



## SANDY SPRINGS

GEORGIA

### CITY COUNCIL

Rusty Paul, Mayor

John Paulson – District 1

Melody Kelley – District 2

Melissa Mular – District 3

Jody Reichel – District 4

Tibby DeJulio – District 5

Andy Bauman – District 6

**Tuesday, September 2, 2025**

**Regular Meeting**

**6:00 PM**

The City Council meeting will be held in the Studio Theatre at Sandy Springs City Hall  
(1 Galambos Way, Sandy Springs, GA 30328).

**Live-stream:** [www.SandySpringsGA.gov/stream](http://www.SandySpringsGA.gov/stream)

**Public Comment:** <http://spr.gs/publiccomment>

- I. Call to Order** - Mayor Rusty Paul
- II. Roll Call and General Announcements** - City Clerk
- III. Pledge of Allegiance** - Mayor Rusty Paul
- IV. Public Comment**
- V. Approval of Meeting Agenda**
- VI. Consent Agenda**
  - A. 2025-190** Meeting Minutes  
August 19, 2025 City Council Special Called Meeting  
August 19, 2025 City Council Work Session  
August 19, 2025 City Council Meeting
  - B. 2025-191** Request for Mayor and Council to Approve Acceptance of an Agreement to Purchase Temporary Construction Easement from Fourth Latitude Long Island, LLC. On Property Located at 5980 Long Island Drive in Land Lot 123 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0123-LL-196-3) in Relation to the T2304 Long Island at Mount Vernon Highway Intersection Project  
(Presented by William H. Martin, Jr. AIA Public Works Director)
  - C. 2025-192** Request for Mayor and City Council to Approve Acceptance of the Deed for Dedication of Right of Way and a Temporary Driveway Easement from SCI Georgia Funeral Services, LLC., a Delaware Limited Liability Company as

*Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in a public meeting, or who have questions regarding the accessibility of the meeting or facilities should contact the City Clerk at 770-730-5600 promptly for assistance.*

*The City will make reasonable accommodations for those persons.*

1 Galambos Way, Sandy Springs, Georgia 30328 • 770-730-5600 • [SandySpringsGA.gov](http://SandySpringsGA.gov)



## SANDY SPRINGS

GEORGIA

Successor by Name Change and Merger to Executive Equities INC., D/B/A Arlington Memorial Park on Property Located at 0 Mount Vernon Highway in Land Lot 123 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia (Tax ID# 17-0123 LL1187); T2403 Long Island at Mount Vernon Highway Intersection Improvement Project

*(Presented by William H. Martin, Jr. AIA Public Works Director)*

- D. **2025-193** Request for Mayor and City Council to Approve Acceptance of a Driveway Easement from Andrea C. Kaestner, on Property Located at 515 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs (Tax ID# 17-0066-0003-009-3); S2161 Windsor Parkway Sidewalk Improvements Project  
*(Presented by William H. Martin, Jr. AIA Public Works Director)*
- E. **2025-194** Request for Mayor and City Council to Approve Acceptance of a Driveway Easement from Aldo Lopez and Yamile Bravo, on Property Located at 535 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs (Tax ID# 17-0066-0003-011-9); in Relation to the S2161 Windsor Parkway Sidewalk Improvements Project  
*(Presented by William H. Martin, Jr. AIA Public Works Director)*
- F. **2025-195** Request for Mayor and Council to Approve Acceptance of a Temporary Construction Easement and Easement for the Construction of Driveway Related to Property Located at 425 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-001-0) in Relation to the S2161 Windsor Parkway Sidewalk Project  
*(Presented by William H. Martin, Jr. AIA Public Works Director)*
- G. **2025-196** Request for Mayor and City Council to Approve Acceptance of a Temporary Driveway Easement from SCI Georgia Funeral Services, LLC., a Delaware Limited Liability Company as Successor by Name Change and Merger to Executive Equities INC., D/B/A Arlington Memorial Park, on Property Located at 201 Mount Vernon Highway in Land Lot 124 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia (Tax ID# 17-0124 LL0154); T2403 Long Island at Mount Vernon Highway Intersection Improvement Project  
*(Presented by William H. Martin, Jr. AIA Public Works Director)*

### VII. Presentations

### VIII. Public Hearing

- A. **2025-197** Request for Mayor and City Council Consideration of a Resolution to Approve / Deny the Holy Innocents Episcopal School Special Event Permit - Appeal

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## SANDY SPRINGS

GEORGIA

Hearing  
(Special Event Permit Application No. SE-25-38)  
(Presented by Eden Freeman, City Manager)

- B. **2025-198** Request for Mayor and City Council Consideration of a Resolution to Approve an Economic Development Incentive Package for J-B Weld Company for Property Located at 7840 Roswell Road, Building 100, Sandy Springs, GA. 30350  
(Presented by Chris Burnett, Director of Economic Development)
- C. **2025-199** ABL No. 27703  
Request for Mayor and City Council Consideration of Approval of Alcoholic Beverage License Application for JRT Space Management, DBA Ready Set Fun, at 6331 Roswell Road, Sandy Springs, GA 30328. The Applicant is Megan Ramsey for Consumption on the Premises for Wine and Malt Beverages.  
(Presented by Cori Holiness, Revenue Manager)
- D. **2025-200** ABL No. 27841 Request for Mayor and City Council Consideration of the Alcoholic Beverage License Application for Shell 5700 Inc. DBA Shell Food Mart - 5700 Roswell Rd, Sandy Springs, GA, 30342. The Applicant is Tirhas Zanebe Berhe for Package Beer and Wine.  
(Presented by Cori Holiness, Revenue Manager)

### IX. New Business

- A. **2025-201** Request for Mayor and City Council Consideration of an Ordinance to Amend Subpart A, Chapter 6, Article II, Division 7, § 6-177 of the City of Sandy Springs Code of Ordinances to Add a Specific Alcohol/Food Sales Ratio for Consumption on the Premises Establishments Within Sandy Springs Which Only Sell Food, Wine, and Malt Beverages; to Provide for an Effective Date; and for Other Purposes  
(Presented by Chris Burnett, Director of Economic Development)
- B. **2025-202** Request for Mayor and City Council Consideration of a Resolution to Approve an Option Agreement for the Sale of Real Property Located Along North Island Ferry Road (Tax Parcel No(s). 06-0365- LL-004-9, 06-0365- LL-009-8, and 06-0365- LL-008-0) to the Trust for Public Land to Expand the Chattahoochee River National Recreation Area  
(Presented by Brent Walker, Director of Recreation and Parks)
- C. **2025-203** Request for Mayor and City Council Consideration of an Ordinance to Amend Subpart A, Chapter 58, Article IV, §58-93 and §58-96 of the City of Sandy Springs Code of Ordinances as it Relates to Vehicle Immobilization Services  
(Presented by Dan Lee, City Attorney)

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## **SANDY SPRINGS**

GEORGIA

### **X. Reports**

A. **2025-204** Mayor and Council Report

B. **2025-205** Staff Reports

### **XI. Executive Session - Real Estate and Litigation**

### **XII. Adjournment**

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## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager  
FROM: William H. Martin, Jr. AIA Public Works Director  
DATE: August 4, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: Request for Mayor and Council to Approve Acceptance of an Agreement to Purchase Temporary Construction Easement from Fourth Latitude Long Island, LLC. On Property Located at 5980 Long Island Drive in Land Lot 123 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0123-LL-196-3) in Relation to the T2304 Long Island at Mount Vernon Highway Intersection Project

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### ***Recommendation:***

Staff recommends that the Mayor and City Council accept an Agreement to Purchase Temporary Construction Easement ("Agreement") on property located at 5980 Long Island Drive in Land Lot 123 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0123-LL-196-3) in relation to the T2304 Long Island at Mount Vernon Highway Intersection Improvement Project (Project). The subject property is owned by Fourth Latitude Long Island, LLC (Property Owner).

### ***Background:***

The acquisition of 779.72 square feet of Temporary Construction Easement on the subject property is necessary to construct the T2403 Long Island at Mount Vernon Highway Intersection Improvement Project.

### ***Discussion:***

The City of Sandy Springs (City) and the Property Owners have come to an amicable agreement in which the Property Owners have agreed to accept the Fair Market Value offer of \$4,100.00 from the City. Therefore, staff believe that the Agreement is in the best interest of the City and thereby recommend City Council's approval of the Agreements.

### ***Financial Impact:***

Sufficient funds are available to cover this acquisition in the T2403 Project's budget.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required to deliver the desired Project. The City can decline to accept and approve the Agreement and not execute the Project as designed.

### ***Review:***

Cheryl Oslund, Administrative Coordinator  
Marty Martin, Director of Public Works

Created/Initiated - 8/21/2025  
Approved - 8/21/2025

Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Approved - 8/21/2025  
Approved - 8/29/2025  
Final Approval - 8/29/2025

***Attachments:***

1. AERIAL MAP
2. GIS MAP
3. Purchase Agreement TCE
4. Resolution





0 100 200 Feet

Date: 8/14/2025  
Map Size: 8.5x11 (LETTER)

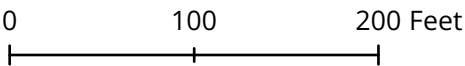
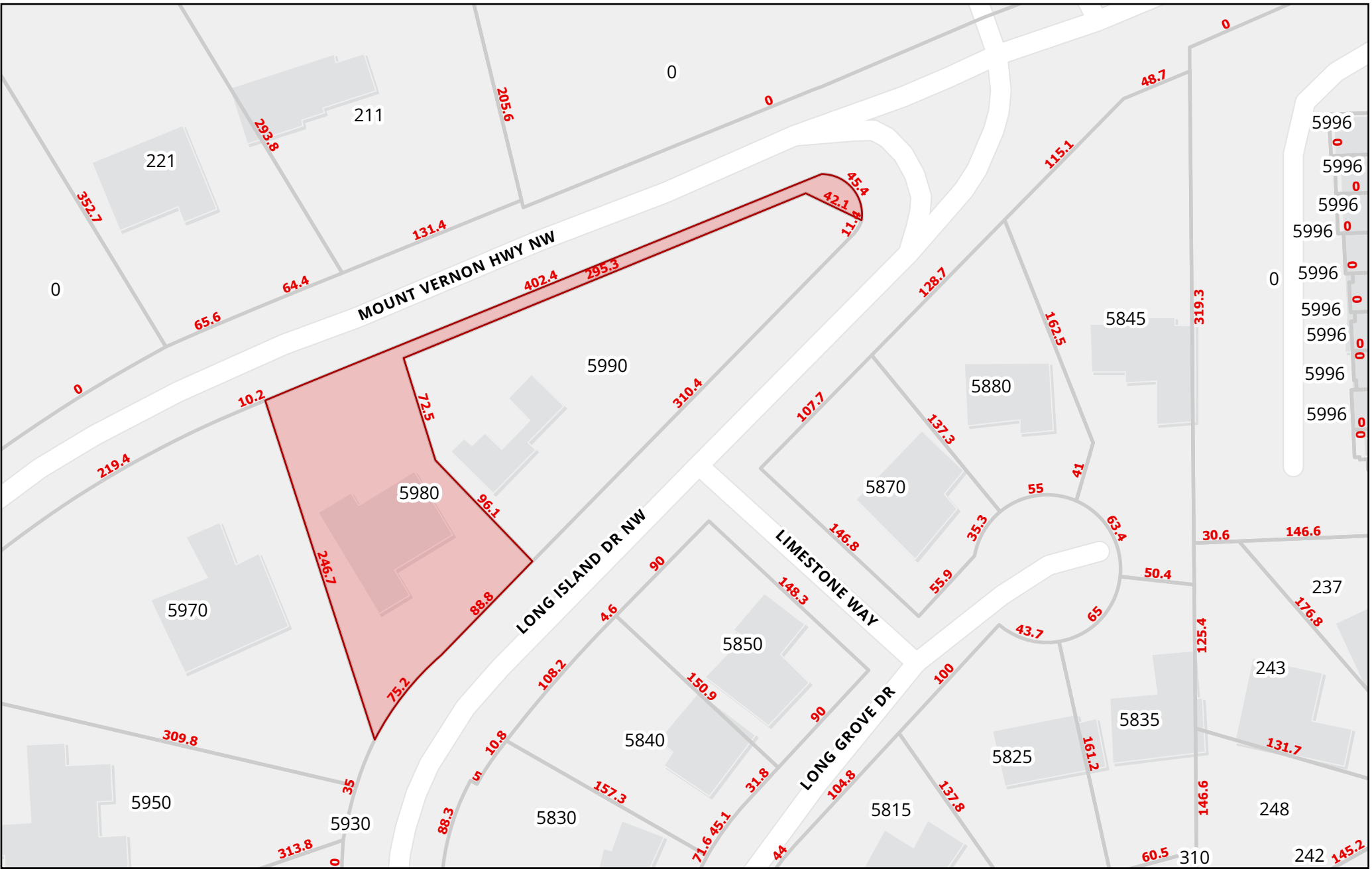


## 5980 LONG ISLAND DRIVE | AERIAL MAP

The City of Sandy Springs contracted with a vendor to correct misaligned, missing, and incorrect parcel boundaries. Recorded plats and surveys are submitted to the vendor monthly for updates.  
\*\*Please note that Fulton County is still the authoritative provider for parcel data.







Date: 8/14/2025  
Map Size: 8.5x11 (LETTER)



# 5980 LONG ISLAND DRIVE | GIS MAP

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# AGREEMENT TO PURCHASE TEMPORARY CONSTRUCTION EASEMENT

FOURTH LATITUDE LONG ISLAND, LLC.  
c/o Chituru Adele  
540 Trimble Lake Court  
Atlanta, GA 30342

6/27/2025

**RE: Project No.: T2403**  
**Project Name: Long Island @ Mount Vernon Intersection Project**  
**Parcel No.: 01- 5980 Long Island Drive**  
**Tax ID#: 17-0123-LL-196-3**

## STATE OF GEORGIA, FULTON COUNTY

For and in consideration of the sum of One Dollar (\$1.00), receipt whereof being acknowledged, the undersigned grants to the City of Sandy Springs, Georgia, an option to acquire the following described real estate:

Temporary Construction Easement through that tract or parcel of land located in Land Lot **0123** of the **17<sup>th</sup>** District, of Fulton County, Georgia, and being more particularly described on Exhibit "A" attached hereto and made a part hereof by reference.

For the sum of **\$4,100.00**, the undersigned agrees to execute and deliver to the City of Sandy Springs, GA, Temporary Construction Easement to the lands owned by the undersigned as reflected on the attached Exhibit "A" and "B".

\* \* \* \* \*

The following conditions are imposed upon the grant of this option:

- 1) This option shall extend for 90 days from this date.
- 2) The consideration recited is full payment for the rights conveyed.  
779.72 8/25  
780 Square Feet of Temporary Construction Easement
- 3) All Temporary Easements shall terminate after Two (2) years from the commencement of the use of the Easement Area for construction of the T2403 Project or upon the completion and final acceptance of the Project, whichever date shall first occur.
- 4) The undersigned shall obtain all quit claim deeds or releases from any tenant now in possession and any other parties having a claim or interest in the property described above.
- 5) Special Provisions, if any, are listed on Exhibit "C", which is attached hereto and incorporated herein by reference.
- 6) The (Grantor, Owner, etc.) certifies that he or she is a member, manager or otherwise authorized by the Operating Agreement for, or under power of attorney granted by Fourth Latitude Long Island, LLC. and is duly authorized to execute this document on behalf of Fourth Latitude Long Island, LLC.

Witness my hand and seal this 1st day of August, 2025.

Signed, Sealed and Delivered in  
the presence of:

**Fourth Latitude Long Island, LLC**

Joan Estima  
Witness

By: [Signature] (SEAL)  
Name: Chituru Adele

Title: Notary

By: December 08-28 (SEAL)  
Name:

Title:

T Pavlova  
Notary Public



## **Exhibit A**

### **LEGAL DESCRIPTION FOURTH LATITUDE LONG ISLAND, LLC 5980 LONG ISLAND DRIVE, SANDY SPRINGS, GA 30328 PIN: 17 0123 LL1963**

#### **REQUIRED TEMPORARY CONSTRUCTION EASEMENT**

ALL THAT TRACT or parcel of land lying and being in Land Lot 123 of the 17th District, City of Sandy Springs, Fulton County, Georgia and being more particularly described as follows:

COMMENCING at a point 39.84 feet right of and opposite Station 103+95.58 on said construction centerline laid out for Mount Vernon Highway

THENCE N  $1^{\circ}53'34.0''$  E a distance of 10.93 feet to a point 29.84 feet right of and opposite station 104+00.00 on said construction centerline laid out for Mount Vernon Highway

THENCE N  $68^{\circ}07'11.0''$  E a distance of 4.78 feet to a point 29.85 feet right of and opposite station 104+04.78 on said construction centerline laid out for Mount Vernon Highway

THENCE northeasterly 56.80 feet along the arc of a curve (said curve having a radius of 25.00 feet and a chord distance of 45.35 feet on a bearing of S  $46^{\circ}47'05.0''$  E) to the point 27.91 feet left of and opposite station 202+59.71 on said construction centerline laid out for Long Island Drive

THENCE N  $64^{\circ}08'21.2''$  W a distance of 42.06 feet back to the point of beginning.

Said tract or parcel contains 779.72 SF or 0.018 acres more or less.

This engineering plan view illustrates a proposed road project, likely a highway interchange or improvement, situated within a rural or undeveloped area. The plan includes the following details:

- Project Identification:** The project is identified as "EXECUTIVE EQUITABLES, INC. (201 MOUNT VERNON HIGHWAY) - ARLINGTON MEMORIAL CEMETERY" and is located in "PARCEL NO. 17 0123 LL187". The drawing is labeled "DRAWING NO. 60-0002" and "SHEET 3 OF 3".
- Stationing and Easements:** The plan shows stationing along the road alignment, with key points marked as "STA. 100+00.00", "STA. 100+50.00", "STA. 101+00.00", "STA. 101+50.00", "STA. 102+00.00", "STA. 102+50.00", "STA. 103+00.00", "STA. 103+50.00", "STA. 104+00.00", "STA. 104+50.00", "STA. 105+00.00", "STA. 105+50.00", "STA. 106+00.00", "STA. 106+50.00", "STA. 107+00.00", "STA. 107+50.00", "STA. 108+00.00", "STA. 108+50.00", "STA. 109+00.00", "STA. 109+50.00", "STA. 110+00.00", "STA. 110+50.00", "STA. 111+00.00", "STA. 111+50.00", "STA. 112+00.00", "STA. 112+50.00", "STA. 113+00.00", "STA. 113+50.00", "STA. 114+00.00", "STA. 114+50.00", "STA. 115+00.00", "STA. 115+50.00", "STA. 116+00.00", "STA. 116+50.00", "STA. 117+00.00", "STA. 117+50.00", "STA. 118+00.00", "STA. 118+50.00", "STA. 119+00.00", "STA. 119+50.00", "STA. 120+00.00", "STA. 120+50.00", "STA. 121+00.00", "STA. 121+50.00", "STA. 122+00.00", "STA. 122+50.00", "STA. 123+00.00", "STA. 123+50.00", "STA. 124+00.00", "STA. 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EXHIBIT B - PG 2

|                                  |                                      |                    |
|----------------------------------|--------------------------------------|--------------------|
| DATE: 07/19/2024<br>DRAWN: D:\HW | EXHIBIT B<br>SANDY SPRINGS<br>EPC 14 | P.L. NO.<br>T-2403 |
| CITY OF SANDY SPRINGS            |                                      |                    |
| RIGHT OF WAY PLANS               |                                      |                    |
| PROJECT NO: T-2403               |                                      |                    |
| COUNTY: FULTON                   |                                      |                    |
| LAND LOT NO: 123, 124            |                                      |                    |
| SECTION: 17                      |                                      |                    |
| SHEET NO: 100                    |                                      |                    |
| DATE: 07/19/2024 SH 3 OF 3       |                                      |                    |

100' EASMT PARCEL 1  
EASMT FOR CONST. OF GRADING  
SEE SHEET 2

DE30000 39.84 83 103+25.50 34.0° E Mount Vernon Highway

DE30001 29.84 81 104+00.00 0.0° E Mount Vernon Highway

DE30002 29.84 78 104+04.78 11.0° E Mount Vernon Highway

DE30003 29.84 75 104+09.56 46.6° E Mount Vernon Highway

DE30004 29.84 72 104+14.34 81.2° E Mount Vernon Highway

DE30005 29.84 69 104+19.12 116.4° E Mount Vernon Highway

DE30006 29.84 66 104+23.90 151.6° E Mount Vernon Highway

DE30007 29.84 63 104+28.68 186.8° E Mount Vernon Highway

DE30008 29.84 60 104+33.46 222.0° E Mount Vernon Highway

DE30009 29.84 57 104+38.24 257.2° E Mount Vernon Highway

DE30010 29.84 54 104+43.02 292.4° E Mount Vernon Highway

DE30011 29.84 51 104+47.80 327.6° E Mount Vernon Highway

DE30012 29.84 48 104+52.58 362.8° E Mount Vernon Highway

DE30013 29.84 45 104+57.36 398.0° E Mount Vernon Highway

DE30014 29.84 42 105+02.14 433.2° E Mount Vernon Highway

DE30015 29.84 39 105+06.92 468.4° E Mount Vernon Highway

DE30016 29.84 36 105+11.70 503.6° E Mount Vernon Highway

DE30017 29.84 33 105+16.48 538.8° E Mount Vernon Highway

DE30018 29.84 30 105+21.26 574.0° E Mount Vernon Highway

DE30019 29.84 27 105+26.04 609.2° E Mount Vernon Highway

DE30020 29.84 24 105+30.82 644.4° E Mount Vernon Highway

DE30021 29.84 21 105+35.60 679.6° E Mount Vernon Highway

DE30022 29.84 18 105+40.38 714.8° E Mount Vernon Highway

DE30023 29.84 15 105+45.16 750.0° E Mount Vernon Highway

DE30024 29.84 12 105+49.94 785.2° E Mount Vernon Highway

DE30025 29.84 9 105+54.72 820.4° E Mount Vernon Highway

DE30026 29.84 6 105+59.50 855.6° E Mount Vernon Highway

DE30027 29.84 3 106+04.28 890.8° E Mount Vernon Highway

DE30028 29.84 0 106+09.06 926.0° E Mount Vernon Highway

DE30029 29.84 33 106+13.84 961.2° E Mount Vernon Highway

DE30030 29.84 30 106+18.62 996.4° E Mount Vernon Highway

DE30031 29.84 27 106+23.40 1031.6° E Mount Vernon Highway

DE30032 29.84 24 106+28.18 1066.8° E Mount Vernon Highway

DE30033 29.84 21 106+32.96 1102.0° E Mount Vernon Highway

DE30034 29.84 18 106+37.74 1137.2° E Mount Vernon Highway

DE30035 29.84 15 106+42.52 1172.4° E Mount Vernon Highway

DE30036 29.84 12 106+47.30 1207.6° E Mount Vernon Highway

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DE30055 29.84 27 108+18.12 1876.4° E Mount Vernon Highway

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DE30077 29.84 33 110+04.78 2650.8° E Mount Vernon Highway

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STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF AN AGREEMENT TO PURCHASE  
TEMPORARY CONSTRUCTION EASEMENT FROM FOURTH LATITUDE LONG ISLAND, LLC.  
ON THAT CERTAIN TRACT OF LAND LOCATED AT 5980 LONG ISLAND DRIVE,  
(TAX ID #17-0123-LL1963), LAND LOT 123 OF THE 17<sup>TH</sup> DISTRICT,  
CITY OF SANDY SPRINGS, FULTON COUNTY, GEORGIA**

**WHEREAS**, the City of Sandy Springs (“City”) is currently in the process of constructing the T2403 Long Island @ Mount Vernon Highway Intersection Improvement Project (“Project”); and

**WHEREAS**, to facilitate construction of the Project, the City requires the acquisition of 779.72 square feet of Temporary Construction Easement (“Agreement”), located at 5980 Long Island Drive in Land Lot 123 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0123-LL1963), and owned by Fourth Latitude Long Island, LLC. (“Owner”); and

**WHEREAS**, City staff has reached an amicable agreement with the Owner for purchase of the Property in the amount of \$4,100.00; and

**WHEREAS**, the Department of Public Works, in response to guidance provided by the City Manager, has reviewed and desires that City Council approve the attached Agreement for purchase of the Property in the amount of \$4,100.00; and

**WHEREAS**, the City desires to acquire the Property and to enter into the Agreement;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA:**

1. That purchase of the Property, as defined above and in the Agreement, is hereby authorized in the amount of \$4,100.00;
2. That the attached Agreement is hereby approved;
3. That the Mayor or appropriate City official is hereby authorized to execute the Agreement, subject to approval of the City Attorney and the City Finance Director; and
4. That the City Manager and appropriate City staff are hereby authorized to take such actions as may be deemed necessary to effectuate the intent of this Resolution.

**RESOLVED** this 2nd day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk

(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: William H. Martin, Jr. AIA Public Works Director

DATE: August 4, 2025 Submission for the September 2, 2025 City Council Meeting

ITEM: Request for Mayor and City Council to Approve Acceptance of the Deed for Dedication of Right of Way and a Temporary Driveway Easement from SCI Georgia Funeral Services, LLC., a Delaware Limited Liability Company as Successor by Name Change and Merger to Executive Equities INC., D/B/A Arlington Memorial Park on Property Located at 0 Mount Vernon Highway in Land Lot 123 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia (Tax ID# 17-0123 LL1187); T2403 Long Island at Mount Vernon Highway Intersection Improvement Project

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### ***Recommendation:***

Staff recommends that the Mayor and City Council accept the Deed for Dedication of Right of Way and a Temporary Driveway Easement dedicating all that tract or parcel of land lying and located in Land Lot 123 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia. The property, as shown in the attached exhibits, is being dedicated by the property owner SCI Georgia Funeral Services, LLC., a Delaware limited liability company, as successor by name change and merger to Executive Equities Inc., D/B/A Arlington Memorial Park, and is more specifically known as 0 Mount Vernon Highway (Tax ID# 17-0123-LL1187). The total amount of the Right-of-Way being dedicated is 1,858.95 square feet, more or less, and the Temporary Driveway Easement is 6,405.01 square feet, more or less, and is respectfully being dedicated in Accordance with Community Development Conditional Use Permit: U20-0001.

### ***Background:***

The acquisition of 1,858.95 square feet of Fee Simple Right of Way and 6,405.01 square feet of Temporary Driveway Easement, on the subject property is necessary to construct the T2403 Long Island at Mt. Vernon Highway Intersection Improvement Project.

### ***Discussion:***

The Property Owners agreed to dedicate the required Fee Simple Right of Way and Temporary Driveway Easement at no cost to the City in accordance with the Conditional Use Permit: U20-0001.

### ***Financial Impact:***

None. This is a dedication at no cost to the City.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required in order to deliver the desired project.



***Review:***

Cheryl Oslund, Administrative Coordinator  
Marty Martin, Director of Public Works  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

1. AERIAL MAP
2. GIS MAP
3. EXEC ROW DEED - O Mt Vernon Hwy
4. EXEC TDWE - 0 Mt Vernon Hwy
5. Resolution





Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.

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Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use of these data, even if Fulton County is advised of the possibility of such losses.

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AFTER RECORDING, PLEASE RETURN TO:  
City Clerk's Office  
1 Galambos Way  
Sandy Springs, GA 30328

Cross reference:  
Deed Book: \_\_\_\_\_, Page: \_\_\_\_\_  
Tax Parcel No: 17 0123 LL1187

## DEED FOR DEDICATION OF RIGHT OF WAY

STATE OF GEORGIA  
FULTON COUNTY

THIS INDENTURE made this 5<sup>th</sup> day of August, 2025, **SCI GEORGIA FUNERAL SERVICES, LLC.**, a Delaware limited liability company as successor by name change and merger to **EXECUTIVE EQUITIES INC., D/B/A ARLINGTON MEMORIAL PARK**, as Grantor(s), and the **CITY OF SANDY SPRINGS, GEORGIA**, a municipal corporation of the State of Georgia, as Grantee.

WITNESSETH: That for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration in hand paid, the receipt whereof is hereby acknowledged, Grantor does grant and convey unto Grantee, its successors and assigns, the following property, to wit:

That tract of land lying and being in Land Lot 123 of the 17TH District of Fulton County, Georgia and being more particularly described in Exhibit "A" and shown on Exhibit "B" both hereby made part of by reference.

It is the intent of both parties that the Grantee shall receive fee simple Right of Way along MOUNT VERNON HIGHWAY, equaling 1,858.95 square feet for the purpose of road improvements. This dedication is in conjunction with the City of Sandy Springs Conditional Use Permit File No.: U20-0001.

To have and to hold the bargained premises unto Grantee, its successors and assigns forever in fee simple.

Grantor(s) will forever warrant and defend the title to the bargained premises unto Grantee, its successors and assigns against the claims of all persons whomsoever.

[Signatures on the following page]



IN WITNESS WHEREOF Grantor has here unto caused this deed to be executed and its seal affixed hereto the day and year above written.

Signed, sealed, and delivered in the presence of:

GRANTOR(s):

**SCI Georgia Funeral Services, LLC.,  
a Delaware limited liability company**

April M. Mangum  
Unofficial Witness  
Name: *April M. Mangum*

*S. Coy Zepeda*  
Notary Public  
My Commission Expires:

By: *[Signature]*  
Name: Michael L. Decell  
Title: Vice President

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

{Notary Seal}



**EXHIBIT "A"**  
**LEGAL DESCRIPTION**  
**SCI GEORGIA FUNERAL SERVICES, LLC**  
**0 MOUNT VERNON HIGHWAY, SANDY SPRINGS, GA 30328**  
**PIN: 17 0123 LL1187**

**REQUIRED RIGHT OF WAY**

ALL THAT TRACT or parcel of land lying and being in Land Lot 123 of the 17th District, City of Sandy Springs, Fulton County, Georgia and being more particularly described as follows:

COMMENCING at a point 24.80 feet left of and opposite Station 104+00.45 on said construction centerline laid out for Mount Vernon Highway

THENCE N 22°44'55.8" E a distance of 8.94 feet to a point 31.15 feet left of and opposite station 104+06.74 on said construction centerline laid out for Mount Vernon Highway

THENCE N 68°01'52.6" E a distance of 56.26 feet to a point 31.15 feet left of and opposite station 104+63.00 on said construction centerline laid out for Mount Vernon Highway

THENCE S 21°58'07.4" E a distance of 3.45 feet to a point 27.70 feet left of and opposite station 104+63.00 on said construction centerline laid out for Mount Vernon Highway

THENCE N 68°02'00.5" E a distance of 65.70 feet to a point 27.70 feet left of and opposite station 105+28.70 on said construction centerline laid out for Mount Vernon Highway

THENCE N 21°58'07.4" W a distance of 6.05 feet to a point 33.75 feet left of and opposite station 105+28.70 on said construction centerline laid out for Mount Vernon Highway

THENCE N 68°01'52.6" E a distance of 71.24 feet to a point 33.74 feet left of and opposite station 106+00.00 on said construction centerline laid out for Mount Vernon Highway

THENCE S 22°03'46.6" E a distance of 3.38 feet to a point 30.37 feet left of and opposite station 106+00.00 on said construction centerline laid out for Mount Vernon Highway

THENCE N 67°26'11.2" E a distance of 100.47 feet to a point 30.37 feet left of and opposite station 107+01.00 on said construction centerline laid out for Mount Vernon Highway

THENCE S 67°23'17.8" E a distance of 8.46 feet to a point 24.31 feet left of and opposite station 107+06.94 on said construction centerline laid out for Mount Vernon Highway

THENCE southwesterly 73.41 feet along the arc of a curve (said curve having a radius of 2839.79 feet and a chord distance of 73.41 feet on a bearing of S 67°20'27.6" W) to the point 24.44 feet left of and opposite station 106+33.22 on said construction centerline laid out for Mount Vernon Highway

THENCE S 68°04'53.7" W a distance of 232.59 feet back to the point of beginning.

Said tract or parcel contains 1858.95 SF or 0.043 acres more or less.







**Tax Parcel No.: 17 0123 LL1187**

**AFTER RECORDING, PLEASE RETURN TO:**

**City of Sandy Springs City Clerk  
1 Galambos Way  
Sandy Springs, Georgia 30328**

**Project No. T2403  
City of Sandy Springs, GA**

## **TEMPORARY DRIVEWAY EASEMENT**

**STATE OF GEORGIA  
FULTON COUNTY**

THIS EASEMENT is made and executed the 28<sup>th</sup> day of July 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to make certain improvements for the Long Island at Mount Vernon Intersection Improvement Project, Project No. 2403, hereinafter known as the "Project".

NOW, THEREFORE, for value received, **SCI GEORGIA FUNERAL SERVICES, LLC.**, a Delaware limited liability company as successor by name change and merger to **EXECUTIVE EQUITIES INC., D/B/A ARLINGTON MEMORIAL PARK** (hereinafter collectively referred to as the "Grantor,") hereby grants a Temporary Driveway Easement to the **CITY OF SANDY SPRINGS, GEORGIA**, hereinafter referred to as the "City," for the right to execute certain construction over and upon Grantor's land abutting on and adjacent to the City's right of way in such manner as the City may reasonably deem proper to support or accommodate the improvements of said Project. The easement area is described and shown on Exhibit "A," which is attached hereto and incorporated herein by reference. Any slopes will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

The Temporary Driveway Easement granted herein shall commence upon use of this Easement for construction of the Project, and it shall terminate two (2) years from commencement of the City's use of the easement or upon the completion and final acceptance of the Project.

Grantor hereby warrants that they have the right to sell and/or convey the Temporary Driveway Easement and said easement granted herein shall bind the successors and assigns of the undersigned party and shall inure to the benefit of the successors in title of the City.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described easement unto the said City against the claims of all persons whomsoever claiming by, through or under Grantor.

IN WITNESS WHEREOF, the Grantor has signed and sealed this easement as of the day and year first written above.

Signed, Sealed and Delivered this 28<sup>th</sup> day of July 2025, in the presence of:

**SCI Georgia Funeral Services, LLC.,  
A Delaware limited liability company**

*Faustina Guzman*

Faustina Guzman  
Unofficial Witness

By: *[Signature]* (L.S.)  
Printed Name: Michael L Decell  
Title: Vice President

*S Coy Zepeda*

Notary Public

By: \_\_\_\_\_ (L.S.)  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

[SEAL]





**LEGAL DESCRIPTION**  
**SCI GEORGIA FUNERAL SERVICES LLC**  
**0 MOUNT VERNON HIGHWAY, SANDY SPRINGS, GA 30328**  
**PIN: 17 0123 LL1187**

**REQUIRED DRIVEWAY EASEMENT**

ALL THAT TRACT or parcel of land lying and being in Land Lot 123 of the 17th District, City of Sandy Springs, Fulton County, Georgia and being more particularly described as follows:

COMMENCING at a point 33.75 feet left of and opposite Station 105+28.70 on said construction centerline laid out for Mount Vernon Highway

THENCE N 21°58'07.4" W a distance of 14.00 feet to a point 47.75 feet left of and opposite station 105+28.70 on said construction centerline laid out for Mount Vernon Highway

THENCE N 68°01'52.2" E a distance of 14.18 feet to a point 47.75 feet left of and opposite station 105+42.88 on said construction centerline laid out for Mount Vernon Highway

THENCE N 24°22'47.1" W a distance of 67.08 feet to a point 114.77 feet left of and opposite station 105+40.06 on said construction centerline laid out for Mount Vernon Highway

THENCE S 89°41'14.4" E a distance of 100.21 feet to a point 76.62 feet left of and opposite station 106+33.36 on said construction centerline laid out for Mount Vernon Highway

THENCE S 25°21'02.0" E a distance of 24.35 feet to a point 52.30 feet left of and opposite station 106+34.62 on said construction centerline laid out for Mount Vernon Highway

THENCE N 67°29'44.4" E a distance of 19.93 feet to a point 52.30 feet left of and opposite station 106+54.74 on said construction centerline laid out for Mount Vernon Highway

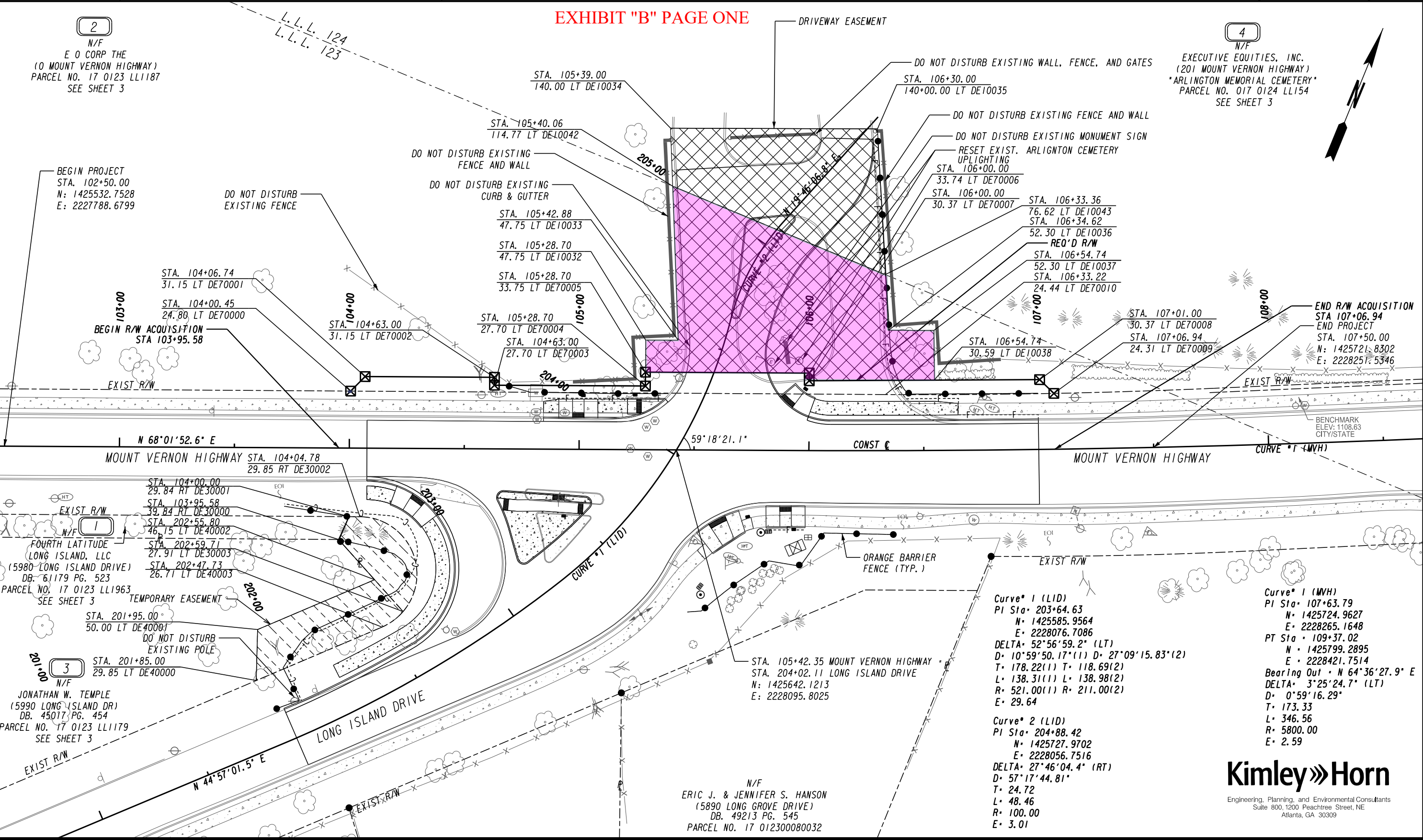
THENCE S 22°36'13.2" E a distance of 21.71 feet to a point 30.59 feet left of and opposite station 106+54.74 on said construction centerline laid out for Mount Vernon Highway

THENCE S 67°26'11.3" W a distance of 54.45 feet to a point 30.37 feet left of and opposite station 106+00.00 on said construction centerline laid out for Mount Vernon Highway

THENCE N 22°03'46.6" W a distance of 3.38 feet to a point 33.74 feet left of and opposite station 106+00.00 on said construction centerline laid out for Mount Vernon Highway

THENCE S 68°01'52.6" W a distance of 71.24 feet back to the point of beginning.

Said tract or parcel contains 6405.01 SF or 0.147 acres more or less.



|                                                                                                                                                                                                |                                                                                                               |                               |                                                       |      |           |      |           |                                                    |                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------------------------------|------|-----------|------|-----------|----------------------------------------------------|------------------------|
| PROPERTY AND EXISTING R/W LINE<br>REQUIRED R/W LINE<br>CONSTRUCTION LIMITS<br>EASEMENT FOR CONSTR<br>& MAINTENANCE OF SLOPES<br>EASEMENT FOR CONSTR OF SLOPES<br>EASEMENT FOR CONSTR OF DRIVES | <div><div>---P---</div><div>---</div><div>---C---F---</div><div><div></div><div></div><div></div></div></div> | BEGIN LIMIT OF ACCESS.....BLA | <div><div>SCALE IN FEET</div><div>0204080</div></div> | DATE | REVISIONS | DATE | REVISIONS | LONG ISLAND DR AT MOUNT VERNON HWY<br>INTERSECTION |                        |
|                                                                                                                                                                                                |                                                                                                               | END LIMIT OF ACCESS.....ELA   |                                                       |      |           |      |           | RIGHT OF WAY MAP                                   |                        |
|                                                                                                                                                                                                |                                                                                                               | LIMIT OF ACCESS               |                                                       |      |           |      |           | PROJECT NO: T-2403                                 | DRAWING No.<br>60-0002 |
|                                                                                                                                                                                                |                                                                                                               | REQ'D R/W & LIMIT OF ACCESS   |                                                       |      |           |      |           | COUNTY: FULTON                                     |                        |
|                                                                                                                                                                                                |                                                                                                               |                               |                                                       |      |           |      |           | LAND LOT NO: 123, 124                              |                        |
|                                                                                                                                                                                                |                                                                                                               |                               |                                                       |      |           |      |           | LAND DISTRICT: 17                                  |                        |
|                                                                                                                                                                                                |                                                                                                               |                               |                                                       |      | GWD: 1100 |      |           |                                                    |                        |
|                                                                                                                                                                                                |                                                                                                               |                               |                                                       |      |           |      |           | DATE: 07/19/2024 SH 2 OF 3                         | Page 26 of 170         |





STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF THE DEED FOR DEDICATION  
OF RIGHT OF WAY AND TEMPORARY DRIVEWAY EASEMENT FROM SCI GEORGIA  
FUNERAL SERVICES, LLC., A DELAWARE LIMITED LIABILITY COMPANY AS SUCCESSOR  
BY NAME CHANGE AND MERGER TO EXECUTIVE EQUITIES INC., D/B/A ARLINGTON  
MEMORIAL PARK ON PROPERTY LOCATED AT 0 MOUNT VERNON HIGHWAY  
(TAX ID #17-0123-LL1187), LYING IN LAND LOT 123 OF THE 17<sup>th</sup> DISTRICT,  
FULTON COUNTY, CITY OF SANDY SPRINGS, GEORGIA**

**WHEREAS**, it is necessary, from time to time, to establish policies, procedures, and guidelines consistent with the administration of a municipal government consistent with the US Constitution, Federal Statutes, alignment with Federal, Georgia's State Constitution, and the Charter for the City of Sandy Springs; and

**WHEREAS**, the City Manager directed the Department of Public Works to develop standard policies for recurring matters, to establish appropriate internal controls and legal compliance, and to provide for an efficient and effective means to serve constituents; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA**

That they accept the Deed for Dedication of Right of Way and the Temporary Driveway Easement from SCI Georgia Funeral Services, LLC., a Delaware limited liability company as successor by name change and merger to Executive Equities INC., D/B/A Arlington Memorial Park on property more particularly described as 0 Mount Vernon Highway, in Sandy Springs, Georgia. This dedication is associated with Community Development Conditional Use Permit NO: U20-0001.

As per conditions of the Development Regulations Ordinance, the City authorizes the acceptance of the required 1,858.95 square feet more or less of Right-of-Way and the required 6,405.01 square feet more or less of Temporary Driveway Easement, along Mount Vernon Highway in Land Lot 123 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia.

**RESOLVED** this the 2nd day of September 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk  
(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager  
FROM: William H. Martin, Jr. AIA Public Works Director  
DATE: August 7, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: Request for Mayor and City Council to Approve Acceptance of a Driveway Easement from Andrea C. Kaestner, on Property Located at 515 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs (Tax ID# 17-0066-0003-009-3); S2161 Windsor Parkway Sidewalk Improvements Project

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### ***Recommendation:***

Staff recommends that the Mayor and City Council accept the donation of a Driveway Easement on that tract of land lying and located in Land Lot 66 of the 17<sup>th</sup> District, Fulton County, Georgia. The property is owned by Andrea C. Kaestner, and is located at 515 Windsor Parkway in Sandy Springs, Georgia, as shown in the attached exhibits.

### ***Background:***

The acquisition of 488.02 square feet of Driveway Easement on the subject property is necessary to construct the S2161 Windsor Parkway Sidewalk Improvements Project.

### ***Discussion:***

The Property Owner agreed to donate the required Driveway Easement at no cost to the City.

### ***Financial Impact:***

None. This is a donation at no cost to the City.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required in order to deliver the desired project.

### ***Review:***

Karen Lugassy, Executive Assistant  
Marty Martin, Director of Public Works  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

### ***Attachments:***

1. Aerial and GIS
2. Executed DWE
3. Resolution





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Date: 8/4/2025  
Map Size: 8.5x11 (LETTER)



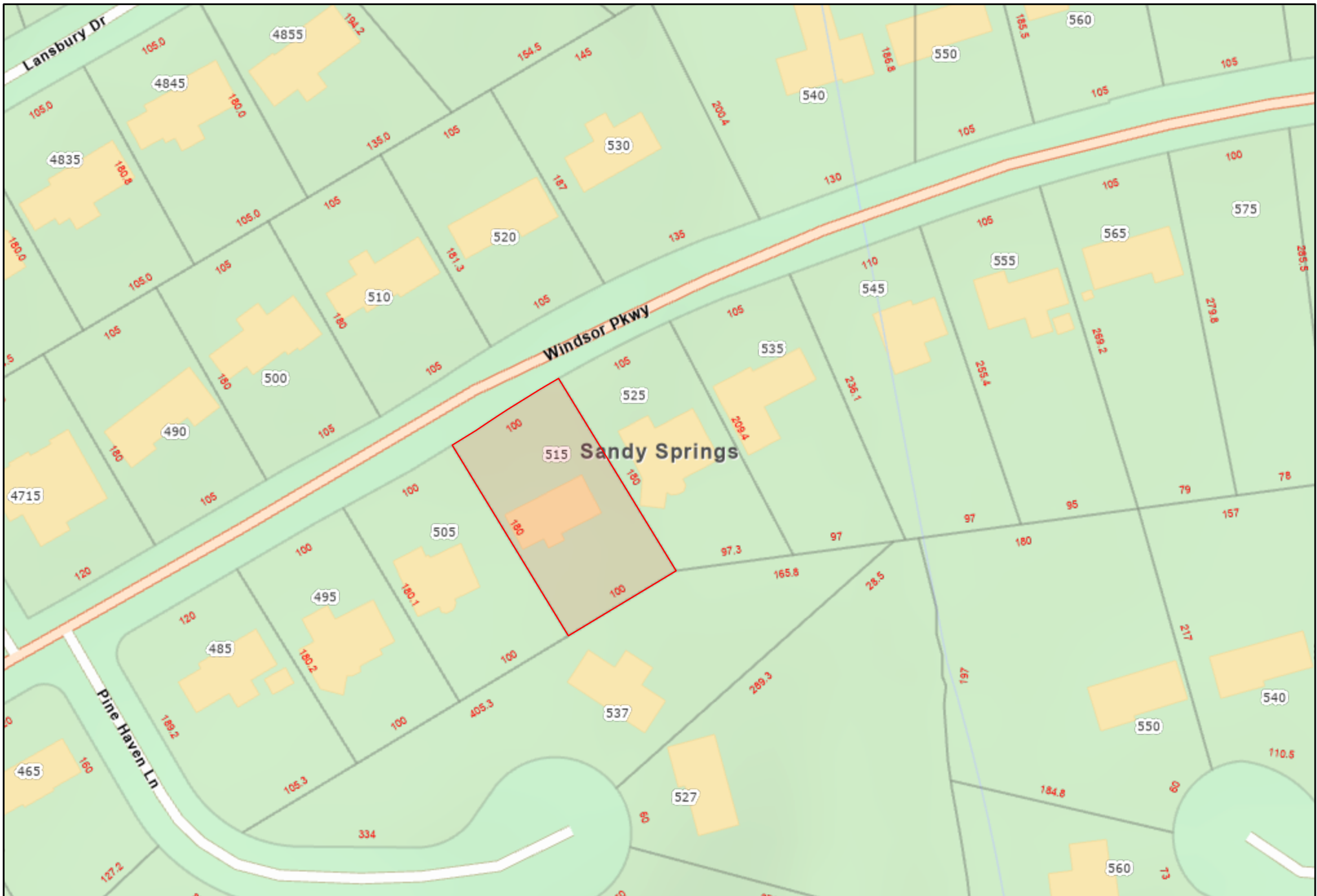
## 515 Windsor Parkway AERIAL - Kaestner

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.



FULTON COUNTY





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Date: 8/4/2025  
Map Size: 8.5x11 (LETTER)



## 515 Windsor Parkway GIS - Kaestner

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.



FULTON COUNTY

TAX ID# 17-0066-0003-009-3  
Address: ~~465~~ Windsor Pkwy. (Par. 7)  
515

## DRIVEWAY EASEMENT

STATE OF GEORGIA  
FULTON COUNTY

THIS CONVEYANCE made and executed the 2<sup>ND</sup> day of AUGUST, 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to construct the S2161 Windsor Parkway Sidewalk Project (Between 4632 Dalmer Rd. and 721 Windsor Parkway).

NOW, THEREFORE, for value received, the Undersigned **ANDREA C. KAESTNER** does hereby grant an Easement for the Construction of Driveway ("Easement") to the **CITY OF SANDY SPRINGS, GA**, (the "City") the right to execute certain construction over and upon our land abutting on and adjacent to the City right of way in such manner as the City may deem proper to support or accommodate the improvements of said project. The easement area is shown on the attached plat labeled Exhibit "A". Any slopes (if any) will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

Said Easement for the Construction of Driveway granted herein shall commence upon the City's use of the Easement for construction of the S2161 Project and shall terminate Two (2) years from the commencement of the City's use of this Easement; or upon the completion and City's final acceptance of the S2161 Project, whichever date shall first occur.

We hereby warrant that we have the right to sell and/or convey said land and bind, ourselves, our heirs, executors and administrators forever and defend by virtue of these presents.

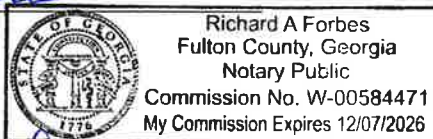
In Witnesseth whereof, we have hereunto set our hands and seal the day above written.

Signed, Sealed and Delivered this 2<sup>ND</sup> day of AUGUST, 2025 in the presence of:

Kathryn Gallin  
Witness

By: Andrea Kaestner (SEAL)  
Name: ANDREA C. KAESTNER

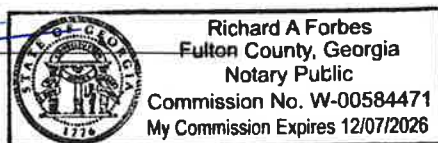
Richard A Forbes  
Notary Public  
{NOTARY SEAL}

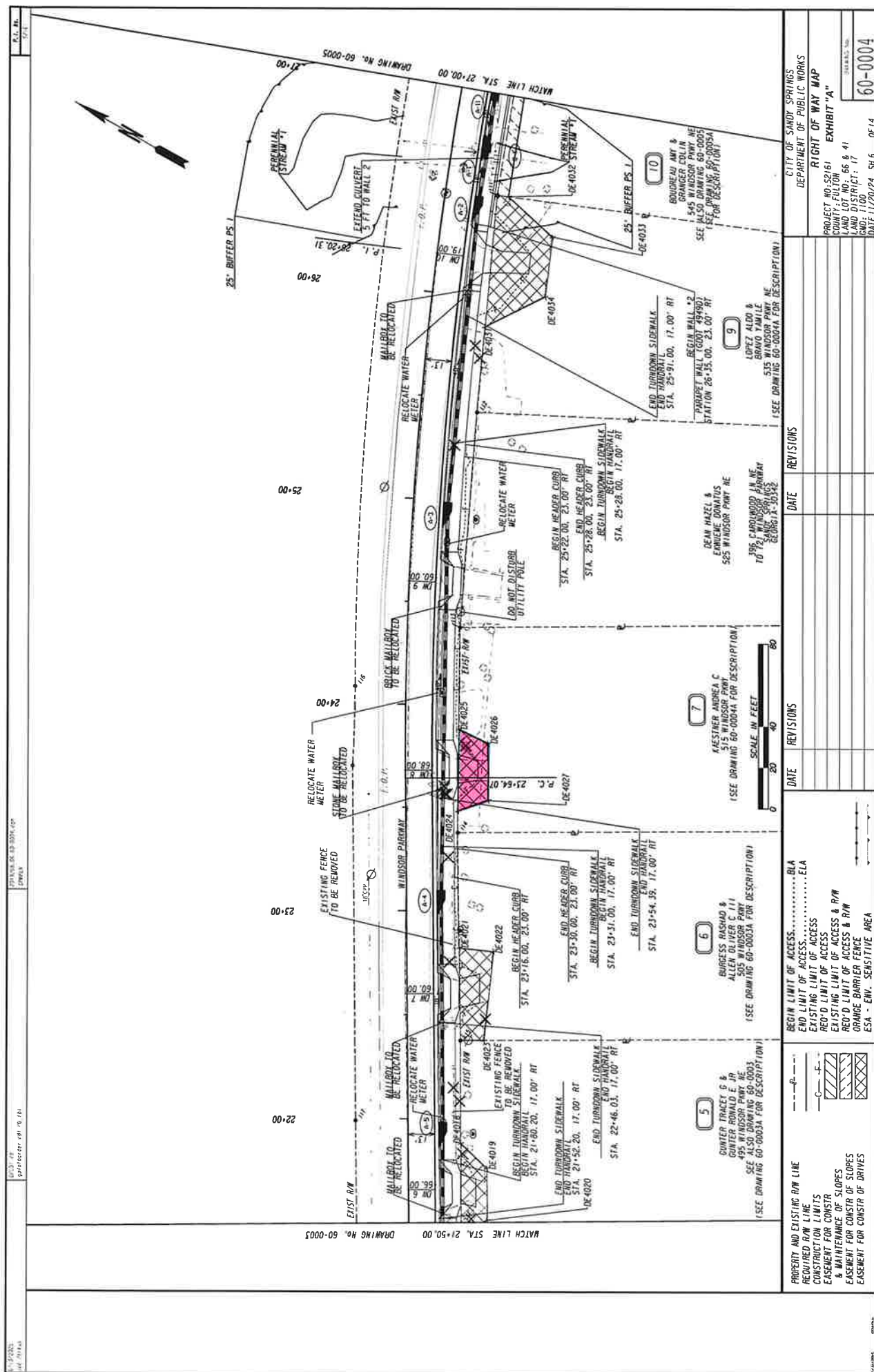


Kathryn Gallin  
Witness

By: \_\_\_\_\_ (SEAL)  
Name: \_\_\_\_\_

Richard A Forbes  
Notary Public  
{NOTARY SEAL}







STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF A DRIVEWAY EASEMENT ON  
THAT CERTAIN TRACT OF LAND LOCATED AT 515 WINDSOR PARKWAY,  
(TAX ID #17-0066-0003-0009-3), LAND LOT 66 OF THE 17<sup>TH</sup> DISTRICT,  
CITY OF SANDY SPRINGS, FULTON COUNTY, GEORGIA**

**WHEREAS**, the City of Sandy Springs (“City”) is currently in the process of constructing the S2161 Windsor Parkway Sidewalk Improvements Project (“Project”); and

**WHEREAS**, to facilitate construction of the Project, the City requires the acquisition of 488.02 square feet of Driveway Easement (“Agreement”), located at 515 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-009-3), and owned by Andrea C. Kaestner (“Owner”); and

**WHEREAS**, City staff has reached an agreement in which the Owner is willingly donating the required Property; and

**WHEREAS**, the Department of Public Works, in response to guidance provided by the City Manager, has reviewed and desires that City Council approve the attached Agreements; and

**WHEREAS**, the City desires to acquire the Property and to enter into the Agreement;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA:**

1. That the attached Agreements are hereby approved;
2. That the Mayor or appropriate City official is hereby authorized to execute the Agreement, subject to approval of the City Attorney and the City Finance Director; and
3. That the City Manager and appropriate City staff are hereby authorized to take such actions as may be deemed necessary to effectuate the intent of this Resolution.

**RESOLVED** this 2nd day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk

(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager  
FROM: William H. Martin, Jr. AIA Public Works Director  
DATE: August 7, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: Request for Mayor and City Council to Approve Acceptance of a Driveway Easement from Aldo Lopez and Yamile Bravo, on Property Located at 535 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs (Tax ID# 17-0066-0003-011-9); in Relation to the S2161 Windsor Parkway Sidewalk Improvements Project

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### ***Recommendation:***

Staff recommends that the Mayor and City Council accept the donation of a Driveway Easement on that tract of land lying and located in Land Lot 66 of the 17<sup>th</sup> District, Fulton County, Georgia. The property is owned by Aldo Lopez and Yamile Bravo, and is located at 535 Windsor Parkway in Sandy Springs, Georgia, as shown in the attached exhibits.

### ***Background:***

The acquisition of 1,370.58 square feet of Driveway Easement on the subject property is necessary to construct the S2161 Windsor Parkway Sidewalk Improvements Project.

### ***Discussion:***

The Property Owners agreed to donate the required Driveway Easement at no cost to the City.

### ***Financial Impact:***

None. This is a donation at no cost to the City.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required in order to deliver the desired project.

### ***Review:***

Karen Lugassy, Executive Assistant  
Marty Martin, Director of Public Works  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

### ***Attachments:***

1. Aerial and GIS
2. Executed DWE
3. Resolution





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Date: 8/4/2025  
Map Size: 8.5x11 (LETTER)



## 535 Windsor Pkwy. AERIAL - Lopez

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.



FULTON  
COUNTY





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Date: 8/4/2025  
Map Size: 8.5x11 (LETTER)



## 535 Windsor Pkwy. GIS - Lopez

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.



FULTON COUNTY

TAX ID# 17-0066-0003-011-9  
Address: 535 Windsor Pkwy. (Par. 9)

## DRIVEWAY EASEMENT

STATE OF GEORGIA  
FULTON COUNTY

THIS CONVEYANCE made and executed the 2<sup>ND</sup> day of AUGUST, 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to construct the S2161 Windsor Parkway Sidewalk Project (Between 4632 Dalmer Rd. and 721 Windsor Parkway).

NOW, THEREFORE, for value received, the Undersigned **ALDO LOPEZ and YAMILE BRAVO** do hereby grant an Easement for the Construction of Driveway ("Easement") to the **CITY OF SANDY SPRINGS, GA**, (the "City") the right to execute certain construction over and upon our land abutting on and adjacent to the City right of way in such manner as the City may deem proper to support or accommodate the improvements of said project. The easement area is shown on the attached plat labeled Exhibit "A". Any slopes (if any) will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

Said Easement for the Construction of Driveway granted herein shall commence upon the City's use of the Easement for construction of the S-2161 Project and shall terminate Two (2) years from the commencement of the City's use of this Easement; or upon the completion and City's final acceptance of the S-2161 Project, whichever date shall first occur.

We hereby warrant that we have the right to sell and/or convey said land and bind, ourselves, our heirs, executors and administrators forever and defend by virtue of these presents.

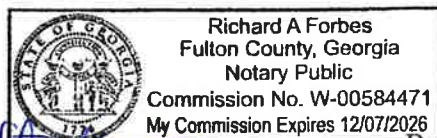
In Witnesseth whereof, we have hereunto set our hands and seal the day above written.

Signed, Sealed and Delivered this 2<sup>ND</sup> day of AUGUST, 2025 in the presence of:

Kathryn Stallins  
Witness

By: [Signature] (SEAL)  
Name: ALDO LOPEZ

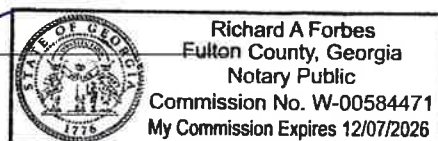
[Signature]  
Notary Public  
{NOTARY SEAL}

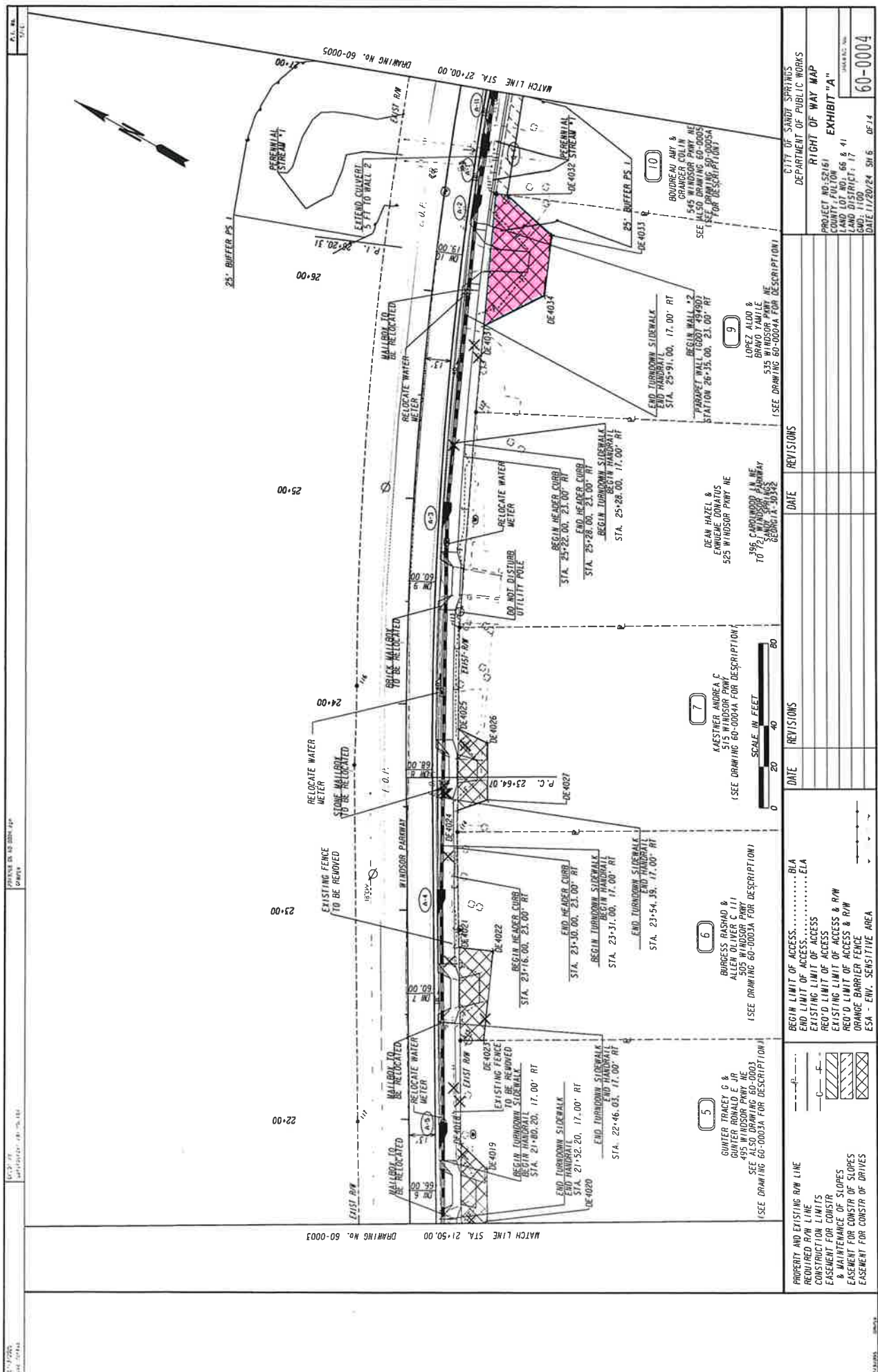


Kathryn Stallins  
Witness

By: [Signature] (SEAL)  
Name: YAMILE BRAVO

[Signature]  
Notary Public  
{NOTARY SEAL}







STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF A DRIVEWAY EASEMENT ON  
THAT CERTAIN TRACT OF LAND LOCATED AT 535 WINDSOR PARKWAY,  
(TAX ID #17-0066-0003-0011-9), LAND LOT 66 OF THE 17<sup>TH</sup> DISTRICT,  
CITY OF SANDY SPRINGS, FULTON COUNTY, GEORGIA**

**WHEREAS**, the City of Sandy Springs (“City”) is currently in the process of constructing the S2161 Windsor Parkway Sidewalk Project (“Project”); and

**WHEREAS**, to facilitate construction of the Project, the City requires the acquisition of 1,370.58 square feet of Driveway Easement (“Agreement”), located at 535 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-011-9), and owned by Aldo Lopez and Yamile Bravo (“Owners”); and

**WHEREAS**, City staff has reached an agreement in which the Owners are willingly donating the required Property; and

**WHEREAS**, the Department of Public Works, in response to guidance provided by the City Manager, has reviewed and desires that City Council approve the attached Agreements; and

**WHEREAS**, the City desires to acquire the Property and to enter into the Agreement;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA:**

1. That the attached Agreements are hereby approved;
2. That the Mayor or appropriate City official is hereby authorized to execute the Agreement, subject to approval of the City Attorney and the City Finance Director; and
3. That the City Manager and appropriate City staff are hereby authorized to take such actions as may be deemed necessary to effectuate the intent of this Resolution.

**RESOLVED** this 2nd day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk

(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager  
FROM: William H. Martin, Jr. AIA Public Works Director  
DATE: August 7, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: Request for Mayor and Council to Approve Acceptance of a Temporary Construction Easement and Easement for the Construction of Driveway Related to Property Located at 425 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-001-0) in Relation to the S2161 Windsor Parkway Sidewalk Project

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### ***Recommendation:***

Staff recommends that the Mayor and City Council accept a Temporary Construction Easement and Easement for the Construction of Driveway ("Agreements") related to property located at 425 Windsor Parkway in Land Lot 66 of the 17th District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-001-0) in relation to the S2161 Windsor Parkway Sidewalk Project. The subject property is owned by Mark Humpherys and Christine Humpherys.

### ***Background:***

The acquisition of 1,137.23 square feet of Temporary Construction Easement and 501.32 square feet of Easement for Construction of Driveway on the subject property is necessary to construct the S2161 Windsor Parkway Sidewalk Project.

### ***Discussion:***

The City and the Property Owners have come to an amicable agreement in which the Property Owners have agreed to willingly donate the required easement rights to the City. Therefore, Staff believes that the Agreements are in the best interest of the City and thereby recommends Council's approval of the Agreements.

### ***Financial Impact:***

None. The Property Owners have agreed to donate the required easement rights at no cost to the City.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required to deliver the desired project. The City can decline to accept and approve the Agreement and not execute the project as designed.

### ***Review:***

Karen Lugassy, Executive Assistant  
Marty Martin, Director of Public Works  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney

Created/Initiated - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/21/2025  
Approved - 8/28/2025

Eden Freeman, City Manager

Final Approval - 8/29/2025

***Attachments:***

1. Aerial and GIS
2. Temp. Const. Easement
3. Driveway Easement
4. Resolution





0 0 0 0 mi

Date: 7/29/2025  
Map Size: 8.5x11 (LETTER)



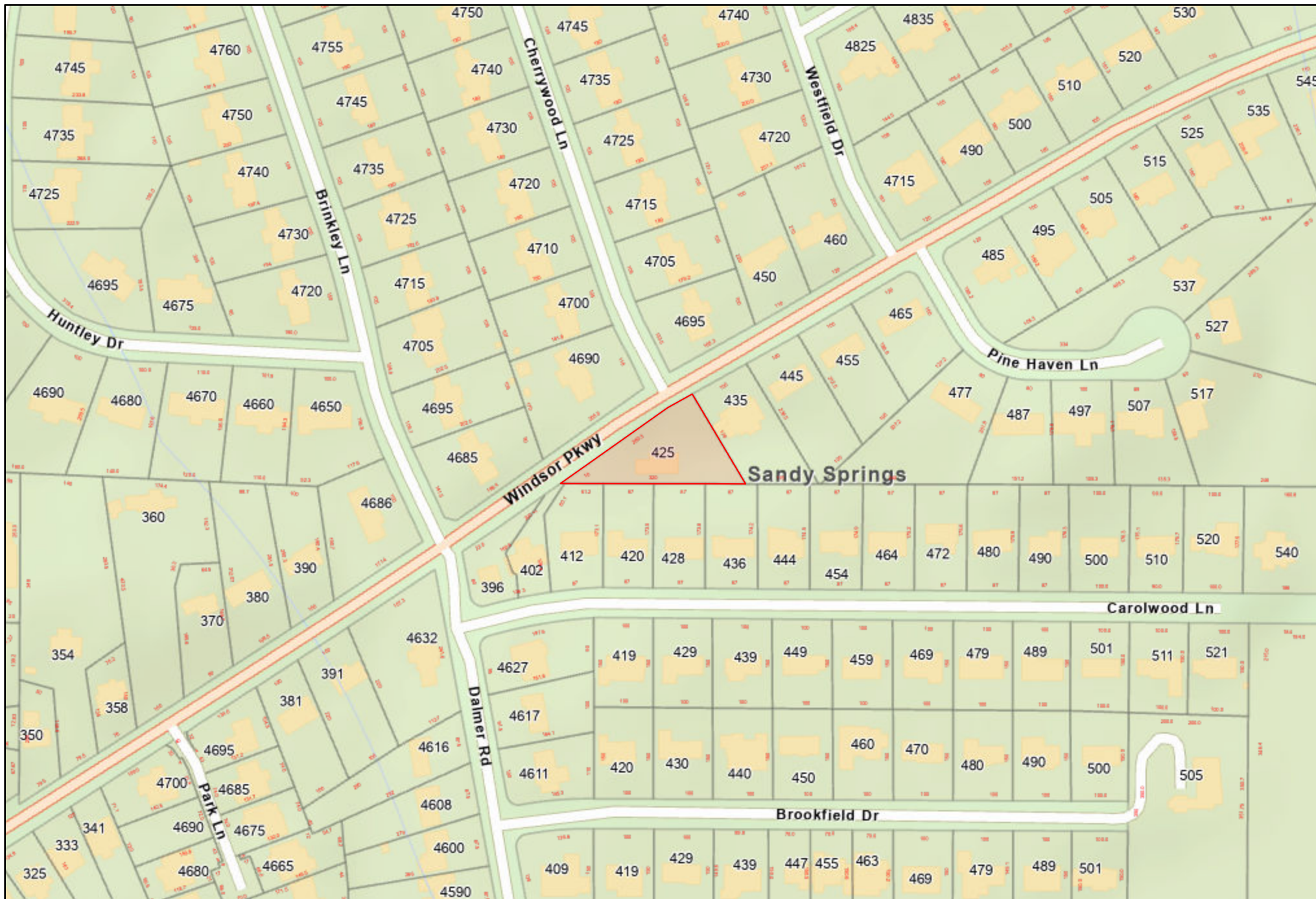
## 425 Windsor Parkway AERIAL - Humpherys (Par. 01)

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses.



FULTON COUNTY





## 425 Windsor Parkway GIS - Humpherys (Par. 01)

Date: 7/29/2025  
Map Size: 8.5x11 (LETTER)



Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use of these data, even if Fulton County is advised of the possibility of such losses.



FULTON COUNTY

Tax Parcel ID No.:

AFTER RECORDING, PLEASE RETURN TO:  
City of Sandy Springs City Clerk  
1 Galambos Way  
Sandy Springs, GA 30328

Cross Reference:

Deed Book: 53358 Page: 357  
Tax Parcel ID: 17-0066-0003-001-0  
Address: 425 Windsor Parkway (Par. 01)

**TEMPORARY CONSTRUCTION EASEMENT**

**STATE OF GEORGIA  
FULTON COUNTY**

THIS CONVEYANCE made and executed the 28 day of July, 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to construct a sidewalk project along Windsor Parkway (from 4632 Dalmer Rd. and 721 Windsor Pkwy.), known as Project No. S-2161.

NOW, THEREFORE, for value received, the Undersigned **MARK HUMPHREYS** and **CHRISTINE HUMPHREYS** does (do) hereby grant a Temporary Construction Easement to the City of Sandy Springs, GA, (the "City") the right to execute certain construction over and upon my (our) land abutting on and adjacent to the City right of way in such manner as the City may deem proper to support or accommodate the improvements of said project. The easement areas are shown on the attached plat labeled Exhibits "A" and "B". Any slopes will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

The Temporary Construction Easement granted herein shall commence upon the City's use of this Easement for construction of the Project, and it shall terminate two (2) years from commencement of the City's use of the easement or upon the completion and final acceptance of the Project by the City of Sandy Springs Public Works Department, whichever date shall first occur. Upon the completion and final acceptance of the Project, Grantor may file a notice to terminate the easement.

I(we) hereby warrant that I (we) have the right to sell and/or convey said land and bind, myself (ourselves), my(our) heirs, executors and administrators forever and defend by virtue of these presents.

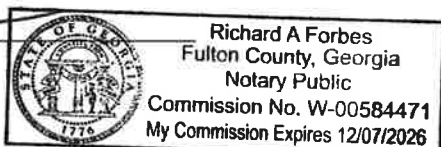
*[Signatures on the Following Page]*

In Witnesseth whereof, I (we) have hereunto set our hands and seal the day above written.

Signed, Sealed and Delivered this 28<sup>th</sup> day of July, 2025 in the presence of:

[Signature]  
Witness

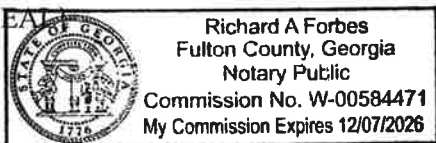
[Signature]  
Notary Public  
{NOTARY SEAL}



By: [Signature] (SEAL)  
Name: Mark Humphreys  
MR HUMPHREYS

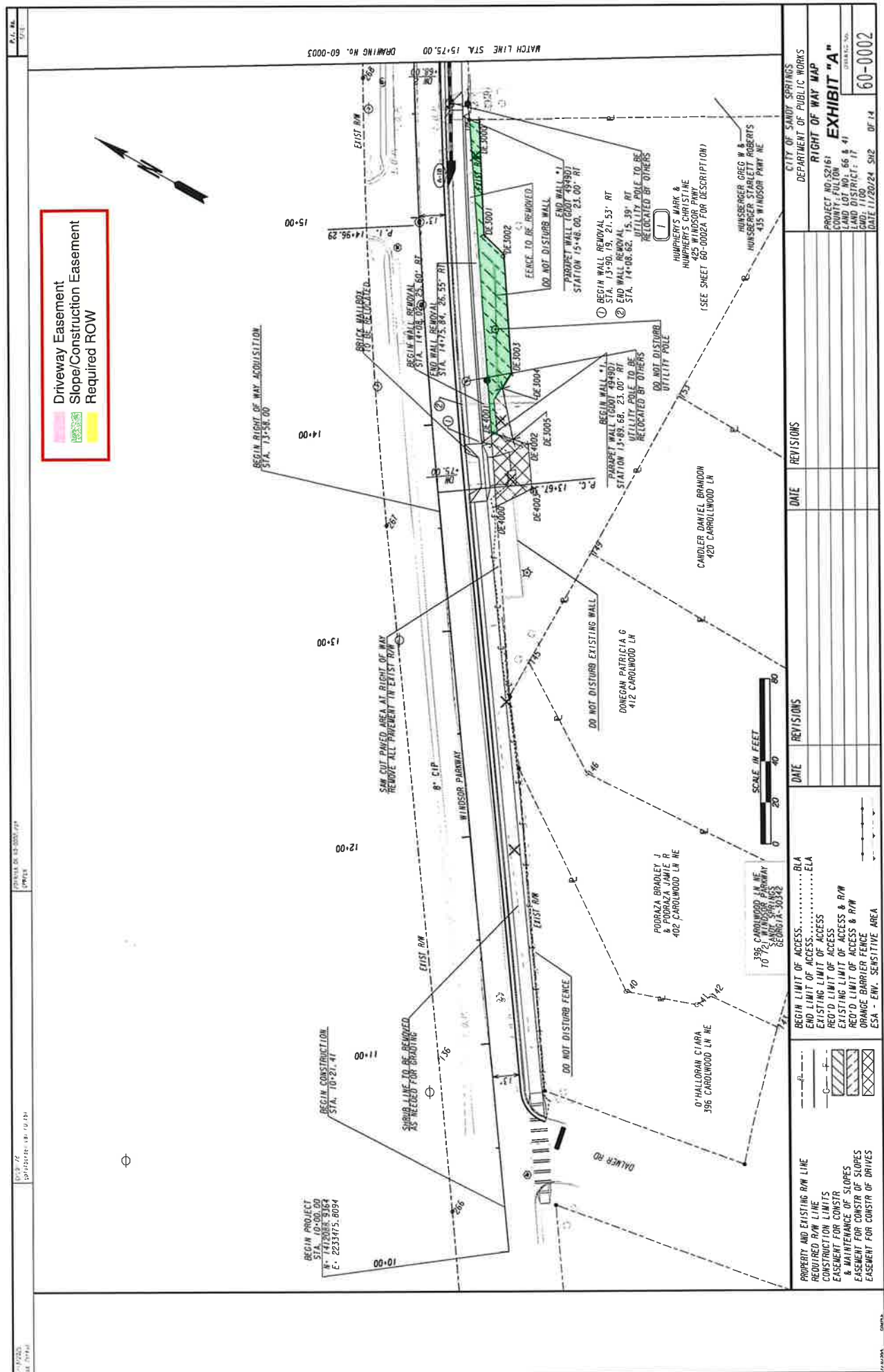
[Signature]  
Witness

[Signature]  
Notary Public  
{NOTARY SEAL}



By: [Signature] (SEAL)  
Name: Christine Humphreys  
Humphreys Co





| NAME    | DATE  | TIME | DRIFT | ANGLE | OFF-SET | STATION      | ALIGNMENT |
|---------|-------|------|-------|-------|---------|--------------|-----------|
| 19-4000 | 2-16  | B    | H     | 13-52 | 00      | WINDSOR PARK |           |
| 19-4001 | 2-16  | B    | H     | 13-54 | 00      | WINDSOR PARK |           |
| 19-4002 | 18-18 | B    | H     | 13-54 | 00      | WINDSOR PARK |           |
| 19-4003 | 15-00 | B    | H     | 13-55 | 00      | WINDSOR PARK |           |
| 19-4004 | 15-00 | B    | H     | 13-55 | 00      | WINDSOR PARK |           |
| 19-4005 | 15-00 | B    | H     | 13-55 | 00      | WINDSOR PARK |           |
| 19-4006 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4007 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4008 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4009 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4010 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4011 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4012 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4013 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4014 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4015 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4016 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4017 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4018 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4019 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4020 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4021 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4022 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4023 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4024 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4025 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4026 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4027 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4028 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4029 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4030 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4031 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4032 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4033 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4034 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4035 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4036 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4037 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4038 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4039 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4040 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4041 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4042 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4043 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4044 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4045 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4046 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4047 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4048 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4049 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4050 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4051 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4052 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4053 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4054 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4055 | 2-16  | B    | H     | 13-56 | 00      | WINDSOR PARK |           |
| 19-4056 | 2-16  | B    |       |       |         |              |           |

[illegible]

## DRIVEWAY EASEMENT

STATE OF GEORGIA  
FULTON COUNTY

THIS CONVEYANCE made and executed the 28 day of July, 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to construct the S2161 Windsor Parkway Sidewalk Project (Between 4632 Dalmer Rd. and 721 Windsor Parkway).

*Humphreys* NOW, THEREFORE, for value received, the Undersigned <sup>*Humphreys CH*</sup> ~~MARK HUMPHRIES~~ and ~~CHRISTINE HUMPHRIES~~ do hereby grant an Easement for the Construction of Driveway ("Easement") to the CITY OF SANDY SPRINGS, GA, (the "City") the right to execute certain construction over and upon our land abutting on and adjacent to the City right of way in such manner as the City may deem proper to support or accommodate the improvements of said project. The easement area is shown on the attached plat labeled Exhibit "A". Any slopes (if any) will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

Said Easement for the Construction of Driveway granted herein shall commence upon the City's use of the Easement for construction of the S2161 Project and shall terminate Two (2) years from the commencement of the City's use of this Easement; or upon the completion and City's final acceptance of the S2161 Project, whichever date shall first occur.

We hereby warrant that we have the right to sell and/or convey said land and bind, ourselves, our heirs, executors and administrators forever and defend by virtue of these presents.

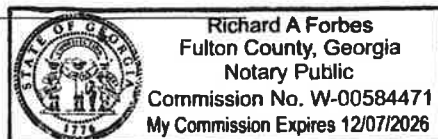
In Witnesseth whereof, we have hereunto set our hands and seal the day above written.

Signed, Sealed and Delivered this 28 day of July, 2025 in the presence of:

*[Signature]*  
Witness

By: *Mark Humphreys* (SEAL)  
Name: Mark ~~Humphreys~~ *HUMPHREYS*  
*MR*

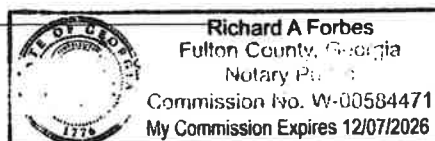
*[Signature]*  
Notary Public  
{NOTARY SEAL}



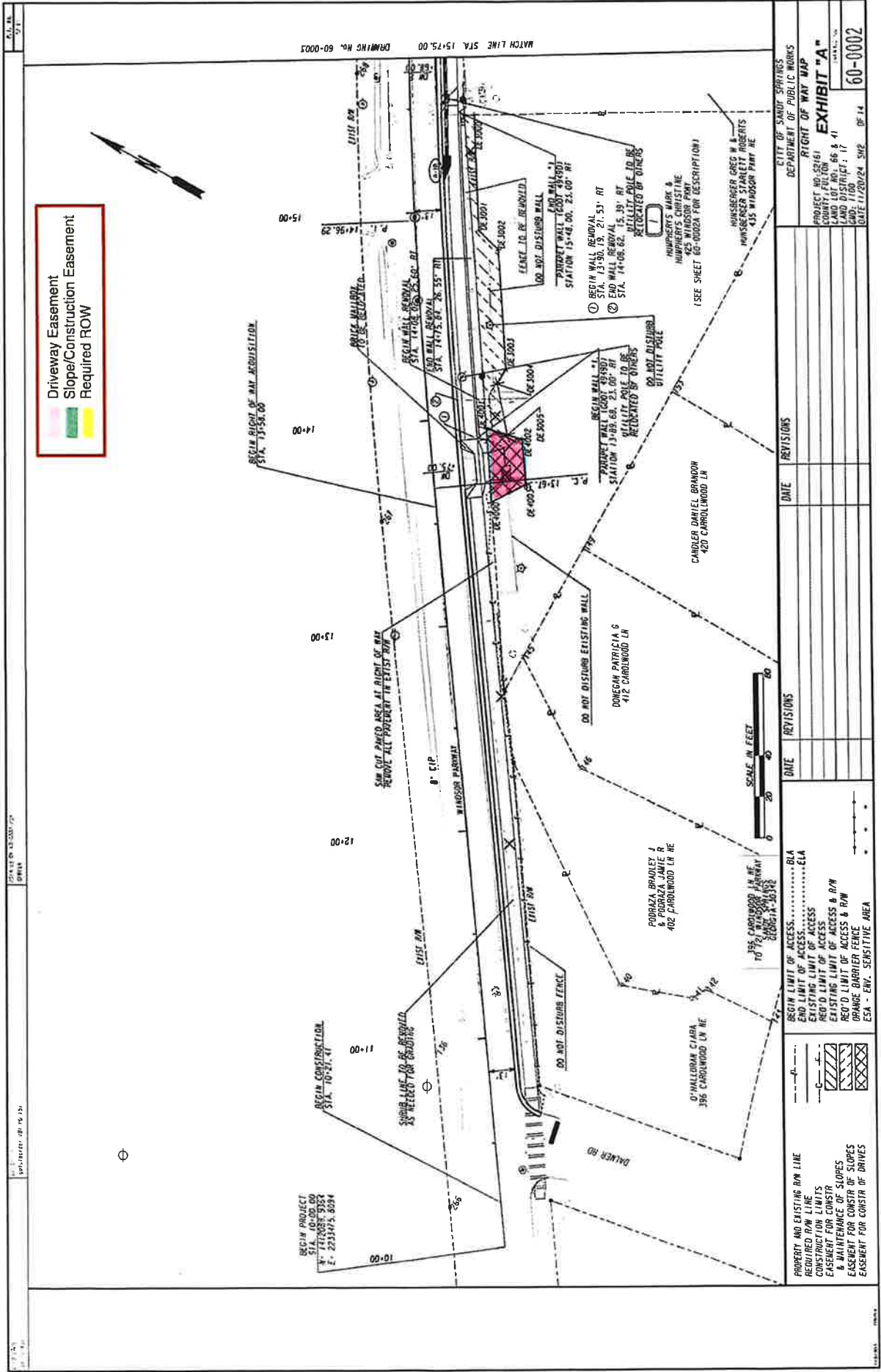
*[Signature]*  
Witness

By: *Christine Humphreys* (SEAL)  
Name: Christine ~~Humphreys~~ *HUMPHREYS*  
*CH*

*[Signature]*  
Notary Public  
{NOTARY SEAL}







STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF A TEMPORARY CONSTRUCTION EASEMENT  
AND EASEMENT FOR THE CONSTRUCTION OF DRIVEWAY ON THAT CERTAIN TRACT OF  
LAND LOCATED AT 425 WINDSOR PARKWAY, (TAX ID #17-0066-0003-0001-0), LAND LOT 66 OF  
THE 17<sup>TH</sup> DISTRICT, CITY OF SANDY SPRINGS, FULTON COUNTY, GEORGIA**

**WHEREAS**, the City of Sandy Springs (“City”) is currently in the process of constructing the S2161 Windsor Parkway Sidewalk Project (“Project”); and

**WHEREAS**, to facilitate construction of the Project, the City requires the acquisition of 1,137.23 square feet of Temporary Construction Easement and 501.32 square feet of Easement for the Construction of Driveway (“Agreement”), located at 425 Windsor Parkway in Land Lot 66 of the 17<sup>th</sup> District, City of Sandy Springs, Fulton County, Georgia (Tax ID #17-0066-0003-001-0), and owned by Mark Humpherys and Christine Humpherys (“Owners”); and

**WHEREAS**, City staff has reached an agreement in which the Owners are willingly donating the required Property; and

**WHEREAS**, the Department of Public Works, in response to guidance provided by the City Manager, has reviewed and desires that City Council approve the attached Agreements; and

**WHEREAS**, the City desires to acquire the Property and to enter into the Agreement;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA:**

1. That the attached Agreements are hereby approved;
2. That the Mayor or appropriate City official is hereby authorized to execute the Agreement, subject to approval of the City Attorney and the City Finance Director; and
3. That the City Manager and appropriate City staff are hereby authorized to take such actions as may be deemed necessary to effectuate the intent of this Resolution.

**RESOLVED** this 2nd day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk

(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: William H. Martin, Jr. AIA Public Works Director

DATE: August 7, 2025 Submission for the September 2, 2025 City Council Meeting

ITEM: Request for Mayor and City Council to Approve Acceptance of a Temporary Driveway Easement from SCI Georgia Funeral Services, LLC., a Delaware Limited Liability Company as Successor by Name Change and Merger to Executive Equities INC., D/B/A Arlington Memorial Park, on Property Located at 201 Mount Vernon Highway in Land Lot 124 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia (Tax ID# 17-0124 LL0154); T2403 Long Island at Mount Vernon Highway Intersection Improvement Project

---

### ***Recommendation:***

Staff recommends that the Mayor and City Council accept a Temporary Driveway Easement dedicating all that tract or parcel of land lying and located in Land Lot 124 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia. The property, as shown in the attached exhibits, is being dedicated by the property owner SCI Georgia Funeral Services, LLC., a Delaware limited liability company as successor by name change and merger to Executive Equities INC., D/B/A Arlington Memorial Park, and is more specifically known as 201 Mount Vernon Highway (Tax ID# 17-0123-LL0154). The total amount of the Temporary Driveway Easement is 4,002.47 square feet, more or less and is respectfully being dedicated in Accordance with Community Development Conditional Use Permit: U20-0001.

### ***Background:***

The acquisition of 4,002.47 square feet of Temporary Driveway Easement, on the subject property is necessary to construct the T2403 Long Island at Mt. Vernon Highway Intersection Improvement Project.

### ***Discussion:***

The Property Owners agreed to dedicate the required Temporary Driveway Easement at no cost to the City in accordance with the Conditional Use Permit: U20-0001.

### ***Financial Impact:***

None. This is a dedication at no cost to the City.

### ***Alternatives:***

The acquisition reflects the minimum amount of property rights required in order to deliver the desired project.

### ***Review:***

Karen Lugassy, Executive Assistant  
Marty Martin, Director of Public Works

Created/Initiated - 8/21/2025  
Approved - 8/21/2025



Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Approved - 8/21/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

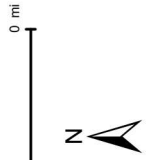
1. AERIAL MAP
2. GIS MAP
3. TDWE 201 Mt Vernon Hwy
4. Resolution





# 201 MOUNT VERNON HIGHWAY | AERIAL MAP

Fulton County provides the data on this map for your personal use "as is." The data are not guaranteed to be accurate, complete, or current. The data are not intended for use in engineering or other professional applications. Fulton County assumes no responsibility for losses resulting from the use of these data, even if Fulton County is advised of the possibility of such losses.



Date: 8/11/2025  
Map Size: 8.5x11 (LETTER)





# 201 MOUNT VERNON HIGHWAY | GIS MAP

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, complete, or current. The data are provided for informational purposes only and are not necessarily accurate to engineering standards. Fulton County assumes no responsibility for losses resulting from the use of these data, even if Fulton County is advised of the possibility of such losses.





**Tax Parcel No.: 17 0124 LL0154**

**AFTER RECORDING, PLEASE RETURN TO:**

**City of Sandy Springs City Clerk  
1 Galambos Way  
Sandy Springs, Georgia 30328**

**Project No. T2403  
City of Sandy Springs, GA**

## **TEMPORARY DRIVEWAY EASEMENT**

**STATE OF GEORGIA  
FULTON COUNTY**

THIS EASEMENT is made and executed the 28<sup>th</sup> day of July, 2025.

WHEREAS, the City of Sandy Springs in the County of Fulton, Georgia desires to make certain improvements for the Long Island at Mount Vernon Intersection Improvement Project, Project No. 2403, hereinafter known as the "Project".

NOW, THEREFORE, for value received, **SCI GEORGIA FUNERAL SERVICES, LLC.**, a Delaware limited liability company as successor by name change and merger to **EXECUTIVE EQUITIES INC., D/B/A ARLINGTON MEMORIAL PARK** (hereinafter collectively referred to as the "Grantor,") hereby grants a Temporary Driveway Easement to the **CITY OF SANDY SPRINGS, GEORGIA**, hereinafter referred to as the "City," for the right to execute certain construction over and upon Grantor's land abutting on and adjacent to the City's right of way in such manner as the City may reasonably deem proper to support or accommodate the improvements of said Project. The easement area is described Exhibit "A," and shown on Exhibit "B" which is attached hereto and incorporated herein by reference. Any slopes will remain in place and the City will cease to maintain the slopes upon completion and final acceptance of the project by the City of Sandy Springs Public Works Department.

The Temporary Driveway Easement granted herein shall commence upon use of this Easement for construction of the Project, and it shall terminate two (2) years from commencement of the City's use of the easement or upon the completion and final acceptance of the Project.

Grantor hereby warrants that they have the right to sell and/or convey the Temporary Driveway Easement and said easement granted herein shall bind the successors and assigns of the undersigned party and shall inure to the benefit of the successors in title of the City.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described easement unto the said City against the claims of all persons whomsoever claiming by, through or under Grantor.

IN WITNESS WHEREOF, the Grantor has signed and sealed this easement as of the day and year first written above.

Signed, Sealed and Delivered this 28<sup>th</sup> day of July 2025, in the presence of:

**SCI Georgia Funeral Services, LLC.,  
A Delaware limited liability company**

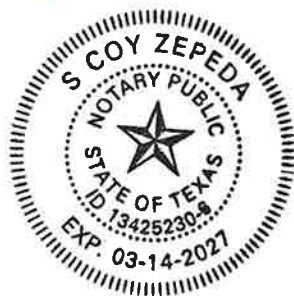
*Faustina Guzman*  
Faustina Guzman  
Unofficial Witness

By: *[Signature]* (L.S.)  
Printed Name: Michael L Decell  
Title: Vice President

*S Coy Zepeda*  
Notary Public

By: \_\_\_\_\_ (L.S.)  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

[SEAL]



**EXHIBIT A**

**PARCEL 4**

**LEGAL DESCRIPTION**

**SCI GEORGIA FUNERAL SERVICES LLC**

**201 MOUNT VERNON HIGHWAY, SANDY SPRINGS, GA 30328**

**PIN: 17 0124 LL0154**

**REQUIRED DRIVEWAY EASEMENT**

ALL THAT TRACT or parcel of land lying and being in Land Lot 124 of the 17th District, City of Sandy Springs, Fulton County, Georgia and being more particularly described as follows:

COMMENCING at a point 114.77 feet left of and opposite Station 105+40.06 on said construction centerline laid out for Mount Vernon Highway

THENCE N 24°22'47.1" W a distance of 25.25 feet to a point 140.00 feet left of and opposite station 105+39.00 on said construction centerline laid out for Mount Vernon Highway

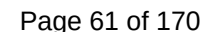
THENCE N 67°56'51.3" E a distance of 90.05 feet to a point 140.00 feet left of and opposite station 106+30.00 on said construction centerline laid out for Mount Vernon Highway

THENCE S 25°21'02.0" E a distance of 63.47 feet to a point 76.62 feet left of and opposite station 106+33.36 on said construction centerline laid out for Mount Vernon Highway

THENCE N 89°41'14.4" W a distance of 100.21 feet back to the point of beginning.

Said tract or parcel contains 4002.47 SF or 0.092 acres more or less.





### EXHIBIT "B" PAGE 2

TEMP EASMT PARCEL 1

DE2011

EASMT FOR CONST. OF GRADING

SEE SHEET 2

| PNT                                                                                                                                                              | OFFSET/    | STATION/  | ALIGNMENT            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|----------------------|
| DE30000                                                                                                                                                          | 39.84 R    | 103+95.58 | Mount Vernon Highway |
| DE30001                                                                                                                                                          | 29.84 R    | 104+00.00 | Mount Vernon Highway |
| DE30002                                                                                                                                                          | 29.85 R    | 104+04.78 | Mount Vernon Highway |
| <div>ARC LENGTH = 56.80</div> <div>CHORD BEAR = S 46°47'05.0" E</div> <div>LNTH CHORD = 45.35</div> <div>RADIUS = 25.00</div> <div>DEGREE = 27°31'10"59.2"</div> |            |           |                      |
| DE30003                                                                                                                                                          | 27.31 L    | 202+59.71 | Long Island Drive    |
| DE30000                                                                                                                                                          | 39.84 R    | 103+95.58 | Mount Vernon Highway |
| RECD EASMT                                                                                                                                                       | 779.72 SF  |           |                      |
| RECD EASMT                                                                                                                                                       | 0.02 ACRES |           |                      |

RECD R/W PARCEL 2

DE1021

RECD R/W

SEE SHEET 2

| PNT                                                                                                                                                            | OFFSET/     | DIST   | STATION/        | BEARING | ALIGNMENT            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------|-----------------|---------|----------------------|
| DE70000                                                                                                                                                        | 24.80 L     |        | 104+00.45       |         | Mount Vernon Highway |
| DE70001                                                                                                                                                        | 31.15 L     | 8.34   | N 22°44'55.8" E |         | Mount Vernon Highway |
| DE70002                                                                                                                                                        | 31.15 L     | 36.26  | N 68°01'52.6" E |         | Mount Vernon Highway |
| DE70003                                                                                                                                                        | 27.70 L     | 3.45   | S 21°58'07.4" E |         | Mount Vernon Highway |
| DE70004                                                                                                                                                        | 27.70 L     | 65.70  | N 68°02'00.5" E |         | Mount Vernon Highway |
| DE70005                                                                                                                                                        | 33.75 L     | 6.05   | S 21°58'07.4" W |         | Mount Vernon Highway |
| DE70006                                                                                                                                                        | 33.75 L     | 71.24  | N 68°01'52.6" E |         | Mount Vernon Highway |
| DE70007                                                                                                                                                        | 30.37 L     | 3.38   | S 22°03'46.6" E |         | Mount Vernon Highway |
| DE70008                                                                                                                                                        | 30.37 L     | 100.47 | N 67°26'11.2" E |         | Mount Vernon Highway |
| DE70009                                                                                                                                                        | 24.31 L     | 8.46   | S 67°23'17.8" E |         | Mount Vernon Highway |
| <div>ARC LENGTH = 73.41</div> <div>CHORD BEAR = S 67°20'27.6" W</div> <div>LNTH CHORD = 73.41</div> <div>RADIUS = 2839.79</div> <div>DEGREE = 2°01'03.4"</div> |             |        |                 |         |                      |
| DE70010                                                                                                                                                        | 24.44 L     | 232.59 | 106+33.22       |         | Mount Vernon Highway |
| DE70000                                                                                                                                                        | 24.80 L     |        | S 68°04'53.7" W |         | Mount Vernon Highway |
| RECD R/W                                                                                                                                                       | 1858.95 SF  |        |                 |         |                      |
| RECD R/W                                                                                                                                                       | 0.04 ACRES  |        |                 |         |                      |
| REMAINDER                                                                                                                                                      | 7.104 ACRES |        |                 |         |                      |

TEMP EASMT PARCEL 2

DE4021

RECD R/W EASMT.

SEE SHEET 2

| PNT        | OFFSET/     | STATION/  | ALIGNMENT            |
|------------|-------------|-----------|----------------------|
| DE70005    | 33.75 L     | 105+28.70 | Mount Vernon Highway |
| DE10032    | 47.75 L     | 105+28.70 | Mount Vernon Highway |
| DE10033    | 47.75 L     | 105+28.70 | Mount Vernon Highway |
| DE10042    | 114.77 L    | 105+40.06 | Mount Vernon Highway |
| DE10043    | 76.62 L     | 106+33.36 | Mount Vernon Highway |
| DE10036    | 52.30 L     | 106+34.62 | Mount Vernon Highway |
| DE10037    | 52.30 L     | 106+34.74 | Mount Vernon Highway |
| DE10038    | 30.59 L     | 106+34.74 | Mount Vernon Highway |
| DE70007    | 30.37 L     | 106+00.00 | Mount Vernon Highway |
| DE70006    | 33.74 L     | 106+00.00 | Mount Vernon Highway |
| DE70005    | 33.75 L     | 105+28.70 | Mount Vernon Highway |
| RECD EASMT | 6405.01 SF  |           |                      |
| RECD EASMT | 0.147 ACRES |           |                      |

TEMP EASMT PARCEL 3

DE2031

EASMT FOR CONST. OF GRADING

SEE SHEET 2

| PNT                                                                                                                                                           | OFFSET/    | STATION/  | ALIGNMENT         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|-------------------|
| DE40000                                                                                                                                                       | 29.85 L    | 201+85.00 | Long Island Drive |
| DE40001                                                                                                                                                       | 50.00 L    | 201+85.00 | Long Island Drive |
| DE40002                                                                                                                                                       | 46.15 L    | 202+55.80 | Long Island Drive |
| DE30003                                                                                                                                                       | 27.91 L    | 202+59.71 | Long Island Drive |
| <div>ARC LENGTH = 11.51</div> <div>CHORD BEAR = S 31°29'24.0" W</div> <div>LNTH CHORD = 11.41</div> <div>RADIUS = 25.00</div> <div>DEGREE = 22°10'59.2"</div> |            |           |                   |
| DE40003                                                                                                                                                       | 29.85 L    | 202+47.73 | Long Island Drive |
| DE40000                                                                                                                                                       | 29.85 L    | 201+85.00 | Long Island Drive |
| RECD EASMT                                                                                                                                                    | 1268.84 SF |           |                   |
| RECD EASMT                                                                                                                                                    | 0.03 ACRES |           |                   |

TEMP EASMT PARCEL 4

DE4041

RECD R/W EASMT.

SEE SHEET 2

| PNT        | OFFSET/     | STATION/  | ALIGNMENT            |
|------------|-------------|-----------|----------------------|
| DE10042    | 114.77 L    | 105+40.06 | Mount Vernon Highway |
| DE10034    | 140.00 L    | 105+40.06 | Mount Vernon Highway |
| DE10035    | 140.00 L    | 106+30.00 | Mount Vernon Highway |
| DE10043    | 76.62 L     | 106+33.36 | Mount Vernon Highway |
| DE10042    | 114.77 L    | 105+40.06 | Mount Vernon Highway |
| RECD EASMT | 4002.47 SF  |           |                      |
| RECD EASMT | 0.092 ACRES |           |                      |

Kimley»Horn

Engineering, Planning, and Environmental Consultants

Suite 800, 1200 Peachtree Street, NE

Atlanta, GA 30309

|      |           |      |           |                                                 |
|------|-----------|------|-----------|-------------------------------------------------|
| DATE | REVISIONS | DATE | REVISIONS | LONG ISLAND DR AT MOUNT VERNON HWY INTERSECTION |
|      |           |      |           | RIGHT OF WAY PLANS                              |
|      |           |      |           | PROJECT NO: T-2403                              |
|      |           |      |           | COUNTY: FULTON                                  |
|      |           |      |           | LAND LOT NO: 123, 124                           |
|      |           |      |           | LAND DISTRICT: 17                               |
|      |           |      |           | GMD: 1100                                       |
|      |           |      |           | DATE: 07/19/2024 SH 3 OF 3                      |

DRAWING NO.

60-0003

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO APPROVE ACCEPTANCE OF A TEMPORARY DRIVEWAY  
EASEMENT FROM SCI GEORGIA FUNERAL SERVICES, LLC., A DELAWARE LIMITED  
LIABILITY COMPANY AS SUCCESSOR BY NAME CHANGE AND MERGER TO EXECUTIVE  
EQUITIES INC., D/B/A ARLINGTON MEMORIAL PARK ON PROPERTY LOCATED AT  
201 MOUNT VERNON HIGHWAY (TAX ID #17-0124-LL0154), LYING IN LAND LOT 124 OF THE  
17<sup>th</sup> DISTRICT, FULTON COUNTY, CITY OF SANDY SPRINGS, GEORGIA**

**WHEREAS**, it is necessary, from time to time, to establish policies, procedures, and guidelines consistent with the administration of a municipal government consistent with the US Constitution, Federal Statutes, alignment with Federal, Georgia's State Constitution, and the Charter for the City of Sandy Springs; and

**WHEREAS**, the City Manager directed the Department of Public Works to develop standard policies for recurring matters, to establish appropriate internal controls and legal compliance, and to provide for an efficient and effective means to serve constituents; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA**

That they accept the Temporary Driveway Easement from Sci Georgia Funeral Services, LLC., a Delaware limited liability company as successor by name change and merger to Executive Equities INC., D/B/A Arlington Memorial Park on property more particularly described as 201 Mount Vernon Highway, in Sandy Springs, Georgia. This dedication is associated with Community Development Conditional Use Permit NO: U20-0001.

As per conditions of the Development Regulations Ordinance, the City authorizes the acceptance of the required 4,002.47 square feet more or less of Temporary Driveway Easement, along Mount Vernon Highway in Land Lot 124 of the 17<sup>th</sup> District, Fulton County, City of Sandy Springs, Georgia.

**RESOLVED** this the 2nd day of September 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. Gonzalez, City Clerk  
(Seal)





## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Honorable Mayor and City Council Members  
FROM: Eden Freeman, City Manager  
DATE: August 20, 2025 Submission for the September 2, 2025 Meeting  
ITEM: Request for Mayor and City Council Consideration of a Resolution to Approve / Deny the Holy Innocents Episcopal School Special Event Permit - Appeal Hearing (Special Event Permit Application No. SE-25-38)

---

### ***Recommendation:***

It is recommended that the City Council determine whether or not the Holy Innocents Episcopal School Special Event Permit Application No. SE-25-38 denial by the City Manager is justified or should be reversed, and the permit be granted, as is required by the Article IV. - Special Events, Section 50-115. - Appeals, (c), City of Sandy Springs Code of Ordinances.

### ***Background:***

On August 11, 2025, the City Council received a request for appeal in response to the denial of a special event permit application by the City Manager. Article IV. - Special Events, Section 50-115. - Appeals, of the City of Sandy Springs Code of Ordinances requires that the City Council set a hearing date within 30 days of receiving an appeal.

At their August 19, 2025 meeting, the City Council set a hearing date of September 2, 2025, to be held during the regularly scheduled City Council meeting. Notice of the hearing was provided to the applicant on August 21, 2025.

### ***Discussion:***

On July 3, 2025, Holy Innocents Episcopal School (applicant) submitted a special event permit application to the City of Sandy Springs for their October 3, 2025, Homecoming Game and Celebration, which included a request for temporary lighting of the football field. Because Special Event Permits are designed to allow for exceptions to the regular ordinance standards, staff can not use the Special Event Permit process to override Council-adopted conditions of zoning. The application was subsequently denied by the Sandy Springs Community Development Director on July 31, 2025.

An applicant whose special event permit application has been denied or revoked may request in writing a review of this decision by the City Manager. Such requests need to be in writing and received by the City Manager within five days of the permit denial. On August 4, 2025, the applicant appealed the Community Development Director's decision to the City Manager. On August 6, 2025, the City Manager denied the appeal and upheld the previous decision to deny the applicant's special event permit application.

On August 11, 2025, the applicant requested an appeal of the City Manager's decision to the City

Council.

As required by City Code Section 50-115 - Appeals, of Article IV. - Special Events, the City of Sandy Springs City Council must set a hearing date to hear the appeal. At the hearing, evidence may be submitted by the applicant addressing why the permit should be granted and by the City Manager addressing why the permit was denied. The City Council must decide whether to deny the permit or to reverse the previous decision and grant or reinstate the permit with any additional conditions deemed justified by the evidence.

***Financial Impact:***

N/A

***Alternatives:***

***Review:***

Raquel Gonzalez, City Clerk  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

1. HEIS Special Event Permit Application\_redacted
2. Notice of Hearing\_SE-25-38
3. Special Event Code
4. Ordinance-2009-12-61\_U09004\_Holy\_Innocents\_Episcopal
5. Communications
6. Resolution\_To Approve or Deny the Holy Innocents Episcopal School Special Event Permit (Special Event Permit Application No. SE-25-38)

## SE-25-38

Special Event Permit Application

Status: Stopped

Submitted On: 7/3/2025

### Primary Location

805 MOUNT VERNON HWY NW  
SANDY SPRINGS, GA 30327

### Owner

HOLY INNOCENTS EPISCOPAL SCHOOL  
805 MT VERNON HWY ATLANTA , GA 30327

### Applicant

 Tamika Weaver  
 404-303-2150

 tamika@hies.org

 805 Mt. Vernon Hwy NW  
Atlanta, GA 30327

## Internal Use

### Permit Type

Formal Permit

### Property Type

Commercial

### Special Event Tier

Tier II

### Application Notes

### Tent Permit Required

☐

### Check for Fireworks

☐

There is food vendors attached to this permit.

## APPLICATION INFORMATION

Please describe all locations selected on the previous page and their use. If any additional locations outside of Sandy Springs, please note those  as well.\*

We will use the school campus only - Baker Feld and Quad

## EVENT INFORMATION

ALL

Event Title\*

HIES Homecoming Game and Celebration



### Event Descriptions and Purpose\*

The school's homecoming is on campus and besides the football game, we will offer activities for children, food trucks for guests.

Event Type\* 

Festival

Will this event be taking place over multiple nonconsecutive days?

No

Event Start\*

10/03/2025

Event Start Time\* 

5:00 PM

Event End\*

10/03/2025

Event End Time\* 

10:00 PM

Set Up Begins\*

10/03/2025

Set Up Begin Time\*

10:00 AM

Clean Up Ends\*

10/03/2025

Clean Up End Time\*

11:00 PM

If any of the above categories are in multiple dates, please explain below. If you would prefer to upload a document, please note here and upload  at the end of this application process.

Is this an annual event?\*

Yes

Was this event held in the same location in Sandy Springs in the past 5 years?\*

Yes

How many years has this event been held?\*

8

Would you like your special event permit to be considered for an annual renewal? Please see help text for this question to learn more about our renewal process.  \*

Yes

Estimated Number of Attendees\*

650

Estimation Type\*

Duration of Event

Do you own the property in which the event is being hosted?\*

Yes

## ORGANIZATION/COMPANY INFORMATION

### SPECIAL EVENT COORDINATOR CODE

Please provide the information of the individual who will be the Permit Holder Below. For all other contacts you would like to have access to this permit, once submitted please click the "Guest" button on the left hand side of the page and add their emails as Guests onto this record.

First and Last Name of Permit Holder\*

Tamika Weaver

Organization Name

Holy Innocents' Episcopal School

Street Address\*

805 Mt. Vernon Hwy NW

City\*

Atlanta

State\*

GA

Zip\*

30327

Phone\*



Email\*

tamika@hies.org

Is this the contact same day contact?\*

Yes

Organization Type\*

Non-Profit

Are there admission, entry or participation fees associated to your event? \*

Yes

Provide Admission, Entry or Participation Fee\*

10

Are there vendor or other fees required for your event ? \*

No

Does the event have co- host(s)?\*

No

---

## SPECIAL PLANNING ITEMS

### ALL

Will you be having food at your event? \*

Yes

Please select all types of food available at the event:

Food Trucks ?

☒

Total Number of Intended Food Trucks\*

3

Are your food vendors a part of our approved vendor list? If you are not sure please check here. \*

Combination of verified vendors and manual entry.

Grill ?

☐

Catering

☐

Food Prepped in Onsite Kitchen

☐

Other

☐

Will you be using any special effects including but not limited to pyrotechnics, excessive lights, beams, spotlights, fogging/haze or fireworks \*

Yes

Please select all that apply:

Pyrotechnics

☐

Excessive Lights

☒

Beams

☐

Spotlights

☐

Fogging/Haze

☐

Fireworks

☐

If Yes, Please Describe\*

We are renting lights for the football field from Musco Lighting

Plans for trash and area clean up\* ?

Paid Service

Will you be having amplified sound? \*

Yes

Please select all that apply:

PA System/Speakers

☒

Bullhorn/Starting Gun

☐



Live Music

☐

DJ

☒

Other

☐

Will alcohol be served?\*

No

Will a tent or tents being installed?\*

Yes

Will this event require signs/banners prior to the event start date?\* 

Yes

Have you applied for your sign permit?\*

No

Please message us once you receive your Sign Permit Number. **Please submit temporary sign permit at <https://sandyspringsga.portal.opengov.com/categories/1071/record-types/6506>.**

Will your event require any other approvals, permits, or inspections  from other regulatory agencies or City of Sandy Springs departments outside of the permits included in the Special Event Permit which include Tent Permit and Alcohol Permit?\*

No

Will you be having any temporary structures as part of this event? This includes but not limited to stages, additional lighting, dance floors, inflatable structures, portable restrooms, etc. \*

Yes

If yes, please list all the temporary structures and note the locations your site map.\*

Portable restrooms

Will you be utilizing off site parking?\*

Yes

Do you own the property(s) you will be utilizing for off site parking

No

Will you be utilizing a shuttle as part of your parking plan?\*

Yes

Please describe your parking plan. If you would prefer to upload a document, please note here and upload at the end of this application process.\* 

See planning document

Will your event have any animals or wildlife other than non-exotic domestic animals?\*

No

Is the property you are using a short term housing rental?\*

No

**Tents:** Tents having an area in excess of 400 sq. ft. or canopies (tents without sides) in excess of 700 sq. ft. require an inspection and permit by the Fire Marshal's Office. All tents must have proper weights suited to the size of the tent for each leg. For example, 10' x 10' tents are secured with a 40 lb. weight on each tent leg. To prevent damage to the roadway, tents may not be secured to the roadway with stakes, no exceptions. If you are planning to install more than one 10' X 10' or 20' X 20' tents, their layout must be included in the site plan, and you may incur an additional fee. All tents larger than 100 square feet must also obtain a temporary use permits from and Fire Marshal Permit from Fire Marshal's Office.

Tents require a flame-resistant certificate issued by an acceptable testing laboratory, and a site plan indicating a fire lane accessing the tent, a 2A-10BC fire extinguisher on-site, and acknowledgement that no smoking, fireworks, or open flames will be permitted in the tent. Please complete the Application for Tent Permit and submit with your initial application. Fire inspections may be scheduled by calling (770) 206-4365, or by emailing them at [fireinspections@sandyspringsga.gov](mailto:fireinspections@sandyspringsga.gov). Please schedule inspections at least one business day in advance of your event.

**Event Signs:** Permits are required for temporary signs and are a separate approval process managed by the Community Development's Planning and Zoning team. No signs may be affixed to trees, buildings or street fixtures or placed in the City's rights of way. Applications including signage must submit sign descriptions on the site plan to include the number of signs/banners, location, size, and height of each on the application. If you are requesting permission to place signs on private property, please include a permission letter from each respective property owner. All temporary signs shall be restricted to a maximum area of 32 square feet per parcel. Code Enforcement or Public Works staff can dispose of unlawfully places signs in public areas. Any Temporary Sign Permits associated with a special event will NOT be issued until the Special Event Permit is issued. **Please submit temporary sign permit at <https://sandyspringsga.portal.opengov.com/categories/1071/record-types/6506>.** See Section 8.3.18 of the City's code for additional information.

**Hours and Noise:** Event activities are prohibited after 11 p.m. in residential areas, after midnight in commercial areas, and before 8 a.m. in any area. Loudspeakers, amplified music, bullhorn, or public address systems during event hours are strictly regulated. Applicants must also comply with the City's Noise Ordinance. The City's Noise Ordinance can be found at this [Link](#) . Failure to comply with the City's Noise Ordinance may result in the early termination of your event, revocation of your permit and any future permits. Start times before 8 a.m. require special approval. Set up and tear down may occur outside of event hours, subject to approval by the City.

---

## Approved Vendor Contact

### FIRE

Verified Food Vendor

King of Pops Sandy Springs

---

## FOOD TRUCK INFORMATION

### FIRE

Name of Food Truck\*

Yumbii

Business License from a Municipality in the State of Georgia\*



Yumbii Business License 2025.pdf

Health Inspection from a Municipality in the State of Georgia\*



55053950.mime

Fire Inspection ?



No File Uploaded

---

## EVENT NOTIFICATIONS

**PUBLIC WORKS**

**POLICE**

**GIS**

Will your event require the closing of any road, lane, sidewalk, parking lot, or portion of a parking lot.

No

---

## SECURITY

**POLICE**

Are you planning on hiring Off-Duty Officers or Private Security\*

No

---

## MEDICAL

**FIRE**

Please describe your medical plan, including your communications plan, number, certification levels (MD, RN, Paramedic, EMT) and types of resources that will be at your event and the way they will be managed and deployed. Include set up and tear down times for medical areas. If you would prefer to upload a document, please note here and upload at the end of this application process.

I will add to the planning document.

Will you be using the Sandy Springs Fire Department?\*

No

List the licensed professional medical service provider you plan to hire:

**Company Name\***

Holy Innocents' Episcopal School

**Company Address\***

805 Mt. Vernon Hwy NW

**Company City\***

Atlanta

**Company State\***

GA

**Company Zip\***

30327

**Company Phone\***

404-303-2150

**Company Email\***

tamika@hies.org

---

## TENT INFORMATION

### FIRE

**Type of Tent\***

Canopy (Without Walls)

**Number of Tents/Canopies\***

4

**If canopy,**

All sides open

**Dimensions\***

15 x 10 and 10x10

**Are they connected?\***

No



## SIGNATURE

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood, and agreed to abide by the rules and regulations governing the proposed special event under the City of Sandy Springs Municipal Code. I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. I agree to comply with all other requirements of the city, county, state, federal government, and any other applicable entity which may pertain to the use of the event venue and the conduct of the event. In the event that a possessory interest subject to property taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Organization, am also authorized to commit that Organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the event to the City of Sandy Springs.

As a condition to the issuance of a temporary Special Event Permit, the licensee shall indemnify and hold the City harmless from claims, demand or cause of action which may arise from activities associated with the special event.

I solemnly swear subject to criminal penalties for false swearing, that the statement and answers made by me to the foregoing questions in this application for a City of Sandy Springs Special Event Permit, are true, and no false or fraudulent statement or answer is made herein to procure the granting of such license.

### Signature of Applicant\*



Tamika Weaver

Jul 2, 2025

---

## Additional Information

The following page will require documentation uploads. Some attachments are not required upon initial submission, but application will not be finalized until they have been uploaded.

For all other contacts you would like to have access to this permit, once submitted please click the "Guest" button on the left hand side of the page and add their emails as Guests onto this record. If another person or organization is paying for a portion of your permit, please add them as a "Guest" and they will have access the payment sections.

Please note that all selected Verified Food and Alcohol Vendors will be added as "Guest" to your permit. This is to ensure all parties are aware of what permits they are being selected for. If your alcohol vendor is paying for the special event alcohol permit, please note this is its own individual step and "Guest" do have access to pay for this fee individually. Please coordinate with your alcohol vendor accordingly.

If any Fire Inspections are needed for your event, to schedule the pre-event compliance inspection please call **770-206-4362 at least 48 hours ahead of the event.**

Internal Use

🔒 Post Event Comments

Attachments

|                                                                                     |                                                                                                                                                                                                                                                       |          |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|    | <b>Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SMO-0317 CAW.pdf</b><br>Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SMO-0317 CAW.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 10:29 AM |          |
|    | <b>Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SMO-0317 CAW.pdf</b><br>Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SMO-0317 CAW.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 10:30 AM |          |
|    | <b>FW_ Homecoming at Holy Innocents'.eml</b><br>FW_ Homecoming at Holy Innocents'.eml<br>Uploaded by Tamika Weaver on Jul 15, 2025 at 1:03 PM                                                                                                         |          |
|    | <b>25 RENEWAL BL 1238391.pdf</b><br>25 RENEWAL BL 1238391.pdf<br>Uploaded by Tamika Weaver on Jul 16, 2025 at 8:45 AM                                                                                                                                 |          |
|  | <b>IMG_9352.HEIC</b><br>IMG_9352.HEIC<br>Uploaded by Tamika Weaver on Jul 16, 2025 at 8:46 AM                                                                                                                                                         |          |
|  | <b>Site Plans</b><br>Holy Innocents Homecoming Football Game 2025.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 10:28 AM                                                                                                                         | REQUIRED |
|  | <b>Shuttle Plans</b><br>Holy Innocents Homecoming Football Game 2025.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 10:28 AM                                                                                                                      | REQUIRED |
|  | <b>501(c) Tax Exemption Letter</b><br>State Tax Exempt Letter.pdf<br>Uploaded by Tamika Weaver on Jul 2, 2025 at 1:52 PM                                                                                                                              | REQUIRED |
|  | <b>Certificate of Insurance</b><br>City-of-Sandy-Springs_24-25-HIES-COI_769775377.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 2:41 PM                                                                                                          |          |
|  | <b>Written Authorization for Private Property</b><br>FW_ Parking for Homecoming - Oct. 3rd.eml<br>Uploaded by Tamika Weaver on Jul 15, 2025 at 11:31 AM                                                                                               |          |
|  | <b>Extra Site Map Attachments</b><br>Homecoming 25.pdf<br>Uploaded by Tamika Weaver on Jul 7, 2025 at 10:10 AM                                                                                                                                        |          |
|  | <b>Detailed Plan of Special Effects</b><br>Holy Innocents Homecoming Football Game 2025.pdf<br>Uploaded by Tamika Weaver on Jul 3, 2025 at 10:28 AM                                                                                                   | REQUIRED |

TLC-LED-  
1200, 6X

FITTER WELD: SMO-0266  
FITTER SECTION: SMO-0261  
MP-18TT-2 TRIMMED  
TOP OD: 6.239  
BOT OD: 9.44  
THICKNESS: 0.120  
LENGTH: 22.865 FT

RGBW

50'-11"

50'-1"

41'-9"

UP-  
LIGHT

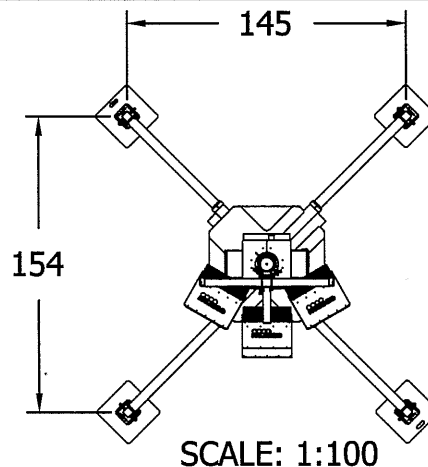
10'-6"

34

FORK POCKET ID:  
6.5" X 3.5"

MAX GROUND PRESSURE:  
ASD LOAD COMBINATION D: 550 PSF  
ASD LOAD COMBINATION D + 0.6W: 761 PSF

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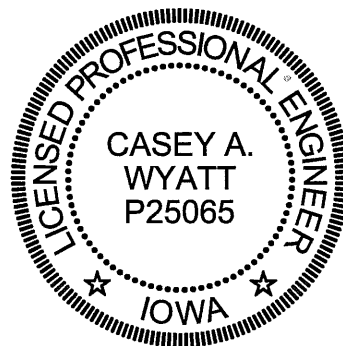
WIND CRITERIA: IBC 2018 (EXP. C, R.C. II)  
FULLY ASSEMBLED WEIGHT LESS POWER CORD: 8800 LBS

FIXTURE LAYOUT: THREE 2P BARS, LED 38"  
WITH UPLIGHT AND RGBW

DESIGN WIND SPEED/FOOTPRINT

|                     |                      |
|---------------------|----------------------|
| OUTRIGGERS STORED   | 65 MPH / 5' X 6'     |
| OUTRIGGERS MIDRANGE | 90 MPH / 8.5' X 9.5' |
| OUTRIGGERS OUT      | 115 MPH / 12' X 13'  |

LUMINAIRES CAN BE REVERSE AIMED FOR 360 DEGREE  
LIGHTING OF AREA.



I HEREBY CERTIFY THAT THIS ENGINEERING  
DOCUMENT WAS PREPARED BY ME OR UNDER MY  
DIRECT PERSONAL SUPERVISION AND THAT I AM A  
DULY LICENSED PROFESSIONAL ENGINEER UNDER  
THE LAWS OF THE STATE OF IOWA.

CASEY A. WYATT - NO. P25065

DATE:

LICENSE RENEWAL DATE: DECEMBER 31, 2021  
DRAWING NO. COVERED BY THIS SEAL: SMO-0317-1

TLS-5290 LED

DIMENSIONS AND WEIGHTS

CORPORATE OFFICE:  
P.O. Box 808  
100 1st Avenue West  
Osceola, Iowa 52577  
+1-800-825-8020  
+1-564-675-5411

REVISIONS:

DATE: BY: R.L.

FOR NUMBER:

DRAWN BY:

CHECK BY:

REPRESENTATIVE:

SCALE:

3/400

DATE:

12/28/2020

DRAWING NUMBER:

SMO-0317-1

1 OF 2 SHEETS

TLC-LED-  
1200, 6X

FITTER WELD: SMO-0266  
FITTER SECTION: SMO-0261  
MP-18TT-2 TRIMMED  
TOP OD: 6.239  
BOT OD: 9.44  
THICKNESS: 0.120  
LENGTH: 22.865 FT

RGBW

50'-11"

50'-1"

41'-9"

UP-  
LIGHT

10'-6"

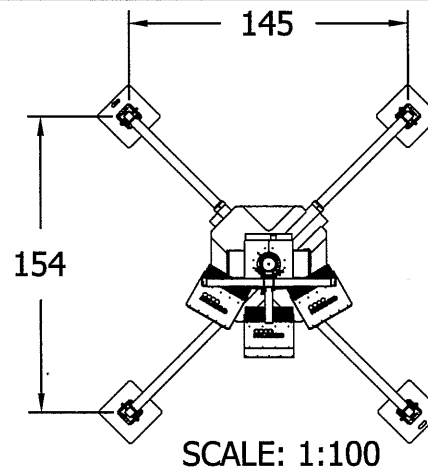
BASE ASSY: M07075  
STUB SECTION: M07022  
CUSTOM SECTION  
TOP OD: 11.584  
BOT OD: 12.036  
THICKNESS: 0.179  
LENGTH: 3.229 FT

FORK POCKET ID:  
6.5" X 3.5"

34

MAX GROUND PRESSURE:  
ASD LOAD COMBINATION D: 550 PSF  
ASD LOAD COMBINATION D + 0.6W: 761 PSF

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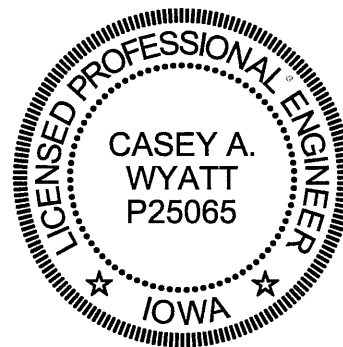
WIND CRITERIA: IBC 2018 (EXP. C, R.C. II)  
FULLY ASSEMBLED WEIGHT LESS POWER CORD: 8800 LBS

FIXTURE LAYOUT: THREE 2P BARS, LED 38"  
WITH UPLIGHT AND RGBW

DESIGN WIND SPEED/FOOTPRINT

|                     |                      |
|---------------------|----------------------|
| OUTRIGGERS STORED   | 65 MPH / 5' X 6'     |
| OUTRIGGERS MIDRANGE | 90 MPH / 8.5' X 9.5' |
| OUTRIGGERS OUT      | 115 MPH / 12' X 13'  |

LUMINAIRES CAN BE REVERSE AIMED FOR 360 DEGREE  
LIGHTING OF AREA.



I HEREBY CERTIFY THAT THIS ENGINEERING  
DOCUMENT WAS PREPARED BY ME OR UNDER MY  
DIRECT PERSONAL SUPERVISION AND THAT I AM A  
DULY LICENSED PROFESSIONAL ENGINEER UNDER  
THE LAWS OF THE STATE OF IOWA.

CASEY A. WYATT - NO. P25065

DATE:

LICENSE RENEWAL DATE: DECEMBER 31, 2021  
DRAWING NO. COVERED BY THIS SEAL: SMO-0317-1

TLS-5290 LED

DIMENSIONS AND WEIGHTS

CORPORATE OFFICE:  
P.O. Box 808  
100 1st Avenue West  
Osceola, Iowa 52577  
+1-800-825-5020  
+1-564-675-5411

REVISIONS:

DATE: BY: R.L.

FOR NUMBER:

DRAWN BY: *limm*  
CHECK BY:

REPRESENTATIVE:

SCALE:  
3/400

DATE:  
12/28/2020

DRAWING NUMBER:  
SMO-0317-1  
1 OF 2 SHEETS



## Gonzalez, Raquel

---

**From:** Barton, Paul <paul.barton@hies.org>  
**Sent:** Tuesday, July 15, 2025 11:59 AM  
**To:** Weaver, Tamika; Duncan, Michele  
**Subject:** FW: Homecoming at Holy Innocents'

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152



---

**From:** Jack Feldman <jfeldman@templesinaiatlanta.org>  
**Date:** Tuesday, July 15, 2025 at 11:35 AM  
**To:** "Barton, Paul" <paul.barton@hies.org>  
**Subject:** Re: Homecoming at Holy Innocents'

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Paul,

If it will help your chances of getting the special use permit approved, we're happy to go on the record as being in favor of allowing you to use temporary lights for the game. Happy to help in anyway that we can.

Jack

Sent from Jack Feldman's iPhone

On Jul 15, 2025, at 11:17 AM, Barton, Paul <paul.barton@hies.org> wrote:

Hey Jack,

I hope your summer is going well. We just put in a special use permit with the city for our Homecoming game on October 3<sup>rd</sup>. While we have done the same application the last five years, this year we added temporary lights on Baker Field as part of the game. The game is scheduled for 6:30 pm. I always want to keep you in the loop with what we are doing. I will also be reaching out to Andy Bauman, Rusty Paul, and the Deveraux neighborhood HOA to give them a heads up. Please let me know if you have any questions.

Thanks,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152

<image001.png>

**Caution:** This is an external email. Please take care when clicking links or opening attachments. When in doubt, please contact Savant CTS.



Department of Planning & Sustainability  
Division of Business Licensing  
178 Sams Street, Decatur, GA 30030  
(404) 371-2461  
**BUSINESS AND OCCUPATIONAL TAX CERTIFICATE**

CARSON YOUNG  
2631 W WESLEY RD NW  
ATLANTA, GA 30327

Business Name:  
YUMBII TOCO HILLS, LLC  
2907 N DRUID HILLS RD  
ATLANTA, GA 30329-

This is your Business and Occupation Tax Certificate for 2025. We are pleased that you are doing business in DeKalb County and hope you have great success in your enterprise this year.

.....  
Detach the certificate below and display it for public view at your place of business.

**This certificate must be displayed for public view**

**Not Transferable**

Department of Planning & Sustainability  
178 Sams Street, Decatur, GA 30030

**BUSINESS AND OCCUPATIONAL TAX CERTIFICATE**

CARSON YOUNG  
2631 W WESLEY RD NW  
ATLANTA, GA 30327



**ACCOUNT :  
1238391**

**EXPIRES :  
09/30/2025**

YUMBII TOCO HILLS, LLC  
2907 N DRUID HILLS RD  
ATLANTA, GA 30329-

**Business Description: RESTAURANT**

This certificate is only valid at this location and when the location conforms to DeKalb County's Zoning Regulations

| <b>GEORGIA DEPARTMENT OF PUBLIC HEALTH</b><br><b>Food Service Establishment Inspection Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | CURRENT SCORE                                                                                                 |   | CURRENT GRADE                                          |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|---------------------------------------------------------------------------------------------------------------|---|--------------------------------------------------------|--|
| <b>Establishment Name:</b> YUMBI<br><b>Address:</b> 2907 N DRUID HILLS RD NE, SUITE 570<br><b>City:</b> ATLANTA <b>Time In:</b> 01 : 30 <b>PM</b> <b>Time Out:</b> 03 : 30 <b>PM</b><br><b>Inspection Date:</b> 03/10/2025 <b>CFSM:</b> Yasmin Garcia 2/27<br><b>Purpose of Inspection:</b> Routine <input checked="" type="radio"/> Followup <input type="radio"/> Initial <input type="radio"/><br><b>Issued Provisional Permit</b> <input type="radio"/> <b>Temporary</b> <input type="radio"/><br><b>Risk Type:</b> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> <b>Permit#:</b> FS044-890674<br><small>Risk Factors are food preparation practices and employee behaviors most commonly reported to the Centers for Disease Control and Prevention as contributing factors in foodborne illness outbreaks. Public health interventions are control measures to prevent illness or injury.</small><br><small>Good Retail Practices are preventive measures to control the introduction of pathogens, chemicals, and physical objects into foods.</small> |  |  |  | 92                                                                                                            | A | 07/16/24                                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  | 93                                                                                                            | A | 01/12/24                                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  | <small>SCORING AND GRADING: A=95-100 B=85-94 C=75-84 D=65-84</small>                                          |   |                                                        |  |
| FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |  |                                                                                                               |   |                                                        |  |
| <small>(Mark designated compliance status (IN, OUT, NA, or COS) for each numbered item. For items marked OUT, mark COS or R for each item as applicable.)</small><br><small>IN=in compliance OUT=not in compliance NA=not observed NA=not applicable COS=corrected on-site during inspection R=repeat violation of the same code provision=2 points</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  |                                                                                                               |   |                                                        |  |
| Compliance Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | COS                                                                                                           |   | R                                                      |  |
| 1 IN OUT NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  | Supervision                                                                                                   |   | 3 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 1-2A. PIC present, demonstrates knowledge, performs duties                                                    |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 1-2B. Certified Food Protection Manager                                                                       |   | <input type="radio"/> <input type="radio"/>            |  |
| 2 IN OUT NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  | Employee Health, Good Hygienic Practices, Preventing Contamination by Hands                                   |   | 3 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-1A. Proper use of restriction & exclusion                                                                   |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-1B. Hands clean and properly washed                                                                         |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-1C. No bare hand contact with ready-to-eat foods or approved alternate method properly followed             |   | <input type="radio"/> <input type="radio"/>            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  | 2-2A. Management knowledge, responsibilities, reporting                                                       |   | 4 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-2B. Proper eating, tasting, drinking, or tobacco use                                                        |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-2C. No discharge from eyes, nose, and mouth                                                                 |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-2D. Adequate handwashing facilities supplied & accessible                                                   |   | <input checked="" type="radio"/> <input type="radio"/> |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 2-2E. Response procedures for vomiting & diarrheal events                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| 3 IN OUT NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  | Approved Source                                                                                               |   | 3 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 3-1A. Food obtained from approved source                                                                      |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 3-1B. Food received at proper temperature                                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 3-1C. Food in good condition, safe, and unadulterated                                                         |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 3-1D. Required records: shellstock tags, parasite destruction                                                 |   | <input type="radio"/> <input type="radio"/>            |  |
| 4 IN OUT NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  | Protection From Contamination                                                                                 |   | 3 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 4-1A. Food separated and protected                                                                            |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 4-1B. Proper disposition of returned, previously served, reconditioned, and unsafe food                       |   | <input type="radio"/> <input type="radio"/>            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  | 4-2A. Food stored covered                                                                                     |   | 4 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 4-2B. Food-contact surfaces: cleaned & sanitized                                                              |   | <input type="radio"/> <input type="radio"/>            |  |
| GOOD RETAIL PRACTICES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |                                                                                                               |   |                                                        |  |
| <small>(Mark the numbered item OUT, if not in compliance. For items marked OUT, mark COS or R for each item as applicable. R = Repeat Violation of the same code provision = 1 point)</small><br><small>Good Retail Practices are preventive measures to control the introduction of pathogens, chemicals, and physical objects into foods.</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |  |                                                                                                               |   |                                                        |  |
| Compliance Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | COS                                                                                                           |   | R                                                      |  |
| 10 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Safe Food and Water, Food Identification                                                                      |   | 3 points                                               |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 10A. Pasteurized eggs used where required                                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 10B. Water and ice from approved source                                                                       |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 10C. Variance obtained for specialized processing methods                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 10D. Food properly labeled; original container                                                                |   | <input type="radio"/> <input type="radio"/>            |  |
| 11 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Food Temperature Control                                                                                      |   | 3 points                                               |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 11A. Proper cooling methods used; adequate equipment for temperature control                                  |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 11B. Plant food properly cooked for hot holding                                                               |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 11C. Approved thawing methods used                                                                            |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 11D. Thermometers provided and accurate                                                                       |   | <input type="radio"/> <input type="radio"/>            |  |
| 12 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Prevention of Food Contamination                                                                              |   | 3 points                                               |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 12A. Contamination prevented during food preparation, storage, display                                        |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 12B. Personal cleanliness                                                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 12C. Wiping cloths: properly used and stored                                                                  |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 12D. Washing fruits and vegetables                                                                            |   | <input type="radio"/> <input type="radio"/>            |  |
| 13 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Postings and Compliance with Clean Air Act                                                                    |   | 1 point                                                |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 13A. Posted: Permit/Inspection/Choking Poster/Handwashing                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 13B. Compliance with Georgia Smoke Free Air Act                                                               |   | <input type="radio"/> <input type="radio"/>            |  |
| Compliance Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | COS                                                                                                           |   | R                                                      |  |
| 14 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Proper Use of Utensils                                                                                        |   | 1 point                                                |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 14A. In-use utensils: properly stored                                                                         |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 14B. Utensils, equipment and linens: properly stored, dried, handled                                          |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 14C. Single-use/single-service articles: properly stored, used                                                |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 14D. Gloves used properly                                                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| 15 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Utensils, Equipment and Vending                                                                               |   | 1 point                                                |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 15A. Food and nonfood-contact surfaces cleanable, properly designed, constructed, and used                    |   | <input type="radio"/> <input type="radio"/>            |  |
| <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  | 15B. Warewashing facilities: installed, maintained, used; test strips                                         |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 15C. Nonfood-contact surfaces clean                                                                           |   | <input type="radio"/> <input type="radio"/>            |  |
| 16 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Water, Plumbing and Waste                                                                                     |   | 2 points                                               |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 16A. Hot and cold water available; adequate pressure                                                          |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 16B. Plumbing installed; proper backflow devices                                                              |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 16C. Sewage and waste water properly disposed                                                                 |   | <input type="radio"/> <input type="radio"/>            |  |
| 17 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Physical Facilities                                                                                           |   | 1 point                                                |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 17A. Toilet facilities: properly constructed, supplied, cleaned                                               |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 17B. Garbage/refuse properly disposed; facilities maintained                                                  |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 17C. Physical facilities installed, maintained, and clean                                                     |   | <input type="radio"/> <input type="radio"/>            |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 17D. Adequate ventilation and lighting; designated areas used                                                 |   | <input type="radio"/> <input type="radio"/>            |  |
| 18 OUT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |  | Pest and Animal Control                                                                                       |   | 3 points                                               |  |
| <input type="radio"/> <input type="radio"/> <input type="radio"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  | 18. Insects, rodents, and animals not present                                                                 |   | <input type="radio"/> <input type="radio"/>            |  |
| <b>Person in Charge (Signature):</b><br><b>Inspector (Signature):</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  | <b>(Print):</b> Erika Ruiz<br><b>Follow-up:</b> YES <input type="radio"/> NO <input checked="" type="radio"/> |   | <b>Date:</b> 03/10/2025<br><b>Follow-up Date:</b>      |  |





**Holy Innocents' Homecoming Football Game**  
**Friday, October 3, 2025**  
**6:30 p.m.**  
**Baker Field**

**Friday, October 3**

|            |                                                                                                              |
|------------|--------------------------------------------------------------------------------------------------------------|
| 10:00 a.m. | Start set up of sound installation with 4Wall Entertainment<br>Restroom trailer arrives under Groesbeck Hall |
| 11:00 a.m. | Athletics and Facilities will start Baker Field set up                                                       |
| 1:00 p.m.  | Facilities will start Quad set up for BAC member tent and tables, Alumni tent                                |
| 3:00 p.m.  | Food truck arrival on Baker Field                                                                            |
| 5:00 p.m.  | Football gate opens<br>BAC member tent tailgate<br>Alumni tent ready to provide spirit items                 |
| 6:00 p.m.  | Bear Walk                                                                                                    |
| 6:30 p.m.  | Football Kick-Off                                                                                            |
| 8:00 p.m.  | Stadium Lights turned on                                                                                     |
| 9:30 p.m.  | Game ends and stadium lights are turned off<br>ESP staff to clean bleachers and field                        |

**Parking Plan**

- We have over 300 parking spaces on campus – STEM Building, Primary School, Lower School, Groesbeck Hall, Alumni Hall, Middle School, and South Campus.
- We have secured overflow parking from Mt. Vernon Baptist Church East and West Lots.
- Refer to Campus Map

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- The school's director of security is Deputy Chief Wesley Green, retired Fulton County Police Captain.
- Chief Green will secure 4-5 additional officers that are typically retired police officers along with our 24-hour security officer through PSI
- We will have officers monitoring our football game as usual

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- We will have a yard card signs from Northside Yard Card that read Homecoming 2025 and Home of the Golden Bears

### **Lighting**

- Musco Lighting will install stadium lights that will be used once it becomes dark through end of the game
- See attached diagram

### **Sound**

- 4Wall Entertainment will handle sound for stadium.
- All sound will be within neighborhood limits
- We will have a sound check for choral students around 5:00-5:30 p.m.

### **Trash/Recycling Collection**

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10:00 a.m. **4Wall Entertainment**  
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**Friday, October 3, 2025**  
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| 6:00 p.m.  | Bear Walk                                                                                                    |
| 6:30 p.m.  | Football Kick-Off                                                                                            |
| 8:00 p.m.  | Stadium Lights turned on                                                                                     |
| 9:30 p.m.  | Game ends and stadium lights are turned off<br>ESP staff to clean bleachers and field                        |

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Marcus E. Collins, Sr.  
Commissioner

Department of Revenue  
Sales and Use Tax Division  
Post Office Box 740390  
Atlanta, Georgia 30374-0390  
Telephone: (404) 656-4065

Gary E. Robinson  
Director

July 15, 1996

Holy Innocents Episcopal School  
805 Mt. Vernon Highway, N. W.  
Atlanta, Georgia 30327

58-1120294

Re: Letter of Authorization

Dear Treasurer:

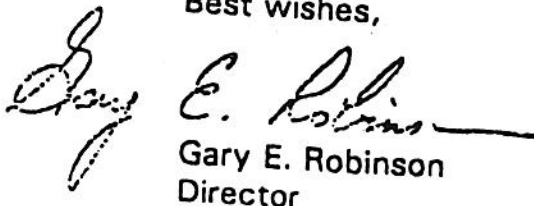
Holy Innocents Episcopal School, at the above location, is hereby authorized to purchase tangible personal property and services to be used exclusively in the instructional process and tangible personal property for resale by the elementary and secondary school, without payment of Georgia sales and use tax.

This Letter of Authorization is issued in lieu of a Certificate of Registration and is valid only when payment is tendered with an official check bearing the name of the school. The authorization is not valid for purchasing tangible personal property and services to be used in the construction, repairing or altering of real property or for motor fuels for on-highway use.

One photographic copy of this Letter of Authorization must be furnished to each supplier of tangible personal property used for the purposes set out above in order to relieve the dealer from the collection of Georgia sales and use tax. The Letter of Authorization does not require a sales and use tax registration number.

Should you or any of your suppliers have a question concerning this Letter of Authorization, feel free to contact any member of my staff at (404) 656-4065.

Best wishes,

  
Gary E. Robinson  
Director

GER/JCG/shs

## Gonzalez, Raquel

---

**From:** Diaz, Bridget <bridget.diaz@hies.org>  
**Sent:** Tuesday, July 15, 2025 11:19 AM  
**To:** Weaver, Tamika  
**Subject:** FW: Parking for Homecoming - Oct. 3rd

Approved parking from MVBC...

Bridget Diaz  
Executive Asst. to Head of School  
Holy Innocents' Episcopal School  
404.303.2150 | Ext. 377



---

**From:** Sam Edwards <samedwards@mvbchurch.org>  
**Date:** Tuesday, July 15, 2025 at 11:16 AM  
**To:** "Diaz, Bridget" <bridget.diaz@hies.org>  
**Subject:** Re: Parking for Homecoming - Oct. 3rd

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Bridget.

I have you confirmed for additional parking using both our West and East lots for homecoming on Friday, October 3rd from 2:00pm—9:00pm.

Please let me know if you need anything else!

Grace and Peace  
**Sam Edwards**  
*Facility Director*

Mount Vernon Baptist Church  
850 Mt. Vernon Hwy NW  
Sandy Springs, GA 30327  
404-255-3133, ext. 241  
[mvbchurch.org](http://mvbchurch.org)

*Knowing, equipping, and sending one another for the worship and glory of God.*

On Jul 15, 2025 at 10:02 AM -0400, Diaz, Bridget <bridget.diaz@hies.org>, wrote:

Hi Sam,

We are having our Homecoming game here on Baker Field on Friday, October 3<sup>rd</sup> at 4:30pm.

In order to get permission from Sandy Springs, we need to confirm that we are able to use your parking lot at Mt. Vernon Baptist Church for overflow parking.

Can you please confirm via email so that we can move forward with our plans?

Thank you,

Bridget

Bridget Diaz

Executive Asst. to Head of School

Holy Innocents' Episcopal School

Atlanta, GA

404.303.2150 | Ext. 377

<image001.png>



HOLY INNOCENTS'  
EPISCOPAL SCHOOL

**October 3, 2025**

**5:00 - Community Tailgate**

**6:30 - Homecoming Game**



**Food Trucks**  
(Baker Field)



**Concession Stand**  
(Main Gym & Baker Field)



**Community Tailgate**  
(Owen Family Quad)



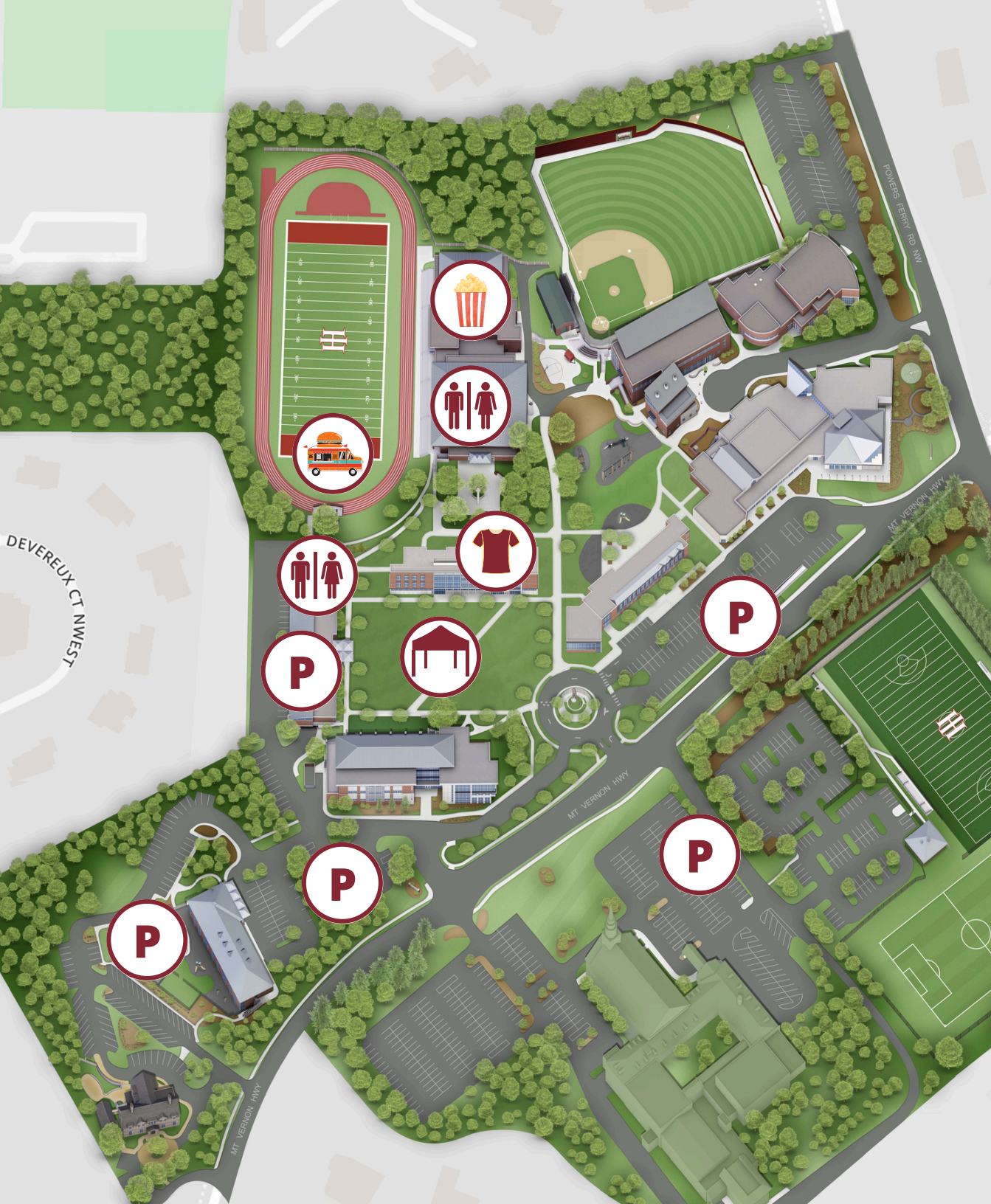
**Restrooms**  
(Main Gym and Under Groesbeck)



**Campus Shop**  
(Humanities Building)



**Parking**  
(STEM, Lower School, Groesbeck,  
Mount Vernon Baptist Church,  
Alumni Hall)







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## **Vendors**

### **Northside Yard Card**

#### **Morgan Smith**

Two signs – one at main entrance – Homecoming 2025 and quad close to Humanities – Home of the Golden Bears

### **4Wall Entertainment**

Kerrie Robinson

[krobinson@4wall.com](mailto:krobinson@4wall.com)

678.483.9596

### **Event Services of Georgia**

Hannah Church

[office@esog.biz](mailto:office@esog.biz)

678.333.4155

### **Balloons over Atlanta**

Gayle Rubenstein

[gayle@balloonsover.com](mailto:gayle@balloonsover.com)

404.787.5062

### **The Popcorn Lady**

Kristin

[info@popcornlady.com](mailto:info@popcornlady.com)

678.722.3202

### **Not as Famous Cookies**

Ashley Carlton

[Ashley.carlton@notasfamous.com](mailto:Ashley.carlton@notasfamous.com)

404.587.1661

### **Yumbii**

Erica Ruiz, catering

[catering@yumbii.com](mailto:catering@yumbii.com)

Thom Pate, manager

### **Burger Brothers**

Claude Ranger/Paul

404.447.6804

[jerkbrothersatl@gmail.com](mailto:jerkbrothersatl@gmail.com)

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### **Not as Famous Cookies**

Ashley Carlton

[Ashley.carlton@notasfamous.com](mailto:Ashley.carlton@notasfamous.com)

404.587.1661

### **Yumbii**

Erica Ruiz, catering

[catering@yumbii.com](mailto:catering@yumbii.com)

Thom Pate, manager

### **Burger Brothers**

Claude Ranger/Paul

404.447.6804

[jerkbrothersatl@gmail.com](mailto:jerkbrothersatl@gmail.com)

## **Vendors**

### **Northside Yard Card**

#### **Morgan Smith**

Two signs – one at main entrance – Homecoming 2025 and quad close to Humanities – Home of the Golden Bears

### **4Wall Entertainment**

Kerrie Robinson

[krobinson@4wall.com](mailto:krobinson@4wall.com)

678.483.9596

### **Event Services of Georgia**

Hannah Church

[office@esog.biz](mailto:office@esog.biz)

678.333.4155

### **Balloons over Atlanta**

Gayle Rubenstein

[gayle@balloonsover.com](mailto:gayle@balloonsover.com)

404.787.5062

### **The Popcorn Lady**

Kristin

[info@popcornlady.com](mailto:info@popcornlady.com)

678.722.3202

### **Not as Famous Cookies**

Ashley Carlton

[Ashley.carlton@notasfamous.com](mailto:Ashley.carlton@notasfamous.com)

404.587.1661

### **Yumbii**

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Thom Pate, manager

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404.447.6804

[jerkbrothersatl@gmail.com](mailto:jerkbrothersatl@gmail.com)

## Record Activity

|                                                                                                                                   |                        |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Tamika Weaver started a draft Record                                                                                              | 07/02/2025 at 11:57 am |
| Tamika Weaver added file State Tax Exempt Letter.pdf                                                                              | 07/02/2025 at 1:52 pm  |
| Tamika Weaver added file Holy Innocents Homecoming Football Game 2025.pdf                                                         | 07/03/2025 at 10:28 am |
| Tamika Weaver added file Holy Innocents Homecoming Football Game 2025.pdf                                                         | 07/03/2025 at 10:28 am |
| Tamika Weaver added file Holy Innocents Homecoming Football Game 2025.pdf                                                         | 07/03/2025 at 10:28 am |
| Tamika Weaver added file Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SM0-0317 CAW.pdf                | 07/03/2025 at 10:29 am |
| Tamika Weaver added file Musco TLS 5290 Wind Load Certification 2021 6 Fixtures Uplight and RGBW -SM0-0317 CAW.pdf                | 07/03/2025 at 10:30 am |
| Tamika Weaver submitted Record SE-25-38                                                                                           | 07/03/2025 at 10:32 am |
| OpenGov system altered approval step Application Review, changed status from Inactive to Active on Record SE-25-38                | 07/03/2025 at 10:32 am |
| OpenGov system assigned approval step Application Review to Sarah Weigle on Record SE-25-38                                       | 07/03/2025 at 10:32 am |
| Tamika Weaver added file City-of-Sandy-Springs_24-25-HIES-COI_769775377.pdf to Record SE-25-38                                    | 07/03/2025 at 2:41 pm  |
| Tamika Weaver added file Homecoming 25.pdf to Record SE-25-38                                                                     | 07/07/2025 at 10:10 am |
| Sarah Weigle changed form field entry Special Event Tier from "" to "Tier I" on Record SE-25-38                                   | 07/14/2025 at 4:51 pm  |
| Sarah Weigle changed form field entry Property Type from "" to "Commercial" on Record SE-25-38                                    | 07/14/2025 at 4:51 pm  |
| Sarah Weigle changed form field entry Permit Type from "" to "Formal Permit" on Record SE-25-38                                   | 07/14/2025 at 4:51 pm  |
| Sarah Weigle changed form field entry Special Event Tier from "Tier I" to "Tier II" on Record SE-25-38                            | 07/14/2025 at 4:51 pm  |
| Tamika Weaver added file FW_ Parking for Homecoming - Oct. 3rd.eml to Record SE-25-38                                             | 07/15/2025 at 11:31 am |
| Tamika Weaver added file FW_ Homecoming at Holy Innocents.eml to Record SE-25-38                                                  | 07/15/2025 at 1:03 pm  |
| Tamika Weaver added file 25 RENEWAL BL 1238391.pdf to Record SE-25-38                                                             | 07/16/2025 at 8:45 am  |
| Tamika Weaver added file IMG_9352.HEIC to Record SE-25-38                                                                         | 07/16/2025 at 8:46 am  |
| Sarah Weigle altered payment step Special Event Permit Fees - Tier II, changed status from Inactive to Skipped on Record SE-25-38 | 07/31/2025 at 4:04 pm  |
| Sarah Weigle added approval step Director Approval to Record SE-25-38                                                             | 07/31/2025 at 4:04 pm  |
| Sarah Weigle approved approval step Application Review on Record SE-25-38                                                         | 07/31/2025 at 4:04 pm  |
| OpenGov system altered approval step Director Approval, changed status from Inactive to Active on Record SE-25-38                 | 07/31/2025 at 4:04 pm  |



|                                                                                                                                |                       |
|--------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| OpenGov system assigned approval step Director Approval to Ginger Sottile on Record SE-25-38                                   | 07/31/2025 at 4:04 pm |
| Ginger Sottile approved approval step Director Approval on Record SE-25-38                                                     | 07/31/2025 at 8:04 pm |
| OpenGov system altered approval step Public Works Department Review, changed status from Inactive to Active on Record SE-25-38 | 07/31/2025 at 8:04 pm |
| OpenGov system altered approval step Code Department Review, changed status from Inactive to Active on Record SE-25-38         | 07/31/2025 at 8:04 pm |
| OpenGov system altered approval step Fire Department Review, changed status from Inactive to Active on Record SE-25-38         | 07/31/2025 at 8:04 pm |
| OpenGov system altered approval step Police Department Review, changed status from Inactive to Active on Record SE-25-38       | 07/31/2025 at 8:04 pm |
| OpenGov system altered approval step GIS Department Review, changed status from Inactive to Active on Record SE-25-38          | 07/31/2025 at 8:04 pm |
| OpenGov system assigned approval step GIS Department Review to Tabitha Duggan on Record SE-25-38                               | 07/31/2025 at 8:04 pm |
| OpenGov system assigned approval step Police Department Review to Ryan Finley on Record SE-25-38                               | 07/31/2025 at 8:04 pm |
| OpenGov system assigned approval step Fire Department Review to William Westbrook on Record SE-25-38                           | 07/31/2025 at 8:04 pm |
| OpenGov system assigned approval step Code Department Review to Yvonne Shaw on Record SE-25-38                                 | 07/31/2025 at 8:04 pm |
| OpenGov system assigned approval step Public Works Department Review to Melissa Rixey on Record SE-25-38                       | 07/31/2025 at 8:04 pm |
| OpenGov system changed the deadline to Aug 4, 2025 on approval step Police Department Review on Record SE-25-38                | 07/31/2025 at 8:04 pm |
| OpenGov system changed the deadline to Aug 4, 2025 on approval step Fire Department Review on Record SE-25-38                  | 07/31/2025 at 8:04 pm |
| OpenGov system changed the deadline to Aug 4, 2025 on approval step Code Department Review on Record SE-25-38                  | 07/31/2025 at 8:04 pm |
| OpenGov system changed the deadline to Aug 4, 2025 on approval step Public Works Department Review on Record SE-25-38          | 07/31/2025 at 8:04 pm |
| OpenGov system changed the deadline to Aug 4, 2025 on approval step GIS Department Review on Record SE-25-38                   | 07/31/2025 at 8:04 pm |
| Ryan Finley approved approval step Police Department Review on Record SE-25-38                                                 | 08/01/2025 at 8:23 am |
| Sarah Weigle altered approval step Director Approval, changed status from Complete to Rejected on Record SE-25-38              | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered Record SE-25-38, changed status from Active to Stopped                                                    | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered approval step Police Department Review, changed status from Complete to Inactive on Record SE-25-38       | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered approval step Fire Department Review, changed status from Active to Inactive on Record SE-25-38           | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered approval step Code Department Review, changed status from Active to Inactive on Record SE-25-38           | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered approval step Public Works Department Review, changed status from Active to Inactive on Record SE-25-38   | 08/01/2025 at 3:33 pm |
| Sarah Weigle altered approval step GIS Department Review, changed status from Active to Inactive on Record SE-25-38            | 08/01/2025 at 3:34 pm |

## Timeline

| Label                                    | Activated             | Completed             | Assignee          | Due Date | Status    |
|------------------------------------------|-----------------------|-----------------------|-------------------|----------|-----------|
| ✓ Application Review                     | 7/3/2025, 10:32:58 AM | 7/31/2025, 4:04:42 PM | Sarah Weigle      | -        | Completed |
| 💰 Special Event Permit Fees - Tier II    | -                     | 7/31/2025, 4:04:05 PM | Tamika Weaver     | -        | Skipped   |
| ✓ Director Approval                      | 7/31/2025, 4:04:43 PM | 8/1/2025, 3:33:41 PM  | Ginger Sottile    | -        | Rejected  |
| ✓ Police Department Review               | 7/31/2025, 8:04:45 PM | -                     | Ryan Finley       | 8/4/2025 | Inactive  |
| ✓ Fire Department Review                 | 7/31/2025, 8:04:45 PM | -                     | William Westbrook | 8/4/2025 | Inactive  |
| ✓ Code Department Review                 | 7/31/2025, 8:04:45 PM | -                     | Yvonne Shaw       | 8/4/2025 | Inactive  |
| ✓ Public Works Department Review         | 7/31/2025, 8:04:45 PM | -                     | Melissa Rixey     | 8/4/2025 | Inactive  |
| ✓ GIS Department Review                  | 7/31/2025, 8:04:45 PM | -                     | Tabitha Duggan    | 8/4/2025 | Inactive  |
| ✓ Finalize Permit Card                   | -                     | -                     | -                 | -        | Inactive  |
| ✓ City Manager Review                    | -                     | -                     | -                 | -        | Inactive  |
| 📄 Permit Issuance - Special Event Formal | -                     | -                     | -                 | -        | Inactive  |



August 21, 2025

Tamika Weaver  
Holy Innocents' Episcopal School  
805 Mount Vernon Hwy NW  
Sandy Springs, Georgia 30327

RE: Notice of Hearing – Special Event Permit Application SE-25-38

Dear Tamika Weaver:

At their August 19, 2025 meeting, the Sandy Springs City Council set a hearing date of September 2, 2025 to hear the applicant's appeal to the Sandy Springs City Manager's denial of Special Event Permit Application SE-25-38 (Event Title: HIES Homecoming Game and Celebration).

The hearing will occur during the City Council's regularly scheduled meeting, which will begin at 6:00 PM. The hearing will take place at Sandy Springs City Hall, Studio Theatre, 1 Galambos Way, Sandy Springs, Georgia 30328.

For your reference, enclosed are the Mayor and City Council's public hearing rules.

Sincerely,

Raquel Gonzalez  
City Clerk

Enclosures (2)

CC: City of Sandy Springs Mayor and Members of the City Council:  
Mayor Rusty Paul                      Council Member John Paulson  
Council Member Melody Kelley      Council Member Melissa Mular  
Council Member Jody Reichel        Council Member Tibby DeJulio  
Council Member Andy Bauman

Eden Freeman, City Manager, City of Sandy Springs

Paul Barton, Head of School, Holy Innocents' Episcopal School

## PUBLIC HEARINGS RULES

The applicant, and all those speaking in support of an application, will be allowed a total of ten (10) minutes to present the application . The applicant may choose to save some of the time for rebuttal following the presentation by the opposition.

The opposition will be allowed a total of ten (10) minutes to present its position.

The applicant will be allowed to make closing remarks, provided time remains from the original allotted time.

City staff will keep track of the time for both sides.

Those called to speak will be taken in the order that the speaker cards were received by the City Clerk's staff prior to the beginning the meeting.

All speakers will identify themselves by name, address and organization, if applicable, before beginning their presentation.

Finally, material shall not be submitted to the Council during the meeting, unless you are requested to do so.

**RESOLUTION NO. 2025-08-120**

**STATE OF GEORGIA  
COUNTY OF FULTON**

**A RESOLUTION TO SET THE HEARING DATE FOR THE HOLY INNOCENTS EPISCOPAL  
SCHOOL SPECIAL PERMIT DENIAL APPEAL (SPECIAL EVENT PERMIT APPLICATION  
NO. SE-25-38)**

**WHEREAS**, Subpart A, Chapter 50, Article IV of the City of Sandy Springs (the “City”) Code of Ordinances entitled *Special Events* establishes a process by which individuals and organizations can apply for a special event permit to produce organized for-profit, or not for profit, activities for the purpose of entertainment, recreation and/or education which (i) takes place on public property; or (ii) takes place on private property, but requires special public services and which is permitted by the city, under this Article;

**WHEREAS**, Sec. 50-115 (a) - (c) of the City Code of Ordinances entitled *Appeals*, establishes the process to which applicant(s) can appeal the denial of a City special events permit; and

**WHEREAS**, Per Sec. 50-115(a), should a special event permit application be denied then applicant(s) shall have the right to appeal such denials first to the city manager; and

**WHEREAS**, Per Sec. 50-115(c), if applicants are dissatisfied with the determination of the city manager, applicant(s) can then appeal that such determination to the city council; and

**WHEREAS**, having received a denial to Special Event Permit Application No. SE-25-28 by the City’s City Manager, Holy Innocents Episcopal School (the “Applicant”) desires to appeal the denial to the Sandy Springs City Council; and

**WHEREAS**, Section 50-115(c) requires the city council set a hearing date within thirty (30) days of receiving an appeal.

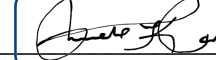
**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA, THAT:**

1. The hearing date for City Council to hear the Applicant’s appeal of the denial of Special Events Permit Application No. SE-25-38 is set for September 2, 2025 during the regular meeting of the City Council, per Sect. 50-115(c) of the City’s Code of Ordinances; and
2. The City Manager and appropriate City Staff are hereby directed to provide notice of the hearing date to the Applicant no later than August 21, 2025; and
3. This Resolution shall become effective immediately upon its adoption.

**RESOLVED** this the 19<sup>th</sup> day of August 2025.

Approved:

DocuSigned by:



Russell K. Paul, Mayor

Signed by:

Attest:

Signed by:



Raquel D. Gonzalez, City Clerk

(Seal) **SANDY SPRINGS**  
GEORGIA

  
HONEST EFFICIENT RESPONSIVE



## ARTICLE IV. - SPECIAL EVENTS

*Footnotes:*

--- (2) ---

**Editor's note—** Ord. No. 2018-02-03, § I, adopted Feb. 6, 2018, repealed former Art. IV in its entirety and enacted new provisions to read as herein set out. Former Art. IV, §§ 50-108—50-119, pertained to similar subject matter, and derived from Ord. No. 2007-11-63, § 1(ch. 11, art. 12, §§ 1—11), adopted Nov. 20, 2007; Ord. No. 2015-02-02, adopted Feb. 17, 2015; and Ord. No. 2017-08-19, § I, adopted Aug. 15, 2017.

### Sec. 50-108. - Special event policy.

It shall be unlawful for any special event to occur in the city without a validly issued special event permit and full compliance with the provisions of the city's special event policy, which provisions shall be promulgated by the city manager and be made available to applicants upon request. For the purposes of this chapter, special event means any organized for-profit or nonprofit activity having as its purpose entertainment, recreation and/or education which (i) takes place on public property or (ii) takes place on private property, but requires special public services and which is permitted by the city under this article. Gatherings or activities that take place on private property and that make no use of city streets, other than for lawful parking, are not subject to the provisions of this article, but shall comply with all other requirements specified by ordinance as to the use of residential property.

By way of example, special events include, but are not limited to; fairs, tours, grand opening celebrations, races, parades, marches, rallies, assemblies, festivals, film production, concerts, holiday celebrations, bicycle runs, and block parties. Private social gatherings which will make no use of city streets other than for lawful parking are not included. Garage sales, lawn sales, rummage sales, flea market sales, or any similar casual sale of tangible personal property are not included.

A parade, march, or procession subject to this article is defined to be a group or number of people or vehicles, or the combination thereof, consisting of five or more vehicles and ten or more persons, or a combination of three or more vehicles and five or more persons, proceeding or moving in a body or in concert along the streets or sidewalks of the city. Specifically excepted from this definition are funeral processions.

For the purposes of this chapter, a producer is any person responsible for planning, producing and conducting a special event.

(Ord. No. 2018-02-03, § I, 2-6-2018)

### Sec. 50-109. - Penalties for violation.

Violation of any of the sections of this article or any part thereof shall be punished as provided in section 1-10.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-110. - Liability.

- (a) At the discretion of the city, prior to issuance of a permit, the producer shall provide to the city proof of comprehensive liability insurance naming the city as an additional insured. The insurance requirement is a minimum of \$300,000.00 personal injury per person, \$1,000,000.00 maximum, and \$100,000.00 property damage against all claims arising from permits issued pursuant to this article.
- (b) The producer of any special event shall provide a written agreement in a form satisfactory to the city providing the producer shall defend, pay, and save harmless the city, its officers, employees, and agents from liability of all personal or property damages arising from any acts or omissions emanating from a special event and from any and all claims, attorney fees or lawsuits for personal injury or property damage arising from or in any way connected to the special event. The agreement shall be filed with, and made a part of, the application form.
- (c) The city, its officials, employees, or agents shall not incur any liability or responsibility for any injury or damage to any person in any way connected to the use for which the permit has been issued. The city, its officials, employees, or agents shall not be deemed to have assumed any liability or responsibility by reasons of inspections performed, the issuance of any permit, or the approval of any use of the right-of-way or other public property.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-111. - Vendors of food and merchandise.

- (a) The sale of food and/or merchandise by vendors shall be allowed as a component of a special event provided each vendor is authorized to participate in writing by the producer of the event and provided further each vendor shall be subject to all conditions and limitations as shall be imposed in writing by the producer and submitted as part of the application for a permit.
- (b) The producer of a special event shall have sole responsibility and control of all food and merchandise vendors as a component of a special event and to designate the location and activities of such vendors.
- (c) Authorized vendors of the producer, providing food and/or merchandise, shall not be required to obtain a separate vendor permit to operate during the special event.
- (d)

Notwithstanding the provisions of subsection (c) of this section, food vendors authorized by the producer shall be required to comply with rules and regulations of the county health department as to the preparation and service of food.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-112. - Miscellaneous provisions regarding vendors.

- (a) Each vendor authorized by the producer of the special event shall prominently display on his or her person a badge provided by the producer and identifying the vendor as an authorized participant in the special event which shall bear the signature of the producer or his designated agent.
- (b) It shall be unlawful for any vendor not authorized by the producer as provided herein to engage in any business within a distance of 100 yards of the special event from one hour before the start of the special event, and until one hour after the special event.
- (c) A special event permit granted by the city may provide for the city to close designated streets and intersections to allow use of the public right-of-way for the special event during designated hours and days. The producer shall bear all responsibility for having all vendors remove any structures and all trash and debris from the designated area by not later than the time stated under the permit for re-opening of all streets.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-113. - Other permits.

- (a) The purpose of this article is to allow the city's departments and staffs to review an application for a special event permit outside the regular ordinance standards in order to determine how disruptive a special event may be to the ordinary use of parks, public streets, rights-of-way, or sidewalks and to make recommendations and allowances. Administrative guidelines issued by the department of community development shall be followed by the city in allowing specified signage and advertising which may not be in compliance with existing zoning ordinances for banners and vendors. Upon approval by the city manager, or his designee, recommendations and allowances made shall become conditions of the permit to be followed and carried out by the producer.
- (b) Notwithstanding subsection (a) of this section:
  - (1) The holder of a resident or nonresident license to sell and dispense alcoholic beverages shall obtain an off-premises license and event permit for pouring alcoholic beverages for an authorized function or event as provided in chapter 6 of this Code if he is authorized to participate by the producer; and
  - (2)

A permit allowing fireworks shall be approved and permitted by the chief of the city's fire department or his designee. Further, the person to be performing the firework display shall be pyrotechnics licensed and qualified in the state.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-114. - Denial or revocation of a special event permit.

- (a) Reasons for denial of a special event permit include, but are not limited to:
  - (1) The special event will unnecessarily disrupt traffic within the city beyond practical solution;
  - (2) The special event will interfere with access to fire stations and fire hydrants;
  - (3) The location of the special event will cause undue hardship to adjacent businesses or residents;
  - (4) The special event will cause unnecessary disruption of public services which would unreasonably impact the remainder of the city;
  - (5) The application contains incomplete or false information; and
  - (6) The producer fails to comply with any terms required by this article.
- (b) Reasons for revocation of a special events permit include, but are not limited to:
  - (1) False or incomplete information on the application;
  - (2) Failure to comply with all terms and conditions of the permit;
  - (3) Failure to arrange for or adequately remit all fees, deposits, insurance or bonds to the city; and
  - (4) Existence of disaster, public calamity, riot or other emergency as the city determines, in its sole discretion, to be an impact upon the public health, safety and welfare.
- (c) Further, a special event permit may be denied, suspended, or revoked by the city, if the chief of the police department, the chief of the fire department, or their designees, determines that the health, welfare, or safety of the public may be endangered.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Sec. 50-115. - Appeals.

- (a) Any producer whose special event permit application has been denied or revoked may request in writing a review of this decision by the city manager. This request must be in writing and received by the city manager within five days of the permit denial or revocation.
- (b) The city manager shall review the application and reasons for the denial or revocation of the special event permit and shall issue a decision, within five days, whether to uphold or reverse the previous decision and grant or reinstate the permit with such additional conditions as the city manager may deem justified by the evidence.

- (c) Should the producer be dissatisfied with the decision of the city manager, an appeal may be filed with the city council within five days of the decision of the city manager. The council shall set a hearing date within 30 days of receiving an appeal. At the hearing, evidence may be submitted by the producer addressing why the permit should have been granted or not revoked and by the city manager addressing why the permit was denied or revoked. The city council shall determine whether the denial or revocation of the permit is justified, or it may reverse the previous decision and grant or reinstate the permit with such additional conditions as deemed justified by the evidence.

(Ord. No. 2018-02-03, § I, 2-6-2018)

Secs. 50-116—50-134. - Reserved.



STATE OF GEORGIA  
COUNTY OF FULTON

**AN ORDINANCE TO ALLOW FOR USE PERMITS TO REVISE THE EXISTING CHURCH,  
SCHOOL, AND DAY CARE USES AND PROPERTY, WITH CONCURRENT VARIANCES**

**BE IT ORDAINED** by the City Council for the City of Sandy Springs, Georgia while in regular session on December 15, 2009 at 6:00 p.m. as follows:

**SECTION 1.** That the Zoning Ordinance of the City of Sandy Springs be amended, and the official maps established in connection therewith be changed so that the following property located at **805, 810, 830, 895, 905 Mount Vernon Highway, and 5540, 5550, 5560 Mount Vernon Parkway, and PIN# 17-0165-LL-018-8**, consisting of a total of approximately 42.3 acres, be allowed a use permit under the R-1 (Single-Family District) and R-2A (Single-Family District) with conditions, to wit;

ALL THAT TRACT or parcel of land lying and being Land Lot 165 of the 17<sup>th</sup> District, Fulton County, Georgia by the attached legal description; and

**SECTION 2.** That the use permit(s), as listed in the attached conditions of approval, be approved under the provisions of Section 19.2.3 of the Zoning Ordinance of the City of Sandy Springs; and

**SECTION 3.** That the variance(s), as listed in the attached conditions of approval, be approved under the provisions of Section 22.9 of the Zoning Ordinance of the City of Sandy Springs; and

**SECTION 4.** That the property shall be developed in compliance with the conditions of approval, as attached to this ordinance. Any conditions hereby approved (including any conditional site plan) do not authorize the violation of any district regulations; and

**SECTION 5.** That the official maps referred to, on file in the Office of the City Clerk, be changed to conform with the terms of this ordinance; and

**SECTION 6.** That all ordinances or part of ordinances in conflict with the terms of this ordinance are hereby repealed; and

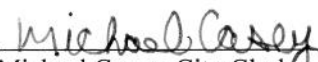
**SECTION 7.** This Ordinance shall become effective upon adoption by the Mayor and City Council and the signature of approval of the Mayor.

**ORDAINED** this the 15<sup>th</sup> day of December, 2009.

Approved:

  
Eva Galambos, Mayor

Attest:

  
Michael Casey, City Clerk  
(Seal)



## CONDITIONS OF APPROVAL

### **U09-004/U09-005/U09-006/CV09-007**

### **805, 810, 830, 895, 905 Mount Vernon Highway, and 5540, 5550, 5560 Mount Vernon Parkway, and PIN# 17-0165-LL-018-8**

The City of Sandy Springs Mayor and City Council approved the use permit petition for property at 805, 810, 830, 895, 905 Mount Vernon Highway, and 5540, 5550, 5560 Mount Vernon Parkway, and PIN# 17-0165-LL-018-8. Use permit petition U09-004/U09-005/U09-006/CV09-007 was approved to revise the existing church, school, and day care uses and property, with concurrent variances by the Mayor and City Council at the December 15, 2009 hearing, subject to the following conditions:

1. To the owner's agreement to restrict the use of the subject property as follows:
  - a. A Church (U09-004), a Private School (U09-005) and a Day Care Facility (U09-006).
  - b. A maximum total enrollment of 1,300 students in the lower, middle, and upper schools (U09-005).
  - c. A maximum total enrollment of 176 children in the Day Care Facility (U09-006).
  - d. By August 1<sup>st</sup> of each calendar year, the Private School and Day Care shall provide an annual report detailing total enrollment by the uses, subject to the approval of the Director of Community Development.
  - e. A Church (U09-004), Private School (U09-005), Day Care Facility (U09-006), and two (2) Single-family Residences (fronting Mount Vernon Highway and having accessory uses and structures) at a maximum density of 10,034 square feet per acre or 424,437 gross square feet, whichever is less. The aforementioned single-family residences shall be used for housing and/or institutional purposes.
  - f. No more than a total of one (1) single-family detached dwelling (fronting Mount Vernon Parkway and having accessory uses and structures) shall be used for housing. The total square footage of the aforementioned dwelling shall not be included as a part of the gross square feet of total building area specified in condition 1.e. above.
2. To the owner's agreement to abide by the following:
  - a. To the master site plan submitted to the Department of Community Development received December 2, 2009, revised to show the required right-of-way dedication, (the "Site Plan"). Said Site Plan is conceptual only and must meet or exceed the requirements of the Zoning Ordinance and these conditions prior to the approval of a Land Disturbance Permit. Unless otherwise noted herein, compliance with all conditions shall be in place prior to the issuance of a Certificate of Occupancy.
  - b. To the landscape plan submitted to the Department of Community Development received July 13, 2009 (the "Landscape Plan").
  - c. To the Elevation/Conceptual Renderings (Exhibits # 3a, 3b, 3c, & 3d) received October 1, 2009 by the Department of Community Development as amended to update the Partial

Enlarged North-South Site Section drawing (Exhibit #3b) received November 13, 2009 by the Department of Community Development.

- d. The owner/developer shall provide a landscape plan for areas surrounding new parking to be reviewed for approval by the City Arborist. The aforementioned parking area landscape plan shall meet the current minimum shade tree requirements by saving existing trees, planting new trees, or combining both.
3. To the owner's agreement to provide the following site development standards:
- a. Variance from Section 4.23.1.B of the Zoning Ordinance to reduce the required twenty-five (25) foot zoning buffer and ten (10) foot improvement setback to zero (0) feet to allow for an existing shed and playhouse adjacent to the western property line as depicted on the Site Plan (Jones Property)(CV09-007)(Variance #1).
  - b. Variance from Section 6.1.3.D of the Zoning Ordinance to reduce the required fifty (50) foot rear yard setback to a minimum of zero (0) feet to allow for existing structures (garage, gazebo, shed, and playhouse) to remain adjacent to the western property line as depicted on the Site Plan (Jones Property) (CV09-007) (Variance #2).
  - c. Variance from Section 4.14D.(3) of the Zoning Ordinance to reduce the required twenty-five (25) foot undisturbed natural cemetery buffer to a minimum of zero (0) feet to allow for an existing garage, gazebo, and pool and to allow for proposed parking spaces adjacent to the western property line as depicted on the Site Plan (Jones Property) (CV09-007) (Variance #3).
  - d. Variance from Section 4.14D.(5) of the Zoning Ordinance to eliminate the required 6-foot high fence/wall for the undisturbed natural cemetery buffer adjacent to the western property line as depicted on the Site Plan to allow an existing chain link fence to remain (Jones Property) (CV09-007) (Variance #4).
  - e. Variance from Section 18.3.1.E of the Zoning Ordinance to allow parking, for the Administration/Residence Building (Jones Property), to be closer than twenty-five (25) feet to a single-family district (Cemetery) as depicted on the Site Plan (CV09-007) (Variance #5).
  - f. Variance from Section 26.B.1.a of the Zoning Ordinance to allow for an additional freestanding monument sign located west on the subject property, along the north side of Mount Vernon Highway, for the Administration/Residence Building (Jones Property). The subject sign shall be in accordance with the elevation drawing/rendering submitted to the Department of Community Development received August 6, 2009 (the "Sign Elevation Drawing/Rendering ") (CV09-007) (Variance #6).
  - g. Variance from Section 6.1.3.A of the Zoning Ordinance to increase the forty (40) foot allowable building height to forty-eight (48) feet for the Media/Classroom, Arts & Music/Classroom, and Commons/Classroom buildings (North Campus) (CV09-007) (Variance #7).
  - h. Variance from Section 6.1.3.B of the Zoning Ordinance to reduce the required sixty (60) foot front yard setback to allow for an existing church and proposed chapel addition as

depicted on the Site Plan (North Campus from Powers Ferry Road) (CV09-007) (Variance #8).

- i. Variance from Section 6.1.3.C of the Zoning Ordinance to reduce the required forty (40) foot side street setback, from Mount Vernon Parkway, to thirty-four (34) feet for the existing southeastern building as depicted on the Site Plan (South Campus) (CV09-007) (Variance #9).
- j. Variance from the Tree Conservation Ordinance, Administrative Standards, & Best Management Practices - Landscape Strips, Buffers, and Parking (F.1) to relieve the requirement of planting a large shade tree every 6 parking spaces for all new and existing parking lots as depicted on the Site Plan (CV09-007) (Variance #10).
- k. Variance from Section 4.23.2 of the Zoning Ordinance to eliminate the requirement to provide minimum ten (10) foot wide landscape islands at the end of each parking bay, and a ten (10) foot wide landscape island every sixth (6<sup>th</sup>) space for all new and existing parking lots as depicted on the Site Plan (CV09-007) (Variance #11).
- l. Provide a natural buffer, undisturbed except for approved access and utility crossings, improvements, and replantings where sparsely vegetated and subject to the approval of the Sandy Springs Arborist, adjacent to the following property lines and in the widths as depicted on the Site Plan:
  - i. 50 feet wide except that the buffer can be reduced to 25 feet in the area of the existing building and parking, with an additional setback for all improvements of 10 feet or as may be approved by the Director of Community Development adjacent to the northwest property line of the North Campus as depicted on the Site Plan (CV09-007) (Variance #12.a.1).
  - ii. 40 feet wide on the north property line, with an additional setback for all improvements of 10 feet or as may be approved by the Director of Community Development (North Campus) (CV09-007) (Variance #12.a.2).
  - iii. 13 feet wide on the north property line adjacent to the existing parking area, with an additional setback for all improvements of 10 feet or as may be approved by the Director of Community Development (North Campus) (CV09-007) (Variance #12.a.3).
  - iv. 40 feet wide on the west property line beginning at the intersection of the west property line (land lot line) and the northwest property line (behind the day care center) proceeding north for a distance of 235 feet, with an additional setback for all improvements of 10 feet or as may be approved by the Director of Community Development (North Campus) (CV09-007) (Variance #12.a.4).
  - v. 25 feet wide on the west property line (land lot line), beginning at the end of the 40 foot buffer detailed above and proceeding north for a distance of 301 feet, with an additional setback for all improvements of 10 feet or as may be approved by the Director of Community Development (North Campus) (CV09-007) (Variance #12.a.5).

- m. To provide a 25-foot wide landscape strip of a berm planted to buffer standards, along the west property line as depicted on the Site Plan (North Campus) (CV09-007) (Variance #12.b).
- n. To delete the required landscape strip outside the dedicated right-of-way of Powers Ferry Road (North Campus) (CV09-007) (Variance #12.c).
- o. To delete the required landscape strip outside the dedicated right-of-way of Mount Vernon Highway (North Campus) (CV09-007) (Variance #12.d).
- p. To allow parking in the front yard, within the existing parking area, adjacent to Powers Ferry Road as depicted on the Site Plan (North Campus) (CV09-007) (Variance #12.e).
- q. The approved landscaping for the parking areas adjacent to Mount Vernon Highway shall be that already in existence (North Campus) (CV09-007) (Variance #12.f).
- r. Active outdoor recreation areas shall be a minimum 50 feet from the west property line as depicted on the Site Plan (North Campus) (CV09-007) (Variance #12.g).
- s. Active outdoor recreation areas shall be a minimum 64 feet from the north property line as depicted on the Site Plan (North Campus) (CV09-007) (Variance #12.h).
- t. To reduce the building setbacks along Mount Vernon Highway to the extent necessary to allow the existing parking to remain (North Campus) (CV09-007) (Variance #12.i).
- u. To provide a 100-foot setback adjacent to the northwest property line (behind the Pre-School/day care center) as shown on the Site Plan except that the existing building (to be replaced by parking), existing parking and carport, and access drive to the rear entrance be allowed in the setback (North Campus) (CV09-007) (Variance #12.j).
- v. To allow a sound wall and/or a security fence to be placed within the required buffer and/or improvement setback long the north and west property lines of the North Campus (CV09-007) (Variance #12.k).
- w. To reduce the buffer and improvement setback required on the west property line adjacent to the Baptist Church on the South Campus to 0 feet (CV09-007) (Variance #12.l).
- x. To reduce the 100-foot setback for active recreation areas along the west property line adjacent to the Baptist Church on the South Campus to 0 feet (CV09-007) (Variance #12.m).
- y. To reduce the 50-foot setback for parking along the west property line adjacent to the Baptist Church on the South Campus to 0 feet (CV09-007) (Variance #12.n).
- z. Variance from the Zoning Ordinance to reduce the minimum yards and landscape strips (adjacent to Mount Vernon Highway and Powers Ferry Road) to the extent necessary for the existing structures and improvements, proposed signage, Proposed Structured Parking, and Proposed Chapel Expansion, as shown on the approved Site Plan, to comply (North Campus) (CV09-007).



- aa. Lighting on athletic fields/outdoor recreation areas shall be limited to low-level/low watt security lighting for footpath illumination for walkways, parking lots and structures indicated on the approved Site Plan.
- bb. The maximum height of any new parking lot light fixtures in all open parking lots for all campuses shall be no taller than 20 feet. Notwithstanding the foregoing, new parking lot light fixtures in the parking lot designated as Proposed Hilltop Parking on the Site Plan shall be bollard style or landscape style lighting. A bollard light is a type of outdoor lighting encased in a vertical post at ground level. The term bollard refers to the shape of the vertical post in which the light is enclosed.
- cc. All outdoor lighting (new & old) shall be sufficiently screened from residential properties as determined by the Director of Community Development. In addition, the owner/developer shall be held to the following:
  - (1) All measures outlined in the letter submitted by Tatum, Hillman, Hickerson & Powell referencing: "Holy Innocents' Resolution of Identified Lighting Concerns" received by the Department of Community Development on August 6, 2009 shall be implemented; and
  - (2) Lights in the Auxiliary Gymnasium vestibule shall be dimmed to become security lighting at 11:00 p.m. when not in use subject to approval by the Director of Community Development.
- dd. The interior School and Daycare classroom lights and the Auxiliary Gymnasium weight room lights shall be turned off within forty-five (45) minutes after the conclusion of the last to occur of the school day, weight room use, any special event or cleaning activity. The lighting of the aforementioned rooms shall be limited to those rooms where the special event or cleaning activity is occurring. In all cases, the lighting of aforementioned rooms may occur no later than midnight.
- ee. Indoor School and Daycare classroom lighting in all newly constructed buildings shall be controlled by timers and set to turn off at 10:00 p.m. or within 45 minutes after inactivity. In all cases, the lighting of School and Daycare classrooms may occur no later than midnight.
- ff. All new security lighting shall have a height no greater than 20 feet. All security lighting (new & old) shall be sufficiently shielded as determined by the Director of Community Development.
- gg. No automobile traffic, other than traffic for emergencies, service, and maintenance, shall be permitted on surfaces and in areas as indicated on the Proposed Limited Vehicular Access Plan received by the Department of Community Development on August 6, 2009.
- hh. To limit the existing curb cuts for the subject property to the following quantities per the Public Works Dept. approval:
  - Four (4) on the north side of Mount Vernon Highway
  - One (1) on the south side of Mount Vernon Highway
  - Two (2) on the west side of Powers Ferry Road
  - One (1) on the west side of Mount Vernon Parkway

- ii. Sound emitted by the School and Daycare from all permanently affixed outdoor loudspeakers shall be restricted to levels and operation indicated on Attachment A within the Analysis Regarding Permanently Affixed Sound Systems submitted to the Department of Community Development received October 1, 2009 shown to be Exhibit # 2.
- jj. The use of all permanently affixed outdoor loudspeakers by the School and Daycare shall be limited to the following as indicated on the Permanent Outdoor Sound System Analysis for School and Daycare:
  - (1) Between the hours of 7:00 a.m. and 9:00 p.m. on weekdays.
  - (2) Between the hours of 8:00 a.m. and 9:00 p.m. on Saturdays.
  - (3) No use on the following legal holidays as observed:
    - New Years Day
    - Memorial Day
    - Independence Day
    - Labor Day
    - Thanksgiving Day
    - Christmas Day
- kk. Any relocation of H.V.A.C. units shall be adequately screened from all adjacent residential properties as determined by the Director of Community Development.
- ll. There shall be no doors or windows on north façade of the proposed new Athletic Support Building (incorporating a new batting cage structure).
- mm. Delivery hours shall be restricted to 7:00 a.m. until 9:00 p.m. on weekdays and 8:00 a.m. until 8:00 p.m. on weekends.
- nn. Those portions of the existing houses located at 905 (Jones House) and 830 (Bordon House) Mount Vernon Highway not slated for demolition shall remain residential in character, substantially similar to their current structures. The Owner/Developer shall be permitted to change façade materials to brick, stone, wood, stucco or any combination of the same.
- oo. If constructed, the Proposed Structured Parking indicated on the site plan shall be a one level deck having a maximum of 37 spaces.
- pp. The owner/developer shall dedicate forty (40) feet of right-of-way from centerline of Mount Vernon Highway and Powers Ferry Road along the entire property frontage or ten and one-half (10.5) feet from back of curb, whichever is greater, to the City of Sandy Springs.
- qq. The owner/developer shall dedicate thirty (30) feet of right-of-way from centerline of Mount Vernon Parkway along the entire property frontage or ten and one-half (10.5) feet from back of curb, whichever is greater, to the City of Sandy Springs.

## Director Approval

Record No. SE-25-38

**Status** Rejected

**Became Active** July 31, 2025

**Assignee** Ginger Sottile

**Due Date** None

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### Primary Location

805 MOUNT VERNON HWY NW  
SANDY SPRINGS, GA 30327

### Owner

HOLY INNOCENTS EPISCOPAL SCHOOL  
805 MT VERNON HWY ATLANTA , GA  
30327

### Applicant

 Tamika Weaver  
 404-303-2150  
 tamika@hies.org  
 805 Mt. Vernon Hwy NW  
Atlanta, GA 30327

## Messages

**Ginger Sottile**

July 31, 2025 at 8:04 pm

Upon review of your Special Event application, it has been determined that the request to allow lights for the viewing of a football game, cannot be permitted. To cite the pertinent Code reference, Sec. 50-113. – Other permits, Special Event applications should be evaluated and exceptions granted for those items that are outside the regular ordinance standards, for example noise levels or hours of operation. In this particular request, Holy Innocents is requesting an exception to an Ordinance adopted by Mayor and Council, which is not considered a "regular ordinance standard". That was a condition in a Conditional Use Permit, which reads as follows:"aa. Lighting on athletic fields/outdoor recreation areas shall be limited to low-level/low watt security lighting for footpath illumination for walkways, parking lots and structures indicated on the approved Site Plan."Given the foregoing, the Special Event Permit as applied for, cannot be approved.You may request in writing, a review of this decision with the City Manager, however, your request must be made within 5 days of receipt of this denial. The City Manager shall render a decision within 5 days of receipt of the appeal request.If you do not agree with the decision of the City Manager, you may appeal to the City Council within 5 days of receipt of their decision. The City Council shall schedule a hearing of the appeal within 30 days of receipt of the appeal.

Ginger Sottile

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### Step Activity

Sarah Weigle added this record step

07/31/2025 at 4:04 pm

---

OpenGov system activated this step

07/31/2025 at 4:04 pm

---

OpenGov system assigned this step to Ginger Sottile

07/31/2025 at 4:04 pm

---

Ginger Sottile approved this step

07/31/2025 at 8:04 pm

---

Sarah Weigle altered approval step Director Approval, changed status from Complete to Rejected

08/01/2025 at 3:33 pm

**From:** Barton, Paul <paul.barton@hies.org>  
**Subject:** Special Use Permit Appeal - Holy Innocents' Episcopal School  
**To:** efreeman@sandyspringsga.gov <efreeman@sandyspringsga.gov>  
**Sent:** August 4, 2025 2:36 PM (UTC-04:00)  
**Attached:** HIES appeal.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Ms. Freeman,

I attached the appeal letter from Holy Innocents' Episcopal School regarding the special use permit we applied for on July 3, 2025. Please let me know if you have any questions.

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152







HOLY INNOCENTS'  
EPISCOPAL SCHOOL

August 4, 2025

**VIA EMAIL TO:** [efreeman@sandyspringsga.gov](mailto:efreeman@sandyspringsga.gov)

Ms. Eden Freeman, City Manager  
City of Sandy Springs  
1 Galambos Way  
Sandy Springs, GA 30328

Re: **APPEAL OF DENIAL OF SPECIAL EVENT PERMIT.**

Approximately 42 acres of property located at 805 Mount Vernon Highway,  
Sandy Springs, GA 30327 (the "**Campus**") and owned by Holy Innocents'  
Episcopal School, Inc. ("**HIES**").

Dear Ms. Freeman:

I am writing to request review by your office of a special event permit for HIES' homecoming event, scheduled for October of this year. The City has approved a special event permit for this same event in the past. The only difference in this year's application is that the event is scheduled later in the afternoon than in years past, necessitating the use of temporary lights for a few hours during the football game.

The reason given by Ms. Ginger Sottile for denial of the application was that it allegedly violates an exception to an ordinance adopted by Mayor and Council, which is not considered a "regular ordinance standard." The condition states:

aa. Lighting on athletic fields/outdoor recreation areas shall be limited to low-level/low watt security lighting for footpath illumination for walkways, parking lots and structures indicated on the approved Site Plan.

First, we believe that as the governing legislative body, Mayor and Council adopt all ordinances in the City of Sandy Springs. The entire purpose of a special use permit is to allow something that would not otherwise be allowed as a matter of course. Additionally, we believe this zoning condition applies to permanently installed lighting not temporary lighting designed to be used for a few hours during a homecoming event. There was never discussion or mention during the zoning process of restrictions on the use of temporary lighting. There are myriad legitimate reasons that schools, businesses and residents use temporary lighting. For example, during construction, film

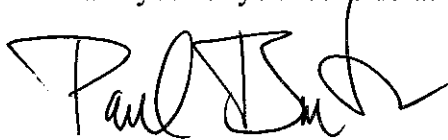
productions, parties, after hours sales events and the like.

Moreover, we believe the denial of HIES' special event was not based on the criteria listed in Sec. 50-114 of the Ordinance. In response to those criteria, I respectfully offer the following:

- (1) The special event will not unnecessarily disrupt traffic within the city beyond practical solution. Traffic for the proposed homecoming event has been successfully managed for the past five (5) years;
- (2) The homecoming event will not interfere with access to fire stations and fire hydrants;
- (3) The location of the homecoming event will be the same as it has always been. We have not received any complaints from our neighbors in relation to homecoming events;
- (4) The homecoming event will not cause any disruption of public services. HIES manages its events with the assistance of off-duty officers, which HIES hires;
- (5) The application did not contain any incomplete or false information; and
- (6) The producer fails to comply with any of the terms required by this article.

In conclusion, we believe that interpreting a zoning condition regarding the installation of specific lighting measures on a permanent basis should not be interpreted to preclude a use of temporary lights on one evening to celebrate homecoming. As always, HIES will conduct this event in respectful and responsible manner that mitigates impacts to our neighbors. We respectfully ask that you approve our special event application.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Paul Barton", with a stylized flourish at the end.

Paul Barton  
Head of School

**From:** EFreeman@SandySpringsga.gov <EFreeman@SandySpringsga.gov>  
**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School  
**To:** paul.barton@hies.org <paul.barton@hies.org>  
**Sent:** August 4, 2025 6:20 PM (UTC-04:00)

Good evening, Mr. Barton,

I have received your appeal and will send a formal response before the end of the appeal period provided by City Code.

Thank you,  
Eden

---

**From:** "Barton, Paul" <paul.barton@hies.org>  
**Date:** Monday, August 4, 2025 at 2:36 PM  
**To:** "Freeman, Eden" <EFreeman@SandySpringsga.gov>  
**Subject:** Special Use Permit Appeal - Holy Innocents' Episcopal School

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Ms. Freeman,

I attached the appeal letter from Holy Innocents' Episcopal School regarding the special use permit we applied for on July 3, 2025. Please let me know if you have any questions.

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152



**From:** EFreeman@SandySpringsga.gov <EFreeman@SandySpringsga.gov>  
**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School  
**To:** paul.barton@hies.org <paul.barton@hies.org>  
**Sent:** August 6, 2025 5:41 PM (UTC-04:00)  
**Attached:** HIES Special Event Permit Denial (2025.08.06).pdf

Good evening, Mr. Barton,

Attached, please find my response to your letter of appeal.

Thank you,  
Eden

---

**From:** "Freeman, Eden" <EFreeman@SandySpringsga.gov>  
**Date:** Monday, August 4, 2025 at 6:20 PM  
**To:** "Barton, Paul" <paul.barton@hies.org>  
**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School

Good evening, Mr. Barton,

I have received your appeal and will send a formal response before the end of the appeal period provided by City Code.

Thank you,  
Eden



**Eden Freeman**  
City Manager

**P:** 770.206.1414 **M:**  
**E:** EFreeman@SandySpringsga.gov  
1 Galambos Way, Sandy Springs, GA 30328



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---

**From:** "Barton, Paul" <paul.barton@hies.org>  
**Date:** Monday, August 4, 2025 at 2:36 PM  
**To:** "Freeman, Eden" <EFreeman@SandySpringsga.gov>  
**Subject:** Special Use Permit Appeal - Holy Innocents' Episcopal School

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Ms. Freeman,

I attached the appeal letter from Holy Innocents' Episcopal School regarding the special use permit we applied for on July 3, 2025. Please let me know if you have any questions.

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152







## SANDY SPRINGS

GEORGIA

August 6, 2025

Mr. Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
805 Mount Vernon Highway, N.W.  
Sandy Springs, GA 30327

Re: Denial of Appeal – Special Event Permit Application for Homecoming Event

Dear Mr. Barton:

Thank you for your letter dated August 4, 2025, requesting review of the denial of Holy Innocents' Episcopal School's (HIES) special event permit application for the upcoming homecoming event. After careful consideration and a detailed review of both the City's Code of Ordinances and the relevant zoning conditions, I must respectfully uphold the denial of this appeal.

It is important to clarify that the City of Sandy Springs Code of Ordinances does not allow for a "special use permit." Instead, conditional use permits provide for legislatively approved permanent variances to adopted City Code. Special Event Permits are regulated under Chapter 50, Article IV of the Code of Ordinances and authorize temporary activities that may deviate from general regulations for a specific, short duration. Importantly, the issuance of a special event permit does not exempt an applicant from compliance with explicit zoning conditions or city ordinances that pertain to the property or the conduct of the event.

The denial of HIES's application was based on a use permit condition stating:

*"aa. Lighting on athletic fields/outdoor recreation areas shall be limited to low-level/low watt security lighting for footpath illumination for walkways, parking lots and structures indicated on the approved Site Plan."*

This condition, adopted as part of the school's underlying conditional use permit (not through a special event permit), expressly prohibits the use of higher intensity lighting on athletic fields and outdoor recreation areas, except as identified on the official site plan. The use of temporary high-intensity lights for an athletic event, even for a limited duration, is inconsistent with this restriction. The City has consistently interpreted such conditions to apply to all forms of field lighting – permanent or temporary – absent specific language or Council action permitting otherwise.

Mr. Barton  
August 6, 2025  
Page 2 of 2

Special event permits cannot authorize activities that violate established zoning conditions, as these conditions are part of the property rights and neighborhood assurances considered during the zoning approval. To allow lighting (even on a temporary basis) that is prohibited by the use permit condition via a special event permit would effectively override a legislative condition adopted by Mayor and Council, which is not permitted under our current ordinances.

While this appeal for special event permit approval cannot be administratively granted under the current conditions, Section 50-115 (c) of City Code allows an event producer to appeal the decision of the City Manager to City Council within five days of the decision of the City Manager. Should you wish to pursue this appeal, please submit your appeal along with any pertinent information to support why the permit should have been granted to my office within five days of this correspondence.

Thank you for your ongoing partnership with the City and your efforts to ensure a safe, enjoyable homecoming for your students and community. If you have questions or would like to discuss alternatives, please contact my office or our Community Development Department.

Sincerely,



Eden E. Freeman  
City Manager  
City of Sandy Springs

Cc: Mayor and City Council Members  
Dan Lee, City Attorney  
Kristin Byars Smith, Assistant City Manager  
Ginger Sottile, Director of Community Development

**From:** Barton, Paul <paul.barton@hies.org>  
**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School  
**To:** Freeman, Eden <EFreeman@SandySpringsga.gov>  
**Sent:** August 7, 2025 8:15 AM (UTC-04:00)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Thank you, Eden. Who should I address the appeal to for City Council?

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152



---

**From:** "Freeman, Eden" <EFreeman@SandySpringsga.gov>  
**Date:** Wednesday, August 6, 2025 at 5:41 PM  
**To:** "Barton, Paul" <paul.barton@hies.org>  
**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good evening, Mr. Barton,

Attached, please find my response to your letter of appeal.

Thank you,  
Eden

**Eden Freeman**

City Manager

**P:** 770.206.1414 **M:****E:** [EFreeman@SandySpringsga.gov](mailto:EFreeman@SandySpringsga.gov)

1 Galambos Way, Sandy Springs, GA 30328

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**From:** "Freeman, Eden" <[EFreeman@SandySpringsga.gov](mailto:EFreeman@SandySpringsga.gov)>**Date:** Monday, August 4, 2025 at 6:20 PM**To:** "Barton, Paul" <[paul.barton@hies.org](mailto:paul.barton@hies.org)>**Subject:** Re: Special Use Permit Appeal - Holy Innocents' Episcopal School

Good evening, Mr. Barton,

I have received your appeal and will send a formal response before the end of the appeal period provided by City Code.

Thank you,  
Eden

**Eden Freeman**

City Manager

**P:** 770.206.1414 **M:****E:** [EFreeman@SandySpringsga.gov](mailto:EFreeman@SandySpringsga.gov)

1 Galambos Way, Sandy Springs, GA 30328

[SandySpringsGA.gov](http://SandySpringsGA.gov)Participate in our [customer service survey](#).

---

**From:** "Barton, Paul" <[paul.barton@hies.org](mailto:paul.barton@hies.org)>**Date:** Monday, August 4, 2025 at 2:36 PM**To:** "Freeman, Eden" <[EFreeman@SandySpringsga.gov](mailto:EFreeman@SandySpringsga.gov)>**Subject:** Special Use Permit Appeal - Holy Innocents' Episcopal School

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Ms. Freeman,

I attached the appeal letter from Holy Innocents' Episcopal School regarding the special use permit we applied for on July 3, 2025. Please let me know if you have any questions.

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152





**From:** Barton, Paul <paul.barton@hies.org>  
**Subject:** Appeal letter to City Council  
**To:** Freeman, Eden <EFreeman@SandySpringsga.gov>  
**Sent:** August 11, 2025 10:51 AM (UTC-04:00)  
**Attached:** AppealCC.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning, Ms. Freeman,

Thank you for your prompt response to our appeal. Attached is our appeal letter to City Council. Can you please confirm when you receive it?

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152





HOLY INNOCENTS'  
EPISCOPAL SCHOOL

August 11, 2025

**VIA EMAIL TO:** [efreeman@sandyspringsga.gov](mailto:efreeman@sandyspringsga.gov)

Ms. Eden Freeman, City Manager  
City of Sandy Springs  
1 Galambos Way  
Sandy Springs, GA 30328

**Re: APPEAL OF DENIAL OF SPECIAL EVENT PERMIT.**

Approximately 42 acres of property located at 805 Mount Vernon Highway, Sandy Springs, GA 30327 (the "**Campus**") and owned by Holy Innocents' Episcopal School, Inc. ("**HIES**").

Dear Ms. Freeman:

Thank you for your prompt response to our appeal letter. I am writing to request review by the City Council of a special event permit for HIES' homecoming event, scheduled for October of this year. The City has approved a special event permit for this same event in the past. The only difference in this year's application is that the event is scheduled later in the afternoon than in years past, necessitating the use of temporary lights for a few hours during the football game.

The reason given for denial of the application was that it allegedly violates an exception to an ordinance adopted by Mayor and Council, which is not considered a "regular ordinance standard." The condition states:

aa. Lighting on athletic fields/outdoor recreation areas shall be limited to low-level/low watt security lighting for footpath illumination for walkways, parking lots and structures indicated on the approved Site Plan.

First, we believe that as the governing legislative body, Mayor and Council adopt all ordinances in the City of Sandy Springs. The entire purpose of a special use permit is to allow something that would not otherwise be allowed as a matter of course. Additionally, we believe this zoning condition applies to permanently installed lighting not temporary lighting designed to be used for a few hours during a homecoming event. There was never discussion or mention during the zoning process of restrictions on the use of temporary lighting. There are myriad legitimate reasons that schools, businesses and residents use temporary lighting. For example, during construction, film

productions, parties, after hours sales events and the like.

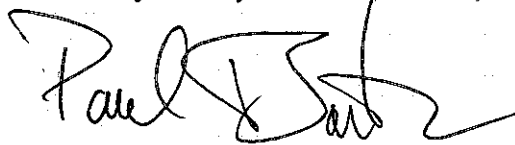
Moreover, we believe the denial of HIES' special event was not based on the criteria listed in Sec. 50-114 of the Ordinance. In response to those criteria, I respectfully offer the following:

- (1) The special event will not unnecessarily disrupt traffic within the city beyond practical solution. Traffic for the proposed homecoming event has been successfully managed for the past five (5) years;
- (2) The homecoming event will not interfere with access to fire stations and fire hydrants;
- (3) The location of the homecoming event will be the same as it has always been. We have not received any complaints from our neighbors in relation to homecoming events;
- (4) The homecoming event will not cause any disruption of public services. HIES manages its events with the assistance of off-duty officers, which HIES hires;
- (5) The application did not contain any incomplete or false information; and
- (6) The producer fails to comply with any of the terms required by this article.

As zoning conditions restrict property rights, they must be strictly construed in favor of the property owner. The zoning condition at issue clearly applies to permanent lighting installations. The zoning conditions do not prohibit HIES from obtaining a special events permit, but the staff interpretation effectively precludes this right. We believe since there is not a clear and explicit prohibition against special event permits or the use of temporary lighting in conjunction with a special events permit, that the matter should be resolved in favor of issuing the requested special events permit.

In conclusion, we believe that interpreting a zoning condition regarding the installation of specific lighting measures on a permanent basis should not be interpreted to preclude a use of temporary lights on one evening to celebrate homecoming. As always, HIES will conduct this event in respectful and responsible manner that mitigates impacts to our neighbors. We respectfully ask that you approve our special event application.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Paul Barton", with a stylized flourish at the end.

Paul Barton  
Head of School

**From:** EFreeman@SandySpringsga.gov <EFreeman@SandySpringsga.gov>  
**Subject:** Re: Appeal letter to City Council  
**To:** paul.barton@hies.org <paul.barton@hies.org>  
**Sent:** August 11, 2025 8:25 PM (UTC-04:00)

Good evening, Mr. Barton,

Thank you for sending this to me.

As required by Section 50-115 (c) of City Code, Council must set a date for a hearing to hear your appeal within 30 days of receipt. Since Council may only act as a body, we will have a resolution on the next Council meeting (August 19) for Council to set the date of the hearing. While you are of course welcome to attend that or any Council meeting, we will let you know the date that Council sets for the hearing after that meeting.

Should you have questions or need anything further, please do not hesitate to let me know.

Thank you,  
Eden

---

**From:** "Barton, Paul" <paul.barton@hies.org>  
**Date:** Monday, August 11, 2025 at 10:51 AM  
**To:** "Freeman, Eden" <EFreeman@SandySpringsga.gov>  
**Subject:** Appeal letter to City Council

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning, Ms. Freeman,

Thank you for your prompt response to our appeal. Attached is our appeal letter to City Council. Can you please confirm when you receive it?

Thank you,

Paul

Paul Barton  
Head of School  
Holy Innocents' Episcopal School  
404-847-1152





## Gonzalez, Raquel

---

**From:** Bauman, Andy  
**Sent:** Wednesday, August 20, 2025 9:47 PM  
**To:** Freeman, Eden  
**Cc:** City Council; Byars Smith, Kristin; Dan Lee  
**Subject:** Fw: Holy Innocents permit request

Eden - please see the below from Temple Sinai in regards the above.



### Andy Bauman

City Council, District 6

**P:** 770-730-5600 **M:** 404-695-9526

**E:** ABauman@SandySpringsga.gov

1 Galambos Way, Sandy Springs, GA 30328



[SandySpringsGA.gov](http://SandySpringsGA.gov)

---

**From:** Brad Levenberg <blevenberg@templesinaiatlanta.org>

**Sent:** Friday, August 15, 2025 8:46 AM

**To:** Bauman, Andy <ABauman@SandySpringsga.gov>; Jack Feldman <jfeldman@templesinaiatlanta.org>; Ron Segal <rsegal@templesinaiatlanta.org>

**Subject:** Re: Holy Innocents permit request

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Andy,

I can confirm that Sinai is on board. Jack brought this to us a few times, first as the idea and then as the plans evolved. We've been supporters every step of the way.

Best,

BGL

Rabbi Bradley G. Levenberg, PhD

Temple Sinai

5645 Dupree Drive

Atlanta, GA 30327

404.252.3073

[www.templesinaiatlanta.org](http://www.templesinaiatlanta.org)

Make an appointment: <https://go.oncehub.com/RabbiBradleyLevenberg>

Zoom: <https://zoom.us/j/4046605974>

---

**From:** Bauman, Andy <ABauman@SandySpringsga.gov>

**Date:** Thursday, August 14, 2025 at 9:39 PM

**To:** Jack Feldman <jfeldman@templesinaiatlanta.org>, Ron Segal <rsegal@templesinaiatlanta.org>, Brad Levenberg <blevenberg@templesinaiatlanta.org>

**Subject:** Holy Innocents permit request

All - I spoke with Jack about this but want to confirm that you support or at a minimum do not object to this one time request. Let me know if you'd like to discuss.

Thank you.

Sent from my iPhone



**Andy Bauman**

City Council, District 6

**P:** 770-730-5600 **M:** 404-695-9526

**E:** ABauman@SandySpringsga.gov

1 Galambos Way, Sandy Springs, GA 30328



[SandySpringsGA.gov](http://SandySpringsGA.gov)

**Caution:** This is an external email. Please take care when clicking links or opening attachments. When in doubt, please contact Savant CTS.

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO [APPROVE] / [DENY] THE HOLY INNOCENTS' EPISCOPAL SCHOOL SPECIAL PERMIT DENIAL APPEAL (SPECIAL EVENT PERMIT APPLICATION NO. SE-25-38)**

**WHEREAS**, Subpart A, Chapter 50, Article IV of the City of Sandy Springs (the “City”) Code of Ordinances entitled *Special Events* establishes a process by which individuals and organizations can apply for a special event permit to produce organized for-profit, or not for profit, activities for the purpose of entertainment, recreation and/or education which (i) take place on public property; or (ii) takes place on private property, but requires special public services and which is permitted by the city, under this article; and

**WHEREAS**, Holy Innocents’ Episcopal School (the “Applicant”) submitted Special Event Permit Application No. SE-25-28 (the “Permit Application”) for their annual homecoming event within the jurisdiction of City of Sandy Springs (the “Special Event”) ; and

**WHEREAS**, the City’s Community Development Director and the City Manager (collectively referred to as the “City Administration”) denied the Permit Application on the grounds that the use of temporary lights for the Special Event violates the City’s Code of Ordinances; and

**WHEREAS**, the Applicant appealed the decision of the City Administration to the City’s Mayor and City Council, per Sect. 50-115(a) through (c) of the City’s Code of Ordinances; and

**WHEREAS**, Per Sect. 50-115(c), a public hearing was duly held on September 2, 2025, during which all interested parties were given the opportunity to present relevant facts, evidence, and testimony regarding the Permit Application to the City’s Mayor and City Council; and

**WHEREAS**, the Mayor and City Council carefully considered the information presented at the hearing, including but not limited to the application materials, public comments, and staff recommendations; and

**WHEREAS**, the City of Sandy Springs Mayor and City Council have determined that the facts as presented in the hearing [SUPPORT] / [DO NOT SUPPORT] the issuance of the special event permit based on applicable laws, ordinances, and regulations.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA, THAT:**

1. Special Events Permit Application No. SE-25-38, including all conditions associated with the Permit Application (attached hereto as Exhibit “A”), is hereby [APPROVED] / [DENIED].
2. The City Manager is authorized and directed to take all necessary steps to implement this Resolution.
3. This Resolution shall become effective immediately upon its adoption.

**SO RESOLVED** this the 2<sup>nd</sup> day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. González, City Clerk  
(Seal)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: Chris Burnett, Director of Economic Development

DATE: August 25, 2025 Submission for the September 2, 2025 City Council Meeting

ITEM: Request for Mayor and City Council Consideration of a Resolution to Approve an Economic Development Incentive Package for J-B Weld Company for Property Located at 7840 Roswell Road, Building 100, Sandy Springs, GA. 30350

---

### ***Recommendation:***

Based on the incentive application filed jointly by J-B Weld Corporation and its related entity, Brown Trout Development II, LLC, the applicant meets the requirements established in the City of Sandy Springs' Economic Development Plan for the Tier II Financial Incentives. As such, staff recommends approval.

### ***Background:***

J-B Weld Company ("JBW") and a related entity, Brown Trout Development II, LLC ("BTD") are considering the purchase of an office building located at 7840 Roswell Road, Building 100, Sandy Springs, Ga. 30350 in the Morgan Falls Office Park (the "Project"). This is a 65,000-square-foot commercial building formerly occupied by Newell Brands. With the exit of Newell Brands, there is one remaining tenant in the building, Swan Products Company (a garden hose manufacturer), which operates its headquarters in a 4,000-square-foot space in this building. As a result, the building is currently 94% vacant.

JBW, through a separate entity (BTD), has this building under contract for \$5.1 million. If they close on the purchase, they have stated that they will spend \$1 million on building renovations plus \$500,000 in furniture, fixtures, and equipment and will move JBW's corporate headquarters from its current Marietta location to this building, initially occupying one floor (22,000 square feet) for the company's corporate headquarters. They would initially move 23 employees with average salaries of \$175,000 and add two to three additional employees each year going forward.

JBW is a privately held company that manufactures and distributes a variety of industrial glues, putties, and epoxies for bonding metals, plastics, and wood and distributes throughout the United States to major retailers like Lowe's, Home Depot, and Ace Hardware. Projected annual revenues are approximately \$90 million with approximately \$5.7 million in Georgia. JBW manufactures its products in its plant in Sulphur Springs, Texas and employs between 150 – 200 employees, with 23 currently in its Marietta headquarters building.

### ***Discussion:***

The Project is eligible for Tier 2 Incentives.

Tier 2 Parameters

1. 22 - 99 New Jobs Created. JBW is creating 23 new jobs initially with an average of two to three additional jobs annually thereafter.
2. \$1 - 4.9 Million Capital Investment. JBW/BTD together expect to invest approximately \$6.6 million in the building purchase and improvements.
3. 7-year commitment. With the building purchase and a significant capital investment, it is reasonable to assume that the company would make a long-term commitment to this market. If the company does not stay in the building for seven years and/or does not meet its job creation commitment, the City has the ability to claw-back the incentives it grants.

***Financial Impact:***

Given the above parameters, the eligible incentives include:

1. 3-year B&O tax waiver – estimated value of \$7,450 x 2 years = \$14,900
2. Building Permit Fee Waiver – estimated value of \$9,000 for JBW's portion of the space and \$14,000 for future tenants' build-out.

Therefore, the approximate total value of the incentives proposed is \$37,900.

***Alternatives:***

Council may choose not to award the incentive package for J-B Weld.

***Review:***

Kristin Byars Smith, Assistant City Manager  
Chris Burnett, Director of Economic Development  
Kristin Byars Smith, Assistant City Manager  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

1. Resolution\_Economic Incentive for JB Weld
2. JB Weld Incentive Application\_updated082925

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO AUTHORIZE THE CITY MANAGER AND THE CITY ATTORNEY TO  
NEGOTIATE AN AGREEMENT WITH J-B WELD COMPANY AND A RELATED REAL ESTATE  
OWNERSHIP ENTITY KNOWN AS BROWN TROUT DEVELOPMENT II, LLC, PURSUANT TO  
THE SANDY SPRINGS ECONOMIC DEVELOPMENT INCENTIVE POLICY; TO AUTHORIZE THE  
CITY MANAGER TO EXECUTE SAME; AND FOR OTHER PURPOSES**

**WHEREAS**, on October 4, 2011, the Sandy Springs City Council (“City Council”) adopted the Economic Development Incentive Policy (“Policy”); and

**WHEREAS**, pursuant to the Policy, representatives for J-B Weld Company and a related real estate ownership entity known as Brown Trout Development II, LLC (collectively referred to as “Company”) submitted an application (“Application”) to receive a waiver of building permit fees, a two-year occupational tax waiver, and expedited permitting (“Incentives”) for the acquisition, renovation and buildout of a building it intends to purchase located at 7840 Roswell Road, Building 100, Sandy Springs, Georgia, 30350, a copy of which is attached hereto; and

**WHEREAS**, the Company meets all eligibility criteria required by the Policy for the Incentives; and

**WHEREAS**, the Company desires to receive the Incentives and City Council desires to grant the Incentives to the Company subject to the terms and conditions of the Policy and an agreement (“Agreement”) based on the representations made in the Application, such Agreement to be negotiated by the City Manager and the City Attorney and executed by the City Manager; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF  
SANDY SPRINGS, GEORGIA, that:**

1. the Incentives are hereby granted to the Company subject to the terms of the Policy and the Agreement to be negotiated by the City Manager and the City Attorney based upon representations made in the Application; and
2. the City Manager is authorized to execute the Agreement, subject to the approval of the City Attorney and the City’s Chief Financial Officer; and
3. the City Attorney and the City Manager are hereby authorized to take such actions as may be deemed necessary to effectuate the intent of this resolution.

**RESOLVED** this the 2<sup>nd</sup> day of September 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. González, City Clerk

(Seal)



**COMPANY'S APPLICATION**

(Attached)



## SANDY SPRINGS

GEORGIA

### ECONOMIC DEVELOPMENT INCENTIVE APPLICATION

|                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                    |                                                                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Firm Name</b>                                                          | J-B Weld Company ("J-B Weld", Opco) & Brown Trout Development II, LLC ("Brown Trout", REHC)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Date of Submission</b>                                                          | 8/25/2025                                                                                        |
| <b>NAICS Code</b>                                                         | 339900                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Address of Project</b><br><i>(Include building/suite numbers if applicable)</i> | 7840 Roswell Road, Building 100, Sandy Springs, GA 30350                                         |
| <b>Length of Lease</b><br><i>(or if site owned by Firm)</i>               | Brown Trout plans to purchase the building and lease out remaining space, with J-B Weld using 1/3 of the space                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Estimated Annual Georgia Revenue</b>                                            | \$5,700,000                                                                                      |
| <b>Amount of Capital Investment</b><br><i>(materials and labor only)</i>  | \$1,500,000 total<br>Building Improvements = \$1,000,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Additional FF&amp;E</b>                                                         | Furniture & Fixtures = \$500,000                                                                 |
| <b>New Construction, Redevelopment, or Renovation?</b>                    | Renovation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Net New SF to Sandy Springs &amp; Total Number of Floors</b>                    | 65,000 sq. ft. total & 3 floors. Approximately 22,000 sq. ft. / one floor to be used by J-B Weld |
| <b>Number of Existing Jobs in Sandy Springs</b><br><i>(if applicable)</i> | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Number of Net New Jobs</b>                                                      | 23 immediately; +2-3 per year thereafter                                                         |
| <b>Average Salary of All Net New Jobs</b>                                 | \$175,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Level of Incentive Requested</b> <i>(Tier I, II, III)</i>                       | Tier II                                                                                          |
| <b>Description of Project</b> <i>(attach additional pages as needed)</i>  | The project description should include background information on the applicant Firm, as well as address how the project meets the criteria set forth in the Economic Development Incentive Policy and how the proposal aligns with stated City Goals.<br><br>J-B Weld was founded in 1969 in Sulphur Springs, TX and is currently headquartered in Marietta, GA. J-B Weld provides a wide-variety of epoxy and adhesive products sold in Home Depot, ACE Hardware, and Lowe's. The company plans to move its headquarters to Sandy Springs, where the new location offers ample space to support expansion and operational growth. This move aligns with the Sandy Spring's economic development objectives, including a planned capital investment of \$1.5 million and the creation of 23 new jobs, with an additional 2-3 new jobs expected annually. The company's move Sandy Springs helps reach city goals by creating new employment opportunities and economic growth. |                                                                                    |                                                                                                  |
| <b>Submitted By</b><br><i>(Name, Title)</i>                               | Melinda Young, Director<br>Cherry Bekaert                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Date of Submission</b>                                                          | 8/25/2025                                                                                        |
| <b>For Internal Use Only</b>                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                    |                                                                                                  |
| <b>Reviewed By</b>                                                        | Chris Burnett, Economic Development Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                    |                                                                                                  |

1 Calambus Way, Sandy Springs, Georgia 30328 • 770-730-5800 • [SandySpringsGA.gov](http://SandySpringsGA.gov)



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: Lauralie Inniss, Revenue Specialist

DATE: July 29, 2025 Submission for the September 2, 2025 City Council Meeting

ITEM: ABL No. 27703

Request for Mayor and City Council Consideration of Approval of Alcoholic Beverage License Application for JRT Space Management, DBA Ready Set Fun, at 6331 Roswell Road, Sandy Springs, GA 30328. The Applicant is Megan Ramsey for Consumption on the Premises for Wine and Malt Beverages.

---

### ***Recommendation:***

Staff have reviewed this application and recommend approval.

### ***Background:***

Applicant submitted a completed application on July 11, 2025. Applicant has passed the background investigation.

### ***Discussion:***

This is a New Alcohol License for Consumption on the premises Wine and Malt Beverages. The business is located at 6331 Roswell Road, Sandy Springs, GA 30328.

### ***Financial Impact:***

Revenue – \$1,975.00

### ***Alternatives:***

None

### ***Review:***

Lauralie Inniss, Revenue Specialist  
Cori Holiness, Revenue Manager  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 7/30/2025  
Approved - 7/30/2025  
Approved - 8/1/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

### ***Attachments:***

1. AL Public Notice- 09.02.25 -08.20.25



**SANDY SPRINGS**

GEORGIA

**CITY OF SANDY SPRINGS  
PUBLIC NOTICE**

**PLACE:** City of Sandy Springs City Hall  
1 Galambos Way  
Sandy Springs, GA 30328

**DATE & TIME:** September 02, 2025  
6:00 P.M.

**PURPOSE:** Alcoholic Beverage License Application for  
Consumption on the Premises  
Wine & Malt

**APPLICANT:** JRT Space Management  
DBA Ready Set Fun  
6331 Roswell Road  
Sandy Springs, GA 30328



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager  
FROM: Tanya Pavlova, Revenue Specialist  
DATE: August 11, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: ABL No. 27841 Request for Mayor and City Council Consideration of the Alcoholic Beverage License Application for Shell 5700 Inc. DBA Shell Food Mart - 5700 Roswell Rd, Sandy Springs, GA, 30342. The Applicant is Tirhas Zanebe Berhe for Package Beer and Wine.

---

***Recommendation:***

Staff have reviewed this application and recommend approval.

***Background:***

Applicant submitted a completed application on June 10, 2025. Applicant has passed the background investigation.

***Discussion:***

This is a Change of Ownership for Retail Package; The business is located at - 5700 Roswell Road Sandy Springs GA 30342

***Financial Impact:***

Revenue - \$2,000.00

***Alternatives:***

None

***Review:***

Tanya Pavlova, Revenue Specialist  
Cori Holiness, Revenue Manager  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/20/2025  
Approved - 8/26/2025  
Approved - 8/26/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

1. public hearing letter- Shell 5700, INC



**SANDY SPRINGS**

GEORGIA

**CITY OF SANDY SPRINGS  
PUBLIC NOTICE  
25-114125**

**PLACE:** City of Sandy Springs City Hall  
1 Galambos Way  
Sandy Springs, GA 30328

**DATE & TIME:** September 02, 2025  
6:00 P.M.

**PURPOSE:** Alcoholic Beverage License Application  
Retail/Package Beer and Wine.

**APPLICANT:** Shell 5700, INC  
5700 Roswell Rd,  
Sandy Springs GA 30342





## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: Chris Burnett, Director of Economic Development

DATE: August 21, 2025 Submission for the September 2, 2025 City Council Meeting

ITEM: Request for Mayor and City Council Consideration of an Ordinance to Amend Subpart A, Chapter 6, Article II, Division 7, § 6-177 of the City of Sandy Springs Code of Ordinances to Add a Specific Alcohol/Food Sales Ratio for Consumption on the Premises Establishments Within Sandy Springs Which Only Sell Food, Wine, and Malt Beverages; to Provide for an Effective Date; and for Other Purposes

---

### ***Recommendation:***

Staff recommend approval of the Ordinance to amend Subpart A, Chapter 6, Article II, Division 7, § 6-177 of the City of Sandy Springs Code of Ordinances to Add a Specific Alcohol/Food Sales Ratio for Consumption on the Premises Establishments Within Sandy Springs Which Only Sell Food, Wine, and Malt Beverages within the defined City Springs District.

### ***Background:***

The former Turn Cycling Studio, located at 6405 Blue Stone Road, Unit 220, Sandy Springs, GA 30328 is currently under lease negotiations with Taste Wine Bar and Market. Taste Wine Bar and Market currently operates a location in The Works Development on the upper westside of Atlanta, and this would be their second location. Taste Wine Bar and Market is a self-service wine bar and counter-service deli serving sandwiches, charcuterie, salads, snacks, and various wines both by the glass and in bottles. Bottled wine will be sold for both on-premise and off-premise consumption. Staff believe Taste Wine Bar and Market would be a desirable food and beverage concept at City Springs and, as such, an amendment to the food to beverage sales ratio will be required.

### ***Discussion:***

During lease negotiations, Taste Wine Bar and Market has expressed concern that their business model may not meet the required 50/50 food/alcohol sales ratio, thus prompting a discussion about modifying the City's ordinance to allow for 35% food sales and 65% alcohol sales for beer and wine only in the City Springs District. For establishments selling distilled spirits, the ratio would remain at 50/50.

In addition to Taste Wine Bar and Market, Staff believe that a modification of this ordinance could be beneficial in attracting new food and beverage concepts like microbreweries to the City Springs District in properties like the Williams Payne House and in future restaurant space that the City is likely to develop within City Springs 2.0.

### ***Financial Impact:***

There would be no financial impact as a result of this amendment to the City Code of Ordinances.

***Alternatives:***

City Council may choose not to amend Sec. 6-177 of the code, leaving the current 50/50 alcohol to food ratio as is.

***Review:***

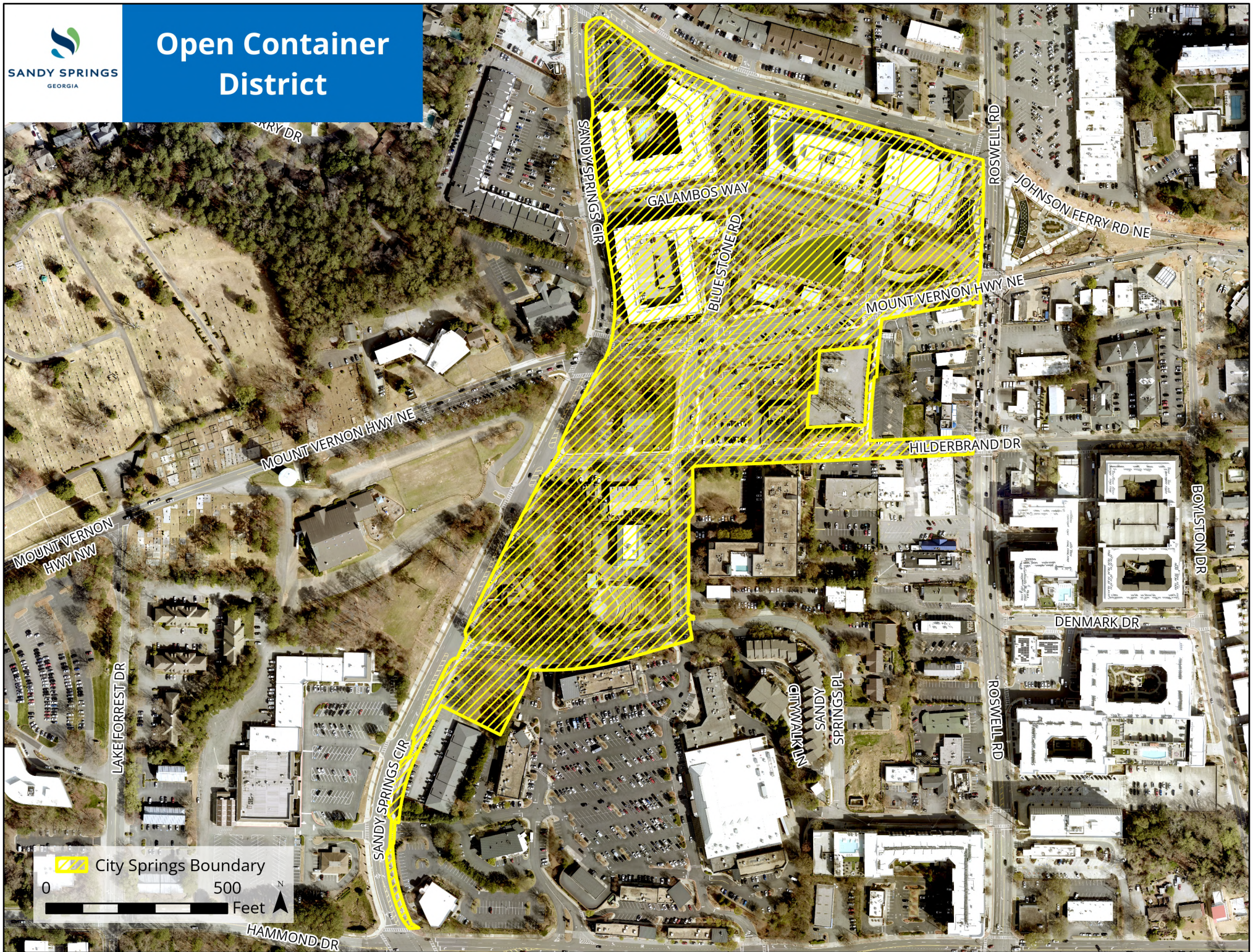
|                                                 |                               |
|-------------------------------------------------|-------------------------------|
| Kristin Byars Smith, Assistant City Manager     | Created/Initiated - 8/27/2025 |
| Chris Burnett, Director of Economic Development | Approved - 8/29/2025          |
| Kristin Byars Smith, Assistant City Manager     | Approved - 8/29/2025          |
| Toni Carlisle, Chief Financial Officer          | Approved - 8/29/2025          |
| Dan Lee, City Attorney                          | Approved - 8/29/2025          |
| Eden Freeman, City Manager                      | Final Approval - 8/29/2025    |

***Attachments:***

1. Open Container District Map
2. Draft Amendment to Alcohol Ordinance Sec. 6-177 8.27.25



# Open Container District





**STATE OF GEORGIA  
COUNTY OF FULTON**

**AN ORDINANCE TO AMEND SUBPART A, CHAPTER 6, ARTICLE II, DIVISION 7,  
SECTION 6-177 OF THE CITY OF SANDY SPRINGS CODE OF ORDINANCES TO ADD A  
SPECIFIC ALCOHOL/FOOD SALES RATIO FOR CONSUMPTION ON THE PREMISES  
ESTABLISHMENTS WITHIN CITY SPRINGS WHICH ONLY SELL FOOD, WINE AND  
MALT BEVERAGES; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER  
PURPOSES**

**WHEREAS**, the City of Sandy Springs (the “City”) is a political subdivision of the State of Georgia and is duly organized and existing pursuant to the Constitution and laws of the State; and

**WHEREAS**, the City Council is charged with providing for the health, safety and welfare of the citizens of the City; and

**WHEREAS**, the City previously adopted Division 7 of Chapter 6, Article II of the City’s Code of Ordinances which regulates establishments holding licenses to sell alcoholic beverages for consumption on the premises located within the “City Springs” area as defined in Section 6-175 of the City Code; and

**WHEREAS**, Section 6-177 of Chapter 6, Article II, Division 7 currently requires that licensed consumption on the premises establishments within City Springs derive a minimum of fifty percent (50%) of the establishment’s total annual gross food and beverage sales from the sale of prepared meals or food; and

**WHEREAS**, the Mayor and City Council find that the required fifty percent (50%) food/alcohol sales ratio places an overly broad burden on certain establishments which only sell wine and/or malt beverages as well as food and that the City has a public interest in attracting such establishments to do business within the City Springs defined area; and

**WHEREAS**, the Mayor and City Council find that it is in the best interest of the City and its residents to amend the City Code to add a less exclusive food/alcohol sales ratio requirement in order to broaden participation and access for desirable business establishments within City Springs; and

**WHEREAS**, the Mayor and City Council have conducted a properly advertised Public Hearing prior to adoption of this Ordinance in accordance with the Zoning Procedures Law.

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA AS FOLLOWS:**

**SECTION I:** Subpart A Chapter 6, Article II, Division 7, Section 6-177 of the City of Sandy Springs, Code of Ordinances, is hereby amended to read as follows:

Section 6-177. *Alcohol/food sales ratio.*

A licensed establishment selling distilled spirits located within the defined City Springs area shall derive a minimum of fifty percent (50%) of its total annual gross food and beverage sales from the sale of prepared meals or food. Licensed establishments selling wine and malt beverages located within the defined City Springs area shall derive a

minimum of thirty-five percent (35%) of those establishments' total annual gross food and beverage sales from the sale of prepared meals or food.

**SECTION II:** It is the intention of the City Council and it is hereby ordained by the authority of the City Council that the provisions of this Ordinance shall become and be made a part of the City of Sandy Springs City Code of Ordinances, and the codifier is authorized to make the specified deletions, insertions, additions, and to insert headings, article numbers and section numbers as and where appropriate.

**SECTION III:** All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

**SECTION IV:** If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional, or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

**SECTION V:** This Ordinance shall become effective immediately upon adoption.

**SO ORDAINED**, this 2<sup>nd</sup> day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. González, City Clerk  
(Seal)



TO: Eden Freeman, City Manager  
FROM: Brent Walker, Director of Recreation and Parks  
DATE: August 21, 2025 Submission for the September 2, 2025 City Council Meeting  
ITEM: Request for Mayor and City Council Consideration of a Resolution to Approve an Option Agreement for the Sale of Real Property Located Along North Island Ferry Road (Tax Parcel No(s). 06-0365- LL-004-9, 06-0365- LL-009-8, and 06-0365- LL-008-0) to the Trust for Public Land to Expand the Chattahoochee River National Recreation Area

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***Recommendation:***

Staff recommend approval of the resolution.

***Background:***

On March 17, 2020, City Council approved the purchase of property located at 8901 North Island Ferry Road (Tax Parcel # 06-0365- LL-004-9) for a purchase price of \$750,000. On June 15, 2021, City Council approved the purchase of additional property located along North Island Ferry Road (Tax Parcel # 06-0365- LL-0098, 06-0365- LL-0080) for a purchase price of \$1,250,000. The properties are approximately 14 acres in total with approximately 1,300 feet of Chattahoochee River (River) frontage, adjacent to the Island Ferry Unit of the Chattahoochee River National Recreation Area (CRNRA). The properties were purchased with Impact Fee funds to expand the City's greenspace network, increase access to the River, and expand the footprint of the existing CRNRA park property.

***Discussion:***

The City of Sandy Springs (City) was later approached by Ann Honious, CRNRA Superintendent, about selling these City-owned parcels to the National Park Service (NPS). Because the City's strategic acquisition of this property was intended to increase access to the River and expand the existing CRNRA property, staff feel that this will provide for this mission while allowing the City to replenish its Impact Fee fund for other allowable recreation Impact Fee projects in the future.

NPS conducted an appraisal of the properties and has offered the appraised value of \$2,600,000. NPS can not purchase property directly from a municipality, so the Trust for Public Land (TPL) will be a key partner in the transaction. The City will sell the land to TPL, who will in turn sell the land to NPS.

***Financial Impact:***

The offer of \$2,600,000 will more than compensate the City for its original investment of \$2,000,000. The City will reimburse the Impact Fee Fund for the original purchase price.

***Alternatives:***

Mayor and Council could opt not to sell the property to NPS through TPL and provide Staff with additional direction on future use of the property.



***Review:***

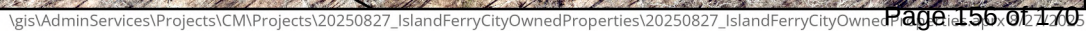
Kristin Byars Smith, Assistant City Manager  
Brent Walker, Director of Recreation and Parks  
Kristin Byars Smith, Assistant City Manager  
Toni Carlisle, Chief Financial Officer  
Dan Lee, City Attorney  
Eden Freeman, City Manager

Created/Initiated - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/27/2025  
Approved - 8/28/2025  
Final Approval - 8/29/2025

***Attachments:***

1. Map\_N Island Ferry TPL Sale
2. Resolution\_N Island Ferry TPL Sale
3. Option\_N Island Ferry TPL Sale







**RESOLUTION NO. 2025-00-XX**

**STATE OF GEORGIA  
COUNTY FULTON**

**A RESOLUTION TO APPROVE AN OPTION AGREEMENT FOR THE SALE OF REAL  
PROPERTY LOCATED ALONG NORTH ISLAND FERRY ROAD (TAX PARCEL NO(S). 06-  
0365-LL-004-9; 06-0365-LL-009-8; AND 06-0365-LL-008-0) TO THE TRUST FOR PUBLIC  
LAND TO EXPAND THE CHATTAHOOCHEE RIVER NATIONAL RECREATION AREA**

**WHEREAS**, in June and August of 2020, the City of Sandy Springs (the “City”) acquired three (3) properties along North Island Ferry Road (Tax Parcel No(s): 060365LL0049; 060365LL0098; and 060365LL0080)(the “Properties”) to provide river access in support of goals established by the Next Ten Comprehensive Plan and the Recreation and Parks Master Plan; and

**WHEREAS**, City Staff had negotiated Purchase and Sale Agreements (“Agreements”) wherein the City acquired the Properties for a total purchase price of \$2,000,000.00; and

**WHEREAS**, the United States Department of Interior-National Park Service desires to acquire the Properties to expand the Chattahoochee River National Recreation Area but, in accordance with applicable federal and state laws, the Properties must be conveyed by means other than direct purchase from the City; and

**WHEREAS**, the City can sell the Properties to the Trust for Public Land, which will then simultaneously convey the property to the United States Department of Interior-National Park Service; and

**WHEREAS**, the most recent appraisal for the Properties indicates a Fair Market Value of \$2,600,000.00, and the Agreement is based on this valuation; and

**WHEREAS**, the Mayor and City Council have considered the Option Agreement and have decided the most prudent way to transfer fee-simple ownership of the Properties is by doing so under the terms and conditions of this Option Agreement.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF SANDY SPRINGS, GEORGIA THAT:**

1. The Mayor and City Council authorize the City Manager to accept the Option Agreement to sell the City’s Fee Simple interests over, under, and across the properties located along North Island Ferry Road (Tax Parcel No(s): 06-0365- LL-004-9; 06-0365- LL-009-8; and 06-0365- LL-008-0); and
2. The City Manager is hereby authorized to execute any documents in the furtherance of this Resolution, subject to approval by the City Attorney and Chief Financial Officer.

**SO RESOLVED** this the 2nd day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel Gonzalez, City Clerk

(Seal)

## OPTION AGREEMENT

This is an **Option Agreement** (the “Agreement”) entered into on the date as set forth below, between **City of Sandy Springs, Georgia**, a municipal corporation organized under the laws of the State of Georgia, having an address of 1 Galambos Way, Sandy Springs, GA 30328, (“Seller”) and **The Trust for Public Land, a California nonprofit corporation authorized to transact business in Georgia as The Trust for Public Land (Inc.)**, having an address of 600 West Peachtree Street, NE, Suite 1840, Atlanta, Georgia 30308 (“Buyer”).

### RECITALS

A. The addresses and telephone numbers of the parties to this Agreement are as follows (telephone numbers are included for information only):

SELLER:  
City of Sandy Springs  
1 Galambos Way  
Sandy Springs, GA 30328  
Attn: Eden Freeman, City Manager  
Tel: 770.206.1414  
Email: [EFreeman@SandySpringsga.gov](mailto:EFreeman@SandySpringsga.gov)

BUYER:  
Trust for Public Land  
600 W. Peachtree St., NW, Suite 1840  
Atlanta, Georgia 30308  
Attn: Emily Camargo, Project Manager  
Tel: 404.763.6191  
Email: [Emily.camargo@tpl.org](mailto:Emily.camargo@tpl.org)

With copy to:  
Dan Lee, City Attorney  
City of Sandy Springs  
1 Galambos Way  
Sandy Springs, GA 30328  
Email: [dlee@sandyspringsga.gov](mailto:dlee@sandyspringsga.gov)

with copy to:  
Joy Leggett-Murphy  
Trust for Public Land  
1834 Hermitage Blvd., Suite 100  
Tallahassee, Florida 32308  
Tel: 850.329.5323  
Email: [joy.leggettmurphy.com](mailto:joy.leggettmurphy.com)

B. Seller is the owner of certain real property more particularly described in EXHIBIT “A” attached hereto and by this reference incorporated herein, comprising 14.2 acres, more or less, lying in Fulton County, Georgia, together with all improvements located thereon and all easements and all rights, tenements, hereditaments, members, privileges, licenses and appurtenances thereto, all utility reservations, easements, strips and gores of land, rights-of-way, improvements and fixtures located thereon, all governmental licenses, permits and certificates applicable thereto, and all of Seller’s right, title, and interest in and to all public and private ways adjoining or serving the same, and all riparian rights and interests in waterbodies, and the beds of waterbodies, on or adjacent to the described lands (collectively, the “Property”).

C. Seller is a Georgia municipal corporation and enters into this Agreement pursuant to O.C.G.A. § 36-37-6(h) for the preservation and eventual use of the Property for public, open space and recreational purposes. Buyer is a conservation organization having among its purposes the acquisition on behalf of the public of open space, scenic and recreational lands, and it is the mutual intention of Seller and Buyer that the Property be preserved and used eventually for public,

open space and recreational purposes. However, this intention shall not be construed as a covenant or condition to this Agreement. Buyer makes no representation that any efforts it may undertake to secure the eventual government acquisition of the Property will be successful.

D. Seller acknowledges that Buyer is entering into this Agreement in its own right and that Buyer is not an agent of any governmental agency or entity.

E. Seller acknowledges that upon acquisition of the Property, Buyer shall be free to use and dispose of the Property in any manner Buyer deems appropriate and that Buyer may sell the Property for any price Buyer deems appropriate to any subsequent buyer provided that the proceeds of any such sale be devoted to Buyer's charitable purposes.

F. Buyer is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code of 1986 (as amended from time to time, the "Code") and is included in the "Cumulative List of Organizations" described in Section 170(c) of the Internal Revenue Code published by the Internal Revenue Service. Buyer is not a private foundation within the meaning of Section 509(a) of the Code. Buyer makes no representations as to the tax consequences of any transaction contemplated herein, and Seller acknowledges that Seller is not relying upon tax or other advice provided by Buyer.

## **CONFIDENTIALITY**

**The parties hereto agree that the terms of this Agreement, including, but not limited to, the Purchase price, shall remain confidential, and that copies of this Agreement, or the contents thereof, shall not be provided to anyone other than the parties or their respective attorneys, employees or representatives without the consent of the parties hereto unless either party is compelled to produce this Agreement pursuant to legal process, or by a requirement in connection with a sale of the Property to a governmental entity. The terms and conditions of this paragraph shall survive the closing of the sale of the property described herein or the termination of this Agreement.**

### **THE PARTIES AGREE AS FOLLOWS:**

1. **Option.** In consideration of the payment by Buyer to Seller of One Hundred Dollars (\$100.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller grants to Buyer an exclusive and irrevocable option to purchase the Property on the terms and conditions set forth in this Agreement (the "Option").

2. **Term.** The Option shall be effective as of the date the Agreement is last signed (the "Effective Date") and shall expire Three Hundred and Sixty-Five (365) days thereafter (the "Term").

3. **Exercise.** The Option may be exercised at any time prior to the expiration of the Term by written notice from Buyer to Seller, either mailed or delivered to Seller as provided herein. If the Option is not so exercised prior to the expiration of the Term, this Agreement shall



automatically terminate, and, except as expressly provided to the contrary herein, Seller and Buyer shall have no further rights, obligations, or duties hereunder.

4. **Purchase Terms.** In the event that Buyer exercises the Option, Seller shall sell to Buyer and Buyer shall buy from Seller the Property for a purchase price of Two Million Six Hundred Thousand Dollars and No/100 (\$2,600,000.00) (the "Purchase Price"). The Purchase Price shall be payable by wire transfer at closing; subject to those credits, pro-rations and adjustments provided elsewhere in the Agreement.

5. **Closing.** If Buyer timely exercises the Option, the transaction contemplated by this Agreement shall be closed not later than the 30th day following the exercise of the Option by Buyer (the "Closing") at the office of the closing agency designated by Buyer at 12:00 noon, or such other time as the parties agree. The parties agree that Buyer may arrange a simultaneous closing with a public agency and Seller will cooperate in coordinating such a simultaneous closing. The parties may arrange to close by mail. At Buyer's request, all closing documents and the title insurance commitment referred to herein shall be prepared to name a governmental entity as grantee, buyer, or insured.

(a) Seller shall deliver to Buyer at Closing the following documents, prepared by Buyer's counsel: i) a limited warranty deed to the Property meeting the requirements as to title set forth herein, together with a bill of sale for the personal property appurtenant to the Property, if any; ii) an owner's affidavit attesting to the absence of mechanic's or materialmen's liens, boundary line disputes, proceedings involving Seller which might affect title to the Property, or parties in possession other than Seller and such lessees or licensees as may be in possession pursuant to ground leases or licenses meeting the requirements as to title set forth above; iii) a Foreign Investment and Real Property Tax Act (FIRPTA) affidavit, and such other instruments and documents as Buyer's counsel or the title insurer may reasonably request for the purpose of confirming proper and lawful execution and delivery of closing documents and conveyance of the Property to Buyer in accordance with this Agreement; and iv) a closing statement.

(b) At closing Seller shall pay: i.) transfer or documentary taxes on the deed of conveyance; ii.) recording fees; iii.) the cost of preparing all documents necessary to satisfy the requirements of the title insurance commitment or remove encumbrances on Seller's title; iv.) the cost of the closing fee charged by the escrow agent, if any; v.) the cost of the title search, examination and title policy premium; and vi.) Seller's pro rata portion of real property taxes and assessments.

(c) At closing Buyer shall pay: i.) the cost of the appraisal; ii.) the cost of the survey; iii.) the cost of the hazardous materials audits; and iv.) the cost of title insurance commitment, if any.

6. **Survey.** Buyer may, at any time after the date of this Agreement and before the Closing, cause a boundary survey (the "Survey") acceptable in form to Buyer, and any acquiring governmental entity, to be made of the Property by a land surveyor registered in the state that the Property is located. The Survey shall show the boundaries of, and state the acreage of the Property, rounded to the nearest one-hundredth (1/100<sup>th</sup>) of an acre. The legal description in EXHIBIT "A"

shall be changed, if necessary, to conform to the survey and to the requirements of the title commitment.

7. **Title.** Buyer shall, at any time after the date of this Agreement and before closing, obtain a title insurance commitment, and after Closing, a title insurance policy for owner's title insurance, issued by a qualified title insurance company acceptable to Buyer, in the amount of the Purchase Price, reflecting good and marketable fee simple title to the Property in Seller, subject only to the lien of current ad valorem taxes, not yet due and payable, applicable zoning ordinances, and matters of record not objected to by Buyer. Buyer may object to any matter of title which in Buyer's judgment, will preclude, impede or inhibit Buyer's intended disposition of the Property for public recreational and open space uses. At the time that the commitment is delivered to Buyer, Seller shall also provide copies of all documents referenced as exceptions to the title commitment or which must be cured. If a Survey is completed, the Survey and evidence of title may be examined together. Buyer shall have until the end of Term to examine the owner's title insurance commitment and referenced documents and to furnish to Seller a written statement of any objections to title. Matters reflected by the Survey, including utility easements, which are inconsistent with the preservation of the Property in its natural state, may be treated as title defects, and may be raised within 10 days of receipt of the final, sealed, Survey. Seller shall immediately and diligently attempt to satisfy the stated title objections and shall have until the date of closing to do so.

If Seller fails to satisfy all of the stated title objections by the date set for Closing, Buyer may, at its option: a) waive the title objections and proceed to close; b) extend the Closing by written notice to Seller, to enable Seller to satisfy the stated title objections; c) cure such title defects as may be cured by the payment of money, with a credit to Buyer against the portion of the Purchase Price due at Closing for such expenses of curing title provided that such expenses do not exceed \$5,000.00; or terminate this Agreement, and, except as expressly provided to the contrary herein, Seller and Buyer shall have no further rights, obligations or duties hereunder.

8. **Hazardous Materials Audit(s) and Remediation.** At anytime after the date of this Agreement and before the Closing, Buyer may obtain a report of an investigation of the Property carried out and prepared by a licensed engineer or geologist selected by Buyer employing procedures that a prudent purchaser would employ under the circumstances ("Phase I Audit"). A copy of the final report for the Phase I Audit will be delivered by Buyer to Seller. In the event that the Phase I Audit final report states that it is likely that there are Recognized Environmental Conditions, which would include Hazardous Materials, present on or beneath the surface of the Property, or that further investigations are necessary to determine whether Recognized Environmental Conditions are present ("Unsatisfactory Report"), Buyer may elect to terminate this Agreement and the parties shall have no further obligations pursuant to this Agreement unless specifically set forth herein.

9. **Seller's Preclosing Covenants.** Seller shall not, without the prior written consent of Buyer, which consent will not be unreasonably withheld, (a) make, extend or permit any leases, contracts, mortgages or other liens or encumbrances affecting the Property which will not be removed, released or terminated at closing, or (b) take or permit any action that could reduce the value of the Property.

10. **Seller's Representations.** Seller makes the following representations:

(a) Seller has full power and authority to enter into this Agreement and will have full power and authority to transfer and convey all right, title, and interest in and to the Property in accordance with this Agreement.

(b) Within Seller's knowledge, there is no suit, action, arbitration, legal, administrative or other proceeding or inquiry pending or threatened against the Property, or any portion thereof, or pending or threatened against Seller which could affect Seller's title to the Property, or any portion thereof, affect the value of the Property, or any portion thereof, or subject an owner of the Property, or any portion thereof, to liability.

(c) Within Seller's knowledge, there are no:

(i) Intended public improvements or private rights which will result in the creation of any liens upon the Property or any portion thereof.

(ii) Uncured notices which have been served upon Seller from any governmental agency notifying Seller of any violations of law, ordinance, rule or regulation which would affect the Property or any portion thereof.

(d) Within Seller's knowledge, there is no lease, license, permit, option, right of first refusal or other agreement, which affects the Property or any portion thereof which will not be removed at closing.

(e) Within Seller's knowledge, there is no condition at, on, under or related to the Property connected with the presence of hazardous substances that presently or potentially poses a significant hazard to human health or the environment, whether or not in compliance with law, and there has been no production, use, treatment, storage, transportation, or disposal of any hazardous substance, on the Property nor any release of any hazardous substance, pollutant or contaminant into, upon or over the Property.

(f) Neither the grant nor the exercise of the Option will constitute a breach or default under any agreement to which Seller is bound and/or to which the Property is subject.

Each of the above representations is material and is relied upon by Buyer. Each of the above representations shall be deemed to have been made as of the close of escrow and shall survive the close of escrow.

If, before the close of escrow, Seller discovers any information or facts that would materially change the foregoing representations, Seller shall immediately give notice to Buyer of those facts and information. If any of the foregoing representations cease to be true before the close of escrow, Buyer may elect to terminate this Agreement, in which case Buyer shall have no obligation to purchase the Property.

11. **Remedies Upon Default.** In the event that Seller defaults in the performance of any of Seller's obligations under this Agreement, Buyer shall have the right of specific performance against Seller, in addition to the right to receive a reimbursement for any and all expenses for Survey, title, and Phase 1 Audit. In the event that Buyer defaults in the performance of any of its obligations under this Agreement, Seller shall have, as its sole and exclusive remedy hereunder, the right to the sum of \$1,000.00 as full liquidated damages for such default. It is hereby agreed that Seller's damages in the event of a default by Buyer hereunder are uncertain and difficult to ascertain and that the sum of \$1,000.00 constitutes a reasonable liquidation of such damages and is intended not as a penalty, but as full liquidated damages. Seller covenants not to bring any action or suit, whether legal or equitable, against Buyer for additional damages or other redress in the event of Buyer's default hereunder.

12. **Access and Right to Inspect Subject Property.** During the term of this Agreement Buyer, through its employees and agents, may enter upon the Property for the purpose of performing the Survey and making inspections and investigations as Buyer deems appropriate, including, without limitation, performing the Phase I Audit of the soils, waters, and improvements on the Property. Buyer will notify Seller in advance if and when it plans to conduct any inspection or investigations on the Property, and to the extent reasonably possible, will schedule such investigation or inspection at a time that is convenient and agreeable to Seller.

13. **Risk of Loss.** All risk of loss shall remain with Seller until closing. In the event the Property is destroyed or damaged after Buyer has exercised the Option and prior to the close of escrow, Buyer may rescind this Agreement. Nothing in this paragraph shall be deemed to release Buyer from responsibility or liability for any damage or destruction caused by the acts of Buyer or Buyer's agents.

14. **Prorations and Fees.** Real property Taxes on the Subject Property shall be prorated as of the close of escrow based on the latest available tax bill. If the current year's assessment is not available, Taxes will be prorated based on the prior year's Tax. However, any Tax proration based on an estimate shall be promptly adjusted, at the request of either party, upon receipt of the current year's tax bill, and a statement to that effect shall be included in the closing statement. Other fees and charges shall be allocated in accordance with the customary practice of the county in which the Subject Property is located.

15. **Notices.** All notices pertaining to this Agreement shall be in writing and delivered to the parties hereto personally by hand, courier service or Express Mail, or by first class mail, postage prepaid, at the addresses set forth in Recital A. All notices shall be deemed given when deposited in the mail, first-class postage prepaid, addressed to the party to be notified; or, if delivered by hand, courier service or Express Mail, shall be deemed given when delivered. The parties may, by notice as provided above, designate a different address to which notice shall be given.

16. **Legal Costs.** If any legal action is brought by either party to enforce any provision of this Agreement, the prevailing party, to the extent permitted by law, shall be entitled to recover from the other party reasonable attorneys' fees and court costs in such amounts as shall be allowed by the court.

17. **No Broker's Commission.** Each party represents to the other that it has not used a real estate broker in connection with this Agreement or the transaction contemplated by this Agreement. In the event any person asserts a claim for a broker's commission or finder's fee against one of the parties to this Agreement, the party against whom the claim is asserted will indemnify and hold the other party harmless from said claim.

18. **Time of the Essence.** Time is of the essence of this Agreement.

19. **Binding on Successors.** This Agreement shall be binding not only upon the parties but also upon their respective heirs, personal representatives, assigns, and other successors in interest.

20. **Additional Documents.** Seller and Buyer agree to execute such additional documents, as may be reasonable and necessary to carry out the provisions of this Agreement.

21. **Modification.** No supplement, modification, or amendment of this Agreement shall be binding and no waiver of any provision in this Agreement is effective, unless executed in writing by all the parties.

22. **Assignment of Buyer's Interest.** The parties hereto agree that the Buyer may assign its interest in this Agreement to an organization or entity that is a qualified organization at the time of transfer under Section 170(h) of the Code, and the applicable regulations promulgated there under. Buyer shall not assign its interest in this Agreement to any for-profit entity or organization without Seller's prior written consent.

23. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.

24. **Counterparts and Execution.** This Agreement may be executed in counterparts, each of which shall be deemed an original and which together shall constitute one and the same agreement. Signatures required under this Agreement may be transmitted by electronic mail and, once received by the party to the Agreement to whom such signatures were transmitted, shall be binding on the party transmitting its signatures as though they were an original signature of such party.

IN WITNESS of the foregoing provisions the parties have signed this Agreement below:

SELLER: City of Sandy Springs, Georgia      BUYER: Trust for Public Land

By: \_\_\_\_\_

Date: \_\_\_\_\_

By George Dusenbury  
Its Georgia State Director

Date: \_\_\_\_\_



## EXHIBIT A

### LEGAL DESCRIPTION

Approximately 14.2 acres in Fulton County, Georgia, also known as 8901 Island Ferry Road, consisting of the following tax parcel numbers:

06 0365 LL0098

06 0365 LL0080

06 0365 LL0049

The above property is also referenced by the National Park Service as tract numbers CHAT 104-04, 107-05, and 107-41.

Prior to closing, the legal description of this Agreement, title insurance policy and deed shall conform to the legal description within the boundary survey as defined in section 7b above.



## SANDY SPRINGS

CITY CLERK'S OFFICE

TO: Eden Freeman, City Manager

FROM: Dan Lee, City Attorney

DATE: August 26, 2025 Submission for the September 2, 2025 City Council Work Session

ITEM: Request for Mayor and City Council Consideration of an Ordinance to Amend Subpart A, Chapter 58, Article IV, §58-93 and §58-96 of the City of Sandy Springs Code of Ordinances as it Relates to Vehicle Immobilization Services

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### ***Recommendation:***

The City Attorney recommends that the Mayor and City Council approve an Ordinance amendment related to vehicle immobilization services rendered within the city limits of Sandy Springs.

### ***Discussion:***

The City, via the Mayor, Council members, City Staff and the City Attorney's office, has received complaints related to the use of vehicle immobilization services (more commonly known as "booting") of vehicles. The City Attorney's office, and relevant City Staff, have researched the complaints, the process, the City of Sandy Springs (the "City") Code of Ordinances and other ordinances.

The use of booting or vehicle immobilization services is historically controversial. There is a need and right of property owners to prevent illicit and unwanted parking on their property. There have been unscrupulous and outright predatory practices by some providers of booting services. The balance of protection of the property owner, and adequate notice and warning to the vehicle owners, is the balance the ordinance should seek to achieve.

There is currently a class action lawsuit against a major booting service in the Metro Atlanta area. A settlement has been reached, and members of the class action will divide the \$5 million settlement. The thrust of the complaint had to do with failure to provide notice and warning to the vehicle owners. The failures had to do with not complying with the signage requirements. The signage requirements in the City of Atlanta are about twice the size of the signage requirements in the City of Sandy Springs. The proposed ordinance changes would double the sign size requirements to better warn vehicle owners, from 18 in.(H) x 12 in.(W) to 48 in.(H) x 36 in.(W). In addition, the current ordinance requires that the service provider have a written contract with the property owner. This is intended to prevent the service providers from trolling properties, or even just monitoring properties, to attach to unsuspecting vehicles.

Since the ordinance already requires the contract, adding the requirement that the property location where the contract will be carried out (where the booting is allowed), should not present a hardship upon the property owner or the booting company. The staff has indicated to me that these locations could be posted and thereby allowing vehicle owners to identify additionally where booting could occur.

### ***Financial Impact:***

The code amendment does not place any financial obligation on the City of Sandy Springs.

***Review:***

Lark Payne, Paralegal

Toni Carlisle, Chief Financial Officer

Dan Lee, City Attorney

Eden Freeman, City Manager

Created/Initiated - 8/26/2025

Approved - 8/27/2025

Approved - 8/28/2025

Final Approval - 8/29/2025

***Attachments:***

1. Vehicle Immobilization Service ORDINANCE 8.6.2025

STATE OF GEORGIA  
COUNTY OF FULTON

**AN ORDINANCE TO AMEND SUBPART A, CHAPTER 58, ARTICLE IV, § 58-93 AND § 58-96 OF THE CITY OF SANDY SPRINGS CODE OF ORDINANCES RELATED TO VEHICLE IMMOBILIZATION SERVICES; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Sandy Springs (the “City”) has established requirements within the City as it relates to parking immobilization (a/k/a “booting”) procedures, as set forth in Subpart A, Chapter 58, Article IV of the City of Sandy Springs Code of Ordinances, for the purposes of regulating service providers and operators of vehicle immobilization devices as a method of parking control; and

**WHEREAS**, in addition to the current application requirements as set forth in Sect. 58-93(a)-(m) of the City’s Code of Ordinances, the City will also require a service address to which the vehicle immobilization services will be contractually rendered; and

**WHEREAS**, this Ordinance amendment will also increase the size requirement for signs, as stated in Sect. 58-96(b), where parking prohibitions are to be effective, from 18 in.(H) x 12 in.(W) to 48 in.(H) x 36 in.(W); and

**WHEREAS**, the Mayor and City Council find that it is in the best interest of the City and its residents to amend the City’s Code of Ordinances, as further described herein.

**BE IT ORDAINED** by the Mayor and City Council of the City of Sandy Springs, Georgia as follows:

**SECTION I:** Subpart A, Chapter 58, Article IV, § 58-93 of the City of Sandy Springs Code of Ordinances is hereby amended to allow for the addition of Subsection (n) as follows:

Sec. 58-93(n). *General Requirements for Applicants of a License or Permit.*

(n) A copy of any and all contracts entered into by the vehicle immobilization service or operator to immobilize vehicles, within the city limits of Sandy Springs, shall be provided to the City upon application for the required registration. All locations where this service will be provided shall be identified to the City upon application for registration and included in said contracts. It shall be the duty of the service provider and registrant to furnish to the City any contract and location for the application of this service. Failure to do so will be a violation of this ordinance and prevent the use of such booting or immobilization services.

**SECTION II:** Subpart A, Chapter 58, Article IV, § 58-96(b) of the City of Sandy Springs Code of Ordinances is hereby amended to read as follows:

Sec. 58-96(b). *Signs.*

(b) Such signs shall be a minimum of 48 inches high by 36 inches wide.

**SECTION III:** It is the intention of the City Council and it is hereby ordained by the authority of the City Council that the provisions of this Ordinance shall become, and be made a part of, The Code of the City

of Sandy Springs, Georgia, and the codifier is authorized to make the specified deletions, insertions, additions, and to insert headings, article numbers and section numbers as and where appropriate.

**SECTION IV:** All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

**SECTION V:** If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional, or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

**SECTION VI:** This Ordinance shall become effective immediately upon adoption.

**SO ORDAINED**, this, the 2<sup>nd</sup> day of September, 2025.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

\_\_\_\_\_  
Raquel D. González, City Clerk  
(Seal)