



# *City of Snellville Planning Commission*

## PLANNING COMMISSION REPORT

August 1, 2017

#ZOA 17-02

**RE: Text amendment to the 2001 Zoning Ordinance to add certain definitions to Article VI of the Zoning Ordinance and adds language to Article VII and Article IX of the Zoning Ordinance to allow Columbarium's as an accessory structure in the front, side and rear yards of a house of worship/place of worship in the CI District only.**

The Planning Commission held a public hearing on the proposed amendment at the August 1, 2017 Specially Called Meeting of the City of Snellville Planning Commission. For the purposes of promoting health, safety, morals, convenience, order, prosperity, aesthetics, or the general welfare of the City of Snellville, by a vote of 3-2, the Planning Commission recommended to **Approve** the proposed amendment, attached hereto as Exhibit "A" and incorporated herein by reference, with reservations that they be allowed in the front yard.

**EXHIBIT “A”**

**SECTION 6.2 DEFINITIONS.** For the purpose of this Ordinance certain words and terms used herein shall be defined and interpreted as follows:

**ACCESSORY STRUCTURE:** A structure detached from the principal building on the same lot and customarily incidental and subordinate to the principal building or use.

**ACCESSORY USE:** A use of land or of a building or portion thereof customarily incidental and subordinate to the principal use of the land or building and located on the same lot with such principal use.

**ADVERTISING SIGN (BILLBOARD):** Any structure or portion thereof, situated on private premises, on which lettered, figured, or pictorial matter is displayed for advertising purposes, except for the name and occupation of the user of the premises or the products primarily sold or manufactured on the premises or noncommercial messages, and having an area of one-hundred (100) square feet or more. Any signboard carrying a message excepted in this definition which also carries extraneous advertising of one-hundred (100) square feet or more shall be considered a billboard.

**ASSISTED LIVING FACILITY:** See “community living arrangement”, “family personal care home”, or “personal care home”.

**AUTOMOBILE SERVICE STATION:** A building or premise where products necessary for automobile service or maintenance are sold, provided there is no storage of automobiles, and only minor services are rendered. An automobile service station is not a repair garage nor a body shop.

**BANKS AND SAVINGS AND LOAN INSTITUTIONS:** See “depository institution”.

**BIG HAYNES CREEK WATERSHED PROTECTION AREA:** That area of land lying within the drainage basin or watershed of Big Haynes Creek, as shown on the official set of maps of the protection area maintained by the Department of Planning and Development.

**BOARD:** The Board of Appeals of the City of Snellville, Georgia.

**BOARDING OR ROOMING HOUSE:** A dwelling in which meals or lodging or both are furnished for compensation to more than two but not more than ten non-transient persons.

**BOTTLE SHOPS:** Retail establishments specializing in the sale of beer and/or wine for consumption off premises; however, such establishments may also offer by-the-drink on-premises consumption in conjunction with a special use permit obtained in Section 6-122 from Chapter 6, Alcoholic Beverages of the City Code of Ordinances.

**BUILDABLE AREA:** The portion of a lot remaining after required yards have been provided.

**BUILDING:** Any structure attached to the ground which has a roof and which is designed for the shelter, housing or enclosure of persons, animals, or property of any kind.

**BUILDING INSPECTOR:** The official with the responsibility of permit and certificate of occupancy issuance.

**BUSINESS SIGNS:** An identification sign containing the name of the business located on the same premises.

**CERTIFICATE OF OCCUPANCY:** A permit issued by the Building Inspector indicating that the use of the building or land in question is in conformity with this ordinance or that there has been a legal variance therefrom as provided by this Ordinance.

**CHILD CARE INSTITUTION:** See “group home”.

**CHILD DAY CARE HOME:** See “family day care home”.

**CITY:** The City of Snellville, Georgia.

**COLLECTIVE RESIDENCES:** A Collective Residence shall mean any residence, whether operated for profit or not, which undertakes through its ownership or management to provide or arrange for the provision of housing, food, one or more personal services, support, care, or treatment exclusively for two (2) or more persons who are not related to the owner or administrator of the residence by blood or marriage and which is licensed as a Group Home, Personal Care Home, or Community Living Arrangement pursuant to O.C.G.A. § 31-2-4(d)(8). Any residence that Georgia law requires to be licensed as a Community Living Arrangement, Group Home, Personal Care Residence, Continuing Care Retirement Community (CCRC), CCRC Independent Living Unit, CCRC Assisted Living Facility, CCRC Skilled Nursing Facility, or any other facility permitted by the State of Georgia to house two (2) or more unrelated persons, shall be a Collective Residence. Collective Residences shall only be allowed by Special Use Permit, which term is defined under this Section.

**COLUMBARIUM:** [A structure with niches for the respectful storage of funeral urns.](#)

**CONSUMER FIREWORKS:** Any small fireworks devices containing restricted amounts of pyrotechnic composition, designed primarily to produce visible or audible effects by combustion, that comply with the construction, chemical composition, and labeling regulations of the United States Consumer Product Safety Commission as provided for in Parts 1500 and 1507 of Title 16 of the Code of Federal Regulations, the United States Department of Transportation as provided for in Part 172 of Title 49 of the Code of Federal Regulations, and the American Pyrotechnics Association as provided for in the 2001 American Pyrotechnics Association Standards 87-1, and additionally shall mean Roman candles.

**CONSUMER FIREWORKS RETAIL SALES FACILITY:** Shall have the same meaning as provided for by NFPA 1124, as ‘a permanent or temporary building or structure that is used primarily for the retail display and sale of consumer fireworks’; provided, however, that such term shall not include a tent, canopy, or membrane structure.

**CONSUMER FIREWORKS RETAIL SALES STAND:** Shall have the same meaning as provided for by NFPA 1124, as ‘a temporary or permanent building or structure that has a floor area not greater than 800 sq. ft., other than tents, canopies, or membrane structures, that is used primarily for the retail display and sale of consumer fireworks’.

**CONTINUING CARE RETIREMENT COMMUNITY (CCRC):** A large scale facility (or

integrated group of facilities) which has a primary purpose of providing housing and continuing care for people over the age of 62, and which consists of CCRC Independent Living Units, CCRC Assisted Living Facilities, CCRC Skilled Care Nursing Facilities and CCRC Accessory Uses, all as defined herein and as regulated by, where applicable, the Georgia Department of Community Health or other appropriate state agency. For purposes of this Ordinance, “continuing care” means the provision of lodging, nursing, medical or other health related services at the same or another location to an individual pursuant to an agreement effective for the life of the individual or for a period greater than one year, including mutually terminable contracts, and in consideration of the payment of an entrance fee with or without other periodic charges to an individual who is at least sixty-two (62) years of age.

**CCRC INDEPENDENT LIVING UNIT:** A dwelling unit within a Continuing Care Retirement Community (CCRC) containing living area(s), bedroom area(s), kitchen area and bathroom(s), including studio style apartments, detached homes, or attached townhomes, which houses one or more people over the age of 62 in a manner in which they may live independently while receiving one or more meals per day in a congregate setting.

**CCRC ASSISTED LIVING FACILITY:** A facility located within a Continuing Care Retirement Community that provides a residential living environment, assisted by congregate meals, housekeeping, and personal services for persons age 62 or older, who have temporary or periodic difficulties with one or more essential activities of daily living, such as feeding, bathing, dressing or mobility but do not require services in or of a Georgia Department of Community Health licensed long-term care facility or nursing facility. A CCRC Assisted Living Facility shall include dwelling units, dining room(s), bathing area(s), common area(s), offices and other spaces necessary to provide the above services, and shall be operated by a legal entity holding a certificate of compliance document (license) issued by the Georgia Department of Community Health, or other appropriate state agency, permitting the operation of a personal care home (PCH) at the location of the facility.

**CCRC SKILLED CARE NURSING FACILITY:** A facility located within a Continuing Care Retirement Community which provides board, shelter and 24-hour skilled nursing and medical care to chronic or convalescent patients. A CCRC Skilled Care Nursing Facility shall include nursing beds and/or individual rooms, dining rooms, bathing areas, common areas, offices, clinics, therapy areas, medical facilities and other space necessary to provide the above services and shall be operated by a legal entity holding a certificate of compliance document (license) issued by the Georgia Department of Community Health, or other appropriate state agency, permitting the operation of a nursing facility at the location of the facility.

**COUNCIL:** The City Council of the City of Snellville, Georgia.

**COMMISSION:** The Planning Commission of the City of Snellville, Georgia.

**COMMUNITY LIVING ARRANGEMENT:** Any state licensed residence, whether operated for profit or not, that undertakes through its ownership or management to provide or arrange for the provision of daily personal services, supports, care, or treatment exclusively for two or more adults who are not related to the owner or administrator by blood or marriage and whose residential services are financially supported, in whole or in part, by funds designated through the Georgia Department of Human Resources, Division of Mental Health, Developmental Disabilities, and Addictive Diseases. Personal services means

provision of services, on a daily basis, that include, but are not limited to, individual assistance with or supervision of medications, ambulation and transfer, and essential activities of daily living such as eating, bathing, grooming, dressing, and toileting. Supports, care, or treatment means specific services that are provided to the resident of the Community Living Arrangement, coordinated by the administrator as necessary, or reasonable requested by the resident and that include, but are not limited to: mental health services, habilitation, rehabilitation, social services, medical, dental, and other health care services, education, financial management, legal services, vocational services, transportation, recreational and leisure activities, and other services required to meet a resident's needs.

**CONDITIONAL USE:** A use which while not permitted as a matter of right may be allowed within a given zoning district subject to meeting specific conditions for location and siting as prescribed by this Ordinance.

**CONDOMINIUM:** A multifamily dwelling or row house in which each dwelling is owned and financed by the occupant, but in which halls, entrance ways and underlying lands are owned jointly.

**DEPOSITORY INSTITUTION:** Bank, credit union, or other financial institution that solicits and accepts savings of the general public as demand deposits or time deposits, and pays a fixed or variable rate of interest. Also called savings association, savings institution and thrift institution.

**DIRECTOR OF PLANNING & DEVELOPMENT:** The Director of Planning & Development for the City of Snellville or his/her designee.

**DISTRIBUTOR (FIREWORKS):** Any person, firm, corporation, association, or partnership which sells fireworks.

**DRIVE-IN RESTAURANT:** Any place or premises used for sale dispensing or service of food, refreshments, or beverages in automobiles, including those establishments where customers may eat or drink the food, or beverages on the premises.

**DWELLING, ATTACHED:** See "Dwelling, Multiple Family", "Town House", and "Villa."

**DWELLING, SINGLE FAMILY:** A detached residential unit other than a mobile home, designed for and occupied by one family only.

**DWELLING, SINGLE FAMILY ATTACHED:** A structure subdivided by a coincidental property line and wall which separates the structure into two (2) or more dwelling units, each occupying its own lot. The lots created by the coincidental property line and wall shall each contain at least: (a) an equal percentage of the minimum lot area in the zoning district in which they are located; and (b) an equal percentage of the minimum lot width in the zoning district in which they are located; and an equal percentage of the minimum gross floor area in the zoning district in which they are located.

An attached single family structure must meet all front, rear and side yard setback requirements in the zoning district in which it is located, except for the coincidental property line and wall. Each unit must be separately metered for all utilities and the coincidental property wall must be fire-rated and extend from the foundation to the roof

decking of the structure. Otherwise, an attached single-family structure must meet all standards that would be required for two-family dwellings in the zoning districts in which they are located.

**DWELLING, MOBILE HOME:** A detached single-family dwelling unit with the following characteristics:

- (1) Designed for long term occupancy as opposed to transient location, containing sleeping accommodations, toilet facilities, with plumbing and electrical connections provided;
- (2) Designed to be transported after fabrication on its own wheels or flatbed or other trailer or on detachable wheels;
- (3) Built to arrive at the site where it is to be occupied as a dwelling unit complete, or all units built since June 15, 1976 documentation of compliance with the National Mobile Home Construction and Safety Standard Act (Department of Housing and Urban Development certification); and
- (4) For all units built prior to June 15, 1976 documentation of compliance with specifications prescribed by the American National Standards Institute.

**DWELLING, TWO FAMILY:** A detached residential building containing two dwelling units, designed for occupancy by not more than two families.

**DWELLING, MULTIPLE FAMILY:** A dwelling containing three or more dwelling units, including units that are located one over the other. This definition does not include a townhouse.

**DWELLING UNIT:** One or more rooms, designed, occupied or intended for occupancy as separate living quarters, with cooking, sleeping and sanitary facilities provided within the dwelling unit for the exclusive use of a single family maintained household.

**FAMILY:** One or more persons related by blood, marriage, adoption, or guardianship; or not more than three (3) persons not so related who live together in a dwelling unit as a single housekeeping unit under a common housekeeping management plan based on an intentionally structured relationship providing organization and stability; or not more than two unrelated persons and any minor children related to either of them.

**FAMILY DAY CARE HOME:** A private residence operated by any person who receives therein for pay for supervision and care fewer than 24 hours per day, without transfer of legal custody, three (3) but not more than five (5) children under 18 years of age who are not related to such persons and whose parents or guardians are not residents in the same private residence.

**FAMILY PERSONAL CARE HOME:** Any state-licensed and customary home business, non-institutional in character residential dwelling, whether operated for profit or not, which undertakes through its ownership to provide or arrange for the provision of housing, food

service, and one or more personal services for two (2) or more adults, aged 18 years or older who are not related to the owner by blood or marriage; Personal Services includes, but is not limited to, individual assistance with supervision of self-administered medication, assistance with ambulation and transfer, and essential activities of daily living such as eating, bathing, grooming, dressing, and toileting.

**FENCE:** An artificially constructed barrier of any material or combination of materials erected to enclose, screen, or demarcate areas of land.

**FINANCE COMPANY:** Any specialized financial institution that supplies credit for the purchase of consumer goods and services by purchasing the time-sales contracts of merchants.

**FLOOR AREA (ONE-FAMILY BUILDING):** The floor area of a one-family dwelling is the gross horizontal area of the several floors of a one-family residential structure, exclusive of carport, basement, attic and open porches.

**GEORGIA INDUSTRIAL LOAN (“GILA”) LENDER:** Any establishment engaged in whole or in part in the business of lending money of \$3,000.00 or less per transaction for a period of 36 months and 15 days or less and may charge, contract for, collect, and received interest and fees in accordance with Sec. 7-3-14 of GILA and is not otherwise exempted in Sec. 7-3-6 of GILA; and the interest and money paid or agreed to be paid by the borrow in order to obtain the loan does not exceed the charges authorized by GILA.

**GROUND COVERAGE:** The area of a zoning lot occupied by all buildings expressed as a percentage of the gross area of the zoning lot.

**GROUP HOME:** A state-licensed child-welfare agency that is any institution, society, agency, or facility, whether incorporated or not, which either primarily or incidentally provides full-time care for six (6) or more children through 18 years of age outside of their own homes, subject to such exceptions as may be provided in rules and regulations of the Board of Human Resources. This full-time care is referred to as room, board and watchful oversight.

**HEIGHT OF BUILDING:** The vertical distance measured from the mean finished ground level at the front of the building to the highest point of the roof or the parapet.

**HOME BUSINESS:** See “home occupation”.

**HOME OCCUPATION:** A lawful activity commonly carried on within a dwelling by a member or members of the family who occupy the dwelling where the occupation is secondary to the use of the dwelling for living purposes and the residential character of the dwelling is maintained.

**HOUSE OF WORSHIP:** [Shall have the same meaning as Place\(s\) of Worship and means a building or structure, or groups of buildings or structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses.](#)

**IMPERVIOUS SURFACE:** Any paved, hardened or structural surface, including but not



limited to, buildings, driveways, walkways, parking areas, patios, decks, streets, swimming pools, dams, tennis courts, and other structures.

**INOPERABLE VEHICLE:** Any motorized vehicle incapable of immediately being driven.

**JUNK OR SALVAGE YARD:** A place where waste, discarded or salvaged metals, building materials, paper, textiles, used plumbing fixtures, used cars or trucks in inoperable condition are bought, sold, exchanged, stored, baled or cleaned.

**KENNEL:** Any location where boarding, caring for and keeping of more than a total of five (5) dogs or cats or other small animals or combination thereof (except litters of animals of not more than six (6) months of age) is carried on, and also raising, breeding, caring for or boarding dogs, cats or other small animal for commercial use.

**LAND USE PLAN:** A policy document adopted by the City Council, the purpose of, which is to provide a guide for the location, type and intensity of future land uses within the corporate limits of the City of Snellville.

**LOADING SPACE, OFF-STREET:** Space logically and conveniently located for bulk pickups and deliveries, scaled to delivery vehicles expected to be used.

**LOBBY:** A lobby is a public internal waiting area at or near the entrance of a building. A lobby may include a variety of uses but is limited to contiguous open area and shall not include separated space for public uses such as restrooms or offices.

**LOT:** A zoning lot unless the context shall clearly indicate a contrary definition.

**LOT FRONTAGE:** The portion of a lot adjacent to a street.

**LOT, CORNER:** A lot situated at the intersection of two streets, or bounded on two or more adjacent sides by street right-of-way lines.

**LOT, INTERIOR:** A lot other than a corner lot or a through lot.

**LOT, THROUGH:** A lot having frontage on two streets that are approximately parallel.

**LOT LINE:** A boundary of a lot. Lot line is synonymous with property line.

**LOT DEPTH:** Considered to be the distance between midpoints of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.

**LOT WIDTH:** The distance between side lot lines measured at the rear of the required front yard line on a line parallel with a line tangent to the street right-of-way line.

**LOT OF RECORD:** Land designated as a separate and distinct parcel in a subdivision, the plat of which has been recorded in the office of the Clerk of the Superior Court of Gwinnett County, or a parcel of land, the deed to which was recorded in said office prior to the adoption of this Ordinance.

**LOW-TO MID RISE:** A structure that is two (2) or more stories in height.

**MINIMUM FRONT YARD:** The open space between the front lot line and the building line within which no structure shall be located except as provided in this Ordinance.

**MOBILE HOME PARK:** A tract of land that is used, designated, maintained, or held out for rent to accommodate four or more mobile homes. Mobile homes located in a mobile home park are used only to provide living and sleeping accommodations: a mobile home park does not include an automobile or mobile home sales lot on which unoccupied mobile homes are parked for inspection or sale.

**MOBILE HOME SUBDIVISION:** A tract of land that is used, designated, maintained, or held out for sale of lots to accommodate mobile homes. Services such as water, sewage, recreational facilities, and solid waste collection may be provided for a service charge.

**MODULAR HOME:** A modular home is a factory fabricated transportable building consisting of units designed to be incorporated at a building site on a permanent foundation into a structure to be used for residential purposes.

**MOTEL/HOTEL:** A facility offering lodging accommodations to the general public on a nightly or long-term basis (weekly or monthly) and may provide additional services, such as restaurants, meeting rooms, entertainment and recreational facilities.

**NONCONFORMING USE OR STRUCTURE:** Any building, structure, or use of land lawful at the time of passage or amendment of this Ordinance which does not conform, after the passage or amendment of this Ordinance with the use regulations of the district in which it is located.

**OPEN SPACE:** A parcel or area of land set aside, designated, or reserved for public or private use or enjoyment or for the use and enjoyment of owners, occupants and their guests. Creditable open space shall not include any portion of an overhead power line easement, storm water detention pond (including the easements required by the Development Regulations) which is not part of an existing or proposed permanent lake or recreation area required by the Snellville Development Regulations.

**PARKING SPACE, OFF-STREET:** An off-street parking space consisting of a space adequate for parking an automobile with room for opening doors on both sides, together with properly related access to a public street or alley and maneuvering room.

**PAWN BROKER:** Any person engaged in whole or in part in the business of lending money on the security of pledged goods, or in the business of purchasing tangible personal property on the condition that it may be redeemed or repurchased by the seller for a fixed price within a fixed period of time, or in the business of purchasing tangible personal property from persons or sources other than manufacturers or licensed dealers as part of or in conjunction with the business activities described in this chapter.

**PAWN SHOP:** Any business wherein a substantial part thereof is to take or receive, by way of pledge, pawn, consignment or exchange, any goods, wares, merchandise, or any kind of personal property, or the title to any goods, wares, merchandise, or any kind of personal property whatever, as security for the repayment of money lent thereon.

**PERSONAL CARE HOME:** A State licensed facility designed and equipped as a special combination of housing, personalized supportive services, and health care designed to respond to the individual needs of senior citizens who need help and activities of daily living but do not need the skilled medical care provided in a nursing home. Continuous medical care is not provided. The minimum floor area shall be four-hundred-twenty-five (425) square feet per unit. A minimum staff as outlined by state requirements, designed to meet scheduled and unscheduled needs, shall be required.

**PLACE OF WORSHIP:** See “house of worship”.

**PRINCIPAL PERMITTED USE:** That use of a lot, which is among the uses allowed as a matter of right under the zoning classifications.

**PRIVATE DEED RESTRICTIONS OR COVENANTS:** Private deed restrictions or covenants are imposed on land by private landowners. They bind and restrict the land in the hands of present owners and subsequent purchasers. They are enforced only by the land owners involved and not by the city or other public agency.

**RECREATION FACILITY:** A place designed and equipped for the conduct of sports, leisure time activities and other customary and usual recreational activities.

**SHOPPING CENTER:** A group of commercial establishments having a building composition that is an architectural unit and is not a miscellaneous assemblage of stores; planned, developed, owned and managed as a unit related in location, size, and type of shops to the trade area that the unit serves, and providing on-site parking in definite relationship to the types and sizes of stores. Shopping centers are classified by type, each distinctive in its own function:

**Neighborhood Shopping Center** - provides for the sale of convenience goods (foods, drugs, sundries, etc.) and personal services (laundry, dry cleaning, barbering, shoe repair, etc.) for the day to day living needs of the immediate neighborhood, and is usually built around a supermarket which is the principal tenant.

**Community Shopping Center** - in addition to the convenience goods and personal services of the neighborhood center, provides a wider range for the sale of soft lines (apparel, etc.) hard lines (hardware and appliances) and includes eating facilities, making more depth of merchandise and services available. It is usually built around a junior department store or variety store which is the principal tenant.

**Regional Shopping Center** - provides for general merchandise, apparel, furniture and home furnishings in full depth and variety. It is built with one or more full line department stores as the focal point.

**SIGNS:** Any structure, display, or device that is used to advertise, identify, direct, or attract attention to a business, institution, organization, person, idea, product, service, event, or location by any means, including words, letters, figures, design characteristics, symbols, logos, fixtures, colors, movement, or illumination.

**SPECIAL USE PERMITS:** Special use permit is a subcategory of the uses in the District Regulations and is defined and designed to be used when the following criteria are present:

- a) The special use would be consistent with the needs of the neighborhood or the community as a whole, be compatible with the neighborhood and would not be in conflict with the overall objectives of the comprehensive plan; and
- b) A special use listed under the zoning district is desired for development and a more intensive zoning district which contains that use as a use by right would not be appropriate for the property; or
- c) A special use listed under the relevant subsection is desired for development and no zoning district contains that use as a use by right; or
- d) A unique use not addressed in any zoning district is desired for development and is not likely to be duplicated within the City of Snellville; or
- e) The density of development may be affected by the height of a building.

In order to accommodate these special uses, the special use permit allows the Mayor and Council to approve a special use on a particular lot without changing the general zoning district. Such approval shall be subject to the requirements set forth below and any additional conditions the Mayor and City Council and/or the Planning Commission deems necessary to ensure the compatibility of the special use with the surrounding properties. All special use permit applications shall be for firm development proposals only. The special use permit shall not be used for securing early zoning for conceptual proposals which may not be undertaken for more than six months from the date the application is submitted. A special use permit application shall be considered only if it is made by the owner of the property or his/her authorized agent.

The minimum requirements for a special use permit are:

1. Any uses permitted under a special use permit shall conform to the requirements of this ordinance and the development and zoning regulations for the use as found in the zoning district.
2. The application, fees and review process for a special use permit shall be the same as for the application and review process for establishing the zoning district under which the special use is found, which is Article XV, Section 15.2 of the Zoning Ordinance. In addition to the information and/or site plans which are required to be submitted for the proposed development, additional information deemed necessary by the Director of Planning and Development in order to evaluate a proposed use and its relationship to the surrounding area shall be submitted. In the review process, particular emphasis shall be given to evaluating the relationship of and the compatibility with the proposed use to its immediate neighborhood.
3. In the approval process for a special use permit application, the Mayor and City Council shall consider the policies and objectives of the comprehensive plan, particularly in relationship to the proposed site and surrounding area, and shall consider the potential adverse impacts on the surrounding area, especially with regard to but not limited to traffic, storm drainage, land values and compatibility of land use activities.
4. If an application is approved and a special use permit is granted, all conditions which may have been attached to the approval are binding on the property. All subsequent development and use of the property shall be in accordance with the approved plan

and conditions. All final site plans shall be approved by the Planning and Development Department prior to the issuance of any permits. Once established, the special use shall be in continuous operation. Upon discovery that the operation of the special use has or had ceased for a period of one hundred eighty (180) days or more and the owner of the property has not requested voluntary termination of the special use permit, the Director of Planning and Development shall forward a report to the Mayor and Council through the Planning Commission which may recommend that action be taken to remove the special use permit from the property.

5. Changes to a special use or development of a site for the special use shall be treated as an amendment to the special use permit and shall be subject to the same application and review process as a new application.
6. The special use for which a special use permit is granted shall commence operations or construction within twelve (12) months of the date of approval by the Mayor and Council. If, at the end of this twelve (12) month period, the Director determines that active efforts are not proceeding toward operation or construction, a report may be forwarded to the Mayor and Council through the Planning Commission which may recommend that action be taken to remove the special use permit from the property.
7. The Director of Planning and Development or his designee or an officer of the City of Snellville Police Department shall have the right to periodically examine the operation of the specific use to determine compliance with the requirements of any conditions. If the Director determines that the requirements and conditions are being violated, a written notice shall be issued to the owner of the property outlining the nature of the violations and giving the owner of the property a maximum of thirty (30) days to come into compliance. This thirty-day maximum shall be amendable in the reasonable discretion of the Director of Planning and Zoning. If after thirty days the violations continue to exist, the Director shall forward a report to the Mayor and Council through the Planning Commission, which may recommend that action be taken to remove the special use permit from the property.
8. Upon approval by the Mayor and Council, a special use permit shall be identified on the official zoning maps.
9. Upon approval by the Mayor and Council of a special use permit, the owner of the property shall be issued a notice from the Director, which states the specific use permitted, the requirements of this section and any conditions attached to the approval.
10. The Planning and development Department shall not issue a certificate of occupancy for the specific use unless all requirements and conditions of the special use permit have been fulfilled by the owner of the property.

**STREAM, PERENNIAL:** A watercourse having a source, terminus, banks and channel through which water flows on a continuous basis as depicted on the most recent United States Geological Survey 7.5-minute quadrangle map (scale 1:24,000).

**STREET:** A right-of-way for vehicular traffic that affords the principal means of access to abutting properties. The various classifications of streets are defined as follows:

**Arterial** - A street used primarily for fast and heavy traffic flow; is of considerable continuity; and is used as a traffic artery to interconnect areas and major activity

centers.

Major Collector - A street carrying traffic from activity centers and minor collector streets to arterial streets.

Minor Collector - Principal entrance streets to subdivisions and the main thoroughfares providing circulation within subdivision serving a network of four or more local streets.

Local - A street used primarily in residential subdivisions for access to abutting properties as opposed to the collection and dispersion of traffic.

Cul-De-Sac - A local street with only one outlet, closed and terminated by a vehicular turnaround.

STORE, FIREWORKS: Shall have the same meaning as provided for in NFPA 1124, as 'a building classified as a mercantile occupancy that contains a variety of merchandise and that is not used primarily for the retail sales of consumer fireworks'; provided, however, that such term shall only include such buildings with at least 4,000 sq. ft. of retail display space and wherefrom;

a) No more than 25% of such retail display space is used for consumer fireworks and wire or wood sparklers of 100 grams or less of mixture per item; other sparkling items which are nonexplosive and nonaerial and contain 75 grams or less of chemical compound per tube or a total of 500 grams or less for multiple tubes; snake and glow worms; smoke devices; or trick noise makers which include paper streamers, party poppers, string poppers, snappers, and drop pops each consisting of 0.25 grams or less of explosive mixture; and

b) Other items or products which are not consumer fireworks or items or products as described in subsection (a) above are sold; and provided, further, that such term means a person, firm, corporation, association, or partnership with more than one mercantile location, where all such mercantile locations are collectively known to the public by the same name or share a central management.

STRUCTURE: A combination of materials to form a construction for use, occupancy, or ornamentation whether installed on, above, or below the surface of land or water.

TEMPORARY USE PERMIT: Written authorization by the Director of the Department of Planning and Development, or his/her designee, for the applicant to engage in a temporary use at a specified, fixed location meeting all requirements for the temporary use permit.

TITLE PAWN SHOP: See "pawn shop".

TOWNHOME: A one-family dwelling unit in a row of at least three attached units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common fire-resistant walls. A townhome shall have at least two stories.

TRAILER (MOTOR HOMES): A vehicle, including a motor home, designed and/or maintained for use as a temporary dwelling or sleeping place for travel or recreation purposes exclusively, having no foundation other than wheels or jacks.

**TRAILER PARK (CAMPER):** A parcel of land which is used solely for the rental or lease of lots for transient campers, trailers, motor homes or temporary parking of any other recreational vehicle that is not a mobile home.

**USE:** The purpose or purposes for which land or building is designed, arranged, or intended, or to which said land or building is occupied, maintained or leased.

**VARIANCE:** A variance is a relaxation of the terms of the Snellville Zoning Ordinance where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of the ordinance would result in unnecessary and undue hardship. As used in this ordinance, a variance is authorized only for height, area and size of a structure or size of yards and open spaces; establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the Zoning District or uses in an adjoining zoning District.

**VILLA:** A dwelling with at least three but no more than four attached dwelling units in which each unit has at least two exterior walls and each unit is separated from any other unit by one or more vertical common walls. Villas are exclusively single-story, with the exception of units located in an R-HOP Housing District for Older Persons.

**YARD:** A required open space located on the same lot as the principal building, unoccupied and unobstructed except for accessory uses and for shrubs and fences.

**YARD, FRONT:** An open space situated between the front building line and the front lot line extending the full width of the lot.

**YARD, REAR:** An open space situated between the rear building line and the rear lot line extending the full width of the lot.

**YARD, SIDE:** An open space situated between the side of the building line and the side lot line extending the full width of the lot.

**WATERSHED:** A drainage area or basin in which all land and water areas drain or flow toward a downstream collection area such as a stream, river, lake or reservoir.

**ZONING LOT:** A single tract of land, located within a single block, which at the time of filing for a building permit or a certificate of occupancy, is designated by the owner or developer as a tract to be used, developed, or built upon as a unit, under single or unified ownership or control, and assigned to the particular use, building or structure, for which the building permit or certificate of occupancy is issued and including such area of land as may be required by the provisions of this ordinance for such use, building or structure.

**SECTION 7.1 ACCESSORY USES OR STRUCTURES.** Accessory uses or structures shall be permitted only in rear yards except as otherwise provided in this Ordinance.

In a residential district, accessory structures customarily located within front or side yards including driveways, sidewalks, flagpoles, basketball goals and decorative landscaping including but not limited to stepping stones, fountains, bird baths, bird houses, light posts and bridges shall be permitted in front, side or rear yards.

Columbarium which are an accessory structure to a house of worship may be permitted in front, side or rear yards.

No accessory structure except mailboxes, driveways, light post, and decorative landscaping shall be permitted within public right-of-way.

**Roofed Accessory Structures:** The construction of any roofed accessory structure larger than twenty (20) square feet requires the issuance of a building permit by the City. All permit applications shall indicate the proposed use of the structure and shall include a drawing that shows the exact location on the property with distance(s) from the adjacent property line(s).

- 1). All such accessory structures shall meet the following requirements:
  - a) Located no closer than five-feet (5') from any property line(s);
  - b) Located within the rear yard;
  - c) No higher than two (2) stories;
  - d) No more than two (2) roofed accessory structures may be constructed on any one (1) lot;
  - e) The combined sum of roofed accessory structures shall not exceed seven-hundred-fifty (750) square feet;
  - f) The façade shall be constructed of the following exterior-grade materials: wood; vinyl; brick; stone; stucco, and/or hardiplank siding;
  - g) Roofing materials shall be limited to asphalt shingles or manufactured pre-painted metal roof sheeting; and
  - h) Paints, stains, etc. applied on the exterior of the structure shall match the primary structure on the lot.
- 2). Roofed accessory structures located on property in excess of one (1) acre will not be restricted to size as long as the building meets building codes and other requirements of this ordinance.

**Portable Accessory Structures:** Portable accessory structures shall be defined as any structure or building designed to be moveable from one location to another and which are not designed to be permanently attached or anchored to the ground, except consumer fireworks retail sales stands licensed in accordance with O.C.G.A. Title 25, which are exempt under this Article.

Portable accessory structures must meet the following requirements:

- 1). The business owner and/or property owner upon which the portable accessory structure(s) shall be located must acquire a Portable Accessory Structure Permit from the City of Snellville prior to locating any structure(s) on-site. Permits are valid for one calendar year and are required for each year a structure(s) shall be



located on-site. The City shall reserve the right to deny issuance or renewal of permits for those businesses/property owners not in compliance with said regulations. The Mayor and Council shall set fees for the Portable Accessory Structure Permit;

- 2). Structure(s) shall be located only within the designated side or rear yard of the associated business(es). The portable accessory structure(s) shall not be located in front of the primary associated business. A site plan designating the proposed location of the structure(s) shall be submitted with the Portable Accessory Structure Permit application. Said site plan shall be approved by the Fire Marshal prior to submittal;
- 3). The structure(s) shall not be visible from the public right-of-way and/or view or shall be screened of sufficient height with materials similar to the main building façade or with landscaping to shield the structure from public view, as determined by the Zoning Enforcement Officer. Any required screening shall be installed before the portable accessory structure(s) may be located on-site. A rendering(s) of the screening materials shall be submitted with the Portable Accessory Structure Permit application;
- 4). Revised parking ratio calculations that are in compliance with the City's current ordinances must be submitted with the Portable Accessory Structure Permit application for any structure(s) to be located in a designated parking area;
- 5). Should the applicant not be the property owner upon which the structure(s) will be located, the applicant shall furnish to the City of Snellville a letter from the property owner acknowledging understanding of all regulations concerning portable accessory structures and granting permission for the location;
- 6). Structure(s) shall be constructed of rigid walls;
- 7). Structure(s) shall not exceed twenty feet in height;
- 8). Structure(s) shall be allowed in non-residential zoning districts only;
- 9). Storage of materials in these structures shall be in association with the existing business(es) only and shall be an accessory use to the primary structure. Space may not be rented/leased for the use of these structures by off-site businesses;
- 10). Shall not be occupied (other than to add or remove materials from storage) and/or be used for retail sales;
- 11). Shall be stored at a single unit story height (no stacking); and
- 12). No portable accessory structure shall be furnished electrical power, gas, exterior lighting, telephone service, or any utilities, etc.

Modular Offices/Classrooms: Modular offices/classrooms shall be defined as any structure or building designed to be moveable from one location to another and which are not designed to be permanently attached or anchored to the ground, but intended for occupancy. Temporary buildings for use in connection with a construction project or subdivision development are exempt from the following requirements. Modular offices/classrooms shall meet the following requirements:

- 1). Shall be required a Conditional Use Permit;
- 2). Shall be permitted in Residential and Civic Institutional (CI) districts only;
- 3). Shall be located only within the designated side or rear yard of the associated site. The modular office/classroom shall not be located in front of the primary associated business/use. A site plan designating the proposed location of the

- structure(s) shall be submitted with the Conditional Use Permit application. Said site plan shall be approved by the Fire Marshal prior to submittal;
- 4). The structure(s) shall not be visible from the public right-of-way and/or view or shall be screened of sufficient height with materials similar to the main building façade or with landscaping to shield the structure(s) from public view, as determined by the Zoning Enforcement Officer. Any required screening shall be installed before the portable accessory structure(s) may be located on-site. A rendering(s) of the proposed screening shall be submitted with the Conditional Use Permit application;
  - 5). Revised parking ratio calculations that are in compliance with the City's current ordinances must be submitted with the Conditional Use Permit application for any structure to be located in a designated parking area;
  - 6). Should the applicant not be the property owner upon which the structure will be located, the applicant shall furnish to the City of Snellville a letter from the property owner acknowledging understanding of all regulations concerning modular offices/classrooms and granting permission for the location;
  - 7). Structure(s) shall be constructed of rigid walls;
  - 8). Structure(s) shall not exceed twenty-feet (20') in height;
  - 9). Space may not be rented/leased for the use of these structures by off-site businesses;
  - 10). Structure(s) shall not be used for retail sales; and
  - 11). Structure(s) shall be stored at a single unit story height (no stacking).

**SECTION 9.7 CI, CIVIC / INSTITUTIONAL DISTRICT.**

**PURPOSE:** The Civic / Institutional District is intended to provide a location for important buildings and services that are essentially non-commercial or not primarily profit motivated in nature and that often serve as community landmarks. Examples of the land uses and buildings included in this district are community meeting halls, libraries, post offices, schools, child care centers, religious buildings, significant medical facilities serving the city, municipal buildings and services, museums and cultural facilities.

**(1) STANDARDS:****A. Civic/Institutional Districts may be applied in three (3) general situations:**

1. Larger civic or institutional uses requiring sites greater than one (1) acre and intended to serve the city and its surrounding areas should have convenient access to state highways or other major thoroughfares (with the exception of elementary and middle schools);
2. Smaller civic uses (less than one (1) acre) or those having less impact or intended to serve neighborhoods may be designated at prominent places and intersections intentionally planned for such uses within neighborhoods and otherwise at the entrance or edges of neighborhoods; or
3. At locations generally indicated on maps in the Comprehensive Plan or recommended in narrative in the Comprehensive Plan.

**B. Each application of a Civic/Institutional District to a site shall require adoption of a site plan as a condition of zoning. Substantial variation from the approved plan, as determined by the Planning & Development Director, will require Mayor & Council approval. The Mayor and Council may allow a phased plan of compliance in regards to existing nonconforming sites.****(2) PRINCIPAL PERMITTED USES:**

1. Community meeting halls;
2. Day care centers, provided that State day care requirements and health regulations are met;
3. Hospitals, infirmaries, medical clinics;
4. Libraries;
5. Museums, cultural societies, facilities for the visual and performing arts;
6. Nursing Homes;
7. Personal Care Home;

8. Public and private colleges;
9. Public and private schools;
10. Public buildings and offices;
11. Seminaries, monasteries, or convents;
12. Semi-public institutions, such as houses of worship and clubs or lodges;
13. Parks and recreation areas operated by the City of Snellville or by other political subdivisions; and
14. All other municipal government services operated for the benefit of the community.

(3) PERMITTED ACCESSORY USES:

1. All parking shall be prohibited in front of the building extending the full width of the front building line;
2. Dormitories for nurses and interns when part of a medical hospital; and
3. Cafeterias when associated with a school, college, day care center, medical hospital or nursing home. Cafeteria must be attached to association and accessed through interior and exterior corridors.

4. Columbarium when associated with a house of worship.

(4) CONDITIONAL USES: None.

(5) SPACE LIMITS:

1. Minimum Lot Area: 5,000 square feet;
2. Minimum Lot Width: 48 feet;
3. Maximum Height of Building: 5 floors, 3 floors when adjacent to residential zones;
4. Minimum Front Yard: None;
5. Minimum Rear Yard: 10 feet, but 40 feet when abutting a residential district;
6. Minimum Side Yard on Street Side of Corner: None;
7. Minimum Side Yard: 5 feet; and,

8. Maximum Ground Coverage Including Accessory Buildings: 90 percent.
- (6) TEMPORARY USE PERMITS: The following uses are permitted for a period not to exceed twenty (20) days or otherwise indicated, provided;
1. Written permission of the property owner is provided;
  2. Excess parking, ingress and egress are provided on site or written permission is obtained if provided on an adjoining property;
  3. Provide trash receptacles and/or secure property owner's written approval to dispose of refuse properly (if applicable);
  4. These uses shall be no closer than 250 feet from the property line of any residence;
  5. Sales, displays, and other structures shall not be located within fifty (50) feet of the edge of any public roadway;
  6. A sign (not a mobile advertising sign) may be erected on the property provided it does not exceed a total of 16 square feet and 10 feet in height and is not placed within 20 feet of any public roadway;
  7. The noise control ordinance of the Snellville Code of Ordinances shall be complied with;
  8. The hours of operation shall be from 7:00 a.m. to 11:00 p.m.;
  9. Permittee must indicate where employees or volunteers have permission to use restroom facilities;
  10. Applicant shall submit a completed Temporary Use Permit application, along with fees as provided for on the City's Fee Schedule, unless exempt under Sec. 9.2(5)(c), for review and approval by the Director of Planning and Development, or his/her designee. Applicant shall comply with all other applicable Federal, State, County and City ordinances and regulations. A permit for any temporary use may be applied for up to six (6) times per year per property. Violation of any of the following requirements may result in revocation of the permit or denial of future permits.
    - a. The sale of fruits or vegetables between April 1 and September 30;
    - b. Charitable and non-profit events;
    - c. Pumpkin sales between September 15 and October 31;
    - d. Christmas tree sales between November 1 and December 31;

- e. Carnival event (defined as an amusement show or civic fair usually including rides, games, sideshows or similar activities operated and sponsored by a bona fide civic or charitable organization) not to exceed twenty (20) days provided no structure or equipment is located within five hundred (500) feet of any residential property line;
  - f. Fireworks show between December 26 and January 1 (for New Years) and June 30 and July 6 (for 4<sup>th</sup> of July); and
  - g. Consumer fireworks retail sales stand, licensed under O.C.G.A. Title 25 for the New Years' Holiday and/or July 4<sup>th</sup> Holiday (one stand per property or institution).
11. Upon presentment of evidence of such, any organization that maintains a valid registration under Section 501(c)(3) or Section 501(c)(6) of the Internal Revenue Code of the United States shall not be subject to the temporary use permit fee assessed by the City, however such permittee must still comply with all other applicable Federal, State, Gwinnett County and City of Snellville regulations.