



Planning Commission Public Hearing

Monday, August 25, 2025 at 6:00 PM

Dacula City Hall, Council Chambers

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

Agenda

CALL TO ORDER AND ROLL CALL OF MEMBERS:

INVOCATION:

PLEDGE OF ALLEGIANCE:

MINUTES:

- [1.](#) Approval of the Minutes from the meeting on Monday, June 30, 2025

OLD BUSINESS:

NEW BUSINESS:

- [2.](#) **PUBLIC HEARING: 2025-CD-RZ-02 & 2025-CD-SUP-02**, Applicant: Fanie Wehmanen, Owner: Fanie Wehmanen requests rezoning from R-1400 Single-Family Residential District to OI Office Institutional District and requests a special use permit for group personal care home use. The property is located in Land Lot 298 of the 5th District and contains 1.53 acres more or less.
- 3. Rezoning & Special Use Permit Applications: 2025-CD-RZ-02 & 2025-CD-SUP-02**, Applicant: Fanie Wehmanen, Owner: Fanie Wehmanen requests rezoning from R-1400 Single-Family Residential District to OI Office Institutional District and requests a special use permit for group personal care home use. The property is located in Land Lot 298 of the 5th District and contains 1.53 acres more or less.

ADJOURNMENT:



Planning Commission Public Hearing

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Minutes

This document is tentative, has not been ratified or approved by the Chairman and Planning Commission of the City of Dacula, and is not binding on the City or any officer

Minutes scheduled for approval at the next Planning Commission Meeting.

I. CALL TO ORDER AND ROLL CALL OF MEMBERS:

The Planning Commission met on Monday, June 30, 2025 in the Council Chambers at Dacula City Hall, Dacula, Georgia.

Chairman Mark Chandler called the meeting to order at 6:00 p.m. and conducted a roll call of the members. A quorum was present.

Members Present:

Chairman Mark Chandler
Member Myra Montalbano
Member Lisa Bradberry
Member Gene Greeson
Member Trannon Thomas

City Staff Present:

Brittini Nix, City Administrator
Courtney Mahady, Administrative Clerk
Hayes Taylor, City Planner
Dana Stump, Administrative Assistant for Planning & Zoning
James Ross, City Marshal

II. INVOCATION:

Chairman Chandler gave the invocation.

III. PLEDGE OF ALLEGIANCE:

Chairman Chandler led the Pledge of Allegiance.

IV. MINUTES:

1. Approval of the Minutes from the meeting on Monday, April 28, 2025

Motion to approve made by Member Greeson, Seconded by Member Bradberry.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

V. OLD BUSINESS:

None

VI. NEW BUSINESS:

2. PUBLIC HEARING: Ratification of revisions to the Official Zoning Map of the City of Dacula

Motion to open the public hearing made by Member Thomas, Seconded by Member Greeson.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

City Planner, Hayes Taylor, stated staff recommends ratifying the current zoning map that reflects zoning actions since June 4, 2024. If ratified, the map will become the Official Map of the Corporate Limits of the City of Dacula, Georgia.

Member Thomas asked if previous maps are on file to review the city's progress over the years.

City Administrator, Brittini Nix, stated that there are previously ratified maps on file.

Motion to close the public hearing made by Member Greeson, Seconded by Member Montalbano.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

3. Ratification of revisions to the Official Zoning Map of the City of Dacula

Motion to recommend approval made by Member Montalbano, Seconded by Member Greeson.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

VII. ADJOURNMENT:

Motion to adjourn made by Member Greeson, Seconded by Member Thomas.

Voting Yea: Member Montalbano, Member Bradberry, Member Greeson, Member Thomas

Meeting adjourned at 6:07 p.m.

Minutes approved _____
Date

Signature



Memorandum

To: City of Dacula Planning Commission /
City of Dacula Mayor and City Council

From: H. Hayes Taylor Jr, City Planner

Date: August 25, 2025

Subject: 2025-CD-RZ-02 & 2025-CD-SUP-02

Proposed Zoning: O-I (Office Institutional District)
Special Use Permit for Group Personal Care Home use.

Existing Zoning: R-1400 (Single-Family Residential District)

Size: 1.54 acres

Proposed Use: Group Personal Care Home

Applicant: Fanie Wehmanen
1312 Harbins Rd
Dacula, GA 30019

Owner(s): Fanie Wehmanen
1312 Harbins Rd
Dacula, GA 30019

Location: LL 298 – 5th District, Parcel 016

Existing Land Use and Zoning:

The subject parcel totals 1.54 acres and is located at 1312 Harbins Road, at the corner of the Brookton Chase Court and Harbins Road intersection. The site contains a split level, 1,739 square foot building, which contains four (4) bedrooms, two (2) bathrooms, and one (1) basement, with an attached 512 square foot wooden deck, a residential driveway, two (2) accessory storage structures, and approximately one (1) acre of sodded open space. The residential driveway is 53 feet long with varying width and provides one (1) point of egress onto Brookton Chase Court. Staff estimates that the driveway could provide space for up to four (4) vehicles.

The property is zoned R-1400 (Single-Family Residential District). Properties to the east, north, and west are zoned R-1400 (Single-Family Residential District, *City*), and are within the Brookton Chase subdivision. The parcel across Harbins Road to the south is zoned RA200 (Agriculture/Residence, *County*).

442 Harbins Road, P.O. Box 400, Dacula, GA 30019
T: 770-963-7451 F: 770-513-2187 Email: daculacityhall@daculaga.gov



The Proposed Development:

The applicant has requested to rezone the 1.54-acre parcel from zoned R-1400 (Single-Family Residential District) to O-I (Office Institutional District) with a special use permit to allow for group personal care home use. The Zoning Ordinance requires that group personal care homes have at minimum an O-I zoning classification and a Special Use Permit (Article IX, Section 904). Staff notes that the property previously contained a legal nonconforming group personal care home.

Application materials state that the requested rezoning and Special Use Permit do not propose redevelopment, or significant improvements to the property. The letter of intent states that the proposed group personal care home seeks to accommodate up to six (6) residents and provide care in a residential setting. The site currently provides approximately 850 square feet of outside parking space, and 426 square feet of garage space. Additional parking may be needed if future residents are active automobile drivers.

Staff notes, the Georgia Department of Health (GDH) is responsible for determining the proposed group personal care home's compliance with state law and GDH requirements. Although the personal care home license is issued by the Georgia Department of Health, the City of Dacula oversees the issuance of the Certificate of Occupancy. Prior to issuance of the Certificate of Occupancy, Gwinnett Environmental Health must certify the capacity of the septic system is permissible. . The application indicates that the proposed personal care home use will continue to use the existing septic system.

Summary:

The site is suited for residential and neighborhood services, such as personal care, given the previous group personal care home use on the subject parcel. The proposed group personal care home use could be considered compatible with the surrounding residences, as long as the parcel is not further developed for more intense institutional uses, and the existing structure retains its residential character. For these reasons, Staff recommends the requested rezoning be approved with conditions.

Comprehensive Plan:

The proposed development falls within the Dacula South Character Area (City of Dacula 2050 Comprehensive Plan pg. 65). The Dacula Downtown character area land use and zoning considerations call for the maintenance of existing residential character and for small neighborhood commercial where appropriate (pg. 65). The Guidance for Rezoning by Character Area table calls for R-1400CSO, R-1400, and TRD in Dacula Southern, and does not call for O-I (pg. 69).

The analysis of the application should be made based upon the “Standards Governing Exercise of the Zoning Power” as stated in Section 1702 of The 2000 Zoning Ordinance of the City of Dacula.

1. ***Whether the proposed rezoning, and special use permit will permit a use that is suitable in view of the use and development of an adjacent and nearby property?***

With the proper conditions, the proposed rezoning and special use permit could be considered consistent with the adjacent and nearby residential uses along Harbins Road and within the Brookton Station subdivision. The proposed special use permit and rezoning do not require redevelopment of the property. Maintaining the existing structure and property characteristics would not create additional visual impact.

2. ***Whether the proposed rezoning, and special use permit will adversely affect the existing use or usability of adjacent or nearby properties?***

If approved, the recommended conditions would help mitigate any negative future impacts on the surrounding properties.

3. ***Whether the property to be affected by the proposed rezoning, and special use permit has a reasonable economic use as currently zoned?***

Yes, the property has reasonable economic use as currently zoned.

4. ***Whether the proposed rezoning, and special use permit will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools?***

The proposed use is not expected to increase the burden of use for utilities, existing streets, transportation facilities, or schools.

5. ***Whether the proposed rezoning, and special use permit request is in conformity with the policy and intent of the Land Use Plan?***

The subject parcel is within the Dacula South Character Area of the City of Dacula's Future Land Use Map. The principal object of the character area is to "maintain existing character," while allowing for small scale neighborhood "commercial and community amenities" when suitable (Dacula 2050 Comprehensive Plan pg. 65). Furthermore, the subject property has a history of group personal care home use. As such, the proposed development could be considered appropriate at this location (City of Dacula 2050 Comprehensive Plan, pg. 61). Staff notes that the proposed zoning classification, Office-Institutional District (OI), is not included as a recommended zoning code.

6. ***Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning, and special use permit?***

The property has a history of neighborhood businesses on site. Chateau Flooring Inc. received a home occupation license in 2014. Subsequently, the subject parcel served as a group personal

care home, Harbins Care LLC, from 2015 to 2020. Group personal care home use and other office-institutional uses could be considered compatible with the surrounding neighborhood character, given the half a decade of precedent for home business at the subject address.

Recommendation:

Based upon the applications, the requested rezoning, and special use permit for group personal care home use are recommended for approval with the following conditions:

Land Use and Concept Plan

1. Any modifications to the existing property improvements (ex: redevelopment, paint, repairs, additions, concrete, asphalt, etc.) shall be reviewed and approved by the Planning & Development Department.
2. The site shall be limited to the following uses:
 - a. Offices, Business or Professional.
 - b. Group Personal Care Home.
3. A letter from Gwinnet County Environmental Health certifying the number of residents supported by the septic system shall be required prior to Certificate of Occupancy issuance for a group personal care home.
4. No outdoor storage shall be permitted on site.
5. No drive-thru or gas station uses shall be permitted.
6. The building must be compliant with the latest ratified International Building Code standards & Americans with Disabilities Act (ADA) accessibility guidelines prior to Certificate of Occupancy issuance.

Sign and Advertisement

7. Oversized signs or billboards shall not be permitted.
8. No tents, canopies, temporary banners, streamers or roping decorated with flags, tinsel, or other similar material shall be displayed, hung, or strung on the site without appropriate permit(s). No decorative balloons or hot-air balloons shall be displayed on the site.
9. Live human advertisements shall be prohibited within the subject area. This includes, but is not limited to, sign spinners, twirlers, dancers, clowns, and / or other similar temporary advertising methods commonly provided by costumed or animated humans.
10. Blinking, exposed neon, electronic messaging, scrolling, portable, and inflatable signage shall be prohibited.

Landscape and Parking

11. Any parking expansion shall require a parking plan to be submitted to the Planning & Development Department for review. The parking expansion shall accommodate the number of proposed driving residents, employees, and personal care home vehicles. Article 10, Section 1002 of the Zoning Resolution requires that rooming and boarding facilities have at minimum one (1) parking space per bedroom.
12. Parking lot and security lighting shall be directed towards the property to minimize the adverse impact on neighboring properties.
13. The backyard shall be enclosed by a secure fence with a minimum of six (6) feet in height. The fence should include a security or alarm feature for resident safety. The proposed fence location and materials must be reviewed and approved by the Planning and Development Department prior to permit issuance and construction.
14. The proposed fenced area shall be landscaped to provide adequate shade for residents and staff. The landscape plan is subject to the approval of the Planning & Development Department.



City of Dacula

P. O. Box 400

Dacula, GA 30019

(770) 962-0055 / Fax (770) 513-2187

REZONING/ CHANGE OF CONDITIONS/ SPECIAL USE PERMIT APPLICATION

AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF DACULA, GEORGIA.

(Please Type or Print using BLACK INK)

APPLICANT *	PROPERTY OWNER *
NAME <u>Fanie Wehmanen</u>	NAME <u>Fanie Wehmanen</u>
ADDRESS _____	ADDRESS <u>1312 Harbins Rd.</u>
CITY _____	CITY <u>Dacula</u>
STATE _____ ZIP _____	STATE <u>GA</u> ZIP <u>30019</u>
PHONE <u>470 461 3897</u> FAX <u>561 859 4172</u>	PHONE <u>(561) 859-4172</u> FAX _____

APPLICANT IS THE:

- ☐ OWNER'S AGENT
☒ PROPERTY OWNER
☐ CONTRACT PURCHASER

CONTACT PERSON Fanie Wehmanen

COMPANY NAME Gifted Hands Personal Care Home

ADDRESS 1312 Harbins Road

Dacula, GA 30019

PHONE 561 859 4172 FAX _____

EMAIL Fanie.nurse@gmail.com

* Include any person having a property interest
and/or a financial interest in any business entity having
property interest (use additional sheets if necessary).

PRESENT ZONING DISTRICT(S) Residential REQUESTED ZONING DISTRICT DL

LAND LOT(S) _____ PARCEL # 5298.016 DISTRICT(S) _____ ACREAGE _____

PROPOSED DEVELOPMENT OR SPECIAL USE REQUESTED

Special use permit for group Personal Care Home

RESIDENTIAL DEVELOPMENT:

NO. OF LOTS/DWELLINGS UNITS _____

DWELLING UNIT SIDE (SQ. FT.) _____

NON-RESIDENTIAL DEVELOPMENT:

NO. OF BUILDINGS/LOTS _____

TOTAL GROSS SQ. FEET _____

LETTER OF INTENT & LEGAL DESCRIPTION OF PROPERTY

*** PLEASE ATTACH A "LETTER OF INTENT" EXPLAINING WHAT IS PROPOSED and
TYPED "LEGAL DESCRIPTION" OF PROPERTY TO BE AMENDED ***

CASE NUMBER

Letter of Intent for Establishing a Personal Care Home

July 09, 2025

City of Dacula ,

Purpose

The purpose of this LOI is to outline the preliminary intentions is to utilize the Property as a residential Personal Care Home designed to accommodate up to six (6) residents, providing 24-hour care, supervision, meals, and assistance with activities of daily living.

Business Model

The proposed care home will operate as a private pay residential care home, targeting adults aged 65 and older, including elderly individuals and those with physical or cognitive limitations who require more one on one care than a assisted living can provide in a home-like setting.

Licensing

The Operator will comply with all applicable local and state regulations, including obtaining a license from the Georgia Department of Community Health to operate a Personal Care Home for six or fewer residents. We will obtain a CO from our county, State license from DCH, and a county business license and revenue.

Term and Use of Property

Intended Use: Residential Personal Care Home

Proposed Start Date: September 2025

Lease/Purchase Option: Purchased Property .

Modifications: Minor modifications or improvements may be made as necessary to comply with regulations and safety codes. Property owner has approved all modifications.

Confidentiality

Both parties agree to keep the content of this LOI and any related discussions confidential, unless disclosure is required by law or regulatory authorities.

Non-Binding Agreement

This Letter of Intent is non-binding and is intended only as a statement of the current intentions of the parties. A formal agreement outlining all terms and conditions will be executed after further due diligence, negotiation, and consultation with legal counsel.

Next Steps

We are prepared to:

- Submit a formal business proposal and licensing plan
- Conduct an inspection of the property
- Execute all the rules and requirements of the city of Dacula.
- Provide documentation of compliance for all rules and regulations to the city of Dacula

Thank you for your consideration.

Sincerely,

Use Permit Application Responses for Personal Care Home
Property Address: 1312 Harbins Road, Dacula, GA 30019

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

Yes, the proposed zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.

The subject property is well-suited for a Personal Care Home use. The surrounding area consists primarily of residential properties, which aligns with the nature of a Personal Care Home that provides housing and care in a residential-like setting. The home is designed to blend seamlessly with the existing neighborhood, preserving the residential character while offering much-needed support services to elderly or disabled individuals in a safe and compassionate environment.

Furthermore, this proposed use does not involve any industrial, high-traffic commercial, or disruptive activities. It supports the quiet enjoyment of surrounding properties and adds value by addressing a growing need for quality senior care in the community. The use is consistent with nearby low-density residential development and complies with the intent of the zoning district.

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

No, the proposed rezoning will not adversely affect the existing use or stability of adjacent or nearby property.

The proposed rezoning is consistent with the residential nature of the surrounding area and is intended to maintain the property's appearance and function as a single-family home. The home will be operated in a manner that respects the character of the neighborhood, with minimal traffic, no signage that detracts from residential aesthetics, and no commercial disruptions.

The Personal Care Home will provide a safe and supportive living environment for a small number of residents, typically no more than 6, which is in line with low-density residential development. This use enhances neighborhood stability by offering a compassionate and regulated care option for aging or disabled individuals without introducing any elements that would negatively impact neighboring properties. Local, state, and fire safety regulations will be strictly followed to ensure safety and compliance.

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

Yes, the property has a reasonable economic use as currently zoned; however, the proposed rezoning enhances its economic utility by allowing a use that meets an important community need.

The property is currently zoned for residential use and could reasonably be used as a single-family residence. However, rezoning to allow a Personal Care Home increases the property's

Additionally, there is a recognized shift in healthcare policy and consumer preference toward less institutional, more home-like environments for senior care. The proposed Personal Care Home use aligns with these evolving standards, providing a needed service while maintaining the residential integrity of the neighborhood.

There are no environmental constraints or incompatible neighboring land uses that would hinder the successful or harmonious development of the property as a Personal Care Home. The property size, layout, and surrounding infrastructure all support this use, making it a responsible and community-oriented zoning decision.

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July 09, 2025

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Furthermore, this proposed use does not involve any industrial, high-traffic commercial, or disruptive activities. It supports the quiet enjoyment of surrounding properties and adds value by addressing a growing need for quality senior care in the community. The use is consistent with nearby low-density residential development and complies with the intent of the zoning district.

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IMPACT ANALYSIS STATEMENT

As required by the Zoning Resolution of the City of Dacula, the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to the unrestricted use of property and shall govern the exercise of the zoning power. **ALL APPLICATIONS MUST BE COMPLETED WITH THE COMPLETED IMPACT ANALYSIS STATEMENT.**

DATE July 1, 2025

APPLICANT Farie Wehmanen

- A. Whether a proposed rezoning will permit a use that is suitable in view of the use and development of adjacent and nearby property: Yes, the proposed zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- B. Whether a proposed rezoning will adversely affect the existing use or usability of adjacent or nearby property: No, the proposed rezoning will not adversely affect the existing use or usability of adjacent or nearby properties.
- C. Whether the property to be affected by a proposed rezoning has a reasonable economic use as currently zoned: Yes, the property has a reasonable economic use as currently zoned; however, the proposed rezoning enhances its economic utility by allowing a use that meets an important community need.
- D. Whether the proposed rezoning will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools. No, the proposed rezoning will not result in a use which will cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools.
- E. Whether the proposed rezoning is in conformity with the policy and intent of the Land Use Plan: Yes, the proposed rezoning is in conformity with the policy and intent of the land use plan.
- F. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning: Yes, there are existing and changing conditions that support approval of the proposed rezoning.



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DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Contributions (All which aggregate to \$250.00+)	Contribution Date (within last 2 years)
NA		

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Description of Gifts (Valued aggregate \$250.00+)	Date Gift was Given (within last 2 years)
NA		

(Attach additional sheets if necessary to disclose or describe all contributions/gifts)

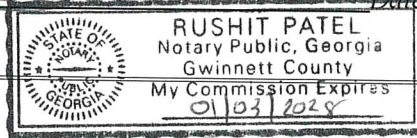
APPLICANT CERTIFICATION

The undersigned is authorized to make this application and is aware that if an application is denied, no application or re-application affecting the same property shall be acted upon within twelve (12) months from the date of last action unless waived by the City.

Signature of Applicant [Signature] Date 7/9/25

Type or Print Name/Title Fannie Welmanen

Notary Public [Signature] Date 07/09/2025



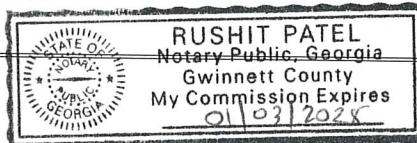
PROPERTY OWNER CERTIFICATION

The undersigned, or as attached, is the record owner of the property considered in this application and is aware that if an application is denied, no application or re-application affecting the same land shall be acted upon within twelve (12) months from the date of last action unless waived by the City.

Signature of Property Owner [Signature] Date 7/9/25

Type or Print Name/Title Fannie Welmanen

Notary Public [Signature] Date 07/09/2025



FOR ADMINISTRATIVE USE ONLY

DATE RECEIVED _____ RECEIVED BY _____ FEE _____ RECEIPT # _____

LAND LOT _____ DISTRICT _____ PARCEL # _____ HEARING DATE _____

ACTION TAKEN _____

SIGNATURE _____ DATE _____

STIPULATIONS _____



City of Dacula

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☐ Yes

☒ No

If the answer is *Yes*, please complete the following section:

Name of Government Official	Contributions (All which aggregate to \$250.00+)	Contribution Date (within last 2 years)
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Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor and/or a member of the City Council or a member of the Dacula Planning Commission.

☐ Yes

☒ No

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(Attach additional sheets if necessary to disclose or describe all contributions/gifts)



City of Dacula

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REQUIRED INFORMATION

The following items are necessary in order to process Rezoning and/or Special Use Permit Applications.

ALL APPLICATIONS MUST BE COMPLETED WITH ALL ITEMS LISTED BELOW.

IF APPLICATION IS NOT COMPLETE, THE APPLICATION CANNOT BE ACCEPTED.

1) APPLICATION FORM

Please be specific and complete with all pertinent and required information.

2) APPLICATION FEE (Please make all checks payable to the City of Dacula)

<i>AG, R-1100, R-1100CZP, R-1200, R-1200CZP, R-1400, R-1400CZP, R-1600, TRD (CHANGE OF CONDITIONS)</i>	<i>R-TH, R-SR, RMD, MH (CHANGE OF CONDITIONS)</i>	<i>C-1, C-2, C-3, O-1, M-1, M-2, PMUD (CHANGE OF CONDITIONS)</i>
0 - 5 Acres \$ 500.00	0 - 5 Acres \$ 1,000.00	0 - 5 Acres \$ 1,000.00
5 - 10 Acres \$ 750.00	5 - 10 Acres \$ 1,500.00	5 - 10 Acres \$ 1,500.00
10 - 20 Acres \$ 1,000.00	10 - 20 Acres \$ 2,000.00	10 - 20 Acres \$ 2,000.00
20 - 50 Acres \$ 1,500.00	20 - 50 Acres \$ 3,000.00	20 - 50 Acres \$ 3,000.00
50 Acres + \$ 2,000.00	50 Acres + \$ 4,000.00	50 Acres + \$ 4,000.00
+ \$30/Ac *	+ \$40/Ac *	+ \$50/Ac *
Maximum Fee \$3,000.00	Maximum Fee \$5,000.00	Maximum Fee \$5,000.00

* Or any portion of an acre above 100 Acres

3) LEGAL DESCRIPTION

This legal description should be **typed** and should describe, by metes and bounds, only the property to be rezoned or considered for a special use.

4) BOUNDARY SURVEY- CONCEPT/SITE PLAN

5) CONCEPT/SITE PLAN

Five (5) copies (to scale) of the Concept/Site Plan must be submitted with this application along with one (1) copy reduced to 8½" x 11". Concept/Site Plan should reflect how the property is to be developed. The Plan should show proposed building locations, driveways, parking areas, building setbacks, streets, lot layouts, buffers, creeks, flood plains, etc.

6) LETTER OF INTENT

The Letter of Intent should describe in detail your request and why you feel your request is justified.

7) NOTARIZED SIGNATURES

The application form must have notarized signatures of both the property owner and the applicant, or an attachment if multiple owners are involved.

8) ADJOINING PROPERTY OWNERS - submit list - gwinnett g's

Applicant notifies all adjoining property owners(s) of Rezoning/COC/SUP request. Copy of a list of adjoining property owners(s) and letter(s) of notification must be attached to application.

9) CONFLICT OF INTEREST FORM

Must be filed within ten (10) days of filing the Rezoning/COC/SUP Application.

10) IMPACT ANALYSIS STATEMENT

11) CAMPAIGN DISCLOSURE FORM

Property for Use Permit Application: 1312 Harbins Rd. Dacula, GA 30019
Parcel # 5298 016

RE: Address List of Properties Notification was Sent to

Timothy Montgomery
1322 Harbins Rd.
Dacula, GA 30019

1269 Brookton Chase Ct
Dacula, GA 30019

Clackdell LLC
1311 Harbins Rd.
Dacula, GA 30019

Clack Billy J & Sandra C
1285 Harbins Rd.
Dacula, GA 30019

Home SFR Borrower LLC
1295 Brookton Dr.
Dacula, GA 30019

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9589 0710 5270 3122 4198 94

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Dacula, GA 30019

Certified Mail Fee \$5.30

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.78

Total Postage and Fees \$6.08

0726 04

Postmark Here

08/15/2025

Sent To: Property Owner
1285 Harbors Rd.
Dacula, GA 30019

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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