

AGENDA

City of Carrollton Mayor and Council Meeting

August 1, 2016
6:00 p.m.

Public Safety Complex, Court/Council Chambers, 115 West Center Street, Carrollton, Georgia

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INVOCATION
- IV. CITIZEN COMMENTS
(Please state your name and address for the record and limit comments to three minutes.)
- V. MINUTES (July 11, 2016) 1-6
- VI. APPROVAL OF AGENDA ITEMS FOR CONSIDERATION
 - 1. Water and Wastewater Awards 7
 - 2. Resolution: 20-2016 - Fire Protection Requirements Amendment 8-13
 - 3. Resolution: 21-2016 - Unified Development Ordinance Amendment 14-18
 - 4. Budget Update: Jim Triplett
 - 5. Single-Family Housing Study 19
 - 6. Appointment: Pension Committee Secretary 20
 - 7. Appointments: Carrollton Area Convention & Visitors Bureau (2) 21
- VII. MAYOR AND COUNCIL ANNOUNCEMENTS
- VIII. CITY MANAGER ANNOUNCEMENTS
- IX. ADJOURN

The Agenda for each Mayor and Council Meetings is available for review in the City Manager's Office, 315 Bradley Street, Carrollton, Georgia and the City's website, www.carrollton-ga.gov five (5) business days prior to a Mayor and Council Meeting. A summary of Agenda items acted upon is available within 48 hours of the meeting at the address and website listed above. Minutes to any previous meeting (once adopted) are available upon request at or the City's website, www.carrollton-ga.gov. The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at a meeting, the City will try to accommodate you in every reasonable manner. Please call (770) 830-2000 from 8:30 a.m. to 5:00 p.m. Monday through Friday at least 48 hours prior to the meeting.

MINUTES

City of Carrollton Mayor and Council Called Meeting

July 11, 2016

6:00 p.m.

Public Safety Complex, Court/Council Chambers, 115 West Center Street, Carrollton, Georgia

I. CALL TO ORDER

The Mayor and Council met in a called meeting on Monday, July 11, 2016, in the Public Safety Complex, Court/Council Chambers, 115 West Center Street, Carrollton, Georgia. Mayor Hollingsworth called the meeting to order at 6:00 p.m. Members present: Mayor Walt Hollingsworth, Councilmember Gerald Byrd, Councilmember Met Lane, Councilmember Jim Watters, and Councilmember Rory Wojcik. Members absent: None.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Hollingsworth.

III. INVOCATION

The invocation was given by Pastor Larry Patton, of Carrollton First United Methodist Church.

IV. CITIZEN COMMENTS

Ms. Paula Watters, president of West Metro Board of Realtors expressed concerns about the water and sewer taps being increased on multi-family development and also expressed concerns about the current moratorium on multi-family housing. Ms. Watters stated that it has been brought to her attention that the increase in rates did not include senior living, but that was contrary to how it is defined in the written document produced by the City. Ms. Watters stated that she receives calls daily for people needing senior living housing. In addition, Ms. Watters stated that she is seeing a lack of planning from the City. Ms. Watters stated that above all, realtors want people to work, live and play in Carrollton so that tax revenues will stay local.

Mr. Mitt Conerly of West Metro Realty stated that due to the current moratorium and the water and sewer tap increases, the City is experiencing missed opportunities.

Ms. Delores Golden, a local realtor, stated that many new people coming into town don't want to purchase a home at first, but prefer renting and that there is a shortage of rental property in Carrollton.

Mr. Rett Harman of Novus Realty stated that he wanted a rationale behind the tap fee increase. Mr. Harman noted that in particular, the fees per bedroom just don't make sense and seem to be more of a hindrance than to be of help to anything.

Ms. Sandra Houston, Director of West Metro Board of Realtors, stated that each additional bedroom in a development does not require additional lines or larger lines, meters, or connections. Ms. Houston inquired as to why fees rise per bedroom for student housing.

Mr. Steven Smith of West White Street stated that there is a two year waiting list (with over 200 individuals on the list) for Park Place Senior Living on Hwy. 27. Mr. Smith also that that with the proposed fee increase, there would be an additional \$470,000 of additional per bedroom fees.

Mr. Dale Johnson, a Carrollton resident, expressed concerns about the (Development Impact Fees (DIF) to pay for costs for improvements and development.

Ms. Bekki Smith, a small business owner, stated that the Mayor and Council should request that the City staff provide a written explanation with justification for the increase and make it available for public review and comments. Ms. Smith stated that change without explanation is just another example of a lack of transparency to increase tap fees which are really impact fees.

Mr. Dwayne Hicks, Commercial Director of West Metro Board of Realtors, stated that the current perception is that the City is closed for business. Mr. Hicks stated that the City is speaking loudly against growth.

V. MINUTES (June 6, 2016 and June 30, 2016)

Motion by Councilmember Byrd, seconded by Councilmember Watters to approve the minutes of the June 6, 2016 and June 30, 2016 meetings. (Motion passed 5-0).

VI. APPROVAL OF AGENDA ITEMS FOR CONSIDERATION

Motion by Councilmember Lane, seconded by Councilmember Watters to approve the Agenda as presented. (Motion passed 5-0).

1. Proclamation: Sweet Pea's Boutique 30 Year Anniversary

A proclamation was presented to Sidra McWhorter in honor of Sweet Pea's Boutique 30th Year Anniversary.

2. Police Officer Recognition - Officer Matt Jones

Councilmember Gerald Byrd presented a Certificate of Recognition to Officer Matt Jones for his heroic efforts.

3. Fire Department Recognition – ISO 1 Rating

The Carrollton Fire Department was recognized for their outstanding achievement of an ISO 1 rating.

4. Resolution 16-2016: GMA Lease Pool Program Trustee Change

Finance Director Jim Triplett presented to the Mayor and Council for their consideration Resolution 16:2016: GMA Lease Pool Program Trustee Change. Finance Director Triplett advised that the City of Carrollton is a member of the GMA Lease Pool which is utilized to fund some of its capital purchases. Finance Director Triplett explained that GMA has contracted with the Bank of New York to provide trustee services for the lease pool (debt service invoicing and payment processing) since the lease pool's inception. Finance Director Triplett stated that due to service issues over the past couple of years, GMA made the decision to look at other providers for trustee services. Finance Director Triplett stated that as a result of that process, GMA has selected Regions Bank to provide trustee services for the lease pool in order to improve service and efficiency for member cities as well as the lease pool as a whole.

Motion by Councilmember Wojcik, seconded by Councilmember Watters to approve Resolution 16-2016: GMA Lease Pool Program Trustee Change. (Motion passed 5-0).

5. Resolution 17-2016: GMA Lease Pool Program Amendment

Finance Director Jim Triplett presented to the Mayor and Council for their consideration Resolution 17-2016: GMA Lease Pool Program Amendment. Finance Director Triplett advised that another change that GMA is making is a change in the type of eligible equipment to be financed through the lease pool, noting that previously 10% of the software component on computer systems could be financed through the lease pool. Finance Director Triplett stated that the financing percentage for the hardware component of new

computer systems remains at 90%. Finance Director Triplett stated that in order for the changes to become effective, each member city is required to approve a resolution to move forward.

Motion by Councilmember Wojcik, seconded by Councilmember Watters to approve Resolution 17-2016: GMA Lease Pool Program Amendment as presented. (Motion passed 5-0).

6. Resolution 18-2016: Die-Tech Project Bond & Memorandum of Understanding

City Attorney Chuck Conerly presented to the Mayor and Council for their consideration Resolution 18-2016: Die-Tech Project Bond and Memorandum of Understanding. City Attorney Conerly explained that Resolution 18-2016 approves the issuance of revenue bonds in the total amount of \$7,200,000. These bonds will be used to finance the construction of a plant expansion at 102 Automation Drive which is more commonly known as the Die-Tech facility. City Attorney Conerly explained that the City has no financial liability in the issuance or repayment of these bonds, but it is required by IRS Codes to approve the transaction. In addition, City Attorney Conerly stated that the Memorandum of Understanding (MOU) between the City of Carrollton, the Carrollton Payroll Development Authority, Carroll County, and WYMA Enterprises, LLC, allows for the abatement of property taxes for the Die-Tech expansion project. Taxes shall be reduced over a 10-year period on a linear basis as described in the (MOU). In addition, WYMA is required to meet specific criteria and report on their compliance with the requirements of the MOU on an annual basis. Mr. Andy Camp, Vice President of Economic Development at Carroll Tomorrow, stated that the expansion of Die-Tech also included additional parking spaces. Councilmember Wojcik stated that the Community Investment section allowed for growth and for retaining 58 jobs and creation of additional jobs.

Motion by Councilmember Watters, seconded by Councilmember Lane to approve Resolution 18-2016: Die-Tech Project Bond and Memorandum of Understanding. (Motion passed 5-0).

**7. Resolution 19-2016: Property Purchase/Swap
(Bankhead Highway/Carroll County Water Authority/Mike Lawrence)**

City Attorney Chuck Conerly presented to the Mayor and Council for their consideration Resolution 19-2016: Property Purchase/Swap (Bankhead Highway/Carroll County Water Authority/Mike Lawrence). The tract of land considered is located at 1175 Mt. Zion Road near the Little Tallapoosa River and is owned by Mike Lawrence. City Attorney Conerly stated that the Friends of the Carrollton Greenbelt would like this property for a portion of a trailhead. Mr. Lawrence would like to own the unoccupied office building located at 1737 Bankhead Highway that belongs to the Carroll County Water Authority (CCWA). The CCWA had indicated that they would like to dispose of the property because they no longer need it. The City had the Lawrence property appraised by Bass and Associates with a resulting value of \$40,000. The CCWA had their property appraised by Bass and Associates with a resulting value of \$120,000. Mr. Lawrence has indicated that he is willing to trade his property for the CCWA property and pay the \$80,000 difference. The CCWA is willing to sell their property for \$80,000 plus the transfer of ownership of four connection meters between the systems. Mr. Lawrence has requested that he be allowed to pay the \$80,000 cost in eight (8) payments of \$10,000 per month. The City will hold a security deed on the property until the purchase is paid in full. Therefore, as part of the property purchase/swap it is requested that the City Manager be authorized to make the transaction with both the CCWA and Mr. Lawrence as described. In addition, it is requested that you authorize the City Manager to make minor modifications to the agreement as necessary to complete the transaction. Any modifications will be reported to the Mayor and Council at the next regularly scheduled meeting. Also as part of this transaction, the CCWA requests that the Mayor and Council consider approval of Resolution 19-2016 for the transaction between the CCWA and the City.

Motion by Councilmember Wojcik, seconded by Councilmember Watters to approve Resolution 19-2016: Purchase and Exchange of Certain Real and Personal Property Between the City of Carrollton, Georgia and the Carroll County Water Authority.

(Motion passed 5-0). Motion by Councilmember Lane, seconded by Councilmember Wojcik to authorize the City Manager to move forward with the transaction between the CCWA and Mr. Lawrence as described and to make minor modifications to the agreement as necessary to complete the transaction. (Motion passed 5-0).

Clerk Note: At this time, motion by Councilmember Lane, seconded by Councilmember Wojcik to amend the Agenda item order as follows: (Motion passed 5-0).

8. Hays Mill Guard Rail Project Bid Awards
9. FEMA/GEMA Generator Project
10. FY 2016-2017 Budget Adoption

8. Hays Mill Road Guard Rail Project Bid Awards

City Engineer Tommy Holland presented to the Mayor and Council for their consideration approval of the bid award for the Hays Mill Guard Rail Project. There was one bidder for the project with the following result: Lewallen Construction Company in the amount of \$294,387.00. This is a project partially funded by the Georgia DOT with the City matching portion at 30%. Therefore, City management recommends that this project be awarded to Lewallen Construction Company in the amount of \$294,387.00.

Motion by Councilmember Byrd, seconded by Councilmember Lane to award the bid for the Hays Mill Road Guard Rail Project to Lewallen Construction Company in the amount \$294,387.00. (Motion passed 5-0).

9. FEMA/GEMA Generator Project

Operations Manager Tony Richardson presented to the Mayor and Council for their consideration approval of the bid award for the FEMA/GEMA Generator Project. The Federal Emergency Management Agency (FEMA), along with the Georgia Emergency Management Agency (GEMA) have provided grant funding for the purchase and installation of emergency generators at the Carrollton Water Treatment Plant and at several of the Wastewater Lift Stations. A request for Proposal (RFP) was generated and proposals were received on June 16, 2016. Proposals were evaluated by a committee of four senior staff members based on qualifications, use of existing equipment, details of proposal, warranties, and cost with the following results:

Caldwell Electric Contractors -	\$1,069,920.00, Grade – 63.7
Penco Electrical Cont., Inc. -	\$912,604.00, Grade – 85.7
Donaldson Electric Comp., Inc. -	\$956,499.55, Grade – 86.5
West Georgia Electric -	\$843,767.00, Grade – 88.0

The FEMA/GEMA grant requires that the federal share of the cost be 75% with the state share 10%, leaving the City share at 15%. The City share can be matched with in-kind construction services such as the installation of conduits and concrete pads. Therefore, it is City Management's recommendation that the Emergency Standby Generators Project be awarded to West Georgia Electric in the amount of \$843,767.00. The City portion of this contract is estimated to be \$126,565.05 and is included in the FY 2016-2017 Water Enterprise Fund budget.

Motion by Councilmember Byrd, seconded by Councilmember Watters to award the Emergency Standby Generators Project to West Georgia Electric in the amount of \$843,767.00. (Motion passed 5-0).

10. FY 2016-2017 Budget Adoption

Finance Director Jim Triplett presented to the Mayor and Council for their consideration and approval the FY 2016-2017 Budget. Finance Director Triplett stated that the FY 2016-2017 Budget included the following:

General Fund Expenditure Highlights:

- 3% cost of living allowance for all full-time and permanent part-time employees
- 12% estimated increase for group health insurance costs
- \$10,000 for replacement of City computers and associated equipment
- \$15,000 for Police Department mobile DVD recording system
- \$1,000,000 for paving and repair of streets

Water Fund Expenditure Highlights:

- 3% cost of living allowance for all full-time and permanent part-time employees
- 12% estimated increase for group health insurance costs
- \$1,314,300 for capital construction projects at the Water Filter Plant
- \$1,500,000 for water/sewer line repair and upgrades
- \$67,000 for equipment and vehicles for the Systems Upkeep Department
- \$2,500,000 for capital construction projects at the Wastewater Plant
- \$100,000 for the Oak Mountain Lift Station – Facilities Maintenance Division

Sanitation Fund Expenditure Highlights:

- 3% cost of living allowance for all full-time and permanent part-time employees
- 12% estimated increase for group health insurance costs
- \$1,022,079 fund transfer to General Fund to facilitate funding of the street paving/repair initiative

Changes to Original Proposed Budget:

- Carroll County Landfill Reimbursement
 - Revenue deletion - \$ 78,000.00
 - Expense deletion - \$ 77,449.00
 - Net change to General Fund \$ 551.00
- General Fund group insurance increase - \$46,521 due to spreadsheet error
- Water/Sewer/Garbage Rate Sheet pertaining to Tap Fees
- Cost of Living Allowance (COLA) employees

After extended discussion, motion by Councilmember Wojcik, seconded by Councilmember Watters to approve the FY 2016-2017 Budget as presented, to include the 3% COLA increase and the water, sewer, garbage tap fee schedule. (Motion passed 3-2, Mayor Hollingsworth and Councilmember Byrd opposed).

VII. MAYOR AND COUNCIL ANNOUNCEMENTS

Councilmember Byrd expressed appreciation to everyone who participated in the July 4th parade. Councilmember Byrd also acknowledged Charles Griffin, Director of the Carrollton Housing Authority for the recent Father's Day Event. Councilmember Byrd invited those in attendance to the upcoming Peace Rally which will be held at the AMP on July 12th from 8:30 p.m. – 10:00 p.m.

Councilmember Lane expressed appreciation to the Police and Fire Departments.

Councilmember Wojcik expressed appreciation to all City employees for the work that they do.

Councilmember Watters expressed appreciation to City staff.

Mayor Hollingsworth congratulated the Fire Department on achievement of the ISO 1 rating. Mayor Hollingsworth also expressed appreciation to the Police Department. In addition, Mayor Hollingsworth thanked the Streets and Sanitation Department for clean up after the July 4th parade.

Mayor Hollingsworth stated that he would like to apologize to the citizens of Carrollton for not doing the job that he is supposed to do. Mayor Hollingsworth stated that he has a vote of no confidence. Mayor Hollingsworth inquired to Human Resource Director/Deputy Clerk Libby Duke as to why there was a discrepancy between City Manager Grizzard's salary of \$159,883 and that of retired City Manager Coleman's 2015 salary of \$146,863 reported via open records request dated October 2015. Mayor Hollingsworth stated that it was his understanding that City Manager Grizzard's salary was to be same as that of retired City Manager Coleman's salary plus an additional 5%. Mayor Hollingsworth also inquired as to who approved City Manager Grizzard's salary increase to become effective January 4, 2016, when

City Manager Grizzard was interim City Manager. In addition, Mayor Hollingsworth stated that City Manager Grizzard has given salary increases to four City employees, beginning January 5th through May 1, 2016, that amounted to \$82,000 annually.

VIII. CITY MANAGER ANNOUNCEMENTS

There were none.

IX. ADJOURN

There being no additional business to address, the meeting adjourned at 8:16 p.m.

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PRESS RELEASE

CITY OF CARROLLTON

July 21, 2016

The City of Carrollton Water and Wastewater Treatment Facilities Earn Awards for Operational Excellence

For Immediate Release:

The City of Carrollton Water Treatment Facility has earned the Georgia Association of Water Professional's "Gold Award". The Gold award recognizes water facilities that demonstrate perfection in compliance.

The City of Carrollton Wastewater Treatment Facility has earned the Georgia Association of Water Professional's "Platinum Award" for complete and consistent LAS permit compliance for the past nine consecutive years. The Platinum Award recognizes facilities that demonstrate a perfect compliance record for five or more consecutive years.

Thousands of individual analysis are performed annually by each facility in order to maintain compliance with permit limitations and to ensure effective and efficient system operations. Failure to meet those limitations in even one instance would disqualify a facility from obtaining either award.

The current awards complement a list of achievements and awards for the past several years. The City of Carrollton Water Treatment facility has previously earned the following awards;

Gold award for calendar years 2004, 2007, 2008, 2009, 2011, 2014, and 2015
GAWP District 3 Drinking Water Taste Test Winner 2009
Laboratory Quality Assurance Award 2005 and 2012

The Wastewater Treatment Department has previously earned the following awards;

Gold Award 2007, 2008, 2009, and 2010
Platinum Award 2011, 2012, 2013, 2014, and 2015

The City of Carrollton received the "Water Distribution System of the Year" award in 2004 and the "Collection System of the Year" award in 2006.

These awards highlight the dedication and devotion of the individuals within each department as well as other supporting departments such as Facilities Maintenance, Public Works, Systems Upkeep, and Engineering. These achievements could not be accomplished without the cooperative efforts of the entire City staff.

315 Bradley Street
Carrollton, Georgia 30117
City Hall: (770) 830-2000



P.O. Box 1949
Carrollton, Georgia 30112
Fax: (770) 830-2026

Office of the City Manager

MEMORANDUM

To: The Mayor and Council

From: Tracy Smith, Fire Marshall

Date: July 22, 2016

Subject: Fire Protection Requirements Amendment – Resolution 20-2016

Please find attached Resolution 20-2016 which changes Section 54 of the City Code of Ordinance, Fire Protection Requirements, on all commercial structures greater than 5000 square feet as well as on all multifamily and townhouse developments.

Attachment

RESOLUTION 20-2016

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF
CARROLLTON, STATE OF GEORGIA, TO AMEND CHAPTER 54 (“FIRE
PROTECTION AND PREVENTION”) TO ADD A NEW ARTICLE III (“FIRE SAFETY
STANDARDS”)**

WHEREAS, the Georgia General Assembly created the office of the Safety Fire Commissioner (“Commissioner”) and assigned certain powers and responsibilities to the Commissioner (see O.C.G.A. § 25-2-1 et seq.); and

WHEREAS, pursuant to the authority given to the Commissioner, the Commissioner has promulgated certain rules and regulations commonly referred to as the “State Minimum Fire Safety Standards” (see Ga. Comp. R. & Regs. r. 120-3-3-.01 et seq.); and

WHEREAS, these rules and regulations have the force and effect of law, have statewide application, and may be enforced by any such municipality or county (see O.C.G.A. § 25-2-4 and Ga. Comp. R. & Regs. r. 120-3-3-.02(1)(a)); and

WHEREAS, the Georgia General Assembly and the Commissioner both authorize municipalities to enact such ordinances as they deem necessary for certain buildings and structures (see O.C.G.A. § 25-2-12(b) and 13(f) and Ga. Comp. R. & Regs. r. 120-3-3-.02); and

WHEREAS, the Fire Marshall for the City of Carrollton, Georgia has recommended that the Mayor and City Council of Carrollton, Georgia adopt additional fire safety standards applicable to certain buildings and structures within the City of Carrollton, Georgia; and

WHEREAS, the Mayor and City Council of Carrollton, Georgia find it in the public interest to adopt additional fire safety standards applicable to certain buildings and structures within the City of Carrollton, Georgia.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Carrollton do hereby amend Chapter 54 (“Fire Protection and Prevention”) by adding a new Article III (“Fire Safety Standards”) as follows:

Article III. Fire Safety Standards

Sec. 54-30. Application.

(a) The rules and regulations adopted by the Georgia Safety Fire Commissioner, Ga. Comp. R. & Regs. r. 120-3-3-.01 et seq., as may be amended or revised from time to time, are hereby adopted and incorporated by reference. Future amendments and revisions to the Georgia Safety Fire Commissioner’s rules and regulations are hereby adopted and shall become effective in the city upon promulgation without the necessity of further action on the part of the city.

(b) In addition to the rules and regulations adopted by the Georgia Safety Fire Commissioner, sections 54-31 through 54-39 shall apply to all buildings and structures within the

city, except for one-family and two-family dwellings, one- and two-family row houses (townhouses) separated by a 2-hour fire wall and two-family townhouses separated by a 2-hour fire wall.

(c) For purposes of this article, a townhouse must be owner occupied. If at anytime the townhouse or a room within the townhouse is rented to a non-owner, the townhouse will be considered a multifamily dwelling for purposes of this article, and the property must comply with sections 54-31 through 54-39. Any townhouse not constructed to the standards set forth in sections 54-31 through 54-39 may only be owner occupied, and in order to obtain a certificate of occupancy, a deed restriction limiting such townhouses to owner occupancy must be recorded and proof of which must be provided to the city.

(d) In the event of any conflict between the provisions of this article and the rules and regulations adopted by the Georgia Safety Fire Commissioner, the more stringent provisions shall apply.

Sec. 54-31. Fire apparatus access roads.

Appendix D “Fire Apparatus Access Roads” of the 2012 International Fire Code, as may be amended or revised from time to time, is hereby adopted and incorporated by reference. Future amendments to Appendix D “Fire Apparatus Access Roads” of the 2012 International Fire Code are hereby adopted and shall become effective in the city upon promulgation without the necessity of further action on the part of the city.

Sec. 54-32. Sprinkler systems.

(a) Multifamily dwellings, as defined in section 1.09.01 of the City of Carrollton Unified Development Ordinance, and commercial buildings exceeding 5,000 square feet shall have a supervised sprinkler fire suppression system. All such sprinkler fire suppression systems shall be National Fire Protection Association Standards 13, 13R, and 13D, and as approved by the city fire marshal.

(b) Supervised sprinkler fire suppression systems shall be required on all new buildings that are more than two (2) stories and less than twenty five (25) linear feet from another structure that is one story or more, regardless of construction type.

(c) Supervised sprinkler fire suppression systems shall be required for any existing commercial building being remodeled that has sleeping accommodations on any floor of the building.

(d) Sprinkler fire suppression systems shall be required to be installed in attics of new commercial buildings consisting of 12,000 square feet or more, regardless of how many stories are in the building.

(e) Residential kitchen fire suppression systems and residential-style hood systems ducted to the outside shall be required for all multifamily dwellings, as defined in section 1.09.01 of the

City of Carrollton Unified Development Ordinance, personal care homes and facilities, day care facilities, community living arrangement facilities, board and care facilities, or assisted living facilities, where cooking units are installed and the stove can be used for food warming, cooking, limited cooking, rehabilitation training, or which produce grease laden vapors.

Sec. 54-33. Fire alarm systems.

(a) Multifamily dwellings, as defined in section 1.09.01 of the City of Carrollton Unified Development Ordinance, shall be required to have a supervised fire alarm system connected to sprinkler fire suppression system.

(b) All new commercial buildings requiring sprinkler fire suppression systems shall be required to have a supervised fire alarm system.

Sec. 54-34. Fire hydrants.

For all multifamily dwellings, as defined in section 1.09.01 of the City of Carrollton Unified Development Ordinance, townhouse or duplex developments, fire hydrants shall be located every three hundred (300) feet or as required by the city fire marshal or his designee.

Sec. 54-35. Construction materials.

Multifamily dwellings, as defined in section 1.09.01 of the City of Carrollton Unified Development Ordinance, shall be built as type one (1) or two (2) limited or non-combustible material buildings, as set forth in the International Building Code, and all breezeways, decks, or porches for new construction shall consist of non-combustible material.

Sec. 54-36. Inspections.

The city fire marshal is hereby authorized to enforce both the rules and regulations adopted by the Georgia Safety Fire Commissioner and this article, and the city fire marshal is hereby authorized to conduct inspections in accordance therewith.

Sec. 54-37. Unsafe buildings.

(a) *General.* If the city fire marshal's inspection of a premises, building, structure, or any building system reveals, in whole or in part, a clear and inimical threat to human life, safety, or health, the city fire marshal shall issue such notices or orders to remove or remedy the conditions as shall be deemed necessary in accordance with this section, and shall refer the premises, building, structure, or building system to the city's building inspector and codes enforcement officer for any repairs, alterations, remodeling, removal or demolition required.

(b) *Unsafe conditions.* Structures or existing equipment that are or hereafter become unsafe or deficient because of inadequate means of egress or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or which involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. A vacant structure

which is not secured against unauthorized entry shall be deemed unsafe.

(c) *Structural hazards.* When an apparent structural hazard is caused by the faulty installation, operation or malfunction of any of the items or devices governed by this article, the city fire marshal shall immediately notify the city's building inspector and codes enforcement officer.

(d) *Evacuation.* The city fire marshal or the fire department official in charge of an incident shall be authorized to order the immediate evacuation of any occupied building deemed unsafe when such building has hazardous conditions that present imminent danger to building occupants. Persons so notified shall immediately leave the structure or premises and shall not enter or re-enter until authorized to do so by the city fire marshal or the fire department official in charge of the incident.

(e) *Summary abatement.* Where conditions exist that are deemed hazardous to life and property, the city fire marshal or fire department official in charge of the incident is authorized to abate summarily such hazardous conditions that are in violation of this article.

(f) *Abatement.* The owner, operator or occupant of a building or premises deemed unsafe by the city fire marshal shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition or other approved corrective action.

Sec. 54-38. Stop work orders.

(a) *Order.* Whenever the city fire marshal finds any work subject to this article being performed in a manner contrary to the provisions of this article, or in a dangerous or unsafe manner, the city fire marshal is authorized to issue a stop work order.

(b) *Issuance.* A stop work order shall be in writing and shall be given to the owner of the property, or to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work is authorized to resume.

(c) *Emergencies.* Where an emergency exists, the city fire marshal shall not be required to give a written notice prior to stopping the work.

(d) *Failure to comply.* Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be punished as provided in section 54-39 below.

Sec. 54-39. Violations.

(a) *Unlawful acts.* It shall be unlawful for a person, firm or corporation to erect, construct, alter, repair, remove, demolish, utilize, or occupy a building, premises or system regulated by this article, or cause same to be done, in conflict with or in violation of any of the provisions of this

article.

(b) *Owner/occupant responsibility.* Correction and abatement of violations of this article shall be the responsibility of the owner. If an occupant creates, or allows to be created, hazardous conditions in violation of this article, the occupant shall be held responsible for the abatement of such hazardous conditions.

(c) *Notice of Violation.* When the city fire marshal finds a building, premises, vehicle, storage facility or outdoor area that is in violation of this article, the city fire marshal is authorized to prepare a written notice of violation describing the conditions deemed unsafe and, when compliance is not immediate, specifying a time for compliance and re-inspection.

(d) *Service.* A notice of violation issued pursuant to this section shall be served upon the owner, operator, occupant or other person responsible for the condition or violation, either by personal service, mail or by delivering the same to, and leaving it with, some person of responsibility upon the premises. For unattended or abandoned locations, a copy of such notice of violation shall be posted on the premises in a conspicuous place at or near the entrance to such premises and the notice of violation shall be mailed by certified mail with return receipt requested or a certificate of mailing, to the last known address of the owner, occupant or both.

(e) *Punishment.* Violations of any provision of this article shall be punished as provided in section 1-11.

ADOPTED this 1st day of August, 2016.

MAYOR AND CITY COUNCIL OF CARROLLTON

Mayor, City of Carrollton

Clerk, City of Carrollton

315 Bradley Street
Carrollton, Georgia 30117
City Hall: (770) 830-2000



P.O. Box 1949
Carrollton, Georgia 30112
Fax: (770) 830-2026

Office of the City Manager

MEMORANDUM

To: The Mayor and Council

From: Erica Studdard, Community Development Director 

Date: July 22, 2016

Subject: UDO Amendment – Sections 2.01.02 and 4.02.03 – Resolution 21-2016

Please find attached Resolution 21-2016 which changes sections 2.01.02 and 4.02.03 of the UDO such that zoning designation RM shall have density limitations not to exceed 6 units per acre unless a Special Use Permit is obtained. It further defines the term "Unit".

These proposed changes were approved by the Planning and Zoning Commission on July 12, 2016.

Attachment

RESOLUTION 21-2016

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CARROLLTON, STATE OF GEORGIA, TO AMEND SECTION 2.01.02 (“RESIDENTIAL ZONING DISTRICTS”) AND SECTION 4.02.03 (“DESIGN STANDARDS FOR MULTIFAMILY DEVELOPMENTS”) OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF CARROLLTON WITH RESPECT TO THE DENSITY OF MULTI-FAMILY PROJECTS

WHEREAS, on January 4, 2016, the Mayor and City Council of Carrollton, Georgia adopted Resolution 05-2016, which resolution imposed a six-month moratorium on the acceptance of plans and applications for apartments and the issuance of land disturbance and building permits for apartments; and

WHEREAS, the purpose of the moratorium was to allow the City of Carrollton an opportunity to study the current mix of housing stock within the City, projections as to the future mix of housing stock within the City, and the impacts of same, and to make recommendations as to the zoning and regulation of multi-family housing within the City; and

WHEREAS, the City retained a consultant to make such a study, and the study has been completed; and

WHEREAS, the consultant has determined that the City has a far greater percentage of multi-family housing – in relation to single-family housing – than other cities of comparable size and characteristics, including other such cities with college campuses; and

WHEREAS, the consultant has also determined that – at its current rate of growth – the percentage of multi-family housing – in relation to single-family housing – will continue to increase and could even approach or exceed fifty percent of the City’s housing stock, placing the City at or near the highest such percentage when compared to other cities of comparable size and characteristics; and

WHEREAS, the consultant has also determined that multi-family housing has a disproportionate impact on City resources and services, and that the cost of providing City services to multi-family housing exceeds the corresponding ad valorem tax revenue produced by multi-family housing; and

WHEREAS, the Mayor and City Council of Carrollton, Georgia find it in the public interest not to eliminate the development of future multi-family housing altogether, but rather to limit the density of such developments.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council of Carrollton do hereby amend Section 2.01.02 (“Residential Zoning Districts”) and Section 4.02.03 (“Design Standards for Multifamily Developments”) of the City of Carrollton Unified Development Ordinance as follows:

2.01.02 Residential Zoning Districts

The following residential zoning districts are established:

...

- G. R-M, Residential Multifamily (Maximum 6 units per acre, unless a special use permit is obtained allowing a greater density). This district is intended to provide an area for moderate- and high-density residential development. The regulations for this district are designed to provide areas for apartment complexes and other high-density residential development.

...

4.02.03 Design Standards for Multifamily Developments

...

- E. Density. The density of any multifamily development shall not exceed six (6) units per acre, unless a special use permit pursuant to Section 2.04.24(B) is obtained from the Mayor and City Council allowing a greater density.
- F. "Unit" defined. For purposes of multifamily development, each unit shall have a kitchen and no unit shall exceed four (4) bedrooms.

ADOPTED this 30th day of June, 2016.

MAYOR AND CITY COUNCIL OF CARROLLTON

Mayor, City of Carrollton

Clerk, City of Carrollton

CITY OF CARROLLTON PLANNING COMMISSION

Date: July 12, 2016	Unified Development Ordinance Amendments						
<p>Applicant: City of Carrollton</p> <p>Request: Reduce the maximum allowable multi-family density from 10 units per acre to 6 units per acre, unless the development is treated as a Special Use; and define multifamily “unit” as having one kitchen and no more than four bedrooms.</p> <p>Ward: All Wards</p>							
STAFF RECOMMENDATION:							
Staff recommends approval of these amendments.							
PLANNING COMMISSION MOTION AND RECOMMENDATION:							
The Planning Commission conducted a public hearing on the following proposed amendments to the Unified Development Ordinance:							
2.01.02 Residential Zoning Districts							
The following residential zoning districts are established:							
...							
<p>G. R-M , Residential Multifamily (Maximum 10 6 units per acre, unless a special use permit is obtained allowing a greater density. This district is intended to provide an area for moderate- and high-density residential development. The regulations for this district are designed to provide areas for apartment complexes and other high-density residential development.</p>							
...							
4.02.03 Design Standards for Multifamily Developments							
...							
<p>E. Density. <u>The density of any multifamily development shall not exceed six (6) units per acre, unless a special use permit pursuant to Section 2.04.24(B) is obtained from the Mayor and City Council allowing a greater density.</u></p>							
<p>F. “Unit” defined. <u>For purposes of multifamily development, each unit shall have a kitchen and no unit shall exceed four (4) bedrooms.</u></p>							
PLANNING COMMISSION VOTE ON MOTION							
NAME	YEA	NAY	ABSTAIN	NAME	YEA	NAY	ABSTAIN
Bill Dees, Chair <i>Absent</i>				Kenny Bryan <i>Absent</i>			
Jason Smith, Vice-Chair <i>Present</i>	X			Cara Herzog <i>Present</i>	X		
Joe Neal <i>Present</i>	X			Jim Naughton <i>Absent</i>			
Scott Duncan <i>Absent</i>				John Jackson <i>Present</i>		X	
Casey Vance <i>Present</i>	X						
				TOTAL VOTES	4	1	0

Present: Vice Chair Jason Smith, and Commissioners Joe Neal, Casey Vance, Cara Herzog & John Jackson

Absent: Chair William Dees, James Naughton, Scott Duncan, and Kenny Bryan.

Speaking in Favor: City Attorney Chuck Conerly presented the proposed amendments.

Speaking in Opposition: None.



MEMORANDUM

To: The Mayor and Council
From:  Timothy C. Grizzard, P.E., City Manager
Date: July 22, 2016
Subject: Single Family Housing Study

Several of you have requested that city staff engage a consultant to perform a single family housing study. This study would be similar in nature to the Bleakly report on Multifamily housing. The scope would include, but not be limited to, the current inventory of single family housing. The price range, tax contribution, and use of services of said housing. The amount of open land and best use of said land for the future development of Carrollton. The inventory of currently zoned, but undeveloped, single family lots within Carrollton.

If the council wishes for city staff to proceed with the initiation of this study, we ask for your approval to proceed with an RFP. It is not required that council vote on the selected consultant; however, we can certainly bring that before council for a vote if you so choose. We need to know the council's wishes on this matter.

315 Bradley Street
Carrollton, Georgia 30117
City Hall: (770) 830-2000



P.O. Box 1949
Carrollton, Georgia 30112
Fax: (770) 830-2026

Office of the City Manager

MEMORANDUM

TO: Mayor and City Council
FROM:  Timothy C. Grizzard, P.E., City Manager
RE: Appointment of Pension Committee Secretary
DATE: July 21, 2016

Please be advised that with the upcoming departure of Libby Duke, we need to name a Pension Committee Secretary. It is my recommendation that Finance Director/City Clerk Jim Triplett be appointed to that position.

If you have any questions, please let me know.



MEMORANDUM

TO: Mayor and City Council
FROM:  Timothy C. Grizzard, P.E., City Manager
RE: Carrollton Area Convention and Visitors Bureau (CACVB) Appointments (2)
DATE: July 21, 2016

Please be advised that the terms of the following individuals on the CACVB Board have expired:

1. Mr. Mike Hart: Catering Manager for Loco Catering, Restaurant Manager of Samba Loca. Mr. Hart has an extensive background in hospitality management in restaurants and hotels.
2. Chris Duffey: Owner and operator of Corner Café, downtown's oldest restaurant.

The Carrollton Area Convention and Visitors Bureau Board of Directors unanimously approved nominating both Mike Hart and Chris Duffey to new terms. Both individuals have been excellent and active directors and have agreed to serve again. If approved by the Mayor and Council, their new terms would expire June 30, 2019.

If you have any questions, please let me know.

Thank you.