

CITY COUNCIL
LESLIE MCPHERSON, MAYOR
ANNA MCCOY, MAYOR PRO TEM
SHIRLEY MARCHMAN
MATTHEW MONTAHAN
STEPHANIE WARMOTH
DANNY CARTER

City of Villa Rica



INT CITY MGR: JENNIFER HALLMAN
CITY CLERK: THERESA CAMPBELL
CITY ATTORNEY: NICOLE SMITH

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

MAYOR & COUNCIL MEETING AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street

December 9, 2025 | 6:00 PM

Meeting Call to Order (Mayor Leslie McPherson)

Invocation Jeff Powell, Missions Pastor Villa Rica First Baptist Church

Pledge of Allegiance Chief Michael Mansour

Ceremonial Presentations (Mayor & Council)

- Villa Rica Lions Club- Shop with A Cop Donation
- Recognition of Council Member Service- Danny Carter

Adoption of the Agenda (Mayor Leslie McPherson)

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.)

Council Updates (Subjects of General Interest and Concern)

H. Consent Agenda (Mayor Leslie McPherson)

1. Approval of Library Advisory Board Appointment: Tara Whitham
2. Approval of Library Advisory Board Reappointment: Marilyn Glass
3. Approval of Mirror Lake Elementary School-Tyson Road Speed Limit Reduction
4. Approval of FY25 Budget Amendments # 181-196

I. Governing Body (Mayor Leslie McPherson)

1. Approval of the Minutes from the November 4, 2025, Work Session and the November 11, 2025, City Council Meeting.
2. Resolution — Safe Streets for All Goals to Work Toward Zero Traffic-Related Deaths by 2035 and Zero Serious Injuries by 2050 (Jennifer Hallman, Interim City Manager)
3. 2026 City Council Meeting Calendar (Theresa Campbell, City Clerk)
4. Small Claims Ordinance — (David Mecklin, City Attorney)

J. Community Development (Consultant Brecca Carter, Interim Director)

1. ABL-07-25 Wal-Mart Stores East, LP and **Public Hearing** (Whitney Cox, Licensing Specialist)

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the City Clerk at 678-840-1229 10 business days before the scheduled meeting to allow the City to make reasonable accommodations for those persons.

2. VA-05-25. Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades and a reduction to the minimum lot size, in accordance with Sec. 4-401 License issuance - Retail dealer building and inventory requirements, and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets. For the property located at 113 Commons Way, Land Lot 131, District 6, also known as Parcel Number: V07 0100183. The property lot size is 0.98 +/- acres. The subject property is zoned Commercial Medium Density (C2) located within Carroll County, GA, Ward 2. **This is a Public Hearing.** Previously tabled on November 11, 2025. (Shaun Myers, Planning and Zoning Administrator)
3. VA-06-25. Variance request by Smith and Kindred Group, for a reduction in the required minimum parking lot landscaping buffers, in accordance with Sec. 7.05 - Landscaping Standards - Parking Area Landscaping. For the property located at 117 Conners Road, Land Lot 1751, District 4, also known as Parcel Number: 01750250006. The property lot size is 1.12 +/- acres, zoned Commercial Low Density (C1), and located within Douglas County, GA, Ward 1. **This is a Public Hearing.** (Shaun Myers, Planning and Zoning Administrator)
4. Ordinance to Amend Chapter 20, Solid Waste Management Section to Add Article VI. Recycle Grease Bins/Vats of the Villa Rica Code of Ordinances to Regulate Recycle Grease Bins/Vats (Brecca Carter, Interim Director)

K. City Manager (Interim City Manager, Jennifer Hallman)

1. City Manager's Report (Jennifer Hallman, Interim City Manager)

L. Executive Session (Nicole Smith, City Attorney)

1. Meeting to discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(D).
2. Meetings when discussing or deliberating upon cybersecurity plans, procedures, and contracts regarding the provision of cybersecurity services as provided in Georgia Code section 50-14-3(b)(5)
3. Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved

Adjournment (Mayor Leslie McPherson)

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the City Clerk at 678-840-1229 10 business days before the scheduled meeting to allow the City to make reasonable accommodations for those persons.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Library Advisory Board Recommended Appointment
AGENDA DATE: December 12, 2025

DATE PREPARED: November 20, 2025
PREPARED BY: Rachel Linn, Library Manager

AMOUNT: N/A
GL ACCOUNT #: N/A
FUNDING SOURCE: N/A
BUDGETED ITEM? N/A

PURPOSE: To recommend the appointment of Tara Whitham to the Library Advisory Board

BACKGROUND: Tara Whitham applied to join the Library Advisory Board and fill one of our vacant seats. The Board interviewed Ms. Whitham at their October meeting.

Ms. Whitham has been active in her children's extracurricular activities throughout their childhood and wants to bring those experiences and insights to the Library Advisory Board. The Board believes Tara Whitham's interest in outreach and community engagement will be an asset to their advising skills.

STAFF RECOMMENDATION: Staff recommends appointing Tara Whitham to the Villa Rica Library Advisory Board.

IMPACT: If approved, Tara Whitham will serve on the Board until her term expires or some circumstance requires severance from the Board.

MOTION: I move to appoint Tara Whitham as a board member to the Villa Rica Library Advisory Board for the term January 1, 2026 – December 31, 2028.

APPLICANT INFORMATIONName Tara WhithamOccupation Paralegal Employer Attorney Sherri KelleyHome Address 9735 Tideview Ct.City Villa Rica State GA Zip 30180Phone 678-314-0673 Email twhitham72@gmail.com

Which Board, Commission or Authority do you wish to be appointed to?

☐	Downtown Development Authority
☐	Historic Preservation Commission
☐	Housing Authority Board
☒	Library Advisory Board
☐	Main Street Advisory Board
☐	Planning & Zoning Commission
☐	Recreation Advisory Commission
☐	Villa Rica Cemetery Committee
☐	Villa Rica Development Authority

How long have you been a resident of Villa Rica? 15 yearsDo you own a business in Villa Rica? ☐ Yes ☒ No
If yes, what is the name and address of your business?

Are you current with all your financial obligations to the City? ☒ Yes ☐ No

Are you willing and able to attend training sessions on-site or off-site if provided by the City?

☒ Yes ☐ No

Are you able to meet the attendance requirements of the position for which you are applying?

☒ Yes ☐ No

Do you know of any circumstances that would result in you having to abstain before the Board, Commission or Authority?

No

Do you or your employer, or your spouse, child, relative, or their employers, do business with the City of Villa Rica? *If yes, please explain.*

No

Do you have 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, Commission and Authority?

☐ Yes ☒ No

If yes, please explain.

Please briefly explain your reasons for wishing to serve on the Board, Commission or Authority you select.

I am a regular patron of the library and this would provide me an opportunity to be more involved in the community

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



Printed Name



Date

Tara Whitham

My husband, Eric, and I have lived in the West Georgia area for 30 years, specifically in Villa Rica for 20 years collectively. I am a graduate of Berry College and have worked as a Paralegal for a local attorney in Douglasville for several years. Eric is a graduate of Georgia Tech and works as an engineer with Lightera (formerly OFS). We have two children: our son Noah, 23, graduated from Kennesaw State University and recently moved to Denver; our daughter Anna, 20, graduated high school early and serves in the U.S. Navy as a Nuclear Engineer and is currently stationed in Charleston. We love to explore our great nation and have actually visited 40 of the 60 national parks.

Prior to having children, I was always involved in some sort of volunteering and outreach. Then, throughout our children's childhood, I became very involved in their school and extracurricular activities which continued through the high school years. While those times were very rewarding, I am now in a new "season" of life as we are empty-nesters, and am looking forward to the opportunity to volunteer and serve our community. I am a big proponent of the importance of education along with activities to bring people together. I view the library as a core centerpiece for all ages of Villa Rica residents and look forward to being given a chance to enhance the many services our library can offer.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Library Advisory Board Recommended Appointment
AGENDA DATE: December 12, 2025

DATE PREPARED: November 20, 2025
PREPARED BY: Rachel Linn, Library Manager

AMOUNT: N/A
GL ACCOUNT #: N/A
FUNDING SOURCE: N/A
BUDGETED ITEM? N/A

PURPOSE: To recommend the reappointment of Marilyn Glass to the Library Advisory Board

BACKGROUND: Marilyn Glass completed Cheryl Bell's term on the Library Board. Marilyn has been serving in that position since August of 2024. Because it was Ms. Bell's term originally (January 1, 2023 – December 31, 2025), Ms. Glass needs to be reappointed at this time.

Marilyn Glass is an active community member, a member of Kawanis, and a supporter of the Arts in Carroll County. The Board believes her connections to other community organizations, years of experience with nonprofit organizations, and passion for literacy will continue to be great assets to the Board's advisory work.

STAFF RECOMMENDATION: Staff recommends reappointing Marilyn Glass to the Villa Rica Library Advisory Board.

IMPACT: If approved, Marilyn Glass will serve on the Board until her term expires or some circumstance requires severance from the Board.

MOTION: I move to reappoint Marilyn Glass as a board member to the Villa Rica Library Advisory Board for the term January 1, 2026 – December 31, 2028.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Mirror Lake Elementary School, Tyson Rd Speed Limit Reduction
AGENDA DATE:

DATE PREPARED: Nov 18, 2025
PREPARED BY: Chief M. Mansour

AMOUNT: \$100.00
GL ACCOUNT #:
FUNDING SOURCE: General Fund
BUDGETED ITEM? No
PUBLIC HEARING: No

PURPOSE: Reduce the speed limit on Tyson Rd from 30 mph to 25 mph during school zone enforcement times of 1 hour before school starts 6:40 am to 7:40 am and 1 hour after school releases 2:10 pm to 3:10 pm.

BACKGROUND: Reduce the speed and times on Tyson Rd to be correct and identical with Conners Rd. The correct speeds and times for Mirror Lake Elementary School is 25 mph from 6:40 am to 7:40 am and 25 mph from 2:10 pm to 3:10 pm. These speeds and times are posted correctly on Conners Rd. but are not posted correctly on Tyson Rd. Currently the speed and times for Tyson Rd. are 30 mph from 7:30 am to 8:15 am and 2:30 pm to 3:15 pm and need to be changed to 25 mph from 6:40 am to 7:40 am and 2:10 pm to 3:10 pm. This change has already been approved by Douglas County DOT and Douglas County School System. This will allow all adjacent streets to the school to be consistent and in line for the purpose of the speed zone cameras. This will eliminate any driver confusion on the speeds and times for Mirror Lake Elem.

STAFF RECOMMENDATION: We recommend you allow The City of Villa Rica to change the speeds and times on Tyson Rd. to be corrected and match the speed and times on Conner Rd.

IMPACT: The change will allow all adjacent streets to the school to be consistent and in line for the purpose of the speed zone cameras. This will also eliminate any confusion and make speeds consistent on both roads.

MOTION: I move to allow the City of Villa Rica to change the speeds and times on Tyson Rd from 30 mph to 25 mph during the times of 6:40 am to 7:40 am and 2:10 pm to 3:10 pm.

SCHOOL

SPEED
LIMIT
30

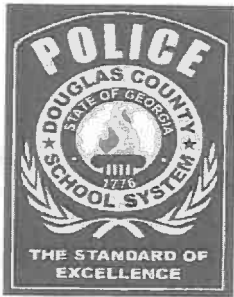
7:30-8:15
2:30-3:15



Crop







Douglas County Schools Police Department

11490 Veterans Memorial Hwy. Douglasville, Georgia 30134 · (770) 651-2001

Dr. Trent North
Superintendent of Schools

To: Mayor McPherson and Council
From: Dr. Trent North, Superintendent
Subject: Speed reduction on Tyson Road at Mirror Lake Elementary

The Douglas County School System agrees with the Villa Rica Police Department that the speed on Tyson Road should be reduced from 30mph to 25mph in the Mirror Lake Elementary school zone, so that the speed for the school zone matches the posted speed limit on the Conners Road school zone. The school zone times should also be changed on the posted speed limit/school zone sign on Tyson Road to reflect the correct times as Conners Road.

Respectfully,

A handwritten signature in black ink, appearing to read "Trent North", written over a horizontal line.

Dr. Treat North
Superintendent, Douglas County School System



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: 2025 Budget Amendments #181 - #196

AGENDA DATE: 12-09-2025

DATE PREPARED: 11-25-2025

PREPARED BY: Amanda Long, Interim Finance Director

AMOUNT: See Exhibit A

GL ACCOUNT #:

FUNDING SOURCE:

BUDGETED ITEM?

PUBLIC HEARING:

PURPOSE: To adopt a resolution amending the 2025 budget

MOTION: I move to adopt a resolution amending the 2025 fiscal year budget pursuant to Section 2-71 of the City's Code of Ordinances.

Insurance Premium Tax: Douglas Co Fire Services

Total: \$111,457

Source of Funds: Insurance Premium Tax

The City received \$1,857,065.99 in Insurance Premium Tax and owes Douglas County 42.8% of that (\$794,824.24) for FY2025 Fire Service. We budgeted \$683,368. Adjustment needed for difference based on increased tax.

Item	Account Name	Account Type		Amount
181 100-316200	Insurance Premium taxes	Revenue	Increase	(111,457)
182 100-3520-571000	Intergovernmental	Expense	Increase	111,457

Hotel/Motel Tax: Rec'd \$96,835 more than budgeted

Total: \$96,835

Source of Funds: Hotel/Motel Taxes

The City received \$96,835 more in Hotel/Motel tax than budgeted. The tax of 8% is further allocated with 3.5% going to the Conventions and Visitors Bureau, 1.5% going to Product Development (restricted for Tourism product development uses), and 3% going into the General Fund.

Item	Account Name	Account Type		Amount
183 275-314100	Hotel/Motel Tax Revenue	Revenue	Increase	(78,678)
184 275-391140	Product Development (1.5%)	Revenue	Increase	(18,157)
185 275-7540-572005	Villa Rica CVB (3.5%)	Expense	Increase	42,365
186 275-7540-572010	Product Development (1.5%)	Expense	Increase	18,157
187 275-9000-611030	Transfer to Gen Fund (3%)	Expense	Increase	36,313
188 100-391100	Transfer from Hotel (3%)	Revenue	Increase	(36,313)
189 100-381000	Use of Fund Balance	Revenue	Decrease	36,313

Customer Service Credit Card Fees

Total: \$40,000

Source of Funds: Finance Department is under budget

Customer Service credit card fees exceeded budget by \$74,706 causing department to be over budget in total by \$40,000

Item	Account Name	Account Type		Amount
190 100-1590-523970	Customer Service - BANK/CC FEES & ANALYSIS CHGES	Expense	Increase	40,000
191 100-1510-511100	Finance - Regular employees	Expense	Decrease	(40,000)

Custody of Prisoners - Department Overage

Total: \$2,120

Source of Funds: Police Department is under budget

Custody of Prisoners Department is over budget by \$2,120 due to Housing of Prisoners (\$945) and drug & alcohol testing/hospital care (\$1,175) of arrestees. Transfer from Police to cover shortages.

Item	Account Name	Account Type		Amount
192 100-3226-571000	Custody of Prisoners - Intergovernmental (Inmate Housing)	Expense	Increase	945
193 100-3226-552200	Custody of Prisoners - Liability Claims / Self-Pay	Expense	Increase	1,175
194 100-3210-531100	Police - Supplies	Expense	Decrease	(2,120)

Water Purchases

Total: \$277,045

Source of Funds: Water Revenues

Water Purchases were over budget by \$277,045. Water Revenues are also over budget.

Item	Account Name	Account Type		Amount
195 505-4420-531510	Water Purchases	Expense	Increase	277,045
196 505-344210	Water Charges	Revenue	Increase	(277,045)

STATE OF GEORGIA
CITY OF VILLA RICA

A RESOLUTION TO APPROVE AN AMENDMENT TO THE BUDGET
FOR THE FISCAL YEAR 2025 FOR THE CITY
PURSUANT TO SECTION 2-71 OF THE CITY'S CODE OF ORDINANCES

WHEREAS, the Mayor and City Council adopted the 2025 Budget on September 10, 2024, which incorporated all of the various funds of the City; and

WHEREAS, the Mayor and Council have determined it appropriate to amend the budget for the reasons set forth herein; and

WHEREAS, the Mayor and Council have reviewed the proposed budget; and

WHEREAS, each of the funds, as amended, has a balanced budget, such that anticipated revenues equal or exceed proposed expenditures.

NOW, THEREFORE, the Mayor and City Council of the City of Villa Rica, Georgia, hereby resolve as follows:

Section 1. That the City of Villa Rica, Georgia, hereby amends the Budget for Fiscal Year 2025, said budget amendment being described as Amendment No. 181-196, attached hereto, and incorporated as Exhibit A.

Section 2. That any increase or decrease in appropriations or revenue of any fund or for any department; the establishment of new capital projects; or the establishment of new grant projects other than those expectations provided for herein, shall require approval of the City Council.

Section 3. That the City Manager and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Amendment Resolution is followed.

Section 4. This Resolution shall be effective immediately upon its adoption.

1. It is hereby declared to be the intention of the Mayor and City Council that all sections, paragraphs, sentences, clauses, and phrases of this Resolution are and were, upon their enactment, believed by the Mayor and City Council to be fully valid, enforceable, and constitutional.

2. It is hereby declared to be the intention of the Mayor and City Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause, or phrase of this Resolution is severable from every other section, paragraph, sentence, clause or phrase of same. It is hereby further declared to be the intention of the Mayor

and City Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause, or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause, or phrase of same.

3. In the event that any phrase, clause, sentence, paragraph or section of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and City Council that such invalidity, unconstitutionality, or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the same and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

4. All ordinances or resolutions and parts of ordinances or resolutions in conflict herewith are expressly repealed.

5. The within resolution shall become effective upon its adoption.

SO RESOLVED AND EFFECTIVE this the 9th day of December, 2025.

Approved:

Leslie McPherson, Mayor

Attest:

Theresa Campbell, City Clerk



MAYOR & COUNCIL WORK SESSION MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street

November 4, 2025 | 10:00 AM

Meeting Call to Order (Mayor Leslie McPherson)

Present: Mayor Leslie McPherson, Mayor Pro Tem Anna McCoy (absent), Councilwoman Shirley Marchman, Councilman Matthew Momtahan, Councilwoman Stephanie Warmoth, and Councilman Danny Carter

Councilman Danny Carter amended the agenda to add an Executive Session for personnel reasons.

A. Governing Body

1. 10 Year Employee Anniversary Recognition- Louise Clark, Purchasing Director

Interim City Manager Jennifer Hallman presented Louise Clark with a certificate.

2. 2026 City Council Meeting Calendar

B. Building Development

1. Appeal of Utility Capacity Decision-11 Gordon Street- Multifamily Development
2. Development Services Update

Nic Griffin provided an update and a spreadsheet

C. Community Development

1. VA-05-25 Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades and a reduction to the minimum lot size, in accordance with Sec 4-401 license issuance- Retail dealer building and inventory requirements and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets. For the property located at 113 Commons Way, Land Lot 131, District 6 also known as parcel number V070100183. The property lot size is 0.98+/- acres. The

subject property is zoned Commercial Medium Density (C2) located within Carroll County, Ga.
Ward 2. **This is a public hearing**

Completed the 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 were discussed at the Council Work Session, and it was the unanimous consensus of the Governing Body to place the following items on the Consent Agenda.

1. Proposed 2026 City-wide Holiday Schedule
2. Support Agreement with Intradyne for Archiving

D. Executive Session

1. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action, or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3 (b)(2)

Council entered Executive Session at 11:28 am and returned at 12:13 pm, no decisions made.

Mayor Leslie McPherson

City Clerk Theresa Campbell

CITY COUNCIL
LESLIE MCPHERSON, MAYOR
ANNA MCCOY, MAYOR PRO TEM
SHIRLEY MARCHMAN
MATTHEW MOMTAHAN
STEPHANIE WARMOTH
DANNY CARTER

City of Villa Rica

INTERIM CITY MGR: JENNIFER HALLMAN
CITY CLERK: THERESA CAMPBELL
CITY ATTORNEY: NICOLE SMITH

571 W BANKHEAD HWY
VILLA RICA, GA 30180 |
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CITY COUNCIL MEETING MINUTES

Holt-Bishop Justice Center, 101 Main Street
Tuesday, November 11, 2025 | 6:00 pm

Meeting Call to Order (Mayor Pro Tem Anna McCoy)
Mayor Pro Tem Anna McCoy called the meeting to order

Present: Mayor Leslie McPherson (absent), Mayor Pro Tem Anna McCoy, Councilwoman Shirley Marchman, Councilman Matthew Momtahan, Councilwoman Stephanie Warmoth, and Councilman Danny Carter

Invocation was led by Tracy Jarvis, Building Development Director

Pledge of Allegiance was led by Tim Merrill, VRPD

Ceremonial Presentations

- Villa Rica Police Department State Certification
- Recognition for 5 Years of Service-Tracy Jarvis, Building Development Director
- Recognition for 5 Years of Service-Amanda Long, Interim Finance Director
- Recognition for 5 Years of Service- John Bain, Interim Deputy City Manager/Utilities Director
- Recognition of 5 Years of Service- Tyler Gable, Wastewater Lab Analyst

Adoption of the Agenda (Mayor Pro Tem Anna McCoy)

Councilman Danny Carter moved to amend the agenda to move item B1, Appeal of the Utility Capacity Decision for 11 Gordon Street to the January Meeting Agenda.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Shirley Marchman, Councilwoman
AYES:	Momtahan, Marchman, Warmoth, Carter, McCoy

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.)

Aleta Farmer- mentioned the October meeting and comments that were made by Councilman Matthew Momtahan, in reference to a real estate offer she made to the city for 1 acre of her land for 1 million dollars.

Pam Whyte- addressed Councilman Matthew Momtahan's comments made at the October meeting, and that she is not trying to profit from the city. She believes his comments to be defamatory and wishes to have her name redacted from any official minutes or video. She mentioned that Councilwoman Anna McCoy is overqualified to be a council woman and she should run for Mayor.

Kristi Chastain- mentioned the Council Calendar agenda item and that she is disappointed to see a same day option. She does not believe it gives citizens time to voice their opinions.

Josh Evans- believes the city was great 40 years ago, but not now. He mentioned it costs too much money to live in Villa Rica, with high water and trash bills. He wants the seats on the Council to change. He also mentioned he would like Code Enforcement to visit his home to see over 50 cars he plans to park in his yard.

Council Updates (Subjects of General Interest and Concern)

Councilman Matthew Momtahan wished all veterans a Happy Veteran's Day and thanked them for their service. He addressed several comments made during Public Comment.

Councilwoman Stephanie Warmoth mentioned per GDOT the North Bypass should be open by the end of the year.

Mayor Pro Tem Anna McCoy mentioned that Dick Chambers passed away and thoughts and prayers are with his family.

Consent Agenda (Mayor Pro Tem Anna McCoy)

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

1. Proposed 2026 City Wide Holiday Schedule
2. Support Agreement with Intradyme for Archiving

Councilman Danny Carter moved to approve the Consent Agenda as presented.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Stephanie Warmoth, Councilwoman
AYES:	Momtahan, Marchman, Warmoth, Carter, McCoy

A. Governing Body (Mayor Leslie McPherson)

1. Approval of Minutes from October 6, 2025 Work Session and October 14, 2025 Regular Meeting Minutes

Councilwoman Stephanie Warmoth moved to approve the October 6, 2025 work session and October 14, 2025 regular meeting minutes.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Stephanie Warmoth, Councilwoman
SECONDER: Shirley Marchman, Councilwoman
AYES: Momtahan, Marchman, Warmoth, Carter, McCoy

2. 2026 City Council Meeting Calendar

Councilman Danny moved to table until December meeting agenda.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Momtahan, Marchman, Warmoth, Carter, McCoy

3. Election Update

City Clerk Theresa Campbell provided an update on the election.

B. Community Development (Brecca Carter, Interim Director)

1. VA-05-25. Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades and a reduction to the minimum lot size, in accordance with *Sec. 4-401 License issuance - Retail dealer building and inventory requirements, and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets*. For the property located at 113 Commons Way, Land Lot 131, District 6, also known as Parcel Number: V07 0100183. The property lot size is 0.98 +/- acres. The subject property is zoned Commercial Medium Density (C2) located within Carroll County, GA, Ward This is a Public Hearing.

Public Hearing

Chief Mansour spoke about the exit onto South Carroll Rd. He requests that the exit be a left turn out, only. Wants transportation engineer to look at intersection.

Councilman Danny moved to table until December meeting agenda.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Stephanie Warmoth, Councilwoman
AYES: Momtahan, Marchman, Warmoth, Carter, McCoy

C. City Manager (Jennifer Hallman, Interim City Manager)

1. Ratify the Memorandum of Agreement with US Army Corps of Engineers, Savannah District and The Georgia State Historic Preservation Officer for the Construction of the Villa Rica Parkway

Councilman Danny Carter moved to Ratify the agreement with Army Corps of Engineers, Savannah District and The Georgia State Historic Preservation Officer for the construction of the Villa Rica Parkway

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Momtahan, Marchman, Warmoth, Carter, McCoy

2. City Manager Report

Interim City Manager Jennfer Hallman provided November update via PowerPoint presentation

D. Executive Session (Nicole Smith, City Attorney)

Councilman Danny Carter moved to enter into Executive Session to discuss or vote to enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote as provided in Georgia Code section 50-14-3(b)(1)(D) at 7:53 PM.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Anna McCoy, Councilwoman
AYES: Momtahan, Marchman, Warmoth, McCoy, Carter

Councilman Danny Carter moved to return to Regular Session at 8:42 PM.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Anna McCoy, Councilwoman
AYES: Momtahan, Marchman, Warmoth, McCoy, Carter

No action taken

Adjournment (Mayor Pro Tem Anan McCoy)

Councilman Danny Carter moved to adjourn the meeting and was seconded by Councilwoman Anna McCoy and the vote was unanimous. Mayor Pro Tem Anna McCoy adjourned the meeting.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Anna McCoy, Councilwoman
AYES: Marchman, Momtahan, Carter, Warmoth, McCoy

Mayor Pro Tem Anna McCoy

City Clerk Theresa Campbell



RESOLUTION

A RESOLUTION OF THE VILLA RICA CITY COUNCIL TO APPROVE AND ADOPT GOALS TO WORK TOWARDS ZERO TRAFFIC-RELATED DEATHS BY 2035 AND ZERO SERIOUS INJURIES BY 2050.

WHEREAS between 2020 and 2024, the City of Villa Rica has lost 3 people and witnessed another 20 people experience a serious or life-threatening injury due to traffic collisions on city-maintained roads; and

WHEREAS crashes that result in death or serious injury are not inevitable, but largely preventable, and the City acknowledges that the only acceptable goal is to eliminate traffic-related deaths and serious injuries; and

WHEREAS creating safe, user-friendly streets will encourage active transportation, improving population health, air quality, access to healthy foods, and overall public well-being; and

WHEREAS the Villa Rica Safety Action Plan will present the City's commitment and strategies to eliminating traffic-related deaths and serious injuries; and

WHEREAS the Villa Rica Safety Action Plan will incorporate the guiding principles of the Safe System Approach and will include the following components necessary to implement a plan that will have long-lasting effect for City of Villa Rica residents and visitors:

- Political Commitment
- Multi-Disciplinary Leadership
- Data Driven
- Community Engagement
- Equitable Approach

NOW, THEREFORE LET IT BE RESOLVED, that the City Council do hereby approve and adopt the following:

1. The City of Villa Rica hereby establishes a goal of reducing traffic-related deaths on city-maintained roads to zero by 2035, and
2. The City of Villa Rica hereby establishes a goal of reducing traffic-related serious injury crashes by 5% each year while working towards zero serious injury crashes by 2050, and
3. The City of Villa Rica is dedicated to measuring the progress of this goal and will provide quantitative metrics that are reported with future updates of the Safety Action Plan.

PASSED AND ADOPTED by the City Council for Villa Rica, Georgia this 9th day of December 2025.

VILLA RICA CITY COUNCIL

Leslie McPherson, Mayor

Attest:

Theresa Campbell, City Clerk



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Proposed 2026 Meeting Calendar
AGENDA DATE: November 11, 2025

DATE PREPARED: October 30, 2025
PREPARED BY: Theresa Campbell

AMOUNT: n/a
GL ACCOUNT #: n/a
FUNDING SOURCE: n/a
BUDGETED ITEM? n/a

PURPOSE: To approve the City Council's 2026 Meeting Calendar.

BACKGROUND: During calendar year 2025, the City Council Work Session meetings were held at 10:00 am on the first Tuesday of the month and the Regular Meetings were held at 6:00 pm on the second Tuesday of the month. After input from the Mayor and Council we have put together 2 options for the 2026 Work Session and Meeting calendar. The first option is using the same schedule as 2025 and the second option changes back to a single day Work Session and Meeting schedule.

STAFF RECOMMENDATION: Approval of one of the 2 presented options.

MOTION OPTION:

I move to approve option _____ as the 2026 Meeting Calendar, as presented.



City of Villa Rica

Leslie McPherson • Anna McCoy • Shirley Marchman • Matthew Momtahan • Stephanie Warmoth • Danny Carter

2026 City Council Meeting Schedule (Option 1)

<i>DESCRIPTION</i>	<i>WORK SESSION</i>	<i>MEETING</i>	<i>AGENDA DEADLINE</i>
<i>January Monthly Meeting</i>	1/6/26 at 10:00 am	1/13/26 at 6:00pm	1/2/26 at 12:00 pm
<i>February Monthly Meeting</i>	2/3/26 at 10:00 am	2/10/26 at 6:00 pm	1/29/26 at 12:00 pm
<i>March Monthly Meeting</i>	3/3/26 at 10:00 am	3/10/26 at 6:00 pm	2/26/26 at 12:00 pm
<i>April Monthly Meeting</i>	4/7/25 at 10:00 am	4/14/26 at 6:00 pm	4/2/26 at 12:00 pm
<i>May Monthly Meeting</i>	5/5/26 at 10:00 am	5/12/26 at 6:00 pm	4/30/26 at 12pm
<i>June Monthly Meeting</i>	6/2/26 10:00 am	6/9/26 at 6:00 pm	5/28/26 at 12:00 pm
<i>July Monthly Meeting</i>	7/6/26 at 10:00 am	7/13/26 at 6:00 pm	6/2/26 at 12:00 pm
<i>August Monthly Meeting</i>	8/4/26 at 10:00 am	8/11/26 at 6:00 pm	7/30/26 at 12:00 pm
<i>Public Hearing #1 for Millage Budget Workshop & Public Hearing # 2 for Millage</i>		8/18/26 at 10:00 am 8/18/26 at 10:30 am 8/18/26 at 6:00 pm	
<i>Public Hearing #3 for Millage Budget Workshop Public Hearing for 2026 Budget</i>		8/25/26 at 6:00 pm 8/25/26 at 6:00 pm 8/25/26 at 6:00 pm	
<i>September Monthly Meeting</i>	9/1/26 at 10:00 am	9/8/26 at 6:00 pm	8/27/26 at 12:00 pm
<i>October Monthly Meeting</i>	10/6/26 at 10:00 am	10/13/26 at 6:00 pm	10/1/26 at 12:00 pm
<i>November Monthly Meeting</i>	11/3/26 at 10:00 am	11/10/26 at 6:00 pm	10/29/26 at 12:00 pm
<i>December Monthly Meeting</i>	12/1/26 at 10:00 am	12/8/26 at 6:00 pm	11/26/26 at 12:00 pm

This option maintains the same schedule as 2025



City of Villa Rica

Leslie McPherson • Anna McCoy • Shirley Marchman • Matthew Momtahan • Stephanie Warmoth • Danny Carter

2026 City Council Meeting Schedule (Option 2)

<i>DESCRIPTION</i>	<i>WORK SESSION</i>	<i>MEETING</i>	<i>AGENDA DEADLINE</i>
<i>January Monthly Meeting</i>	1/8/26 at 10:00 am	1/13/26 at 6:00pm	1/1/26 at 12:00 pm
<i>February Monthly Meeting</i>	2/5/26 at 10:00 am	2/10/26 at 6:00 pm	1/29/26 at 12:00 pm
<i>March Monthly Meeting</i>	3/5/26 at 10:00 am	3/10/26 at 6:00 pm	2/26/26 at 12:00 pm
<i>April Monthly Meeting</i>	4/9/26 at 10:00 am	4/14/26 at 6:00 pm	4/2/26 at 12:00 pm
<i>May Monthly Meeting</i>	5/7/26 at 10:00 am	5/12/26 at 6:00 pm	4/30/26 at 12pm
<i>June Monthly Meeting</i>	6/4/26 10:00 am	6/9/26 at 6:00 pm	5/28/26 at 12:00 pm
<i>July Monthly Meeting</i>	7/9/26 at 10:00 am	7/13/26 at 6:00 pm	6/2/26 at 12:00 pm
<i>August Monthly Meeting</i>	8/6/26 at 10:00 am	8/11/26 at 6:00 pm	7/30/26 at 12:00 pm
<i>Public Hearing #1 for Millage Budget Workshop & Public Hearing # 2 for Millage</i>		8/18/26 at 10:00 am 8/18/26 at 10:30 am 8/18/26 at 6:00 pm	
<i>Public Hearing #3 for Millage Budget Workshop Public Hearing for 2026 Budget</i>		8/25/26 at 6:00 pm 8/25/26 at 6:00 pm 8/25/26 at 6:00 pm	
<i>September Monthly Meeting</i>	9/3/26 at 10:00 am	9/8/26 at 6:00 pm	8/27/26 at 12:00 pm
<i>October Monthly Meeting</i>	10/8/26 at 10:00 am	10/13/26 at 6:00 pm	10/1/26 at 12:00 pm
<i>November Monthly Meeting</i>	11/5/26 at 10:00 am	11/10/26 at 6:00 pm	10/29/26 at 12:00 pm
<i>December Monthly Meeting</i>	12/3/26 at 10:00 am	12/8/26 at 6:00 pm	11/26/26 at 12:00 pm

This option changes the work session to the Thursday before the second Tuesday



City of Villa Rica

Leslie McPherson • Anna McCoy • Shirley Marchman • Matthew Momtahan • Stephanie Warmoth • Danny Carter

2026 City Council Meeting Schedule (Option 3)

<i>DESCRIPTION</i>	<i>Work Session at 10:00 am MEETING 6:00 PM</i>	<i>AGENDA DEADLINE</i>
<i>January Monthly Meeting</i>	1/13/26	1/1/26 at 12:00 pm
<i>February Monthly Meeting</i>	2/10/26	1/29/26 at 12:00 pm
<i>March Monthly Meeting</i>	3/10/26	2/26/26 at 12:00 pm
<i>April Monthly Meeting</i>	4/14/26	4/2/26 at 12:00 pm
<i>May Monthly Meeting</i>	5/12/26	4/30/26 at 12pm
<i>June Monthly Meeting</i>	6/9/26	5/28/26 at 12:00 pm
<i>July Monthly Meeting</i>	7/13/26	6/2/26 at 12:00 pm
<i>August Monthly Meeting</i>	8/11/26	7/30/26 at 12:00 pm
<i>Public Hearing #1 for Millage Budget Workshop & Public Hearing # 2 for Millage</i>	8//26 at 10:00 am 8//26 at 10:30 am 8//26 at 6:00 pm	
<i>Public Hearing #3 for Millage Budget Workshop Public Hearing for 2026 Budget</i>	8//26 at 6:00 pm 8//26 at 6:00 pm 8//26 at 6:00 pm 8//26 at 6:00 pm	
<i>September Monthly Meeting</i>	9/8/26	8/27/26 at 12:00 pm
<i>October Monthly Meeting</i>	10/13/26	10/1/26 at 12:00 pm
<i>November Monthly Meeting</i>	11/10/26	10/29/26 at 12:00 pm
<i>December Monthly Meeting</i>	12/8/26	11/26/26 at 12:00 pm

This option changes back to the work session and meeting happening on the same day

2026 CITY COUNCIL MEETING CALENDAR

Alternate Calendar options
including past meeting
calendars and 2026
holidays



2026 HOLIDAY COMPARISON

Holiday	City of Villa Rica	State of Georgia	Federal Government
New Year's Day	Jan 01, 2026	Jan 01, 2026	Jan 01, 2026
Martin Luther King, Jr. Day	Jan 19, 2026	Jan 19, 2026	Jan 19, 2026
Presidents' Day	Feb 16, 2026	Feb 16, 2026	Feb 16, 2026
Good Friday	Apr 03, 2026	Apr 03, 2026	
Memorial Day	May 25, 2026	May 25, 2026	May 25, 2026
Juneteenth National Independence Day		Jun 19, 2026	Jun 19, 2026
Independence Day	Jul 04, 2026	Jul 04, 2026	Jul 04, 2026
Labor Day	Sep 07, 2026	Sep 07, 2026	Sep 07, 2026
Columbus Day	Oct 12, 2026	Oct 12, 2026	Oct 12, 2026
Veterans Day	Nov 11, 2026	Nov 11, 2026	Nov 11, 2026
Thanksgiving Day	Nov 26, 2026	Nov 26, 2026	Nov 26, 2026
Day after Thanksgiving (State observed)	Nov 27, 2026	Nov 27, 2026	
Christmas Eve	Dec 24, 2026		
Christmas Day	Dec 25, 2026	Dec 25, 2026	Dec 25, 2026

MEETING SCHEDULES PAST 5 YEARS

2017 CITY COUNCIL MEETING SCHEDULE

DATE	MEETING
January 12, 2017	3:00 PM Week Session
February 09, 2017	4:00 PM Meeting
February 09, 2017	3:00 PM Week Session
March 06, 2017	4:00 PM Meeting
March 06, 2017	3:00 PM Week Session
April 03, 2017	4:00 PM Meeting
April 03, 2017	3:00 PM Week Session
May 01, 2017	4:00 PM Meeting
May 01, 2017	3:00 PM Week Session
June 05, 2017	No Meeting
July 11, 2017	3:00 PM Week Session
August 07, 2017	4:00 PM Meeting
August 07, 2017	3:00 PM Week Session
September 04, 2017	4:00 PM Meeting
September 04, 2017	3:00 PM Week Session
October 02, 2017	4:00 PM Meeting
October 02, 2017	3:00 PM Week Session
November 06, 2017	4:00 PM Meeting
November 06, 2017	3:00 PM Week Session
December 13, 2017	4:00 PM Meeting
December 13, 2017	3:00 PM Week Session



2022 City Council Meeting Schedule

REGISTRATION	WORK SESSION	MEETING	AGENDA/AGENDA
January 12, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
February 09, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
March 06, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
April 03, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
May 01, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
June 05, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
July 11, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
August 07, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
September 04, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
October 02, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
November 06, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
December 13, 2022	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM

Registration and meeting information is available on the city website.

Meeting information is available on the city website.

For more information, please contact the City Clerk at (770) 426-1111 or visit the city website.



2023 City Council Meeting Schedule

REGISTRATION	WORK SESSION	MEETING	AGENDA/AGENDA
January 12, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
February 09, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
March 06, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
April 03, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
May 01, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
June 05, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
July 11, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
August 07, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
September 04, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
October 02, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
November 06, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
December 13, 2023	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM

Registration and meeting information is available on the city website.

Meeting information is available on the city website.

For more information, please contact the City Clerk at (770) 426-1111 or visit the city website.



2024 City Council Meeting Schedule

REGISTRATION	WORK SESSION	MEETING	AGENDA/AGENDA
January 12, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
February 09, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
March 06, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
April 03, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
May 01, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
June 05, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
July 11, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
August 07, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
September 04, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
October 02, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
November 06, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
December 13, 2024	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM

Registration and meeting information is available on the city website.

Meeting information is available on the city website.

For more information, please contact the City Clerk at (770) 426-1111 or visit the city website.



2025 City Council Meeting Schedule

REGISTRATION	WORK SESSION	MEETING	AGENDA/AGENDA
January 12, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
February 09, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
March 06, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
April 03, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
May 01, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
June 05, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
July 11, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
August 07, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
September 04, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
October 02, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
November 06, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM
December 13, 2025	3:00 PM - 4:00 PM	4:00 PM	4:00 PM - 5:00 PM

Registration and meeting information is available on the city website.

Meeting information is available on the city website.

For more information, please contact the City Clerk at (770) 426-1111 or visit the city website.

Year	Work Session / Meeting Time	Notes
2021	Work Sessions at 3:00 PM, Council Meetings at 6:00 PM.	No meeting in June.
2022	Work Sessions at 10:00 AM, Council Meetings at 6:00 PM.	No meeting in June.
2023	Work Sessions at 1:00 PM, Council Meetings at 6:00 PM.	No meeting in June.
2024	Work Sessions at 3:00 PM, Council Meetings at 6:00 PM.	No meeting in June.
2025	Work Sessions on the 1st Tuesday at 10:00 AM, Council Meetings on the 2nd Tuesday at 6:00 PM.	August included additional Budget and Millage Meetings added to regular schedule.

CITY COUNCIL MEETING COMPARISON BY YEAR FOR LAST 5 YEARS

2025–2026 SCHOOL BREAKS (CARROLL & DOUGLAS COUNTY, GA)

SCHOOL SYSTEM	FALL BREAK	CHRISTMAS / WINTER BREAK	SPRING BREAK
Carroll County Schools	Oct 13–17, 2025	Dec 22, 2025 – Jan 2, 2026	Apr 2–7, 2026
Douglas County Schools	Oct 13–17, 2025	Dec 22, 2025 – Jan 2, 2026	Apr 6–10, 2026

OPTION 1 – MAINTAIN 2025 SCHEDULE

- Work Session: 1st Tuesday @ 10 AM
- Council Meeting: 2nd Tuesday @ 6 PM
- Agenda Deadline: Thursday before Work Session
- Notes: Keeps the same pattern as 2025

OPTION 2 – THURSDAY BEFORE 2ND TUESDAY

- Work Session: Thursday before 2nd Tuesday @ 10 AM
- Council Meeting: 2nd Tuesday @ 6 PM
- Agenda Deadline: Friday before Work Session
- Notes: Moves Work Session closer to meeting for efficiency

OPTION 3 – SAME- DAY SESSIONS

- Work Session & Meeting: Same Day (2nd Tuesday)
- Work Session @ 10 AM, Meeting @ 6 PM
- Agenda Deadline: Friday before meeting
- Notes: Condenses both sessions to a single day for simplicity

ORDINANCE OF THE CITY OF VILLA RICA

WHEREAS, the City of Villa Rica often receives small claims which may not be covered by the City's insurance policies; and

WHEREAS, the City wishes to implement a cost effective policy to handle such claims.

NOW, THEREFORE, BE IT HEREBY ORDAINED that Article VIII – Small claims be enacted in the Code of Ordinances of the City of Villa Rica as follows:

Article VIII – Small Claims Policy

Section 2-200 - Short Title.

This Article may be cited as the City of Villa Rica Small Claims Policy.

Section 2-201 – Scope.

This Article shall govern all small claims made to the City which may not be covered by the City's insurance policy.

Section 2-202 – Interpretation - (A) Purpose.

This Article should be construed and implied to promote the underlying purposes and policies, which are: (1) to resolve small claims made against the City which may be \$2,500 or less; (2) to provide resolution to any legitimate claims against the City in a cost-effective and expeditious manner; (3) to provide safeguards for the resolution of small claims against the City.

Section 2-203 – Definitions.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning: (1) Small claim means a written claim made against the City asserting that the City is liable to the claimant for a negligent act as defined by Georgia law. For the purposes of this Ordinance, a small claim is one which does not exceed \$2,500 in value and is one which would not be covered by any insurance maintained by the City.

Section 2-204 – Claims Agent.

The City Manager shall serve as the Claims Agent, in consultation with the City Attorney, for the resolution of any and all small claims filed with the City.

Section 2-205 – Procedure.

Whenever a small claim is advanced against the City, it must meet the following requirements: (1) Claim must be filed with the City within six months from the occurrence of the event leading to the claim being made; (2) The Claim must be submitted upon the claim form provided by the City; (3) The City Manager shall review the claim in consultation with the City

Attorney to determine whether or not there is any significant legal basis for the claim and whether or not the claim may be handled more expeditiously and at lesser expense than by denying the claim.

Section 2-206 – Settlement of Claim.

If the City Manager, in consultation with the City Attorney, determines that the claim is meritorious and that the City's interest would be advanced by a quick resolution of the claim, then the City Manager is authorized to settle the claim for a sum under \$2,500 and issue payment to the claimant.

Section 2-207 – Release.

Before or contemporaneous with the payment of any claim, the City shall obtain a release from further liability from the Claimant.

Section 2-208 – Notice.

If the City Manager, in consultation with the City Attorney, determines that the claim is not meritorious, then written notice shall be provided to the claimant within 30 days.

Section 2-209 – Sovereign Immunity.

Nothing contained in this Ordinance shall waive the sovereign immunity of the City as provided by Georgia law.

Section 2-210 – Annual Summary.

On an annual basis, the City Manager shall provide a governing authority with a list of any and all small claims settled pursuant to this Ordinance within the preceding year.

Section 2-211 – Conflict of Law.

Any and all laws or Ordinances in conflict with this Ordinance are hereby repealed.

IT IS SO ORDAINED on this the ____ day of _____, 2026.

Leslie McPherson, Mayor

Attest:

Theresa Campbell, City Clerk



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: ABL-07-25 Wal-Mart Stores East, LP

AGENDA DATE: December 9, 2025

DATE PREPARED: November 24, 2025

PREPARED BY: Whitney Cox, Licensing Specialist

AMOUNT: N/A

GL ACCOUNT #: N/A

FUNDING SOURCE: N/A

BUDGETED ITEM? N/A

PUBLIC HEARING: Yes

PURPOSE: To present an application for Walmart Stores East, LP to sell retail package malt beverages and wine at the business location of 600 Carrollton Villa Rica Hwy., Villa Rica, GA 30180.

BACKGROUND: The applicant has complied with the ordinance with regard to the legal notification requirements and has successfully passed the background check conducted by the Villa Rica Police Department. Also, there are no location zoning restrictions that would hinder the issuance of the license. The business is currently operating as a retail grocery store and holds a valid alcohol and business license. The applicant will become the new licensee.

STAFF RECOMMENDATION: Approval

IMPACT: None

MOTION: I move to approve the alcohol license application for Wal-Mart Stores East, LP located at 600 Carrollton Villa Rica Hwy., Villa Rica, GA 30180.



Alcohol License Checklist

ABL-07-25

This form shall be submitted with all necessary documentation. All applications shall contain a full and complete and sworn and notarized statement by each applicant of all material fact relevant to the requirements of the City of Villa Rica Alcohol License Ordinance Code Chapter 4.

- ☒ Read and fully comprehend the Alcohol License Ordinance.
- ☐ Choose the applicable property ownership information provided; N/A - Change of agent only
 - ☐ A copy of the Deed to the premises, if owned by the Licensee;
 - ☐ A copy of the Lease Agreement covering the premises to be licensed, if leased by the Licensee;
 - ☐ In the case of a Partnership, a copy of the Partnership Agreement;
 - ☐ In the case of a Corporation, a copy of the Articles of Incorporation
- ☒ Application Fee (See Ordinance)

* Conducted at Villa Rica Police Department, located at 101 Main Street, each applicant and any Corporate Officers or Shareholders otherwise required to be fingerprinted shall submit themselves to the Villa Rica Police Department, where a complete set of fingerprints shall be taken. Each applicant authorizes the City and its Agents to secure from any Court, Law Enforcement Agency or other Public Agency his/her criminal and civil history and to use such information in any public hearing with respect to the license applied for, either before or after the issuance of the license. Each applicant waives any right which he would otherwise have to preclude the City or its Agents from obtaining and using such information; and each applicant further waives any liability of the City or its Agents from obtaining and using such information.

Patricia R. Allen

Applicant's Name

10/27/25
Date



City of Villa Rica Alcohol License Application

INSTRUCTIONS: Every question must be answered fully and correctly. If the space provided is not sufficient, answer the question on a separate sheet and indicate in that space that a separate sheet is attached. When completed, it must be dated, signed and verified under oath by the applicant and filed in person by the applicant with the **Office of the City Manager, Villa Rica City Hall, 571 West Bankhead Highway, Villa Rica, Georgia 30180**, together with all supporting documentation and a check for the required non-refundable application fee.

A license issued to an individual shall be issued in the name of the individual. A license issued to a Partnership shall be issued in the name of the Partnership and in the name of one of the partners who shall be the named Licensee. A license issued to a Corporation having as its principal business the sale of alcoholic beverages shall be issued in the name of the Corporation and in the name of the majority Stockholder or a Principal Officer of the Corporation; and such majority Stockholder or Officer shall be the named Licensee. A license issued to a Corporation having as its principal business an activity other than the sale of alcoholic beverages shall be issued in the name of the Corporation and in the name of the Officer or Employee of the Corporation primarily responsible for the operation of the licensed premises; and such Officer or Employee shall be named the Licensee.

NON-REFUNDABLE APPLICATION FEE

Package Beer	\$100.00	Pouring Restaurant – All	\$100.00	Pouring Supper Club	\$500.00
Package Wine	\$100.00	Pouring Beer & Wine	\$100.00	Supper Club Wine & Beer	\$500.00
Wine Tasting	\$100.00	Wholesale Dealer	\$500.00	Alcohol Catering	\$100.00
Growler	\$100.00	Wine & Craft Beer Boutique	\$100.00	Special Event	\$100.00

TYPE OF LICENSE/Annual License Fee (Check One Only)

☒	Retail Package Malt Beverages & Wine	\$300.00
☐	Retail Package Malt Beverage	\$200.00
☐	Pouring License Restaurant	\$3,500.00
☐	Pouring License Private Club	\$5,000.00
☐	Pouring License Private Club	\$3,500.00
☐	Growler License (In Conjunction with Retail Package Malt Beverage & Wine License)	\$200.00
☐	Retail Package Wine	\$100.00
☐	Limited Pouring License Restaurant	\$500.00
☐	Limited Pouring License Supper Club	\$3,000.00
☐	Limited Pouring License Private Club	\$500.00
☐	Alcohol Catering (In Conjunction with Limited Pouring License – Restaurant)	\$500.00
☐	Wine Tasting (In Conjunction with Retail Package Wine License)	\$100.00
☐	Wine & Craft Beer Boutique	\$500.00

TYPE OF OUTLET

☒	Retail Package Sales
☐	Restaurant
☐	Special Event
☐	Supper Club
☐	Private Club
☐	Wine & Craft Beer Boutique

PART I

1. Type of Ownership

☐ Individual

☒ Partnership

☐ Corporation

(A) If Individual, give full name and address of owner:

N/A

Full Name

Address

(B) If Corporation/Partnership, give Corporate/Partnership name:

Wal-Mart Stores East, LP

Federal Tax ID: 71-0862119

Name, Percent Interest and Legal Address of Principle Stockholders and Corporate Officers or Partners:

Please see attached Exhibit "A"

Full Name	Address	% Interest
-----------	---------	------------

Full Name	Address	% Interest
-----------	---------	------------

Full Name	Address	% Interest
-----------	---------	------------

Full Name	Address	% Interest
-----------	---------	------------

Describe the principle business of the Corporation/Partnership:

Retail grocery store

Full Name, Legal Residence and Social Security Number and the Named Licensee (a) Individual (b) Principal Officer/Employer (c) Partner, each partner must be a Named Licensee:

Patrick Ryan Eller on behalf of

Wal-mart Stores East, LP

1204 Woods Walk, Villa Rica, GA 30180

xxx-xx-6152

Full Name

Address

2. Is the above address your legal and bona-fide place of domicile? ☒ Yes ☐ No

3. Trade Name of business for which application is made:

Walmart #2732

4. Address of business for which application is made:

600 Carrollton Villa Rica Hwy, Villa Rica, GA 30180

Phone Number: (770) 459-6601

Business

Home

Mailing Address: 702 SW 8th Street, Dept 8916, Bentonville, AR 72716

If additional space is required, please attached to this application, noting the section to which it refers.

PART II

1. Will the proposed outlet have live entertainment? ☐ Yes ☒ No
(If yes, describe how often and what type in detail)

N/A

2. Have you obtained a copy of the City of Villa Rica Alcohol Beverage Ordinance?

☒ Yes ☐ No

No application will be processed until receipt of a copy of this ordinance is acknowledged.

3. Have you included with this application a check for the non-refundable application fee required by Chapter 3 of the Alcohol Beverage Ordinance in the City of Villa Rica?

☒ Yes ☐ No

4. As required by Chapter 4 of the Alcoholic Beverage Ordinance of the City of Villa Rica, have you included the following with this application? Please check the applicable answer(s):

N/A - Change of agent only

- ☐ A copy of the Deed to the premises to be licensed, if owned by applicant.
☐ A copy of the Lease Agreement covering the premises to be licensed, if leased by the applicant.
☐ In the case of a Partnership, a copy of the Partnership Agreement.
☐ In the case of a Corporation, a copy of the Articles of Incorporation.
☐ A current stamped certificate from a registered surveyor which shows a scale drawing of the premises and the location at which the applicant desires to operate an alcoholic beverage outlet and which shows, with linear foot measurements where appropriate, such location's compliance or non-compliance with the provisions of Chapter 3 of the Alcoholic Beverage Ordinance of the City of Villa Rica.

5. Have you confirmed with the City of Villa Rica Community Development Department that the location of the proposed outlet is in a zoning district that has been approved for the sale of alcoholic beverages subject to the specific limitations of the respective district as provided for in Chapter 3 of the Alcoholic Beverage Ordinance of the City of Villa Rica?

☐ Yes ☐ No N/A - Change of agent only

6. If applicable, have you received approval from the City of Villa Rica Building Official for any new construction, renovations, remodeling, etc. at the premise to be licensed?

☐ Yes ☐ No N/A - Change of agent only

7. If applicable, have you received an approved site plan from the City of Villa Rica for the location of the premises to be licensed? ☐ Yes ☐ No N/A - Change of agent only

8. If applicable, have you received a Carroll/Douglas County Health Department Food Service Permit and any other applicable local, state or federal permits, etc. required for a food service establishment? ☐ Yes ☐ No N/A - Change of agent only

9. Do you comply with the requirements of Regulation 560-2-2-38 below? ☒ Yes ☐ No
Neither a retail dealer or retail consumption dealer, whether licensed in this State or not, not any of his employees or members of such retail dealers or retail consumption dealer's immediate family shall have, own or enjoy any ownership interest in, or partnership arrangement or other business association with the business of any wholesaler, manufacturer, producer, shipper, importer or broker.

10. Has the named Licensee and all other persons otherwise required, submitted themselves to the City of Villa Rica Police Department for fingerprinting and background check(s) as provided for in Chapter 3 of the Alcoholic Beverage Ordinance of the City of Villa Rica?
☐ Yes ☒ No* *To be completed after application is filed.

11. Has the named Licensee, any Partner(s), the Corporation or any Corporate Officer been:

- a. Convicted within the last ten (10) years of any felony or any misdemeanor involving moral turpitude? ☐ Yes ☒ No
- b. Any other misdemeanor within the past five (5) years? ☐ Yes ☒ No
- c. Denied or had revoked, within the past five (5) years, any license to sell alcoholic beverages issued by any government entity? ☐ Yes ☒ No
- d. Convicted of selling alcohol to a minor within the past three (3) years?
☐ Yes ☒ No

If the answer to any portion of question 11 is "yes," describe in detail and give date of occurrences:

N/A

12. Has any alcoholic beverage business in which the named Licensee, Partner(s), the Corporation or Corporate Officers holds or has held any financial interest, or are employed, or have been employed, ever been cited for any violation of the rules and regulations of the State Revenue Commissioner or any local ordinance/legislation relating to the sale or distribution of alcoholic beverage? ☒ Yes ☐ No Please see attached Exhibit "B"

13. On behalf of the named Licensee, provide three (3) personal references (not relatives, former employers, fellow employees or school teachers) who are responsible, reputable adults, business or professional men or women, who have known the named Licensee during the past five (5) years. Include name, residence, business address and number of years known:

Perry Hicks	312 Keene Road Bremen, GA 30110	232 Main Street Bremen, GA 30110	20
Name	Residence	Business Address	Number of Years Known
Shiryll Daniel	414 Providence Church Road Newnan, GA 30236	404 US Hwy 27 Bremen, GA 30110	27
Name	Residence	Business Address	Number of Years Known
Bobby Patterson	186 Beaver Pond Road Carrollton, GA 30117	705 Dixie Street Carrollton, GA 30117	17
Name	Residence	Business Address	Number of Years Known

14. Is the name Licensee a citizen of the U.S.? ☒ Yes ☐ No

Boaz, AL	06/28/1969
Place of Birth	Date of Birth

PART III
VERIFICATION

State of Georgia, CARROLL County

I, Patrick R. Eller, Licensee, do solemnly swear subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application are true and no false or fraudulent statement or answer is made herein to procure the granting of such license.

Patrick R Eller
Applicants Signature (FULL NAME IN INK)

I hereby certify that Patrick R. Eller signed his/her name to the foregoing application after stating to me that he/she knew and understood all statements and answers made therein and, under oath actually administered by me, has sworn that said statements and answers are true.

This 2th day of October, 20 25.
Brittany Sweet My Commission Expires: 10/01/2029
Notary Public

(Seal)



Affidavit of Publication

STATE OF GEORGIA } SS
COUNTY OF CARROLL }

PUBLIC NOTICE

Wal-Mart Stores East, LP; Mr. Patrick R. Eller, Licensee has filed an application for retail package malt beverage and wine sales at 600 Carrollton Villa Rica Hwy, Villa Rica, GA 30180 as a Retail Grocery Store. A public hearing on the application will be held on December 9, 2025 at 6:00 PM at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia. For additional information on this application, contact the Licensing Specialist, Whitney Cox at (678)840-1224.
11/20

Rachael Raney, being duly sworn, says:

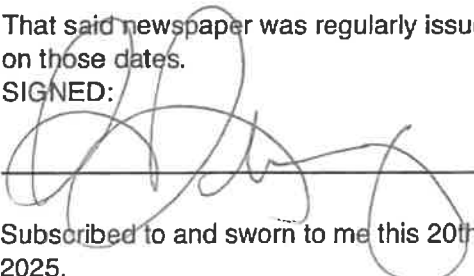
That she is publisher of the Times-Georgian, a newspaper of general circulation, printed and published in Carrollton, Carroll County, Georgia; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

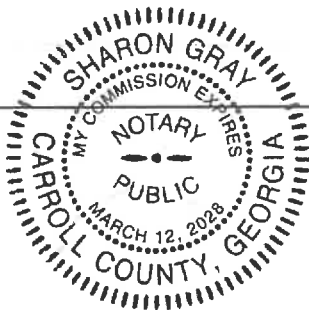
November 20, 2025

Publication Fees: \$ 54.00

That said newspaper was regularly issued and circulated on those dates.

SIGNED:


Subscribed to and sworn to me this 20th day of November 2025.



70035115 71364455 770) 644-0808

SARD & LEFF, LLC
3789 ROSWELL RD
ATLANTA, GA 30342

AFFP
LIQUOR LICENSE

Affidavit of Publication

STATE OF GEORGIA }
COUNTY OF DOUGLAS } SS

PUBLIC NOTICE

Wal-Mart Stores East, LP; Mr. Patrick R. Eller, Licensee has filed an application for retail package malt beverage and wine sales at 600 Carrollton Villa Rica Hwy, Villa Rica, GA 30180 as a Retail Grocery Store. A public hearing on the application will be held on December 9, 2025 at 6:00 PM at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia. For additional information on this application, contact the Licensing Specialist, Whitney Cox at (678)840-1224.
11/20

Rachael Raney, being duly sworn, says:

That she is Publisher of the Douglas County Sentinel, a newspaper of general circulation, printed and published in Douglasville, Douglas County, Georgia; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

November 20, 2025

Publication Fees: \$ 54.00

That said newspaper was regularly issued and circulated on those dates

SIGNED:

Subscribed to and sworn to me this 20th day of November 2025.



70035115 71364455 770) 644-0808

SARD & LEFF, LLC
3789 ROSWELL RD
ATLANTA, GA 30342

"WAL-MART STORES EAST, LP; MR. PATRICK R. ELLER, LICENSEE HAS FILED AN APPLICATION FOR RETAIL PACKAGE MALT BEVERAGE AND WINE SALES AT 600 CARROLLTON VILLA RICA HWY, VILLA RICA, GA 30180 AS A RETAIL GROCERY STORE. A PUBLIC HEARING ON THE APPLICATION WILL BE HELD ON DECEMBER 9, 2025 AT 6:00 PM AT THE HOLT-BISHOP JUSTICE CENTER, MUNICIPAL COURT ROOM, 101 MAIN STREET, VILLA RICA, GEORGIA. FOR ADDITIONAL INFORMATION ON THIS APPLICATION, CONTACT THE LICENSING SPECIALIST, WHITNEY COX AT (678) 840-1224."



**Planning & Zoning
Community Development Department**

ABL-07-25

Public Hearing Date

City Council: December 9, 2025

Request: Alcoholic Beverage License

Project Description: Retail Package Malt Beverages & Wine

Applicant: Wal-Mart Stores East, LP
Licensee: Patrick R. Eller
1204 Woods Walk
Villa Rica, GA 30180

Location: 600 Carrollton Villa Rica Hwy., Landlot 131, 6th District; Carroll Co., Ward 2

Parcel Number(s): V07 0100006

Current Zoning: C2 (Commercial Medium Density)

Current Land Use: Commercial

Location and Zoning Requirements:

The Alcohol Beverage Ordinance regulates location and zoning statutes of the property proposed for selling alcohol as follows:

Sec. 4-69. Zoning Restriction

(a) No retail license shall be granted under this chapter unless the premises to be licensed are, at the time the application is approved by the mayor and council, located under the planning and zoning ordinance of the city in a non-residential zoning district subject to the specific limitation of the respective districts.

The subject property is zoned C2 (Commercial Medium Density).

Sec. 4-70. Proximity Restrictions:

(a) No premises shall be licensed under this chapter whose location is within the following distances:

(1) For the sale of any wine or malt beverage, within 300 feet of any church building, school building, school grounds, or college campus.

Compliance: Yes

(2) For the sale of any distilled spirits, within 300 feet of any church building and within 600 feet of any school building, educational building, school grounds, or college campus.

Compliance: Yes

(3) For the sale of any distilled spirits, wine, malt beverage, within 300 feet of an alcoholic treatment center owned and operated by the State of Georgia or any county or municipal government therein.

Compliance: Yes

(4) For the sale of any alcoholic beverage for consumption on the premises, within 300 feet of any housing authority property.

Compliance: Yes

(5) No consumption-on-the-premises license shall be issued for any place of business which is located within 200 feet of a private single-family or two-family dwelling.

Compliance: Yes

Sec. 4-29 Investigation; Hearing:

In accordance with the City of Villa Rica Alcoholic Beverages Ordinance, the Villa Rica Police Department (VRPD) investigated the applicant's background. As a result of the investigation, the VRPD revealed no conviction or records against the applicant's good moral character or fitness for a license.

Public Response:

The applicant has posted a sign on the premises, as well as a notice in the Times-Georgian and the Douglas Sentinel, notifying the public of the application to obtain an alcoholic beverage license at the location.

Staff Comments:

The applicant has complied with the Ordinance regarding the legal notification requirements and has successfully passed the background check conducted by the Villa Rica Police Department. Also, there are no location restrictions that would hinder the issuance of the license.

Recommendation:

Staff recommends **approval** of the request by Wal-Mart Stores East, LP and Patrick R. Eller for the alcohol license to sell retail package malt beverages & wine at 600 Carrollton Villa Rica Hwy.



Whitney Cox
Licensing Specialist

Attachments:

1. Application
2. Affidavit of Publication
3. Commercial Lease/Proof of Ownership



Staff Report: VA -05-2025

Applicant: Milan Patel (Kuiha Group, Inc.)
Contractor: Kevin Bell (Suntan Construction)
Case No.: VA-05-25
Address: 113 Commons Way
Land Lot: 131, District 6
Parcel: V07 0100183, Carroll County, Georgia
Acreage: 1.06 ± acres
Zoning: C-2, Commercial Medium Density
Ward: 2
Council Member: Matthew Momtahan
Planning Commission Member: Julie Cepin

The applicant, Milan Patel of Kuiha Group, Inc., requests a variance to facilitate the rehabilitation of an existing inline retail strip center into a stand-alone distilled spirits package store at 113 Commons Way. The variances are as follows:

1. **Variance from Sec. 4-401 – License issuance—Retail dealer building and inventory requirements** to reduce the requirement that the building be bricked on all sides. Specifically:
 - i. To allow Nichiha fiber cement architectural faux brick panels in lieu of traditional brick on the newly constructed façade section;
 - ii. To allow the existing stucco fascia section to remain; and
 - iii. To allow the existing stone water table to remain.

The following documents, which were submitted in support of the application, have been reviewed:

1. Application for a Variance, dated October 9, 2025, signed by Milan Patel (1 page).
2. Letter of Intent, dated October 9, 2025, signed by Kevin Bell (1 page).
3. Rendering of proposed front elevation (1 page).
4. Vicinity Map of subject site. (1 page).
5. Warranty Deed, dated June 27, 2024, signed by Danny Fang, Marins Property Management Holdings LLC (1 page).
6. Color rendering of front façade, and images of the partially constructed new façade section, submitted on October 30, 2025.



A. Existing Conditions and Background

Milan Patel (Kuviha Group) received presumptive alcohol license approval for a distilled spirits retail package store at this location on January 14, 2025, under City Council Case ABL-03-25.

The applicant has since initiated plans to remodel and reconfigure the existing retail strip building into a single-use structure consistent with the city's standards for package stores. Kevin Bell of Suntan Construction Company is the contractor for the renovation project.

On October 30, 2025, a Stop Work Order was issued after City staff observed construction activity that deviated from the approved building permit and submitted variance renderings. Specifically, the applicant began construction of the main entrance focal point façade as a blank, windowless wall, contrary to the submitted plans that depicted a fenestrated façade treatment (*Figure 2*).

This modification is inconsistent with *Non-residential Design Standards Sec. 9.04(6)(f) – Four-Sided Architecture*, which states that “Blank, windowless walls are prohibited along facades fronting a public way.” The partially constructed wall, as built, eliminates the visual interest and transparency features originally proposed. The attached images illustrate the deviation between the approved rendering and the current state of construction.

TABLE 1. SURROUNDING LAND USES

	Current Zoning	Current Use	Land Use Character Area
North	Commercial Medium Density (C-2)	Commercial	Commercial Village
East	Commercial Medium Density (C-2)	Commercial	Commercial Village
South	Commercial Medium Density (C-2)	Commercial	Commercial Village
West	Commercial Medium Density (C-2)	Commercial	Commercial Village

The property is located within the Commercial Village character area as identified in the City's Comprehensive Plan. The Commercial Village supports redevelopment of existing commercial centers, infill commercial uses, and improved architectural design along key corridors.

The site is also part of the I-20 Gateway area, which emphasizes visually appealing, high-quality commercial development that serves as an entry corridor to the city. While the proposed redevelopment supports these objectives by reinvesting in an existing commercial property, the proposed use of Nichiha fiber cement faux brick panels deviates from the intent of the code, which requires package stores to be constructed as fully bricked buildings on all sides.



FIGURE 1. VICINITY MAP. 113 COMMONS WAY. SOURCE: CARROLL COUNTY QPUBLIC.

B. Site History

The subject property, located at 113 Commons Way, was originally constructed in 2005 as part of a small retail center development consisting of multiple inline commercial suites. The building is now being rehabilitated for use as a stand-alone distilled spirits package store.

On January 14, 2025, City Council approved the issuance of a presumptive alcohol license (Case ABL-03-25) to Kuviha Group, Inc. for a distilled spirits retail package store at this location. Following license approval, the applicant applied for and received all necessary building permits to commence interior and exterior renovations. A Commercial Alteration Permit (25VR-BLD00347) was issued on October 16, 2025, along with associated plumbing and electrical permits. Construction has started to complete the rehabilitation of the existing structure.

On October 30, 2025, a Stop Work Order was issued after City staff observed construction activity that deviated from the approved building permit and submitted variance renderings.



C. Proposed Development

The applicant proposes to complete the renovation using Nichiha fiber cement architectural wall panels as a masonry-equivalent façade material. While Nichiha is a durable and architecturally acceptable material in many contexts, it represents a deviation from the existing brick façade and from the intent of Sec. 4-401, which requires that package store buildings be bricked on all sides.

According to the applicant, the existing building was not originally constructed to support a full brick façade, and applying brick at this stage would require substantial foundation and structural reinforcement to accommodate the additional weight. These structural challenges would result in significant cost and potential construction complications without adding meaningful architectural value.

Staff's opinion is that the newly constructed entrance wall could feasibly be built using full brick to match the existing building's materials. Therefore, the requested variance is not the minimum necessary to make the project feasible. While a limited variance for the existing stucco fascia and the existing stone water table could be considered reasonable, the variance requested for the newly constructed façade section is excessive because it can be completed with full brick consistent with both the ordinance and the building's established architectural character.

The applicant's justification for the request is primarily based on expense; however, economic hardship is not a valid justification for granting a variance under state law or the City's zoning ordinance. The hardship is self-imposed, as the applicant voluntarily initiated construction in a manner inconsistent with approved plans and code standards.

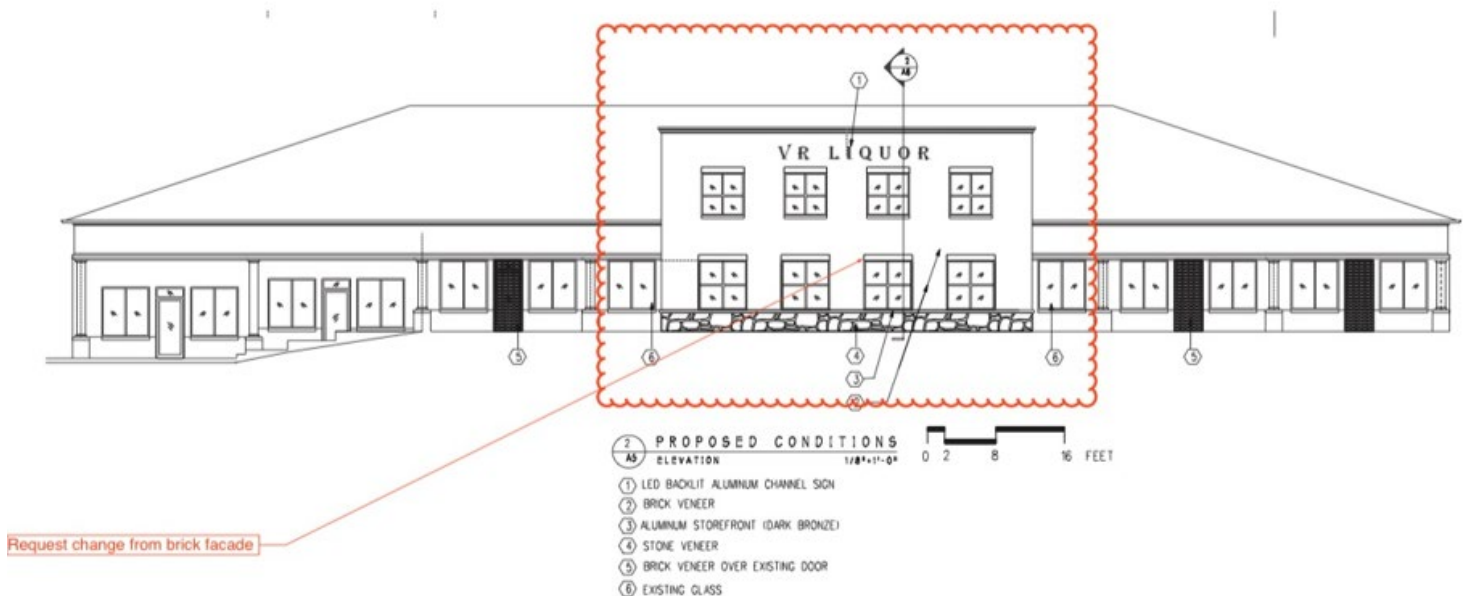


FIGURE 2. RENDERING. FRONT ELEVATION WITH PROPOSED MASONRY TREATMENTS.



FIGURE 3. RENDERING. PROPOSED FINISHED FRONT ELEVATION WITHOUT WINDOWS.



FIGURE 4. CURRENT CONDITIONS. IMAGE CAPTURED ON 10/30/2025



FIGURE 5. FRONT ELEVATION WITH FACADE ELEMENTS LABELED

Flood Plain

The property is not located within a flood zone, as shown in Figure 4 below.
National Flood Hazard Layer FIRMette

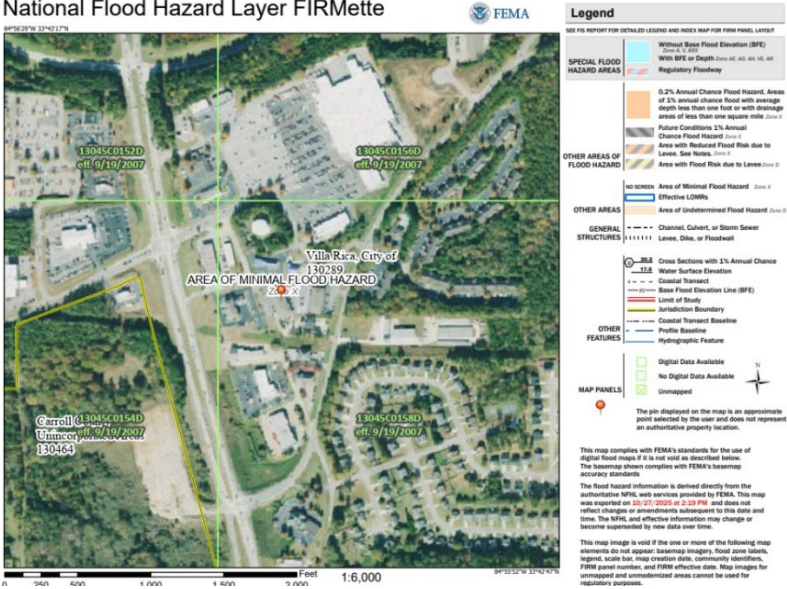


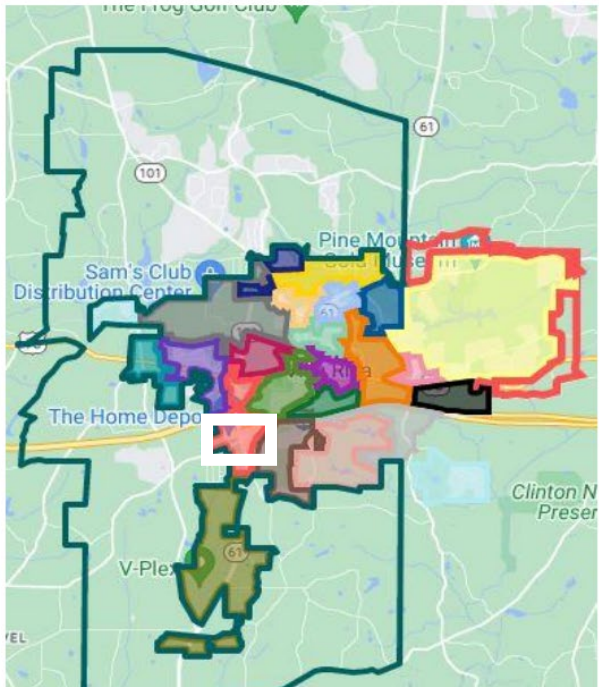
FIGURE 6. FEMA FLOOD MAP



Zoning District Legend	
	City Boundary
	AG - Single-Family Agricultural
	R1 - Single-Family Suburban
	R2 - Single-Family Urban
	SFA - Single-Family Attached
	MF1 - Multifamily Low-Density
	MF2 - Multifamily Medium-Density
	CBD - Central Business District
	CMU - Commercial Mixed Use
	C1 - Commercial Low-Density
	C2 - Commercial Medium-Density
	OMI - Office Medical Institutional
	I1 - Industrial Low-Density
	I2 - Industrial Medium-Density
	PUD - Planned Unit Development

FIGURE 7. VILLA RICA ZONING MAP

City of Villa Rica Future Development Map



Future Development Village Areas

Village Areas	
	Downtown
	East Village
	Mirror Lake Commercial Village
	Mirror Lake Residential Village
	East Industrial Village
	Miner's Village
	Medical Village
	North Village
	South Village
	West Village
	Fullerville Village
	Urban Village
	Gold Dust Village
	West Industrial Village
	Commercial Village
	Rural Village
	Bankhead Village
	Neighborhood Residential Village
	Neighborhood Residential Village
	Liberty Village

FIGURE 8. VILLA RICA FUTURE LAND DEVELOPMENT MAP



D. Variances

1. Variance from *Section 4-401 – License Issuance, Retail Dealer Building and Inventory Requirements.*

- i. To allow Nichiha fiber cement architectural faux brick panels in lieu of traditional brick on the newly constructed façade section;
- ii. To allow the existing stucco fascia section to remain; and
- iii. To allow the existing stone water table to remain.

Brick on All Sides.

The applicant's proposed masonry treatments are intended to satisfy the ordinance's intent by maintaining a high-quality and architecturally consistent appearance, but staff holds the opinion that the newly constructed section should be constructed of full brick to satisfy the intent of the code and be consistent with the brick that already exists on the building.

Variance Decision Criteria

In taking action on all variance requests, the Council shall use the following decision criteria, consistent with the requirements of the Georgia Code.

a) Development Standards Variance. The Council may grant a variance from the development standards of this ordinance (such as height, bulk, area) if, after a public hearing, it makes a determination in writing (consistent with O.C.G.A. 36-66-1), that:

I. **General Welfare. The approval will not be injurious to the public health, safety, morals, and general welfare of the community:**

Approval of the variance would be injurious to the City's efforts to maintain consistent, high-quality commercial design along major corridors. The proposed Nichiha fiber cement façade treatment is inconsistent with the existing buildings architectural character, as well as the code's intent for full brick facades on retail package stores. The removal of windows is a deviation from approved permit plans and is inconsistent with city's adopted design standards.

II. **Adjacent Property. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner:**

Allowing a blank, windowless façade facing the public street would diminish the area's architectural character and could negatively affect the appearance of the building and the perceived value of surrounding commercial properties.

III. **Practical Difficulty. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner:**



The hardship claimed by the applicant is based on construction cost and design preference, not on a unique physical condition of the property. Economic considerations are not grounds for a variance. The need for relief is self-imposed and avoidable through compliance with the code's requirements for the newly constructed entrance section.

E. Comments

Lot Size Variance is Not Required

The application was originally advertised as including a variance from Sec. 8.27(a) to reduce the minimum lot size requirement for package stores from 1.00 acre to 0.98 acres. Upon review, staff discovered a discrepancy between the tax assessor's record of 0.98 acres and the recorded plat showing 1.06 acres (Plat Book 104, Page 210, Carroll County). The recorded plat acreage governs, confirming that the property meets the minimum one-acre requirement. Therefore, the lot size variance is no longer required and is stricken from the request.

F. Public Notification

As required by *Section 11.05* in the Code of the City of Villa Rica, the public has been notified in *Times-Georgian* and the *Douglas County Sentinel* on October 21, 2025, a sign has been posted on the subject properties; and all abutting property owners have received notification via regular and certified mail.

Public Response:

In response to the public notifications, no residents have contacted the City objecting to the proposed variances.

G. Recommendations

Staff recommends **Denial** of the requested variance.

Should approval be considered, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Architectural treatments of the newly constructed façade section shall be brick, consistent with the intent of Section 4-401 and the existing brick façade of the building. The existing stucco fascia section is allowed to remain, and the existing stone water table is allowed to remain.
3. The parking lot shall be restriped in accordance with the code's requirements, subject to review and approval by the Community Development Department.
4. The final façade improvements shall require design review approved by the Community Development Department.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades ~~and a reduction to the minimum lot size~~, in accordance with Sec. 4-401 License issuance - Retail dealer building and inventory requirements, ~~and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets~~. For the property located at 113 Commons Way, Land Lot 131, District 6, also known as Parcel Number: V07 0100183. The property lot size is ~~0.98~~ 1.06 +/- acres. The subject property is zoned Commercial Medium Density (C2) located within Carroll County, GA, Ward 2. This is a Public Hearing. Previously heard and tabled on November 11, 2025.

WORK SESSION DATE: December 2, 2025

MEETING DATE: December 9, 2025

PREPARED BY: Shaun Myers, Planning and Zoning Administrator

PUBLIC HEARING: YES

PURPOSE:

The applicant requests variances from Sec. 4-401 – License Issuance, Retail Dealer Building and Inventory Requirements, to reduce the requirement that the building be bricked on all sides. The variance is requested in relation to the rehabilitation of an existing commercial building that was originally constructed with elevations featuring a brick façade, a stone water table, and a stucco fascia.

BACKGROUND:

Since the November 11 meeting, the applicant has submitted additional materials, including (1) a structural engineering hardship letter, and (2) revised exterior renderings showing two options for the new section: a full brick option and a Nichiha fiber-cement option.

The building at 113 Commons Way was originally constructed in 2005 as part of a small commercial strip development. On January 14, 2025, City Council approved a presumptive alcohol license (Case ABL-03-25) for Kuviha Group, Inc. to operate a distilled spirits package store at this location.

A Commercial Alteration Permit (25VR-BLD00347) was issued on October 16, 2025, along with plumbing and electrical permits. Renovation work is underway to convert the existing multi-suite structure into a single-tenant facility consistent with the City's standards for package stores.

The property lies within the Commercial Village and I-20 Gateway character areas, which encourage corridor revitalization and high-quality commercial redevelopment.

STAFF RECOMMENDATION:

Staff recommends Denial of the requested variance from Sec. 4-401.

The applicant has constructed a portion of the façade inconsistent with the approved plans and renderings, and the newly built section can feasibly be completed in full brick consistent with ordinance standards and existing building façade materials. The request does not represent the minimum variance necessary, the hardship is self-imposed, and approval would conflict with the City's non-residential design standards and four-sided architecture requirements for retail package stores.

Should approval be considered, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Architectural treatments of the newly constructed façade section shall be brick, consistent with the intent of Section 4-401 and the existing brick façade of the building.
The existing stucco fascia section is allowed to remain.
The existing stone water table is allowed to remain.
3. The parking lot shall be restriped in accordance with the code's requirements, subject to review and approval by the Community Development Department.
4. The final façade improvements shall require design review approved by the Community Development Department.

MOTION:

I move to Deny the requested variance from Sec. 4-401 for the property located at 113 Commons Way (Case No. VA-05-25).

Alternatively;

I move to Approve the requested variance from Sec. 4-401 for the property located at 113 Commons Way (Case No. VA-05-25); subject to the four (4) conditions proposed by staff.



City of Villa Rica

25VR-VA00001

☐ APPEAL

☒ VARIANCE

The procedure for requesting a Variance or filing an Appeal is set forth in Section 606 of the City of Villa Rica Zoning Ordinance. Generally, the amendment process involves review by the Community Development Manager and City Council.

Date of Application: 10/09/25

Applicant Name: Milan Patel

Address: 113 Commons Way City: Villa Rica State: GA Zip: 30180

Phone: 240-421-0102 Email: KUVIDHA113@gmail.com

Agent Name: Sun Tan Construction

Address: P.O. Box 252 City: Villa Rica State: GA Zip: 30180

Phone: 404-518-8163 Email: Kevin@Suntanrepair.com

Owner Name (if different from applicant): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____ (Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application)

VARIANCE OR APPEAL INFORMATION

Address of Variance or Appeal Location: 113 Commons Way, Villa Rica GA 30180

I, Milan Patel, hereby state that all the above statements and statements contained in the documents submitted with this application are true. I hereby request processing of this application.

Signature of Applicant

Date

10/09/25



117 W. Wilson Street
Villa Rica, GA 30180

10/9/2025

Subject: Request for Variance – Use of Masonry Materials Other Than Brick

Dear Members of the Planning and Zoning Department,

We are respectfully requesting a variance from the City's brick façade requirement for our new project, which will be the **first liquor store in Villa Rica**. Our goal is to develop a building that presents a **modern, attractive, and high-quality design** that aligns with current retail trends and enhances the appearance of the area.

The existing building **was not originally constructed to support a brick façade**, and applying brick at this stage would likely require **additional foundation and structural work** to accommodate the added weight. This would create unnecessary expense and potential construction complications without adding significant architectural value.

We are proposing to use **alternative masonry materials** that are durable, low-maintenance, and visually appealing, while offering a more contemporary and inviting aesthetic. These updated materials will provide a fresh, professional look suitable for this new retail establishment and will help set a positive design precedent for future development in the community.

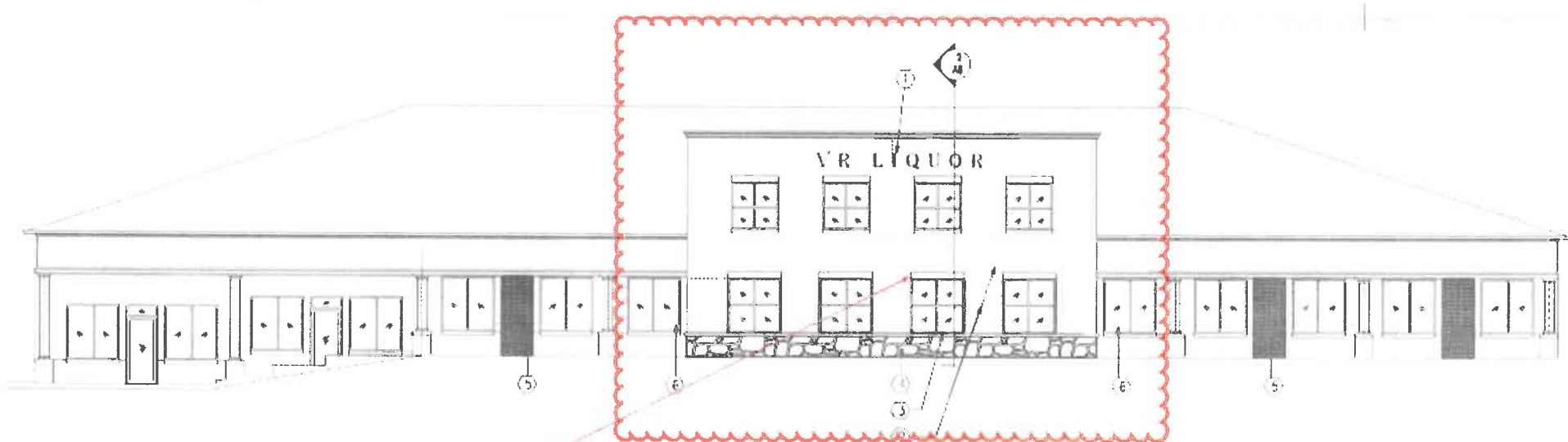
At the upcoming meeting, we will present **visual samples and renderings** to illustrate the materials and demonstrate how they will complement Villa Rica's overall architectural character.

We sincerely appreciate your time and consideration of this request, and we look forward to discussing our proposal further at the meeting.

Respectfully submitted,

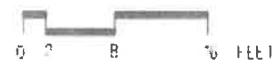
A handwritten signature in black ink, appearing to be 'Kevin Bell', is written over the 'Respectfully submitted,' text.

Kevin Bell
404-518-8163



PROPOSED CONDITIONS
A5. ELEVATION

1/8" = 1'-0"



- (1) LED BACKLIT ALUMINUM CHANNEL SIGN
- (2) BRICK VENEER
- (3) ALUMINUM STONE MOUNT (DARK BRONZE)
- (4) STONE VENEER
- (5) BRICK VENEER OVER EXISTING DOOR
- (6) EXISTING GLASS

Request change from brick facade

LOCATION MAP
PROJECT SITE



OCCUPANT LOAD

				SF /	NET/	OCCUPA
--	--	--	--	------	------	--------

eFiled and eRecorded
DATE: 06/27/2024
TIME: 1:13 PM
DEED BOOK: 6254
PAGE: 81 - 83
FILING FEES: \$25.00
TRANSFER TAX: \$0.00
INTANGIBLE TAX: \$0.00
PARTICIPANT ID: 4788494558
CROSS REFERENCES: 1
PT61: 022-2024-002767
RECORDED BY: WT
CLERK: Alan J. Lee
Carroll County, GA

*Cross Reference:
Deed Book 6252, Page 160
Carroll County, Georgia Records*

*Return to:
SMITH CONERLY LLP
402 Newnan Street
Carrollton, Georgia 30117*

CORRECTIVE LIMITED WARRANTY DEED

THIS INDENTURE is made this 27th day of June, 2024 between MARIN PROPERTY MANAGEMENT & HOLDINGS LLC, a Georgia limited liability company, as party of the first part (the "Grantor"), and A&M 662 PROPERTY LLC, a Georgia limited liability company, as party of the second part (the "Grantee") (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH:

That Grantor, for and in consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, in hand paid at and before the sealing and delivery of these presents, the receipt and sufficiency of which are hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and forever confirm unto the said Grantee the following described real property (the "Property"):

All that tract or parcel of land lying and being in Land Lot 131 of the 6th District, Carroll County, Georgia, being Tract 1: 1.06 Acres, as per plat thereof recorded in Plat Book 104, Page 210, Carroll County, Georgia Records, which plat is incorporated herein by reference and made a part of this description.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described property unto the said Grantee against the claims of any and all persons claiming by, through or under Grantor. Without expanding by implication the limited warranty set forth herein, this conveyance is made subject to the following matters (the "Permitted Exceptions"): (i) ad valorem real property taxes for the year 2024 and subsequent years not yet due and payable; (ii) All matters shown on plat of survey entitled "Survey for: Garrett Commercial Properties, LLC", dated February 7, 2017; as prepared by Pioneer Land Surveying, and certified by Lester E. Bell,

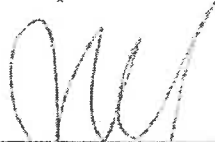
GRLS #2935 and recorded in Plat Book 104, Page 210, Carroll County, Georgia; (iii) Easement from J.B. Chappell to Plantation Pipe Line Company, dated September 8, 1941 and filed September 23, 1941 in Deed Book 65, Page 189, Carroll County, Georgia Records, as amended and supplemented by Easement Grant and Amendment, from Mrs. Margaret Bryce Chappell, also known as Mrs. J.C. Chappell to Plantation Pipeline Company, filed March 27, 1968 in Deed Book 192, Page 127, Carroll County, Georgia Records as affected by Development Agreement by and between Plantation Pipe Line Company, dated December 14, 2015 and filed April 18, 2016 in Deed Book 5460, Page 196, Carroll County, Georgia Records; (iv) Easements with Covenants and Restrictions Affecting Land ("ECR") by and between Wal-Mart Real Estate Business Trust, LLC, Villa Rica WM Associates, LLC, and Villa Rica Shops Associates, LLC, dated April 29, 1999 and filed May 7, 1999 in Deed Book 1132, Page 1, Carroll County, Georgia Records, as amended by First Amendment to Easements with Covenants and Restrictions Affecting Land, dated April 27, 2001 and filed June 11, 2001 in Deed Book 1525, Page 206, Carroll County, Georgia Records, as affected by Second Amendment to Easements with Covenants and Restriction Affecting Land, dated February 14, 2003 and filed February 26, 2003 in Deed Book 2147, Page 53, Carroll County, Georgia Records; (v) Sewer Easement Agreement by and between Villa Rica Business Park, LLC, Villa Rica Land Associates, L.L.C., Villa Rica Shops Associates, L.L.C., Citizens Bank and Trust of West Georgia, Standing Boy Properties, LLC, SB Villa Rica Associates, LLC, and the City of Villa Rica, dated February 14, 2003 and filed February 26, 2003 in Deed Book 2147, Page 66, Carroll County, Georgia Records; (vi) Matters shown on plat entitled "Final Plat for Villa Rica Business Park", dated February 18, 2005, as revised February 23, 2005, prepared by Crawford & Associates, C.H.F., Inc., certified by Douglas C. Crawford, GA RLS #1833, which plat is recorded in Plat Book 86, Page 153, Carroll County, Georgia Records; (vii) Access Easement Agreement by and between Villa Rica Shops Associates, L.L.C., Villa Rica Land Associates, L.L.C., Villa Rica WM Associates, L.L.C. and The City of Villa Rica, dated April 29, 1999 and filed May 7, 1999 in Deed Book 1131, Page 767, Carroll County, Georgia Records; (viii) Water Line Easement Agreement by and between Villa Rica Shops Associates, L.L.C., Villa Rica Land Associates, L.L.C. and The City of Villa Rica, dated April 29, 1999 and filed May 7, 1999 in Deed Book 1131, Page 784, Carroll County, Georgia Records; (ix) Easement Agreement by and between Villa Rica WM Associates, L.L.C., Villa Rica Shops Associates, L.L.C. and Villa Rica Land Associates, L.L.C., dated April 29, 1999 and filed May 7, 1999 in Deed Book 1131, Page 797, Carroll County, Georgia Records, as amended by Frist Amendment to Easement Agreement, dated February 14, 2003 and filed February 26, 2003 in Deed Book 2147, Page 40, Carroll County, Georgia Records; (x) Easement Agreement by and between Villa Rica Land Associates, LLC and Quiktrip Corporation, dated May 7, 2001 and filed June 12, 2001 in Deed Book 1527, Page 347, Carroll County, Georgia Records; (xi) Grant of Easement from Villa Rica Land Development, LLC to Atlanta Gas Light Company, dated June 13, 2001 and filed June 15, 2001 in Deed Book 1532, Page 131, Carroll County, Georgia Records; (xii) Matters shown on plat of survey entitled "Property Survey for: Villa Rica Properties, LLC", dated 1/20/2006, as prepared by Crawford & Associates, C.H.F., Inc., and certified by Douglas C. Crawford. GRLS #1833 and recorded in Plat Book 88, Page 235, Carroll County, Georgia; (xiii) Order of Condemnation in the Superior Court of the County of Carroll, State of Georgia, Plantation Pipe Line Company vs. J. Carl Chappell, Case Number 5502, filed in Deed Book 199, Page 50, Carroll County, Georgia Records; (xiv) Easement Agreement by and between Villa Rica Properties, LLC and Atlanta Gas Light Company, dated November 14, 2004 and filed November 22, 2004 in Deed Book 2919, Page 33, Carroll County, Georgia Records; (xv) Master Declaration of Protective Covenants, Conditions,

Restrictions and Easements for Villa Rica Marketplace, November 30, 2004 and filed December 3, 2004 in Deed Book 2931, Page 2, Carroll County, Georgia Records, as amended by Amended and Restated Master Declaration of Protective Covenants, Conditions, Restrictions and Easements for Villa Rica Marketplace, dated April 30, 2012 and filed May 3, 2012 in Deed Book 5104, Page 168, Carroll County, Georgia Records; and (xvi) Grant of Easement for Ingress and Egress from Villa Rica Properties, LLC to Villa Rica Marketplace Owners Association, Inc., dated January 30, 2006 and filed February 10, 2006 in Deed Book 3442, Page 259, Carroll County, Georgia Records.

The sole purpose of this Corrective Limited Warranty Deed is to correct and replace the legal description in that certain Limited Warranty Deed from Marin Property Management & Holdings LLC, a Georgia limited liability company in favor of A&M 662 Property LLC, a Georgia limited liability company, dated June 18, 2024 and filed June 18, 2024 in Deed Book 6252, Page 160, Carroll County, Georgia Records.

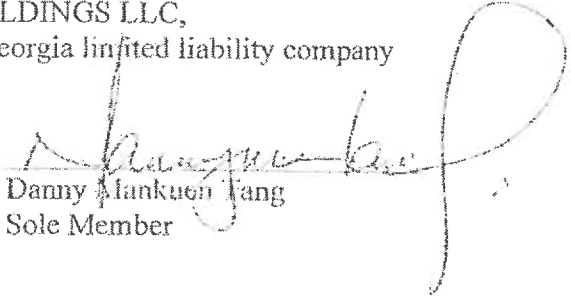
IN WITNESS WHEREOF, Grantor has executed and delivered this deed under seal the day and year first above-written.

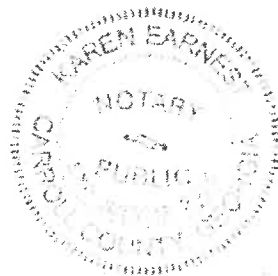
Signed, sealed and delivered
in the presence of:


Unofficial Witness


Notary Public

MARIN PROPERTY MANAGEMENT &
HOLDINGS LLC,
a Georgia limited liability company

By: 
Danny Mankuen Tang
Sole Member





City of Villa Rica
42 Community Sq
Villa Rica, GA 30180
(678) 785-1000
customerservice@villarica.gov

XBP Confirmation Number: **245499526**

Transaction detail for payment to City of Villa Rica.		Date: 10/10/2025 - 8:02:02 AM MT	
Transaction Number: 253752999 Visa — XXXX-XXXX-XXXX-2885 Status: Successful			
Account #	Item	Quantity	Item Amount
25VR-VA00001	ZONING LAND USE 25VR-VA00001	1	\$400.00

TOTAL: \$400.00

▶ Transaction detail for payment to City of Villa Rica.			Date: 10/10/2025 - 8:02:03 AM MT
Transaction Number: 253753004 Visa — XXXX-XXXX-XXXX-2885 Status: Successful			
Account #	Item	Quantity	Item Amount
	Service Fee	1	\$8.00

TOTAL: \$8.00

Billing Information
JENNIFER ALONSO
30180

Transaction taken by: Admin WhitneyCCaselle WhitneyC

Affidavit of Publication

STATE OF GEORGIA }
COUNTY OF CARROLL } SS

NOTICE OF PUBLIC HEARING

Application #VA-05-25

Rachael Raney, being duly sworn, says:

That she is publisher of the Times-Georgian, a newspaper of general circulation, printed and published in Carrollton, Carroll County, Georgia; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

October 21, 2025

Publication Fees: \$ 72.00

That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Subscribed to and sworn to me this 21st day of October 2025.

Please let this document serve as notification that the City of Villa Rica City Council will hold a public hearing to consider the proposed Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades and a reduction to the minimum lot size, in accordance with Sec. 4-401 License issuance-Retail dealer building and inventory requirements, and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets. For the property located at 113 Commons Way, Land Lot 131, District 6, also known as Parcel Number: V07 0100183. The property lot size is 0.98+/- acres.

The subject property is zoned Commercial Medium Density (C2) located within Carroll County, GA, Ward 2.

The Public hearing will be conducted by the City Council at 6:00 PM on Tuesday November 11th, 2025 at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia.

Comments may be presented at the public hearing or filed in writing prior to the public hearing. For any additional information, please contact the Office of Community Development at 678.840.1238
10/21



70147755 71341834

MILAN PATEL
913 CENTER BAY DR
VILLA RICA, GA 30180

AFFP

PUBLIC HEARING 11/11

Affidavit of Publication

STATE OF GEORGIA }
COUNTY OF DOUGLAS } SS

NOTICE OF PUBLIC
HEARING

Application #VA-05-25

Rachael Raney, being duly sworn, says:

That she is Publisher of the Douglas County Sentinel, a newspaper of general circulation, printed and published in Douglasville, Douglas County, Georgia; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

October 21, 2025

Please let this document serve as notification that the City of Villa Rica City Council will hold a public hearing to consider the proposed Variance request by Milan Patel, for a reduction in the minimum masonry required on building facades and a reduction to the minimum lot size, in accordance with Sec. 4-401 License issuance-Retail dealer building and inventory requirements, and Sec. 8.27 Liquor Stores, Package Stores, and Liquor Outlets. For the property located at 113 Commons Way, Land Lot 131, District 6, also known as Parcel Number: V07 0100183. The property lot size is 0.98+/- acres.

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10/21

Publication Fees: \$72.00

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SIGNED:

Subscribed to and sworn to me this 21st day of October 2025.



70147755 71341834

MILAN PATEL
913 CENTER BAY DR
VILLA RICA, GA 30180

NICHIHA (FIBER CEMENT) OPTION



BRICK OPTION





627 Tyus Carrollton Rd
Carrollton, GA 30117
404.735.8175

Client:

Kevin Bell | SCR

Project:

Structural Investigation and Rehabilitation

113 Commons Way, Villa Rica GA 30180

Date: 24 November 2025

Project: Structural Investigation and Rehabilitation | Project Number: 25062G

To Whom It May Concern:

Abode Engineering was retained by Kevin Bell to evaluate the structure of an existing building located at 113 Commons Way in Villa Rica, GA. According to public record, the building was built in 2005. The structure was comprised of 80 foot span roof trusses on 2x4 bearing walls. The trusses and walls had significant deflection, and an engineering evaluation was requested.

As part of Abode's investigation, Amanda Cherry, P.E. performed a site visit and structural investigation on November 13, 2025. Rehabilitation plans are in progress based on the findings from the investigation.

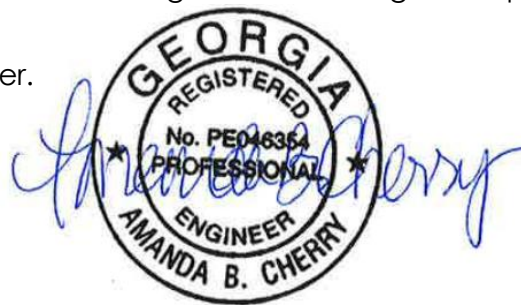
It has come to Abode's attention that the local AHJ has requested that the entire building be constructed/reconstructed with a full brick façade (not a veneer product). There are some significant structural issues with the requirement:

1. The existing roof trusses are borderline overstressed currently and would not hold the weight of brick above the roofline, and would not be sufficient for the additional load if brick were added to the upper facade areas between the columns just below the roofline.
2. Adding brick to the front facade would be somewhat less of an issue, but would require removal of existing sidewalk and asphalt at the base of the wall to create a foundation system that could support a 25 feet tall wall of brick. For context, full brick on the 25 ft tall entrance wall would weigh approximately 1000 pounds per linear foot of foundation, and a thin brick veneer would be approximately 160 pounds per linear foot of wall—an order of magnitude less.
3. If the entire building were to be clad with brick, that would necessitate removal of the existing stone cladding that is on the lower few feet of the exterior. Removal of this stone would mean that support for the existing brick façade above it would be nonexistent while the new brick was being applied, and temporary support of the brick above would be exceedingly difficult, if possible at all. Also, the demolition of the existing stone cladding could potentially cause damage to the brick above.

Thank you for your consideration in this matter.

Submitted by:

Amanda B. Cherry, P.E.
Georgia P.E. | Expires: 31 Dec 2025
CEO, Abode Engineering



November 24, 2025
Date

Abode reserves the right to supplement its findings and opinions in this matter, based on further work performed by Abode, but not limited to the review or further discovery, testing, or analysis.

☐ End of Letter Text ☐



Variance Request: To reduce the full brick requirement for package store building.

Applicant: Milan Patel
Case No.: VA-05-25.
Address: 113 Commons Way
Parcel: V07 0100183
Acreage: 1.06 acres+/-

Variance Request

From *Sec. 4-401* to reduce the requirement that the building be *bricked on all sides*:

- i. To allow Nichiha® fiber cement architectural faux brick panels in lieu of traditional brick on the newly constructed façade section;
- ii. To allow the existing stucco fascia section to remain; and
- iii. To allow the existing stone water table to remain.



Front Elevation with Facade Elements Labeled

Lot Size Variance is Not Necessary

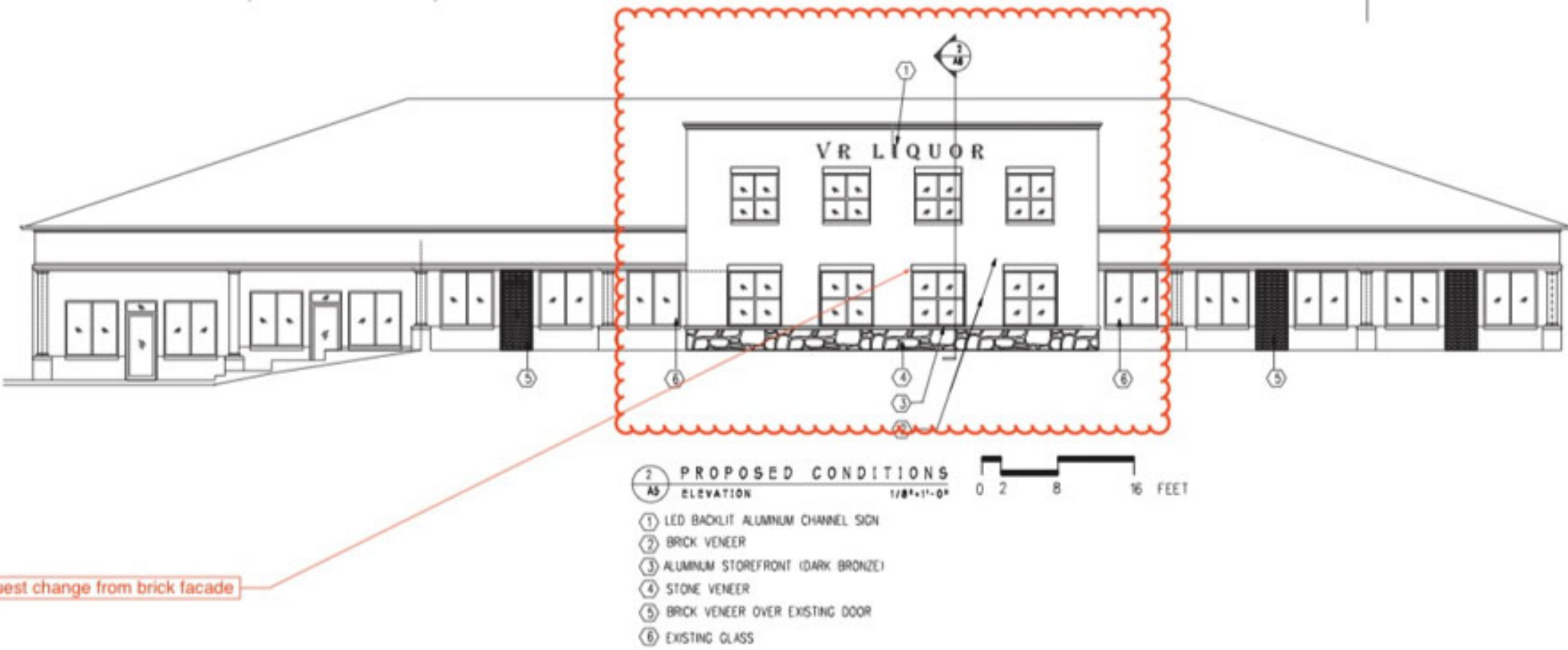
- The application was originally advertised as including a variance from Sec. 8.27(a) to reduce the minimum lot size requirement for package stores from 1.00 acre to 0.98 acres.
- Upon review, staff discovered a discrepancy between the tax assessor's record of 0.98 acres and the recorded plat of 1.06 acres (plat book 104, page 210, Carroll County).
- The recorded plat acreage governs, confirming the property meets the minimum 1-acre requirement.
- Therefore, the lot size variance is no longer required and is stricken from the request.

HISTORY

- Built in 2005 as a small retail strip center.
- Approved presumptive alcohol license (Case ABL-03-25) – January 14, 2025.
- Commercial Alteration Permit (25VR-BLD00347) issued October 16, 2025.
- Stop Work Order was issued October 30, 2025. Staff observed deviations from the approved building permit and renderings.



Initial Elevation Submitted w/ Application



Front Elevation with Windows & Proposed Masonry Treatments.



Modified Front Elevation without Windows.



Current conditions. Image captured on 10/30/2025



Front Elevation with Facade Elements Labeled



Rear



Rear



Left of Front



Right of Front

Latest Rendering. 11/24/2025



Nichiha (Fiber Cement) Option

Latest Rendering . 1/24/2025



Brick Option

Structural Engineer's Report



627 Tyus Carrollton Rd
Carrollton, GA 30117
404.735.8175

Client:

Kevin Bell | SCR

Project:

Structural Investigation and Rehabilitation
113 Commons Way, Villa Rica GA 30180
Date: 24 November 2025

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Submitted by:

Amanda B. Cherry, P.E.
Georgia P.E. | Expires: 31 Dec 2025
CEO, Abode Engineering



November 24, 2025
Date

Abode reserves the right to supplement its findings and opinions in this matter, based on further work performed by Abode, but not limited to the review or further discovery, testing, or analysis.

☐ End of Letter Text ☐

1 of 1

Summary

- Structural investigation performed on November 13, 2025 by Amanda B. Cherry, P.E., CEO of Abode Engineering.

Truss & Upper Façade Limitations

- Roof trusses are borderline overstressed. 80-ft roof trusses on 2x4 walls with observed deflection.
- Trusses cannot support additional brick load above roofline.

Foundation & Front Façade

- Full brick requires removing sidewalk and asphalt for new foundation.
- For 25-ft New Section Wall:

Full brick wall $\approx$ 1,000 lbs per linear foot.

Nichiha $\approx$ 160 lbs per linear foot.

Conclusion

- Full brick conflicts with existing structural conditions; requires additional structural work.
- Thin veneer or alternative materials reduce load and avoid failures.

Variance Criteria

- **General Welfare:** Granting the façade variance would undermine corridor design standards.
- **Adjacent Property:** Nichiha® is inconsistent with existing façade materials and surrounding property. A blank windowless façade section could diminish architectural character and surrounding property value.
- **Practical Difficulty:** The claimed hardship is based on cost and is self-imposed. The new façade section can be constructed with full brick.

Staff Recommendation: DENIAL

- The newly constructed entrance wall can feasibly be built using full brick and stone water table to match the existing building.
- The proposed use of Nichiha® fiber cement panels is inconsistent with existing materials and ordinance's intent.
- Expense was cited as justification; however, economic hardship is not a valid basis for granting a variance.
- The hardship is self-imposed. Deviations occurred after the permit was issued.

Staff Recommendation: DENIAL

Should approval be considered, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Architectural treatments of the newly constructed façade section shall be brick and stone, consistent with the existing brick / stone façade of the building and the intent of Section 4-401.
The existing stucco fascia section is allowed to remain.
The existing stone water table is allowed to remain.
3. The parking lot shall be restriped in accordance with the code's requirements, subject to review and approval by the Community Development Department.
4. The final façade improvements shall require design review approved by the Community Development Department.



Staff Report: VA -05-2025

Applicant: Smith and Kindred Group
Project Manager: Samuel A. Kennemer, PLA (HRC Engineers)
Case No.: VA-05-25
Address: 117 Conners Road
Land Lot: 1751, District 4
Parcel: 01750250006, Douglas County
Acreage: 1.12 ± acres
Zoning: C-1, Commercial Low Density
Ward: 2
Council Member: Shirley Marchman
Planning Commission Member: Vivian Lyons

The applicant requests two variances from *Sec. 7.05(6) – Parking Area Landscaping*:

1. Reduction of the required 20-foot front parking area landscape buffer adjacent to Conners Road to 5 feet.
2. Reduction of the required 10-foot western side parking area landscape buffer to 8 feet.

The following documents, which were submitted in support of the application, have been reviewed:

1. Application for a Variance, dated November 4, 2025, signed by Gabrielle Smith (1 page).
2. Letter of Intent, dated November 3, 2025, signed by Gabrielle Smith (1 page).
3. Detailed site plan - revised November 21, 2025 (1 page).
4. Colored concept site plan - revised November 24, 2025 (1 page).
5. Warranty Deed, dated March 20th, 2020, signed by Gary Smith (1 page).
6. Lot split survey showing subject site as *Tract 2*. Dated June 18, 2024. (1 page)

A. Existing Conditions and Background

The subject site is an undeveloped outparcel split from the parent parcel that houses the new Ultimate Carwash. The shared stormwater detention facility for proposed development and the carwash is located to the rear of the subject site. Commercial and industrial uses prevail in the immediate area.

No sidewalks currently exist along this segment of Conners Road. During the permitting of the adjacent Ultimate Carwash development, the property owner paid into the City's sidewalk fund in lieu of constructing sidewalks, with the contribution calculated based on the full roadway frontage of the original parent parcel. As a result, the



sidewalk obligation for this frontage has already been satisfied, and no additional sidewalk installation would be required as part of the proposed outparcel development.

The property is located within the Miner's Village development area, which supports commercial corridors and industrial land uses. The Commercial Corridor design principles emphasize formal landscaping, adequate screening between frontage uses, enhanced streetscape, and avoidance of strip-style patterns of development. A reduction of the front buffer from 20 feet to 5 feet would not meet these principles.

TABLE 1. SURROUNDING LAND USES

	Current Zoning	Current Use	Land Use Character Area
North	Industrial Medium Density (I-2)	Industrial	Miner's Village
East	Commercial Low Density (C-1)	Commercial	Miner's Village
South	Commercial Low Density (C-1)	Commercial	Miner's Village
West	Commercial Low Density (C-1)	Commercial	Miner's Village

Comprehensive Plan Consistency.

The subject property lies within the Miner's Village Future Development Area, which supports commercial corridors and industrial land uses, among others in the list of appropriate uses. The City of Villa Rica Comprehensive Plan identifies Commercial Corridors as key areas where corridor aesthetics and streetscape quality are paramount to ensuring orderly, attractive development.

A major component of this policy direction is the *Green Space Design Principle*, which emphasizes *formal landscaping integrated with built areas and adequate screening between frontage uses*.

These principles reinforce the expectation that commercial properties along Conners Road provide landscaping that softens the appearance of parking areas and contributes to corridor cohesion. The required 20-foot front landscape buffer is the primary tool to achieve this objective, creating a landscaped frontage that visually separates vehicular areas from the public right-of-way and contributes to an orderly, attractive corridor appearance.

Reducing the front buffer from 20 feet to 5 feet would significantly diminish the depth available for meaningful landscaping and screening. This would not align with the established streetscape provided by the adjacent properties that maintain the full parking area landscaped buffer.

Infill Development Considerations.

This outparcel represents a commercial infill site. The UDC allows limited flexibility for infill projects when necessary to address site constraints. The side buffer reduction aligns with these provisions, but the front buffer reduction does not maintain corridor compatibility or screening intent.

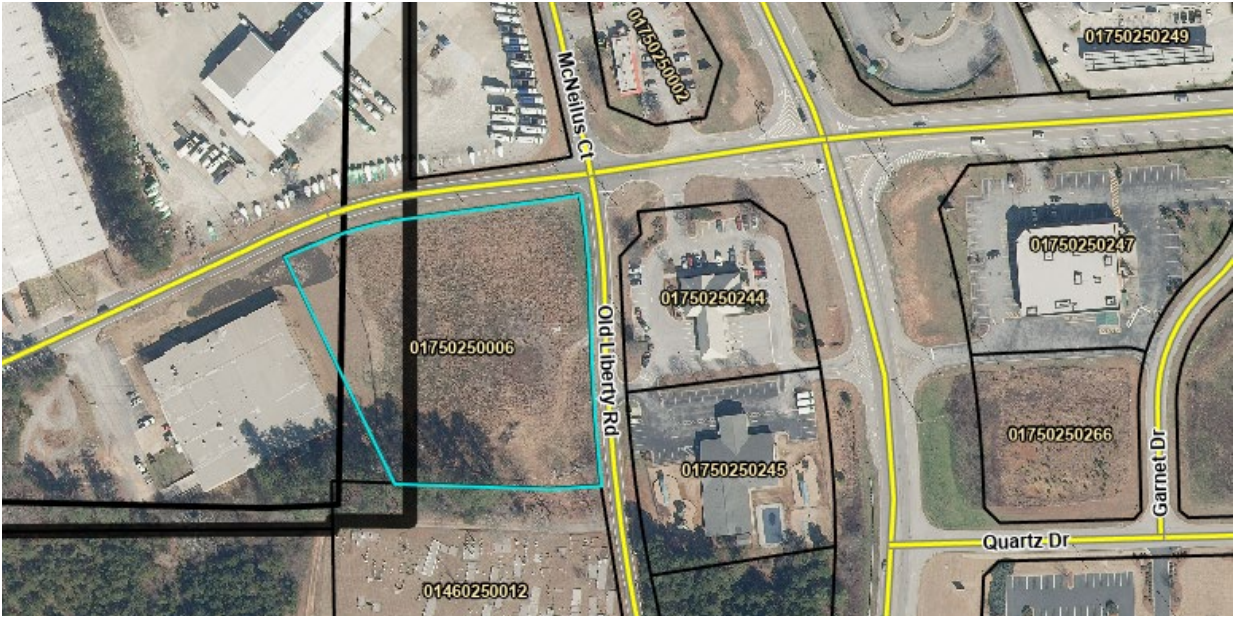


FIGURE 1. VICINITY MAP. 117 CONNERS ROAD. SOURCE: DOUGLAS COUNTY QPUBLIC.

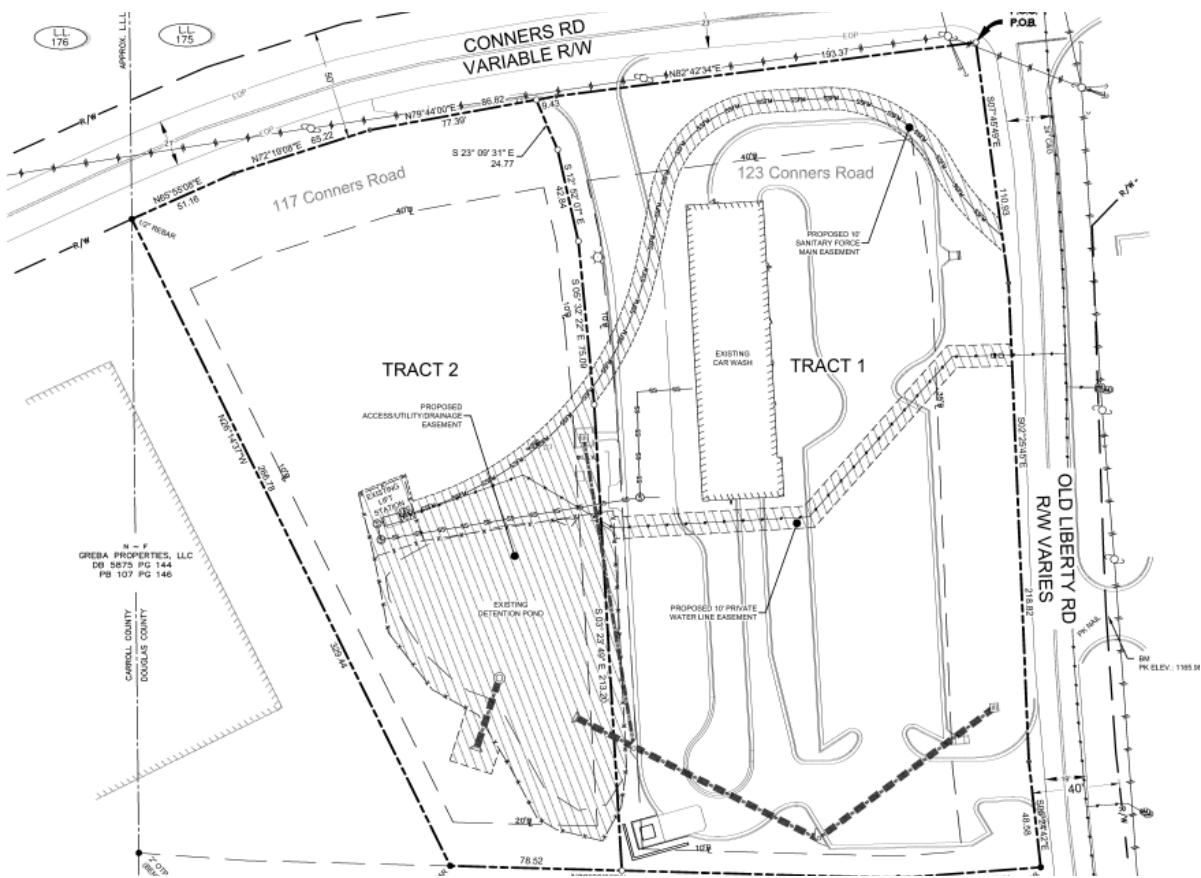


FIGURE 2. LOT SPLIT SURVEY. SUBJECT SITE: TRACT 2



B. Proposed Development

The applicant proposes to develop the 1.12-acre outparcel with a commercial building of up to 5,600 square feet, representing the maximum building footprint and site layout that can physically be accommodated due to the lot's shape, stormwater facility placement, and required parking and circulation needs. According to the developer, the concept plan illustrates the largest possible building and parking configuration, and the final building size will not exceed what is shown. As the project advances to permitting, the parking quantity ultimately provided will align with the use of the building, ensuring compliance with the City's parking requirements.

At this stage, the developer has no confirmed tenant for the site, and the delineation for buildout remains flexible. Early conceptual discussions have included an "express" style restaurant or small coffee shop, which would rely primarily on drive-thru and delivery activity rather than dine-in customers. However, the layout remains subject to modification once a specific tenant is secured.



FIGURE 3. CONCEPT PLAN

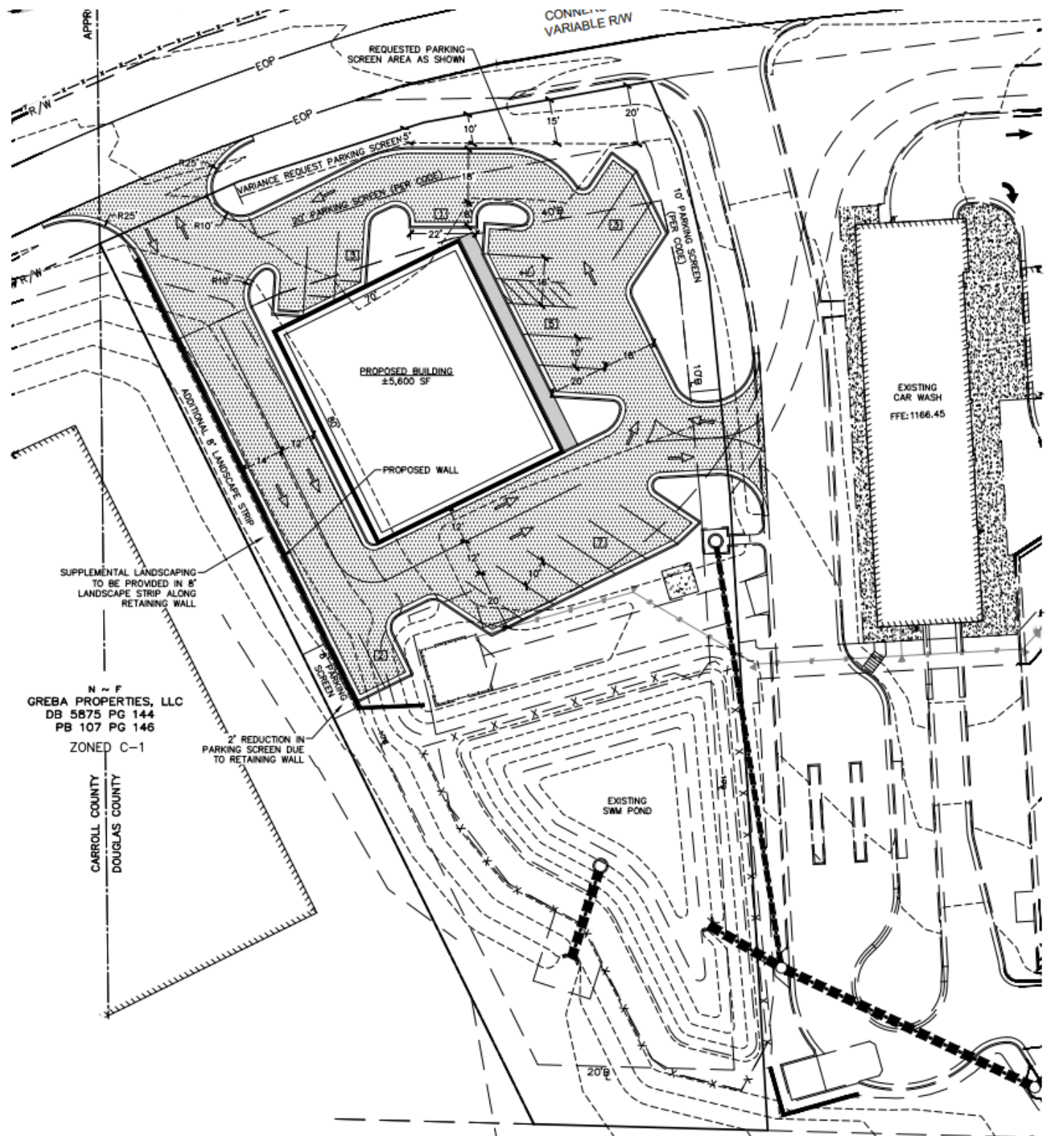


FIGURE 4. SITE PLAN



Flood Plain

The property is not located within a flood zone, as shown in Figure 5 below.

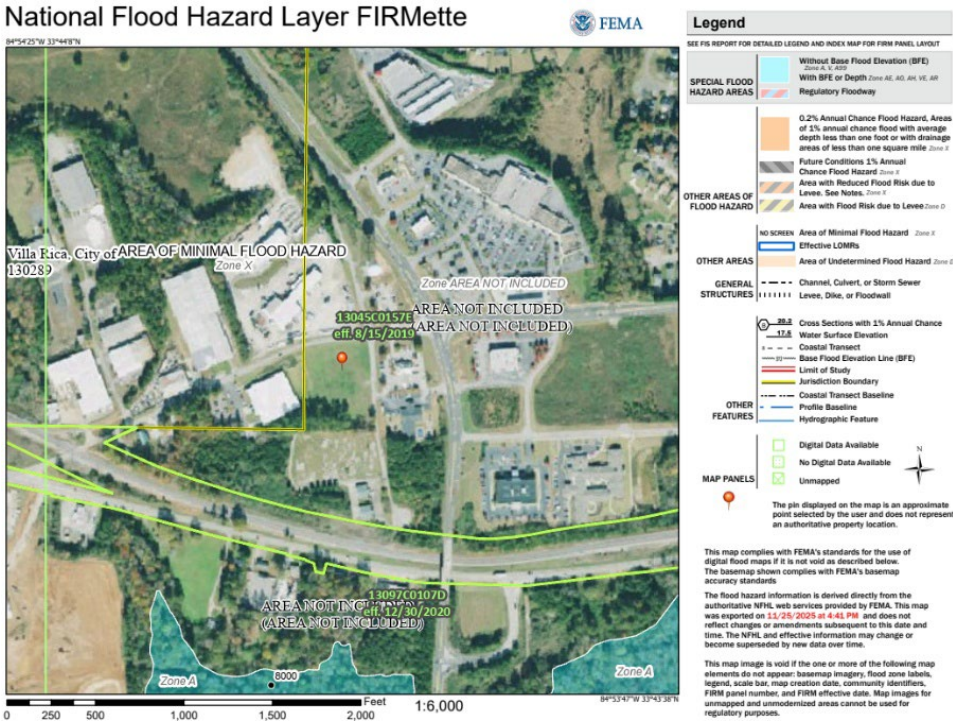


FIGURE 5. FEMA FLOOD MAP

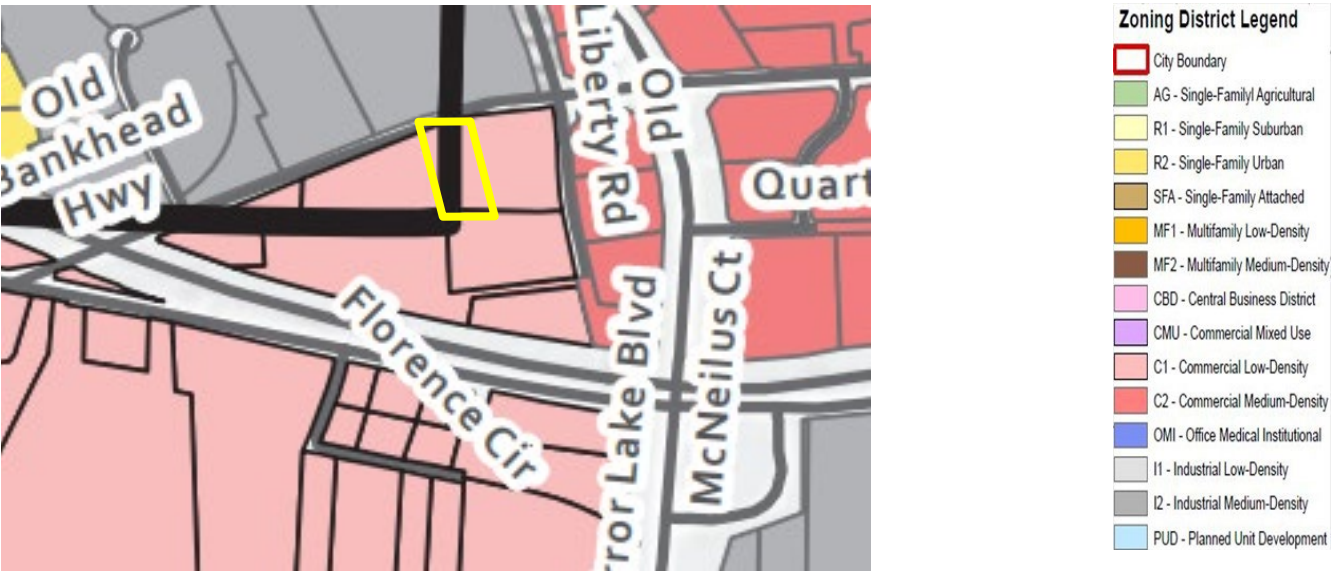
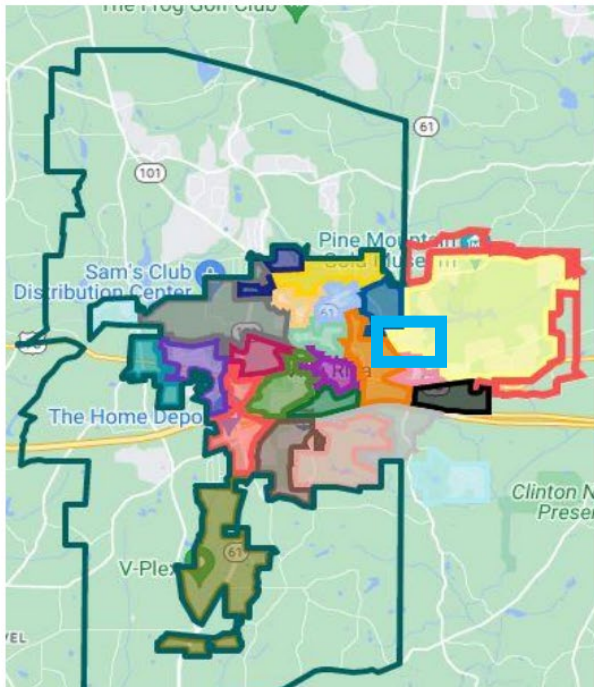


FIGURE 6. VILLA RICA ZONING MAP. SUBJECT SITE STRADDLES THE CARROLL DOUGLAS COUNTY LINE.



City of Villa Rica Future Development Map



Future Development Village Areas

Village Areas

- Downtown
- East Village
- Mirror Lake Commercial Village
- Mirror Lake Residential Village
- East Industrial Village
- Miner's Village
- Medical Village
- North Village
- South Village
- West Village
- Fullerville Village
- Urban Village
- Gold Dust Village
- West Industrial Village
- Commercial Village
- Rural Village
- Bankhead Village
- Neighborhood Residential Village
- Neighborhood Residential Village
- Liberty Village

FIGURE 7. VILLA RICA FUTURE LAND DEVELOPMENT MAP

C. Variances

1. Reduction from 20' to 5' for front parking area landscape buffer.

- The 75% reduction is excessive and inconsistent with the intent of Sec. 7.05(6).
- The hardship is self-imposed because the building size exceeds what the lot can reasonably support.
- Adjacent commercial properties maintain the required 20-foot buffer, and reducing the width would disrupt corridor character.
- The reduction conflicts with the Commercial Corridor design principles regarding formal landscaping and frontage screening.

2. Reduction from 10' to 8' for the western side parking area landscape buffer.

- The elevation change along the western property line requires the installation of a retaining wall, creating a unique hardship.
- A 20% reduction is modest and maintains the screening intent of the code.
- Full plant quantities required by code will still be provided.



Variance Decision Criteria

In taking action on all variance requests, the Council shall use the following decision criteria, consistent with the requirements of the Georgia Code.

a) Development Standards Variance. The Council may grant a variance from the development standards of this ordinance (such as height, bulk, area) if, after a public hearing, it makes a determination in writing (consistent with O.C.G.A. 36-66-1), that:

I. General Welfare. The approval will not be injurious to the public health, safety, morals, and general welfare of the community:

Approval of this variance would negatively affect the City's efforts to maintain an attractive and consistently landscaped commercial corridor along Conners Road. The 20-foot front landscaping buffer is a key streetscape standard intended to provide adequate green space, screening, and visual relief along major roadways. Reducing the required width by 75% would undermine the Comprehensive Plan's Commercial Corridor design principles, which emphasize formal landscaping and corridor beautification. A 5-foot buffer would not provide meaningful vegetative screening and would result in a parking area closer to the roadway than intended.

However, approval of the side buffer reduction would not be injurious to the public welfare. The requested 20% reduction on the western side maintains the landscaping intent of Sec. 7.05(6), particularly since the applicant will still provide the full quantity of required plant material.

II. Adjacent Property. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner:

Adjacent commercial properties to the east and west both maintain the required 20-foot landscape buffer along their frontages. Allowing a 5-foot front buffer on this site would disrupt the established development pattern and create an inconsistent corridor appearance. This visual imbalance could negatively impact the perceived quality and cohesion of the surrounding commercial properties.

However, the side reduction is supported. Adjacent property to the west (West Georgia Cornhole) is similarly zoned C-1 and is separated from the subject site by a grade change. The proposed retaining wall and landscaping will provide effective screening even with a 20% reduction in buffer width.

III. Practical Difficulty. The strict application of the terms of this Ordinance will result in a practical difficulty in the use of the property. This situation shall not be self-imposed, nor be based on a perceived reduction of, or restriction on, economic gain.

The hardship associated with the front buffer reduction is self-imposed. The applicant has proposed the maximum possible building and parking configuration for the site, despite the lot's limitations. A smaller building footprint could be constructed in full compliance with the code. The request is therefore based on site design choices rather than the unique physical condition of the property.

However, for the side reduction, a physical hardship exists due to the lot's elevation change on the west side and the need to install a retaining wall to accommodate site development.



D. Comments

No additional comments.

E. Public Notification

As required by *Section 11.05* in the Code of the City of Villa Rica, the public has been notified in *Times-Georgian* and the *Douglas County Sentinel* on November 20, 2025, a sign has been posted on the subject property; and all abutting property owners have received notification via regular and certified mail.

Public Response:

In response to the public notifications, no residents or business owners have contacted the City objecting to the proposed variances.

F. Recommendations

Staff recommends Denial of the front buffer reduction, and Approval of the side buffer reduction.

Should approval be considered for both front and side buffer reductions, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. The applicant shall provide the full number of trees and shrubs required, even where buffer widths are reduced. Landscaping should be enhanced where applicable to enhance screening and separation.
3. A detailed landscape plan shall be submitted for review and approval by the Community Development Department prior to issuance of a Land Disturbance Permit.
4. The final building footprint and permitted commercial use shall be limited to what can be supported by the number of parking spaces achievable, in accordance with the City's minimum parking standards.



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Variance request by Smith and Kindred Group, for a reduction in the required minimum parking lot landscaping buffers, in accordance with *Sec. 7.05 - Landscaping Standards - Parking Area Landscaping*. For the property located at 117 Conners Road, Land Lot 1751, District 4, also known as Parcel Number: 01750250006. The property lot size is 1.12 +/- acres, zoned Commercial Low Density (C1), and located within Douglas County, GA, Ward 1. **This is a Public Hearing.**

WORK SESSION DATE: December 2, 2025

MEETING DATE: December 9, 2025

PREPARED BY: Shaun Myers, Planning and Zoning Administrator

PUBLIC HEARING: YES

PURPOSE:

The applicant requests variances from Sec. 7.05(6) – Parking Area Landscaping to reduce the required 20-foot front parking area landscape buffer to 5 feet and the required 10-foot western side parking area landscape buffer to 8 feet. These variances are requested to facilitate development of a commercial outparcel with a proposed 5,600 sq ft building and required parking.

BACKGROUND:

The subject parcel is an undeveloped commercial outparcel located adjacent to the Ultimate Carwash, with both parcels sharing common ownership and a shared stormwater detention facility. The applicant is requesting variances to reduce the required parking area landscape buffers by 75% along the Conners Road frontage and 20% along the western side property line.

IMPACT: N/A

STAFF RECOMMENDATION:

Staff recommends **Denial** of the requested variance to reduce the 20-foot **front** landscaping buffer, as the reduction is excessive, the hardship is self-imposed, and the request conflicts with the code's *Infill Development Standards* and *Commercial Corridor design principles* in the City's Comprehensive Plan.

However, Staff supports **approval** of the request to reduce the required 10-foot western **side** buffer to 8 feet, as this reduction is tied to physical site constraints and maintains the intent of the landscaping standards.

Should approval be considered for both front and side, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. The applicant shall provide the full number of trees and shrubs required, even where buffer widths are reduced. Landscaping should be enhanced where applicable to enhance screening and separation.
3. A detailed landscape plan shall be submitted for review and approval by the Community Development Department prior to issuance of a Land Disturbance Permit.
4. The final building footprint and permitted commercial use shall be limited to what can be supported by the number of parking spaces achievable, in accordance with the City's minimum parking standards.

MOTION:

I move to Approve the requested variance to reduce the western side landscape buffer from 10' to 8' for the property located at 117 Connors Road (Case No. VA-06-25).

Alternatively:

I move to Approve the requested variances to reduce the front landscape buffer from 20' to 5', and the western side landscape buffer from 10' to 8' for the property located at 117 Connors Road (Case No. VA-06-25), subject to the four (4) conditions proposed by staff.



City of Villa Rica Planning and Zoning Department

206 North Avenue | Villa Rica, Ga 30180

678-785-9995 | www.Villarica.org

VARIANCE OR APPEAL APPLICATION



City of Villa Rica

CHECKLIST

Required Materials to Accompany the Application

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

Variance:

- 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.
- A site plan demonstrating the requested variance, showing the affected property, adjacent property, zoning, and existing land use.
- A statement of why the variance is necessary.
- A statement as to how the applicant's request satisfies each required finding.
- 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; and
- Any other exhibits may be required by the Community Development Director.

Appeals from Staff Determinations:

- 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.
- A statement as to why the applicant believes the Staff's determination is contrary to the intent and requirements of the Code; and
- Any other exhibits may be required by the Community Development Director.

Variance by Use Type

Chapter	Residential	Commercial	Industrial	PUD
Chapter 4: Zoning District Regulations (including bulk regulations)	\$200	\$400	\$600	N/A
Chapter 6: Planned Unit Development	N/A	N/A	N/A	\$1,500
Chapter 7: Development Standards	\$300	\$300	\$300	N/A
Chapter 8: Supplementary Standards for Specific Uses	\$500	\$500	\$600	N/A
Chapter 9: Design Standards	\$300	\$400	\$500	\$600
Other	\$300	\$300	\$300	\$300



City of Villa Rica

☐ APPEAL

☒ VARIANCE

The procedure for requesting a Variance or filing an Appeal is set forth in Section 606 of the City of Villa Rica Zoning Ordinance. Generally, the amendment process involves review by the Community Development Manager and City Council.

Date of Application: 11-6-2025

Applicant Name: Smith & Kindred Group

Address: 117 Conners Rd City: Villa Rica State: GA Zip: 30180

Phone: 404-268-0291 Email: Gabrielle.WSmith@gmail.com

Agent Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Owner Name (If different from applicant): Same as applicant

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____ (Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application)

VARIANCE OR APPEAL INFORMATION

Address of Variance or Appeal Location: 117 Conners Road, Villa Rica, GA 30180

I, Gabrielle Smith, hereby state that all the above statements and statements contained in the documents submitted with this application are true. I hereby request processing of this application.

Gabrielle Smith
Signature of Applicant

11/04/2025
Date

3 November 2025

City of Villa Rica
Planning and Zoning Department
206 North Avenue
Villa Rica, GA 30180
470-692-2747

**Re: Conners Road Retail Plaza
 Design Variance Letter of Intent**

This letter serves to communicate the request for a Design Variance related to Chapter VII, Section 7.05 'Landscaping Standards' of the City of Villa Rica Zoning Ordinance as it relates to a future development of 117 Conners Road. The owner intends to develop the site for a commercial use and requests a reduction in the perimeter landscaping for off-street parking areas. Due to the compact nature of the developer's property, it is difficult to provide the minimum required vehicular access on-site for future patrons and emergency services and also still provide the landscaped parking screening required by the City of Villa Rica Zoning Ordinance – 20' in width from a public or private street right-of-way and 10' in width from an adjacent developer parcel. The developer is seeking to have the screens reduced in depths in the manner shown on the included Variance Plan. As retribution, the developer still intends to provide the same quantity of plant material required by the ratio established in the ordinance. In addition, the applicant proposes additional 'supplemental landscaping' along the western property line between the proposed drive aisle and the West Georgia Cornhole property in order to provide additional landscape screening. As stated on the following page, the developer believes this request will not be injurious to public health, safety, morals, or general welfare, nor will it adversely affect the use and value of any adjacent properties. Without this variance approval, development of said parcel will cause practical difficulty and hardship that is not been self-imposed and is not based solely on economic gain.

1. Will this request be injurious to the public health, safety, morals, or general welfare?

The applicant believes the public health, safety, morals and general welfare will not be injured by the approval of this variance to reduce the depth of parking screening for this development.

2. Does this request substantially adversely affect the use and value of adjacent properties?

Adjacent properties are avoided in the planning of this project.

3. Without this request, would strict application cause a practical difficulty in using the property, which is not self-imposed and not based solely on economic gain.

Yes, without approval of this variance, strict application to the zoning ordinance would rouse practical difficulty in using the property that is not self-imposed nor based solely on economic gain.

Gary Smith, Property Owner

11/04/2025

Return Recorded Document to:

C. S. Vaughn, LLC
418 Westview Drive
Villa Rica, GA 30180

Doc ID: 011657280002 Type: WD
Recorded: 03/24/2020 at 10:00:00 AM
Fee Amt: \$290.00 Page 1 of 2
Transfer Tax: \$265.00
Douglas County Georgia
TATLY M HOWARD Clerk Superior Court
BK 3798 Pg 962-963

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF Carroll

File #: 19291-20

This Indenture made this 20th day of March, 2020 between Joshua Dylan Carnes, of the County of Carroll, State of Georgia, as party or parties of the first part, hereinafter called Grantor, and Gary Smith, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

W I T N E S S E T H that: Grantor, for and in consideration of the sum of **TEN AND 00/100'S (\$10.00) Dollars** and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land lying and being in Land Lot 175, Douglas County, Georgia, being 2.75 acres, more or less, and being more particularly described as follows:

Beginning at the intersection of the Southern right of way of Conners Road (50' right of way) and the Western right of way of line of Liberty Road (30' right of way), running thence along the Western right of way line of Liberty Road (30' right of way) South 10 degrees 01 minutes 46 seconds East a distance of 110.93 feet to a point; running thence South 04 degrees 41 minutes 50 seconds East a distance of 218.82 feet to a point; running thence South 08 degrees 40 minutes 47 seconds East a distance of 48.58 feet to an iron pin placed; thence leaving the right of way line of Liberty Road (30' right of way) and running South 83 degrees 26 minutes 00 seconds West a distance of 66.80 feet to a point; running thence South 89 degrees 17 minutes 31 seconds West a distance of 204.95 feet to a point; running thence North 28 degrees 30 minutes 41 seconds West a distance of 329.45 feet to a point located on the Southern right of way line of Conners Road (50' right of way); running thence along the Southern right of way line of Conners Road (50' right of way) North 64 degrees 12 minutes 57 seconds East a distance of 52.46 feet to a point; running thence North 70 degrees 03 minutes 03 seconds East a distance of 65.22 feet to a point; running thence North 77 degrees 27 minutes 55 seconds East a distance of 86.82 feet to a point; running thence North 80 degrees 26 minutes 29 seconds East a distance of 193.37 feet to a point located at the intersection of the Southern right of way line of Conners Road (50' right of way) and the Western right of way line of Liberty Road (30' right of way), said point being the True Point of Beginning.

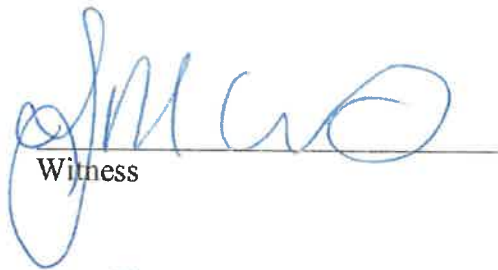
This Deed is given subject to all easements and restrictions of record, if any.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE**.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Signed, sealed and delivered in the presence of:


Witness

 (Seal)
Joshua Dylan Carnes


Notary Public

My Commission Expires: 1/23/2024

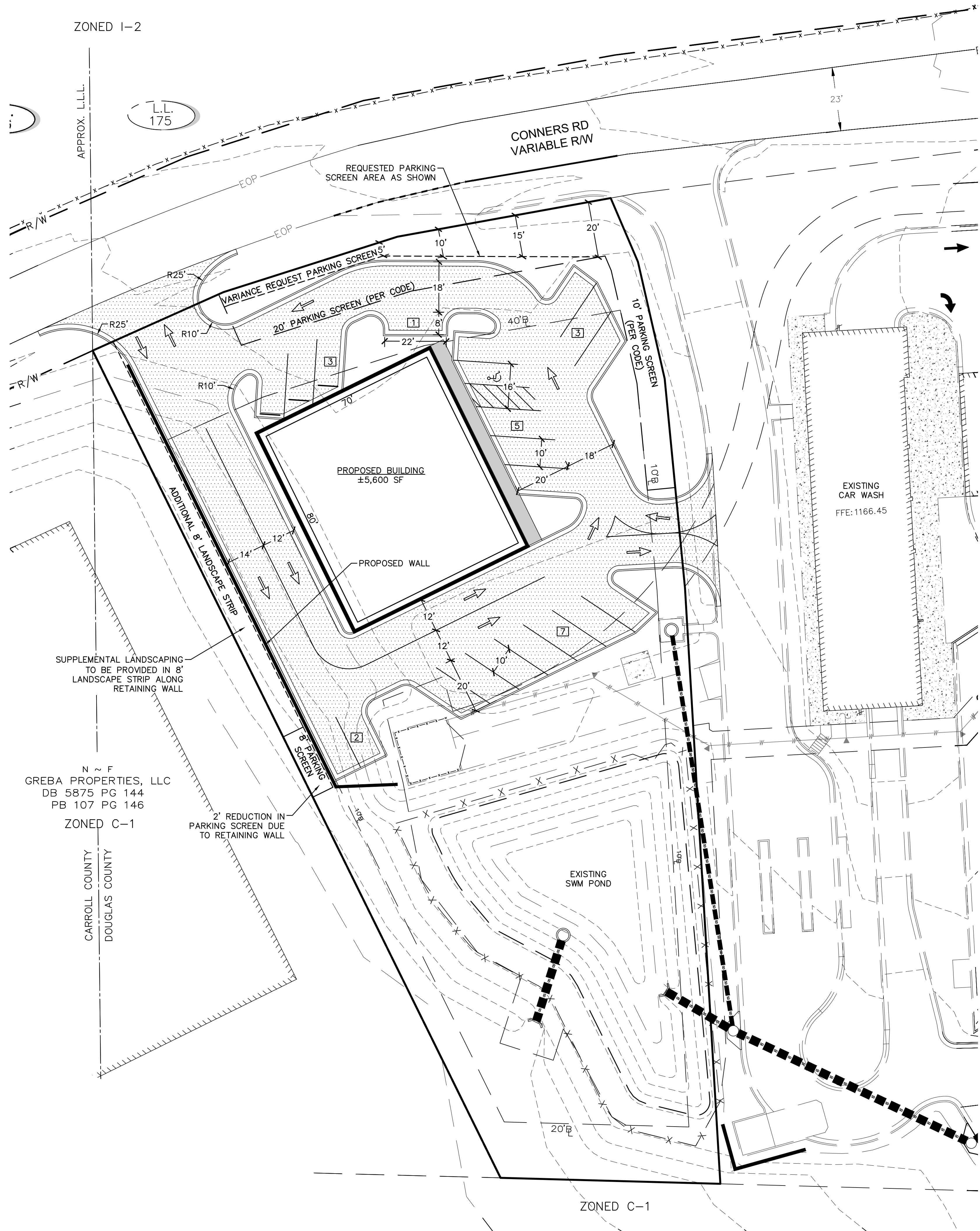
(Notary Seal)



SCANNED

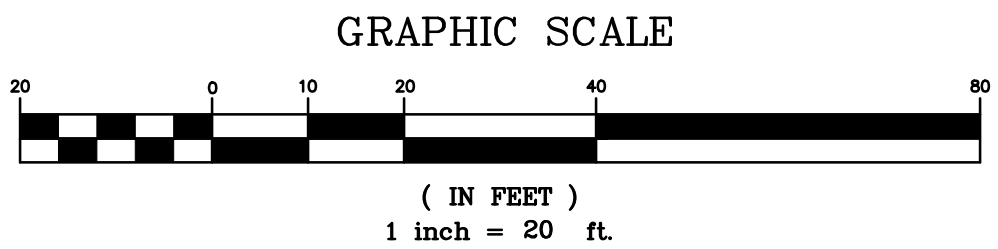
APR 02 2020

Tammy M. Howard, Clerk
Superior & State Court
Douglas County, GA



- VARIANCE NOTE**
- WITHIN PARKING BUFFERS, PLANT MATERIAL QUANTITY TO MEET UNIFIED DEVELOPMENT CODE SECTION 7.05(a)(i) FOR PERIMETER LANDSCAPING FOR OFF-STREET PARKING AREAS*, DEFINED AS:
(1) TREE PER 30 LF
(1) SHRUB PER 3 LF
 - 8' SIDE LANDSCAPE STRIP PLANT MATERIAL TO PROVIDE (1) TREE PER 15 LF
 - * IF APPLICABLE, THE TREE REQUIREMENT MAY BE REDUCED OR ELIMINATED IF STREET TREES ARE PROVIDED PER SUBSECTION 7.05(8) AND ARE WITHIN 30 FEET OF THE EDGE OF THE PARKING AREA [7.05(6)(a)(i)]

SITE ANALYSIS	
SITE AREA:	±1.12 AC.
CURRENT ZONING:	C1
PROPOSED BUILDING:	±5,600 SF
MAX. BUILDING HT.:	45'
FRONT BSL:	40'
SIDE BSL:	10'
REAR BSL:	20'
PARKING REQUIRED ('RETAIL'):	1 SPACE/300 SF NET FLOOR AREA
5,600 SF * 1/300 =	18.7 SPACES REQUIRED
PARKING SPACES PROV'D:	21 SPACES PROVIDED
MAX. LOT COVERAGE(BUILDINGS):	50%
MAX. LOT COVERAGE(IMPERVIOUS):	75%



REVISION	No.	DATE:

CONCEPT SITE PLAN
OF
ULTIMATE COMMERCIAL OUTLOT
L.L. 175, 2nd DISTRICT, 5th SECTION
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

OWNER:
SMITH AND KINDRED AUTOSPA
6271 LIBERTY ROAD
WINSTON, GA 30187

DEVELOPER:
SAME AS ABOVE

24 HR. CONTACT:
GABRIELLE SMITH
404.268.0291
GABRIELLE.WSMITH@GMAIL.COM



DATE: 10/21/25
DRAWN BY: SAK
CHECKED BY: JJT
JOB#: H21231.04
CONCEPT

RECORDATION AREA

Type: PLAT
Recorded: 9/4/2024 11:56:00 AM
Fee Amt: \$10.00 Page 1 of 1
Douglas County Georgia
ANNETTA D STEMBRIDGE Clerk Superior
Participant ID: 4719718425
BK 42 PG 173

PARCEL SUMMARY

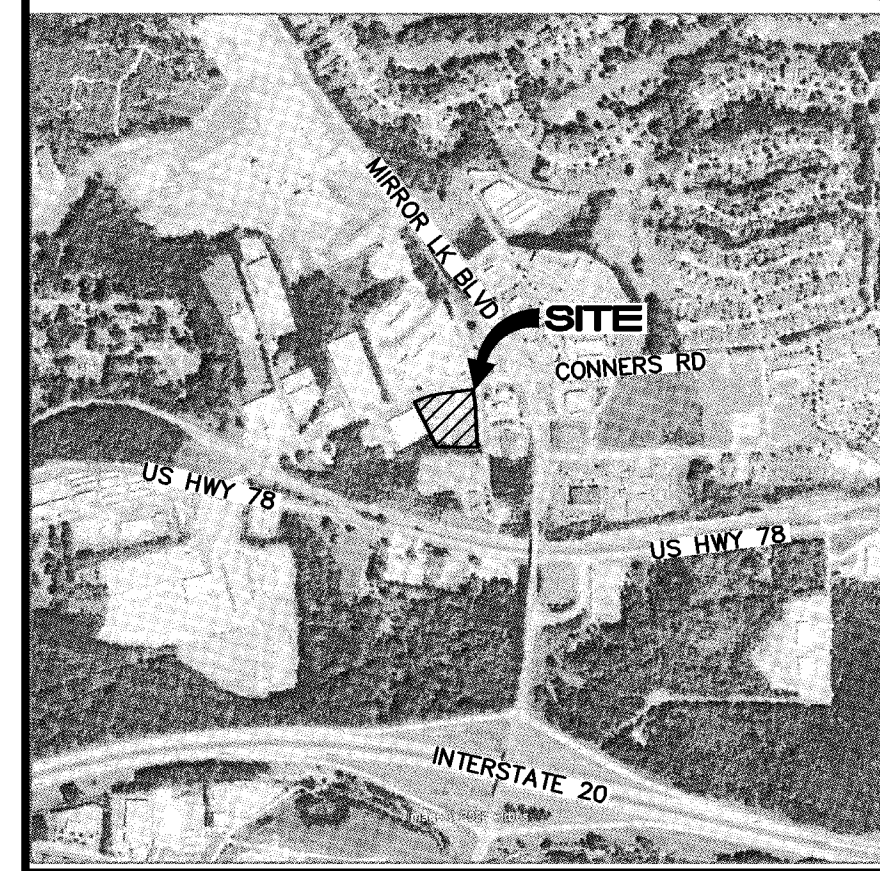
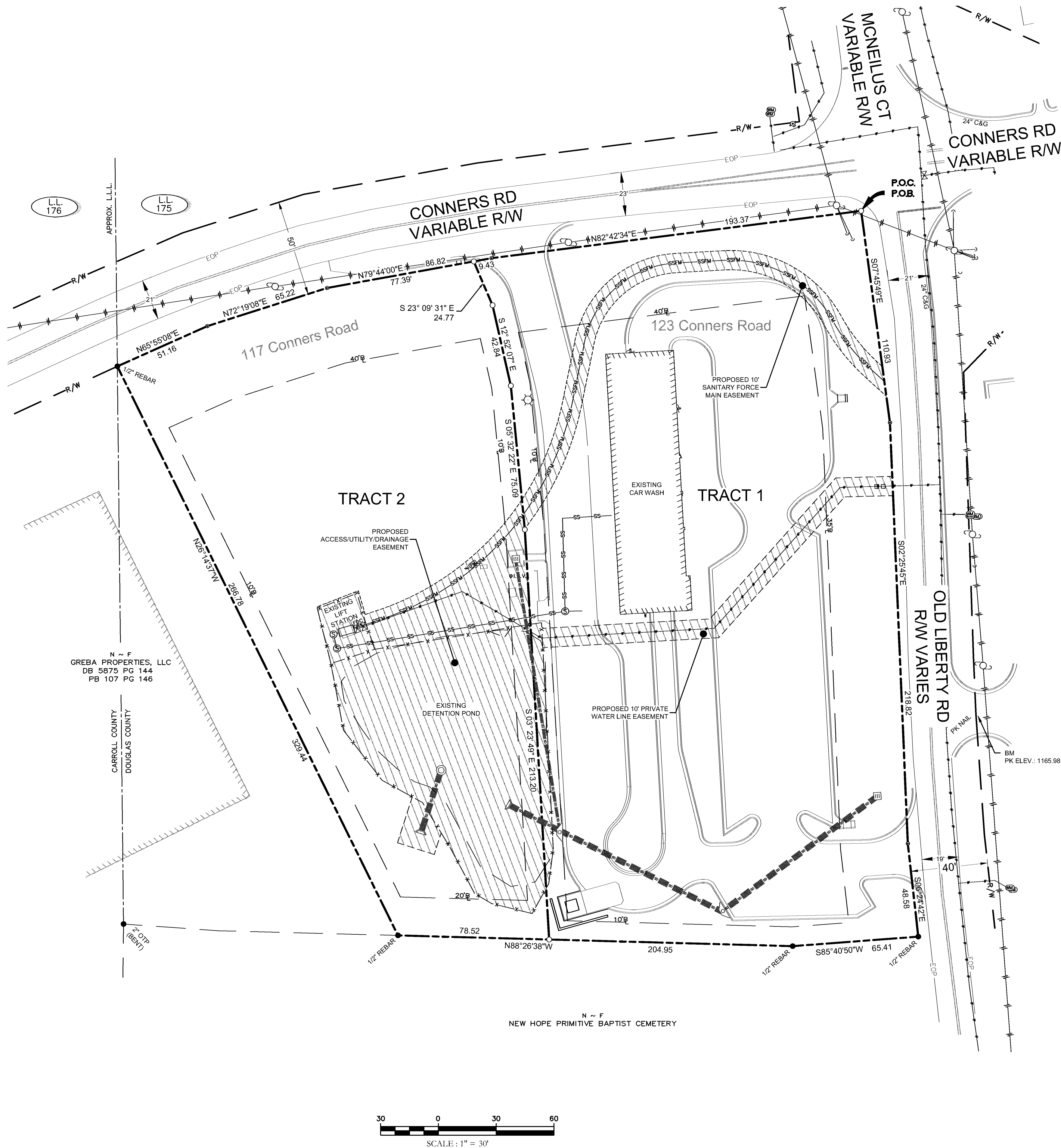
PARCEL #	AREA	TAX ID #	OWNER	DEED REFERENCE
TRACT 1	1.02 AC.	A PORTION OF 01750250006	SMITH AND KINDRED AUTO SPA, LLC.	A PORTION OF DB 4138, PG 943
TRACT 2	1.12 AC.	A PORTION OF 01750250006	SMITH AND KINDRED AUTO SPA, LLC.	A PORTION OF DB 4138, PG 943
TOTAL COMBINED AREA	2.74 AC.		SMITH AND KINDRED AUTO SPA, LLC.	

GENERAL NOTES

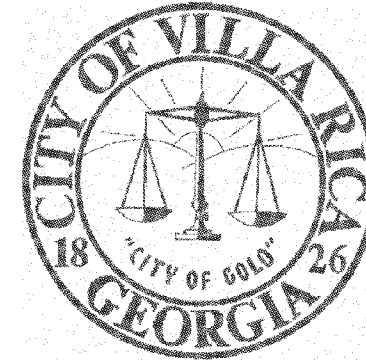
- A. THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON OR ENTITIES NAMED HEREON. NO EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE INFORMATION SHOWN HEREON IS TO BE EXTENDED TO ANY PERSONS OR ENTITIES OTHER THAN THOSE SHOWN HEREON.
- B. THIS DRAWING WAS CREATED ELECTRONICALLY. THIS MEDIA SHOULD NOT BE CONSIDERED A CERTIFIED DOCUMENT UNLESS IT HAS BEEN PROPERLY SEALED AND ORIGINALLY SIGNED BY A REGISTERED LAND SURVEYOR OF HUGHES RAY COMPANY, INC., AUTHORITY OF O.C.G.A. 43-15-22.
- C. THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67. LAST DATE OF FIELD WORK WAS ON 06/13/2024.
- D. THE FOLLOWING TYPE OF EQUIPMENT WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT: TRIMBLE S6 ROBOTIC TOTAL STATION AND DATA COLLECTOR.
- E. THE BEARING BASIS IS GRID NORTH, NAD '83, GEORGIA WEST ZONE, AS ESTABLISHED BY PERFORMING REDUNDANT RTK GPS OBSERVATIONS ON PRIMARY SURVEY CONTROL POINTS UTILIZING TRIMBLE VRS NOW NETWORK. ALL DISTANCES SHOWN ARE GROUND DISTANCES.
- F. THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A SPECTRA 85 ROVER OR TRIMBLE R2 ROVER RECEIVER WITH TRIMBLE DATA COLLECTION SOFTWARE. ALL COORDINATES ARE BASED ON NAD83 AND GEOID18US. NETWORK RTK CORRECTIONS WERE RECEIVED VIA TRIMBLE VRS NOW NETWORK. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3 NATIONAL STANDARD FOR SPATIAL DATA ACCURACY, IS 0.04FT HORIZONTAL AND 0.07FT VERTICAL AT THE 95% CONFIDENCE LEVEL.
- G. THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF 1 FOOT IN 10,000+ FEET, AND WAS NOT ADJUSTED.
- H. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN 1 FOOT IN 100,000+ FEET.
- I. MONUMENTS FOUND ARE AS INDICATED ON DRAWING. MONUMENTS PLACED ARE EITHER A 1/2" REBAR WITH CAP (INSCRIBED LSF 000462) OR A NAIL WITH WASHER (INSCRIBED LSF 000462).
- J. THIS SURVEY WAS BASED ON CURRENT COUNTY TAX RECORDS, INFORMATION PROVIDED BY THE CLIENT, OR OTHER FACTS KNOWN BY THE SURVEYOR AT THE TIME OF THE SURVEY AND IS NOT A GUARANTEE OR WARRANTY, EITHER EXPRESSED OR IMPLIED. ANY FEATURES SHOWN ARE BASED ON MINIMUM REQUIREMENTS OF GEORGIA LAW OR A SPECIFIC AGREEMENT WITH THE CLIENT AND ANY FIELD OBSERVATIONS MADE WERE BASED ON VISIBLE SURFACE EVIDENCE. OTHER SUB-SURFACE IMPROVEMENTS OR FEATURE LOCATIONS NOT REQUESTED AS PART OF THIS SURVEY MAY EXIST AND NOT BE SHOWN HEREON.
- K. BASED ON F.E.M.A. FLOOD INSURANCE RATE MAP NUMBER 13045C0157E DOUGLAS COUNTY, GEORGIA AND INCORPORATED AREAS, EFFECTIVE DATE 8/15/2019, THE SUBJECT PROPERTY LIES WITHIN F.E.M.A. ZONE: "X" (OTHER AREAS) DEFINED THEREON AS FOLLOWS:
ZONE "X" (OTHER AREAS): AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
OTHER LOCAL FLOODING CONDITIONS MAY EXIST OR SEVERE LOCAL STORMS MAY OCCUR. NO PART OF THIS SURVEY IS A GUARANTEE, EITHER EXPRESSED OR IMPLIED, THAT FLOODING WILL NOT OCCUR ON THE PROPERTY. ENGINEERING STUDIES SHOULD BE PERFORMED IF CONDITIONS EXIST THAT MAY CAUSE FLOODING.
- L. NO STATE WATERS ARE LOCATED WITHIN 200' OF THIS SITE.

LEGEND

--- BOUNDARY LINE	DOUBLE WING CATCH BASIN
-X-X- ADJACENT PROPERTY LINE	SINGLE WING CATCH BASIN
--- GAS LINE	HEADWALL
--- UNDERGROUND POWER LINE	JUNCTION BOX
--- OVERHEAD POWER LINE	DROP INLET
--- SANITARY SEWER LINE	YARD INLET
--- STORM DRAIN LINE	LIGHT POLE
--- WATER LINE	WATER METER
--- COMMUNICATIONS LINE	WATER VALVE
--- CALCULATED POINT	FIRE HYDRANT
--- IRON PIN FOUND	SANITARY SEWER MANHOLE
--- IRON PIN SET (1/2" REBAR)	CLEANOUT
RB REBAR	GREASE TRAP
CTP CRIMPED TOP PIPE	GAS METER
OTP OPEN TOP PIPE	POWER METER
--- R/W MONUMENT	GAS VALVE
R/W RIGHT OF WAY	TRANSFORMER
N/F NOW OR FORMERLY	POWER POLE
BL BUILDING LINE	GLY ANCHOR
CMF CORRUGATED METAL PIPE	FIBER OPTIC MARKER
RCF REINFORCED CONCRETE PIPE	TELEPHONE MANHOLE
HDPE HIGH DENSITY POLYETHYLENE PIPE	FIRE DEPT. CONNECTION
	CONCRETE
	WALL
	GRAVEL/RIP RAP



LOCATION MAP



Approved
September 4, 2024
8:36 AM
Bobby C. Elliott, PE
City Engineer

PURPOSE NOTE

THE PURPOSE OF THIS LOT SPLIT PLAT IS TO SPLIT DOUGLAS COUNTY PARCEL 01750250006 INTO TWO TRACTS.

As required by subsection (d) of O.C.G.A. Section 15-6-67 this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Aaron Studdard (Ga. R.L.S. #3486)

6/18/24

DATE



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T

1/1

PREPARED BY:

HRC
HRC ENGINEERS
ENGINEERS | SURVEYORS | LANDSCAPE ARCHITECTS
6554 EAST CHURCH STREET
DOUGLASVILLE, GEORGIA 30134
p 770.942.0196
f 770.942.0152
www.hrcengineers.com

STATE OF GEORGIA
CERTIFICATE OF AUTHORIZATION
FOR LAND SURVEYING
HUGHES RAY COMPANY, INC.
LSF# 000462 EXPIRES 06/30/26

BOUNDARY SURVEY AND LOT SPLIT PLAT FOR

**SMITH & KINDRED
AUTO SPA**

LOCATED IN LAND LOT 175
2ND DISTRICT, 5TH SECTION
CITY OF VILLA RICA, DOUGLAS COUNTY, GEORGIA

DATE: 18 JUNE 2024

NO.	DATE	REVISION DESCRIPTION	DRAWING NO. H21231 LOT SPLIT
			DRAWN BY: JAS
			CHECKED BY: WAS
			JOB NO.: H21231
			SCALE: 1"=30'
			THIS DRAWING IS COPYRIGHTED. THE ORIGINAL DRAWING WAS PRODUCED AND IS ON RECORD IN THE OFFICES OF THIS FIRM. ANY UNAUTHORIZED USE, MODIFICATION, AND/ OR REPRODUCTION OF THIS DRAWING, IN PART OR WHOLE, IS HEREBY PROHIBITED.



Variance Request To Reduce Parking Area Landscaping Buffer

Applicant: Smith and Kindred Group

Location: 117 Connors Road

Parcel Size: 1.12 ± acres

Zoning: C-1 Commercial Low Density

Ward 1 Council Member: Shirley Marchman

Requested Variances

1. Front Parking Area Buffer

Required: **20 ft**

Proposed: **5 ft**

Reduction: **75%**

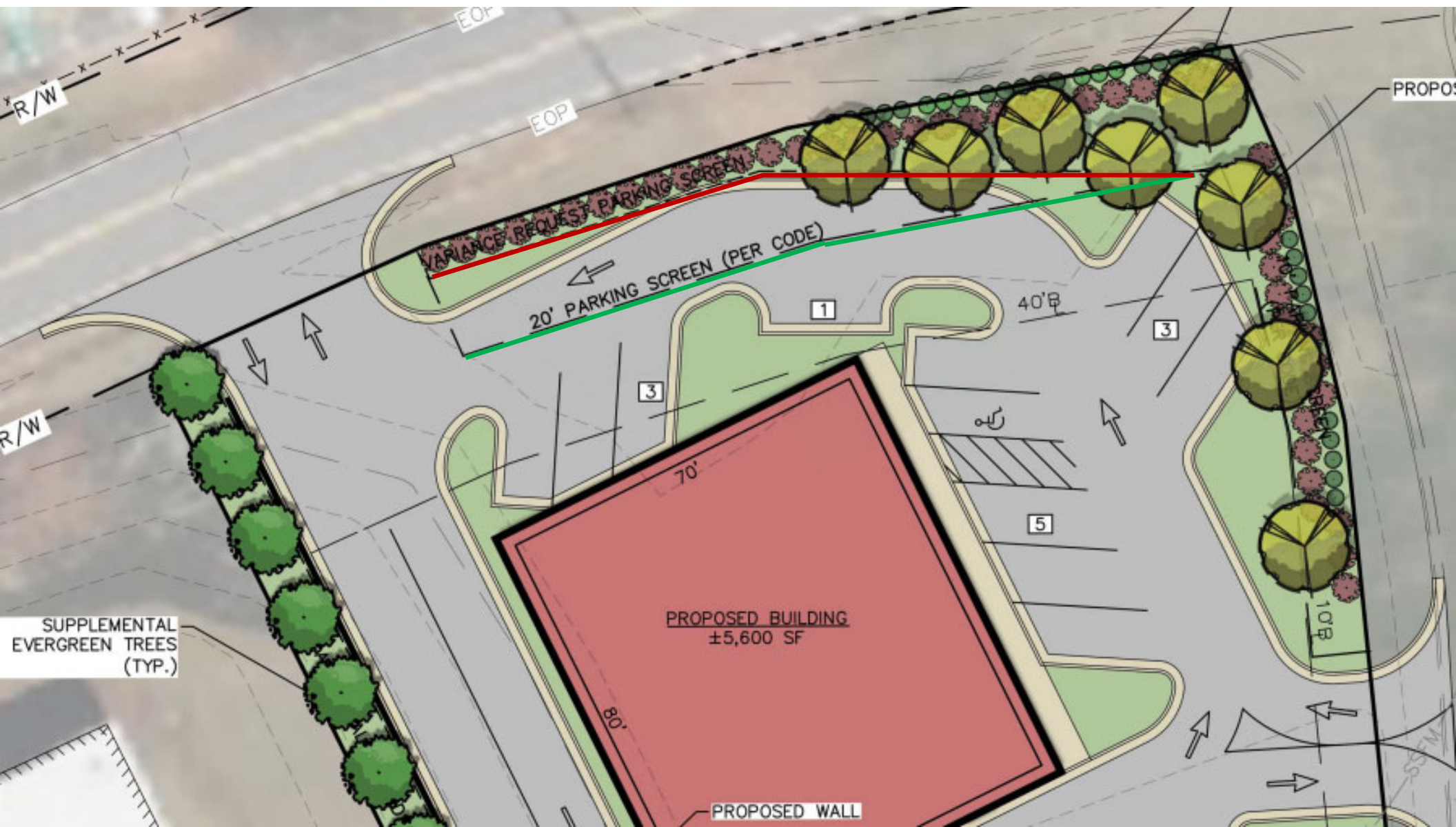
2. West Side Buffer

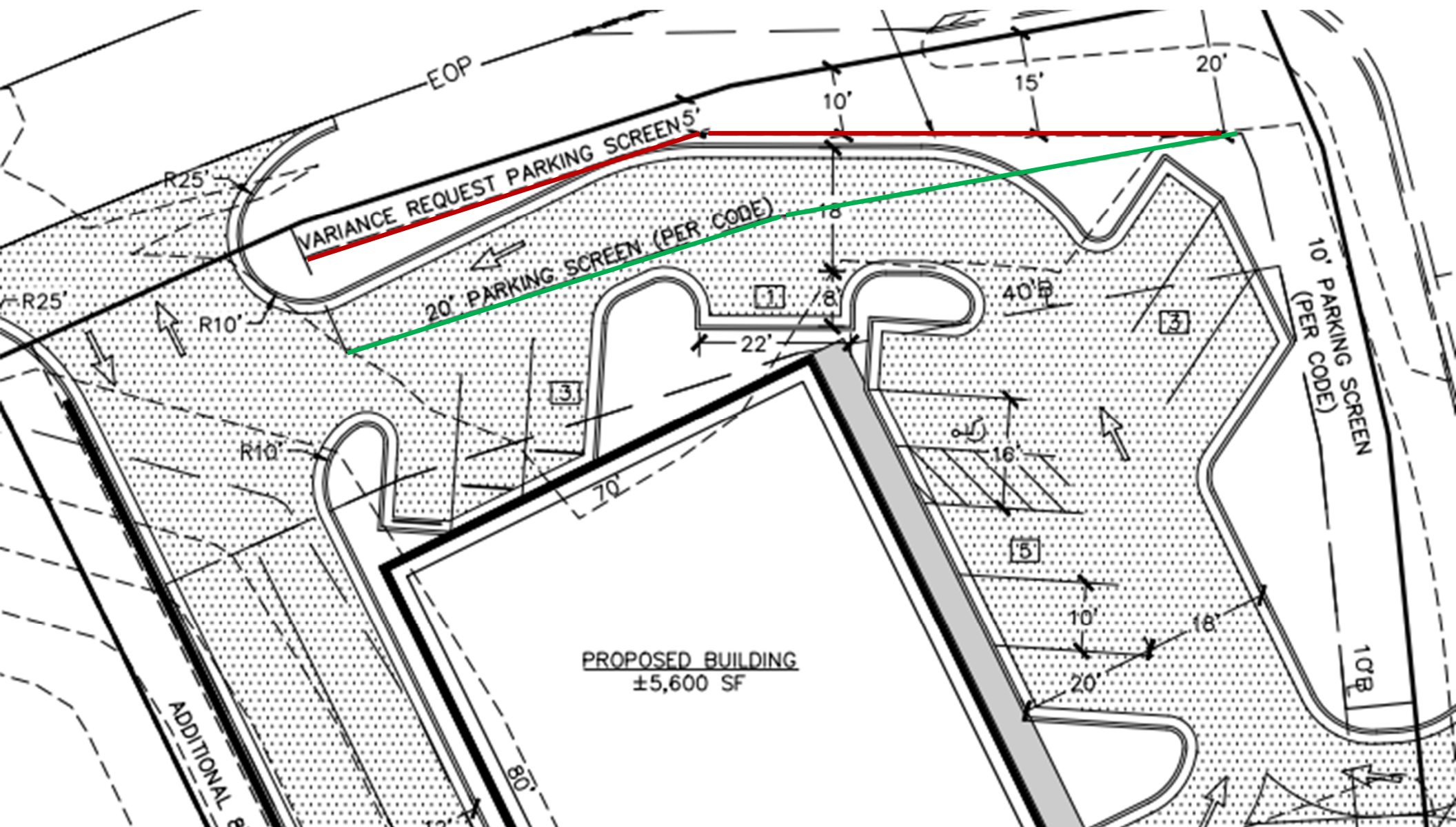
Required: **10 ft**

Proposed: **8 ft**

Reduction: **20%**







Existing Conditions

- Outparcel created from the Ultimate Carwash parent tract.
- Shared stormwater detention facility behind the site
- Significant grade drop along western property line
- No sidewalks along this segment of Conners Road

Front Buffer Analysis: Reduction from 20' to 5'

- 75% reduction is excessive.
- Hardship is self-imposed due to maximum-size building footprint.
- Adjacent commercial sites maintain the full 20-ft buffer.
- Reduction conflicts with Infill development Standards and Comprehensive Plan's corridor design standards.

Side Buffer Analysis: Reduction from 10' to 8'

- Grade change and required retaining wall create a physical hardship.
- 20% reduction is modest and still functional.
- Applicant will provide full plant quantities.
- Screening intent of Sec. 7.05 remains intact

Decision Criteria Summary

Front Buffer – Does *Not* Meet Criteria

- Not in public interest
- Adversely impacts corridor consistency
- Hardship is self-imposed

Side Buffer – *Does* Meet Criteria

- Physical, lot-based hardship
- No adverse impact on adjacent properties

Staff Recommendation:

Denial of the front reduction.

Approval of the side reduction.

Should approval be considered for both, then staff propose the following conditions:

1. All building, fire life safety, and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. The applicant shall provide the full number of trees and shrubs required, even where buffer widths are reduced. Landscaping should be enhanced where applicable to enhance screening and separation.
3. A detailed landscape plan shall be submitted for review and approval by the Community Development Department prior to issuance of a Land Disturbance Permit.
4. The final building footprint and permitted commercial use shall be limited to what can be supported by the number of parking spaces achievable, in accordance with the City's minimum parking standards.



CITY OF VILLA RICA
City Council Meeting
Agenda Item Cover Sheet

SUBJECT: AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF VILLA RICA, GEORGIA, TO AMEND *CHAPTER 20, SOLID WASTE MANAGEMENT SECTION* TO ADD *ARTICLE VI. RECYCLE GREASE BINS/VATS* OF THE VILLA RICA CODE OF ORDINANCES TO REGULATE RECYCLE GREASE BINS/VATS

WORK SESSION DATE: December 2, 2025

MEETING DATE: December 9, 2025

PREPARED BY: Brecca R. Carter, Interim Community Development Director

PUBLIC HEARING: NO, but Public comment is welcomed.

PURPOSE:

The purpose of this section is to regulate the placement of recycle grease bins within the City. The procedures and requirements of this chapter are intended to promote public health, safety, welfare and the prevention of grease residues entering City storm drains by regulating recycle grease bins, ensure that recycle grease bins do not pose a hazard to pedestrian or vehicular traffic, ensure that material does not accumulate outside of the recycle grease bins, and establish criteria that avoid attracting vermin, unsightliness, and public health standards.

BACKGROUND:

Commercial restaurant developments throughout the City maintain outdoor recycling grease bin/vats used to store cooking grease and oils produced by a business' operations. Improper, untimely and environmentally safe disposal of cooking grease and oils can create overflow of the bin/vat, which can penetrate into the City's storm drains system. Unfortunately, there has been a rise in the number of overflowing recycle grease bins/vats and the City has had no enforcement mechanism to regulate them. This proposed Ordinance will regulate the placement of recycle grease bins throughout the City to prevent grease spillage that attracts vermin, unsightliness and public health standards, and from entering City storm drains. The City is being proactive to ensure the City does not get receive fines from the Environmental Protection Division (EPD).

Each restaurant who utilizes a recycle grease bin/vat, is required to register with the City Community Development Department meeting the following requirements:

- License renewals whereby business owners will register the grease bin within
- 90 days of the ordinance approval;
- New businesses must register each grease vat (size, color, location, business users);
- Each grease vat will receive a decal for each business utilizing it, if shared;

Advertisement to welcome public input has been provided through the Villa Rica Library newsletter, and individual letters to restaurant owners within the City of Villa Rica.

IMPACT: This Ordinance will allow the City to regulate grease bins/vats to ensure applicable restaurants remove grease and oil in a timely and appropriate manner. Additionally, the Ordinance has the potential to protect the City from liability from Environmental Protection Division violations, should grease and oils penetrate our City storm drains.

STAFF RECOMMENDATION:

Staff recommends **Approval** of the Ordinance which will allow City Code Compliance staff and Stormwater regulatory staff to enforce this Code accordingly.

MOTION:

I motion to approve the requested Ordinance *Chapter 20, Solid Waste Management Section to add Article VI. Recycle Grease Bins/Vats of the Villa Rica Code of Ordinances.*

CITY OF VILLA RICA , STATE OF GEORGIA

ORDINANCE

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF VILLA RICA, GEORGIA, TO AMEND CHAPTER 20, SOLID WASTE MANAGEMENT SECTION TO ADD ARTICLE VI. RECYCLE GREASE BINS/VATS OF THE VILLA RICA CODE OF ORDINANCES TO REGULATE RECYCLE GREASE BINS/VATS

WHEREAS, the duly elected governing authority of the City of Villa Rica, Georgia is authorized under the Georgia Constitution and state law to regulate land use, business operations and public health, safety and welfare within its corporate limits; and

WHEREAS, the duly elected governing authority of the City of Villa Rica, Georgia is the Mayor and Council thereof; and

WHEREAS, there has been an issue with the condition of grease bins within the City and the conditions raise concerns regarding public health, safety and welfare and the protection of storm drain systems throughout the City; and

WHEREAS, the Mayor and Council of the City of Villa Rica, Georgia desires to amend Part III, Chapter 20 and all referenced sections of the City Code regarding the regulation recycle grease bins

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE GOVERNING AUTHORITY OF THE CITY OF VILLA RICA, GEORGIA AS FOLLOWS:

Section 1.

A. The Code of Ordinances of the City of Villa Rica, Georgia, is hereby amended by adding the following:

ARTICLE VI. RECYCLE GREASE BINS

Sec. 20-43. Purpose.

The purpose of this section is to regulate the placement of recycle grease bins within the City. The procedures and requirements of this chapter are intended to promote public health, safety, welfare and the prevention of grease residues entering City storm drains by regulating recycle grease bins, ensure that recycle grease bins do not pose a hazard to pedestrian or vehicular traffic, ensure that material does not accumulate outside of the recycle grease bins, and establish criteria that avoid attracting vermin, unsightliness, and public health standards.

Sec. 20-44. Registration required.

In order to maintain recycle grease bins, all currently operational food service establishments owning and/or using recycle grease bins, interior or exterior to the establishment shall be required to register the recycle grease bin with the City of Villa Rica within 90 days of the effective date of this article. Registration includes, but is not limited to providing a label on the bin to indicate contact information of the business owners, size of the container, color, location of the recycle grease bin, Warning Label and usage "Cooking Oil Only" and company designated for grease removal from the bin. Any food service establishment coming into existence after the effective date of this article or obtaining a recycle grease bin after the effective date of this article shall be required to register the recycle grease bin within 30 days of delivery of the recycle grease bin or at the time of application for a certificate of occupancy, whichever is sooner. Only bins designed for the exclusive purpose of storing recycle grease shall be approved.

Sec. 20-45. Existing recycle grease bins.

Existing recycle grease bins shall be registered separately to each business who does or will utilize it for grease waste, whose establishment name shall be delineated on each registration decal. The recycle grease bin shall not be located in the right-of-way or alleyway, with the exception of food service establishments located in the Central Business District (CBD). Recycle grease bins shall be locked at all times, except when the user is actively dumping grease into the recycle grease bin or removal of grease is taking place. Food service establishments that change ownership are permitted to continue use of an existing registered recycle grease bin. All grease bins, located within the downtown shall be enclosed, composed of materials allowed with the Dumpster Enclosure ordinance. New owners are required to update the registration for the existing recycle grease bin within 30 days of license issuance. Any food service establishment that is not operational for more than 60 days is subject to the provisions in section 20-46.

Sec. 20-46. New recycle grease bins.

Any recycle grease bin first used by a food service establishment after the effective date of this article shall be located within the structure of the food service establishment and shall be limited to one user or a single license holder, unless another arrangement with the City can be made. New recycle grease bins, located above the ground, shall be registered in accordance with section 20-44.

Sec. 20-47. Abandoned recycle grease bins.

A recycle grease bin that is unused or unregistered for more than 60 days is deemed abandoned and considered a nuisance, subject to the provisions located in Chapter 16 of the City of Villa Rica Code of Ordinances.

Sec. 20-48. Cleanliness of premises.

Recycle grease bins shall be maintained in good condition and appearance with no structural damage, holes, or visible rust, and shall be free of graffiti. All recycle grease bins shall be free of debris, other containers or buckets used to transport recycled grease, and any other items. Recycle grease bins shall be serviced regularly so as to prevent overflow of grease. The owner of the food service establishment using the recycle grease bin shall be responsible for maintaining the area around each recycle grease bin so that it is free of litter, garbage, and any other undesirable material. At his sole discretion, the city manager may require a sanitation bond for recycled grease bins that are not maintained as stated in this article.

Sec. 20-49. Violations.

Violations of this article shall be punished as provided in section 20-41 and 20-42.

- (a) Any recycle grease bin that is overflowing, leaking, or otherwise discharging grease, oil, or waste into parking areas, sidewalks, streets, or storm drains is declared to be a public nuisance pursuant to chapter 16 of this Code. Such conditions shall be subject to the enforcement, abatement, and cost recovery procedures set forth in chapter 16.
- (b) The owner or operator of the food service establishment to which the recycle grease bin is registered shall be responsible for abating the nuisance and for all cleanup and remediation costs incurred by the city as a result of grease overflow or discharge.
- (c) In addition to cost recovery under chapter 16, violations of this article shall be subject to fines imposed by the municipal court as follows:
 - 1) First violation, fine not to exceed \$300.00.
 - 2) Second violation within six (6) months, fine not to exceed \$500.00.
 - 3) Third and subsequent violations within six (6) months, fine not to exceed \$1,000.00 per violation.

- (d) If the city abates or cleans grease, oil, or waste discharged from a recycle grease bin, the costs of such abatement, including labor, equipment, disposal, and administrative costs, shall be assessed against the responsible establishment. If unpaid, such costs shall constitute a lien against the real property upon which the grease bin is located, enforceable in the same manner as liens for ad valorem property taxes under section 16-11 of this Code.
- (e) Each day that a recycle grease bin is maintained in violation of this article shall constitute a separate and distinct offense.
- (f) Nothing in this section shall limit the authority of the city to impose the fines and penalties provided in section 20-42 of this Code.

Section 2.

All ordinances and parts of ordinances in conflict with this ordinance are repealed.

Section 3.

It is hereby declared to be the intention of the Mayor and Council of the City of Villa Rica that the section, paragraphs, sentences, clauses and phrases of this Ordinance are severable and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional or otherwise invalid by a court of competent jurisdiction such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance.

Section 4.

The adoption date of this Ordinance shall be December 9, 2025. The effective date of this Ordinance shall be its adoption date.

SO ORDAINED, this ____ day of _____, 2025.

CITY OF VILLA RICA, GEORGIA

Leslie McPherson, Mayor

ATTEST:

Theresa Campbell, City Clerk

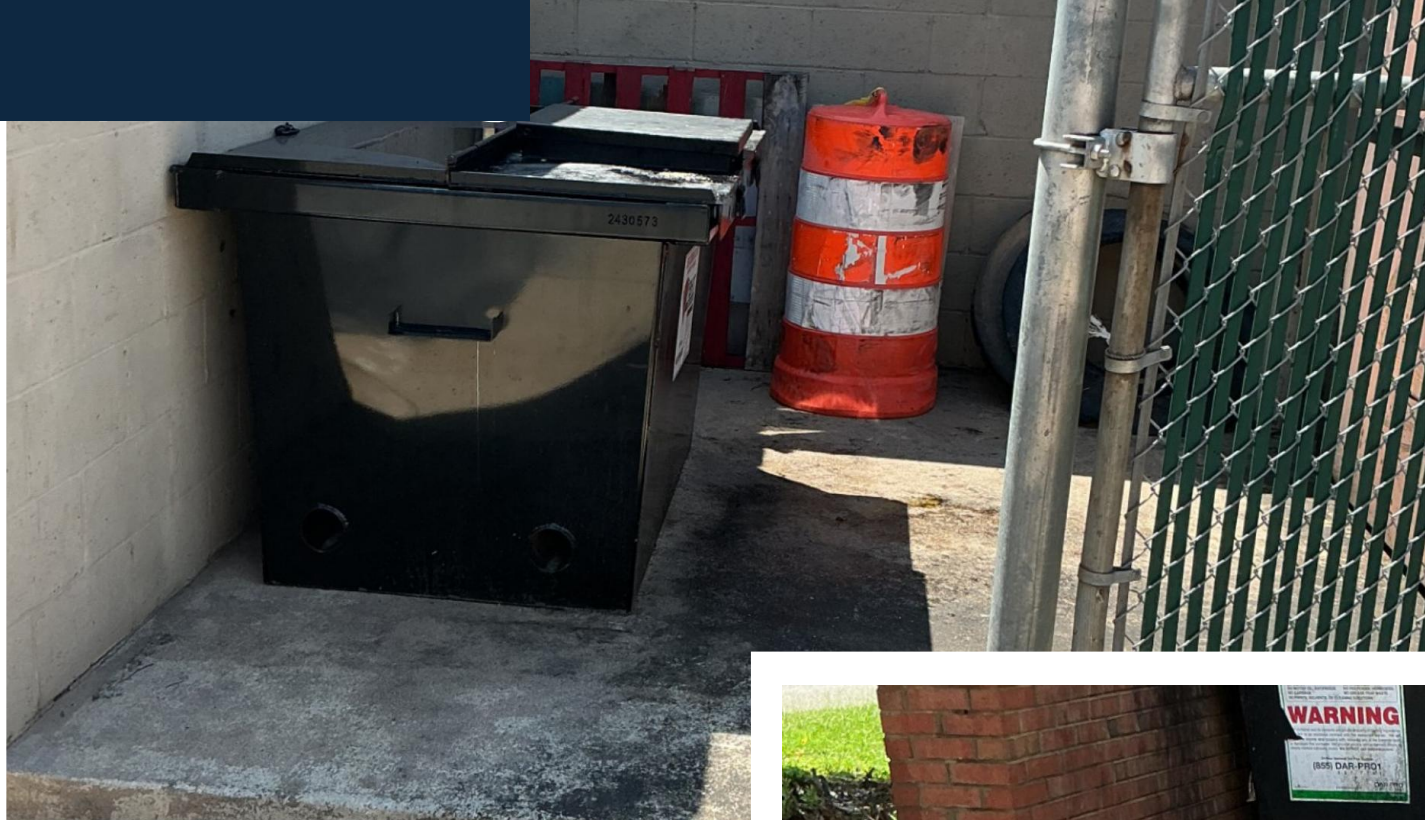
Proposed Recycle Grease Bin/Vat Ordinance December 9, 2025

Villa Rica City Council
Community Development
Department

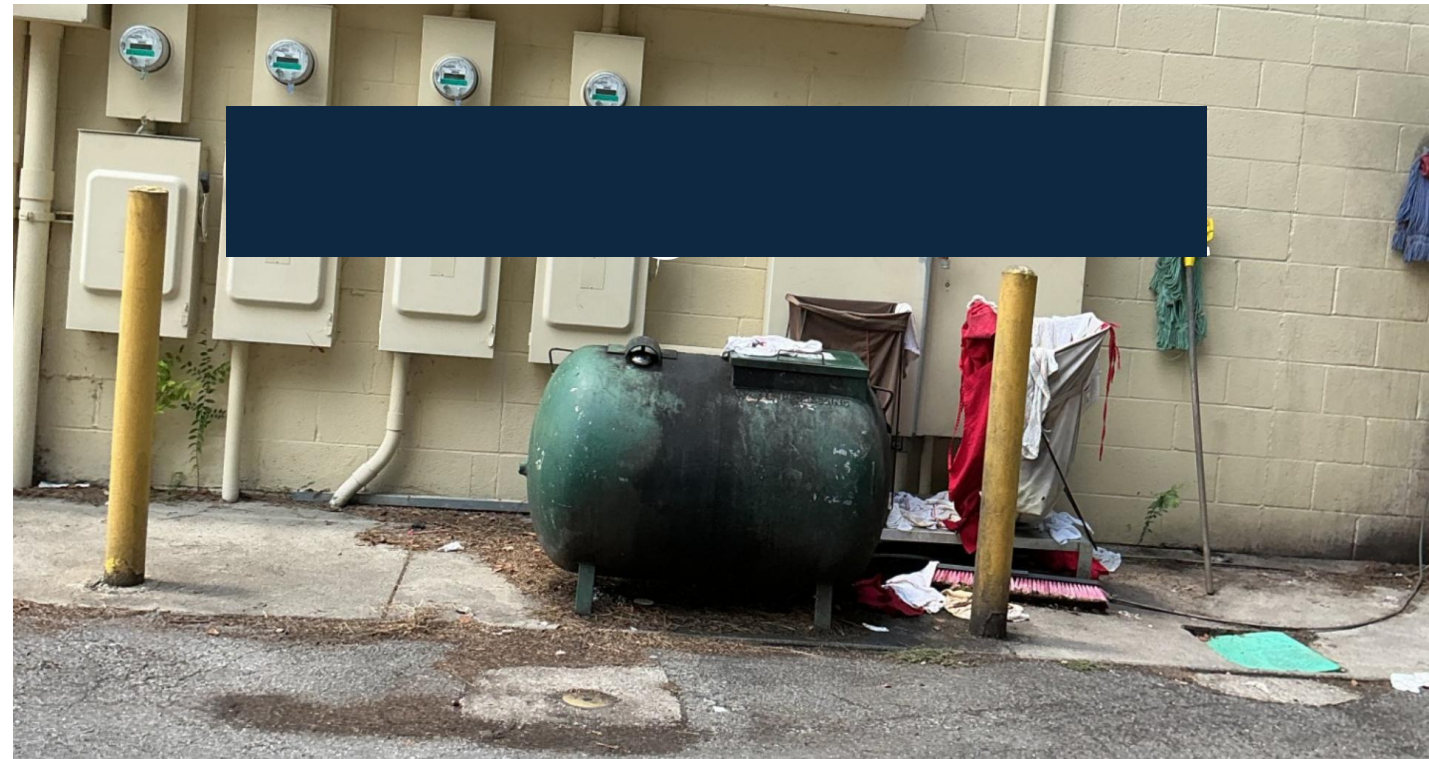
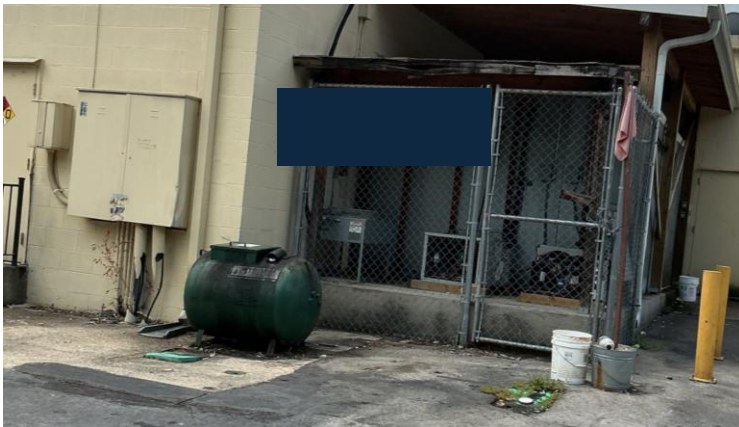
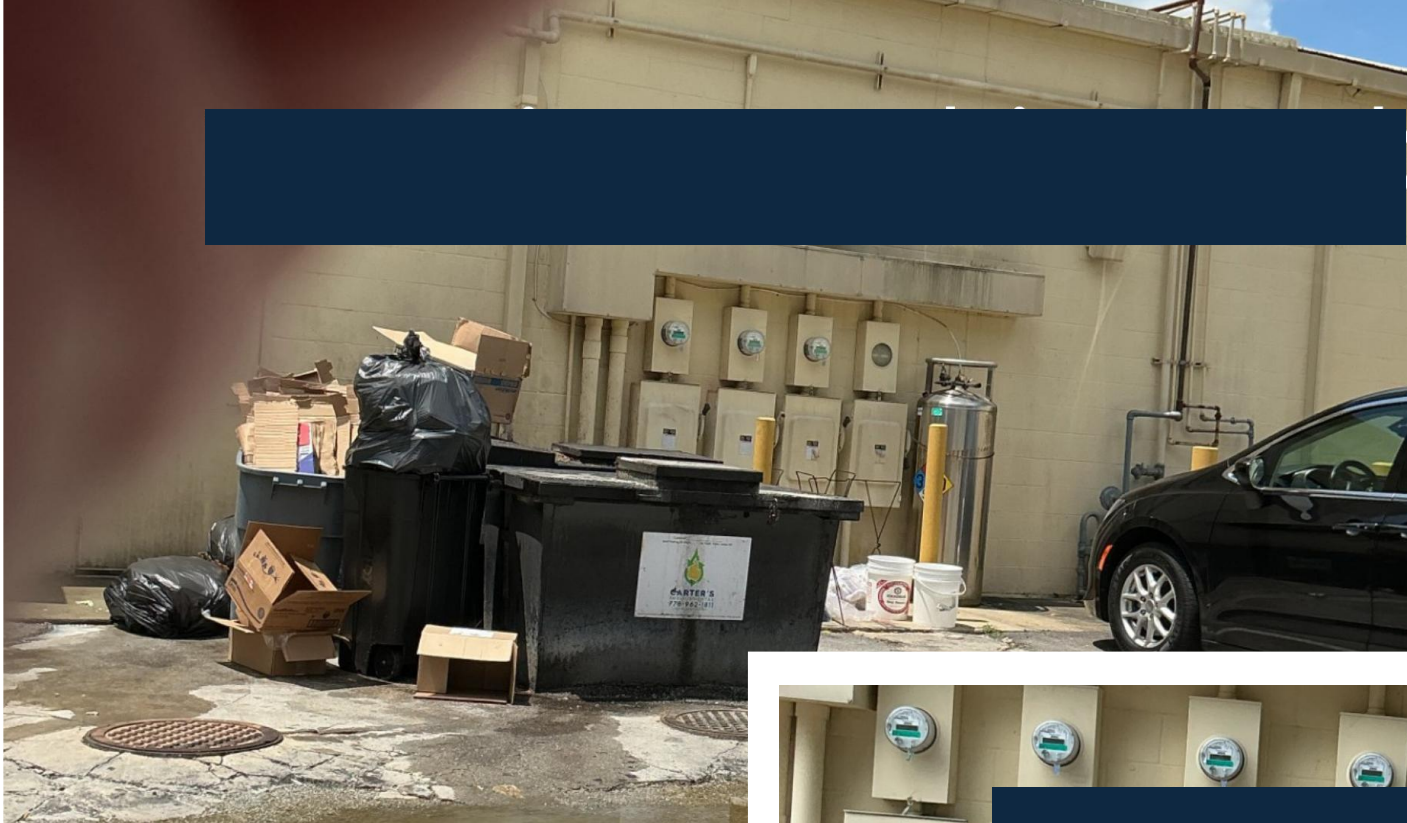
Brecca R. Carter, Interim Director



Recycle Grease Bin/Vat Examples Throughout the City:











Proposed Recycle Grease Bin/Vat Ordinance



Purpose:

To regulate the placement of recycle grease bins throughout the City to prevent grease spillage that attracts vermin, unsightliness and public health concerns, and from entering City storm drains.

Requirements:

- ❖ License renewals will require business owners to register the grease bin within 90 days of the ordinance approval
- ❖ New businesses must register each grease bin/vat (contact info, size, color, location, etc.)
- ❖ Each grease bin/vat will receive a decal for each business utilizing it
- ❖ Proactive to ensure the City does not receive fines from the Environmental Protection Division (EPD)

Questions??

Community Development
Department

Brecca R. Carter, Interim Director





CITY MANAGER REPORT

Project Updates
DECEMBER 2025

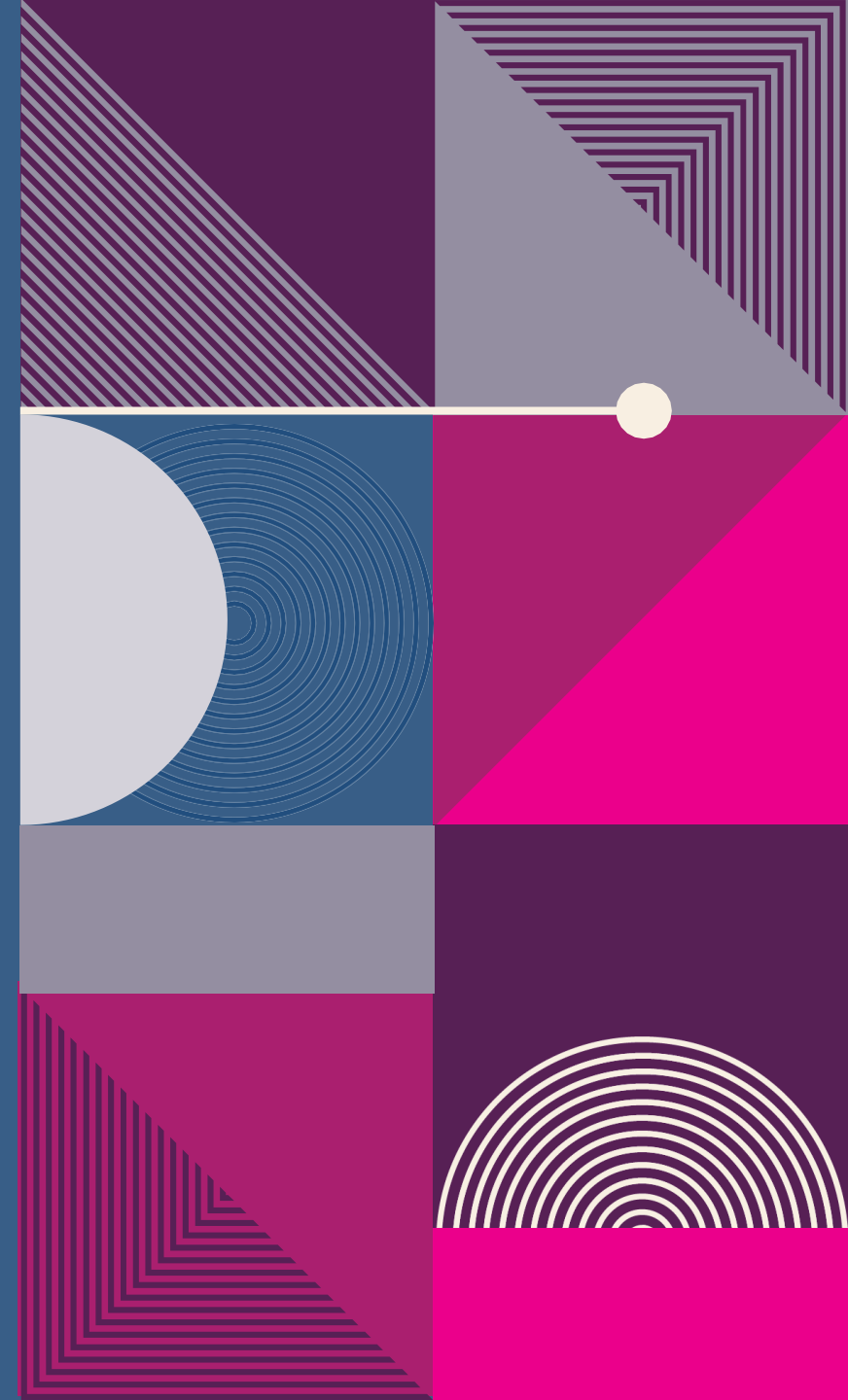
PROJECT UPDATES

Stormwater Utility Study

- Consultants (Integrated Science & Engineering) are using the utility customer list & real property tax digests (DC & CC) to link GIS data for the creation of a Master Account File (MAF) for a future stormwater utility.
- Next step: January 2026 - Creation of a Stormwater Advisory Committee (SWAC) to assist elected officials and City staff with evaluation of the City's stormwater management program. This includes the public relations and education task.

Sanitation In-House vs. Contract Services

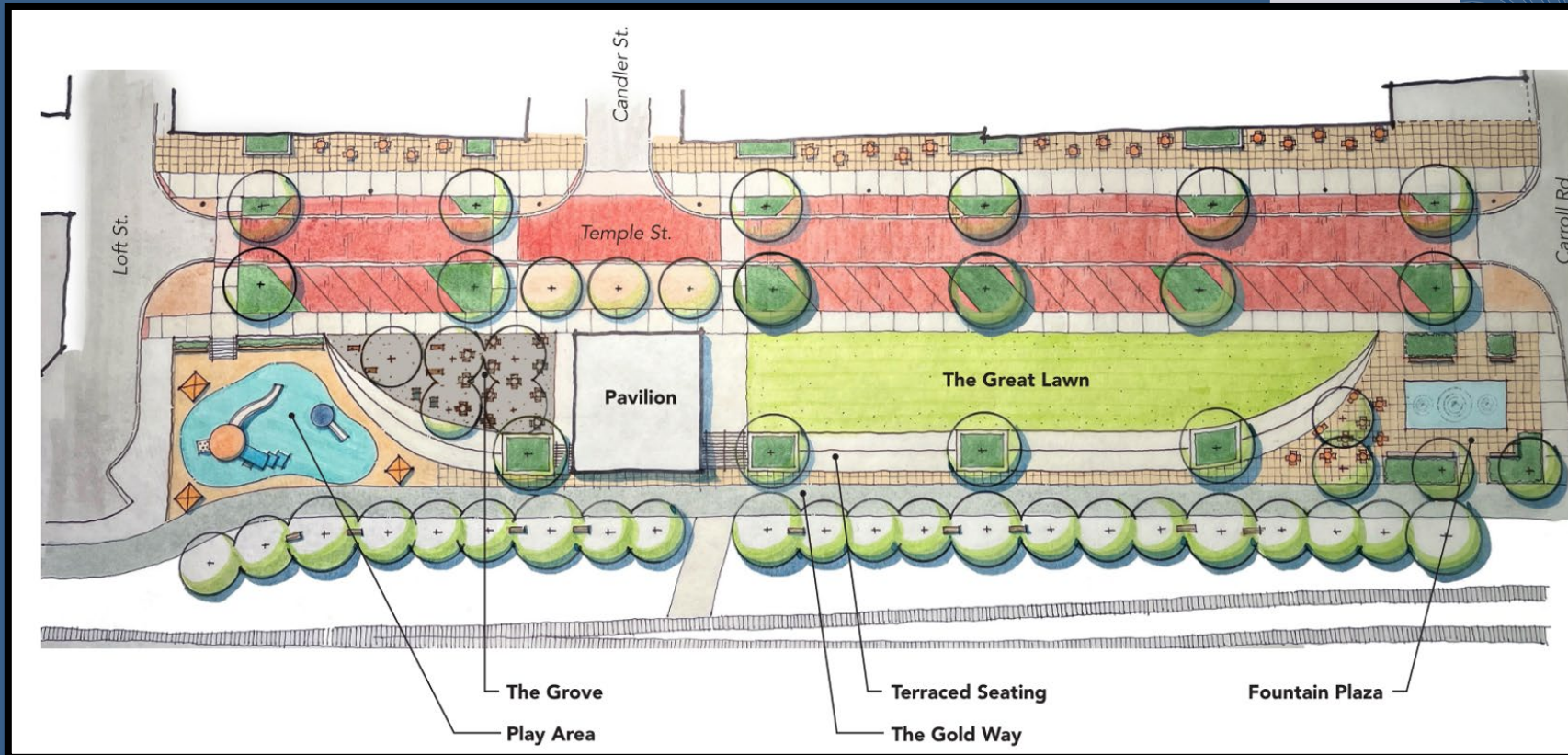
- Staff met with Mauldin & Jenkins to discuss report.
- Now – M&J refining data assumptions and Finance staff providing additional data to consultants.



PROJECT UPDATES

Northside Downtown Streetscape

- Grant Funded \$1.1m with \$286k match.
- Keck & Wood presented concept & Council approved at August meeting.
- Draft report sent to GDOT Project Manager.
- Begin preliminary design, subsurface utility engineering & railroad coordination.



PROJECT UPDATES

Safe Streets For All (SS4A)

- Grant Funded \$400k with \$100k match.
- 07/17 Public Meeting #1 - Gathered public perception of safety issues & concerns within the City, identifying crash locations & highlighting high-crash intersections and segments.
- 10/28 – Public Meeting #2 – Discussed the "why" & "how" behind the crash data. This information is instrumental in finalizing the plan and determining the most effective implementation strategies.
- 12/02 – Keck + Wood presented an update.
- 12/09 – Resolution approved by to Council to adopt goals to work towards zero traffic-related deaths by 2035 and zero serious injuries by 2050.
- 01/13 – Request Council to adopt the Safety Action Plan.



PROJECT UPDATES

Villa Rica Parkway - \$5.46m (not including ROW/easement)

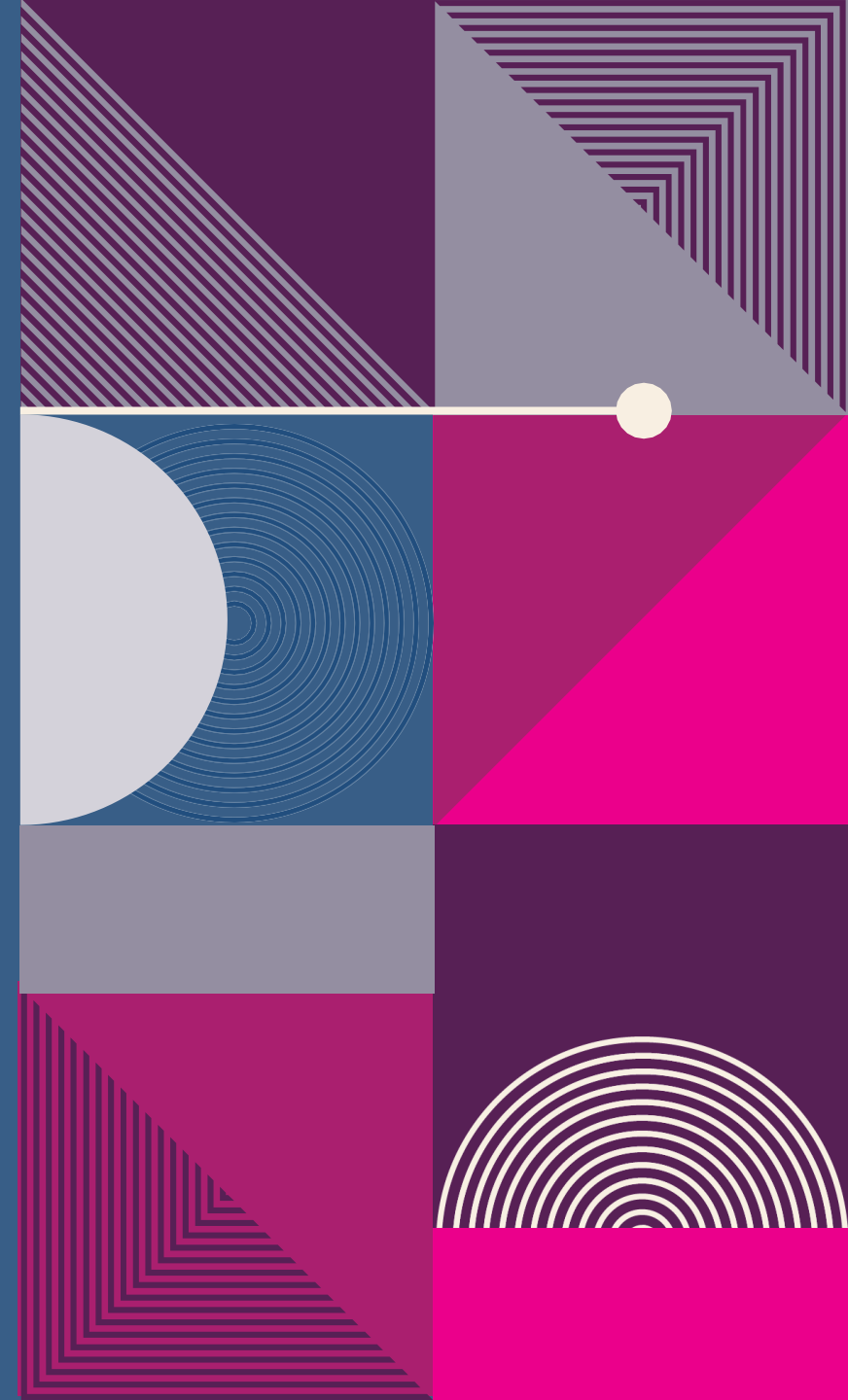
- Construction plans completed (a portion of McCauley & Darden Street)
- Right-of-Way and temporary easement acquisition are underway.
- Traffic study has been completed on the intersection at Cleghorn St/Villa Rica Parkway, and a traffic signal will be required.

Fortune Parkway

- Developer(s) Responsibilities:
 - Complete the road to Anderson Rd.
 - Construct deceleration lane on Anderson Rd.
 - Construct deceleration lane on Old Stone Rd.
 - Construct left turn lane / Old Stone re-alignment at Punkintown Rd.

North Bypass

- 12/15 - Completion date / open to traffic.
- Per GDOT & Sen. Bearden - Ceremonial ribbon cutting will be scheduled early next year before the legislative session begins.



PROJECT UPDATES

West Industrial Court Culvert Replacement - \$184k

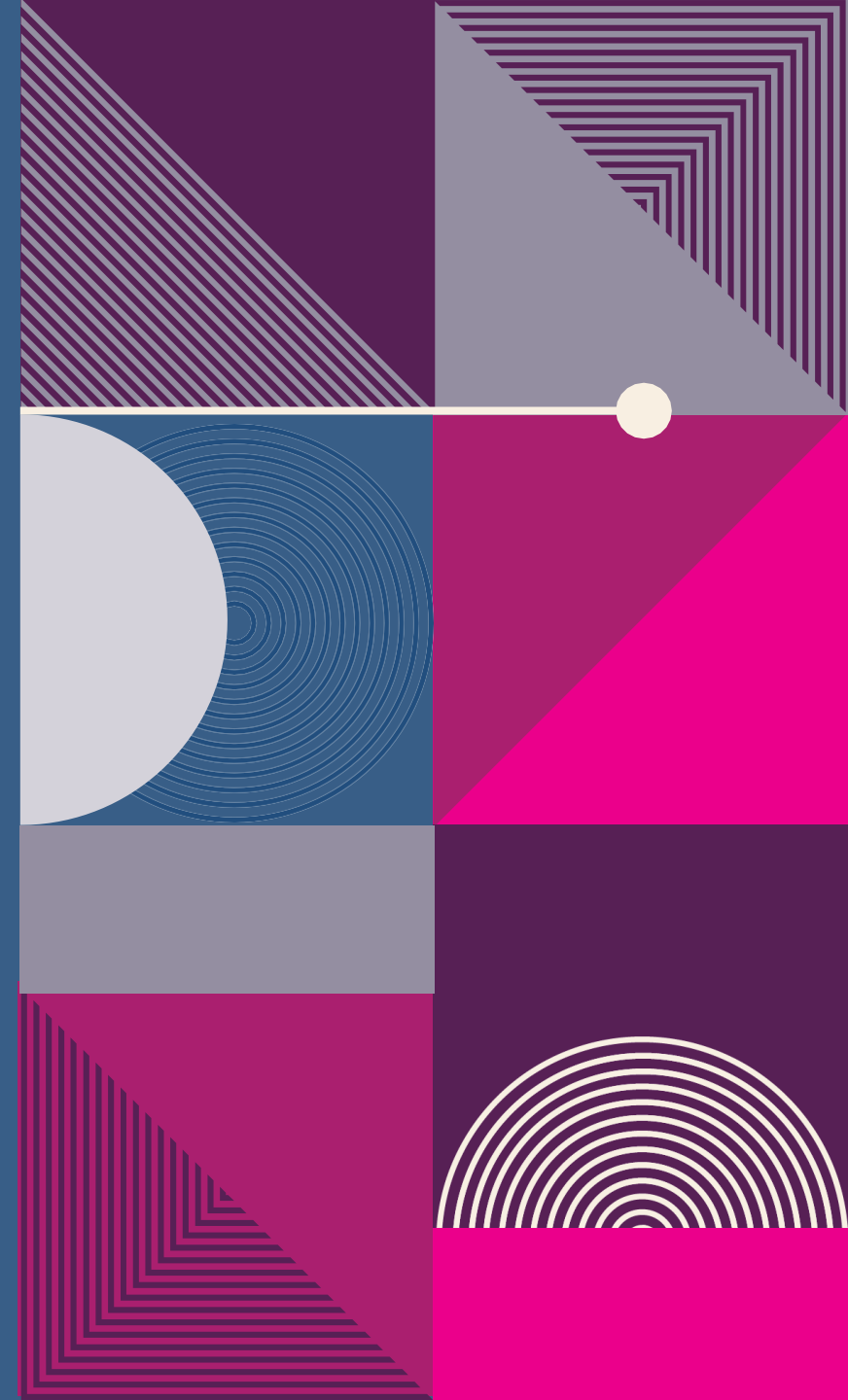
- City has issued the Notice to Proceed to Blount Construction.
- December 2025 – Culvert materials should be delivered.
- January 2026 – Atlanta Gas Light is scheduled to relocate their gas main that conflicts with the proposed culvert.

Mirror Lake Blvd. Left Turn - \$447k

- **Week of 12/08 – Grading will begin.**
- Two months to complete the project – weather permitting.

Punkintown Road Phase I - \$7.42m + Easement/ROW

- Phase I is from Arpit's proposed roundabout, which will be immediately north of Towne Creek Dr, to a point just north of Parkway Circle.
- Falcon Design is 90% complete with construction plans and they are working on the exhibits for the easements & right-of-way.
- Acquisition will mostly consist of easements & temporary construction easements for driveways.



PROJECT UPDATES

South Carroll @ Reed Road

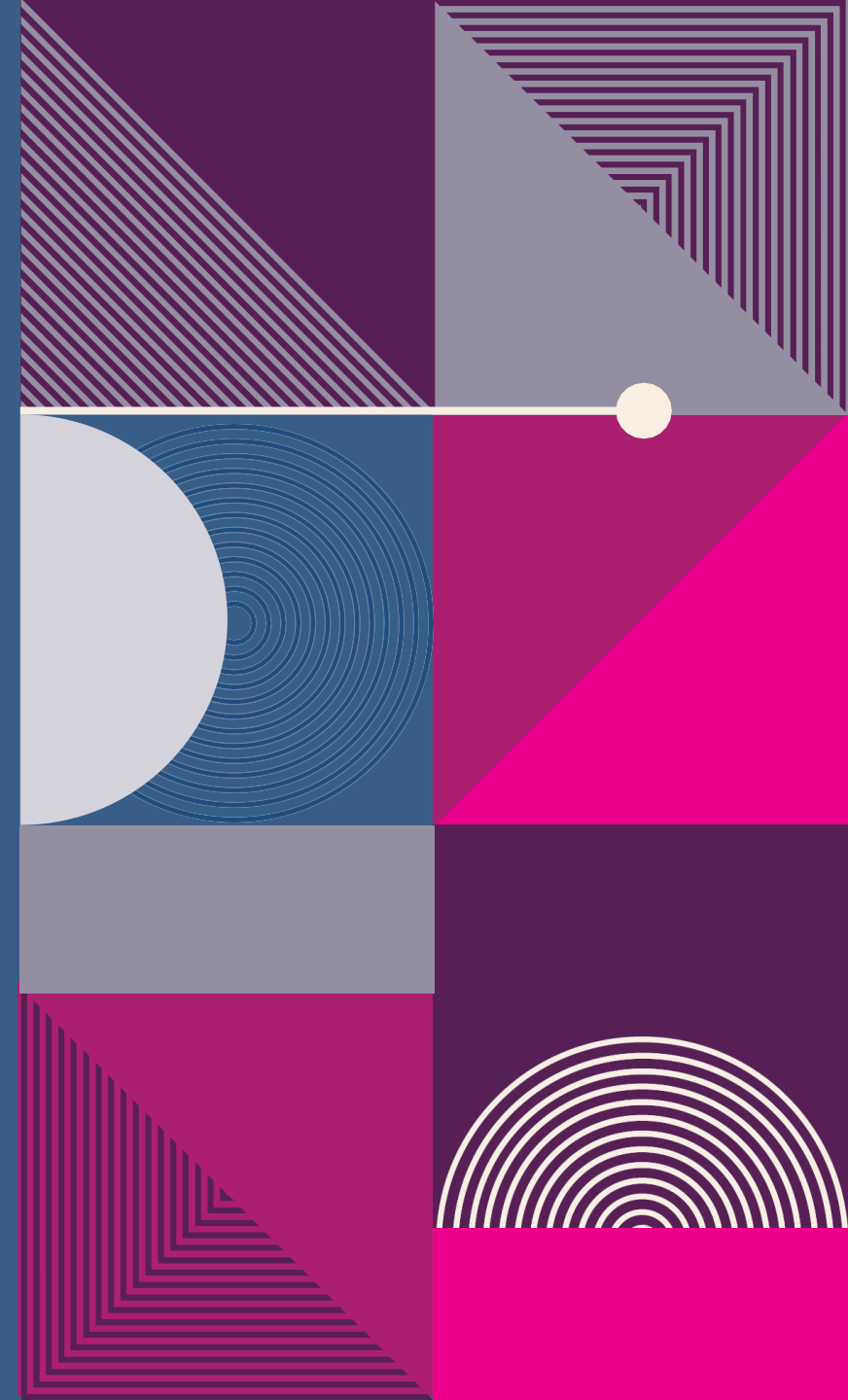
- Falcon Engineering completed plans and is working on ROW and easement documents for the Social Security building.
- No utility conflicts except for gas utility.
- Received \$270k in project improvement fees from Developer.
- Falcon's opinion of probable cost is \$1.39m (excluding ROW/easements).

Connors Road Park

- Current budget: \$593k
- Phase 1: driveway, parking lot, detention pond & stormwater pipe.
- Falcon's Phase 1 opinion of probable cost is \$2.4m.
- Staff currently reviewing other in-house options.

"Fortune" Park (Cleghorn)

- \$50k grant + \$30k developer contribution.
- Begin discussions on park options & funding.
- Grading is complete



PROJECT UPDATES

Downtown Lighting - COMPLETED



PROJECT UPDATES

Gold Dust - Pickleball Courts

- Signature Courts laser graded, installed gravel base and paved the site.
- Signature Courts is installing fencing & light poles.



PROJECT UPDATES

Gold Dust - Bathrooms near Pickleball Courts

- The Building Maintenance team is building the new restroom facility at the Pickleball facility.
- Grading, footings, slab, plumbing & electrical are being installed by staff.
- Georgia Power has run new service for the restrooms and pickleball courts.



PROJECT UPDATES

Gold Dust - Tennis Courts

- Public Works team will wrap up the tennis courts sub-base as weather permits.



DECEMBER EVENTS



SANTA'S WORKSHOP
* NORTH POLE *

Christmas on MAIN

SATURDAY, DECEMBER 6, 2025

- EGG NOG FUN RUN - 12PM
- REINDEER 5K RUN - 12:30PM
- MISTLETOE MARKET - 2PM-7PM
- CHRISTMAS PARADE - 5PM
- PHOTOS WITH SANTA - 6PM-7PM
- TREE LIGHTING - 7PM

REINDEER RUN 5K
EGG NOG RUN

downtownvillarica.com

Logos: Main Street, Villa Rica, and a QR code.

WONDERFUL TIME BY ALL!
GREAT JOB STAFF!!!



OUR CHRISTMAS ELVES BUILDING PROPS FOR THE BREAKFAST & LUNCH WITH SANTA EVENT



WWW.VILLARICA.ORG - (770) 459-7011



BREAKFAST

WITH

Santa

Register
NOW!

9-11 A.M.



SATURDAY

\$10 PER PERSON

TICKETS MUST BE PURCHASED
FOR ALL ATTENDING

DECEMBER

13-2025

BREAKFAST



CIVIC CENTER | 1605 S. HWY 61, VILLA RICA

WWW.VILLARICA.ORG - (770) 459-7011



LUNCH

WITH

Santa

Register
NOW!

1-3 P.M.



SATURDAY

\$10 PER PERSON

TICKETS MUST BE PURCHASED
FOR ALL ATTENDING

DECEMBER

13-2025

LUNCH



CIVIC CENTER | 1605 S. HWY 61, VILLA RICA

Children & Family

Adults

Teens (12-17)

Registration required.

Closed on Sundays

December

Mon	Tue	Wed	Thu	Fri	Sat	
1 1P- Yoga 4:30P- Chess Club	2 11A- Little Listeners Storytime (0-2) 3P- Level-Up 6P- Library Advisory Board	3 11A- Preschool Storytime (Ages 3-5) 1-6P: Red Cross Blood Drive*	4 12:30P- Adult Game Day	5	6 10A- Baby Sensory Time 12P-Holiday STEAM: Paper Circuit Cards(w/ Labubu Raffle)*	
8 1P- Yoga 4:30P- Chess Club 4:30P- Teen Mini Figure Painting*	9 11A- Little Listeners Storytime (Ages 0-2) 3P- Level-Up	10 11A- Preschool Storytime (Ages 3-5) 5P-Japanese Language and Culture: Origami*	11 9A- Veterans Group Meeting 12:30P- Adult Game Day 5P- Holiday House Painting*	12	13 10A- Book Lovers Together Book Club 10A- Santa Storytime* 11A- Genealogy	
15 1P- Yoga 4:30P- Chess Club 5:30P- Trivia Night w/ News & Views	16 11A- Little Listeners Storytime (Ages 0-2) 3P- Level-Up	17 11A- Preschool Storytime (Ages 3-5) 1-6P: Red Cross Blood Drive*	18 10A-Creative Writing Workshop* 5P- Bingo-Style 2026 Vision Boards*	19 12:30P- Adult Game Day	20 10A-Is Fear Holding You Back? 12:30P- Stitch Craft Club	
22 1P- Yoga 4P- Teen Christmas Cookie and Movie Night* 4:30P- Chess Club	23 11A- Little Listeners Storytime (Ages 0-2) 3P- Level-Up Library closes at 5pm!	24 Closed for Christmas Holiday!				27
29 1P- Yoga 4P- Teen Showcase* 4:30P- Chess Club	30 11A- Little Listeners Storytime (Ages 0-2) 3P- Level-Up* Switch Tournament 5P- Poetry Break	31 11A- Preschool Storytime (Ages 3-5) Library closes at 5pm!				

Library Events

https://www.villarica.org/departments/villa_rica_public_library/index.php

DECEMBER 2025

Villa Rica Senior Center (770)459-7018

SIGN UP FOR LUNCH BY 10:00 AM
LUNCH IS SERVED AT 11:30 AM

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Move-It Mondays - 9:30 BINGO - 10:30 Dec. Birthdays - 11:25 Library Info - 11:45 Pickleball - 12:30 Craft Drop-In - 12:30 (Christmas Light Suncatcher)	2 Exercise - 10:30 Christmas True or False? - 11:15 Beg Crochet - 12:30 Wood Carving - 12:30	3  It Happened in December Quiz - 11:15 Pickleball - 12:30 - 2:00 TRIP: Univ. West GA Winter Wonderland - 3:30 *sign up by 12/1	4 Exercise - 10:30 Reindeer Game - 11:15 Game Day @ Library - 12:30 Wood Turners - 6:00	5 Holiday Headwear Day! Paper Angel Craft - 10:00 *sign up by 12/4 Villa Rica High School Chorus Performance - 12:00 Pickleball - 12:30 - 2:00	6  CHRISTMAS ON MAIN Madison Market 2PM Parade 5PM Tree Lighting 7PM
7  Gingerbread Man Week! Pick up a gingerbread man in the hallway to decorate.	8 Move-It Mondays - 9:30 BINGO - 10:30 Breakfast (for lunch) with Santa - 11:30 Pickleball - 12:30	9 Exercise - 10:30 Holiday Think Fast! - 12:00 Art (A) - 12:30 / \$2 *sign up by 12/5	10 Healthy Eating for the Holidays w/ AAA - 10:30 Christmas Song Emoji Game - 12:00 Pickleball - 12:30 - 2:00	11 Gingerbread Man Group Word Find 8:00 - 11:30 Exercise - 10:30 Game Day @ Library - 12:30	12 Holiday Sock Day! Christmas Crooner Aaron Laine & Mrs. Claus Visit - 10:30 Name that Line - 12:00 Pickleball - 12:30 - 2:00 <i>Gingerbread Man Deadline (by 10 AM)</i>	13 
14 	15 BP Checks w/ Amazing Grace Hospice - 9:00 Jingle, Jive & Move It Monday - 9:30 BINGO - 10:30 Pickleball - 12:30 Office Closes 12:00	16 Exercise - 10:30 Words Starting w/ D Quiz - 11:15 Art (B) - 12:30 / \$2 *sign up by 12/12 Beg Crochet - 12:30 Wood Carving - 12:30	17 Sing-Along Christmas Music BINGO - 10:00  *sign up by 12/12 Medicare Q&A w/ AAA via Zoom - 12:00 Pickleball - 12:30 - 2:00	18  Exercise - 10:30 Candy Cane Lane Party - 12:15 *sign up by 12/12	19 Grinchmas Fun & Tacky Holiday Wear - 10:30 Pickleball - 12:30 - 2:00 Game Day @ Library - 12:30 Office Closes 12:00	20 
21 	22 Pickleball - 12:30 - 2:00	23 Exercise - 10:30	24 CLOSED	25 CLOSED	26 CLOSED	27
28 	29 <i>Wear something wintery or snowflake-themed!</i> Shake Your Snowflakes Monday - 9:30 Flurries & Fun BINGO - 10:30 Pickleball - 12:30	30 Exercise - 10:30 DIY Confetti Popper - 12:30 *sign up by 12/19	31 Noon Year's Eve Celebration - 11:30 2026 NO PICKLEBALL			

Signing up by the deadline does not ensure reservation—events may fill before the posted date. Refunds not available after this date.
Fees MUST be paid in full before registering for an event

SENIOR
CENTER
EVENTS

Villa Rica
AN AMAZING FIND



2025 WINTER WONDERLAND

THURS, FRI, SAT NIGHTS

3 DEC. TO 20 DEC.

5:00pm to 9:00PM

\$13 (+tx) all
tickets. Ages
2 and under
ride free!



Tickets
on sale
now!

PINE MOUNTAIN
GOLD MUSEUM

1881 STOCKMAR ROAD

VILLA RICA, GA 30180

678.840.1445

GET YOUR TICKETS ONLINE:

www.ticketleap.events/tickets/pmgm-2/25WW



WINTER WONDERLAND

DECEMBER 2025

DATES FOR TRAIN RIDE ARE BELOW

SUN	MON	TUE	WED	THU	FRI	SAT
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

DECEMBER 2025

DATES FOR SANTA ARE BELOW

SUN	MON	TUE	WED	THU	FRI	SAT
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3



GET TICKETS ONLINE
5:00PM TO 9:00PM

ALL TICKETS ARE \$13 (+TX)
Reservations are not required but
Staff cannot guarantee any seating
without an advance reservation.

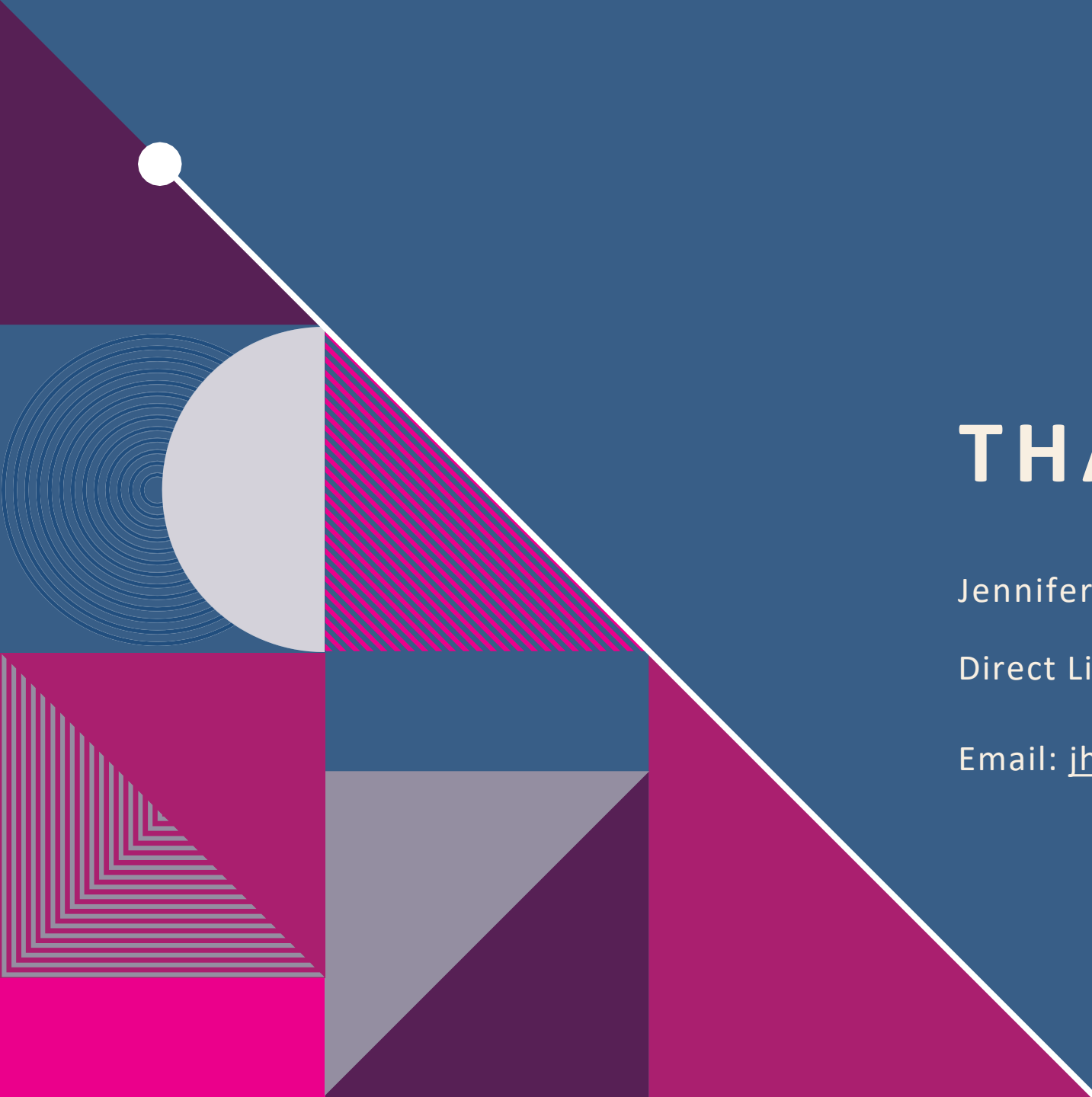


FIRST COME, FIRST SERVED
6:00PM TO 8:00PM

Santa is FREE. Final opportunity to
join the line to see Santa is 7:30PM
nightly. No one is admitted to see
Santa after 8:00PM - NO EXCEPTIONS

HOURS & TIMES

DURING WINTER WONDERLAND ONLY



THANK YOU

Jennifer Hallman, Interim City Manager

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Email: jhallman@villarica.gov