



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • OCTOBER 15, 2024

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing for a Proposed Amendment to Tax Allocation District 1 (Exit 3 Commercial and Entertainment District) -

This proposed amendment to the City of Kingsland 2012 Redevelopment Plan will update the boundaries of the TAD and amend the Plan.

II. CALL TO ORDER AND WELCOME GUESTS

III. ROLL CALL

Charles Grayson Day Jr.
James W Galloway
Farran Fullilove
Kristy Chance
Alex Blount

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

IV. INVOCATION AND PLEDGE TO THE FLAG

V. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. RECOGNITION

VII. PRESENTATION

VIII. GRANTING AUDIENCE TO THE PUBLIC

IX. OLD BUSINESS

X. PLANNING AND ZONING

1. Approval of Annexation Ordinance 2024-09 & Zoning Designation - Parcels 121 009A, 121 009BPZ, and 121 009CPZ -

William H. Gross with Georgia Florida Gateway, LLC and Haddock Road Holdings, LLC is requesting to annex parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres located on the east and west sides of Haddock Road. The applicant is also requesting a zoning designation of C-8 (Interchange Transitional). The purpose of the request is to be able to connect to the city water and sewer service for a purposed mixed use project consisting of commercial, industrial, and residential uses. *Planning Commission recommends approval.*

2. Approval of PD Approval - Parcels 121 009A, 121 009BPZ, and 121 009CPZ -

Bill Gross with Georgia/Florida Gateway, LLC and Haddock Road Holdings, LLC has submitted a PD approval application for the proposed mixed use development consisting of residential, commercial, and light industrial uses on parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres, located north of exit 1 on Haddock Road. The Planning Department had several meetings with the developer and collaborated on the text of the PD. The Planning Director and Building Official have reviewed and approved the final submitted PD and Land Use Map. Zoning is C-8 (Interchange Transitional) - Contingent on approval of annexation. *Planning Commission recommends approval.*

3. Approval of Home Occupation - 102 The Villas Way - Parcel 107 01 045A -

Janelle Martinez has applied for a Home Occupation Permit for an on-line clothing and accessory business known as "Styled-By-JM". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is PD/MU. *Planning Commission recommends approval.*

4. Approval of Re-Plat-Brookshire Green -

Ronald H. Sawyer II has submitted a Re-Plat and final plat application for Brookshire Green consisting of 61 single family lots on approximately 18.98 acres. The original final plat consisted of 64 single family lots. The final plat was originally approved by the City Council on July 15, 2024. Zoning is PD/R-2. *Planning Commission recommends approval.*

5. Approval of Final Plat - Fiddler's Cove Phase 5 -

Ron Sawyer with Sawyer & Associates, Inc. has submitted a final plat application for Fiddler's Cove Phase 5 consisting of 16 single family lots on approximately 8.23 acres. The developer will continue to follow the same PD that was used in Phases 1 through 4. Zoning is PD/R-1. *Planning Commission recommends approval.*

6. Approval of PD Amendment to Original PD for Parcel 106 040 -

Ron Sawyer with Sawyer & Associates, Inc. has submitted a PD Amendment to the original PD for parcel 106 040 containing approximately 49.14 acres. The PD Amendment will allow for Townhomes to be built on 16 acres of the parcel. The original PD only allowed for commercial uses. Zoning is PD/C-2. *Planning Commission recommends approval.*

7. Approval of Variance - 1508 Boone Street - Parcel 108 002 -

Marisa Kolman, acting agent for Texas Roadhouse Restaurant has submitted a variance application for parcel 108 002 containing approximately 2.93 acres located at 1508 Boone Street. The applicant is requesting a variance to Article XXII, Sec. 120- Signs- Maximum Sign Area (Square Feet) which would allow for the main wall sign for the restaurant to be 127 square feet instead of the maximum allowance of 50 feet so that travelers on Highway 40 will have better visibility to the sign and restaurant. The Planning Director and Building Official see no issues with the variance request. Zoning is C-2 (General Commercial). *Planning Commission recommends approval.*

XI. NEW BUSINESS

1. Approval Of: GMC Professional Services Agreement Amendment -

An amendment to the April 12, 2021 agreement with Goodwin Mills Cawood, LLC, to provide additional professional consulting services to assist the city with, "First Floodplain, Second Stormwater - Kingsland's Path Towards Increased Resiliency," which is funded through a Cycle 27 Coastal Incentive Grant from Georgia DNR, Coastal Resources Division.

Staff recommends approval.

2. Approval Of: Coastal Incentive Grant Award Agreement -

Award Agreement to provide financial assistance through the Coastal Incentive Grant for the city's Cycle 27 project "First Floodplain, Second Storm Water-Kingsland's Path Towards Increased Resiliency."

Staff recommends approval.

3. Appointment to the Kingsland Downtown Development Authority Board -

XII. MAYOR AND COUNCIL ANNOUNCEMENT

XIII. ADJOURNED



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: City Clerk
Category: Public Hearing
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:

AGENDA ITEM (ID # 4552)

DOC ID: 4552

Public Hearing for a Proposed Amendment to Tax Allocation District 1 (Exit 3 Commercial and Entertainment District)

This proposed amendment to the City of Kingsland 2012 Redevelopment Plan will update the boundaries of the TAD and amend the Plan.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Annexation
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4478)

DOC ID: 4478

Approval of Annexation Ordinance 2024-09 & Zoning Designation - Parcels 121 009A, 121 009BPZ, and 121 009CPZ

William H. Gross with Georgia Florida Gateway, LLC and Haddock Road Holdings, LLC is requesting to annex parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres located on the east and west sides of Haddock Road. The applicant is also requesting a zoning designation of C-8 (Interchange Transitional). The purpose of the request is to be able to connect to the city water and sewer service for a purposed mixed use project consisting of commercial, industrial, and residential uses. *Planning Commission recommends approval.*



Planning and Zoning

105 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4458)

Meeting: 06/03/24 06:00 PM
Department: Planning and Zoning
Category: Annexation
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:
DOC ID: 4458

10.1.a

4.6

Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ

Bill Gross has applied for the Annexation of parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres located on the east and west sides of Haddock Road and north of St Marys Road in the unincorporated area of Camden County. The purpose of the Annexation is to have water and sewer access to the parcels for a proposed mixed use project that would consist of commercial, retail, industrial and residential uses. The applicant is also requesting a zoning designation of C-8 (Interchange Transitional) for the parcels if the annexation is approved. The developer would be responsible for extending the city water and sewer service to this area. Current Zoning: Parcel 121 009BPZ is zoned C-1 Interchange Commercial (County), Parcels 121 009CPZ and 121 009A are zoned A-F Agricultural Forestry (County). Staff recommends approval contingent on if the C-8 zoning amendment is approved by City Council.



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: June 3, 2024

City Council Meeting Date: June 10, 2024

Agenda Item: Annexation and Zoning Designation Request

Background:

The surrounding properties are a mixture of single family residential and commercial along the Haddock Rd./ St. Mary's Rd./ Exit 1 area. This area has several proposed planned projects that would include a mix a commercial, residential, and industrial uses. A Town Hall Meeting was held on Monday May 20th to provide information and answer questions from community residents in this area.

Summary:

Bill Gross has applied for the Annexation of parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approx. 278 acres located on the east and west sides of Haddock Rd. and north of St, Mary's Rd. in the unincorporated area of Camden County. The purpose of the Annexation is to have water and sewer access to the parcels for a proposed mixed use project that would consist of commercial, retail, industrial and residential uses. The applicant is also requesting a zoning designation of C-8 (Interchange Transitional) for the parcels if the annexation is approved. The developer would be responsible for extending the city water and sewer service to this area.

Current Zoning: Parcel 121 009BPZ is zoned C-I Interchange Commercial (County), Parcels 121 009CPZ and 121 009A are zoned A-F Agricultural Forestry (County)

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends approval contingent on if the C-8 zoning amendment is approved by City Council.

Scott L. Kimball
Planning Director

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ)
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ)



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Member:

Bryant Shepard, Chairman
Fyrth Morris, Vice Chairman
Walter Fuller, Jr.
Michael Haynes
Matthew Hooks
Kathryn Markes
Rebecca Shannon

TO WHOM IT MAY CONCERN:

William H. Gross with Georgia Florida Gateway, LLC and Haddock Road Holdings, LLC has filed an application with our office. The applicant asks that the Kingsland Planning Commission recommend approval and that the Kingsland City Council approve the following item:

(X) ANNEXATION & ZONING DESIGNATION: The applicant has applied for an Annexation of parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres located on the east and west sides of Haddock Rd. The applicant is also requesting a zoning designation of C-8 (Interchange Transitional). The purpose of the request is to be able to connect to the city water and sewer service for a purposed mixed use project consisting of commercial, industrial, and residential uses.

In order to review the application, the Kingsland Planning Commission will hold a public hearing on Monday, June 3, 2024 at 6:00 p.m. and the Kingsland City Council will vote on the Planning Commission recommendation at their meeting on Monday, June 10, 2024 at 6:00 p.m. at Kingsland City Hall in the Council Chambers located at 107 S. Lee St. in Downtown Kingsland.

If you are unable to attend either meeting, you may submit a written statement to our office which will be read at the meeting, or give me a call expressing your concern. For further information, please call our office at 912-729-8296.

Sincerely,

Scott Kimball, Planning Director



**APPLICATION TO CITY OF KINGSLAND, GEORGIA
TO ANNEX LANDS/ DE-ANNEX**

The undersigned desire to annex/de-annex certain land into/out of the City of Kingsland, Georgia, which land is shown on Tax Map ^{121 009BPZ, 121 009CPZ and 121 009A} _____, Block _____, Parcel _____, has a street address of Haddock Road _____, and is more fully and completely described in *Exhibit "A" attached hereto and hereby made a part hereof*. Such land is currently located in the unincorporated area of Camden County, Georgia, and is currently zoned *see below _____ by the City of Kingsland/Camden County. I/We, the undersigned, desire to have this property annexed/de-annexed into/from the City of Kingsland, Georgia. I/We further desire to have a zoning classification of (see attached) at the time the subject property is annexed. If the requested zoning is different from the County's zoning, you must complete Number 4 on the following page.

Please give the square footage or acreage of the land to be annexed/de-annexed:

Square footage: _____ or Number of Acres: Approx. 278 Acres

This Application is being submitted by the undersigned pursuant to Official Code of Georgia Annotated 36-36-3, et. seq., and said owner(s) request the governing body of Kingsland to annex/de-annex said property to/from the existing corporate limit of Kingsland, Georgia.

In accordance with requirements of the Department of Justice Voting Section, please provide an estimate of the current population of the property being annexed/de-annexed and an estimate of the future population: Current population: _____ Future population: No change.

The undersigned further state that the undersigned is/are *all* of the owner(s) of the subject property, and that all facts contained herein are true, to the best of the undersigned's belief.

Haddock Road Holdings, LLC

5/6/24
Date

[Signature]
Signature (Signed and Printed) of Owner By: William H. Gross, Authorized Signatory
1209 E. King Avenue, Kingsland, Georgia 31548

Address of above Owner
Georgia Florida Gateway, LLC

5/6/24
Date

[Signature]
Signature (Signed and Printed) of Owner By: William H. Gross, Authorized Signatory
1209 E. King Avenue, Kingsland, Georgia 31548

Address of above Owner

CONTINUED ON BACK

* Tax Parcel 121 009BPZ is currently zoned C-I (Interchange Commercial)
Tax Parcel 121 009CPZ is currently zoned A-F (Agricultural Forestry)
Tax Parcel 121 -009A is currently zoned A-F (Agricultural Forestry)

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

Date

Signature (*Signed and Printed*) of Owner

Address of above Owner

Owner(s) signed the above in the presence of:

Witness

Paula N. Lower

NOTARY PUBLIC, State of Georgia

My commission expires: _____

(NOTARY SEAL)



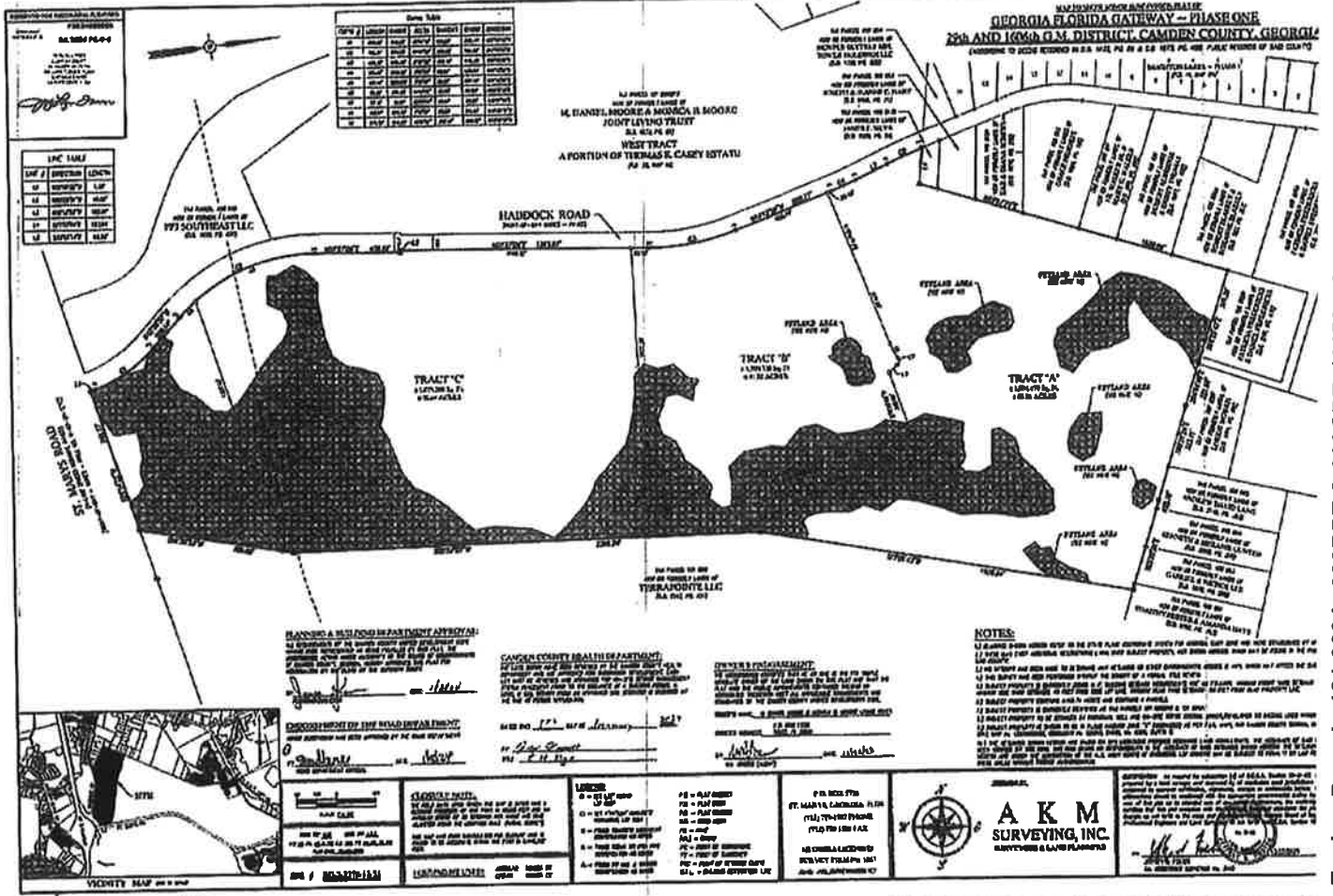
**ITEMS REQUIRED FOR SUBMISSION WITH THE ATTACHED
APPLICATION TO CITY OF KINGSLAND, GEORGIA, TO ANNEX/DE-ANNEX LANDS**

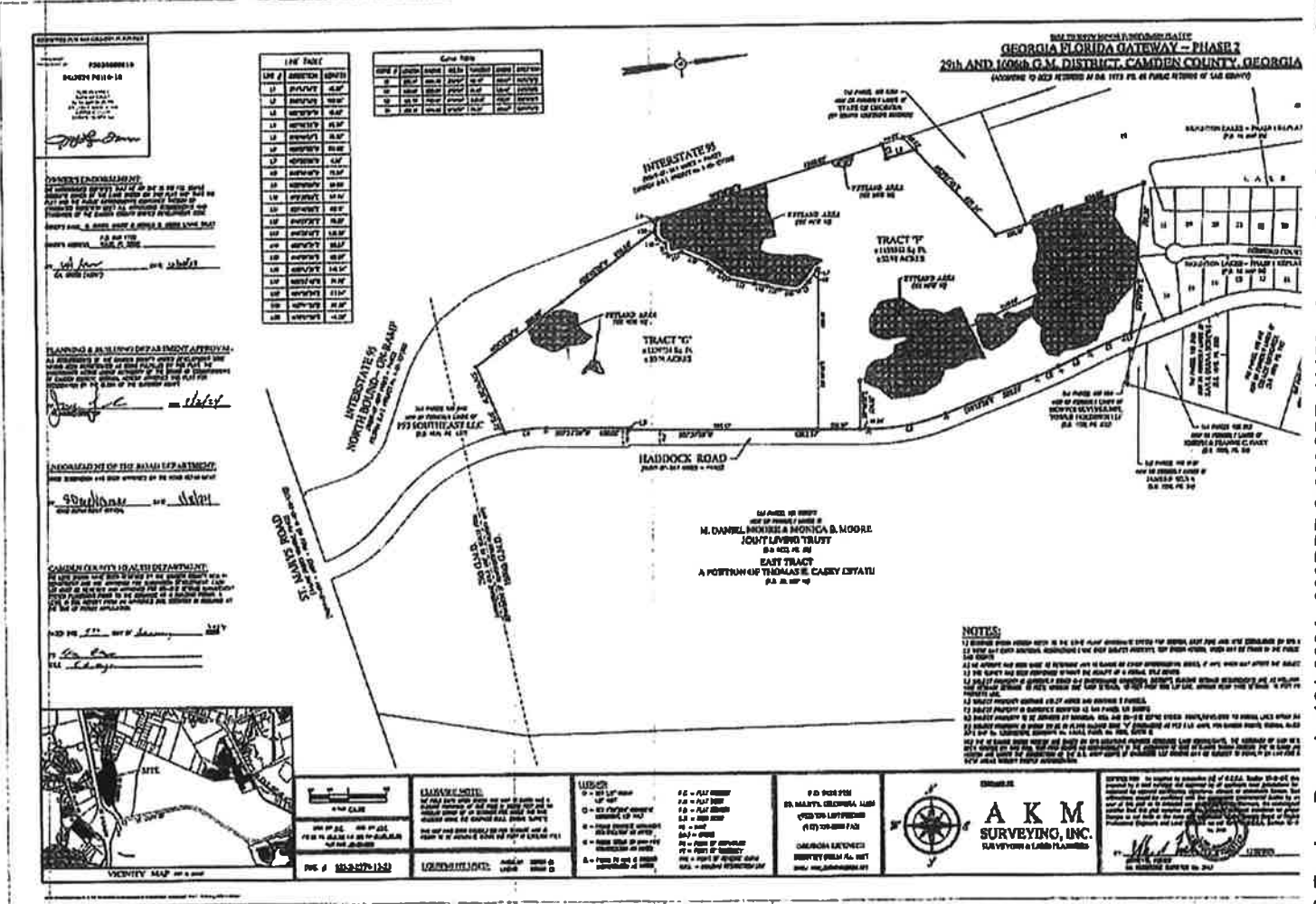
1. COMPLETED APPLICATION FORM, PROPERLY EXECUTED, WITNESSED AND NOTARIZED
2. THREE (3) COPIES OF PLAT (SURVEY) OF THE SUBJECT PROPERTY AND ONE (1) COPY FOR DE-ANNEXATION.
3. THREE (3) COPIES OF CORRECT LEGAL DESCRIPTION OF THE PROPERTY AND ONE (1) COPY FOR DE-ANNEXATION)
4. IF THE CITY'S ZONING CLASSIFICATION REQUESTED BY APPLICANT IS DIFFERENT THAN THE COUNTY'S ZONING CLASSIFICATION, PLEASE STATE BELOW WHY YOU ARE REQUESTING DIFFERENT ZONING FOR THE SUBJECT PROPERTY:

See attached.

C-8 (Interchange Transitional)

This annexation application is subject to the letter of intent between the City of Kingsland and W.H. Gross Construction Company, Inc., last dated March 28, 2024. As stated in that letter of intent, the applicant or owners may withdraw this annexation application at any time prior to the final hearing for the annexation if the parties are unable to reach agreement on the final form of an annexation or development agreement for the Property to be annexed.







HunterMaclean
Attorneys at Law
455 Sea Island Road
St. Simons Island, Georgia 31522

JOEY STRENGTH
912.262.5996
Fax: 912.279.0586
www.huntermaclean.com
JStrength@HunterMaclean.com

May 6, 2024

Mr. Scott Kimball
Planning and Zoning Director
City of Kingsland
P.O. Box 250
Kingsland, Georgia 31548

RE: Annexation Application for Haddock Road Holdings, LLC and Georgia Florida Gateway, LLC for Tax Parcels 121 009 BPZ, 121 009 CPZ, and 121 009A

Dear Scott:

I am legal counsel for Haddock Road Holdings, LLC and Georgia Florida Gateway, LLC, am familiar with the operating agreements for these entities, and can confirm that William H. Gross is a Manager of both entities and has the authority to sign the annexation application on behalf of both of these entities.

Sincerely,

Joey Strength
Joey Strength

JS/lm

4863-4413-1260

Packet Pg. 46

Packet Pg. 13

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Camden County, GA

10.1.a

4.6.a



Overview

Legend

- Parcels
- USA Major Highways
- Limited Access
- Highway
- Major Road
- Local Road
- Minor Road
- Other Road
- Ramp
- Ferry
- Pedestrian Way
- City Labels

Parcel ID	121 009BPZ	Owner	MOORE M DANIEL & MONICA B AS TRUSTEES-	Last 2 Sales			
Class Code	Commercial		M. DANIEL & MONICA B MOORE LIVING	Date	Net Price	Reason	Qual
Taxing District	41 UNINCORPORATED SERVICE DIST		TRUST	6/19/2013	0	NM	U
	41 UNINCORPORATED SERVICE DIST		POST OFFICE BOX 1732	n/a	0	n/a	n/a
Acres	81.26	Physical Address	YULEE, FL 32041				
		Assessed Value	HADDOCK RD				
			Value \$315975				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 5/6/2024

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Camden County, GA



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Parcel ID	121 009CPZ	Owner	MOORE M DANIEL & MONICA B AS TRUSTEES-	Last 2 Sales			
Class Code	Agricultural		M. DANIEL & MONICA B MOORE LIVING	Date	Net Price	Reason	Qual
Taxing	41 UNINCORPORATED		TRUST	6/19/2013	0	NM	U
District	SERVICE DIST		POST OFFICE BOX 1732	n/a	0	n/a	n/a
	41 UNINCORPORATED		YULEE, FL 32041				
	SERVICE DIST		n/a				
Acres	175.74	Physical Address					
		Assessed Value	Value \$247051				

(Note: Not to be used on legal documents)

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Camden County, GA

Overview



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Parcel ID	121 009A	Owner	MOORE MONICA B	Last 2 Sales				
Class Code	Agricultural		POST OFFICE BOX 1732	Date	Net Price	Reason	Qual	
Taxing District	41 UNINCORPORATED SERVICE DIST		YULEE, FL 32041	6/21/2013	0	QC	U	
	41 UNINCORPORATED SERVICE DIST	Physical Address	n/a	n/a	0	n/a	n/a	
Acres	21.0	Assessed Value	Value \$57330					

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THEY ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

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Camden County, GA



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- Zoning**
 - A-F
 - A-R
 - C-G
 - C-I
 - C-N
 - C-P
 - City
 - I-G
 - I-R
 - LCI
 - MHP
 - PD
 - R-1
 - R-2
 - R-3
 - RVD
 - Unknown

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Legal Descriptions

All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase One" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 9, AS ALL OF TRACT A, TRACT B, TRACT C and TRACT D.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

And

All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase 2" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 10, AS ALL OF TRACT E, TRACT F, and TRACT G.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

4867-3648-7868

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BP7 & 009CP7 (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

D2024000349

BK:2285 PG:952-956

6244704200
7067927936
PARTICIPANT ID

FILED IN OFFICE
CLERK OF COURT
01/18/2024 03:42 PM
JOY LYNN TURNER, CLERK
SUPERIOR COURT
CAMDEN COUNTY, GA

AFTER RECORDING RETURN TO:
Hunter, Maclean, Exley & Dunn, P.C.
455 Sea Island Road
St. Simons Island, Georgia 31522



REAL ESTATE
TRANSFER TAX
PAID: \$2,400.00

PT-61 020-2024-000135

TAX PARCEL INFORMATION:
Camden County Tax Parcel 121
009BPZ
Camden County Portion of Tax Parcel
121 009CPZ
Camden County Tax Parcel 109 006

EXECUTED BY M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST
DATED SEPTEMBER 28, 2005 IN NASSAU COUNTY, FLORIDA

LIMITED WARRANTY DEED

A CONVEYANCE made this the 12th day of January, 2024, from M. DANIEL MOORE, a Florida resident, AS TRUSTEE OF THE M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST DATED SEPTEMBER 28, 2005 and MONICA B. MOORE, a Florida resident, AS TRUSTEE OF THE M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST DATED SEPTEMBER 28, 2005, as First Party, to GEORGIA FLORIDA GATEWAY, LLC, a Georgia limited liability company, as Second Party,

WITNESSETH:

FOR AND IN CONSIDERATION OF the sum of Ten Dollars (\$10.00), cash to First Party in hand paid by Second Party, at or before the sealing and delivery of these presents, and of other good and valuable consideration, the receipt of which is acknowledged, First Party hereby grants, bargains, sells, and conveys unto Second Party the following described real property, to-wit:

ALL THOSE CERTAIN LOTS, TRACTS, OR PARCELS OF LAND
SITUATE, LYING AND BEING IN CAMDEN COUNTY, GEORGIA, AS

HM File #25511-1B
4868-4459-2791

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Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

BK:2285 PG:953

SET FORTH AND MORE PARTICULARLY DESCRIBED AND IDENTIFIED ON EXHIBIT "A", WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE FOR ALL PURPOSES.

TO HAVE AND TO HOLD the real property above described and hereby conveyed, together with the improvements thereon, and all and singular the rights, members and appurtenances thereunto belonging or in any manner appertaining unto Second Party and Second Party's successors and assigns, in fee simple, subject, however, to the permitted exceptions identified on Exhibit "B" attached hereto and incorporated herein by reference.

AND FIRST PARTY HEREBY WARRANTS and will forever defend unto Second Party and Second Party's successors and assigns, the right and title hereby conveyed in and to the real property above described as against the lawful claims and demands of all persons claiming by, through or under First Party, except as to those claims or demands arising from the permitted exceptions to which reference has hereinabove been made.

Signature Page Follows

BK:2285 PG:954

IN WITNESS WHEREOF, First Party has hereunto signed, sealed, and delivered these presents on this the day and year first above written.

M. Daniel Moore

M. Daniel Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005

(Seal)

Monica B. Moore

Monica B. Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005

(Seal)

Signed, sealed, and delivered in the presence of:

Jennifer T. Amabile
Unofficial Witness Jennifer T. Amabile

Jon C. Lasserre
Notary Public

Commission Expiration Date: 09/15/27 (Notary Seal)



HM File #25511-1B
4868-4459-2791

BK:2285 PG:955

Exhibit "A"

Legal description for the Limited Warranty Deed from M. Daniel Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005 and Monica B. Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005, as First Party, to Georgia Florida Gateway, LLC, as Second Party

All that certain lot, tract, or parcel of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase One" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 9, AS ALL OF TRACT C.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

and

All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase 2" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 10, AS ALL OF TRACT E, TRACT F, and TRACT G.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

and

All that certain lot, tract, or parcel of land situate, lying and being in the 1606th GMD of Camden County, Georgia, as described on that certain plat of survey of Scrubby Bluff Subdivision, prepared by J. C. Garner, Registered Land Surveyor No. 1295, recorded in the office of the Clerk of Superior Court of Camden County, Georgia, in Plat Book 3, Page 4, AS ALL OF LOT 5, Scrubby Bluff Subdivision.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

End of Legal Description.

BK:2285 PG:956

Exhibit "B"

Exceptions for the Limited Warranty Deed from
M. Daniel Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated
September 28, 2005 and Monica B. Moore, as Trustee of the M. Daniel Moore and Monica B. Moore
Joint Living Trust dated September 28, 2005, as First Party, to Georgia Florida Gateway, LLC, as
Second Party

1. Taxes not yet due and payable.
2. Matters set forth on that certain plat recorded in Plat Drawer 26, Page 19, Camden County, Georgia records.
3. Matters set forth on that certain plat recorded in Plat Book 3, Page 4, Camden County, Georgia records.
4. To the extent applicable to the Property, Georgia Department of Transportation Right of Way Deed dated May 27, 2008 and recorded in Deed Book 1430, Page 40, Camden County, Georgia records.
5. Matters set forth on that certain plat entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase One" prepared by AKM Surveying, Inc., recorded in Plat Book 2024, Page 9 Camden County, Georgia records.
6. Matters set forth on that certain plat entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase Two" prepared by AKM Surveying, Inc., recorded Plat Book 2024, Page 10 Camden County, Georgia records.

6244704200
7067927936
PARTICIPANT ID

D2024000347
BK:2285 PG:935-940

10.1.a
4.6.a

FILED IN OFFICE
CLERK OF COURT
01/18/2024 03:39 PM
JOY LYNN TURNER, CLERK
SUPERIOR COURT
CAMDEN COUNTY, GA



REAL ESTATE
TRANSFER TAX
PAID: 94,500.00

AFTER RECORDING RETURN TO:
Hunter, Maclean, Exley & Dunn, P.C.
455 Sea Island Road
St. Simons Island, Georgia 31522

PT-61 020-2024-000134

TAX PARCEL INFORMATION:
Camden County Tax Parcel 121 009A
Camden County Portion of Tax Parcel
121 009CPZ

EXECUTED BY M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST
DATED SEPTEMBER 28, 2005 IN NASSAU COUNTY, FLORIDA
EXECUTED BY MONICA B. MOORE IN NASSAU COUNTY, FLORIDA

LIMITED WARRANTY DEED

A CONVEYANCE made this the 12th day of January, 2024, from M. DANIEL MOORE, a Florida resident, AS TRUSTEE OF THE M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST DATED SEPTEMBER 28, 2005 and MONICA B. MOORE, a Florida resident, AS TRUSTEE OF THE M. DANIEL MOORE AND MONICA B. MOORE JOINT LIVING TRUST DATED SEPTEMBER 28, 2005 and MONICA B. MOORE, a Florida resident, collectively, as First Parties, to HADDOCK ROAD HOLDINGS, LLC, a Georgia limited liability company, as Second Party,

WITNESSETH:

FOR AND IN CONSIDERATION OF the sum of Ten Dollars (\$10.00), cash to First Parties in hand paid by Second Party, at or before the sealing and delivery of these presents, and of other good and valuable consideration, the receipt of which is acknowledged, First Parties hereby grant, bargain, sell, and convey unto Second Party the following described real property, to-wit:

ALL THOSE CERTAIN LOTS, TRACTS, OR PARCELS OF LAND

HM File #25311-1A
4871-2803-4967

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

Packet Pg. 25

BK:2285 PG:937

IN WITNESS WHEREOF, First Parties have hereunto signed, sealed, and delivered these presents on this the day and year first above written.

M. Daniel Moore

M. Daniel Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005

(Seal)

Monica B. Moore

Monica B. Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005

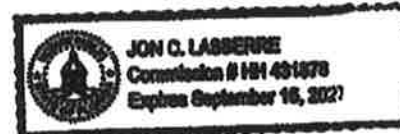
(Seal)

Signed, sealed, and delivered in the presence of:

Sanjay T. Athavale
Unofficial Witness Sanjay T. Athavale

[Signature]
Notary Public

Commission Expiration Date: 09/15/27 (Notary Seal)



HM File #25511-1A
4871-2803-4967

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ)
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ)

BK:2285 PG:938

IN WITNESS WHEREOF, First Parties have hereunto signed, sealed, and delivered these presents on this the day and year first above written.

Monica B Moore
Monica B. Moore

(Seal)

Signed, sealed, and delivered in the presence of:

Jennifer T. Athavale
Unofficial Witness Jennifer T. Athavale

Jon C. Lasserre
Notary Public

Commission Expiration Date: 09/15/27 (Notary Seal)



HM File #25511-1A
4871-2803-4967

Attachment: June 2024-Annex & Zoning-Parcels 121 009A. 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A. 121 009BPZ, and
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

BK:2285 PG:939

Exhibit "A"

Legal description for the Limited Warranty Deed from M. Daniel Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005 and Monica B. Moore, as Trustee of the M. Daniel Moore and Monica B. Moore Joint Living Trust dated September 28, 2005 and Monica B. Moore, collectively, as First Parties, to Haddock Road Holdings, LLC, as Second Party

All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase One" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 9, AS ALL OF TRACT A, TRACT B, and TRACT D.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

End of Legal Description.

IRM File #25511-1A
4871-2803-4967

Attachment: June 2024-Annex & Zoning-Parcels 121 009A. 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A 121
Attachment: June 2024-Annex & Zoning-Bill Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and

BK:2285 PG:940

Exhibit "B"
Title Exceptions

1. Taxes not yet due and payable.
2. Matters set forth on that certain plat recorded in Plat Drawer 26, Page 19, Camden County, Georgia records.
3. Matters set forth on that certain plat recorded in Plat Drawer 26, Page 23, Camden County, Georgia records.
4. To the extent applicable to the Property, Georgia Department of Transportation Right of Way Deed dated May 27, 2008 and recorded in Deed Book 1430, Page 40, Camden County, Georgia records.
5. Matters set forth on that certain plat entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase One" prepared by AKM Surveying, Inc., recorded in Plat Book 2024, Page 9, Camden County, Georgia records.

HM File #25511-1A
4871-3803-4967

Attachment: June 2024-Annex & Zoning-Parcels 121 009A, 009BPZ & 009CPZ (4458 : Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ) Gross (4478 : Approval of Annexation & Zoning Designation-Parcels 121 009A, 121 009BPZ, and 121 009CPZ)

Applicant is requesting that the City of Kingsland amend its development ordinance to create a new C-8 Interchange Transitional District and then to assign that zoning district to the annexed property. The proposed C-8 Interchange Transitional District ordinance amendment follows:

ORDINANCE #2024-_____

AN ORDINANCE TO AMEND ORDINANCE 2011-01, ARTICLE VI, SEC. 61 of KLADO by adding SEC. 68.8. C-8 Interchange Transitional

61.8.1. Intent of the District. The purpose of the C-8 Interchange Transitional District is to provide for industrial, commercial, and residential uses to serve the needs of local residents and interstate travelers. Development should be planned in large units, and not haphazardly, with transitional areas between uses within the district and uses within adjacent districts as described in this section.

61.8.2. Within the C-8 district, the following uses are permitted:

- (1) All permitted uses within I-L Wholesale and Light Industrial District.
- (2) All permitted uses within R-1 Single Family Residence District.
- (3) All permitted uses within R-3 Medium and High-Residential District.
- (4) All permitted uses within R-7 Townhouse Residential District.
- (5) Without limiting the foregoing:
 - i. Shopping Centers;
 - ii. Commercial establishments, including retail, wholesale, and service businesses, including convenience stores and Laundromats and Laundry and Dry Cleaning, gyms and fitness studios; and plant nurseries;
 - iii. Hotels, Motels, and Bed and Breakfast Inns;
 - iv. Restaurants and other food service establishments, including drive-thru facilities, and food trucks;
 - v. Truck stops, travel plazas, and related facilities (including with co-located restaurants and other food service establishments including drive-thru facilities, food trucks and service centers);
 - vi. Automobile Service Stations and Garages (including with co-located restaurants and other food service establishments such as food trucks);
 - vii. Warehouses and distribution facilities;
 - viii. Storage facilities, including industrial outside storage and self storage;
 - ix. Carwashes and truck washes;
 - x. Campgrounds, travel trailer parks, and recreational vehicle parks;
 - xi. Offices, including professional offices;
 - xii. Kindergartens, Day Care Centers and Day Care Homes;

- xiii. Destination monuments, including flags, and destination signage;
- xiv. Welcome centers and rest areas;
- xv. Special events facilities, including amphitheaters;
- xvi. Senior care facilities, including assisted living centers, adult daycare facilities, long-term care facilities, nursing homes, hospice care;
- xvii. Lounges, music venues, and bars;
- xviii. Animal care facilities, dog parks, and veterinary hospitals and offices;
- xix. Government and institutional facilities;
- xx. Commercial parking areas, including for remote or overnight parking;
- xxi. Hospital and other medical uses, including emergency care facilities, pharmacies and clinics;
- xxii. Data centers;
- xxiii. Condominiums, timeshares and short term rentals; and
- xxiv. Utility facilities, including water tanks and solar facilities.

Legal Descriptions

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Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

And

All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase 2" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 10, AS ALL OF TRACT E, TRACT F, and TRACT G.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.

Legal Descriptions

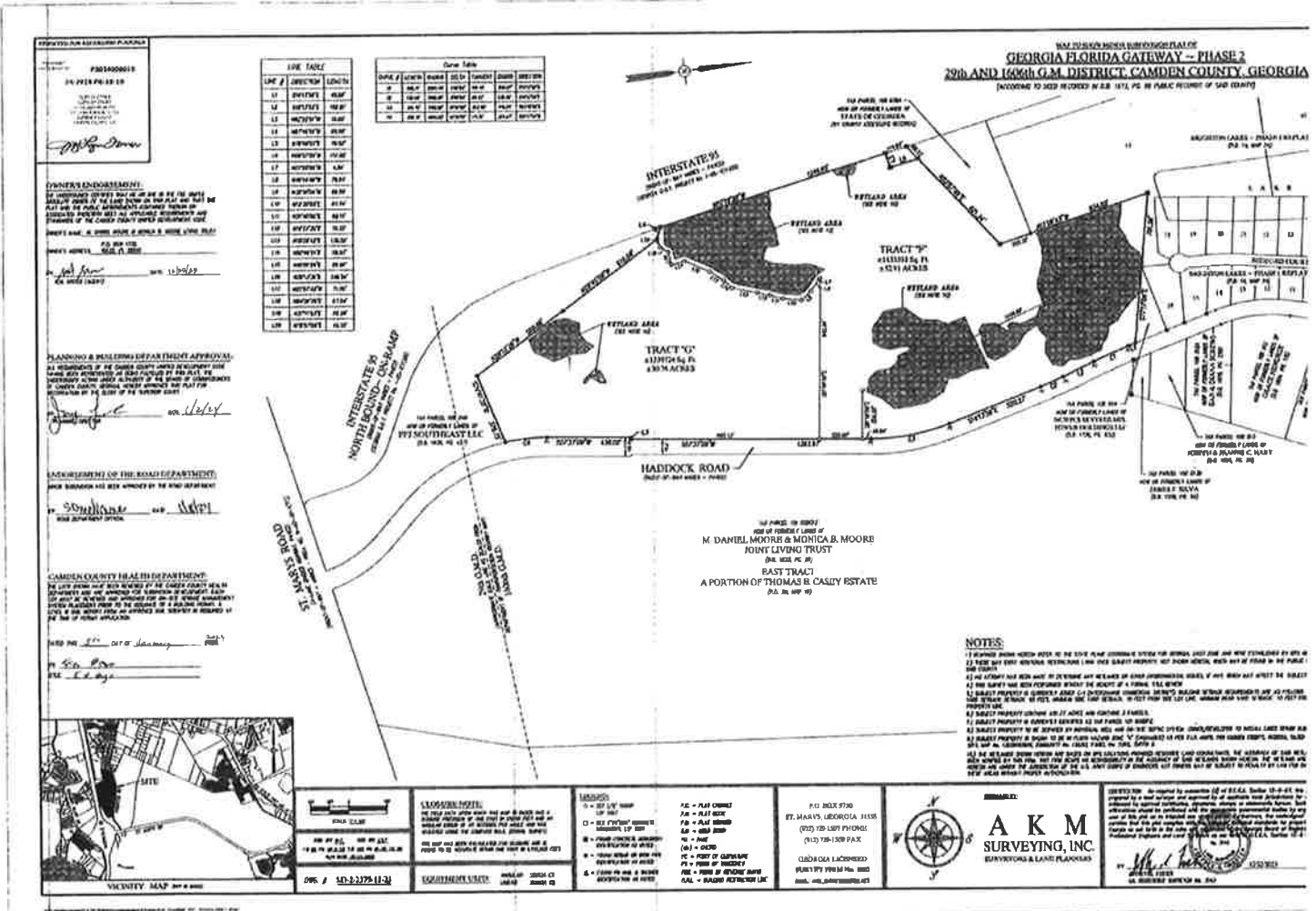
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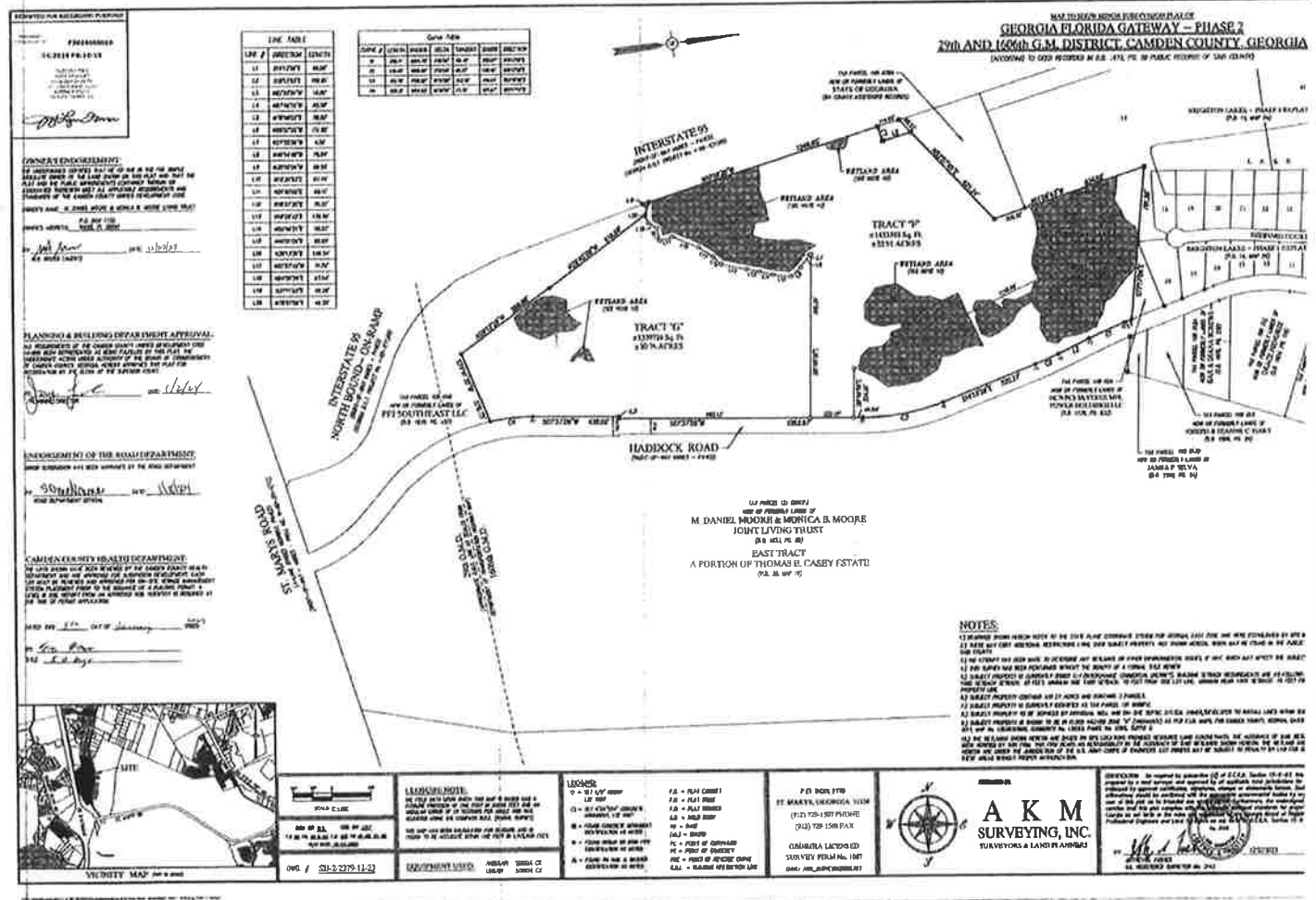
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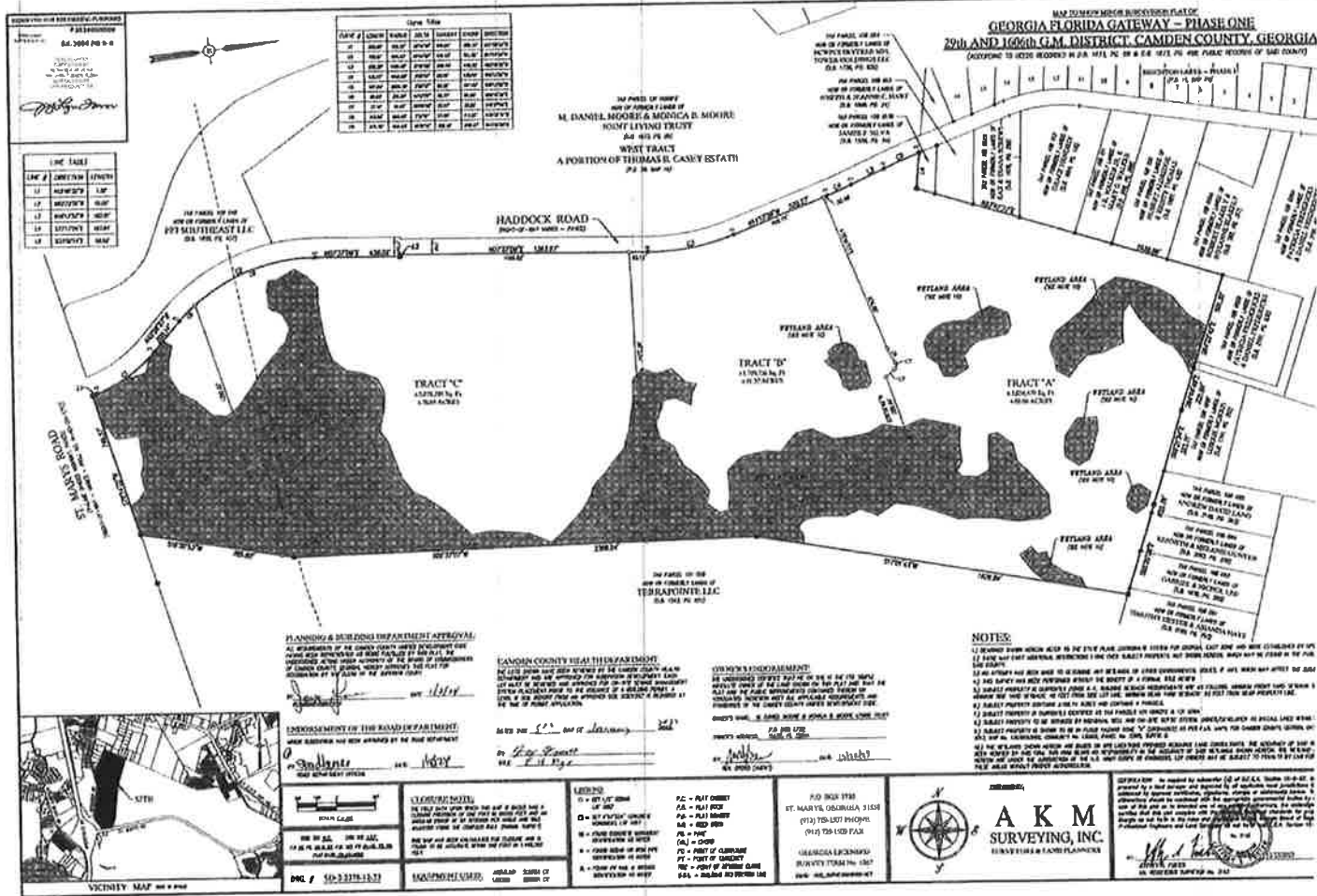
And

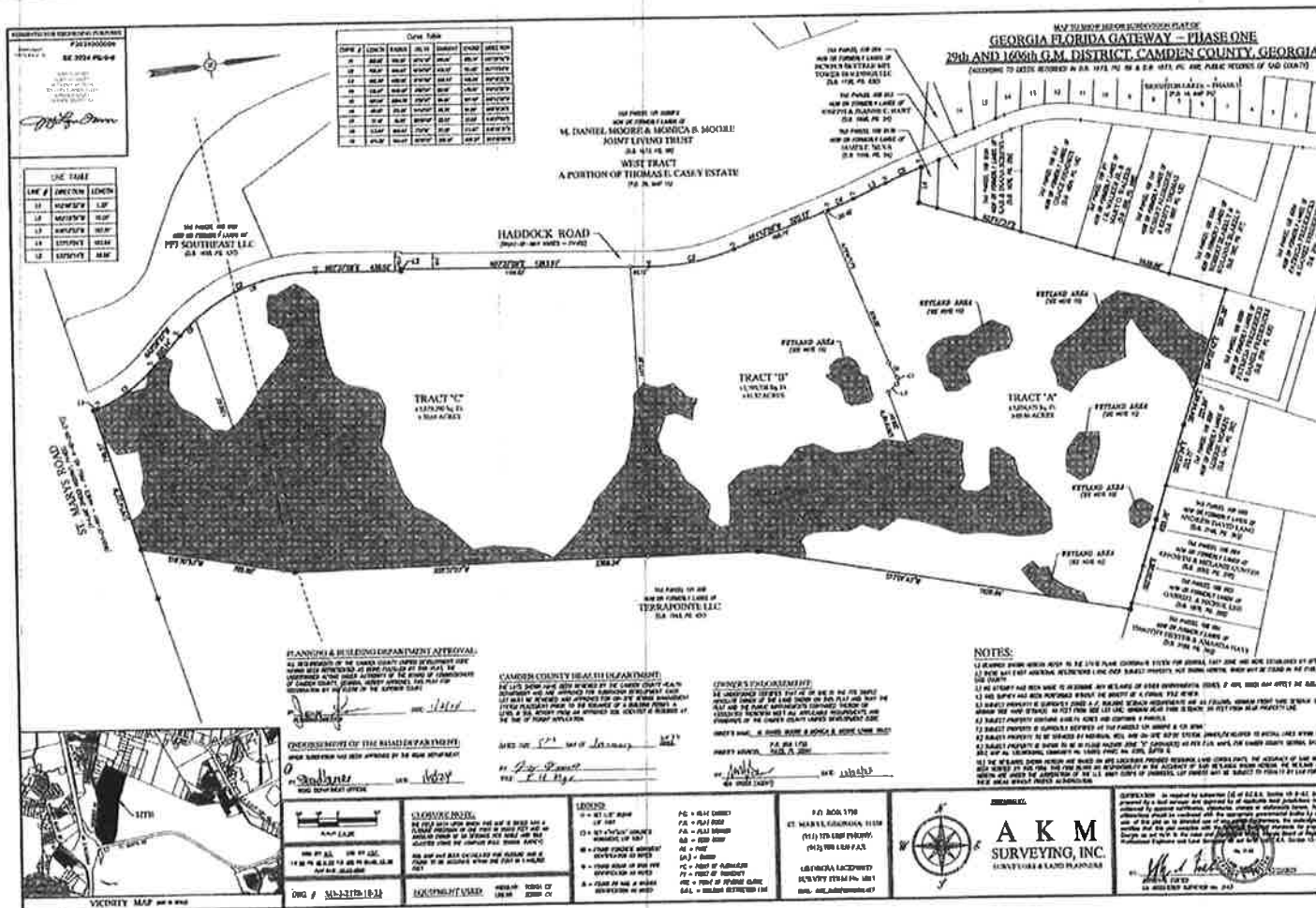
All those certain lots, tracts, or parcels of land situate, lying and being in the 29th GMD and 1606th GMD of Camden County, Georgia, as described on that certain plat of survey entitled "Map to Show Minor Subdivision Plat of Georgia Florida Gateway – Phase 2" prepared by AKM Surveying, Inc., recorded in the office of the Clerk of the Superior Court of Camden County, Georgia in Plat Book 2024, Page 10, AS ALL OF TRACT E, TRACT F, and TRACT G.

Reference is hereby made to said plat and to the record thereof for further purposes of description and identification of said property and for all other purposes.









ORDINANCE NO. 2024-09**AN ORDINANCE TO ANNEX THREE TRACTS OF LAND TOTALING 278 ACRES,
OWNER WILLIAM H. GROSS with GEORGIA FLORIDA, LLC and HADDOCK
ROAD HOLDINGS, LLC BY THE CITY OF KINGSLAND**

WHEREAS, the City of Kingsland seeks to encourage planned growth and development that offers urban type services; and

WHEREAS, WILLIAM H. GROSS with GEORGIA FLORIDA, LLC and HADDOCK ROAD HOLDINGS owns three tracts of land located on Haddock Rd., otherwise described as map and parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approx. 278 acres, to be annexed into the City of Kingsland, which is currently undeveloped.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND that the City of Kingsland annexed the stated property of WILLIAM H. GROSS with GEORGIA FLORIDA, LLC and HADDOCK ROAD HOLDINGS and that it be zoned C-8 (Interchange Transitional).

Adopted and approved this 9th day of September, 2024.

Dr. C. Grayson Day, Jr., Mayor

ATTEST:

Jean Seigler-Horne, City Clerk



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4571)

DOC ID: 4571

Approval of PD Approval - Parcels 121 009A, 121 009BPZ, and 121 009CPZ

Bill Gross with Georgia/Florida Gateway, LLC and Haddock Road Holdings, LLC has submitted a PD approval application for the proposed mixed use development consisting of residential, commercial, and light industrial uses on parcels 121 009A, 121 009BPZ, and 121 009CPZ containing approximately 278 acres, located north of exit 1 on Haddock Road. The Planning Department had several meetings with the developer and collaborated on the text of the PD. The Planning Director and Building Official have reviewed and approved the final submitted PD and Land Use Map. Zoning is C-8 (Interchange Transitional) - Contingent on approval of annexation. *Planning Commission recommends approval.*



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: PD Approval

Summary: Bill Gross with Georgia/Florida Gateway, LLC and Haddock Road Holdings, LLC has submitted PD approval application for the proposed mixed use development consisting of residential, commercial, and light industrial uses on parcels 121 009A 002, 121 009BPZ, and 121 009CPZ containing approx. 278 acres, located north of exit 1 on Haddock Road. The Planning Dept. had several meetings with the developer and collaborated on the text of the PD. The Planning Director and Building Official have reviewed and approved the final submitted PD and Land Use Map.

Zoning: C-8 (Interchange Transitional)- Contingent on approval

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval contingent on City Council approval of the annexation and zoning designation for the 3 parcels.

Scott L. Kimball

Planning & Zoning Director

Planned Development for Georgia Florida Gateway
Kingsland, Georgia

This planned development is for Georgia Florida Gateway, Kingsland, Camden County, Georgia, which is zoned C-8, Interstate Transitional, under the City of Kingsland Zoning Ordinance. This planned development text and the attached conceptual land use plan constitute the Planned Development and Conceptual Land Use Plan required for the C-8 zoning district.

After approval by the Kingsland Planning Commission and City Council, the owner of the property that is subject to the planned development will be entitled to develop the property in accordance with this planned development text, upon receipt of plat approvals required under the City of Kingsland Subdivision Ordinance, with the allowed uses, densities, and other development standards stated in this planned development text.

The development standards applicable to C-8 under the City of Kingsland Zoning Ordinance will govern development of the property, subject to the following modifications:

- I. The portions of the property developed as I-L (including any of the uses listed in Section 61.8.2(4) of the City of Kingsland Zoning Ordinance) will be subject to the lot development standards applicable to the I-L zoning district, subject to the following modifications:

For commercial uses within I-L (including any of the uses listed in Section 61.8.2(4) of the City of Kingsland Zoning Ordinance), the lot development standards will be the same as those for the C-4 zoning district, with the following modifications:

Minimum front yard setback from public right of way: 25 feet

Minimum side yard setbacks:

None, unless the boundary is adjacent to a property zoned as a residential district or a property that is not zoned C-8, in which case the minimum side yard setback will be 15 feet

Minimum rear yard setbacks:

None, unless the property is adjacent to a property zoned as a residential district or a property that is not zoned C-8, in which case the minimum side yard setback will be 15 feet

Maximum building height: 60 feet

For light industrial and warehouse uses within I-L, the lot development standards will be the same as those applicable to the I-L zoning district, subject to the following:

Maximum building height: 60 feet

- II. The portions of the property developed as R-1 will be subject to the lot development standards applicable to the R-1 zoning district, subject to the following modifications:

Minimum lot area: 4,000 square feet

Minimum lot width at the building line: 40 feet

Minimum front yard setback from public right-of-way: 20 feet

Minimum side yard setbacks:

From public right of way: 15 feet

From any other property line: none, but 10 feet between buildings

Minimum rear yard setbacks:

From public right-of-way: 15 feet

From any other property line: 10 feet

Maximum building height: 35 feet

Maximum lot coverage: 65%

- III. The portions of the property developed as R-3 will be subject to the lot development standards applicable to the R-3 zoning district, subject to the following:

Minimum lot area:

Two and three family dwellings: 4,000 square feet per unit

Multi-family dwellings of more than three units: 10,000 square feet for the first two units; plus 2,000 square feet for each additional unit

Townhouse lots: 1,600 square feet

Minimum lot width at building line:

Condominium and apartment developments: 80 feet

Townhouses: 16 feet

Minimum front yard setback from public rights-of-way:

Condominiums and apartment developments: 20 feet

Townhouses: 15 feet

Minimum side yard setbacks:

Apartments/condominiums:

From public right of-way: 15 feet

From property line abutting an adjacent property zoned as a residential district: 15 feet

From any other property line: 7 feet

Townhouses:

From public right of-way: 20 feet

From an adjacent interior townhouse lot: None

From any other property line: 7 feet

Minimum rear yard setbacks:

From public right of-way: 20 feet
 From property line abutting an adjacent property zoned as a residential district: 25 feet
 From any other property line: 15 feet

Maximum percentage of buildable lot coverage: 60%

Maximum building height: 60 feet

Minimum dwelling unit size:

Townhouses and two and three family dwellings: 800 square feet per unit

Multi-family dwellings of more than three units: 800 square feet for the first six units and 600 square feet per unit for each additional unit

- IV. The parking requirements for the planned development will be the parking standards applicable to parking within the City of Kingsland, subject to the following modifications:

Residential uses: 1.5 spaces per unit

Hotels: 1 space per bedroom plus 1 space per 5 employees on the maximum working shift

Office: 1 space per 200 square feet of floor area

Restaurant: 1 space per 70 square feet per patron space and 1 space per 2 employees on the maximum working shift

Retail: 4 spaces per 1,000 square feet of gross leasable space

Other commercial uses: 1 space per 300 square feet of floor area

Industrial uses: 1 space per 3 employees on the maximum working shift

- V. The signage requirements for the planned development will be the signage requirements applicable to signs within the City of Kingsland, subject to the following:

Signage for commercial and industrial areas within the planned development will be governed by the rules applicable to signage in zoning district C-4.

Signage for residential areas within the planned development will be governed by the rules applicable to signage in zoning district R-3.

Development of the property may occur in phases or on a per project basis. The owner shall comply with the City of Kingsland ordinances, included as amended by this planned development text, including those relating to land use, subdivision, site plan, land disturbance, or construction, prior engaging in development activities on the property. This planned development text is to be incorporated into any future zoning map and text amendments as a C-8 Zoning District.





Camden County, GA



Overview

Legend

- Parcels
- USA Major Highways**
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID	121 009BPZ	Owner	MOORE M DANIEL & MONICA B AS TRUSTEES-	Last 2 Sales			
Class Code	Commercial		M. DANIEL & MONICA B MOORE LIVING TRUST	Date	Net Price	Reason	Qual
Taxing	41 UNINCORPORATED		POST OFFICE BOX 1732	6/19/2013	0	NM	U
District	SERVICE DIST		YULEE, FL 32041	n/a	0	n/a	n/a
	41 UNINCORPORATED		HADDOCK RD				
	SERVICE DIST						
Acres	81.26	Physical Address					
		Assessed Value	Value \$315975				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

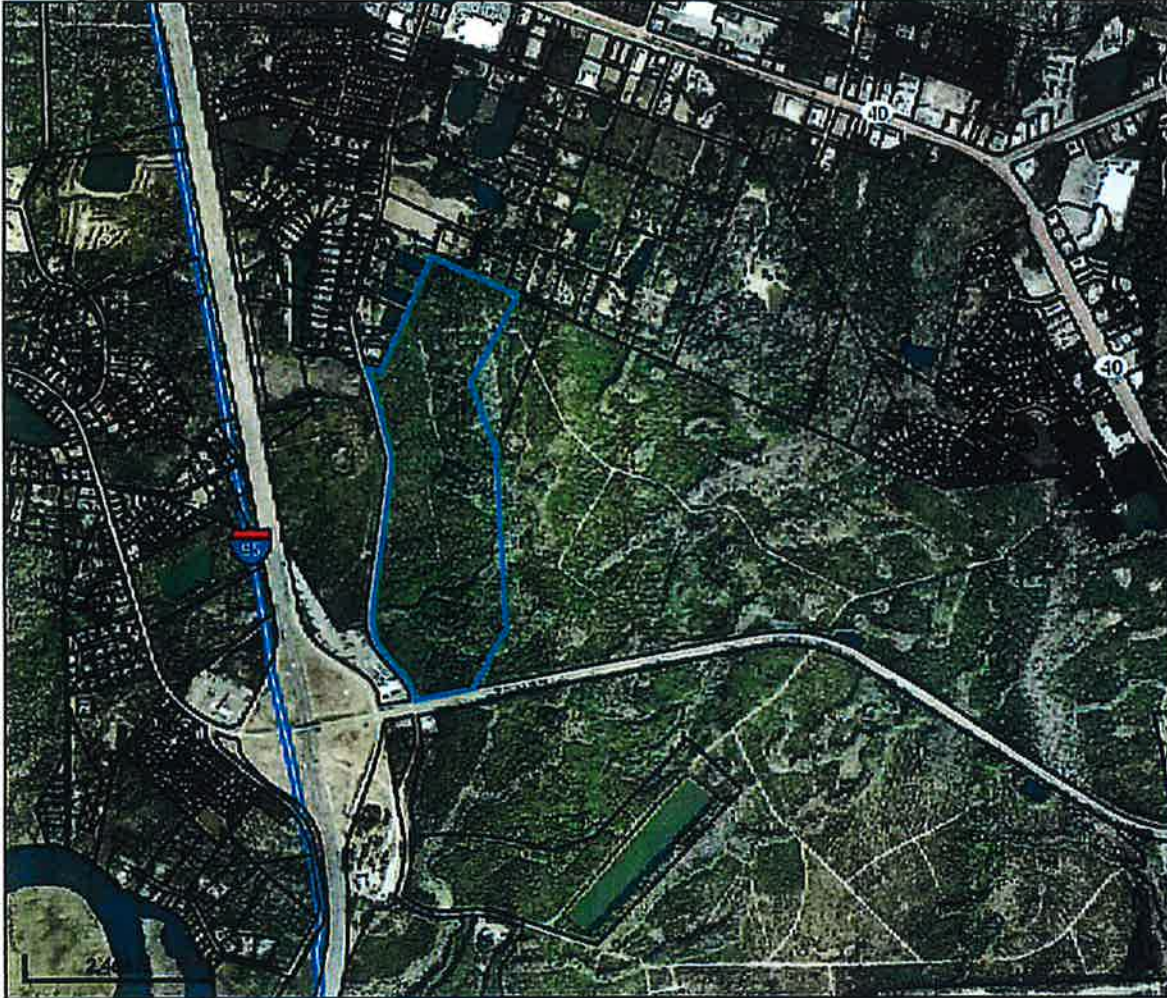
Data created: 5/6/2024

Last Data Uploaded: 5/4/2024 11:55:46 PM

Developed by Schneider
GEOSPATIAL



Camden County, GA



Overview

- Legend**
- Parcels
 - USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
 - City Labels

Parcel ID	121 009CPZ	Owner	MOORE M DANIEL & MONICA B AS TRUSTEES-	Last 2 Sales			
Class Code	Agricultural		M. DANIEL & MONICA B MOORE LIVING	Date	Net	Reason	Qual
Taxing	41 UNINCORPORATED		TRUST	6/19/2013	0	NM	U
District	SERVICE DIST		POST OFFICE BOX 1732	n/a	0	n/a	n/a
	41 UNINCORPORATED		YULEE, FL 32041				
	SERVICE DIST						
Acres	175.74	Physical Address	n/a				
		Assessed Value	Value \$247051				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDARIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THEY ARE PRODUCED. LEGAL BOUNDARIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 5/6/2024

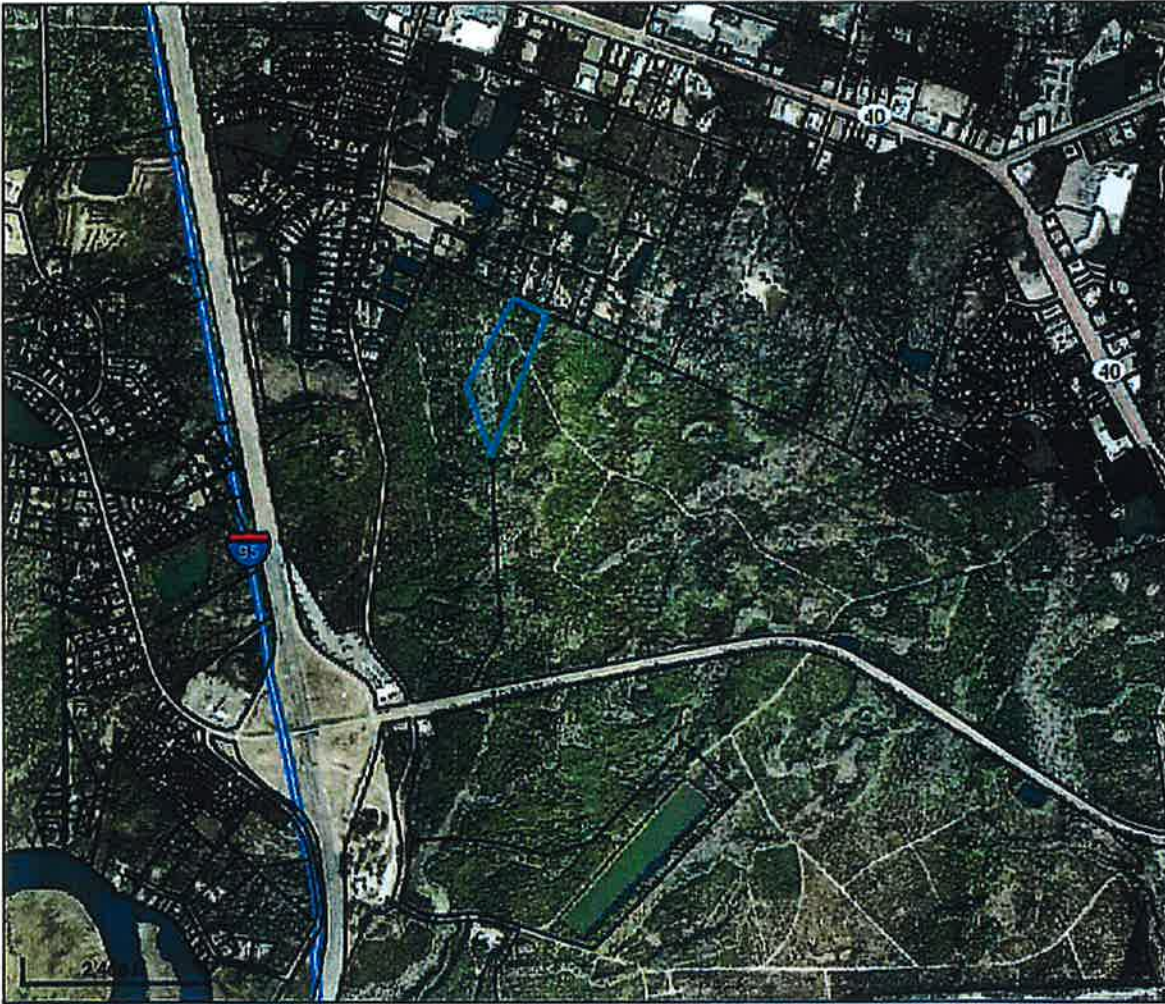
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Developed by Schneider
GEOSPATIAL

Attachment: Oct 2024-PD Approval-Parcels 121 009A, 121 009BPZ, 121 009CPZ (4571 : Approval of PD Approval - Parcels 121 009A, 121



Camden County, GA



Overview

Legend

- Parcels
- USA Major Highways**
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
 - City Labels

Parcel ID	121 009A	Owner	MOORE MONICA B	Last 2 Sales				
Class Code	Agricultural		POST OFFICE BOX 1732	Date	Net Price	Reason	Qual	
Taxing District	41 UNINCORPORATED SERVICE DIST		YULEE, FL 32041	6/21/2013	0	QC	U	
	41 UNINCORPORATED SERVICE DIST	Physical Address	n/a	n/a	0	n/a	n/a	
Acres	21.0	Assessed Value	Value \$57330					

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 5/6/2024

Last Data Uploaded: 5/4/2024 11:55:46 PM

Developed by Schneider
GEOSPATIAL



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Home Office Occupancy
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4566)

DOC ID: 4566

Approval of Home Occupation - 102 The Villas Way - Parcel 107 01 045A

Janelle Martinez has applied for a Home Occupation Permit for an on-line clothing and accessory business known as "Styled-By-JM". The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO. Zoning is PD/MU. *Planning Commission recommends approval.*



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: Home Occupation for 102 The Villas Way

Summary:

Janelle Martinez has applied for a home occupation permit for an on-line clothing and accessory business known as “Styled-By JM”. The applicant has been notified and agrees to the requirements of a Home Occupation as noted in KLADO.

Zoning: PD/MU

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball
Planning & Zoning Director



October Agenda
240084

10.3.a

CITY OF KINGSLAND APPLICATION FOR HOME OCCUPATION PERMIT

This application is based on the requirements of Section 110 of the KLADO and must be filed with the planning and Zoning Administrator at least 4 weeks before the Planning Commission meeting at which it will be heard. Your presence or that of your representative is encouraged at the Planning Commission public hearing.

APPLICANT: Janelle Martinez PHONE: (209) 204-0980

ADDRESS: 102 The Villas Way Kingsland GA 31548

FAX: _____ E-MAIL: Janelle.Lmartinez@yahoo.com

Type of use you are requesting:

() Home Office: (requires planning director & city manager approval. Permit is valid for as long as the Home Office is located at the address stated herein.)

☒ Home Occupation: (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.

() Residential Business: (requires planning commission recommendation & city council approval. Renewal maybe required if complaints are filed.

GROUP/BUSINESS YOU REPRESENT: Poshmark styled-by-JM

STREET ADDRESS WHERE THIS USE IS TO BE LOCATED: 102 The Villas Way Kingsland

TAX MAP & PARCEL NUMBER: 107 01 045A ZONING: PD / M4

OWNER OF SITE, IF NOT APPLICANT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PLEASE COMPLETE AND ATTACH THE REQUIRED AFFIDAVIT FOR THE PARTICULAR TYPE HOME OCCUPATION YOU ARE APPLYING FOR. (THIS WILL BE FURNISHED BY THE PLANNING & ZONING DEPARTMENT.)

ATTACH REQUIRED HOME OCCUPATION PERMIT FEE TO THIS APPLICATION:

HOME OFFICE	\$50.00
HOME OCCUPATION	\$50.00
RESIDENTIAL BUSINESS	\$50.00

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE AM/ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THE PERMIT IS IN EFFECT.

SIGNED: [Signature] DATE: 9/3/24

Attachment: Oct 2024-Home Occ-102 The Villas Way (4566 : Approval of Home Occupation - 102 The Villas Way - Parcel 107 01 045A)



CITY OF KINGSLAND
APPLICATION FOR HOME OCCUPATION PERMIT

TO BE COMPLETED BY PLANNING & ZONING ADMINISTRATOR

1. DATE COMPLETE APPLICATION FILED: 9/3/24
2. DATE APPLICANT NOTIFIED THAT COMPLETE APPLICATION HAD BEEN RECEIVED: 9/3/24
3. DATE PERMIT FEE PAID: 9/3/24 AMOUNT PAID: \$ 50.00
4. PLANNING COMMISSION REVIEW:
 () APPROVAL RECOMMENDED () DENIAL RECOMMENDED
 DATE THIS APPLICATION WAS REVIEWED BY THE PLANNING COMMISSION: 10/7/24
 CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

5. CITY COUNCIL ACTION:
 () APPROVED () DENIED
 DATE THIS APPLICATION WAS REVIEWED BY CITY COUNCIL: 10/28/24
 CONDITIONS OF APPROVAL/REASONS FOR DENIAL: _____

6. DATE APPLICANT NOTIFIED OF FINAL ACTION: 10/29/24

THIS APPLICATION FOR HOME OCCUPATION HAS BEEN APPROVED AND A BUSINESS LICENSE (WHEN COMPLETED APPLICATION HAS BEEN RECEIVED BY THE CITY) MAY BE ISSUED SHOWING A Home Occ. Permit PERMIT HAS BEEN ISSUED.

[Signature]
 PLANNING DIRECTOR
 CITY OF KINGSLAND

9/3/24
 DATE

 CITY MANAGER
 CITY OF KINGSLAND

 DATE



**CITY OF KINGSLAND
AFFIDAVIT FOR A HOME OCCUPATION**

APPLICANT: Janelle Martinez

ADDRESS: 102 The Villas Way

CITY: Kingsland STATE: GA ZIP: 31548

PHONE: 204-0980 FAX: () E-MAIL:

PROPOSED BUSINESS: on line clothing & Accessories LOCATION: 102 The Villas Way

TAX PARCEL: 107 01 045A ZONING: PD/MU

A Home Occupation Business is a conditional use that can only be approved subject to the recommendation of the Planning Commission and approval by the City Council. The Planning Commission can recommend approval and the City Council can approve your application subject to it meeting the specific conditions listed below. Either, or both the Planning Commission and City Council may also add any reasonable conditions they deem necessary to insure the orderly operation of the proposed business and its compatibility with the surrounding properties.

HOME OCCUPATION: *An occupation or profession conducted entirely within a dwelling and which is carried on by an occupant thereof and which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes. There is no access by the public. A Home Occupation is designed to be less restrictive than a Home Office but more than a Residential Business in regard to access by the public, size, visibility, number of employees and types of business.*

HOME OCCUPATION SHALL MEET THE FOLLOWING CONDITIONS:

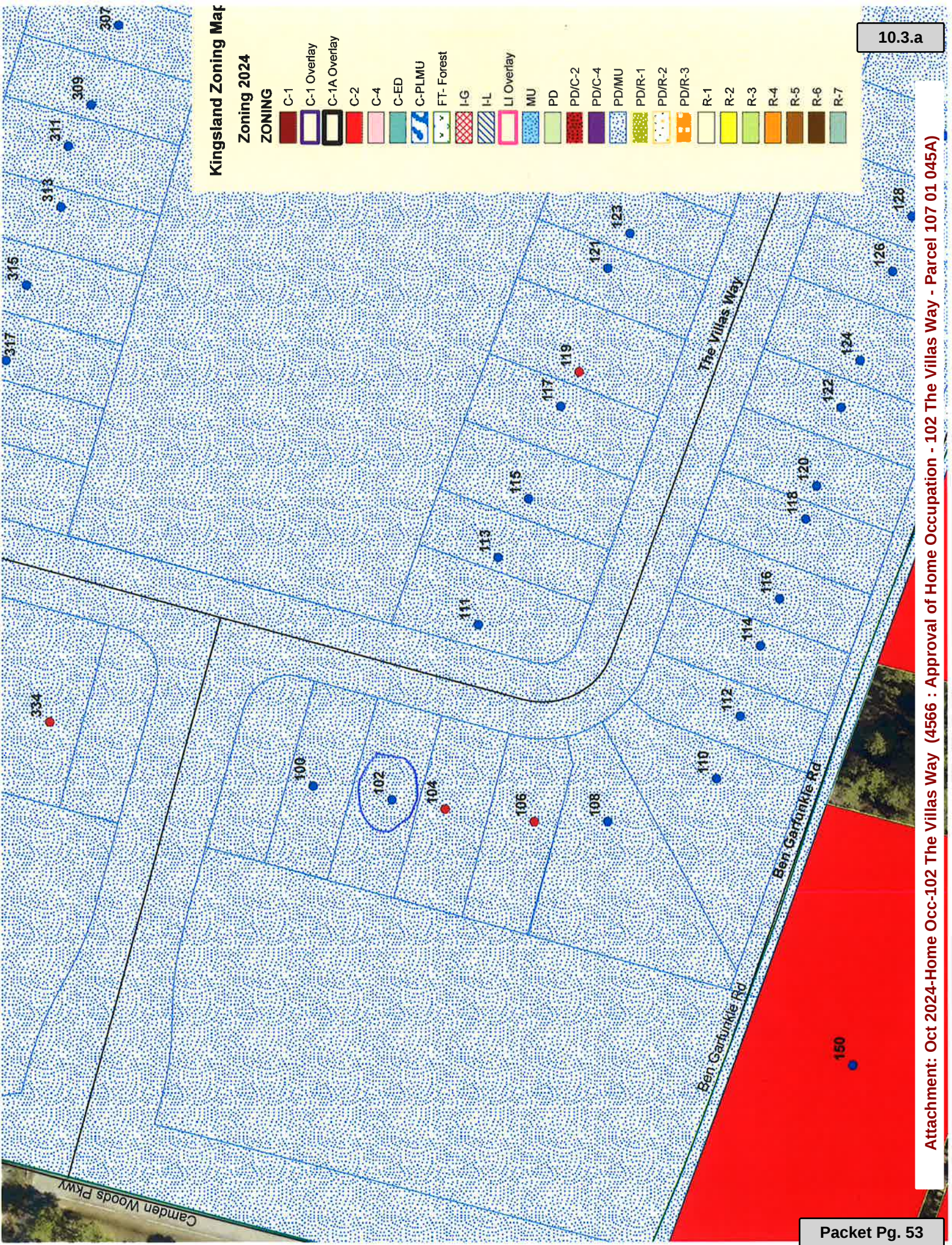
- If the applicant is not the owner of the property, a letter from the property owner must be attached to the application giving permission for the applicant to conduct a home occupation in the premises.
- Home occupations shall not include the repair and/or maintenance of motor vehicles or boats, nor shall it allow manufacturing or any other use which will create noise, noxious odors, or any other hazard that may endanger the health, safety, or welfare of the neighborhood.
- Home occupations shall not allow customers or the public to come to the premises.
- The occupation or profession must be conducted entirely within the dwelling.
- The dwelling must be the bona fide residence of the principal practitioner at the time of the application and the home occupation shall be valid only as long as the original principal practitioner resides in the dwelling, is conducting the business and has a current business license.
- Home occupations shall be limited to no more than twenty-five percent (25%) of the total heated floor area of the residence, or five hundred (500) square feet, whichever is less. The size of the home occupation shall be specified at the time of the application. Please complete: 200 Business area sq. ft. 1870 Home heated floor area sq. ft.
- The portion of the residence in which the business is conducted shall be completely enclosed in a manner that the business is not visible from the surrounding property.
- No other employees other than family members residing on the premises shall be permitted.
- There shall be no exterior evidence of a business being conducted on the premises. No outside storage or display shall be allowed.
- No more than one home occupation or residential business is allowed in a residence at one time.
- One business vehicle used exclusively by the resident is permitted. The vehicle shall be no larger in size than a pick-up truck, panel truck, or van and is limited in size to a one-ton carrying capacity. The vehicle may have reasonable business identification (signs) on it when it is parked at the premises and will not have any equipment used in the business left on the vehicle in a manner that can be seen from the surrounding property.
- Any pickups from and deliveries to the site in regard to the business shall be restricted to vehicles having no more than two axles and shall be restricted to no more than two pickups or deliveries per day. Such pickups and/or deliveries, if any, are to be during daylight hours.

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE CONDITIONS AND AGREE TO COMPLY WITH EACH REQUIREMENT AS LONG AS THE BUSINESS IS CONDUCTED AT THIS LOCATION.

SIGNATURE OF APPLICANT

DATE

9/3/24





Overview

Legend

- Parcels
- Roads
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID	107 01 045A	Owner	MARTINEZ TIMOTHY & JANELLE	Last 2 Sales			
Class Code	Residential		LYNN	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND TAD #2		102 THE VILLAS WAY	5/14/2024	0	GT	U
	KINGSLAND TAD #2		KINGSLAND, GA 31548	5/14/2024	\$310400	NQ	U
Acres	0.13	Physical Address	102 THE VILLAS WAY				
		Assessed Value	Value \$308599				

(Note: Not to be used on legal documents)

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Date created: 9/6/2024
Last Data Uploaded: 9/6/2024 2:14:02 AM

Developed by Schneider GEOSPATIAL

Attachment: Oct 2024-Home Occ-102 The Villas Way (4566 : Approval of Home Occupation - 102 The Villas Way - Parcel 107 01 045A)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4567)

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:
DOC ID: 4567

10.4

Approval of Re-Plat-Brookshire Green

Ronald H. Sawyer II has submitted a Re-Plat and final plat application for Brookshire Green consisting of 61 single family lots on approximately 18.98 acres. The original final plat consisted of 64 single family lots. The final plat was originally approved by the City Council on July 15, 2024. Zoning is PD/R-2. *Planning Commission recommends approval.*



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: Re-Plat

Summary: Ronald H. Sawyer II has submitted a Re-Plat and final plat application for Brookshire Green consisting of 61 single family lots on approx. 18.98 acres. The original final plat consisted of 64 single family lots. The final plat and was originally approved by the City Council on July 15, 2024.

Zoning: PD/R-2

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

Attachment: Oct 2024-Re-Plat-Brookshire Green (4567 : Approval of Re-Plat-Brookshire Green)

Re-Plat

APPLICATION FOR FINAL SUBDIVISION PLAT—KINGSLAND, GA

APPLICANT: Read Part A completely, then answer each item in Part B. Please print or type. Do not write in Part C. The Planning Department will help you, if necessary. Failure to supply complete information will result in plat disapproval. You must file this application and all required materials with the Planning Department at least 26 days before the Planning Commission meeting at which it will be considered.



Part A—General Information

You are encouraged to read articles XII through XIV of the Kingsland Zoning and Land Development Ordinance. These articles describe the standards each subdivision must meet and explain the procedures the City will follow to review your proposed plat. The sketch below shows these steps for a typical plat. See Section 122 for filing fees and Section 129 for exceptions.

Application, fee, and required materials filed with Planning Department

Planning Commission Reviews Preliminary Plat (recommends action)

City Council Reviews Preliminary Plat (approves/disapproves)

Planning Commission Reviews Final Plat (recommends action)

City Council Reviews Final Plat (approves/disapproves)

Mayor/Commission Chairman Sign Approved Final Plat

Superior Court Clerk Records Approved Final Plat

You should be aware of these important requirements:

- No work may begin on the proposed subdivision (with the exception of clearing underbrush for surveying or engineering purposes) until the preliminary plat has been approved and any required permits obtained.
- No lots shall be sold until the final plat has been approved.
- The final plat shall be approved only after all applicable requirements of the subdivision regulations and other regulations have been met.

Part B — Applicant Only

1. Your Name: BENNETT SURVEYING, INC Phone: 912-673-8240
Address: 102 MARSH HARBOR PKWY, UNIT 103
2. Owner, if not same: KINGSLAND, GA. 31548
Name: RONALD H. SAWYER, II
Address: 134 BRYCE RYAN LITTLE, KINGSLAND, GA. 31548
3. What is your interest if you are not the owner? AGENT
4. Name of proposed subdivision: Brookshire Green
5. Location of subdivision: Neighborhood: Brookshire Green
Street: Brookshire Green Court & Megan Court
Parcel Number: 120 0086 Lot Number: _____
6. Present zoning: PD/R-2
7. Number of proposed lots: 61 LOTS, 6 TRACTS
8. Area of proposed subdivision: 17.89 18.98
9. Please attach the following items to this application. This application will NOT be considered complete and cannot be processed until you have done so.
 - Final Plat (Original and ~~2~~ copies)
 - Vicinity Map
 - Proof of ownership
10. Signed: [Signature] Date: 9/10/2024

Part C - Planning Official Only

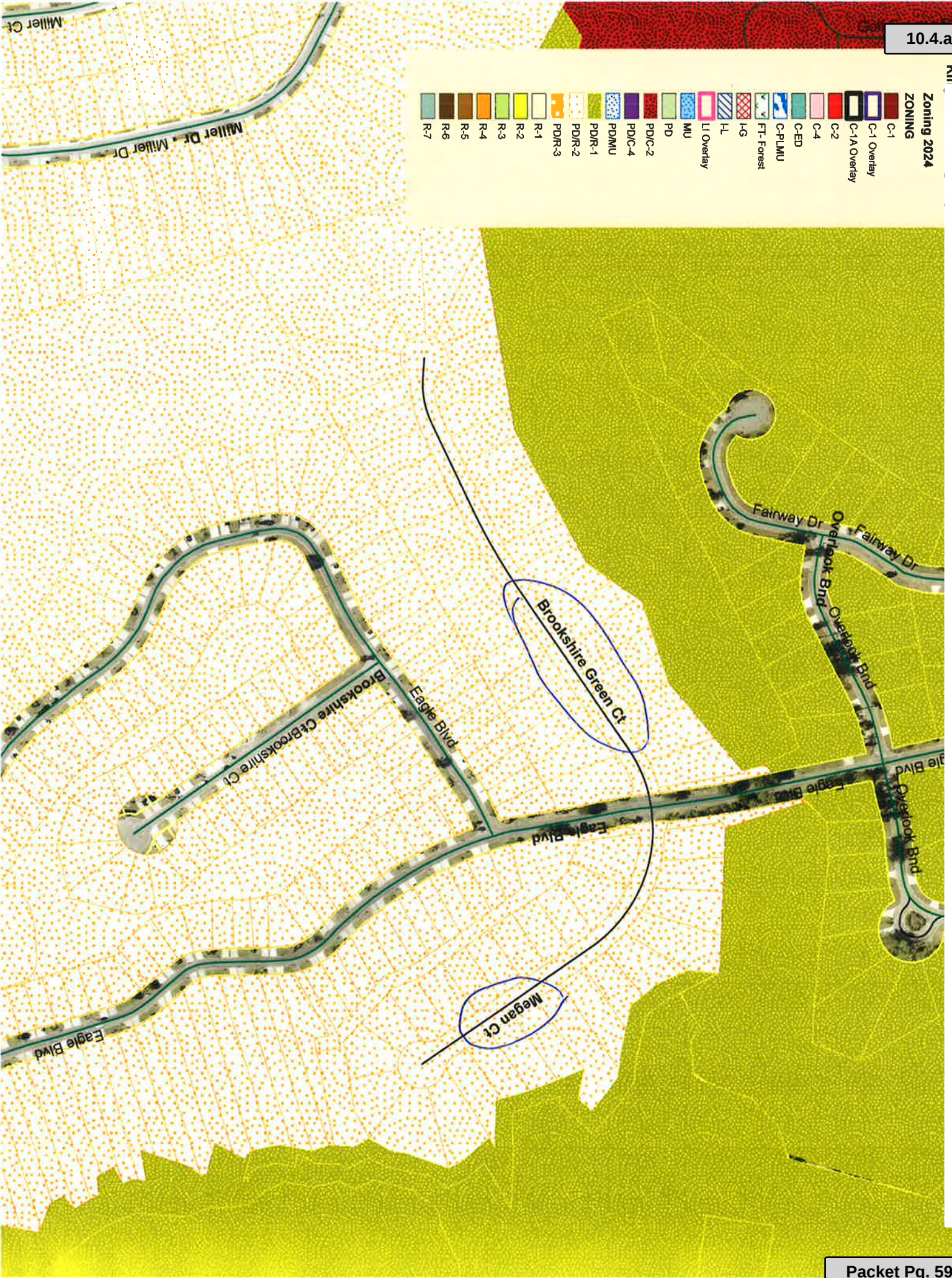
1. Date application was filed: 9/9/24
 2. Was this at least 26 days before the Planning Commission meeting at which it will be reviewed? ☒ Yes ☐ No
 3. Checked by: SWIFT & JAMES
 4. Are Final Plat and application complete? ☒ Yes ☐ No
 5. Correct fee paid? ☐ Yes ☐ No ☒ Not applicable
 6. Date final plat reviewed by Planning Commission: 10/7/24
() Approved () Disapproved
- Conditions of approval or reasons for disapproval: _____

Attachment: Oct 2024-Re-Plat-Brookshire Green (4567 : Approval of Re-Plat-Brookshire Green)

Zoning 2024

ZONING

	C-1
	C-1 Overlay
	C-1A Overlay
	C-2
	C-4
	C-ED
	C-PLMU
	FT-Forest
	I-G
	I-L
	LI Overlay
	MU
	PD
	PD/C-2
	PD/C-4
	PDMU
	PDR-1
	PDR-2
	PDR-3
	R-1
	R-2
	R-3
	R-4
	R-5
	R-6
	R-7





City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4568)

10.5

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:
DOC ID: 4568

Approval of Final Plat - Fiddler's Cove Phase 5

Ron Sawyer with Sawyer & Associates, Inc. has submitted a final plat application for Fiddler's Cove Phase 5 consisting of 16 single family lots on approximately 8.23 acres. The developer will continue to follow the same PD that was used in Phases 1 through 4. Zoning is PD/R-1. *Planning Commission recommends approval.*



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: Final Plat

Summary: Ron Sawyer with Sawyer & Associates, Inc. has submitted a final plat application for Fiddler's Cove Phase 5 consisting of 16 single family lots on approx. 8.23 acres. The developer will continue to follow the same PD that was used in Phases 1 through 4.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

APPLICATION FOR FINAL SUBDIVISION PLAT—KINGSLAND, GA

Oct. 240087



APPLICANT: Read **Part A** completely, then answer each item in **Part B**. Please print or type. Do not write in **Part C**. The Planning Department will help you, if necessary. Failure to supply complete information will result in plat disapproval. You must file this application and all required materials with the Planning Department at least 26 days before the Planning Commission meeting at which it will be considered.

Part A—General Information

You are encouraged to read articles XII through XIV of the Kingsland Zoning and Land Development Ordinance. These articles describe the standards each subdivision must meet and explain the procedures the City will follow to review your proposed plat. The sketch below shows these steps for a typical plat. See Section 122 for filing fees and Section 129 for exceptions.

Application, fee, and required materials filed with Planning Department

Planning Commission Reviews Preliminary Plat (recommends action)

City Council Reviews Preliminary Plat (approves/disapproves)

Planning Commission Reviews Final Plat (recommends action)

City Council Reviews Final Plat (approves/disapproves)

Mayor/Commission Chairman Sign Approved Final Plat

Superior Court Clerk Records Approved Final Plat

You should be aware of these important requirements:

- No work may begin on the proposed subdivision (with the exception of clearing underbrush for surveying or engineering purposes) until the preliminary plat has been approved and any required permits obtained.
- No lots shall be sold until the final plat has been approved.
- The final plat shall be approved only after all applicable requirements of the subdivision regulations and other regulations have been met.

Part B — Applicant Only

1. Your Name: BENNETT SURVEYING INC Phone: 912-673-8940
Address: 102 MARSH HARBOUR PKWY UNIT 103
2. Owner, if not same: KINGSLAND GA. 31548
Name: SAWYER & ASSOCIATES
Address: 100 MARSH HARBOUR PKWY KINGSLAND GA. 31548
3. What is your interest if you are not the owner? AGENT
4. Name of proposed subdivision: FIDDLERS COVE PHASE 5
5. Location of subdivision: Neighborhood: FIDDLERS COVE
Street: Presley Rose Drive
Parcel Number: 104 036 Lot Number: 1-16
6. Present zoning: PD R-1
7. Number of proposed lots: 16 LOTS 2 TRACTS
8. Area of proposed subdivision: 8.23 ACRES
9. Please attach the following items to this application. This application will NOT be considered complete and cannot be processed until you have done so.
 - Final Plat (Original and 9 copies)
 - Vicinity Map
 - Proof of ownership
10. Signed: Roy Bennett Date: 9/13/24

Part C - Planning Official Only

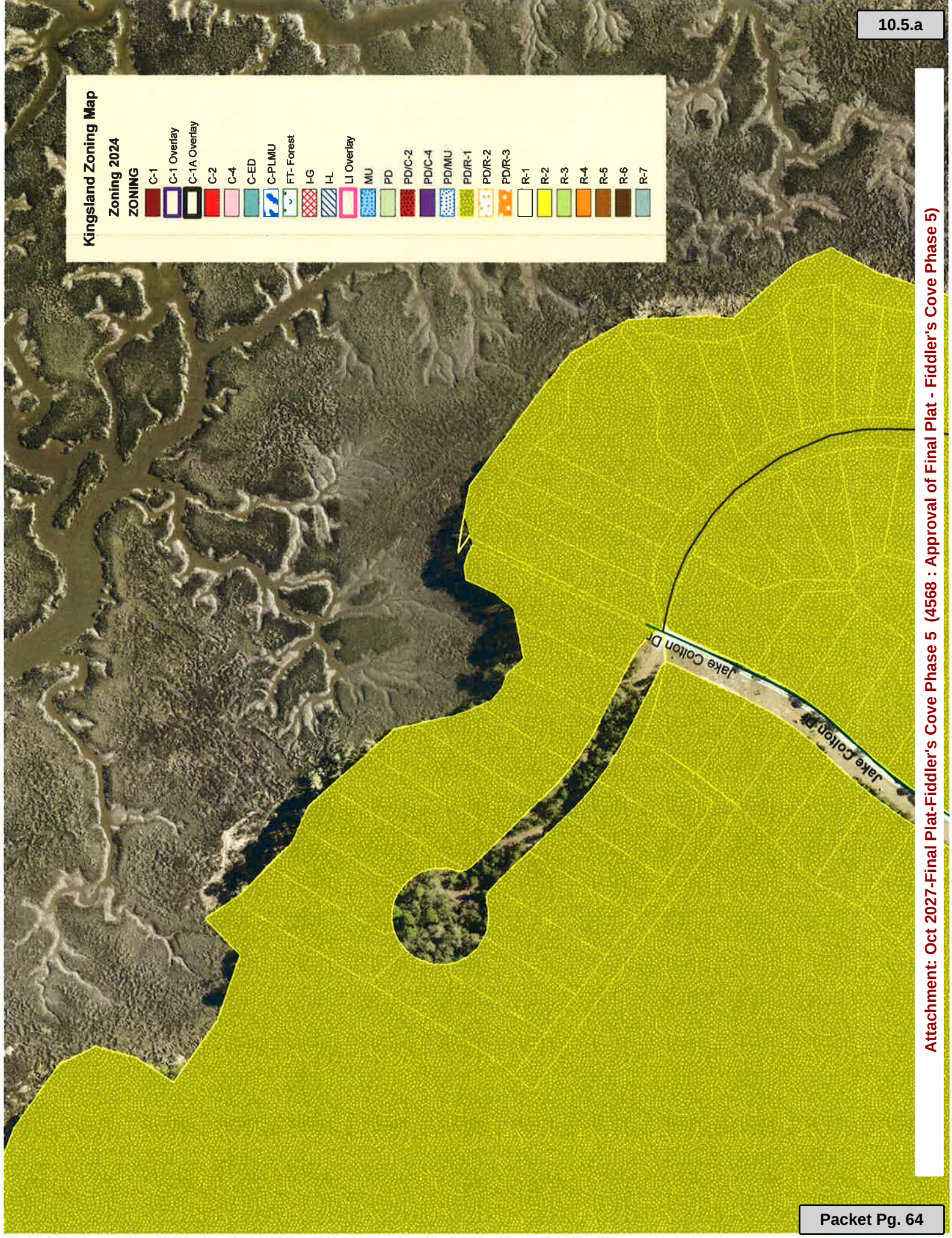
1. Date application was filed: 9/13/24
 2. Was this at least 26 days before the Planning Commission meeting at which it will be reviewed? () Yes (X) No
 3. Checked by: Scott & James
 4. Are Final Plat and application complete? (X) Yes () No
 5. Correct fee paid? (X) Yes () No () Not applicable
 6. Date final plat reviewed by Planning Commission: 10/7/2024
() Approved () Disapproved
- Conditions of approval or reasons for disapproval: _____

Attachment: Oct 2027-Final Plat-Fiddler's Cove Phase 5 (4568 : Approval of Final Plat - Fiddler's Cove Phase 5)

Kingsland Zoning Map

Zoning 2024

- ZONING
- C-1
 - C-1 Overlay
 - C-1A Overlay
 - C-2
 - C-4
 - C-ED
 - C-PLMU
 - FT- Forest
 - I-G
 - I-L
 - LI Overlay
 - MU
 - PD
 - PD/C-2
 - PD/C-4
 - PD/MU
 - PD/R-1
 - PD/R-2
 - PD/R-3
 - R-1
 - R-2
 - R-3
 - R-4
 - R-5
 - R-6
 - R-7





Camden County, GA



Overview



Legend

- Parcels
- USA Major Highways**
- Limited Access
- Highway
- Major Road
- Local Road
- Minor Road
- Other Road
- Ramp
- Ferry
- Pedestrian Way
- City Labels**

Parcel ID	106 036	Owner	SAWYER & ASSOCIATES INC	Last 2 Sales			
Class Code	Residential		100 MARSH HARBOUR PARKWAY	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	10/10/2023	\$1900000	XS	U
	KINGSLAND	Physical Address	n/a	9/29/2016	\$137445	MP	U
Acres	8.23	Assessed Value	Value \$288050				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 9/16/2024

Last Data Uploaded: 9/14/2024 6:19:51 AM

Developed by  Schneider
GEOSPATIAL

Attachment: Oct 2027-Final Plat-Fiddler's Cove Phase 5 (4568 : Approval of Final Plat - Fiddler's Cove Phase 5)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4569)

10.6

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Amendment
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:
DOC ID: 4569

Approval of PD Amendment to Original PD for Parcel 106 040

Ron Sawyer with Sawyer & Associates, Inc. has submitted a PD Amendment to the original PD for parcel 106 040 containing approximately 49.14 acres. The PD Amendment will allow for Townhomes to be built on 16 acres of the parcel. The original PD only allowed for commercial uses. Zoning is PD/C-2. *Planning Commission recommends approval.*



The City of Kingsland, GA
107 South Lee Street
P.O. Box 250
Kingsland, GA 31548
Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: PD Amendment

Summary: Ron Sawyer with Sawyer & Associates, Inc. has submitted a PD amendment to the original PD for parcel 106 040 containing approx. 49.14 acres. The PD amendment will allow for Townhomes to be built on 16 acres of the parcel. The original PD only allowed for commercial uses.

Zoning: PD/C-2

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

Attachment: Oct 2024-PD Amendment-Parcel 106 040 (4569 : Approval of PD Amendment to Original PD for Parcel 106 040)

*AN AMENDMENT TO THE PLANNED
DEVELOPMENT
PROJECT DESCRIPTION*

FOR:

**PARCEL 4 OF THE WRIGHT'S ISLAND
TRACT**

SUBMITTED TO:

*THE KINGSLAND CITY COUNCIL
AND
PLANNING COMMISSION*

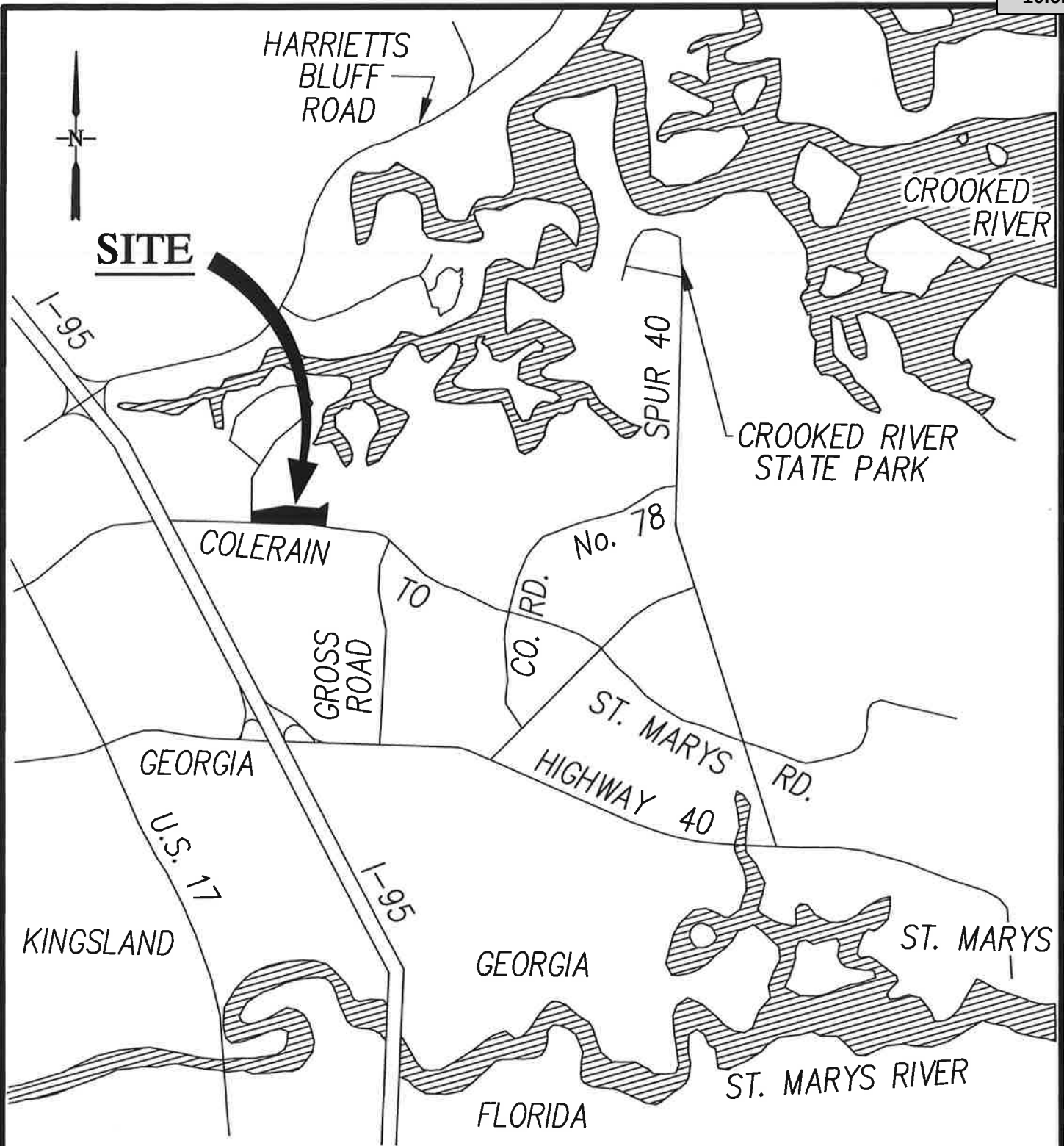
BY:

SAWYER & ASSOCIATES, INC.

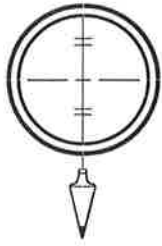
SEPTEMBER 10, 2024

BENNETT SURVEYING, INC.

(AGENT FOR SAWYER & ASSOCIATES, INC.)



**VICINITY MAP
(NOT TO SCALE)**



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 Marsh Harbour Parkway, Unit 103
Kingsland, GA 31548
P.O. Box 2729
Brunswick, GA 31521
(912) 258-8899

10.6.a

Application Request: the Applicant, Sawyer & Associates, Inc., 100 Marsh Harbour Parkway, Kingsland, Georgia 31548 request that the Planning Commission & City Council approve the following application:

**AN AMENDED DEVELOPMENT PLAN TO ALLOW FOR A PLANNED MIXED USE DEVELOPMENT IN
KINGSLAND, GEORGIA, FOR THE PURPOSE OF PROVIDING MULTI FAMILY RESIDENTIAL AND
COMMERCIAL ON 49.14 ACRES ADJOINING LAUREL ISLAND PARKWAY KNOWN AS CAMDEN COUNTY
TAX PARCEL No. 106 040
SEPTEMBER 10, 2024**

Introduction

The Applicant, Sawyer & Associates, Inc., hereby submits this application for an amendment to the existing Commercial Use Development district in accordance with City of Kingsland, Georgia, Zoning Ordinance. The conceptual land usage plan and supporting documents shall serve as the basis of which is required by the Ordinance.

After approval by the Kingsland City Council and Planning Commission, the Applicant or his agent will be entitled to develop this site in accordance with this Application, upon receipt of final plat approvals from the City of Kingsland Council and Planning Commission, with the allowed uses, densities, and development standards contained or referenced herein. The development standards granted hereunder shall be conditioned upon receipt and approval of such materials by the City of Kingsland, prior to any development activity. Furthermore, the Applicant also requests that the terms and conditions of this written report be incorporated into any future zoning map and text amendments, as a PD Zoning District, to be governed pursuant to the terms hereof.

Project Description Summary

This project consists of a total of 49.14 acres, more or less. It is known as parcel 4 of the Wright's Island Tract. As with the surrounding developments, this parcel will contain multi family and commercial property with defined specifications. The concept of this project is to provide multi-family lots and commercial lots equivalent to surrounding areas. The density of mixed usage shall not exceed those allowed in various surrounding mixed use developments.

The project will be accessed from Laurel Island Parkway. The development will be served with underground utilities, including sewer and water from the City of Kingsland. Any and all utilities needed within the development will meet or exceed the City of Kingsland standards with the intent to dedicate, if needed, to the City of Kingsland.

wrights island narrative

Minimum lot specifications**R-3**

Specifications for the multi-family portions of this mixed use plan shall maintain the existing zoning requirements of the City of Kingsland.

C-2

Specifications for the commercial portions of this mixed use plan shall maintain the existing zoning requirements of the City of Kingsland.

This parcel will be accurately surveyed and presented to the Kingsland Planning Commission and Council at the time it is to be developed. At this time, all parcels will meet or exceed the minimum specifications outlined within this PD.

Development Standards

The development standards applicable to the Planned Development District under the City of Kingsland zoning ordinance and the development standards contained therein, shall govern development within the property, and no development activity shall commence until the proper authorities has received, reviewed and approved final site plans, plats and all documents necessary for each parcel to be in compliance with the City of Kingsland Zoning Ordinance standards for a mixed use planned development.

ATTACHMENT "A"

SUBJECT PROPERTY DEED

DOCH 007118
FILED IN OFFICE
10/13/2023 09:36 PM
BK:2274 PG:558-560
JOY LYNN TURNER
CLERK OF SUPERIOR COURT
CAMDEN COUNTY
REAL ESTATE TRANSFER
TAX PAID: \$4600.00

3
Please return to:
Kinney & Hendrix, LLC
Attorneys at Law
P. O. Box 7050
St. Marys, Georgia 31558
File 23-48482

PT-61 020-2023-002769

STATE OF GEORGIA
COUNTY OF CAMDEN

LIMITED WARRANTY DEED

THIS INDENTURE, made October 10, 2023, between **TCM Camden, LLC,**
a Georgia limited liability company , of the first part, and **Sawdawg, LLC, a**
Georgia limited liability company, of the second part.

WITNESSETH: that the said party of the first part, for and in
consideration of the sum of \$10.00 and other valuable considerations, in hand
paid at and before the sealing and delivery of these presents, the receipt of
which is hereby acknowledged, has granted, bargained, sold and conveyed, and
by these presents does grant, bargain, sell and convey unto the said party of
the second part, its successors and assigns, the following described property:

See Exhibit "A" attached hereto.

SUBJECT, NEVERTHELESS, to covenants and easements of record, if
any.

TO HAVE AND TO HOLD the said bargained premises, together with all
and singular the rights, members and appurtenances thereof, to the same
being, belonging or in anywise appertaining, to the only proper use, benefit and
behoof of the said party of the second part, its successors and assigns, forever,
IN FEE SIMPLE.

23-48482

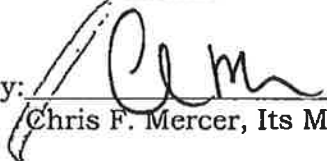
Attachment: Oct 2024-PD Amendment-Parcel 106 040 (4569 : Approval of PD Amendment to Original PD for Parcel 106 040)

BK:2274 PG:559

And the said party of the first part, for itself, its successors and assigns, will warrant and forever defend the right and title to the above described property unto the said party of the second part, its successors and assigns, against the lawful claims of all persons owning, holding or claiming by, through or under the said party of the first part.

IN WITNESS WHEREOF, the said party of the first part has hereunto set its hand and affixed its seal through its duly authorized officers, the day and year first above written.

TCM Camden, LLC

By:  (SEAL)
Chris F. Mercer, Its Manager

Signed, sealed, and delivered
in the presence of:


Witness


Notary Public



23-48482

Attachment: Oct 2024-PD Amendment-Parcel 106 040 (4569 : Approval of PD Amendment to Original PD for Parcel 106 040)

BK:2274 PG:560

Exhibit "A"

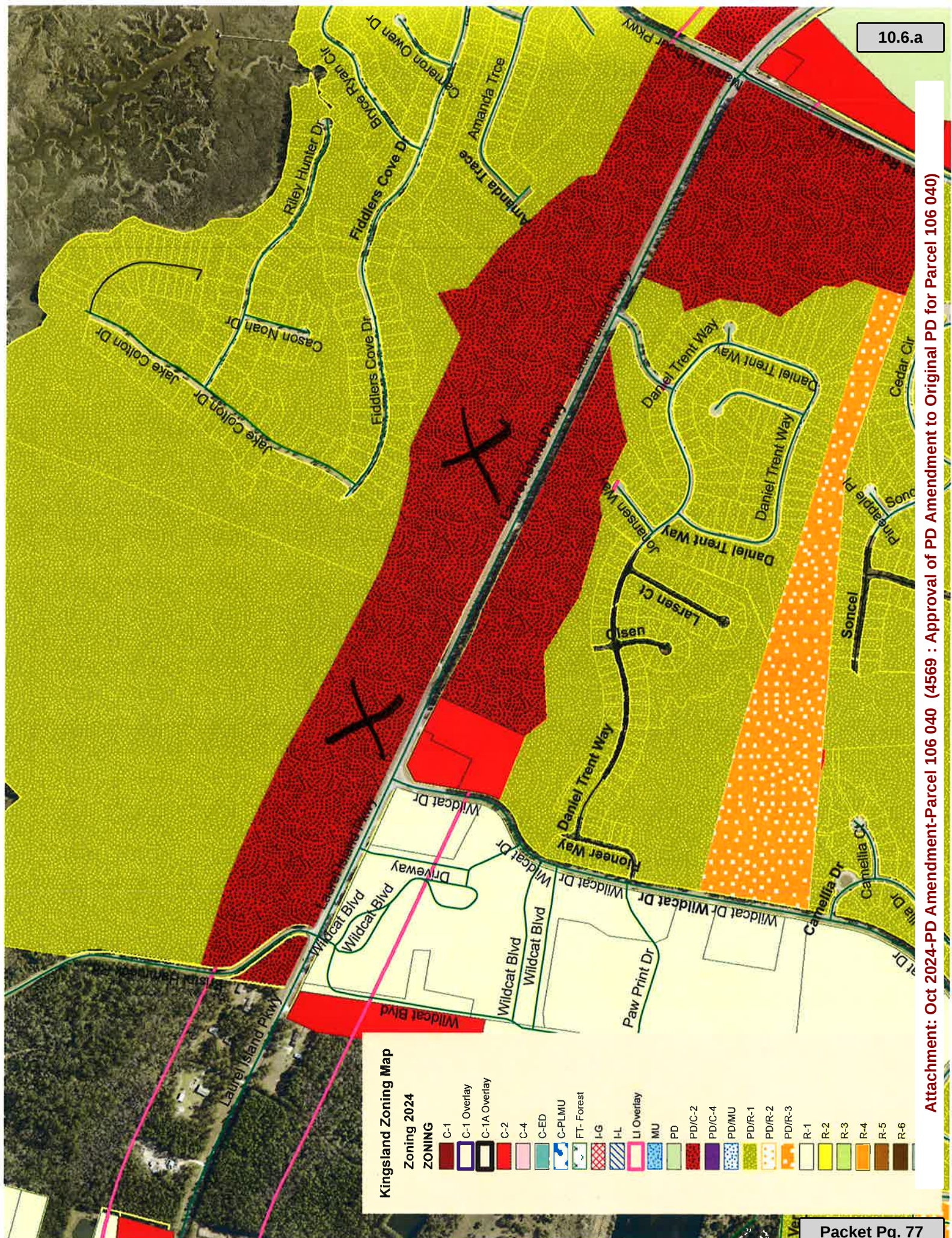
All those lots, tracts or parcels of land lying and being in the City of Kingsland, 1606th G.M.D, Camden County, Georgia, being more particularly described as follows:

All of Parcels 2, 3, and 4 as more fully and accurately shown and described on that certain plat of survey entitled "Map to Show Sketch and Minor Subdivision Plat of a Parcel of Land Lying in the Northwest Portion of the Marsh Harbour Development, City of Kingsland, 1606th District, G.M., Camden County, Georgia" prepared for Sawyer & Associates, by Ernest R. Bennett, Jr., Georgia Registered Land Surveyor No. 2893, dated October 5, 2023, recorded in Plat Book 2023, page 126, Camden County, Georgia, records.

23-48482

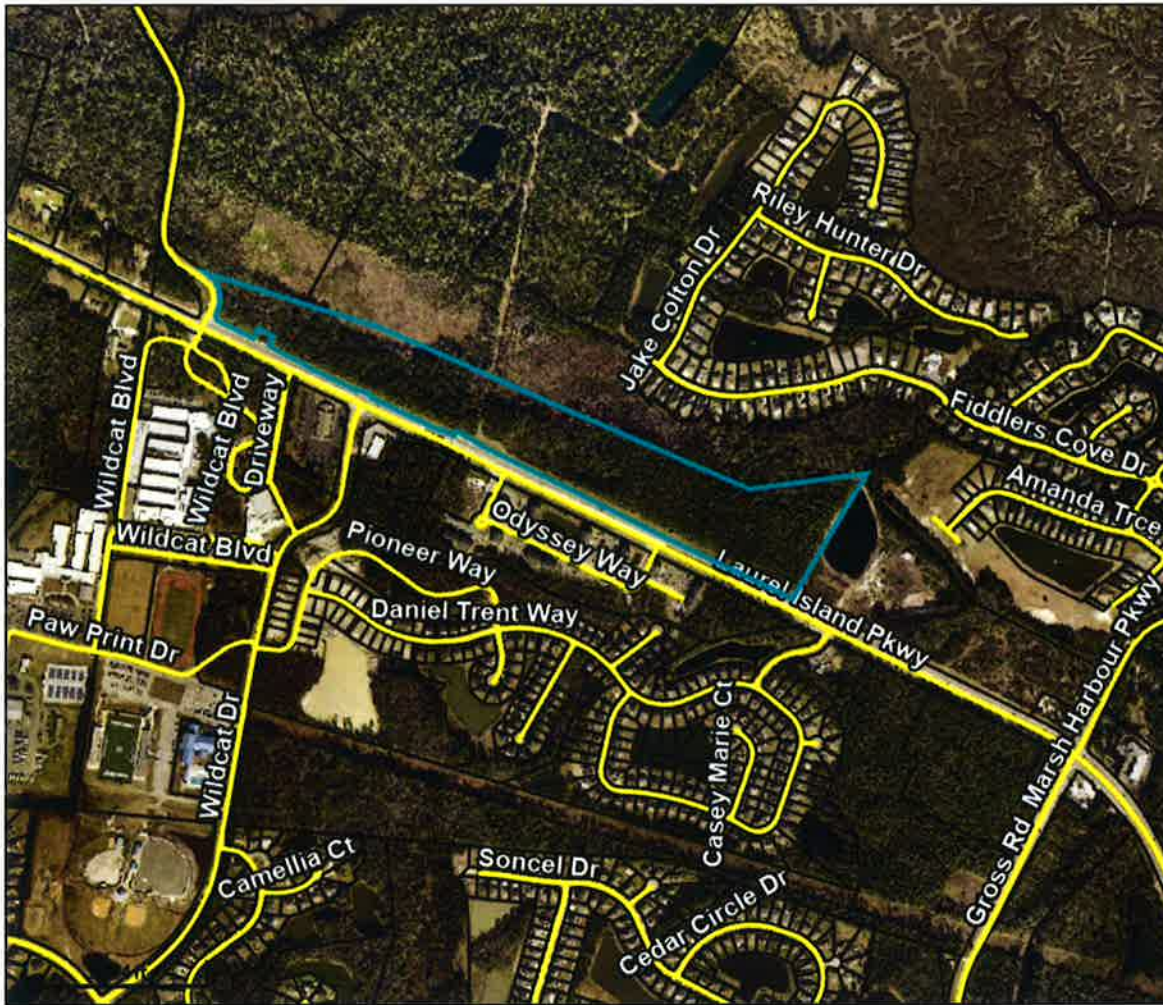
Attachment: Oct 2024-PD Amendment-Parcel 106 040 (4569 : Approval of PD Amendment to Original PD for Parcel 106 040)







Camden County, GA



Overview



Legend

- Parcels
- Roads
- USA Major Highways**
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- C City Labels

Parcel ID	106 040	Owner	SAWDAWG LLC	Last 2 Sales				
Class Code	Residential		100 MARSH HARBOUR PARKWAY	Date	Net Price	Reason	Qual	
Taxing District	KINGSLAND		KINGSLAND, GA 31548	10/10/2023	\$1094800	XS	U	
	KINGSLAND	Physical Address	n/a	9/29/2016	\$342691	MP	U	
Acres	49.14	Assessed Value	Value \$3482015					

(Note: Not to be used on legal documents)

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Attachment: Oct 2024-PD Amendment-Parcel 106 040 (4569 : Approval of PD Amendment to Original PD for Parcel 106 040)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4570)

10.7

Meeting: 10/15/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:
DOC ID: 4570

Approval of Variance - 1508 Boone Street - Parcel 108 002

Marisa Kolman, acting agent for Texas Roadhouse Restaurant has submitted a variance application for parcel 108 002 containing approximately 2.93 acres located at 1508 Boone Street. The applicant is requesting a variance to Article XXII, Sec. 120- Signs- Maximum Sign Area (Square Feet) which would allow for the main wall sign for the restaurant to be 127 square feet instead of the maximum allowance of 50 feet so that travelers on Highway 40 will have better visibility to the sign and restaurant. The Planning Director and Building Official see no issues with the variance request. Zoning is C-2 (General Commercial). *Planning Commission recommends approval.*



The City of Kingsland, GA
 107 South Lee Street
 P.O. Box 250
 Kingsland, GA 31548
 Ph: 912-729-5613
 Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: October 7, 2024

City Council Meeting Date: October 15, 2024

Agenda Item: Variance

Summary: Marisa Kolman, acting agent for Texas Roadhouse Restaurant has submitted a variance application for parcel 108 002 containing approx. 2.93 acres located at 1508 Boone St. The applicant is requesting a variance to Article XXII, Sec. 120- Signs- Maximum Sign Area (Square Feet) which would allow for the main wall sign for the restaurant to be 127 square feet instead of the maximum allowance of 50 square feet so that travelers on Hwy. 40 will have better visibility to the sign and restaurant. The Planning Director and Building Official see no issues with the variance request.

Zoning: C-2 (General Commercial)

Is Proposal Consistent with the Comprehensive Plan? N/A

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

Attachment: Oct 2024-Variance-Parcel 108 002 (4570 : Approval of Variance - 1508 Boone Street - Parcel 108 002)

APPLICATION FOR VARIANCE Kingsland, Georgia



Read Part A completely. Then answer each item in Part B. Please print or type. Do not write in Part C. The Building Inspector or Planning Director will help you, if necessary. You must file this application and all required materials with the Planning Director at least 26 days before the Planning Commission meeting at which it will be considered.

FEE: Residential - \$100.00, Commercial \$125.00

PART A---GENERAL INFORMATION

You are encouraged to read the appropriate sections of the Kingsland Land Development Ordinance as they pertain to zoning variances or subdivision variances. Since zoning variances are much more common and require a public hearing, they are the only ones described in the Kingsland Land Development Ordinance

A variance is a "loosening" of the requirements of the Zoning Ordinance to relieve a hardship. A variance can only be granted because of a hardship beyond your control is being created by a dimensional requirement—that is, one dealing with distance, area, height, or some other dimension of your land or building. For example, you own a lot and wish to build a house on it. It is zoned "R-1, Single Family Residential", but it is too narrow to meet the building setback requirements. You are prevented, therefore, from building your house unless you get a variance from the Planning Commission that lets you build closer to your side property lines. Please note that a variance does not allow you to start a new use in a zoning district where it is presently not permitted. In other words, you could not put a grocery store in a residential neighborhood.

Once you have filed a complete application with the Planning and Development Director, he will advertise your request in the newspaper and send a letter to your neighbors. The Planning Commission will then hold a public hearing. At the meeting, you will tell the Planning Commission why you need the variance and your neighbors may ask questions and make comments. The Planning Commission will then make a recommendation to the City Council about the variance. The City Council will make final determination; generally the 2ND Monday of the month. The variance is valid for 1 year.

PART B---APPLICANT ONLY

1. This is an application asking the Kingsland Planning Commission to grant a variance from the requirements of Section(s) Section 120 - Signs of the Kingsland Land Development Ordinance.
2. Your Name Marisa Kolman, GreenbergFarrow on behalf of Texas Roadhouse
 Phone 708-705-3980
 Address 8600 W Bryan Mawr Avenue, Suite 800N, Chicago, IL 60631
3. Location of Property:
 Street 1508 Boone Street
 Parcel No. 108002 Lot No. 1
4. This land is zoned: () R-1 () R-2 () R-3 () R-4 () MH () PD () C-1 (x) C-2
 () C-3 () C-4 () I-L

5. Please describe the type of variance you need. (Example: Reduction of front yard setback from 35 feet to 13 feet):

variances are being requested: Exceed sign allowance on the front elevation, 50 SF of sign allowed, 127.6 SF being proposed.

6. All the following points must apply to your situation for the variance to be granted. Describe how you meet each "test":

A. Special conditions or circumstances over which I have no control affect my property.

The site has frontage on Boone Street but is roughly 150' from the multi-lane, heavily traveled, multi-lane highway E. King Avenue / GA 40 where the speed limit is 45 mph. The site lies roughly 1200' from the intersection of Middle School Road and 1400' from Gross Road which are the closest intersections to turn on to get access to Boone Road.

B. Because of this situation, I do not have the same property rights as my neighbors or as other property owners in the same zoning district do.

The access to the site if traveling on E. King Avenue could be difficult to navigate for vehicles driving the speed limit or higher, potentially missing the noted intersections in the response above and either driving on to another dining establishment.

C. The variance would not significantly defeat the purposes of any city plan, policy, ordinance, or regulation, nor would it interfere with my neighbors use of their property.

Permitting the additional signage would help attract customers to the location and direct them to the restaurant and other businesses on Boone Street. It would not defeat purposes of any city code or future plans.

D. This is the minimum variance which would relieve my hardship.

The signage is used as indicators for traveling customers and is the minimum necessary to have appropriate visibility to patrons looking for dining options.

7. In the case of a zoning variance, attach these to this application:

- A simple map showing the location of the property, its dimensions, location of existing and proposed structures, and the nearest public road.

8. Signed Morse Kalamen Date 9/9/24

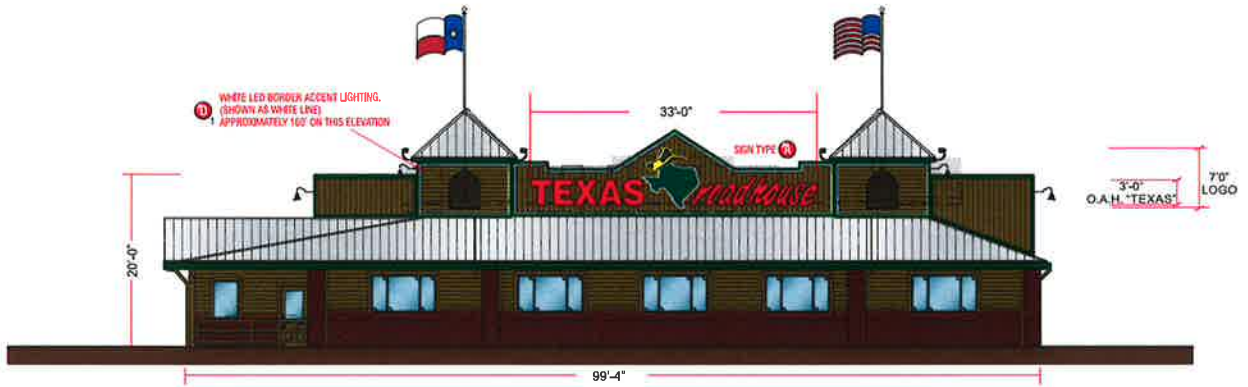
Attachment: Oct 2024-Variance-Parcel 108 002 (4570 : Approval of Variance - 1508 Boone Street - Parcel 108 002)

PART C---COMMUNITY PLANNING & DEVELOPMENT DIRECTOR ONLY

1. Date complete application filed 9/9/24
2. List of attachments: ☒ Simple map ☐ Final plat ☐ None
☐ Preliminary plat ☐ Other
3. Public hearing (If zoning variance):
Date Applicant notified: 9/10/24
Date hearing advertised: 9/17/24
Date hearing held: 10/7/24
4. Planning Commission ☐ Approved ☐ Denied: Conditions of approval or reasons for denial

5. City Council ☐ Approved ☐ Denied: Conditions of approval or reasons for denial

6. Date Applicant notified of final action: 10/16/24



FRONT ELEVATION

SCALE: 3/32" = 1'-0"



LEFT ELEVATION

SCALE: 3/32" = 1'-0"

FEDERAL HEALTH
SIGN COMPANY
www.FederalHealth.com
160 W. Carmel Drive, Suite 236 Carmel, IN 46032
(317) 581-7290 Fax (317) 581-7783

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Corpus Christi - Galveston - Milwaukee
Vandalia - Louisville - Indianapolis - Columbus
Cincinnati - Westerville - Knoxville - Tampa
Atlanta - Tampa - Daytona Beach - Winter Park
Building Quality Signage Since 1901

Revisions:

Client Approval/Date: _____
Landlord Approval/Date: _____

Account Rep: Steve Maeser
Project Manager: K. Singleton
Drawn By: K. Singleton
Underwriters Laboratories Inc. (UL) LISTED FOR USE AS A SIGN SYSTEM (UL 1810)

Project / Location:

TEXAS
Boone Street
Kingland, GA

Job Number: 23-87244-10
Date: May 7, 2024
Sheet Number: 2 of 9
Design Number: 23-87244-10

This original drawing is provided as part of a planned project and is not to be reproduced without the written permission of Federal Health Sign Company, LLC or authorized agent. © 2024

Kingsland Zoning Map

Zoning 2024

ZONING

- C-1
- C-1 Overlay
- C-1A Overlay
- C-2
- C-4
- C-ED
- C-PLMU
- FT - Forest
- I-G
- I-L
- LI Overlay
- MU
- PD
- PD/C-2
- PD/C-4
- PD/MU
- PD/R-1
- PD/R-2
- PD/R-3
- R-1
- R-2
- R-3
- R-4
- R-5
- R-6
- R-7





Camden County, GA



Overview



Legend

- Parcels
- Roads
- USA Major Highways**
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels**

Parcel ID	108 002	Owner	HALPERN BOONE STREET LLC	Last 2 Sales			
Class Code	Commercial		5200 ROSWELL ROAD	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		ATLANTA, GA 30342	10/17/2023	\$1000000	FM	Q
	KINGSLAND	Physical Address	1508 BOONE ST	12/8/2008	0	GV	U
Acres	2.93	Assessed Value	Value \$797058				

(Note: Not to be used on legal documents)

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Attachment: Oct 2024-Variance-Parcel 108 002 (4570 : Approval of Variance - 1508 Boone Street - Parcel 108 002)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: City Manager
Category: Amendment
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 4573

AGENDA ITEM (ID # 4573)

Approval Of: GMC Professional Services Agreement Amendment

An amendment to the April 12, 2021 agreement with Goodwin Mills Cawood, LLC, to provide additional professional consulting services to assist the city with, “First Floodplain, Second Stormwater - Kingsland’s Path Towards Increased Resiliency,” which is funded through a Cycle 27 Coastal Incentive Grant from Georgia DNR, Coastal Resources Division.

Staff recommends approval.

August 2024

AMENDMENT to the PROFESSIONAL SERVICES AGREEMENT between CITY OF KINGSLAND, GEORGIA and GOODWYN MILLS CAWOOD, LLC.

THIS IS AN AMENDMENT TO THE AGREEMENT, dated April 12, 2021, made this ____ day of _____ 2024 between the Mayor and City Council for City of Kingsland, Georgia, a political subdivision of the State of Georgia, (“CITY”) and Goodwyn Mills Cawood, LLC. (GMC), (“CONSULTANT”).

The CITY wishes to amend the AGREEMENT with the CONSULTANT to provide additional professional consulting services to assist the CITY with, “First Floodplain, Second Stormwater – Kingsland’s Path Towards Increased Resiliency,” which is funded through a Cycle 27 Coastal Incentive Grant (CIG) from Georgia DNR, Coastal Resources Division (GADNR-CRD). This project is a continuation of the resiliency efforts achieved through a previous and ongoing Cycle 24/25 GADNR-CRD Coastal Incentive Grant, “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program.” The focus of the services provided in the original AGREEMENT were enhancing the City’s Floodplain Management Program, and this amendment will take steps to enhance the City’s Stormwater Management Program through the same grant funding program/source. The following summarizes the contents of this AGREEMENT:

- Section 1.0 – General Considerations
- Section 2.0 – CITY Responsibilities
- Section 3.0 – CONSULTANT Responsibilities
- Section 4.0 – Project Scope of Services and Schedule Summary
- Section 5.0 – Project Budget and Payments to CONSULTANT

1.0 SECTION 1.0 – GENERAL CONSIDERATIONS

- 1.1 **Commencement.** Upon execution of this AGREEMENT, the CONSULTANT enters into a contract with the CITY for the services specified herein. The CONSULTANT recognizes that timely, quality service will be essential to complete this project and the services contemplated under this AGREEMENT. This AGREEMENT will take effect upon delivery of executed AGREEMENT to both parties.
- 1.2 **Term of AGREEMENT.** In order to comply with the provisions of O.C.G.A. § 36-60-13, the parties agree that this AGREEMENT shall begin on the date of execution by all parties, and that it shall end absolutely and without further obligation on the part of the CITY on December 31, 2024 or on the last day of the CITY’s fiscal year, whichever occurs first. The parties agree that this AGREEMENT shall then automatically renew annually (unless terminated in writing by either party prior to the date of renewal) such that it ends on the last day of Year #2, as defined herein, with no renewal taking place after that date. Notwithstanding any other provision herein, either party, upon giving 30 days written notice, may terminate this AGREEMENT at any time without cause. The term of the AGREEMENT may be modified upon mutual written consent of both parties.

August 2024

- 1.3 **Termination of AGREEMENT.** CITY shall not be obligated to compensate CONSULTANT for any work performed after termination of this AGREEMENT by either party. Further, if the CONSULTANT fails to fulfill its contractual obligations as specified herein, the CITY may, by giving written notification to the CONSULTANT, terminate the AGREEMENT for such default. If the AGREEMENT is so terminated, the CONSULTANT shall be paid only for the work satisfactorily completed.
- 1.4 **Successors and Assigns.** CITY and CONSULTANT each is hereby bound and the partners, successors, executors, administrators, assigns and legal representatives of each are bound, to the other party to this AGREEMENT and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this AGREEMENT. Neither CITY nor CONSULTANT shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this AGREEMENT without the written consent of the other. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than CITY and CONSULTANT.
- 1.5 **License, Permits and Taxes.** The CONSULTANT shall be responsible for all applicable licenses, permits and taxes incurred during the performance of this AGREEMENT.
- 1.6 **Indemnification and Hold Harmless.** The CONSULTANT shall indemnify and hold the CITY and its officers, agents, employees and assigns, harmless from any liability imposed for injury whether arising before or after completion of work outlined in this AGREEMENT, or in any manner directly or indirectly caused, occasioned or contributed to, or claimed to be caused, occasioned or contributed to, in whole or in part, by reason of any negligent act or omission, including strict liability or negligence of CONSULTANT, or of anyone acting under the CONSULTANT's direction or control or on its behalf, in connection with or incident to, or arising out of the performance of this AGREEMENT.
- 1.7 **Ownership of Project Documents and Reports.** All documents and reports prepared by the CONSULTANT pursuant to this AGREEMENT are instruments of service and shall be the joint property of the CITY and CONSULTANT upon completion. The CITY may reproduce and distribute these documents to appropriate parties; however, certain documents may not be suitable for re-use by the CITY on other project(s) without proper consultation with the CONSULTANT. The CONSULTANT may use the work product developed under this AGREEMENT for future marketing and project endeavors.
- 1.8 **Controlling Law.** This AGREEMENT is to be governed by the laws of the State of Georgia. The parties hereby agree and stipulate this AGREEMENT was made and entered into in Camden County, Georgia, which shall be the appropriate venue for any action brought relating thereto. CONSULTANT shall comply with all applicable City, State and Federal provisions related to its performance of the work under this AGREEMENT.
- 1.9 **Severability and Reformation.** Any provision or part thereof of this AGREEMENT held to be void or unenforceable under any law shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this AGREEMENT shall be reformed to replace such stricken provision or part thereof

August 2024

with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

- 1.10 **Non-discrimination.** CONSULTANT shall not discriminate in the employment of persons engaged in the performance of this AGREEMENT on account of race, color, national origin, ancestry, religion, sex, marital status, physical handicap, or medical condition, in violation of any federal or state law. CONSULTANT shall comply with all requirements of the CITY with regards to employment while this AGREEMENT is in effect.

2.0 SECTION 2.0 – CITY’S RESPONSIBILITIES

CITY and/or CITY Staff shall:

- 2.1 Provide all information for the project, including project objectives and constraints, performance requirements, flexibility and expendability, any budgetary limitations, copies of relevant documents and access to relevant files, software and hardware necessary to execute the work effort.
- 2.2 Promptly furnish to CONSULTANT the information requested by CONSULTANT that is needed for rendering of services defined herein. The CITY shall provide to the CONSULTANT all such information that is available to the CITY, and the CONSULTANT shall be entitled to rely upon the accuracy and completeness thereof. The CONSULTANT recognizes that it is impossible for the CITY to assure the accuracy, completeness and sufficiency of information provided to CONSULTANT by CITY or third parties.
- 2.3 Assist CONSULTANT by placing at his disposal all available information pertinent to the project including previous reports and any other data relevant to project.
- 2.4 Undertake and perform the CITY’s project-related responsibilities as specified in Section 4.0 of this AGREEMENT. Allow the CONSULTANT reasonable access to designated CITY staff personnel related to execution of specific work tasks that the CITY staff will perform.
- 2.5 Assist/arrange for access to and make all provisions for CONSULTANT to enter upon public and private property as required for CONSULTANT to perform his services.
- 2.6 Designate a person (or persons) to act as CITY’s Project Manager(s) with respect to the management, technical and production-related activities to be performed by the CITY under this AGREEMENT. Such person(s) shall have complete authority to transmit instructions, receive information, interpret and define CITY’s policies and decisions with respect to materials, equipment, elements and systems pertinent to CONSULTANT’s services.

August 2024

3.0 SECTION 3.0 – CONSULTANT’S RESPONSIBILITIES

- 3.1 **Standard of Care.** The CONSULTANT shall manage and perform the work in accordance with applicable laws and codes. By execution of this AGREEMENT, the CONSULTANT warrants that he/she is possessed of the requisite skill and ability which is ordinarily possessed by other members of his/her profession. CONSULTANT will exercise such degree of skill and ability as is ordinarily employed by professionals who practice in the State of Georgia under similar conditions and like circumstances, and he/she shall perform such duties without neglect, and shall not be liable except for failure to exercise such appropriate degree of care, learning, skill and ability.
- 3.2 **Authorized Representative.** CONSULTANT shall designate a person (or persons) to act as CONSULTANT’s representative(s) with respect to the services to be rendered under this AGREEMENT. Such person(s) shall have complete authority to transmit instructions, receive information, interpret and define CONSULTANT’s policies and decisions with respect to materials, equipment, elements and systems pertinent to this AGREEMENT.
- 3.3 **Subcontracting.** The CONSUTANT shall not subcontract any other part of the work covered by this AGREEMENT, or permit subcontracted work to be further subcontracted, without the CITY’s prior written approval of the subcontractor.
- 3.4 **Insurance.** The CONSULTANT shall maintain the following insurance requirements during the time of performance of the services outlined in this AGREEMENT for the contract period. An insurance certificate must be on file with the CITY Administrator’s office within four weeks of the signing of the contract by both parties.
- A. General Liability Insurance, with a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate;
 - B. Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident;
 - C. Worker's Compensation insurance in accordance with statutory requirements and Employer’s Liability Insurance, with a limit of \$500,000 for each occurrence;
 - D. Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.
- 3.5 **Personal Services.** In contemplation that consulting services are personal, the CONSULTANT agrees that no significant change in the business organization of the CONSULTANT personnel or the CONSULTANT team personnel shall be made during the AGREEMENT term, unless prompt written notice to the CITY is given, which event shall afford the CITY the option to terminate or modify this AGREEMENT.

4.0 SECTION 4.0 – PROJECT SCOPE OF SERVICES

The specific services which the CONSULTANT agrees to furnish and the terms the CONSULTANT agrees to follow are set forth herein:

August 2024

Year #1 of Coastal Incentive Grant

Task 1-1: Impervious Surface Delineations

The CONSULTANT will develop an impervious surface database in GIS through a desktop analysis of the most current ortho-photography. Impervious surface cover is one of the most important factors influencing the volume, discharge rate and quality of stormwater runoff generated by a parcel of land. All non-single family residential developed parcels and a representative sample of at least 10% of the single-family residential parcels will be delineated to calculate an equivalent residential unit (ERU).

Deliverables:

- GIS database of impervious surface cover in the city limits

Task 1-2: Capital Needs Drainage Assessment

The CONSULTANT will work with the CITY to review the existing drainage inventory, list of identified areas prone to flooding, and proposed drainage capital improvement projects (CIPs). This will include review of relevant data from the City's Resiliency Implementation Workplan and other planning efforts. The CONSULTANT will prioritize the CIPs by developing a matrix that assigns weight to various factors, such as, ownership, structure or street flooding frequency, ease of construction, cost analysis, interconnection between projects, City plan compatibility, and water quality benefits.

Deliverables:

- Consolidated and prioritized list of CIPs related to the drainage infrastructure.

Task 1-3: Stakeholder Committee

A stakeholder committee will be formed, called the Stormwater Taskforce (SWT), to assist the CITY with developing recommendations for its future stormwater management program. The CONSULTANT will facilitate the SWT meetings, including preparation of presentation materials and meeting summaries. These meetings will help to accomplish a plan for funding the CITY's Stormwater Management Program (SWMP) and CIP, and a plan to educate the public about this program.

Deliverables:

- Meeting agendas and notes/summaries from four (4) stakeholder meetings.

Task 1-4: Funding Feasibility Assessment

The CONSULTANT will conduct a funding feasibility assessment and stormwater utility rate study. The rate study will establish the billing rate needed for the projected SWMP level of service and cost of service.

Deliverables:

- Summary Report that includes: (1) a recommendation for the most legally sound Stormwater Utility rate structure and rate methodology for use by the CITY, and (2) a revenue model that will project what the future stormwater program will cost and how much revenue can be generated by the stormwater utility.

August 2024

- Presentation of results to City Council.

Task 1-5: Stormwater Management Ordinance Update

The CITY's Planning and Zoning and Public Works Departments will work together to review the CITY's existing stormwater management ordinance, with the goal of increasing green infrastructure and stormwater management requirements to reduce flood hazards from new and redevelopment and improve water quality. The CITY will also seek feedback from the SWT during the ordinance review and update process. The CONSULTANT will assist the CITY with this grant task through review of the City's draft stormwater ordinance to offer any suggestions for updates that would be consistent with the Coastal Stormwater Supplement.

Deliverables:

- Review of Draft Stormwater Ordinance

Task 1-6: Grant Administration and Reporting

CONSULTANT will provide information regarding progress and tasks completed on a semi-annual basis for inclusion in the Interim and Final Reports to CRD. CONSULTANT will submit drafts to the CITY's Project Manager for review and input on any CITY-specific activities.

The CITY's grant administrator will be responsible for tracking grant match internally and from project partners. The CITY will also be responsible for producing reimbursement requests for the Final Reports for each year. Based on prior Coastal Incentive Grant experience, CONSULTANT can provide guidance on formatting reports and reimbursement requests and templates for tracking grant match.

Year #2 of Coastal Incentive Grant

Task 2-1: Public Education/Outreach

Based on input and feedback from the SWT in Year #1, the CITY, SWT, and CONSULTANT will conduct targeted public education and outreach efforts. This is expected to include an online survey, a public meeting/open house to educate the public on this project and stormwater issues throughout the CITY and gather feedback from attendees, and a targeted stormwater management website to provide content generated from this project. The CONSULTANT will manage the online survey, as well as facilitate public education/outreach efforts by providing content suggestions for the CITY and SWT.

Deliverables:

- Online survey development, hosting, and summary of results.
- Provide content suggestions for open house, webpage, and/or brochures/mailers.

CITY will be responsible for any mailings, website updates, and hosting/coordinating Open House/public meeting events.

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Task 2-2: Stormwater Utility Master Account File (MAF)

The CONSULTANT will develop a database properly formatted to be easily incorporated into the CITY's utility billing system, or other system, should the CITY select a different methodology for the delivery of the stormwater fee. This includes a MAF for a future stormwater user fee charge based on recommendations from the Funding Feasibility Assessment Report in Year #1. The MAF structure will likely target the CITY's existing monthly utility billing software, but could also be billed on the tax bill through coordination with Camden County. The process is expected to include two billing categories – single-family residential (SFR) and non-single family residential (NSFR) users. SFR customers are expected to be assigned a flat rate charge of 1.0 ERU/month. Where NSFR customers will receive a custom bill based on their actual impervious area divided by the area of an ERU. The CONSULTANT will match the parcel database information associated with stormwater user fee charges with the monthly utility billing database and will work directly with the CITY staff and the appropriate billing vendor to provide the information/database in a format that is acceptable to the CITY and that can be uploaded into the selected billing system. Once the MAF has been finalized, the CONSULTANT will work with the CITY staff and the billing vendor to develop a streamlined approach that will allow for integration of the MAF data into the billing system.

Deliverables:

- Master Account File (MAF) database that identifies billing units and property/account information

Task 2-3: Stormwater Inventory Update in GIS

The CITY historically tracked and updated their stormwater infrastructure in a GIS system; however, over the last several years, new development has not been included in the database. In order to maintain a comprehensive inventory, the CITY will gather drainage sheets from site plans to update the GIS database. Stormwater structures will also be added from aerial imagery, where available. The CONSULTANT will support the CITY GIS staff to format the Stormwater GIS database for updates and future inspections. The CITY or Camden County will host the Stormwater GIS database for this task and project.

Deliverables:

- Review of stormwater geodatabase schema and recommended updates.

Task 2-4: Stormwater Infrastructure Condition Assessment (Pilot Area)

Once the GIS stormwater inventory has been updated, the Public Works Department will review the available data and any gaps with the CONSULTANT to select a priority area for the CONSULTANT to complete a condition assessment of stormwater infrastructure. The results can be used to identify maintenance needs for a specific area and estimate maintenance needs citywide to prepare for expanding maintenance efforts as stormwater funding grows. This task will allow the CITY to determine if existing database fields need to be added or edited to better track maintenance needs and infrastructure information. This task will help to establish a system for the CITY to implement a proactive stormwater maintenance program when funding becomes available.

August 2024

Deliverables:

- Updated stormwater geodatabase schema to handle infrastructure condition assessments
- Summary of inspection results for the pilot area in Excel spreadsheet (write-up of results and any recommendations to be included with Task #2-5)

Task 2-5: Addendum to Funding Feasibility Report

The CONSULTANT will prepare an Addendum to the Funding Feasibility Report that was prepared in Year #1 to serve as the official project record. The Addendum will include a summary of the public education/outreach activities and results, the results from the stormwater infrastructure condition assessment pilot area, and any new recommendations from Year #2 activities.

Deliverables:

- Report Addendum

Task 2-6: Grant Administration and Reporting

CONSULTANT will provide information regarding progress and tasks completed on a semi-annual basis for inclusion in the Interim and Final Reports to CRD. CONSULTANT will submit drafts to the CITY's Project Manager for review and input on any CITY-specific activities.

The CITY's grant administrator will be responsible for tracking grant match internally and from project partners. The CITY will also be responsible for producing reimbursement requests for the Final Reports for each year. Based on prior Coastal Incentive Grant experience, CONSULTANT can provide guidance on formatting reports and reimbursement requests and templates for tracking grant match.

Schedule

The grant is expected to begin on October 1, 2024, and it is scheduled to have a duration of 24 months, with a tentative completion date of September 30, 2026. Year # 1 of the grant will begin on the actual date that the grant begins. Year # 2 will begin one year after Year #1 begins, and will last for 12 months.

The CONSULTANT shall complete the proposed scope of work herein before the end of the grant period, and in accordance with the requirements of the Coastal Incentive Grant contract. The targeted task schedules as outlined in the grant application are presented on the next page.

August 2024

Year #1 Schedule

TASK/MILESTONE- YEAR 1	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	July-25	Aug-25	Sept-25
Task 1: Impervious Surface Delineations												
Task 2: Capital Needs Drainage Assessment												
Task 3: Stakeholder Committee												
Task 4: Funding Feasibility Assessment												
Task 5: Stormwater Mgmt. Ordinance Update												
Task 6: Grant Administration & Reporting												

Year #2 Schedule

TASK/MILESTONE- YEAR 2	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26
Task 1: Public Education/Outreach												
Task 2: Stormwater Utility Master Account File (MAF)												
Task 3: Stormwater Inventory Update in GIS												
Task 4: Stormwater Infrastructure Condition Assessment (Pilot Area)												
Task 5: Addendum to Funding Feasibility Report												
Task 6: Grant Administration & Reporting												

August 2024

5.0 SECTION 5.0 – PROJECT BUDGET AND PAYMENTS TO CONSULTANT

CITY and CONSULTANT, in consideration of their mutual covenants herein, agree in respect of the performance of professional consulting services provided by CONSULTANT and the payment for those services by CITY as set forth below.

- 5.1 **Compensation.** The CITY shall compensate the CONSULTANT the lump sum fee of \$115,000. This total is allocated as \$57,500 in Year #1 of the grant and \$57,500 in Year #2 of the grant. CONSULTANT shall invoice the CITY monthly, for percentage completed in accordance with Section 4.0.
- 5.2 **Payments.** For professional consulting services as outlined in this AGREEMENT, CITY shall pay CONSULTANT the stipulated fees. CONSULTANT shall submit monthly invoices to CITY in a format acceptable by the CITY. CITY shall endeavor to make payment to CONSULTANT within thirty (30) days from receipt of invoice.
- 5.3 **Hourly Services.** If the CITY requests that the CONSULTANT provide services on an hourly basis, or requests services not currently outlined in this AGREEMENT, the CONSULTANT will perform the services in accordance with the unit rates provided in the table below, or at a mutually agreeable fee arrangement. Prior to commencing any requested additional services, not included in the Scope of Services in Section 4.0, the CONSULTANT must notify the CITY promptly and provide an estimate of the budget to complete the requested services and a schedule. No additional services shall be performed by the CONSULTANT until written (i.e., letter) or electronic (i.e., email or fax) authorization is received by the CONSULTANT from the CITY.

August 2024

Labor Category (Project Professional)	Hourly Rate
Principal (Architect, Engineer, Planner, Scientist, GIS)	\$255.00
Vice President	\$205.00
Senior Professional (Engineer, Planner, Scientist, GIS, Project Manager)	\$195.00
Professional II (Engineer, Planner, Scientist, GIS, Project Manager)	\$175.00
Professional I (Engineer, Planner, Scientist, GIS, Project Manager)	\$160.00
Senior Consultant (Engineer, Planner, Scientist, GIS)	\$150.00
Consultant II (Engineer, Planner, Scientist, GIS)	\$135.00
Consultant I (Engineer, Planner, Scientist, GIS)	\$115.00
Senior Environmental Scientist/GIS Analyst	\$125.00
Environmental Scientist/GIS Analyst II	\$110.00
Environmental Scientist/GIS Analyst I	\$95.00
Technical III (Contract Spec., CADD Tech., Designer, Drafting)	\$145.00
Technical II (Contract Spec., CADD Tech., Designer, Drafting)	\$115.00
Technical I (Contract Spec., CADD Tech., Designer, Drafting)	\$85.00
Surveying:	
Professional Land Surveyor	\$175.00
Field Crew Supervisor	\$155.00
Survey Crew (one-man survey crew)	\$135.00
Survey Crew (two-man survey crew)	\$155.00
<u>Reimbursable Expenses</u>	
Travel Expenses	
Vehicle Transport	\$0.67 per mile
Travel/ Meals/ Lodging	Cost plus 20%
Sub-Consultant/ Sub-Contractors	Cost plus 20%
Sub-Consultant/Sub-Contractors reimbursable expenses	Cost plus 20%
Printing & Shipping	
Out of house reprographic services	Cost plus 20%
In-House B&W copies (small format)	\$0.09/ sheet (8.5 x 11)
	\$0.15/ sheet (11 x 17)
In-House Color copies (small format)	\$0.09/ sheet (8.5 x 11)
	\$0.15/ sheet (11 x 17)
In-House B&W reprographic services (large format)	\$0.15/ sf
In-House Color reprographic services (large format)	\$0.20/ sf
GPS equipment	\$250.00 per day

CONSULTANT may petition CITY on an annual basis for approval to increase the unit rates in the table above to reflect CONSULTANT's increased costs of its business operations.

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6.0 SECTION 6.0 - ACKNOWLEDGEMENT OF ACCEPTANCE

IN WITNESS WHEREOF, the parties hereto have made and executed this AGREEMENT as of the day and year first above written. This AGREEMENT constitutes the entire AGREEMENT between CITY and CONSULTANT.

CITY:

City of Kingsland, Georgia
107 S. Lee Street, P.O. Box 250
Kingsland, GA 31548

Signature: _____

Name: _____

Attest:

Signature: _____

Name: _____

CONSULTANT:

Goodwyn Mills Cawood, LLC.
1612 Newcastle Street, Suite 218
Brunswick, GA 31520

Signature:  _____Name: Ed DiTommaso, VP Environmental**Attest:**

8/16/2024

Signature:  _____Name: Robert Brown, Sr. Water Res. Engr.

Attachment: AMENDMENT_Agreement for Professional Services_Kingsland Stormwater CIG_8-16-2024 (4573 : Approval Of: GMC Professional



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: City Manager
Category: Agreement
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 4572

AGENDA ITEM (ID # 4572)

Approval Of: Coastal Incentive Grant Award Agreement

Award Agreement to provide financial assistance through the Coastal Incentive Grant for the city's Cycle 27 project "First Floodplain, Second Storm Water-Kingsland's Path Towards Increased Resiliency."

Staff recommends approval.

**GEORGIA DEPARTMENT OF NATURAL RESOURCES
COASTAL RESOURCES DIVISION
COASTAL INCENTIVE GRANT AWARD AGREEMENT
CYCLE _____**

This Coastal Incentive Grant ("CIG") Award Agreement is entered into as of this ____ day of _____, 20____, between the Georgia Department of Natural Resources, Coastal Resources Division ("GADNR, CRD"), _____ ("Subgrantee"). In consideration of the mutual promises and terms and conditions set forth in this CIG Award Agreement, the parties covenant and agree as follows:

A. DEFINITIONS

"Final/Technical Report" means a written comprehensive summary of all processes, progress, and/or results of technical or scientific research conducted throughout the duration of the project.

"Grant Program" means the Coastal Incentive Grant Program as set forth in Chapter 391-2-5-.01 of the Rules and Regulations of the State of Georgia.

"Intellectual Property" means patentable inventions, including patentable business methods and processes, copyright-able materials, trademarks, software, and trade secrets.

"Life of the Project" is twenty (20) years after completion of the Project Services and includes expected repairs to a facility.

"Match Funds" means the minimum amount the Subgrantee is committed to provide as non-federal match funds in the Subgrantee's Application.

"OMB" means the federal Office of Management and Budget.

"Pay Request" means Subgrantee's invoice along with all supporting documents for reimbursement of allowable expenses incurred performing the Projects Services submitted to GADNR, CRD submitted through an electronic platform and approved by GADNR-CRD.

"Project Services" means the deliverables required under this CIG Award Agreement, included in the full application and the special conditions set forth in the attached Exhibit A.

"Records" means Subgrantee's books, records, documents, and other evidence pertaining to the costs and expenses of Subgrantee's performance of the Project Services.

"Reimbursable Amount" means the maximum amount established in Section F that GADNR, CRD will pay to Subgrantee under this CIG Award Agreement on a reimbursable basis for allowable expenses incurred performing the Project Services.

"Reimbursable Cost(s)" means the portion of Subgrantee's Request for Reimbursement that is approved by GADNR, CRD for reimbursement of allowable expenses Subgrantee incurs in the performance of the Project Services.

"Scope of Work" means the Scope of Work included in the Subgrantee's Full Application.

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“Status Report” means a report completed semi-annually through project completion using the pre- fillable electronic form on the required platform.

“Subgrantee’s Application” means the Coastal Incentive Grant (CIG) Full Application attached as Exhibit A to this CIG Award Agreement.

B. PURPOSE

The purpose of the Coastal Incentive Grant program is to provide financial assistance in the form of grants to eligible county and municipal governments, state agencies other than GADNR, CRD and educational and research institutions for projects that further the mission of the Coastal Management Program. After review and evaluation of Subgrantee’s application, GADNR, CRD determines that Subgrantee is an eligible entity, and that Subgrantee’s Full Application meets the qualifications and requirements for financial assistance in accordance with the CIG program.

C. AWARD

GADNR, CRD awards a financial assistance subgrant to Subgrantee consistent with the terms of this CIG Award Agreement. Subgrantee accepts the award of financial assistance subgrant and will comply with the terms and conditions of this CIG Award Agreement. Subgrantee will complete all project services in a manner reasonably satisfactory to GADNR, CRD.

The following provision applies if this CIG Award Agreement is for a 306A low-cost construction project and survive beyond the term of this project provided for in Section D: Funds shall only be used for projects on publicly owned or leased land, or land for which a public easement has been obtained. If the property is subject to a reversionary clause and reverts, then the Subgrantee shall reimburse GADNR, CRD for the full amount of funds received for the project. If the land ceases to be available, or the project ceases to be used, for the intended use at any time during the Life of the Project, the Subgrantee shall reimburse GADNR, CRD the full amount of the funds received for the project.

D. TERM

The initial term of this CIG Award Agreement begins on October 1, 20__ and continues until September 30, 20__ or until the Project Services required under this CIG Award Agreement are completed, whichever is earlier. GADNR, CRD reserves the right, in its sole discretion, to extend the term of this CIG Award Agreement, if the extension is determined to be in the best interest of GADNR, CRD. Any extension is contingent upon the availability of funds lawfully appropriated and applicable to the deliverables described in the Full Application.

E. TIME OF PERFORMANCE

Time is of the essence in performance of this CIG Award Agreement. Subgrantee will submit

a semi-annual “Status Report” and a “Final/Technical Report” to GADNR, CRD in accordance with the following schedule and in a format provided by the Grant Program:

- Status Report(s) are due semi-annually starting April __, 20__ for the duration of project.
- Final/Technical Report is also due no more that seven (7) days after completion of the Project Services or any earlier expiration or termination date.

F. REIMBURSABLE AMOUNT

GADNR, CRD will reimburse Subgrantee a maximum of _____ for allowable expenses Subgrantee incurs in the performance of the Project Services.

G. MATCH FUNDS

Subgrantee will contribute a minimum of _____ in Match Funds toward its performance of the project services. Subgrantee will include summary information concerning its contribution to the Match Funds in the Final/Technical Report submitted to GADNR, CRD under this CIG Award Agreement. If the Reimbursable Costs that are payable to the Subgrantee are less than the maximum Reimbursable Amount, Subgrantee is only obligated to contribute Match Funds in the same ratio as the actual Reimbursable Costs is to the maximum Reimbursable Amount.

H. DISBURSEMENT OF AWARD

- (1) GADNR, CRD, in its reasonable discretion, will determine when Subgrantee’s performance of the Project Services is satisfactory and complete. However, the final disbursement shall not occur until the Final/Technical Report and all deliverables and work products are approved by GADNR, CRD.
- (2) If Subgrantee is a local government, the disbursement of funds under this CIG Award Agreement is contingent upon Subgrantee’s status as a Qualified Local Government under the Georgia Planning Act (O.C.G.A § 50-8-1 *et seq.*) and compliance with the audit requirements of O.C.G.A § 36-81-7.
- (3) GADNR, CRD reserves the right to withhold disbursement of funds and require the return of all funds previously disbursed if Subgrantee fails to fulfill its obligations under this CIG Award Agreement or fails to comply with the requirements of the Georgia Planning Act or the audit requirements, if applicable.
- (4) Subgrantee will submit a “Pay Request” for Reimbursement upon completion of the Project Services. When requested, Subgrantee must include documentation satisfactory to GADNR, CRD to support all expenditures associated with the Pay Request. The Pay Request will certify that Subgrantee is certifying that the requested have been utilized by Subgrantee solely in the performance of the Project Services and that copies of records, documents and other evidence (including without limitation purchase orders, agreements, canceled checks, invoices, bills of lading and the like) sufficiently supporting the

requested funds are maintained at Subgrantee's place of business and are available for review by GADNR, CRD, the State Auditor or either's representative during normal business hours. A Pay Request for reimbursement must be submitted through the online portal. If you should have any questions, contact the following person:

Grants Specialist: Shyathia "Shy" Duncan (912) 602-8302

Shyathia.duncan1@dnr.ga.gov

- (5) Upon acceptance of the Project Services and receipt of all required documentation, GADNR, CRD will conduct its review of the Pay Request along with all supporting documents, information, and deliverables. Upon completion of its review, GADNR, CRD will provide electronic notification to Subgrantee as to which portion(s) of the Pay Request are Reimbursable Costs. Except as otherwise provided in this CIG Award Agreement, GADNR, CRD will promptly pay the Reimbursable Costs after GADNR, CRD's written notification to Subgrantee of its approval. In no event is Subgrantee entitled to receive more than the Reimbursable Amount.

- (6) GADNR, CRD will send payment of the Reimbursable Costs to the attention of the following person(s):

NAME:

ADDRESS:

EMAIL:

PHONE:

Subgrantee may designate a different person(s) to receive payment by written notice to GADNR, CRD.

I. STATUS REPORTS

Subgrantee will provide GADNR, CRD with one (1) *electronic* copy of a Status Report(s) semi-annually outlining the status of Subgrantee's implementation of the Project Services. Subgrantee will submit the report(s) to GADNR, CRD in accordance with the schedule set forth in Section E and in a format provided by GADNR, CRD. **The Subgrantee shall include a funding acknowledgement in accordance with Section Y of this CIG Award Agreement on the title or cover page of each interim Status Report.**

J. FINAL REPORT

- (1) Subgrantee will submit a semi-annual Status Report and a Final/Technical Report to GADNR, CRD through the electronic platform within seven (7) days of the completion of the Project Services. In addition to the above reports, Subgrantee will submit one (1) electronic set of all deliverables, work product and other materials outlined in the Subgrantee's full application within seven (7) days of the completion of the Project Services. **The Subgrantee shall include a funding acknowledgement in accordance**

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with Section Y of this CID Award Agreement on the title or cover page of the Final Report and on all materials required by the Scope of Work.

- (2) Subgrantee will submit one (1) electronic copy of the approved GIS Metadata, if applicable, to GADNR, CRD within seven (7) days of the completion of the Project Services and accompanying the Final/Technical Report. GIS Metadata must be provided in accordance with the template format supplied to Subgrantee by GADNR, CRD.
- (3) In the event that this CIG Award Agreement is terminated prior to completion of the Project Services, Subgrantee will submit one (1) electronic copy, within seven (7) days of the termination date, a Status Report along with a Final/Technical Report of the work completed prior to the termination date, as well as an electronic copy of all deliverables, materials and Metadata in development or completed by the termination date.

K. USE OF FUNDS / BUDGET CHANGES

- (1) GADNR, CRD will only approve the portion of Subgrantee's Pay Request that is reimbursement for monies that are not part of the Match Fund and that are expended by Subgrantee in performing the Project Services and for no other purpose. In the event GADNR, CRD determines that all or part of the Reimbursable Costs were utilized for any purpose other than the Project Services, GADNR, CRD may treat such unauthorized use of the Reimbursable Costs as a material default by Subgrantee and, in addition to any other remedies available to it under this CIG Award Agreement, at law or in equity, may require the return of all funds previously disbursed to Subgrantee.
- (2) No changes between categories in the budget set forth in the Subgrantee's CIG Application greater than 10% of the total budget are authorized without GADNR, CRD's prior written approval. Subgrantee will give GADNR, CRD written notice of any changes between categories in the budget that are less than 10% of the total budget at the time the change is made.

L. INTELLECTUAL PROPERTY

Any Intellectual Property arising out of the performance of this CIG Award Agreement shall be governed by 15 CFR Part 24 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Section 24.34.

Subgrantee represents that it owns all right, title and interest in and to any Intellectual Property that Subgrantee uses in connection with this CIG Award Agreement or otherwise has the right to use such Intellectual Property and license it to GADNR, CRD without infringing or violating any law or right of any third party.

Subgrantee grants GADNR, CRD a worldwide, non-exclusive, and royalty-free license in perpetuity to use, reproduce, exhibit, transmit and distribute any such Intellectual Property written, created, printed, invented, or reduced to practice in connection with this CIG Award Agreement and to create derivative works to such Intellectual Property.

M. RECORDS

1. Accounting System/Records Retention Requirements

- a. Subgrantee will maintain books, records, documents, and other evidence pertaining to the costs and expenses of this CIG Award Agreement to the extent and in such detail as will properly reflect all costs for which Reimbursable Costs are paid and Match Funds are credited. Subgrantee's accounting procedures and practices will conform to the requirements of the Government Accounting Standards Board. Valuation of in-kind contributions and documentation of cost and cost-share will be consistent with accepted accounting principles and the applicable state and federal regulations, including without limitation OMB Circular A-87.

Subgrantee will preserve and make available its Records to any authorized representative of GADNR, CRD or the Georgia State Auditor for a period of five (5) years after the expiration of this CIG Award Agreement. If this CIG Award Agreement is completely or partially terminated, the Records relating to the terminated work must be preserved and made available for a period of five (5) years from the date of any resulting final settlement. Subgrantee will retain any Records that relate to appeals, litigation or the settlements of claims arising out of the performance of this CIG Award Agreement, or any costs and expenses to which exception has been taken by the State Auditor or any of his duly authorized representatives, until such appeals, litigation, claims or exceptions are finally concluded.

- b. Subgrantee may, with GADNR, CRD's prior written consent and in fulfillment of its obligation to retain the records, substitute photographs, microphotographs, or other authentic reproductions of the records, after the expiration of two (2) years following the date of payment of the respective Reimbursable Cost to which such records relate. GADNR, CRD, in its sole discretion and with the concurrence of the State Auditor, may authorize Subgrantee to retain original Records for a shorter period of time.

2. Audit Requirements

The Georgia Department of Audits and Accounts (the "State Auditor"), or its duly authorized representatives, shall have the right, at any time and with reasonable notice, to enter the Subgrantee's premises, or other such places where Services under this CIG Award Agreement are being performed, to inspect, monitor, assess, audit, or otherwise evaluate the work performed or being performed under this CIG Award Agreement. The State Auditor may also enter at any time and with reasonable notice when the State Auditor deems it necessary to conduct any activity within his or her authority or responsibility, including without limitation special examinations and audits of the Department, Subgrantee, subcontractor, and persons and entities other than them. These efforts include special examinations and audits which are, without limitation, financial audits (including financial related audits and financial statement audits), compliance audits, performance/operational audits, information systems and security audits, and vulnerability assessments or reviews

with respect to Subgrantee's performance hereunder.

Subgrantee shall grant the State Auditor and any representatives thereof full and complete access to Subgrantee's books and records as they relate to this CIG Award Agreement or the services, or as they may be required for the State Auditor to ascertain any facts relative to Subgrantee's performance hereunder. Subgrantee shall provide the State Auditor or any representatives thereof such information and assistance as requested to perform such audits; provided, however, that the parties shall endeavor to arrange such assistance in such a way that it does not interfere with the performance of Subgrantee's duties and obligations hereunder. Subgrantee shall require as a condition of any subcontract that the subcontractor expressly acknowledges and agrees to be bound by the same audit requirements by which Subgrantee is bound under this CIG Award Agreement.

If Subgrantee is a non-profit organization as defined in O.C.G.A. § 50-20-2(5), Subgrantee will comply with the provisions of O.C.G.A. § 50-20-1 et seq., including without limitation O.C.G.A. § 50-20-3.

3. Additional Fiscal Requirements

- a. If a governmental organization, Subgrantee will comply with OMB Uniform Guidance: Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; and 48 CFR 31.2 (as applicable).
- b. If an educational institution, Subgrantee will comply with OMB Uniform Guidance: Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; and 48 CFR 31.2 (as applicable).
- c. Subgrantee will comply with any other provisions of law that apply to receiving state and federal funds.

4. Open Records Act

Because GADNR, CRD is a public agency of the State of Georgia, information received by GADNR, CRD or Subgrantee in the performance of this CIG Award Agreement is subject to disclosure under Georgia's open records laws, O.C.G.A. § 50-18-70 et seq. ("Open Records Act"), unless exempt therefrom. Subgrantee shall timely respond to any Open Records Act request and will provide GADNR, CRD with written notice of the receipt of the Open Records Act request and its response.

N. RIGHT TO INSPECT WORK

GADNR, CRD, the State Auditor of Georgia or their authorized representatives, have the right to enter onto the premises of Subgrantee and all subcontractors or such other places where the Project Services are being performed during normal business hours for the purpose of inspecting, monitoring or otherwise evaluating such work.

O. RELATIONSHIP OF THE PARTIES

GADNR, CRD and Subgrantee are independent contractors and not agents or employees of the other party. No party has authority to make any statements, representations or commitments of any kind, or to take any action, that will be binding on the other party.

P. TRADING WITH STATE EMPLOYEES

GADNR, CRD and Subgrantee certify that this CIG Award Agreement does not and will not violate the provisions of O.C.G.A. § 45-10-20 *et seq.* in any respect.

Q. TERMINATION

- (1) GADNR, CRD may terminate this CIG Award Agreement for the convenience of GADNR, CRD by providing thirty (30) days written notice of the termination date to Subgrantee. If, through any cause, Subgrantee fails to fulfill in a timely and proper manner its entire obligations under this CIG Award Agreement or if Subgrantee violates any of the covenants, agreements, or stipulations of this CIG Award Agreement, GADNR, CRD may give Subgrantee written notice of its default, specifying the nature thereof. Subgrantee will have fifteen (15) calendar days from the date of receipt of such notice to cure its default. If the Subgrantee fails to cure the default within the fifteen (15) day notice period, GADNR, CRD may terminate this CIG Award Agreement by a subsequent written notice of termination to Subgrantee specifying the termination date and GADNR, CRD may pursue any other rights and remedies available to it under this CIG Award Agreement, at law or in equity. In the event GADNR, CRD terminates this CIG Award Agreement for cause under this subsection, GADNR, CRD will not disburse any funds to Subgrantee under this CIG Award Agreement and may require the return of all funds previously disbursed to Subgrantee.
- (2) In the event of an early termination for convenience under subsection Q1, GADNR, CRD's obligations under this CIG Award Agreement are fully discharged at the time that it reimburses Subgrantee for all expenses reasonably incurred prior to the termination date in satisfactory performance of this CIG Award Agreement, including all non-cancelable obligations; provided, however, that where Subgrantee is contractually bound by this CIG Award Agreement to provide matching funds, GADNR, CRD will reimburse Subgrantee only in the ratio established by dividing the Reimbursable Amount by the Match Funds. In no event, however, will the total payments made by GADNR, CRD under this CIG Award Agreement exceed the Reimbursable Amount.
- (3) If Subgrantee is a Regional Development Commission or a nonprofit corporation either created or controlled or caused to be created by the Commission and GADNR, CRD finds that Subgrantee is failing or has failed to fully cooperate with the Georgia Department of Community Affairs in its conduct of a performance audit, this CIG Award Agreement will be cancelled pursuant to O.C.G.A. § 50-8-35(i).

R. CHOICE OF LAW AND VENUE

This CIG Award Agreement is made in the State of Georgia and will be construed in accordance with Georgia law, without application of conflicts of law principles. The exclusive jurisdiction for contract actions against GADNR, CRD is the Superior Court of Fulton County, Georgia.

S. FORCE MAJEURE

GADNR, CRD and Subgrantee are not responsible for any failure or delay in the performance of any obligations under this CIG Award Agreement caused by acts of God, flood, fire, war, natural disaster, or public enemy.

T. NOTICES

Any notice given under this CIG Award Agreement will be in writing and is effective (i) at the time of the delivery if personally delivered, or (ii) the next business day following deposit with a nationally recognized mail or courier service, if addressed to the recipient as follows:

TO SUBGRANTEE:

Name:

Title:

Address:

Email:

Telephone:

Fax:

**TO GADNR, COASTAL RESOURCES
DIVISION**

Name: Shy Duncan

Title: Grants Specialist

Address: GA DNR, -Coastal Resources Div.

One Conservation Way, Suite 300

Brunswick, Georgia 31520-8687

Email: shyathia.duncan1@dnr.ga.gov or
ciggrants@dnr.ga.gov

Telephone: 912-264-7218

Either party may from time to time, by notice to the other, designate a different person or title, or both if applicable, and address to which notices to said party are to be given.

U. COMPLIANCE WITH ALL LAWS

Subgrantee will comply with all applicable federal, state and local laws, rules, regulations, ordinances or executive orders, including, without limitation, the Americans with Disabilities Act of 1990 (42 U.S.C. § 1201 et seq.) and all other labor, employment and anti-discrimination laws.

V. AUTHORITY

Subgrantee represents that it has full power and authority to enter into and perform this CIG Award Agreement, and that the person signing on behalf of Subgrantee has been properly authorized and empowered to enter into this CIG Award Agreement. Subgrantee further acknowledges that it has read this CIG Award Agreement, understands and agrees to be bound by it.

W. DRUG FREE WORKPLACE

(1) Subgrantee certifies that:

- A. A drug-free workplace will be provided for Subgrantee's employees and/or subcontractors during the performance of this CIG Award Agreement; and
- B. It will secure from any subcontractor hired to work in a drug-free workplace the following written certification: "As part of the subcontracting agreement with (Subgrantee's Name), (Subcontractor's Name) certifies to (Subgrantee's Name) that a drug-free workplace will be provided for the subcontractor's employees during the performance of this CIG Award Agreement pursuant to paragraph 7 of subsection B of Code Section 50-24-3."

(2) Subgrantee understands and acknowledges that it may be suspended, terminated, or debarred if it is determined that:

- A. Subgrantee has made false certification; or
- B. Subgrantee has violated such certification by failure to carry out the requirements of O.C.G.A § 50-24-3.

X. ASSIGNMENT

Subgrantee may assign this CIG Award Agreement or any right or obligation to a third party only with the prior written consent of GADNR, CRD or as designated in SUBGRANTEE's Scope of Work in Exhibit A.

Y. ACKNOWLEDGEMENT

Subgrantee shall include a CRD and NOAA logo, along with the following acknowledgement, on all work products, including without limitation to any interim status reports, the final report and all information, data, materials and deliverables, published or distributed electronically or hard copy, and acknowledgement pages of websites and web pages produced as a result of this CIG Award Agreement:

"Financial assistance provided by the Coastal Zone Management Act of 1972, as amended, administered by the Office for Coastal Management, National Oceanic and Atmospheric Administration and passed through the Coastal Management Program of the Department of Natural Resources."

Any structure completed in whole or in part with funds under this CIG Award Agreement must include a permanent sign, acknowledging the source of funding.

Z. CONTRACT INTERPRETATION

(1) All provisions of this CIG Award Agreement are severable, and the unenforceability, illegality, or invalidity of any of the provisions will not affect the validity or enforceability of the remaining provisions.

- (2) If a court of competent jurisdiction finds any provision of this CIG Award Agreement to be ambiguous, an interpretation consistent with the purpose of this CIG Award Agreement that would render the provision valid is favored over any interpretation that would render it invalid.
- (3) In the event of a conflict, inconsistency or incongruity between this CIG Award Agreement and Subgrantee's CIG Application, this CIG Award Agreement controls.
- (4) GADNR, CRD and Subgrantee fully negotiated this CIG Award Agreement and, consequently, the CIG Award Agreement will be interpreted fairly and consistently in accordance with its terms.
- (5) Any covenant, representation, or provision of this CIG Award Agreement that by its nature survives the expiration or termination of this CIG Award Agreement continues in full force and effect.
- (6) No amendment to this CIG Award Agreement is effective unless it is in writing and signed by duly authorized representatives of GADNR, COASTAL RESOURCES DIVISION and Subgrantee.
- (7) No waiver of any of the provisions of this CIG Award Agreement is binding unless executed in writing by the party making the waiver. No waiver of one provision constitutes a waiver of any other provision nor does it constitute a continuing waiver.
- (8) The section headings are for reference purposes only and are not a part of this CIG Award Agreement.
- (9) All exhibits referenced in this CIG Award Agreement are incorporated by reference and form an integral part of this CIG Award Agreement.
- (10) This CIG Award Agreement constitutes the entire understanding between GADNR, COASTAL RESOURCES DIVISION and Subgrantee with respect to the subject matter and all prior agreements, representations, statements, negotiations, and undertakings are superseded by this CIG Award Agreement.

In witness whereof, the parties have executed this CIG Award Agreement effective the date first written above. Electronic signatures, digital signatures, fax signatures, and scanned signatures are acceptable for this Agreement in compliance with the Uniform Electronic Transactions Act (UETA).

GEORGIA DEPARTMENT OF NATURAL
RESOURCES, COASTAL RESOURCES
DIVISION

("Subgrantee")

Name & Title: Doug Haymans, Director

Name:

Title:

Revised 9-2024

EXHIBIT A
SUBGRANTEE
FULL APPLICATION

Revised 9-2024

CIG Full Application: Lee Spell - 27 - First Floodplain, Second Stormwater – Kingsland's Path Towards Increased Resiliency

Linked Pre-Application Form - DO NOT DELETE

27 - First Floodplain, Second Stormwater – Kingsland's Path Towards Increased Resiliency

Project Information

Project Title

27 - First Floodplain, Second Stormwater – Kingsland's Path Towards Increased Resiliency

Applicant (Institution)

City of Kingsland

Project Manager or PI name

Lee Spell

What type of project is this?

Non-Research

Background and Justification

Applicant may maintain the wording from the pre-application. This section may be revised based on Pre-application Review Team feedback provided.

[Click here for instructions](https://coastalgadnr.org/sites/default/files/crd/CZM/CIG/CIGApplicationInstructions_C25.pdf)

Project Overview

The City of Kingsland is committed to improving its floodplain and stormwater management programs and becoming a more resilient community to mitigate the impact and damage from future flood events. Recent efforts have stemmed from Hurricane Irma. The zip code encompassing Kingsland 31548, was identified by HUD as the top five most impacted and distressed in Georgia from 2017 disasters. Starting in 2021, the City received a Coastal Incentive Grant (CIG) to enter into the Community Rating System (CRS) Program and enhance their floodplain management program. Now that the CRS application is complete and enhancements to that program are underway, the City is shifting efforts towards expanding its stormwater management program (SWMP).

A SWOT analysis (strengths, weaknesses, opportunities, and threats) in the City's Comprehensive Plan, highlighted poor drainage systems as a weakness and resiliency (drainage) as a threat. SWMP funding needs include several major drainage capital improvement projects (CIPs) and expanded drainage system maintenance through addition of field maintenance crews and specialized equipment for cleaning streets, inlets, pipes and ditches to increase capacity and remove pollutants. Despite these documented needs, they compete with other City departments for limited resources, so the City is investigating a stormwater enterprise fund, or stormwater utility (SWU), to create a dedicated and consistent stormwater-funding source. A SWU feasibility study and rate study are needed to determine the program needs and to create an equitable and justifiable billing rate. The fee, which is based on the impervious surface area for each property, will be established by developing an impervious surface database in GIS for each parcel. Impervious surface coverage is one of the most important factors influencing the volume, discharge rate and quality of stormwater runoff. This database will help the City better understand the hydrology within each drainage basin. The City will work to refine its current drainage CIP list and supplement additional CIPs based on areas identified during the Camden County 2022 Resiliency Implementation Workplan and 2021 Hazard Mitigation Plan.

A local stakeholder committee will be created of City staff, partners from previous efforts, and other community representatives to provide input on drainage issues, CIPs, funding resources, outreach strategies, and the stormwater ordinance. Involving community stakeholders in this process will encourage community buy-in and gain support from the local elected officials.

Overall, this grant will help the City assess various funding options that could provide additional resources for its SWMP. The scope of work is similar to the approach recommended by the SWU Handbook: A Step-by-Step Guide to Establishing a Utility in Coastal Georgia. This document, created as a guide to the Coastal Stormwater Supplement (CSS), outlines an approach to determine SWMP needs and develop a funding source to address those needs.

As a two-year grant, the first year will determine: (1) stormwater billing units by delineating impervious surfaces, (2) SWMP cost by updating the drainage CIP list and analyzing existing and future expenses, and (3) billing rate by completing a funding feasibility assessment and rate study. The City will also review its stormwater ordinance to minimize stormwater impacts from future development. Lastly, a stakeholder committee will be formed to seek feedback throughout the process and develop strategies for public education. The second year will implement the public education plans to gain support as well as finalize the SWU billing structure and database. Since the City's existing stormwater infrastructure database has a few gaps, another task will be to update it and conduct a condition assessment in a pilot area to determine maintenance needs and estimate those citywide for once funds are available for expanding to a proactive maintenance program.

Coastal Management Relevance and other Federal Funding

This project furthers the mission of the Georgia Coastal Management Program through implementation of the following themes: Non-Point Source Pollution and Disaster Resiliency and Coastal Hazards. The deliverables will position the City to make “improvements to existing urban runoff control structures in coastal watersheds” and to “develop, implement, or incorporate adaptation and mitigation strategies/plans or policies.”

This project will build on a previous CIG that was awarded in 2021 (Cycle 24/25), “Enhancing Floodplain Management in the City of Kingsland through Entry into the Community Rating System Program.” The previous CIG allowed the City to enhance their floodplain management program. The City has now shifted their efforts to improve its SWMP and stormwater ordinance. The results from this study will position the City to implement a SWU that will create dedicated stormwater-specific revenue to fund drainage CIPs and maintenance, which will further enhance their floodplain management program and earn more CRS points when they have their first CRS cycle visit. The improved maintenance efforts will be eligible for points under CRS Activity 540 “Drainage System Maintenance.”

Kingsland comprises one-third of the county’s population (19,896 out of 57,013) (U.S. Census Bureau, 2022). The City has experienced tremendous growth over the last few decades, doubling in population since 2000. The City is no longer an “Urban Cluster” but is now an “Urban Area” per the 2020 Census. Updated population projections from the Georgia Governor’s Office of Planning and Budget in 2022 show growth of 22% by 2050. Along with the projected growth and development, impervious surfaces will increase. Impervious surfaces disrupt the natural hydrology of a site by preventing stormwater infiltration and delivering larger volumes of water, more quickly, to local waterways. In addition, they collect pollutants, which are then washed into local waterways. With the pace of development increasing in the City, it is essential that the City adopt regulations requiring proper management of stormwater from new development and redevelopment in order to ensure that this development does not adversely impact coastal resources or existing development. The City will draft an update to their stormwater ordinance as part of this project, and will consider elements from the Coastal Stormwater Supplement (CSS). It should be noted that the City is not an NPDES MS4-regulated community, so adoption of the CSS is not required; however, it is a goal of the Coastal Non-Point Source Program for non-NPDES MS4-regulated communities to follow this guidance document.

City of Kingsland’s SWMP needs to become proactive in meeting the capacity and needs of the community and environment in order to sustainably accommodate coastal development and the projected population growth, especially with the increased threat of coastal flooding from tropical storms with increasing intensity, as well as sea level rise. A functioning drainage system is essential for flooding abatement and pollution control. However, Kingsland, like many other local governments, have limited resources and many competing needs, so the City is investigating an alternate funding source, such as a SWU.

The City of Brunswick completed a SWU feasibility assessment through a 2014 CIG (Cycle 17, Project ID #394, “City of Brunswick Stormwater Utility Feasibility Study”), and the efforts from that project and committee recommendations were vital to the City Council adopting and implementing a stormwater enterprise fund in August 2018. Brunswick had much success since their SWU Program was implemented, so the City of Kingsland has contacted the Brunswick Public Works Director, Garrow Alberson, to share his experiences in this process and to offer any suggestions on refining Kingsland’s approach, as they navigate through this process.

In addition to City of Brunswick, the City of Kingsland has engaged several partners to participate in this project and serve on the Stormwater Taskforce (SWT) stakeholder committee. During Year #1, the SWT will provide feedback on grant deliverables as well as a public outreach and educational program, which will be used to gather local support and raise stormwater and water quality awareness. During Year #2, the SWT will assist with public education implementation. These partners include: GADNR-CRD (Kelly Hill), The Nature Conservancy (Ashby Worley), The Georgia Conservancy (Courtney Reich), Camden County Emergency Management Agency (Charles White), Camden County Chamber of Commerce (Alison Shore), Camden County Public Service Authority (Alexander Blount), and UGA Cooperative Extension Service Camden County (Jessica Warren). Additional member might be added at a later date.

Project Goals

The primary project goal is a relevant, adaptable, and sustainable stormwater management program for smart growth in the City of Kingsland. The City is not regulated by the Georgia Environmental Protection Division (EPD) under a Municipal Separate Storm Sewer System (MS4) permit, so the enhancements to their stormwater management program and stormwater ordinance are not driven by permit requirements, but rather their desire to have sustainable and resilient growth. The following deliverables and milestones will be used as measures of success toward the overall goal. In Year #1: (1) perform an impervious surface study, (2) develop a capital needs drainage assessment, (3) form a stakeholder committee, (4) conduct a funding feasibility assessment, and (5) update the City's stormwater management ordinance. In Year #2: (1) public education outreach from tasks completed in Year #1, (2) finalize SWU billing database, (3) update stormwater infrastructure inventory in GIS, (4) conduct a pilot stormwater infrastructure condition assessment, and (5) append information from Year #2 into the Year #1 Report. This effort will contribute to and support the following state and local plans and measures: (1) 2023 Camden County Comprehensive Plan, (2) 2022 Camden County Resiliency Implementation Workplan (RIW), (3) 2021 Camden County Hazard Mitigation Plan (HMP), and (4) 2023 Coastal Regional Water Plan. The specific connections are detailed below.

From the 2023 Comprehensive Plan, this grant will support two Short-Term Work Plan tasks (Page 96): "identify target flood areas and create a flooding and drainage action plan" and "establish green infrastructure and stormwater management ordinances to reduce flood hazards." These activities will be accomplished in Year #1 with Task #2 (Capital Needs Drainage Assessment) and Task #5 (Stormwater Management Ordinance Update), respectively.

Additionally, the 2022 Camden County RIW, a countywide resiliency planning effort, funded through a NFWF Coastal Resilience Fund grant, identified 16 areas vulnerable to flooding within the City (Section 5.4.2, Pages 82-84). The primary cause for flooding was due to limited capacity from inadequate downstream infrastructure. From the CRS work, many of the areas with repetitive flooding are located outside of the special flood hazard area (SFHA) and flooding is related to stormwater conveyance issues. Additionally, mitigation strategies in the HMP (Annex B.4, City of Kingsland Mitigation Strategy, Page 306) include "implement the Stormwater Master Plan" as a high priority item. However, it is noted "as funds are available," so a stormwater utility could be used to generate funds to implement the identified projects. The efforts of expanding the stormwater GIS inventory and conducting a pilot condition assessment will make strides towards an additional strategy noted, "examine the vulnerability of stormwater infrastructure and evaluate the costs and benefits of possible interventions."

Stormwater management was identified as one of the eight goals in the 2023 Coastal Regional Water Plan (Page 1-5) – "Identify opportunities to manage stormwater to improve water quantity and quality, while providing for wise land management, wetland protection, and fisheries and wildlife sustainability." Furthermore, the Coastal Regional Water Plan also identified several management practices that can be achieved through a stormwater management ordinance update that explores adding green infrastructure. The management practices highlighted in this plan to manage nonpoint source pollution from urban/suburban (NPSU) locations include: (1) manage stormwater runoff (NPSU-2) and (2) increase stormwater infiltration (NPSU-3) (Page 6-13). Another related management practice is to implement BMPs to address existing water quality impairments and TMDL listed streams (TMDL-3) (Page 6-15). This project will also help to address future ordinance and code policy needs (OCP), specifically OCP-1, which engages local governments, such as City of Kingsland, to develop ordinances and standards to implement and/or update stormwater regulations, such as with the CSS and GSMM (Page 6-16).

Task Description - Year 1

Two-year projects must provide separate Task Descriptions for Year 1 and Year 2. Year 1 tasks must not carry over into Year 2. Applicant should describe how the task will be completed, by whom, an anticipated completion date, and what the deliverables will be for that task.

Select number of tasks for year 1.

5

Y1:1- Task Title

Impervious Surface Delineations

Y1:1- Task Description

Impervious surface cover is one of the most important factors influencing the volume, discharge rate and quality of stormwater runoff generated by a parcel of land. The City will work with a consultant to develop an impervious surface database in GIS through a desktop analysis of the most current ortho-photography, where the impervious surfaces are traced. This data will be used to determine where stormwater conveyance demands may be greater than expected or may rapidly increase as development occurs. All non-single family residential developed parcels and a representative sample of approximately 10-15% of the single-family residential parcels will be delineated to calculate an equivalent residential unit (ERU).

Y1:1- Task Deliverables

GIS database of impervious surface cover in the city limits

Y1:1- Anticipated date of completion

01/31/2025

Y1:2- Task Title

Capital Needs Drainage Assessment

Y1:2- Task Description

The City will work with a consultant to review the existing drainage inventory, list of identified areas prone to flooding, and proposed capital improvement projects (CIPs). The City will also work with other stakeholders to review relevant data from the City's Resiliency Implementation Workplan and other planning efforts. The projects will be prioritized by developing a matrix that assigns weight to various factors, such as, ownership, structure or street flooding frequency, ease of construction, cost analysis, interconnection between projects, city plan compatibility, and water quality benefits.

Y1:2- Task Deliverables

Consolidated and prioritized list of CIPs related to the drainage infrastructure

Y1:2 Anticipated date of completion

02/28/2025

Y1:3- Task Title

Stakeholder Committee

Y1:3- Task Description

A stakeholder committee will be formed, called the Stormwater Taskforce (SWT), to assist the City with developing recommendations for its future stormwater management program. In addition to City staff (Public Works, Planning/Zoning, and Finance Departments), the City will consider and invite representatives from the following organizations to participate on the SWT: DNR-CRD, Camden County (including Camden County Emergency Management Agency), Camden County Board of Education, Camden County Public Service Authority, Camden County Chamber of Commerce, UGA Extension Camden County, Naval Submarine Base Kings Bay, The Nature Conservancy, Georgia Conservancy, and the City of Brunswick. These meetings will help to accomplish a plan for funding the City's SWMP and CIP, and a plan to educate the public about this program.

The role of the SWT will be to: (1) review the project list and objective system for prioritizing projects, (2) review the Cost of Service and Revenue Model for establishing a justifiable SWU billing rate, (3) review funding sources available to the City, (4) create a public outreach and educational program to gather local support and raise stormwater and water quality awareness.

Y1:3- Task Deliverables

Meeting agendas and notes/summaries from four (4) stakeholder meetings

Y1:3- Anticipated date of completion

09/30/2025

Y1:4- Task Title

Funding Feasibility Assessment

Y1:4- Task Description

The amount of impervious surface on a parcel will serve as the foundation for establishing the stormwater user fee. The rationale behind this methodology is that the greater the impervious surface area, the greater the amount of stormwater leaving the property, and the greater the burden placed on the City's drainage system. The City will work with a consultant to conduct a funding feasibility assessment and stormwater utility rate study. The rate study will establish the billing rate based on the projected SWMP's level of service and cost of service.

Y1:4- Task Deliverables

Summary Report that includes: (1) a recommendation for the most legally sound Stormwater Utility rate structure and rate methodology for use by the City, and (2) a revenue model that will project what the future stormwater program will cost and how much revenue can be generated by the stormwater utility. Presentation of results to City Council (meeting agenda and copy of presentation file).

Y1:4- Anticipated date of completion

09/30/2025

Y1:5- Task Title

Stormwater Management Ordinance Update

Y1:5- Task Description

The City's Planning and Zoning and Public Works Departments will work together to review the City's existing stormwater management ordinance, with the goal of increasing green infrastructure and stormwater management requirements to reduce flood hazards from new and redevelopment and improve water quality. Although the City is not required by a NPDES MS4 Permit, they will consider elements in the Georgia Stormwater Management Manual (GSMM) as well as the CSS during this stormwater ordinance update process. The City will also seek feedback from the SWT during the ordinance review and update process.

Y1:5- Task Deliverables

Draft Stormwater Ordinance to be presented to City Council

Y1:5- Anticipated date of completion

09/30/2025

Is this a 2 year project?

Yes

2 Year Projects**Select number of tasks for year 2.**

5

Y2:1- Task Title

Public Education/Outreach

Y2:1- Task Description

Based on input and feedback from the SWT in Year #1, the City, SWT, and consultant will conduct targeted public education and outreach efforts. This is expected to include an online survey to identify concerns from residents, a public meeting/open house to educate the public on this project and stormwater issues throughout the City and gather feedback from attendees, and a targeted stormwater management website to provide content generated from this project. Additional outreach, such as meetings with key customers and mailings to businesses projected to have large stormwater bills will also be considered if the City moves forward with implementation of the utility.

Y2:1- Task Deliverables

Online survey results (spreadsheet); Open House sign-in sheet; screenshot of webpage; copy of key customer letter.

Y2:1- Anticipated date of completion

02/27/2026

Y2:2- Task Title

Stormwater Utility Master Account File (MAF)

Y2:2- Task Description

The City will work with a consultant to develop a database properly formatted to be easily incorporated into the City's utility billing system, or other system, should the City select a different methodology for the delivery of the stormwater fee. This includes a MAF for a future stormwater user fee charge based on recommendations from the Funding Feasibility Assessment Report in Year #1. The MAF structure will likely target the City's existing monthly utility billing software, but could also be billed on the tax bill through coordination with Camden County. The process is expected to include two billing categories – single-family residential (SFR) and non-single family residential (NSFR) users. SFR customers are expected to be assigned a flat rate charge of 1.0 ERU/month. Where NSFR customers will receive a custom bill based on their actual impervious area divided by the area of an ERU. The consultant will match the parcel database information associated with stormwater user fee charges with the monthly utility billing database and will work directly with the City staff and the appropriate billing vendor to provide the information/database in a format that is acceptable to the City and that can be uploaded into the selected billing system. Once the MAF has been finalized, the consultant will work with the City staff and the billing vendor to develop a streamlined approach that will allow for integration of the MAF data into the billing system.

Y2:2- Task Deliverables

Master Account File (MAF) database that identifies billing units and property/account information

Y2:2- Anticipated date of completion

04/30/2026

Y2:3- Task Title

Stormwater Inventory Update in GIS

Y2:3- Task Description

The City historically tracked and updated their stormwater infrastructure in a GIS system; however, over the last several years, new development has not been included in the database. In order to maintain a comprehensive inventory, the City will gather drainage sheets from site plans to update the GIS database. Stormwater structures will also be added from aerial imagery, where available.

Y2:3- Task Deliverables

Stormwater inventory map and inventory data from the GIS database in Excel; output of stormwater geodatabase schema.

Y2:3- Anticipated date of completion

04/30/2026

Y2:4- Task Title

Stormwater Infrastructure Condition Assessment (Pilot Area)

Y2:4- Task Description

Once the GIS stormwater inventory has been updated, the Public Works Department will review the available data and any gaps with the consultant to select a priority area to complete a condition assessment of stormwater infrastructure. The results can be used to identify maintenance needs for a specific area and estimate maintenance needs citywide to prepare for expanding maintenance efforts as stormwater funding grows. This task will allow the City to determine if existing database fields need to be added or edited to better track maintenance needs and infrastructure information. This task will help to establish a system for the City to implement a proactive stormwater maintenance program when funding becomes available.

Y2:4- Task Deliverables

Updated stormwater geodatabase schema to handle infrastructure condition assessments; Summary of inspection results for the pilot area in Excel spreadsheet (write-up of results and any recommendations to be included with Task #5)

Y2:4- Anticipated date of completion

06/30/2026

Y2:5- Task Title

Addendum to Funding Feasibility Report

Y2:5- Task Description

The City and consultant will prepare an Addendum to the Funding Feasibility Report that was prepared in Year #1 to serve as the official project record. The Addendum will include a summary of the public education/outreach activities and results, the results from the stormwater infrastructure condition assessment pilot area, and any new recommendations from Year #2 activities.

Y2:5- Task Deliverables

Report Addendum

Y2:5- Anticipated date of completion

09/30/2026

Communications

Applicant must describe a plan for outreach and information dissemination to convey project results, impacts and benefits to coastal managers and/or the general coastal public, and specifically describe the groups targeted and estimated numbers of people to be reached. See application instructions for more information.

What type of outreach plan is this?

Education Activities

Please describe.

The outreach plan to disseminate project results, impacts and benefits to coastal managers and the public targets "Educational Activity." The Stormwater Taskforce will use their stakeholder meetings to help to accomplish a plan for funding the City's stormwater program and CIP, updating the stormwater management ordinance, and developing a plan to educate the public about this program. One presentation at a public meeting will be offered in Year #1 to educate and inform the public about findings from the funding feasibility assessment. Year #2 will target several education and outreach efforts that were developed by the SWT in the first year. Targeted activities are currently planning to include: online survey, public open house, website update, key customer notifications, and public meeting presentation. Many of the members on the SWT are also City of Kingsland residents, so they will be able to provide insight from a resident's perspective and could encourage their neighbors and coworkers to participate in the abovementioned activities.

Project Timeline and Milestones

Develop a timeline and milestones for each year of the project. The Georgia Coastal Management Program will use this information to track project progress.

Describe your Timeline and Milestones

Please see attached file for timeline and milestones for each year and task.

If you would like to upload a table or spreadsheet of your Timeline and Milestones, please do so here.

Kingsland Cycle 27 CIG App_Schedule.pdf

Project Management

Describe how the proposed project will be managed. List all persons directly employed by the applicant who will be involved in the project, along with their level of involvement. List project partners and describe any volunteer participation. Letters of support or commitment are only required for partners providing in-kind services and/or match funding, as well as for those directly listed in the Coastal Management Relevance section.

Project Management

William Coleman, Public Works Director with City of Kingsland, will serve as the primary project manager. He will manage the subcontract and work to provide coordination with the consultant and other City of Kingsland employees when meetings and transfer of information are needed. William currently oversees the City's Stormwater Management Program. Other City of Kingsland personnel who will contribute to this project include Ron Knox, Lee Spell, Scott Kimball, Edie Link, and Filiz Morrow. In addition to City of Kingsland personnel, the City will form a stakeholder committee, called the Stormwater Taskforce (SWT), to assist the City with developing recommendations for its future stormwater management program. The City will consider and invite representatives from the following organizations to participate on the SWT: DNR-CRD, Camden County (including Camden County Emergency Management Agency), Camden County Board of Education, Camden County Public Service Authority, Camden County Chamber of Commerce, UGA Extension Camden County, Naval Submarine Base Kings Bay, The Nature Conservancy, Georgia Conservancy, and the City of Brunswick.

Letters of Support from The Nature Conservancy (Ashby Worley), The Georgia Conservancy (Courtney Reich), Camden County Emergency Management Agency (Charles White), Camden County Chamber of Commerce (Alison Shore), Camden County Public Service Authority (Alexander Blount), UGA Cooperative Extension Service Camden County (Jessica Warren), City of Brunswick (Garrow Alberson), and GADNR-CRD (Kelly Hill) show their commitment to this project and that they will be supporting it through participation on the SWT. The individuals who submitted Letters of Support have local knowledge about the community and flooding issues. Two individuals, are quite experienced with stormwater utility programs, including Garrow Alberson and Courtney Reich. Mr. Alberson is the Public Works Director at the City of Brunswick, Kingsland's neighbor to the north, who established a stormwater utility in 2018 and used a Coastal Incentive Grant to fund the feasibility assessment. Mrs. Reich, the Coastal Director at The Georgia Conservancy, previously worked as a private consultant to set up and establish stormwater utility programs throughout Georgia.

Letters of Support can be uploaded in the Final Section of this Application.

Budget Narrative - Year 1

In the budget narrative, describe each budget category as indicated in the Application Instructions and provide enough detail to show cost relationship to project tasks. Be sure to specify if match is Cash or In-Kind.

Y1 Personnel

Personnel who will work on the grant from City of Kingsland include: William Coleman, Ron Knox, Lee Spell, Scott Kimball, Edie Link, and Filiz Morrow. Detailed information is provided below for each, and their salaries will be used as In-Kind Match.

- a. Name: William Coleman
 - b. Title: Public Works Director
 - c. Annual Salary: \$93,827.60 / year
 - d. Time to be spent on the grant project: 150 hours
 - e. Description of responsibilities: William is the Public Works Director for Kingsland and will serve as the primary project manager for this grant, including management of the consultant, coordination among other City departments, and administration of the grant. William will review and comment on the deliverables provided by the consultant. William will actively work with the consultant in Year #1 to update and consolidate the drainage capital improvement project list and prepare the stormwater funding feasibility study.
-
- a. Name: Ron Knox
 - b. Title: Assistant Public Works Director
 - c. Annual Salary: \$78,008.86 / year
 - d. Time to be spent on the grant project: 225 hours
 - e. Description of responsibilities: Ron is the Assistant Public Works Director, so he will assist William with managing this project, and he will assist both William and the consultant with the drainage capital improvement project list and stormwater funding feasibility study. Ron will also provide input on the maintenance and equipment needs for the City's stormwater management program
-
- a. Name: Lee Spell
 - b. Title: City Manager
 - c. Annual Salary: \$124,561.87 / year
 - d. Time to be spent on the grant project: 100 hours
 - e. Description of responsibilities: Lee is the City manager for Kingsland, GA. He will provide overarching management of the various departments participating in the project. Lee will provide updates to City Council and participate in meetings with staff and the consultant.
-
- a. Name: Scott Kimball
 - b. Title: Planning & Zoning Director
 - c. Annual Salary: \$78,240.10 / year
 - d. Time to be spent on the grant project: 100 hours
 - e. Description of responsibilities: As the Planning & Zoning Director for Kingsland, Scott will lead the task for reviewing and updating the City's Stormwater Management Ordinance.
-
- a. Name: Edie Link
 - b. Title: GIS Technician
 - c. Hourly Rate: \$17.50 / hour (with \$7.00 fringe)
 - d. Time to be spent on the grant project: 150 hours
 - e. Description of responsibilities: Edie will provide GIS support and coordination for this project based on existing datasets that the City maintains (e.g., drainage inventory, utility billing, and parcel information). Edie will also assist the consultant to coordinate the impervious surface delineations.
-
- a. Name: Filiz Morrow
 - b. Title: Finance Director
 - c. Annual Salary: \$99,534.51 / year
 - d. Time to be spent on the grant project: 85 hours
 - e. Description of responsibilities: Filiz will assist with financial administration of the grant. She will oversee the payment of consultant invoices and help prepare the required documentation to verify matching funds. Filiz will provide financial information necessary for the stormwater funding feasibility study, and she will review and comment on this report.

Y1 Fringe Benefits

Fringe benefits of the City of Kingsland include: annual holidays, vacation leave, sick leave, workers' compensation, group medical and hospital insurance, group life insurance, and retirement. Fringe benefits will be used as In-Kind Match, and the Fringe Rate is 40% for each City of Kingsland employee.

Y1 Equipment (Items with cost > \$5,000)

N/A

Y1 Travel

N/A

Y1 Supplies (< \$5,000)

N/A

Y1 Subcontracts

The City plans to issue one subcontract to Goodwyn Mills Cawood, LLC, as part of this grant. The subcontract, for \$57,500 in Year #1, will be charged entirely to grant funds.

Subcontract Details:

a. Name: Goodwyn Mills Cawood, LLC.

b. Description of Work: This subcontractor will be responsible for the following activities: lead impervious surface delineations; work with City staff to consolidate and prioritize list of existing drainage capital improvement projects; facilitate stakeholder committee meetings to gather feedback throughout the project; lead development of the Funding Feasibility Assessment report; and review the City's draft stormwater ordinance to offer any suggestions for updates that would be consistent with the Coastal Stormwater Supplement. GMC has previously assisted over a dozen communities in Georgia to evaluate and establish a stormwater utility enterprise fund, including four in Coastal Georgia.

c. Budget: The subcontract budget will be entirely in the form of salary for staff time, and it totals \$57,500 in grant funds. The subcontract budget is presented in the requested budget categories:

Category/CIG Funds/Match Funds/Total

– Personnel (salary for staff time): \$57,500/\$0/\$57,500

– Fringe (included in salary for staff time): \$0/\$0/\$0

– Equipment: \$0/\$0/\$0

– Travel: \$0/\$0/\$0

– Supplies: \$0/\$0/\$0

– Subcontracts: \$0/\$0/\$0

– Construction: \$0/\$0/\$0

– Other: \$0/\$0/\$0

– Indirect: \$0/\$0/\$0

– Total: \$57,500/\$0/\$57,500

Y1 Construction

N/A

Y1 Other

During Year #1, there will be four (4) stakeholder committee meetings of the Stormwater Taskforce (SWT). Non-City staff meeting attendees will be counted as volunteers because they will be providing input on the project, and their time will be used as In-Kind Match. It is assumed that each meeting will have an average of 8 non-staff participants, and each participant will spend 6 hours for each meeting. The 6 hours includes the meeting, traveling to/from the meeting, and reviewing documents. Based on these assumptions, the Stakeholder Committee is expected to generate 192 volunteer hours. Based on the 2022 volunteer rate for the State of Georgia of \$29.67, volunteer participation will contribute \$5,697. (<https://www.independentsector.org/resource/the-value-of-volunteer-time/>).

Y1 Indirect (Facility and Administrative) Costs

City of Kingsland does not have a federally Negotiated Indirect Cost Rate Agreement (NICRA), so the applicant will use the 10% de minimis to calculate indirect costs. Indirect costs are calculated as 10% of the Modified Total Direct Costs (MTDC), and MTDC for this project includes the following budget categories: salary, fringe, other, and subcontracts up to the first \$25,000 for each subcontract. Indirect costs will be used as In-Kind Match.

MTDC = 10% x [\$31,646 (salary) + \$12,658 (fringe) + \$25,000 (subcontract/GMC) + \$5,697 (other)] = 10% x \$75,001 = \$7,500

Budget Narrative - Year 2

Y2 Personnel

Personnel who will work on the grant from City of Kingsland include: William Coleman, Ron Knox, Lee Spell, Scott Kimball, Edie Link, and Filiz Morrow. Detailed information is provided below for each, and their salaries will be used as In-Kind Match.

a. Name: William Coleman
 b. Title: Public Works Director
 c. Annual Salary: \$93,827.60 / year
 d. Time to be spent on the grant project: 160 hours
 e. Description of responsibilities: William is the Public Works Director for Kingsland and will serve as the primary project manager for this grant, including management of the consultant, coordination among other City departments, and administration of the grant. William will review and comment on the deliverables provided by the consultant. William will actively work with the consultant in Year #2 to review information gathered from the public education and outreach efforts, update the City's stormwater inventory, conduct condition assessment of a pilot area of the stormwater system to determine maintenance needs, and finalize the stormwater funding feasibility study.

a. Name: Ron Knox
 b. Title: Assistant Public Works Director
 c. Annual Salary: \$78,008.86 / year
 d. Time to be spent on the grant project: 240 hours
 e. Description of responsibilities: Ron is the Assistant Public Works Director, so he will assist William with managing this project, and he will assist both William and the consultant with updating the stormwater inventory in GIS and conducting a condition assessment of a pilot area of the stormwater system to determine maintenance needs.

a. Name: Lee Spell
 b. Title: City Manager
 c. Annual Salary: \$124,561.87 / year
 d. Time to be spent on the grant project: 90 hours
 e. Description of responsibilities: Lee is the City manager for Kingsland, GA. He will provide overarching management of the various departments participating in the project. Lee will provide updates to City Council and participate in meetings with staff and the consultant.

a. Name: Scott Kimball
 b. Title: Planning & Zoning Director
 c. Annual Salary: \$78,240.10 / year
 d. Time to be spent on the grant project: 75 hours
 e. Description of responsibilities: As the Planning & Zoning Director for Kingsland, Scott will assist with the public education and outreach efforts and gathering site plans from recent construction to update the City's stormwater drainage inventory.

a. Name: Edie Link
 b. Title: GIS Technician
 c. Hourly Rate: \$17.50 / hour (with \$7.00 fringe)
 d. Time to be spent on the grant project: 245 hours
 e. Description of responsibilities: Edie will provide GIS support and coordination for this project based on existing datasets that the City maintains (e.g., drainage inventory, utility billing, and parcel information). Edie will also assist the consultant with the Master Account File (MAF) generation to be conducive with the City's desired billing mechanism. Edie will also work with the consultant to develop the stormwater geodatabase schema for recording stormwater infrastructure information. The City will host the stormwater data for the consultant to complete a condition assessment for a pilot area of the City.

a. Name: Filiz Morrow
 b. Title: Finance Director
 c. Annual Salary: \$99,534.51 / year
 d. Time to be spent on the grant project: 75 hours
 e. Description of responsibilities: Filiz will assist with financial administration of the grant. She will oversee the payment of consultant invoices and help prepare the required documentation to verify matching funds. Filiz will provide any new financial information during Year #2 and will provide review and support for the MAF development.

Y2 Fringe Benefits

Fringe benefits of the City of Kingsland include: annual holidays, vacation leave, sick leave, workers' compensation, group medical and hospital insurance, group life insurance, and retirement. Fringe benefits will be used as In-Kind Match, and the Fringe Rate is 40% for each City of Kingsland employee.

Y2 Equipment (Items with cost > \$5,000)

N/A

Y2 Travel

N/A

Y2 Supplies (< \$5,000)

N/A

Y2 Subcontracts

The City plans to issue one subcontract to Goodwyn Mills Cawood, LLC, as part of this grant. The subcontract, for \$57,500 in Year #2, will be charged entirely to grant funds.

Subcontract Details:

a. Name: Goodwyn Mills Cawood, LLC.

b. Description of Work: This subcontractor will be responsible for the following activities: facilitate public education/outreach efforts by providing content suggestions for the City and SWT and managing an online survey; lead preparation of Master Account File (MAF); support the City GIS staff to format the Stormwater GIS database for updates and future inspections, and conduct inspection of stormwater infrastructure in a priority, pilot area, identified by Public Works; lead preparation of Addendum to the Funding Feasibility Report based on information learned and gathered in Year #2; and provide grant administration support. GMC has previously assisted numerous communities in Coastal Georgia to manage their stormwater databases in GIS and conduct condition assessments of stormwater infrastructure.

c. Budget: The subcontract budget will be entirely in the form of salary for staff time, and it totals \$57,500 in grant funds. The subcontract budget is presented in the requested budget categories:

Category/CIG Funds/Match Funds/Total

– Personnel (salary for staff time): \$57,500/\$0/\$57,500

– Fringe (included in salary for staff time): \$0/\$0/\$0

– Equipment: \$0/\$0/\$0

– Travel: \$0/\$0/\$0

– Supplies: \$0/\$0/\$0

– Subcontracts: \$0/\$0/\$0

– Construction: \$0/\$0/\$0

– Other: \$0/\$0/\$0

– Indirect: \$0/\$0/\$0

– Total: \$57,500/\$0/\$57,500

Y2 Construction

N/A

Y2 Other

During Year #2, there will be two (2) stakeholder committee gatherings of the Stormwater Taskforce (SWT). Non-City staff meeting attendees will be counted as volunteers because they will be providing input on the project, and their time will be used as In-Kind Match. It is assumed that each meeting will have an average of 8 non-staff participants, and each participant will spend 6 hours for each meeting. The 6 hours includes the meeting, traveling to/from the meeting, and reviewing documents. Additionally, it is expected to have 20 attendees at a City Council meeting (0.5 hours per person), 30 attendees at a public open house (1 hour per person), and 100 online survey participants (0.25 hours per person). Based on these assumptions, the Stakeholder Committee and public engagement activities are expected to generate 161 volunteer hours. Based on the 2022 volunteer rate for the State of Georgia of \$29.67, volunteer participation will contribute \$4,777.

(<https://www.independentsector.org/resource/the-value-of-volunteer-time/>).

Y2 Indirect (Facility and Administrative) Costs

City of Kingsland does not have a federally Negotiated Indirect Cost Rate Agreement (NICRA), so the applicant will use the 10% de minimis to calculate indirect costs. Indirect costs are calculated as 10% of the Modified Total Direct Costs (MTDC), and MTDC for this project includes the following budget categories: salary, fringe, other, and subcontracts up to the first \$25,000 for each subcontract). Indirect costs will be used as In-Kind Match.

$$\text{MTDC} = 10\% \times [\$32,305 \text{ (salary)} + \$12,922 \text{ (fringe)} + \$25,000 \text{ (subcontract/GMC)} + \$4,777 \text{ (other)}] = 10\% \times \$75,003 = \$7,500$$

Supplemental Information**Upload Certification Form**

2024 2025 Cycle 27 Certification Form-Signed.pdf

Upload Match/In-kind Letter of Support

Letters of Support_ALL_Kingsland CIG Cycle 27.pdf

Upload Referenced Plans

Camden County Comp Plan-2023_Adopted-Highlighted.pdf

Upload Federally Negotiated Indirect Cost Rate Agreement**Upload Authorizing Resolution**

2024-02 Coastal Incentive Grant Resolution - Signed.pdf

Upload 306A Project Questionnaire**Upload Title Opinion Or Certification of Real Property Ownership****Upload Copy of Historic Preservation Division review request letter and response****Upload copy of U.S. Fish and Wildlife Service review request letter and response****Upload Site Maps****Upload Site Plans****Full Application Budget Form (REQUIRED)**

CIG.BudgetFullApp.pdf

2. Additional File Upload

Camden RIW_May2022_FINAL-Highlighted.pdf

3. Additional File Upload

Coastal Georgia RWP 2023-Highlighted.pdf

4. Additional File Upload

Camden_County_2021_HMP_Complete_Final-Highlighted.pdf

5. Additional File Upload

I certify that the Authorizing Official has approved this submission.

Yes

Name of Authorizing Official
Lee Spell

Title of Authorizing Official
City Manager

Email of Authorizing Official
lspell@kingslandgeorgia.com

CIG Budget: [First Floodplain, Second Stormwater - Kingsland's Path Towards Increased Resiliency](#)

Name	Attachments
First Floodplain, Second Stormwater - Kingsland's Path Towards Increased Resiliency	No

Linked Pre-Application Form - DO NOT DELETE

27 - First Floodplain, Second Stormwater – Kingsland’s Path Towards Increased Resiliency

Linked Full Application

Lee Spell - 27 - First Floodplain, Second Stormwater – Kingsland's Path Towards Increased Resiliency

Project Title

First Floodplain, Second Stormwater - Kingsland's Path Towards Increased Resiliency

Budget Categories - Year 1

Personnel

Y1 Personnel: CIG Funds Requested (Federal)

\$0.00

Y1 Personnel: Match Funds Provided (Non-Federal)

\$31,646.00

Y1: Total for Personnel (Federal and Non-Federal)

31646

Fringe Benefits

Y1 Fringe: CIG Funds Requested (Federal)

\$0.00

Y1 Fringe: Match Funds Provided (Non-Federal)

\$12,658.00

Y1: Total for Fringe Benefits (Federal and Non-Federal)

12658

Equipment (Items >\$5,000)

Y1 Equipment: CIG Funds Requested (Federal)

\$0.00

Y1 Equipment: Match Funds Provided (Non-Federal)

\$0.00

Y1: Total for Equipment (Federal and Non-Federal)

Travel

Y1 Travel: CIG Funds Requested (Federal)

\$0.00

Y1 Travel: Match Funds Provided (Non-Federal)

\$0.00

Y1:Total for Travel (Federal and Non-Federal)**Supplies (Items <\$5,000)****Y1 Supplies: CIG Funds Requested (Federal)**

\$0.00

Y1 Supplies: Match Funds Provided (Non-Federal)

\$0.00

Y1: Total for Supplies (Federal and Non-Federal)**Subcontract****Y1 Subcontract: CIG Funds Requested (Federal)**

\$57,500.00

Y1 Subcontract: Match Funds Provided (Non-Federal)

\$0.00

Y1:Total for Subcontract (Federal and Non-Federal)

57500

Construction**Y1 Construction: CIG Funds Requested (Federal)**

\$0.00

Y1 Construction: Match Funds Provided (Non-Federal)

\$0.00

Y1: Total for Construction (Federal and Non-Federal)**Other****Y1 Other: CIG Funds Requested (Federal)**

\$0.00

Y1 Other: Match Funds Provided (Non-Federal)

\$5,697.00

Y1: Total for Other (Federal and Non-Federal)

5697

Indirect**Y1 Indirect: CIG Funds Requested (Federal)**

\$0.00

Y1 Indirect: Match Funds Provided (Non-Federal)

\$7,500.00

Y1: Total for Indirect (Federal and Non-Federal)

7500

Total CIG Funds Requested (Federal) - Year 1

57500

Total Match Funds Provided (Non-Federal) - Year 1

57501

Total (Federal and Non-Federal) - Year 1

115001

Is this a 2 Year Project?

Yes

Budget Categories - Year 2**Personnel****Y2 Personnel: CIG Funds Requested (Federal)**

\$0.00

Y2 Personnel: Match Funds Provided (Non-Federal)

\$32,305.00

Y2:Total for Personnel (Federal and Non-Federal)

32305

Fringe Benefits**Y2 Fringe: CIG Funds Requested (Federal)**

\$0.00

Y2 Fringe: Match Funds Provided (Non-Federal)

\$12,922.00

Y2: Total for Fringe Benefits (Federal and Non-Federal)

12922

Equipment (Items >\$5,000)**Y2 Equipment: CIG Funds Requested (Federal)**

\$0.00

Y2 Equipment: Match Funds Provided (Non-Federal)

\$0.00

Y2: Total for Equipment (Federal and Non-Federal)**Travel**

Y2 Travel: CIG Funds Requested (Federal)

\$0.00

Y2 Travel: Match Funds Provided (Non-Federal)

\$0.00

Y2: Total for Travel (Federal and Non-Federal)

Supplies (Items <\$5,000)**Y2 Supplies: CIG Funds Requested (Federal)**

\$0.00

Y2 Supplies: Match Funds Provided (Non-Federal)

\$0.00

Y2: Total for Supplies (Federal and Non-Federal)

Subcontract**Y2 Subcontract: CIG Funds Requested (Federal)**

\$57,500.00

Y2 Subcontract: Match Funds Provided (Non-Federal)

\$0.00

Y2: Total for Subcontract (Federal and Non-Federal)

57500

Construction**Y2 Construction: CIG Funds Requested (Federal)**

\$0.00

Y2 Construction: Match Funds Provided (Non-Federal)

\$0.00

Y2: Total for Construction (Federal and Non-Federal)

Other**Y2 Other: CIG Funds Requested (Federal)**

\$0.00

Y2 Other: Match Funds Provided (Non-Federal)

\$4,777.00

Y2: Total for Other (Federal and Non-Federal)

4777

Indirect

Y2 Indirect: CIG Funds Requested (Federal)

\$0.00

Y2 Indirect: Match Funds Provided (Non-Federal)

\$7,500.00

Y 2: Total for Indirect (Federal and Non-Federal)

7500

Total CIG Funds Requested (Federal) - Year 2

57500

Total Match Funds Provided (Non-Federal) - Year 2

57504

Total (Federal and Non-Federal) - Year 2

115004

I certify that the Authorizing Official has approved this submission.

Yes

Name of Fiscal Agent

Filiz Morrow, CPA, MPA

Title of Fiscal Agent

Finance Director

Email of Fiscal Agent

fmorrow@kingslandgeorgia.com



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 10/15/24 06:00 PM
Department: City Clerk
Category: Appointment
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:

AGENDA ITEM (ID # 4565)

DOC ID: 4565

Appointment to the Kingsland Downtown Development Authority Board