsible for taking oil samples at designated intervals from all power train components and failure to do so may result in voiding the warranty. Warranty applicable including expiration date where necessary: 24 MONTHS OR 2,000 HOUR NEW MACHINE WARRANTY 289-36 MO/2500 HR PREMIER					
All used equipment is sold as is where is and no warranty is offered or implied except as specified here: Warranty applicable: 					
CSA:					
NOTES:					

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE

YANCEY

PURCHASER

ORDER RECEIVED BY

Robin Lockard

REPRESENTATIVE

APPROVED AND ACCEPTED ON

CITY OF VILLA RICA

PURCHASER

BY

SIGNATURE

TITLE



Quote 152379-02

August 11, 2017

CITY OF VILLA RICA

City of Villa Rica,

I am happy to provide the attached quotation for equipment based on our discussion and your requirements. This quote is below the State required contract pricing for this machine. Please review this carefully to ensure that all necessary items are accounted for. The quote also includes a 36 month or 2500 hour Premier Warranty.

CATERPILLAR, INC. Model: 289D Compact Track Loaders w/Tooth Bucket

STOCK NUMBER: **SERIAL NUMBER:** **YEAR:** **SMU:**

I wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Robin Lockard

Robin Lockard
Machine Sales Representative

CATERPILLAR, INC. Model: 289D Compact Track Loaders w/Tooth Bucket**STANDARD EQUIPMENT****POWERTRAIN**

Cat C3.3B Diesel Engine

- Gross Horsepower per SAE J1349
74.3 hp (55.4 kW) @ 2400 RPM
- EPA Tier 4f and EU Stage IIIB
Certified with Aftertreatment

- Electric Fuel Priming Pump
- Glow plugs Starting Aid
- Liquid Cooled, Direct Injection
Air Cleaner, Dual Element, Radial Seal

ELECTRICAL

- Lights:- Gauge Backlighting
- Two Rear Tail Lights

- Two Rear Halogen Working Lights

POWERTRAIN

S-O-S Sampling Valve, Hydraulic Oil
Filter, Cartridge Type, Hydraulic
Filters, Cartridge Type, Fuel
and Water Separator
Radiator / Hydraulic Oil

Cooler (side-by-side)
Spring Applied, Hydraulically Released,
Parking Brakes
Hydrostatic Transmission
Four Wheel Chain Drive

UNDERCARRIAGE

Steel Imbed Rubber Track 15.7 in (400mm)
Dual Flange Front Idler, Single Flange
Rear Idler

Suspension - Independent Torsion Axle(4)
2 Speed Motor

HYDRAULICS

Standard Flow Auxiliary Hydraulics
Continuous Flow
CONTROLS:

Electro/Hydraulic Implement Control, RH
Electro/Hydraulic Hydrostatic
Transmission Control, LH

ELECTRICAL

12 Volt Electrical System
80 Ampere Alternator

Ignition Key Start / Stop / Aux Switch
- Two Adjustable Front

OPERATOR ENVIRONMENT

Control Interlock System, when Operator
Leaves Seat or Armrest Raised :

- Hydraulic System Disables

ELECTRICAL

Halogen Lights
- Dome Light
Backup Alarm

Heavy Duty Battery, 880 CCA
Electrical Outlet, Beacon

OPERATOR ENVIRONMENT

Gauges :

- Fuel Level
- Hour Meter

Operator Warning System Indicators:

- Air Filter Restriction
- Alternator Output
- Armrest Raised / Operator

- Glow Plug Activation
 - Hydraulic Filter Restriction
 - Hydraulic Oil Temperature
 - Park Brake Engages
 - Regeneration- Engine Emissions
- Storage compartment with netting
Adjustable Vinyl Seat

Yancey

- Out of Seat
- Engine Coolant Temperature
- Engine Oil Pressure

- Ergonomic Contoured Armrest
- Adjustable Joystick Controls
- Hydrostatic Transmission Disables

OTHER STANDARD EQUIPMENT

Heavy Duty Flat Faced Quick Disconnects
with Integrated Pressure Release
Split D-Ring to Route Work Tool Hoses
Along Side of Left Lift Arm
Variable Speed Hydraulic Cooling Fan
Per SAE J818-2007 and EN 474-3:2006 and
ISO 14397-1:2007

Rated Operating Capacity:

At 50% Tipping Load

- 3800 lb

- 1724 kg

At 35% Tipping Load

- 2660 lb

- 1207 kg

OPERATOR ENVIRONMENT

- Parking Brake Engages

ROPS Cab, Open, Tilt Up
Anti-theft Security System w/6-button
keypad
FOPS, Level I
Top and Rear Windows

Floormat
Interior Rear View Mirror
12V Electric Socket
Horn
Hand (Dial) Throttle, Electronic

FRAMES

Lift Linkage, Vertical Path
Chassis, One Piece Welded
Machine Tie Down Points (4)

Belly Pan Cleanout
Support, Lift Arm
Rear Bumper, Welded

OTHER STANDARD EQUIPMENT

Engine Enclosure - Lockable
Extended Life Antifreeze (-37C, -34F)
Coupler, Mechanical
Hydraulic Oil Level Sight Gauge

Radiator Coolant Level Sight Gauge
Radiator Expansion Bottle
Cat Tough Guard Hose

MACHINE SPECIFICATIONS

Description	Reference No
289D CAB/AIR CTL	345-5289
SEAT BELT, 2"	258-4095
ROPS, ENCLOSED WITH A/C (C3)	345-4919
RIDE CONTROL, NONE	345-4937
PACKAGE, PERFORMANCE, (H1)	345-5220
RADIO, AM/FM, BLUETOOTH	345-6180
DOOR, CAB, POLYCARBONATE	345-6260
SEAT,AIR SUSPENSION,CLOTH,HEAT	345-6359
RUBBER BELT, 2 SPD, D/S IDLER	357-0247
INSTRUCTIONS, ANSI, USA	388-8151
DISPLAY, ADVANCED, LCD, CAMERA	416-9265
CONVERSION ARRANGEMENT	421-0340
SERIALIZED TECHNICAL MEDIA KIT	421-8926
PRODUCT LINK, CELLULAR PL240	441-4818
TRACK,RUBBER,450MM(17.7 IN)BAR	454-6059
CONTROL, ISO, PROP	485-0411
FAN, COOLING, DEMAND	486-6957
BATTERY, HEAVY DUTY, 850 CCA	492-6088
LIGHTS, HALOGEN	495-1672
QUICK COUPLER, HYDRAULIC	515-8591
BUCKET-GP, BOT 72"	279-5374

SELL PRICE	64,520
EXT WARRANTY	Included
TOTAL QUOTE PRICE	64,520

WARRANTY

Standard Warranty:	12 months/unlimited hours Standard Warranty (1 Year)
Extended Warranty:	289-36 MO/2500 HR PREMIER

Accepted by _____ on _____

Signature



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request to Surplus Three Trucks
AGENDA DATE: 03/29/2018

DATE PREPARED: 03/22/2018
PREPARED BY: Nic Griffin

AMOUNT: Estimated \$4,100 for all three trucks
GL ACCOUNT #: 100-392100

PURPOSE: To surplus and sell three trucks. Selling the trucks will be more cost effective as opposed to keeping them in our fleet.

BACKGROUND:

2001 Dodge Ram #5035

This vehicle was seized by the Police Department many years ago. It has been used for a number of things including under cover operations, hauling trailers, placing the speed trailer out among other things. Recently, after inspection, the maintenance department has concluded that it will need a repair that will cost around \$1000 to fix.

1992 Ford F-150 #8966

This truck is 26 years old. It has been used as a weed control sprayer truck, among other things. We have purchased a new F-150 that will replace the vehicle. It is not worth very much but currently the engine does run. It has around 220,000 miles on it.

1996 Ford F-150 #4510

This truck is 22 years old. It has been used as a multi-purpose vehicle, including a fuel transfer vehicle, asphalt patching vehicle, and has had many other uses. The truck does run and drive but does not currently have A/C. It has around 200,000 miles on it.

STAFF RECOMMENDATION: Instead of repairing the trucks, staff recommends that the City of Villa Rica surplus the vehicles, allowing us to list them for sale on Govdeals.com

IMPACT: The City of Villa Rica should be able to receive anywhere between \$1000-3000 for each truck from a civilian buyer. The trucks will be sold “as-is” with no warranty. The winner bidder will be responsible for the removal of the vehicle from the property.

MOTION: I move that we surplus the three trucks listed, allowing for the city employees to sell them to a winning bidder on Govdeals.com.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Water Plant Improvements
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/22/2018
PREPARED BY: Pete Zorbanos

AMOUNT: \$446,200 (GEFA loan)
GL ACCOUNT #: 505-4420-542500

PURPOSE: Engineering services for the design and construction oversight for improvements to the water treatment plant to include, but not limited to, a new flocculator, an additional sedimentation basin, two new filters, control system upgrades, a pump replacement, an additional sludge pond, and improvement of chemical application. These improvements would provide a reliable source of potable water, consistent and complete plant operation, and ensure continued permit compliance.

BACKGROUND: The water plant was constructed in 1966 and currently is permitted to withdraw and treat 1.5 million gallons per day (MGD). The plant consists of one flash mix, flocculator, sedimentation basin, and two dual media filters. The sedimentation basin does not have sludge handling capability which is required by the Environmental Protection Division (EPD) (and may result in a consent order if not remedied). As a result, the basin has to be drained and cleaned monthly which requires the plant to be shut down. During this time, water must be purchased from another supplier.

The plant also has hydraulic limitations which inhibit the ability to produce the full amount of water granted in the permit to approximately 1.25 – 1.3 mgd and results the need to purchase water from another supplier. The plant has two clearwells with a total capacity of 350,000 gallons from which three finished water pumps deliver water into the system. There is also one backwash pump used for backwashing the filters with no redundancy. All of the pumps are original and are no longer efficient. There are two disconnected Supervisory Control and Data Acquisition (SCADA) systems that are cumbersome, outdated, and make operations difficult. The chemical storage space and application feed points are limited.

STAFF RECOMMENDATION: To authorize Carter & Sloop for engineering services for the water treatment plant improvements in the proposed estimated amount of \$446,200.

IMPACT: The proposed upgrade will give the water plant flexibility, redundancy, and reliability while providing the ability to comfortably and consistently produce the maximum amount of water allowed in the permit of 1.5 mgd. This alone will recoup approximately 250,000 gallons per day. Sludge handling capability will allow for compliance and result in fewer basin washes while keeping the plant operational, thereby, eliminating unnecessary water purchases. The filters will be able to run two to three times longer between backwashes saving additional water.

Reliable and efficient pumps will be more cost effective and prevent hydraulic spikes in the distribution system. New chemical storage and feed systems will be safer and more efficient. A unified SCADA system will provide enhanced monitoring and system control of operations.

The engineering for these improvements is the first stage in our efforts to become independent in our water supply. It is estimated that construction of these improvements will cost \$3,500,000. The construction is also expected to be funded through a GEFA loan.

MOTION: I make the motion to authorize Carter & Sloop Engineers for engineering services for the water treatment plant improvements in the proposed estimated amount of \$446,200.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Task Order for Edge Road Pipe Expansion Project
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/22/2018
PREPARED BY: Pete Zorbanos, Public Works Director

AMOUNT: \$49,980
GL ACCOUNT #: 505-4440-521200 (Operating Budget – Professional Services)

PURPOSE: To evaluate alternatives and costs to make recommendation for appropriate water line size to provide adequate fire flow capacity in the Edge Road, Liberty Road, and Poole Road area in the southeast section of the City's service area. Additionally, to provide engineering services for the design and construction oversight of the line.

BACKGROUND: Currently there is one mile of six-inch water line along Edge Road that serves the Liberty Road and Poole Road area with limited capacity.

STAFF RECOMMENDATION: To authorize Smart Water Analytics, LLC to provide engineering design services and construction oversight for the Edge Road pipe expansion project in an amount not to exceed \$49,980.

IMPACT: To enhance flow capacity and fire protection in the Edge Road, Liberty Road, and Poole Road area.

MOTION: I make a motion to authorize Smart Water Analytics, LLC to provide engineering design services and construction oversight for the Edge Road pipe expansion project in an amount not to exceed \$49,980.

Proposal to:

the City of Villa Rica, Georgia

TECHNICAL CONSULTANCY SERVICES

**PRV OPTIMIZATION AND TRAINING
EDGE ROAD PIPE EXPANSION PROJECT
ANALYSIS OF THE RAW WATER SUPPLY SYSTEM**

Presented by:

TECHNICAL CONSULTANCY SERVICES

**PRV OPTIMIZATION AND TRAINING
EDGE ROAD PIPE EXPANSION PROJECT
ANALYSIS OF THE RAW WATER SUPPLY SYSTEM**



Smart Water Analytics, LLC



Smart Water Analytics, LLC, Marietta, Georgia

March 201, 2018

Mr. Peter Zorbanos
Director of Public Works
City of Villa Rica, Georgia

Subject: Technical Consultancy Services

Smart Water Analytics is please to submit this proposal for the following project assignments:

- ATTACHMENT A - PRV OPTIMIZATION AND TRAINING
- ATTACHMENT B - EDGE ROAD PIPE EXPANSION PROJECT
- ATTACHMENT C- ANALYSIS OF THE RAW WATER SUPPLY SYSTEM

Each attachment includes the Scope of Work, Budget and Schedule for each assignment.
Please let me know if you have any questions or need additional information.

Sincerely,
Smart Water Analytics, LLC

Elio F. Arniella, P.E
Technical Director

ATTACHMENT A – PRV OPTIMIZATION AND TRAINING

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SCOPE OF WORK

PRV Optimization and Training

The Smart Water Analytics (SWA) team will assist the City of Villa Rica (VR) in the use and optimization of Pressure Reducing Valves (PRVs). This Scope of Work includes a condition assessment of the existing PRVs and a hands-on training course for VR staff regarding maintenance and management of the PRVs within the system. After the training course is complete, the SWA team will work with VR personnel to identify the PRVs within the system which can easily be repurposed and will identify control areas for the existing PRV's and re-implement those control areas so that the existing PRVs are put to good use where possible.

The VR GIS shows the location and information of several PRVs that were not known to the existing Public Works administration. These valves were either planned and never installed, or installed in a different location, their vaults are covered by vegetation or paved over. Table 1 summarizes the existing valves and other valves that appear in the GIS but are not found on the field.

Table -1 Villa Rica PRV Data

No.	Label	Make/Model	Elevation (ft)	Diameter (Valve) (in)	Location	Outlet Pressure, PSI	X (ft)	Y (ft)
1	PRV-1	Watts/ARD	1,133	8	South Candler and W Wilson	97	2,067,373.88	1,358,069.74
2	PRV-2	Watts/ARD	1,125	12	South Candler and S. Dogwood	100	2,065,847.26	1,357,640.94
3	PRV-3	Watts/ARD	1,120	6	Spring and Westview	95	2,066,520.44	1,358,297.37
4	PRV-X*	Watts/ARD		8	Thomas Dorsey and East Wilson	54		
5	PRV-5	Watts/362 AP	1,135	6	Ruby Street	63	2,070,067.77	1,357,993.99
6	PRV-townwest1	Watts/362 AP	1,108	4	Near Rockmat in Alley Between Magnolia and Henderson	68	2,066,402.87	1,360,667.67
Valves that show up in the GIS but not found on the field								
No.	Label		Elevation (ft)	Diameter (Valve) (in)	Presumptive Location (Not Found in the Field)	Outlet Pressure, PSI	X (ft)	Y (ft)
7	PRV-townwest2		1,120	6	Rockmart Road South of Magnolia	69	2,066,311.33	1,360,149.88
8	PRV-townwest3		1,118	8	N Dogwood S Magnolia and North of Rail Tracks	70	2,065,847.03	1,360,085.74
9	PRV-West		1,091	12	Leslie Dr just South of US Hwy 78	82	2,063,678.54	1,357,942.09
10	PRV-West2		1,097	6	West View Road just west of Spring Street	79	2,065,751.40	1,358,428.85
11	PRV South 1		1,152	6	E Montgomery St just west of fork with Thomas Dorsey	55		
12	PRV-4		1,160	6	E Montgomery St just East of Galnton St	52	2,069,547.61	1,357,409.58
13	PRV-6		1,112	6	Stone St and East Gordon St	72	2,068,838.70	1,358,211.06
14	PRV-7		1,111	6	Anderson Rd Just East of Elm Drive	73	2,068,281.08	1,360,264.98
15	PRV-DCW-North		1,112	6	Dallas Hwy East of North Avenue	55	2,068,169.37	1,363,199.58
16	PRV-Northwest		1,120	6	Southwest corner of the Old Town Rd and Walker St		2,066,800.71	1,362,594.12
17	PRV-SouthWest		1,185	12	S Carroll Rd just southwest of S Dogwood St	41	2,065,667.47	1,356,238.73

Task 1- Assessment of the Existing Conditions

This is a collaborative task between the VR staff and the SWA team. Initially, the VR water distribution staff will install two ¼-inch gauge taps at each of the existing PRVs located in Table 1. One gauge should be installed on the upstream side and the other on the downstream end. If the PRV does not have the built-in ¼-inch female connector for the two gauges, then the VR staff should install two ¼-inch taps at upstream and downstream pipes connected to the PRV. Each tap should have an isolating valve and a ¼-inch female connector. The SMA will install loggers at each tap to measure the upstream and downstream pressures and register the data of the existing valve settings for two consecutive days. After all the existing PRVs are fitted with a gauge connector, the SWA team will make a visit to VR to install pressure loggers at each valve to monitor the upstream and downstream pressure. During the site visit, the SWA team will validate the data on existing PRVs, including: latitude, longitude, estimated elevation, valve make, pilot type, and size. The information will be updated in GIS. In addition, the SWA team will request and evaluate the systemwide water main breaks and service connection repairs that occurred during the last 24 months.

Task 2 – PRV Training Course

The SWA Team will prepare an instruction package and audio-visuals needed for a training course to the VR staff. Office based activities with instructor – suggested activities include:

- Prepare an updated list and map of PRVs which are known in the system
- Identify PRV manufacturer, type and size
- Identify local supplier
- Call local supplier for information on spare parts kits and availability for future onsite support if required
- Use manufacturers diagrams and videos to show how the PRV functions
- Show which parts should be maintained and develop a schedule
- Prepare a maintenance schedule and assign a responsible person
- Review usual problems which occur in the field

The two-day training course includes:

Day One - Classroom and Workshop Based Activities

Day One of the Training Course will include classroom and workshop activities. The initial half of the day will present an overview of the purpose, mechanics, and operational features of conventional PRVs like the ones in the VR water distribution system. The instructor will also present other varieties of valves, including smart PRVs. As part of Task 1, the SWA Team will identify a valve in the system that is not used for pressure reduction and will request that it will be removed (prior to the training course) and taken to the VR Public Works Shop to be used for demonstration. SWA will also request a sample PRV from a vendor to be used for training.

- Bring a PRVs to the shop
- Show the key controls
- Strip down the valve
- Look for signs of wear and tear
- Identify causes
- Review which parts need replacing
- If parts kit can be sourced prior, rebuild valve with new parts

Day Two Field Based Activities

Suggested activities include:

- Visit an open PRV within the system
- Make an external review of functionality
- Identify the control area of the PRV
- Measure pressures at critical points and identify together how much pressure can be reduced
- Attempt to make the control with the PRV
- If control is successful, and if time permits, work on another valve
- If control is unsuccessful, identify if the problem is with the zone shut in or the PRV operation
- If the latter identify if the problem can be resolved in the field or if the PRV should be removed and taken to the shop for strip down and repair
- If parts are available, make the repairs, reinstall the PRV, and attempt control once more

Task 3 – Technical Memorandum

At the end of the Training Course, the SWA Team will prepare a Technical Memorandum summarizing the existing conditions, training activities, and recommendations to the City of VR. SWA will use the hydraulic model to simulate valve settings and to recommend a PRV operational strategy.

In the case that an existing PRV is no longer required in the current location, SWA will recommend that it be removed, maintained, and stored. These PRV's will be used in the next work phase which will entail optimizing system pressures in new control areas which were identified in the GEFA Pressure Management study.

Proposed Budget and Schedule

The Proposed budget for this project is a Lump Sum of \$14,160. This project will be invoiced 40% at the start and the remaining 60% at completion.

The proposed project schedule is presented below. The Training Course is scheduled for the week of April 22, 2018. To keep this schedule, a written notice to proceed and purchase order is needed no later than April 2, 2018.

Project Tasks	Start	Finish	Duration, Days	4/2/2018	4/8/2018	4/15/2018	4/22/2018	4/29/2018	5/6/2018	5/13/2018	5/20/2018
Villa Rica Training Program	2-Apr-18	20-May-18	48								
Task 1 - Existing Conditions	2-Apr-18	22-Apr-18	20								
Installation of pressure gauge connectors	2-Apr-18	15-Apr-18	13								
Task 2 – Training Course	22-Apr-18	29-Apr-18	7								
Task 3 – Technical Memorandum	29-Apr-18	20-May-18	21								

ATTACHMENT B – EDGE ROAD PIPE EXPANSION PROJECT

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Scope of Work

Edge Road Pipe Expansion Project, Villa Rica

The following scope of work identifies the major tasks that ESI intends to provide for this project. The work is broken into the major phases that we anticipate will be required for this project.

Task 1 – Update and Evaluation of Alternatives

In a previous project conducted in March 2017, SWA evaluated the following water main replacement alternatives:

Alternative 1 – Parallel Water Main Along Edge Road and Liberty Road

Alternative 2 – 10-inch Water Main from Mirror Lake Road Across I-20

Alternative 3 – 8-inch Water Main from Mirror Lake Road

At the time of the previous study, the pipe transmission improvements were focused in providing adequate fire flow capacity to the existing subdivisions supplied by the 6-inch main along Edge Road. In the previous analysis of alternatives, it was assumed that the demand would remain the same in the future without expansion or densification of the population. This new analysis or update of previous alternatives, takes into consideration the possibility of new developments to the east that could increase or double the existing demand in the next 3 to 5 years. Therefore, all the above alternatives will be reanalyzed and updated to take the new projected demand into consideration. In addition, a new alternative will be also analyzed. At the conclusion of the cost-effectiveness, SWA will draft a revised Technical Memorandum that will present the details of the new analysis and provide a recommended alignment of the selected water main route. SWA will present the TM to the City of Villa Rica. Once the proposed pipe alignment is approved by the City, SWA will proceed with the Surveying and Preliminary Engineering tasks.

Deliverable: Technical Memorandum – Evaluation of Alternatives and Recommendations

Task 2 - Surveying Phase

The Surveying Phase will be used to locate subsurface utilities and survey existing infrastructure for the pipe alignment selected in Task 1. This phase includes the following key tasks:

1. Horizontally locate underground utilities.
2. Conduct a detailed survey of the project area. Survey information will be compatible with the City's GIS and will be tied to known monuments. The survey will include the following information.
 - Horizontal location of subsurface utilities in the right-of-way.
 - Location of visible aboveground utility features including edge of pavement, storm sewer structures, sanitary sewer structures, power poles, overhead utilities, guy wires, concrete pads, sidewalks, fire hydrants, valves, and meters.
 - Inverts of storm sewer pipes and sanitary sewer pipes.
 - Location of trees 18-inches in diameter and larger within the right-of-way.
 - Location of existing right-of-way.
 - Topographical data with 2-foot contouring accuracy.
 - Tie to Georgia State Plane Coordinate System.
3. Create a survey drawing for use during design.
4. Establish benchmarks for use during construction.

Surveying and utility location will only be conducted on the linear water line replacement projects. GIS information and visual field work will be used to prepare maps and design drawings.

Note: The cost of Surveying is not included in the budget. The City has the option to use a local licensed surveyor. However, SWA is willing to subcontract a licensed Surveyor and provide the cost to the City.

Task 3 - Preliminary Engineering Phase

The Preliminary Engineering Phase will be used to gather information, review alignment options, and prepare a preliminary alignment for this project. This phase will be conducted concurrently with the Survey Phase. This phase includes the following key work tasks.

1. Conduct a project kickoff meeting with the City. The purpose of this meeting will be to introduce the design team members, verify the scope of work, review the Technical Memorandum delivered in Task 1, present the proposed schedule, and identify any special conditions that may impact the project.
2. Decide on the pipe material to be used.
3. Decide in the area supplied by the pipe should be equipped to operate as a District Metered Area (DMA) and Pressure Management Area (PMA).
4. Collect any information from the City related to the existing conditions (existing record drawings, GIS information, etc.).

5. Conduct site visits, as necessary, to obtain a better understanding of the field conditions and limitations to construction.
6. Evaluate alignment options.
7. Prepare a preliminary alignment (25 percent design).
8. Conduct a review meeting with the City.

Task 4 - Flow Testing

The Flow Testing Phase of the project will include post construction flow testing to be performed to confirm that the new line is working properly and that flows are consistent with expectations for the line. The line will be tested with one and two hydrants delivering 400 to 500 GPM per hydrant. The flow test will also be simulated with the hydraulic model. The flow test will be done using an electromagnetic flow meter (EFM). The tap for the EFM will be included in the design.

Task 5 - Design Phase

The Design Phase will be used to prepare contract documents for the construction of the proposed water main. This phase includes the following key work tasks.

1. Prepare plan drawings for the water main project.
2. Prepare erosion and sediment control plans and details for the linear water line project.
3. Prepare standard detail drawings using the City's standard details where applicable.
4. Prepare technical specifications using the City's standard specification supplemented with any additionally required specifications prepared by SWA.
5. Conduct review meetings at 75 and 100 percent complete stage.
6. Prepare an Opinion of Probable Cost at the 100 percent stage with Bill of Quantities.
7. Prepare Contract Documents (Drawings and Specifications).
8. Assist with questions by contractors during procurement and preparing amendments
9. Assist in permitting by addressing questions that arise during the permitting process.
10. Ten (10) sets of construction documents (Plan and Specifications). Electronic Copy

Task 6 - Construction Phase

The Construction Phase will be used to assist the City with the preconstruction meeting and construction observation. This phase includes the following key work tasks.

1. Attend the preconstruction meetings with the selected contractor.
2. Review quantities in contractor pay applications.

3. Provide resident observation (24 hours per for mile of linear project have been provided in this proposal). This is equivalent to up to seven visits for observation of the construction for every mile of pipe.

It is assumed that the City will provide its own Construction Supervisor. The services of SWA are available to provide oversight of construction.

Task 7 - Record Drawing Phase

The Record Drawing Phase will be used to prepare record drawings for the project. This phase includes the following key tasks.

1. Prepare record drawings for the water line.

Budget and Invoicing Schedule

The proposed Not-to-Exceed cost for providing engineering design services is forty-nine thousand nine hundred eighty dollars (\$49,980).

This budget does not include any costs for preparing easement plats. Please note that this proposal assumes that the City will handle all tasks associated with bidding and construction administration. Also, we have not included any time to perform environmental, cultural or historic studies.

The proposed invoicing schedule is presented in Table 1. It is assumed that the Notice to Proceed will be received before March 30, 2018. The first invoice is an advanced payment of 20% followed by variable monthly payments that are related to actual project progress. SWA will submit a Monthly Status Report with each invoice.

Table 1 – Proposed Invoicing Schedule

Invoice No.	Date	Amount, \$
1	2-Apr-18	\$ 9,996
2	1-May-18	\$ 4,998
3	1-Jun-18	\$ 7,497
4	1-Jul-18	\$ 7,497
6	1-Aug-18	\$ 4,998
7	1-Sep-18	\$ 7,497
8	12-Nov-18	\$ 7,497
Total		\$ 49,980

Proposed Project Schedule

The proposed project schedule is presented below. The estimated project duration from start to finish is 220 days. This assumes that procurement and contractor award will be carried out by the City as scheduled.

Project Tasks	Start	Finish	Duration, Days	April-18	May-18	June-18	July-18	August-18	September-18	October-18	November-18
Edge Road Pipe Expansion Project	2-Apr-18	10-Nov-18	222								
Task 1 – Update and Evaluation of Alternatives	2-Apr-18	16-Apr-18	14								
Task 2 - Surveying Phase	16-Apr-18	21-May-18	35								
Task 3 - Preliminary Engineering Phase	16-Apr-18	21-May-18	35								
Task 4 - Flow Testing	20-Oct-18	10-Nov-18	21								
Task 5 - Design Phase	21-May-18	14-Jul-18	54								
Procurement and Bid Phase by the City of Villa Rica	14-Jul-18	1-Sep-18	49								
Task 6 - Construction Phase	1-Sep-18	10-Nov-18	70								
Task 7 - Record Drawing Phase	1-Sep-18	10-Nov-18	70								

ATTACHMENT C - ANALYSIS OF RAW WATER SUPPLY SYSTEM

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SCOPE OF WORK

ANALYSIS OF RAW WATER SUPPLY SYSTEM

CITY OF VILLA RICA, GEORGIA

Background

One of the raw water supply sources of the City of Villa is Owens Lake. The water from this lake is pumped to Paradise Lake through a 6,000 feet, 6-inch Ductile Iron pipe. The water is conveyed from there by gravity to the Water Treatment Plant (WTP). The original design of the transfer from lake to lake was supposed to provide a steady flow of 350 GPM or 0.50 MGD. However, the current system can only pump about 210 GPM or about (0.30 MGD). The current pumps are submersible Flygt solids handling pumps typically used for wastewater. The City of Villa Rica has requested Smart Water Analytics (CONSULTANT) to investigate the adequacy of the system and recommend a solution to the lack of capacity to deliver the required flow to Lake Paradise. The following paragraphs describe the scope of the services proposed by the CONSULTANT.

Task 1 - Hydraulic Analysis and Model

The CONSULTANT will develop a hydraulic model of the water transfer system to evaluate the current system and theoretical capacity of the system. The model will be used to evaluate existing conditions and possibly alternative to improve the system capacity. The modeling simulations will provide information about system hydraulics, including: hydraulic grade line (HGL), friction losses, pressures, and flow of the system.

Task 2 - Evaluation of Alternatives

Depending on the results of Task 1, the CONSULTANT will evaluate alternative solutions, including:

1. Investigating possible pipe obstructions
2. Replacing the pipe
3. Replacing the pump(s) and pipe

Task 3 – Recommendations and Report

The CONSULTANT will make a recommendation of the most appropriate course of action and will provide:

1. A description of the proposed initiative
2. Conceptual design and performance specifications of the proposed upgrades.
3. Cost estimate and bill of quantities.
4. A written report documenting the methodology, findings, recommendations, and conceptual design.

Schedule

We propose to complete this assignment in 30 calendar days from the date a written order to proceed is received.

Budget

We propose to complete the tasks described in the scope of work for a lump sum of \$3,300 dollars.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Task Order for Pressure Reducing Valve Optimization and Training
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/22/2018
PREPARED BY: Pete Zorbanos, Public Works Director

AMOUNT: \$ 14,160
GL ACCOUNT #: 505-4440-521200 (Operating Budget – Professional Services)

PURPOSE: To conduct a condition assessment of existing Pressure Reducing Valves (PRV) and to provide hands-on training for staff regarding maintenance and management of PRV's within the system.

BACKGROUND: PRV's that have been previously installed were not adjusted or maintained rendering them ineffective.

STAFF RECOMMENDATION: To approve a task order for Smart Water Analytics, LLC for engineering services to determine the condition of the PRV's in the system and to provide training to the staff in the proper maintenance and operation of the valves.

IMPACT: To achieve better pressure management and control in the system and also to enable staff to make adjustments and repairs in house.

MOTION: I make a motion to approve the task order for Smart Water Analytics, LLC for engineering services to determine the condition of the PRV's in the system and to provide training for the staff in the proper maintenance and operation of the valves in an amount not to exceed \$14,160.

Proposal to:

the City of Villa Rica, Georgia

TECHNICAL CONSULTANCY SERVICES

**PRV OPTIMIZATION AND TRAINING
EDGE ROAD PIPE EXPANSION PROJECT
ANALYSIS OF THE RAW WATER SUPPLY SYSTEM**

Presented by:

TECHNICAL CONSULTANCY SERVICES

**PRV OPTIMIZATION AND TRAINING
EDGE ROAD PIPE EXPANSION PROJECT
ANALYSIS OF THE RAW WATER SUPPLY SYSTEM**



Smart Water Analytics, LLC



Smart Water Analytics, LLC, Marietta, Georgia

March 201, 2018

Mr. Peter Zorbanos
Director of Public Works
City of Villa Rica, Georgia

Subject: Technical Consultancy Services

Smart Water Analytics is please to submit this proposal for the following project assignments:

- ATTACHMENT A - PRV OPTIMIZATION AND TRAINING
- ATTACHMENT B - EDGE ROAD PIPE EXPANSION PROJECT
- ATTACHMENT C- ANALYSIS OF THE RAW WATER SUPPLY SYSTEM

Each attachment includes the Scope of Work, Budget and Schedule for each assignment.
Please let me know if you have any questions or need additional information.

Sincerely,
Smart Water Analytics, LLC

Elio F. Arniella, P.E
Technical Director

ATTACHMENT A – PRV OPTIMIZATION AND TRAINING

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SCOPE OF WORK

PRV Optimization and Training

The Smart Water Analytics (SWA) team will assist the City of Villa Rica (VR) in the use and optimization of Pressure Reducing Valves (PRVs). This Scope of Work includes a condition assessment of the existing PRVs and a hands-on training course for VR staff regarding maintenance and management of the PRVs within the system. After the training course is complete, the SWA team will work with VR personnel to identify the PRVs within the system which can easily be repurposed and will identify control areas for the existing PRV's and re-implement those control areas so that the existing PRVs are put to good use where possible.

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3	PRV-3	Watts/ARD	1,120	6	Spring and Westview	95	2,066,520.44	1,358,297.37
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5	PRV-5	Watts/362 AP	1,135	6	Ruby Street	63	2,070,067.77	1,357,993.99
6	PRV-townwest1	Watts/362 AP	1,108	4	Near Rockmat in Alley Between Magnolia and Henderson	68	2,066,402.87	1,360,667.67
Valves that show up in the GIS but not found on the field								
No.	Label		Elevation (ft)	Diameter (Valve) (in)	Presumptive Location (Not Found in the Field)	Outlet Pressure, PSI	X (ft)	Y (ft)
7	PRV-townwest2		1,120	6	Rockmart Road South of Magnolia	69	2,066,311.33	1,360,149.88
8	PRV-townwest3		1,118	8	N Dogwood S Magnolia and North of Rail Tracks	70	2,065,847.03	1,360,085.74
9	PRV-West		1,091	12	Leslie Dr just South of US Hwy 78	82	2,063,678.54	1,357,942.09
10	PRV-West2		1,097	6	West View Road just west of Spring Street	79	2,065,751.40	1,358,428.85
11	PRV South 1		1,152	6	E Montgomery St just west of fork with Thomas Dorsey	55		
12	PRV-4		1,160	6	E Montgomery St just East of Galnton St	52	2,069,547.61	1,357,409.58
13	PRV-6		1,112	6	Stone St and East Gordon St	72	2,068,838.70	1,358,211.06
14	PRV-7		1,111	6	Anderson Rd Just East of Elm Drive	73	2,068,281.08	1,360,264.98
15	PRV-DCW-North		1,112	6	Dallas Hwy East of North Avenue	55	2,068,169.37	1,363,199.58
16	PRV-Northwest		1,120	6	Southwest corner of the Old Town Rd and Walker St		2,066,800.71	1,362,594.12
17	PRV-SouthWest		1,185	12	S Carroll Rd just southwest of S Dogwood St	41	2,065,667.47	1,356,238.73

Task 1- Assessment of the Existing Conditions

This is a collaborative task between the VR staff and the SWA team. Initially, the VR water distribution staff will install two ¼-inch gauge taps at each of the existing PRVs located in Table 1. One gauge should be installed on the upstream side and the other on the downstream end. If the PRV does not have the built-in ¼-inch female connector for the two gauges, then the VR staff should install two ¼-inch taps at upstream and downstream pipes connected to the PRV. Each tap should have an isolating valve and a ¼-inch female connector. The SWA team will install loggers at each tap to measure the upstream and downstream pressures and register the data of the existing valve settings for two consecutive days. After all the existing PRVs are fitted with a gauge connector, the SWA team will make a visit to VR to install pressure loggers at each valve to monitor the upstream and downstream pressure. During the site visit, the SWA team will validate the data on existing PRVs, including: latitude, longitude, estimated elevation, valve make, pilot type, and size. The information will be updated in GIS. In addition, the SWA team will request and evaluate the systemwide water main breaks and service connection repairs that occurred during the last 24 months.

Task 2 – PRV Training Course

The SWA Team will prepare an instruction package and audio-visuals needed for a training course to the VR staff. Office based activities with instructor – suggested activities include:

- Prepare an updated list and map of PRVs which are known in the system
- Identify PRV manufacturer, type and size
- Identify local supplier
- Call local supplier for information on spare parts kits and availability for future onsite support if required
- Use manufacturers diagrams and videos to show how the PRV functions
- Show which parts should be maintained and develop a schedule
- Prepare a maintenance schedule and assign a responsible person
- Review usual problems which occur in the field

The two-day training course includes:

Day One - Classroom and Workshop Based Activities

Day One of the Training Course will include classroom and workshop activities. The initial half of the day will present an overview of the purpose, mechanics, and operational features of conventional PRVs like the ones in the VR water distribution system. The instructor will also present other varieties of valves, including smart PRVs. As part of Task 1, the SWA Team will identify a valve in the system that is not used for pressure reduction and will request that it will be removed (prior to the training course) and taken to the VR Public Works Shop to be used for demonstration. SWA will also request a sample PRV from a vendor to be used for training.

- Bring a PRVs to the shop
- Show the key controls
- Strip down the valve
- Look for signs of wear and tear
- Identify causes
- Review which parts need replacing
- If parts kit can be sourced prior, rebuild valve with new parts

Day Two Field Based Activities

Suggested activities include:

- Visit an open PRV within the system
- Make an external review of functionality
- Identify the control area of the PRV
- Measure pressures at critical points and identify together how much pressure can be reduced
- Attempt to make the control with the PRV
- If control is successful, and if time permits, work on another valve
- If control is unsuccessful, identify if the problem is with the zone shut in or the PRV operation
- If the latter identify if the problem can be resolved in the field or if the PRV should be removed and taken to the shop for strip down and repair
- If parts are available, make the repairs, reinstall the PRV, and attempt control once more

Task 3 – Technical Memorandum

At the end of the Training Course, the SWA Team will prepare a Technical Memorandum summarizing the existing conditions, training activities, and recommendations to the City of VR. SWA will use the hydraulic model to simulate valve settings and to recommend a PRV operational strategy.

In the case that an existing PRV is no longer required in the current location, SWA will recommend that it be removed, maintained, and stored. These PRV's will be used in the next work phase which will entail optimizing system pressures in new control areas which were identified in the GEFA Pressure Management study.

Proposed Budget and Schedule

The Proposed budget for this project is a Lump Sum of \$14,160. This project will be invoiced 40% at the start and the remaining 60% at completion.

The proposed project schedule is presented below. The Training Course is scheduled for the week of April 22, 2018. To keep this schedule, a written notice to proceed and purchase order is needed no later than April 2, 2018.

Project Tasks	Start	Finish	Duration, Days	4/2/2018	4/8/2018	4/15/2018	4/22/2018	4/29/2018	5/6/2018	5/13/2018	5/20/2018
Villa Rica Training Program	2-Apr-18	20-May-18	48								
Task 1 - Existing Conditions	2-Apr-18	22-Apr-18	20								
Installation of pressure gauge connectors	2-Apr-18	15-Apr-18	13								
Task 2 – Training Course	22-Apr-18	29-Apr-18	7								
Task 3 – Technical Memorandum	29-Apr-18	20-May-18	21								

ATTACHMENT B – EDGE ROAD PIPE EXPANSION PROJECT

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Scope of Work

Edge Road Pipe Expansion Project, Villa Rica

The following scope of work identifies the major tasks that ESI intends to provide for this project. The work is broken into the major phases that we anticipate will be required for this project.

Task 1 – Update and Evaluation of Alternatives

In a previous project conducted in March 2017, SWA evaluated the following water main replacement alternatives:

Alternative 1 – Parallel Water Main Along Edge Road and Liberty Road

Alternative 2 – 10-inch Water Main from Mirror Lake Road Across I-20

Alternative 3 – 8-inch Water Main from Mirror Lake Road

At the time of the previous study, the pipe transmission improvements were focused in providing adequate fire flow capacity to the existing subdivisions supplied by the 6-inch main along Edge Road. In the previous analysis of alternatives, it was assumed that the demand would remain the same in the future without expansion or densification of the population. This new analysis or update of previous alternatives, takes into consideration the possibility of new developments to the east that could increase or double the existing demand in the next 3 to 5 years. Therefore, all the above alternatives will be reanalyzed and updated to take the new projected demand into consideration. In addition, a new alternative will be also analyzed. At the conclusion of the cost-effectiveness, SWA will draft a revised Technical Memorandum that will present the details of the new analysis and provide a recommended alignment of the selected water main route. SWA will present the TM to the City of Villa Rica. Once the proposed pipe alignment is approved by the City, SWA will proceed with the Surveying and Preliminary Engineering tasks.

Deliverable: Technical Memorandum – Evaluation of Alternatives and Recommendations

Task 2 - Surveying Phase

The Surveying Phase will be used to locate subsurface utilities and survey existing infrastructure for the pipe alignment selected in Task 1. This phase includes the following key tasks:

1. Horizontally locate underground utilities.
2. Conduct a detailed survey of the project area. Survey information will be compatible with the City's GIS and will be tied to known monuments. The survey will include the following information.
 - Horizontal location of subsurface utilities in the right-of-way.
 - Location of visible aboveground utility features including edge of pavement, storm sewer structures, sanitary sewer structures, power poles, overhead utilities, guy wires, concrete pads, sidewalks, fire hydrants, valves, and meters.
 - Inverts of storm sewer pipes and sanitary sewer pipes.
 - Location of trees 18-inches in diameter and larger within the right-of-way.
 - Location of existing right-of-way.
 - Topographical data with 2-foot contouring accuracy.
 - Tie to Georgia State Plane Coordinate System.
3. Create a survey drawing for use during design.
4. Establish benchmarks for use during construction.

Surveying and utility location will only be conducted on the linear water line replacement projects. GIS information and visual field work will be used to prepare maps and design drawings.

Note: The cost of Surveying is not included in the budget. The City has the option to use a local licensed surveyor. However, SWA is willing to subcontract a licensed Surveyor and provide the cost to the City.

Task 3 - Preliminary Engineering Phase

The Preliminary Engineering Phase will be used to gather information, review alignment options, and prepare a preliminary alignment for this project. This phase will be conducted concurrently with the Survey Phase. This phase includes the following key work tasks.

1. Conduct a project kickoff meeting with the City. The purpose of this meeting will be to introduce the design team members, verify the scope of work, review the Technical Memorandum delivered in Task 1, present the proposed schedule, and identify any special conditions that may impact the project.
2. Decide on the pipe material to be used.
3. Decide in the area supplied by the pipe should be equipped to operate as a District Metered Area (DMA) and Pressure Management Area (PMA).
4. Collect any information from the City related to the existing conditions (existing record drawings, GIS information, etc.).

5. Conduct site visits, as necessary, to obtain a better understanding of the field conditions and limitations to construction.
6. Evaluate alignment options.
7. Prepare a preliminary alignment (25 percent design).
8. Conduct a review meeting with the City.

Task 4 - Flow Testing

The Flow Testing Phase of the project will include post construction flow testing to be performed to confirm that the new line is working properly and that flows are consistent with expectations for the line. The line will be tested with one and two hydrants delivering 400 to 500 GPM per hydrant. The flow test will also be simulated with the hydraulic model. The flow test will be done using an electromagnetic flow meter (EFM). The tap for the EFM will be included in the design.

Task 5 - Design Phase

The Design Phase will be used to prepare contract documents for the construction of the proposed water main. This phase includes the following key work tasks.

1. Prepare plan drawings for the water main project.
2. Prepare erosion and sediment control plans and details for the linear water line project.
3. Prepare standard detail drawings using the City's standard details where applicable.
4. Prepare technical specifications using the City's standard specification supplemented with any additionally required specifications prepared by SWA.
5. Conduct review meetings at 75 and 100 percent complete stage.
6. Prepare an Opinion of Probable Cost at the 100 percent stage with Bill of Quantities.
7. Prepare Contract Documents (Drawings and Specifications).
8. Assist with questions by contractors during procurement and preparing amendments
9. Assist in permitting by addressing questions that arise during the permitting process.
10. Ten (10) sets of construction documents (Plan and Specifications). Electronic Copy

Task 6 - Construction Phase

The Construction Phase will be used to assist the City with the preconstruction meeting and construction observation. This phase includes the following key work tasks.

1. Attend the preconstruction meetings with the selected contractor.
2. Review quantities in contractor pay applications.

3. Provide resident observation (24 hours per for mile of linear project have been provided in this proposal). This is equivalent to up to seven visits for observation of the construction for every mile of pipe.

It is assumed that the City will provide its own Construction Supervisor. The services of SWA are available to provide oversight of construction.

Task 7 - Record Drawing Phase

The Record Drawing Phase will be used to prepare record drawings for the project. This phase includes the following key tasks.

1. Prepare record drawings for the water line.

Budget and Invoicing Schedule

The proposed Not-to-Exceed cost for providing engineering design services is forty-nine thousand nine hundred eighty dollars (\$49,980).

This budget does not include any costs for preparing easement plats. Please note that this proposal assumes that the City will handle all tasks associated with bidding and construction administration. Also, we have not included any time to perform environmental, cultural or historic studies.

The proposed invoicing schedule is presented in Table 1. It is assumed that the Notice to Proceed will be received before March 30, 2018. The first invoice is an advanced payment of 20% followed by variable monthly payments that are related to actual project progress. SWA will submit a Monthly Status Report with each invoice.

Table 1 – Proposed Invoicing Schedule

Invoice No.	Date	Amount, \$
1	2-Apr-18	\$ 9,996
2	1-May-18	\$ 4,998
3	1-Jun-18	\$ 7,497
4	1-Jul-18	\$ 7,497
6	1-Aug-18	\$ 4,998
7	1-Sep-18	\$ 7,497
8	12-Nov-18	\$ 7,497
Total		\$ 49,980

Proposed Project Schedule

The proposed project schedule is presented below. The estimated project duration from start to finish is 220 days. This assumes that procurement and contractor award will be carried out by the City as scheduled.

Project Tasks	Start	Finish	Duration, Days	April-18	May-18	June-18	July-18	August-18	September-18	October-18	November-18
Edge Road Pipe Expansion Project	2-Apr-18	10-Nov-18	222								
Task 1 – Update and Evaluation of Alternatives	2-Apr-18	16-Apr-18	14								
Task 2 - Surveying Phase	16-Apr-18	21-May-18	35								
Task 3 - Preliminary Engineering Phase	16-Apr-18	21-May-18	35								
Task 4 - Flow Testing	20-Oct-18	10-Nov-18	21								
Task 5 - Design Phase	21-May-18	14-Jul-18	54								
Procurement and Bid Phase by the City of Villa Rica	14-Jul-18	1-Sep-18	49								
Task 6 - Construction Phase	1-Sep-18	10-Nov-18	70								
Task 7 - Record Drawing Phase	1-Sep-18	10-Nov-18	70								

ATTACHMENT C - ANALYSIS OF RAW WATER SUPPLY SYSTEM

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SCOPE OF WORK

ANALYSIS OF RAW WATER SUPPLY SYSTEM

CITY OF VILLA RICA, GEORGIA

Background

One of the raw water supply sources of the City of Villa is Owens Lake. The water from this lake is pumped to Paradise Lake through a 6,000 feet, 6-inch Ductile Iron pipe. The water is conveyed from there by gravity to the Water Treatment Plant (WTP). The original design of the transfer from lake to lake was supposed to provide a steady flow of 350 GPM or 0.50 MGD. However, the current system can only pump about 210 GPM or about (0.30 MGD). The current pumps are submersible Flygt solids handling pumps typically used for wastewater. The City of Villa Rica has requested Smart Water Analytics (CONSULTANT) to investigate the adequacy of the system and recommend a solution to the lack of capacity to deliver the required flow to Lake Paradise. The following paragraphs describe the scope of the services proposed by the CONSULTANT.

Task 1 - Hydraulic Analysis and Model

The CONSULTANT will develop a hydraulic model of the water transfer system to evaluate the current system and theoretical capacity of the system. The model will be used to evaluate existing conditions and possibly alternative to improve the system capacity. The modeling simulations will provide information about system hydraulics, including: hydraulic grade line (HGL), friction losses, pressures, and flow of the system.

Task 2 - Evaluation of Alternatives

Depending on the results of Task 1, the CONSULTANT will evaluate alternative solutions, including:

1. Investigating possible pipe obstructions
2. Replacing the pipe
3. Replacing the pump(s) and pipe

Task 3 – Recommendations and Report

The CONSULTANT will make a recommendation of the most appropriate course of action and will provide:

1. A description of the proposed initiative
2. Conceptual design and performance specifications of the proposed upgrades.
3. Cost estimate and bill of quantities.
4. A written report documenting the methodology, findings, recommendations, and conceptual design.

Schedule

We propose to complete this assignment in 30 calendar days from the date a written order to proceed is received.

Budget

We propose to complete the tasks described in the scope of work for a lump sum of \$3,300 dollars.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request to purchase GSSI Ground Penetrating Radar Equipment
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/22/2018
PREPARED BY: Pete Zorbanos, Public Works Director

AMOUNT: \$ 26,690
GL ACCOUNT #: 322-4440-542500 (SPLOST – Water/Sewer)

PURPOSE: To acquire Ground Penetrating Radar equipment to enhance in-house capability to locate water and sewer lines made of metal and non- metal material for mapping and verification.

BACKGROUND: Currently, water and sewer line “locates” are limited due to use of a pipe horn which only picks up electric signals from metallic pipes. It is not effective with plastic pipes. The UtilityScan Pro GSSI is the sole source of the UtilityScan Pro, so no other bids were obtained.

STAFF RECOMMENDATION: To purchase the GSSI Utility Scan Pro system in the amount of \$26,690.

IMPACT: To greatly improve the capability to locate all pipe sizes, material type, and estimate pipe depth. Accurate locating is cost effective, allowing repairs to be made in a specific target area instead of unearthing unneeded areas.

MOTION: I make the motion to purchase the GSSI UtilityScan Pro system in an amount not to exceed \$ 26,690.

Quote Number 00017808
Expiration Date 4/30/2018
Created Date 3/22/2018
Prepared By Bruno Silla
Email sillab@geophysical.com



SALES QUOTE

Account Name	City of Villa Rica	Ship To	United States
Bill To	571 West BankHead Hwy Villa Rica, Georgia 30180 United States	Terms of Payment	Cash in Advance
Contact Name	Peter Pzorbanos	Ship Via	Please Advise
Phone	(404) 360-9450		
Email	pzorbanos@villarica.org		

Special Instructions Also Includes:

- * 2 Year Warranty
- * Complimentary training offered during the warranty period at a regularly scheduled GSSI class.
- * Free Application and Technical Support for Life

Price does not include shipping and/or tax

Quantity	Product Code	Product	Line Item Description	List Price	Total Price
1.00	FG4000PRO/HS/624	UtilityScan Pro	Professional Subsurface Locator System, includes: SIR-4000 Advanced Data Acquisition System w/ Sunshade, 2 Batteries, Dual Bay Charger, AC Adapter & Transit case; 350 MHz HS Antenna; 3-wheel Survey Cart; 2m Antenna Control Cable	\$26,690.00	\$26,690.00
Total Price					\$26,690.00
Grand Total					\$26,690.00

Acknowledgement

Please sign to acknowledge your acceptance of this order and of the GSSI Terms & Conditions associated with this order.
All prices are in United States Dollar (\$USD).

Thank you for the opportunity to be of service.

Signature:_____ Your PO#:_____ Date:_____

If sold in the United States, the commodities, technology and software in this order are for sale and use in the United States and are governed by the Export Administration Regulations. Diversion contrary to U.S. law is prohibited.

If sold outside of the United States, the commodities, technology and software in this order were exported in accordance with the Export Administration Regulations. Diversion contrary to U.S. law is prohibited.

Quote Number 00017808
Expiration Date 4/30/2018
Created Date 3/22/2018
Prepared By Bruno Silla
Email sillab@geophysical.com



Remit To:

Payments should be sent to:
Geophysical Survey Systems, Inc
40 Simon Street
Nashua, NH 03060-3075



Agenda Item:_____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Request to purchase Smart Cover Sewer Monitoring System
AGENDA DATE: 3/29/2018

DATE PREPARED: 3/22/2018
PREPARED BY: Pete Zorbanos, Public Works Director

AMOUNT: \$39,790
GL ACCOUNT #: 322-4440-542500 (SPLOST – Water/Sewer)

PURPOSE: To purchase six SmartFLOE systems as part of a sewer flow monitoring system.

BACKGROUND: Inflow and infiltration impacts both of the wastewater plants during rain events and results in additional cost for treatment of excessive flows.

STAFF RECOMMENDATION: To purchase six SmartFLOE systems to monitor and determine areas of inflow and infiltration in the amount of \$39,790.

IMPACT: By determining areas of high inflow and infiltration, problem areas can be identified and repairs effected quickly. The ability to monitor the flow in real time can prevent back-ups and potential overflows that may result in violations and fines. Eliminating high flows, also, aids in maintaining line capacity.

MOTION: I make the motion to approve the purchase of six SmartFLOE systems not to exceed the amount of \$39,790.

**Proposal for the
SmartCover[®] Sewer Monitoring System**

6 SmartFLOE[™] systems

Prepared for:

City of Villa Rica, Georgia

Attention:

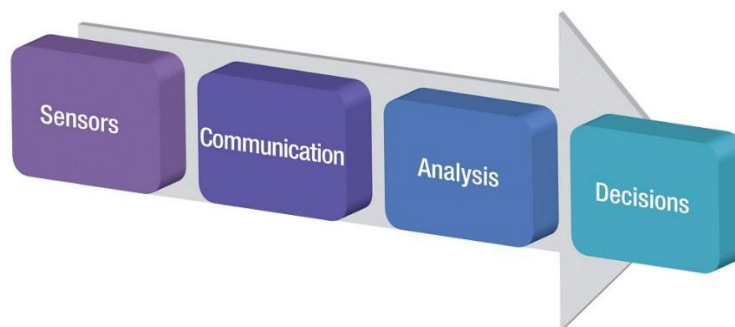
Mr. Curtis Boswell

Offered by:



Representing:

SmartCover[®] Systems[™]



Quotation Date: March 13, 2018
Offered by: Stanley Mize
Rep phone: (678) 521-6212 (cell)
Rep Phone: (770) 614-8550 (office)
Quote Valid: 90 days

SmartFLOE[™] Flow Estimation System provides a low-cost, low maintenance, high reliability means for flow measurement and communication. Flow measurement is highly valuable for any open channel water conveyance system. Conventional flow measurement methods can be expensive and complex where reliability, ease of maintenance and data communications are often challenging.

Benefits

- Uninterrupted Monitoring from Any Location Through Battery Operation and Satellite Communication.
- Ongoing Data Capture and Transmission for Analysis.
- Highly Secure and Easy-To-Use Web Browser Viewing.
- User-Defined, on the Fly Parameter Selections.
- Easy, Fast Installation with Minimum Maintenance Required.

How SmartFLOE Works

Flow Level Optimized Estimation (FLOE) is a new approach to using a well-proven Manning's equation providing users with a cost-effective means to acquire data for estimating flow rates in open channels.

System Status Alerts and Alarms

SmartFLOE[™] enables receipt of vital information including level alarms and water flows to prevent SSO/CSO. With user-defined alarm settings, the system warns of impending overflow issues before they occur, communicating to assigned personnel via email or text. Users are informed of the system's operating status so maintenance can be planned well in advance.



Flexible and Easy Adjustments

The SmartFLOE[™] user-configurable algorithm provides flow rate data. For modeling, users can change parameters, such as pipe diameter or slope for an instantaneous view.

Application

SmartFLOE[™] can be used in various applications including:

- Wastewater Collection Systems
- Storm Water Systems
- Raw Water Conveyance Systems
- Any Open Water Channel

Please find in this document:

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2.0 Pricing Summary

Part Number	Description	Unit Qty.	Unit Price (Each)	Total
SF-Q-S-15	SmartFLOE System Components E-Box System Control with onboard computer, modem, digital radio; fully potted and IP-68 rated. Distance Sensing Module (DSM) with 4" to 79" sensor range, with 15' cable. PowerPack®- lithium thionyl chloride battery with high power density. E-Square™ antenna, including antenna and installation kit. Mounting bracket kit- three-part amounting bracket set made of heavy gauge, hard-anodized aluminum; includes all mounting hardware.	4	\$4,795	\$19,180.00
SF-Q-S-25	SmartFLOE System Components E-Box System Control with onboard computer, modem, digital radio; fully potted and IP-68 rated. Distance Sensing Module (DSM) with 4" to 79" sensor range, with 15' cable. PowerPack®- lithium thionyl chloride battery with high power density. E-Square™ antenna, including antenna and installation kit. Mounting bracket kit- three-part amounting bracket set made of heavy gauge, hard-anodized aluminum; includes all mounting hardware.	2	\$4.795	\$9,590.00
PW-5C1	TWO (2) Year, PowerPack Warranty Limited Parts-Only Warranty on the PowerPack	Included	Included	Included
EW-SF1	ONE (1) Year, Parts-Only Warranty – Included with first year services Limited Parts-Only Warranty on all system SmartLevel™ hardware.	Included	Included	Included
EW-SF2	ONE (1) Year, Parts-Only Warranty – Covers second & third-year protection Limited Parts-Only Warranty on all system SmartLevel™ hardware.		\$742	
ASM-SF1	Active Site Management (ASM), SmartFLOE, One-Year: Comprehensive support services including: - Software subscription with <i>unlimited number of users</i> accessed with secure user name and password - Complete maintenance of all cloud based software - Regular feature updates and upgrades including the <i>SmartTrend™</i>. - Hosting of data storage – unlimited data storage - Iridium Satellite connectivity service with bi-directional communication. - Advisories, Maintenance Alerts and Alarms via email and/or text message - Ongoing technical support via phone or online.	6	\$595	\$9,520.00
IST-1	Dedicated Customer Website: Initial Set-up & Training (IST) - Dedicated Customer Website set-up and training - Browser-based, secure user access - Includes map view, site-specific data and information - Alarm and Advisories set-up - Comprehensive training for login, website features and website functions <i>Note: this is a one-time charge for new customers and does not apply to following orders.</i>	1	\$300	\$300.00

ASM-RD-1Y	SmartRain™, One-Year, per site • Radar rain data, 1 km ² area, (0.62 miles ²)	1	\$96	Included No charge first year
Installation & Training	Labor Installation of SmartCover® Systems™ by Trained SmartCover® Systems™ Field Tech and customer training	1	\$1,000	\$1,000.00
Shipping and Handling	Shipping and Handling Ground shipment FOB Escondido, CA	1	\$200	\$200.00
TOTAL	All items above		NA	\$39,790.00

3.0 Standard Terms & Conditions

Delivery

- Standard: Six (6) weeks upon receipt of a Purchase Order and with receipt of complete engineering and site information from the customer as requested.
- All customers will be notified of the shipment date upon Order Acknowledgement.
- Actual availability may vary depending on total demand.
- The “Standard Six (6) weeks” is not a guarantee but a good faith estimate. It is strongly recommended that an order be placed as early as possible. Reasonable efforts will be made to provide earlier delivery if requested.

Installation and Training

Dedicated Customer Website: Initial Set-up & Training (IST)

- Dedicated Customer Website set-up and training (To be completed by SmartCover Headquarters in Escondido CA)
- Browser-based, secure user access (To be completed by SmartCover Headquarters in Escondido CA)
- Includes map view, site-specific data and information
- Alarm and Advisories set-up (To be completed by SmartCover Headquarters in Escondido CA)
- Comprehensive training for login, website features and website functions (To be completed by SmartCover Headquarters in Escondido CA) (Coordinated by Sales Representative and Regional Sales Manager)
- Initial training to be completed within 10 days of installation
- Ongoing training is available 6am to 5 pm PST by phone, email and WebEx

Monitor Labor Installation

- Installation will be done by an authorized Smart Cover Systems installing contractor.
- Dekalb County will be required to provide 2 County personnel to assist with each flow monitors installation that includes; opening/closing of manhole lids, provide traffic control measures, and locates each installation manhole from the field.
- Training for website interface use will conducted for all pertinent county personnel after the installation of ALL flow monitors has been completed. This shall be performed by WC Equipment or Smart Covers System personnel.

**WC Equipment Sales
4324 Brogdon Exchange
Suwanee, GA 30024**

TERMS AND CONDITIONS

1. Price quoted is FOB factory with full freight allowed.
2. Only those items of equipment specifically mentioned above are included in this proposal.
3. No taxes are included in the quoted price, but taxes will be charged at the current rate for county of equipment delivery location if purchaser does not possess a sales tax exemption.
4. Price quoted will remain firm for a period of 30 days from date of proposal.
5. Payment terms are net 30 days from receipt of equipment to approved credit accounts.
6. This proposal is subject to the Manufacturer's Terms and Conditions and standard warranty clauses.

An order may be placed for the equipment covered in this proposal by signing in the space provided below and returning one signed copy, or by issuing your purchase order to:

**WC Equipment Sales
4324 Brogdon Exchange
Suwanee, GA
30024**

and indicating on your order that it is an acceptance of this proposal.

Submitted By: WC Equipment Sales

Stanley Mize

Accepted By: _____
Signature

Printed Name with Title

Ongoing Costs

Ongoing Costs			
After the first year of operation, the following fees will provide <i>continued comprehensive services</i> including <i>software support, data storage, upgrades, added features, and satellite connectivity.</i> <i>PowerPack & System Parts Warranty are optional yet highly recommended.</i>			
These are <i>annual charges</i> paid prior to the start of the year.			
Part number	Months covered	Payment schedule	Cost per year
Active Site Management (ASM) (Required) Website Access, software subscription, satellite connectivity, data analysis, data storage, trend advisories, maintenance alerts, alarms, online S/C monitoring.			
ASM-SF1R	12	Every year	\$595
ASM-SF2R	24	Every other year	\$1,107
PowerPack Warranty (Optional) PARTS-ONLY, PowerPack [™] Warranty for each installation, offering unlimited replacements during the Warranty term.			
PW-5C1R	12	Every year	\$199
PW-5C-2YR	24	Every other year	\$358
Systems Parts Warranty Extension (Optional) PARTS-ONLY, Warranty for each installation, covers: E-Box System Control, Distance Sensing Module (DSM), antenna, and mounting brackets			
EW-SF1R	12	Every year	\$399
EW-SF2R	24	Every other year	\$742

5.0 SmartCover[®] System Description

5.1 Basic Remote Field Unit Hardware

Each SmartCover System includes the following basic remote field unit (RFU) hardware components delivered with each system. Other hardware configurations are available.

- One (1) E-Box system control
- One (1) Ultrasonic Distance Sensing Module (DSM) with connecting cable.
- One (1) communications antenna for direct connection to the Iridium Satellite System.
- One (1) PowerPack[™], a proprietary high-power density lithium thionyl chloride battery
- One (1) bracket kit for either mounting flat to the underside of the manhole cover or for mounting to the manhole cover vein.
- One installation kit containing all hardware and accessories necessary to mount a single system

Component Descriptions:

E-Box System Control

The E-Box is the system control containing the digital satellite radio, computer and signal processing components. It is fully potted and can be completely submerged in water (IP-68 rated) It is housed in an, ABS enclosure and shock tested to 10 G's.



SmartCover® E Box Control

PowerPack™

The PowerPack™ is a high power-density battery system designed for reliable, consistent delivery of power in the harsh wastewater environment. It is housed in a urethane coated pack containing Lithium Thionyl Chloride primary batteries. Typically, the PowerPack™ provides at least two years of life and generally longer under normal operating conditions. PowerPacks have a 10-year shelf life prior to use.



SmartCover® PowerPack™

Distance Sensing Module (DSM)

The distance sensing module is an ultrasonic distance sensor. It is enclosed and sealed in an ABS housing. It is fully potted and completely water-proof, meeting IP-68 standards. The crystal controlled oscillator sensor is self-calibrating for temperature fluctuations.

There are two distance ranges available.

- The standard range senses between 4" and 79"
- The long-range sensor's range is 11" to 240".



SmartCover® DSM

The DSM has two standard cable lengths of 15' and 25'. Custom lengths are available, application dependent, up to 300'. SCS Application Engineers are available to assist users to determine the correct DSM range, uses and cable lengths.

E-Series™ Antennae

The E-Series™ antennae include the "E-Square" and the "E-Dot" types. Both are traffic rated and designed to mount directly to the manhole cover or vault lid. They communicate directly to the Iridium® Satellite System and do not require any intermediary devices for boosting signals. The antennae are secured to the top of the manhole cover using a high strength, two-part acrylic adhesive specifically designed for high stress, structural applications.



E-Square™

The E-Dot antenna is for cold-weather climates where snow plow operation occurs and are designed to be mounted below the manhole profile.



E-Dot™ Antenna

The E-Square antenna is a road-reflector type used in areas where there is no opportunity for dislocation from such hazards as snow plows.

Mounting Bracket Kit

The mounting bracket is a ruggedized, corrosion resistant assembly designed to protect and secure system components. The bracket is secured with two stainless steel bolts whereby the installer drills two ¼" holes into the cover. The bracket is designed in such a manner such that **NO CONFINED SPACE ENTRY IS REQUIRED FOR INSTALLATION**. The hard-anodized aluminum housing protects the PowerPack and the E-Box control. The DSM (distance sensing module) is connected to the E-Box and suspended via a cable, typically over the invert.



Bracket with kit



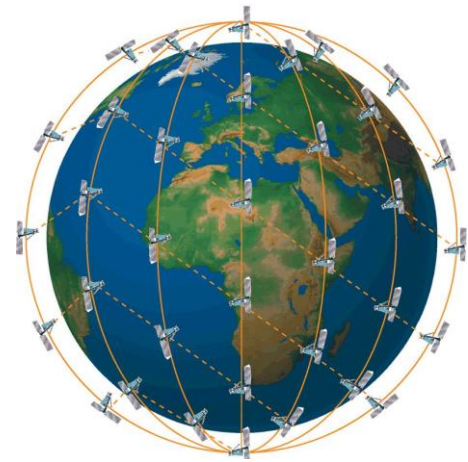
Mounted Bracket

5.2 Communications

The SmartCover® System™ uses the high reliability, highly secure **Iridium Satellite System** as its communications backbone. Iridium is a state-of-the-art communications system consisting of 66 Low Earth Orbiting (LEO) satellites. It has global, redundant coverage and is known to provide highly superior connectivity to that of terrestrial systems such as GSM, GPRS and other cell phone based systems. Iridium has a very strong record of performance and reliability. It is used by the US military for its reliability. Iridium is currently launching Iridium NEXT, the next generation of LEO communication satellites.

Iridium Satellites are in orbit across the globe and assured connectivity is achieved requiring but a small fraction of the available horizon. SmartCovers are able to communicate in challenging locations with such impediments as tree canopies, overpasses or buildings.

SmartCover® data is highly secure with servers using 2048-bit encryption. These are redundant servers located in a climate controlled, secure facility with emergency power to prevent any interruptions. Servers store historical communication, all system generated and associated data, and data access information. Being a “cloud” based system; data is available at all times through a browser from a computer, tablet or phone. Users can access data through any web browser to the server via encrypted data and send notifications directly to the user.

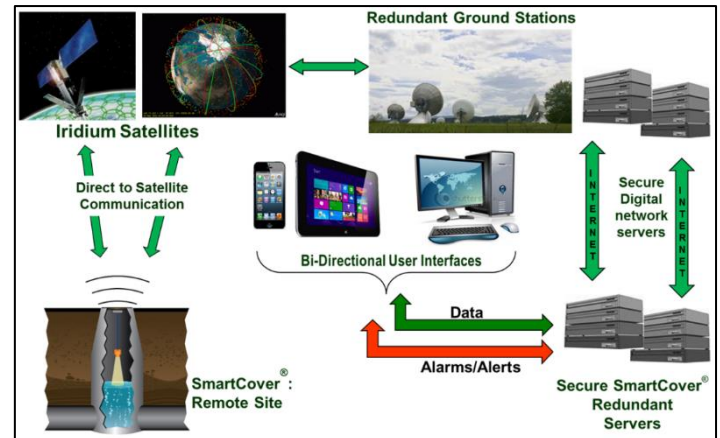


Iridium Satellite Constellation

Communications Architecture

The following diagram illustrates the structure of the SmartCover communications architecture. The SmartCover remote field units communicate directly to an orbiting satellite. The communication signals are then sent to Iridium earth link stations and then to SCS secure servers.

For alarm signals, they are subsequently sent to the Customer via cell phone, Smart Phone, digital pager and/or to computers via the internet. It is possible to have alarms sent to a central control room as well.



SmartCover® communications system architecture

SmartCover® communication is *bi-directional* and the user has control over the remote sites. A major benefit of the SCS system is that data acquisition, alarms and system setting changes are enabled *remote from the installation site*, saving time and resources. For example, the alarm level settings can be accessed via the dedicated user website to be changed or disabled. Changes to these settings are communicated from the SCS servers through the Iridium system and to the SmartCover® System™ at the designated site.

5.3 Data Handling and Analysis

The SmartCover® System™ monitors continuously 24 hours per day, seven (7) days per week. SCS has cumulatively acquired more than 15,000 years of data and experience with this basic measurement protocol to assure users that this methodology is extremely sound, robust and reliable for ongoing data acquisition and alarming functions.

Measurement Frequency

The following are the default measurement frequencies for delivered systems. Measurement frequencies can be changed between once per minute to once per hour, based on the application need. Consult with a SCS Applications Engineer to determine the proper measurement frequency for your application.

Measurement Frequency

SmartFLOE®

- The SmartFLOE® System™ takes a measurement every 5 (five) minutes. If the measured level is below the pre-set alarm level, then the cycle begins again.
- The SmartFLOE® logs readings every 5 (five) or 10 (ten) minutes measurement cycle.
- These readings are “batched” and sent once every 60 (sixty) minutes or 1 (one) hour via satellite to the server and stored for user access such as trending and analysis

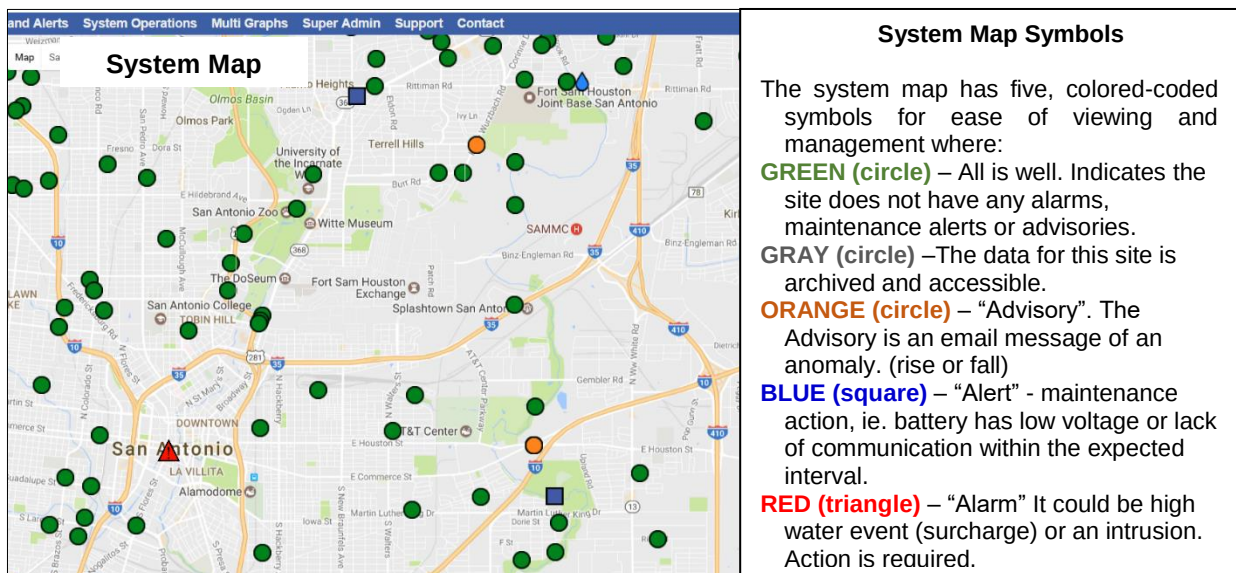
Alarming

If the SmartCover® System™ measures and senses that the water it is *above* the alarm level, an alarm notification is sent to the designated users and by a pre-established communication protocol i.e., text message to a mobile device or an email message to a computer. Alarms through cell phones or pagers are via Short Message Service (SMS), or Smart Phones and emails via email messaging. Alarms will continue to be sent until acknowledged. The system will continue to monitor, even though the alarm has been acknowledged. Note: a dedicated direct-from-satellite handheld system is available option for highly critical communications. Contact SCS for more information.

A LEVEL MEASUREMENT IS TAKEN EVERY 5 MINUTES AND DATA IS UPDATED ON THE SERVER EVERY HOUR. IN THE EVENT OF A HIGH-WATER EVENT, THE ALARM IS SENT THE NEXT TIME A LEVEL MEASUREMENT IS MADE. THE LONGEST TIME BETWEEN THE TIME THE WATER REACHES THE ALARM LEVEL AND WHEN THE ALARM SOUNDS IS 5 MINUTES.

Graphical Data

The website is accessed by designated users through a secure portal and using a user name and password. Upon login, a map of the system appears as shown below.



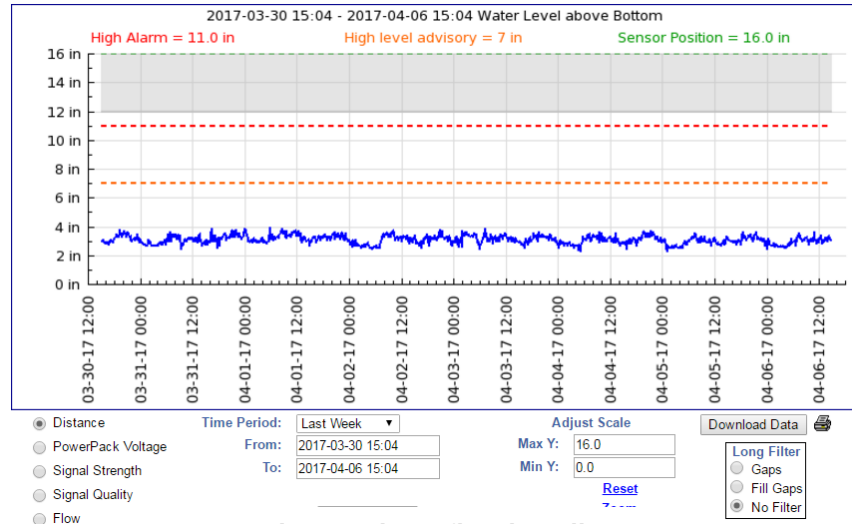
Site Graphs 1 and 2

SmartFLOE data may be viewed as inches or gallons, with the click of a button. A user may access any remote site by clicking on the map or on the address location.

Site Graph-1

As an example, the graph to the right illustrates level in inches (y-axis), and date/time (x-axis), flow levels (blue line), and the alarm setting (red line), and the advisory setting (orange line). We see in this case flow levels are below the alarm.

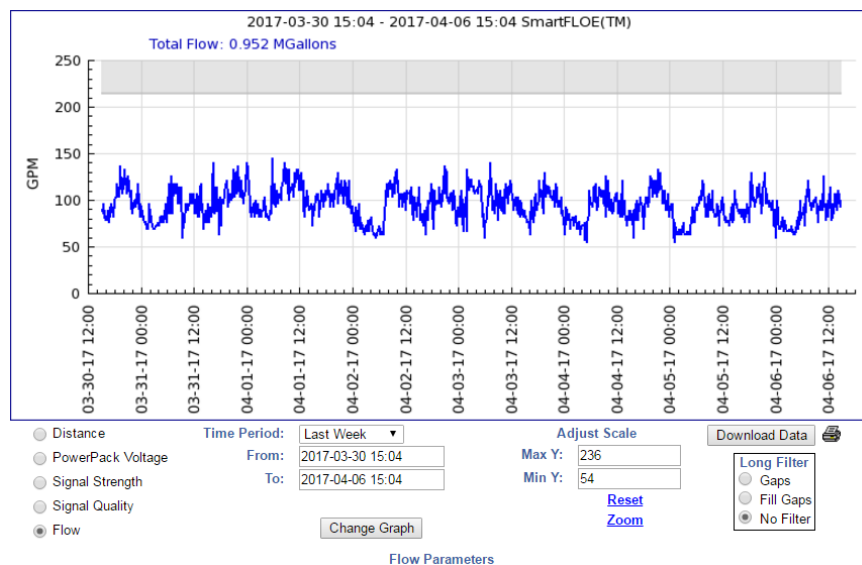
Site Graph 1 – flow in inches



Site Graph 2 – flow in gallons

Site Graph-2

Any FLOE graph may also be viewed with GPM (y-axis), date/time (x-axis) and the flow level as the blue line. This is achieved by the click of the Flow button on the lower left corner of the graph page. This graph is the same data shown in Graph 1 in flow format.



5.4 System Installation & Activation

Installation

It is most important to note that the SmartCover installation **does not require confined space entry, per OSHA 1910.146**. Because of the unique and patented design, a SmartCover® RFU installation is inexpensive and takes less than one hour for physical installation. THE existing manhole cover or alternative covers may be used for installation. The antenna is mounted to the top of the cover or lid and the mounting bracket, and the PowerPack and E-Box bracket with the DSM connected to the E-Box, to the bottom of the manhole cover.

The antenna is mounted and secured with a high strength, MIL-Spec grade, two-part adhesive and a hole is drilled to feed the antenna wire to the underside where the E-Box control is located.

The bracket is mounted to the underside by drilling two holes into the cover or lid. Two stainless steel screws secure the bracket. The DSM is connected to the E-Box control and it is suspended and aligned to the flow target area i.e., the invert, providing a means to **monitor water levels in the invert**.

On-site testing of the communication link is performed to ensure that the unit is operational. Installation can take place on-site, or offsite with a replaced manhole cover. Typically, the Customer will provide personnel and equipment as appropriate, and traffic control as required by local regulations and safety of field personnel.

Activation

After the physical installation of the SmartCover® (SmartLevel or SmartFLOE) remote field unit, the following actions bring full functionality to the SmartCover® System™. SCS technicians will assist with all installation activation as part of our standard service protocol.

SmartCover® Activation: Customer Actions

- Upon receipt of a Purchase Order, the user will receive a questionnaire to obtain the site-specific information necessary to perform the SmartCover® service set-up. Proper system operation is dependent upon receipt of required information.
- This site information is used as part of installation where communication will be tested to verify functionality.

SmartCover® Activation: SCS Actions

- At the SCS technical Support offices, the secure Customer web site is set up including a private account and database on the SCS secure server.
- The customer web site is configured with SmartCover® System™ locations, applications, and users, including various user levels.
- Initial population of the Customer SmartCover® database with site specific information is performed.
- Registration of the SmartCover® System™ wireless radios with the network and setting the customer default system operational parameters is performed.

Training

Training is provided after completion of the installation process. Once on-site personnel are trained, SCS will be available to provide additional web site training remotely after the SmartCover® system has been installed and operational.

5.5 Active Site Management

Active Site Management (ASM) is a **compressive support service** for the SmartCover® System™. It includes software support, satellite connectivity and ongoing technical support with these three elements described below.

It is an annual, per site service provided by SCS. ASM includes but is not limited to:

- **Website hosting-** initial set-up and ongoing hosting of all software and customer data. Note that all data is owned by the customer.
- **Website / Software Upgrades-** from time to time SCS provides new features and tools at no charge including such features supporting improved analytical tools, improved graphical tools and new reports.
- **Website maintenance** – maintaining the secure servers on which your web site resides, and providing free upgrades to the web sites as they become available.
- **Standard Reports** - SCS will support Customer in the preparation of these reports for management or regulators
- **Technical Telephone Support** - This service is offered by the SCS Technical Services team from 7am to 5 pm Pacific time and with additional support from local representatives.
- **Management Oversight**
 - SCS will send automatic notifications of alarms, advisories and alerts. Customer is responsible for acknowledging and responding to the above notifications. The SCS Technical Services team monitors the proper operation of all installed systems including battery voltage, the radio signal strength and the communication to/from the systems.
 - SCS coordinates the appropriate service to repair any components in the field with you or the local dealer
- **Alarm Processing** – maintaining the infrastructure of the alarm contact system.
- **After Hours Support** – on an as-needed basis. Contact SCS for details
- **Wireless Communications Connectivity** – Access to the two-way, wireless satellite network.

Product Improvements

The SmartCover® is continuously improving, adding new features and functions. SCS often uses customer input to add new features. Product improvements are backwards compatible to existing satellite systems. There is no charge for these improvements as they are part of the annual ASM.

SmartTrend™

SmartTrend™ is an analytical, patented addition to **SmartCover®** that notifies and enables users to anticipate events at remote monitoring sites. **SmartTrend™** automatically scans each remote site to assess data trends and changes in water level patterns. Should it see an “anomaly”, it provides users an Advisory email message. This important addition to the **SmartCover® System™** means that users now have the most advanced predictive method available identifying future issues such as SSO days or even weeks *before they occur*.

6.0 Additional Terms & Conditions, Limited Warranty

Mutual Hold Harmless

SCS agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Customer from any and all claims that may arise, or damages that may result, to SCS or SCS staff to the extent caused by SCS's negligence during the performance of this contract. Customer agrees, to the fullest extent permitted by law, to indemnify and hold harmless SCS, its officers, directors, employees and subcontractors (collectively, SCS) from any and all claims that may arise, to the extent caused by the Customer's negligent acts in connection with the installation, operation, or use of the SmartCover[®] System[™], and the acts of its contractors, subcontractors or consultants or anyone for whom the Customer is legally liable. Neither SCS nor the Customer shall be obligated to indemnify the other party in any manner whatsoever for the other party's negligence.

Loss of Communications

Customer acknowledges that SCS is not responsible for the loss of wireless communication or internet communications or any communications used in the operation of this system.

Advisory Only

The SmartCover[®] System[™] is an advisory service only. As such, SCS and its founders, owners, or staff are not responsible for any damage of any kind or from any cause whatsoever that may result from, in relation to, in connection with, due to, or as a result of the installation or operation of the system, including without limitation, equipment failure, or any consequential damages caused by, or resulting from, the use or installation of the SmartCover[®] system.

Limited Warranty

The equipment components of the SmartCover[®] System[™] are warranted free from material defects of material and workmanship for a period of one year from the date of installation. Unless otherwise stated, the SCS warranty herein is a parts-only warranty. Should the Customer discover any condition that might invoke a warranty claim, they are to expeditiously and without delay notify the SCS Technical Services group. Upon notification, SCS will assess and instruct the user on follow-on actions. Should a component fail as a result of a defect in material or workmanship, SCS will replace the component or repair it at the SCS location. For all valid warranty claims, as determined by SCS, reasonable freight charges to and from Customer shall be paid by SCS. In all cases, SCS shall determine the shipping method and/or carrier unless otherwise agreed to in writing by Customer and SCS. Upon approval of a warranty failure by SCS, SCS will either repair or replace the defective component at SCS' sole discretion.

The foregoing warranty is exclusive. Repair or replacement in the manner provided above shall be the sole and exclusive remedy for breach of warranty and shall constitute fulfillment of all liabilities of SCS with respect to the quality and performance of the products. This warranty does not cover damage or repairs or replacements by any cause beyond the control of SCS, including acts of nature, improper use, lack of proper maintenance, vandalism, or unauthorized repair. SCS shall not be liable for any actual, exemplary, indirect or consequential damages, including damages for loss of goodwill or profits and/or losses, that stem from a failure or malfunction of the SmartCover[®] System[™].

SmartCover[®] Systems[™] does not provide traffic control. Customer must provide traffic control for installation and servicing of all units.

In no event shall SCS's liability, whether in contract or in tort (including negligence and strict liability), exceed the price of the Product from which such liability arises.

7.0 Acceptance

The undersigned have read, acknowledge and agree to this offer.
Please include this entire document with Purchase Order.

Signatures

W C Equipment Inc.
4324 Brogdon Exchange
Suite 100
Suwanee, GA 30024

City of Villa Rica

Signature

Signature

Stanley Mize
Sales Georgia

Printed Name

Title

Date: March 13, 2018

Date



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Evaluation of Sewer Lift Stations by Brennan Jones Engineering Associates

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/23/2018

PREPARED BY: Tom Barber

AMOUNT: \$81,251.00

GL ACCOUNT #: 505-4440-521200 Distribution/Collection – Professional Services

PURPOSE: To engage an engineer to perform the following tasks:

1. Examine and photograph each of our 31 lift stations in order to make a detailed engineering evaluation of each one, focusing especially on the station's total and available capacity.
2. Assist in the acquisition of a subcontractor who will remove each pump and perform a mechanical evaluation, including all control mechanisms.
3. Visually inspect each pump after it has been removed, and to oversee the overall work of the subcontractor.
4. Take our existing lift station information and add to or correct using the data and photos collected during this effort.

BACKGROUND: The City engaged Brennan Jones Engineering to assist us with site review during the transition from Janet Hyde to Bobby Elliott in the Community Development office. Brennan also has significant lift station experience, and as you'll probably recall, is a resident of nearby Winston.

This is important for two reasons: The engineering evaluation requires on-site visits that take about four hours each. That will require at least 15 trips to Villa Rica.

In addition, the mechanical evaluations, including the removal and reinstallation of each pump, will also take approximately four hours per lift station. In order to someone to oversee the last portion of each of those efforts, they will be required to make another 30 trips to the City.

This item was not included in the 2018 Water and Sewer budget, and GEFA funds will not be available for it this year. We will therefore have to out-perform the budget with new water and sewer tap fees in order to generate the necessary funds.

STAFF RECOMMENDATION: City staff has developed a working relationship with Brennan and has confidence in his ability. Contracting directly with him without going through the formal bid process is in the City's best interest. We solicited the services of another engineering firm for

similar work in the Liberty Road/Pool Road area, and found their pricing per lift station to be similar to Brennan's proposal.

Staff therefore recommends that we engage Brennan Jones Engineering Associates to perform an engineering evaluation of our lift stations, oversee a mechanical evaluation of the stations components, and to document the findings.

IMPACT: This effort will enable us to identify the specific problems in each lift station and to develop a plan to replace undersized pumps, install missing bypass lines, expand lift station capacity, replace defective control mechanisms, etc. It will also enable our new maintenance mechanic in the sewer plant to quickly become familiar with the strengths and weaknesses of each of our stations.

Failure to move ahead with this examination will have many negative consequences. The most significant might be that we will continue to be uncertain if we can support the new construction that is being purposed throughout the City.

MOTION: I move that we engage Brennan Jones Engineering Associates to conduct and oversee an engineering and mechanical evaluation of our 31 lift stations for a fee not to exceed \$81,251.00.

**AGREEMENT FOR ENGINEERING SERVICES BETWEEN
CITY OF VILLA RICA, GEORGIA AND
BRENNAN JONES ENGINEERING ASSOCIATES, LLC
FOR
SANITARY SEWER SYSTEM PUMP STATION CAPACITY INVESTIGATION**

WORK ORDER NO. 17003.05

This Work Order has been prepared in accordance with the Agreement for Engineering Services between Brennan Jones Engineering Associates, LLC and City of Villa Rica, Georgia, dated September 15, 2017.

Scope of Services

As part of this work order, BJEa will perform two tasks including the following:

Task 1 - Engineering/capacity evaluation of approximately 31 lift stations. Data from various sources including GIS data, Record Drawings, Maintenance Records, etc. will be collected, compile and evaluated for each pump station. BJEa will perform site visits to each pump station, photo document and sketch the sites, wet well, valve pit, record pipe sizes, and record nameplate data available. In addition, at each site BJEa will perform draw down testing and or flow testing using alternative methods such as confirming flow from pressure gauge readings compared to pump curve data, or flow meter readings. The force mains from pump stations will be inspected and locations of Sewage Air Release Valves will be identified. Using data from GIS and other sources, for force mains, BJEa will prepare engineering calculations to verify flow and Total Dynamic Head (TDH) conditions for each pump station. A report of findings will be prepared for each pump station site, which will include data collected, photographs, flow measurements and pressure readings, assessment of the condition of the pump station and recommendations for maintenance or repairs. Upon completion, of the pump station evaluation field work and engineering study, BJEa will prepare a comprehensive report, which will compile findings of the study and provide recommendations for maintenance and capital improvements.

Task 2 – Solicitation and oversight of a mechanical contractor for evaluation of each pump station pumps and controls. BJEa will assist the City with obtaining the services of a qualified pump station maintenance company that will be responsible for pulling, cleaning and inspection of pumps. At each site, equipment will be photo documented before and after cleaning and nameplate data will be recorded. Pressure gauge readings will be recorded and pressure gauges will be tested and/or verified for accuracy. For submersible pump stations, the mechanical inspection and field maintenance will include partial disassembly of the pumps to permit inspection of the impeller and volute. In addition, the services of the contractor will include inspection and testing of the pump control panel to ensure that all components are properly functioning. After submersible pump equipment has been re-installed the pump station will be tested to ensure proper performance of the equipment. If repairs beyond normal maintenance and inspection activates are required or recommended, the contractor will prepare a list of recommended maintenance for authorization by the City.

In addition, for above-grade pump equipment, the contractor will inspect pumps and priming systems. The contractor will test and or verify pressure gauge readings of existing pressure gauges using a new gauge. Routine maintenance, such as addition of oil, grease lubrication, replacement of vacuum bulbs if parts are on site, etc. will be performed while on site. If maintenance is required or recommended, the contractor will prepare a list of recommended maintenance with cost for authorization by the City.

At each site the need for bypass pumping will be evaluated and if bypass piping is not present, BJEa will prepare details for installation of bypass connections by the contractor. The extent of design and construction for bypass connections are not known at this time.

This task will include solicitation assistance and engineering oversight of mechanical contractor services. The cost of mechanical contractor services will be determined at the time of solicitation of those services.

Schedule

Task 1 – Based on the scope of services for engineering/capacity evaluation of approximately 31 lift stations, outlined above, a schedule of 6-months is recommended to complete the work. We understand that a portion of the work associated with the Liberty Road-Poole Road area needs to be initiated immediately. That portion of the work can be completed with 3 weeks following authorization.

Task 2 – Solicitation and Oversight of mechanical contractor services is anticipated to run concurrent with Task 1 services. We anticipate that contractor services can be solicited within 3 weeks and the work can proceed thereafter. Mechanical contractor services are anticipated to require 6-months to complete. The schedule for construction of bypass connections, where required will be determined during the implementation of this task.

Fee:

Payment shall be amended by a not to exceed time and expense contract amount as indicated below:

Task 1 - Engineering/capacity evaluation of approximately 31 lift stations. \$62,651.00.

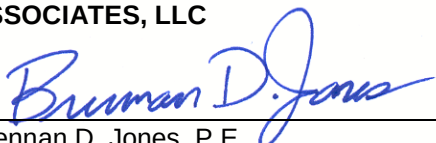
Tasks 2 – Solicitation and oversight of a mechanical contractor evaluation of each station pumps and controls. \$18,600.00.

NOTE: if time and expense contract, work order will be accompanied by CONSULTANT's most current schedule of charges.

OWNER and CONSULTANT have caused this Agreement to be amended by representatives duly authorized to act, all as of the effective date of March 22, 2018.

PREPARED BY: _____ Date _____
(OWNER's REPRESENTATIVE)

CONSULTANT
**BRENNANJONES ENGINEERING
ASSOCIATES, LLC**



Brennan D. Jones, P.E.
Principal

Date March 22, 2018

OWNER
CITY OF VILLA RICA, GEORGIA

Tom Barber
City Manager

Date _____

Engineering Budget

SANITARY SEWER SYSTEM PUMP STATION CAPACITY INVESTIGATION

City of Villa Rica, GA

571 W. Bankhead Highway

Villa Rica, GA 30180

Hourly Rate

155 135 85 60

Task Description	Personnel Hours					Budget			
	Principal (PE)	Sr. Engineer (PE)	Staff Professional / CADD Technician	Admin Assist / Clerical	Total Hours	Labor	SubConsultants	Reimbursable Expenses (Travel, Copies, etc.)	Total
Task 1 - Engineering/capacity evaluation of approximately 31 lift stations (Hourly)									
Field Investigation, Documentation	90	72			162	\$ 23,670.00	\$ 8,100.00	\$ 766.00	\$ 32,536.00
Engineering Evaluation	116	24			140	\$ 21,220.00			\$ 21,220.00
Report Preparation	44	6			50	\$ 7,630.00			\$ 7,630.00
Meetings Owner Representatives	8				8	\$ 1,240.00		\$ 25.00	\$ 1,265.00
Subtotal	258	102	-	-	360	\$ 53,760.00	\$ 8,100.00	\$ 791.00	\$ 62,651.00
Task 2 - Solicitation and oversight of a mechanical contractor for evaluation of each pump station pumps and controls (Hourly)									
Contractor Solicitation Services	16				16	\$ 2,480.00			\$ 2,480.00
Contractor Field Oversight	50	33			83	\$ 12,205.00		\$ 170.00	\$ 12,375.00
Miscellaneous Engineering Design (Bypass Connections, etc.)	20				20	\$ 3,100.00			\$ 3,100.00
Meetings Owner Representatives	4				4	\$ 620.00		\$ 25.00	\$ 645.00
Subtotal	90	33	-	-	123	\$ 18,405.00	\$ -	\$ 195.00	\$ 18,600.00
Grand Total	348	135	-	-	483				\$ 81,251.00



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Position Reclassification – Library

AGENDA DATE: 04/03/2018

DATE PREPARED: 03/22/2018

PREPARED BY: Stephanie Rooks/Sarah Hefty

AMOUNT: \$3,350.70 for FY 2018

GL ACCOUNT #: 100-6510-511100

PURPOSE: Reclassification of the Senior Library Assistant to Assistant Library Manager. Resulting in a pay grade update from a grade 14 to a grade 22. Based on the level of responsibility of this position the Fair Labor Standards Act classification would change from non-exempt to exempt (hourly to salary).

BACKGROUND: The incumbent employee has served as the Interim Library Manager at least twice, most recently from June 2017 to February 2018. The funding is currently available in the Library's personnel services line item. The availability of the funding is due to salary savings from two positions. The first is a budgeted full-time position that is filled with a part-time employee. We have savings from the employee working less hours as well as for their benefits. The additional savings are from the position in question, which is budgeted at a higher level than is currently being paid.

STAFF RECOMMENDATION: Staff is recommending approval of the reclassification, change in paygrade, change in and FLSA classification from non-exempt to exempt, as well as the salary increase for the incumbent employee.

IMPACT: This action will impact the library operations, making them more efficient and improve the reporting structure of the library. The Assistant Manager assuming more advanced level duties such as supervision, will allow the library staff to focus on outreach and community relationship building.

MOTION: I make a motion to approve the reclassification of the Senior Library Assistant to Assistant Library Manager, change the paygrade from a 14 to 22, adjust the salary for the incumbent employee, and change the position from non-exempt to exempt.

Assistant Library Manager Job Description

DESCRIPTION:

The Assistant Branch Manager is a key member of the Villa Rica Public Library service staff and reports directly to the Branch Manager.

The Assistant Branch Manager helps in the direct supervision of all public service areas of the library branch including; Children's Services, Teen Services, Information Services, Volunteer Services, and Circulation Services.

This position requires work of detailed complexity and involves a high degree of independent judgment and interpretation of library policies and procedures. The Assistant Branch Manager communicates effectively with the Branch Manager in the planning, administering and managing all tasks involved with the daily operation of the library.

PRIMARY DUTIES:

- Assumes the responsibilities of the library manager in his/her absence.
- Assists in managing personnel, daily operations, and processes in the public services areas of Children's, Teen, Information, Volunteers and Circulation.
- Manages library volunteers including training and scheduling.
- Provide support at public service desk.
- Promotes library services, collections and policies to community groups, public officials, professional groups and the general public.
- Effectively maintains a positive customer service work environment among the branch staff.
- Provide data and review statistical reports.
- Effectively handles customer service issues.
- Abides by the service philosophy, code of ethics, and other policies of the West Georgia Regional Library System.
- Keeps current with future trends and issues affecting public library service.
- May attend professional conferences, meetings and workshops.
- Completes other duties as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

- Must have a good working knowledge of all aspects of public services in a public library system.
- Must have excellent people skills in order to best handle all library patrons, vendors, contractors, telephone callers, etc. with good customer service behavior.
- Must possess the ability to maintain excellent organizational and planning skills.
- Must possess the ability to meet deadlines in a timely manner.
- Must have an excellent ability to understand and interpret library policies and procedures to implement in any situation.

Assistant Library Manager Job Description

- Must be able to establish and maintain effective working relationships with a diverse local community and diverse library personnel.
- Must possess the ability to effectively communicate both orally and in writing.
- Must be able to operate office equipment such as scanners, copiers and faxes.
- Must have a high comfort level with current technology such as smart phones and e-readers.
- Must have above average ability computer skills and ability to work with WINDOWS and Microsoft Office programs.
- Must have proficient use of a personal computer with ability to type, file both alphabetically and numerically and perform data entry.
- Must have working knowledge of operating an ILS such as EVERGREEN.
- Must have the ability to work in an open environment of information and communication that is non-judgmental of staff or patrons' race, religion, sex, creed, position, viewpoints, education, lifestyle, social status, appearance, cultural background, or heritage.
- Must have the ability to sit or stand for prolonged periods of time and the ability to do repetitive movement.
- Must be able to push and pull loaded book trucks weighing up to 100 pounds, lift 25 pound book crates; and the ability to bend, stoop, reach, and climb.

MINIMUM REQUIREMENTS:

- Bachelor's degree
- Current State of Georgia Driver's License.
- Minimum 2-3 years progressively responsible library experience.
- Demonstrated successful ability to lead.
- Demonstrated successful customer services skills and experience.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: July 3rd Contract for Entertainment Services – Head Games
AGENDA DATE: April 3, 2018

DATE PREPARED: March 19, 2018
PREPARED BY: Vicki D. Coleman, AICP, Director

AMOUNT: \$1,320
GL ACCOUNT #: 100-6130-523880

PURPOSE: The Department of Parks, Recreation, and Leisure Services is requesting approval of a contract between the City and Head Games to provide the concert's opening entertainment services for the city's July 3rd fireworks event.

BACKGROUND: The annual July 3rd fireworks event includes musical performances. The concert includes performances by two musical bands. This contract is for the opening band "Head Games". The contract amount is within the department's spending authority; however, it is presented to City Council for approval because of the service contract.

STAFF RECOMMENDATION: Approval

IMPACT: Approval

MOTION: To approve the Head Games contract for entertainment services in the amount of \$1,350.

CONTRACT FOR ENTERTAINMENT SERVICES

PAGE 1 OF 3

This contract is entered into by Gary Edwards on behalf of "Head Games – A Tribute to Foreigner", herein referred to as "the Band" or "Artist" and:

NAME: City of Villa Rica
ADDRESS: 571 W Bankhead Hwy
CITY: Villa Rica **STATE:** GA **ZIP:** 30180
TELEPHONE: 770-459-7011

herein referred to as "the Client" for the purpose of the client hiring the band to provide musical entertainment subject to the following provisions:

DATE: July 3, 2018
LOCATION: V-Plex – 1605 Highway 61, Villa Rica, GA 30180
TIME: 5:30 – 7:00 PM

PAYMENT FOR SERVICES

The Client agrees to pay for services rendered as follows:

Retainer	-	Waived per Gary Edwards
Upon commencement of engagement	-	\$1,350 made payable to Head Games Band LLC
Total fees not to exceed	-	\$1,350

PERFORMANCE RIDER SPECIFICATIONS

The Client agrees to provide for the Band or arrange with third parties for the provision of the following free of charge"

- Sufficient power for sound amplification (standard 115-120 volt, 15 amp power source - - 2 (two) separate circuits) within 25 feet of the location of the band.
- Sufficient space for the band to set up (approximately 125 square feet minimum).
- All sound and lighting production along with staffing to operate will be supplied by client or third party contracted by client.
- The band will supply a detailed stage plot to the client and/or production manager NLT 1 week (06/23/2018) before performance.
- The band will provide all back line equipment necessary for performance.

CONTRACT FOR ENTERTAINMENT SERVICES

PAGE 2 OF 3

- Water and non-alcoholic refreshments and food provided for the band, free of charge.
- Backstage, or equivalent, greenroom or dressing room will be provided for the Band by the Client.
- Access, parking, egress to and from the location of the performance and sound check at least one (1) hour prior to scheduled commencement of entertainment.
- Approvals from all appropriate jurisdictions for the broadcast of amplified sound. (Discontinuation of a performance by local authorities in no way mitigates the client's requirement to pay for services in full).

The Client is responsible for providing adequate security. The Band is not responsible for any damage caused to electrical circuitry, Client or house supplied equipment (extension cords, generators, circuit breakers, fuses, public address systems etc.) or any damages to the client's or third parties property caused by guests, attendees or the band. These liabilities are borne solely by the client.

All promotional material will include the following information:

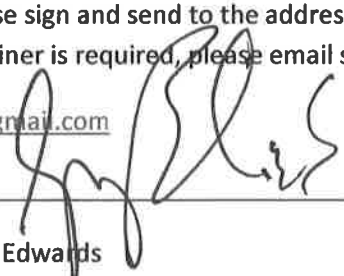
- Date and time of event
- Age restriction or state that it is an all age show
- Band name and logo (if provided by the band in time for collateral printing) is permitted.

The Band reserves the right to substitute any member of the Band unable to attend, at the Band's discretion. In the event the Band is unable to perform, all retainer moneys will be returned to the Client less the cost of show promotion and show cancellation costs, not to exceed a withhold of 30% of the retainer.

The balance of Client and Band responsibilities and agreements are summarized in Exhibit A attached to this agreement. Please sign and send to the address below with a check for the appropriate amount to secure the date or if no retainer is required, please email signed copy to:

headgamesatl@gmail.com

THE BAND: _____


Gary Edwards
Head Games – A Tribute to Foreigner
2310 Piedmont Forest Dr.
Marietta, Ga. 30062
(770) 403-1328

CLIENT: _____

Name/Title: _____

CONTRACT FOR ENTERTAINMENT SERVICES

PAGE 3 OF 3

EXHIBIT "A"

STANDARD TERMS AND CONDITIONS

The Client and the Band agree that the following provisions are a part of their agreement

1. **TIME, FEE AND COST ESTIMATES:** Fees are quoted as fixed fee figures and are considered not to exceed figures without approval, written or verbal by the Client. Any tips, gratuities offered to the Band or material benefits voluntarily provided by attendees of the performance for the Band become the sole property of the Band. The Band will make every effort to comply with the time estimates provided, but is not responsible for any inaccuracies due to factors beyond its control.
2. **PAYMENT, BREACH, ATTORNEY'S FEE:** Fees and all other charges (including direct costs), will be due and payable in full upon completion of the performance. In the event any invoice or portion of the fees due are unpaid 5 calendar days following the Band's performance scheduled for the above date, the amount owed shall be considered delinquent. Delinquent amounts shall bear interest at the maximum non-usurious interest rate permissible by law or 25% per annum, whichever is higher, from the performance date until paid in full. In the event of delinquency or non-payment, the band, at its discretion, may suspend all further performances, and will so notify client. In the event payment is not received within five (5) days of our notice of your overdue amount, the Band may deem this Agreement to be breached, retain all sums received from client to date of breach and client shall be liable to the Band for its damages resulting from such a breach. In the event of litigation in respect to payment, the prevailing party in any formal litigation proceedings shall be entitled to reasonable court costs and attorney's fees.
3. **PERFORMANCE:** The Band will perform one approximately 90-minute set. At the discretion of the Band, the performance due the Client pursuant to this Agreement may be withheld until all sums due the Band have been paid.
4. **WARRANTIES:** The Band makes no warranty, either expressed or implied, as to the nature of the performance or specifications, except that they were promulgated in accordance with generally accepted practices within the industry.
5. **AMENDMENT OF AGREEMENT:** This Agreement of which these terms and conditions constitute a part, comprise the entire Agreement of the parties with respect to the subject matter hereof. No conditions or representations, altering, detracting from, or adding to the terms hereof shall be valid unless printed or written hereon, or evidenced in writing by the other. Purchase orders or similar documentations issued by the client are solely for the purpose of signifying acceptance of this agreement and authorizing payment hereunder.
6. **ASSIGNMENT:** Neither party shall assign this agreement without the consent of the other.
7. **INVALID PROVISIONS:** In the event any provision of this agreement shall be held to be invalid or unenforceable, the other provisions of this agreement shall remain valid and binding on the parties.
8. **WAIVER:** One or more waivers of any term, condition or covenant by either party shall not be construed to be a waiver of a subsequent breach of the same or any other term, condition or covenant.
9. **CANCELLATION:** In the event that the Client cancels any performance less than four (4) weeks before the date of such performance, Client will pay Artist, as liquidated damages, one-half of the contracted fee under this Agreement. In the event that Client cancels any performance less than two (2) weeks before the date of such performance, Client will pay Artist, as liquidated damages, the full fee agreed to be paid for such performance. No such cancellation fees will be required in the event cancellation is the result of weather, orders by law enforcement or other government authorities, or actual or threatened natural or man-made disaster (for example, bomb threat, fire, flood, etc.) as long as the Client notifies the Band at least 24 hours ahead of scheduled start time.
10. **LAW GOVERNING JURISDICTION:** In the event of litigation on this agreement, the interpretation thereof, and all disputes or controversies arising hereunder, shall be governed by the laws of the State of Georgia, and brought and tried in Cobb County, Georgia.

[END OF DOCUMENT]



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Halloween Train at Pine Mountain Gold Museum
AGENDA DATE: April 3, 2018

DATE PREPARED: March 22, 2018
PREPARED BY: Vicki D. Coleman, AICP, Director

AMOUNT:
GL ACCOUNT #: 100-6172-523880

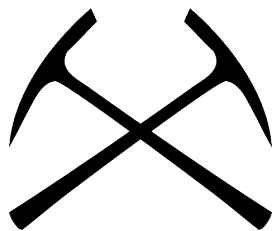
PURPOSE: The Department of Parks, Recreation, and Leisure Services is presenting for consideration the contract between the City and Supernatural Productions, LLC for the Halloween Train event at Pine Mountain Gold Museum.

BACKGROUND: The Pine Mountain Gold Museum hosts an annual Halloween Train event at Pine Mountain Gold Museum. The City has partnered with Supernatural Productions, LLC for this event since its inception. The contract as presented is for 2018 with an option for renewal in 2019. Pricing for the event includes \$13.00 plus tax for an adult and \$10.00 plus tax for children. The City shares revenue with the vendor at a rate of 45% per ticket used.

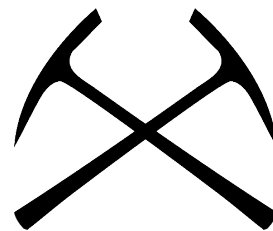
STAFF RECOMMENDATION: Approval

IMPACT:

MOTION: To approve the contract between the City and Supernatural Productions, LLC for the Halloween Train event at Pine Mountain Gold Museum.



PINE MOUNTAIN GOLD MUSEUM



1881 Stockmar Road, Villa Rica, Georgia 30180. Mine Office: 678.840.1445

SERVICE AGREEMENT

This agreement is made and entered into by and between: CITY OF VILLA RICA, “City” and Supernatural Productions LLC, “SPLLC,” or “Provider.”

For and in consideration of the mutual promises and obligation herein the parties agree as follows:

1. The Provider will maintain adequate insurance for event/activity performed.
2. The Provider will supply all equipment and materials needed to ensure proper programming of event/activity performed, unless otherwise agreed upon.
3. The City shall have the right to approve all fees charged in connection with event/activity. It is the responsibility of the City to pay the amount agreed upon by both parties at the end of each event/activity.
4. The City shall have the right to cancel the event/activity upon notification to the Provider. Cancellations due to inclement weather, technical, or mechanical issues will result in non-payment

EVENT/ACTIVITY:

HALLOWEEN TRAIN 2018

LOCATION: City of Villa Rica. Pine Mountain Gold Museum. 1881 Stockmar Road, Villa Rica, Georgia 30180

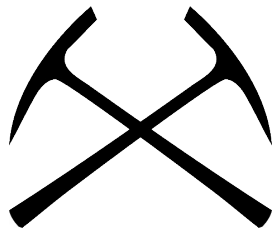
TIMES: Varies, see Service Agreement Addendum

DATES: Varies, see Service Agreement Addendum

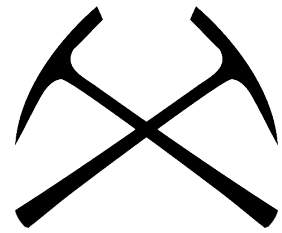
FEES TO BE PAID: 45% of used Halloween Train tickets. The Provider to be paid weekly via check after all of the receipts are processed, unless otherwise agreed upon.

City Representative/Date

Provider/Date



PINE MOUNTAIN GOLD MUSEUM



SERVICE AGREEMENT ADDENDUM

This service agreement does not include provision for the proposed 2018 Haunted House and/or 2018 Ghost Tours. The proposed 2018 Haunted House and/or Ghost Tour attractions will be administered under separate service agreements.

HALLOWEEN TRAIN 2018 with a renewal option for 2019

The Halloween Train will operate outside of normal hours every Thursday, Friday & Saturday night between **[see Train Schedule Addendum]** and **[see Train Schedule Addendum]** during the month of November and October 2018. The Halloween train will not run on Halloween (October 31, 2018 .) Halloween Train operations will include queue line entertainment in addition to the train ride.

Family Time: A “family-friendly” train will operate between 6:00pm and 7:15pm on all nights indicated above. There will be a break in train operations beginning after the 7:15 pm train and ending at 7:30pm to allow for a final check of the train, tracks, displays, and actors. During the 15 minutes between 7:15 pm and 7:30 pm all actors will take their assigned positions on the track and in the Queue.

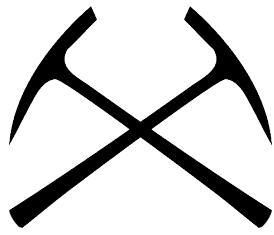
Scare Time: “Scare Time” will be from 7:30pm to 9:00, 9:30 or 12:00pm. The Provider must maintain constant and adequate communication with all actors, and volunteers during Scare Time.

Trains will run on a set schedule, departing the Pinetown Depot every 15 minutes beginning at 6:00pm and ending at 9:00, 9:30, or 12:00pm. Tickets will be provided and managed by Pine Mountain Gold Museum (PMGM) or their designee. All tickets are non-transferable and are only valid for the date and time indicated on each ticket. PMGM staff or designee will provide an advanced reservation system for ticketing and processing. PMGM staff will process, maintain, and collect all ticket stubs during boarding and unloading. Ticket pricing is set as follows: Family Time - \$10.00. Scare Time - \$13.00. Children under age TWO (2) are free with a ticketed adult. There is no discount for annual pass holders. City of Villa Rica employees receive no special discount per City of Villa Rica Municipal Code Article VI Section 2-183. Only tickets issued for the above event may be used and no one without a ticket will be allowed to board the train.

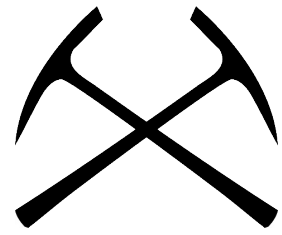
Ticket sales will continue during Family Time, and Scare Time until all available times and seats for that day have been sold. Then the Museum Store will begin to sell the next available ticket for the next available day's train and so forth until all seats are sold and season is sold out. Additional trains beyond those set in the master schedule will not be added, even if a date is sold out.

Rain, inclement weather, technical, or mechanical issues will result in cancellation. The decision to cancel due to weather will be made by the PMGM Manager in conjunction with the PMGM Engineer no less than ONE (1) hour before the beginning of any given day's train schedule. Notice of a cancellation will be published on the PMGM Facebook. PMGM will be responsible for contacting cancelled reservations by phone and or email.

PMGM Engineer & Conductor are exclusively responsible for boarding and unloading each train on the set schedule while enforcing all established safety routines. To ensure the safety of the public, actors and PMGM staff during boarding, unloading and all other operations the entire train platform past the chain barricades will be closed to all individuals except the PMGM Engineer, Conductor, and staff. The PMGM



PINE MOUNTAIN GOLD MUSEUM



Engineer & Conductor will have final authority on all decisions concerning safety, boarding & unloading during all operations. Failure to abide by safety regulations, or to follow instructions of any PMGM staff, volunteers, PMGM Engineer or Conductor will result in expulsion from the PMGM site.

Operation of any PMGM vehicle including train, golf-carts and ATVs is limited exclusively to properly trained PMGM staff. Use of the train to transport any material on the site is limited to regular operating hours and must not conflict with regular operations. The train will be operated by properly trained and certified PMGM staff only. Use of the train to transport materials on the site is at the discretion and convenience of the Engineer in charge and may be revoked at any time or any reason.

PMGM golf-carts are to be used to provide ADA accessibility only and are to be operated by properly trained and certified PMGM staff only. No PMGM vehicles other than the train may be operated on, over, or across the rail line. Authority to operate PMGM vehicles may be revoked by the Director, Engineer, or Museum Manager at any time, for any reason.

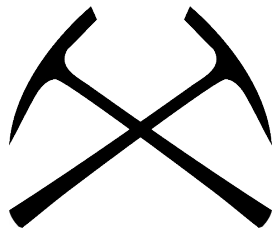
FIFTEEN (15) large bags of candy will be provided by the Department for distribution to the public and guests. The Provider will be responsible for managing the distribution of candy to guests in the queue line *before* guests board the train. FIFTEEN (15) cases of bottled water will be provided by the Department for distribution to Provider, and Provider's staff. The Provider will be responsible for managing the distribution of water. Any materials provided by the City for distribution for and or to the Provider, actors, volunteers, public, or Provider's staff is for consumption and not for resale.

The Department will award all volunteer actors and support staff with FOUR (4) complimentary tickets for their use. All complimentary tickets must be processed and scheduled by PMGM staff before their use. Provider must provide a complete list of volunteers and actors for PMGM staff to verify eligibility of complimentary tickets. No one is allowed to board the train without a valid ticket.

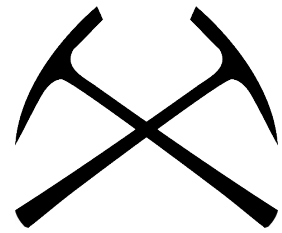
PMGM will report ticketing and financial information to the City on a weekly basis.

Supernatural Productions, LLC and or designee will provide the additional services/supplies:

- Queue line decorations, and entertainment. A minimum of FOUR (4) roving costumed queue line actors, a minimum of EIGHT (8) costumed track actors and any necessary support staff. Queue line decorations to be provided as predetermined;
- Yearly theme is to be maintained along 80% of timed train travel route. 2018 Ghost Train theme to be determined by separate agreement.
- All costumes, props, and lighting unless otherwise specified. PMGM Manager reserves final decision on disposition, suitability of specific costumes, scenes, and lighting.
- A minimum of 15 scenes around the track. Decorations must remain covered during normal operating hours, and during Family Time. All decorations must look presentable for normal operations as well as nighttime operations. All PMGM buildings must remain accessible for normal operations as well as nighttime operations;
- Train music. Music must be in CD *and* MP3 format to work with PMGM audio equipment. The Provider is responsible for all licensing and copyrighting of music and audio used on the Halloween Train;
- Assisting PMGM staff with marketing by promotion on social media, the Provider's website and the distribution of printed marketing materials;



PINE MOUNTAIN GOLD MUSEUM



- Issue a copy of the “*Ghost Train Safety Rules & General Regulations*” to all actors, volunteers, staff or designees. A form with signatures acknowledging receipt and understanding of the “*Ghost Train Safety Rules & General Regulations*” is to be returned to PMGM. The Provider is to emphasize with all actors, volunteers, and SPLLC staff that failure to abide by safety regulations, or instructions from any PGMG staff, volunteer, the PMGM Engineer, or Conductor will result in immediate removal from the PMGM site. PMGM staff will file a “*Ghost Train Safety Rules & General Regulations*” acknowledgement form with the Department. Form attached;
- Provider must have complete program, including all lights, special effects and related matter in place, tested, and ready for operations no later than the Wednesday prior to the season opening.

Supernatural Productions, LLC’s employees, actors, volunteers, staff or designees will observe the following requirements:

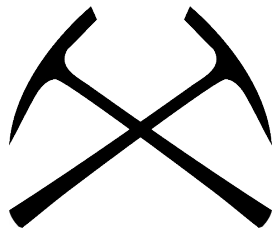
- All actors, volunteers, and Provider’s staff must fill out and submit the “*Ghost Train Volunteer/Actor Information*” form to PMGM. PMGM staff will file all “*Ghost Train Volunteer/Actor Information*” forms with the Department. Form attached;
- All actors, volunteers, and Provider staff are required to fill out and submit the “*Ghost Train General Release and Waiver*” form to PMGM. PMGM staff will file all “*Ghost Train General Release and Waiver*” forms with the Department. Form attached;
- All actors, volunteers, and Provider’s staff must remain until nightly closing times as specified by **[see train schedule addendum]** or by prior agreement with PMGM and SPLLC.

Supernatural Productions, LLC and or designees will observe the following special restrictions:

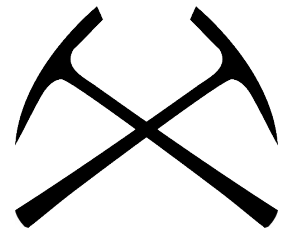
- ALL metal staples must be removed.
- Setup and break down is not considered complete until all metal staples, nails, clips, zip-ties, staples, and related matter are removed.
- Setup and break down is not considered complete until all trash is removed and PMGM facilities, including restrooms are returned to their pre-event condition. Unless otherwise agreed upon.
- The Museum must be returned to pre-event condition no later than Tuesday October 30th, 2018. Unless otherwise agreed upon.
- Ghost Train decorations, lights, and electronics must be removed and the grounds returned to pre-event condition no later than Monday November 5th, 2018. Unless otherwise agreed upon.
- Break down is not considered complete until inspected and signed off by PMGM staff or designee.
- The Provider’s final check will be held until written inspection report by PMGM staff or designee is filed with the Department.

City of Villa Rica or designee will provide the additional services/supplies:

- Trained and certified PMGM Engineer *and* Conductor for the duration of the Halloween Season;
- Museum attendants for the duration of the Halloween Season;
- Credit card processing for ticket sales during Halloween Season;
- Marketing materials, including posters, banners, flyers, and other matter. Marketing materials to include social media as well;
- Print ads before the event in the following publications: *Villa Rica News and Views*, *Chapel Hill News and Views*, *The West Georgia Shopper/Neighbor to Neighbor*;



PINE MOUNTAIN GOLD MUSEUM



- Extant fog machines, chillers, snow machines, bubble machines, and air compressors. All fog machines, chillers, snow machines, air compressors and similar materials are to be returned to PMGM at the end of the event;
- Fog Juice, EIGHT (8) bags of ice per day, snow fluid. The Provider is responsible for the distribution of any fog juice, ice, bubble formula, and snow fluid. Any unused fog juice, bubble formula, or snow fluid is to be returned to PMGM at the end of the event;
- Decorations as previously purchased by City of Villa Rica, including lights, Christmas lights, extension cords and props. All decorations, lights, extension cords, and props are to be returned to PMGM at the end of the event.
- Use of the PMGM theater and audio/visual equipment for the Provider's wrap party following event. Date and time of the Provider's wrap party to be determined by separate agreement;
- PMGM final inspection to take place no later than the morning of November 6th 2018. Unless otherwise agreed upon.



PINE MOUNTAIN GOLD MUSEUM



1881 Stockmar Road, Villa Rica, Georgia 30180. Mine Office: 678.840.1445

Addendum to “SERVICE AGREEMENT” Halloween Train Schedule 2018/2019

Halloween Train 2018

15 total dates, 3-days/week, 5-week season

DATE	TIMES
28 SEPTEMBER 2018	6:00 TO 9:00 PM
29 SEPTEMBER 2018	6:00 TO 9:30 PM
30 SEPTEMBER 2018	6:00 TO 9:30 PM
4 OCTOBER 2018	6:00 TO 9:30 PM
5 OCTOBER 2018	6:00 TO 10:00 PM
6 OCTOBER 2018	6:00 TO 10:00 PM
11 OCTOBER 2018	6:00 TO 10:00 PM
12 OCTOBER 2018	6:00 TO 12:00 PM
13 OCTOBER 2018	6:00 TO 12:00 PM
18 OCTOBER 2018	6:00 TO 10:00 PM
19 OCTOBER 2018	6:00 TO 12:00 PM
20 OCTOBER 2018	6:00 TO 12:00 PM
25 OCTOBER 2018	6:00 TO 10:00 PM
26 OCTOBER 2018	6:00 TO 12:00 PM
27 OCTOBER 2018	6:00 TO 12:00 PM

Halloween Train 2019

15 total dates, 3-days/week, 5-week season

DATE	TIMES
27 SEPTEMBER 2018	6:00 TO 9:00 PM
28 SEPTEMBER 2018	6:00 TO 9:30 PM
29 SEPTEMBER 2018	6:00 TO 9:30 PM
4 OCTOBER 2018	6:00 TO 9:30 PM
5 OCTOBER 2018	6:00 TO 10:00 PM
6 OCTOBER 2018	6:00 TO 10:00 PM
11 OCTOBER 2018	6:00 TO 10:00 PM
12 OCTOBER 2018	6:00 TO 12:00 PM
13 OCTOBER 2018	6:00 TO 12:00 PM
18 OCTOBER 2018	6:00 TO 10:00 PM
19 OCTOBER 2018	6:00 TO 12:00 PM
20 OCTOBER 2018	6:00 TO 12:00 PM
25 OCTOBER 2018	6:00 TO 10:00 PM
26 OCTOBER 2018	6:00 TO 12:00 PM
27 OCTOBER 2018	6:00 TO 12:00 PM

Our Mission:

To preserve and interpret the unique history of Georgia's first gold rush while providing nature-based recreation and interactive education.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Winter Wonderland Train at Pine Mountain Gold Museum
AGENDA DATE: April 3, 2018

DATE PREPARED: March 22, 2018
PREPARED BY: Vicki D. Coleman, AICP, Director

AMOUNT:
GL ACCOUNT #: 100-6172-523880

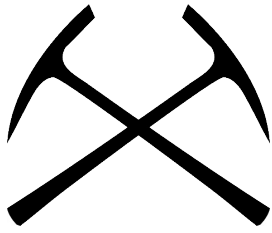
PURPOSE: The Department of Parks, Recreation, and Leisure Services is presenting for consideration the contract between the City and Supernatural Productions, LLC for the Winter Wonderland Train event at Pine Mountain Gold Museum.

BACKGROUND: The Pine Mountain Gold Museum hosts an annual Winter Wonderland train event at Pine Mountain Gold Museum. The City has partnered with Supernatural Productions, LLC for this event since its inception. The contract as presented is for 2018 with an option for renewal in 2019. Pricing for the event includes \$13.00 plus tax for an adult and \$10.00 plus tax for children. The City shares revenue with the vendor at a rate of 45% per ticket used.

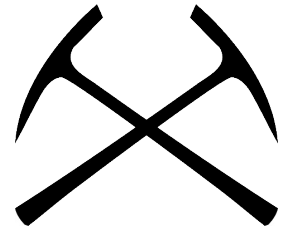
STAFF RECOMMENDATION: Approval

IMPACT:

MOTION: To approve the contract between the City and Supernatural Productions, LLC for the Winter Wonderland train event at Pine Mountain Gold Museum.



PINE MOUNTAIN GOLD MUSEUM



1881 Stockmar Road, Villa Rica, Georgia 30180. Mine Office: 678.840.1445

SERVICE AGREEMENT

This agreement is made and entered into by and between: CITY OF VILLA RICA, “City” and Supernatural Productions LLC, “SPLLC,” or “Provider.”

For and in consideration of the mutual promises and obligation herein the parties agree as follows:

1. The Provider will maintain adequate insurance for event/activity performed.
2. The Provider will supply all equipment and materials needed to ensure proper programming of event/activity performed, unless otherwise agreed upon.
3. The City shall have the right to approve all fees charged in connection with event/activity. It is the responsibility of the City to pay the amount agreed upon by both parties at the end of each event/activity.
4. The City shall have the right to cancel the event/activity upon notification to the Provider. Cancellations due to inclement weather, technical, or mechanical issues will result in non-payment

EVENT/ACTIVITY:

WINTER WONDERLAND 2018

LOCATION: City of Villa Rica. Pine Mountain Gold Museum. 1881 Stockmar Road, Villa Rica, Georgia 30180

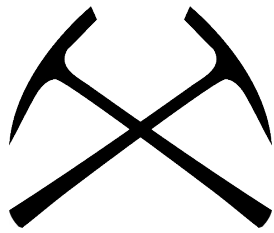
TIMES: Varies, see Service Agreement Addendum

DATES: Varies, see Service Agreement Addendum

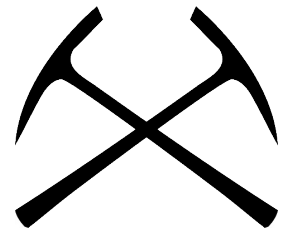
FEES TO BE PAID: 45% of used Winter Wonderland Train tickets. The Provider to be paid weekly via check after all of the receipts are processed, unless otherwise agreed upon.

City Representative/Date

Provider/Date



PINE MOUNTAIN GOLD MUSEUM



SERVICE AGREEMENT ADDENDUM

This service agreement does not include provision for the proposed photographer or supplementary vendor services in 2018. Photographer or any other supplementary vendor services will be administered under separate service agreements.

WINTER WONDERLAND TRAIN 2018 with option for renewal in 2019

The Winter Wonderland Train will operate outside of normal hours every Thursday, Friday & Saturday night between **[see Train Schedule Addendum]** and **[see Train Schedule Addendum]** during the month of November and December 2018. The Winter Wonderland Train will operate from 6:30pm to 9:30pm with a final staff-only circuit of the mountain to collect actors and shut off lights at approximately 9:45pm.

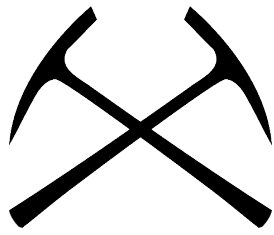
Trains will run on a set schedule, departing the Pinetown Depot every 15 minutes beginning at 6:30pm and ending at 9:30pm. Tickets will be provided and managed by PMGM. All tickets are non-transferable and are only valid for the date and time indicated on each ticket. PMGM staff will provide an advanced reservation system for ticketing and processing.

PMGM staff will process, maintain, and collect all ticket stubs during boarding and unloading. Ticket pricing is set as follows: \$13.00 – adult ticket. \$10.00 – children 2 to 12, seniors, military (with ID.) \$0.00 – children under age 2. There is no discount for annual pass holders. Ticket sales will continue during operations until all available times and seats have been sold, at which time the Museum Store will begin to sell the next available ticket for the next day's operations. Additional trains, and time will not be added once any date's times and seats have been sold. No one will be allowed to board without a ticket.

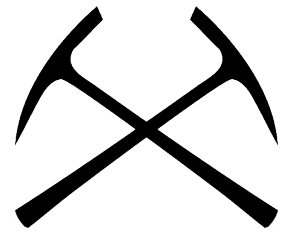
PMGM Engineer & PMGM Staff are exclusively responsible for boarding and unloading each train on the set schedule while enforcing all established safety routines. To ensure the safety of the public, actors and PMGM staff during boarding and unloading the train platform will be closed to all individuals except the PMGM Engineer & PMGM Staff. The PMGM Engineer & PMGM Staff will have final authority on all decisions concerning safety, boarding & unloading during all operations. Failure to abide by safety regulations, or instructions of PMGM staff, volunteers, PMGM Engineer or PMGM Staff will result in expulsion from the PMGM site.

Operation of any PMGM vehicle including train, golf-carts and ATVs is limited exclusively to properly trained PMGM staff. Use of golf-carts, and ATVs by the Provider is at the sole discretion of the Director, Parks and Recreation and by written permission of the Director only. No PMGM vehicles other than the train may be operated on the rail line. Authority to operate PMGM vehicles may be revoked by the Director at any time.

SIX (6) boxes of mini candy canes (3000 candy canes) will be provided by the Department for distribution to the public, and to guests. The Provider will be responsible for managing the distribution of candy canes to guests in the queue line *before* guests board the train. TEN (10) cases of bottled water will be provided by the Department for distribution to Provider, and Provider's staff. The Provider will be responsible for managing the distribution of water. The Department will provide ONE (1) hot beverage station. The Department will award all volunteer actors and support staff with FOUR (4) complimentary tickets for their use. All complimentary tickets must be processed and scheduled by PMGM staff before their use.



PINE MOUNTAIN GOLD MUSEUM



Supernatural Productions, LLC will provide the additional services/supplies:

- Queue line decorations, and entertainment. A minimum of FOUR (4) roving costumed actors, and any necessary support staff. Queue line decorations to be provided as predetermined;
- All costumes, props, and lighting unless otherwise specified. PMGM manager reserves final decision on disposition, suitability of specific costumes, scenes, and lighting.
- 15 scenes around the track. Decorations must look presentable for normal operations as well as nighttime operations. All PMGM buildings must remain accessible for normal operations as well as nighttime operations;
- Train music. Music must be in CD *and* MP3 format to work with PMGM audio equipment. The Provider is responsible for all licensing and copyrighting of music and audio used on the Winter Wonderland Train;
- Issue a written safety sheet to all actors explaining established safety procedures and train operation. A form with signatures acknowledging receipt and understanding of the safety sheet is to be returned to PMGM.
- Assisting PMGM staff with marketing by promotion on social media, the Provider's website and the distribution of printed marketing materials.
- All setup and break down. This includes removal of all extensions cords, metal staples, nails, clips, zip-ties, and related matter. All trash is to be removed and PMGM facilities, including restrooms, are to be returned to pre-event condition. Break down not to be considered complete until inspected and signed off by PMGM staff or designee.

City of Villa Rica will provide the additional services/supplies:

- Trained and certified PMGM Engineer for the duration of the Winter Wonderland Season;
- Museum attendants for the duration of the Winter Wonderland Season;
- Credit card processing for ticket sales during Winter Wonderland Season;
- Marketing materials, including posters, banners, flyers, and other matter. Marketing materials to include social media as well;
- Print ads before the event in the following publications: *Villa Rica News and Views*, *Chapel Hill News and Views*, *The West Georgia Shopper/Neighbor to Neighbor*;
- Extant fog machines, chiller, snow machines and air compressors;
- Fog Juice, EIGHT (8) bags of ice per day, snow fluid;
- Decorations as previously purchased by City of Villa Rica, including lights, Christmas lights, extension cords and props.
- ONE (1) hot beverage station.
- Use of the PMGM theater and audio/visual equipment for the Provider's wrap party following event/activity.



PINE MOUNTAIN GOLD MUSEUM



1881 Stockmar Road, Villa Rica, Georgia 30180. Mine Office: 678.840.1445

Addendum to “SERVICE AGREEMENT” Winter Train Schedule 2018/2019

Winter Wonderland Train 2018

12 total dates, 3-days/week, 4-week season

DATE	TIMES
28 NOVEMBER 2018	6:00 TO 9:30 PM
29 NOVEMBER 2018	6:00 TO 9:30 PM
1 DECEMBER 2018	6:00 TO 9:30 PM
6 DECEMBER 2018	6:00 TO 9:30 PM
7 DECEMBER 2018	6:00 TO 9:30 PM
8 DECEMBER 2018	6:00 TO 9:30 PM
13 DECEMBER 2018	6:00 TO 9:30 PM
14 DECEMBER 2018	6:00 TO 9:30 PM
15 DECEMBER 2018	6:00 TO 9:30 PM
20 DECEMBER 2018	6:00 TO 9:30 PM
21 DECEMBER 2018	6:00 TO 9:30 PM
22 DECEMBER 2018	6:00 TO 9:30 PM

Winter Wonderland Train 2019

12 total dates, 3-days/week, 4-week season

DATE	TIMES
28 NOVEMBER 2019	6:00 TO 9:30 PM
29 NOVEMBER 2019	6:00 TO 9:30 PM
30 NOVEMBER 2019	6:00 TO 9:30 PM
5 DECEMBER 2019	6:00 TO 9:30 PM
6 DECEMBER 2019	6:00 TO 9:30 PM
7 DECEMBER 2019	6:00 TO 9:30 PM
12 DECEMBER 2019	6:00 TO 9:30 PM
13 DECEMBER 2019	6:00 TO 9:30 PM
14 DECEMBER 2019	6:00 TO 9:30 PM
19 DECEMBER 2019	6:00 TO 9:30 PM
20 DECEMBER 2019	6:00 TO 9:30 PM
21 DECEMBER 2019	6:00 TO 9:30 PM

Our Mission:

To preserve and interpret the unique history of Georgia's first gold rush while providing nature-based recreation and interactive education.



Agenda Item: _____

CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Tree Removal at the Library
AGENDA DATE: March 29, 2018

DATE PREPARED: March 29, 2018
PREPARED BY: Vicki Coleman

AMOUNT: N/A
GL ACCOUNT #: N/A

PURPOSE: To present for consideration removal of tree and limb debris at the library site and that requires consent of an adjacent private property owner.

BACKGROUND: A severe storm on Monday, February 19, 2018 cause several down trees at the Villa Rica Public Library. Clean up is underway, however, there are several large trees on city property that require heavy equipment for removal. The heavy equipment would impact private property. Additionally, several of the large trees have fallen across the property line leaving the adjacent property owner responsible for a significant portion of the tree removal.

STAFF RECOMMENDATION: Approval

IMPACT: Removal of tree and limb debris requires on private property owner's permission and a release.

MOTION: To approve the removal of the trees and limb debris from City property with the consent and release of the property owner.

Alternative: To approve the removal of the trees and limb debris originating from City property and/or potentially impacting City property with the consent and release of the property owner.





