



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan
Johnathen Eggleston

**CITY OF AUBURN
MAYOR and CITY COUNCIL
June 18, 2026
6:00 PM
Council Workshop Meeting
1 Auburn Way
Auburn, GA 30011**

COUNCIL REPORTS AND ANNOUNCEMENTS

- Paving is scheduled to begin on Mt. Moriah Rd. on June 18th

NEW BUSINESS

1. Raw Water Storage Pond Piping Change Orders - Michael Parks
2. Road Steel Plates Purchase for Public Works – Michael Parks
3. Piedmont Regional Library Appointment – Michael Parks
4. Charter Update – Jack Wilson
5. Bank OZK Sign Application – Sarah McQuade
6. Sunbelt Expansion – Sarah McQuade
7. Auburn Zoning Map Update - Sarah McQuade
8. Code 17.070.010 Walls & Fences Amendments - Sarah McQuade
9. Fowler Farms Phase 1B Final Plat - Sarah McQuade

CITIZEN COMMENTS ON AGENDA ITEMS

ADJOURN



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AGENDA ITEM: 1

TO: Mayor and Council
FROM: James Aton
Hussey Gay Bell, Water Engineer
DATE: June 18, 2026

PURPOSE: Discussion and Approval of Change Orders # 9 to Raw Water Storage Pond Piping – Phase A, Kilcrease-Barrow County Pump Station, Drinking Water Treatment Plant Start-up, Process Equipment, Site Security and Site Improvements.

BACKGROUND: As the construction of the overall water supply project proceeds some work items related to the overall project have become necessary.

- ⌘ The Kilcrease-Barrow County Drinking Water Pump Station has four items added to the project to facilitate remote operations, water pressure, flow measurement and SCADA upgrades.
- ⌘ As the Drinking Water Treatment Plant was nearing the end of construction and performing start-up of operation, thirteen items were needed to be purchased or rented to facilitate the start-up. These items were purchased through the contractor to qualify for ARPA grant financing. Those items are included in this change order.
- ⌘ Five items relate to the construction of the site including curb & gutter, guard rail, grading and grassing.
- ⌘ Site Drainage, four items
- ⌘ Site Security, three items.

Some items relate only to the Auburn's project while other items relate to Auburn and Winder. Shared items are presented on the attached tabulation where Auburn pays 1/3 and Winder pays 2/3.

RECOMMENDATION: Approve Change Order #9 for \$287,503.29 and authorize the signing of the Change Order #9.

FUNDING: Change Order #9 to be paid out of City Council Controlled Contingence, ARPA Grant Funds and some items increase Guaranteed Maximum Price where some work items are beyond the original agreement. Contract price increases by \$287,503.29 while performance Bond increases \$4,312.55 and Contingency \$86,250,99.

ATTACHMENTS: Change Order #9 form with associated tabulation.

Tabulation of Change Order #9 Values

Raw Water Storage Pond Piping – Phase A, Kilcrease-Barrow County Pump Station, Drinking Water Treatment Plant Start-up, Process Equipment and Site Improvements

#	Description	Units	Number of Units	Total Unit Price	Total Cost	Auburn Share	Winder Share
1	200 amp disconnect at Kilcrease	LF	1	\$ 3,600.00	\$ 3,600.00	a \$ 3,600.00	
2	Kilcrease Pressure Transducers	EA	2	\$ 8,861.90	\$ 17,723.80	a \$ 17,723.80	
3	Kilcrease Flow Meter Install	EA	1	\$ 20,000.00	\$ 20,000.00	a \$ 20,000.00	
4	Kilcrease SCADA Upgrade to Global	EA	1	\$ 31,355.00	\$ 31,355.00	a \$ 31,355.00	
5	Electric Generator Rental waiting on Jackson EMC	LS	1	\$ 4,702.00	\$ 4,702.00	a \$ 4,702.00	
6	Pressure Transmitter @ Rock Crk. Pump Sta.	LS	1	\$ 5,660.00	\$ 5,660.00	a \$ 5,660.00	
7	Pump Rental at DWTP	DAY	30	\$ 325.00	\$ 9,750.00	a \$ 9,750.00	
8	Fuel for Generator & Pump	GAL	480	\$ 4.00	\$ 1,920.00	a \$ 1,920.00	
9	6" HDPE Backwash Pipe w/ 6ft Pad	LF	700	\$ 49.93	\$ 34,951.00	a \$ 34,951.00	
10	Oxygen Generator	LS	1	\$ 18,249.60	\$ 18,249.60	a \$ 18,249.60	
11	TMB-26M NACIO4 Chemical	EA	3	\$ 4,032.00	\$ 12,096.00	a \$ 12,096.00	
12	Sulfuric Acid	EA	1	\$ 1,890.00	\$ 1,890.00	a \$ 1,890.00	
13	ClO2 Generator Rental	MO	13	\$ 3,600.00	\$ 46,800.00	a \$ 46,800.00	
14	ClO2 Generator Install	LS	1	\$ 6,600.00	\$ 6,600.00	a \$ 6,600.00	
15	Oxygen Cylinder Rental	MO	3	\$ 30.00	\$ 90.00	a \$ 90.00	
16	Oxygen Cylinder Gas Purchases	EA	3	\$ 144.00	\$ 432.00	a \$ 432.00	
17	Curbing at Rock Crk Pump Station	LF	357	\$ 73.70	\$ 26,310.90	a \$ 26,310.90	
18	Guard Rail at Rock Crk Pump Station	LF	300	\$ 85.00	\$ 25,500.00	a \$ 25,500.00	
19	Grassing	LF	2000	\$ 2.50	\$ 5,000.00	a \$ 1,666.67	w \$ 3,333.33
20	Grade Road	LS	1	\$ 4,500.00	\$ 4,500.00	a \$ 1,500.00	w \$ 3,000.00
21	36" Pipe at Detention Pond	LF	20	\$ 245.63	\$ 4,912.60	a \$ 1,637.53	w \$ 3,275.07
22	36" Headwalls	EA	2	\$ 2,250.00	\$ 4,500.00	a \$ 1,500.00	w \$ 3,000.00
23	Extend Flume at 36" Pipe	LS	1	\$ 2,500.00	\$ 2,500.00	a \$ 833.33	w \$ 1,666.67
24	Ditch on Adjacent property	DAY	1	\$ 3,500.00	\$ 3,500.00	a \$ 1,166.67	w \$ 2,333.33
25	Elec. Meter, Power Gate, & Camera	LS	1	\$ 23,100.00	\$ 23,100.00	a \$ 7,700.00	w \$ 15,400.00
26	Equipment Rental	LS	1	\$ 3,606.36	\$ 3,606.36	a \$ 1,202.12	w \$ 2,404.24
27	Clear Path & Telemetry for Gate	LS	1	\$ 2,500.00	\$ 2,500.00	a \$ 833.33	w \$ 1,666.67
28	Fire Marshal Knox Box & Pad Lock at Gate	LS	1	\$ 500.00	\$ 500.00	a \$ 166.67	w \$ 333.33
29	Grassing after JEMC Set Electric Power Poles	LF	2000	\$ 2.50	\$ 5,000.00	a \$ 1,666.67	w \$ 3,333.33
30	Subtotal				\$ 327,249.26	\$ 287,503.29	\$ 39,745.97
31	Performance Bond	%	1.50%	\$ 327,249.26	\$ 4,908.74	\$ 4,312.55	\$ 596.19
32	Contingency	%	30%	\$ 327,249.26	\$ 98,174.78	\$ 86,250.99	\$ 11,923.79
33	TOTAL				\$ 430,332.78	\$ 378,066.82	\$ 52,265.95

Change Order No. 9

Project Name: Raw Water Storage Pond Piping - Phase A	HGB Project No.: 20-0004-WS
Project Owner:	Owner's Purchase Order #23-005
City of Auburn, City Hall, One Auburn Way, Auburn, GA, 30011	Owner's Project No.: 23-005
Project Contractor:	Date of Issuance: 6-28-24
Griffin Bros., 103 Griffin Drive, Maysville, GA, 30558	Date of Contract: 4-12-24
	Contract Period: 6-27-24 to 11-30-24



The following Change Order is Addition work at the RWSP

Item	Description of Changes	Qty.	Contract Cost/Unit	Change in Contract Cost	Change in Days
Additions					
1	Work Complete after CO#8 and listed on Tabulation attached.	1	\$378,066.82	\$378,066.82	60 Days
2	None				
3	None				
Total Change				\$378,066.82	60 Days

This Change Order will build additional items for the Kilcrease-Barrow County Pump Station, Drinking Water Treatment Plant Start-up, Process Equipment and Site Improvements. This line item is 1/3 of the cost of the entrance road because Winder will pay for the Balance. This change order will be paid with ARPA Funds.

Summary: It is agreed to modify the Contract referred to above as follows:

The changes included in this Change Order are to be accomplished in accordance with the terms, stipulations and conditions of the original Contract as though included therein.

Contract Price prior to this Change Order	Contract Time prior to this Change Order
\$3,152,612.54	413 Days
Net Increase (decrease) of this Change Order	Net Increase (decrease) of this Change Order
\$378,066.82	60
Revised Contract Price with all approved Change Orders	Revised Contract Time with all approved Change Orders
\$3,530,679.36	723 Days 10-21-26

Accepted for Contractor by:	Date:
Recommended for Approval by Hussey Gay Bell & DeYoung, Inc.	Date:
Approved for Owner by:	Attest: Date:
Approved: (Other - when required)	Date:



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AGENDA ITEM: 2

TO: Mayor and Council

FROM: Michael Parks
City Administrator

DATE: June 18, 2026

PURPOSE: To approve the purchase of steel road plates for public works operations

BACKGROUND: The Public Works Department is requesting authorization to purchase steel road plates to support utility maintenance and emergency roadway repairs throughout the City of Auburn. These plates will be used to safely cover excavations associated with water, stormwater, and other infrastructure work when temporary roadway restoration is necessary. Maintaining an inventory of road plates will improve public safety, reduce disruptions to traffic, enhance the department's ability to respond to emergencies, and eliminate the need to rely on outside rentals or delayed procurement during critical situations.

RECOMMENDATION: Staff recommends approval to purchase the necessary plates for work completion from Ferguson Waterworks

FUNDING: General Fund – Water, Stormwater, Roads

ATTACHMENTS: Submitted quotes



FEL-GEORGIA WATERWORKS #554
 4655 BUFORD HIGHWAY
 NORCROSS, GA 30071-2810

Phone: 770-248-9037
 Fax: 770-840-9867

Deliver To:	
From:	Bob Mcwhorter bob.mcwhorter@ferguson.com
Comments:	

11:24:44 MAY 11 2026

Page 1 of 1

FEL-GEORGIA WATERWORKS #554
 Price Quotation
 Phone: 770-248-9037
 Fax: 770-840-9867

Bid No: B661984
 Bid Date: 05/11/26
 Quoted By: BM

Cust Phone: 770-963-4002
 Terms: NET 10TH PROX

Customer: CITY OF AUBURN
 PO BOX 1059
 AUBURN, GA 30011

Ship To: CITY OF AUBURN
 PO BOX 1059
 AUBURN, GA 30011

Cust PO#: BEN MOONEY

Job Name: ROAD PLATES

Item	Description	Quantity	Net Price	UM	Total
SP-RP1014G	10X14X1 ROAD PLATE	2	5675.000	EA	11350.00
Net Total:					11350.00
Tax:					\$0.00
Freight:					\$0.00
Total:					11350.00

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=554&on=40465>



Iron Lot, LLC
 2731 Huffman Mill Rd
 Burlington
 North Carolina
 United States 27215
 336-516-8011

Main: 336-516-8011

Quote

Valid Until:

Quote Number : 5217514000039927328

BILL TO:

City of Auburn, GA
 1411 Sunbelt Way
 Auburn Ga 30011

SHIP TO:

Empty box for shipping address details.

Account Name: **City of Auburn, GA**
 Contact Name: **Ben Mooney**

Quote Stage: **Delivered**

S.No.	Product Details	Quantity	List Price	Total
1	Road Plate 1" - 10x14 Weight: 5717 Grade A36	2	\$ 5,390.00	\$ 10,780.00
	Includes two lifting holes			
2	Shipping Shipping to Auburn GA	1	\$ 1,500.00	\$ 1,500.00
			Total	\$ 12,280.00
			Tax	\$ 0.00
			Adjustment	\$ 0.00
			GRAND TOTAL	\$ 12,280.00

Approximate Total Weight: lbs.

Terms and Conditions



CONSOLIDATED
PIPE & SUPPLY CO

QUOTATION

Quotation Number S273663
Version Number 1
Quotation Date

JOB NAME 10'X14' STEEL PLATE

SALE SITE

CONSOLIDATED PIPE & SUPPLY
194 HURRICANE SHOALS RD NE
LAWRENCEVILLE, GA 30046-4403, USA
PHONE: 770-822-9664

SHIP TO

AUBURN CITY OF (GA)
1369 4TH AVE
AUBURN, GA 30011, USA

Last Communication 05/06/2026
Expiration Date 05/06/2026
Written By Danny Carlan
Customer RFQ
Customer Number GA0260384L
Requested By EMAIL
Sales Rep David Williams

SOLD TO

AUBURN CITY OF (GA)
PO BOX 1059
AUBURN, GA 30011-1059, USA

Ship Via Best Way
Delivery Terms To Be Determined
Payment Terms Net 30 Days

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
1	DIRECT1		2.00	EA	\$9,974.53	\$19,949.06
1.1	10' X 14' STEEL PLATE 1" THICK (APPROX WEIGHT 5,725LB)					

Subtotal Amount	\$19,949.06
Tax Amount	\$0.00
Total	\$19,949.06

This Quotation is subject to and will be governed by Consolidated Pipe's Domestic Terms and Conditions which can be found at <https://consolidatedpipe.com/wp-content/uploads/Consolidated-Pipe-Supply.-General-Terms-and-Conditions-of-Sale-10.1.16-03622602-7.pdf>. Only Consolidated Pipe's Terms and Conditions shall apply. Any other new, additional or conflicting terms and conditions shall be inapplicable to this Quotation as well as to any related purchase order or other agreement, or any performance thereunder.



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Johnathen Eggleston

AGENDA ITEM: 3

TO: Mayor and Council
FROM: Michael Parks
City Administrator
DATE: June 18, 2026

PURPOSE: To appoint Tina Parks for the Barrow County Library Board of Trustees

BACKGROUND: The Mayor and Council are requested to consider the appointment of a representative from the City of Auburn to serve on the Barrow County Library Board of Trustees. The Board of Trustees supports the mission of the Piedmont Regional Library System by advocating for library services, assisting with policy development, reviewing local library needs, and serving as a liaison between the community and the regional library system. The City of Auburn's appointee will represent the interests of Auburn residents and work collaboratively with trustees from across Barrow County to promote accessible and effective library services.

Tina has been an invaluable resource for our Barrow Library Board of Trustees. She attends and participates in board meetings and has represented your city well. I thoroughly enjoy working with her.

– Kelli McDaniel Executive Director of the Piedmont Regional Library System

RECOMMENDATION: Staff recommend the appointment of Tina Parks to serve the three-year term in accordance with the Board's bylaws and applicable appointment procedures.

FUNDING: N/A

ATTACHMENTS: N/A



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CITY COUNCIL
Robert L. Vogel III
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 4

TO: Mayor and Council

FROM: Michael Parks
City Administrator

DATE: June 18, 2026

PURPOSE: To update the Auburn City Charter as approved and signed by Governor Kemp

BACKGROUND: Updates to the City have been approved and will go into effect on July 1, 2026

- **Election Districts (Section 5.11):** Proposed district adjustments based on prior Council discussions (see attached map).
- **City Manager Authority (Section 3.13):** Modification to reflect that all department heads would report directly to the City Manager.
- **Mayoral Veto (Section 2.29(f)):** Review and potential revision of current veto provisions.
- **Board Appointments and Terms (Section 3.11(b)):** Consideration of changes to appointment authority and term structure.

This update explains the revision of the position of City Administrator to City Manager.

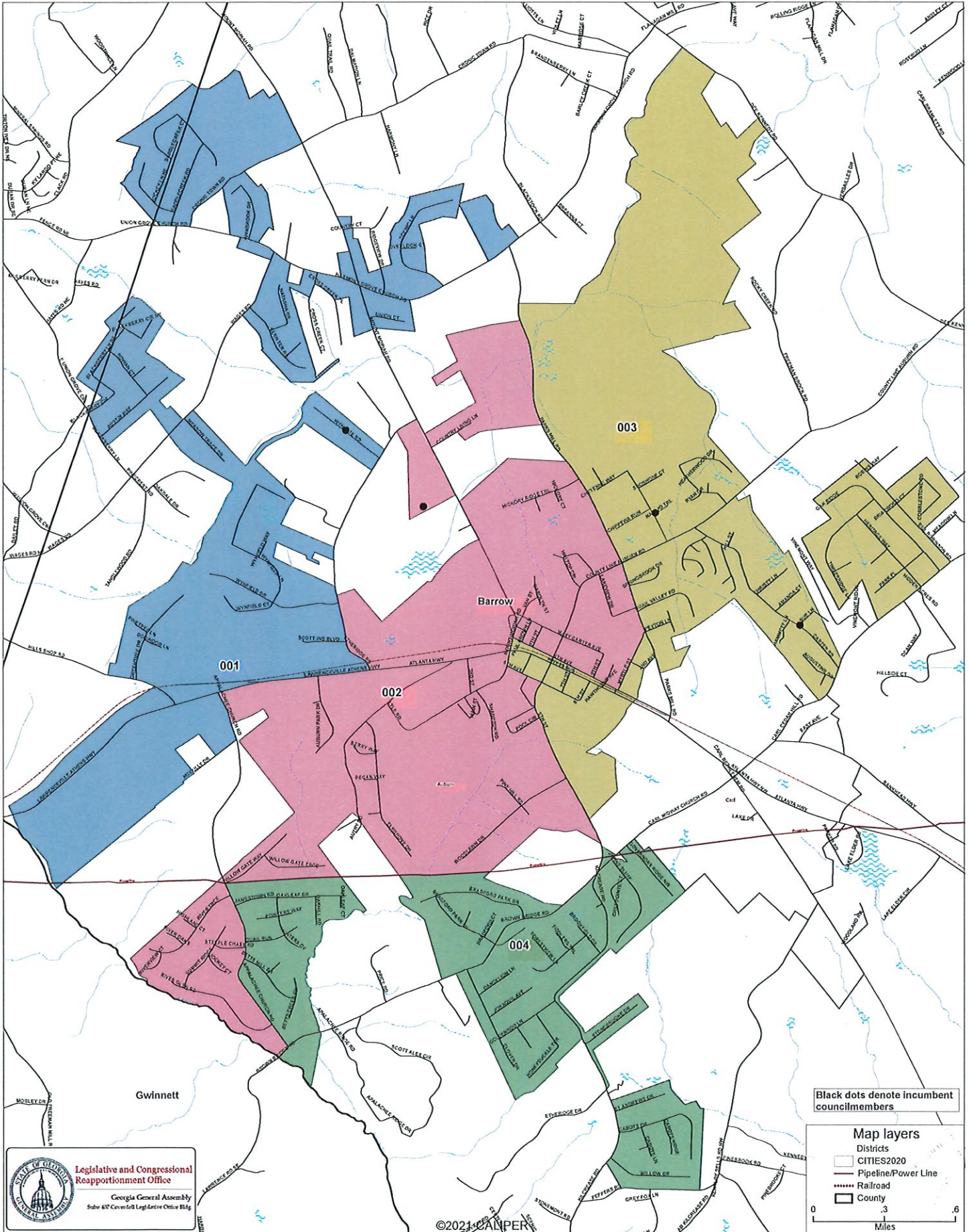
RECOMMENDATION: .Update Only

FUNDING: N/A

ATTACHMENTS: City Manager Responsibilities, Ordinance, Charter Update

Auburn City Council Districts

Client: Auburn
 File: Auburn-4-2024
 Type: Local



Legislative and Congressional Reapportionment Office
 Georgia General Assembly
 Side 417 Coverell Legislative Office Bldg



JOB TITLE: CITY MANAGER
DEPARTMENT: ADMINISTRATION
REPORTS TO: MAYOR AND COUNCIL
STATUS: EXEMPT

POSITION SUMMARY:

Performs highly responsible executive and administrative work serving as the Chief Executive Officer of the City. The City Manager directs, coordinates, and oversees all municipal operations and functions and exercises administrative authority over all City departments and department heads. This position provides strategic leadership in organizational management, fiscal planning, policy implementation, and community service delivery. The City Manager ensures that City operations are efficient, effective, and responsive to the needs of residents while advising elected officials on policy, financial, and operational matters. Work is performed with a high degree of professional independence and is evaluated by the Mayor and City Council through results achieved, organizational performance, and implementation of adopted policies.

MAJOR DUTIES AND RESPONSIBILITIES:

- Serves as the Chief Executive Officer, providing executive leadership and direction to all City departments, divisions, and operations, with direct supervisory authority over all department heads.
- Exercises full administrative authority over all City departments and personnel, consistent with City ordinances and direction from the Mayor and City Council.
- Implements policies, ordinances, and directives established by the Mayor and City Council and ensures consistent organizational compliance.
- Advises the Mayor and City Council on strategic, operational, and financial matters affecting the City.
- Directs, supervises, and evaluates department heads; establishes performance expectations and ensures accountability across all City departments.
- Oversees the preparation and administration of the City's annual operating and capital budgets; monitors fiscal performance.

- Provides ongoing analysis of municipal operations to improve efficiency and service delivery.
- Represents the City in interactions with federal, state, and regional agencies and stakeholders.
- Oversees grant development and external funding opportunities.
- Ensures effective response to public concerns and service delivery systems.
- Executes contracts and agreements as authorized by the Mayor and City Council.
- Provides regular reports on financial condition and operational performance.
- Oversees procurement activities in compliance with applicable laws and policies.
- Attends all meetings of the Mayor and City Council and participates in discussions as requested.
- Performs related duties as required consistent with the City Charter.

KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of public administration and municipal management practices.
- Extensive knowledge of budgeting, public finance, and fund accounting.
- Knowledge of federal, state, and local laws and regulations.
- Ability to lead and manage complex municipal operations.
- Strong analytical, communication, and organizational skills.

MINIMUM QUALIFICATIONS:

Bachelor's degree in Public Administration, Business Administration, or a related field; minimum of five (5) years of progressively responsible municipal management experience; Master's degree preferred.

ORDINANCE NO _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF AUBURN TO CREATE THE POSITION OF CITY MANAGER; TO PROVIDE FOR APPOINTMENT, QUALIFICATIONS, TERM AND COMPENSATION; TO PROVIDE FOR POWERS AND DUTIES; AND FOR OTHER PURPOSES.

WHEREAS, the City Council is authorized to create job positions and fill those positions with qualified employees; and,

WHEREAS, the current system of classifying employees does not contain a job classification for City Manager;

WHEREAS, the Georgia General Assembly recently amended the City's Charter to provide for a City Manager; and

WHEREAS, the City's system of operation would be better served by designating a City Manager to serve the citizens as described in this ordinance; and,

WHEREAS, it is in the best interest of the health and welfare of the Citizens of the City to adopt this Amendment to the City Code to provide for appointment of the City Manager;

NOW THEREFORE, THE COUNCIL OF THE CITY OF AUBURN, GEORGIA HERBY ORDAINS, that the Code of Ordinances of the City of Auburn be amended as follows:

1. In City Code Section 2.06, every reference to City Administrator is changed to reference City Manager.
2. The existing Subsection 2.06(b) is deleted and the following is substituted in its place:

Section 2.06 (b) Powers and Duties of the City Manager
The City Manager exercise all of the powers and duties enumerated in City Charter Section 3.15 and such other duties as are assigned by the Mayor and City Council.
3. The City Manager's job description is hereby approved and adopted.
4. The Council hereby appoints Michael Parks as City Manager effective immediately.

The City Manager and City Clerk are further authorized to correct typographical errors in the text of this Ordinance and the existing City Code and to produce and publish a final codified version of the City Code with the amendments and revisions outlined herein. The City Manager

and City Clerk are further directed to change every reference to “City Administrator” to “City Manager” in the text of the City Code of Ordinances, and City policies, handbooks and directives. as applicable.

In the event any Court of competent jurisdiction determines that any portion of the foregoing amendment is invalid, unconstitutional, or otherwise illegal, such rulings shall not impair the validity of the rest and remainder of this amendment.

This Ordinance shall be effective immediately upon its adoption.

All laws and parts of laws in conflict with this Ordinance are hereby repealed.

SO ORDAINED, this ____ day of July, 2026.

Richard E. Roquemore, Mayor

Jonathen Eggleston, Council Member

Jamie L. Bradley, Council Member

Taylor J. Sisk, Council Member

Josh Rowan, Council Member

ATTEST:

Brooke Haney, City Clerk

CHARTER

BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

Section 1.

An Act creating a new charter for the City of Auburn, originally approved March 17, 1949 (Ga. L. 1949, p. 807), as amended, is amended by striking Sections 1.10 through 7.15 in their entirety and inserting in lieu thereof the following:

ARTICLE I. INCORPORATION AND POWERS

Section 1.10. Name.

This city and the inhabitants thereof, are hereby reincorporated by the enactment of this Charter and are hereby constituted and declared a body politic and corporate under the name and style of the City of Auburn Georgia, and by that name shall have perpetual succession.

Section 1.11. Corporate boundaries.

- a. The boundaries of this city shall be those existing on the effective date of the adoption of this Charter with such alterations as may be made from time to time in the manner provided by law. The boundaries of this city at all times shall be shown on a map, a written description or any combination thereof, to be retained permanently in the office of the city clerk and to be designated, as the case may be: "Official Map of the corporate limits of the City of Auburn, Georgia." Photographic, typed, or other copies of such map or description certified by the city clerk shall be admitted as evidence in all courts and shall have the same force and effect as with the original map.
- b. The council may provide for the redrawing of any such map by ordinance to reflect lawful changes in the corporate boundaries. A redrawn map shall supersede for all purposes the entire map or maps which it is designated to replace.

Section 1.12. Powers and construction.

- a. This city shall have all powers possible for a city to have under the present or future constitution and laws of this state as fully and completely as though they were specifically enumerated in this Charter. This city shall have all the powers of self-government not otherwise prohibited or limited by this Charter or by general law.
- b. The powers of this city shall be construed liberally in favor of the city. The specific mention or failure to mention particular powers shall not be construed as limiting in any way the powers of this city.

-
- c. A proposed change to powers regarding police protection in this subsection must be placed on a referendum and approved by a two-thirds majority of those voting:

Provisions of police protection. This city shall have the power of arrest through duly appointed officers. The city must establish and maintain a police department with minimum force of two full-time officers per shift, twenty-four hours a day and a chief of police to coordinate and direct the operation of this department.

Section 1.13. Examples of powers.

- a. Air and Water Pollution. To regulate the emission of smoke or other exhaust which pollutes the air, and to prevent the pollution of natural streams which flow within the corporate limits of the city.
- b. Animal Regulations. To regulate and license or to prohibit the keeping or running at-large of animals and fowl, and to provide for the impoundment of same if in violation of any ordinance or lawful order; to provide for the disposition by sale, gift or humane destruction of animals and fowl when not redeemed as provided by ordinance; and to provide punishment for violation of ordinances enacted under this paragraph.
- c. Appropriations and Expenditures. To make appropriations for the support of the government of the city; to authorize the expenditure of money for any purposes authorized by this Charter and for any purpose for which a municipality is authorized by the laws of the State of Georgia; and to provide for the payment of expenses of the city.
- d. Building Regulation. To regulate and to license the erection and construction of buildings and all other structures; to adopt building, housing, plumbing, electrical, gas, and heating and air conditioning codes; and to regulate all housing, and building trades.
- e. Business Regulation and Taxation. To levy and to provide for the collection of license fees and taxes on privileges, occupations, trades and professions; to license and regulate the same; to provide for the manner and method of payment of such licenses and taxes; and to revoke such licenses after due process for failure to pay any city taxes or fees.
- f. Condemnation. To condemn property, inside or outside the corporate limits of the city, for present or future use and for any corporate purpose deemed necessary by the governing authority, utilizing procedures enumerated in Title 22 of the Official Code of Georgia Annotated, or such other applicable laws as are or may hereafter be enacted.
- g. Contracts. To enter into contracts and agreements with other governments and entities and with private persons, firms and corporations.
- h. Emergencies. To establish procedures for determining and proclaiming that an emergency situation exists inside or outside the city limits, and to make and carry

out all reasonable provisions deemed necessary to deal with or meet such an emergency for the protection, safety, health or well-being of the citizens of the city.

- i. Fire Regulations. To fix and establish fire limits and from time to time to extend, enlarge or restrict the same; to prescribe fire safety regulations consistent with general law, relating to both fire prevention and detection and to firefighting; and to prescribe penalties and punishment for violations thereof.
- j. Garbage Fees. To levy, fix, assess, and collect a garbage, refuse and trash collection and disposal, and other sanitary service charge, tax, or fee for such services as may be necessary in the operation of the city from all individuals, firms, and corporations residing in or doing business within the city benefiting from such services; to enforce the payment of such charges, taxes or fees; and to provide for the manner and method of collecting such service charges.
- k. General Health, Safety and Welfare. To define, regulate and prohibit any act, practice, conduct or use of property which is detrimental to the health, sanitation, cleanliness, welfare, and safety of the inhabitants of the city, and to provide for the enforcement of such standards.
- l. Gifts. To accept or refuse gifts, donations, bequests or grants from any source for any purpose related to powers and duties of the city and the general welfare of its citizens, on such terms and conditions as the donor or grantor may impose.
- m. Health and Sanitation. To prescribe standards of health and sanitation and to provide for the enforcement of such standards.
- n. Jail Sentences. To provide that persons given jail sentences in the city court may work out such sentences in any public works or on the streets, roads, drains and squares in the city, to provide for the commitment of such persons to any jail, or to provide for the commitment of such persons to any county work camp or county jail by agreement with the appropriate county officials.
- o. Motor Vehicles. To regulate the operation of motor vehicles and exercise control over all traffic, including parking upon or across the streets, roads, alleys and walkways of the city.
- p. Municipal Agencies and Delegation of Power. To create, alter or abolish departments, boards, offices, commissions and agencies of the city, and to confer upon such agencies the necessary and appropriate authority for carrying out all the powers conferred upon or delegated to the same.
- q. Municipal Debts. To appropriate and borrow money for the payment of debts of the city and to issue bonds for the purpose of raising revenue to carry out any project, program or venture authorized by this Charter or the laws of the State of Georgia.
- r. Municipal Property Ownership. To acquire, dispose of, and hold in trust or otherwise, any real, personal, or mixed property, in fee simple or lesser interest, inside or outside the property limits of the city.

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- s. Municipal Property Protection. To provide for the preservation and protection of property and equipment of the city, and the administration and use of same by the public; and to prescribe penalties and punishment for violations thereof.
 - t. Municipal Utilities. To acquire, lease, construct, operate, maintain, sell, and dispose of public utilities including, but not limited to, a system of waterworks, sewers and drains, sewage disposal, gas works, electric light plants, transportation facilities, public airports, and any other public utility; and to fix the taxes, charges, rates, fares, fees, assessments, regulations and penalties, and to provide for the withdrawal of service for refusal or failure to pay the same.
 - u. Nuisance. To define a nuisance and provide for its abatement whether on public or private property.
 - v. Penalties. To provide penalties for violation of any ordinances adopted pursuant to the authority of this Charter and the laws of the State of Georgia.
 - w. Planning and Zoning. To provide comprehensive city planning for development by zoning; and to provide subdivision regulation and the like as the Council deems necessary and reasonable to ensure a safe, healthy, and aesthetically pleasing community.
 - x. Police and Fire Protection. To exercise the power of arrest through duly appointed police officers, and to establish, operate, or contract for a police and a fire fighting agency, except as limited by Section 1.12(c) of this Charter.
 - y. Public Hazards: Removal. To provide for the destruction and removal of any building or other structure which is or may become dangerous or detrimental to the public.
 - z. Public Improvements. To provide for the acquisition, construction, building, operation and maintenance of public ways, parks and playgrounds, recreational facilities, cemeteries, markets and market houses, public buildings, libraries, public housing, airports, hospitals, terminals, docks, parking facilities, or charitable, cultural, educational, recreational, conservation, sport, curative, corrective, detention, penal and medical institutions, agencies and facilities; to provide any other public improvements, inside or outside the corporate limits of the city; to regulate the use of public improvements; and for such purposes, property may be acquired by condemnation under Title 22 of the Official Code of Georgia Annotated, or such other applicable laws as are or may hereafter be enacted.
 - aa. Public Peace. To provide for the prevention and punishment of drunkenness, riots, and public disturbances.
 - ab. Public Transportation. To organize and operate such public transportation systems as are deemed beneficial.
 - ac. Public Utilities and Services. To grant franchises or make contracts for public utilities and public services; and to prescribe the rates, fares, regulations and standards and conditions of service applicable to the service to be provided by the franchise grantee or contractor, insofar as not in conflict with valid regulations of the Public Service Commission.
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- aj. Special Assessments. To levy and provide for the collection of special assessments to cover the costs for any public improvements.
 - ak. Taxes - Ad Valorem. To levy and provide for the assessment, valuation, revaluation, and collection of taxes on all property subject to taxation.
 - al. Taxes - Other. To levy and collect such other taxes as may be allowed now or in the future by law.
 - am. Taxicabs. To regulate and license vehicles operated for hire in the city; to limit the number of such vehicles; to require the operators thereof to be licensed; to require public liability insurance on such vehicles in the amounts to be prescribed by ordinance; and to regulate the parking of such vehicles.
 - an. Urban Redevelopment. To organize and operate an urban redevelopment program.
 - ao. Other Powers. To exercise and enjoy all other powers, functions, rights, privileges and immunities necessary or desirable to promote or protect the safety, health, peace, security, good order, comfort, convenience, or general welfare of the city and its inhabitants; and to exercise all implied powers necessary to carry into execution all powers granted in this Charter as fully and completely as if such powers were fully stated herein; and to exercise all powers now or in the future authorized to be exercised by other municipal governments under other laws of the State of Georgia; and no listing of particular powers in this Charter shall be held to be exclusive of others, nor restrictive of general words and phrases granting powers, but shall be held to be in addition to such powers unless expressly prohibited to municipalities under the Constitution or applicable laws of the State of Georgia, except as limited by Section 1.12(c) of this Charter.

Section 1.14 Exercise of powers.

All powers, functions, rights, privileges, and immunities of the city, its officers, agencies, or employees shall be carried into execution as provided by this Charter. If this charter makes no provision, such shall be carried into execution as provided by ordinance or as provided by pertinent laws of the State of Georgia.

ARTICLE II. GOVERNMENT STRUCTURE

Section 2.10. Council creation; number; election.

The legislative authority of the government of this city, except as otherwise specifically provided in this Charter, shall be vested in a council to be composed of a mayor and four councilmembers. The council established shall in all respects be a successor to and continuation of the governing authority under prior law. The mayor and council members shall be elected in the manner provided by this Charter.

Section 2.11. Council terms and qualifications for office.

The mayor and councilmembers shall serve for terms as provided for in this Charter and until their respective successors are elected and qualified. No person shall be eligible to serve as mayor or councilmember unless he has been a resident of the city for one (1) year preceding the date of election of the mayor or councilmembers and must be a qualified voter in municipal elections for officers of this city; and the mayor or councilmember shall continue to reside therein during his period of service and to be registered and qualified to vote in municipal elections of this city.

Section 2.12. Vacancy; filling of vacancies.

- a. The office of mayor or councilmember shall become vacant upon the incumbent's death, resignation, forfeiture of office, or removal from office in any manner authorized by this Charter or the general laws of the State of Georgia.
- b. A vacancy in the office of mayor or councilmember shall be filled for the remainder of the unexpired term, if any, as provided for in this Charter.

Section 2.13. Compensation and expenses.

Mayor and councilmembers shall receive compensation and expenses for their services as provided by ordinance.

Section 2.14. Holding other office; voting when personally interested.

- a. Except as authorized by law, the mayor or any councilmember shall not hold any other city office or other city employment during the term for which he was elected.
- b. Neither the mayor nor any councilmember shall vote upon, sign or veto any ordinance, resolution, contract or other matter in which he shall receive a personal gain.

Section 2.15. Investigations.

The council by simple majority vote may initiate investigations into the affairs of the city and the conduct of any department, office or agency thereof, and for this purpose may subpoena witnesses, administer oaths, take testimony, and require the production of evidence. Any person who fails or refuses to obey a lawful order issued in the exercise of these powers by the council shall be punished as provided by ordinance.

Section 2.16. General power and authority of the council.

Except as otherwise provided by the charter, the council shall be vested with all the powers of government of this city as provided in Article I of this Charter.

Section 2.17. Eminent domain.

The council is hereby empowered to acquire, construct, operate and maintain public ways, parks, public grounds, cemeteries, markets, market houses, public buildings, libraries, sewers, drains, sewage treatment, water lines, waterworks, electrical systems, gas systems, airports, hospitals, and charitable, educational, recreational, sport, curative, corrective, detention, penal and medical institutions, agencies and facilities, and any other public improvements inside or outside the city limits, and to regulate the use thereof, and for such purposes, property may be condemned under procedures established under general law applicable now or as provided in the future.

Section 2.18 Meetings.

The council shall hold an organizational meeting on the first Thursday in January. The meeting shall be called to order and the oath of office shall be administered to the newly elected members as follows:

"I do solemnly (swear) (affirm) that I will faithfully perform the duties of (Mayor) (Council member) of this city and that I will support and defend the charter thereof as well as the constitution and laws of the State of Georgia and of the United States of America."

Section 2.19. Regular and special meetings.

- a. The mayor and city council shall hold regular meetings on the second Thursday and the fourth Thursday of each month at city hall at the time designated by the mayor and city council. With proper notice as required by law, the mayor and council may, from time to time, change the designated meeting times for regular meetings. The mayor and council may recess any regular meeting and continue such meetings on any date or hour it may fix and transact any business as such continued meeting may be transacted at any regular meeting. All such meetings shall be called and conducted in compliance with the Georgia Open Meetings Act.
- b. The council may hold special meetings and may transact business therein in accordance with the law.
- c. All meetings of the council shall be public in accordance with applicable law.
- d. Special meetings may be called at the request of the mayor or by two councilmembers.

Section 2.20. Rules of procedure.

- a. The council shall adopt its rules of procedure and order of business consistent with the provisions of this Charter and shall provide for keeping minutes of its proceedings, which shall be a public record.
- b. All committees and officers of the city shall be appointed by the mayor, with the advice and consent of the councilmembers, and shall serve at the pleasure of the council.

Section 2.21. Quorum; voting.

The mayor or mayor pro tempore and two councilmembers shall constitute a quorum and shall be authorized to transact business of the council. Voting on the adoption of ordinances shall be by voice vote and the vote shall be recorded in the minutes, but any member of the council shall have the right to request a roll call vote and such vote shall be recorded in the minutes. Except as otherwise provided in this Charter, the affirmative vote of the majority of members present shall be required for the adoption of any ordinance, resolution, or motion.

Section 2.22. Action requiring ordinances.

Acts of the council which have the force and effect of law shall be enacted by ordinance.

Section 2.23. Ordinance form; procedures.

- a. Every proposed ordinance should be introduced in writing and in the form required for final adoption. The enacting clause shall be "The Council of the City of Auburn hereby ordains ..." and every ordinance shall so begin.
- b. An ordinance may be introduced by mayor or any council member and be read at a regular or special meeting of the council. Ordinances shall be considered and adopted or rejected by the council in accordance with the rules which it shall establish.

Section 2.24. Codes of technical regulations.

The council may adopt any standard code of technical regulations by reference thereto in all adopting ordinances. The procedure and requirements governing such adopting ordinance shall be as prescribed for ordinances generally.

Section 2.25. Signing; authenticating; recording; codification; printing.

- a. The clerk shall authenticate by the clerk's signature and record in full in a properly indexed book kept for that purpose, all ordinances adopted by the council.

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- b. The council shall provide for the preparation of a general codification of all the ordinances of the city having the force and effect of law. The general codification shall be adopted by the council by ordinance and shall be published promptly, together with all amendments thereto and such codes of technical regulations and other rules and regulations as the council may specify. This compilation shall be known and cited officially as "The Auburn Municipal Code." Copies of the code shall be furnished to all officers, departments and agencies of the city, and made available for purchase by the public at a reasonable price as fixed by the council.

 - c. The council shall cause each ordinance and each amendment to this Charter to be printed promptly following its adoption, and the printed ordinances and charter amendments shall be made available for purchase by the public at reasonable prices to be fixed by the council. Following publication of the first code under this Charter and at all times thereafter, the ordinances and charter amendments shall be printed in substantially the same style as the code currently in effect and shall be suitable in form for incorporation therein. The council shall make such further arrangements as deemed desirable with the reproduction and distribution of any current changes in or additions to codes of technical regulations and other rules and regulations included in the code.

Section 2.26. Council interference with administration.

Except for the purpose of investigations under Section 2.15, the council or any of its members shall deal with city officers and employees who are subject to the direction and supervision of the City Manager, chief of police, director of public utilities, city planner, or other department head solely through the appropriate department head, and neither the council nor its members shall give orders to any such officer or employee, either publicly or privately.

Section 2.27. Election of mayor; forfeiture; compensation.

The mayor shall be elected for and shall serve for a term as provided by the charter and state law and until his successor is elected and qualified. The mayor shall be a qualified elector of this city and shall have been a resident of the city for one year immediately preceding his election. The mayor shall continue to reside in this city during the period of his service. The mayor shall forfeit his office on the same grounds and under the same procedure as for councilmembers. The compensation of the mayor shall be established in the same manner as for councilmembers.

Section 2.28. Mayor pro tempore.

By a majority vote, at the first regular meeting of the council in each year, council shall elect a councilmember to serve as the mayor pro tempore. The mayor pro tempore shall assume the duties and powers of the mayor during the mayor's disability or absence. If the mayor pro

tempore is absent because of sickness or disqualification, any one of the remaining councilmembers, chosen by the members present, shall be clothed with all the rights and privileges of the mayor and shall perform the mayor's duties.

Section 2.29. Powers and duties of mayor.

The mayor shall:

- a. Preside at all meetings of the council;
- b. Be the head of the city for the purpose of service of process and for ceremonial purposes, and be the official spokesman for the city and the chief advocate of policy;
- c. Have power to administer oaths and to take affidavits;
- d. Sign as a matter of course on behalf of the city all written and approved contracts, ordinances and other instruments executed by the city which by law are required to be in writing;
- e. Vote only in case of a tie or in case only one vote is needed to pass any motion, resolution, ordinance, or other question before the council;
- f. Within ten calendar days of receipt of an ordinance, shall return it to the city clerk with or without the mayor's approval or with the mayor's disapproval. If the ordinance has been approved by the mayor, it shall become law upon its return to the city clerk; if the ordinance is neither approved nor disapproved, it shall become law at 12:00 noon on the tenth calendar day after its adoption; if the ordinance is disapproved, the mayor shall submit to the council through the city clerk a written statement of reason(s) for the veto. The city clerk shall record upon the ordinance the date of its delivery to and receipt from the mayor. Upon receipt of the mayor's veto statement, council may override the mayor's veto by a vote of not less than three (3) council members; and
- g. Perform such other duties as may be required by law, this Charter, or ordinance.

Section 2.30. Conduct of members of appointed boards.

Appointed board members shall adhere to the following code of conduct, and may be removed for any of the following:

1. Failure to attend meetings; tardiness.
2. Conviction of a felony or crime involving moral turpitude.
3. Inexcusable absence without leave.
4. Abuse or misuse of City property.
5. Willfully giving false information to City officials, City staff, or the public.

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6. Discovery of a false statement in an application which had not been previously detected.
 7. Acceptance of gratuities in conflict with City policy or State law.
 8. Discourteous acts toward the public, citizens, staff, or other persons.
 9. Drinking alcoholic beverages or use of illegal non-prescription drugs in such manner as to adversely affect attendance or performance.
 10. Falsification or destruction of official records or documents or use of official position for personal benefit, profit, or advantage, or for other improper reasons.
 11. Harassment of other Board members, City personnel or the public.
 12. Insubordination or uncooperative attitude in the performance of official functions, which is defined as the refusal to obey any instruction or directive of an authorized official or demonstrating contempt or disrespect for a fellow board member, City official, citizen, or staff member whether in or out of his or her presence.
 13. Conduct which endangers the member or another person.
 14. Fighting or attempting bodily injury to others on City property except in clear cases of self-defense.
 15. Violation of the standards summarized in the recitals above.

ARTICLE III. ADMINISTRATIVE AFFAIRS

Section 3.10. Administrative and service departments.

- a. Except as otherwise provided in this Charter, the council, by ordinance, shall prescribe the functions or duties, and establish, abolish or alter all non-elective offices, positions of employment, departments, and agencies of the city, as necessary for the proper administration of the affairs and government of this city.
- b. Except as otherwise provided by this Charter or by law, the directors of departments and other appointed officers of the city shall be appointed solely on the basis of their respective administrative and professional qualifications.
- c. All appointed officers and directors of departments shall receive such compensation as prescribed by ordinance.
- d. There shall be a director of each department or agency who shall be its principal officer. Each director shall, subject to the direction and supervision of the City Manager, be responsible for the administration and direction of the affairs and operations of his department or agency.

Section 3.11. Boards, commissions and authorities.

- a. The council shall create by ordinance such boards, commissions and authorities to fulfill any investigative, quasi-judicial or quasi-legislative function the council

deems necessary, and shall by ordinance establish the composition, period of existence, duties and powers thereof.

- b. All members of boards, commissions and authorities of the city shall be appointed by the council for terms of two (2) years, except where other appointing authority, terms of office, or manner of appointment is prescribed by State law.
- c. The council, by ordinance, may provide for the compensation and reimbursement for actual and necessary expenses of the members of any board, commission or authority.
- d. Except as otherwise provided by charter, ordinance or by law, no member of any city board, commission or authority shall hold any elective office in the city.
- e. Any vacancy on a board, commission or authority of the city shall be filled for the unexpired term in the manner prescribed herein for original appointment, except as otherwise provided by this Charter or by law.
- f. No member of a board, commission or authority shall assume office until he has executed and filed with the clerk of the city an oath obligating himself to faithfully and impartially perform the duties of his office, such oath to be prescribed by ordinance and administered by the mayor or designee.
- g. Any member of a board, commission or authority may be removed from office by a vote of the council.
- h. Except as otherwise provided by this Charter or by law, each board, commission or authority of the city shall elect one of its members as chairman and one member as vice-chairman, and may elect as its secretary one of its own members or may appoint as secretary an employee of the city, subject to approval by appropriate department head. Each board, commission or authority of the city government may establish bylaws, rules and regulations, consistent with this Charter, ordinances of the city, or law, as it deems appropriate and necessary for the fulfillment of its duties or the conduct of its affairs. Copies of such bylaws, rules and regulations shall be filed with the clerk of the city.

Section 3.12. City attorney.

The mayor, with advice and consent of the council, shall appoint a city attorney, together with such assistant city attorneys as may be authorized, and shall provide for the payment of such attorney or attorneys for services rendered to the city. The city attorney shall be responsible for representing and defending the city in all litigation in which the city is a party; may be the prosecuting officer in the municipal court; shall attend the meetings of the council as directed; shall advise the council and other officers and employees of the city concerning legal aspects of the city's affairs; and shall perform such other duties as may be required of him by virtue of his position as city attorney.

Section 3.13. City Manager; appointment; qualifications; compensation.

The council shall appoint a City Manager for an indefinite term and shall fix the Manager's compensation. The City Manager shall be appointed solely on the basis of his executive and administrative qualifications with special reference to the knowledge of and actual experience in municipal management.

Section 3.14. Removal of City Manager.

The City Manager is employed at-will; shall serve at the pleasure of the city council; and may be removed from office by a majority vote of city council.

Section 3.15. Powers and duties of the City Manager.

(a) The city council shall appoint an officer whose title shall be "city manager" and the city manager shall serve at the pleasure of the city council. The city manager shall not be subject to annual reappointments. The city manager shall be appointed without regard to political beliefs and solely on the basis of his or her education and experience in the accepted competencies and practices of local government management.

(b) The city manager shall be the chief executive and administrative officer of the city. The city manager shall be responsible to the city council for the administration of all city affairs placed in the manager's charge by or under this charter. As the chief executive and administrative officer, the city manager shall:

(1) Appoint all and, when he or she deems it necessary for the good of the city, suspend or remove any city employees and administrative officers he or she appoints, oversee all aspects of human resources and employment for all city employees, except as otherwise provided by law or personnel ordinances adopted pursuant to this charter. The city manager may authorize any administrative officer who is subject to the city manager's direction and supervision to exercise these powers with respect to subordinates in that officer's department, office, or agency;

(2) Direct and supervise the administration of all departments, offices, and agencies of the city, except as otherwise provided by this charter or by law;

(3) Attend all city council meetings, except for closed meetings held for the purposes of deliberating on the appointment, discipline, or removal of the city manager, and have the right to take part in discussion but not vote;

(4) See that all laws, provisions of this charter, and acts of the city council, subject to enforcement by the city manager or by officers subject to the city manager's direction and supervision, are faithfully executed;

(5) Prepare and submit the annual budget to the city council;

(6) Submit to the city council and make available to the public a complete report on the finances and administrative activities of the city as of the end of each fiscal year;

(7) Make such other reports as the city council may require concerning the operations of city departments, offices, and agencies subject to the manager's direction and supervision;

(8) Keep the city council fully advised as to the financial condition and future needs of the city and make such recommendations to the city council concerning the affairs of the city as the manager deems desirable;

(9) Perform such other duties as are specified in this charter or as may be required by the city council;

(10) Temporarily serve as a department head in the event of any vacancy;

(11) Supervise the purchase of all materials, supplies and equipment for which funds are provided in the budget pursuant to the purchasing ordinance, City Code Section 3.04;

(12) Execute all contracts, deeds or bonds of the city, duly authorized by the council, and permitted by the City Charter, ordinance or by state law and supervise the completion of all contracts for work for the city and advise the council on the progress of such work

(c) Except for the purpose of inquiries and investigations under Section 2.15 of this charter, the city council or its members shall deal with city officers and employees who are subject to the direction or supervision of the city manager solely through the city manager, and neither the city council nor its members shall give orders or supervisory direction to any such officer or employee, either publicly or privately.

(d) The city manager's duties and responsibilities may be further defined or provided by a job description or as assigned or designated by the city council.

(e) The city manager shall not continue in office upon qualifying as a candidate for nomination or election to any public office.

Section 3.16. City Manager, oath of office.

Before entering upon the duties of his office, the City Manager shall take an oath or affirmation for the faithful performance of duties of such office.

Section 3.17. City clerk.

The city clerk shall be appointed by the City Manager. The city clerk shall be custodian of the official city seal and city records; maintain council records as required by this charter; and perform such other duties as may be assigned by the City Manager. The city clerk shall not be subject to annual reappointments. The city clerk shall not be a department head; shall report to the City Manager; and may be terminated at will.

Section 3.18. Police chief.

The chief of police shall be appointed by the City Manager. The police chief shall have such powers and duties as the council shall prescribe by ordinance including, but not limited to, the authority to administer oaths of office for sworn law enforcement officers. The police chief shall not be subject to annual reappointments. The police chief shall report to the City Manager, and may be terminated at will.

Section 3.19. Director of public works.

The director of public works shall be appointed by the City Manager. The director of public works shall have such powers and duties as the council shall prescribe by ordinance. The director of public works shall not be subject to annual reappointments. The director of public works shall report to the City Manager, and may be terminated at will.

Section 3.20. Community Development Director.

The Community Development Director shall be appointed by the City Manager. The Community Development Director shall have such powers and duties as the Council shall prescribe. The Community Development Director shall not be subject to annual reappointments. The Community Development Director shall report to the City Manager, and may be terminated at will.

Section 3.21. Parks And Leisure Director.

The Parks and Leisure Coordinator shall be appointed by the City Manager. The Parks and Leisure Coordinator shall oversee and carry out the City's Parks and Leisure programs; serve as the primary City staff liaison to the City's Parks and Leisure Commission; and perform such other duties as may be assigned by the City Manager. The Parks and Leisure Coordinator shall not be subject to annual reappointments. The Parks and Leisure Coordinator shall not be a department head; shall report to the City Manager; and may be terminated at will.

Section 3.22. Executive Assistant to Mayor and City Council.

The City Manager shall appoint an Executive Assistant to Mayor and City Council. The Executive Assistant to Mayor and City Council shall have such powers and duties as the Council shall prescribe. The Executive Assistant to Mayor and City Council shall not be subject to annual reappointments. The Executive Assistant to Mayor and City Council shall serve at the pleasure of the Council and may be terminated at will.

ARTICLE IV. MUNICIPAL COURT

Section 4.10. Creation; name.

There shall be a court to be known as the Municipal Court of the City of Auburn.

Section 4.11. Municipal judge; associate judge.

- a. The municipal court shall be presided over by a municipal judge or such part-time, full-time, or stand-by judges as shall be provided by ordinance. The method of selection and terms of such judges shall be provided by ordinance.
- b. No person shall be qualified or eligible to serve as a judge on the municipal court unless he shall have attained the age of twenty-one years, shall be a member of the State Bar of Georgia, and shall possess all qualifications required by law. All judges shall be appointed by council.
- c. Compensation of the judges shall be fixed by ordinance.
- d. Before assuming office, each judge shall take an oath, given by the mayor, that he will honestly and faithfully discharge the duties of his office to the best of his ability and without fear, favor or partiality.

Section 4.12. Convening.

The municipal court shall be convened at regular intervals as provided by ordinance.

Section 4.13. Jurisdiction; powers.

- a. The municipal court shall try and punish violations of this Charter, all city ordinances, and such other violations as provided by law.
- b. The municipal court shall have authority to punish those in its presence for contempt, by fine, as allowed by law, or fifteen days of imprisonment and labor on the public works of the city, or by both fine and imprisonment.

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- c. The municipal court may fix punishment for offenses within its jurisdiction as allowed by law or imprisonment and labor on the public works of the city for one year, or both fine and imprisonment, or may fix punishment by fine, imprisonment, or alternative sentencing as allowed by law.
 - d. The municipal court shall have authority to establish a schedule of fees to defray the cost of operation, and shall be entitled to reimbursement of the cost of meals, transportation, and caretaking of prisoners bound over to superior courts for violations of state law.
 - d. The municipal court shall have authority to establish bail and recognizances to ensure the presence of those charged with violations before said court, and shall have discretionary authority to accept cash or personal or real property as surety for the appearance of persons charged with violations. Whenever any person shall give bail for his appearance and shall fail to appear at the time fixed for trial, his bond shall be forfeited by the judge presiding at such time, and an execution issued thereon by serving the defendant and his sureties with a rule nisi, at least two days before a hearing on the rule. In the event that cash or property is accepted in lieu of bond for security for the appearance of a defendant at trial, and if such defendant fails to appear at the time and place fixed for trial, the cash so deposited shall be on order of the judge declared forfeited to the city, or the property so deposited shall have a lien against it for the value forfeited which lien shall be enforceable in the same manner and to the same extent as a lien for city property taxes.
 - e. The municipal court shall have the same authority as superior courts to compel the production of evidence in the possession of any party; to enforce obedience to its orders, judgments and sentences; and to administer such oaths as are necessary.
 - f. The municipal court may compel the presence of all parties necessary to a proper disposal of each case by the issuance of summonses, subpoenas, and warrants which may be served as executed by any officer as authorized by this Charter or by law.
 - g. Each judge of the municipal court shall be authorized to issue warrants for the arrest of persons charged with offenses against any ordinance of the city, and each judge of the municipal court shall have the same authority as a magistrate of the state to issue warrants for offenses against state laws committed within the city.
 - i. The municipal court is specifically vested with all the jurisdiction and powers throughout the geographic area of this city granted by law to municipal courts and particularly by such laws as authorize the abatement of nuisances and prosecution of traffic violations.

Section 4.14. Appeal to Superior Court

The right of appeal from the decision and judgment of the municipal court shall exist in all criminal cases and ordinance violations cases, and such appeal shall be made to the Superior Court of Barrow County or Gwinnett County under the laws of the State of Georgia regulating appeals from municipal courts.

Section 4.15. Rules for court.

With the approval of the council, the judge shall have full power and authority to make reasonable rules and regulations necessary and proper to secure the efficient and successful administration of the municipal court; provided, however, that the council may adopt in part or in toto the rules and regulations applicable to municipal courts. The rules and regulations made or adopted shall be filed with the city clerk, shall be available for public inspection, and, upon request, a copy shall be furnished to all defendants in municipal court proceedings.

ARTICLE V. ELECTIONS AND REMOVAL

Section 5.10. Applicability of general law.

All primaries and elections shall be held and conducted in accordance with the Georgia Municipal Election Code (Title 21, Chapter 3 of the Official Code of Georgia Annotated), the "Georgia Municipal Election Code," as now or hereafter amended.

Section 5.11. Election of the Mayor and Councilmembers.

- a. There shall be a municipal general election biennially in the odd years as provided by this Charter and state law on the Tuesday next following the first Monday in November.
- b. It is the intent of this section of the charter of the City of Auburn that the elected officials of the City of Auburn serve staggered terms with the mayor and two councilmembers to be elected in 2027 and every four years thereafter and with two councilmembers to be elected in 2029 and every four years thereafter and .
- c. The Mayor and each Council Member shall be elected by the electors voting in the entire City at large. The Mayor may reside in any district of the City as set forth in subsection (d) below. Each Council Member must reside in the district as set forth in subsection (d) below that they qualify for both at the time of qualification for that district post and throughout their elected service in that position. Each elector shall be entitled to vote for one candidate for each municipal office which is to be filled at any election. At the general municipal election conducted in 2027 and every four years thereafter, the candidates who receive the highest number of votes cast for the office of Mayor and Council Member posts 1 and 3 shall be the persons elected to

those offices. At the general municipal election conducted in 2029 and every four years thereafter, the candidates who receive the highest the candidates who receive the highest number of votes cast for council member posts 2 and 4 shall be the persons elected to those offices.

- d. There are established four council member districts of approximately equal populations as shown on Exhibit "A" attached hereto and incorporated herein by reference. The districts may be modified from time to time by ordinance as required by this Charter, state and federal law. In amending district lines to achieve similar populations in each district, the Council may take into account neighborhoods, roads and other landmarks or land divisions that provide appropriate lines between districts. The four districts shall each be represented by one council member who shall run for and be elected to that district post. The four district posts shall be known as Post 1, Post 2, Post 3 and Post 4. Any candidate for a council member position shall qualify only for the post of the district in which they reside and shall designate the post which the candidate is seeking when qualifying. The designation shall be entered upon the ballot in such manner so that in the ensuing election such candidate shall only oppose the other candidate or candidates, if any, designating the same specific district post.

Section 5.12. Non-partisan elections.

Political parties shall not conduct primaries for city offices and all names of candidates for city offices shall be listed without party designations.

Section 5.13. Election by plurality.

The person receiving a plurality of the votes cast for any city office shall be elected.

Section 5.14. Special elections; vacancies.

In the event that the office of mayor or councilmember shall become vacant as provided in Section 2.12 of this Charter, the remaining council shall order a special election to fill the balance of the unexpired term of such official; provided, however, if such vacancy occurs within ninety days of the expiration of the term of that office, a successor shall be elected at the next regularly scheduled election. In all other respects, the special election shall be held and conducted in accordance with the Georgia Municipal Election Code, Chapter 3 of Title 21 of the Official Code of Georgia Annotated, the Georgia Municipal Election Code, as now or hereafter amended.

Section 5.15. Removal of officers.

- a. The mayor or councilmembers may be removed from office for any one or more of the following causes:
- (1) Incompetence, misfeasance or malfeasance in office;
 - (2) Conviction of a crime involving moral turpitude;

-
- (3) Failure at any time to possess any qualifications of office as provided by this Charter or by law;
 - (4) Knowingly violating any express prohibition of this Charter or City ordinance;
 - (5) Abandonment of office or neglect to perform the duties thereof;
 - (6) Failure for any other cause to perform the duties of office as required by this Charter or by state law.
- b. Removal of any officer pursuant to subsection (a) of this section shall be heard in an investigative hearing conducted by the municipal court judge. The city solicitor shall present the city's case in the matter. The mayor or councilmember shall be entitled to be represented and to present evidence and arguments to the municipal court judge in his own defense.
 - c. The hearing shall be conducted according to the following general rules of procedure:
 - (1) The city shall have the burden of proving its case by clear and convincing evidence of the grounds for removal cited in Section 5.15(a).
 - (2) The city solicitor shall issue a notice of the investigative hearing, which shall contain in writing the nature of the charges and the specific sections or subsections of Section 5.15(a), which the mayor or councilmember is alleged to have violated.
 - d. The general rules of evidence of the courts of the State of Georgia shall apply to the hearing. The order of proof shall be that the city solicitor presents the city's case. All witnesses shall be given an oath at the time they begin their testimony and all evidence shall be taken down by a court reporter. All of the witnesses presented by the city shall be subject to cross-examination by the mayor or councilmember or his counsel. At the conclusion of the city's evidence, the mayor or councilmember shall be allowed to present evidence and witnesses in support of his position.
 - e. At the conclusion of the mayor or councilmember's evidence, the city shall have the right to present rebuttal evidence. The mayor or councilmember shall be given the opportunity to present rebuttal evidence.
 - f. At the close of the evidence, both sides shall have the opportunity to make oral arguments to the municipal court judge regarding their positions on the evidence presented. At that time, they shall also make any legal arguments necessary to preserve any issues and present them to the municipal court judge for determination. Upon the conclusion of the hearing, the municipal court judge shall recess the hearing to consider and review all of the evidence presented. The municipal court judge shall make a recommendation to the council regarding any removal or disciplinary action for the mayor or councilmember under Section 5.15.
 - g. At their next regularly scheduled meeting, the council shall consider the recommendation of the municipal court judge and shall either accept the recommendations or make any amendment, revisions or modification to the municipal court judge's recommendation. Any action to remove an officer, mayor, or
-

councilmember from his office shall require majority vote of the remaining council. The officer whose removal or discipline is being considered shall not vote on his own removal or discipline.

- h. Any elected officer sought to be removed from office under this subsection shall have the right to appeal from the decision of the council to the superior court of Barrow County. Such appeal shall be governed by the same rules as govern appeals to the Superior Court from lower courts.

Section 5.16 Terms of office.

Commencing with the election after the start of the term of Council beginning January 1, 2026, and thereafter, no Council member elected or qualified for three consecutive terms shall be eligible for the next succeeding term based upon previous elective service.

Commencing with the election after the start of the term of Council beginning January 1, 2026 and thereafter, no Mayor elected or qualified for three consecutive terms shall be eligible for the next succeeding term based upon previous elective service. The limitation of two consecutive terms shall not overlap or run concurrent between being a Council member position and a Mayor as the term limit period is to the particular elected position and are not to be combined.

ARTICLE VI. FINANCE

Section 6.10. Property tax.

The council may assess, levy and collect an ad valorem tax on all real and personal property within the corporate limits of the city that is subject to such taxation by the state and county. This tax is for the purpose of raising revenues to defray the costs of operating the city government, of providing governmental services, for the repayment of principal and interest on general obligations, and for any other public purpose as determined by the council in its discretion.

Section 6.11. Millage rate; due dates; payment methods.

The council, by ordinance, shall establish a millage rate for the property tax, a due date, and the time period within which these taxes must be paid. The council, by ordinance, may provide for the payment of these taxes by installments or in one lump sum, as well as authorize the voluntary payment of taxes prior to the time when due.

Section 6.12. Occupation and business taxes.

The council, by ordinance, shall have the power to levy such occupation or business taxes as are not denied by law. Such taxes may be levied on both individuals and corporations who transact business in this city or who practice or offer to practice any profession or calling within the city to the extent such persons have a constitutionally sufficient nexus to this city to be so

taxed. The council may classify businesses, occupations, professions or callings for the purpose of such taxation in any way which may be lawful and may compel the payment of such taxes as provided in Section 6.18 of this Charter.

Section 6.13. Licenses; permits; fees.

The council by ordinance shall have the power to require any individual or corporation who transacts business in the city or who practices or offers to practice any profession or calling within the city to obtain a license or permit for such activity from the city and to pay a reasonable fee for such license or permit where such activities are not now regulated by general law in such a way as to preclude city regulations. Such fees may reflect the total cost to the city of regulating the activity and, if unpaid, shall be collected as provided in Section 6.18 of this Charter. The council by ordinance may establish reasonable requirements for obtaining or keeping such licenses as the public health, safety and welfare necessitate.

Section 6.14. Franchises.

The council shall have the power to grant franchises for the use of the city's streets and alleys for the purposes of railroads, street railways, telephone companies, electric companies, cable television, gas companies, transportation companies and other similar organizations. The council shall determine the duration, terms, whether the same shall be exclusive or nonexclusive, and the consideration for such franchises; provided, however, no franchise shall be granted unless the city receives just and adequate compensation therefore. The council shall provide for the registration of all franchises with the city clerk. The council may provide by ordinance for the registration within a reasonable time of all franchises previously granted.

Section 6.15. Service charges.

The council by ordinance shall have the power to assess and collect fees, charges, and tolls for sewers, sanitary and health services, or any other services provided or made available inside and outside the city limits of the city for the total cost to the city of providing or making available such services. If unpaid, such charges shall be collected as provided in Section 6.18 of this Charter.

Section 6.16. Special assessments.

The council, by ordinance, shall have the power to assess and collect the cost of constructing, reconstructing, widening, or improving any public way, street, sidewalk, curbing, gutters, sewers, or other utility mains and appurtenances from the abutting property owners under such terms and conditions as are reasonable. If unpaid, such charges shall be collected as provided in Section 6.18 of this Charter.

Section 6.17. Construction; other taxes.

This city shall be empowered to levy any other tax allowed now or hereafter by law, and the specific mention of any right, power or authority in this article shall not be construed as limiting in any way the general powers of this city to govern its local affairs.

Section 6.18. Collection of delinquent taxes and fees.

The council, by ordinance, may provide generally for the collection of delinquent taxes, fees, or other revenue due the city under Sections 6.10 through 6.17 by whatever reasonable means as are not precluded by law. This shall include providing for the dates when the taxes or fees are due; late penalties or interest; issuance and execution of FIFAs; creation and priority of liens; making delinquent taxes and fees personal debts of the persons required to pay the taxes or fees imposed; revoking city licenses for failure to pay any city taxes or fees; and providing for the assignment or transfer of tax executions.

Section 6.19. General obligation bonds.

The council shall have the power to issue bonds for the purpose of raising revenue to carry out any project, program or venture authorized under this Charter or the laws of the state. Such bonding authority shall be exercised in accordance with the laws governing bond issuance by municipalities in effect at the time said issue is undertaken.

Section 6.20. Revenue bonds.

Revenue bonds may be issued by the council as state law now or hereafter provides. Such bonds are to be paid out of any revenue produced by the project, program or venture for which they were issued.

Section 6.21. Short-term loans.

The city may obtain short-term loans and repay such loans not later than December 31 of each year, unless otherwise provided by law.

Section 6.22. Fiscal year.

The council shall set the fiscal year by ordinance. This fiscal year shall constitute the budget year and the year for financial accounting and reporting of each and every office, department, agency and activity of the city government.

Section 6.23. Preparation of budgets.

The council shall provide an ordinance on the procedures and requirements for the preparation and execution of an annual operating budget, a capital improvement program and a capital budget, including requirements as to the scope, content and form of such budgets and programs.

Section 6.24. Submission of budget to council.

On or before a date fixed by the council but not later than sixty days prior to the beginning of each fiscal year, the City Manager shall submit to the council a proposed budget for the ensuing fiscal year. The budget shall be accompanied by a message from the City Manager containing a statement of the general fiscal policies of the city, the important features of the budget, explanations of major changes recommended for the next fiscal year, a general summary of the budget, and such other comments and information as he may deem pertinent. The operating budget and the capital improvements budget hereinafter provided for, the budget message, and all supporting documents shall be filed in the office of the city clerk and shall be open to public inspection.

Section 6.25. Action by council on budget.

- a. The council may amend the budget proposed by the City Manager; except, that the budget as finally amended and adopted must provide for all expenditures required by state law or by other provisions of this Charter and for all debt service requirements for the ensuing fiscal year. The total appropriations from any fund shall not exceed the estimated fund balance, reserves, and revenues.
- b. The council by ordinance shall adopt the final budget for the ensuing fiscal year not later than the fifteenth day off the first month of the fiscal year. If the council fails to adopt the budget by this date, the amounts appropriated for operation for the current fiscal year shall be deemed adopted for the ensuing fiscal year on a month-to-month basis, with all items prorated accordingly until such time as the council adopts a budget for the ensuing fiscal year. Adoption of the budget shall take the form of an appropriations ordinance setting out the estimated revenues in detail by sources and making appropriations according to fund and by organizational unit, purpose, or activity as set out in the budget preparation ordinance adopted pursuant to Section 6.23.
- c. The amount set out in the adopted budget for each organizational unit shall constitute the annual appropriation for such, and no expenditure shall be made or encumbrance created in excess of the otherwise encumbered balance of the appropriations or allotment thereof, to which it is chargeable.

Section 6.26. Tax levies.

Following adoption of the budget, the council shall levy by ordinance such taxes as are necessary. The taxes and tax rates set by such ordinance shall be such that reasonable estimates of revenues from such levy shall at least be sufficient, together with other anticipated revenues, fund balances and applicable reserves, to equal the total amount appropriate for each of the several funds set forth in the annual budget for defraying the expenses of the general government of this city.

Section 6.27. Changes in appropriations.

The council by ordinance may make changes in the appropriations contained in the current budget, at any regular meeting, special or emergency meeting called for such purpose, but any additional appropriations may be made only from an existing unexpended surplus.

Section 6.28. Independent audit.

There shall be an annual independent audit of all city accounts, funds and financial transactions by a certified public accountant selected by the council. The audit shall be conducted according to generally accepted accounting principles. Any audit of any funds by the state or federal governments may be accepted as satisfying the requirements of this Charter. Copies of all audit reports shall be available to the public in accordance with public open records law.

Section 6.29. Contracting procedures.

No contract with the city shall be binding on the city unless:

- a. It is in writing;
- b. It is made or authorized by the council and such approval is entered in the council minutes.

Section 6.30. Centralized purchasing.

The council shall by ordinance prescribe procedures for a system of centralized purchasing for the city.

Section 6.31. Sale of city property.

- a. The council may sell and convey any real or personal property owned or held by the city for governmental or other purposes as now or hereafter provided by law.
- b. The council may quitclaim any rights it may have in property not needed for public purposes upon report by the mayor and adoption of a resolution, both finding that the property is not needed for public or other purposes and that the interest of the city has no readily ascertainable monetary value.
- c. Whenever in opening, extending or widening any street, avenue, alley or public place of the city, a small parcel or tract of land is cut-off or separated by such work from a larger tract or boundary of land owned by the city, the council may authorize the mayor to sell or convey said cut-off or separated parcel or tract of land to an abutting or adjoining property owner or owners where such sale and conveyance facilitates the enjoyment of the abutting owner's property. Included in the sales contract shall be a provision for the rights-of-way of said street, avenue, alley or public place. Each abutting property owner shall be notified of the availability of the property and given the opportunity to purchase said property under such terms and conditions as set out by ordinance. All deeds and conveyances heretofore and hereafter so executed and delivered shall convey all title and interest the city has in

such property, notwithstanding the fact that no public sale after advertisement was or is hereafter made.

ARTICLE VII. GENERAL PROVISIONS

Section 7.10. Prior ordinances.

All ordinances, resolutions, rules and regulations now in force in the city consistent with this Charter are hereby declared valid and of full effect and force until amended or repealed by the council.

Section 7.11. Pending matters.

Except as specifically provided otherwise by this Charter, all rights, claims, actions, orders, contracts and legal or administrative proceedings shall continue and any such ongoing work or cases shall be completed by such city agencies, personnel or offices as may be provided by the council.

Section 7.12. Construction.

- a. Section captions in this Charter are informative only and are not to be considered as a part thereof.
- b. The word "shall" is mandatory and the word "may" is permissive.
- c. The singular shall include the plural, the masculine shall include the feminine, and vice versa.

Section 7.13. Severability.

If any article, section, subsection, paragraph, sentence, clause or phrase of this Charter shall be declared or adjudged invalid or unconstitutional, such adjudication shall in no manner affect the other sections, subsections, sentences, clauses, or phrases of this Charter, which shall remain of full force and effect as if the section, subsection, sentence, clause, or phrase so declared or adjudged invalid or unconstitutional were not originally a part hereof. The council declares that it would have passed the remaining parts of this Charter if it had known that such part or parts hereof would be declared or adjudged invalid or unconstitutional.

Section 7.14. Effective date.

This Charter shall become effective upon its approval by the council as provided by law.

Section 7.15. Repealer.

All laws and parts of laws in conflict with this Charter are repealed.



MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Johnathen Eggleston
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 5

TO: Mayor and City Council

FROM: Sarah McQuade, AICP
City Planner

DATE: June 18, 2026

PURPOSE: OAR26-0001. Overlay Architectural Review (OAR) approval to install one monument sign.

BACKGROUND: The applicant proposes the installation of one monument sign at the Bank OZK frontage at Atlanta Hwy. This property is in the Auburn Downtown Overlay District; therefore, Overlay Architectural Review (OAR) approval must be granted by the Auburn Mayor and City Council prior to the issuance of a sign permit.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:

In accordance with the review procedure established in Sec. 17.91.080, and the provisions of Sec. 17.91, staff finds that the proposal is not compliant with the requirements of the Auburn Downtown Overlay District. Staff recommends denial of the subject Overlay Architectural Review request, as the proposal does not satisfy the requirements of Sec. 17.91.070 – Signage.

However, should the City Council find the subject OAR to be compliant, staff recommends the following stipulations be enforced upon the site and adopted as part of the approval:

1. The proposed sign shall be placed as to maintain 10 feet of separation from the Atlanta Hwy right-of-way.
2. The sign shall not include any electronic screens or digital display elements.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 Auburn Way

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

Staff Report for Auburn Downtown Overlay District - Overlay Architectural Review

CASE NUMBER: OAR26-0001
ZONING: Downtown Overlay District (ADOD)
LOCATION: 5 Main St
PARCEL NUMBER: AU11 138
SITE ACREAGE: 0.71 +/- acres
PROPOSAL: Install a monument sign
FUTURE DEVELOPMENT MAP: General Commercial
APPLICANT: SignArt

PROJECT SUMMARY:

The applicant proposes the installation of one (1) monument sign in the front yard of Bank OZK near Atlanta Hwy. The property is in the Auburn Downtown Overlay District (ADOD, [Ch. 17.91](#)); pursuant to these regulations, Overlay Architectural Review (OAR) requiring approval by the Auburn Mayor and City Council prior to the issuance of a sign permit ([Sec. 17.91.080.A](#)).

The applicant is seeking a sign permit to install a Bank OZK monument sign in place of the existing one. The proposal would result in the complete, voluntary removal of the existing monument to make way for the new installation. The existing monument sign has a brick base which supports a two-sided sign face of metallic appearance.

Sign renderings and a site sketch are provided as part of the OAR application, depicting a monument sign with the following attributes:

- 7'4" in height, 1'7" in depth, and 7'3" in width.
- A 17.5-square-foot digital display on each sign face.
- A 7.6-square-foot traditional sign face, providing the name and logo of Bank OZK, on each side. This message area is shown to project three (3) inches from each sign face.
- A cumulative sign area of 25.4 square feet per face, which includes the additional messaging at the bottom-right corner of each sign face, but not the total area of the monument.
- Fabricated aluminum composition.
- Minimum separation of 7'6" between the monument sign and the Atlanta Hwy right-of-way line.

DEVELOPMENT REVIEW COMMENTS:

Pursuant to [Sec. 17.91.080.B](#), the Mayor and City Council of Auburn shall review this application for

Case OAR26-0001

compliance with all requirements of the Auburn Downtown Overlay District based in part on the criteria outlined herein. Upon decision by the governing body that the proposal complies with said requirements, the applicant may begin development after obtaining the appropriate permit(s).

The Overlay Review Criteria are provided below. Language in bold is from the City of Auburn Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.

- a. Applicant submittal includes a project narrative.**
 - Yes, the submittal includes a project narrative.

- b. Applicant has submitted a conceptual plan showing all proposed buildings, site requirements, and other information pertinent to the development of the site.**
 - Yes, the applicant has submitted a site sketch depicting the location of the proposed sign relative to the property boundaries.

- c. Elevation drawings submitted shall include dimensions of all sides of existing and proposed structures. Architectural elevations and treatments illustrating the architectural finish of the structures.**
 - Yes, the applicant has provided scaled renderings of the proposed monument sign.

- d. Applicant has included exterior finish material selections for all relevant structures to comply with the requirements of Chapter 17.91 Auburn Downtown Overlay District.**
 - Yes, the applicant indicates in the renderings that the sign will be a "fabricated aluminum cabinet/base painted black."

- e. Applicant has submitted sign plans and landscape plans in accordance with this Chapter 17.91 Auburn Downtown Overlay District.**
 - Yes, the applicant has submitted a site sketch and sign renderings for the proposed monument sign.
 - The requirement for a landscape plan does not apply to this request.

- f. Applicant submittal includes photos of neighboring properties to ensure compatibility with the proposed design.**
 - The applicant has not provided photos of neighboring properties, nor has the City requested any.

- g. Applicant shall provide any other information deemed necessary by the City Planner, or their designee to evaluate the appearance of the proposed site and its structures.**
 - The Community Development Department does not request additional information from the applicant at this time.

- h. Property owned by the City or any Authority thereof shall be exempt from the Plan and Review process described herein.**
 - The subject property is owned privately; therefore, it's not subject to any exemptions.

In addition to the Overlay Review Criteria provided above, the submittal has been reviewed for general compliance with [Ch. 17.91](#) - Auburn Downtown Overlay District. Staff identifies the following Code deficiencies:

1. Sec. [17.91.070.E.4](#) states that "electronic message board signs are prohibited" in the ADOD. The Signs chapter of the Code defines an electronic message board as "any sign that uses changing lights or colors to form a sign message or messages or creates a picture, scene or design wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes" ([Sec. 17.120.020](#)).
 - a. Staff interprets the proposed 17.5-square-foot digital displays to be electronic message boards. Therefore, this element of the proposed sign is not permitted.
 - b. The existing monument sign does not have any digital displays or elements.
2. Sec. [17.91.070.G.5](#) states that "free standing signs must be located a minimum of ten feet from the public right-of-way." A monument sign is a type of freestanding sign.
 - a. According to the submittal, the proposed sign will have a 7.5-foot setback from the Atlanta Hwy right-of-way. Therefore, the setback distance does not meet the minimum requirement.
 - b. The precise setback distance of the existing monument sign is unknown. The applicant is voluntarily replacing the existing sign, so there is no consideration of lawful nonconforming status per the zoning ordinance.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:

In accordance with the review procedure established in Sec. 17.91.080, and the provisions of Sec. 17.91, staff finds that the proposal is **not compliant** with the requirements of the Auburn Downtown Overlay District. Staff recommends **denial** of the subject Overlay Architectural Review request, as the proposal does not satisfy the requirements of [Sec. 17.91.070](#) – Signage.

However, should the City Council find the subject OAR to be compliant, staff recommends the following stipulations be enforced upon the site and adopted as part of the approval:

1. The proposed sign shall be placed as to maintain 10 feet of separation from the Atlanta Hwy right-of-way.
2. The sign shall not include any electronic screens or digital display elements.



COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF AUBURN
1 AUBURN WAY
AUBURN, GA 30011
(770) 963-4002
www.cityofauburn-ga.org

OAR #: _____

DOWNTOWN AUBURN OVERLAY DISTRICT
ARCHITECTURAL REVIEW

In accordance with provisions of the Auburn Downtown Overlay District regulations, new buildings, exterior improvements to existing buildings, landscaping, signage, and site planning must be approved by the Mayor and City Council before issuance of a building permit.

SUBMITTAL REQUIREMENTS: 1 HARD COPY AND/OR DIGITAL COPIES OF EXTERIOR VIEWS, CONCEPT DRAWINGS, PHOTOS, LANDSCAPE PLAN, SITE PLAN, OR COLOR SAMPLES.

DATE: 6/3/26

APPLICANT NAME: SignArt

PROPERTY ADDRESS: 5 Main Street, Auburn, GA 30011

PHONE: (704) 597-9801 EMAIL: jill@signartsign.com

PROPERTY OWNER: Bank OZK

ADDRESS: 18000 Cantrell Road, Little Rock, AR 72223

PHONE: (501) 978-2223 EMAIL: eric.digsby@ozk.com

IMPROVEMENT TYPE: (Check all that apply)

New Building Existing Building Site Dev. Sign

PROJECT DESCRIPTION:

Installing new monument sign w/ emc in place of existing one

Mayor and Council Public Hearing: _____	1 AUBURN WAY, AUBURN GA 30011 (COUNCIL CHAMBERS)
RECOMMENDATION: _____	APPROVAL _____ APPROVAL W/ CONDITIONS _____ DENIAL
CONDITIONS: _____	
REVIEW COMPLETED: _____	SIGNATURE: _____

SIGN PERMIT APPLICATION
 City of Auburn Planning & Zoning Department
 P. O. Drawer 1059, Auburn, Georgia 30011

Phone: Planning: (770) 963-4002 x 229 Fax: (770) 513-9255 Building Inspection/Permitting (770) 963-4002 x 229

DATE May 27, 2026 PERMIT NO. _____

Installer's Business License No. LLC20170000056 County/City of License Augusta

Job Site Address 5 Main Street Lot No. _____ Tax Parcel No. AU11 138

Zoning _____ Nature of Business Bank OZK

Size of Graphic 90" Overall Height (above ground elevation) _____ Effective Height (above adjacent road grade) _____

Message on Graphic (optional) _____

Graphic Display Period: (portable signs only) From _____ 20 _____ To _____ 20 _____

Action by Planning Department: Grant () Conditions () Deny () Dept. Official: _____ Date _____ 20 _____

Plan Review Fees (\$ _____ per sign) \$ _____ Valuation \$ _____

This sign permit will expire if the sign is not at least 70% completed within 6 months from the approval date.

Type of Signs (check all that may apply)	Graphic Materials	Illumination
Free Standing <input checked="" type="checkbox"/>	Aluminum <input checked="" type="checkbox"/>	Incandescent ()
Parapet ()	Building ()	Back Lighting ()
Temporary ()	Changeable copy (Manual) ()	Exterior Flood ()
Marquee ()	Changeable copy (Automatic) <input checked="" type="checkbox"/>	Wood ()
Fiberglass ()	Metal <input checked="" type="checkbox"/>	Interior <input checked="" type="checkbox"/>
Portable ()	Painted on ()	Neon ()
Projecting ()	Plastic ()	
Awning ()	Stainless Steel ()	
Subdivision I.D. ()		
Wall ()		
Mansard ()		
Vehicular ()		

One (1) Monument Sign w/ EMC ()

Weight of Graphic _____ lbs.

SKETCH

- Attach: (1) Plat with location of all proposed signs on the lot showing setback lines per City of Auburn Zoning & Sign Regulations.
 (2) Elevation drawings with dimensions and height
 (3) Construction drawings

In erecting or maintaining this sign, we agree to hold the City of Auburn harmless of all damages resulting from the erection or maintenance of said Graphic (Sign). I understand that this is not a building permit approval and that prior to performing any work, a building permit must first be obtained from the Building Inspection & permitting unit of the Planning & Development Department.

Owner Bank OZK / Eric Digsby Graphic Contractor SignArt

Mailing Address 1800 Cantrell Rd. Mailing Address 6225 Old Concord Rd.
Little Rock, AR 72223 Charlotte, NC 28213

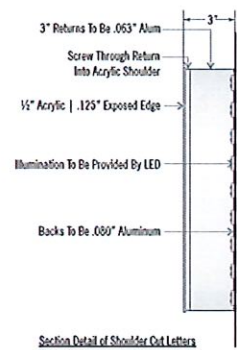
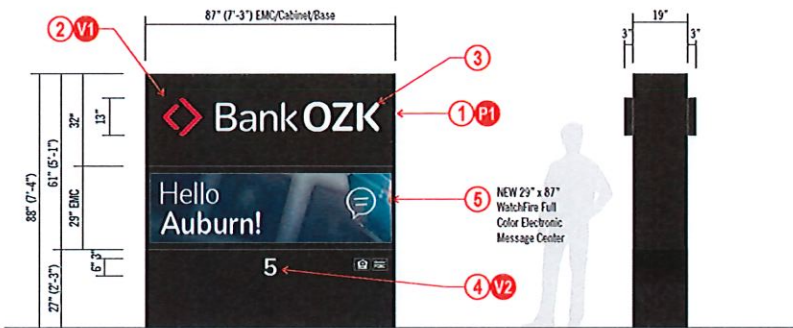
Phone (501) 978-2223 (704) 597-9801

Submit plans and plan review fees to the Planning Department with this application. Upon approval by the Planning Department, obtain permit from Building/Permit Inspection. Please see Ordinance No. 278 City's Sign Regulations for more specific requirements.

FACE VIEW
Scale: 3/8"=1'-0"

SIDE VIEW
Scale: 3/8"=1'-0"

SECTION DETAIL
Scale: NTS



SIGN A
D/F Monument Sign
Qty: 1

SPECIFICATIONS:

1. Manufacture and install new D/F monument sign. Fabricated aluminum cabinet base painted black.
2. Shoulder out channel letters. Logo to be 3" deep with 7328 white acrylic faces. SM Scarlet vinyl applied first surface to face. Returns are black. Channel letters are internally illuminated with white LEDs and mount to face of cabinet.
3. Shoulder out channel letters. Letters to be 3" deep with 7328 white acrylic faces. Returns are black. Channel letters are internally illuminated with white LEDs and mount to face of cabinet.
4. Address numbers to be white vinyl applied first surface to face of aluminum base.
5. New WatchFire 100mm full color EMC unit
6. Remove existing pylon sign, replace with new monument sign.



EXISTING CONDITIONS



PROPOSED CONDITIONS

COLORS & FINISHES:

- P1 = Black
- P2 = White
- V1 = 3M 3630-163 Scarlet Red Vinyl
- V1 = 3M White Vinyl

SignArt

6225 Old Concord Road
Charlotte, NC 28213
P. 704.597.9901
www.signartsign.com

JOB ID: 48312
ISSUE DATE: 05/20/26
CUSTOMER: Bank OZK
SALESPERSON: Josh Intoppa
DESIGNER: Jordan Waddell

JOB LOCATION: Bank OZK
5 Main St.
Auburn, GA
FILE PATH: B:\Bank OZK\Georgia\Auburn - Main
48312 - New Monument

REVISIONS: 1
2
3
4
5
6
7

APPROVED FOR PRODUCTION

Date:
Signature:

NOTE: ALL SIGNS MANUFACTURED FOR 120V ELECTRICAL SERVICE UNLESS OTHERWISE NOTED. PRIMARY POWER TO SIGN LOCATIONS BY OTHERS.

- Ⓢ All signage to be installed in compliance with National Electrical Code
- Ⓢ All signage to be constructed and installed in compliance with UL standards

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MAYOR
Richard E. Roquemore

CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Johnathen Eggleston
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 6

TO: Mayor and City Council

FROM: Sarah McQuade, AICP
City Planner

DATE: June 18, 2026

PURPOSE: SU26-0001. Special use permit to expand/alter an existing asphalt plant in a M-2: Heavy Industry district (tax map parcel AU09 022).

BACKGROUND: The applicant is requesting a special use permit to expand/alter an existing asphalt plant on a 16.18± acre tract in a M-2 (heavy industrial) zone. Pursuant to Code Sec. 17.90.110.D.1, asphalt plants in the M-2 zone require a special use permit, which includes the alteration of existing facilities. If the subject request is denied, the applicant would be able to retain the existing asphalt plant on the site.

The proposed modification has been determined by the Northeast Georgia Regional Commission (NEGRC) to constitute a Development of Regional Impact (DRI) due to the retention of the existing plant and construction of a new facility, resulting in a 50 percent or greater increase in potential production capacity. As such, the request is subject to DRI review in accordance with DCA requirements. The subject DRI request was completed and accepted on June 2, 2026, and the findings report is expected for finalization by June 26, 2026. Following the release of the findings report, the Mayor and City Council may issue a decision on the subject request.

PLANNING COMMISSION RECOMMENDATION: At their regularly scheduled meeting on April 15, 2026, the Planning Commission voted to recommend approval of the special use permit, subject to the following conditions:

1. Development of the site shall generally conform to the conceptual plan and supporting materials submitted as part of the subject application. Minor modifications may be approved administratively, provided they do not materially alter the intensity or character of the use.
2. No portion of the new asphalt plant, nor any buildings or structures directly associated with it, except for fences and walls, shall be constructed

closer to any side or rear property line than proposed on the submitted conceptual plan.

3. Except for temporary testing activities, the new asphalt plant shall never operate at the same time as the existing asphalt plant.
4. All site lighting shall be directed and shielded to minimize glare and light spill and prevent off-site illumination onto adjacent properties and public rights-of-way.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

CASE NUMBER:	SU26-0001
LOCATION:	1410 Sunbelt Way
PARCEL NUMBER:	AU09 022
ACREAGE:	16.18± acres
CURRENT ZONING:	M-2: Heavy Manufacturing / Industry district
REQUEST:	Special use permit to expand/alter an existing asphalt plant
FUTURE DEVELOPMENT MAP:	Heavy industrial future land use area
STAFF RECOMMENDATION:	Approval with Conditions
APPLICANT:	The Scruggs Company – DBA Sunbelt Asphalt Services
CONTACT:	Mark Edgar

SUMMARY

The applicant is requesting a special use permit to expand/alter an existing asphalt plant on a 16.18± acre tract in a M-2 ([heavy manufacturing / industry](#)) zone. Pursuant to Code [Sec. 17.90.110.D.1](#), asphalt plants in the M-2 zone require a special use permit, which includes the alteration of existing facilities. If the subject request is denied, the applicant would be able to retain the existing asphalt plant on the site.

The property is located at the intersection of Sunbelt Way (a private road) and Parks Mill Rd, and records indicate it was annexed into Auburn in 2012. In 2015, Sunbelt Paving Company petitioned for a special use permit to operate an asphalt plant on the site. The property was zoned M-2 prior to the request; no rezoning was necessary. On October 1, 2015, the special use permit request was approved with conditions, and an asphalt plant was installed on the site. This enabled the transition of the company's asphalt plant from 301 Parks Mill Rd to the subject 1410 Sunbelt Way. The adopted conditions of the special use permit are provided below:

1. A construction stormwater National Pollutant Discharge Elimination System (NPDES) permit is required for this site.
2. Sunbelt shall prepare a Spill Prevention, Control, and Countermeasure (SPCC) Plan in accordance with the U.S. Environmental Protection Agency's oil spill planning rule. The SPCC must be certified by a Professional Engineer licensed in the State of Georgia; self-certification is not acceptable. The SPCC must cover both the existing Sunbelt facility and the proposed asphalt plant. Prior to construction, the SPCC must be reviewed and concurred with by a Professional Engineer retained on behalf of the City.

3. Sunbelt shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the Georgia Stormwater Management Manual (GSMM). The SWPPP must meet the requirements:
 - a. In the GSMM, Volume 3, Pollution Prevention Guidebook, pertaining to Asphalt Production Facilities.
 - b. In the document entitled "Additional Requirements for Concrete and Asphalt Batch Plants" published by the State of Oklahoma.

The SWPPP must be certified by a Professional Engineer licensed in the State of Georgia; self-certification is not acceptable. The SWPPP must cover both the existing Sunbelt facility and the proposed asphalt plant. Prior to construction, the SWPPP must be reviewed and concurred with by a Professional Engineer retained on behalf of the City.

4. Wastewater arising from stormwater runoff and spills should be collected and transported to an offsite wastewater treatment facility. Wastewater may alternatively be treated and disposed of onsite. If the above alternatives are not viable then an industrial stormwater NPDES Permit as required by State and Federal Agencies is required. Prior to construction, Sunbelt shall be required to obtain approval of their selected method of wastewater treatment through reports, plan and/or specifications submitted to the City under the seal of a Professional Engineer registered in the State of Georgia. Prior to construction, the wastewater treatment facility shall be reviewed and concurred with by a Professional Engineer retained on behalf of the City.
5. Sunbelt shall be required to implement all air and water emission control technologies and procedures set forth by State and Federal Agencies in the course of permitting the facility.

Applicable state and federal environmental regulations, including NPDES, SPCC, and SWPPP requirements, remain in effect regardless of this Special Use Permit approval. These requirements operate independently of zoning conditions, and compliance is required in addition to, not in place of, any conditions adopted by the Mayor and Council in 2015, or established as part of this application process. The 2015 conditions of zoning continue to apply unless specifically modified or superseded by the Mayor and Council as part of this request.

The applicant originally indicated that the request was to replace the existing asphalt plant due to age and reliability concerns, with the new facility operating at a similar capacity and the existing plant to be decommissioned once the new plant became operational. However, following subsequent coordination during the review process, the applicant has revised the request. Based on further evaluation of operational needs and site functionality, the applicant determined that maintaining the existing plant would better support ongoing operations. The current proposal is therefore to modify the existing asphalt operation by constructing a new plant with supporting equipment approximately 500 feet west of the current plant location, while retaining the existing plant, office, shop, scale, and parking facilities. The existing plant is proposed to remain in place to support operations during periods of peak or overflow demand, rather than being dismantled as initially contemplated.

The subject property will continue to function as an asphalt production and industrial site, with the improvements intended to modernize operations, improve site layout, and enhance efficiency. The existing plant will remain in place to operate during periods of overflow demand. The facility will continue to operate under the existing Georgia Environmental Protection Division air permit limitations, which authorize a maximum annual production of 400,000 tons and no more than 3,000 aggregate operating hours. As proposed, the modifications are not anticipated to increase the overall intensity of operations,

and any future expansion beyond these thresholds would require a modification to the applicable permit and compliance with all relevant regulations.

The Barrow County portion of the City of Auburn, which contains the subject site, is within the Northeast Georgia Regional Commission (NEGRC) area. Pursuant to the Georgia Department of Community Affairs (DCA), all new asphalt plants, or the redevelopment or expansion of an existing asphalt plant by greater than 50 percent, are considered Developments of Regional Impact (DRI). Based on coordination with NEGRC, the proposed modification has been determined to trigger a DRI review. This determination is based on the applicant's proposal to retain the existing plant while constructing a new facility, which collectively represents a 50 percent or greater increase in potential production capacity due to the additional equipment and infrastructure. NEGRC further noted that the applicant's current permitted production limits are not a controlling factor in this determination, as those limits may be modified in the future through amendment or reissuance of permits by the Georgia Environmental Protection Division (EPD). Accordingly, the project is considered a DRI and is subject to the applicable regional review process.

Pursuant to the DRI procedures, a complete DRI submittal was completed and accepted by NEGRC on June 2, 2026. The NEGRC intends to finalize their findings report by June 26, 2026. State regulations allow for local governments to continue processing the application but may not take final action until the DRI review process is completed and the report has been issued.

The table below compares the relative placement of the existing and proposed asphalt plants. In summary, the new facility would be closer to the residences west of the site, in unincorporated Barrow County, but it would be set back further from Parks Mill Rd.

	Existing Asphalt Plant	Proposed Asphalt Plant	Difference
Distance to Nearest Residential Property Line	510 ft	110 ft	-400 ft
Distance to Nearest Wetlands	80 ft	100 ft	+20 ft
Distance to Parks Mill Rd	760 ft	1,210 ft	+450 ft
Note: Distances are measures as the shortest straight-line separation rounded to the nearest ten feet.			

The abutting three (3) residential properties have deep rear setbacks in part due to the creek that bisects each of them. The shortest distance separating a primary residence from the subject industrial property is approximately 480 feet (parcel XX031 015). From there, around 820 feet would separate the property line from the conceptualized asphalt plant, totaling nearly 1,300 feet (a quarter mile) of separation.

The application states that impacts to local traffic patterns and infrastructure are not anticipated as the new facility would use the same internal drives and entrances/exits as present. All other land uses on the site, including an office, maintenance shop, scale, and associated parking, would also remain consistent.

LAND USE AND COMPREHENSIVE PLAN ANALYSIS

The table below summarizes the nearby zoning districts and land uses:

<u>Direction</u>	Zoning	Current Land Use	Future Land Use
------------------	--------	------------------	-----------------

N	M-2: Heavy Industry district, Barrow County AG: Agricultural district	Government offices and facilities, single-family residential	Heavy Industrial, Barrow County Traditional Neighborhood
S	M-1 Light Industry district, Barrow County AG: Agricultural district	Asphalt plant, single-family residential	Heavy Industrial, Barrow County Traditional Neighborhood
W	Barrow County AG: Agricultural district, Barrow County AR: Agricultural Residential district	Single-family residential	Barrow County Traditional Neighborhood
E	M-1 Light Industry district	Utility facilities	Heavy Industrial

Pursuant to the City of Auburn Comprehensive Plan, 2023-2028, the subject site is located within the Heavy Industrial future land use area. This Area is intended for "intensive manufacturing and industrial operations and processes that are not public nuisances and are not dangerous to the health, safety, or general welfare of the inhabitants of the city."

This request does not constitute a significant change of land use or intensity, and it aligns with the subject future land use area.

WETLANDS, STREAMS, AND FLOODPLAIN

The southern edge of the property is located within Flood Zone A according to the FEMA Flood Map Service Center. Per the special use conceptual plan, a portion of the property is also designated wetlands. The existing asphalt plant lies within approximately 80 feet of a designated wetland. The conceptualized replacement facility would maintain near 100 feet of separation from the nearest wetland.

Rock Creek passes through the southeastern portion of the property.

DEVELOPMENT REVIEW

The development shall be subject to the regulations described in the Auburn Municipal Code, unless relief has been explicitly granted as part of this application.

Approval of an erosion control plan from the Georgia Soil and Water Conservation Commission, and Barrow County Fire Marshal development plan approval, is required prior to land disturbance activity.

TRANSPORTATION

In 2024, the Georgia Department of Transportation (GDOT) measured the annual average daily traffic (AADT) on Parks Mill Rd as 1,940 vehicles., as measured 650 feet south the intersection of Parks Mill Rd and Sunbelt Way.

SPECIAL USE PERMIT ANALYSIS

Pursuant to [Sec. 17.170.040](#), which governs impact analysis, special use permit requests shall be evaluated per the standards of [Sec. 17.170.030](#).

(1) [Sec. 17.170.030](#) – Standards governing exercise of the zoning power

The City Council finds that the following standards are relevant in balancing the interest in promoting the public health, safety, morality or general welfare against the right to the unrestricted use of property and shall govern the exercise of the zoning power:

(Language in bold is from the City of Auburn Zoning Ordinance. Bulleted information that is not bolded are factors known to staff that may apply to the Ordinance criteria.)

Mentions of "rezoning" in the Ordinance criteria shall be interpreted to mean "special use permit" for the purposes of this request.

A. Whether a proposed rezoning will permit a use that is suitable in view of the use and development of adjacent and nearby property;

- a. The special use permit request would maintain the same land use (asphalt plant), while modifying the existing operation through the addition of new plant equipment, which was approved in 2015 and has been present on the property since then.
- b. The subject site is located along an industrial corridor (Parks Mill Rd); however, the rear of the property abuts a predominantly single-family residential area in unincorporated Barrow County.
 - i. An asphalt plant is suitable and consistent with the land uses found elsewhere along Parks Mill Rd, but does not align with the character of the unincorporated areas to the west.
 - ii. The proposed asphalt plant addition and retention of the existing facility represents an increase in operational capacity and intensity on the site. Additionally, the placement of new equipment further west on the property may increase potential impacts to abutting and nearby residential properties.

B. Whether a proposed rezoning will adversely affect the existing use or usability of adjacent or nearby property;

- a. The subject land use has existed for several years, but the addition of new plant equipment and the potential for increased operational capacity may result in incremental impacts to nearby properties, particularly those to the west. These impacts are expected to be similar in nature to existing conditions but could occur with greater frequency or intensity.

C. Whether the property to be affected by a proposed rezoning has a reasonable economic use as currently zoned;

- a. The property is currently zoned M-2 (heavy manufacturing / industry) and is currently developed with an asphalt plant, the modification and expansion of which is the subject of this special use permit request.

D. Whether the proposed rezoning will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools;

- a. The addition of a new asphalt plant and retention of the existing facility may increase overall operational capacity on the site; however, impacts to transportation and infrastructure are expected to remain within the general range of existing industrial activity. Construction and installation activities may result in temporary increases in local vehicle traffic.

- E. Whether the proposed rezoning is in conformity with the policy and intent of the land use plan; and**
- a. The special use permit request is aligned with the subject Heavy Industrial future land use area.
- F. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning.**
- a. Staff is not aware of any changing conditions which would inherently support approval or disapproval of the subject request.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION

Note: Recommended zoning conditions #4 and #5 listed below were provided before the subject land use request was modified to retain the existing asphalt plant.

Staff recommends **approval with conditions** of subject special use permit request SU26-0001, as the proposal generally aligns with City regulations and local land use patterns. Staff recommends the following **conditions** be adopted as part of the approval:

1. All prior conditions of zoning from the 2015 Special Use Permit shall remain in effect unless specifically modified or superseded herein.
 - 1.1 A construction stormwater National Pollutant Discharge Elimination System (NPDES) permit is required for this site.
 - 1.2 Sunbelt shall prepare a Spill Prevention, Control, and Countermeasure (SPCC) Plan in accordance with the U.S. Environmental Protection Agency's oil spill planning rule. The SPCC must be certified by a Professional Engineer licensed in the State of Georgia; self-certification is not acceptable. The SPCC must cover both the existing Sunbelt facility and the proposed asphalt plant. Prior to construction, the SPCC must be reviewed and concurred with by a Professional Engineer retained on behalf of the City.
 - 1.3 Sunbelt shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the Georgia Stormwater Management Manual (GSMM). The SWPPP must meet the requirements:
 - 1.4 In the GSMM, Volume 3, Pollution Prevention Guidebook, pertaining to Asphalt Production Facilities.
 - 1.5 In the document entitled "Additional Requirements for Concrete and Asphalt Batch Plants" published by the State of Oklahoma.
 - 1.6 The SWPPP must be certified by a Professional Engineer licensed in the State of Georgia; self-certification is not acceptable. The SWPPP must cover both the existing Sunbelt facility and the proposed asphalt plant. Prior to construction, the SWPPP must be reviewed and concurred with by a Professional Engineer retained on behalf of the City.
 - 1.7 Wastewater arising from stormwater runoff and spills should be collected and transported to an offsite wastewater treatment facility. Wastewater may alternatively be treated and disposed of onsite. If the above alternatives are not viable then an industrial stormwater NPDES Permit as required by State and Federal Agencies is required. Prior to construction, Sunbelt shall be required to obtain approval of their selected method of wastewater treatment through reports, plan and/or specifications submitted to the City under the seal

of a Professional Engineer registered in the State of Georgia. Prior to construction, the wastewater treatment facility shall be reviewed and concurred with by a Professional Engineer retained on behalf of the City.

- 1.8 Sunbelt shall be required to implement all air and water emission control technologies and procedures set forth by State and Federal Agencies in the course of permitting the facility.
2. Development of the site shall generally conform to the conceptual plan and supporting materials submitted as part of the subject application. Minor modifications may be approved administratively, provided they do not materially alter the intensity or character of the use.
3. No portion of the new asphalt plant, nor any buildings or structures directly associated with it, except for fences and walls, shall be constructed closer to any side or rear property line than proposed on the submitted conceptual plan.
4. Except for temporary testing activities, the new asphalt plant shall never operate at the same time as the existing asphalt plant.
5. The existing asphalt plant shall cease operations upon commencement of regular operations of the new facility and shall be fully decommissioned and removed from the site within ninety (90) days thereafter, including all associated equipment, structures, and materials, unless otherwise approved by the City.
6. All site lighting shall be directed and shielded to minimize glare and light spill and prevent off-site illumination onto adjacent properties and public rights-of-way.

PLANNING COMMISSION RECOMMENDATION:

At their regularly scheduled meeting on April 15, 2026, the Planning Commission voted to recommend approval with conditions of the special use permit. The recommended conditions are as follows:

1. Development of the site shall generally conform to the conceptual plan and supporting materials submitted as part of the subject application. Minor modifications may be approved administratively, provided they do not materially alter the intensity or character of the use.
2. No portion of the new asphalt plant, nor any buildings or structures directly associated with it, except for fences and walls, shall be constructed closer to any side or rear property line than proposed on the submitted conceptual plan.
3. Except for temporary testing activities, the new asphalt plant shall never operate at the same time as the existing asphalt plant.
4. All site lighting shall be directed and shielded to minimize glare and light spill and prevent off-site illumination onto adjacent properties and public rights-of-way.



City of Auburn
Planning & Development Department
1369 Fourth Avenue
P.O. Box 1059
Auburn, Georgia 30011
Phone: 770-963-4002 Fax: 770-513-9255
www.cityofauburn-ga.org

DATE RECEIVED _____
CASE FILE #: SUP _____

SPECIAL USE PERMIT APPLICATION

Applicant: is the (check one) Owner's Agent
Contractor Purchaser _____ **Owner**, if not the applicant
Property Owner _____

The Scruggs Company - DBA Sunbelt Asphalt Surfaces

Name (please print) _____ Name (please print) _____

1410 Sunbelt Way

Address _____ Address _____

Auburn, GA 30011

City, State, Zip Code _____ City, State, Zip Code _____

470-995-1776

Phone Number(s) _____ Fax _____ Phone Number(s) _____ Fax _____

Contact Person Underwood Scoggins, LLC - J. Phone 470-995-1776 Fax _____
Ethan Underwood

Cell phone _____ E-mail eunderwood@underwoodscoggins.com /
nmorris@underwoodscoggins.com

Present Zoning Classification(s): M2- Heavy Manufacturing / Industry District

Proposed Zoning Classification: M2- Heavy Manufacturing / Industry District

(If different from present, Rezoning Application must be filed)

Proposed Use: Asphalt Plant (Upgrades & Updates to Existing Plant)

Property Location 1410 Sunbelt Way

District _____ Land Lot _____ Tax Map Parcel #: AU 09 022

As a minimum, the following items are required with submittal of this application. Incomplete applications will not be accepted.

-
1. Payment of fee. (\$850.00 for residential properties and \$1,000.00 for commercial) Make checks payable to City of Auburn.
 2. A legal description of the property proposed for rezoning and/or special use permit. (Original or copy, NO FAX)
 3. Sixteen (16) copies of the proposed site plan, and one (1) 8 ½ x 11 reduction of the plan, drawn to scale, showing north arrow, land lot and district, the dimensions, acreage, location of the tract(s), the present zoning classification of all adjacent parcels, the proposed location of the structures, driveways, parking and loading areas, and the location and extent of required buffer areas, prepared by an architect, engineer, landscape architect, or land surveyor whose state registration is current and valid. Site plan must be stamped valid by one of the four above-mentioned professionals no more than three (3) months from date of submittal. The Planning Director strongly encourages the applicant to provide architectural building renderings indicating building elevation and construction materials that the facades and roofs will consist of. All documents must be folded to 8 ½ x 11".
 4. Sixteen (16) stapled or bound copies of the Special Use Permit application and all supporting documents, in addition to one (1) unbound application bearing original signatures and seal. All documents must be folded to 8 ½ x 11".
 5. Additional information in narrative form, or depicted on the site plan, demonstrating how all provisions regarding the special use as listed in the Zoning Regulations will be complied with.
 6. Analysis of impact of the proposed Special Use Permit pursuant to Section 17.17.30 of the Zoning Regulation.
 7. Applicant's and/or Owner's Certification.
 8. Conflict of Interest and Disclosure of Campaign Contributions.
-

Standards and factors governing review of proposed amendments to official zoning maps. The following standards and factors are found to be relevant to the exercise of the City's zoning powers and shall govern the review of all amendments to the official zoning maps. The applicant's written answers to the following questions are paramount in justifying the requested Special Use or action.

Please respond to the following standards in the space provided or attach additional sheets if necessary. Simply yes/no answers are not acceptable.

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.

2. Whether the zoning proposal would adversely affect the existing use or usability of adjacent or nearby property.

3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

5. Whether the zoning proposal is in conformity with the policy and intent of the Land Use Plan.

6. Whether there is other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

REVISED April 14, 2026

City of Auburn
Planning & Development Department
1 Auburn Way
Auburn, GA 30011

**RE: Letter of Intent – Special Use Permit Application
Asphalt Plant Modification – 1410 Sunbelt Way, Auburn, GA**

To Whom It May Concern:

This letter serves as a formal statement of intent to request a Special Use Permit for the property located at 1410 Sunbelt Way, Auburn, Georgia (Parcel AU 09-022). The property encompasses approximately 16.18 acres and is currently zoned M-2 Heavy Manufacturing / Industry District. The request is to allow for the **modification of an existing asphalt plant with supporting equipment**, located approximately 500 feet west of the current plant location, while maintaining the existing **asphalt plant**, office, shop, scale, and parking facilities.

The subject property is currently developed and operating as an asphalt production facility and supporting industrial site. The proposed plant modification is intended to modernize the existing operation, improve site layout and operational efficiency, and **supplement** aging equipment while maintaining the same overall industrial use of the property. The new plant will be constructed within the same parcel and zoning district, and the existing plant will be **maintained for use at times of overflow demand**. **The facility will continue to operate under the existing EPD air permit limitations, which authorize a maximum annual production of 400,000 tons and no more than 3,000 aggregate operating hours. In other words, the proposed improvements will enhance efficiency and reliability but will not expand the overall intensity of operations. Any future expansion of maximum annual production or aggregate operating hours will require modification of the EPD permit and the Applicant will comply with any applicable regulations regarding such.**

The Special Use Permit request is justified by several factors. The property is zoned M-2 Heavy Manufacturing / Industry District, which is intended to accommodate intensive industrial uses such as asphalt production. The proposed plant modification represents a continuation and improvement of an existing, legally established industrial use and is consistent with the City of Auburn's zoning regulations and industrial land use policies. The plant modification allows for improved site organization, continued utilization of existing infrastructure, and long-term operational viability of the facility.

The proposed project will not significantly alter traffic patterns, access points, or utility demands, as the facility currently operates on the property. Existing access drives, office buildings, and support infrastructure will remain in use. The **plant modification** represents reinvestment in the property and supports continued industrial productivity within an appropriately zoned and developed industrial area.

To Support this Special Use Permit application, we have included a conceptual site plan and supporting documentation illustrating the proposed **site layout**, existing infrastructure to remain, and overall site configuration. These materials demonstrate compliance with applicable zoning requirements and the compatibility of the proposed plant modification with the existing industrial character of the area.

We are confident that the proposed **modifications** to the asphalt plant will provide continued economic benefit and support the long-term industrial use of the property in a manner consistent with the City of Auburn's zoning regulations and land use policies. We look forward to working with the City throughout the review process and are available to provide any additional information as needed.

Thank you for your consideration.

Sincerely,

Jeremy Heidl

The Scruggs Company / Sunbelt Asphalt

4679 Old US 41 North

Hahira, GA 31632

770-867-5312

jheidl@sunbeltasphalt.com



REVISED 2026-04-23

JUSTIFICATION OF SPECIAL USE PERMIT

Applicant:	The Scruggs Company – DBA Sunbelt Asphalt Surfaces
Subject Property:	16.18± Acres Designated as Barrow County Tax Parcel(s): AU09-022
Current Zoning:	M-2 Heavy Manufacturing / Industry District
Proposed Zoning:	M-2 Heavy Manufacturing / Industry District
Proposed Use:	Modification of Asphalt Plant
Application:	SU26-0001
Governing Jurisdiction:	City of Auburn, Georgia

This statement is intended to comply with the application procedures established by the Zoning Ordinance of the City of Auburn, Georgia (the “Zoning Ordinance”), the City of Auburn, Georgia Special Use Permit Application, and other City of Auburn Ordinances and Standards.

The Applicant incorporates all statements and materials submitted as part of the Application for Public Hearing (the “Application”), except as modified hereby. Any zoning request, special use permit, and variance applications submitted concurrently with the Application are also incorporated herein by this reference. The Application sets forth a preliminary development plan for the Subject Property, to evaluate the proposed development and associated zoning conditions, based upon factors set forth by the City of Auburn. The Applicant has provided all required information and has submitted the appropriate application fees. The Application meets all judicial and statutory requirements for approval.

STANDARDS FOR CONSIDERATION

- 1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.**

The proposed asphalt plant modification is suitable, as the property is zoned M-2 Heavy Manufacturing / Industry District and is currently developed and operating as an asphalt production facility. The conceptual site plan shows the expanded plant located within the same industrial parcel, maintain appropriate separation from property boundaries and surrounding uses. The surrounding area consists of industrial and commercial properties, making the continued asphalt operation consistent with the existing development pattern.

- 2. Whether the zoning proposal would adversely affect the existing use or usability of adjacent or nearby property.**

The modification of the asphalt plant will not adversely affect nearby properties, as the use already exists on-site. The conceptual plan shows the new plant located internally within the property, while

maintaining existing access points, buffers, and site infrastructure. The updated equipment will maintain orderly site operations and compatibility with adjacent and nearby properties.

3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

The property's existing configuration does not provide a reasonable economic use, as it is not able to adequately process and supply asphalt in sufficient qualities or compositions necessary for market demands. The requested modifications to the asphalt plant are necessary to create a reasonable economic use of the property.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

The conceptual site plan shows the continued use of existing entrances, internal drives, and supporting infrastructure. Traffic volumes and utility demands are expected to remain consistent with current operations. The industrial use does not generate excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

5. Whether zoning proposal is in conformity with the policy and intent of the Land Use Plan.

The proposal is consistent with the Land Use Plan, as the property is designated and zoned for heavy industrial use. The conceptual site plan demonstrates continued use of the property for asphalt production with an established industrial area, supporting the intended purpose of the M-2 zoning district.

6. Whether there is other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

The conceptual site plan reflects the modification of the asphalt plant to improve the site layout and supplement the existing facility with modern equipment. The existing office, shop, scales, and parking areas will remain, allowing continued use of the established infrastructure. The installation of the new plant equipment represents an investment in the property and supports its continued industrial use in accordance with the Land Use Plan.

Sincerely,



Ethan Underwood
Attorney for Applicant



J. Ethan Underwood
eunderwood@underwoodscoggins.com

RESERVATION OF CONSTITUTIONAL AND OTHER LEGAL RIGHTS

Applicant:	The Scruggs Company – DBA Sunbelt Asphalt Services
Subject Property:	16.18± Acres Designated as Barrow County Tax Parcel(s): AU09-022
Current Zoning:	M-2 Heavy Manufacturing / Industry District
Proposed Zoning:	M-2 Heavy Manufacturing / Industry District
Proposed Use:	Modification of Asphalt Plant
Application:	SU26-0001
Governing Jurisdiction:	City of Auburn, Georgia

This Reservation of Constitutional and Other Legal Rights (“the Reservation”) is intended to supplement and form a part of the land use application (including any request for zoning, conditional use permit, site plan approval, and variances) (collectively, the “Application”) of the Applicant and the owners of the Subject Property (collectively, the “Owner”) and to put the Governing Jurisdiction on notice of the Applicant’s assertion of its constitutional and legal rights.

The Applicant has filed a timely application, has provided all required information and has submitted the appropriate application fees. The Application meets all judicial and statutory requirements for approval.

The Applicant objects to the standing of any opponents who are not owners of land adjoining the Subject Property and to the consideration by the Governing Jurisdiction of testimony or evidence presented by any party without standing in making its decision regarding the Application. The Applicant also objects to the consideration of testimony or evidence that is hearsay, violates any applicable rules of procedure or evidence, or that is presented by any party who fails to comply with notice and campaign disclosure requirements.

The Subject Property is suitable for development as proposed in the Application and it is not suitable for development under any other zoning classification, use, or at a density or intensity less than that requested by the Applicant. Failure to approve the Application as requested by the Applicant would be an unreasonable application of local land use authority, which bears no relationship to the public health, safety, morality or general welfare of the public and would constitute an arbitrary and capricious abuse of discretion in violation of Article I, Section I, Paragraph I of the Georgia Constitution of 1983, as amended and the Due Process Clause of the Fifth and Fourteenth Amendments to the Constitution of the United States.

A refusal by the Governing Jurisdiction to approve the Application as requested by the Applicant will prohibit the only viable economic use of the Subject Property, will be unconstitutional and will discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and Owner and the owners of similarly situated properties in violation of Article I, Section I, Paragraph II of the Georgia

Constitution of 1983, as amended, and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States.

A refusal by the Governing Jurisdiction to approve the Application as requested by the Applicant without the consent of persons elected to the governing body of the Governing Jurisdiction will amount to an unlawful delegation of the Governing Jurisdiction's authority, in violation of Article IX, Section II, Paragraph IV of the Georgia Constitution of 1983, as amended.

By filing this Reservation, the Applicant reserves all rights and remedies available to it under the United States Constitution, the Georgia Constitution, all applicable federal, state, and local laws and ordinances, and in equity.

The Applicant and Owner respectfully request that the Application be approved as requested by the Applicant and in the manner shown on the Application, which is incorporated herein by reference. This Reservation forms an integral part of the Application, and we ask that this Reservation be included with the Applicant's other Application materials. The Applicant and Owner reserve the right to amend and supplement this Reservation at any time.

Sincerely,



Ethan Underwood
Attorney for Applicant



City of Auburn
P.O. Box 1059
Auburn, GA 30011
www.cityofauburn-ga.org

Date Received: _____

File #: _____

CONFLICT OF INTEREST DISCLOSURE

The undersigned below, making application for Rezoning, Special Exemption, Special Use Permit, Variance, etc., has complied with the Official Code of Georgia Section 36-67A-1, et. sec., Conflict of Interest in Zoning Actions, and has submitted or attached the required information on forms provided.

[Signature] 3/2/26
Signature of Applicant Date

Signature of Owner Date

Mark Edgar VP 3/2/26
Type or Print Name and Title Date

Type or Print Name and Title Date

[Signature] 3/2/26
Signature of Notary Public Date





City of Auburn
P.O. Box 1059
Auburn, GA 30011
www.cityofauburn-ga.org

Date Received: _____

File #: _____

DISCLOSURE OF CAMPAIGN CONTRIBUTION

In accordance with the Conflict of Interest in Zoning Act, Title 36, Chapter 67A, Official Code of Georgia Annotated. The following questions must be answered.

Have you, within the last four-years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the Auburn City Council, a member of the Planning and Zoning Commission or a member of the Zoning Board of Appeals, a member of the Planning Department, or any other government officials who will consider the application?

_____ YES X NO

If yes, please complete the following section:

Name and Official Position of Government Official(s):

Please list the Date and Amount of the Contribution(s) (list all which aggregated \$250.00 or more):

[Signature]

Signature of Applicant

3/2/26

Date

Mark Edgar

Print Name



City of Auburn
P.O. Box 1059
Auburn, GA 30011
www.cityofauburn-ga.org

Date Received _____

File #: _____

CERTIFICATIONS

In the event an owner's agent or contract purchaser is filing this application, both of the certifications below must be completed. If the owner is filing the application, only the owner's certification must be completed.

OWNER'S CERTIFICATION

The undersigned below, hereby declares that they are the owner(s) of the property, which at 1410 Sublett Way Auburn GA 30011 as shown in the records of Barrow county, GA.

[Signature] 3/3/26
Signature of Owner Date

Mark Edgar VP 3/3/26
Type or Print Name and Title Date

[Signature]
Signature of Notary Public



AGENT'S CERTIFICATION

The undersigned below, or as attached, is hereby authorized to make this application by the property owner for the property listed above, which is the subject of this application.

Name of Agent

Signature of Owner

Appeared before me personally this _____ day of _____, 20____

Agent's Address

Phone

Signature of Notary Public

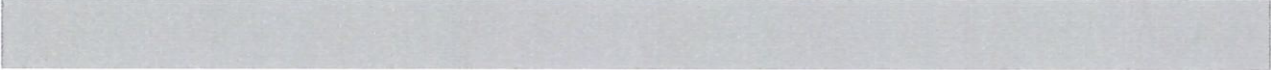
E-mail

Notary Seal

Re: DRI 4726 - Sunbelt Asphalt Plant Expansion Additional Info

From Sarah McQuade <

Date Tue 6/2/2026 10:27 AM

To 

Good morning -

Thanks for all of the quick responses this morning. We have conformation that the DRI information forms are complete. The Regional commission will send out the comment package by Friday, 6/5 to the reviewing agencies. That will begin the 15-day comment period, and the DRI process will be complete once the final report is sent out on 6/26.



Please let us know if you have any questions.

Thanks,
Sarah

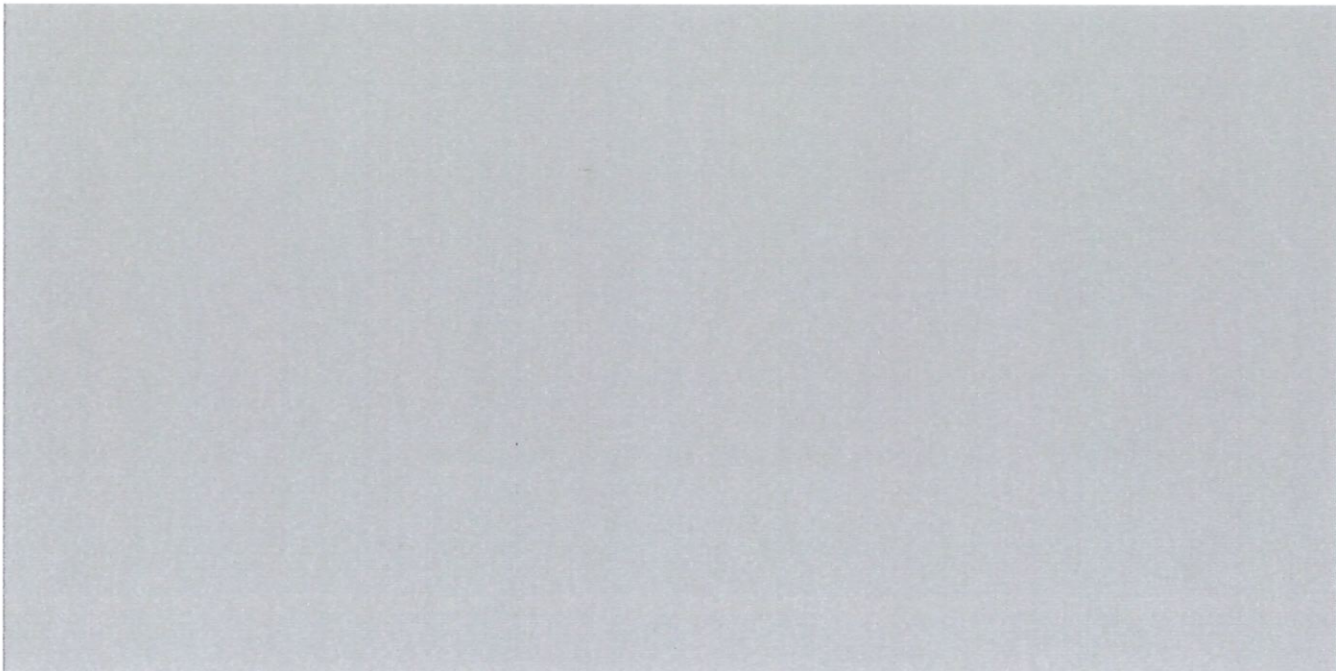


Sarah McQuade, AICP | Principal

Direct 

ARCHITECTURE. ENGINEERING. PLANNING.

CPLteam.com





MAYOR
Richard E. Roquemore
CITY ADMINISTRATOR
Michael E. Parks

CITY COUNCIL
Johnathen Eggleston
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan

AGENDA ITEM: 7

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: June 18, 2026

PURPOSE: Periodic update to the official zoning map.

BACKGROUND: The City of Auburn is petitioning for an update to the official zoning map. The proposed update would be periodic and not alter the zoning or annexation status of any properties. Periodic updates are intended to refresh the official zoning map by adding zoning or annexation changes that occurred since the previous periodic update.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:
Approval

PLANNING COMMISSION RECOMMENDATION: To be discussed.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

REQUEST: The City of Auburn petitions for a proposed update to the official zoning map to reflect all zoning changes approved after the prior update

STAFF RECOMMENDATION: Approval

APPLICANT: City of Auburn

CONTACT: Auburn Community Development Department

SUMMARY

The City of Auburn is petitioning for an update to the official City zoning map. The proposed update would be periodic and not alter the zoning or annexation status of any properties. Periodic updates are intended to refresh the official zoning map by adding zoning or annexation changes that occurred since the previous periodic update. The current official zoning map was adopted by the Mayor and City Council at their public meeting on July 11, 2024. The Community Development Department recommends the zoning map undergo a periodic update once per year.

Following the July 2024 approval, Staff discovered errors on the official zoning map that impacted apparent zoning designations. The mapping errors are not binding on the subject properties, nor are they considered to have changed the zoning designations of those sites. The following mapping errors would be corrected by adoption of the proposed zoning map:

Tax Map Parcel Number	Error	Correction (to be provided on the updated map)
AU04 001A	Entire parcel depicted as a R-100 zone instead of split-zoned with AG.	Revert front/eastern portion of the property to an AG zone.
AU04 004	Entire parcel depicted as a M-1 zone instead of split-zoned with AG.	Revert the portion of the property east of Etheridge Road to an AG zone.
AU05B 018	Entire parcel depicted as a M-1 zone instead of split-zoned with C-3.	Revert the southeastern portion of the property to a C-3 zone.

The periodic map update will include the following zoning changes that have been approved and adopted since July of 2024:

Tax Map Parcel Number(s)	Land Use Case Number and Rezoning Adoption Date	Prior Zoning Designation	Current Zoning Designation (to be provided on the updated map)
AU11 148 & AU11 031B	Case RZ24-000, adopted 04/10/2025	AG	PUD
AU05 018 & AU05 019	Case RZ25-0001, adopted 09/11/2025	AG	PUD
AU05 020A	Case RZ25-0001, adopted 05/14/2026	C-1	C-3

No properties have been approved for annexation into the City of Auburn to be included on the updated zoning map.

As of the time of writing, the Planning Commission plans to hold a public hearing for the subject zoning map update at their scheduled June 17, 2026, public meeting. If the Commission issues a recommendation, it will be discussed during the staff presentation of this report.

PLANNING COMMISSION RECOMMENDATION

To be discussed.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION

Staff recommends **approval** of the proposed periodic zoning map update and adoption of a new official zoning map.



ZONING MAP CITY OF AUBURN, GA

□ Auburn City Limits

Legend

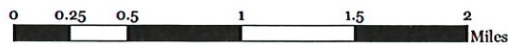
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|-------------------------------|---|
| AG: Agricultural | MH: Mobile Home Park |
| C-1: Neighborhood Business | PSV: Planned Suburban Village |
| C-2: General Business | PUD: Planned Unit Development |
| C-3: Central Business | R-100: Residential Single-Family |
| CCD: City Center | RM-8: Residential Multifamily Apartment |
| ADOD: Auburn Downtown Overlay | RM-D: Residential Multifamily Duplex |
| M-1: Light Industry | |
| M-2: Heavy Industry | |

Certified as the Official Zoning Map
for the City of Auburn

Rick Roquemore, Mayor

Date of Adoption

Map up-to-date as of May 26, 2026



The City of Auburn assumes no responsibility for the legal accuracy of the information contained herein. All data is for informational purposes only.





MAYOR
Richard E. Roquemore

CITY MANAGER
Michael E. Parks

CITY COUNCIL
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan
Johnathen Eggleston

AGENDA ITEM: 8

TO: Mayor and City Council

FROM: Sarah McQuade
City Planner

DATE: June 18, 2026

PURPOSE: Consider amendments to the text of zoning Ordinance Sec. 17.070.010 – Walls and fences.

BACKGROUND: City staff proposes text amendments to the zoning Ordinance (Title 17), specifically to Section 17.070.110 – Walls and fences. This Section governs the design, height, and installation of walls and fences within the City.

STAFF RECOMMENDATION: Approval.

PLANNING COMMISSION RECOMMENDATION: To be discussed.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

MEMORANDUM

TO: Mayor and City Council

FROM: Sarah McQuade, City Planner

DATE: June 18, 2026

RE: Text Amendments to Municipal Code Title 17, Chapter 17.070.010 – Walls and fences

Dear Mayor and City Council,

The staff of the City of Auburn proposes text amendments to the zoning Ordinance (Title 17), specifically to Section 17.070.110 – Walls and fences. This Section governs the design, height, and installation of walls and fences within the City. The proposed text amendments would reorganize the section for clarity and introduce limited changes to the existing content.

If adopted, the proposed text amendments would result in the following changes:

- Allow fences that enclose athletic courts to reach a maximum height of 12 feet.
 - Currently, there is no separate height limit for athletic court areas.
- Prohibit fences and walls from crossing or overlapping lot lines, with exceptions.
- Prohibit vinyl as a fence material.
- Limits the use of chain link fencing in residential districts to rear yards only.
- Clarifies the application of wall and fence regulations upon corner lots.
- Additional minor adjustments for clarity throughout the Section.

As of the time of writing, the Planning Commission plans to hold a public hearing for the subject text

amendment at their scheduled June 17, 2026, public meeting. If the Commission issues a recommendation, it will be discussed during the staff presentation of this memorandum.

PLANNING COMMISSION RECOMMENDATION

To be discussed.

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION

Staff recommends **approval** of the proposed text amendments to Municipal Code Title 17, Section 17.070.010.

17.70.010 Walls and fences.

Walls and fences shall be installed and maintained pursuant to the following regulations.

- A. Walls and fences shall not be subject to minimum setback requirements of this Title.
- B. No wall or fence shall cross or overlap any property boundaries except in one or more of the following circumstances.
 - 1. The affected properties are within a common development and have not yet been issued building permits.
 - 2. The owners of all affected properties complete an authorization form, including a location plan, prior to fence or wall installation.
- C. No wall or fence shall obstruct or interfere with the use of any parking space, dumpster, utility service area, mail delivery area, public sidewalk, or street.
- D. If a fence has a decorative side, it shall face outward from the interior of the fenced property.
- E. Walls and fences shall abide by the following material composition requirements.
 - 1. No wall or fence shall be constructed of exposed concrete block, tires, junk, or vinyl.
 - 2. No wall or fence on any residentially zoned or used property shall contain barbed wire or any electrified deterrent system.
 - 3. On properties residentially zoned or used, chain link fencing is only permitted in rear yards.
- F. Walls and fences on residentially zoned or used property shall abide by the following dimensional requirements.
 - 1. Maximum height of four (4) feet if located in front of the front plane of the principal building.
 - a. If the subject property is a corner lot, this requirement shall apply to each side of the lot that faces a street.
 - b. This requirement shall not apply to double frontage lots or through lots at frontages without driveways.
 - c. This requirement shall not apply to walls or fences erected in the common area of residential subdivisions.
 - 2. Maximum height of eight (8) feet in all other areas.
- G. Walls and fences on any property not residentially zoned or used shall not exceed eight (8) feet in height.
- H. Fences enclosing athletic courts and fields, such as basketball courts and tennis courts, shall not exceed 12 feet in height. This regulation shall control over conflicting fence height standards in this Section.

be permitted in any zoning district and are not subject to front, side and rear setback requirements.

 - A. Adequate provisions shall be made for access of normal utility service, including garbage collection, water and other utility meters and mail delivery. No fence may interfere with required off-street parking. All wooden or structural fences must be constructed in such a manner that the exterior of the fence or the side of the fence visible to the public is the finished side of the fence. Fences or walls shall not be constructed of exposed concrete block, tires, junk, or other discarded materials.
 - 1. No wall or fence shall exceed eight feet in height within a side yard or rear yard, and must be constructed in such a manner that the exterior of the fence or the side of the fence visible to the public is the finished side of the fence.

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~~B. Walls or Fences in a Residential Zoning District:~~

- ~~1. Fences located in front yards adjoining street rights of way of residential zones shall be ornamental or decorative and constructed of brick, stone, wood, stucco, wrought iron, split rail, and shall not exceed four feet in height. Rear yards of through lots which adjoin a street right of way shall not be interpreted to be a front yard.~~
- ~~2. Any subdivision entrance, wall or fence shall not exceed twelve feet in height (monuments or columns) and be only eight feet at wall height, and shall be subject to approval of the city clerk, after the submission to the city landscape plan, site plan and architectural elevations.~~
- ~~3. Electric and barb wire fences shall be prohibited in residential districts.~~

~~{Ord. 265A (part), 2001}~~

~~{Ord. No. 08-016, 5-4, & 7-08}~~

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MAYOR
Richard E. Roquemore

CITY MANAGER
Michael E. Parks

CITY COUNCIL
Taylor J. Sisk
Jamie L. Bradley
Joshua Rowan
Johnathen Eggleston

AGENDA ITEM: 9

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade, AICP
City Planner

DATE: June 18, 2026

PURPOSE: Seek approval of a final plat for a residential development in the RM-8: Residential Multifamily Apartment district, known as phase 1B of Fowler Farms.

BACKGROUND: The applicant is requesting final plat approval for phase 1B of the Fowler Farms development to record the subdivision of 126 single-family residential lots.

PLANNING COMMISSION RECOMMENDATION: N/A

STAFF RECOMMENDATION: Approval.

FUNDING: N/A



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

www.cityofauburn-ga.org

MEMORANDUM

TO: City of Auburn Mayor and City Council

FROM: Sarah McQuade, Planner

DATE: June 18, 2026

RE: Fowler Farms phase 1B Final Plat Workshop Session

Dear Mayor and City Council,

The applicant is requesting approval of a final plat for phase 1B of the Fowler Farms subdivision pursuant to [Title 16](#) – Development Regulations of the City of Auburn.

PROPOSAL:

The purpose of the final plat is to record the subdivision of phase 1B of Fowler Farms with the Barrow County Clerk of Court. Following final plat approval, the developer may apply for building permits and commence vertical construction of the development.

BACKGROUND / CURRENT ZONING:

The subject site rezoned from AG: Agricultural district to PSV: Planned Suburban Village upon adoption of Ordinance 21-009 in 2021. This rezoning approval authorized the construction of 355 single-family detached residences, 174 townhouses, and commercial spaces on a 170.4 +/- acre assemblage.

In December of 2022, the first Land Disturbance Permit (LDP) approval was issued for Fowler Farms by the City, which was subsequently updated. The most recent version of the LDP was approved on May 29, 2026. The final plat for phase 1A of the development was reviewed by the City in 2025, and following approval by the Mayor and City Council, it was recorded with Barrow County on January 6, 2026.

In March of 2026, the developer submitted a final plat application for phase 1B. Since March, the plat has undergone several rounds of review and subsequent revisions. On June 11, 2026, the final round of review

was completed, and all previous comments were deemed to have been satisfied.

ANALYSIS:

Pursuant to [Sec. 16.20.070 – Approval of Final Subdivision Plat](#), the approval of the final plat shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the public are in compliance with appropriate standards, regulations, codes and ordinances.

- Sec. 16.20.070.A.2 states the city planner/engineer shall notify the applicant within thirty days of the formal submittal of the final plat the date of the scheduled meetings of the city council of the city which may consider the approval of the final plat, and shall indicate on a review copy of the final plat or in a written memorandum all comments related to compliance of the final plat with these regulations, the zoning ordinance, conditions of zoning approval, and the regulations of the city, Barrow and/or Gwinnett County departments, and state agencies as appropriate. The city council shall have final authority to determine the applicability of any and all comments under these development regulations, the zoning ordinance or conditions of zoning approval.
 - *Staff has reviewed the final plat for compliance with the above-referenced regulations and ordinances and finds it to be compliant.*

COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:

Staff recommends **approval** of the final plat for phase 1B of Fowler Farms.



CITY OF AUBURN
COMMUNITY DEVELOPMENT DEPARTMENT
1369 Fourth Avenue
Auburn, Ga 30011
Phone: 770-963-4002
www.cityofauburn-ga.org

APPLICATION FOR FINAL PLAT APPROVAL
(Major Subdivision)

Applicant Info:

Applicant: Clayton Properties Group, Inc. DBA Chafin Land Development
Address: 5230 Belle Wood Court, Ste A, Buford, GA 30518
Phone: (770) 831-0844 Email: scotte@echomebuilders.com

Property Owner Info: (if different from applicant)

Owner: Domain Timberlake ^{Multi-state} Multi-State 2, LLC.
Address: 90 Madison Ave. 13th Floor, New York, NY 10022
Phone: _____ Email: _____

Property Info:

Tax Map and Parcel No: _____ GMD - 1740 Parent Parcels: AU06 258 and AU06 259

Address (if one has been assigned):

141 Apalachee Church Road, Auburn, GA 30011

Acreage: 34.889 ac Existing Zoning PSV Proposed Use Single Family Res

I swear that I am the owner of the property which is the subject matter of this application, as shown in the records of Barrow and/or Gwinnett County.

Signature of Property Owner: *Houdin Honarwar* Houdin Honarwar, Authorized Signatory

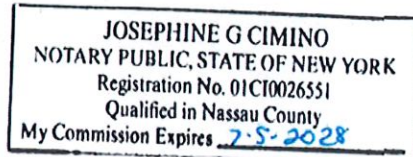
I authorize the person named below to act as applicant in the pursuit of this application:

Name of Applicant: Scott Edwards

Signature of Applicant: *Scott Edwards*

Property Owner personally appeared before me this 8th day of July, 2025.

Josephine G. Cimino My Commission expires 7-5-2028
Notary Public



To complete your application, attach/submit the following in addition to this completed form:

MAJOR SUBDIVISION:

- Application fee:** \$550 or \$5/lot, whichever is greater.
- Plat:** Submit five (5) copies of the final plat plus one (1) digital copy. Checklist of items is provided below for final plats of major subdivisions.
- Letter:** Letter certifying that all required improvements have been constructed and meet the specifications of the City.
- Letter:** A letter from the applicable electricity service company indicating that service points for individual lots and street lights have been installed.
- Payment for signs and striping:** Payment for materials and installation of traffic signs and street name signs in an amount determined by the City.
- Homeowners' Association and covenant documents (two copies)**
- Financial Surety:** A bond, letter of credit, other approved financial surety providing for the maintenance of all improvements for 18 months or until 75% of the buildings in the subdivision receive a certificate of occupancy, in the amount of 20% of the actual costs of construction of improvements to be dedicated as shown on as-built surveys.
- As-built drawings** of improvements (2 hard copies and 1 digital copy)

SPECIFICATIONS:

- Name of the subdivision, unit number, tax map page, parcel numbers, Georgia militia district.
- Developer name and contact info
- Owner name and contact info
- Surveyor name, contact info, certificate of authorization number, registration number, seal
- Date of plat and revision dates or block for revisions
- Scale (graphic)
- North Arrow
- Point of beginning and point of reference
- Names of adjoining subdivisions and property owners
- Roads: Adjacent streets, roads, or other rights-of-way, and the width and the former widths, if pertinent, of rights-of-way adjacent to or crossing the property.
- Water. All water boundaries

- Easements: The width and the former widths, if pertinent, of easements adjacent to or within the property.
- Encroachments and cemeteries: Apparent encroachments and observed evidence of any cemeteries or burial grounds.
- Metes and bounds bearings and distances and areas of boundary and lots
- Equipment reference
- Closure precision statement
- Monuments: must be set at all boundaries. All monuments found set or replaced.
- Monument specifications
- Street names
- Location sketch or vicinity map
- Road centerlines, pavement widths, and radii
- Lot and block identifiers
- Addresses for each lot
- Lot setbacks
- Flood hazard area note
- Dedications and common areas
- Private covenants. Statement and reference, if any.
- Surveyor certification box, as follows:**

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

The land surveyor shall sign on a line immediately beneath the certification.

- Owner's Certification**

(State of Georgia)

(County of Barrow and/or Gwinnett)

"The owner of the land shown on this plat and whose name is subscribed hereto, and in person or through a duly authorized agent, acknowledges that this plat was made from an actual survey, and dedicated by this declaration to the use of the public forever all streets, sewer collectors, lift stations, drains, easements, and other public facilities and appurtenances thereon shown, and transfers ownership of all public use areas in fee simple by deed, for the purposes therein expressed."

The owner shall sign on a line immediately beneath the certification.

Final Plat approval

"I hereby certify that the subdivision plat shown hereon has been found to comply with the Zoning Ordinance and Subdivision Regulations of the City of Auburn, Georgia, and that it has been approved by the City of Auburn for recording in the Office of the Clerk of Superior Court of Barrow and/or Gwinnett County."

City of Auburn Planner/Engineer shall sign on a line immediately beneath the certification.

Health Department certification and any additional notes (for subdivisions served by septic tanks)

Certificate of dedication

"The owner dedicates to the public use forever the street right of way(s) and/or other public dedications shown on this plat, as follows:

Street right-of-way(s): _____ linear feet and _____ acres.

Other: _____ acres

A dedication is not final until acceptance of the warranty deed by resolution of the City Council."

The owner shall sign on a line immediately below, signed, sealed and delivered in the presence of a Notary Public.

Engineer's utility certificate: If subdivision involves water and/or sewer lines to be dedicated, add the following note:

"The civil engineer responsible for the design and oversight of construction of water and/or sewer lines within this subdivision to be dedicate, hereby certifies that said water and/or sewer lines have been constructed and inspected as being in accordance with the standard specifications of the utility provider(s) and the requirements of the City of Auburn (or Barrow County as applicable).

Utility dedication:

"The owner hereby dedicates to the City of Auburn forever the water lines within easements or within street rights-of-way(s) shown on this plat, as follows.

Water lines: _____ linear feet

The owner shall sign on a line immediately below, signed, sealed, and delivered in the presence of a Notary Public.

Add note: "The City of Auburn assumes no responsibility for overflow or erosion of natural or artificial drains beyond the extent of the street right-of-way or for the extension of culverts beyond the point shown on the approved and recorded subdivision plat."

Final Plat approval:

"The Mayor of the City of Auburn, Georgia, certifies that this plat complies with the City of Auburn Zoning Ordinance, and the City of Auburn development regulations, and has been approved by all other affected city, county, or state departments, as appropriate, and the City Council of the City of Auburn. the Mayor hereby accepts on behalf of the City of Auburn the dedication of all public right-of-way and easements, and public water, sewer, storm drainage, and other public facilities and appurtenances shown thereon, subject to ratification by the City Council of the City of Auburn. This plat is approved, subject to the provisions and requirements of the development performance and maintenance agreement executed for this project between the owner and the City of Auburn."

Dated this _____ day of _____, _____.

Mayor, City of Auburn

FINAL PLAT SUBMISSION AND APPROVAL PROCEDURES

1. Upon completion of the project as authorized, the developer/subdivider will submit a final plat, along with all other supporting documents.
2. The City Planner will notify the applicant within 30 days of the formal submittal of the final plat, along with any written comments. The City Council shall have final authority to determine the applicability of any and all comments.
3. The City may not approve any final plat where any lot would present a particularly severe and unusual difficulty for construction of a building, which would clearly require a variance to be usable, or which is unbuildable due to the presence of floodplain, unusual configuration, lack of health department approval, or for any other justified reason. Certain lots which appear to require further study or additional information before a building permit is issued, but which can be reasonably addressed and overcome, may be included in the plat with the appropriate notation of the steps necessary to allow issuance of a building permit.
4. Final approval by the City shall not be shown on the final plat until all requirements and applicable regulations have been met, and the City has received a completed request for approval of the final plat and an executed development performance and maintenance agreement.
5. The agreement shall be accompanied by a bond, letter of credit, or other acceptable surety providing for the maintenance of all installations and improvements required by these regulations in the subdivision for a period not to exceed 18 months following the date of approval of the final plat of subdivisions.
6. For those improvements not yet completed, a performance bond shall be filed by the subdivider with the development performance and maintenance agreement.
7. The developer shall submit payment for materials for the installation of traffic control and street name signs prior to approval of the final plat. A performance surety may be posted with the City covering the not completed requirements provided a schedule of completion is acceptable to the City.
8. Once all other affected departments and agencies have certified compliance and signed the route sheet, and the City Council has approved the final plat, the Mayor shall certify, by his/ her signature, that the final plat meets the requirements for approval.
9. Once the plat has been certified, the City shall authorize it to be recorded with Clerk of Superior Court of Barrow and/or Gwinnett County. Deeds to lands dedicated to the City in fee simple, or to a HOA, shall be recorded along with the plat.

Fowler Phase 18 Bond Calculations

Performance Bond

<i>Asphalt Topping</i>	\$	96,862.50
		<hr/>
	\$	96,862.50
 Bond Amount is 110% of total:	\$	106,548.75

Street and Drainage Maintenance Bond

<i>Asphalt Constuction Cost</i>		
<i>Base and Asphalt</i>	\$	400,365.00
 <i>Curb and Gutter</i>		
<i>Phase 1B Curb</i>	\$	161,725.00
<i>Catch Basins</i>	\$	83,750.00
 <i>Storm</i>		
<i>Pipe</i>	\$	1,256,325.00
<i>Pond</i>	\$	70,905.00
		<hr/>
<i>Total Costs</i>	\$	1,973,070.00
 Bond Amount is 20% of Costs	\$	394,614.00

BMP Maintenance Bond

Total Acres;	57.174 ac	
Average Impervious Area of Lots:	1672 Sq Ft x 126 Lots	4.84 ac
Roads:		5.56 ac
Total Impervious Area:		<hr/> 10.403 ac
% of Total Site		18.2 %
 \$20CY x 18.220.4% x 57.174 ac x 1" x 134.44 CY/ac-in =		\$27,978.76
 1/2 Total BMP = \$182,629.70/2 =		\$91,314.85
 Bond Amount Use 1/2 BMP Cost	\$	91,314.85



P.O. Box 509 Pendergrass, GA 30567
 Phone (706)693-4042 Fax (706)693-4052

PROPOSAL AND CONTRACT

SUBMITTED TO: Paul McDaniel Ph	PROJECT NAME Fowler Farms 2/3A	DATE 5/15/2023
	PROJECT LOCATION Auburn, Ga.	PROPOSAL NO. 11214
	PLANS PREPARED BY Ensite	ESTIMATOR Steven DeLong
	DATE OF PLANS 1/31/2023	

Allied Paving Contractors, Inc., subject to the terms and conditions following and hereinafter stated, proposes to furnish all labor, materials and equipment required for the performance of the following described work in connection with construction or improvements at the above stated project. Description of work and price:

ITEM	APPROXIMATE QUANTITY	UNIT PRICE	TOTAL
1. Phase 2 6" GAB, Prime; 2" 19mm; 1" 9.5mm	9,970 SY	\$ 31.00	\$ 309,070.00 8-0710
	9,970 SY	\$ 7.50	\$ 74,775.00
2. Phase 3A 6" GAB; Prime; 2" 19mm; 1" 9.5mm	2,945 SY	\$ 31.00	\$ 91,295.00 8-0710
	2,945 SY	\$ 7.50	\$ 22,087.50 8-0712
Total Items 1-2		=	\$497,227.50

Unless specified otherwise above, payment in full, less -0- % retainage, for all work performed hereunder during any month shall be made no later than the 10th day of the month next following. Final and complete payment for all work performed hereunder including retainage, if any, shall be made no later than the 10th day of the month following the month during which our work is completed.

Unless a lump sum price is to be paid for the above work and is clearly so stated, it is understood and agreed that the quantities referred to above are estimates only and that payment shall be made at the stated unit prices on the actual quantities of work performed by Allied Paving Contractors, Inc. as determined by actual field measurements upon completion of the work.
 This proposal expires 30 days from the date hereof, but may be accepted at any later date at the sole option of Allied Paving Contractors, Inc.

ACCEPTED: _____
 Corporation name or Tradename

Allied Paving Contractors, Inc.

By: _____
 Name and Title

By:  _____ Title Vice President
 Bryan Jones

Peach State Construction Co

P.O. Box 87 · Covington, Georgia 30014

Office: 770-788-6363

Proposal To:

**Clayton Properties Group, LLC
DBA Chafin Land Development
5230 Belle Wood Ct
Ste. A
Buford, GA 30518
Attn: Matt Stokes**

Date: May 16, 2023
Job: Fowler Farms Phase 2 and 3A
Proposal: Concrete Flatwork

* This proposal represents the unit price summary for the referenced project.

Description	Quantity	Unit	Unit Price	Amount
I. Concrete Flatwork - Phase 2				
1 24" Curb & Gutter - Machine	7,250.00	lf	\$ 16.75	\$ 121,437.50
2 24" Curb & Gutter - Hand Curb Island	130.00	lf	\$ 20.00	\$ 2,600.00
3 4" Conc. Sidewalk In Common Areas Only	215.00	sy	\$ 40.00	\$ 8,600.00
4 Driveway Aprons 6 inch at Easement	2.00	ea	\$ 1,750.00	\$ 3,500.00
5 Catch Basin - Throat/ Top	38.00	ea	\$ 1,675.00	\$ 63,650.00
II. Concrete Flatwork - Phase 3A				
1 24" Curb & Gutter - Machine	2,250.00	lf	\$ 16.75	\$ 37,687.50
2 4" Conc. Sidewalk In Common Areas Only	85.00	sy	\$ 40.00	\$ 3,400.00
3 Catch Basin - Throat/ Top	12.00	ea	\$ 1,675.00	\$ 20,100.00
		Total	\$	260,975.00

80620
-
7-0630

III. Notes

- 1 Excluding:
 - A. Staking
 - B. Utility Relocating and/or Adjustments
 - C. Supply or Place G.A.B.
- 2 Subgrade to be +/- 1 tenth from proposed prior to mobilization
- 3 Pricing is based on 1 ea. Curb machine mobilizations only. Additional Mobe \$2500 ea.
- 4 Individual items will be measured monthly and invoiced accordingly
- 5 Pricing is valid through Aug. 31, 2023

Strickland & Sons Pipeline, Inc.

1551 Fullenwider Road
Gainesville GA 30507

770-535-2246

strickland@sspipeline.net

PROPOSAL

Customer	CLAYTON PROPERTIES GROUP	
Name		Date 5/5/2023
Address	141 Apalachee Church Rd, Auburn, Ga 30011	
Project	Fowler Farms PH2 - Pond #2	

This proposal is based on drawings from: Ensite Civil Consulting, LLC. dated: 1/31/23
This proposal will be an exhibit to the contract if SSP is the contractor selected for this project and all terms and conditions will apply to the contract.
Final cost will be based on unit price times actual quantities installed.
See comments, exclusions, and notes below.

Qty	Unit	Description	Unit Price	TOTAL
1	EA	Fine Grade Pond 2	14,500.00	\$ 14,500.00
1	EA	OCS Y2	22,060.00	\$ 22,060.00
1	EA	54" RCP Headwall Y1	6,575.00	\$ 6,575.00
40	LF	54" RCP	418.00	\$ 16,720.00
1	EA	WQ/CP Orifice w/half-round	3,750.00	\$ 3,750.00
1	EA	Forebay	4,500.00	\$ 4,500.00
1	EA	Plunge Pool	2,800.00	\$ 2,800.00
			TOTAL	\$ 70,905.00

8-0350

Comments: Only germination of grass is under warranty. Sustained growth is dependent on weather and maintenance.

Material prices based on 1/12/23, any increases will be determined at time of purchase and adjusted accordingly.

Exclusions: Micro Pool, Aquatic Bench
NPDES MONITORING

Notes: *Due to high volatility in material prices, the price(s) stated in this proposal is/are valid only for contracts accepted and executed within 30 days of the date of this proposal.

*Due to high volatility in material prices and issues with availability of materials, the price(s) provided in this proposal is/are subject to change, and performance of the work may be delayed if materials are unavailable or if delivery is delayed.

Accepted by: _____ Signature: _____ Date: _____

Strickland & Sons Pipeline, Inc.
 1551 Fullenwider Road
 Gainesville GA 30507

770-535-2246
 strickland@sspipeline.net

PROPOSAL

Customer	CLAYTON PROPERTIES GROUP	
Name		Date 5/5/2023
Address	141 Apalachee Church Rd, Auburn, Ga 30011	
Project	Fowler Farms PH2- Storm	

*This proposal is based on drawings from: Ensito Civil Consulting, LLC, dated: 1/31/23
 This proposal will be an exhibit to the contract if SSP is the contractor selected for this project and all terms and conditions will apply to the contract.
 Final cost will be based on unit price times actual quantities installed.
 See comments, exclusions, and notes below.*

Qty	Unit	Description	Unit Price	TOTAL
616	LF	54" RCP CL5	456.00	\$ 280,896.00
128	LF	54" RCP CL4	415.00	\$ 53,120.00
40	LF	48" RCP CL5	416.00	\$ 16,640.00
1210	LF	18" ASP (CMP)	62.00	\$ 75,020.00
120	LF	24" ASP (CMP)	74.00	\$ 8,880.00
260	LF	30" ASP (CMP)	83.00	\$ 21,580.00
270	LF	18" Maxflow (CSP)	62.00	\$ 16,740.00
480	LF	24" Maxflow (CSP)	74.00	\$ 35,520.00
380	LF	30" Maxflow (CSP)	86.00	\$ 32,680.00
220	LF	36" Maxflow (CSP)	90.00	\$ 19,800.00
130	LF	42" Maxflow (CSP)	125.00	\$ 16,250.00
220	LF	48" Maxflow (CSP)	144.00	\$ 31,680.00
370	LF	54" Maxflow (CSP)	173.00	\$ 64,010.00
60	LF	60" Maxflow (CSP)	215.00	\$ 12,900.00
19	EA	4' Catch Basins W/O Throat & Tops	4,785.50	\$ 90,924.50
5	EA	5' Catch Basins W/O Throat & Tops	8,285.50	\$ 41,427.50
7	EA	6' Catch Basins W/O Throat & Tops	11,850.00	\$ 82,950.00
5	EA	7' Catch Basins W/O Throat & Tops	16,220.00	\$ 81,100.00
2	EA	8' Catch Basins W/O Throat & Tops	22,283.00	\$ 44,566.00
1	EA	8' Junction Boxes	24,555.00	\$ 24,555.00
6	EA	4' Inlets	4,560.00	\$ 27,360.00
1	EA	30" Maxflow (CSP) Headwall	3,280.00	\$ 3,280.00
1	EA	60" Maxflow (CSP) Headwall	7,985.00	\$ 7,985.00
25	EA	4' Inverts	155.00	\$ 3,875.00
5	EA	5' Inverts	325.00	\$ 1,625.00
7	EA	6' Inverts	475.00	\$ 3,325.00
5	EA	7' Inverts	675.00	\$ 3,375.00
3	EA	8' Inverts	800.00	\$ 2,400.00
9008	LF	Storm Cleaning	2.00	\$ 18,016.00
				\$ 1,122,480.00

8-0330

Comments: Material prices based on 1/12/23, any increases will be determined at time of purchase and adjusted accordingly.

Exclusions: Trench Rock, Bedding Stone

Notes: * Due to high volatility in material prices, the price(s) stated in this proposal is/are valid only for contracts accepted and executed within 30 days of the date of this proposal.

*Due to high volatility in material prices and issues with availability of materials, the price(s) provided in this proposal is/are subject to change, and performance of the work may be delayed if materials are unavailable or if delivery is delayed.

Accepted by: _____ Signature: _____ Date: _____



224 Brown Industrial Park
 STE 101 Canton, GA 30114
 PHONE: 770.345.3406
 CONTACT: Coty Mayo
 CELL: 678.776.6011
 E-Mail: cmayo@valorenv.com

Erosion Control Installation Proposal & Job Estimate

TO: CPG

May 15, 2023

PROJECT: Fowler Farms Phase II
 LOCATION: Barrow County, GA

Quantity:	Units:	Item:	Cost/ Unit:	Extension Estimate(*):
EROSION CONTROL ITEMS				
1,590	LF	Sd1 S - Type C Silt Fence	\$ 2.75	\$ 4,372.50
650	LF	Sd1 Ns - Type A Silt Fence	\$ 1.75	\$ 1,137.50
	LF	Sd1 Hb - Staked Hay Bales	\$ 5.25	\$ -
1,100	LF	TPF - Tree Protection Fence Standard Wood Post	\$ 1.45	\$ 1,595.00
	LF	Coir Baffles	\$ 8.00	\$ -
	LF	Plywood Baffles	\$ 23.00	\$ -
	EA	Cd Hb - Hay Bale Check Dam	\$ 130.00	\$ -
	EA	Fl Co - Floc Logs	\$ 175.00	\$ -
23	EA	Sd2 F - Inlet Protection Silt Fence	\$ 150.00	\$ 3,450.00
25	EA	Sd2 P - Inlet Protection Pollywattles	\$ 150.00	\$ 3,750.00
5960	SY	Ss - Slope Stabilization Matting	\$ 1.40	\$ 8,344.00
	SY	TRM - Turf Reinforcing Mat w/ Seed	\$ 5.25	\$ -
	AC	Ds1 - Mulching Straw Only	\$ 1,200.00	\$ -
	AC	Ds2 - Temporary Grass w/ Straw	\$ 1,400.00	\$ -
12.0	AC	Ds3 - Permanent Grass w/ Straw	\$ 2,100.00	\$ 25,200.00
	AC	Hydroseeding w/ Straw	\$ 2,700.00	\$ -
	MO	NPDES Stormwater Inspection Services	\$ 425.00	\$ -
			TOTAL:	\$ 47,849.00

Comments:

- The quantities above are for estimation purposes only. Invoices will reflect actual installed quantities billed at the unit price.
- HydroSpec is NOT responsible for any traffic control, utility locates or construction staking.
- Maintaining and/or removal of temporary erosion control items are NOT included unless they are noted above.
- Any grassing done that is less than 1 acre per trip will be billed @ \$0.04 /Sf and wheat straw will be billed at \$14.00/bale
- Unit pricing for grass does not include any ground prep or watering.
- Only a one time, initial watering is included in sod prices.
- HydroSpec is NOT responsible for damages caused by mother nature such as drought, flood, army worms, ect.
- There may be additional charges if any clearing or trenching by hand is required.
- Silt fence maintenance does not include demucking. Any demucking will be charged at \$55 per man hour and/or \$95 per machine hour.
- Minimum site visit - \$450.00

NPDES Inspections Scope of Services

- NPDES site inspection.
- Initiate corrective action log.
- Weekly face-to-face meeting with onsite personnel if they are available.
- NPDES Monthly Inspections for all stabilized areas
- Includes turbidity testing

This proposal shall be effective for a period of 30 days from the date written above.

X

 AUTHORIZED SIGNATURE



224 Brown Industrial Park
 STE 101 Canton, GA 30114
 PHONE: 770.345.3406
 CONTACT: Coty Mayo
 CELL: 678.776.6011
 E-Mail: cmayo@valorenv.com

**Erosion Control Installation
 Proposal & Job Estimate**

TO: CPG

May 15, 2023

PROJECT: Fowler Farms Phase 3A
 LOCATION: Barrow County, GA

Quantity:	Unlts:	Item:	Cost/ Unit:	Extension Estimate(*):
EROSION CONTROL ITEMS				
8,140	LF	Sd1 S - Type C Silt Fence	\$ 2.75	\$ 22,385.00
1,000	LF	Sd1 Ns - Type A Silt Fence	\$ 1.75	\$ 1,750.00
	LF	Sd1 Hb - Staked Hay Bales	\$ 5.25	\$ -
9,170	LF	TPF - Tree Protection Fence Standard Wood Post	\$ 1.45	\$ 13,296.50
	LF	Coir Baffles	\$ 8.00	\$ -
400	LF	Plywood Baffles	\$ 23.00	\$ 9,200.00
	EA	Cd Hb - Hay Bale Check Dam	\$ 130.00	\$ -
	EA	FI Co - Floc Logs	\$ 175.00	\$ -
40	EA	Sd2 F - Inlet Protection Silt Fence	\$ 150.00	\$ 6,000.00
28	EA	Sd2 P - Inlet Protection Polywattles	\$ 150.00	\$ 4,200.00
25678	SY	Ss - Slope Stabilization Matting	\$ 1.40	\$ 35,949.20
	SY	TRM - Turf Reinforcing Mat w/ Seed	\$ 5.25	\$ -
	AC	Ds1 - Mulching Straw Only	\$ 1,200.00	\$ -
	AC	Ds2 - Temporary Grass w/ Straw	\$ 1,400.00	\$ -
20.0	AC	Ds3 - Permanent Grass w/ Straw	\$ 2,100.00	\$ 42,000.00
	AC	Hydroseeding w/ Straw	\$ 2,700.00	\$ -
	MO	NPDES Stormwater Inspection Services	\$ 425.00	\$ -
			TOTAL:	\$ 134,780.70

Comments:

- The quantities above are for estimation purposes only. Invoices will reflect actual installed quantities billed at the unit price.
- HydroSpec is NOT responsible for any traffic control, utility locates or construction staking.
- Maintaining and/or removal of temporary erosion control items are NOT included unless they are noted above.
- Any grassing done that is less than 1 acre per trip will be billed @ \$0.04 /Sf and wheat straw will be billed at \$14.00/bale
- Unit pricing for grass does not include any ground prep or watering.
- Only a one time, initial watering is included in sod prices.
- HydroSpec is NOT responsible for damages caused by mother nature such as drought, flood, army worms, ect.
- There may be additional charges if any clearing or trenching by hand is required.
- Silt fence maintenance does not include demucking. Any demucking will be charged at \$55 per man hour and/or \$95 per machine hour.
- Minimum site visit - \$450.00

NPDES Inspections Scope of Services

- NPDES site inspection.
- Initiate corrective action log.
- Weekly face-to-face meeting with onsite personnel if they are available.
- NPDES Monthly Inspections for all stabilized areas
- Includes turbidity testing

This proposal shall be effective for a period of 30 days from the date written above.

X

 AUTHORIZED SIGNATURE



Lighting

Account Number
24191-27050

Please Pay By Jan 11, 2025
Total Due \$275,959.96

Contact Us 24 hours a day, 7 days a week
georgiapower.com

GEORGIA POWER COMPANY
1790 Montreal Circle
Tucker, GA 30084-6801

Account Number
24191-27050
Customer Service
1-888-655-5888

Web Access Code
711608
Power Outage Reporting
1-888-891-0938

INVOICE

Account Number 24191-27050
Work Order GP861L03325

Billing Date: Dec 12, 2024

CLAYTON PROPERTIES GROUP INC
CHAFIN LAND DEVELOPMENT
5230 BELLE WOOD COURT – Apt/Suite: SUITE A
BUFORD, GA 30518

Business Description	Amount
LIGHTING - UNREGULATED PREPAY: IN: (71) LED POST TOPS, POLES & WIRE @ FOWLER FARM Contact: PALMER,SEAN PATRICK 770-621-2382 Office, SPALMER@SOUTHERNCO.COM	\$275,959.96
TOTAL INVOICE AMOUNT	\$275,959.96

Convenient Payment Options

By Mail: GEORGIA POWER COMPANY
96 ANNEX
ATLANTA, GA 30396-0001

Georgia Power Company web site address
georgiapower.com/mypayment

Online: Visit the company web site and login to your account using the following:
Account Number 24191-27050 and Web Access Code 711608 .

FOW-DEVID
8-1130

Please keep this portion for your records

Please return this portion with your payment



Please Pay By Jan 11, 2025
Total Due \$275,959.96

Account Number 24191-27050

CLAYTON PROPERTIES GROUP INC
CHAFIN LAND DEVELOPMENT
5230 BELLE WOOD COURT – Apt/Suite: SUITE A
BUFORD, GA 30518

Mall To:
GEORGIA POWER COMPANY
96 ANNEX
ATLANTA, GA 30396-0001

VENDOR NO: 1062

NAME: Georgia Power

CHECK DATE: 1-10-25

REFERENCE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT TAKEN	NET AMOUNT PAID
2419127050DE	12-12-24	275959.96	.00	275959.96
TOTAL ▶		275959.96	.00	275959.96

Clayton Properties Group, Inc
 dba Chafin Land Development
 5230 Belle Wood Ct Ste A
 Buford, GA 30518-5865
 770-831-0844

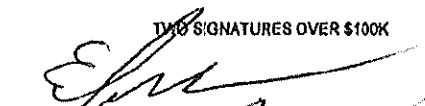
BANK OF AMERICA
 44-70/611

DATE 1-10-25

AMOUNT \$*275,959.96

Pay: *****275* thousand *959* dollars and 96 cents

PAY
TO THE ORDER OF
 Georgia Power
 96 ANNEX
 ATLANTA, GA 30396-0001

TWO SIGNATURES OVER \$100K

 AUTHORIZED SIGNATURE



