

COMMISSION
VIVIAN LYONS
JULIE CEPIN
ANNA MCCOY
HOPE UDOMBON
MICHELLE RUFF

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

PLANNING AND ZONING MEETING AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
February 17, 2026 | 6:00 PM

Meeting Call to Order (Chairwoman)

Adoption of the Agenda (Chairwoman)

A. Appointment of Board Officers

B. Old Business

1. Approval of minutes from 1/20/2026

C. New Business

1. Ordinance to amend Part II - Code of Ordinances, Appendix A - Developmental Regulations, 200. Application and Plan Review General Requirements pertaining to utility capacity, to include water and sewer utilities. This ordinance will replace and repeal all conflicting ordinances. **This is a Public Hearing.** Presented by John Bain, Deputy City Manager & Utilities Director
2. Rezoning request submitted by Apex Nexus Investments, LLC. The request is to rezone the subject property from Agricultural Residential (AG) to Commercial Low-Density (C1). The property is located at 974 Dallas Highway (corrected), within Land Lot 208 of District 2, also known as Parcel Numbers V04 0130002, and is located within Carroll County, GA, Ward 3. The total property size is approximately 1.56 ± acres. **This is a Public Hearing.**

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



PLANNING AND ZONING COMMISSION MEETING MINUTES

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

Tuesday, January 20, 2026 | 6:00pm

Meeting Called to Order Chairwoman Ashley Head called the meeting to order.

Present: Chairwoman Ashley Head, Commissioner Vivian Lyons and Commissioner Kelly Vines

Adoption of the Agenda

Commissioner Kelly Vines moved to adopt the amended agenda removing item (A) Appointment of board officers.

RESULT:	ADOPTED (Amended) 3/0
MOVER:	Commissioner Kelly Vines
SECONDER:	Commissioner Vivian Lyons
AYES:	Chairwoman Ashley Head, Commissioner Vivian Lyons and Commissioner Kelly Vines

A. Old Business

1. Approval of minutes from 12/16/2025

RESULT:	APPROVED 3/0
MOVER:	Commissioner Kelly Vines
SECONDER:	Commissioner Vivian Lyons
AYES:	Chairwoman Ashley Head, Commissioner Vivian Lyons and Commissioner Kelly Vines

B. New Business

1. Rezoning request submitted by CHI/Acquisition, L.P. The request is to rezone the subject property from Commercial Medium-Density (C2) to Industrial Low-Density (I1). The property is located at 700 Edge Road, within Land Lots 143 and 146 of District 4, also known as Parcel Number 01460250013, and is located within Douglas County, GA, Ward 5. The total property size is approximately 29.79 ± acres.

The applicant's attorney, Joe Fowler, spoke in favor of the rezoning request.

Public Hearing: No one came forward

Commissioner Kelly Vines moved to approve the application with the following conditions:

- All building, fire life safety, and zoning, and design requirements shall be met in accordance with all applicable City codes and regulations. **(Staff recommended)**
- The applicant shall provide the full number of trees and shrubs required, even where buffer widths are reduced, consistent with the Landscape Plan, dated December 12, 2025, prepared by Southeast Civil Group, and subject to the review and approval of the Community Development Department. **(Staff recommended)**
- The subject property shall be developed in substantial conformance with the Site Plan, dated November 25, 2025, prepared by Southeast Civil Group. Any deviation from the approved site layout shall require review and approval by the Community Development Department. **(Staff recommended)**
- Decorative screening between Interstate 20 and the facility's bay doors shall consist of an opaque wall and landscaping, subject to design review and approval by the Community Development Department. **(Commission recommended)**

RESULT:	APPROVED 3/0
MOVER:	Commissioner Kelly Vines
SECONDER:	Chairwoman Ashley Head
AYES:	Chairwoman Ashley Head, Commissioner Vivian Lyons and Commissioner Kelly Vines

Adjournment- Chairwoman Ashley Head moved to adjourn.

RESULT:	APPROVED 3/0
MOVER:	Chairwoman Ashley Head
SECONDER:	Commissioner Kelly Vines
AYES:	Chairwoman Ashley Head, Commissioner Vivian Lyons and Commissioner Kelly Vines

Planning & Zoning Chair

Community Development Director



CITY OF VILLA RICA, GA

January 28, 2026

City of Villa Rica
571 West Bankhead Highway
Villa Rica, GA 30180
770.459.7000 (Ofc)
770.459.7003 (Fax)

NOTICE OF PUBLIC HEARINGS
Newspaper Legal Advertisement

ORDINANCE #: TA-01-26

Please let this document serve as notification that the City of Villa Rica will hold two (2) public hearings for an Ordinance Text Amendment:

Ordinance to amend *Part II - Code of Ordinances, Appendix A - Developmental Regulations, 200. Application and Plan Review General Requirements* pertaining to utility capacity, to include water and sewer utilities. This ordinance will repeal all conflicting ordinances.

1st Public Hearing:

A Public Hearing will be conducted by the Planning & Zoning Commission at 6:00 PM on Tuesday, February 17, 2026 at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia.

2nd Public Hearing:

A Public Hearing will be conducted by the City Council at 6:00 PM on Tuesday, March 10, 2026 at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia.

Comments may be presented at each public hearing or filed in writing prior to each public hearing. For any additional information, please contact the Community Development Department at 678.840.1238.

Text Amendment for Ordinance Part II- Code of Ordinances, Appendix A - Development Regulations, 200. Application and Plan Review General Requirements

A key function of utility planning and system development includes careful monitoring of development projects and how each of those projects affect system effectiveness. Careful consideration must be given to the impact on distribution systems, conveyance systems, and treatment systems and capacities. Treatment methods are also managed to accommodate flows from new commercial and industrial facilities. Authorizing the use of conveyance and treatments system without prior considerations could have a negative impact on both the city systems and the development.

In order to continue to provide service to existing and new development projects, staff has developed the proposed text amendments to be included in the City's Code of Ordinances, Appendix A – Development Regulations.

This proposed amendment provides for the following:

- Ensures the city has the adequate capacity and conveyance to serve the property and project
- Provides mechanisms for system improvements needed to serve the project
- Provides the developer of a project advanced notice on whether or not a project can be served by the City's public utility
- Provides the developer possible alternatives to be considered early in the design phase of the project
- Provides for standardized calculations to be used in water and sewer demand projections

Paramount in effective utility operations is the understanding of projected flows to each treatment facility, biological and chemical characteristics of those flows, and long-term projections of future demands. It is those long-term projections that help staff, City leadership, and the elected body make sound, informed decisions on capital planning and system development that meets all local, state, and federal requirements, while continuing to serve the residents and businesses within our city.

200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

UTILITY AVAILABILITY STATEMENT.

- (A) The City shall not approve any applications for rezoning, annexation, special use permits, building permits, land disturbance permits or approve any new residential construction or any commercial development without a statement that adequate utility is available from the Utilities Director. Utility availability statements shall be valid for a period of one year from the date of its issuance and shall not be transferable.
- (B) Availability means that utility service is available to the property and that the service lines and facilities have adequate capacity to serve the development while still maintaining an appropriate level of service to the other users of the system. In making this determination, the city may consider both existing users and also users that have been approved for connection but have not yet done so. The Utilities Director may rely on qualified engineers and experts in making the determination of whether utility service is available and whether there is adequate capacity to serve for the proposed development.
 - (i.) Water capacity analysis is a process where every new development which will require connection of its potable water service to the city water system is reviewed to determine whether or not the new development will meet the minimum fire flow and pressure requirement of 20 psi at the highest occupied elevation under normal usage conditions or cause some other proximate user's pressure to drop below 20 psi under normal usage conditions. All proposed fire hydrants shall be capable of delivering 1,000 gallons per minute (gpm) in residential neighborhoods and 1,500 gpm in commercial areas or as otherwise determined by the county fire marshal based upon the type of development.
 - (a) The proposed water consumption flowrate(s) of the new development will be assumed to be equal to the average proposed sewage flows estimated per Georgia Manual for On-site Sewage Management Systems Table JT-1 with an appropriate peaking factor based on diurnal variations.
 - (b) The city's water system has been modeled with the use of a hydraulic modeling application. The proposed flowrates will be added to the model in order to calculate the residual pressure.
 - (c) If the new development's residual pressure does not meet the requirement of 20 psi at the highest occupied elevation under normal usage conditions, or, cannot meet the fire flow requirements set forth above, the analyzed water line will be assumed to be unsuitable for the new development. If the developer wants access, the developer may pay the city in an appropriate amount to upgrade to a new water line so as to provide adequate residual pressure.
 - (ii) Sewer capacity analysis is a process where every new development which will require a connection of its sewer to the city's sewer system is reviewed to determine whether or not there is adequate capacity in the sewer system to convey the new sewage from proposed development to the WWTP.
 - (a) The proposed flowrate(s) in gallons per day (gpd) of the new development will be calculated and peaked with a factor of 3. Sewage flows of new developments will be estimated per Georgia Manual for On-Site Sewage Management Systems Table JT-1.

Formatted: Bottom: 0.94", Footer distance from edge: 0.36"

PART II - CODE OF ORDINANCES
Appendix A - DEVELOPMENTAL REGULATIONS
200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

- (b) The existing flowrate(s) (gpd) and proposed flows that will flow into the same collection system as the new development will be calculated and peaked with a factor of 3. Existing flowrates will be estimated per Georgia Manual for On-Site Sewage Management Systems Table JT.
 - (c) The ratio between the sum of the peaked flowrates (proposed and existing) and the sewer line capacity will be analyzed to determine if 60 percent of the sewer line's capacity has been exceeded.
 - (d) If the new development's proposed flowrate does cause the projected flows in the sewer line to exceed the 60 percent capacity level, the sewer's capacity will be deemed inadequate for the new development.
 - (e) If the existing sewer does not have adequate capacity to convey the proposed flowrate, the developer may pay the amount to the city to upgrade the sewer so as to be able to provide adequate capacity.
- (C) City water and sewer service is provided to the residents and properties within the limits of Villa Rica service area for each as defined by the most recent Carroll County and Douglas County service delivery strategy agreements. New service of properties outside of the service area shall be allowed only with the express written consent of the city and the governing agency of the adjacent service delivery area.
- (D) In the event of a request for utility service at a location in which it has been determined that adequate service capacity is unavailable, the city may deny the issuance of any building or land disturbance permits or may condition new utility connections on the payment by the user or developer of the cost of new or improved infrastructure required to serve the development.
- (E) In the event that the Utility Director determines that a utility is not available, the applicant may appeal the decision to the City Council. The City Council shall consider whatever evidence from the applicant and shall consider either the testimony or report from the Utility Director, or his/her designee, or both.
- (F) The Utility Director may issue a conditional availability letter, subject to approval by Council, when adequate utility is not available if the applicant presents a development agreement to the Utility Director that will be beneficial to the City, with respect to improvements to the City's utility capacity and/or conveyance, and said improvements will be paid for by the applicant or developer. A conditional availability letter must be approved by Council prior to the approval of any permits, rezonings or annexations.
- (G) As a part of the Water and Sewer Availability application, the below referenced table shall be used to estimate the total water and wastewater flows anticipated from a proposed development. The estimated flow should include flows from all planned facilities for the proposed development, or any change in flow due to change in operation or units. If development-specific flow estimate information is available, please include the calculations, data sources, and/or references with the submittal packet. Staff may consider such calculations in lieu of the flows calculated based on the table below. Staff will perform system evaluation to determine capacity availability as well as potential impacts on the sewer system, and identify potential improvements needed to meet regulatory compliance and target Level of Service. Refer to the Water and Sewer Use Guidelines for Capacity Availability Requests table as follows:

Formatted: Justified

PART II - CODE OF ORDINANCES
Appendix A - DEVELOPMENTAL REGULATIONS
200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

Typical Developments 1. Determine the Annual Average Daily Flow (AADF) in gallons per day (gpd) for each category/facility included within the proposed development: a. Identify the land use (residential, commercial, institutional, industrial, etc.), and the facility type (Column A) in the table below. b. Identify the type of units (per square foot, per employee, etc.) shown in Column C based on the information available for the development. c. Calculate the AADF based on the following formula (for commercial or community/institutional development, include the estimated flow based on potential maximum capacity for activities within the facility): $\text{Number of units} \times \text{Annual Average Daily Unit Flow (Column B)} = \text{Estimated AADF (gpd) for the proposed facility type}$			
	Annual Average Daily Unit Flow (gpd)	Per Unit	Additional categories that may be required
(Column A)	(Column B)	(Column C)	(Column D)
Residential Development and Related			
Residential Development Type	Apartment/Condo Studio or 1-bedroom	110	per unit
	Apartment/Condo 2-bedroom	155	per unit
	Apartment/Condo 3-bedroom	205	per unit
	Apartment/Condo more than 3 bedroom	250	per unit
	Single Family Home	250	per unit
	Townhome	250	per unit
	Mobile Home	250	per unit
	Senior Living / Assisted Living - 1 bedroom Apartment	110	per unit
	Group Home	110	per resident, max capacity
Clubhouse/Neighborhood Amenity Center	50	per 1000 sq ft	Food service, office, pool, fitness
Country Club	175	per 1000 sq ft	Food service, office, gymnasium, pool
Pool/Aquatic Center	5 25	per swimmer, max capacity per employee	Food service, office, retail
Fitness Center	500	per 1000 sq ft	Food service, pool
Gymnasium	500	per 1000 sq ft	Food service, pool
Tennis, Soccer, Basketball Facility	10	per person, max capacity	Food service, pool
Land Use Category and Facility Type	Annual Average Daily Unit Flow (gpd)	Per Unit	Additional categories that may be required
(Column A)	(Column B)	(Column C)	(Column D)
Commercial Developments			
Bank	175 25	1000 sq ft per employee	
Barber Shop	50 25	per chair per employee	
Beauty Salon or Spa Center (hair, nails and/or massage)	125 25	per station per employee	
Carwash	Automatic bay - with recycling	3500 25	per bay per employee
	Automatic bay - without recycling	1350 25	per bay per employee
	Self-operating	350	per bay
		*	
Flower Shop/Greenhouse/Urban Agriculture		per sq ft	(1)
	Restaurant (sit-down)	55	per seat, max capacity
	Restaurant (24-hr service)	110	per seat, max capacity
	Coffee Shop	55	per seat, max capacity

REVISED 10/2022

1 of 3

PART II - CODE OF ORDINANCES
Appendix A - DEVELOPMENTAL REGULATIONS
200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

Water and Sewer Use Guidelines for Capacity Availability Requests

Food Service	Brewery	55	per seat, max capacity	
		*	maximum batch discharge	
	Dining Hall / Cafeteria	55	per seat, max capacity	
	Bar/Tavern/Cocktail Lounge	50	per seat, max capacity	
	Prep Kitchen (no customer service)	50	per 100 sq ft kitchen space	
	Walk-up Service/Carry-out	50	per 100 sq ft floor space	
	Drive thru/Drive-in	50	per parking space	
	Food Truck	70	per truck	
	Kiosk/Stand	50	per 100 sq ft floor space	
Funeral Home		5	per seat	
	250	per preparation table		
Gas Station		250	per gas pump	Food service, retail
Grocery/Food Store	Dry Goods	10	per 100 sq ft	Food service, bank, retail
	Bakery	50	per 100 sq ft	
	Deli/Meat Preparation	50	per 100 sq ft	
	Meat Department/Butcher	75	per 100 sq ft	
	Seafood Department	75	per 100 sq ft	
	Produce Processing/Cutting	50	per 100 sq ft	
Laundry	Coin-operated	400	per washing machine	
	Commercial	640	per washing machine	
Lodging	Campground/ RV Parks	100	per space	Office, pool, laundry
	Hotel/Motel without in-room Cooking Facilities	100	per room	Food service, pool, auditorium, bar, office, laundry
	Hotel/Motel with in-room Cooking Facilities	110	per room	
	Cabin/Cottage/Villa	155	per unit	
	Office - General		175	1000 sq ft
		25	per employee (all shifts)	
Pet Care Centers	Pet Store	100	per 1000 sq ft	
	Animal Shelters	20	per run, cage, kennel or stall	
	Veterinarian Center	500	per exam room/pen	
	Boarding Facility	20	per run, kennel or stall	
	Grooming Facility	500	per wash station	
Retail Shops	Store	100	per 1000 sq ft	Food service
	Auto/Boat/RV Dealership	50	per 1000 sq ft	
	Kiosk	25	per employee	
Land Use Category and Facility Type		Annual Average Daily Unit Flow (gpd)	Per Unit	Additional categories that may be required
(Column A)		(Column B)	(Column C)	(Column D)
Commercial Developments (continued)				
Self-storage units		25	per employee (all shifts)	Residential, office, retail
Sports/ Fitness Centers	Bowling	125	per lane	Food service, pool
		25	per employee	
	Fitness Center	500	per 1000 sq ft	
	Tennis, Soccer, Basketball Facility	10	per person, max capacity	
	Gymnasium	500	per 1000 sq ft	
	Skating Rink	5	per person, max capacity	
Vehicle Service/Repair	Drive-In	25	per bay	Office, retail
		50	per 1000 sq ft	
Warehouse		25	per employee	Food service, office
		25	per 1000 sq ft	
		25	per employee (all shifts)	
Institutional Developments/Community Facilities				
Auditorium/Arena/Concert Hall/Convention Center		10	per person, max capacity	Food service

Revised 10/2022

2 of 3

PART II - CODE OF ORDINANCES
Appendix A - DEVELOPMENTAL REGULATIONS
200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

Water and Sewer Use Guidelines for Capacity Availability Requests

Community Assembly/Banquet Hall		10	per person, max capacity	Food service
Educational Facilities	K-12 school	20 25	per student per teacher/employee	Food service, gymnasium, pool
	Boarding School/Dormitory	70	per student, resident employee	
	Tutoring Center	100	per 1000 sq ft	
	Day Camp/Daycare Center	20 25	per student per teacher/employee	
	University/College/ Technical School	20 25	per student per employee	
	Laboratory	-	per laboratory classroom	
		100	1000 sq ft	
Library	25	per employee (all shifts)	Auditorium	
Museum/Art Center/Visitor Center		2	per patron, max capacity	Food service, retail, office
Pool/Aquatic Center		5 25	per swimmer, max capacity per employee	Food service, office, retail
Park/Fairground/Outdoor Assembly		15	per total parking spaces	Food service
Sports/Fitness Centers	Bowling	125 25	per lane per employee	Food service, pool
	Fitness Center	500	per 1000 sq ft	
	Tennis, Soccer, Basketball Facility	10	per person, max capacity	
	Gymnasium	500	per 1000 sq ft	
	Skating Rink	5	per person, max capacity	
Transportation Terminal (Airport, bus, train)		5 25	per passenger per employee	Food service, retail
Worship Center		10	per seat, max capacity	Food service, banquet hall, gymnasium, office, educational
Emergency Services	Fire Station	70	per firefighter per shift	Detention center
	Police Station	25	per employee (all shifts)	
	Shelters	70	per resident, max capacity	
Detention Center		120 25	per inmate, max capacity per employee (all shifts)	Food service, office, gymnasium
Land Use Category and Facility Type		Annual Average Daily Unit Flow (gpd)	Per Unit	Additional categories that may be required
(Column A)		(Column B)	(Column C)	(Column D)
Institutional Developments/Community Facilities (continued)				
Hospital/Medical Care	Medical/Emergency	375 25	per bed per employee (all shifts)	Food service, office
	Mental Health	125 25	per bed per employee (all shifts)	
	Convalescent/Nursing Home	125 25	per bed per employee (all shifts)	
	Urgent Care Center	250 25	per bed per employee (all shifts)	
		175 25	1000 sq ft per employee (all shifts)	
		500 25	per 1000 sq ft per employee (all shifts)	
Office - General				Food service, fitness center
Office - Medical/Dental				
Industrial Developments/Batch Discharge Facilities				
Industry/Manufacturing		-	per industrial process	Food service, office, warehouse
		25	per employee (all shifts)	

Formatted: Indent: Left: 0", First line: 0"

PART II - CODE OF ORDINANCES
Appendix A - DEVELOPMENTAL REGULATIONS
200. APPLICATION AND PLAN REVIEW GENERAL REQUIREMENTS

200.1 Standard Operating Procedures for the project development process are included at the end of this section. (Section 212)

(Ord. of 6-13-2025)

201. Use of Words and Interpretation.

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

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

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

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

202. Plan Review Procedure.

Plan review procedures are dependent on the type of the proposed development. Plans may not be reviewed without a Utility Availability Statement as provided in Section 200. There are three types of developments as follows:

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

202.1 *Stages of Residential Subdivision Development Plans Review:*

Scope:

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

- 1. *Preliminary Plat.* Conceptual street and lot layout of subdivision with topography of not more than two (2) foot intervals. A plat review fee shall be required at the time of submittal. No less than twenty (20) working days prior to the next regular meeting of the planning commission, a letter addressed to the

planning commission requesting review and approval of a preliminary plat shall be given to the Community Development office along with six (6) copies of the plat for distribution. Upon approval of the plat by individual departments, six (6) copies of the approved plat stamped by each department shall be submitted to the Community Development office to be distributed to the City of Villa Rica Planning Commission for approval. Approval of a preliminary plat shall expire and be null and void after a period of 24 months from the date of approval unless an extension of time is approved by the Planning Commission. (A preliminary plat shall not be required of subdivisions on an existing street involving only two (2) lots or building sites.

Information to be Provided.

Preliminary subdivision plats shall contain the following information:

1. Subdivision Name.
2. Name, address and 24-hour phone number of developer.
3. Date including most recent revision date.
4. Graphic scale (not to exceed 1" = 100')
5. Location Index map (approximate scale 1" = 6000')
6. North arrow.
7. Land lot, District and Section.
8. Maximum sheet size 24" x 36" unless otherwise approved.
9. Exact boundary lines of the entire tract indicated by a heavy line giving lengths and bearings.
10. Present zoning and zoning of abutting land.
11. Proposed street and lot layout.
12. Proposed street names.
13. Lot lines with approximate dimensions.
14. Location of bold lines for phased developments.
15. Lots numbered consecutively disregarding phasing.
16. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
17. Existing streets, utilities, and easements on and adjacent to the tract.
18. Provisions for water supply, sewerage, and drainage.
19. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. Minimum building front yard setback line shown graphically on the plat.
21. Surveyors and/or Engineer's Stamp.
22. Signature Statement for planning commission. Statement shall read as follows:

Preliminary Plat Approval Certificate

All requirements of the City of Villa Rica Development Regulations relative to the preparation and submission of a Preliminary Plat having been fulfilled, approval of this plat is hereby granted

Created: 2025-11-11 10:40:53 [EST]

subject to further provisions of said Regulations. This certificate is effective for 24 months from the date of signing unless a Final Plat is recorded.

_____	_____	_____	_____
Planning Commission Chairman	Date	City Clerk	Date

23. Any and all other information as may be required by the City.

24. Names of owners of record of adjoining properties.

2. *Construction Plans.* Detailed design plans of proposed subdivision infrastructure improvements. Six (6) sets of the construction plans shall be submitted to the Community Development office for distribution. A plan review fee shall be required at the time of submittal. Upon approval of the plans, a stamped approved copy shall be given to each department and the developer sets up a pre-construction conference with the contractor(s) and the City departments mentioned herein. If any construction activity involves a state right-of-way, the developer must first contact Public Works and obtain Georgia D.O.T. approval before construction plans can be approved by the city.

Information to be Provided.

Construction Plans shall contain the following information:

Road Design

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

Storm Drainage

1. Topographic layout of development at two (2) foot contour intervals based on mean sea level datum with storm drain layout.

Created: 2025-11-11 10:40:53 [EST]

(Supp. No. 15)

-
2. Location, size, and length of existing drainage structures with drainage area.
 3. Description by registered engineer of downstream property showing the method of runoff control will not adversely affect the property downstream.
 4. Location, size, length, and type of all proposed drainage structures.
 5. Drainage area to each inlet point of the drainage system.
 6. Ditch profiles.
 7. Ditch cross-sections every (50) feet with velocity of runoff (no more than 5.0 fps without lining the ditch.)
 8. Hydrology study by a state approved professional for detention ponds, if required.
 9. The 100-year floodplain/Future Conditions floodplain limits and elevation or note absence.
 10. Profile of storm drainage pipes.
 11. All cross-drain pipes shown on the street profiles.
 12. Water travel distance between catch basins.
 13. Drainage at intersections indicated by flow arrows on plan sheet.
 14. All drainage structure outlets to be erosion proofed.
 15. Method of sizing all storm drainage structures.
 16. Easements for drainage system - minimum of ten (10) feet for piped runoff, minimum of twenty (20) feet for open ditches.
 17. Dam breach zone shown if an existing or proposed permanent pond/lake is a part of the proposed subdivision.
 18. Cul-de-sac grading detail for steep downhill cul-de-sacs.

Water Layout

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

Sewer Layout

1. EPD Sanitary Sewer Submittal Form filled out by registered engineer.

Created: 2025-11-11 10:40:53 [EST]

-
2. Site plan showing sewer layout.
 3. Sewer layout should have manhole numbers, line designations, flow arrows, street names, and topography.
 4. Sewer layout showing proposed storm drain crossings.
 5. Detail tie-in of proposed lines with existing lines as to elevation and invert direction of manholes.
 6. Profile of proposed sewer lines.
 7. Manhole numbers and locations.
 8. Outside drop-manhole designated.
 9. Percent grade, length, size of lines.
 10. Lateral locations.
 11. Materials to be used.
 12. Location in profile of streams and storm drains.
 13. Easements to be twenty (20) foot permanent and sixty (60) foot for temporary construction.
 14. Easements for future sewers if required.
 15. Bedding details.

Additional Requirements:

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

Notes:

1. It is the developer's responsibility to address any wetland issues to the satisfaction of the U.S. Army Corps of Engineers.
 2. It is the developer's responsibility to abide by all the rules and regulations pertaining to the State of Georgia's National Pollutant Discharge Elimination System (NPDES) permit requirements.
 3. It is the developer's responsibility to abide by all the rules and regulations pertaining to the U.S. Fish and Wildlife Service if applicable.
3. *Erosion and Sediment Control Plans.* A plan for the control of soil erosion and sedimentation resulting from a land-disturbing activity involving the disturbance of 1.0 acres or greater. Said plans are a part of the requirements for a Land Disturbance Permit as addressed in Section 700 of the City of Villa Rica

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

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

The Final Plat shall contain the following information:

1. Sheet size no larger than 18" x 24".
2. Exact boundary lines of the tract by bearings and distances determined by a field survey.
3. Field survey error of closure not to exceed one to ten thousand.
4. Equipment used in field survey.
5. Calculated error of closure of plat.
6. Present zoning and zoning of abutting land.
7. Exact locations, R/W widths, and names of all streets that immediately adjoin the subdivision.
8. Appropriate data for all streets, lot lines, and centerlines as required by the city and according to the requirements of the State of Georgia for professional surveyors and engineers.
9. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning. All zoning stipulations, if any, must also be on the plat.
10. Lots shall be numbered consecutively; divisions shall be made by units or phases.
11. Each lot's area in square feet or acres.
12. Deed book and page number of protective covenants if any.
13. Accurate location, material, and description of all monuments and markers.
14. Location of sidewalks.
15. Show all Storm lines on plat.
16. Location of all easements.
17. Required buffers and recreational areas (if any).
18. Land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
19. All surveys and plats must be prepared by a state certified engineer and/or surveyor.
20. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.

21. The following certificate statements shall be shown on the plat:

Owner's Certificate:

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

_____	_____
Owner	Date

Surveyor's Certificate:

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

_____	_____
Owner	Date

City of Villa Rica Certificate:

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

_____	_____
Owner	Date
_____	_____
Community Development Director	Date
_____	_____
Mayor	Date

Covenants, if separately recorded:

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

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

202.2 Stages of Commercial/Industrial Subdivision Plan Reviews.

Scope:

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

1. *Preliminary Plat.* Conceptual street and lot layout of subdivision with topography of not more than two (2) foot intervals. A plat review fee shall be required at the time of submittal. No less than twenty (20) working days prior to the next regular meeting of the planning commission, a letter addressed to the

planning commission requesting review and approval of a preliminary plat shall be given to the Community Development office along with six (6) copies of the plat for distribution. Upon approval of the plat by individual departments, six (6) copies of the approved plat stamped by each department shall be submitted to the Community Development office to be distributed to the City of Villa Rica Planning Department for approval. Approval of a preliminary plat shall expire and be null and void after a period of 24 months from the date of approval unless an extension of time is approved by the Planning Commission. (A preliminary plat shall not be required of subdivisions on an existing street involving only two (2) lots or building sites.

Information to be Provided.

Preliminary subdivision plats shall contain the following information:

1. Subdivision Name.
2. Name, address and 24-hour phone number of developer.
3. Date including most recent revision date.
4. Graphic scale (not to exceed 1" = 100').
5. Location Index map (approximate scale 1" = 6,000').
6. North arrow.
7. Land lot, District and Section.
8. Maximum sheet size 24" x 36" unless otherwise approved.
9. Exact boundary lines of the entire tract indicated by a heavy line giving lengths and bearings.
10. Present zoning and zoning of abutting land.
11. Proposed street and lot layout.
12. Proposed street names.
13. Lot lines with approximate dimensions.
14. Location of bold lines for phased developments.
15. Lots numbered consecutively disregarding phasing.
16. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
17. Existing streets, utilities, and easements on and adjacent to the tract.
18. Provisions for water supply, sewerage, and drainage.
19. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. Minimum building front yard setback line shown graphically on the plat.
21. Surveyors and/or Engineer's Stamp.
22. Signature Statement for Planning Commission. Statement shall read as follows:

Preliminary Plat Approval Certificate

All requirements of the City of Villa Rica Development Regulations relative to the preparation and submission of a Preliminary Plat having been fulfilled, approval of this plat is hereby granted

Created: 2025-11-11 10:40:53 [EST]

subject to further provisions of said Regulations. This certificate is effective for 24 months from the date of signing unless a Final Plat is recorded.

Community Development	Date	City Clerk	Date

23. Any and all other information as may be required by the City.

24. Names of owners of record of adjoining properties.

2. *Construction Plans.* Detailed design plans of proposed subdivision infrastructure improvements. Six (6) sets of the construction plans shall be submitted to the Community Development office for distribution. A plan review fee shall be required at the time of submittal. Upon approval of the plans, a stamped approved copy shall be given to each department and the developer sets up a pre-construction conference with the contractor(s) and the City departments mentioned herein. If any construction activity involves a state right-of-way, the developer must first contact Public Works and obtain Georgia D.O.T. approval before construction plans can be approved by the city.

Information to be Provided.

Construction Plans shall contain the following information:

Road Design

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

Storm Drainage

1. Topographic layout of development at two (2) foot contour intervals based on mean sea level datum with storm drain layout.
2. Location, size, and length of existing drainage structures with drainage area.

Created: 2025-11-11 10:40:53 [EST]

-
3. Description by registered engineer of downstream property showing the method of runoff control will not adversely affect the property downstream.
 4. Location, size, length, and type of all proposed drainage structures.
 5. Drainage area to each inlet point of the drainage system.
 6. Ditch profiles.
 7. Ditch cross-sections every (50) feet with velocity of runoff (no more than 5.0 fps without lining the ditch).
 8. Hydrology study by a state approved professional for detention ponds, if required.
 9. The 100-year floodplain and Future Condition floodplain limits and elevation or note absence.
 10. Profile of storm drainage pipes.
 11. All cross-drain pipes shown on the street profiles.
 12. Water travel distance between catch basins.
 13. Drainage at intersections indicated by flow arrows on plan sheet.
 14. All drainage structure outlets to be erosion proofed.
 15. Method of sizing all storm drainage structures.
 16. Easements for drainage system - minimum of ten (10) feet for piped runoff, minimum of twenty (20) feet for open ditches.
 17. Dam breach zone shown if an existing or proposed permanent pond/lake is a part of the proposed subdivision.
 18. Cul-de-sac grading detail for steep downhill cul-de-sacs.

Water Layout

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

Sewer Layout

1. EPD Sanitary Sewer Submittal Form filled out by registered engineer.
2. Site plan showing sewer layout.

Created: 2025-11-11 10:40:53 [EST]

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

Additional Requirements:

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

Notes:

1. It is the developer's responsibility to address any wetland issues to the satisfaction of the U.S. Army Corps of Engineers.
 2. It is the developer's responsibility to abide by all the rules and regulations pertaining to the State of Georgia's National Pollutant Discharge Elimination System (NPDES) permit requirements.
 3. It is the developer's responsibility to abide by all the rules and regulations pertaining to the U.S. Fish and Wildlife Service if applicable.
3. *Erosion and Sediment Control Plans.* A plan for the control of soil erosion and sedimentation resulting from a land-disturbing activity involving the disturbance of 1.0 acres or greater. Said plans are a part of the requirements for a Land Disturbance Permit as addressed in Section 700 of the City of Villa Rica Development Regulations. An approved copy of this plan must be provided to all departments as part of the construction plan review process.

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

Information to be Provided.

The Final Plat shall contain the following information:

1. Sheet size no larger than 18" x 24".
2. Exact boundary lines of the tract by bearings and distances determined by a field survey.
3. Field survey error of closure not to exceed one to ten thousand.
4. Equipment used in field survey.
5. Calculated error of closure of plat.
6. Present zoning and zoning of abutting land.
7. Exact locations, R/W widths, and names of all streets that immediately adjoin the subdivision.
8. Appropriate data for all streets, lot lines, and centerlines as required by the city and according to the requirements of the State of Georgia for professional surveyors and engineers.
9. General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
10. Lots shall be numbered consecutively; divisions shall be made by units or phases.
11. Each lot's area in square feet or acres.
12. Deed book and page number of protective covenants if any.
13. Accurate location, material, and description of all monuments and markers.
14. Location of sidewalks.
15. Location of all easements.
16. Required buffers and recreational areas (if any).
17. Land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
18. All surveys and plats must be prepared by a state certified engineer and/or surveyor.
19. Location of 100-year floodplain and Future Conditions floodplain or statement that no part of the property lies within the 100-year floodplain.
20. The following certificate statements shall be shown on the plat:
Owner's Certificate:

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

_____	_____
Owner	Date

Surveyor's Certificate:

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

_____	_____
Owner	Date

City of Villa Rica Certificate:

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

_____	_____
Community Development	Date
_____	_____
Community Development Director	Date
_____	_____
Mayor	Date

Covenants, if separately recorded:

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

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

202.3 Commercial/Industrial Site Development Plans.

- A. For individual commercial or industrial sites not within a Commercial or Industrial Subdivision, only construction plans are designed and submitted for review for this type of development. Six (6) sets of plans shall be submitted to the Community Development office to be distributed to other City departments. A plan review fee shall be required at the time of submittal. Upon approval of the plans by individual departments, each department retains a copy of the approved stamped plans.

Created: 2025-11-11 10:40:53 [EST]

-
- B. For individual commercial or industrial sites within a Commercial or Industrial Subdivision Development, the same requirements as in A above may be submitted only after approval by the City and recording of the Final Plat for the development.

202.4 Plan Approval.

- A. Approval of construction plans shall expire twelve (12) months from the date of approval without the issuance of a building permit from the City of Villa Rica.
- B. If a discrepancy occurs between the approved plans and the City's development standards, unless a variance or exception has been obtained, the Development Standards shall be the superseding document.

202.5 Plan Review Checklists. Checklists are included at the end of this section.

(Ord. of 6-13-2025)

203. Permits.

Permits may not be issued without a Utility Availability Statement as provided in Section 200.

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

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

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

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

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

203.4 Pavement Cut Permit. A permit will be required prior to any work being done involving the cutting of any existing public right-of-way pavement. Said permit will be issued by the City Public Works Department. (No permit fee is required).

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

(Ord. of 6-13-2025)

Created: 2025-11-11 10:40:53 [EST]

(Supp. No. 15)

204. Construction.

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

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

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

205. Inspection.

All inspections will be performed under the supervision of a Professional Engineer (PE) registered in Georgia.

205.1 Subdivisions.

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

205.2 Commercial/Industrial Sites not involving the subdividing of land.

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

206. As-Builts.

As-builts shall be required before the final plat is recorded for subdivisions or before a certificate of occupancy is issued for commercial/industrial sites. All as-built drawings must be on standard 24" x 36" sheets with

a maximum scale of 1" = 50'. Electronic files must also be submitted in AutoCAD format with water, sewer and storm system all on separate layers in State Plane Coordinates as described as follows:

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

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

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

208. Eighteen (18) Month Maintenance.

- A. The developer shall maintain the improvements in his/her development for a period of 18 months from the date the City issues approval of the Final Plat. At the end of the 18-month maintenance period, the City shall perform an inspection of the development and all improvements. The developer shall be notified by the City of the inspection results in writing within 15 days from the date of the inspection. The maintenance bond shall be released upon the issuance of a letter stating approval of the development by the City. (The final plat shall note said maintenance period and note the date that street dedication to the City shall occur).
- B. If repairs are needed at the end of the 18-month maintenance period in order for the improvements to meet City specifications, the developer shall be required to make such repairs within 60 days, after written notification by the City. If the repairs are not completed within said time, and the developer fails to show a legitimate hardship, as determined by the City, which inhibits the completion of the repairs, the maintenance bond shall be called in to pay for the repairs. Should the amount of the maintenance bond be inadequate to pay for the repairs, the developer shall pay the remaining amount. The following procedures shall apply in this situation:

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

209. Certificate of Dedication and Maintenance Agreement.

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

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

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

Insurance Requirements:

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

210. Model Home Permits.

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

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

211. Ownership of all Public Infrastructure.

After projects have been completed and all inspections have been successful and final acceptance has been given, the City of Villa Rica will own and maintain all public infrastructure. Detention facilities will be maintained by their respective Community Associations.

212. Standard Procedures for Project Development.

212.1 Standard Procedures for Project Development for Non-subdivision Developments.

1. Initial Concept Meeting with City Staff.
2. Water and sewer capacities must be checked, and capacities secured before moving forward. Applicant must present a Utility Availability Statement as provided in Section 200.
3. Determine that no portion of the development is to be built on any solid waste landfill.
4. Meet with GDOT if access is required off GDOT R/W unto the project.
5. Application to re-zone property - include final concept plan.
 - a. Zoning applications must be reviewed by the Villa Rica Planning Commission and approved by a public hearing with the City Council. If Approved;
6. Construction Plan Submittal. The following reviews are required:
 - a. Zoning.
 - b. Fire Marshal.
 - c. Community Development—Architectural plans reviewed.
 - d. Civil Plan review performed by the City of Villa Rica designee.
 - e. Erosion and sediment Control review by Georgia soil and Water Conservation District in Athens, Georgia (GSWCC).
 - f. Ga EPD if gravity sewer extension is required to serve the site.
7. Pre-Construction Meeting required once all plans are approved.
 - a. Land Disturbance Permit fees and NPDES fees are required to be paid at the Pre-con meeting.
8. Construction and Building inspections by City Staff as construction unfolds. City inspections are to be supervised by the City's designated Georgia registered engineer.
9. Once the construction and inspection process are complete, a Certificate of Occupancy is issued. Project Complete.

212.2 Standard Procedures for Project Development for Residential/Commercial/Industrial Subdivision Developments.

1. Initial Concept Meeting with City Staff.
2. Water and sewer capacities must be checked, and capacities secured before moving forward. Applicant must present a Utility Availability Statement as provided in Section 200.
3. Determine that no portion of the development is to be built on any solid waste landfill.
4. Meet with GDOT if access is required off GDOT R/W unto the project.

5. Application to re-zone property-include final concept plan.
 - a. Zoning applications must be reviewed by the Villa Rica Planning Commission and approved by a public hearing with the City Council. If Approved.
6. Submit Preliminary Plat for Review (aka Final Concept Plan).
 - [a]. The plat must be approved by City Staff before moving forward.
7. Construction Plan Submittal. The following reviews are required:
 - a. Zoning.
 - b. Community Development—Architectural plans reviewed.
 - c. Civil Plan review performed by the City of Villa Rica designee.
 - d. Erosion and sediment Control review by Georgia Soil and Water Conservation District in Athens, Georgia (GSWCC).
 - e. Ga EPD if gravity sewer extension is required to serve the site.
8. Pre-Construction Meeting required once all plans are approved.
 - a. Land Disturbance Permit fees and NPDES fees are required to be paid at the Pre-con meeting.
9. Construction and Building inspections by City Staff as construction unfolds. City inspections are to be supervised by the City's designated Georgia registered engineer.
10. Once the construction and inspection process are complete, Final Plat is submitted for review.
 - a. Final Plat is reviewed for content by City's designee.
 - b. Maintenance bond is calculated.
 - c. Street light fees are calculated.
 - d. Street sign fees are calculated.
 - e. Stormwater maintenance agreement submitted and recorded.
 - f. Water and Sewer as-built drawings are submitted for review.
11. Once all fees are paid and Maintenance bond submitted, Final Plat is taken to a public hearing with City Council for approval. Once approved by City Council, Final plat is recorded and building permits are issued.

(Ord. of 6-13-2025)

213. Plan Review Checklists for Development Projects in the City of Villa Rica.

213.1 City of Villa Rica Preliminary Plat Checklist.

Project Name:

Designer:

Checked By: _____ Date:

Checklist marks to be interpreted as follows:

✓	O.K.	X	Revision Required	N/A	Not Applicable
		?	Additional Information Required		

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

All Plans must include:

1.	Subdivision Name.
2.	Name and Address of owner of record.
3.	Name, address and 24-hour phone number of developer/subdivider.
4.	Name, address, and phone number of design firm.
5.	Date of plat including most recent revision date.
6.	Date of survey.
7.	Graphic Scale.
8.	(Location map) relation to the surrounding area.
9.	North Arrow.
10.	Land lot and district.
11.	Name of former subdivision if the preliminary plat has been previously subdivided.
12.	Exact boundary lines of the tract indicated by a heavy line giving lengths and bearings. The boundary lines shall include the entire tract to be eventually subdivided and data as required herein shall apply to the entire tract.
13.	Ground elevations on the tract based on field surveys or photogrammetric methods from aerial photographs. The basis for the topographic information shall be shown. Contours shall be drawn at intervals of two (2) feet and shall be mean sea level.
14.	Natural features within the proposed subdivision, including drainage channels, bodies of water, and other significant features. On all water courses entering and leaving the tract, the direction of flow and acreage of the drainage area above the point of entry shall be noted.
15.	Location of 100-year floodplain or statement that no part of property falls within the 100-year floodplain.
16.	Abutting existing City or County Roads showing existing right-of-way and pavement widths and future rights-of-way.
17.	Existing easements, city and county lines, utility lines, bridges, street culverts, etc.
18.	Proposed street and lot layout.
19.	Lot lines with approximate dimensions.
20.	Proposed street names.
21.	Sites reserved through covenants and easements dedicated or otherwise for public use.
22.	Location of bold lines for phased developments. Developments divided for phasing can only be labeled as units, not blocks or phases.
23.	Lots numbered consecutively disregarding phasing.
24.	Total number of lots.
25.	Present zoning and zoning of abutting land.
26.	Proposed zoning and minimum size of lots.
27.	Required setbacks for proposed zoning.
28.	Show the front yard setback line.
29.	Total acreage and lots per acre.
30.	Surveyor's and Engineer's stamp.
31.	Show all zoning stipulations on plans.
32.	Location and mean sea level elevation of benchmark.
33.	More than one entrance for projects in excess of 200 lots.
34.	Adequacy of existing roads for proposed development-pavement width, R/W.
35.	Downstream site conditions, existing or potential flooding problems.

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

	36.	Lots accessing interior streets.
	37.	Adequate roadway circulation within the development for large projects.
	38.	Proposed road R/W adequacy.
	39.	Other intersections near proposed entrance(s) shown on plans.
	40.	An accurate up-to-date and certified survey of the property on which the project is to be built. The date of the boundary survey must be included on the plat.
	41.	Architectural elevations to show the intended architectural character of the proposed building and the nature of the materials to be used.
	42.	If development is to be built in phases, show phase lines on preliminary plat.
	43.	

Preliminary Engineering Certificate	
I hereby certify that this proposed preliminary plat correctly represents data compiled or verified through a survey completed by me on _____, 20____, of property shown and described hereon.	
By: _____	Registered P.E. Number: _____
_____ or _____	
By: _____	Registered LS Number: _____
_____	Date: _____

	44.	
--	-----	--

Certificate of Design	
I hereby certify that the design and layout of the proposed lots, blocks, streets, and other planned features included in this preliminary plat have been prepared by me under my direct supervision.	
By: _____	Registered P.E. Number: _____
_____ or _____	
_____	Registered LS Number: _____
_____ or _____	
_____	Registered L.A. Number: _____
_____ or _____	
By: _____	Land Planner
_____	Date: _____

	45.	Supplementary data to be submitted to the Planning Commission along with the preliminary plat:
		a. Draft of proposed protective covenants
		b. Proposed size of houses
		c. Price range of houses
	46.	

Certificate of Preliminary Plat Approval		
All requirements of the City of Villa Rica Subdivision Regulations relative to the preparation and submission of a preliminary plat having been fulfilled, approval of this plat is hereby granted, subject to further revisions of said subdivision regulations.		
_____	Date	Planning and Zoning Specialist

	Date	Utility Director	
	Date	City Engineer	
	Date		
Community Development Director	Date	City Clerk	Date

213.2 City of Villa Rica Commercial Site Plan Check List.

Project Name:

Designer:

Checked By: _____ Date:

Checklist marks to be interpreted as follows:

✓	O.K.	X	Revision Required	N/A	Not Applicable
		?	Additional Information Required		

All Plans must include:

1.	Name of proposed business.
2.	Name, address and 24-hour phone number of Developer.
3.	Name, address, email contact and phone number of design firm.
4.	Date including most recent revision date.
5.	Graphic Scale.
6.	Index map.
7.	North arrow.
8.	Land lot, section, and district.
9.	Exact boundary lines of the tract indicated by a heavy line giving lengths and bearings.
10.	Ground elevations on the tract based on field surveys or photogrammetric methods from aerial photographs. The basis for the topographic information shall be shown. Contours shall be shown at intervals of two (2) feet, and shall be mean sea level contours.
11.	Proposed grading if different than existing contours.
12.	Location of 100-year floodplain or statement that no part of property lies within the 100-year floodplain.
13.	Abutting existing City or County Roads showing existing right-of-way and pavement widths.
14.	Existing easements, city and county lines, utility lines, bridges, street culverts, etc.
15.	Present zoning and zoning of abutting land.
16.	Proposed zoning if different than existing.
17.	Show all zoning stipulations on the front cover sheet.
18.	State the required setbacks for proposed zoning.
19.	Show the front, rear, and side yard setback lines graphically.
20.	Total Acreage of the site.
21.	Surveyor's and Engineer's stamp.
22.	Acceleration/deceleration lanes at entrance.
23.	Dimensions of turn radii.
24.	Plan and profile of existing City or County road at proposed entrance with the City of Villa Rica minimum horizontal and vertical stopping sight distance requirements satisfied. The speed limit of the existing road shall be shown.

	25.	Additional right-of-way if required to bring the City Road up to minimum standards.
	26.	Detail for paving on right-of-way.
	27.	Curb and Gutter detail.
	28.	Location, size, and length of existing drainage structures with drainage area.
	29.	Location, size, length, and type of all proposed drainage structures.
	30.	Drainage area to each inlet point of the drainage system.
	31.	Hydrology study by a registered professional engineer for detention ponds, if required.
	32.	Temporary construction exits at all construction access points to City, County, and GDOT Roads. Include a detail.
	33.	Silt fence, temporary sediment ponds, and other erosion control measures as necessary. Include standard details.
	34.	Proposed water service location and size.
	35.	Existing water main size.
	36.	Location of nearest fire hydrant.
	37.	Water pressure and flow test results on plans.
	38.	Proposed sewer service. Show location and elevation of existing manhole(s) to which service is being tied.
	39.	Proposed off-street parking facilities to be paved. Include dimensions of parking lot, parking spaces, and maneuvering aisles.
	40.	Proposed finished floor elevation of building(s).
	41.	Proposed sign location, height, and size.
	42.	Centerline and width of nearest existing street/driveway if within one (100) feet of proposed entrance centerline.
	43.	If commercial property is on a septic tank, show all wells within (100) feet of external boundary of property.
	44.	Show proposed septic tank location and drain field.
	45.	Location and mean sea level elevation of bench mark.
	46.	Description by registered engineer of how method of runoff control will not adversely affect property downstream.
	47.	Sidewalks. (Required on at least one side of the street on all new developments and are required on existing streets where new development occurs.)
	48.	Dumpster Location.
	49.	Names of all utility companies.
	50.	Hydrology Study
To include the following items and calculations.		
	a.	Hydrology study should bear a stamp of a registered engineer or landscape architect registered in the State of Georgia.
	b.	Name of the project and its location.
	c.	Description of current and proposed uses and conditions.
	d.	Description of downstream (upstream as well if necessary) conditions and assessment of downstream capacities. Discuss how method of runoff control will not adversely affect downstream property.
	e.	Method used in analysis.
	f.	The development shown on a USGS quad topography map.
	g.	Soil Types and land cover of areas for each sub-basin affected by the project.
	h.	An existing conditions map of the project with proposed topography shown, drainage basins delineated, acreages shown, and Curve Numbers included. Off-site drainage information should be shown.

Created: 2025-11-11 10:40:54 [EST]

i.	All perennial and intermittent streams and other surface water features.
j.	Direction of flow and exits from the site.
k.	A proposed conditions map of the project with proposed topography shown, drainage basins delineated, acreages shown, and Curve Numbers included. The detention pond should be shown along with pond by-pass shown and quantified. Offsite drainage information should also be included.
l.	Time of concentration for each basin shown.
m.	Curve Numbers for existing and proposed conditions. Include calculations.
n.	Peak flows for all storm return events for existing and proposed conditions, pond by-pass, and allowable detention pond release rates.
o.	Detention pond volume calculations (the conical method should be used).
p.	Detention pond Stage-Storage-Discharge table.
q.	Detention pond outlet control structure detail with all appropriate elevations and dimensions. Include invert elevation (s) of weirs and orifices, weir width, orifice diameter, outlet pipe diameter, 100-year pool overflow elevation, etc. The detail in the hydrology study should match that shown in the construction plans.
r.	An emergency overflow device (which does not include the throttling device) for the detention pond shall be designed to pass the 100-year peak developed inflow without overtopping the dam. This can either be a pond spillway around the pond dam or an overflow on the outlet structure in which case the outlet pipe must be sized appropriately. Show all calculations.
s.	Pond routing printouts for each storm event.
t.	Summary table comparing routed flows with allowable release rate flows for each storm event.
Detention Pond Requirements	
u.	The detention pond should be clearly illustrated on the plans with topographic information, 100-year pool limits shown, and elevation called out. The outlet structure location and any associated piping should be clearly illustrated. No utilities should run through the detention pond area.
v.	It should be clear from the overall grading/drainage plan from contours and piping what areas flow to the pond and what by-passes the pond.
w.	The detention pond shall be encompassed within a drainage easement.
x.	If there are any walls associated with the pond, the engineering design should be included in the plans and certified by an engineer registered in the State of Georgia. All information required to build the wall should be included in the plans with the reinforcing bar schedules, illustrated cross-sections and profile of the wall and footing with all necessary dimensions and elevations, etc. Include calculations for factor of safety against overturning and sliding.
y.	A fully illustrated outlet structure detail should be included in the plans which should match that included in the hydrology study.
z.	Documentation and supporting calculations to show that the stormwater management system adequately meets the post-development stormwater management performance criteria in Section 804.
aa.	A downstream peak flow analysis which includes the assumptions, results and supporting calculations to show safe passage of post-development design flows downstream.
bb.	The analysis of downstream conditions in the report shall address each and every point or area along the project site's boundaries at which runoff will exit the property.
cc.	The analysis shall focus on the portion of the drainage channel or watercourse immediately downstream from the project.
dd.	This area shall extend downstream from the project to a point in the drainage basin where the project area is 10 percent of the total basin area.
ee.	The analysis shall be in accordance with the stormwater design manual.

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

	ff.	Identify the parts or components of a stormwater management facility or practice that need to be regularly or periodically inspected and maintained, and the equipment and skills or training necessary.
	gg.	Include an inspection and maintenance schedule, maintenance tasks, responsible parties for maintenance, funding, access and safety issues.
	hh.	Provisions for the periodic review and evaluation of the effectiveness of the maintenance program and the need for revisions or additional maintenance procedures shall be included in the plan.
	ii.	Unless an on-site stormwater management facility or practice is dedicated to and accepted by the City of Villa Rica, the applicant must execute an easement and an inspection and maintenance agreement binding on all subsequent owners of land served by an on-site stormwater management facility or practice.
	jj.	If the pond is four feet or deeper, a chain link or privacy fence six feet tall is required.
It is the developer's responsibility to address any wetlands issues to the satisfaction of the U.S. Army Corps of Engineers.		
It is the developer's responsibility to abide by all the rules and regulations pertaining to the State of Georgia's National Pollutant Discharge Elimination System (NPDES) permit requirements.		
It is the developer's responsibility to address any site access issues to the satisfaction of the Georgia Department of Transportation if applicable to the project.		

Additional Comments:

213.3 City of Villa Rica Construction Plans Check List.

Project Name:

Designer:

Checked By: _____ Date:

Checklist marks to be interpreted as follows:

√	O.K.	X	Revision Required	N/A	Not Applicable
		?	Additional Information Required		

All Plans must include:

I.	Cover Sheet
1.	Provide initial and/or revision date.
2.	Provide name & location of the subdivision (including land lot, district and parcel ID).
3.	Show present and proposed zoning.
4.	Provide a vicinity map.
5.	Provide the name, address and phone number of developer/owner and applicant.
6.	Provide name, address, and phone number for 24-hour emergency contact.
7.	Provide name, address, telephone number, GSWCC number, seal and certification of design professional preparing plan.
8.	Note total and disturbed acreage of project or phase under construction.
9.	Note total proposed wetland disturbance acreage of project or phase under construction, including lot construction. Provide a statement if none.
10.	Note state waters located on or within 200 feet of the project site. Provide a statement if none.
11.	Provide a table of contents.
12.	Reference FIRM panel.

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

	13.	Other jurisdictional approvals (wetlands, buffer variance, GDOT, GAEPD, etc.)
	14.	Plans sealed by Georgia registered engineer, landscape architect, or registered land surveyor.
	15.	Engineers cost estimate.
	16.	Include all zoning conditions that have been approved for the project.
II.		Existing Conditions
	1.	Boundary and topographic survey sealed by a registered land surveyor including:
	2.	Exact boundary lines of the entire tract with bearings and distances.
	3.	Ground elevations of the tract based on field surveys or photogrammetric methods from aerial photos.
	4.	Natural features including drainage channels, bodies of water, etc.
	5.	Land lot lines or bearing and distance "tie" to land lot line.
	6.	Location of MSL benchmark.
	7.	Location of 100-yr floodplain or statement that no part of property lies within the 100-yr floodplain.
	8.	Note that any structure that lies within the 100-yr floodplain will be elevated such that the lowest finished floor shall be no less than 4-feet above the 100-yr water surface elevation.
	9.	If any grading is proposed inside the 100-yr floodplain, provide calculations showing a "no-rise" certification.
	10.	Identify state waters and all waters of the US.
	11.	Show all of Villa Rica stream buffers: 25-foot state, 25-foot Villa Rica stream buffer, 25-foot impervious buffer. 50-foot Villa Rica if trout stream.
	12.	Show abutting City or County roads with existing R/W and pavement widths.
	13.	Show existing easements, jurisdictional lines, utilities, etc.
	14.	Include soil series and their delineation.
	15.	Show all the existing structures on the tract.
	16.	Show all wetlands or provide a note if none.
	17.	Provide outline of proposed limits of disturbance.
III.		Erosion, Sedimentation, and Pollution Control (All items below are to be placed on these sheets regardless of being found on other plan sheets)
	1.	Phase E&SC plans into an initial perimeter control plan, intermediate plan for mass grading, and a final phase plan showing all permanent measures and final stabilization.
	2.	Provide name and number of 24-hour local erosion and sediment control contact.
	3.	Provide description of existing land use at project site and description of proposed project. Describe critical areas and what extra measures will be utilized for these areas.
	4.	Provide existing (Dashed line) and proposed (bold, solid line) contours at 2-foot intervals.
	5.	Provide detailed construction activity schedule - show anticipated starting and completion dates for project events, include temporary vegetation and mulching timeline.
	6.	Delineate all state waters located on or within 200 feet of the project site. Provide a statement if none.
	7.	Delineate all buffers and setbacks outlined in the Development Regulations, Watershed Protection Ordinance. This includes all State buffers.
	8.	Delineate all wetlands. Provide statement on plans if none are present.
	9.	Show double row type "C" silt fence between land disturbing activities and state waters, watershed buffers, wetlands, and the 100-yr floodplain.
	10.	Note total and disturbed acreage of the project or phase under construction. Delineate the limits of disturbance.

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

	11.	Show location of erosion and sediment control practices using uniform coding symbols from the Manual for Erosion and Sediment Control in Georgia, latest edition.
	12.	Identify the project receiving waters and describe adjacent areas—neighboring areas such as streams, lakes, residential areas, etc. which might be affected.
	13.	Show storm—drain pipe and weir velocities and provide appropriate outlet protection to accommodate discharges without erosion. Provide a table showing the flow characteristics of the pipe at full flow including pipe diameter, flow rate (cfs), velocity (fps), and tailwater condition.
	14.	Provide 67 cubic yards per acre sediment storage. Include specific design information and calculations for all structural measures on site, such as temporary sediment basins, retrofitted detention ponds, and channels. Silt fence is not to be included in sediment storage calculations.
	15.	Delineate stockpile/borrow, storage, fueling, and concrete washout areas. Add all notes/or construction details necessary to convey proper use and protection of these areas. Do not locate the areas in known future septic tank or conservation areas.
	16.	Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates, fertilizer, lime and mulching rates. Vegetative plans shall be site specific for the appropriate time of year that seeding will take place and for the geographic region of Villa Rica.
	17.	Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet guidelines set forth in the Manual for Erosion and Sediment Control in Georgia, latest edition.
The following notes shall be placed on the plans in bold font:		
	18.	"THE ESCAPE OF SEDIMENT FROM THE SITE SHALL BE PREVENTED BY THE INSTALLATION OF EROSION AND SEDIMENT CONTROL MEASURES AND PRACTICES PRIOR TO, OR CONCURRENT WITH, LAND DISTURBING ACTIVITIES."
	19.	"EROSION CONTROL MEASURES WILL BE MAINTAINED AT ALL TIMES IF FULL IMPLEMENTATION OF THE APPROVED PLAN DOES NOT PROVIDE FOR EFFECTIVE EROSION CONTROL, ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED TO CONTROL OR TREAT THE SEDIMENT SOURCE."
	20.	"ALL EROSION CONTROL MEASURES ARE TO CONFORM TO THE STANDARDS SET FORTH IN THE MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA, MOST RECENT EDITION."
	21.	"ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 14 DAYS SHALL BE STABILIZED WITH MULCH OR TEMPORARY SEEDING."
	22.	"SILT FENCE IS TO BE PLACED ALONG BACK OF ALL CURB WITHIN 72 HOURS OF CURB INSTALLATION."
	23.	"I CERTIFY THAT THE PERMITTEE'S EROSION, SEDIMENTATION, AND POLLUTION CONTROL PLAN PROVIDES FOR AN APPROPRIATE AND COMPREHENSIVE SYSTEM OF BEST MANAGEMENT PRACTICES REQUIRED BY THE GEORGIA WATER QUALITY CONTROL ACT AND THE DOCUMENT "MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA", PUBLISHED BY THE STATE SOIL AND WATER CONSERVATION COMMISSION AS OF JANUARY OF THE YEAR IN WHICH LAND DISTURBING ACTIVITY WAS PERMITTED, PROVIDES FOR THE SAMPLING OF THE RECEIVING WATER(S) OR THE SAMPLING OF THE STORM WATER OUTFALLS AND THE DESIGNED SYSTEM OF BEST MANAGEMENT PRACTICES AND SAMPLING METHODS IS EXPECTED TO MEET THE REQUIREMENTS CONTAINED IN THE GENERAL NPDES PERMIT NO. GAR 10000 (1, 2, OR 3)."
		SIGNED: _____ DATE: _____
		DESIGN PROFESSIONAL
	24.	"INSPECTIONS BY QUALIFIED PERSONNEL PROVIDED BY PRIMARY PERMITTEE AND THE ASSOCIATED RECORDS SHALL BE KEPT ON SITE IN COMPLIANCE WITH GAR 10000 (1,2, OR 3)
	25.	"I CERTIFY THE EROSION, SEDIMENTATION, AND POLLUTION CONTROL PLAN WAS DESIGNED AFTER A SITE VISIT BY MYSELF OR ONE OF MY DESIGNEE'S UNDER MY DIRECT SUPERVISION.
		SIGNED: _____ DATE: _____
		DESIGN PROFESSIONAL

Created: 2025-11-11 10:40:54 [EST]

IV.	Grading and Drainage	
	1.	Total site area.
	2.	Limits of Disturbance.
	3.	Disturbed area.
	4.	Impervious area.
	5.	Existing and proposed topographic contours, clearly distinguishable.
	6.	Drainage areas contributing to studied area shall be shown.
	7.	Location and size of all existing and proposed drainage structures.
	8.	Show centerline profile of all storm sewers with structure number, % grade, size and material.
	9.	Water travel distance in street and/or gutter capacity/spread requirements satisfied.
	10.	Drainage at intersections indicated by flow arrows.
	11.	Check roadway overtopping due to backwater from culverts (100-yr design storm, no overtopping roadway).
	12.	Check for adequate inlet capacity (85% of 25-yr storm must be intercepted without exceeding ½ of travel lane).
	13.	Show distance between catch basins (250' on grades up to 7%, 400' on grades from 7% to 10%, 500' on grades over 10%).
	14.	Pipe outfalls extend at least 30' behind front building line or to 100-yr floodplain, whichever is less, unless approved by City Engineer.
	15.	Open ditches are to be designed to 100-yr storm capacity & 25-yr velocity protection. Outlet velocity should be less than or equal to 4.0 ft/sec or provide an energy dissipater. Provide a table showing, or note, of the flow rate (cfs) and velocity (fps).
	16.	Show catch basin and pipe invert and top elevations.
	17.	Show existing and proposed ground surface over centerline of pipes.
	18.	Graphically show 25-yr Hydraulic Grade Line (HGL) on profiles.
	19.	Show impoundment detail.
	20.	Provide control structure details (weirs, retrofits, etc.)
	21.	Show drainage structure details (headwalls, yard drains, lateral sub-drains, etc.)
	22.	Provide construction details (bedding class, pipe gage, backfill methods, etc.).
	23.	Show centerline profile of all stream re-locations.
	24.	Pipe chart listing hydrologic, material, dimensions, and hydraulic parameters, including HGL.
	25.	Hydrology study sealed by Professional Engineer registered in Georgia.
	26.	North Arrow.
	27.	Graphic Scale.
	28.	Show roadway stationing at even 100-ft. intervals on Grading and Drainage sheet.
V.	Hydrology Study	
	a.	Hydrology study should bear a stamp of a registered engineer or landscape architect registered in the State of Georgia.
	b.	Name of the project and its location.
	c.	Description of current and proposed uses and conditions.
	d.	Description of downstream (upstream as well if necessary) conditions and assessment of downstream capacities. Discuss how method of runoff control will not adversely affect downstream property.
	e.	Method used in analysis.

Created: 2025-11-11 10:40:54 [EST]

	f.	An existing condition map of the project with proposed topography shown, drainage basins delineated, acreages shown, Curve Numbers and Times of Concentration included. Offsite drainage information should be shown.
	g.	A proposed condition map of the project with proposed topography shown, drainage basins delineated, acreages shown, Curve Numbers and Times of Concentration included. The detention pond should be shown along with pond by-pass shown and quantified. Offsite drainage information should also be included.
	h.	Time of concentration for each basin shown.
	i.	Curve Numbers for existing and proposed conditions. Include calculations.
	j.	Peak flows for all storm return events for existing and proposed conditions, pond by-pass, and allowable detention pond release rates.
	k.	Detention pond volume calculations (the conical method should be used).
	l.	Detention pond Stage-Storage-Discharge table.
	m.	Detention pond outlet control structure detail with all appropriate elevations and dimensions. Include invert elevation (s) of weirs and orifices, weir width, orifice diameter, outlet pipe diameter, 100-year pool overflow elevation, etc. The details in the hydrology study should match that shown in the construction plans.
	n.	An emergency overflow device (which does not include the throttling device) for the detention pond shall be designed to pass the 100-year peak developed inflow without overtopping the dam. This can either be a pond spillway around the pond dam or an overflow on the outlet structure in which case the outlet pipe must be sized appropriately. Show all calculations.
	o.	Pond routing printouts for each storm event.
	p.	Summary table comparing routed flows with allowable release rate flows for each storm event.
Detention Pond Requirements		
	q.	The detention pond should be clearly illustrated on the plans with topographic information, 100-year pool limits shown and elevation called out. The outlet structure location and any associated piping should be clearly illustrated. No utilities should run through the detention pond area.
	r.	It should be clear from the overall grading/drainage plan from contours and piping what areas flow to the pond and what by-passes the pond.
	s.	The detention pond shall be encompassed within a drainage easement.
	t.	If there are any walls associated with the pond, the engineering design should be included in the plans and certified by an engineer registered in the State of Georgia. All information required to build the wall should be included in the plans with the reinforcing bar schedules, illustrated cross-sections and profile of the wall and footing with all necessary dimensions and elevations, etc. Include calculations for factor of safety against overturning and sliding.
	u.	A fully illustrated outlet structure detail should be included in the plans which should match that included in the hydrology study.
	v.	If the pond is four feet or deeper, a chain link or privacy fence is required to a height of six feet.
	w.	Documentation and supporting calculations to show that the stormwater management system adequately meets the post-development stormwater management performance criteria in Section 804.
	x.	A downstream peak flow analysis which includes the assumptions, results and supporting calculations to show safe passage of post-development design flows downstream.
	y.	The analysis of downstream conditions in the report shall address each and every point or area along the project site's boundaries at which runoff will exit the property.
	z.	The analysis shall focus on the portion of the drainage channel or watercourse immediately downstream from the project.
	aa.	This area shall extend downstream from the project to a point in the drainage basin where the project area is 10 percent of the total basin area.

Created: 2025-11-11 10:40:54 [EST]

	bb.	The analysis shall be in accordance with the stormwater design manual.
	cc.	Identify the parts or components of a stormwater management facility or practice that need to be regularly or periodically inspected and maintained, and the equipment and skills or training necessary.
	dd.	Include an inspection and maintenance schedule, maintenance tasks, responsible parties for maintenance, funding, access and safety issues.
	ee.	Provisions for the periodic review and evaluation of the effectiveness of the maintenance program and the need for revisions or additional maintenance procedures shall be included in the plan.
	ff.	Unless an on-site stormwater management facility or practice is dedicated to and accepted by the City of Villa Rica, the applicant must execute an easement and an inspection and maintenance agreement binding on all subsequent owners of land served by an on-site stormwater management facility or practice.
VI.	Street Design	
	1.	North Arrow
	2.	Show location and type of traffic signage with note: All signage to conform to standards given in the Manual of Uniform Traffic Control Devices.
	3.	Plan and profile of existing City or County roads at proposed entrance with City of Villa Rica minimum horizontal and vertical stopping sight distance requirements satisfied. The speed limit of the existing road shall be shown.
	4.	Show that sight distances for all internal streets are satisfied.
	5.	Show plan view above street profile. Include proposed grading.
	6.	Show centerline stationing at even 100-ft. intervals and stationing at PC, PT and the centerline of intersection of streets.
	7.	Give centerline curve data for proposed streets (to include delta, radius, arc, chord and tangent.)
	8.	Cul-de-sacs to conform to std. detail 3.8.02.
	9.	Typical street cross sections to conform to std. detail 3.8.01.
	10.	Deceleration lanes to conform to std. detail 3.8.19 and 3.8.20.
	11.	Show centerline profile of all streets with % grade, PVC, PVT, PVI and low point elevations.
	12.	Provide typical section of R/W with pavement design (shoulder widths, slopes, utility locations, etc.)
	13.	Provide typical section of curb and gutter (no roll-back curb is allowed)
	14.	Show all pipe crossings under streets. All pipes to be RCP under streets and in applications to create buildable lots. Aluminized steel, and HDPE everywhere else 18-inch or greater is allowed.
	15.	Proposed Street Grades.
VII.	Water Layout	
	1.	"Water System Addition and Expansion Form" must be filled out and submitted with plans.
	2.	Plans must be stamped by a Professional Engineer registered in Georgia.
	3.	All surveying and design must be based on National Geodetic Vertical Datum (NGVD). All topographic data must be reduced to Mean Sea Level. Temporary benchmark data will not be accepted.
	4.	All water piping must be Ductile Iron Pipe (DIP), and adequately labeled as such.
	5.	Minimum pipe size is 8-inch.
	6.	All service line material shall be type "K" soft copper.
	7.	Give the proposed size, location and material of water mains and service laterals.
	8.	No other information should appear on the water plan layout sheet if such information tends to confuse or complicate the plans.

Created: 2025-11-11 10:40:54 [EST]

9.	Show and label fire hydrant locations (existing and proposed)
10.	Fire hydrants must be spaced no greater than 500 feet.
11.	Waterline Markers shall be installed every 250 L.F., approximately one-half between each fire hydrant.
12.	Show and label every existing and proposed valve.
13.	At every intersection-must be a valve in every direction (i.e. 3 valves at a 3-way intersection).
14.	In line valves must be spaced no greater than 1000 feet.
15.	Show and label the location, material and sizes of existing pipelines surrounding the project.
16.	Specify methods and tie-in location with existing mains. (i.e. tapping sleeve and valve labeled with the size)
17.	Show the location of existing and proposed valves and other appurtenances.
18.	Contours in feet above MSL shall be shown on Water plan. Contours shall not be greater than 2 feet.
19.	Maximum scale shall be 1" = 100'.
20.	Show proposed water meter sizes and locations.
21.	Long side services are to be installed with 2" PVC sleeves under pavement.
22.	Water meters shall be installed at the property line, maximum 3-feet past proper past the property line. Refer to std. detail 5.8.08.
23.	Clearly label all road rights-of-way (existing and proposed) and easements (existing and proposed).
24.	Water mains under existing or proposed pavement must be called out to be in steel casing; the length of casing must be called out.
25.	Clearly show and label existing and proposed topography and existing and proposed features pertinent to the design and layout along pipeline route.
26.	Provide adequate dimensions, stations, and labels to clearly indicate proposed location of pipeline relative to features such as right-of-way, centerlines, edge of roads, coordinates, etc.
27.	Minor stream/creek crossings are adequately designed: cross these under or beyond culvert piping. These installations require restrained joints. Provide a plan view and cross section of the crossing showing the existing ground, vegetative buffer, proposed ground and side slopes, depth of cover, the creek and culvert, elevations, the proposed pipeline and any fittings necessary. Additional easements may be necessary for this area.
28.	Aerial crossings are not permitted.
29.	Show Note: "All water and sewer line construction shall be in accordance with the City of Villa Rica Development Regulations, latest edition".
30.	Show note: "All water and sewer facilities shall be installed by a licensed utility contractor in the State of Georgia".
31.	Show note: "All water and sewer construction shall be inspected and tested as per Villa Rica standards prior to final acceptance by the City".
32.	Show note: "As-built record drawings (hard copy and digital format) for this project must be submitted and approved prior to Final Plat recording. As-built drawings shall be prepared on the City of Villa Rica Coordinate System".
33.	Show note: "The City of Villa Rica Utility Department shall be notified at a minimum of 48 hours (Monday through Friday) prior to commencing any work, testing, and prior to making any connections to existing water lines".
34.	Show note: "Cities are not required to locate water and sewer lines that were installed by a developer or other persons that have not yet been accepted into the City's ownership (Recording of Final Plat and Maintenance Period Satisfied). The person installing those lines is required to install and maintain visible, permanent markers (i.e. color coded wire flags, valve markers, service stub markers, etc.) in order to identify the water and sewer facilities at the time the lines are

Created: 2025-11-11 10:40:54 [EST]

		installed. Once the City has taken legal ownership of those water and sewer lines, the city is responsible for locating them when a request is received".
	35.	Show table of the following information: a column for all waterline sizes, column for corresponding water line material, a column for corresponding water line length.
	36.	Show roadway stationing on both the Water and Sewer sheets.
VIII.		Sanitary Sewer Plan
	1.0	Plans are stamped and signed by a professional engineer registered in Georgia.
	2.	All surveying and design must be based on National Geodetic Vertical Datum (NGVD). All topographic data must be reduced to Mean Sea Level. Temporary benchmark data will not be accepted.
	3.	Show all phases of the development. In the event the subdivision is developed in phases, the final construction plans for sewers may be submitted in phases or units. However, at the time the first phase is submitted, the engineer will need to submit one (1) copy of the preliminary layout of the entire sewer system. This layout shall show all lines required to serve any lots to be developed and any surrounding property that may be served through the property. The site plan for each phase or unit shall contain a location drawing showing the relationship of the phase or unit to the total project and to the surrounding streets and sewer outfalls.
	4.	Plans shall consist of a single master plan view of entire sewer line plan showing lots, lot numbers, laterals, manholes and manhole numbers, etc.
	5.	No other information should appear on the sewer plan layout sheet if such information tends to confuse or complicate the plans.
	6.	Show and label the location, material and sizes of existing pipe lines surrounding the proposed project.
	7.	The maximum plan view scale shall be 1" = 100'.
	8.	Sewer lines crossing perpendicular under existing or proposed pavement (County or State Roads) must be called out to be in steel casing; the size and length of casing must be noted.
	9.	The maximum allowable distance between manholes is 400'.
	10.	Gravity lines must be in the middle of the road for new subdivision streets.
	11.	Minimum size sewer = 8-inch, minimum slope = 0.40%.
	12.	Clearly label all road rights-of-way (existing and proposed) and easements (existing or proposed).
	13.	Clearly show and label existing and proposed topography and existing and proposed features pertinent to design and layout along the pipeline route.
	14.	Provide adequate dimensions, stations, and labels to clearly indicate proposed location of pipeline to features such right-of-way, centerlines, edge of roads, coordinates, etc.
	15.	Any sewer outside of right-of-way must be in at least a 20-foot easement. Could be more depends on the depth of sewer.
	16.	Aerial crossings not permitted unless there is no other alternative. Aerial line shall be above the 50-yr flood line and shown as such on the plans.
	17.	Show size and location of all service laterals. Commercial and industrial services must discharge individually into a manhole.
	18.	Show size, location of grease traps; min. size = 1500 gallons
	19.	No sewer lines shall be installed through detention ponds.
	20.	Show size, location, and material of proposed force mains.
	21.	Show 100-yr. floodplain in critical areas.
	22.	"Sanitary Sewer Submittal Form" must be completed and submitted with plans.

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

	23.	Show note: "All water and sewer line construction shall be in accordance with the City of Villa Rica Standard Specifications and Details, latest edition".
	24.	Show note: "All water and sewer line construction shall be installed by a licensed utility contractor in the State of Georgia".
	25.	Show note: "Marking Tape showing "Caution Buried Sewer line" shall be installed approximately 18-inches above all sewer lines".
	26.	Show note: "All water and sewer construction is inspected and tested as per the City of Villa Rica Standards prior to final acceptance by the City".
	27.	Show note: "As-built record drawings for this project must be submitted and approved prior to final acceptance by the City of Villa Rica". As-built drawings shall be prepared on the City of Villa Rica coordinate system.
	28.	Show note: "The Villa Rica Utility Department shall be notified at a minimum 48 hours (Monday through Friday) prior to commencing any work, testing, and prior to making any connections to existing sewer lines and manholes".
	29.	Show note: "Cities are not required to locate water and sewer lines that were installed by a developer or other persons that have not yet been accepted into the City's ownership (Recording of Final Plat and Maintenance Period Satisfied). The person installing those lines is required to install and maintain visible, permanent markers (i.e. color coded wire flags, valve markers, service stub markers, etc.) in order to identify the water and sewer facilities at the time the lines are installed. Once the City has taken legal ownership of those water and sewer lines, the city is responsible for locating them when a request is received".
	30.	Plan and profile sheets shall be provided for all sewers (except service laterals). Profiles shall have a horizontal scale of not more than one hundred (100) feet to the inch and a vertical scale of not more than twenty (20) feet to the inch. The plan view shall be shown on the same sheet as the profile. Plan and profile views should have line designations, station numbers, manhole numbers and any other indexing necessary to easily correlate the plan and profile views.
	31.	Show and label the proposed size, location, and material of sewer lines on profiles.
	32.	All off-road manholes must be shown with rim elev. 1.5' above ground, unless located in landscaping or close to the edge of roadway.
	33.	Location and names of streets, sewers, and drainage easements.
	34.	Line of existing and proposed ground surface, the grade of the sewer between each two adjacent manholes, invert of sewer in and out of each manhole, surface elevation of each manhole, and length between.
	35.	Sewer pipe shall be PVC up to 15' depth, then Ductile Iron is required.
	36.	Sewers must have a minimum of 5 foot of cover.
	37.	All manholes shall be numbered on the plan and correspondingly on the profile.
	38.	The location and elevation of adjacent parallel stream beds and adjacent lake/pond surfaces shall be shown on the plan and profile.
	39.	Sizes, locations, and inverts of all special features such as connections to existing sewers, concrete encasement, collar walls, elevated sewers piers, etc.
	40.	All structures, both above and below ground, which might interfere with the proposed construction, particularly water mains, gas mains, storm drains, utility conduits, etc.
	41.	Minimum drop from invert in to invert out shall be 0.10 feet. Any drop from invert in to invert out equal to or greater than 3.0 feet shall be constructed as an outside - drop manhole.

213.4 Floodplain Management Plan Review Checklist.

- I. *Permit Procedures and Requirements.* No owner or developer shall perform any development activities on a site where an Area of Special Flood Hazard is located without first meeting the requirements of

Created: 2025-11-11 10:40:54 [EST]

(Supp. No. 15)

this ordinance prior to commencing the proposed activity. Unless specifically excluded by this ordinance, any landowner or developer desiring a permit for a development activity shall submit to the City of Villa Rica a permit application on a form provided by the City of Villa Rica Building Department for that purpose.

No permit will be approved for any development activities that do not meet the requirements, restrictions and criteria of this ordinance.

An application for a development project with any Area of Special Flood Hazard located on the site will be required to include a floodplain management/flood damage prevention plan. This plan shall include the following items:

- Site plan, drawn to scale, which includes but is not limited to:
 - Existing and proposed elevations of the area in question and the nature, location and dimensions of existing and/or proposed structures, earthen fill placement, amount and location of excavation material, and storage of materials or equipment;
 - For all proposed structures, spot ground elevations at building corners and 20-foot or smaller intervals along the foundation footprint, or one-foot contour elevations throughout the building site;
 - Proposed locations of water supply, sanitary sewer, and utilities;
 - Proposed locations of drainage and stormwater management facilities;
 - Proposed grading plan;
 - Base flood elevations and future-conditions flood elevations;
 - Boundaries of the base flood floodplain and future-conditions floodplain;
 - If applicable, the location of the floodway; and
 - Certification of the above by a registered professional engineer or surveyor.
- Building and Foundation design detail, including but not limited to:
 - Elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all proposed structures;
 - Elevation in relation to mean sea level to which any non-residential structure will be floodproofed;
 - Certification that any proposed non-residential floodproofed structure meets the criteria in Section 605.2(2);
 - For enclosures below the base flood elevation, location and total net area of foundation openings as required in Section 605.1(5).
 - Design plans certified by a registered professional engineer or architect for all proposed structure(s).
- Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development;
- Hard copies and digital files of computer models, if any, copies of work maps, comparison of pre- and post-development conditions base flood elevations, future-conditions flood elevations, flood protection elevations, Special Flood Hazard Areas and regulatory floodway widths, flood profiles and all other computations and other information similar to that presented in the FIS;

-
- ☐ Copies of all applicable State and Federal permits necessary for proposed development; and
 - ☐ All appropriate certifications required under this ordinance;
 - ☐ Certification by the applicant that all development activities will be done according to the plan or previously approved revisions.

Notes:

II. *Standards for Development.*

(a) *General Standards.*

- ☐ No development shall be allowed within the future-conditions floodplain that could result in any of the following:
 - ☐ Raising the base flood elevation or future-conditions flood elevation equal to or more than 0.01 foot;
 - ☐ Reducing the base flood or future-conditions flood storage capacity;
 - ☐ Changing the flow characteristics as to the depth and velocity of the waters of the base flood or future-conditions flood as they pass both the upstream and the downstream boundaries of the development area; or,
 - ☐ Creating hazardous or erosion-producing velocities or resulting in excessive sedimentation.
- ☐ Any development within the future-conditions floodplain allowed under (1) above shall also meet the following conditions:
 - ☐ Compensation for storage capacity shall occur between the average ground water table elevation and the base flood elevation for the base flood, and between the average ground water table elevation and the future-condition flood elevation for the future-conditions flood, and lie either within the boundaries of ownership of the property being developed and shall be within the immediate vicinity of the location of the encroachment. Acceptable means of providing required compensation include lowering of natural ground elevations within the floodplain or lowering of adjoining land areas to create additional floodplain storage. In no case shall any required compensation be provided via bottom storage or by excavating below the elevation of the top of the natural (pre-development) stream channel unless such excavation results from the widening or relocation of the stream channel;
 - ☐ Cut areas shall be stabilized and graded to a slope of no less than 2.0 percent;
 - ☐ Effective transitions shall be provided such that flow velocities occurring on both upstream and downstream properties are not increased or decreased;
 - ☐ Verification of no-rise conditions (0.01 foot or less), flood storage volumes, and flow characteristics shall be provided via a step-backwater analysis meeting the requirements of Section 604.4;
 - ☐ Public utilities and facilities, such as water, sanitary sewer, gas, and electrical systems, shall be located and constructed to minimize or eliminate infiltration or contamination from flood waters; and

-
- Any significant physical changes to the base flood floodplain shall be submitted as a Conditional Letter of Map Revision (CLOMR) or Conditional Letter of Map Amendment (CLOMA), whichever is applicable. The CLOMR submittal shall be subject to approval by the City of Villa Rica using the Community Consent forms before forwarding the submittal package to FEMA for final approval. The responsibility for forwarding the CLOMR to FEMA and for obtaining the CLOMR approval shall be the responsibility of the applicant. Within six months of the completion of construction, the applicant shall submit as-built surveys for a final Letter of Map Revision (LOMR).

(b) *Engineering Study Requirements for Floodplain Encroachments.*

- An engineering study is required, as appropriate to the proposed development activities on the site, whenever a development proposes to disturb any land within the future-conditions floodplain, except for a residential single-lot development on streams without established base flood elevations and/or floodways for which the provisions of Section 605.4 apply. This study shall be prepared by a currently registered Professional Engineer in the State of Georgia and made a part of the application for a permit. This information shall be submitted to and approved by the City of Villa Rica prior to the approval of any permit which would authorize the disturbance of land located within the future-conditions floodplain. Such study shall include:
 - Description of the extent to which any watercourse or floodplain will be altered or relocated as a result of the proposed development;
 - Step-backwater analysis, using a FEMA-approved methodology approved by the City of Villa Rica. Cross-sections (which may be supplemented by the applicant) and flow information will be obtained whenever available. Computations will be shown duplicating FIS results and will then be rerun with the proposed modifications to determine the new base flood profiles, and future-conditions flood profiles;
 - Floodplain storage calculations based on cross-sections (at least one every 100 feet) showing existing and proposed floodplain conditions to show that base flood floodplain and future-conditions floodplain storage capacity would not be diminished by the development;
 - The study shall include a preliminary plat, grading plan, or site plan, as appropriate, which shall clearly define all future-conditions floodplain encroachments.

(c) *Floodway Encroachments.* Located within Areas of Special Flood Hazard are areas designated as floodway. A floodway may be an extremely hazardous area due to velocity flood waters, debris, or erosion potential. In addition, floodways must remain free of encroachment to allow for the discharge of the base flood without increased flood heights. Therefore, the following provisions shall apply:

- Encroachments are prohibited, including earthen fill, new construction, substantial improvements, or other development within the regulatory floodway, except for activities specifically allowed below;
- Encroachments for bridges, culverts, roadways, and utilities within the regulatory floodway may be permitted provided it is demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the encroachment shall not result in any increase to the pre-project base flood elevations, floodway elevations, or

floodway widths during the base flood discharge. A registered professional engineer must provide supporting technical data and certification thereof; and,

- ☐ If the applicant proposes to revise the floodway boundaries, no permit authorizing the encroachment into or an alteration of the floodway shall be issued by the City of Villa Rica until an affirmative Conditional Letter of Map Revision (CLOMR) is issued by FEMA and no-rise certification is approved by the City of Villa Rica Building Official or his designee.

(d) *Maintenance Requirements.*

- ☐ The property owner shall be responsible for continuing maintenance as may be needed within an altered or relocated portion of a floodplain on his property so that the flood-carrying or flood storage capacity is not diminished. The City of Villa Rica Building Official or his designee may direct the property owner (at no cost to the City) to restore the flood-carrying or flood storage capacity of the floodplain if the owner has not performed maintenance as required by the approved floodplain management plan on file with the City of Villa Rica Building Department.

Notes:

213.5 *Stormwater Plan Review Checklist.*

I. *General Information.*

- ☐ Common address and legal description of site.
- ☐ Vicinity map.

Notes:

II. *Existing Conditions Hydrologic Analysis.*

- ☐ Topographic map of existing site conditions with the drainage basin boundaries indicated.
- ☐ Acreage.
- ☐ Soil types and land cover of areas for each sub-basin affected by the project.
- ☐ All perennial and intermittent streams and other surface water features.
- ☐ All existing stormwater conveyances and structural control facilities.
- ☐ Direction of flow and exits from the site.
- ☐ Analysis of runoff provided by off-site areas upstream of the project site.
- ☐ Methodologies, assumptions, site parameters and supporting design calculations used in analyzing the existing conditions site hydrology.

Notes:

III. *Post-Development Hydrologic Analysis.*

- ☐ Topographic map of developed site conditions with the post-development drainage basin boundaries indicated.

-
- Total area of post-development impervious surfaces and other land cover areas for each sub-basin affected by the project.
 - Calculations for determining the runoff volumes that need to be addressed for each sub-basin for the development project to meet the post-development stormwater management performance criteria in Section 804.
 - Location and boundaries of proposed natural feature protection and conservation areas.
 - Documentation and calculations for any applicable site design credits that are being utilized.
 - Methodologies, assumptions, site parameters and supporting design calculations used in analyzing the existing conditions site hydrology.

Notes:

IV. *Stormwater Management System.*

- A map and/or drawing or sketch of the stormwater management facilities, including the location of nonstructural site design features and the placement of existing and proposed structural stormwater controls, including design water surface elevations, storage volumes available from zero to maximum head, location of inlet and outlets, location of bypass and discharge systems, and all orifice/restrictor sizes.
- A narrative describing how the selected structural stormwater controls will be appropriate and effective.
- Cross-section and profile drawings and design details for each of the structural stormwater controls in the system, including supporting calculations to show that the facility is designed according to the applicable design criteria.
- A hydrologic and hydraulic analysis of the stormwater management system for all applicable design storms (including stage-storage or outlet rating curves, and inflow and outflow hydrographs).
- Documentation and supporting calculations to show that the stormwater management system adequately meets the post-development stormwater management performance criteria in Section 804.
- Drawings, design calculations, elevations and hydraulic grade lines for all existing and proposed stormwater conveyance elements including stormwater drains, pipes, culverts, catch basins, channels, swales and areas of overland flow.
- Where applicable, a narrative describing how the stormwater management system corresponds with any watershed protection plans and/or local greenspace protection plan.

Notes:

V. *Post-Development Downstream Analysis.*

- A downstream peak flow analysis which includes the assumptions, results and supporting calculations to show safe passage of post-development design flows downstream.
- The analysis of downstream conditions in the report shall address each and every point or area along the project site's boundaries at which runoff will exit the property.

-
- ☐ The analysis shall focus on the portion of the drainage channel or watercourse immediately downstream from the project.
 - ☐ This area shall extend downstream from the project to a point in the drainage basin where the project area is 10 percent of the total basin area.
 - ☐ The analysis shall be in accordance with the stormwater design manual.

Notes:

VI. *Erosion and Sedimentation Plan.*

- ☐ An erosion and sedimentation control plan in accordance with the City of Villa Rica Erosion and Sedimentation Ordinance or NPDES Permit for Construction Activities.
- ☐ The plan shall also include information on the sequence/phasing of construction and temporary stabilization measures and temporary structures that will be converted into permanent stormwater controls.

Notes:

VII. *Landscaping and Open Space Plan.*

- ☐ A detailed landscaping and vegetation plan prepared in accordance with the City of Villa Rica Tree Preservation and/or Landscape Ordinance.

Notes:

VIII. *Operations and Maintenance Plan.*

- ☐ Identify the parts or components of a stormwater management facility or practice that need to be regularly or periodically inspected and maintained, and the equipment and skills or training necessary.
- ☐ Include an inspection and maintenance schedule, maintenance tasks, responsible parties for maintenance, funding, access and safety issues.
- ☐ Provisions for the periodic review and evaluation of the effectiveness of the maintenance program and the need for revisions or additional maintenance procedures shall be included in the plan.

Notes:

IX. *Maintenance Access Easements.*

- ☐ The applicant must ensure access from public right-of-way to stormwater management facilities and practices requiring regular maintenance at the site for the purpose of inspection and repair by securing all the maintenance access easements needed on a permanent basis. Such access shall be sufficient for all necessary equipment for maintenance activities. Upon final inspection and approval, a plat or document indicating that such easements exist shall be recorded and shall remain in effect even with the transfer of title of the property.

Notes:

X. *Inspection and Maintenance Agreements.*

- ☐ Unless an on-site stormwater management facility or practice is dedicated to and accepted by the City of Villa Rica, the applicant must execute an easement and an inspection and maintenance agreement binding on all subsequent owners of land served by an on-site stormwater management facility or practice.

Notes:

XI. *Evidence of Other Applicable Permits.*

- ☐ The applicant shall certify and provide documentation to the City of Villa Rica that all other applicable environmental permits have been acquired for the site prior to approval of the stormwater management plan.

Notes:

213.6 *City of Villa Rica Final Plat Check List.*

Project Name:

Designer:

Checked By: _____ Date:

Checklist marks to be interpreted as follows:

✓	O.K.	X	Revision Required	N/A	Not Applicable
		?	Additional Information Required		

The plat must include:		
___	1.	Sheet size no greater than 18" x 24".
___	2.	Exact boundary lines of the tract by bearings and distances determined by field survey.
___	3.	Field survey error of closure not to exceed one to ten thousand.
___	4.	Equipment used in field survey.
___	5.	Calculated error of closure of plat.
___	6.	Present zoning and zoning of abutting land. Show all zoning stipulations.
___	7.	Exact locations, R/W widths, and names of all streets that immediately adjoin the subdivision.
___	8.	North arrow.
___	9.	Graphic Scale.
___	10.	Name and address of surveyor or surveyor's firm.
___	11.	Appropriate data for all streets, lot lines, and centerlines as required by the City and according to the requirements of the State of Georgia for professional surveyors and engineers.
___	12.	General notes on the plat stating total project acreage, total number of lots and lot density, minimum size of lots, minimum lot width and frontage, and required setbacks for present zoning.
___	13.	Lots shall be numbered consecutively; divisions shall be made by units or phases.
___	14.	Each lot's area in square feet or acres.
___	15.	Deed book and page number of protective covenants if any.
___	16.	Required buffers and recreational areas if applicable.

___	17.	Land lot lines accurately tied to the lines of the subdivision by distance and angles when such lines traverse or are reasonably close to the subdivision.
___	18.	All surveys and plats must be prepared by a professional land surveyor registered in Georgia.
___	19.	As-built drawings of all water, sewer, and storm systems submitted with no significant unapproved changes from approved construction plans.
___	20.	Sanitary sewer easements, twenty (20) feet if the project has gravity sewer.
___	21.	Ten (10) foot easements for cross-country water mains.
___	22.	For storm drainage easements, 10 feet for piped runoff, 20 feet for ditches, encompassing the detention facility and access, if utilized.
___	23.	Easement statement centers easements on constructed storm sewers.
___	24.	Provide note that drainage easements off the R/W shall be maintained by the property owner.
___	25.	Abutting existing City or County Roads showing existing right-of-way and pavement widths.
___	26.	Location of 100-year floodplain and Future Conditions floodplain and statement prohibiting house finished floor elevations lower than 4-feet above the floodplain or statement that no part of the property lies within the 100-year floodplain.
___	28.	For lots upstream of culvert road crossings, provide statement that finished floor elevations shall be no less than 2 feet above the low point in the road.
___	29.	Location of dam breach zone and statement prohibiting a house being located within the dam breach zone if an existing or proposed pond or lake is a part of the development.
___	30.	Adequate R/W for existing and new roads.
___	31.	Appropriate curve data for streets.
___	32.	Accurate location, material, and description of all monuments and markers.
___	33.	Show sidewalks on at least one side of street.
___	34.	Bond Amounts:
___		Maintenance Bond: _____
___		Performance Bond: _____
___	35.	AutoCAD file of the final plat.
___	36.	
Owner's Certificate		
The owner of the plat shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey, that all state, city and county taxes or other assessments now due on this land have been paid, that all streets, water systems drains and drainage easements, and public places are dedicated to the use of the public in perpetuity.		
Owner	Date	
___	37.	
Surveyor's Certificate		
It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision, that all monuments shown hereon actually exist or are marked future and their location, size, type and material are correctly shown, and that all requirements of the development and zoning regulations have been fully complied with.		
Surveyor's Signature	Date	
___	38.	
City of Villa Rica Certificate		

In accordance with the City of Villa Rica Development Regulations and the City's Zoning Ordinance, all requirements of approval have been fulfilled; this plat is given final approval by the following officials on behalf of the City of Villa Rica:	
Community Development Director	Date
Planning Commission	Date
Mayor	Date
Additional Comments:	



Staff Report RA-01-2026

Applicant: Apex Nexus Investments, LLC. Owner: Krish Patel

Address: 974 Dallas Highway

Land Lots: 0143, 0146

Parcel: V04 0130002

Acreage: ±1.56 acres

Ward: 3

City Council Member: Stephanie Warmoth

Planning Commission Member: Anna McCoy

City of Villa Rica/Carroll County

The applicant, Apex Nexus Investments, LLC, requests rezoning of Parcel V04 0130002 from AG (Single-Family Agricultural) to C-1 (Commercial Low-Density), to develop approximately 1.56 ± acres located at 974 Dallas Highway.

The request is intended to allow the development of a filling station with a convenience store, gasoline fueling canopy, and white-box retail space. The proposed use is a high-impact, auto-oriented commercial use. Such uses generate frequent vehicle trips and turning movements, extended hours of operation, and elevated noise and lighting levels. A gasoline filling station generates activity levels that exceed those of typical low-intensity commercial uses, particularly when located adjacent to residential development.

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

1. Rezoning Application, submitted by Apex Nexus Investments, LLC (5 pages).
2. Statement of Intent (1 page).
3. Site Plan, prepared by Maria Cooper, revision submitted on January 28, 2026 (1 page).
4. Boundary Survey, prepared by DES, dated May 9, 2025 (1 page).
5. GDOT Historic Traffic Count data sheet, for the subject location.
6. Soil Survey and Report, prepared by DES, dated June 2, 2025 (3 page).
7. Front elevation and Fuel Center rendering (2 pages).
8. Limited Warranty Deed dated November 19, 2025. (2 pages)
9. Commercial Water Capacity Letter of Availability, dated August 11, 2025 (1 page).



A. Background

A prior rezoning request (RA-04-23) was denied by City Council on May 9, 2023. The previous proposal also sought to rezone the property from AG to C-1 to allow the development of a fueling station. The denial was based on a determination that a service station was not the highest and best use of property at that time, despite the Comprehensive Plan generally supporting commercial zoning along the Dallas Highway corridor.

The new applicant has revised the development proposal and updated the site plan to address concerns identified during the prior review process. Notably, the revised site plan demonstrates inter-parcel access to adjacent properties on both sides of the site, improved driveway location, as well as proposes sidewalks along the frontage.



FIGURE 1. AERIAL MAP. 974 DALLAS HWY.

Surrounding Properties:

The subject property consists of a single parcel with frontage along Dallas Highway and is currently developed with a detached single-family home. The location is in between the newly developed roundabouts on Dallas Highway. Surrounding development includes commercial uses to the west (Dollar General) and residential



use to the east. The property to the north is zoned AG (Single-Family Agricultural) and is undeveloped. Undeveloped commercial zoning prevails to the south across Dallas Hwy.

TABLE 1. SURROUNDING LAND USES

Current Zoning		Land Use
North	AG (Single-Family Agricultural)	Undeveloped
East	AG (Single-Family Agricultural)	Residential
South	C-1 (Commercial Low-Density)	Undeveloped
West	C-1 (Commercial Low-Density)	Commercial (Dollar General)

B. Proposed Development

The applicant proposes redevelopment of the ±1.56-acre parcel with a single-story convenience store containing approximately 4,650 square feet of floor area, along with a 4,550 square feet gasoline fueling canopy consisting of six (6) fuel pumps arranged on three (3) fueling islands. The development includes an additional 1,200 square feet of white-box retail space, attached to the convenience store building.

The site plan proposes inter-parcel vehicular access to the adjacent properties on both the east and west, which is consistent with access management best practices. The proposed primary access point along Dallas Highway is shown to be located approximately 160 feet west of the existing residential driveway to the east, exceeding the minimum 150-foot driveway spacing required by Georgia Department of Transportation (GDOT). Final access design, driveway configuration, and any required access restrictions will be subject to GDOT review and approval during the permitting process. The City Engineer has advised that a traffic study must be submitted with civil plans, and that GDOT would be involved in the permitting and access approval process.

Sidewalks are proposed along the entire frontage of the property, consistent with existing sidewalks along the Dollar General frontage.

Public sanitary sewer is not available to the site. The applicant proposes to utilize the existing on-site septic system, which will require inspection and approval by the Environmental Health Department and verification that the system is adequately sized for the proposed use. Upgrades may be required if deficiencies are identified.

C. Zoning Ordinance Compliance

The submitted site plan proposes a 10-foot landscape buffer along the side property line adjacent to an existing residential use. However, a 30-foot landscape buffer is required to comply with use separation standards.

Section 7.05 of the Zoning Ordinance requires wider landscaped buffers where new commercial development is located adjacent to existing residential uses to provide adequate separation, visual screening, and to reduce potential land use conflicts. In accordance with Table 7.8 (Applicable Buffer Yard Types) and Table 7.9 (Buffer Yard Types Description), a Type 3 buffer is required when new commercial development abuts residential zoning. A Type 3 buffer requires a minimum 30-foot landscaped buffer.



The site plan would need to be revised to demonstrate a 30-foot landscape on the side adjacent to residential or seek a variance approval from the buffer yard standards of the Zoning Ordinance.

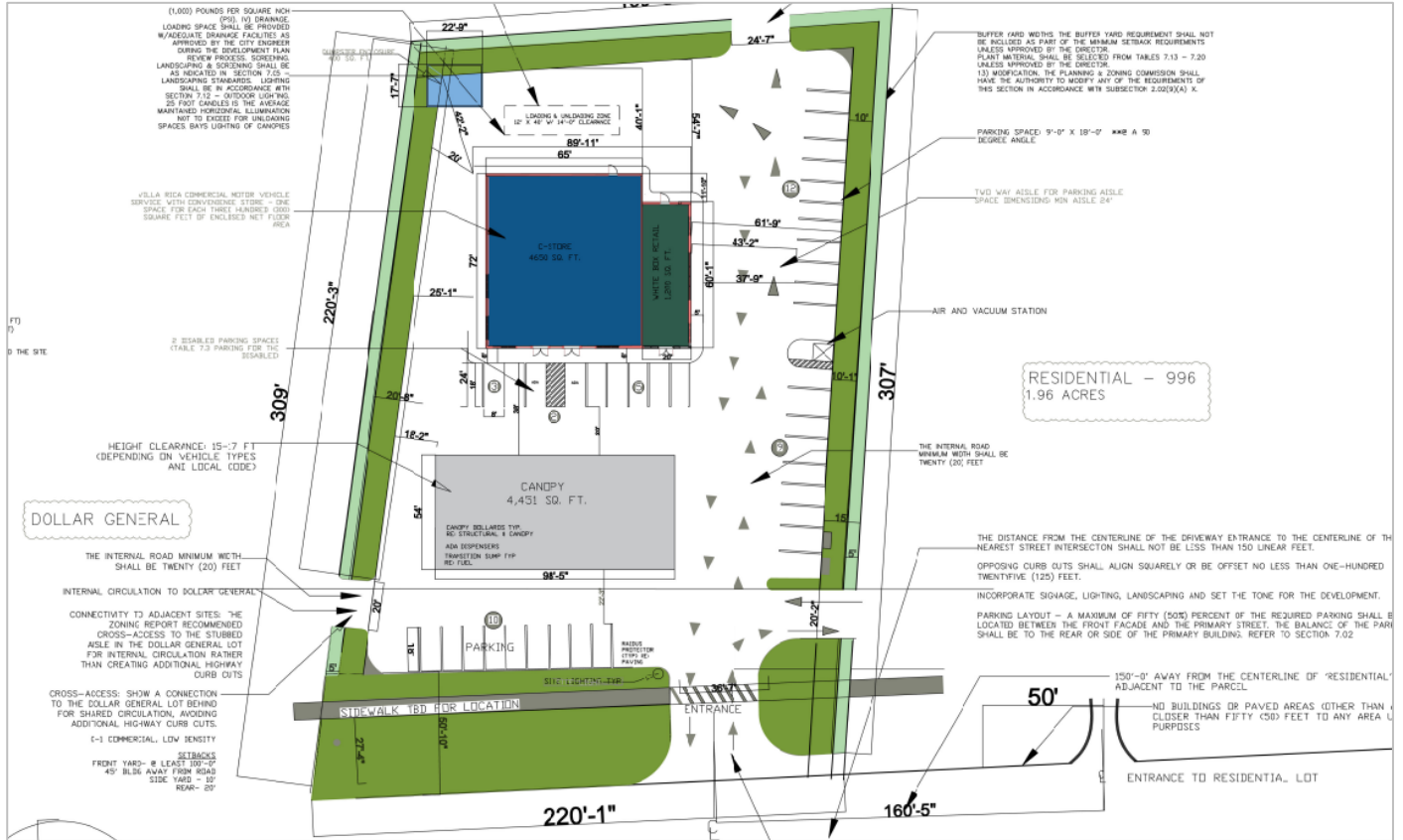


FIGURE 2. SITE PLAN. 974 DALLAS HWY.



FIGURE 3. RENDERING. FRONT ELEVATION.

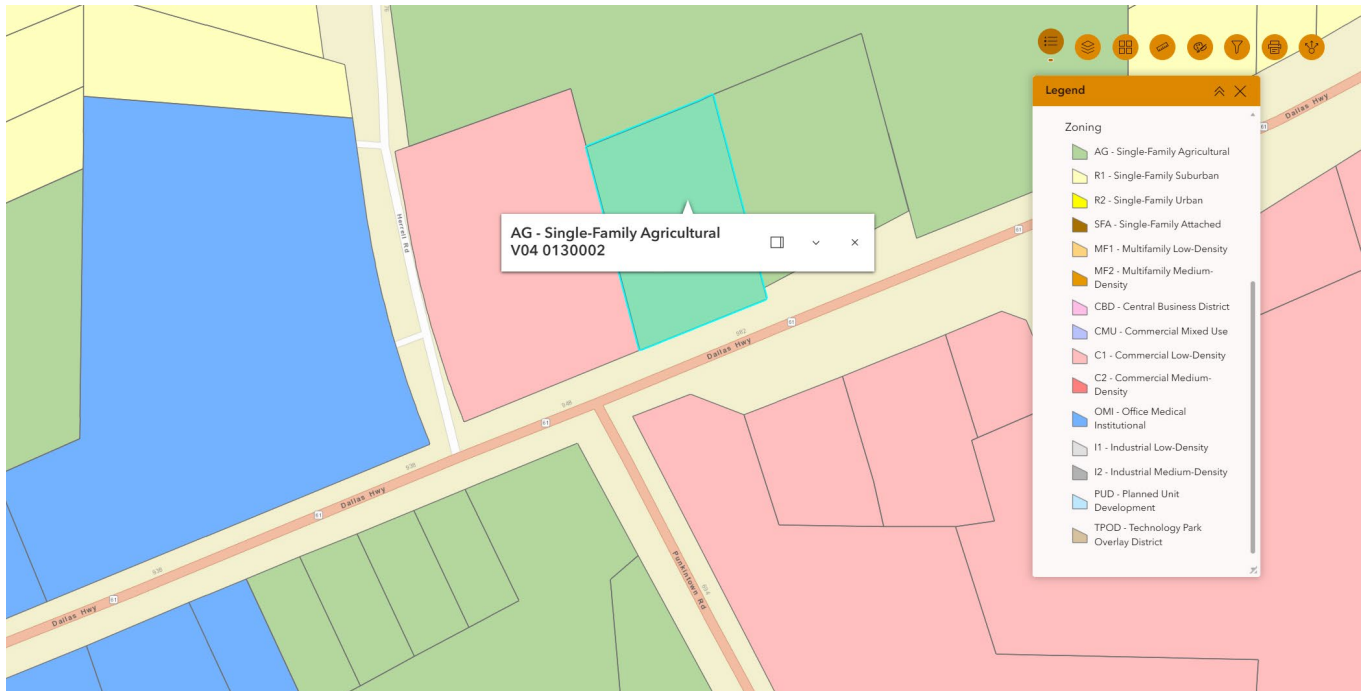
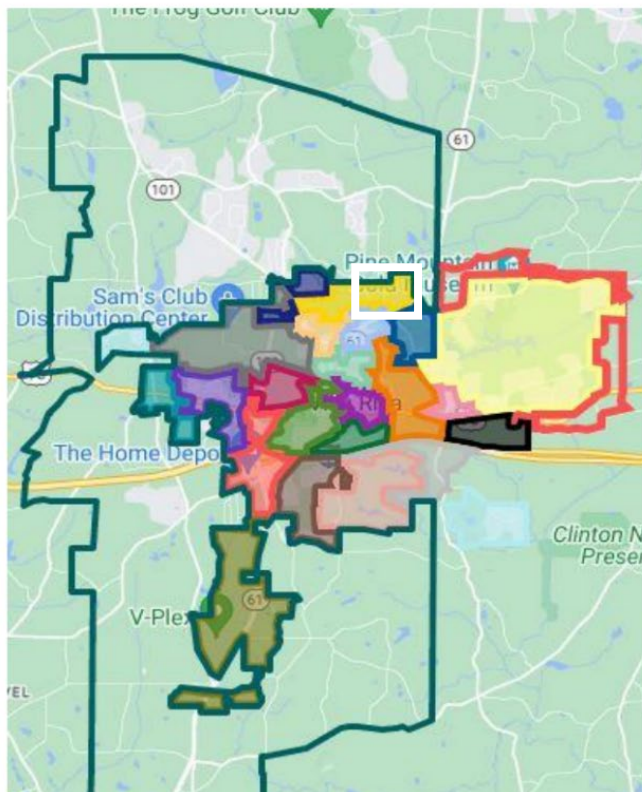


FIGURE 4. VILLA RICA ZONING MAP

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
- Carroll Village

FIGURE 5. VILLA RICA FUTURE DEVELOPMENT MAP



D. Rezoning Review Criteria

The Zoning Ordinance of the City of Villa Rica, Section 11.05(2)(b), requires the Planning & Zoning Commission and the legislative body to pay reasonable regard to the following when preparing and considering proposed amendments:

i. The Comprehensive Plan.

The subject property is located within the Miner's Village Future Development Area as designated in the City of Villa Rica Comprehensive Plan. Within Miner's Village, the Comprehensive Plan identifies Commercial Corridor as an appropriate land use category for properties located along arterial roadways. The Commercial Corridor designation is intended to accommodate commercial development while emphasizing coordinated access, traffic safety, and compatibility with surrounding land uses.

In addition to supporting commercial activity along major corridors, the Comprehensive Plan establishes Design Principles for Commercial Corridors. Under the Green Space design principle, development is expected to incorporate formal landscaping and adequate screening between commercial uses and adjacent residential areas. The intent is to ensure that commercial development does not encroach upon or adversely impact nearby residential uses.

While the requested rezoning to C-1 aligns with the general Commercial Corridor land use designation, the proposed site plan provides only a 10-foot landscaped buffer adjacent to existing residential use, where the Zoning Ordinance requires a minimum 30-foot Type 3 buffer to achieve appropriate screening and separation. The inability to provide the required landscaped buffering between commercial and residential undermines the Comprehensive Plan's stated objective of protecting adjacent residential areas through adequate screening and transitional design.

Additionally, the proposed gasoline filling station represents a high-impact, auto-oriented commercial use whose operational characteristics intensify the need for adequate buffering. As proposed, the development does not fully align with the Comprehensive Plan's design principles intended to mitigate land use conflicts along Commercial Corridors.

ii. Current conditions and the character of current structures and uses in each district.

The subject property has a vacant house and is located between the new roundabouts on Dallas Highway. The area has new roadway infrastructure and developable property to support increased commercial activity in the future. Surrounding land uses include an occupied home to the east, a new Dollar General to the west, undeveloped AG-zoning to the north, and vacant commercially zoned properties to the south across Dallas Highway. The corridor's evolving character reflects a transition from rural residential to mixed commercial uses, particularly along the Dallas Highway frontage.

The new Dollar General was rezoned in July 2021 from AG (Single-Family Agricultural) to C-1 (Commercial Low-Density). This retail store is located on a corner lot, with vehicular access from the side street (Herrell Street) rather than directly from Dallas Highway.



iii. The most desirable use for which the land in each district is adapted.

Due to the property's frontage on an arterial roadway, parcel size, and proximity to existing commercial development, the site is physically suited for low-intensity commercial uses permitted within the C-1 zoning district. However, the proposed convenience store with fuel sales represents a high-impact, auto-oriented commercial use that generates activity levels, traffic, lighting, and operational impacts that are incompatible with the site's immediate proximity to existing residential development.

While the Zoning Ordinance requires a minimum 30-foot buffer yard to mitigate such impacts, the site's constraint limits the ability to provide the required separation. As a result, the proposed use is not appropriate for this location and does not represent a compatible transition between commercial and residential uses.

iv. The conservation of property values throughout the jurisdiction; and

The proposed rezoning could adversely affect surrounding residential property values. Commercial development is already established along portions of the Dallas Highway corridor, and the proposed site layout incorporates access management through the proposed inter-parcel connectivity to Dollar General. However, the buffering and landscaping proposed on the east boundary is non-compliant and insufficient to reduce potential impacts to the adjacent residential property. The code requires a 30-foot landscaped buffer adjacent to existing residential, but only a 10-foot buffer is proposed.

v. Responsible development and growth.

Responsible development and growth require that new commercial uses be compatible with adjacent land uses and capable of meeting applicable buffering, infrastructure, and access standards. Although the applicant has revised the site plan to demonstrate inter-parcel connectivity, the proposal continues to present land use conflicts with the adjacent residential property. The site plan does not demonstrate compliance with required buffer yard standards, and the proposed fueling station does not represent an appropriate low intensity use at this location.

E. Comments

No additional comments.

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 January 20, 2026, and on February 5, 2026. A sign has been posted on the subject properties; and the abutting property owners have been sent notification via mail.

Public Response:

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



G. Recommendations

The subject property is located within the Miner's Village Future Development Area and along a designated Commercial Corridor where commercial zoning is appropriate in general, however, the proposed use presents compatibility concerns due to its operational intensity and proximity to existing residential development. Site constraints limit the ability to provide adequate buffering to surrounding residential.

The staff recommendation is for denial, but should the City Council consider approval, staff has provided conditions to directly address the various concerns raised by this proposal, particularly related to inter-parcel access, buffering to adjacent residential, septic system, traffic impacts, and access management.

Staff recommend DENIAL. Should approval be considered, staff propose the following conditions:

1. All building, fire life safety, design and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Prior to issuance of any land disturbance or building permits, the applicant shall either:
 - i. Revise the site and landscape plans to fully comply with the Type 3 buffer yard requirement (30 feet) along the eastern property line adjacent to residential zoning; or
 - ii. Obtain approval of a variance from the City Council for any reduction in the required buffer yard width.
3. A detailed site plan prepared and sealed by a licensed engineer, consistent with the conceptual site plan dated 1/28/2026, shall be submitted for review and approval, prior to issuance of a land disturbance permit.
4. A detailed landscape plan prepared and sealed by a licensed landscape architect shall be submitted for review and approval in accordance with Section 7.05 (Landscaping Standards) prior to issuance of a land disturbance permit.
5. Prior to issuance of a certificate of occupancy, the applicant shall provide an inter-parcel access easement and construct a vehicular connection to the adjacent commercial property to the west (Dollar General), in a location and manner approved by the Community Development Department and City Engineer. The easement shall be recorded and shown on all final site and civil plans.
6. A traffic impact study shall be submitted with civil construction plans. Any recommended roadway, access, or traffic control improvements shall be implemented or guaranteed, as determined and approved by the City Engineer.
7. All access to Dallas Highway shall be subject to Georgia Department of Transportation (GDOT) review and approval. Required GDOT permits shall be obtained prior to construction.
8. Final driveway locations, spacing, and access type (including any right-in/right-out restrictions) shall be subject to City Engineer and GDOT approval.



9. The proposed development shall comply with all City utility requirements. Any use of on-site septic system shall be subject to approval by the appropriate regulatory health agencies. Connection to public sewer shall be required when and if service becomes available, in accordance with City's ordinance.

Planning and Zoning Commission's Recommendation:



CITY OF VILLA RICA

City Council Meeting Agenda Item Cover Sheet

SUBJECT: Rezoning request submitted by Apex Nexus Investments, LLC. The request is to rezone the subject property from Agricultural Residential (AG) to Commercial Low-Density (C1). The property is located at 974 Dallas Highway (corrected), within Land Lot 208 of District 2, also known as Parcel Numbers V04 0130002, and is located within Carroll County, GA, Ward 3. The total property size is approximately 1.56 ± acres. **This is a Public Hearing.**

WORK SESSION DATE: March 3, 2026

MEETING DATE: March 10, 2026

PREPARED BY: Shaun Myers, Planning and Zoning Administrator

PUBLIC HEARING: YES

PURPOSE:

The applicant requests approval of a rezoning from AG (Single-Family Agricultural) to C-1 (Commercial, Low-Density) to allow development of a filling station with a convenience store, gasoline fueling canopy, and approximately 1,200 square feet of attached white-box retail space.

BACKGROUND:

A prior rezoning request (RA-04-23) to allow development of a fueling station on the subject property was denied by City Council on May 9, 2023. The subject property is located along Dallas Highway between the two recently constructed roundabouts. Surrounding land uses include commercial development to the west (Dollar General), occupied residential to the east, undeveloped AG zoning to the north, and vacant commercially zoned property to the south across Dallas Highway. The property is located within the Miner's Village Future Development Area and along a designated Commercial Corridor in the City of Villa Rica Comprehensive Plan.

The proposed development would introduce a high-impact, auto-oriented commercial use at a location better suited for low-intensity commercial uses. The development proposes inter-parcel connectivity and frontage sidewalks; however, the site plan does not demonstrate compliance with the required 30-foot landscaped buffer adjacent to existing residential development. The proposal also relies on an on-site septic system and will require additional traffic analysis and GDOT access approvals.

IMPACT:

STAFF RECOMMENDATION:

Staff recommends **DENIAL** of the requested rezoning. While commercial zoning is generally supported along the Dallas Highway corridor, the proposed gasoline filling station presents compatibility concerns due to its operational intensity and proximity to adjacent residential use. The site plan does not demonstrate compliance with Comprehensive Plan's design principles for commercial corridors, nor the required buffering standards for adjacent residential, and presents limitations related to traffic and access management.

Staff recommend DENIAL. Should approval be considered, staff propose the following conditions:

1. All building, fire life safety, design and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Prior to issuance of any land disturbance or building permits, the applicant shall either:
 - i. Revise the site and landscape plans to fully comply with the Type 3 buffer yard requirement (30 feet) along the eastern property line adjacent to residential zoning; or
 - ii. Obtain approval of a variance from the City Council for any reduction in the required buffer yard width.
3. A detailed site plan prepared and sealed by a licensed engineer, consistent with the conceptual site plan dated 1/28/2026, shall be submitted for review and approval, prior to issuance of a land disturbance permit.
4. A detailed landscape plan prepared and sealed by a licensed landscape architect shall be submitted for review and approval in accordance with Section 7.05 (Landscaping Standards) prior to issuance of a land disturbance permit.
5. Prior to issuance of a certificate of occupancy, the applicant shall provide an inter-parcel access easement and construct a vehicular connection to the adjacent commercial property to the west (Dollar General), in a location and manner approved by the Community Development Department and City Engineer. The easement shall be recorded and shown on all final site and civil plans.
6. A traffic impact study shall be submitted with civil construction plans. Any recommended roadway, access, or traffic control improvements shall be implemented or guaranteed, as determined and approved by the City Engineer.
7. All access to Dallas Highway shall be subject to Georgia Department of Transportation (GDOT) review and approval. Required GDOT permits shall be obtained prior to construction.
8. Final driveway locations, spacing, and access type (including any right-in/right-out restrictions) shall be subject to City Engineer and GDOT approval.

9. The proposed development shall comply with all City utility requirements. Any use of on-site septic system shall be subject to approval by the appropriate regulatory health agencies. Connection to public sewer shall be required when and if service becomes available, in accordance with City's ordinance.

Planning and Zoning Commission's Recommendation:

MOTION:

I move to deny the request to rezone the property located at 974 Dallas Highway (Parcel Number V04 0130002) from AG (Single-Family Agricultural) to C-1 (Commercial, Low-Density).

Or should approval be considered:

I move to approve the request to rezone the property located at 974 Dallas Highway (Parcel Number V04 0130002) from AG (Single-Family Agricultural) to C-1 (Commercial, Low-Density), subject to the nine (9) conditions recommended by staff.



Community Development Department

Rezoning Request

Application Submittal Checklist

- ☒ **1. Schedule Technical Advisory Committee (TAC) Meeting**
A TAC meeting is required before submitting zoning requests.
- ☒ **2. Submit Water/Sewer Capacity Application (if applicable)**
New developments and changes in use require prior approval from the Utility Department.
- ☒ **3. Proof of Ownership or Authorization**
Copy of deed, lease, option agreement, or other evidence of ownership or applicant's legal interest in the property. If applicant is not the property owner, submit the owner's authorization form.
- ☒ **4. Site Plan**
A site development plan prepared in conformance with submittal requirements in *Sec. 11.03* (unless it is waived by Community Development Director or requested zoning district is Single-Family Residential)
- ☒ **5. Statement of Intent**
A written statement describing the following:
 - i. The proposed uses and the effect the proposed use may have on surrounding properties and a statement of the facts indicating that the proposed change will not be detrimental to the general public interest and the purposes of the Zoning Ordinance.
 - ii. Whether such change is consistent with the intent and the purpose of the Zoning Ordinance and the goals and policies of the Comprehensive Plan.
 - iii. The areas which are most likely to be directly affected by such a change and the likely effects.
 - iv. Whether the proposed amendment is made necessary because of changed or changing social values, new planning concepts, or other social or economic conditions in the areas and zoning districts affected.
 - v. The proposed time schedule and phasing for development.
 - vi. The source/method for providing utility/infrastructure services to the property.
 - vii. A description of existing road conditions and any new roads to be included in the development and of the effect the proposed development will have on existing road and traffic conditions; and
 - viii. A list of any state, federal, or other public agencies' approvals or permits required for the proposed development.
- ☒ **6. Additional Exhibits or Studies**
Any other information or exhibits or studies that are substantial to the request, or if required by the Community Development Director or Planning and Zoning Commission.
- ☒ **7. Application Fee**
Pay the applicable zoning fee. The current fee schedule is included in the application packet.



Rezoning Request

Review Process, Fee Schedule and Calendar

Rezoning Review Process

Pre-Application Conference

Applicants must request a pre-application conference with staff to discuss the proposal before filing a rezoning request.



Application Filed with the Department

- Staff reviews the application for completeness.
- A public hearing date is scheduled.
- Required public notification is issued.



Planning Commission Public Hearing & Action

- A public hearing is held within **45 days** of filing application.
- Planning Commission (PC) considers staff recommendation, the applicant's presentation, and public testimony.
- PC action recommends **approve** or **deny** to City Council



City Council Public Hearing and Action

- A public hearing is held within **45 days** of PC action.
- Council considers Staff and PC recommendations, the applicant's presentation, and public testimony.
- The City Council may either **approve** or **deny** the request.

Rezoning Fee Schedule

Acreage	Residential	Commercial	Industrial	PUD
0-5	\$300	\$600	\$750	\$800
5.1-10	\$400	\$700	\$850	\$1000
10.1-20	\$600	\$1100	\$1100	\$1200
20.1-30	\$800	\$1200	\$1300	\$1500
30.1-40	\$900	\$1400	\$1400	\$1600
40.1-50	\$1000	\$1500	\$1600	\$1800
50.1-60	\$1100	\$1600	\$1700	\$1900
60.01 +	\$1200 + 25/acre Max. of \$2500	\$1600 + 25/acre Max. of \$4000	\$1800 + 25/acre Max. of \$5000	\$2000 + 25.99/acre Max. of \$6000

Zoning Calendar

[Click Here for Calendar](#)
or Scan QR Code





Community Development Dept.
206 North Avenue,
Villa Rica, GA 30180.
smyers@villarica.gov.
678-785-9995

Rezoning Request

Application Form

Applicant Information

Name Apex Nexus Investment LLC

Phone 770.546.3098

Mailing Address 974 Dallas Hwy Villa Rica, GA 30180

Email Apexnexus333@gmail.com

Rezoning Request Property Information

Address 974 Dallas Hwy Villa Rica, GA 30180

Parcel ID Number(s) V04 0130002

Acreage 1.5

Lot Number(s) 208/02

Present Zoning AG

Proposed Zoning C-1

Present Use Vacant House

Proposed Use Filling Station

Additional Information, If Applicable

Gross Density

Net Density

Open Space %

Impervious Surface %

Notary Attestation

I, Apex Nexus Investments LLC, hereby state that the above statements and statements contained in the documents submitted with this application are true and correct to the best of my knowledge. I hereby request processing of this application.

Executed in Villa Rica (City), GA (State).

K. Patel
Signature of Applicant

Krish Patel
Printed Name

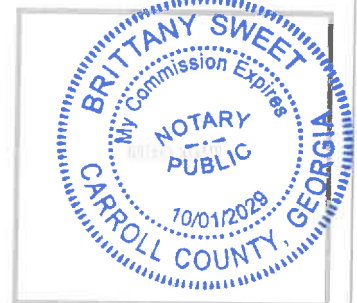
12/29/2025
Date

Subscribed and sworn before me this 28th day of 12 month, 2025

Brittany Sweet
Signature of Notary Public

Brittany Sweet
Name of Notary Public

10/01/2029
My Commission Expires



For Official Use Only

Case #

Application Accepted by

Acceptance Date

Planning Commission Hearing

City Council Hearing



Community Development Dept.
206 North Avenue,
Villa Rica, GA 30180.
smyers@villarica.gov.
678-785-9995

Rezoning Request

Campaign Contribution Disclosure

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered: Has the applicant made, within two (2) years immediately preceding the filing of this application for rezoning, campaign contributions aggregating \$250 or more or made gifts having in the aggregate a value of \$250 or more to a member of the City Council or Planning Commission who will consider the application?

Yes ☐ No ☒

If Yes, the applicant and the attorney representing the applicant must file a disclosure report with the City within ten (10) days after this application is first filed. Please supply the following information that will be considered as the required disclosure:

Council / Planning Commission Member	Dollar amount of Campaign Contribution	Description of Gift \$250 or greater

Signature of Applicant _____			Printed Name _____			Date _____		
State of _____, County of _____.								
This instrument was acknowledged before me this _____ day of _____ month,								
20 _____, by _____, Identification Presented: _____								
Signature of Notary Public _____			Name of Notary Public _____			My Commission Expires _____		

Signature of Attorney _____			Printed Name _____			Date _____		
State of _____, County of _____.								
This instrument was acknowledged before me this _____ day of _____ month,								
20 _____, by _____, Identification Presented: _____								
Signature of Notary Public _____			Name of Notary Public _____			My Commission Expires _____		



Community Development Dept.
206 North Avenue,
Villa Rica, GA 30180.
smyers@villarica.gov.
678-785-9995

Rezoning Request

Owner's Authorization Form

Applicant Information

Applicant Name	Apexnexus333@gmail.com	Applicant's Address	974 Dallas Hwy, Villa Rica, GA 30180
Property Address	974 Dallas Hwy, Villa Rica, GA 30180	Property PIN	

This is to certify that I am ☐ or We are ☐ or I am ☐ the Authorized Representative of a Corporation that is the owner of a majority interest in the subject property of the attached application. By execution of this form, this is to authorize the person names as "applicant" below, acting on behalf of the owner, to file for and pursue a request for approval of the following:

Check all that apply:

Variance ☐	Special Exception ☐	Rezoning ☒
Administrative Variance ☐	Floodplain Variance ☐	Appeal of Administrative Decision ☐

Signature of Property Owner(s)

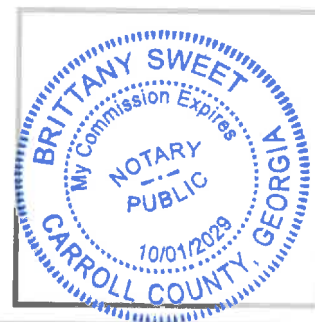
<u>K. Patel</u>	Krish Patel	12.28.25
Signature of Owner	Printed Name	Date

State of GA, County of Carroll

This instrument was acknowledged before me this 28th day of December

20 25, by Krish Patel name of signer. Identification Presented: Member

<u>Brittany Sweet</u>	<u>Brittany Sweet</u>	<u>10/01/2029</u>
Signature of Notary Public	Name of Notary Public	My Commission Expires



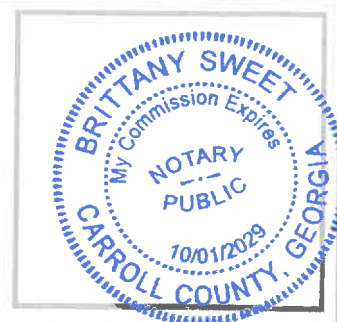
<u>Varsha Patel</u>	<u>Varsha Patel</u>	<u>12/29/25</u>
Signature of Owner	Printed Name	Date

State of MD, County of Dorchester

This instrument was acknowledged before me this 29 day of December 2025

20 25 by Varsha Patel name of signer. Identification Presented: Member

<u>Brittany Sweet</u>	<u>Brittany Sweet</u>	<u>10/01/2029</u>
Signature of Notary Public	Name of Notary Public	My Commission Expires



Statement of Intent

Proposed Rezoning: AG to C-1

Property Address: 974 Dallas Highway, Villa Rica, Georgia 30180

i. Proposed Use

The applicant proposes to rezone the subject property from Agricultural (AG) to Commercial to allow for a neighborhood-serving gas station with convenience retail. The proposed use is appropriate for the location and will be designed and operated in compliance with applicable zoning and site development standards.

ii. Consistency with Zoning and Comprehensive Plan

The proposed rezoning is consistent with the City of Villa Rica Zoning Ordinance and Comprehensive Plan, which support commercial development along major transportation corridors and in areas with infrastructure investment.

iii. Impact on Surrounding Properties

The proposed development is not expected to have any adverse effects on surrounding properties.

iv. Necessity of the Amendment

The amendment is necessary due to changing land use patterns and roadway conditions along Dallas Highway. The property is located along a high-traffic corridor and in proximity to existing and planned commercial development, making it better suited for commercial use than agricultural or low-density residential use.

v. Time Schedule and Phasing

Construction is anticipated to begin following approval of site plans and any necessary guidance from the City.

vi. Utility and Infrastructure Services

The property will be served by public water. Sanitary wastewater will be provided via an existing on-site septic system, which will be upgraded as necessary to meet the needs of the development. Other utilities, including electricity and telecommunications, are available to the site.

vii. Road and Traffic Conditions

The property fronts Dallas Highway. The applicant will comply with all Georgia Department of Transportation (GDOT) access requirements. No new public roads are proposed.

viii. Required Approvals and Permits

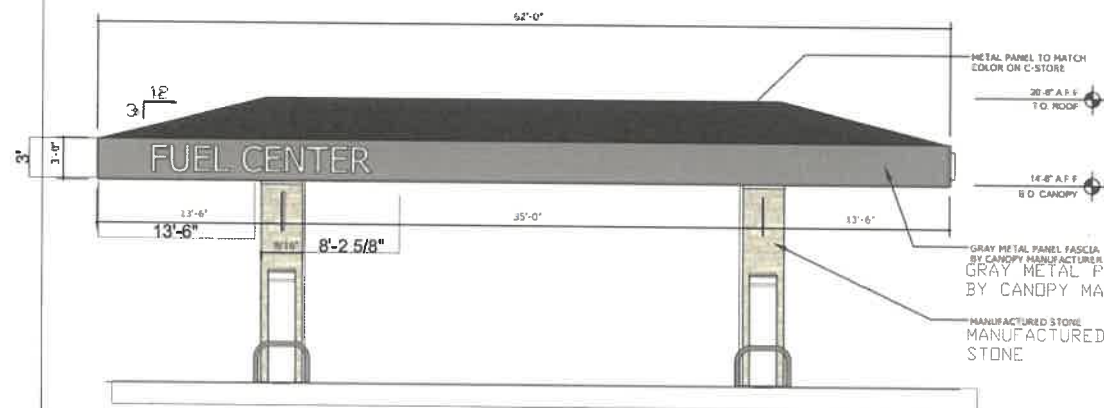
Approvals and permits may be required from the City of Villa Rica and the Georgia Environmental Protection Division (EPD), as applicable.

Front Elevation Rendering





NORTH & SOUTH ELEVATIONS



EAST & WEST ELEVATIONS

METAL PANEL TO MATCH COLOR ON C-STORE

GRAY METAL PANEL FASCIA BY CANOPY MANUFACTURER

MANUFACTURED STONE

METAL PANEL TO MATCH COLOR ON C-STORE

GRAY METAL PANEL FASCIA BY CANOPY MANUFACTURER

MANUFACTURED STONE

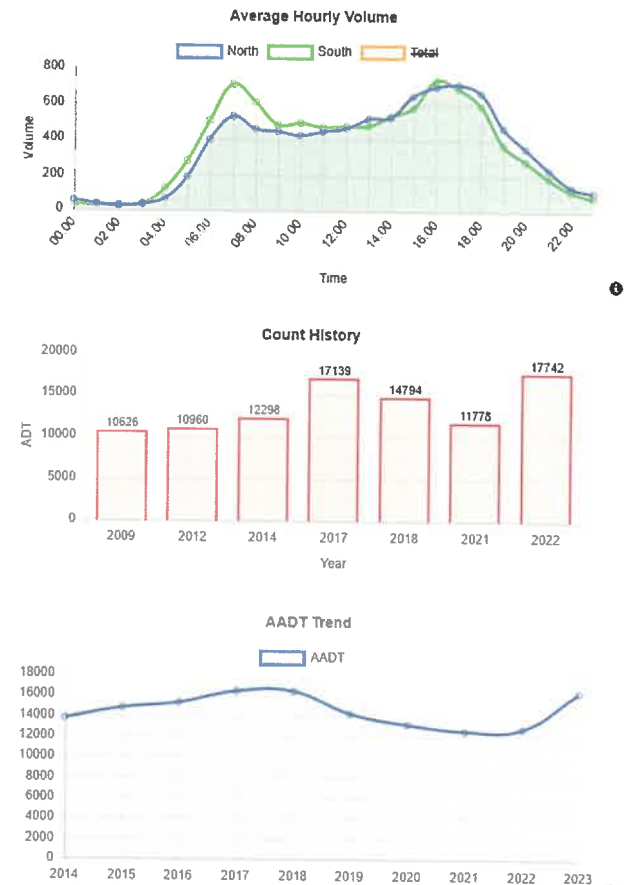
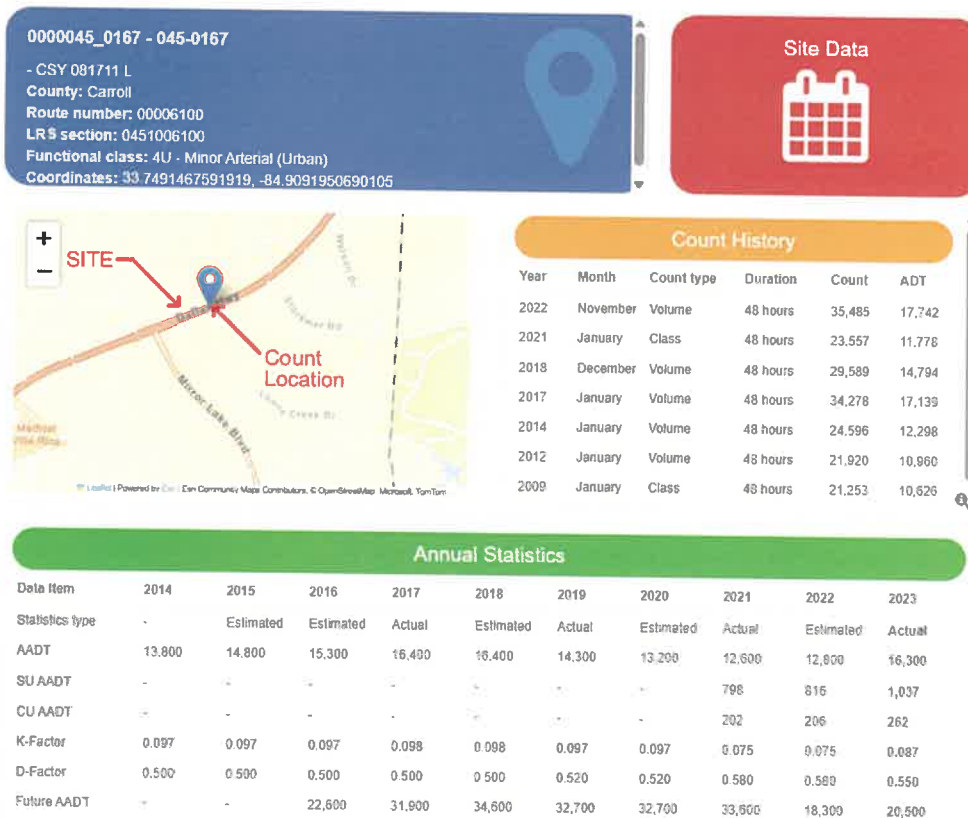
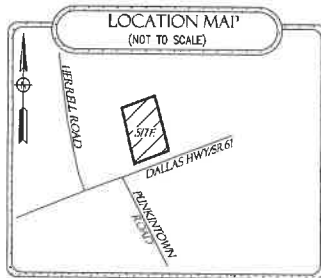


Figure 3 - Georgia DOT Count Location & Data



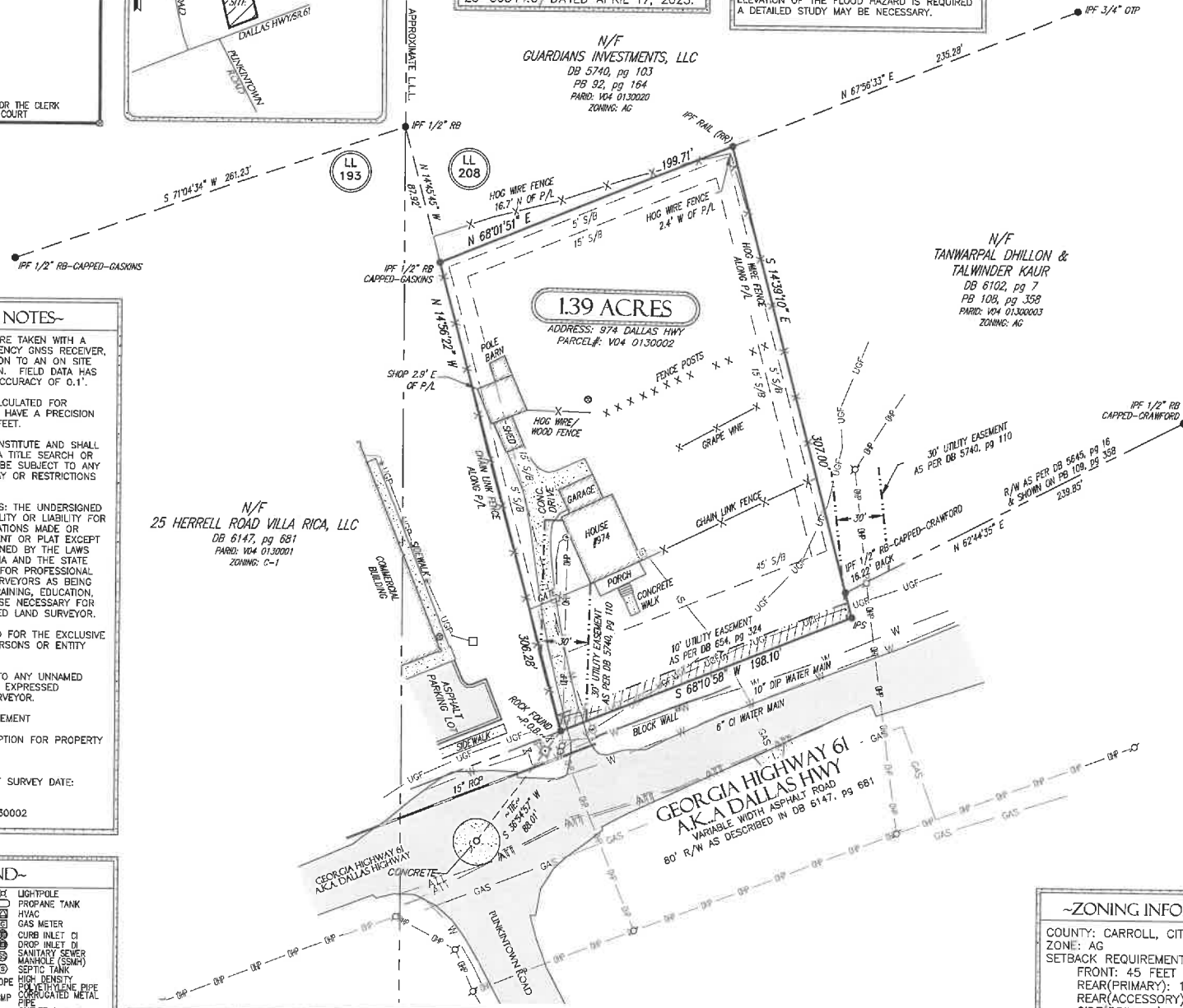
-UTILITY NOTE-
UNDERGROUND UTILITIES SHOWN
HEREON WERE LOCATED BY
GROUNDHAWK SUBTERRANEAN
INTELLIGENCE (JOB NUMBER:
25-G0344.0) DATED APRIL 17, 2025.

-FLOOD NOTE-
BASED ON AN INTERPRETATION OF FLOOD
INSURANCE RATE MAP NO. 13045001560,
EFFECTIVE DATE 9/19/2007, THIS SITE IS NOT
LOCATED WITHIN THE 100-YEAR FLOOD PRONE
AREA. IF THE ACCURATE LOCATION AND/OR
ELEVATION OF THE FLOOD HAZARD IS REQUIRED
A DETAILED STUDY MAY BE NECESSARY.



PREPARED BY
DES DAVIS
ENGINEERING & SURVEYING
24 DAWSON VILLAGE
WAY SOUTH
DAWSONVILLE, GA 30534
PHONE: (706) 265-1234
DAVISENGINEERS.COM

THIS BLOCK RESERVED FOR THE CLERK
OF THE SUPERIOR COURT



-SURVEY NOTES-

FIELD MEASUREMENTS WERE TAKEN WITH A
LEICA GS18 DUAL FREQUENCY GNSS RECEIVER,
USING AN RTK CONNECTION TO AN ON SITE
LEICA GS18 BASE STATION. FIELD DATA HAS
A RELATIVE POSITIONAL ACCURACY OF 0.1'.

THIS PLAT HAS BEEN CALCULATED FOR
CLOSURE AND FOUND TO HAVE A PRECISION
OF 1 FOOT IN 346,870 FEET.

THIS PLAT DOES NOT CONSTITUTE AND SHALL
NOT BE CONSTRUED AS A TITLE SEARCH OR
REPORT, AND THUS MAY BE SUBJECT TO ANY
EASEMENTS, RIGHT OF WAY OR RESTRICTIONS
ONE MAY FIND.

STATEMENT OF LIMITATIONS: THE UNDERSIGNED
ASSUMES NO RESPONSIBILITY OR LIABILITY FOR
STATEMENTS OR CERTIFICATIONS MADE OR
IMPLIED ON THIS DOCUMENT OR PLAT EXCEPT
THOSE SPECIFICALLY DEFINED BY THE LAWS
OF THE STATE OF GEORGIA AND THE STATE
BOARD OF REGISTRATION FOR PROFESSIONAL
ENGINEERS AND LAND SURVEYORS AS BEING
WITHIN THE SCOPE OF TRAINING, EDUCATION,
EXPERIENCE AND EXPERTISE NECESSARY FOR
PRACTICE AS A REGISTERED LAND SURVEYOR.

THIS PLAT WAS PREPARED FOR THE EXCLUSIVE
USE OF THE PERSON, PERSONS OR ENTITY
NAMED ON THIS PLAT.

THIS DOES NOT EXTEND TO ANY UNNAMED
THIRD PARTY WITHOUT AN EXPRESSED
RESTATEMENT BY THE SURVEYOR.

TYPE OF SURVEY: RETRACEMENT

SOURCE OF TITLE DESCRIPTION FOR PROPERTY
SHOWN HEREON:
DB 5667, pg 219

PROPERTY OWNERS AS OF SURVEY DATE:
BRENDA JEAN ANDREWS

PARCEL NUMBER: V04 0130002

-LEGEND-

○ CALCULATED POSITION	✕ LIGHTPOLE
● IRON PIN FOUND/SET (PT/IPS)	○ PROpane TANK
⊗ MONUMENT	⊗ GAS METER
C/L CENTERLINE	⊗ CURB INLET
N/F NOW OR FORMERLY	⊗ DROP INLET
DB DEED BOOK	⊗ SANITARY SEWER
PB PLAT BOOK	⊗ MANHOLE (SSMR)
PG PAGE	⊗ SEPTIC TANK
P/L PROPERTY LINE	HDPE POLYETHYLENE PIPE
REBAR	CONCRETE PIPE
CRIMPED TOP PIPE	CMF PIPE
NSB NAIL SET AT BASE	OCB OUTLET CONTROL STRUCTURE
OTF OPEN TOP PIPE	(ALL IPS ARE 1/2" RB "CAPPED" UNLESS OTHERWISE LABELED)
SRB CAPPED REBAR	
SR SOLID ROD	
AE ACCESS EASEMENT	
UE UTILITY EASEMENT	
⊗ TELEPHONE FEI (T.P.)	
⊗ FIRE HYDRANT (FH)	
⊗ WELL	
⊗ WATER METER	
⊗ WATER VALVE (WV)	
⊗ POWER BOX (PBX)	
⊗ POWER POLE (PP)	
⊗ CLEANOUT	
	—X—X— FENCE
	—OHP— OVERHEAD POWER
	—GAS— GAS LINE
	—SS— SEWER LINE
	—W— WATER LINE
	—SW— STORM WATER PIPE
	—UG—UG— UNDERGROUND FIBER

THIS PLAT IS A RETRACEMENT OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT SUBDIVIDE OR CREATE A NEW PARCEL OR MAKE ANY CHANGES TO ANY REAL PROPERTY BOUNDARIES. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS, OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREON. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. 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.

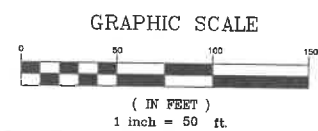
Adelard J. Davis
ADELARD JOHN DAVIS RLS #3296

-SURVEYOR CERTIFICATION-



-ZONING INFORMATION-

COUNTY: CARROLL, CITY OF VILLA RICA
ZONE: AG
SETBACK REQUIREMENTS:
FRONT: 45 FEET
REAR(PRIMARY): 15 FEET
REAR(ACCESSORY): 5 FEET
SIDE(PRIMARY): 15 FEET
SIDE(ACCESSORY): 5 FEET



SURVEY FOR:
KRISH PATEL
LAND LOT 208
2nd DISTRICT
CITY OF VILLA RICA
CARROLL COUNTY, GEORGIA

DRAWN BY: RAS
PLAT DATE: 05/09/2025
FIELD CREW: BP
FIELD DATE: 04/29/2025
FILE: 25-227 ALTA.dwg

SHEET NO.
1 OF 1

PROJECT NO.
25-227

SOIL SURVEY REPORT

974 Dallas Highway, Villa Rica, GA 30180
 Carroll County Parcel: V04 0130002

Section 1: Project/Site Identification

Project No:	25-227	Report No:	25.227.00				
Client:	Maria Kay Cooper	Date:	6/2/2025				
Phone Number:	678-491-9278	Representative:	Ben Moers				
Parcel (County):	V04 0130002 (Carroll)	Total Acreage:	1.39	Area Evaluated:	1.39	Acre(s)	
Land Lot:	208	District:	2nd	Section:	N/A	GMD:	N/A
Level of Evaluation:	3	Date of Study:	5/27/2025				
Notes:	Boring locations were located using a hand-held Leica Zeno FLX GPS unit. Boundary information is approximate unless otherwise noted.						

Section 2: Soil Properties¹

Soil Series ²	Slope Range (%)	Depth to Bedrock (in.)	Depth to Seasonal High Water Table (in.)	Absorption Rate ³ at Recommended Trench Depth (min./inch)	Recommended Trench Depth (in. below ground surface)	Suitability Code
	(Verified)	(Verified)	(Verified)	(Predicted)	(Verified)	
Appling	0-5	>72	>72	60	36-48	A
Hard Labor I	0-5	>72	18	**	6	C1A
Helena Shallow	0-5	40	15	---	---	F3
Wake	0-5	21	>21	---	---	F1

**Estimated hydraulic loading rate for drip emitter system: 0.10gpd/sqft



¹ Table items based on field observations and GA DPH Manual for on-site sewage management systems unless otherwise noted

² Per USDA NRCS soil descriptions and GA DPH Section C

³ Based on soil classifier interpretation of site conditions and soil classification

Section 3: Soil Series Suitability Codes

- A Soils are typically suitable for conventional absorption field with proper design, installation and maintenance.
- C1A Soils are unsuitable for conventional absorption fields due to seasonal perched water table conditions. Soils are generally suitable for drip emitter absorption fields with treatment system producing Class I effluent. The local Environmental Health Specialist must approve non-conventional system design and installation.
- F1 Soils are unsuitable for on-site wastewater disposal due to shallow bedrock.
- F3 Soils are unsuitable for on-site wastewater disposal due to shallow perched water table.

Section 4: General Notes

1. All borings are labeled, flagged, and illustrated in the field.
2. All borings to a minimum of 72" unless a refusal layer is identified or to not less than 24" beneath the planned absorption trench bottom.
3. Soil investigation is based upon classification of the naturally occurring soil profile.
4. This report was prepared in accordance with the Georgia Department of Public Health Manual for On-Site Sewage Management Systems, amended 2019.

Section 5: Limitations and Exceptions

1. DES does not install, maintain, or guarantee the performance of any on-site sewage management system. The information contained within this report is based on the observations, professional opinion, and judgement of the soil classifier named herein.
2. The observations presented in this report are representative of the property conditions that existed at the time the study was performed and should not be relied on to represent conditions at substantially later dates. Any alterations to the site after the date on which the fieldwork was performed may change the nature and suitability of the site.
3. The local health department holds full authority in the permitting of on-site waste disposal systems. The health department's opinion of the soil conditions may vary from those of the soil classifier named herein.
4. Site exploration identifies subsurface conditions only at those points where samples are obtained to render an opinion about the soil profile throughout the site. Actual variation within the soil profile throughout the site may differ from those indicated in this report.
5. This report was prepared for the sole and exclusive use of the individual named on the report, and does not extend to any unnamed third party. Any alterations to this report without expressed, written consent and approval from DES will render this report null and void.
6. If additional information becomes available that might impact our findings, we request the opportunity to review the information, reassess potential concerns, and modify our opinions, if warranted.

COPYRIGHT © 2025 THESE DRAWINGS ARE PROTECTED BY FEDERAL COPYRIGHT PROTECTION. UNAUTHORIZED USE OF THESE DRAWINGS MAY RESULT IN AN INFRINGEMENT ACTION.

PROJECT INFORMATION:

PARCEL NUMBER: V04 0130002

TOTAL PROPERTY AREA= 1.39 ACRES
SOIL SURVEY AREA= 1.39± ACRES

BOUNDARY INFORMATION FROM A
SURVEY FOR MARIA KAY COOPER
COMPLETED BY DAVIS ENGINEERING
AND SURVEYING, LLC ON 5/9/2025.

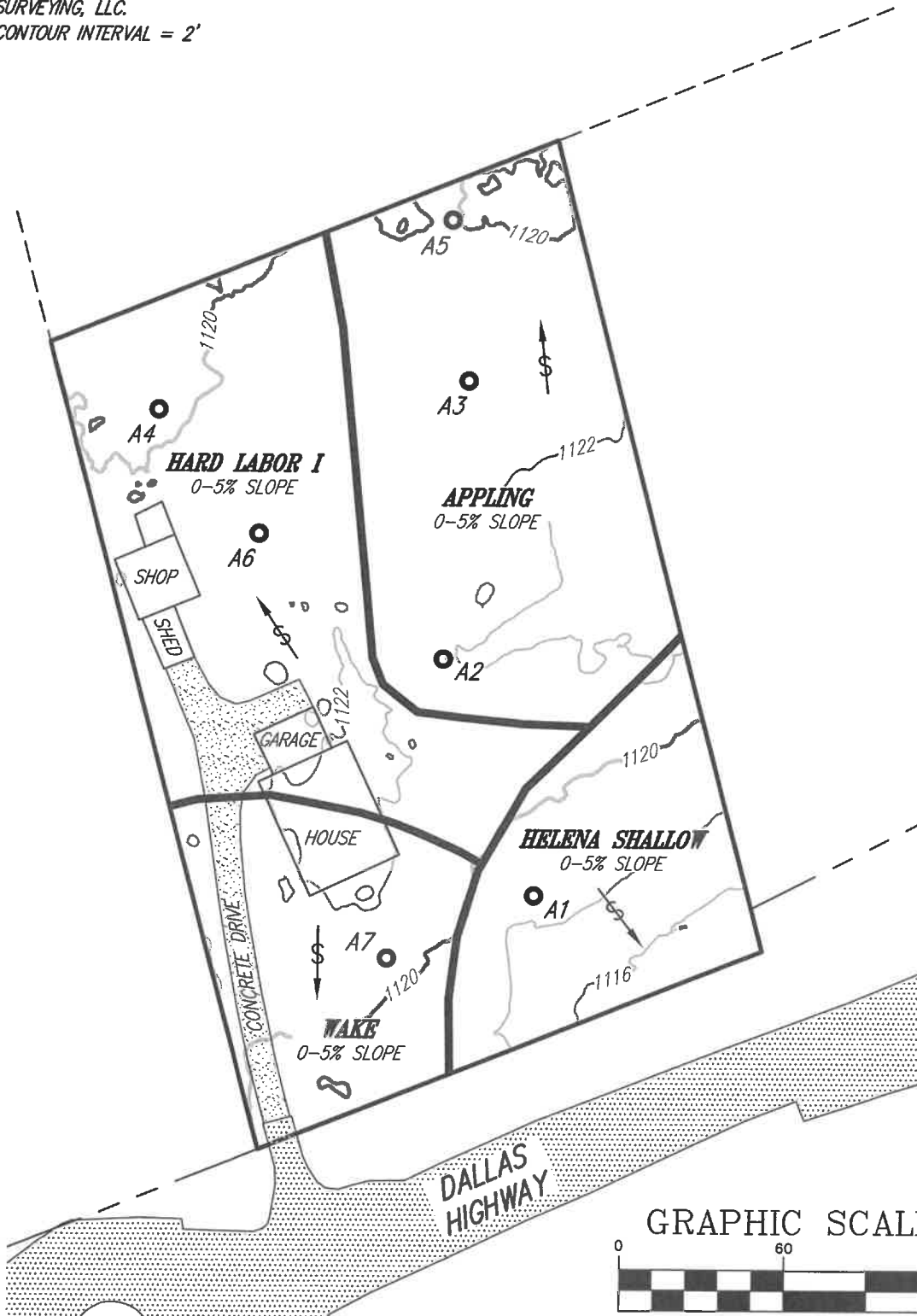
CONTOUR INFORMATION FROM LIDAR
TOPO FROM DAVIS ENGINEERING AND
SURVEYING, LLC.

CONTOUR INTERVAL = 2'



~LEGEND~

●	PROPERTY CORNER	P/L	APPROX. PROPERTY LINE
○	BORING HOLE	---	ADJOINER
↗	SLOPE ARROW	---	LAND LOT LINE (L.L.L.)
⊙	SPRING	---	RIGHT OF WAY (R/W)
⊗	WELL	---	FENCE
R/W	RIGHT-OF-WAY	---	OHP
		---	OVERHEAD POWER
		---	LIMIT OF SURVEY



GRAPHIC SCALE



(IN FEET)

1 inch = 60 ft.

DES DAVIS

ENGINEERING & SURVEYING
24 DAWSON VILLAGE
WAY SOUTH
DAWSONVILLE, GA 30534
PHONE: (706) 265-1234
DAVISENGINEERS.COM



6/2/2025

LEVEL 3 SOIL MAP:

MARIA KAY COOPER
LAND LOT 208
2nd DISTRICT
CITY OF VILLA RICA
CARROLL COUNTY, GEORGIA

DRAWING DATE: 6/2/2025

DRAWING BY: BDM

FIELD DATE: 5/27/2025

FIELD CREW: RLK & BDM

SHEET NO.

1 OF 1

PROJECT NO.

25-227



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Turner, Wood, & Smith Agency, Inc. 1515 Community Way PO Box 1058 Gainesville GA 30503	CONTACT NAME: Tammy Hyder PHONE (A/C, No, Ext): (770) 536-0161 E-MAIL ADDRESS: tammy.hyder@twinsurance.com FAX (A/C, No): (770) 536-1283																					
INSURED Davis Engineering & Surveying, LLC 24 Dawson Village Way South Dawsonville GA 30534	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Continental Casualty Company</td><td>20443</td></tr><tr><td>INSURER B:</td><td>Hartford Accident And Indemnity</td><td>22357</td></tr><tr><td>INSURER C:</td><td>Wesco Insurance Co</td><td>25011</td></tr><tr><td>INSURER D:</td><td>HDI Global Specialty SE</td><td>N/A</td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Continental Casualty Company	20443	INSURER B:	Hartford Accident And Indemnity	22357	INSURER C:	Wesco Insurance Co	25011	INSURER D:	HDI Global Specialty SE	N/A	INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Continental Casualty Company	20443																				
INSURER B:	Hartford Accident And Indemnity	22357																				
INSURER C:	Wesco Insurance Co	25011																				
INSURER D:	HDI Global Specialty SE	N/A																				
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** CL2532444522**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Deductible \$0 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	Y	Y	B 6012042696	03/22/2025	03/22/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000	
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	20 UEC KI2288	03/22/2025	03/22/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UM/UNDM CSL \$ 1,000,000	
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			B 6012043850	03/22/2025	03/22/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 Follows Form \$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	Y	WES3765785	03/22/2025	03/22/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability Pollution Liability			FRS-H-P-PL-00012170-02	03/22/2025	03/22/2026	Per Claim \$1,000,000 Aggregate \$1,000,000 Deductible \$50,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder and/or Owner are Additional Insureds when required by written contract with regards to General Liability and Auto Liability; Coverage is Primary and Non-Contributory and Waiver of Subrogation applies all under blanket forms #SB146932G (10-19) & #HA9916 (12-21) & #WC000313 (04-84). Blanket Additional Insured for Completed and Ongoing Operations applies for General Liability under blanket form #SB146968C (10-19)

Workers Comp exclusion(s): Jason Davis

CERTIFICATE HOLDER**CANCELLATION**Georgia Department of Public Health, Division of Health Protection,
2 Peachtree St NW
Ste 13-108
Atlanta GA 30303

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ADDITIONAL COVERAGES

Ref #	Description	Coverage Code	Form No.	Edition Date
A	Employment Practices/Fiduciary Liability (Retroactive Date: 03/22/2015)			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
\$10,000				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
A	Pollution Liability			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
2,000,000	1,000,000			Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
B	Underinsured Motorist combined single limit			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
1,000,000				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
A	Employee Benefits			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
2,000,000			\$1,000	Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
				Premium

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

LIMITED WARRANTY DEED

THIS INDENTURE is made this 19th day of November, 2025 between BRENDA JEAN ANDREWS, as party of the first part (the "Grantor"), and APEX NEXUS INVESTMENT 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"):

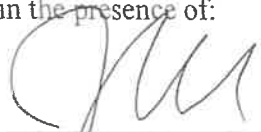
All that tract or parcel of land lying and being in Land Lot 208 of the 2nd District of Carroll County, Georgia, containing 1.4 acres, more or less, and being shown on a plat thereof which appears of record in Deed Book 120, Page 577, Carroll County, Georgia Public Records, which plat and the record thereof are by reference incorporated herein. Said tract is more fully described as follows: Beginning at a point on the Northwestern side of Villa Rica-Dallas Public Highway at the southwest corner of property of G.W. Ingram, and from said point of beginning running back from said highway along the property of G.W. Ingram North 18 degrees West 307 feet to corner at the Estate of Jim Hamilton; thence South 65 degrees West 200 feet parallel to said highway to the property of Mrs. S.T. Haynes; thence South 18 degrees East 307 feet to corner on the northwesterly side of said highway; thence along it North 65 degrees East 200 feet to the point of beginning. Said property being carved out of a tract of land acquired by Frank Shaw from J.S. Hamilton by Warranty Deed dated November 2, 1911, recorded in Book 9, Page 111 and having situated thereon one 5-room frame dwelling.

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 2026 and subsequent years not yet due and payable; (ii) all matters shown on plat, filed in Deed Book 120, Page 577, Carroll County, Georgia Records; (iii) Right of Way Easement, filed in Deed Book 654, Page 324, Carroll County, Georgia Records; and (iv) Easement in favor of Georgia Power Company, filed in Deed Book 5740, Page 110, 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


BRENDA JEAN ANDREWS


Notary Public



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

City of Villa Rica



INTERIM CITY MANAGER: JENNIFER
HALLMAN
CITY CLERK: THERESA CAMPBELL
CITY ATTORNEY: KEVIN DRUMMOND

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

August 11, 2025

RE: Letter of Availability
974 Dallas Highway
Villa Rica, GA 30180

To: Krish Patel

This letter is written as approval of the Commercial Water and Sewer Capacity Request for the address above. This capacity is approved for an average flow of 1,200 gallons per day per the application submitted, and is approved for water use only, per the applicant request. Should additional water and/or sewer flow be needed, an additional request and application must be submitted for review and approval.

This letter of availability is valid for one year from the date of this letter, and is not transferable.

Thank you,
John

John Bain

John Bain
Utilities Director / Interim Deputy City Manager
City of Villa Rica, GA
jbain@villarica.gov



Rezoning Request: AG (Single-Family Agricultural) to C-1 (Commercial Low-Density)

Applicant: Apex Nexus, LLC

Case No.: RA-01-26.

Address: 974 Dallas Highway

Parcel: V04 0130002

Acreage: 1.56 acres+/-

Background and History

- Prior rezoning request (RA-04-23) denied May 9, 2023.
- Located on Dallas Hwy between the new roundabouts.
- Occupied home adjacent to the east.
- New Dollar General adjacent to the west.
- Dollar General rezoned from AG to C-1 in 2021

Proposed Development

- 4,650 SF convenience store.
- 1200 SF of white-box retail attached to convenience store.
- 4,550 SF fuel canopy with 3 islands (6 pumps).
- On-site septic proposed (no public sewer)
- Primary access from Dallas Hwy with inter-parcel access through Dollar General.



AG - Single-Family Agricultural
V04 0130002



Legend

Zoning

- 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
- TPOD - Technology Park Overlay District

(1,000) POUNDS FOR SQUARE NON (PS). IV) DRAINAGE. LOADING SPACE SHALL BE PROVIDED W/ADEQUATE DRAINAGE FACILITIES AS APPROVED BY THE CITY ENGINEER DURING THE DEVELOPMENT PLAN REVIEW PROCESS. SCREENING, LANDSCAPING & SCREENING SHALL BE AS INDICATED IN SECTION 7.13 - LANDSCAPING STANDARDS. LIGHTING SHALL BE IN ACCORDANCE WITH SECTION 7.12 - OUTDOOR LIGHTING. 25 FOOT CANDLES IS THE AVERAGE MAINTAINED HORIZONTAL ILLUMINATION NOT TO EXCEED FOR UNLOADING SPACES. BAYS LIGHTING OF CANOPIES

VILLA RICA COMMERCIAL MOTOR VEHICLE SERVICE WITH CONVENIENCE STORE - ONE SPACE FOR EACH THREE HUNDRED (000) SQUARE FEET OF ENCLOSED NET FLOOR AREA

2 DISABLED PARKING SPACES (TABLE 7.3 PARKING FOR THE DISABLED)

HEIGHT CLEARANCE: 15'-7 FT (DEPENDING ON VEHICLE TYPES AND LOCAL CODE)

DOLLAR GENERAL

THE INTERNAL ROAD MINIMUM WIDTH SHALL BE TWENTY (20) FEET

INTERNAL CIRCULATION TO DOLLAR GENERAL

CONNECTIVITY TO ADJACENT SITES: THE ZONING REPORT RECOMMENDED CROSS-ACCESS TO THE STUBBED AISLE IN THE DOLLAR GENERAL LOT FOR INTERNAL CIRCULATION RATHER THAN CREATING ADDITIONAL HIGHWAY CURB CUTS

CROSS-ACCESS: SHOW A CONNECTION TO THE DOLLAR GENERAL LOT BEHIND FOR SHARED CIRCULATION, AVOIDING ADDITIONAL HIGHWAY CURB CUTS.

1-1 COMMERCIAL, LOW DENSITY

SETBACKS
FRONT YARD - @ LEAST 100'-0"
45' BLDG AWAY FROM ROAD
SIDE YARD - 10'
REAR - 20'



BUFFER YARD WIDTHS: THE BUFFER YARD REQUIREMENT SHALL NOT BE INCLUDED AS PART OF THE MINIMUM SETBACK REQUIREMENTS UNLESS APPROVED BY THE DIRECTOR. PLANT MATERIAL SHALL BE SELECTED FROM TABLES 7.13 - 7.20 UNLESS APPROVED BY THE DIRECTOR. 1.3) MODIFICATION: THE PLANNING & ZONING COMMISSION SHALL HAVE THE AUTHORITY TO MODIFY ANY OF THE REQUIREMENTS OF THIS SECTION IN ACCORDANCE WITH SUBSECTION 2.02(9)(A) K.

PARKING SPACE: 9'-0" X 18'-0" MIN A 50 DEGREE ANGLE

TWO WAY AISLE FOR PARKING AISLE SPACE DIMENSIONS: MIN AISLE 24'

AIR AND VACUUM STATION

RESIDENTIAL - 996
1.96 ACRES

THE INTERNAL ROAD MINIMUM WIDTH SHALL BE TWENTY (20) FEET

THE DISTANCE FROM THE CENTERLINE OF THE DRIVEWAY ENTRANCE TO THE CENTERLINE OF THE NEAREST STREET INTERSECTION SHALL NOT BE LESS THAN 150 LINEAR FEET.

OPPOSING CURB CUTS SHALL ALIGN SQUARELY OR BE OFFSET NO LESS THAN ONE-HUNDRED TWENTYFIVE (125) FEET.

INCORPORATE SIGNAGE, LIGHTING, LANDSCAPING AND SET THE TONE FOR THE DEVELOPMENT.

PARKING LAYOUT - A MAXIMUM OF FIFTY (50%) PERCENT OF THE REQUIRED PARKING SHALL BE LOCATED BETWEEN THE FRONT FACADE AND THE PRIMARY STREET. THE BALANCE OF THE PARKING SHALL BE TO THE REAR OR SIDE OF THE PRIMARY BUILDING. REFER TO SECTION 7.02

150'-0" AWAY FROM THE CENTERLINE OF 'RESIDENTIAL' ADJACENT TO THE PARCEL

NO BUILDINGS OR PAVED AREAS (OTHER THAN DRIVEWAYS) CLOSER THAN FIFTY (50) FEET TO ANY AREA Labeled PURPOSES

ENTRANCE TO RESIDENTIAL LOT



Comprehensive Plan Consistency

- The proposed high-impact fueling station does not align with Comprehensive Plan's intent to protect adjacent residential uses.
- Located within the Miner's Village Future Development Area.
- Commercial Corridor land use designation supports commercial development.
- Commercial Corridor emphasizes traffic safety, and compatibility with surrounding land uses.
- Green Space Design Principle requires adequate screening from residential.
- The proposed site plan provides a **10-foot buffer** where a **30-foot Type 3 buffer** is required, limiting the ability to achieve the intended residential separation.

Comprehensive Plan

CITY OF VILLA RICA COMPREHENSIVE PLAN

COMMERICAL CORRIDORS

Intent

Enhance and maintain well-functioning, attractive corridors that serve local needs, facilitate traffic flow, and coordinate land use patterns without encroaching on adjacent neighborhoods.

General Characteristics

Corridors include primary roadways that may be predominately commercial, industrial, or residential in nature. Access management elements are utilized to minimize the impact of new development to traffic flow, including interparcel access, secondary road access, and driveway consolidation. On each corridor, access management measures are important so as not to impede traffic flow, especially since portions of these corridors are also designated truck routes. A major component of corridor design is avoiding strip, commercial development through coordinating transportation projects and adjacent land use/developments.

Commercial Corridors are along arterials that support traffic patterns around major activity centers and I-20. These corridors also provide employment opportunities for local industry and a variety of businesses. SR 61/Industrial Blvd. between US 78 towards southern city limits; US 78 corridor between downtown and western city limits; Liberty Rd/Mirror Lake Blvd between Gateway area and proposed downtown connector.

DESIGN PRINCIPLES

Density/Intensity

- Varies depending on location

Green Space

- Formal landscaping with built areas, including adequate screening between frontage uses and adjacent residential areas

Transportation

- High internal vehicular and pedestrian connectivity
- Limited curb cuts; Interparcel access between developments
- Limit signs & billboards

Infrastructure

- Public water and access to sewer
- Enhanced streetscape

Rezoning Review Criteria

- The operational intensity of a fueling station is incompatible with existing residential.
- Adequate screening between commercial and residential use not provided.
- Does not fully align with Comprehensive Plan's residential protection objectives.
- Site constraints limit ability to provide required 30-foot separation.
- Does not support responsible growth. Site better suited for low-intensity commercial uses.

Staff Recommendation

Staff recommends DENIAL.

Conditions proposed if approval is considered:

1. All building, fire life safety, design and zoning requirements shall be met in accordance with all applicable City codes and regulations.
2. Prior to issuance of any land disturbance or building permits, the applicant shall either:
 - i. Revise the site and landscape plans to fully comply with the Type 3 buffer yard requirement (30 feet) along the eastern property line adjacent to residential zoning; or
 - ii. Obtain approval of a variance from the City Council for any reduction in the required buffer yard width.
3. A detailed site plan prepared and sealed by a licensed engineer, consistent with the conceptual site plan dated 1/28/2026, shall be submitted for review and approval, prior to issuance of a land disturbance permit.
4. A detailed landscape plan prepared and sealed by a licensed landscape architect shall be submitted for review and approval in accordance with Section 7.05 (Landscaping Standards) prior to issuance of a land disturbance permit.

Staff Recommendation

Staff recommends DENIAL.

(Continued) Conditions proposed if approval is considered:

5. Prior to issuance of a certificate of occupancy, the applicant shall provide an inter-parcel access easement and construct a vehicular connection to the adjacent commercial property to the west (Dollar General), in a location and manner approved by the Community Development Department and City Engineer. The easement shall be recorded and shown on all final site and civil plans.
6. A traffic impact study shall be submitted with civil construction plans. Any recommended roadway, access, or traffic control improvements shall be implemented or guaranteed, as determined and approved by the City Engineer.
7. All access to Dallas Highway shall be subject to Georgia Department of Transportation (GDOT) review and approval. Required GDOT permits shall be obtained prior to construction.
8. Final driveway locations, spacing, and access type (including any right-in/right-out restrictions) shall be subject to City Engineer and GDOT approval.
9. The proposed development shall comply with all City utility requirements. Any use of on-site septic system shall be subject to approval by the appropriate regulatory health agencies. Connection to public sewer shall be required when and if service becomes available, in accordance with City's ordinance.

CONVENIENCE STORE & GAS PUMP SITE LAYOUT CHECKLIST
(FOR VILLA RICA, GA – TYPICAL 6-PUMP LAYOUT WITH 4,500+ SF STORE)

- BUILDING PLACEMENT**
 - FRONT YARD SETBACK: 45 FT MINIMUM FROM ROAD (PER ZONING)
 - SIDE/REAR SETBACKS: CONFORM WITH ZONING DISTRICT (TYPICALLY 15 FT)
 - STORE-TO-DISPENSER DISTANCE: 20-25 FT MINIMUM
 - DOORS/WINDOWS TO DISPENSERS: ≥10 FT (NFPA 30A)
 - BUILDING TO CANOPY EDGE: ≥15-20 FT
- PUMP ISLAND / FUEL CANOPY**
 - NUMBER OF PUMPS: 6 (3 ISLANDS, 2-SIDED)
 - CANOPY CLEARANCE: 14-16 FT VERTICAL (FOR FUEL TRUCKS)
 - CANOPY-TO-BUILDING SETBACK: ≥15 FT
 - DISPENSER TO DISPENSER SPACING: ~10 FT
 - DISPENSER SETBACK FROM PROPERTY LINE: 10-15 FT
- CIRCULATION & ACCESS**
 - DRIVE AISLE WIDTH: ≥24 FT FOR TWO-WAY TRAFFIC
 - FIRE LANE (FRONT OF STORE): ≥20 FT UNOBSTRUCTED
 - PARKING STALLS: STANDARD 9'x16', ADA 11'-4" ACCESS AISLE
 - VEHICLE TURNING RADIUS: CHECK FOR FUEL TRUCK ACCESS (WB-62 TRUCK)
- UTILITIES & LIFE SAFETY**
 - UNDERGROUND TANKS TO 10 FT+ FROM BUILDING/DISPENSER
 - EMERGENCY SHUT-OFF SWITCH LOCATION CLEARLY MARKED
 - CANOPY LIGHTING/SHIELDING PER DARK-SKY COMPLIANCE (OPTIONAL)
 - TRASH ENCLOSURE & DELIVERY ZONE PLANNED AWAY FROM FIRE LANES

LOT DIMENSIONS & PROPERTY ADDRESS:

150 FT X 200 FT LOT
PARCEL: V04-313-0002
ADDRESS: 974 DALLAS HWY, VILLA RICA, GA

NUMBER OF GAS PUMPS: 6 PUMPS (3 DOUBLE-SIDED ISLANDS)
SIZE OF CONVENIENCE STORE: 5,040 SF (70' WIDTH & 72' DEPTH)

- WALK-IN COOLER / BEER CAVE
- SEPARATE 1,200 SF RETAIL SPACE
- TRASH ENCLOSURE LOCATION
- EV CHARGING STATIONS
- AIR/WATER STATION
- FUEL TRUCK CIRCULATION NEEDS

SITE PROGRAM SUMMARY

ELEMENT DETAIL
ADDRESS: 974 DALLAS HWY, VILLA RICA, GA
STORE SIZE: 4,500 SF CONVENIENCE STORE
ADJACENT RETAIL SPACE: 1,200 SF (TO THE RIGHT, SAME DEPTH)
PUMP CONFIGURATION: 6 PUMPS (3 DOUBLE-SIDED ISLANDS)
FRONT SETBACK REQUIRED: ≥45 FT FROM ROAD (PER ZONING)
PUMP-TO-BUILDING GAP: ≥20-25 FT (RECOMMENDED FOR CIRCULATION)
REAR/SIDE SETBACKS: TO BE MAINTAINED PER ZONING (ASSUMED 15-25 FT)
ACCESS: FROM DALLAS HWY (ASSUMED GOOT ACCESS POINT)

ACCESS DRIVE LANES FOR CUSTOMERS AND FUEL TRUCK LOOPS WILL WRAP AROUND THE SITE.
ADA & CUSTOMER PARKING IN FRONT.
REAR SPACE INCLUDES TRASH, UTILITY, AND DELIVERY ZONES.

INCLUDED IN SITE PLAN SUBMISSION

ELEMENT: DRIVEWAY WIDTHS: SHOW TWO 14' LANES AT CURB CUTS
TRAFFIC FLOW: ADD DIRECTIONAL ARROWS AND STACKING LANES
TURNING AREAS: SHOW 20-25' RADIUS CURVES FOR VEHICLES
CROSS-ACCESS: INDICATED CONNECTION TO NEIGHBORING PARCEL
ADDITIONAL FEATURES: DRAINAGE SWALES, LIGHTING, SIGNAGE, BUFFERS

CROSS-ACCESS EASEMENTS SHALL BE REQUIRED BETWEEN ADJACENT COMPATIBLE DEVELOPMENTS.

ALL CURB CUTS SHALL MEET HORIZONTAL AND VERTICAL SIGHT DISTANCE REQUIREMENTS AS SET FORTH IN SECTION 304.4 OF THE CITY OF VILLA RICA DEVELOPMENT REGULATIONS.

PG 706 CHAPTER 18 DEVELOPMENT STANDARDS
CITY OF VILLA RICA LANDSCAPING
EXISTING TREES REMOVAL ETC.

HIGHWAY FRONTAGE: 200'-0"
DRIVEWAY WIDTH (EACH LANE): 14'-0"
TYPICAL INBOUND & OUTBOUND: 28 FT.
TOTAL
FUEL PUMP STACKING: 3 SPACES PER PUMP
STACKING SPACE SIZE: 9'x19'

PEDESTRIAN FACILITIES
A CONNECTION SHALL BE ESTABLISHED FROM ABUTTING STREETS WITH SIDEWALKS TO THE ENTRANCE OF PRIMARY STRUCTURES THROUGH THE USE OF SIDEWALKS AND SPECIAL DEMARCATION

PEDESTRIAN AREAS IN PARKING LOTS OR ACROSS INTERIOR DRIVES SHALL BE DEMARCATED W/SPECIAL PAVING, COLOR OR HEIGHT CHANGE, OR STRIPING FOR INCREASED SAFETY

SIDEWALKS SHALL BE A MINIMUM OF SIX (6) FEET WIDE AND SHALL CONNECT THE COMMERCIAL AREAS TO ADJACENT RESIDENTIAL, OFFICE AND RECREATIONAL USES

OUTDOOR LIGHTING: SECTION 7.12 – LOADING AND UNLOADING SPACES
EVERY LOADING AND UNLOADING AREA SHALL NOT BE LESS THAN TWELVE FEET (12') IN WIDTH, FORTY (40') IN LENGTH AND FOURTEEN (14') CLEARANCE.

(1,000) POUNDS PER SQUARE INCH (PSI) (V) DRAINAGE
LOADING SPACE SHALL BE PROVIDED
W/ADEQUATE DRAINAGE FACILITIES AS APPROVED BY THE CITY ENGINEER
DURING THE DEVELOPMENT PLAN REVIEW PROCESS. SCREENING
LANDSCAPING & SCREENING SHALL BE AS INDICATED IN SECTION 7.05 –
LANDSCAPING STANDARDS. LIGHTING SHALL BE IN ACCORDANCE WITH SECTION 7.12 – OUTDOOR LIGHTING
25 FOOT CANDLES IS THE AVERAGE MAINTAINED HORIZONTAL ILLUMINATION NOT TO EXCEED FOR UNLOADING SPACES, BAYS LIGHTING OF CANOPIES

VILLA RICA COMMERCIAL MOTOR VEHICLE SERVICE WITH CONVENIENCE STORE – ONE SPACE FOR EACH THREE HUNDRED (300) SQUARE FEET OF ENCLOSED NET FLOOR AREA

2 DISABLED PARKING SPACES (TABLE 7.3 PARKING FOR THE DISABLED)

HEIGHT CLEARANCE: 15-17 FT (DEPENDENT ON VEHICLE TYPES AND LOCAL CODE)

DOLLAR GENERAL

THE INTERNAL ROAD MINIMUM WIDTH SHALL BE TWENTY (20) FEET

INTERNAL CIRCULATION TO DOLLAR GENERAL

CONNECTIVITY TO ADJACENT SITES: THE ZONING REPORT RECOMMENDED CROSS-ACCESS TO THE STUBBED AISLE IN THE DOLLAR GENERAL LOT FOR INTERNAL CIRCULATION RATHER THAN CREATING ADDITIONAL HIGHWAY CURB CUTS

CROSS-ACCESS: SHOW A CONNECTION TO THE DOLLAR GENERAL LOT BEHIND FOR SHARED CIRCULATION, AVOIDING ADDITIONAL HIGHWAY CURB CUTS.

C-1 COMMERCIAL, LOW DENSITY

SETBACKS
FRONT YARD – @ LEAST 100'-0"
45' BLDG AWAY FROM ROAD
SIDE YARD – 10'
REAR – 20'

GUARDIAN INVESTMENT

TURNING RADI: PROVIDE SWEPT PATH
TURNS FOR LARGE VEHICLES; GENERALLY 20-25 FT. RADI AT CORNERS.

PARKING SPACE: 9'-0" X 18'-0" **@ A 90 DEGREE ANGLE

TWO WAY AISLE FOR PARKING AISLE
SPACE DIMENSIONS MIN AISLE 24'

AIR AND VACUUM STATION

RESIDENTIAL – 996
1.96 ACRES

THE DISTANCE FROM THE CENTERLINE OF THE DRIVEWAY ENTRANCE TO THE CENTERLINE OF THE NEAREST STREET INTERSECTION SHALL NOT BE LESS THAN 150 LINEAR FEET.

OPPOSING CURB CUTS SHALL ALIGN SQUARELY OR BE OFFSET NO LESS THAN ONE-HUNDRED TWENTYFIVE (125) FEET.

INCORPORATE SIGNAGE, LIGHTING, LANDSCAPING AND SET THE TONE FOR THE DEVELOPMENT.

PARKING LAYOUT – A MAXIMUM OF FIFTY (50%) PERCENT OF THE REQUIRED PARKING SHALL BE LOCATED BETWEEN THE FRONT FACADE AND THE PRIMARY STREET. THE BALANCE OF THE PARKING SHALL BE TO THE REAR OR SIDE OF THE PRIMARY BUILDINGS. REFER TO SECTION 7.02

150'-0" AWAY FROM THE CENTERLINE OF 'RESIDENTIAL' DRIVEWAY THAT IS EXISTING ADJACENT TO THE PARCEL

NO BUILDINGS OR PAVED AREAS (OTHER THAN ACCESS DRIVES) MAY BE LOCATED CLOSER THAN FIFTY (50) FEET TO ANY AREA USED OR ZONED FOR RESIDENTIAL PURPOSES

ENTRANCE TO RESIDENTIAL LOT

386' FROM CENTER OF NEIGHBORS ENTRANCE TO CENTER OF MEDIAN

974 DALLAS HWY – 28FT OF CURB-CUT WIDTH (14FT EACH WAY). THEN ENSURE STACKING LANES PER PUMP ARE LOCATED WITHIN THE SITE, CLEAR OF DRIVE AISLE AND CIRCULATION AREAS, AND FACTOR IN TURNING RADI AND CROSS-ACCESS EASEMENTS.

CROSS ACCESS EASEMENT
SITE CIRCULATION
PROVIDE PEDESTRIAN ACCESS AND LANDSCAPING

PEDESTRIAN FACILITIES

connection shall be established from abutting streets with sidewalks to the entrance of primary structures through the use of sidewalks and special demarcation

Pedestrian areas in parking lots or across interior drives shall be demarcated with special paving, color or height change, or striping for increased safety

Sidewalks shall be a minimum of six (6) feet wide and shall connect the commercial areas to adjacent residential, office and recreational uses.

CONVENIENCE STORE DESIGN

Exterior Design

Building Style: Contemporary industrial with clean lines and a durable, low-maintenance facade.

Materials: Fiber cement panels, corrugated steel, and large floor-to-ceiling glass sections for natural light and visibility.

Canopy: A steel-framed canopy covers the gas pumps, with LED downlighting and solar panels integrated on top.

Color Palette: Neutral tones—charcoal gray, soft black, and brushed aluminum with a pop of brand color (e.g., red or green) for signage and accents.

Setting: Positioned along a busy, tree-lined urban street with sidewalks and bicycle stands.

Interior Layout (3,000 sq ft)

1. Retail Floor (~2,200 sq ft)

Aisles: 4-6 spacious aisles stocked with snacks, beverages, automotive supplies, and household essentials.

Beverage Station: Prominent area for self-serve coffee, fountain drinks, and a cold case for bottled beverages.

Prepared Food Zone: Includes a hot case, fresh grab-and-go items, and a small kitchen behind for reheating and food prep.

Checkout Area: 2-3 registers with impulse purchase displays and clear queuing zones.

2. Back-of-House (~600 sq ft)

Storage Room: For inventory, with shelving and a walk-in cooler.

Employee Area: Includes lockers, a small break room, and restroom.

Office: Manager's office with security system monitors and desk.

3. Restrooms (~200 sq ft)

Public Access: Two single-user restrooms with durable, easy-to-clean finishes.

Sustainable Features

Solar panels on the canopy and roof

Rainwater harvesting for landscaping

LED lighting throughout

High-efficiency HVAC and refrigeration units

FINAL TYPICAL DIMENSIONS:

LENGTH: 95-100 FT

WIDTH: 40-45 FT

HEIGHT CLEARANCE: 15-17 FT (DEPENDENT ON VEHICLE TYPES AND LOCAL CODE)

VILLA RICA COMMERCIAL MOTOR VEHICLE SERVICE WITH CONVENIENCE STORE – ONE SPACE FOR EACH THREE HUNDRED (300) SQUARE FEET OF ENCLOSED NET FLOOR AREA

2 DISABLED PARKING SPACES (TABLE 7.3 PARKING FOR THE DISABLED)

OUTDOOR LIGHTING: SECTION 7.12 – LOADING AND UNLOADING SPACES
EVERY LOADING AND UNLOADING AREA SHALL NOT BE LESS THAN TWELVE FEET (12') IN WIDTH, FORTY (40') IN LENGTH AND FOURTEEN (14') CLEARANCE.

TWO WAY AISLE FOR PARKING AISLE SPACE DIMENSIONS:

MIN AISLE 24'

PARKING SPACE: 9'-0" X 18'-0" **@ A 90 DEGREE ANGLE

C1

Commercial Low-Density

Minimum Lot Size

Minimum Lot Width

Minimum Lot Frontage

Maximum Building Height 9

Front Setback 1, 10

Side Setback 2

Rear Setback 2

Minimum Distance from Structures on Same Lot

Minimum Ground Floor Area (Per Unit)

Total Minimum Living Area (Per Unit)

Minimum Living Area Facade Width

Maximum Lot Coverage (structures and buildings)

Maximum Lot Coverage (all impervious surfaces)

1 ac.
100 ft.
50 ft.

Principal
Accessory
45 ft.
26 ft.

PA: 50 ft.
MA: 45 ft.
MC: 45 ft.

RD: 43 ft.
LR: 35 ft.

Principal
Accessory
10 ft.
10 ft.

Principal
Accessory
20 ft.
15 ft.

10 ft.

1 story
2+ story
N/A
N/A

750 sf. Avg.

N/A

50%

75%

SEC. 4.13 – C1 – COMMERCIAL – LOW DENSITY
(SEPT 22 2025 MUNICODE CODIFICATION – VILLA RICA GA)

SEC. 7.03 ENTRANCE DRIVE STANDARDS
14'-0" PER LANE
INGRESS AND EGRESS

TABLE 7.24 MINIMUM REQUIRED OPEN SPACE FOR C1