City Council - Regular Session
The Chambers at City Center

8534 Main Street, Woodstock GA
(Main) 770.592.6000 (Fax) 770.926.1375
http://www.woodstockga.gov
***Hearing Assistance Available Upon Request**

AGENDA

Monday, November 9, 2026

City Council - Regular Session
7:00 PM

ITEM 1. MEETING CALLED TO ORDER

7:00 PM Meeting called to order at The Chambers at City Center, 8534 Main Street, Woodstock, GA.

ITEM 2. RECOGNITION OF GUESTS AND VISITORS

1. **Recognition of Scout Troop 994** (Michael Caldwell)

ITEM 3. ANNOUNCEMENTS

1. **Announcements** (Colin Ake)
City offices will be closed on Wednesday, November 11th in observance of Veterans Day.

Join us for our annual Veterans Day Ceremony on Wednesday, November 11th at 6:00 p.m. at Woodstock City Church. Find event details at woodstockparksandrec.com.

Mark your calendars for our Household Hazardous Waste + Book Recycling Event and Tis the Season to Be Green Recycle and Paper Shredding Event on Saturday, November 14th from 9 a.m. to 1 p.m. at Woodstock City Church. Registration is required for the Household Hazardous Waste Recycling event at livethrive.org/woodstock. Find the list of acceptable items on woodstockparksandrec.com.

ITEM 4. MEETING DECORUM

ITEM 5. PUBLIC COMMENT

ITEM 6. CONSENT AGENDA

1. **Approve MAJBA JE 22481 to Fund Dobbs Road Sidewalk Phase III** (Jeremy Parker)
Request for approval of MAJBA JE 22481 to use SPLOST VII undesignated infrastructure to fund the construction of the Dobbs Road Sidewalk Phase III. Engineering for the project has already been completed. This MAJBA is to fund the

construction.

2. **Approve Surplus & Disposal of Parks & Recreation Department Vehicle** (Brian Borden)
Request for approval to surplus Parks & Recreation FXA 2789 - 2017 Ford Explorer, VIN - 1FM5K8AT7HGE15418. This vehicle is no longer in use. The vehicle will be disposed via GovDeals or other appropriate method.

3. **Approve Street Acceptances** (Janis Steinbrenner)
Request for approval of the acceptance of 5 new road sections for a net total of 0.14 miles.

4. **Amend Position Control - Development Services Representative (#741006) Pay Rate** (Melissa Sigmund)
Request for approval to amend the position control for the Development Services Representative position (#741006) amending the base pay rate from $21.86 to $23.00. The position is currently vacant and the increase is requested based on the preferred candidate's years of experience and certification achieved. Pay rate difference will be covered by cost savings from the position vacancy.

ITEM 7. PUBLIC HEARING

1. **Consideration of Resolution No. 2026-023 - Capital Improvements Element Amendment** (Coty Thigpen)
Request for approval to adopt Resolution No. 2026-023 supporting the transmittal of a draft Capital Improvements Element Amendment to the Atlanta Regional Commission for regional and state review.

2. **Consideration of Z#174-26: Zoning Condition Amendment for Holbrook Woodstock (Public Hearing/Vote)** (Natalie Faustine)
Request for consideration of a Zoning Condition Amendment and a concurrent Variance for the previously approved Holbrook Woodstock development to increase the maximum number of Independent Retirement Living units from 175 to 230 and revise the required southern buffer. While the applicant has not submitted a formal variance request from the parking requirements of LDO Section 7.518, the applicant will present justification for the proposed parking modifications.

ITEM 8. NEW BUSINESS

1. **Consideration of Approval to Repeal and Replace Section 400-0001 of the Council Policy Manual - Traffic Calming Policy** (Janis Steinbrenner)
Request for approval to repeal and replace Section 400-0001 - Traffic Calming Policy in the Council Policy Manual. The revisions remove some outdated or incorrect information and align other areas of the policy to common or best practices and guidelines used by other local municipalities.

ITEM 9. OLD BUSINESS

1. **Consideration to Repeal Agreement Between the City and Great Southern Recreation for Renovation of Downtown Playground** (Brian Borden)
Request for approval to repeal the agreement between the City of Woodstock and Great Southern Recreation for the renovation of the Downtown Playground in the amount of $438,961.00. Great Southern Recreation has a competitively bid Cooperative Purchase Agreement in place through Equalis Group/Cooperative Council of Governments, Contract # CO5-2165B. By repealing the agreement with Great Southern Recreation and moving forward with different vendors for the project, the City will save $93,551.46.

2. **Consideration of Approval of Downtown Playground Project Phase II** (Brian Borden)

   Request for approval of the Downtown Playground Project Phase II in the amount of $345,409.54. It is our recommendation that the existing purchase order be liquidated following payment to GSR for the equipment received and that funds be redistributed to the contractors listed in the attachment through a series of new purchase orders. Staff will work with Woodstock Arts to identify timelines for construction access. The work to be performed by ILD will need to be completed prior to the tasks to be performed by the other contractors. This work is currently scheduled for November 9-20, 2026. The other tasks have been scheduled for January 4-22, 2027. These construction timelines have been coordinated for access with Woodstock Arts.

ITEM 10. MINUTES APPROVAL

1. **Consideration of Approval to Adopt Council Meeting Minutes - October 26, 2026** (Robyn Adams)

ITEM 11. DEPARTMENTAL REPORTS

1. **EOM Monthly Report (September 2026)** (Coty Thigpen)

ITEM 12. MAYOR AND COUNCIL COMMENTS

ITEM 13. CITY MANAGER AND STAFF COMMENTS

ITEM 14. EXECUTIVE SESSION - Personnel, Litigation, Real Estate

ITEM 15. FINAL ADJOURNMENT

AGENDA ITEM NO. 2.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Robyn Adams, Administration
ITEM TYPE:	Award, Recognition
AGENDA SECTION:	RECOGNITION OF GUESTS AND VISITORS
SUBJECT:	**Recognition of Scout Troop 994**
SUGGESTED ACTION:	
ATTACHMENTS:	

AGENDA ITEM NO. 3.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Robyn Adams, Administration
ITEM TYPE:	Announcements
AGENDA SECTION:	ANNOUNCEMENTS
SUBJECT:	**Announcements**
SUGGESTED ACTION:	City offices will be closed on Wednesday, November 11th in observance of Veterans Day. Join us for our annual Veterans Day Ceremony on Wednesday, November 11th at 6:00 p.m. at Woodstock City Church. Find event details at woodstockparksandrec.com. Mark your calendars for our Household Hazardous Waste + Book Recycling Event and Tis the Season to Be Green Recycle and Paper Shredding Event on Saturday, November 14th from 9 a.m. to 1 p.m. at Woodstock City Church. Registration is required for the Household Hazardous Waste Recycling event at livethrive.org/woodstock. Find the list of acceptable items on woodstockparksandrec.com.
ATTACHMENTS:	

AGENDA ITEM NO. 6.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Martyn Detz, Public Works
ITEM TYPE:	Budget Approval/Amendment
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	**Approve MAJBA JE 22481 to Fund Dobbs Road Sidewalk Phase III**
SUGGESTED ACTION:	Request for approval of MAJBA JE 22481 to use SPLOST VII undesignated infrastructure to fund the construction of the Dobbs Road Sidewalk Phase III. Engineering for the project has already been completed. This MAJBA is to fund the construction.

ATTACHMENTS:
MAJBA JE 22481.pdf
Construction Quote.pdf

City of Woodstock, GA
Major Budget Amendment

Name of Department **437 - 4215 SPLOST VII**
Budget Amendment # **MAJBA JE 22481**

Explanation of Request

This major budget amendment is to move SPLOST VII funds from undesignated infrastructure to fund the construction of Dobbs Road Sidewalk Phase III. This project has been accelerated due to ROW negotiations moving faster than anticipated. Construction is expected to start this calendar year.

ACCOUNT NUMBER	ACCOUNT NAME	DEBIT	CREDIT
437-4215-541410-00-DOBSWP	Dobbs Sidewalk Project	$ 85,000.00	
437-1599-541410-00	Infrastructure		$ 85,000.00
TOTALS		**$ 85,000.00**	**$ 85,000.00**

Wildcat Striping, Sealing & Paving

Job # 1127437-1
October 14, 2026

5365 Truman Drive
Decatur, GA 30035
V: 678.937.9525
F: 678.937.9151

Submitted to	**CITY OF WOODSTOCK**	Job Name	**Dobbs Rd Phase 3**
Address	ACCOUNTS PAYABLES	Proposal Name	**Concrete**
	12453 HWY 92	Jobsite Address	Dobbs Rd
City, State, Zip	WOODSTOCK, GA 30188	City, State, Zip	Woodstock, Ga 30188
Contact Name	Chris Knock	Account Manager	Ashley Baum
Contact Email	cknock@woodstockga.gov	Account Manager Phone	678-300-3328
Contact Phone	770-592-6000	Account Manager Email	Ashley@wildcatstriping.com
Contact Mobile	678-481-0772		

QTY	Description	Price	Ext Price	Accept?
1	Traffic Control, LS	$18,550.00	$18,550.00	_____
1	Grading, LS	$15,665.00	$15,665.00	_____
	Includes Tree Stump Removal.			
40	Gr Aggr Base Crs, Incl Matl, TON	$77.75	$3,110.00	_____
105	Driveway Concrete, 6" TK, SY	$72.87	$7,651.35	_____
300	Conc Sidewalk 4" , SY	$62.51	$18,753.00	_____
1	Conc Spillway, Spcl Des, EA	$3,197.50	$3,197.50	_____
12	Stn Dumped Rip Rap, Tp 3, 18", SY	$110.92	$1,331.04	_____
12	Plastic Filter Fabric, SY	$45.37	$544.44	_____
3	Mulch, TON	$662.50	$1,987.50	_____
150	Maintenance of Temporary Silt Fence, TP A, LF	$7.26	$1,089.00	_____
300	Temporary Silt Fence, Tp A, LF	$9.68	$2,904.00	_____
90	Sod, SY	$27.35	$2,461.50	_____
400	Erosion Control Mats, Slopes, SY	$14.52	$5,808.00	_____
		Total	**$83,052.33**	

This proposal excludes the following:
Any item or quantity not listed above.

Please Note: Surface to be striped needs to be ready for paint application prior to Wildcat mobilization. Cleaning or pressure washing must be done by owner or contractor if the area to be striped is on concrete or on new construction. All vehicles and materials need to be removed from site prior to Wildcat mobilization. Any trip to a job not resulting in work being performed fully due to the fault of others will result in additional charges. After 30 days pricing subject to change due to material cost increase. If this proposal is subject to becoming a contract outside the terms of this proposal, a contract must be submitted and approved prior to beginning work, or terms of net 30 will apply.

THERE IS NO OTHER EXPRESS WARRANTY IN THIS CONTRACT OTHER THAN STATED HEREIN. ANY IMPLIED WARRANTY OF MERCHANTIBILITY OR FITNESS IS LIMITED TO THE LANGUAGE STATED IN THIS CONTRACT -- We propose hereby to furnish labor, equipment and material - complete in accordance with the above specifications -- All material is guaranteed to be as specified -- All work will be completed in a workmanlike manner according to standard practices -- Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate -- Should the amount due under this contract or any part of it be past due the Contractor shall be entitled to attorney's fees and all costs of collection, plus interest based on legal rate or 1.5% per month on overdue amounts -- All agreements contingent upon strikes, accidents or delays beyond our control -- This quotation is an estimate only and not a guarantee to perform this work -- Projects are added to our schedule in the order they are received. Please contact our office as soon as possible to ensure crew availability to perform the work -- The above quotation DOES NOT INCLUDE FURNISHING BOND -- The lump sum price above does not include engineering or surveying -- Prime contractor will provide all required engineering and surveyed control points as required at no cost to Wildcat Striping & Sealing -- This quote in its entirety will be part of any subcontract -- Our workers are fully covered by Workman's Compensation. Proposal is subject to an additional fee if a third party is utilized to

process payments. Prices are subject to change.

Payment is due NET 30 upon completion for each phase of work
or NET 7 for credit card authorizations. Please check the method of payment.

Cash_____ Check_____ CC_____ Other_____

CC #_____ Type (Visa - MC - AMEX - Discover)

CCV Code_____ Expiration Date_____

Acceptance of proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature_____ Date_____

Signature_____ Date_____

AGENDA ITEM NO. 6.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Connor Jenkins, Finance Department
ITEM TYPE:	Surplus Request
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	**Approve Surplus & Disposal of Parks & Recreation Department Vehicle**
SUGGESTED ACTION:	Request for approval to surplus Parks & Recreation FXA 2789 - 2017 Ford Explorer, VIN - 1FM5K8AT7HGE15418. This vehicle is no longer in use. The vehicle will be disposed via GovDeals or other appropriate method.

ATTACHMENTS:

Asset Retirement - 2017 Ford Explorer.pdf

CITY OF WOODSTOCK, GEORGIA

ASSET RETIREMENT / TRANSFER ORDER

DATE 29-Oct-26

DEPARTMENT TRANSFERRED FROM **PARKS AND RECREATION**

DEPARTMENT/VENDOR TRANSFERRED TO **N/A**

PROPERTY TAG # (if a vehicle this is the tag #)	SERIAL # (if a vehicle this is the VIN #)	DESCRIPTION (Year, Make, Model)	METHOD OF RETIREMENT * & REASON FOR RETIREMENT
GV5736F	1FM5K8AT7HGE15418	2017 FORD EXPLORER	SURPLUS- CONDITION

*** Transfer, Sell, Trade, Surplus, Destroy, Other (Describe)**

REQUESTED BY _____ DATE 10/29/2026
(Department Head)

REVIEWED _____ DATE _____
(Finance/Purchasing)

APPROVED _____ DATE _____
(City Manager)

DELIVERED BY _____ DATE _____
(Print & Sign Name)

RECEIVED BY _____ DATE _____
(Print & Sign Name)

AGENDA ITEM NO. 6.3

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Janis Steinbrenner, Community Development
ITEM TYPE:	Street Acceptance, Dedications, Updates
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	**Approve Street Acceptances**
SUGGESTED ACTION:	Request for approval of the acceptance of 5 new road sections for a net total of 0.14 miles.

ATTACHMENTS:
CityAcceptances_ReadyForCouncil_20261029.pdf

City Dedicated Streets – Ready for Council Acceptance

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SECTION 2: Map Snapshots of Street Locations 2
Adair Park 2
Parking Deck/City Center 3

SECTION 1: List and Description of Streets

#	STREET	SUBDIVISION/AREA	DESCRIPTION	MILES
1	Richards Way	Adair Park	Connects between Adair Wk & Main St	0.041
2	Cordelia Court	Adair Park	Connects between Richards Way & Main St	0.032
3	Tanner Place	Parking Deck/City Center	Off Hubbard Rd	0.035
4	Wheeler St Access	Parking Deck/City Center	Off Wheeler St	0.013
5	Arnold Mill Rd Access	Parking Deck/City Center	Off Arnold Mill Rd	0.021
			TOTAL MILES	0.142

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SECTION 2: Map Snapshot of Street Locations

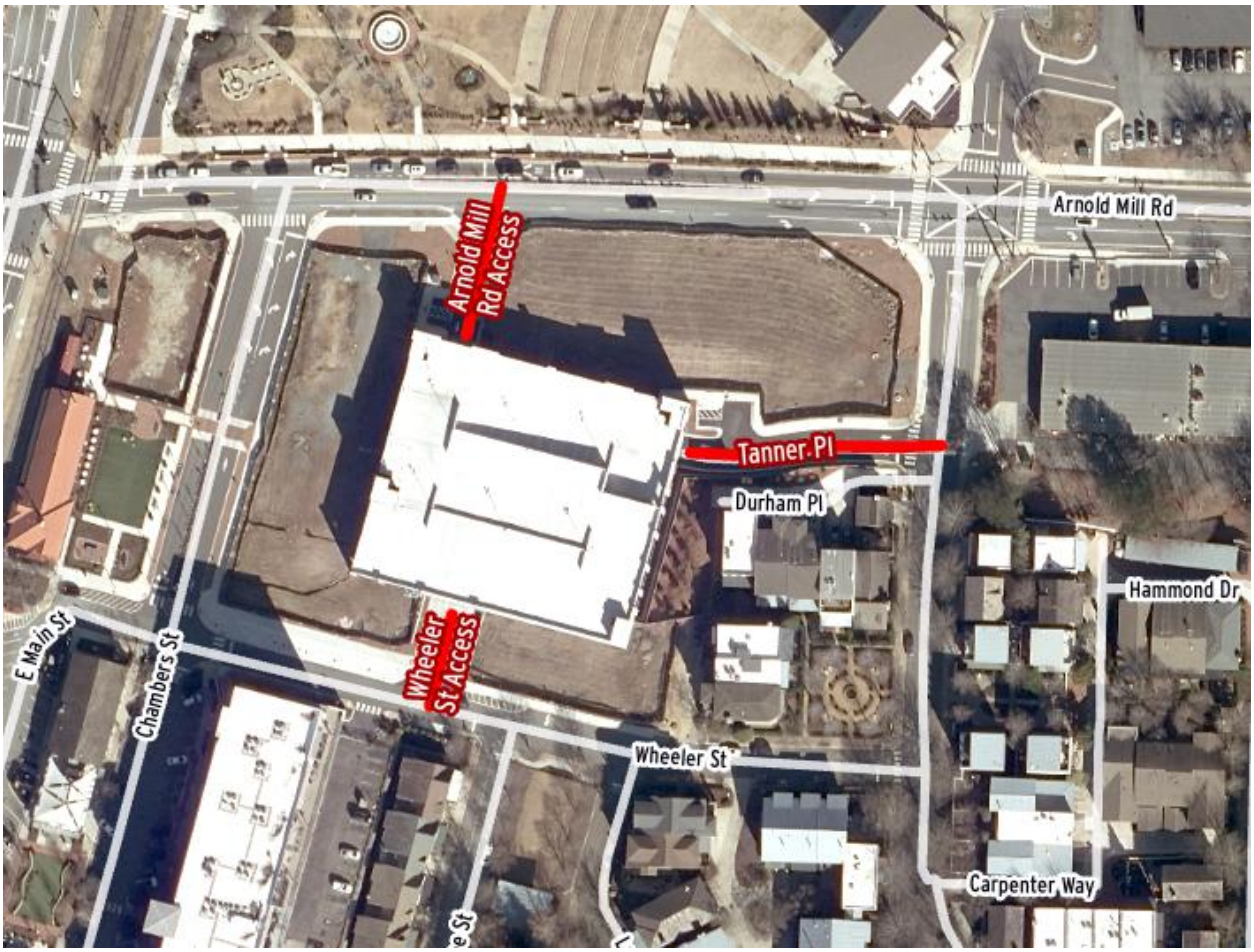
Adair Park

NO.	Street Name	Length (Miles)
1	Richards Way	0.041
2	Cordelia Court	0.032
0.073 miles		



Parking Deck/City Center

NO.	Street Name	Length (Miles)
3	Tanner Place	0.035
4	Wheeler St Access	0.013
5	Arnold Mill Rd Access	0.021
0.069 miles		



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AGENDA ITEM NO. 6.4

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Melissa Sigmund, Human Resources
ITEM TYPE:	Budget Approval/Amendment
AGENDA SECTION:	CONSENT AGENDA
SUBJECT:	**Amend Position Control - Development Services Representative (#741006) Pay Rate**
SUGGESTED ACTION:	Request for approval to amend the position control for the Development Services Representative position (#741006) amending the base pay rate from $21.86 to $23.00. The position is currently vacant and the increase is requested based on the preferred candidate's years of experience and certification achieved. Pay rate difference will be covered by cost savings from the position vacancy.
ATTACHMENTS:	

AGENDA ITEM NO. 7.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Coty Thigpen, Administration
ITEM TYPE:	Resolution
AGENDA SECTION:	PUBLIC HEARING
SUBJECT:	**Consideration of Resolution No. 2026-023 - Capital Improvements Element Amendment**
SUGGESTED ACTION:	Request for approval to adopt Resolution No. 2026-023 supporting the transmittal of a draft Capital Improvements Element Amendment to the Atlanta Regional Commission for regional and state review.

ATTACHMENTS:

RES 2026-023 Draft CIE Amendment Transmittal 11.9.26.pdf

Woodstock_Draft CIE_11.2.26.pdf

CITY OF WOODSTOCK
STATE OF GEORGIA

RESOLUTION NO. 2026-023

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WOODSTOCK, GEORGIA SUPPORTING THE TRANSMITTAL OF A DRAFT CAPITAL IMPROVEMENTS ELEMENT AMENDMENT TO THE ATLANTA REGIONAL COMMISSION FOR REGIONAL AND STATE REVIEW

WHEREAS, the City of Woodstock previously adopted a Capital Improvements Element as an amendment to the Woodstock Comprehensive Plan; and

WHEREAS, the City of Woodstock initiated a process to prepare a Capital Improvements Element amendment; and

WHEREAS, a duly advertised Public Hearing was held on February 23, 2026 to inform the public about the purpose of a Capital Improvements Element (CIE), the process to be followed in the preparation of a CIE amendment, and to elicit community input on capital project needs; and

WHEREAS, the City of Woodstock has drafted a Capital Improvements Element amendment in accordance with the "Development Impact Fee Compliance Requirements" and the "Minimum Standards and Procedures for Local Comprehensive Planning" adopted by the Georgia Department of Community Affairs pursuant to the Georgia Planning Act of 1989; and

WHEREAS, a duly advertised Public Hearing was held on November 9, 2026 to brief the community on the contents of the draft Capital Improvements Element amendment, to provide an opportunity for public input on the draft, and to indicate when the draft will be submitted to the regional development center for review; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Woodstock do hereby approve transmission of the attached draft Capital Improvements Element to the Atlanta Regional Commission for Regional and State review, in accordance with the requirements of the "Development Impact Fee Compliance Requirements" adopted pursuant to the Georgia Planning Act of 1989

Adopted this 9th day of November, 2026

_____
Michael Caldwell, Mayor

Attest: _____
Robyn Adams, City Clerk

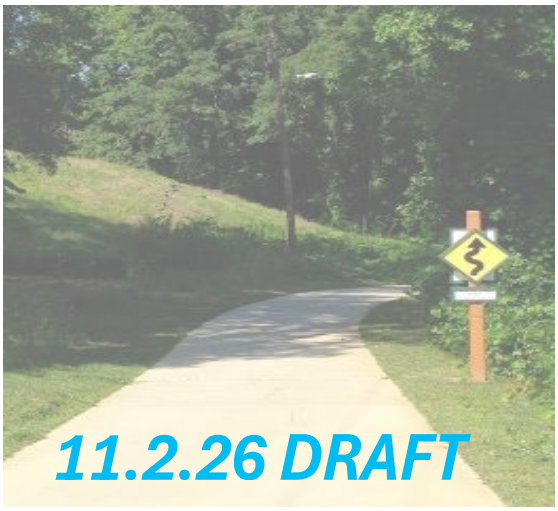




CAPITAL IMPROVEMENTS ELEMENT







11.2.26 DRAFT



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DRAFT

Introduction

The purpose of a Capital Improvements Element (CIE) is to establish projected needs for certain capital improvements[1] within a jurisdiction and the extent to which they may be financed through a Development Impact Fee Program. A CIE is adopted as a chapter, or 'element', in a local government's Comprehensive Plan.

As required by the Georgia Department of Community Affairs (DCA) in its Development Impact Fee Compliance Requirements, the CIE must address the following for each public facility category for which an impact fee will be charged:

- a projection of needs for the planning period, as established by the Comprehensive Plan [2];
- the designation of service areas, which are the geographic areas in which a defined set of public facilities provide service to development;
- the designation of an adopted level of service (LOS), which is a measurable performance standard for public facilities used to calculate the demand for future facility needs;
- a schedule of improvements listing capital improvements needed to serve future growth and development (i.e., impact fee-eligible projects) and associated costs and funding sources, with an emphasis on near-term implementation as presented in a 5-Year Community Work Program.

This document fully amends the latest adopted CIE that was prepared to implement a Development Impact Fee Program effective January 1, 2009. This CIE includes an updated list of capital projects needed to meet the demands of future growth through 2050. These projects fall under the following public facility categories: Parks and Recreation, Public Safety (includes Police and Fire) and Road Improvements.

Impact Fees Authorized by the State

Development impact fees ("impact fees") are a form of revenue authorized and regulated in Georgia pursuant to O.C.G.A. §36-71-1 et seq., the *Georgia Development Impact Fee Act* (DIFA), and are administered by the Georgia Department of Community Affairs under Chapter 110-12-2, *Development Impact Fee Compliance Requirements*, of the Georgia Administrative Code.

Under DIFA, a city or county can collect money from new development based on—and that does not exceed—that development's proportionate share of future system improvement costs. System improvements provide additional public facilities capacity needed to serve new growth and development, such as an additional playground or fire station.

Impact fees cannot be used to solve existing deficiencies in public services or on project improvements; these are site improvements that serve a particular development, such as amenities constructed as part of a new subdivision (e.g., sidewalks or swimming pool limited to neighborhood residents' use) or a dedicated turn lane into a shopping center.

[1] Capital improvement: an improvement with a useful life of ten years or more, by new construction or other action, which increases the service capacity of a public facility. Includes the terms ' capital project' and 'capital facility.'

[2] The planning period in the latest adopted City of Woodstock Comprehensive Plan (2023 Update) is through 2050.

Categories for Assessment of Impact Fees

The chart below shows the public facility categories and specific facility types that are eligible for impact fee funding under Georgia law and that are addressed in this CIE. The service area for each public facility category is also given, along with the basis for the standard adopted as the level of service to be delivered for each facility category.

Table 1: Overview of Impact Fee Program – Eligible Facilities

Public Facility Category	Eligible Facilities	Service Area	Level of Service Standard Based on…
Parks and Recreation	Recreation components (such as playgrounds, trails, park acres, etc.)	Citywide	Number of recreation components per dwelling unit
Public Safety	Fire stations & police buildings, fire apparatus, specialized heavy vehicles	Citywide	Square footage and number of vehicles per day-night population
Road Improvements	Projects increasing vehicular capacity	Citywide	Level of Service "D" and trip generation by new growth

The following terms are used in Table 1:

Eligible Facilities[3] under the State Act are limited to capital items having a life expectancy of at least ten years, such as buildings and major rolling stock like fire trucks.

Impact fees cannot be used for the maintenance, supplies, personnel salaries or other operational costs, or for short-term capital items such as computers, furniture or passenger automobiles.

In addition, replacement of deteriorated floor space or a run-down vehicle is not eligible for impact fee funding, because although the replacement is maintaining the level of service, no new capacity is created to serve the needs of new growth.

Service Area are the geographic area in which the facilities provide service to development.

Level of Service Standards determine new development's fair share of the costs. The same standards must be applied to existing development as well as new development to ensure that each is paying only for the facilities that serve it. New development cannot be required to pay for facilities at a higher standard than that available to existing residents and businesses, nor can it be required to subsidize existing facility deficiencies.

Service Area Forecasts

In order to accurately calculate the demand for expanded services in Woodstock, new growth and development must be quantified. Specifically, forecasts to 2050 for population, housing, and employment are provided. These are important in that:

- Housing unit data and forecasts relate to service demands that are based on households, i.e., recreation. This is because residents, as opposed to businesses, create demand for park amenities.
- Population data is combined with employment data to produce 'day-night population' figures. These figures represent the total number of persons receiving services, both in their homes and in their businesses, from 24-hour operations (i.e., Public Safety services).

[3] For a complete list of 'eligible facilities' allowed under the Development Impact Fee Act, see 'public facilities' in the Glossary in this report. This CIE, however, comprises only those listed above.

The Road Improvements category is unique, in that it utilizes vehicle trip generation data to calculate the amount of future traffic that is attributed to future growth and development (as described in the Road Improvements chapter).

Table 2 shows the forecasts used in calculating the Level of Service (LOS) and Future Demand for city facilities in each public facility category addressed in this CIE.

Table 2: Growth Forecasts Used in CIE Calculations

Year	Residential Population	+ Jobs =	Day-Night Population	Housing Units
2026	40,508	23,496	64,004	16,577
2027	41,121	23,784	64,905	16,827
2028	41,735	24,071	65,806	17,079
2029	42,348	24,359	66,707	17,329
2030	42,961	24,647	67,608	17,580
2031	43,575	24,935	68,510	17,832
2032	44,188	25,223	69,411	18,082
2033	44,801	25,510	70,311	18,333
2034	45,415	25,798	71,213	18,585
2035	46,028	26,086	72,114	18,835
2036	46,642	26,374	73,016	19,087
2037	47,255	26,662	73,917	19,337
2038	47,868	26,949	74,817	19,588
2039	48,482	27,237	75,719	19,840
2040	49,095	27,525	76,620	20,090
2041	49,708	27,813	77,521	20,341
2042	50,322	28,101	78,423	20,593
2043	50,935	28,388	79,323	20,843
2044	51,548	28,676	80,224	21,094
2045	52,162	28,964	81,126	21,346
2046	52,775	29,252	82,027	21,596
2047	53,389	29,540	82,929	21,848
2048	54,002	29,827	83,829	22,098
2049	54,615	30,115	84,730	22,349
2050	55,241	30,411	85,652	22,605
Increase:	**14,733**	**6,915**	**21,648**	**6,028**

Sources : City of Woodstock Comprehensive Plan (2023 Update), U.S. Census Bureau.

Residential population forecasts are based on the City's 2023 update to its Comprehensive Plan, which estimates a 50% increase in population between 2020 and 2050.

Using the official 2020 U.S. Census count for Woodstock is used as the baseline (35,065 residents), a 50% increase would result in a figure of 52,597 in 2050. Population for the intervening years is interpolated, resulting in a 2025 population of 37,985. However, the U.S. Census Bureau's Population Estimates Program (PEP) estimates the City's 2025[4] population to be 39,895 based on current birth, death and migration data.

The forecasts at left account for this population change by adjusting all years by the variance between the 2025 figures described above (which is 105.3%, calculated by dividing 39,985 by 37,985).

This calculation brings the forecasted numbers in line with the latest Census estimate, resulting in a slight increase in the forecasted population to 2050. This is reasonable given the potential for annexation of properties within the Growth Boundary that was established in 2022 by Woodstock and Cherokee County and is delineated in the City's Comprehensive Plan.

The **forecasted number of jobs** over the coming decades is also based on the latest Comprehensive Plan update, which estimates an increase of approximately 40% jobs over the next 30 years. As of 2020, there were an estimated 18,381 jobs inside the city limits, based on U.S. Census Longitudinal Employer-Household Dynamics [LEHD] Origin-Destination Employment Statistics data, which is informed by Georgia Department of Labor data. After increasing this number by 40% to generate the estimated 2050 employment and interpolating employment figures for the intervening years, the number of jobs for 2023 is compared to the Census LEHD's figure for the same year. 2023 is

[4] Estimates for 2026 are not yet available.

used because that is the latest year available for the Census LEHD application. As was done for the population forecasts, the variance is calculated (1.18%) and used to adjust the original forecasts, resulting in the Table 2 figures.

Lastly, **housing unit forecasts** are prepared by first calculating the number of households (which equates to the number of occupied housing units) and then expanding that to the total number of housing units by adding in vacant units.

Households are defined as occupied housing units. A housing unit is a house, an apartment, a group of rooms, or a single room occupied as separate living quarters. The occupants of a housing unit may be a single family, one person living alone, two or more families living together, or any group of related or unrelated persons who share living quarters. All people are part of a household except those who reside in group quarters. Group quarters include living arrangements such as prisons, homes for the aged, rooming houses, and college dormitories. The average size of households is defined as total population less group quarters population divided by the number of households.

Table 3: Housing Unit Forecast Detail

Year	Residential Population	Population in Households	Households	Total Housing Units
2026	40,508	39,824	15,855	16,577
2027	41,121	40,427	16,095	16,827
2028	41,735	41,030	16,335	17,079
2029	42,348	41,633	16,575	17,329
2030	42,961	42,236	16,815	17,580
2031	43,575	42,839	17,056	17,832
2032	44,188	43,442	17,296	18,082
2033	44,801	44,045	17,535	18,333
2034	45,415	44,648	17,776	18,585
2035	46,028	45,251	18,016	18,835
2036	46,642	45,855	18,256	19,087
2037	47,255	46,457	18,496	19,337
2038	47,868	47,060	18,736	19,588
2039	48,482	47,663	18,976	19,840
2040	49,095	48,266	19,216	20,090
2041	49,708	48,869	19,456	20,341
2042	50,322	49,472	19,696	20,593
2043	50,935	50,075	19,936	20,843
2044	51,548	50,678	20,176	21,094
2045	52,162	51,281	20,417	21,346
2046	52,775	51,884	20,657	21,596
2047	53,389	52,488	20,897	21,848
2048	54,002	53,090	21,137	22,098
2049	54,615	53,693	21,377	22,349
2050	55,241	54,308	21,622	22,605
Increase:	**14,733**	**14,484**	**5,767**	**6,028**
		Group Quarters	Avg. HH Size	Occupancy Rate
	Multipliers:	*1.69%*	*2.512*	*95.65%*

Sources: Population: Table 1
Multipliers: U.S. Census Data

Table 3 converts households to housing units for the entire city. But first, the number of households is calculated in accordance with the following steps: the total city population (from Table 2) is reduced by the population in group quarters. As noted in Table 3, the group quarters population equates to 1.69 % of the total population based on Census data; this percentage is applied to each year shown.

The resulting household population each year is then divided by average household size derived from latest Census data to calculate the number of households.

These percentages and associated household sizes are applied to the household population figures. To generate the total number of housing units by year (which include vacant units), the number of households is adjusted to account for the 95.65% occupancy rate.

This rate is based on the latest available Census data and – like the group quarter and household size figures – is assumed to persist into the future. Over time, each housing unit is expected to become occupied by a household, even though the unit may become vacant during future re-sales or turnovers.

Parks and Recreation

Introduction

Public recreational opportunities are available in Woodstock through a number of parks facilities and programs operated by the Woodstock Parks and Recreation Department. Parks and recreational components are commonly viewed as residential amenities, thus demand for recreational facilities is almost exclusively related to the city's resident population. Businesses may make some incidental use of public parks for activities such as office events, but the use is minimal compared to that of families and individuals who live in the city. As such, a Parks and Recreation impact fee is limited to future residential growth.

Service Area

Parks and recreation facilities are operated as a citywide system. Facilities are provided equally to all residents and often used on the basis of the programs available, as opposed to proximity of the facility. And some programs are located only at certain centralized facilities, to which any Woodstock resident can come. Thus, the entire city is considered a single service area for parks and recreation.

Level of Service and Future Demand

For the purpose of impact fee calculations, Parks and Recreation system needs – and associated Level of Service (LOS) standards and demand calculations – are primarily focused on future land acquisition as well as the type of facilities recommended in the Dupree Park Master Plan, Greenprints Trail Master Plan, and Johnston Farm Passive Park Master Plan.

For park land, the City has determined that the National Recreation and Park Association (NRPA)'s benchmark of 10 acres per 1,000 residents is appropriate to adopt as the LOS. This is converted to 'per Housing Unit' based on the City's existing population and number of housing units (from Table 2). There is no existing deficiency in park acreage.

For all other recreation components, the City has determined that a LOS based on the addition of a specific number of components will be adequate to serve the future service area population. This forward-looking approach anticipates adding the following to meet long-range citywide needs: +35,000 square feet in building area for a recreation center, +2 dedicated sporting facilities (skate park and BMX pump track), +5 multi-purpose fields/open space areas, +1 pavilion, +1 playground, +7 racquet courts (tennis and/or pickleball), 5 restroom and/or concession buildings, and +102,907 linear feet in trails.

With the exception of the proposed 'dedicated sporting facility', the recreation component types outlined above serve existing residents but have been identified as needing to increase in number to serve a growing population. The LOS is calculated by dividing the total number of each component (existing and planned) by the projected number of housing units in 2050, because this total number is needed to support an increase in residents over the next two decades. As will be explained later in this chapter, the adopted LOS creates existing deficiencies for certain recreation amenity types.

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Table 4: Level of Service and Demand Calculations

Component Type	Current Inventory	Level of Service (per Housing Unit)	Existing Demand	Excess or (Shortfall)	New Growth Demand	*Net Total Needed (rounded)*	*% Impact Fee Eligible* ****
Acreage*	459	0.024436	405.08	53.89	147.30	***93***	***100.00%***
Building Area (square feet)**	19,167	2.396240	39,722.47	(20,555.47)	14,444.53	***35,000***	***41.27%***
Dedicated Sporting Facility***	0	0.000088	1.47	(1.47)	0.53	***2***	***26.67%***
Multi-Purpose Field / Open Space	4	0.000398	6.60	(2.60)	2.40	***5***	***48.00%***
Pavilion	5	0.000265	4.40	0.60	1.60	***1***	***100.00%***
Playground	5	0.000265	4.40	0.60	1.60	***1***	***100.00%***
Racquet Court	8	0.000664	11.00	(3.00)	4.00	***7***	***57.14%***
Restroom &/or Concessions Building	9	0.000619	10.27	(1.27)	3.73	***5***	***74.67%***
Trail System (linear feet)	151,800	11.267737	186,785.28	(34,985.28)	67,921.92	***102,907***	***66.00%***

* Park land owned or leased by the City of Woodstock.

**Floor area of all space used for administration, operations, maintenance, storage, concessions, and public recreation use.

*** Skate Park and BMX Pump Track.

**** Establishes the percentage of project costs attributable to new growth. ***ALSO REFER TO*** the bulleted text for alternative scenerios whereby impact fee eligibility can be increased for some component types.

Impact Fee Eligibility

Table 4 applies the LOS calculations to determine the facilities needed to meet the demand created by the existing residents of the city, as well as the number of new recreation components that are needed to satisfy needs of future residents and the extent to which fulfillment of those needs will serve future growth demand, i.e. their impact fee eligibility.

First, the current number of housing units is multiplied by the LOS standard to determine the existing demand of today's population. The 'Excess (or Shortfall)' column compares the existing demand to the current inventory for each recreation component. If an 'excess' were to exist, that would mean that more components (or portions of components) exist than are needed to meet the demands of the current population, and those 'excesses' would create capacity to meet the recreational needs of future growth. Conversely, a 'shortfall' indicates there is a deficient number of components (or portions of components) to meet the recreational needs of the current population based on the LOS standard – this is the case with building area, dedicated sporting facilities, racquet courts, and restroom and/or concessions buildings.

The forecasted increase in housing units between 2026 and 2050 (see Table 2) is then multiplied by the adopted LOS to produce the future demand created by future growth. The column labeled 'New Growth Demand' shows the resulting demand for recreation components specifically to meet future growth needs.

The 'Net Total Needed' column in Table 4 shows all existing (i.e., excess or shortfall) and future needs combined, which equates to the number of new components that are needed to be added to the recreation system. The net figures also establish the extent to which the future needs are eligible for impact fee funding, based on the 'New Growth Demand' relative to the 'Net Total Needed.'

When a deficiency exists for some recreation components, using racquet courts as an example, the three courts needed to serve existing residents (based on the adopted LOS) cannot be funded with impact fees. Accordingly, the percentage of each of the seven needed overall that can be funded with impact fees cannot exceed 57.14% (i.e., 4

required by new growth divided by 7 total needed to serve existing and future residents). The remaining 42.86% of the project costs must come from a revenue source other than impact fees.

Alternatively, where there are deficiencies, the City may also contemplate utilizing the 'New Growth Demand' figures, which focus solely on the projects necessitated by future growth. This reduces the number of projects that are impact fee eligible, but increases the extent to which impact fees can be used toward project costs, as follows:

- 14,444 square feet of building area would be 100% impact fee eligible
- 1 dedicated sporting facility would be 53.33% impact fee eligible
- 2 multi-purpose fields/open space areas would be 100% impact fee eligible
- 4 racquet courts would be 100% impact fee eligible
- 3 restroom &/or concessions buildings would be 100% impact fee eligible
- 67,921 linear feet of trails would be 100% impact fee eligible

■ Projects to Meet Future Demand

Costs and Schedule for Implementation

The projects needed to meet future growth demand are classified into two general timeframes for implementation on Table 5: first, proposed park development in the near term (the next five years) and then, a future date at a point after 2031. This is because it is not yet possible to assign specific years to these longer-range projects; they cannot be scheduled on an annual basis through 2050 with any certainty. However, greater specificity for the near-term projects is provided in the 5-Year Community Program of this CIE. It is also important to note that years of implementation are subject to change during the annual budgeting and Annual CIE Update processes.

Estimated costs are based on opinions of probable costs (OPC) from the plans cited earlier in this chapter and from comparable recreation facilities in the region. The project costs that are attributed to new growth are shown in the far right column, based on the '% Impact Fee Eligible' figures for each recreation component type in Table 4 ***or*** the bulleted alternatives above.

Also note

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Table 5: Costs and Schedule for Implementation – Parks and Recreation

Year*	Capital Project**	Total Needed	Estimated Cost Per Unit***	Total Project Cost	% Impact Fee Eligible****	New Growth Share****
Near-Term 2027-2031 (See Community Work Program)	Lease of Railroad Property for Trail (acreage)	0.18		$ 12,750.00	100.00%	$ 12,750.00
	Trail Construction (linear feet)	51,454	$ 150.00	$ 5,145,360.00	66.00%	$ 3,396,096.00
	Amphitheater Restroom	1	$ 200,000.00	$ 200,000.00	100.00%	$ 200,000.00
	Little River Park Debt Service (acreage)	24.42		$ 318,793.20	100.00%	$ 318,793.20
	Land Acquisition (acreage)	34	$ 130,000.00	$ 4,446,000.00	100.00%	$ 4,446,000.00
Post -2031 Implementation	Lease of Railroad Property for Trail (acreage)	0.18		$ 48,450.00	100.00%	$ 48,450.00
	Trail Construction (linear feet)	51,454	$ 105.00	$ 5,402,628.00	66.00%	$ 3,565,900.80
	Little River Park Debt Service (acreage)	24.42		$79,940.83	100.00%	$ 79,940.83
	Land Acquisition (acreage)	34	$ 130,000.00	$ 4,446,000.00	100.00%	$ 4,446,000.00
	Recreation Center	35,000		$ 21,000,000.00	41.27%	$ 8,666,720.00
	Dupree Park:					
	Skate Park	1	$ 200,000.00	$ 200,000.00	53.33%	$ 106,666.67
	Multi-Purpose Field / Open Space Areas	2		$ 2,700,000.00	100.00%	$ 2,700,000.00
	Pavilion	1	$ 150,000.00	$ 150,000.00	100.00%	$ 150,000.00
	Playground	1	$ 400,000.00	$ 400,000.00	100.00%	$ 400,000.00
	Racquet Court	7		$ 1,130,000.00	57.14%	$ 645,714.29
	Restroom Building	2		$ 1,600,000.00	100.00%	$ 1,600,000.00
					TOTAL:	**$ 30,783,031.78**

* Implementation years subject to change during annual budgeting and Annual CIE Update processes.

** (1) Trail property lease payments are recurring annual payments of $2,550; (2) Little River Park debt payments are $5,313.22/month through 02/01/2033, with a final payment of $5,555,75 due 03/01/2033; (3) Land Acquisition is based on the impact fee eligible acreage remaining after deducting the acreage associated with the lease and debt service payments, split evenly between near-term and longer-range (post-2031 implemenation); (4) Trail Construction is also assumed to occur as an on-going project over the life of the CIE.

*** Sources of cost estimates: City of Woodstock and comparable facilities in nearby communities.

**** Portion of project costs that are attributable to new growth. **NOTE:** the percentages pull from both Table 4 and the bulleted alternative scenarios under the Impact Fee Eligibility section in the body of the text, depending on the component type.

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Public Safety Services

■ Introduction

The following chapter addresses the Woodstock Police and Fire Departments. Existing building area (square feet) and heavy vehicles used to provide public safety-related services in the city are shown on Table 6.

Table 6: Public Safety Services – Existing & Planned System

Public Safety Facility / Vehicle	Number
Building Area (square feet)	
Police Department	6,570
Fire Station 10	5,100
Fire Station 14	15,700
Fire Station 28	11,100
Fire Station 34	11,100
Future Fire Station	*11,100*
Future Fire Station	*11,100*
Future Police Expansion	*20,000*
Future Public Safety Training Center	*15,000*
Heavy Vehicles*	
Engine	4
Aerial	2
Rescue	4
Command	2
Specialized Vehicles	2
Future Additional Engines	2
Future Additional Aerials	1
Future Additional Specialized Vehicles	3

* Fire and police apparatus (active and reserve status) having a service life of at least 10 years.

The Police Department operates out of the City Annex building and maintains some space offsite for storage. The total area utilized by Police Department is 6,570 square feet. While the department maintains a fleet of 84 vehicles, only two (a command vehicle and a SWAT vehicle) have a service life of at least 10 years and are therefore included in the inventory at left. This is due to the definition of an eligible "capital improvement" under the Georgia Development Impact Fee Act, which effectively precludes the patrol fleet from being purchased with impact fees due to the wear and tear on such vehicles.

After the upcoming opening of Fire Station 34, the Fire Department will operate out of four fire stations that house a variety of fire apparatus (engines, aerials, and rescue trucks) as well as a command vehicle and a specialized UTV. The total floor area of the fire stations is 43,000 square feet, half of which is new construction with Station 28 (opened October 2026) and the early 2027 opening of Station 34. The Fire Department's expansion plans are also shown on Table 6, which include two additional fire stations to expand coverage and enable the department to fully serve the city through 2050. These stations will necessitate the purchase of additional fire trucks and another specialized vehicle (ideally a second UTV), as shown on the table.

Likewise, plans for the Police Department include a larger building footprint to adequately serve future residents and businesses over the coming decades, as well as the addition of two more specialized vehicles (CSI van and BearCat tactical vehicle). A future training center to accommodate both Fire and Police personnel is also envisioned, shown on the table as a 15,000 square foot Public Safety Training Center.

■ Service Area

The entire city is considered a single service area because all residents and employees in the city have equal access to the benefits of the services provided by the Fire and Police Departments.

■ Level of Service and Future Demand

The City has adopted a Level of Service (LOS) based on the future addition of building projects and heavy vehicles. This forward-looking approach for the adopted LOS is presented on Table 7 by incorporating *all* figures from Table 6 and then dividing the total 'Existing + Future' building area (square footage) and heavy vehicles by the 2050 day-night population for the service area. The LOS standard for all components is then multiplied by the increase in day-night population through 2050 to produce the demand created by future growth, as shown under the 'New Growth Demand' column.

Table 7: Level of Service and New Growth Demand

Facility	Service Area Population	Adopted Level of Service	Service Area Growth	*New Growth Demand*
Total Building Area (Existing + Future)	Future Day-Night Population	Square Feet per Day-Night Population	Day-Night Population Increase	*Additional Floor Area Needed*
106,770	85,652	1.246556	21,648	***26,985***
Total Heavy Vehicles (Existing + Future)	**Future Day-Night Population**	**Square Feet per Day-Night Population**	**Day-Night Population Increase**	***Additional Heavy Vehicles Needed***
20	85,652	0.000234	21,648	***5.05***

Day-night population (from Table 2) is used as a measure in that Public Safety functions are provided continuously to both residences and businesses in the service area.

Based on the adopted LOS, there are deficiencies in building area and vehicles, which will be further explained in the next section.

Impact Fee Eligibility

As shown on Table 7, the future demand for services equates to the need for an additional 26,985 square feet in building area, which in turn is the maximum number of additional square footage that can be funded with impact fees. This building area is less than the total number proposed to be added to the system via the future building projects shown on Table 6 (which total 57,200 square feet), but it is technically the number of square feet 'demanded' by new growth between now and 2050. This represents a deficiency in planned facility needs that is not the responsibility of new growth to fund. Instead, the remaining square feet needed to fully complete the planned projects on Table 6 would require a funding source other than impact fees.

Future growth demand calculations also mathematically show a need for less than the six heavy vehicles that have been identified on Table 7 is being needed to expand the Fire and Police fleets. The 5.05 total vehicles shown above will be rounded down to five, resulting in the need to purchase a sixth vehicle with funds other than impact fees.

■ Projects to Meet Future Demand

Costs and Schedule for Implementation

Table 8 shows the proposed schedule and the costs of capital improvements needed to expand Public Safety services. Actual implementation years may change during the annual budgeting and Annual CIE Update processes. Cost estimates are based on comparable local building projects and prevailing rates of various vehicle types.

As noted in the previous section, comprehensive building needs for the future cannot be fully funded with impact fees. Table 8 shows the total square footage (26,985 square feet, brought forward from Table 7) and associated building costs that *can* be funded with impact fees, which are currently proposed to support the City's fire station needs.

Should local building priorities change, impact fee eligible square footage may be allocated across other future projects that create additional capacity, as needed and identified by the City, as follows: **expansion** of an existing building, *such as a possible expansion of the Police Department in its current location;* construction of an **additional building** to expand service, *such as the Public Safety Training Center*; **replacement** of an existing building **-- i**t is important to note that building replacement projects are only impact fee eligible to the extent that the project adds floor area to the system. In other words, it is only any increase in floor area that is eligible for impact fee funding.

The project implementation table below shows that the majority of impact fee eligible floor area is allocated across new Fire Stations 28 and 34 (which total 22,000 square feet) with the intention that impact fees contribute toward debt service payments. The remaining eligible floor area is proposed to be used toward construction of a fifth fire station closer to 2040. Anticipated heavy vehicle needs over the coming years are also shown on Table 8. As previously noted, six additional vehicles are identified on Table 7 as being needed, but only five can be purchased with impact fees.

Table 8: Costs and Schedule for Implementation – Public Safety Services

Year	Capital Project*	Total Number Planned	Impact Fee Eligible Number**	Project Costs			
				Total Cost Estimate**	x % Impact Fee Eligible***	=	New Growth Share***
2026							
2027	Fire Stations 28 and 34*	22,200	22,200	$ 10,500,000.00	100.00%		$ 10,500,000.00
2028							
2029	CSI Van*	1	0	$ -	0.00%		$ -
2030	Aerial Truck	1	1	$ 2,600,000.00	100.00%		$ 2,600,000.00
2031							
2032	Public Safety Training Center*	15,000	0	$ -	0.00%		$ -
2033	Fire UTV	1	1	$ 30,000.00	100.00%		$ 30,000.00
2034							
2035	Police BearCat	1	1	$ 300,000.00	100.00%		$ 300,000.00
2036							
2037	Fire Engines	2	2	$ 3,640,000.00	100.00%		$ 3,640,000.00
2038	Future Fire Station	11,100	4,785	$ 10,000,000.00	43.11%		$ 4,311,207.77
2039							
2040							
2041							
2042	Police Department Expansion	20,000	0	$ -	0.00%		$ -
2043							
2044							
2045							
2046							
2047							
2048							
2049							
2050							
	Total Impact Fee Eligible #:						***$ 21,381,207.77***
	Building Area (square feet)		***26,985***				
	Vehicles		***5***				

* (1) Fire Stations 28 and 34: Impact fees to be used toward debt service through 2040. (2) CSI Van is anticipated to be purchased with SPLOST funds. (3) Public Safety Training Center is likely to be considered for placement on a future SPLOST refererendum.

** Building project, size and construction years may change based on local needs; however, the total square footage allocated to any configuration of future space (and the total number of vehicles) that can utlize impact fee funding is capped at the totals shown below the 'Impact Fee Eligible Number' column.

***Source: City of Woodstock and comparable projects in the region.

**** Portion of project costs attributable to future growth and development.

Road Improvements

Introduction

The focus of this chapter is proposed road improvement projects that create new capacity. These projects, as shown on Table 9, are intended to meet long-range transportation needs and are eligible for impact fee funding. Additional local road needs are not reflected in this CIE for the following reasons: they will not add capacity to the road network, construction costs and years are not yet known, or they will be funded by Transportation Special Purpose Local Option Sales Tax (TSPLOST) or other revenue sources.

Service Area

The service area for these road projects is defined as the entire city, in that these road projects are part of the citywide network of principal streets and thoroughfares. All new development within the city will be served by this network, such that improvements to any part of this network to relieve congestion or to otherwise improve capacity will positively affect capacity and reduce congestion throughout the city.

Level of Service Standards

Level of Service (LOS) for roadways and intersections is measured on a 'letter grade' system. The Georgia Department of Transportation (GDOT) Design Policy Manual summarizes the different levels of service, which range from Level of Service A representing unencumbered travel, to Level of Service F representing heavy congestion and long delays.

LOS A: Free flow, with low volumes and high speeds; control delay at signalized intersection is minimal

LOS B: Reasonably free flow, speeds beginning to be restricted by traffic conditions; control delay at signalized intersection is not significant

LOS C: Stable flow zone, most drivers restricted in freedom to select their own speed

LOS D: Approaching unstable flow, drivers have little freedom to maneuver

LOS E: Unstable flow may be short stoppages; high volumes, lower speeds

LOS F: Forced or breakdown flow. Intersection congestion is likely at critical signalized locations with high delays and high volumes and extensive queues

The traffic volume that produces different Level of Service grades differs according to road type, size, signalization, topography, condition and access.

Level of Service Adopted

For road projects that are the focus of this CIE (see Table 9), the City has set its Level of Service at LOS "D", which maximizes roadway capacity before traffic conditions actually break down (LOS "F") and is considered appropriate in heavily developed urban or suburban areas.[5] In some cases, initial road improvements will raise the Level of Service above LOS "D". This is, of course, beneficial because future increases in traffic will slowly erode the LOS, dropping the LOS to the extent that future traffic is added. Improvements, therefore, are planned so that each road project will not drop below LOS "D" by 2050.

[5] Georgia Department of Transportation (GDOT) Design Policy Manual, Revision 7.5

■ Future Road Improvement Projects – Costs and Schedule

Projects providing road capacity that will serve new growth have been identified by the City and are shown on Table 9. As noted in the Introduction, this is not a complete list of all local road projects. These projects were selected because the specific improvements proposed will increase traffic capacity to some extent, there is sufficient information needed to include the improvement in an impact fee program, *and* because dedicated local, state or federal funds are not available to fund the projects.

New growth is anticipated to represent a certain portion (23.86%) of all vehicular traffic in 2050, and thus new growth would be responsible for only that portion's cost of the road improvements. As shown below, this results in approximately $12,500,000 in project costs that would be eligible for impact fee funding.

Table 9: Capacity-Adding Road Projects

Year*	Capacity-Adding Projects	Cost Estimate**	% Impact Fee Eligible***	New Growth's Share***
New Roadways:				
2028	Paden Street	$ 1,000,000.00	23.86%	$ 238,622.56
2029	Haney Road	$ 2,000,000.00	23.86%	$ 477,245.12
2030	Lyndee Lane Phase 2	$ 5,000,000.00	23.86%	$ 1,193,112.80
2030	Hubbard Road	$ 4,000,000.00	23.86%	$ 954,490.24
2032	Mill Street to Wheeler Extension	$ 2,000,000.00	23.86%	$ 477,245.12
2032	Woodstock Parkway	$ 24,500,000.00	23.86%	$ 5,846,252.71
Intersection Improvements:				
2029	Dobbs Road at Main Street	$ 2,250,000.00	23.86%	$ 536,900.76
2029	Dobbs Road at Arnold Mill Road	$ 1,750,000.00	23.86%	$ 417,589.48
2030	Dupree Road at Main Street	$ 1,000,000.00	23.86%	$ 238,622.56
2032	Hwy 92 at Parkway 575	$ 5,000,000.00	23.86%	$ 1,193,112.80
2032	Main Street/Highway 5 Roundabout	$ 4,000,000.00	23.86%	$ 954,490.24
			TOTAL:	**$ 12,527,684.38**

* Implementation year subject to change during the Annual Budgeting and Annual CIE Update processes.

** Local share of eligible road projects, less any programmed TSPLOST funds.

*** Portion attributable to new growth.

Community Work Program

The projects that follow are contained in this Capital Improvements Element and are eligible for funding with impact fees. The 5-Year Community Work Program (CWP) is a supplement to the CWP contained in the Woodstock Comprehensive Plan.

NOTE:

- Only *near-term projects* are presented on the following pages in the CWP table. If a specific project in the body of this CIE is not included below, it is because implementation is expected to occur after 2031.
- For a *complete list* of impact fee eligible capital projects, refer to the public facility chapters in the body of this CIE.
- The *maximum number* of each type of impact fee eligible project is included in the public facility chapters of the CIE and cannot be exceeded by what is shown below or cumulatively in future Community Work Programs. (Any additional projects of the same type that may be desired must be funded from sources other than impact fees.)
- *Funding from impact fees* for each project *cannot exceed the percentage* established below and as shown in the public facility chapters of this CIE pertaining to impact fee eligibility for each project. Therefore, the actual sum that can be paid with impact fees is based on the percentage shown. The percentage would apply to actual project costs, since provided cost estimates are subject to change.
- *Alternate or supplemental funding* may be utilized temporarily when impact fee funds on hand are less than a project will cost. In such cases, project costs would be reimbursable from impact fee collections as such fees are collected.
- *Estimated implementation years and cost estimates* are based on information in the public facility chapters of this CIE and are subject to change during the Annual CIE Update report and City budgeting processes.

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5-Year Community Work Program (CWP): Impact Fee Eligible Projects

Category	Project	2027	2028	2029	2030	2031	Responsible Department(s)*	Total Cost Estimate**	Funding Source(s)***	Percent Impact Fee Eligible****
Parks and Recreation	Land Acquisition (on-going)	✓	✓	✓	✓	✓	Parks and Recreation Dept.	$130,000/acre	Impact Fees; local taxation sources	68 total acres may be purchased using 100% impact fees
Parks and Recreation	Trail Construction (on-going)	✓	✓	✓	✓	✓	Parks and Recreation Dept.	$150/linear foot	Impact Fees; local taxation sources	102,907 total linear feet of trails may be constructed using 66% impact fees (or 67,921 l.f. at 100%)
Parks and Recreation	Trail Property Lease (.18 acre)	✓	✓	✓	✓	✓	Finance Department	$2,550/year	Impact Fees	100%
Parks and Recreation	Little River Park (24.42 acres)	✓	✓	✓	✓	✓	Finance Department	$5,313.22/mo.	Impact Fees	100%
Parks and Recreation	Amphitheater Restroom Building		✓	✓			Parks and Recreation Dept.	$200,000	Impact Fees; local taxation sources	100%
Public Safety Services	Fire Stations 28 and 34 (debt service)	✓	✓	✓	✓	✓	Finance Department	$750,000/year	Impact Fees; local taxation sources	100%
Public Safety Services	Aerial Fire Truck				✓		Fire Department	$2,600,000	Impact Fees; local taxation sources	100%
Road Improvements	Paden Street		✓				Public Works Department	$1,000,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Haney Road			✓			Public Works Department	$2,000,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Dobbs Road at Main Street			✓			Public Works Department	$2,250,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Dobbs Road at Arnold Mill Road			✓			Public Works Department	$1,750,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Hubbard Road				✓		Public Works Department	$4,000,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Lyndee Lane Phase 2				✓		Public Works Department	$5,000,000	Impact Fees; local taxation sources	23.85%
Road Improvements	Dupree Road at Main Street				✓		Public Works Department	$1,000,000	Impact Fees; local taxation sources	23.85%

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* Projects also involve City administration and the Capital Improvement Plan (CIP) Administrator. ** Actual costs may vary. *** (1) Local Taxation Sources include SPLOST, TSPLOST or other sources available for capital project funding, as determined during the annual budget adoption process. (2) Although some projects are 100% eligible for impact fee funding, alternate or supplemental funding may be utilized temporarily when impact fee funds on hand are less than a project will cost. In such cases, project costs would be reimbursable from impact fee collections as such fees are collected. **** The actual sum that can be paid with impact fees is based on the percentage shown. The percentage would apply to actual project costs, since provided cost estimates are subject to change. In addition, building project percentages may change if the building size changes (see the public facility chapters of this CIE for more information on how to calculate the impact fee eligibility).

Exemption Policy

The following policy is provided here to comply with State requirements regarding exemptions being supported by the local government's Comprehensive Plan, of which a CIE is a component.

> *The City of Woodstock recognizes that certain development projects may provide extraordinary benefit in support of the economic advancement of the city's citizens over and above the access to jobs, goods and services that such uses offer in general. To encourage such development projects, the Woodstock City Council may exempt all or part of such project from development impact fees upon the determination and relative to the extent that the business or project represents extraordinary economic development and employment growth of public benefit to the city.*
>
> *In addition, the City may determine that certain residential projects creating affordable housing are of public benefit and merit consideration of exempting all or part of such project from development impact fees.*
>
> *If the City wishes to encourage development projects of public benefit to Woodstock, City Council shall first define 'extraordinary economic development and employment growth' and 'affordable housing' and adopt exemption criteria for each.*
>
> *In the absence of adopted applicable exemption criteria for either extraordinary economic development and employment growth or for affordable housing, no applicable exemption shall be approved.*
>
> *It is recognized that the Georgia Development Impact Fee Act (under O.C.G.A. 36-74-4(h)(3)) requires that any amount of money granted as an exemption must be reimbursed by the City into the City's impact fee accounts from revenue sources other than impact fees.*

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Glossary

The following terms are used in this report. Generally, the definitions are taken directly from the Georgia Development Impact Fee Act.

Capital improvement: an improvement with a useful life of ten years or more, by new construction or other action, which increases the service capacity of a public facility.

Capital Improvements Element: a component of a comprehensive plan adopted pursuant to Chapter 70 of the Development Impact Fee Act which sets out projected needs for system improvements during a planning horizon established in the comprehensive plan, a schedule of capital improvements that will meet the anticipated need for system improvements, and a description of anticipated funding sources for each required improvement.

Development: any construction or expansion of a building, structure, or use, any change in use of a building or structure, or any change in the use of land, any of which creates additional demand and need for public facilities.

Development impact fee: a payment of money imposed upon development as a condition of development approval to pay for a proportionate share of the cost of system improvements needed to serve new growth and development.

Eligible facilities: capital improvements in one of the following categories[6]:

(A) Water supply production, treatment, and distribution facilities;

(B) Wastewater collection, treatment, and disposal facilities;

(C) Roads, streets, and bridges, including rights of way, traffic signals, landscaping, and any local components of state or federal highways;

(D) Stormwater collection, retention, detention, treatment, and disposal facilities, flood control facilities, and bank and shore protection and enhancement improvements;

(E) Parks, open space, and recreation areas and related facilities;

(F) Public safety facilities, including police, fire, emergency medical, and rescue facilities; and

(G) Libraries and related facilities.

Level of service: a measure of the relationship between service capacity and service demand for public facilities in terms of demand to capacity ratios or the comfort and convenience of use or service of public facilities or both.

Project improvements: site improvements and facilities that are planned and designed to provide service for a particular development project and that are necessary for the use and convenience of the occupants or users of the project and are not system improvements. The character of the improvement shall control a determination of whether an improvement is a project improvement or system improvement and the physical location of the improvement on site or off site shall not be considered determinative of whether an improvement is a project improvement or a system improvement. If an improvement or facility provides or will provide more than incidental service or facilities capacity to persons other than users or occupants of a particular project, the improvement or facility is a system improvement and shall not be considered a project improvement. No improvement or facility included in a plan for public facilities approved by the governing body of a municipality or city shall be considered a project improvement.

[6] This is the full list of eligible facilities as defined by the Development Impact Fee Act. This CIE addresses only those that are proposed for inclusion in an impact fee program for Woodstock.

Proportionate share: means that portion of the cost of system improvements which is reasonably related to the service demands and needs of the project.

Service area: a geographic area defined by a municipality, city, or intergovernmental agreement in which a defined set of public facilities provide service to development within the area. Service areas shall be designated on the basis of sound planning or engineering principles or both.

System improvement costs: costs incurred to provide additional public facilities capacity needed to serve new growth and development for planning, design and engineering related thereto, including the cost of constructing or reconstructing system improvements or facility expansions, including but not limited to the construction contract price, surveying and engineering fees, related land acquisition costs (including land purchases, court awards and costs, attorneys' fees, and expert witness fees), and expenses incurred for qualified staff or any qualified engineer, planner, architect, landscape architect, or financial consultant for preparing or updating the capital improvement element, and administrative costs, provided that such administrative costs shall not exceed three percent of the total amount of the costs. Projected interest charges and other finance costs may be included if the impact fees are to be used for the payment of *principal* and interest on bonds, notes, or other financial obligations issued by or on behalf of the municipality or city to finance the capital improvements element, but such costs do not include routine and periodic maintenance expenditures, personnel training, and other operating costs.

System improvements: capital improvements that are public facilities and are designed to provide service to the community at large, in contrast to "project improvements."

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AGENDA ITEM NO. 7.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Natalie Faustine, Community Development
ITEM TYPE:	Ordinance 1st or 2nd Reading
AGENDA SECTION:	PUBLIC HEARING
SUBJECT:	**Consideration of Z#174-26: Zoning Condition Amendment for Holbrook Woodstock (Public Hearing/Vote)**
SUGGESTED ACTION:	Request for consideration of a Zoning Condition Amendment and a concurrent Variance for the previously approved Holbrook Woodstock development to increase the maximum number of Independent Retirement Living units from 175 to 230 and revise the required southern buffer. While the applicant has not submitted a formal variance request from the parking requirements of LDO Section 7.518, the applicant will present justification for the proposed parking modifications.

ATTACHMENTS:

Z#174-26 CC Memo
Z174-26 Holbrook CA PC SR.pdf
ATTACHMENT A - Site Plan.pdf
ATTACHMENT B - Public Input Report_Redacted.pdf
ATTACHMENT C - Applicant_Response_Statements.pdf
Holbrook Public Input Combined.pdf
Holbrook Staff Input.pdf
11-04-26 - Z#174-26 Draft Ord w Attorney Changes.pdf

DATE: September 28, 2026

TO: Woodstock City Council

FROM: Natalie Faustine, MPA
Planner I

SUBJECT: Project Z#174-26

EXECUTIVE SUMMARY

The Applicant, Parks Huff, Esq., on behalf of Solomon-Woodstock, LLC dba Holbrook Woodstock, is seeking approval of a Condition Amendment to modify the entitlements approved under Zoning Case Z#097-17. The purpose of this Condition Amendment is to increase the maximum number of independent retirement living units from 175 to 230 to allow construction of a new residential building with units located above a structured parking garage.

The Applicant has requested to withdraw the variance request to reduce the required southern buffer.

PLANNING COMMISSION RECOMMENDATION

On September 3, 2026, the Planning Commission considered the project. The link to the Planning Commission agenda and video can be found online at: https://www.woodstockga.gov/your_government/meetings_agendas_and_minutes.php

Planning staff presented an overview of the applicant's request and the recommendation from the Development Process Committee. The applicant team provided a brief presentation and proposed a revised parking range of 355–419 spaces. The initial application did not include any specific requests for parking, or variances. However, the DPC did recommend memorializing the number of parking spaces their site plan provided, 337, in the conditions of approval as the minimum number of parking spaces allowed. Based on the information provided to staff and the conceptual plan, the LDO would allow 338-372 parking spaces, with the potential to add 29 spaces under LDO 7.520, for a maximum of 401 spaces.

During the public hearing, three Holbrook residents raised concerns related to parking availability during construction, the development's impact on their at-risk community, the size of the proposed parking spaces, and strain on existing amenities.

After deliberation, the Planning Commission voted to approve the Condition Amendment with staff's recommended changes and a new requirement for staff approval of a construction management plan. The vote resulted in a 2–2 tie, causing the motion to fail. Commissioners then discussed concerns regarding consistency with the Council Policy Manual in terms of the target of a maximum of 5% of housing in the City being devoted to senior living and the proposal's density and compatibility with the existing site layout. No additional motions were made.

As a result of the tie vote, the Planning Commission forwarded the application to the City Council with no recommendation.

DATE: September 3, 2026

TO: Woodstock Planning Commission

FROM: Natalie Faustine, MPA
Planner I

SUBJECT: Project Z#174-26
Holbrook Condition Amendment & Variance

RECOMMENDATION

Staff recommends City Council approve the proposed Zoning Condition Amendment and concurrent Variance to the previously approved Holbrook Woodstock development (Case Z#097-17). The Condition Amendment would increase the maximum number of Independent Retirement Living units from 175 to 230 and modify the required southern buffer.

EXECUTIVE SUMMARY

Parks Huff, Esq., on behalf of Solomon-Woodstock, LLC dba Holbrook Woodstock, has submitted an application for a Condition Amendment to modify the entitlements previously approved under Case Z#097-17 by increasing the maximum number of Independent Retirement Living units from 175 to 230. The proposal includes construction of a new structured parking garage with residential units above and two additional independent cottages. A concurrent Variance is requested to allow the cottages to encroach into the required southern buffer. The proposed site plan is provided as Attachment A.

Vicinity Map



BACKGROUND

Table 1 provides general property information for the project site and the surrounding land uses.

Table 1: General Property and Surrounding Land Use Information	
Address	13682 Hwy 92
Council Ward	Ward 4, Tracy Collins
Tax ID # (TIN)	15N24 212
Parcel ID #	15-1198-0047
Site Acreage	20.40 acres
Future Development Map	Community Village Center
Current Zoning	GC (General Commercial) w/ Parkway Overlay
Current Development	Holbrook Woodstock Retirement Community
Streets Information:	Hwy 92 is maintained by GDOT, Mountain Brook Pkwy is maintained by the City
Surrounding Neighborhood:	
North	R-3 (Medium Density Residential District) w/ Parkway Overlay – Everton Townhomes (Under Construction)
East	GC (General Commercial) w/ Parkway Overlay – Life Time Fitness
South	R-3 (Medium Density Residential) w/ Parkway Overlay – Bluffs at Mountain Brook Subdivision
West	GC (General Commercial) w/ Parkway Overlay and R-3 (Medium Density Residential) w/ Parkway Overlay – Claremore Manor Subdivision

Past Zoning History

The subject property was included in the annexation and zoning for the Mountain Brook Master Planned Community in 2002, which established multiple zoning conditions for the overall development. Condition amendments and additional variances were approved in Case Z#097-17, which superseded all annexation and rezoning stipulations of Cases A#007-02 and Z#081-15.

PROJECT DESCRIPTION

Zoning Map



Holbrook Woodstock, located at 13682 Highway 92, is an existing active adult community comprised of independent living, memory care, assisted living, and cottages. A 2017 zoning condition amendment case capped the total number of units possible in the development at 299 units, with maximums for each type of unit allowed. The development did not fully buildout, so some entitled units remain on the books. The existing development includes a total of 282 constructed units, consisting of 167 Independent Retirement Living units, 99 assisted living/memory care units, and 16 independent cottages. As a result, the development has 17 remaining approved but unconstructed units, including 8 Independent Retirement Living units and 9 cottages. Table 2 below provides a summary.

The applicant requests to amend Zoning Condition Number 2 of case Z#097-17 to increase the maximum permitted Independent Retirement Living units from 175 to 230. Since 167 Independent Retirement Living units have already been constructed, the amendment would allow for the addition of 63 new Independent Retirement Living units. The applicant also proposes to construct two additional cottages, increasing the total number of cottages from 16 to 18, which remains below the initially approved maximum of 25 cottages.

If approved, the development would increase to a total of 347 units, consisting of 230 Independent Retirement Living units, 99 assisted living/memory care units, and 18 independent cottages. The additional Independent Retirement Living units would be constructed above a new 175-space parking garage. The proposed structure would include one level of underground parking, one level of above-grade parking, and three levels of Independent Retirement Living units.

Table 2

Unit Type	Approved Maximum	Existing	Proposed
Independent Retirement Living	175	167	**230**
Assisted Living/Memory Care	99	99	**99**
Independent Cottages	25	16	**18**
Total Units	**299**	**282**	**347**

The southern property line is subject to two separate buffering requirements. Pursuant to condition number five of Case Z#097-17, the site is required to maintain a 50-foot undisturbed buffer along the southern property boundary. In addition, Section 7.602 of the Land Development Ordinance requires a 45-foot buffer between property zoned GC and adjoining property zoned R-3.

The proposed cottages would encroach into both required buffer areas. Therefore, the applicant requests a Condition Amendment to modify the approved zoning condition and a Variance from the Land Development Ordinance to encroach into the required buffer.

ANALYSIS

Consistency with the 2023 Comprehensive Plan

Future Development Map



The character area designation for the project site is Community Village Center (CVC). The 2023 Comprehensive Plan states that CVCs are envisioned as places where a mixture of modest to higher intensity uses are located in major transportation corridors and are designed to serve the areas adjacent to and near them. CVCs may also include businesses that offer a wide variety of goods and services and are well integrated with the areas around them to encourage non-motorized trips.

The proposed Condition Amendment and Variance would modify an existing senior living community by increasing the number of independent retirement living units while maintaining the approved use. The development also includes a 10,000-square-foot spa and restaurant that are available to the public, providing additional services and amenities within the development. These existing components provide services and amenities that support the surrounding area and are consistent with the intent of the Community Village Center designation. The requested Condition Amendment and Variance would allow the existing development to expand while maintaining the approved use and character of the site.

Consistency with the Land Development Ordinance

The property is zoned General Commercial (GC) with Parkway Overlay and is subject to zoning conditions established through Case Z#097-17. Although residential uses are not generally permitted within the GC zoning district, this use was explicitly authorized through Commercial Condition 13 of the 2002 annexation and rezoning for the Mountain Brook Master Planned Community (A#007-02). The Applicant now seeks to modify these

existing conditions to increase the maximum number of Independent Retirement Living units permitted on the site, in response to growing demand.

Since the development is located within a commercial zoning district, the GC zoning district does not provide applicable residential density standards to evaluate the request. However, the existing development, if reconsidered today, would likely fall under the SL-C (Senior Living - C) zoning designation, which permits multi-family residential units and limited additional uses with a base density of 12 dwelling units per acre. The SL-C zoning district provides a residential density bonus of 8 additional units per acre when at least 10 percent of the units are assisted living units. With this bonus, the maximum permitted density is 20 units per acre. The current density is 14 units per acre, and this proposed condition amendment would increase the maximum density to 17 units per acre, which is still within the allowed density.

As part of this addition, a 175-stall two-story parking garage is planned in order to accommodate the increased parking needs. Thus, as part of the condition amendment, the applicant would no longer need the 8 percent reduction in the minimum parking required that was previously granted in Z#081-15, and that condition would be removed. These improvements would bring the number of parking spaces to 338, which is under the maximum permitted when accounting for the additional 26 spaces allowed due to the spaces constructed with permeable pavement and the electric vehicle charging stations.

Table 3

Unit Type	Proposed Units	Parking Ratio	Parking Minimum	Parking Maximum (10% over min)	Proposed Parking
Independent Retirement Living	230	1 space per dwelling unit	230	253	
Assisted Living/Memory Care	99	0.25 spaces per dwelling unit	24	26	
Independent Cottages	18	2 spaces per dwelling unit	36	39	
Totals	**347**		**290**	**319 + 26 (bonus achieved) =345**	**338**

Additionally, the Applicant requests a Condition Amendment to modify Z#097-17 Condition 5, which requires a 50-foot undisturbed buffer along the southern property boundary. The Applicant proposes to encroach approximately 20 feet into this buffer to accommodate the construction of two additional independent cottage units, which are otherwise permitted within the approved development.

The southern property boundary is subject to a 45-foot buffer requirement under Section 7.602 of the Land Development Ordinance for properties zoned GC that abut R-3 zoning.

Therefore, a concurrent Variance is required. Although the buffer requirement applies because the property is zoned GC, the proposed cottages are age-restricted, single-family attached residential units. If these units were located within the senior living zoning designation, no buffer would be required when adjoining R-3 property.

Although the cottages would encroach into both buffer areas, the adjacent residential lots within The Bluffs at Mountain Brook subdivision are located several hundred feet from the Holbrook property line and sit approximately 35 feet higher in elevation. Existing topography and mature vegetation provide substantial visual screening and physical separation between the two developments.

Consistency with the Council Policy Manual

The City Council Policy Manual establishes a target that senior living units should not exceed 5 percent of the total number of households within the City. Senior housing currently represents approximately 6 percent of the City's housing stock. The requested addition of 65 units would increase this proportion to about 6.1 percent. Staff reviewed the proposal in relation to this policy and found that the proposed addition of senior living units within the footprint of the existing facility is an appropriate growth pattern that reduces the need for the development of other useable land for senior living purposes.

PUBLIC INPUT

Public input for the public hearing has been provided in accordance with State and local law. On or around June 12, 2026, public notices were mailed to property owners within 800 feet of the project site. The notice informed them of the public input meeting, Planning Commission public hearing, and the City Council public hearing. Additionally, a public notice was published in the Cherokee Tribune on July 16, 2026.

On June 30, 2026, the Applicant hosted a public input meeting at The Chambers at City Center, beginning at 7:00 PM. This meeting is intended to give the Applicant an opportunity to explain the proposal and answer any questions the public might have about the project or public hearing process. The meeting was attended by three nearby residents, who raised concerns regarding the existing access off of Mountain Brook Parkway at Highway 92. The public input report is provided as Attachment B. A condition of approval has been proposed by staff to address access concerns and staff is working with GDOT on options for improvements since Highway 92 is a GDOT controlled state route.

DEVELOPMENT PROCESS COMMITTEE RECOMMENDATION

The Development Process Committee met on July 7, 2026, to consider and vote on the proposed project. The DPC voted (5-0) to recommend approval of the Condition Amendment and Variance request, subject to the staff-recommended conditions of approval on the project. The proposed recommendation is as follows, with changes from the previously approved zoning conditions in red:

1. This rezoning and these conditions supersede all conditions from Case Z#097-17. However, if land development permits are not issued within 12 months of the

signing of this ordinance, the conditions contained herein will be invalid. An extension may be granted by the Mayor and Council at their discretion.

2. The senior living development shall be substantially similar to the site plan, attached hereto as Exhibit A dated July 7, 2026. Where zoning code conflicts with the substantial compliance requirement, the zoning code will be enforced - except where explicit variance or administrative relief has been granted in writing by Mayor and City Council or the DPC. The aforementioned notwithstanding, each site plan submitted to the City for review shall comply with all adopted requirements.

3. A maximum of 230 Independent Retirement Living units, 99 assisted living or memory care units, and 18 cottages shall be allowed on the subject property, all age restricted for seniors, with no fee-simple ownership. There shall be no more than 347 total units on the property.

4. Request for a variance to increase building height to 77 feet is granted.

5. Variance to architectural materials required by the Parkway Overlay is granted, to allow for similar materials as found in the Mountain Brook neighborhood, to include cement siding, wood, stone, and brick but not EIFS or vinyl.

6. There shall be a minimum 25-foot undisturbed or replanted buffer against the southern property line, bordering Mountain Brook, to be reviewed or approved by the Community Development Department.

7. **Condition Met** - A sidewalk shall connect the development to Mountain Brook Parkway, and to Highway 92, at the eastern end of the property.

8. **Condition Met** - The entrance to Mountain Brook Parkway shall align with the entrance to Claremore Manor.

9. **Condition Met** - Dumpster, recycling, loading dock, and service court areas may be screened with building facade, walls, fencing, and/or landscaping options, to be approved by the Community Development Department.

10. No fewer than 338 total parking spaces shall be provided on-site, including 175 garage parking spaces and 163 surface parking spaces. Any modification to the number or distribution of parking spaces requires approval by the Development Process Committee.

11. **Condition Met** - A 10-foot-wide section of Greenprints Trail shall be installed along Highway 92 for the entire Highway 92 road frontage of the property, prior to Certificate of Occupancy.

12. Variance is granted to allow a steel, stone, and brick fence to border Highway 92 instead of the white three-rail fence required by streetscape standards in the Parkway Overlay District. The fence may not exceed the height of the fence on the Claremore Manor property.

13. The Applicant shall meet with Building, Fire, and Zoning staff to answer questions regarding the final plans for the engineering and architectural design of the

residential buildings. The meeting must occur prior to site plan approval. It is the Applicant's responsibility to arrange this meeting.

14. Variance is granted to reduce the required 45-foot buffer between properties zoned GC and R-3 to 25 feet.
15. A dedicated left turn lane from Mountain Brook Parkway to Highway 92 shall be installed by the applicant, contingent upon GDOT approval.
16. Any gated entry features shall be reviewed and approved by the Development Process Committee prior to site plan approval.

ATTACHMENTS

Attachment A: Site Plan

Attachment B: Public Input Summary

Attachment C: Applicant Response to Criteria Questions



THE HOLBROOK RESIDENCES

WOODSTOCK, GA

ZONING PACKAGE

JULY 07, 2026

BLUR WORK SHOP

BLUR Workshop, LLC

621 North Avenue NE,
Suite C-40
Atlanta, GA 30308

BLURworkshop.com
404.600.1166

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THE HOLBROOK RESIDENCES

13682 GA-92, WOODSTOCK, GA
30188

SEAL

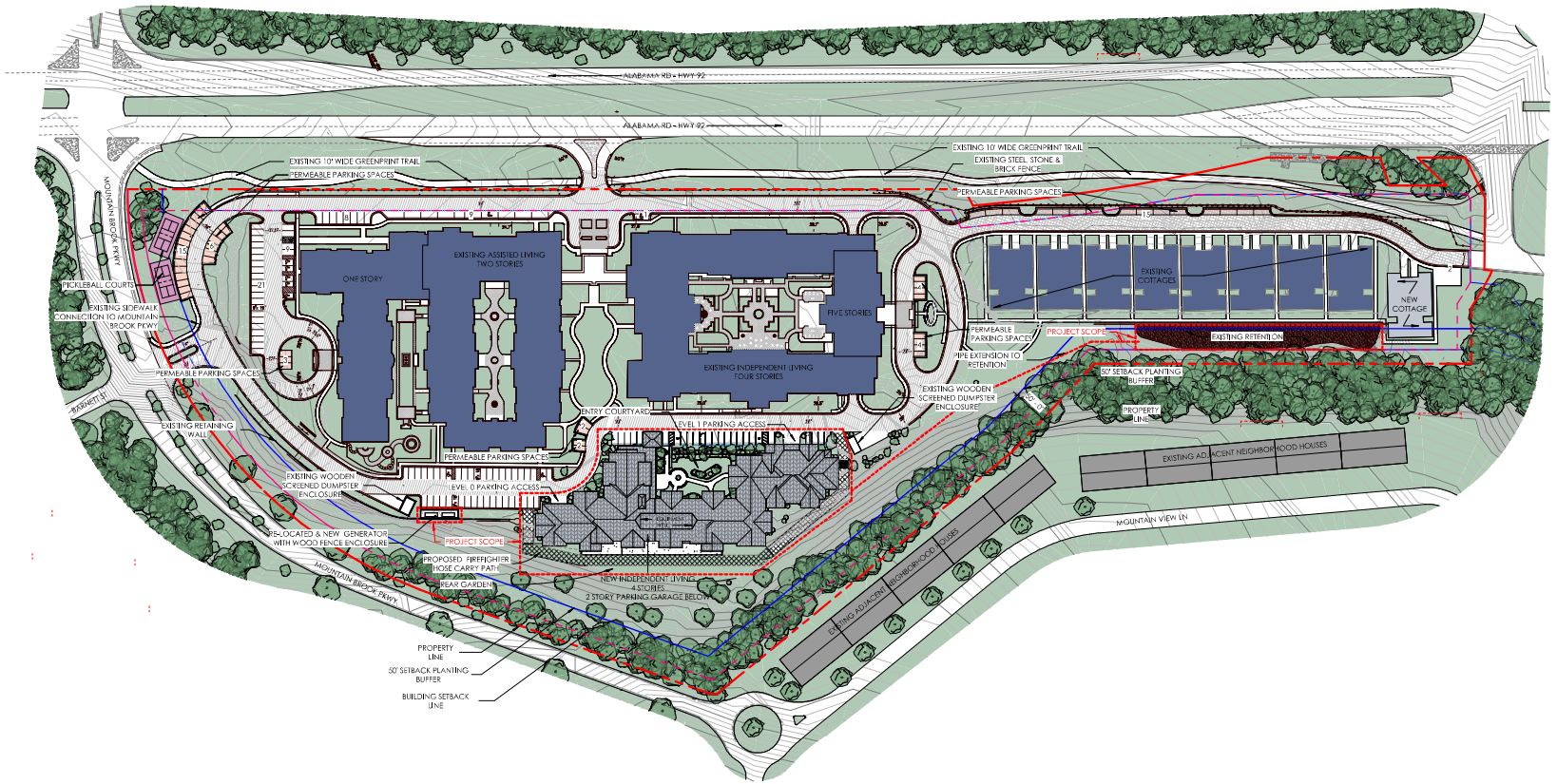
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COVER SHEET

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A001

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A1
1" = 80'-0"

ARCHITECTURAL SITE PLAN Copy 1

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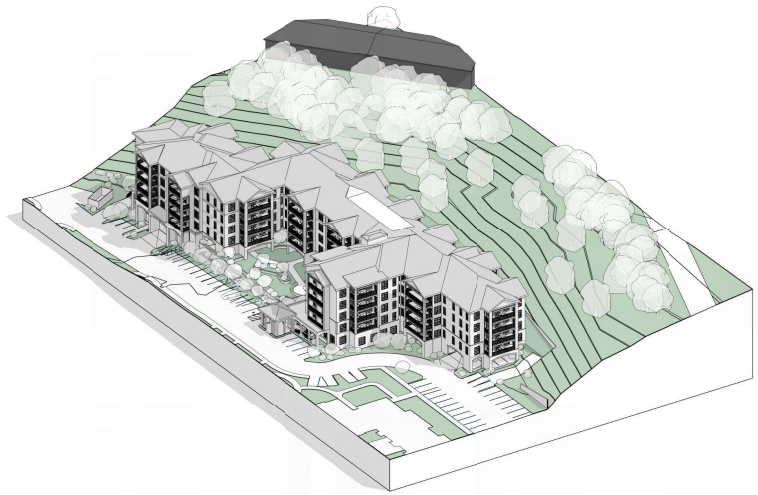
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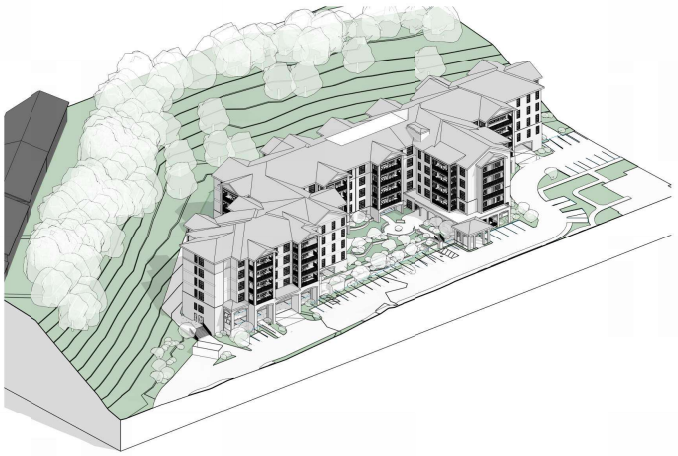
ARCHITECTURAL SITE PLAN

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A010

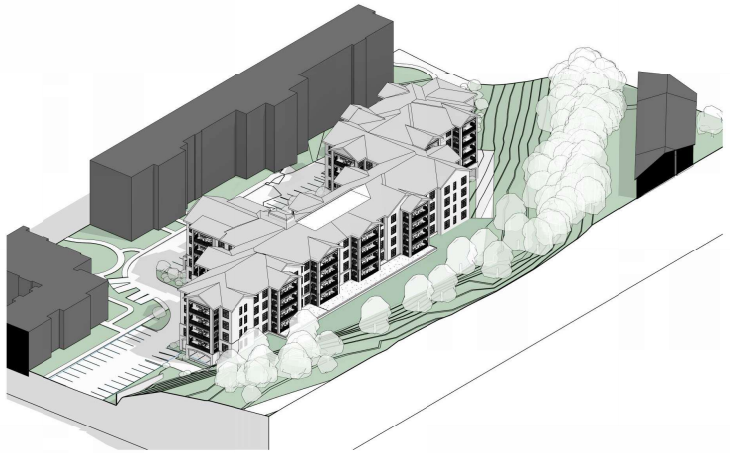
NOT RELEASED FOR CONSTRUCTION



H1 AXON - NW CORNER VIEW



H9 AXON - NE CORNER VIEW



A1 AXON - SW CORNER VIEW



A9 AXON - SE CORNER VIEW

BLUR WORKSHOP

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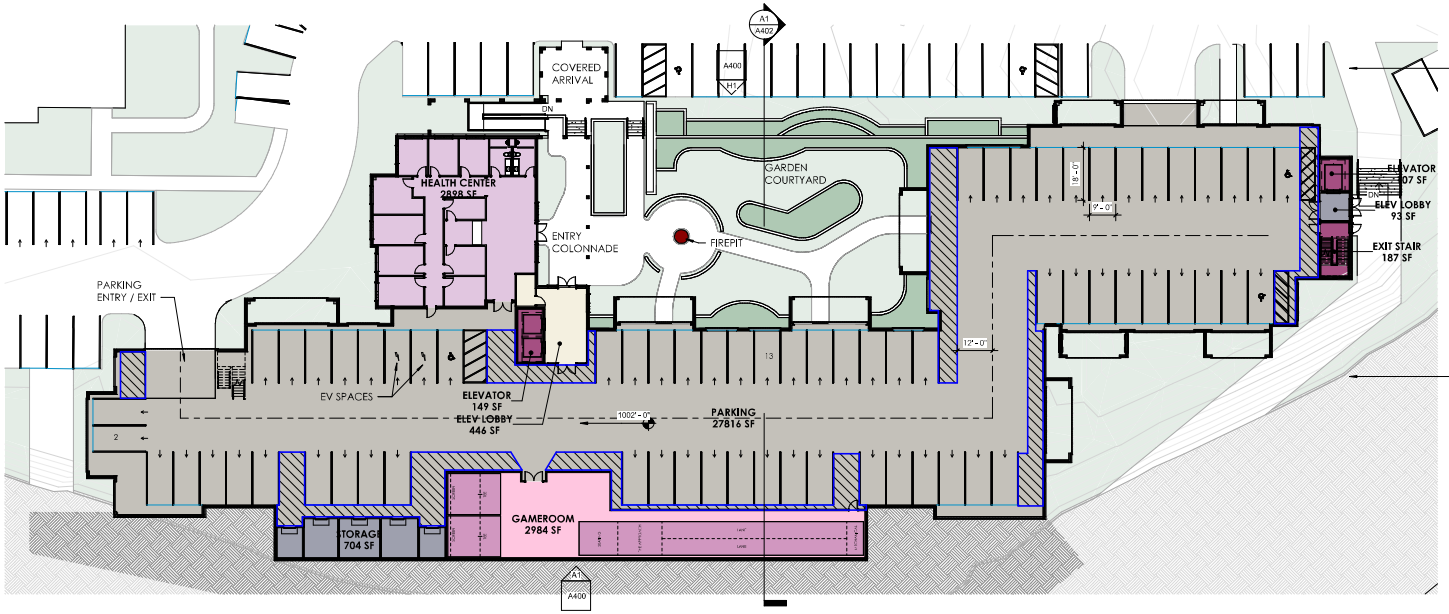
No.	Description	Date

3D AERIAL VIEWS

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A060

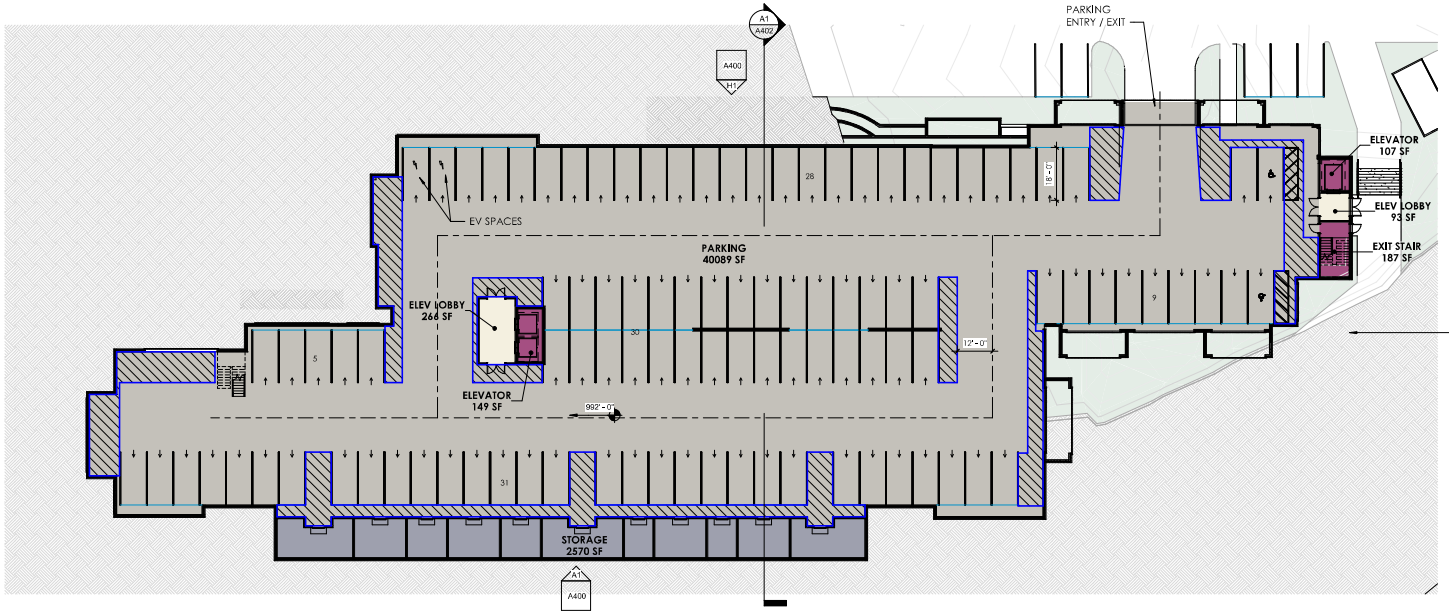
NOT RELEASED FOR CONSTRUCTION

PRINTED: 7/7/2026 10:55:15 AM
PATH: Autodesk Docs://Holbrook Woodstock Hotel Expansion (26001_Holbrook Woodstock Hotel.rvt



H5 — LEVEL 1 - PARKING 2 - HEALTH CENTER

1" = 20'-0"



A1 — LEVEL 0 - PARKING 1

1" = 20'-0"

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BLUR Workshop, LLC
621 North Avenue NE,
Suite C-40
Atlanta, GA 30308
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404.600.1166

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THE HOLBROOK RESIDENCES

13682 GA-92, WOODSTOCK, GA 30188

SEAL

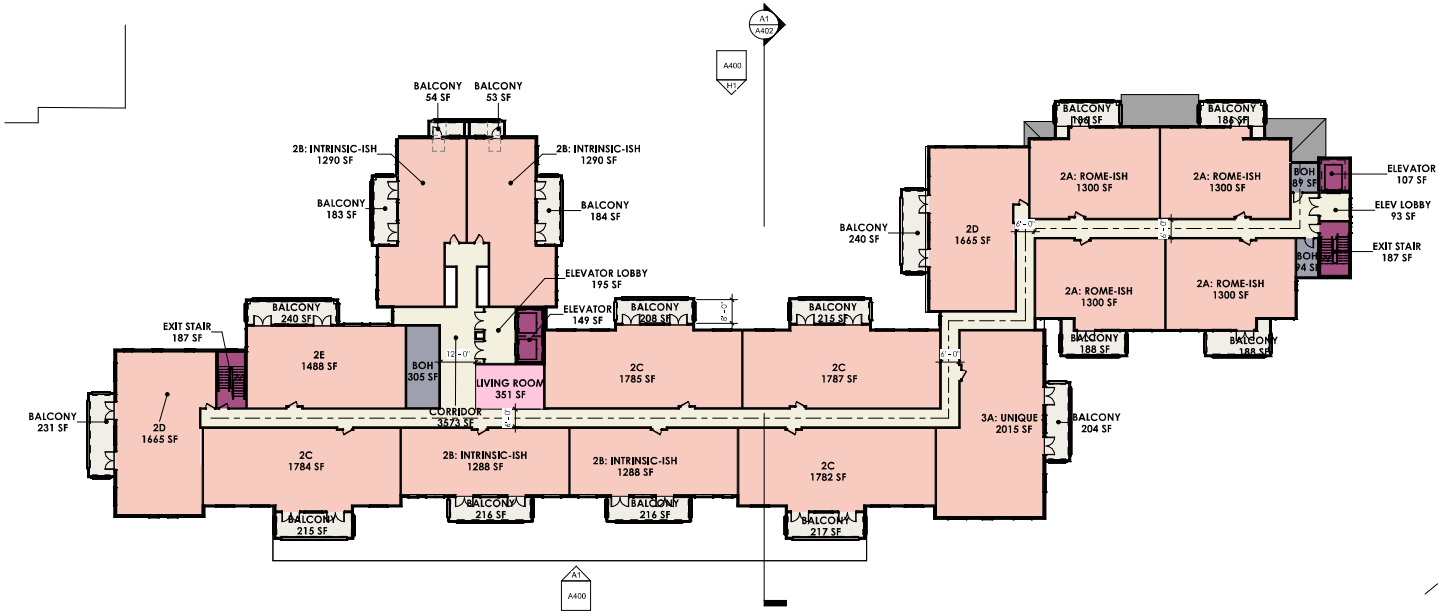
No.	Description	Date

FLOORPLANS 00 AND 01 - PARKING

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A100

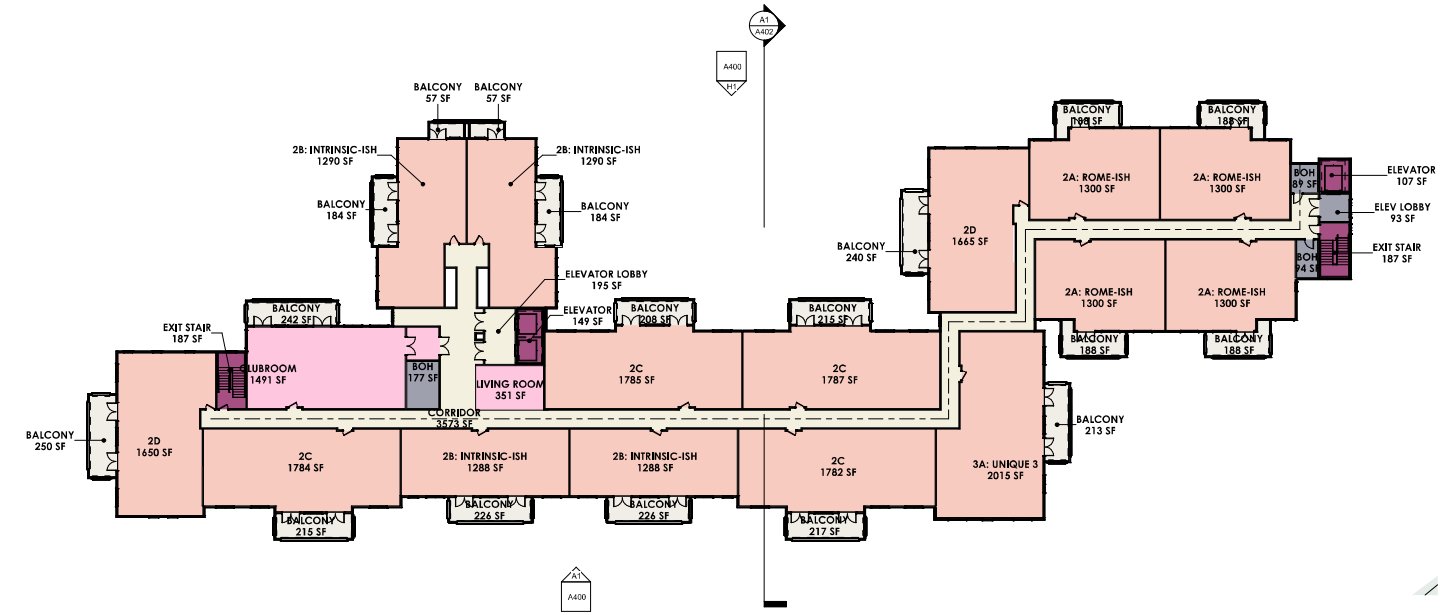
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H1 LEVEL 2,3,4 - RESIDENCES (TYP LEVEL)

1" = 20'-0"



A1 LEVEL 5 - RESIDENCE & TOP FLOOR LOUNGE

1" = 20'-0"

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THE HOLBROOK RESIDENCES

13682 GA-92, WOODSTOCK, GA 30188

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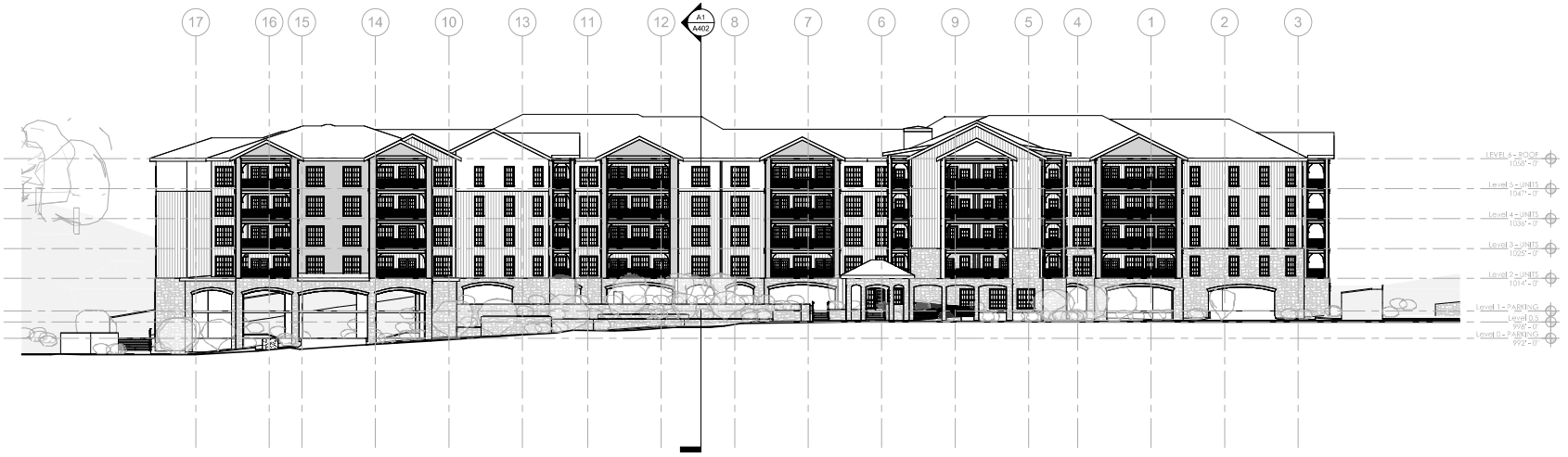
No.	Description	Date

FLOORPLANS - TYPICAL RESIDENT LEVELS

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A101

NOT RELEASED FOR CONSTRUCTION

PRINTED: 7/7/2026 10:55:21 AM
PATH: Autodesk Docs://Holbrook Woodstock Infill Expansion (26001_Holbrook Woodstock Infill.rvt



H1 BUILDING ELEVATION - NORTH

1" = 20'-0"



A1 BUILDING ELEVATION - SOUTH

1" = 20'-0"

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30188

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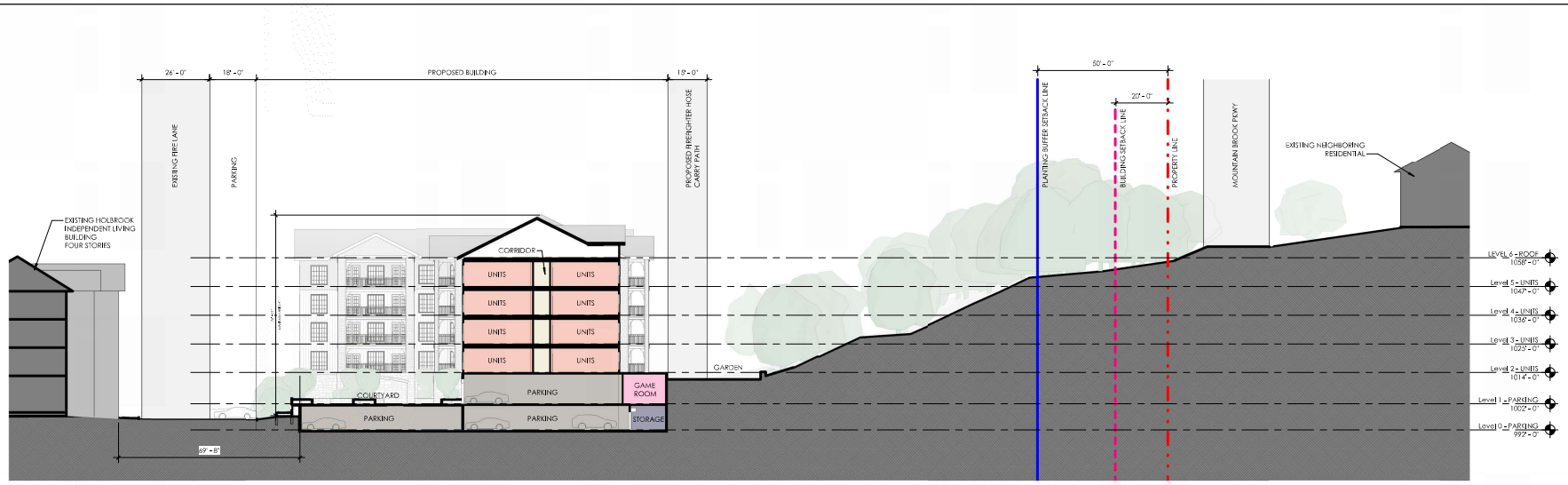
No.	Description	Date

BUILDING ELEVATIONS

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A400

NOT RELEASED FOR CONSTRUCTION

PRINTED: 7/7/2026 10:55:32 AM
P:\1Hr Autodesk Docs\Holbrook Woodstock Hotel Expansion\26001_Holbrook Woodstock Hotel.rvt



A1
1" = 20'-0"

SITE SECTION DIAGRAM

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THE HOLBROOK RESIDENCES

13682 GA-92, WOODSTOCK, GA
30188

SEAL

No.	Description	Date

DIAGRAMS

PROJECT NUMBER	26001
DATE	07/07/2026
SCALE	SCALE AS NOTED
SHEET NO.	A402

NOT RELEASED FOR CONSTRUCTION

PRINTED: 7/7/2026 10:55:39 AM
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PUBLIC INPUT REPORT: Case # Z#174-26

Applicant Name: Solomon-Woodstock LLC aka Holbrook

Phone #: 770-422-7016 Email: [redacted]

Subject Property Address/Parcel #: 13682 Highway 92

Public Input Meeting date, time, location: June 30, 2026, 7:00 pm at City Center

I. Summary of concerns:

Two attendees were residents of The Bluffs at Mountain Brook which overlooks the site. They loved the Holbrook and their only concern were driver entering Mountain Brook Parkway from Holbrook which will be alleviated by a proposed gate.

II. How the applicant addressed concerns:

Holbrook is looking at installing a gate at the Mountain Brook Parkway entrance which should solve the issue.

III. Concerns the applicant was unable or unwilling to address and why:

Holbrook was willing to address all their concerns.

IV. Concerns or topics of discussion unrelated to the proposal:

All parties agreed the Highway 92 and Mountain Brook Parkway signal could be improved. The left turn lanes do not line up and a protected turn signal might be an improvement.

V. Agreements made by the applicant to property owners at the meeting:

There were not any specific agreement but they did commit to explore the gate at their entrance if approved by the city.

Applicant's Signature: Parks Huff Digitally signed by Parks Huff Date: 2026.07.01 15:44:43 -04'00'

Applicant: Attach sign-in sheet(s) from the meeting and return with this form to your case manager by the date shown on the Public Hearing Schedule. Thank you!

Outlook

Fw: Case: Z#174-26 (The Holbrook of Woodstock)

From Natalie Faustine <nfaustine@woodstockga.gov>
Date Thu 7/30/2026 4:49 PM
To Natalie Faustine <nfaustine@woodstockga.gov>

From: Barbara Bedwell [redacted]
Sent: Saturday, July 25, 2026 3:09 PM
To: Planning <planning@woodstockga.gov>
Subject: Case: Z#174-26 (The Holbrook of Woodstock)

CAUTION: This message originated outside of the City of Woodstock mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.

The following are our concerns regarding the proposed construction of a 63 unit apartment building on the existing site of Holbrook of Woodstock at 13682 Highway 92, Woodstock, Georgia.

1. Parking is already a huge problem here at Holbrook. The city has recently approved an expansion of our parking lot, which is still inadequate for our needs. The added expansion of additional apartments on the existing parking lot will add to the problem. Where will residents park during the construction? Navigating construction areas on foot, along with construction noise for an extended period of time would also be a considerable problem.

2. The existing building was not designed or built to house 100+ extra people. None of the public areas have the room to expand and not large enough to accommodate this many residents. All rooms are now at capacity with an overflow at meetings, etc. Our tiny kitchen and dining rooms in the restaurant are at capacity now.

3. The overall quality of life at Holbrook will be diminished as present residents will lose peace and quiet and live with congestion and obstructed views from existing apartments and common areas.

4. Since the announcement of this project many of us are already expressing fear and anxiety as we all navigate ways to cope with this possible situation, including possible moves to other facilities.

In conclusion, we do not want to live out our, possibly, final years amongst the uncertainty of construction, parking issues and an added overflow of residents.

Thank you for your consideration of this matter.

Dana and Barbara Bedwell
13682 Highway 92
Apt. 4022
Woodstock, Ga. 30188
[redacted]

Outlook

Fw: Case No. Z#174-26 – The Holbrook of Woodstock

From Natalie Faustine <nfaustine@woodstockga.gov>
Date Mon 8/3/2026 10:13 AM
To Natalie Faustine <nfaustine@woodstockga.gov>

From: Stacy Clendenen [redacted]
Sent: Saturday, August 1, 2026 1:41 PM
To: Planning <planning@woodstockga.gov>
Subject: Case No. Z#174-26 – The Holbrook of Woodstock

CAUTION: This message originated outside of the City of Woodstock mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.

Dear Members of the Woodstock Zoning Commission,

I am writing as the daughter of two current residents of The Holbrook of Woodstock to respectfully ask that you carefully consider the impact this proposed expansion will have on the people who already call Holbrook home.

Several years ago, my parents were among the first residents to move into The Holbrook. At the time, my father had recently been diagnosed with Parkinson's disease. My parents made the difficult decision to leave Florida and move to Woodstock so they could be closer to me and so they could find a community that would allow them to age in place as my father's disease progresses.

Over the years, Holbrook has become much more than a residence. It is their home. They have built friendships and support systems that are invaluable. My father participates in the Parkinson's support group, and my mother started a caregiver support group to help others facing the same challenges. My father receives physical therapy on-site, and my mother attends speech therapy there as well. Most importantly, they are currently first on the waiting list for assisted living, which my father will almost certainly need within the next year as his Parkinson's advances.

As their daughter, there is tremendous comfort in knowing they live only two miles from my home and that the continuum of care they need already exists under one roof. It took years to find this sense of security.

That is why this proposed project is so concerning.

While I understand that growth and redevelopment are sometimes necessary, I ask that you consider what two years of construction means to an elderly population. For many of us, two years is simply another chapter of life. For residents in their late seventies, eighties, and beyond, those years may represent a significant portion of the time they have remaining. Their final years should be filled with stability, peace, and dignity—not daily construction noise, disruption, uncertainty, and stress.

Beyond the construction itself, I am deeply concerned that the proposal appears to increase the number of residents without adequately addressing the infrastructure that is already under strain.

Parking has long been a challenge at Holbrook. Additional parking was added relatively recently because demand had already exceeded capacity, yet finding a parking space can still be difficult. The proposal does not appear to meaningfully address how hundreds of additional residents, staff, and visitors will affect this ongoing issue.

Dining facilities are already busy during meal times. Fitness classes routinely fill to capacity. Common areas are well used by the current resident population. Expanding the number of residents without proportionally expanding these shared amenities will inevitably reduce the quality of life for those who already live there.

Perhaps the most troubling aspect for my parents is the proposed parking plan during construction. Residents have been told they will not be able to keep their vehicles on-site and instead will be shuttled to an off-site parking location.

For younger adults, this may sound like an inconvenience.

For an elderly resident caring for a spouse with a progressive neurological disease, it is much more than that.

If my father has a medical emergency in the middle of the night, my mother should not have to wonder whether a shuttle is available. She should not have to wait for transportation before she can leave to meet an ambulance or follow him to the hospital. Elderly residents deserve the reassurance that they can access their own vehicles whenever they need them, day or night.

Even routine activities become unnecessarily burdensome under this plan. Every grocery trip, doctor's appointment, family visit, or errand would require waiting for transportation, navigating weather conditions, and adding another layer of difficulty for people who have already lost so much independence.

Many residents chose Holbrook because it offered stability during a vulnerable stage of life. Instead, they now face the prospect of living in a construction zone for up to two years, followed by sharing already limited amenities with a significantly larger resident population.

My parents have endured annual financial uncertainty due to substantial increases in the cost of living at Holbrook. Now they are faced with another difficult decision: whether they should leave the community they have built their lives around simply to avoid years of disruption during what may be the final chapter of their lives. They are not alone. Many residents have expressed the same concerns and fears.

I respectfully ask the Commission to consider whether this proposal truly serves the interests of the people who already live there.

Please think about your own parents, grandparents, or other elderly loved ones. If they had finally found a place where they felt safe, supported, and at home, would you want them spending their remaining years surrounded by construction, uncertainty, parking challenges, overcrowded amenities, and daily inconvenience?

The current residents of Holbrook deserve to have their voices heard. They deserve thoughtful consideration and meaningful protections before any project of this magnitude moves forward.

Thank you for your time, your service to our community, and your careful consideration of the people whose lives will be most directly affected by this decision.

Respectfully,

Stacy Clendenen
Woodstock, Georgia

John C. Frank
[redacted]

August 3, 2026

Woodstock Planning Commission
Woodstock City Hall - Annex
12453 Highway 92
Woodstock, GA 30188

RE: Z # 17 4-26 Holbrook Condition Amendment 2026

Dear Commissioners,

I understand that your Commission objective is to help ensure that projects balance the needs of property owners and ensures that they are in line with broader interests of the community. A two-year high-impact building construction project that threatens the health of an entire senior living campus completely fails this balance requirement. The Woodstock Building and Safety Division explicitly states that its' primary mission is to enforce codes to **"provide improved public safety, health and general welfare of the citizens of Woodstock ".** If your Commission approves a project causing severe cognitive and physical distress to an elder community, it would directly violate your core mission statement.

Please present us with findings from your Health Department staff that will determine the impact that this proposed building would have on a Senior Residence. Both State and Federal governments have guide lines to ensure that the Elder Care is a top priority when considering any construction, or disruption of the elderly in their daily lives.

I ask you to approach reviewing of this proposal as if you were instrumental in having your loved ones, or family members, choose Holbrook Woodstock as their final residence. This includes expecting them to have future access to both the on-site Assisted Living as well as the Memory Care facilities.

The current Holbrook Woodstock adult residential community is situated with the Independent and Assisted Living building facing a parking lot and a steep hill, separating it from the up-hill Residential communities. Construction of a five-story structure, facing the Independent Living building, with its' back facing the hillside, creates a perfect canyon-like environment for noise enhancement, constant dust, silica, and diesel fumes to fill this current elderly living space.

Why was this proposal not presented to your committee when the original Holbrook Woodstock program was submitted? This owner has been involved with designing and building other facilities like this one for years. The time to construct this new five-story building was during

the original community construction and could have been located where they chose to install the cottages. Had the construction of this additional building been done years ago, no one would have been inconvenienced. **This proposal comes too late!**

Your health care Survey should address: allergy exposure, COPD, noise pollution, cardiovascular distress, cognitive distress, sleep deprivation, mitigation of fall risks, and "Transfer Trauma" (eliminating access to outdoor spaces). Limiting of activities, and freely accessible transportation, during the proposed construction time, can lead to social isolation, which in turn can lead to rapid physical and psychological decline with this vulnerable age bracket.

The proposal to create an additional 63 independent living units will create an unhealthy environment for this elder care community for the following reasons:

1) This community is operating efficiently as it currently is. An additional 100 or so people will stress all facilities.
2) Many residents hire private healthcare workers and aides to assist them so they may remain in the Independent, Assisted Living and Memory Care units. Parking for these necessary personnel must be considered.
3) Assisted Living and Memory Care areas are at capacity now and will not be able to support additional needs from an enlarged Independent community.
4) Management has always encouraged non-residence people, from the Woodstock community to share the facilities. This creates a more open community experience. Presently they utilize the Spa at Holbrook, which recently expanded its' service. Monthly memberships for non-residents enable use of all on-site Spa facilities, as well as dining, and the swimming pool club for beginners and young children (well-attended). These activities for non-resident guests require additional parking spaces. Six of the new (2025) parking spaces were allotted for that purpose and placed next to the Spa.
5) During the 2-year proposed building construction, and afterwards, where will parking be for the: residents; healthcare providers; additional help paid by resident; non-residents enjoying facilities: Spa, gym, dining room, cafe, swimming pool; outside vendors; entertainers; family members; other visitors; and of course the Holbrook Woodstock staff?

I trust you will very carefully consider the health, safety and welfare of all involved when reviewing the proposed construction project.

Sincerely,

John C Frank

John C. Frank

[redacted]

cc: Melissa Sigmund, Community Development Director
Woodstock Building & Safety Division
Al Holbrook, Holbrook Life, LLC

APPLICANT RESPONSE STATEMENT ANNEXATIONS AND REZONINGS

The applicant finds that the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to unrestricted use of property and shall govern the exercise of the zoning power.

If this application is in response to an annexation and/or rezoning, please respond to the following standards in the form of a written narrative:

1. **Explain the intent of the requested zoning.**

   The Applicant proposes to amend the zoning conditions found in Exhibit "B" of Case Z#097-17 and replace the site plan (Exhibit "C") referenced in Case Z#097-17. The applicant is not requesting to rezone the property but is requesting to add 63 independent retirement living attached units to the existing development. Increased parking will be handled via a 2-story underground parking garage.

2. **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.**

   The Subject Property is currently used as Active, Assisted and Memory Care. The Applicant is requesting to add 63 Independent Retirement Living Units. The Applicant's proposal will increase the maximum number of units to 345, a net increase of 46 units over the current maximum allowed 299 units.

3. **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.**

   There is no request to rezone the property. The Applicant's proposal will not adversely affect the existing use or usability of adjacent or nearby property.

4. **Whether the property to be affected by a proposed zoning has a reasonable economic use as currently zoned.**

   The Applicant is not requesting a rezoning or alternative use of the Subject Property.

5. **Whether the proposed zoning will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

The proposed development will not create an excessive or burdensome use of streets and other infrastructure. Most of the vehicular traffic will be from employees, except for the residents of the existing cottages within the internal driveway(s). The facility is open for visitation 24 hours a day, which allows for traffic throughout the day and night as opposed to a few limited visiting hours within the day.

6. **Whether the proposed zoning is in conformity with the policy and interest of the land use plan.**

   The property is consistent with the Comprehensive Plan. The Applicant is not requesting a rezoning or alternate use of the Subject Property.

7. **Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approved or disapproval of the proposed zoning.**

   There is an increasing demand for a mixture of Active, Independent and Assistant Living communities as the population ages.

Outlook

Fw: Case No. Z#174-26 – The Holbrook of Woodstock

From: Stacy Clendenen
Sent: Saturday, August 1, 2026 1:41 PM
To: Planning <planning@woodstockga.gov>
Subject: Case No. Z#174-26 – The Holbrook of Woodstock

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Thank you for your time, your service to our community, and your careful consideration of the people whose lives will be most directly affected by this decision.

Respectfully,

Stacy Clendenen
Woodstock, Georgia

Outlook

Case: Z#174-26 (The Holbrook of Woodstock)

From Barbara Bedwell
Date Sat 7/25/2026 3:08 PM
To Planning <planning@woodstockga.gov>

CAUTION: This message originated outside of the City of Woodstock mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.

The following are our concerns regarding the proposed construction of a 63 unit apartment building on the existing site of Holbrook of Woodstock at 13682 Highway 92, Woodstock, Georgia.

1. Parking is already a huge problem here at Holbrook. The city has recently approved an expansion of our parking lot, which is still inadequate for our needs. The added expansion of additional apartments on the existing parking lot will add to the problem. Where will residents park during the construction? Navigating construction areas on foot, along with construction noise for an extended period of time would also be a considerable problem.

2. The existing building was not designed or built to house 100+ extra people. None of the public areas have the room to expand and not large enough to accommodate this many residents. All rooms are now at capacity with an overflow at meetings, etc. Our tiny kitchen and dining rooms in the restaurant are at capacity now.

3. The overall quality of life at Holbrook will be diminished as present residents will lose peace and quiet and live with congestion and obstructed views from existing apartments and common areas.

4. Since the announcement of this project many of us are already expressing fear and anxiety as we all navigate ways to cope with this possible situation, including possible moves to other facilities.

In conclusion, we do not want to live out our, possibly, final years amongst the uncertainty of construction, parking issues and an added overflow of residents.

Thank you for your consideration of this matter.

Dana and Barbara Bedwell
13682 Highway 92
Apt. 4022
Woodstock, Ga. 30188
(352)223-6971

Subject: Fwd: Mayor and City Council Woodstock
Date: Sep 11, 2026 at 11:09:25 AM

Dear Mayor and Council,

Last April, after a great deal of research and consideration, I chose Holbrook of Woodstock to care for my husband in Memory Care during the final days of his life. I made that decision because I believed Holbrook provided a safe, secure, comfortable, and appropriate environment where he could live with dignity and peace.

That decision included a $15,000 nonrefundable deposit. To me, that was a worthwhile investment because I believed I was placing my husband in an environment where his quality of life would be protected during an extremely vulnerable time in both of our lives.

That is why it is so disconcerting that a massive construction project is being proposed immediately behind the Memory Care facility.

Regardless of the precautions that may be promised, construction of this magnitude will inevitably bring vibration, drilling, heavy equipment, dust, dirt, noise, and disruption. These are not minor inconveniences when you are dealing with residents in Memory Care.

My husband was extremely sensitive to noise. Even something as simple as a glass being dropped in the dining room could be very unsettling for him. I can only imagine what prolonged drilling, heavy machinery, vibration, and construction noise immediately outside his living environment could do to his sense of security and well-being.

One of the things that meant so much to us was being able to sit outside together in the fenced courtyard. With construction taking place immediately behind the Memory Care building, I question whether that space could realistically continue to provide the quiet and peaceful environment that it was intended to provide.

What troubles me most is that this appears to be a situation where additional units are being proposed simply because additional land is available. I understand that Holbrook is a business and that expansion may make financial sense for the company. But the City Council also has a responsibility to consider the existing residents who will bear the consequences of that expansion.

There is another significant concern: parking.

I have been told that during construction, off-site parking may be provided at Woodstock Baptist Church. For me, this is not a simple matter of parking farther away.

I visited my husband every day, and sometimes twice a day. I often carried additional supplies with me, including things he needed personally and sometimes his laundry. Being required to park off-site, wait for a shuttle in cold weather or rain, ride to the facility, and then repeat that process when I left would have added considerable stress and anxiety to an already difficult situation.

And I believe we need to remember that the people most affected by decisions like this are not numbers on a development plan. They are residents and families.

I am not opposed to responsible growth. I am asking you to consider whether this particular expansion can occur without compromising the quality of life, peace, safety, accessibility, and dignity of the residents who are already there.

Holbrook has become a successful and thriving community. I ask you to consider whether adding these units, in this particular location and under these circumstances, is worth imposing the disruption and burden on the residents who have already entrusted their lives and their loved ones to this community.

I respectfully urge you not to approve this expansion as proposed.

Please allow Holbrook to remain the excellent, thriving community it is today—and, most importantly, protect the residents who are already living there.

Sincerely,
Josephine Adam

Vote NO

Date: 9/18/26

To: Woodstock City Council

From: Concerned Residents, Holbrook Woodstock Independent Living

RE: Proposed Expansion Project.

The purpose of this letter is to express concerns regarding the expansion of Holbrook Woodstock Independent Living area. Holbrook management professes to believe in "wellbeing for its residents" and states the following "not only are we here to serve, but also to inspire life to the fullest." This is the main reason we, the current residents, chose to live at Holbrook Woodstock. The proposed expansion project is in direct conflict with Holbrook's stated philosophy and pledge. We believe that this addition would create a total disruption and upheaval to our quality of life and health.

The concerns of many current residents center around three areas that would impact our lives:

1) Our health will be affected by the following factors:
    A. Intensity of construction noise will increase potential hearing loss. It is known that loud incessant building noise in excess of 85 decibels is deemed to be harmful to humans. Many current residents now experience hearing loss and this would only increase their loss.
    B. Construction noise will impact the normal sleeping pattern for residents. Many residents sleep until 9 AM in the morning and others take a two or three hour nap every afternoon. Construction hours are usually between 7 AM and 5 PM.
    C. Construction vehicles onsite will not only add to the noise, but will present a hazardous environment for exercise and walking of pets.
    D. Dust and debris from the construction will accelerate disease progression, specifically for: Parkinson's disease, COPD, allergies, congestion, coughing, heart conditions, depression and anxiety.
2) The quality of every aspect in our daily life will be negatively impacted by the expansion.
    A. Accessibility to services: medical, physical therapy, dining, social activities, exercise, valet and shuttle, spa treatments, maintenance, cleaning and staff assistance.
    B. Our food service and daily dining will be negatively affected for us both during and after the construction. Currently there may be an hour wait from ordering food until it is served. With a kitchen under construction, that wait may be even longer. Adding another 100 residents to the current number of 191 residents will affect the quality of our dining experiences, even if the dining room is expanded.
3) Parking and Transportation
    A. Parking has consistently been problematic for the residents. Residents are allowed one vehicle per unit. Currently, at specific times of the day, there are

not enough spaces for residents. Resident parking spaces are occupied by staff, hired aides, guests, family visitors, Spa customers and non-residents using the facility for private dining events. The proposed two-level parking area will not accommodate everyone who lives on the premises, as well as those who come to Holbrook for many other reasons.

B. Residents will need to walk more to and from their parked vehicle with the planned new parking area. It will be difficult for many to remember where their vehicles are parked and they will need to walk further while outside. Currently they have opportunities to see where their car is parked, so it will be easier to continue with the current situation.
C. During the planned construction, residents, staff, guests and customers will not be able to park their cars on site. Management is proposing that everyone drive to a remote location, park their cars there, and then be shuttled to and from Holbrook Woodstock. This is incomprehensible! Not only is this time-consuming, inconvenient, and not suitable for emergencies, but friends and family will hesitate to visit their loved ones because of the inconvenience. If you should forget something in your car, it will probably add an additional hour of time to your inconvenience and dramatically increase the stress.
D. Many residents have already checked with their automobile insurance companies and found out that their cars will not be insured, if parked "permanently" in location remote to where they live.
E. Restroom convenience is important. A porta-potty for senior citizens, especially those with walkers and wheelchairs, is certainly objectionable!
F. An additional concern regarding the shuttling process is the inability of carrying groceries and large packages easily, and the amount of extra time involved.

The above concerns were compiled from 1) resident letters to management and 2) results from a survey distributed to 191 Independent Living residents. In the returned 123 surveys, 119 residents opposed the proposed construction expansion, with serious concerns. Only 4 residents responded in favor of the expansion.

The average age of those residing in independent living is 82 years. We do not have many years left to live. To live in harms-way, in a construction zone, for 1 ½ to 2 years is incomprehensible! It's astonishing that Holbrook Woodstock management would think it is acceptable for us to live in this environment for such an extended period of time, at this time in our lives!

Please take our concerns seriously!!! We beseech you to vote against the proposed Holbrook Woodstock expansion.

Dear Holbrook Independent Living residents,

On September 3, 2026, concerned Independent Living (IL) residents, attended the Woodstock Planning Commission meeting to express their opposition to the newly proposed IL expansion.

As a result of the residents' presence and individual presentations, the Planning Commission was unable to make a firm yes or no recommendation to the City Council, resulting in a tie vote.

The next step in the city's project approval process is the City Council's vote for or against Holbrook's IL expansion. The voting is scheduled to take place at the next City Council's meeting to be held on **September 28, 2026, 7PM at 8534 Main Street, Woodstock, GA**. We encourage you to attend!

Our next step is to convince the Woodstock City Council to vote against the proposed expansion, which we believe will be harmful to residents' health, safety, and overall quality of life. The project is projected to take 18 months to 2 years to complete. Since the average age of our residents is 82 years, expecting residents to live in unsatisfactory conditions for two years is harmful and unacceptable.

"Family, Passion, and Faithful Service" are Holbrook's pillars of philosophy. Holbrook believes in well-being and states "Not only are we here to serve, but also to inspire to live life to the fullest". We believe the proposed expansion project is in direct conflict with Holbrook's stated philosophy and pledge.

Please complete the questionnaire below. We will compile results to present at the City Council meeting. We understand that many residents wrote letters to Holbrook Woodstock management and we were told those letters cannot be shared without your consent. If available, please provide a copy of your original letter. If you would like to write a new letter, please address it to the "Woodstock City Council". Please include the below questionnaire with your letter.

-

Please cut off the form, complete it, and return by this Friday, September 11 to any of the following:

Howard Morin - 603	Linda Lee Bietighofer - 1003	Trish Camila - 2043
Emily Crawford - 3002	Sally Madar - 4041	Mary Ann Pipes - 5007

- -

Resident Concerns Regarding Proposed Woodstock Holbrook Expansion Project

Circle either "in favor" or "opposed" to the Holbrook Woodstock expansion: **In favor Opposed**

Please circle your concerns below:

Health, Safety, Welfare, Toxic dust, Emergency Service Access

Noise, Dust, Pollution, Debris, Asthma, Allergies, COPD, Inability to walk outdoors

Disruption, Walking pets, Additional traffic at Hwy 92 and Mountain Brook Road

Parking during construction, Parking after construction, Safety of vehicle, Non-resident parking

Inconvenience, Ease of using car for doing errands, Food service disruption

Additional Concerns: ____

Sept. 10, 2026

Attn: Woodstock City Council

Regarding the Aug. 14th letter:

In quoting the Holbrook principle, "Do to others as you would have them do to you", I can assure you, *Mr Holbrook (and council members) that not one of you would be content to* have major construction of a highrise apartment building within a few feet of your home. You would not be nonchalant about the impending disruption of the perfect Holbrook Style of Living.

I gave up my Colorado mountain view home, friends and memories to spend my remaining golden years near family here in GA. as a resident of the fabulous Holbrook. I love my *apartment with a deck overlooking a forest view. I love hearing the birds and seeing* ducks in the pond. I have made friends, have had no complaints and have found the Holbrook lifestyle to be perfect. I was shocked to hear rumors that I was deceived. That once again something that I love could be taken from me in these last senior years.

Just the thought of big equipment noise–pounding, beeping, losing the tranquilizing view of the natural wooded hillside, troublesome traffic, unhappy residents and valet parking has already caused me sleepless nights and anxiety issues. Should I relocate? *Again ?*

[Why tear up and destroy what is here just to accommodate parking for unknown residents? We, your current residents, are your support team financially and appreciatively. Perhaps there is a bigger and better location for your project…….. LISTEN TO US. You are destroying the Holbrook principles and your once honest reputation.]

Dolores Olson

Dolores Olson

13682 Hwy 92, Apt 4007
Woodstock, GA 30188
July 20, 2026

To: Al Holbrook,

The proposed independent living units to be situated at the rear of the parking area adjacent to the tree line raises substantial community concerns: traffic, site design, stormwater, adequate safe nearby parking, pollution, dirt, senior safety, etc. Further, loud incessant building noise in excess of 85 decibels is deemed to be harmful to humans. Construction equipment with high decibel level includes jackhammers, concrete saws, pile drivers, bulldozers, and excavators which often exceed 90-120 decibels. This can cause permanent damage to our Senior residents, visitors, customers, employees, etc. The populace in Memory Care, according to a doctor, is expressly prone to harm from loud noises. Also, the jump in additional population places more stress on Assisted Living and Memory Care, which is already overburdened.

Your Welcome Letter to Holbrook states that "we believe in (your) wellbeing" with your motto of "God only gives us now." However, these two positive traits are missing from the equation of expanding the existing campus with another independent living building. Additionally, you state "we live with a passion for positive outcomes" and conclude with "join us for the most positive adventure of your life". The residents do not believe the expansion is a positive adventure . . . Rather, a chunk of two years or more being carved out of our limited life without empathy, concluding in a building with negative living conditions. We beseech you to reconsider you endeavor here, abandoning same.

Respectfully,

James D. Petrilla, Sr.

To: Al Holbrook
Holbrook-Woodstock
July 26, 2026

From: Elizabeth Mauldin
Apt 3037
Holbrook-Woodstock

Before we took possession of our apartment we signed a lease that outlined our responsibilities as tenants of Holbrook-Woodstock. The lease was a detailed legal document which we gladly signed.

We were drawn to Holbrook-Woodstock, initially, by the recommendation of a friend, who was an able ambassador and happy with the comfort and life style she experiences here. As, we explored further we became convinced that Holbrook provided and would continue to provide the physical plant and services that would underpin our lives as we continued to age. We made this transition with the firm belief that as well as a formal lease we were entering this implicit contract with Holbrook. It is an unspoken, unwritten agreement created by the actions, behavior, and circumstances of the people involved rather than by explicit words.

With the current proposal of further development and expansion, this implicit contract appears to be in jeopardy. It is, in my opinion, cracked by the way the corporate group has failed to consider the need for open communication and explanation of plans. As a social worker I can attest to the fragility of small communities under these circumstances.

I hope that from this time forward any actions will be transparent, considering the impact on Holbrook-Woodstock.

Gmail

Néw Addition

Virginia Storin Fri, Jul 31 at 1:13 PM
To: aholbrook@holbrooklife.com <aholbrook@holbrooklife.com>

My husband Ed and I were the first people to move into Holbrook, Woodstock. We moved into the cottages almost a year before the existing building was open. At that time, I saw or heard an interview with you, where you were asked how you got into this business. Your answer was something to the effect that you were looking for a place for your own parents and could not find any facility that was suitable. Does this ring a bell, or am I misquoting you?

My lovely balcony, where I spend hours of my time, overlooks the parking lot.
I am faced with the possibility that should I continue to live her, I will be overlooking a construction sight with all the noise, dirt, dust, noise and inconveniences, that comes with it.
I am 95 years old. I ask you, Mr Holbrook, is this how you would want your own mother to live out the last few years of her life?
[Quoted text hidden]

September 10, 2026

Brad Bickford, General Mgr.
Holbrook Woodstock
13682 Highway 92
Woodstock, GA 30188

The management at Holbrook Woodstock notified the residents that they are planning to build an additional building adjacent to the current building at 13682 Highway 92. The current building includes three sections commonly known as, Independent Living, Assisted Living, and Memory Care. The Independent Living section is home to about 200 senior citizens.

I have been a resident at Holbrook Woodstock independent living section since November 2024. The proposed building project will undoubtedly disrupt the normal day-to-day living of everyone in this facility. The noise of construction operations involving heavy equipment is not something I anticipated to have to endure. I understand that more housing is needed, but I would suggest that another location be found.

As a Navy veteran of 24 years, I served in several ships during times that maintenance and overhauls were done while living and working on board. The noise and disruption of utilities and services was very inconvenient, but part of being assigned to duties. I do not look forward to that sort of living arrangement again. I enjoy the living at Holbrook very much.

All the other possible disruptions of living will include loss of access to personal vehicle, parking, increased traffic during and after construction, dust and debris, disruption of utilities, etc.

I ask that Holbrook drop the planned expansion here so that we can enjoy the beautiful, wonderful things we have now.

Sincerely,

John P. Dalla Mura
Apt 4027

I respectfully submit the following comments about the proposed Holbrook expansion project.

I remain strongly opposed to the project for the reasons identified on the form that was delivered under my door on Monday afternoon. The current offering here at Holbrook is better than other senior living communities. At the same time, current management is confronting a changing market: existing residents are aging in place, while available market information suggests that attracting younger prospective residents will require changes to room sizes and amenities.

Those changes can be achieved only by modifying existing accommodation, constructing new ones, or both. The proposed expansion would pursue both approaches. Regrettably, and no matter how hard current management tries, the resulting construction would create substantial inconvenience and diminish the quality of daily life for current residents. The planned enlargement of the dining room and kitchen would reduce the size and character of the courtyard. In addition, parking, which is already a continuing concern, would become more burdensome, as residents who own cars would require transportation to and from their vehicles at any time over the next two and a half years.

The expansion is, at its core, a business decision. There is little question that residents who remain during the anticipated two- to three-year construction period would experience considerable disruption in their daily lives. The issue, therefore, is whether the City of Woodstock will approve a business proposal intended to enhance profitability or deny it considering the concerns and dissatisfaction expressed by current residents. From a revenue perspective, the city stands to benefit from the expansion; current residents, however, have limited influence over that consideration.

For me, the decision is straightforward but difficult: remain and endure the disruption for the next two to three years, or accept the challenges associated with relocating. Management appears to assume that residents will remain for reasons that are understandable to all of us. I am not prepared, however, to pay $85,000 or more in annual rent to spend what may be my next—and potentially final—two or three years living through that level of disruption. Once the move is complete, I expect that my daily life will become more stable and settled.

July 27, 2026

Pat Burrer
Apartment 3046
Holbrook Woodstock

Mr. Holbrook,

There are three primary reasons I came to Holbrook Woodstock from Florida. I came here for socialization as a widow after 2021 and searching extensively all over the city for a place that would serve my needs.
My failing sight caused by macular degeneration made moving imperative since I could no longer drive. The valet service here was unique and extremely important to me. My next step will be assisted living in the event my sight worsens. By adding possibly 100 more residents the availability of moving into assisted living becomes much more difficult especially since no more units are planned.

My daughter, who lives nearby frequently takes me shopping and on occasions when the valet is not available. Where will she park during construction? Parking will be a nightmare for all of us, staff and visitors alike. And, with more people it will be even harder to take the valet for those of us who don't drive. Activities will be restricted. Actually, I can't think of any area that won't be disturbed.

As you can read I am opposed to this construction and hope you will reconsider.

Pat Burrer

July 27, 2026

Dear Mr. Holbrook,
We will have been here four years, September 7. We had been in a two bedroom apartment overlooking the courtyard for three years. Unfortunately, Richard was diagnosed with Alzheimer's and is now in Memory Care. I had to downsize to a one bedroom and I love my "little hole in the wall" with a balcony facing the parking lot and mountain.

Having to go over to IL every day and help Richard, I am extremely stressed. My new apartment is the only sanctuary I have. I sit on my balcony and do my devotions every morning while listening to the birds, looking at the mountain and watching our residents trying to find their cars.

If my life is upended again, I may end up living over in IL myself.

There are many residents here who are against this new section being built. I think it will disrupt all of lives.
It would be much better to find another place nearby to build.

Thank you,
Barbara Barbrick
AP 3013

To: Woodstock City Council
From: Phyllis Goldstein

September 8, 2026

I have been a resident at Woodstock Holbrook for five plus years and have seen many changes in the facility and property over the years. There was never any indication that an additional apartment house would be built in the future. Some changes have been beneficial and some have not. I do not think having another large building on the property will be a beneficial one. There just isn't enough space for another large building on the premisis.

The common areas in the current building are constantly used and often unavailable for additional activities. Having additional residents would overcrowd them even more.

As it is now, when ordering dinner there is often a wait of close to an hour before your food is served. Additional residents, family and guests will make the service worse. The kitchen is not large enough to accommodate more orders.

Parking is already a problem. Adding more residents will make the situation worse. In addition where will there be room for our families and visitors to park? Where will we park during a two year construction period ? We can't park on Highway 92.

Construction of another building will be detrimental to many of us. It will bring stress and health problems from the noise and dirt to those of us who are already elderly and vulnerable. It will impact the environment with the loss of trees and green space. It will pollute the air and keep us locked in our apartments and unable to use the outdoor areas.

Another building will overcrowd and change the entire atmosphere and ambiance of this wonderful community.

There just isn't enough room for another building and the council should visit the premisis and see for yourself the impact another large building will have on the current community.

July 26, 2026

To: Mr. Al Holbrook

From: Peggy Greer, Apt 4040

Re: New building construction and changes to resident lifestyle

A little background..... I've lived at Holbrook Woodstock for almost 3 years, and chose this after taking the tour at 12 other facilities...from Buckhead to Suwanee. My son and I liked Holbrook AP living .. by far the best for me. That hasn't changed.

However, the construction of a new building with 63 more residences has me very concerned.

1. The restaurant and kitchen will have to be enlarged and improved. It already usually takes an hour from ordering to receiving our food.
2. What about Zinnia?
3. At 82 years young, I do not want to be shuttled to get my car! The very least you could do is hire valets 24/7.

I believe we're looking at 2 years, or more, for a finished product. That's a long time to be so inconvenienced.

Would love to know more..

Thank you,

Peggy

Mr. Holbrook,

My husband and I are 5 months residents who relocated from TN where we have happily lived for 40 years. Our children encouraged our relocation because of complicated health issues to be closer to them.

Concerning the proposed plans to increase our communities size which is a major undertaking, we would like to address our concerns.

****Our quality of life has already been affected and the "peace" we so desired is already shaken. Residents here consider this building our home and feel a family community here. That is now being chipped away. The disruption of our daily living pattern for a major building project, for an extended period of time, is not our idea of peaceful and comfortable easy living. Dealing with constant noise, dust and dirt, disruption of valet service and ease of reaching our vehicles is not the plan we had in mind. This is not a one year endeavor. You are asking much from our geriatric population and your dedicated and wonderful employees to endure silently for an extended period of time. There is naturally resistance and displeasure. We moved here to reduce our stress and make our daily activities of living more enjoyable and consistent. We would like to know how you are going to combat all these issues since it is going to significantly change our comfort of life here.

****Difficulty with transportation concerning the removal of parking. We've been told that we will have more parking spaces, but we will also have a greater demand to use those spaces. You are adding a significant number of new residents. The outside communities are using this facility more frequently for events, dining, spa services, swimming lessons, etc. There will be a significant increase in visitors.

****We currently are experiencing changes in our meeting places because those spaces are needed to accommodate requests for services from the public.. There will need to be more employees to manage more residents. What other amenities are going to be curtailed or difficult to get to? It feels unfair if the high bar of living here is compromised for the sake of the residents who pay to live here. Rent, entry fees, and other fees will continue to increase as they have since it's opening. However,, it seems reasonable to say our quality of life will be markedly decreased. There is a reason your organization has received the acclaim you've deserved in the past. We wonder if that bar of excellence is possible with all this major construction.

****This is a very important and sensitive point for myself and my husband. WE WANT TO AGE IN PLACE. There is a very lengthy list of folks (90 is the rumor) on a waiting list to move to assisted living, from those already within this community and also outside this community. This was a very important selling point when we were looking for a retirement community. That seems, now, not going to be an easy thing to hope for or attain.

****Brad and Brandon have done well to keep the residents calm and listening to their concerns. They have answered questions with respect and often did not have the information they needed to answer questions. Communication from corporate of some kind would be nice. However, I do understand why information is withheld. Any communication from corporate to calm fears of what life is gonna look like while construction is underway would be helpful. Then residents can decide what other options are available or decide to stay. People already are putting notices in because of the expansion. We prefer to wait and see what happens. We are happy here. We are going to trust you will do everything possible to keep us comfortable and stand by your mission statement."A faith based community" We are counting on it.

****We're hoping and praying you will follow your moral compass as you continue on with your project. Please address our concerns with a plan.

Respectfully,
Resident Couple
Holbrook Community in Woodstock

FOR THE EXPANSION: -0- By floor count -
OPPOSED TO THE EXPANSION -25-
MIXED FEELINGS -1- This individual did circle 11 concerns

Three residents included letters they had sent to Brad

Most residents circled several concerns.

Comments on the surveys:

1. Every event will be overcrowded.
2. Mental aggravation to the elderly
3. More noise, races
4. Time is valuable at our age. So how much time will be spent getting to the off site parked car?
5. Chemotherapy is not merely an errand, and the schedule can change on short notice.
6. Increase in monthly rent? We have a great place here. Why screw it up?
7. General loss of service and ? in management, maintenance and service personnel.
8. Exposure to workers who might harm us.
9. Ability to build 2 cottages over the retention pond.



The Lowered Threshold: Environmental Disruption and the Most Vulnerable Residents in the Proposed Holbrook Woodstock Expansion

A Companion Analysis Focused on Memory Care and Hospice Populations

John [Surname] · Woodstock, Georgia

Abstract

The companion paper to this analysis ("Percussive Erosion") addressed the effect of a proposed 63-unit 5 story building providing additional apartments for the independent-living population on a continuing care retirement community (CCRC). The new building will be built upon the existing parking area between the existing 4 story independent living building and a steep hill

This paper narrows the lens to the two resident populations for whom the calculus is categorically different: residents in memory care, and residents receiving hospice or end-of-life care. Many of these concerns would apply to a Elder Care (average age 83) community with environmentally vulnerable residents.

Drawing on environmental gerontology's competence-press model, the dementia-specific Progressively Lowered Stress Threshold model, the unmet-needs/environmental-vulnerability model of dementia-related agitation, and the empirical literature on noise and sleep disruption in hospitalized and dying patients, this paper argues that a multi-year construction project of this scale poses a materially greater and qualitatively different harm to these residents than to the general population — because they cannot relocate for its duration, cannot always retain the contextual understanding that the disruption is temporary and purposeful, and, in the case of hospice patients, do not have the remaining lifespan in which to wait it out. The paper closes with specific, evidence-based recommendations for construction planning around these units.

I. Introduction

A construction project that is merely inconvenient for an independent, cognitively intact resident can be a substantially different exposure for a resident in memory care or hospice. This is not a claim about sentiment; it is a specific, testable prediction that follows from decades of research in environmental gerontology and palliative care design. The proposed addition of 63 apartments and underground parking spaces at Holbrook Woodstock will necessarily involve sustained heavy

equipment operation, excavation, ground vibration, and elevated ambient and impulse noise over a period of likely years rather than weeks. This paper asks a narrow but consequential question that a general resident-satisfaction analysis will not capture: what does the research literature predict will happen to residents in memory care and hospice — who, unlike the general resident population, cannot leave, cannot always be reoriented to the temporary nature of the disruption, and in the hospice population, are living out a finite and irreplaceable span of time — when that disruption is introduced into or adjacent to their living environment for an extended period?

II. Theoretical Framework

A. The Competence-Press Model and the Environmental Docility Hypothesis

Lawton and Nahemow's (1973) ecological model of aging, discussed in the companion paper with respect to the general resident population, contains a specific corollary directly relevant here: the environmental docility hypothesis holds that the lower an individual's competence, the greater the impact of a given unit of environmental demand on that individual's behavior and wellbeing. This is not a matter of degree along a single scale; it means that identical construction noise, vibration, and disruption to routine will register very differently, and considerably more severely, for a resident with advanced dementia or a resident actively dying than for a cognitively intact, ambulatory resident. Any environmental impact analysis that treats the community's population as homogeneous will, by the model's own logic, systematically understate the harm to its most vulnerable members.

B. The Progressively Lowered Stress Threshold (PLST) Model

Hall and Buckwalter's (1987) Progressively Lowered Stress Threshold model, developed specifically for Alzheimer's disease and related dementias, holds that as the disease progresses, the amount of environmental stimulation, change, and demand a person can tolerate before exhibiting dysfunctional behavior — agitation, catastrophic reactions, withdrawal — continuously decreases. A sustained, unpredictable, and largely uncontrollable disruption such as multi-year construction is precisely the kind of chronic environmental stressor the model identifies as most likely to push residents past this threshold, and it predicts that the threshold will keep falling over the very years the project is underway, meaning the population most exposed to the disruption will also be the population least equipped, over time, to tolerate it.

C. The Unmet Needs / Environmental Vulnerability Model

Cohen-Mansfield's (2000) unmet needs model reframes behavioral symptoms in dementia — vocal disruption, pacing, aggression — not as random or purely pathological, but as a form of communication for needs or distress the person can no longer express verbally. Under this model, an increase in unexplained noise, unfamiliar workers and vehicles, and disrupted daily routines is a direct antecedent of exactly the behavioral symptoms that most compromise quality of life and increase caregiver and staff burden in memory care settings.

III. Empirical Evidence: Noise and Behavioral/Physiological Effects

A 2014 systematic review of building design for dementia care, cited in the broader environmental-design literature, found that elevated ambient noise was associated with increased aggression and disruptive behavior and decreased social interaction among residents with dementia; a Spanish study of 160 nursing home residents with severe dementia similarly found that excessive noise in shared spaces reduced social interaction (as summarized in Sagha Zadeh et al., 2018). Separately, and with considerably more methodological rigor, Buxton and colleagues (2012) conducted a controlled polysomnographic study exposing sleeping participants to typical hospital noises — voices, alarms, phones, outside traffic — at calibrated decibel levels from 40 to 70 dBA, and found a clear dose-response relationship between sound level and cortical arousal, with electronic and mechanical sounds producing more sleep disruption than human voices at equivalent volume. Construction noise — excavation equipment, pile drivers, trucks — routinely exceeds this entire tested range and, critically, includes low-frequency structure-borne vibration that this literature did not test but that construction-acoustics engineering recognizes as a distinct and often more penetrating disturbance than airborne sound, particularly for below-grade excavation work of the kind an underground parking structure requires.

IV. Empirical Evidence: The Hospice and End-of-Life Population

Sagha Zadeh and colleagues' (2018) integrative review of environmental design for end-of-life care, synthesizing 225 sources across medicine, nursing, and architecture, identified control of the ambient sound environment as one of a small number of core design factors that measurably affect the quality of life, symptom burden, and total suffering of dying patients. Patients at two UK hospices cited the ability to control noise as a primary reason for requesting private rooms. A separate qualitative study by the same research group (Sagha Zadeh, Capezuti, Eshelman, Woody, Tiffany, & Krieger, 2018),

based on focus groups with 32 frontline hospice staff across four programs, found that sleep and circadian rhythm disruption is a pervasive, under-addressed problem among patients with advanced terminal illness — and clinical literature on sleep disruption more broadly documents that fragmented sleep compounds pain sensitivity, fatigue, and immune and cardiovascular strain. For a population with no physiological reserve to spare, an added, chronic, externally imposed source of noise and vibration is not a quality-of-life inconvenience; it is a direct aggravant of the physical symptom burden hospice care exists to relieve.

V. Applying the Framework to a Multi-Year Construction Project

Three features of the proposed expansion make its likely impact on these two populations qualitatively distinct from its impact on the general resident population addressed in the companion paper. First, underground parking construction requires excavation, which is a sustained source of heavy equipment noise and ground-transmitted vibration, likely over a period measured in years rather than months. Second, memory care residents cannot be relied upon to retain the contextual understanding that the disruption is temporary and purposeful — the PLST and unmet-needs models both predict that unexplained, recurring disturbance will be processed as a persistent threat rather than a known, bounded inconvenience, regardless of how many times staff or family explain it. Third, and most acutely, hospice residents do not have the option of waiting out a multi-year project; whatever portion of a foreshortened life is spent in a disrupted environment is, for that individual, the entirety of the harm — there is no later period in which the disruption becomes a memory rather than a lived condition. None of the three populations under discussion — the general resident population of the companion paper, memory care residents, and hospice residents — can be evaluated by the same standard of tolerable disruption, and a single, undifferentiated environmental impact assessment for the expansion would obscure exactly the distinctions the research literature says matter most.

VI. Recommendations

First, any environmental or construction-impact assessment submitted in connection with the expansion should include a noise and vibration analysis specific to the memory care and hospice units, independently measured, rather than an aggregate or campus-wide average that will understate the exposure of these units by the logic of the competence-press model itself.

Second, construction contracts should specify enforceable noise and vibration ceilings, defined quiet hours, and physical mitigation (temporary acoustic barriers, scheduling excavation work away from these buildings where feasible) that are stricter than whatever standard is applied to the general campus, in recognition that the same decibel level carries a materially different clinical risk for these residents.

Third, given that the competence-press and PLST models both predict that harm to these populations will not be self-reporting in the way an independent resident's complaint would be — a nonverbal dementia resident or an actively dying hospice patient cannot file a grievance — management has an affirmative obligation to monitor and document behavioral and physiological indicators (agitation incidents, sleep disruption, symptom-management calls) in these units throughout construction, not merely to respond to complaints from the general resident population.

VII. Conclusion

The case for treating memory care and hospice residents as a distinct category in evaluating the proposed expansion does not rest on sentiment or advocacy instinct. It rests on a specific, converging body of research showing that the same environmental disruption a healthy resident tolerates as a temporary annoyance is, for a population with reduced competence and a progressively lowered stress threshold, a documented aggravant of agitation, sleep loss, and physical symptom burden — and, for hospice residents, an aggravant with no remaining time in which to be outlasted. An expansion plan that does not analyze and mitigate its impact on these units specifically has not adequately assessed its own cost.

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To: Al Holbrook
From: Lou Ellen Gibson, 3rd floor

After hearing about the proposed construction on the Holbrook site, I did some research (see below) looking at trusted sites (NIH, APDA.ORG, MichaelJFox.org). I have Parkinson's and I am requesting from now to be provided with the necessary HEPA Air Purifiers and N95 masks when/if construction begins.

This whole project seems unwise to me. How can anyone guarantee protection for the respiratory compromised men and women who live at Holbrook and, up to now, thought they could count on Holbrook and its management team to protect them. Rather, now I feel we have been put directly in harm's way.

PLEASE reconsider this project and find a better place for its fulfillment.

Lou Ellen Gibson

How construction dust affects Parkinson's patients

Construction dust affects Parkinson's disease patients by **aggravating active symptoms, accelerating disease progression, and increasing hospitalization rates**. Construction activities generate massive amounts of coarse and fine airborne debris—classified as **PM10 and PM2.5 particulate matter**—which directly targets the central nervous system through inhalation. [, , ,]

Pathological Mechanisms

- **Olfactory Invasion**: Ultrafine dust particles enter through the nose, bypassing the protective blood-brain barrier by traveling directly up the **olfactory nerve into the brain**. [,]
- **Neuroinflammation**: Once inside, the physical particles trigger chronic **microglial activation and brain inflammation**, which actively damages dopamine-producing neurons. [, , ,]
- **Systemic Oxidative Stress**: Inhaling toxic dust compounds creates widespread body inflammation. This exacerbates the **abnormal accumulation of α-synuclein protein**, the biological hallmark of Parkinson's progression. [, ,]
- **Chemical Co-factors**: Disturbed old construction environments often churn up legacy toxins like **lead, manganese, and industrial solvents**, which carry independent neurotoxic risks. [,]

Direct Clinical Impacts

- **Symptom Aggravation**: High particulate exposure is clinically tied to **worsening motor symptoms** and increased disease severity. [,]
- **Akinetic-Rigid Presentation**: Higher exposure to PM2.5 is specifically associated with a significantly higher risk of **akinetic-rigid features** (severe stiffness and freezing). [, ,]

- **Increased Medication Needs**: Studies indicate that environmental pollutants can cause an uptick in a patient's **Levodopa Equivalent Dose (LED)**, meaning they require more medication to manage failing motor control. [ ]
- **Spike in Hospitalizations**: Short-term spikes in heavy dust and air pollution correlate with higher **emergency hospital admission rates** for existing Parkinson's patients. [ ]

Recommended Protective Actions

To mitigate these risks, patients living near active construction zones should utilize high-efficiency **HEPA air purifiers indoor**, keep windows tightly closed during peak working hours, and wear high-filtration **N95 masks** if they must step outside into visible dust plumes. [ ]

Dear Al,

We are writing to express concerns regarding the proposed expansion project and its impact on current residents. While we understand that growth brings long-term benefits, it is important to recognize that the construction period will significantly affect those of us who live here now.

Transportation - Transportation is a pressing concern for residents with cars and without cars. We understand that valet parking is being considered as a temporary solution, but adding as much as 30 minutes each time a car is needed is not a minor inconvenience; it is a significant disruption to daily life. Over the course of a year, that lost time becomes hundreds of hours. At this stage of life, time and convenience are especially valuable. Many of us chose this community because it simplified daily living and allowed us to maintain our independence. A parking plan that requires lengthy waits every time we need our vehicles reverses that benefit. We request that management develop a parking solution that provides residents with prompt, dependable access to personal transportation during construction. This plan should minimize disruption for residents with and without cars.

Inconvenience - In addition to parking, the construction itself will inevitably bring noise, dust, and disruption. These conditions will directly affect residents' comfort, health, and enjoyment of their homes over an extended period. We would like management to develop a plan that minimizes disruption for all residents, including such requirements as hours of operation and cleanup.

Communications – We request that management provide an Icon link to address residents' concerns and construction-related issues. Management's transparency and open communications alleviate residents' uncertainty and stress.

Shared Services - The expansion will bring many new residents into the community. While we welcome new neighbors, we are concerned that the increase in occupancy will place additional demand on amenities such as restaurants, pool, spa, classes, excursions, etc. Some residents moved here because of the capability to move to assisted living or memory care as they aged in place. If these services are not expanded proportionately, existing residents may find that these important resources are less available.

Given these concerns, the RAC respectfully request that management address the following:

- Transportation - Provide a clear and detailed transportation plan.

- Inconvenience – Provide a clear and detailed construction plan minimizing noise, dust and additional disruption.
- Communication – Develop an Icon link with updates on the project timeline fostering transparency and open lines of communication.
- Shared Services – Provide a detailed plan for expansion of shared amenities and services.
- Resident Concessions – We would appreciate our patience and loyalty being recognized. Consider thoughtful gestures that acknowledge residents' patience and support such as a rent freeze.

Residents who feel valued are far more likely to remain in the community, speak positively about the experience, and become ambassadors for prospective residents. Ultimately the success of the expansion will not be measured solely by the beautiful, finished product, but by whether residents feel respected, supported, and confident throughout the process. Protecting the people who already call Holbrook home is the surest way to preserve Holbrooks strength, reputation and future. Our goal is to help shape a successful project for Holbrook as well as maintaining quality of life for residents.

Sincerely,

Pat Holbrook

Chair, Residents Advisory Council

Cc: Justin Antonacci, CFO/COO

Cc: Brad Bickford, General Manager

Cc: Brandon Scott, Associate General Manager

Cc: Residents Advisory Council

13682 Hwy 92, #3008
Woodstock, GA 30188
July 23, 2026

copy

For Woodstock City Council
M. Wrye

Mr. Brad Bickford
13682 Highway 92
Woodstock, GA 30188

Dear Brad,

At your recent Fireside Chat meeting, you asked residents to write you a letter regarding the proposed Holbrook Woodstock addition. I am writing you this letter because I am absolutely opposed! Here are some of my reasons and concerns:

- Seeing the trees (and birds) behind the parking lot appealed to us when my husband and I were looking to relocate from the New Hampshire woods. The proposed new building location will completely block out that view and have us looking into someone else's apartment. And, of course they will be looking into our apartment, eliminating all sense of privacy unless blinds are kept closed all the time.

- The noise factor of construction is horrible! We had 2 homes renovated while living in them, so I have first-hand experience. Here, loud noise occurs when the OTR carpeting is cleaned at night and when the oil/grease tanks are emptied. I must wear earplugs if I want to go to sleep! Construction noise is so much worse and it will occur all day and every day. None of us signed-up for this and many of us probably would have gone somewhere else had we known it was planned!!

- Inside and outside apartment doors are not tightly sealed. Bugs and dirt certainly come in that way! I always have a night light on that attracts bugs to a sticky tape and usually catch a few each month. Last year when the grease trap cover was left ajar, I purchased the bug trap and eliminated over 75 bugs that first week! This indicates the door gap. With the gap, I cannot imagine the dirt that will come in from outside during the construction phase.

- Parking is certainly going to be an issue! You mentioned off-site parking and that is incomprehensible! Any off-site area will probably extend our driving time by at least a ½ hour in either direction, both for getting the car and for

taking it back. Will there be a schedule to follow or will we have to call someone each time we need to use our car? And if you should forget something in your car, it will take at least an hour to get it!

- Many of us have children or friends that live in the area that want to stop for a quick visit when driving by. Those necessary and enjoyable visits will certainly be eliminated because of off-site parking!

- Having the possibility of Assisted Living and Memory care on site, if needed, was an attraction for living at Holbrook Woodstock. Adding another 63 units, with possibly another 100 people in Active Living, will potentially add more people to the list of those already waiting for a space in EI and IL.

- The kitchen and dining areas are already very busy and certainly cannot accommodate an additional 100 people! Expanding both into the Center Courtyard will eliminate the much enjoyed visual space there and will cut down on space for programs enjoyed outdoors by all.

- Contractors always seem to run into unexpected issues and their proposed timeline invariably takes longer than expected. You mentioned 1 ½ years from start to finish. Most of us are thinking it will take at least 2 years! That is a long time to be living in a construction zone. I'm not sure some of us will live long enough to see it finished!

Thank you for listening and I hope somehow this proposed construction can be stopped. Building in another location makes so much more sense!

Sincerely

Marcie Wrye

Please Share M.L.S.

July 26, 2026

Dear Mr. Holbrook,

I am most concerned about the proposed plans of the addition of more units and a parking garage.

The garage sounds good, but the rest of the proposal could be a nightmare.

The residents who live facing the parking lot will now have to face other resident's windows.

Where will our family and friends park during and after the addition? Also the staff.

Will valets be available after 7:00PM and on weekends?

Where will we park during the construction, and how do we get to and from that parking lot?

Where will the new residents eat and can the kitchen handle the extra people? Heard a rumor the kitchen would be expanded. Folks that live above the kitchen and on the side would look out over the roof of said expansion. Not a nice view.

How would these residents be handled in needing assisted or memory care? We were told the present residents would come first when a room was available. Would the new residents jump in front of them?

We were told in the beginning that this is our home. I don't think the folks who own Holbrook much care. Why not buy a new property, call it Holbrook At Woodstock #2 and bill it as "Everything you asked for at Holbrook #1 is now available at our new facility." I realize the price of property would add to the expense, but the proposed building could also be larger. Basically build a whole new Holbook that would be beautiful instead of adding on to the existing one, making it look patched.

Thank you for taking the time to read this letter.

Madlyn L. Souren

Madlyn L. Souren
Apt 5006

Gentlemen —

I have written previously to both Mr. Hallmark and Brad Bickford stating my opposition to the proposed building project.

The parking upheaval presents a nightmare of proposed shuttles for car owners and non-car owners. The shuttles can never meet the needs of residents, family members who help

how painful such upheaval can be.

We pay a hefty rent to live here. We never envisioned living in a construction sight of this magnitude and we should not have to.

Please, please rethink this project and veto its construction.

Gail K. Gardner
Apt. 2048

ar [Owner/Management],

n writing to express my serious concerns about the planned expansion of our community and
significant impact it will have on those of us who already live here.

derstand that growth can be beneficial for the long-term success of the community, and I
preciate the desire to improve the property. However, the burden of this project will fall primarily
current residents, many of whom chose this community because of the quality of life it provides.

at least the next year, we will be living next to an active construction site. We can expect
stant noise, dust, dirt, heavy equipment, and the daily disruption that inevitably accompanies a
jor building project. For residents who spend much of their time at home, these conditions will
/e a direct effect on our comfort, health, and enjoyment of our homes.

e planned closure of the parking lot is another major concern. Parking will become significantly
re difficult and inconvenient for residents and our visitors for an extended period. This is more
n an inconvenience—it will affect daily life, accessibility, and safety.

addition, the expansion will bring many new residents into the community. While I welcome new
ghbors, I am concerned that the increase in occupancy will place additional demand on shared
vices, particularly memory care. If memory care capacity is not expanded proportionately,
sting residents may find that this important resource is less available when it is needed most.

spectfully ask that management consider what can be done to lessen these impacts.

ecifically, I encourage you to:

- Provide convenient and reliable parking solutions throughout construction.
- Take every reasonable measure to minimize construction noise, dust, and disruption.
- Communicate construction schedules and anticipated disruptions clearly and regularly.
- Ensure that community services, including memory care, are expanded sufficiently to
et the needs of both current and future residents.
- Consider appropriate accommodations or compensation for current residents who will be
ng with these substantial inconveniences for an extended period.

ose of us who already call this community home have invested not only financially but
otionally in choosing to live here. We ask that our interests receive the same level of attention as
benefits anticipated from the expansion.

ope management will view this project not only as a construction effort but as an opportunity to
monstrate its commitment to the residents who have helped make this community successful.

ank you for your consideration. I look forward to hearing how management plans to address
ese concerns.

ncerely,

our Name]

what happened to Hillcrest community?

On 7/26/2026 12:57 PM, Sue Banaszak wrote:
Mr. Al Holbrook
Mr. Brad Bickford ,

I am writing to express some thoughts regarding the proposed expansion. My husband and I moved to Holbrook in 2021, we appreciated the ability to transition to assisted and memory care as we aged, in fact it was necessary to move Peter to memory care last September. With the addition of more residents this ability will become more difficult for those of us who have been here residences for a while. This ability is the reason a lot of people moved here.

It also seems that since we moved here the property has been a continual construction site. Remodeling existing spaces, adding items, structural repairs...and now you are asking us to endure Two plus years of total upheaval...it is really a domino effect,

new structure,
not enough parking,
dining room to small,
kitchen to small
enclose part of courtyard for more dining...beautiful courtyard made smaller, it all gets claustrophobic.
Looks like a whole lot longer than Two years.
Not to mention all of our spaces to special event outings fill up immediately due to transportation limitations.
This will become more difficult with additional residents.
Not fare for long time residents.

Since I am in one of the cottages the parking will not be an issue for me, but I can't fathom what chaos
And hardship this will cause the other residents...how could you possibly think off site parking would solve this problem...what about guests, parking for your outside events...it goes on and on.

I totally understand this is a business decision, but somewhere I would think the current residents should be taken in consideration. At the very least a rent freeze would show some compassion to us.

Sue Banaszak

I believe the proposed addition should have been disclosed

Prescription delivery, Home care help and parking

There have been a number of projects only to see them less than impressive. A bee hive turned into a butterfly sanctuary because nobody thought the bee stings. So far no butterflys. Also a small putting green which makes one think it was done for marketing only.

Fix the drainage pond & prevent mosquitos and stank refules

We have seen a butterfly structure, a bee area, thoughts of a golf ~~pond~~ simulator, a putting green that is far from challenging, a runoff pond behind the cottages which could be attractive & good for the environment - all ideas that have

not been made

Lack of sleep, rest.

Great concerns for my wheelchair Bound Husband

Did not come to live in a construction zone for 3 years

I'm in a wheelchair - This will make my life so difficult in everyway, not only for me but also for my sick wife who is my caregiver.

Charles Terry

13682 Hwy 92

Apt. 3012

Woodstock, GA 30188

September 18, 2026

To Whom It May Concern,

My wife, Carol, and I decided in 2021 that we should look for an independent living facility because, at our late eighties, we wanted to prepare for our later years. After looking at many facilities, we chose Holbrook of Woodstock. We moved in in April of 2022. As time went on, it became obvious that Carol should be admitted to memory care here at Holbrook due to the progression of her Alzheimer's disease. She went to memory care on January 14, 2026.

My concern is that the proposed building to be built on the rear of the property, comes with all the noise that a construction site has. In addition to noise, the excavation creates air pollution which is also a concern.

As I have come to understand from reading studies regarding the effects of environmental disruptions on Alzheimer's and hospice patients, the disruption of construction has a definite negative impact on their lives. As the most vulnerable people at Holbrook, the residents of memory care are also the least able to express their stress and discomfort. They should be able to spend their last days in peace and not in a situation that has construction noise and environmental problems.

Please consider my concerns in your decision to go forward with this project.

Sincerely,

Charles Terry

John C. Frank
13682 Highway 92, Apt 4012
Woodstock, GA 30188

August 3, 2026

Woodstock Planning Commission
Woodstock City Hall - Annex
12453 Highway 92
Woodstock, GA 30188

RE: Z # 17 4-26 Holbrook Condition Amendment 2026

Dear Commissioners,

I understand that your Commission objective is to help ensure that projects balance the needs of property owners and ensures that they are in line with broader interests of the community. A two-year high-impact building construction project that threatens the health of an entire senior living campus completely fails this balance requirement. The Woodstock Building and Safety Division explicitly states that its' primary mission is to enforce codes to **"provide improved public safety, health and general welfare of the citizens of Woodstock ".** If your Commission approves a project causing severe cognitive and physical distress to an elder community, it would directly violate your core mission statement.

Please present us with findings from your Health Department staff that will determine the impact that this proposed building would have on a Senior Residence. Both State and Federal governments have guide lines to ensure that the Elder Care is a top priority when considering any construction, or disruption of the elderly in their daily lives.

I ask you to approach reviewing of this proposal as if you were instrumental in having your loved ones, or family members, choose Holbrook Woodstock as their final residence. This includes expecting them to have future access to both the on-site Assisted Living as well as the Memory Care facilities.

The current Holbrook Woodstock adult residential community is situated with the Independent and Assisted Living building facing a parking lot and a steep hill, separating it from the up-hill Residential communities. Construction of a five-story structure, facing the Independent Living building, with its' back facing the hillside, creates a perfect canyon-like environment for noise enhancement, constant dust, silica, and diesel fumes to fill this current elderly living space.

Why was this proposal not presented to your committee when the original Holbrook Woodstock program was submitted? This owner has been involved with designing and building other facilities like this one for years. The time to construct this new five-story building was during

the original community construction and could have been located where they chose to install the cottages. Had the construction of this additional building been done years ago, no one would have been inconvenienced. **This proposal comes too late!**

Your health care Survey should address: allergy exposure, COPD, noise pollution, cardiovascular distress, cognitive distress, sleep deprivation, mitigation of fall risks, and "Transfer Trauma" (eliminating access to outdoor spaces). Limiting of activities, and freely accessible transportation, during the proposed construction time, can lead to social isolation, which in turn can lead to rapid physical and psychological decline with this vulnerable age bracket.

The proposal to create an additional 63 independent living units will create an unhealthy environment for this elder care community for the following reasons:

1) This community is operating efficiently as it currently is. An additional 100 or so people will stress all facilities.
2) Many residents hire private healthcare workers and aides to assist them so they may remain in the Independent, Assisted Living and Memory Care units. Parking for these necessary personnel must be considered.
3) Assisted Living and Memory Care areas are at capacity now and will not be able to support additional needs from an enlarged Independent community.
4) Management has always encouraged non-residence people, from the Woodstock community to share the facilities. This creates a more open community experience. Presently they utilize the Spa at Holbrook, which recently expanded its' service. Monthly memberships for non-residents enable use of all on-site Spa facilities, as well as dining, and the swimming pool club for beginners and young children (well-attended). These activities for non-resident guests require additional parking spaces. Six of the new (2025) parking spaces were allotted for that purpose and placed next to the Spa.
5) During the 2-year proposed building construction, and afterwards, where will parking be for the: residents; healthcare providers; additional help paid by resident; non-residents enjoying facilities: Spa, gym, dining room, cafe, swimming pool; outside vendors; entertainers; family members; other visitors; and of course the Holbrook Woodstock staff?

I trust you will very carefully consider the health, safety and welfare of all involved when reviewing the proposed construction project.

Sincerely,

John C Frank

John C. Frank

[redacted]

cc: Melissa Sigmund, Community Development Director
Woodstock Building & Safety Division
Al Holbrook, Holbrook Life, LLC

John CS Frank
13682 Highway 92, Apartment 4012
Woodstock, GA 30188

September 17, 2026

City Council
Care of: Natalie Faustine
City Planning Department
12453 Highway 92
Woodstock, GA 30188

RE: Case No: Z #174–26
Hearing Date: 9/28/2026
NOT IN MY ELDER CARE COMMUNITY'S BACKYARD

Dear Mayor and City Council members;

When balancing the property owners' rights and an ELDER CARE community's health, safety, and welfare, the scale should always favor the elderly. The adverse health conditions before, during, and after are the most important issue to be resolved. Why has the property owner not presented a medical report addressing these concerns?

Promises are not enough!

Clarification of health concerns, transportation, and parking must be resolved to protect our aged community.

An elder care (average age 83) community is defined as "a specialized residential setting designed to meet the housing, social, and medical needs by providing different levels of care for older adults".

The general manager, Brad Bickford, in a letter in August of this year, stated, "Since Holbrook Woodstock first opened, you have helped create something truly special. The friendships, welcoming spirit, vibrant lifestyle, and a strong sense of community you've built together have made Holbrook Woodstock the crown jewel and one of the most sought-after senior living communities in the region."

Al Holbrook stated in his letter of August 14, "We are a Judeo-Christian-led company built around the simple principle: Do unto others as you would have them do to you. We know we are not perfect, but we strive every day to live by the highest standards and to treat our residents, families, and associates with dignity, compassion, and respect." With this pledge, the project

should be shelved if one resident's life would be compromised during the construction of this unnecessary building.

History and Background

The City of Woodstock ordinances do not legally require landlords to give notice or advise tenants residing on the premises of an upcoming zoning or planning committee hearing. For this reason, the letter prepared by Park S. Huff, Esq., representing the landlord (applicant), dated June 16, 2026, was never mailed or distributed to the Holbrook Woodstock tenants.

The residents (tenants) were never informed of the June 30, 2026 Planning Commission meeting. Concerned neighbors informed us and were concerned about why no one attended the public meeting.

Several residents were prepared to attend the August 6, 2026 Planning Commission meeting, but were advised by management that the hearing was postponed. Management's letter dated August 5, 2026 stated: "We also want to ensure that you are well informed…". Management did not inform us of the new hearing date as represented in its letter. I learned of the September 3, 2026 hearing date by contacting your Planning Department.

At each scheduled meeting, the residents would have requested clarification on the project, especially a health department report concerning the construction effects on the elderly residents.

No required signage informing residents of the upcoming public hearings was ever placed or updated on the premises in a timely fashion. The September 3, 2026, hearing signage was updated the Thursday prior to the hearing, which coincided with the Mayor's visit to the Woodstock Spa renovation event.

Petitioner requested a continuance from the August 6, 2026 meeting to gain further input from the residence. Petitioner received 70+ letters expressing residents' concerns with the lengthy construction period and how this would or would not improve their quality of life, but never presented their concerns to either Commission.

We now know the ONLY purpose of constructing a new building is to increase the potential income of this property; it was and now has sold to JANUS, a Real Estate Holding Company, trading on the New York Stock Exchange. (Sale completed July 30, 2026).

By building this three-stage Continuing Care Residential Community for the elderly, the Holbrooks have @fulfilled their promise to create a PEACEFUL and SAFE environment for the elderly.

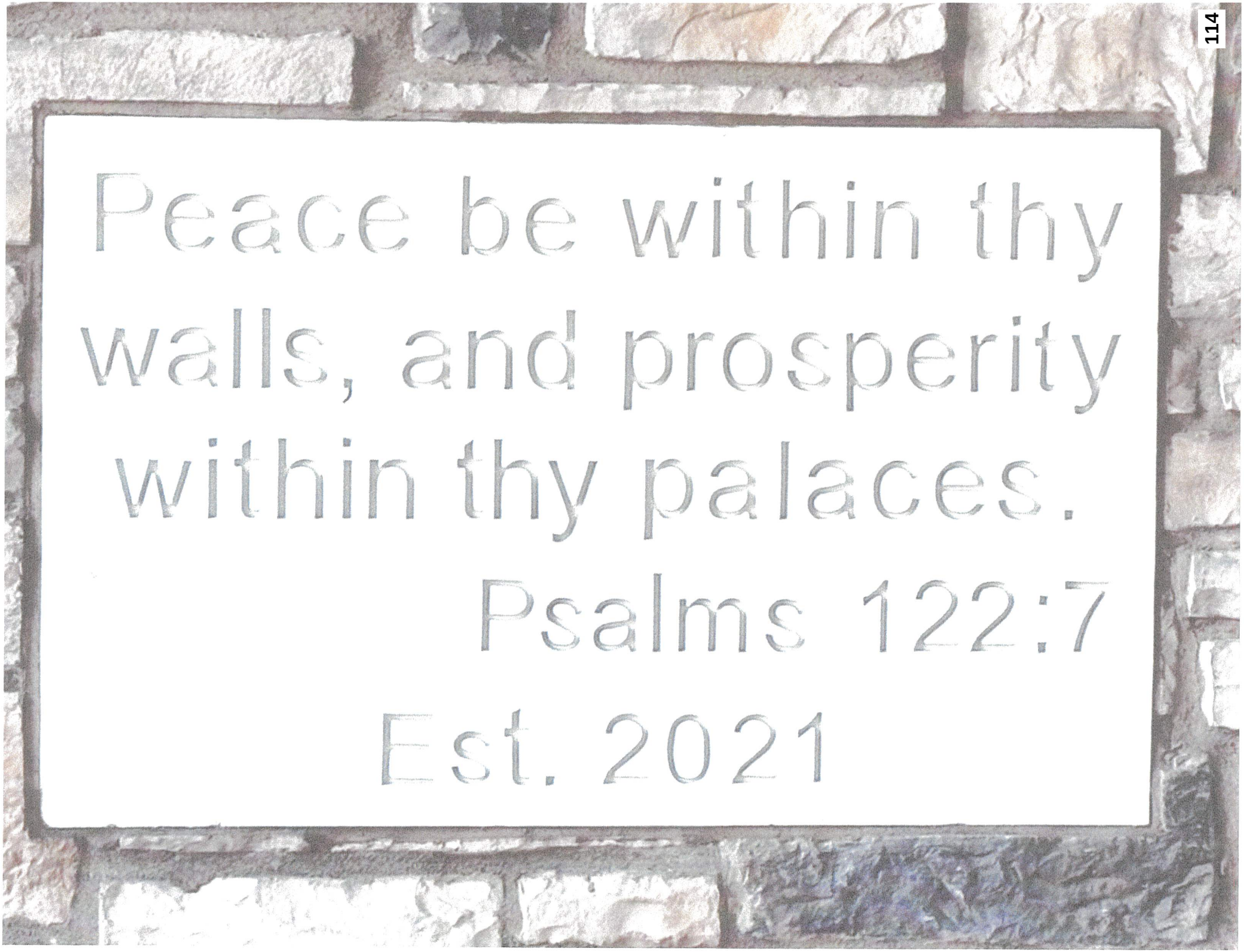
This is my LAST home, where I can transition from independent living to assisted living and, if needed, memory care.

John C S Frank John C S Frank

Enc: next page

Enc:

- letter-June 16, 2026 - Parks F Huff, Esq.
- letter-August 4, 2026 - Justin Antonacci, CFO
- letter-August 4, 2026 - Brad Bickford
- letter-August 5, 2026 - Holbrook Woodstock Leadership Team
- letter-(undated-early August) - Brad Bickford
- Letter-August 14, 2026 - Al Holbrook and Tosha


Peace be within thy
walls, and prosperity
within thy palaces.
Psalms 122:7
Est. 2021

S L H

GARVIS L. SAMS, JR.
(1952-2025)
JOEL L. LARKIN
PARKS F. HUFF

SAMS, LARKIN & HUFF
A LIMITED LIABILITY PARTNERSHIP
SUITE 100
376 POWDER SPRINGS STREET
MARIETTA, GEORGIA 30064-3448

770•422•7016
TELEPHONE
770•426•6583
FACSIMILE

June 16, 2026

NOTIFICATION OF PUBLIC HEARING APPLICATION

Case No.: Z#174-26
Location: 13682 Highway 92 Parcel: 15N24 212

Dear Property Owner:

This letter is to inform you that Solomon-Woodstock, LLC ("Applicant") has submitted an application to the City of Woodstock for a change in zoning conditions for a portion of Parcel # 15N24 212 totaling approximately 20.4 acres located at 13682 Highway 92. Solomon-Woodstock, LLC (doing business as Holbrook Woodstock) is requesting to add 63 (sixty-three) independent living units on the southern portion of the Subject Property. Additional parking will be in an underground parking garage.

You are receiving this notice because you own property within 800 feet of the proposed project.

You are invited to attend a Public Input Meeting to learn more about the proposal. The public input meeting will be held at the Chambers at City Center located at 8534 Main St, Woodstock, GA 30188 on Tuesday, **June 30, 2026** beginning at 7:00 p.m. This will be an informal meeting that will allow the Applicant to tell you about the proposal and to answer any questions you may have about the project. A copy of the proposed site plan as well as an exhibit showing the layout of the proposed building are enclosed with this notice.

There will be two public comment opportunities for this case:

Woodstock Planning Commission - Thursday, August 6, 2026, at 7:00 p.m.
Woodstock Mayor and City Council - Monday, August 24, 2026, at 7:00 p.m.

Both of these hearings will be held at the City of Woodstock's Chambers at City Center located at 8534 Main Street, Woodstock, Georgia 30188. If you are unable to attend the public input meeting and would like additional information, please contact me at (770) 422-7016 or phuff@samslarkinhuff.com.

Please contact staff at **planning@woodstockga.gov** if questions about the case should arise.

Sincerely,

SAMS, LARKIN & HUFF, LLP

Parks F. Huff, Attorney for the Applicant
phuff@samslarkinhuff.com

PFH/jcc
Enclosures

Holbrook

INSPIRE WONDER

Dear Residents,

I wanted to personally share some exciting news about the future of our Holbrook Woodstock community.

Last week, we took an important first step in what we believe will be a wonderful addition to our campus by participating in our first public hearing with the City of Woodstock regarding plans to build 63 new residences.

While we are still in the early stages of the development process, we wanted you to hear about these plans directly from us. Because the City of Woodstock's planning process is public, information about this project is already being discussed within the community. We also look forward to discussing the project further and answering your questions during Wednesday's Fireside Chat.

First and foremost, this expansion is a reflection of the incredible community you have built and is ultimately an investment in you.

Since Holbrook Woodstock first opened, you have helped create something truly special. The friendships, welcoming spirit, vibrant lifestyle, and strong sense of community you've built together have made Holbrook Woodstock the crown jewel and one of the most sought-after senior living communities in the region. The demand from prospective residents has continued to grow, and this project gives us the opportunity to welcome more people into the exceptional community that you have created.

The new residences are planned to be located behind our existing Active Passionate neighborhood, allowing us to thoughtfully expand while preserving the character of our current campus.

Although the project is still subject to the normal development and permitting process, our current expectation is that construction will begin during the first quarter of next year and take approximately 12 to 18 months to complete.

We understand that construction naturally brings questions, particularly regarding parking and campus access. Please know that these considerations have been a priority from the very beginning. We are in the early stages of developing an interim parking plan to ensure residents, families, and associates continue to

Holbrook

INSPIRE WONDER

have convenient access throughout construction. Once the project is complete, our campus will feature more parking than it does today, including additional covered parking for residents.

While construction will require patience, we truly believe the end result will be well worth it. This project is about much more than adding residences. It represents an investment in the future of Holbrook Woodstock and the residents who already call it home. As planning continues, we anticipate enhancements such as additional amenities, an expanded Health Center to better serve residents, potential expansions to our dining venues and kitchen, and other improvements designed to elevate the Holbrook experience for everyone.

As planning progresses, we will continue to keep you informed with regular updates so you always know what to expect. We ask for your partnership and patience throughout this process. In return, we are committed to doing everything in our power to minimize disruptions and inconvenience while continuing to provide the outstanding service, amenities, and lifestyle you have come to expect from Holbrook.

We truly believe this expansion represents an exciting new chapter for our community. It allows us to extend the Holbrook experience to more residents while strengthening the long-term future of our campus for everyone who calls it home.

Thank you for making Holbrook Woodstock such an extraordinary place to live. This project would not be possible without the incredible community you have built together, and we are excited to take this next step with you.

Thank you for your continued trust, partnership, and support.

Sincerely,

Brad Bickford
General Manager
Holbrook Woodstock

Holbrook

INSPIRE WONDER

August 4th, 2026

Good afternoon, Holbrook Residents and Family Members:

It is our privilege to care for you and your loved ones, and we remain deeply committed to providing the exceptional lifestyle and personalized service that defines the Holbrook experience. In that spirit of transparency, we would like to share an upcoming ownership update regarding your community.

On July 31, 2026 ownership of Holbrook Woodstock transitioned to Woodstock OpCo 1, LLC. In accordance with Georgia state regulations, this letter serves as your formal notification of that change.

Most importantly, your experience with us will remain exactly as it is today, seamless, familiar, and centered entirely around you.

This transition is purely ownership related. Holbrook Life Management will continue to oversee and manage the day-to-day operations of Holbrook Woodstock ensuring the same thoughtful leadership, attentive service, and continuity of care you have come to trust.

You can expect:

- A familiar and trusted team: The caregivers, nurses, concierge, and leaders who know you and care for you will remain in place.

- A seamless daily experience: Dining, wellness programming, and social opportunities will continue just as you enjoy them today.

- Steady leadership and care: Our management team remains fully dedicated to supporting every resident with attentiveness, consistency, and warmth.

While timing may adjust slightly as the process moves forward, our commitment to your comfort, wellbeing, and peace of mind remains unwavering. Every decision we make continues to be guided by the same standard of excellence and hospitality you have come to expect from Holbrook.

Should you have any questions and wish to speak with us, we would welcome the opportunity. Please feel free to contact your General Manager or any member of our team.

With appreciation and continued dedication,

Vickie Curl

Vickie Curl

Chief Investment Officer

Brad Bickford

Brad Bickford

General Manager

13682 HIGHWAY 92 WOODSTOCK, GEORGIA 30188 678-279-5961

Holbrook

INSPIRE WONDER

August 4, 2026

Dear Residents and Families,

We are pleased to share an important update regarding the ownership of our Holbrook communities. Our communities have transitioned to new ownership under Janus, a large publicly traded real estate investment trust (NASDAQ: JAN) with more than 30 years of experience owning senior housing real estate.

Most importantly, Holbrook is not going anywhere.

Holbrook will continue to operate and manage our communities, and the associates and leadership teams you know will remain in place. There will be no change to our day-to-day operations, services, programs, or the relationships that make our communities so special. We remain deeply invested in our residents, our associates, and the communities we have built together.

Janus brings significant financial strength, stability, and a long-term commitment to senior living. They are not a short-term owner; their plan is to own and invest in their communities for the next 40 years. We believe this long-term perspective, combined with Holbrook's continued leadership and operating experience, creates a strong foundation and partnership for the future of our communities.

While the ownership structure is changing, who we are is not. Holbrook remains as committed as ever to our mission of Inspiring Wonder and Transforming Lives. We will continue working every day to provide an exceptional experience for our residents, support our associates, and preserve the culture and sense of community that define Holbrook.

We understand that an announcement like this may naturally prompt questions. We will continue to communicate openly throughout the transition and will be available to address any questions you may have.

Thank you for the trust you place in Holbrook. We are excited about this next chapter and, above all, grateful for the opportunity to continue serving you.

Warm regards,

Justin Antonacci – CFO/COO
Holbrook Life





THE HOLBROOK RESIDENCES

WOODSTOCK GA

Sent from Yahoo Mail for iPhone

K
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John C. S. Frank
Holbrook – Woodstock
13682 Hwy 92, Apt 4012
Woodstock, GA 30188
October 20, 2026

Subject: Formal Opposition to Holbrook Woodstock Senior Living Expansion (Case Z#174-26)

Mayor and City Council of Woodstock
City of Woodstock
12453 Hwy 92
Woodstock, GA 30188

Dear Mayor and Members of the City Council,

I am writing on behalf of a coordinated group of residents at the Holbrook Woodstock Senior Living Community to formally submit our opposition to the proposed five-story expansion project (Case Z#174-26), scheduled for the November 9, 2026, City Council meeting.

As you know, the Planning Commission's recent 2-2 tie vote highlights major community-wide concerns regarding this development. We urge the City Council to deny this request based on the following planning, structural, and demographic mismatches:

1. Stagnant Continuum of Care vs. Resident Needs:

The Holbrook operates as a "**CCRC Lite**" Eldercare community serving an average resident age of 84 years. Across independent living, assisted living, and memory care tiers, our residents naturally age in place and require progressive medical and cognitive support. By expanding strictly independent living units while providing absolutely zero expansion for assisted living or memory care beds, this project fails to build a sustainable continuum of care. It creates an operational bottleneck that ignores the immediate healthcare needs of Woodstock's oldest demographic.

2. Violation of Senior Housing Density Caps Without Community Benefit:

The Woodstock Council Policy Manual sets a strict target cap mandating that no more than **5%** of the city's total housing stock consist of senior living facilities. Woodstock has already breached this cap at roughly 6%, and this expansion would push it further to **6.1%**. Granting a zoning variance to exceed municipal density laws should only occur if a project delivers a profound, necessary public benefit. Overbuilding independent units while

freezing critical-need categories like memory care does not justify breaking the city's established density limits.

3. Profit-Driven Corporate Timeline vs. Local Planning Integrity:

The timeline of this application reveals that the push for aggressive density expansion was driven by corporate financial motives rather than community welfare. This expansion proposal was brought to a Planning Commission hearing on **June 30**, positioned immediately prior to the finalized sale of the property to a New York stock-exchange-traded corporation on **July 31**. It is evident that maximizing zoning density on paper was leveraged to inflate the property's portfolio value for an out-of-state corporate buyer. The City of Woodstock should not violate its own housing caps to accommodate the **profit-driven timelines of Wall Street investors** at the direct expense of its vulnerable senior citizens.

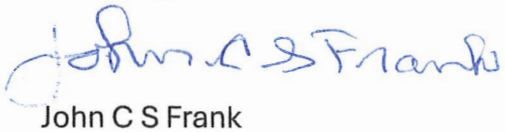
4. Demographic Incompatibility and Infrastructure Safety Hazards:

Replacing our existing, accessible surface parking lot with a five-story building and a subterranean garage is fundamentally unsafe for an 84-year-old population. Slower reaction times, mobility issues, and low-light visual adaptation make underground ramps, transitional lighting layouts, and potential exhaust air quality issues a major physical liability for elderly drivers, spouses, visiting families, and medical staff. Furthermore, designing the layout so that each garage level is flat with separate entrances introduces complex, fragmented navigation points that will cause confusion and traffic bottlenecks. Finally, stripping away surface parking during multi-year construction phases will severely trap and isolate vulnerable residents.

For these reasons, we request that the City Council protect its senior citizens, uphold its municipal housing policies, and deny **Case Z#174-26**.

Thank you for your time, leadership, and consideration.

Sincerely,



John C S Frank

John C. Frank

13682 Hwy 92, Apt. 4012

Woodstock, Georgia 30188

Al Holbrook, Chairman, Holbrook Life

Justin Antonacci, Chief Financial Officer

Brad Bickford, General Manager

Holbrook Woodstock CCRC

13682 Highway 92

Woodstock, GA 30188

RE: Woodstock Planning Commission Case Z #097-17

Dear Mr. Holbrook, Mr. Antonacci, and Brad Bickford,

I am writing to express my strong opposition to the proposed construction of a new five-story Independent Living building at Holbrook Woodstock.

Holbrook has built an exceptional community. The staff, caregivers, and management have created an environment that residents genuinely love and are proud to call home. That is precisely why this proposal is so concerning. It asks the current residents—those who invested in Holbrook because of its quality of life—to bear the burden of future expansion.

The proposal adds 63 new Independent Living apartments while reducing existing parking and replacing one of the most peaceful areas of the campus with a large construction project expected to last at least eighteen months (a timeline all understand is extremely likely to expand well past that mark). Residents facing the project will experience prolonged noise, dust, heavy equipment, construction traffic, and the permanent loss of the natural views that many of us enjoy every day.

Although the wooded area behind the building is modest, it provides an important daily connection to nature. Many residents came to Holbrook after living in smaller towns or rural communities. Looking out at trees rather than another building contributes to peace, well-being, and a sense of home. Replacing that setting with a five-story building

fundamentally changes the living experience residents believed they were purchasing through their rental agreement.

Holbrook promotes itself as a Continuing Care Retirement Community where residents can confidently move from Independent Living to Assisted Living and Memory Care without leaving the community they call home. Today, those services already appear to be operating at or near capacity. Adding another building devoted entirely to Independent Living raises an important question: when these additional residents eventually require Assisted Living or Memory Care, will those accommodations be available?

Parking is another significant concern. Any analysis should include residents, healthcare providers, personal assistants, domestic caregivers, family visitors, contractors, employees, and the many members of the Woodstock community who participate in Holbrook's spa, dining, club, swimming, and other amenities. Residents value these outside memberships because they create a vibrant community, but they also create legitimate parking demands.

The proposal also expands the dining room and kitchen by using valuable outdoor gathering space. Dining waits already occur during busy meal periods, and exercise classes are becoming increasingly full. Expanding the resident population before expanding the services that support those residents risks diminishing the high-quality experience that attracted people to Holbrook in the first place.

I also question whether the proposed parking deck will adequately serve an aging population. Will parking spaces and maneuvering lanes remain the same size as the existing outdoor parking? Older adults often require additional room to safely navigate parking areas.

If construction proceeds, what accommodations will be made for the residents most directly affected? Will those who lose their views and endure years of construction be offered rent abatements and the opportunity to relocate within the community without financial penalty?

Holbrook Woodstock has become home for many of us. We chose this community because of its people, its atmosphere, its natural setting, and the confidence that we could remain here through every stage of our lives. I adamantly request that these qualities not be compromised in pursuit of additional growth.

Sincerely,

John C Frank

John C. Frank

Subject: Request for Deferral and Additional Review – Holbrook Woodstock Expansion

Dear Members of the Planning Commission and City Council,

Please find attached a formal request submitted on behalf of the independent living residents at Holbrook Woodstock regarding the proposed five-story building expansion.

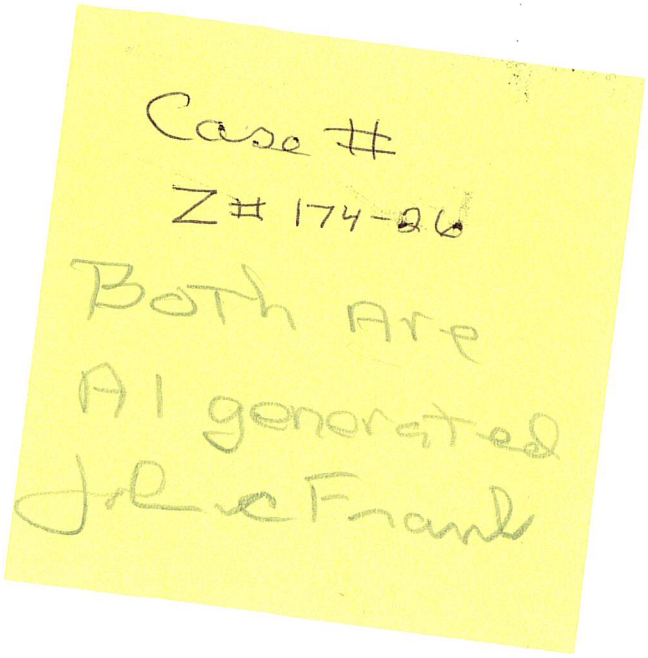
As residents with an average age of 82, we have serious concerns regarding the safety, lighting, drainage, and accessibility of the proposed underground parking facility. We respectfully ask that the city postpone making a final decision on this project until a comprehensive healthcare, accessibility, and infrastructure evaluation can be conducted.

Thank you for your time, leadership, and attention to the safety of Woodstock's senior residents.

Respectfully,

John C S Frank

John C S Frank
Holbrook Woodstock Resident
302-528-8625



FORMAL REQUEST FOR DEFERRAL OF DECISION AND ADDITIONAL COMPLIANCE REVIEW

TO: The City of Woodstock Planning Commission & Woodstock City Council
FROM: Independent Living Residents of Holbrook Woodstock CCRC
DATE: September 28, 2026
RE: Request for Postponement of Action Pending Comprehensive Healthcare, Accessibility, and Infrastructure Evaluation (Case: Holbrook Woodstock Expansion)

To the Members of the Planning Commission and City Council,

As independent living residents of the Holbrook Woodstock Continuing Care Retirement Community (CCRC), we are writing to formally request that the Planning Commission and the City Council **postpone taking any final action or making a definitive decision** regarding the proposed five-story independent living building expansion.

We urgently request that this matter be tabled to allow for a dedicated, multi-disciplinary review of the proposed subterranean underground parking infrastructure. Moving our community from flat, regular outdoor parking to a confined underground environment introduces highly localized safety hazards. Given that our resident population features an average age of 82 years old, the health, safety, and welfare of these vulnerable citizens must not be decided without a comprehensive evaluation on the public record.

Specifically, we ask that the city commission an independent review to address the following critical omissions in the current project plans:

1. **Comprehensive Healthcare & Vulnerability Evaluation:** The current transition plans lack a formal healthcare impact assessment. The physical stress and anxiety induced by navigating dark, multi-turn underground spaces—combined with the concentrated exhaust fumes trapped in a subterranean structure—pose a direct strain on residents with respiratory or cardiovascular vulnerabilities.

2. **Georgia Accessibility Code Field Study:** We request a rigorous review of the proposed structural ramp inclines. Under Chapter 120-3-20 of the Rules of the Safety Fire Commissioner, strict slope limits are mandated to ensure senior safety. An explicit engineering review is required to verify that vehicle ramp running slopes are kept to an ideal profile (between 1:16 and 1:20) and that side-to-side cross-slopes strictly adhere to the 1:48 (2%) safety threshold to prevent tipping hazards for residents using walkers or canes.

3. **Advanced Air Quality & Mechanical Ventilation Review:** Under the Georgia Mechanical Code, enclosed garages must maintain a minimum continuous airflow of 0.75 cfm per square foot. We demand a formal review to ensure that the developer's plans mandate a continuous system tied directly to UL 2075-listed Carbon Monoxide and Nitrogen Dioxide detectors, with accessible data logs for code enforcement.

4. **Georgia Plumbing Code & Stormwater Runoff Mitigation:** Torrential Georgia downpours create high volumes of fast-moving surface water. When funneled down vehicle entry ramps, this water pools on smooth concrete, turning the floor into an immediate slip-and-fall hazard. A targeted review must verify that heavy-duty trench drains at the base of the ramp can successfully intercept 100% of stormwater runoff as required by Chapter 11 of the Georgia State Minimum Standard Plumbing Code.

5. **Pedestrian Safety and Mobility Buffer Zones:** A dedicated review is necessary to guarantee that the internal layout provides elevated pedestrian pathways physically separated from active driving lanes by structural bollards. Furthermore, per Georgia Code § 30-3-2, a formal verification must ensure that all accessible parking spaces maintain a minimum 98 inches of vertical clearance to safely

accommodate high-top senior transit and conversion vehicles.

Conclusion & Formal Motion for Deferral:
The legally stated intent of Georgia's safety and accessibility statutes is to eliminate unnecessary physical barriers and protect elderly citizens from preventable injury.

Rushing to a decision on a five-story senior residential expansion without a dedicated healthcare and code compliance evaluation fails to protect the city's most vulnerable residents. We respectfully urge the Planning Commission and the City Council to **table this proposal, defer the vote, and order an additional comprehensive review** to address these pressing safety gaps.

Respectfully submitted,

John C S Frank
302-528-8625
Independent Living Resident, Holbrook Woodstock CCRC

Holbrook

INSPIRE WONDER

9.24.26

Mayor and Members of the Woodstock City Council,

I am writing on behalf of Holbrook Woodstock to ask for your support for the proposed Flats expansion. We understand the Council's decision must account for the people who live at Holbrook today, those who hope to live here in the future, and the broader Woodstock community. We also understand why residents have raised questions. They deserve clear answers and a genuine voice as this project moves forward.

The expansion responds to needs we can see firsthand. More than 90 prospective residents are on our independent living waitlist, and many are seeking larger homes than we can currently offer. The proposed 63 residences, primarily two-bedroom homes, would give more older adults an opportunity to make Woodstock their home or remain here as their needs and preferences change.

This is also an investment in the experience of our existing residents. We are committed to always serving all of our residents with the highest level of service and amenities. In a survey of Holbrook Woodstock independent living residents, expanded wellness services and outdoor amenities emerged as top priorities. The expansion proposal includes eight dedicated wellness suites, new walking trails and a water feature. It also adds 175 covered parking spaces for the building, which includes 40 additional parking spaces for the campus in response to a concern residents have consistently shared with us.

We have heard the concerns about construction, parking during the work, and the effect of an expanded campus on daily life. Those concerns are real. If the project is approved, our responsibility will be to work closely with residents, communicate regularly, and plan with our construction partner, the work in a way that protects their quality of life as much as possible. We have begun that conversation with our Resident Advisory Council and intend to keep it going throughout the project.

For Woodstock, this project would expand local housing choices for more mature adults while strengthening an established community that is already part of the city, while increasing an already city-wide high tax contribution. For current residents, it offers amenities and services they have asked for. For future residents, it offers homes that are in demand today.

We recognize that approval is a consequential decision. We ask the Council to consider both the concerns that have been voiced and the documented need this proposal addresses. Holbrook is committed to being accountable to our residents and a good partner to the City of Woodstock. I respectfully ask for your support of the Flats expansion.

Sincerely,

Justin Antonacci

Justin Antonacci
CFO/COO
Holbrook Life

48 Old Roswell Street • Alpharetta, Georgia 30009 • 678-566-0034

Holbrook

INSPIRE WONDER

Mayor and Members of the City Council,

As you prepare for Monday's City Council meeting, I wanted to reach out personally to share my perspective on the proposed expansion of Holbrook Woodstock and, more importantly, my commitment to the residents who call Holbrook home.

I opened Holbrook Woodstock nearly six years ago, and I have had the privilege of watching this community grow into what it is today. I am incredibly proud of what our team has built and of the relationships we have developed with our residents and their families.

Because of that, I want to be very clear that my first responsibility throughout this process is to our current residents.

I have listened to the concerns expressed about the expansion. I understand that construction can create inconvenience, noise, traffic, and parking challenges, as well as concerns about dust, debris, and air quality. I don't believe we should dismiss those concerns.

Instead, I have been proactively developing solutions and mitigation strategies so that we are prepared to address these issues before they become problems.

Here are some of the areas I have been working on:

Parking & Transportation

Parking has been one of the biggest concerns raised by our residents, and we have been working to address it proactively. Importantly, our parking decisions have not simply been about meeting zoning requirements. We have made additional investments and explored additional parking solutions because our residents have told us what matters to them, particularly their desire for convenient, covered parking.

During construction, we plan to provide approximately 175 offsite parking spaces at Woodstock Baptist Church for our Associates and the Construction team, along with shuttle transportation to and from Holbrook. This operational investment will minimize construction impacts on our residents and preserve as much on-site parking as possible. In addition, we are:

- Developing a plan to allow residents who drive frequently to maintain temporary parking on the Holbrook property whenever possible.
- Providing off-site parking options for residents who drive less frequently.
- Expanding transportation to doctor and medical appointments, grocery stores, church, shopping and other essential errands.

- Exploring shuttle service seven days a week, from 6:00 a.m. to 11:00 p.m., throughout the construction period.
- Maintaining designated visitor parking for family, friends, prospective residents and other important visitors.
- Expanding our current valet and shuttle services.
- Maximizing available parallel parking and other onsite parking opportunities.
- Providing additional housekeeping and maintenance support where construction creates additional work.
- Adding 40 more parking spaces than required by the city.

Noise

We are also taking a proactive approach to construction noise by:

- Installing temporary noise barriers strategically between construction activity and occupied areas.
- Providing additional protection for residents and areas closest to the construction zone.
- Establishing and enforcing construction schedules and quiet hours.
- Working with the contractor to schedule the loudest construction activities in a way that minimizes disruption.
- Monitoring noise levels during construction so we can identify and address issues before residents have to complain.
- Giving particular attention to our Memory Care and hospice residents, whose needs require additional consideration.

Air Quality, Dust & Debris

We are also investing in measures to minimize construction dust and debris, including:

- Utilizing HEPA filtration and our existing common-area air treatment systems where appropriate.
- Implementing aggressive dust-control procedures throughout construction.
- Utilizing Holbrook Restorations to pressure wash the back parking lot, sidewalks and surrounding streets as needed.
- Increasing housekeeping in areas affected by construction dust.
- Establishing appropriate containment and cleaning protocols.
- Monitoring conditions around occupied buildings.
- Responding immediately to any air-quality concerns identified by residents or staff.
- Providing three-sided automatic patio shades for balconies facing the construction area. When closed, these shades would extend from ceiling to floor and operate on a track, creating an additional barrier between residents and construction dust and debris.

We are even looking at ways to utilize Holbrook Restorations beyond the construction period to help us maintain the community at a higher level. Our goal is to solve problems before they become problems and continue investing in the environment our residents call home.

Protecting Our Most Vulnerable Residents

This is an area I take particularly seriously. Our Memory Care and hospice residents are not simply another segment of our community. Their needs are different, and our mitigation plan must reflect that.

We will monitor how these residents are experiencing the construction and make adjustments as needed. If we see that something isn't working, we need to change it. I don't expect every resident to be excited about construction, and I respect those who have concerns. What I can commit to is that we will actively work to minimize the impact and protect the health, safety, comfort, and quality of life of the people who live here today.

Investing in Woodstock and Meeting the Demand for Senior Housing

At the same time, I believe we have a responsibility to look toward the future of senior housing in Woodstock.

Over the nearly six years I have been here; I have seen firsthand the demand for what Holbrook provides. We currently have a waitlist of approximately 90 prospective residents who want to be near their families and remain part of the Woodstock community. We also consistently hear from prospective residents looking for larger living spaces, which the new building will allow us to provide.

This expansion is about more than adding another building. We are investing in the City of Woodstock and in a community that desires a world-class residence for mature adults; a place where seniors can remain close to their loved ones while continuing to enjoy the planned growth of Woodstock's infrastructure and its growing list of lifestyle amenities, services, restaurants, shopping and other opportunities.

The proposed expansion represents approximately a $70 million investment in the City of Woodstock and adds to the City's future tax base, while investing in Woodstock's growth. I believe we can do both: protect the quality of life of our current residents while responsibly planning for the seniors who will need a place to call home in Woodstock in the future.

I am proud of what we have built at Holbrook over the past six years, and I am personally committed to approaching this expansion thoughtfully and responsibly. My commitment to

Holbrook

INSPIRE WONDER

our residents has not changed because we are expanding. If anything, it becomes even more important.

Thank you for taking the time to consider my perspective. I appreciate your service to the City of Woodstock, and I look forward to continuing to work with the City and our residents throughout this process.

Sincerely,



Brad Bickford
General Manager
Holbrook Woodstock

Holbrook

INSPIRE WONDER

September 24, 2026

Mayor and Members of the City Council,

I am writing regarding the upcoming hearing scheduled for Monday, September 28, 2026, concerning the expansion request submitted by Holbrook of Woodstock. You have.received letters from several of my colleagues addressing the concerns raised by current Holbrook of Woodstock residents and outlining how Holbrook proposes to address those concerns. Accordingly, I will not reiterate the details of the mitigation plan in this letter.

My tenure with Holbrook spans more than 25 years, during which I have served in executive leadership roles, including President and Chief Operating Officer, and most recently assumed the role of Chief Investment Officer. I share this background because it gives me a unique perspective on the heart of our company and our longstanding commitment to serving our residents. At Holbrook, we are deeply committed to developing exceptional communities that provide not only a beautiful physical environment to call home, but also a comprehensive approach to well-being designed to help our residents live longer, stronger, and more fulfilling lives. We hear countless testimonials from residents and their families about the meaningful impact Holbrook has had on their lives, and that impact is reflected in our growing independent living waitlist, which now includes more than 90 prospective future residents.

The proposed expansion gives us the opportunity to build upon that commitment by responding directly to the desires of our current residents for additional wellness and recreational offerings. The plans include eight additional wellness suites, expanded walking trails, bowling, and a golf simulator—amenities that will further enhance the lifestyle and experience already offered at Holbrook Woodstock.

At the same time, we take seriously the concerns raised by some of our current Holbrook Woodstock residents. Those concerns helped shape the mitigation plan outlined in the letters from our General Manager and CFO/COO. We are committed to working closely with our residents throughout the construction process and doing everything reasonably possible to minimize disruption to their daily lives and their enjoyment of the community they call home.

Ultimately, the catalyst behind our desire to expand Holbrook Woodstock is the opportunity to positively impact the lives of more than 65 additional residents who could one day call Holbrook Woodstock home, while also enhancing the experience and amenities available to our current residents.

We are honored to be a part of the Woodstock community and grateful for the opportunity to serve the residents who have entrusted us with their home and their future. We look forward to the opportunity to welcome additional residents to Holbrook Woodstock and to continue building on our longstanding commitment to the Woodstock community.

Sincerely,

Victoria A. Curl
Chief Investment Officer
Holbrook Life

ORDINANCE NO. 2026-___

Z#174-26 HOLBROOK CONDITION AMENDMENT (2026)

ZONING CONDITION AMENDMENT of a property, ± 20.4 acres, within the corporate limits of the City of Woodstock, Georgia, said property being in Land Lots 1197 and 1198 of the 15th District, 2nd Section, Cherokee County, Georgia, and being Tax Map and Parcel number 15N24 212, and being more particularly described in Exhibit "A," attached hereto.

WHEREAS, the City of Woodstock (hereinafter sometimes referred to as the "City") is a municipality duly formed and existing pursuant to Georgia law; and

WHEREAS, the 1983 Constitution of the State of Georgia provides for the self-government of municipalities without the necessity of action by the General Assembly; and

WHEREAS, the City of Woodstock, Georgia, has the legislative power to adopt clearly reasonable ordinances, resolutions or regulations relating to its property, affairs and local government for which no provision has been made by general law, and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

WHEREAS, the Mayor and Council of the City of Woodstock have determined that rezoning the above identified property to amend the previously imposed conditions of rezoning would be in the best of interest of the property owners of the area and of the citizens of the City of Woodstock; and

WHEREAS, said rezoning request application is and has been accessible to members of the public who are, or may be, affected by it, having been kept and maintained for public inspection during the normal business hours at Woodstock City Hall, and notice of intent to take action having been published in the Cherokee Tribune, a newspaper of general circulation within the territorial boundaries of the municipality of the City of Woodstock, for a period of at least fifteen (15) days prior to but no more than forty-five (45) days prior to the public hearing date; and

WHEREAS, the governing authority of the City of Woodstock has read and considered the proposed rezoning request;

NOW THEREFORE, BE IT RESOLVED AND ORDAINED by the Mayor and Council of the City of Woodstock that the aforesaid rezoning request shall now and hereafter be maintained for public inspection during the normal business hours at the City Hall under the custody of the City Clerk of the City of Woodstock; and

NOW THEREFORE, BE IT RESOLVED AND ORDAINED by the City of Woodstock, Georgia, by the lawful authority vested in them that that the property more particularly described on Exhibit "A" attached hereto and made a part hereof by reference is hereby granted a Zoning Condition Amendment. Said Zoning Condition Amendment is defined and regulated by the City of Woodstock Land Development Ordinance and is subject to the Conditions of Zoning attached hereto as Exhibit "B" and made a part hereof by reference.

Date of Public Hearing: September 28, 2026 and November 9, 2026

Advertisement: Cherokee Tribune: July 16, 2026

APPROVED, ADOPTED, AND ENACTED this 9th day of November, 2026.

_____
Michael Caldwell, Mayor
City of Woodstock, Georgia

_____
Robyn Adams, City Clerk
City of Woodstock, Georgia

_____
REVIEWED FOR LEGAL CONTENT
City Attorney

Exhibit "A" – Legal Description

A tract or parcel of land situated in land lots 1197 and 1198, 15th. District, 2nd. Section, City of Woodstock, Cherokee County, Georgia, the bearings of which are based on State Plane Grid System (Georgia West Zone) and being more particularly described as follows:

Commence at the northwest corner of land lot 1198 and having State Plane Coordinates of N- 1,486,099.0, E-2,206,982.5 at a 3/4" open top pipe; thence along the common land lot line between land lots 1179 and 1198, S88°19'52"E for a distance of 116.55 feet to the intersection of said line with the southwesterly right of way of Georgia Highway 92 (aka East Alabama Road) Variable Public R/W; thence along said variable right of way, S49°31'59"E for a distance of 74.31 feet; thence S64°33'46"E for a distance of 11.68 feet to a # 4 rebar at the intersection of said southwesterly right of way of Georgia Highway 92 (aka East Alabama Road) Variable Public R/W and the northwesterly right of way of Mountain Brook Parkway (Variable Public R/W); thence across said intersection S62°20'08"E for a distance of 90.26 feet to the intersection of the intersection of said southwesterly right of way of Georgia Highway 92 (aka East Alabama Road) Variable Public R/W and the southeasterly right of way of Mountain Brook Parkway (Variable Public R/W) and the **Point of Beginning** of said tract; thence continuing along said southwesterly right of way of Georgia Highway 92 (aka East Alabama Road) Variable Public R/W) the following 9 courses and distances: [62°20'08"E for a distance of 1,200.47 feet; S00°18'55"W for a distance of 26.74 feet; S68°12'18"E for a distance of 44.61 feet; Easterly 382.91 feet along the arc of a curve, concave to the North, having a central angle of 07°35'36", a radius of 2,889.26 feet, and a chord bearing and distance of S72°00'02"E and 382.63 feet to a right of way monument; S62°21'25"E for a distance of 162.56 feet to a right of way monument; S09°12'31"W for a distance of 42.16 feet; S62°21'25"E for a distance of 81.41 feet; N18°14'21"W for a distance of 57.46 feet; S62°21'25"E for a distance of 68.49 feet] to the intersection of the southwesterly right of way of Georgia Highway 92 (aka East Alabama Road) Variable Public R/W and the westerly edge of an access easement and the common line between property now or formerly owned by (i) State Route 92 Partners, LLC and (ii) AGNL Exercise, LLC; thence along said access easement and common line the following 4 courses and distances: [S01°46'08"W for a distance of 64.28 feet; S27°59'27"W for a distance of 103.13 feet; S56°54'25"E for a distance of 39.45 feet; S09°26'33"E for a distance of 243.38 feet to the intersection of said line with the common line between property now or formerly owned by (i) State Route 92 Partners, LLC and (ii) Mountain Brook Phase Two Pod "B" as recorded in Plat Book 93, Page 153 of Cherokee County, Georgia records; thence along said common line the following 5 courses and distances: [N21°01'49"W for a distance of 6.63 feet; N43°54'29"W for a distance of 186.43 feet; N62°19'44"W for a distance of 563.58 feet; S70°40'36"W for a distance of 171.22 feet; S78°18'06"W for a distance of 549.36 feet] to the intersection of said line with the northeasterly right of way of Mountain Brook Parkway (Variable Public R/W); thence along said right of way the following 4 courses and distances: [Northwesterly 18.22 feet along the arc of a curve, concave to the Northeast, having a central angle of 20°52'50", a radius of 50.00 feet, and a chord

Exhibit "A" – Legal Description (continued)

bearing and distance of N53°02'12"W and 18.12 feet; N42°35'52"W for a distance of 418.25 feet; Northerly 507.12 feet along the arc of a curve, concave to the East, having a central angle of 43°01'24", a radius of 675.35 feet, and a chord bearing and distance of N21°05'10"W and 495.29 feet; Northerly 262.96 feet along the arc of a curve, concave to the East, having a central angle of 27°08'51", a radius of 554.98 feet, and a chord bearing and distance of N13°59'57"E and 260.50 feet to the **Point of Beginning** of said tract.

Containing 20.40 acres or 888,606 square feet being more specifically shown on an ALTA / NSPS Land Title Boundary Survey prepared for Bradley Arant Boult Cummings, LLP, The Holbrook of Woodstock, LLC, Solomon Development Services, LLC and Evergreen Realty, State Route 92 Partners, LLC, Thirteen Re Holbrook of Woodstock, LLC, Wells Fargo Bank, N.A., its successors and/or assigns and First American Title Insurance Company, by Mitchell Surveying & Consulting, LLC, dated: April 11, 2016, revised: November 17, 2016, December 1, 2016 and March 27, 2017 (Job No. 15081.00), unto which reference is hereby made.

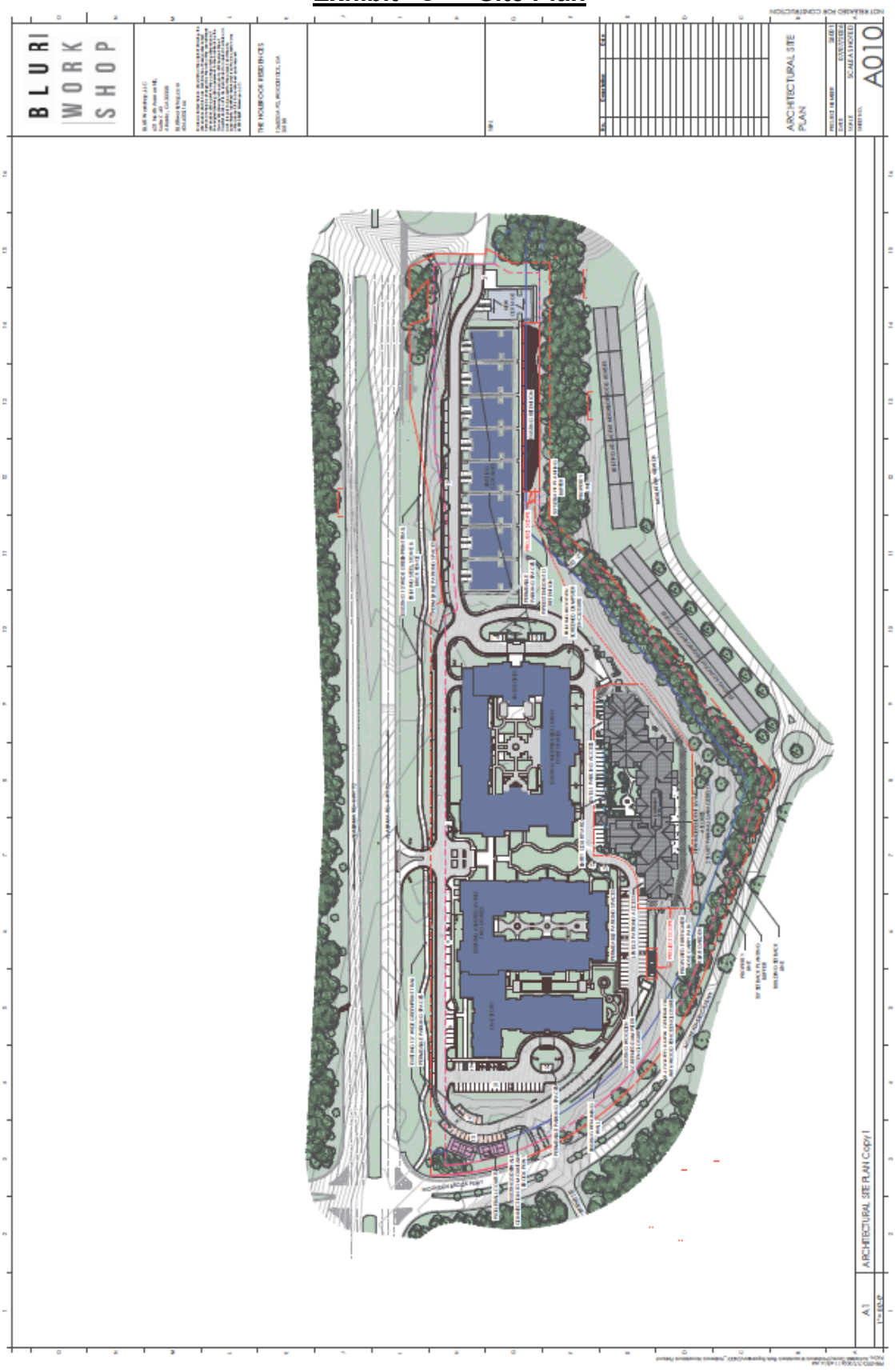
Exhibit "B" – Conditions of Zoning

Pursuant to the following Conditions of Approval:

1. This rezoning and these conditions supersede all conditions from Case Z#097-17. However, if land development permits are not issued within 12 months of the signing of this ordinance, the conditions contained herein will be invalid. An extension may be granted by the Mayor and Council at their discretion.
2. The senior living development shall be substantially similar to the site plan, attached hereto as Exhibit C dated July 7, 2026. Where zoning code conflicts with the substantial compliance requirement, the zoning code will be enforced - except where explicit variance or administrative relief has been granted in writing by Mayor and City Council or the DPC. The aforementioned notwithstanding, each site plan submitted to the City for review shall comply with all adopted requirements.
3. A maximum of 230 Independent Retirement Living units, 99 assisted living or memory care units, and 18 cottages shall be allowed on the subject property, all age restricted for seniors, with no fee-simple ownership. There shall be no more than 347 total units on the property.
4. Request for a variance to increase building height to 77 feet is granted.
5. Variance to architectural materials required by the Parkway Overlay is granted, to allow for similar materials as found in the Mountain Brook neighborhood, to include cement siding, wood, stone, and brick but not EIFS or vinyl.
6. There shall be a minimum 50-foot undisturbed or replanted buffer against the southern property line, bordering Mountain Brook, to be reviewed or approved by the Community Development Department.
7. **Condition Met** - A sidewalk shall connect the development to Mountain Brook Parkway, and to Highway 92, at the eastern end of the property.
8. **Condition Met** - The entrance to Mountain Brook Parkway shall align with the entrance to Claremore Manor.
9. **Condition Met** - Dumpster, recycling, loading dock, and service court areas may be screened with building facade, walls, fencing, and/or landscaping options, to be approved by the Community Development Department.
10. No fewer than 338 total parking spaces shall be provided on-site, including 175 garage parking spaces and 163 surface parking spaces. Any modification to the number or distribution of parking spaces requires approval by the Development Process Committee.
11. **Condition Met** - A 10-foot-wide section of Greenprints Trail shall be installed along Highway 92 for the entire Highway 92 road frontage of the property, prior to Certificate of Occupancy.
12. Variance is granted to allow a steel, stone, and brick fence to border Highway 92 instead of the white three-rail fence required by streetscape standards in the Parkway Overlay District. The fence may not exceed the height of the fence on the Claremore Manor property.

13. The Applicant shall meet with Building, Fire, and Zoning staff to answer questions regarding the final plans for the engineering and architectural design of the residential buildings. The meeting must occur prior to site plan approval. It is the Applicant's responsibility to arrange this meeting.
14. A dedicated left turn lane from Mountain Brook Parkway to Highway 92 shall be installed by the applicant, contingent upon GDOT approval.
15. Any gated entry features shall be reviewed and approved by the Development Process Committee prior to site plan approval.
16. A Construction Management Plan must be reviewed and approved by the Development Process Committee.

Exhibit "C" – Site Plan



AGENDA ITEM NO. 8.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Janis Steinbrenner, Community Development
ITEM TYPE:	Policy
AGENDA SECTION:	NEW BUSINESS
SUBJECT:	**Consideration of Approval to Repeal and Replace Section 400-0001 of the Council Policy Manual - Traffic Calming Policy**
SUGGESTED ACTION:	Request for approval to repeal and replace Section 400-0001 - Traffic Calming Policy in the Council Policy Manual. The revisions remove some outdated or incorrect information and align other areas of the policy to common or best practices and guidelines used by other local municipalities.

ATTACHMENTS:

400-0001 Traffic Calming Policy_Current.pdf
400-0001 Traffic Calming Policy_Proposed.pdf
400-0001 Traffic Calming Policy_List of Changes.pdf

City of Woodstock, GA **Council Policy Manual**

Subject: **Traffic Calming Policy**
Policy No.: **400-0001**
Effective Date: **Revised 04/25/2011**

These policies are intended for the uniform application of traffic control devices within the City of Woodstock, Cherokee County, Georgia. The contents of this document will address the procedures, the standards, material specifications and workmanship as related to procurement and installation of traffic control devices.

Traffic control devices as intended here shall include traffic signs, traffic signals, warning flashers, school flashers, pavement markings, and traffic calming devices. The procedures, standards, and material specifications shall apply to all publicly maintained rights-of-way and public and private development.

The City's Public Works Director or Designee shall have the responsibility to maintain, review, update, and enforce the standards and regulations contained in this document.

I. DEFINITIONS

Traffic Control Device – Any traffic signal, flashing devices, sign, pavement marking; speed regulation devices intended to regulate the movement of vehicles, bicycles, and pedestrians.

Public Works Director – City official in responsible charge of the Public Works Department.

Designee – A staff member of the City's Public Works Department charged by the Public Works Director with the direct responsibility of implementing the program.

Traffic Safety Committee – An advisory group of qualified City Staff appointed by the City Manager to review and evaluate traffic issued of significant impact. The Public Works Director or Designee shall be a permanent member and chairperson of the committee.

Traffic Calming – Traffic measures designed to regulate driver behavior in neighborhoods and on residential streets.

Specialty Signs – Any sign other than a traffic control sign.

Georgia Department of Transportation (GDOT) – State agency empowered by the State legislature to adopt standards and regulate traffic control devices within the State of Georgia.

Manual on Uniform Traffic Control Devices (M.U.T.C.D.) – The latest edition of the M.U.T.C.D. published by the Federal Highway Administration and adopted by the GDOT, governing the uniform application of traffic control devices in the State of Georgia.

Warrants – Minimum criteria as required by the M.U.T.C.D. for the installation of traffic signals, stop signs, warning signs, and pavement markings. Criteria as adopted by the City Commission for the installation of traffic calming devices are also included under this item.

Traffic Laws – The requirements of the Georgia Statutes governing the traffic control devices and City of Woodstock Traffic Ordinances and Regulations.

Non-Resident Traffic – Traffic, usually commuter traffic, that cuts-through a neighborhood to avoid congestion on main arteries or intersections.

II. PROCEDURES

A. Service Requests

All requests for new or repair and replacement of traffic control devices shall be directed to the Public Works customer service.

Routine repair or replace requests for non-emergency traffic control devices (excluding stop and yield signs, and school signs/flashers) are processed in the order of priority within 48 hours of the request. Emergency traffic control devices which include STOP sign, YIELD sign, and SCHOOL signs/flashers will be responded to within 2 hours of the call. Notice of malfunctioning traffic signals or bulb burnouts can also be directed to the Public Works customer service.

B. Maintenance Activities

The maintenance activities shall include the routine repair and replacement of the existing traffic control devices by the City of Woodstock Public Works Department. The Public Works Department shall maintain an accurate record (to the extent possible) of all existing signs, repairs and/or replacement of signs for a period of 3 years. The Public Works Department shall develop and maintain a routine sub-division update program in accordance with the life cycle of the material used.

C. Non-Standard and Specialty Signs

Requests for new non-standard and specialty signs shall be approved by the Public Works Director or Designee prior to fabrication and installation. Compensation for the non-budgeted specialty signs is required upon delivery.

D. Request for Traffic Regulation Change

All requests for traffic regulation changes shall be submitted in writing to the Public Works Director. The Public Works Director shall submit the request to the City's Traffic Safety Committee for review and evaluation. The Traffic Safety Committee shall initiate and conduct a traffic study (if applicable) to evaluate the conditions and determine the required solution. The Traffic Safety Committee shall advise the Public Works Director in writing with the outcome and the required action within 30 days of the request.

The Public Works Director shall consider the recommendation by the Traffic Safety Committee and forward a response in writing to the original requestor with a decision and potential costs and schedules. The Decision of the Public Works Director may be appealed to the City Manager and City Commission.

E. Traffic Committee

The City of Woodstock Traffic Committee is established to uniformly review and evaluate the requests for traffic regulation changes based on the City's Traffic Regulations. Based on an evaluation, the committee shall make a recommendation to the Public Works Director. The City Manager appoints the members of the committee from the following Departments:

- Public Works Department
- Engineer Consultant
- Community Development
- Police Department/Fire Department

The Public Works Director shall consider the recommendation and make a final determination and forward a response to the original requestor. The decision of the Public Works Director may be appealed to the City Manager. Meeting will be held on a monthly basis at a minimum and as needed to address special issues.

III. POLICIES AND STANDARDS

A. Prohibited Signs

1. The City of Woodstock does not permit business signs, advertising signs, or any other non-compliant sign within the public rights-of-way, unless otherwise provided in the City's Land Development Codes.

2. The City of Woodstock does not fabricate, install or maintain "Children at Play" and "No Dumping" signs.

3. Unauthorized signs will be removed and stockpiled at the Public Works yard at 301 Maguire Road for a period of 30 days and may be retrieved by the owner upon presentation of positive identification. The City will dispose of unclaimed items after 30 days.

B. Standards

1. Traffic Control Signs

a) All traffic control signs shall conform to the guidelines provided by the latest approved edition of the M.U.T.C.D. Non-conforming signs and installations will not be accepted and shall be removed and replaced at no expense to the City by the project owner.
b) All material and workmanship for the traffic control devices shall be in accordance with the latest edition of the GDOT Standard Specification for Roadway and Traffic.
c) The signs shall be of high-intensity reflective vinyl sheeting on aluminum surface. The colors, shapes, border, dimensions, lettering size, installed height and lateral distance shall conform to the requirements of the latest approved edition of the M.U.T.C.D. and GDOT standards.
d) All STOP signs shall be minimum 30" x 30" with high intensity reflective sheeting on aluminum surface. The Public Works Director or Designee the option to require a larger size or multiple STOP signs if necessary.
e) All signposts shall be 12' and shall be 2 lbs. galvanized U-Channel.
f) All street identification signs shall be 9" sign blades with 6" letters on collectors and higher classification. 6" sign blades are only acceptable internally to the sub-division streets. Street identification signs shall be mounted on top of STOP signs where applicable using 91 UF-OL90 Bracket and 9-90 Cross Bracket.
g) All street identification signs shall include the City of Woodstock logo with the appropriate size for the 6" and 9" blades. The City logo shall be of reflective vinyl material.
h) In new concrete median separators, a 1' x 1' window shall be neatly formed, an appropriate distance from the nose of the separator for the installation of the signs.
i) In existing concrete medians, a 1' x 1' window shall be neatly saw-cut and the area to be filled with suitable material. As an alternative, approved surface-mounted sign pedestals may be used.
j) All school signs shall be "florescent yellow" color for maximum visibility.

2. Pavement Markings

a) Unless otherwise stated in the document, all pavement markings shall Conform to the guidelines provided by the latest approved edition of the M.U.T.C.D. and GDOT standard specifications.
b) Unless otherwise approved by the Public Works Director, all pavement markings shall be thermoplastic conforming to the latest approved GDOT specifications.

c) Nose of all median separators shall be painted with reflective yellow paint in accordance with GDOT standards.
d) Contractors shall use an approved method for eradication of the existing pavement markings from the pavement surface.
e) On collector roads and residential streets with less than 12' effective lane width, the width of the striping shall be 4". On arterial roadways and collector roads with standard 12' lane widths, the width of the striping shall be 6".
f) All school zone markings shall conform to the latest GDOT approved standards.

3. Traffic Signals:

a) All traffic signals shall conform to the latest GDOT approved standard specifications and guidelines provided by the M.U.T.C.D.
b) All material and parts shall be on GDOT approved list.
c) All green, yellow, red, and pedestrian signals shall be LED (Light Emitting Diodes).
d) All pulse loops shall be 6' x 6' GDOT type "B" centered in each lane.
e) All presence loops shall be 6' x 40' GDOT type "F" quadruples.
f) Red arrows on the 3-Section protected-only signals are not permitted. A solid red ball is required instead.

C. Signing in New Sub-Divisions

The City of Woodstock Public Works Department will install all required traffic control signs for new subdivisions in accordance with the required standards. The procedure for the installation and compensation for the signing shall be as follows:

1. The developer shall submit a copy of the final approved sub-division plans to the Public Works Department for evaluation and planning.

2. The Public Works Department will prepare the signing design and provide a cost estimate to the developer upon review.

3. The developer must pre-pay the initial costs of the fabrication and installation prior to issuance of the permit to commence work.

4. The Public Works Department shall install the traffic control signs as soon as the roadway infrastructure is constructed, prior to construction of any homes.

5. Upon completion of all homes within the development, the Public Works Department shall inspect the traffic control signs and repair and replace any signs damaged during the construction activities. Compensation for any repairs and/or replacements shall be made in full prior to issuance of the final Certificate of Occupancy for the property.

D. Signing in Private Sub-Divisions

Signing in private sub-divisions is the responsibility of the community's homeowner's association (HOA). However, private subdivisions may request updates of the traffic control signs within private developments. The request must be in writing on the HOA's letterhead and shall be signed by the president of the HOA.

In response to a formal request, the City shall conduct an inspection of the private sub-division and prepare and submit a cost estimate in accordance with Exhibit A and time schedule to the

HOA. Upon receipt of the payment, the City shall proceed with the fabrication and installation of the signs.

E. Decorative Signs and Signposts

Use of non-standard and decorative sign material and signposts within the public rights-of-way may be permitted through a special use permit approved by the Public Works Director provided all special conditions are met. Sub-divisions, through their HOA's, can apply for a "Decorative Sign and Signpost" permit and pay a nominal non-refundable processing fee. The Public Works Director may approve the permit upon satisfaction of the criteria and special understanding. The conditions for approval are as follows:

1. The signs conform to the M.U.T.C.D. and GDOT standards.

2. The design of the structural support for the decorative signs meets and exceeds the AASHTO requirements as determined by the manufacturer or by a registered professional engineer in the State of Georgia.
3. The HOA agrees to provide all material and labor for the installation.
4. Upon damage, the HOA will provide material and labor for the replacement.
5. During an emergency, i.e. downed STOP sign, City will only replace the installation with standard (non-decorative) material.
6. HOA agrees in writing to waive any liabilities incurred by the City of Woodstock.

V. TRAFFIC REGULATIONS

A. Traffic Signals

Installation of a traffic signal is contingent upon satisfaction of all of the following criteria:

1. Satisfaction of the minimum M.U.T.C.D. warrants, and
2. Minimum spacing of one-quarter mile with adjacent signals, and
3. The intersection already has or will have left turn lanes in all directions, and
4. Availability of the funds.

A traffic signal warrant study conducted by a professional engineer registered in the State of Georgia is required. The warrant study shall also address the signal spacing and adequacy of turn lanes at the intersection.

B. **Multi-Way Stop** Installation of multi-way stops is contingent

upon the following criteria:

1. Satisfaction of the minimum M.U.T.C.D. warrants and
2. Lesser potential solutions have been implemented and have not resulted in an improvement.

A multi-way warrant study conducted by a professional engineer registered in the State of Georgia is required. The warrant study shall describe the previous improvements and the results of the implementation.

C. Speed Limits

Changing on an existing speed limits or establishing new speed limits shall be contingent upon the following criteria:

1. A speed study in accordance with the ITE guidelines to determine the eighty-fifty percentile speeds, and
2. A crash analysis for the recent past 3-year period, and
3. Physical geometry and clear zone standards

Speed limits on subdivision streets and residential roads shall be set at 25 MPH. Lower speed limits are only permitted if conditions warrant such an action in accordance with a traffic study. The speed study shall be conducted by a professional engineer registered in the State of Georgia. The change in regulation other than 25 mph limit on residential streets shall be approved by the City Commission.

D. **Parking Prohibition** Parking prohibitions may be authorized and implemented

under the following criteria:

1. As required by the State Law at locations specified.
2. Parking within the pavement surface or the right-of-way creates a safety hazard as determined by the City.
3. Parking within the pavement surface or the right-of-way hinders movement of emergency vehicles as determined by the City.
4. Parking within the pavement surface of the right-of-way results in destruction of public property as determined by the City.
5. Parking within subdivisions with deed restrictions.
6. Parking on streets within 1-mile radius of high schools.
7. Parking on streets adjacent to elementary or middle schools.

The Public Works Director or Designee is authorized to post parking restrictions with time limits as appropriate. Public nuisance restrictions may be authorized within sub-divisions if the following conditions are satisfied:

1. If an HOA exists, a written request on HOA letterhead signed by the president and providing evidence of a resolution by the HOA Board, specifying the limits of the restrictions; or
2. If there is no HOA, a petition signed by all of the homeowners on both sides of the street 500’ upstream and 500’ downstream from the point of restriction.

E. **Truck Restrictions** Movement of heavy trucks (other than for local delivery) may be

restricted on City streets if:

1. Movement of heavy trucks for other than local deliveries results in destruction of the infrastructure.
2. Movement of heavy trucks for other than local deliveries results in a safety hazard as determined by the Public Works Director or designated officer.
3. Nuisance cut-through exists where ample alternative arterial roadways and major collector roadways are available as determined by the Public Works Director or Designee.

The truck restriction shall not relocate the problem elsewhere in the transportation system or cause unsafe conditions at any intersection. Posting of the restriction must include the tonnage limit and adequate advance warning signs when necessary. All signs must include a “Local Deliveries Permitted” message.

F. Traffic Calming

Traffic calming measures are intended to modify driver's behavior to adhere with the safe operating regulations. They may be considered for residential sub-divisions to combat unsafe speeding and non-residential cut-through traffic when warranted. Caution must be exercised to carefully evaluate the reported traffic problems to ensure satisfaction of the minimum warrants and to ensure implementation of the correct traffic calming scenario. Based on experience, implementation of physical changes such as street closing, speed humps and tables often result in relocation of traffic problems to other parallel roadways.

Traffic calming solutions with physical restrictions are only considered for subdivision or local streets. They will not be considered for roadways with a collector or higher classification without major review of the impact on the transportation system on local and regional level.

Traffic Calming Solutions

It is recognized that an array of traffic calming solutions exists. An incremental approach that involves identification of the most effective/least costly solution is necessary to select the appropriate measures. The solution array may include, but not limited to the following:

- Neighborhood education
- Consistent enforcement
- Additional signing
- Speed trailers
- Permanent speed displays
- Turn restrictions
- Median chokers
- Speed tables and humps
- Street narrowing
- Traffic circles
- Street closures

Traffic Study

A traffic study performed by a registered professional engineer in the State of Georgia shall demonstrate based on the traffic data the need to implement traffic calming measures. The engineering data to support the conclusions shall include, but not limited to the following:

- directional traffic volume data
- directional speeds data
- classification counts
- crash history
- physical geometry (length, curves, widths, etc.)
- project costs & method of funding

The study, based on the collected data, shall conclude by recommending the most appropriate type of traffic calming.

Speed Humps & Speed Tables

Speed humps & speed tables should only be considered if other less restrictive measures have been employed and were not effective. In order to consider implementation of speed humps and speed tables, all of following minimum warrants must be satisfied:

Warrant	Threshold
Distance	Over 800’ in length
Volume	Less than 1,600 VPD
Posted Speed	30 mph or less
Speed	30% over posted speed or 10% over 10 mph over limit

VPD = total number of vehicles in a 24 hour period

In considering speed humps and speed tables, it is critical to note the following issues that generally are resultants of poor planning:

- A significant portion of traffic is diverted elsewhere often relocating the problem
- Consistent opposition from the neighborhood
- May hinder movement of emergency vehicles

In design and location of speed humps and speed tables, it is critical to consider the following:

- Spacing of subsequent humps or tables should be no more than 400’ to avoid speeding between humps or tables
- Humps or tables should not be placed within a horizontal curve
- Adequate measures should be deployed not to obstruct drainage
- Ensure adequate lighting exists

Non-resident Cut-Through

In neighborhoods where non-resident opportunities exist, the minimum criteria are as follows:

20% or more non-resident cut-through in any peak hour

Speed humps and speed tables can be considered for combating non-resident cut-through provided the volume and speed criteria are satisfied.

Other Speeding Counter-measures

T- here are other effective yet less restrictive physical methods available for combating speeding. They include:

- Median chokers- with or without landscape
- Street narrowing
- Traffic circles

Application Procedure

Procedures to submit a request for evaluation and implementation of traffic calming are as follows:

1) A written request is submitted. E-mail and fax request are acceptable. If there is an HOA, the request must be from the HOA Board on their official letterhead. Request must be submitted to Director of Public Works. The written request must clearly contain the following:

    - Name, address, and telephone number of requesters
    - Location of the concern
    - Type of concern (speeding, cut-through, etc.)

Anonymous requests will not be considered.

2) A preliminary evaluation is conducted by the City to determine the root cause and the significance of the speeding and non-resident cut-through and review the crash history. The Public Works Director will forward a recommendation to the original requester.

3) If physical restrictions other than education, signing, enforcement, speed trailers are determined to be necessary, the neighborhood HOA shall submit the following to the Director of Public Works within 30 days:

- A petition as outlined under "Petition Drive Procedures"
- Concurrence and evidence of approval by the HOA Board
- Commitment for funding
- A non-refundable application fee as listed in Exhibit B

In neighborhoods with no formal HOA, a petition drive will be requested after a preliminary study has determined speed humps or speed tables are warranted.

4) Upon the completion of the design of the traffic calming devices, funding commitment, and selection of a qualified contractor, the Public Works Director shall issue a right-of-way utilization permit for the installation of the traffic calming devices.

Petition Drive Procedures

It shall be the responsibility of the requester to conduct the petition drive in accordance with the following criteria:

- Wording of the petition shall be approved by the City Public Works Director or Designee prior to circulation.
- 67 % approval from homeowners of dwellings with driveways directly connected to the affected street.
- 50% plus 1 approval from homeowners on intersecting streets with no other outlets.
- Only one vote per household. If the dwelling is owned by 2 or more persons, they all must sign the petition and vote the same way. Signature of multiple owners with opposing views will be disregarded
- The petition shall clearly state the costs of the improvements to the homeowners on the affected street.
- It is the responsibility of the petitioner to collect all signatures and deliver the petition to the Public Works Department within 30 days of the request by the Public Works Director.

Funding

There is no budget established or authorized by the City Commission for traffic calming. Full or partial funding by HOA or neighborhood may expedite projects. Ultimately, funding is subject to approval by the City Commission.

Funding for removal of any traffic calming shall be the responsibility of the HOA or the neighborhood.

Approval

Upon recommendation by the Public Works Director, the City Council shall approve or deny the request during their regular sessions.

G. Lane Restrictions and Road Closures

Unless expressly permitted in writing by the Public Works Director, temporary lane closures and/or restrictions are not permitted during peak periods in the peak direction on the City streets. The peak period is defined as 7:00 to 9:00 a.m. and 4:00 to 6:00 p.m., Monday through Friday. For emergency operations, a verbal permission must be obtained from the Public Works Director or in his absence, from next in command.

Non-emergency, temporary, or permanent road closures are not permitted without a right-of-way utilization permit approved by the Public Works Director and the City Commission. Temporary closures for emergencies may be permitted upon justification as approved by the Public Works Director and the City Manager.

H. Over-sized and Over-weight Vehicles.

Movement of vehicles exceeding the size and weight as specified by the state law is prohibited on City streets without a permit. A permit application shall be filed at least seven (7) calendar days, excluding holidays, in advance of the scheduled move with the Public Works Department. The applicant shall specify all loaded dimensions and scheduled routes on their application.

The applicant shall be responsible for the costs of temporary removal and/or relocation of the impacted infrastructure, trimming of the trees, police escort, etc. as required. The City will notify the applicant by phone within 48 hours of application if additional information is needed or a deposit is required. The Public Works Director or Designee may request an alternative schedule and/or route to minimize the impact on the flow of the traffic on City streets.

If the move is partly on streets under the jurisdiction of other political sub-division, a copy of an approved application by all impacted jurisdictions must be forwarded to the City prior to the authorization by the City.

Exhibit A- Cost Schedule
Common Traffic Control Signs

Sign	MUTCD Designation	Size	Price (Furnish)	Price (Installed)
Stop	R1-1	30”	-	$80.00
Stop	R1-1	36”	-	$115.00
Stop/Street ID	R1-1/D3	30”/ 6”	-	$120.00
Stop/Street ID	R1-1/D3	30” / 9”		$130.00
4-Way	R1-3	12’ x 6”	-	$12.00*
All Way	R1-4	18’ x 6”	-	$15.00*
Yield	R1-2	30”	-	$110.00
Yield	R1-2	36”	-	$115.00
Speed Limit	R2-1	24” x 30”	-	$80.00
Speed Limit	R2-1	36” x 48”	-	$110.00
Street Name	D3	36” x 6”	-	$97.00
Street Name	D3	42” x 6”	-	$105.00
Street Name	D3	36” x 9”	-	$109.00
Street Name	D3	42” x 9”	-	$118.00
Over-Head ID	D3	24” x 18”	-	$113.00
Over-head ID	D3	30” x 18”	-	$117.00
No Parking	R7 Series	12” x 18”	-	$98.00
Handicap	R7-8	12” x 18”	-	$98.00
No Parking	R8-3a	12” x 12”	-	$90.00
Keep Right (left)	R4-7 or 8	24” x 30”	-	$105.00
Any Rectangle	R4 Series	24” x 30”	-	$105.00
Do Not Enter	R5-1	30” x 30”	-	$110.00
One-Way	R6-1 or 2	36” x 12”	-	$107.00
Turn Prohibition Symbol	R3-1,2,4	24” x 24”	-	$105.00
Supp. Plaque	R3 Series	12” x 6”	-	$12.00*
Warning Signs (Diamond)	W Series	30” x 30”	-	$105.00
Warning Signs (Diamond)	W Series	36” x 36”	-	$115.00
Warning Signs (Rectangle)	W Series	30” x 24”	-	$105.00
Chevrons	W1	18” x 24”	-	$80.00
Arrows	W1	18” x 36”	-	$100.00
No Outlet & Dead End	W14-1p & 2p	18” x 6”	-	$15.00*
U-Channel 2 lbs.	-	12’	13.00	-
Bolt & Nut	-	-	0.50	-
City Logo	-	4”	2.75	-
City Logo	-	6”	3.75	-
Cross Bracket	-	-	5.00	-
T-Bracket	-	-	5.00	-

THIS SPACE FOR
CITY USE ONLY

FORM TO BE PROCESSED BY
ENGINEERING/ PUBLIC WORKS DEPT.

PROJECT NO. _____
FEE _____
DEPOSIT AMT. _____
DATE PAID _____
RECEIPT NO. _____

CITY OF WOODSTOCK
APPLICATION FOR TRAFFIC CALMING/ STREET CLOSURE

(PLEASE TYPE OR PRINT ALL INFORMATION)

_____

APPLICANT'S NAME (Can be Group or Individual) CONTACT PERSON/TITLE

ADDRESS: _____

PHONE: _____ CELL:_____ FAX:_____

EMAIL: _____

1. DO YOU LIVE IN A NEIGHBORHOOD THAT HAS AN EXISTING NEIGHBORHOOD/HOMEOWNER'S ASSOCIATION?

ASSOCIATION'S NAME: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

_____

PHONE: _____ CELL: _____ FAX: _____

2. NAME OF ROADWAY(S) FOR WHICH ACTION IS REQUESTED?

3. ACTION REQUESTED?

Application for Traffic Calming/ Street Closure

4. PLEASE DESCRIBE THE PROBLEMS AND ISSUES CURRENTLY BEING EXPERIENCED BY YOUR AND YOUR NEIGHBORS: (Use additional Pages if Necessary)

Exhibit B: Schedule of Fees

1. Application for Traffic Calming- $120.00
2. Application for over-size vehicles- $35.00
3. Application for Decorative Sign Posts- $35.00

Subject: **Traffic Calming Policy**

Policy No.: **400-0001**

Effective Date: **Revised 04/25/2011**

These policies are intended for the uniform application of traffic control devices within the City of Woodstock, Cherokee County, Georgia. The contents of this document will address the procedures, the standards, material specifications and workmanship as related to procurement and installation of traffic control devices.

Traffic control devices as intended here shall include traffic signs, traffic signals, warning flashers, school flashers, pavement markings, and traffic calming devices. The procedures, standards, and material specifications shall apply to all publicly maintained rights-of-way and public and private development.

The City's Public Works Director or Designee shall have the responsibility to maintain, review, update, and enforce the standards and regulations contained in this document.

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I. Definitions

Traffic Control Device – Any traffic signal, flashing devices, sign, pavement marking; speed regulation devices intended to regulate the movement of vehicles, bicycles, and pedestrians.

Public Works Director – City official in responsible charge of the Public Works Department.

Designee – A staff member of the City's Public Works Department charged by the Public Works Director with the direct responsibility of implementing the program.

Traffic Calming Committee – An advisory group of qualified City Staff appointed by the City Manager to review and evaluate traffic issued of significant impact. The Public Works Director or Designee shall be a permanent member and chairperson of the committee.

Traffic Calming – Traffic measures designed to regulate driver behavior in neighborhoods and on residential streets.

Specialty Signs – Any sign other than a traffic control sign.

Georgia Department of Transportation (GDOT) – State agency empowered by the State legislature to adopt standards and regulate traffic control devices within the State of Georgia.

Manual on Uniform Traffic Control Devices (M.U.T.C.D.) – The latest edition of the M.U.T.C.D. published by the Federal Highway Administration and adopted by the GDOT, governing the uniform application of traffic control devices in the State of Georgia.

Warrants – Minimum criteria as required by the M.U.T.C.D. for the installation of traffic signals, stop signs, warning signs, and pavement markings. Criteria as adopted by the City Council for the installation of traffic calming devices are also included under this item.

Traffic Laws – The requirements of the Georgia Statutes governing the traffic control devices and City of Woodstock Traffic Ordinances and Regulations.

Non-Resident Traffic – Traffic, usually commuter traffic, that cuts-through a neighborhood to avoid congestion on main arteries or intersections

II. Procedures

A. Non-Standard and Specialty Signs

Requests for new non-standard and specialty signs shall be approved by the Public Works Director or Designee prior to fabrication and installation.

B. Request for Traffic Regulation Change

All requests for traffic regulation changes shall be submitted in writing to the Traffic Calming Committee. The Traffic Calming Committee shall initiate and conduct a traffic study (if applicable) to evaluate the conditions and determine the required solution.

The Traffic Calming Committee shall forward a response in writing to the original requestor with a decision and potential costs and schedules. The Decision of the Traffic Calming Committee may be appealed to the City Manager and City Council.

C. Traffic Calming Committee

The City of Woodstock Traffic Calming Committee is established to uniformly review and evaluate the requests for traffic regulation changes based on the City's Traffic Regulations. The City Manager appoints the members of the committee from the following Departments:

- Public Works Department
- Engineering Manager
- Community Development
- Police Department
- Fire Department

Meetings will be held on a monthly basis at a minimum and as needed to address special issues. Requests submitted during a calendar month will be considered at the meeting in the following month i.e. requests received in January will be considered at the February meeting.

III. Policies and Standards

A. Prohibited Signs

The City of Woodstock does not permit business signs, advertising signs, or any other non-compliant sign within the public rights-of-way, unless otherwise provided in the City's Land Development Codes.

B. Standards

1. Traffic Control Signs

a) All traffic control signs shall conform to the guidelines provided by the latest approved edition of the M.U.T.C.D. Non-conforming signs and installations will not be accepted and shall be removed and replaced at no expense to the City by the project owner.
b) All material and workmanship for the traffic control devices shall be in accordance with the latest edition of the GDOT Standard Specification Construction of Transportation Systems.
c) The signs shall be of high-intensity reflective vinyl sheeting on aluminum surface. The colors, shapes, border, dimensions, lettering size, installed height and lateral distance shall conform to the requirements of the latest approved edition of the M.U.T.C.D. and GDOT standards.
d) All STOP signs shall be minimum 30" x 30" with high intensity reflective sheeting on aluminum surface. The Public Works Director or Designee has the option to require a larger size or multiple STOP signs if necessary.

e) All signposts shall be 12’ and shall be 2 lbs. galvanized U-Channel.
f) All street identification signs shall be 9” sign blades with 6” letters on collectors and higher classification. 6” sign blades are only acceptable internally to the sub-division streets. Street identification signs shall be mounted on top of STOP signs where applicable using 91 UF-OL90 Bracket and 9-90 Cross Bracket.
g) In the area designated as Downtown Woodstock, all street identification signs shall include the City of Woodstock logo with the appropriate size for the 6” and 9” blades. The City logo shall be of reflective vinyl material.
h) In new concrete median separators, a 1’ x 1’ window shall be neatly formed, an appropriate distance from the nose of the separator for the installation of the signs.
i) In existing concrete medians, a 1’ x 1’ window shall be neatly saw-cut and the area to be filled with suitable material. As an alternative, approved surface-mounted sign pedestals may be used.
j) All school signs shall be “fluorescent yellow” color for maximum visibility.

2. Pavement Markings

a) Unless otherwise stated in the document, all pavement markings shall conform to the guidelines provided by the latest approved edition of the M.U.T.C.D. and GDOT standard specifications.
b) Unless otherwise approved by the Public Works Director, all pavement markings shall be thermoplastic conforming to the latest approved GDOT specifications.
c) Contractors shall use an approved method for eradication of the existing pavement markings from the pavement surface.
d) On collector roads and residential streets with less than 12’ effective lane width, the width of the striping shall be 4”. On arterial roadways and collector roads with standard 12’ lane widths, the width of the striping shall be 6”.
e) All school zone markings shall conform to the latest approved edition of the M.U.T.C.D. and GDOT approved standards.

3. Decorative Signs and Signposts

Use of non-standard and decorative sign material and signposts within the public rights-of-way may be permitted through the Site Plan approval process or by the Public Works Director once a subdivision is constructed. The Public Works Director may approve use in accordance with the following conditions for approval:

1. The signs conform to the latest approved M.U.T.C.D. and GDOT standards.
2. The design of the structural support for the decorative signs meets and exceeds the AASHTO requirements as determined by the manufacturer or by a registered professional engineer in the State of Georgia.
3. The Developer or HOA shall provide all material and labor for the installation.
4. Upon damage, the HOA shall provide material and labor for the replacement.
5. During an emergency, i.e. downed STOP sign, City will only replace the installation with standard (non-decorative) material.
6. HOA agrees in writing to waive any liabilities incurred by the City of Woodstock.

IV. Traffic Regulations

A. Traffic Signals

Installation of a traffic signal is contingent upon satisfaction of all of the following criteria:

1. Satisfaction of the minimum M.U.T.C.D. warrants, and
2. The intersection already has or will have left turn lanes in all directions, and
3. Availability of the funds.

A traffic signal warrant study conducted by a professional engineer registered in the State of Georgia is required. The warrant study shall also address the signal spacing and adequacy of turn lanes at the intersection.

B. Multi-Way Stop

Installation of multi-way stops is contingent upon the following criteria:

1. Satisfaction of the minimum M.U.T.C.D. warrants and
2. Lesser potential solutions have been implemented and have not resulted in an improvement.

A multi-way warrant study conducted by a professional engineer registered in the State of Georgia is required. The warrant study shall describe the previous improvements and the results of the implementation.

C. Speed Limits

Changing of existing speed limits or establishing new speed limits shall be contingent upon the following criteria:

1. A speed study in accordance with the ITE guidelines to determine the eighty-fifth percentile speeds, and
2. A crash analysis for the recent past 3-year period, and
3. Physical geometry and clear zone standards, and
4. On any street with an existing radar permit, the State of Georgia shall review and approve speed limit changes

Speed limits on subdivision streets and residential roads shall be 25 MPH unless designed and posted for lower speeds at time of street acceptance by City Council. Reduction of existing speed limits is only permitted if conditions warrant such an action in accordance with a traffic study. The speed study shall be conducted when school is in session by a professional engineer registered in the State of Georgia. The change in regulation other than 25 mph limit on residential streets shall be approved by the City Council.

D. Parking Prohibition

Parking prohibitions may be authorized and implemented under the following criteria:

1. As required by the State Law at locations specified.
2. Parking within the pavement surface or the right-of-way creates a safety hazard as determined by the City.

3. Parking within the pavement surface or the right-of-way hinders movement of emergency vehicles as determined by the City.
4. Parking within the pavement surface of the right-of-way results in destruction of public property as determined by the City.
5. Parking within subdivisions with deed restrictions.

The Public Works Director or Designee is authorized to post parking restrictions with time limits as appropriate. Public nuisance restrictions may be authorized within sub-divisions if the following conditions are satisfied:

1. If an HOA exists, a written request on HOA letterhead signed by the president and providing evidence of a resolution by the HOA Board, specifying the limits of the restrictions; or
2. If there is no HOA, a petition signed by all of the homeowners on both sides of the street within the restricted area plus 500' in either direction from the point of restriction.

E. Truck Restrictions

Movement of heavy trucks (other than for local delivery) may be restricted on City streets if:

1. Movement of heavy trucks for other than local deliveries results in destruction of the infrastructure.
2. Movement of heavy trucks for other than local deliveries results in a safety hazard as determined by the Public Works Director or designated officer.
3. Nuisance cut-through exists where ample alternative arterial roadways and major collector roadways are available as determined by the Public Works Director or Designee.

The truck restriction shall not relocate the problem elsewhere in the transportation system or cause unsafe conditions at any intersection. Posting of the restriction must include the tonnage limit and adequate advance warning signs when necessary. All signs must include a "Local Deliveries Permitted" message.

F. Traffic Calming

Traffic calming measures are intended to modify driver's behavior to adhere to the safe operating regulations. They may be considered for residential sub-divisions to combat unsafe speeding and non-residential cut-through traffic when warranted. Caution must be exercised to carefully evaluate the reported traffic problems to ensure satisfaction of the minimum warrants and to ensure implementation of the correct traffic calming scenario. Based on experience, implementation of physical changes such as street closing, speed humps and tables often results in relocation of traffic problems to other parallel roadways.

Traffic calming solutions with physical restrictions are only considered for subdivision or local streets. They will not be considered for roadways with a collector or higher classification without major review of the impact on the transportation system on local and regional level.

Traffic Calming Solutions

It is recognized that an array of traffic calming solutions exists. An incremental approach that involves identification of the most effective/least costly solution is necessary to select the appropriate measures.

Traffic Study

A traffic study performed by a registered professional engineer in the State of Georgia shall demonstrate based on the traffic data the need to implement traffic calming measures. The engineering data to support the conclusions shall include, but not limited to the following:

- directional traffic volume data
- directional speeds data
- classification counts
- crash history
- physical geometry (length, curves, widths, etc.)
- project costs & method of funding

The study, based on the collected data, shall conclude by recommending the most appropriate type of traffic calming.

Application Procedure

Procedures to submit a request for evaluation and implementation of traffic calming are as follows:

1) A Traffic Calming application request is submitted. If there is an HOA, the request must be from the HOA Board on their official letterhead, or their designee such as a property manager. The written request must clearly contain the following:

    - Name, address, and telephone number of requesters
    - Location of the concern
    - Type of concern (speeding, cut-through, etc.)

    Anonymous requests will not be considered.

2) A preliminary evaluation is conducted by the City to determine the root cause and the significance of the speeding and non-resident cut-through and review the crash history. The Public Works Director will forward a recommendation to the original requester.

3) If physical restrictions other than education, signing, enforcement, speed trailers are determined to be necessary, the neighborhood HOA shall submit the following to the Director of Public Works within 30 days:

    - A petition as outlined under "Petition Drive Procedures"
    - Concurrence and evidence of approval by the HOA Board
    - Commitment for funding
    - A non-refundable application fee as listed in Exhibit B

    In neighborhoods with no formal HOA, a petition drive will be requested after a preliminary study has determined speed humps or speed tables are warranted.

4) Upon the completion of the design of the traffic calming devices, funding commitment, and selection of a qualified contractor, the Public Works Director shall issue a right-of-way utilization permit for the installation of the traffic calming devices.

Petition Drive Procedures

It shall be the responsibility of the requester to conduct the petition drive in accordance with the following criteria:

- Wording of the petition shall be approved by the City Public Works Director or Designee prior to circulation.
- 67% approval from homeowners of dwellings with driveways directly connected to the affected street.
- 50% plus 1 approval from homeowners on intersecting streets with no other outlets.
- Only one vote per household from a property owner.
- The petition shall clearly state the costs of the improvements to the homeowners on the affected street.
- It is the responsibility of the petitioner to collect all signatures and deliver the petition to the Public Works Department within 30 days of the request by the Public Works Director.

Funding

There is no budget established or authorized by the City Council for traffic calming. Full or partial funding by HOA or neighborhood may expedite projects. Ultimately, funding is subject to approval by the City Council.

Funding for removal of any traffic calming shall be the responsibility of the HOA or the neighborhood.

Approval

Upon recommendation by the Traffic Calming Committee, the City Council shall approve or deny the request during their regular sessions.

Removal/Relocation Process

Installed traffic calming devices must remain in place for a minimum of two years before removal may be considered. Any request for removal shall follow the same process required for installation, including submission of a written request and review by the City.

The HOA or residents are responsible for all costs associated with removal. This includes the full expense of labor, materials, and any repairs necessary to restore the roadway and surrounding areas to their original condition.

Permissible Traffic Calming Measures

Level 1:

- Enforcement through visible and active police presence
    - Presence of law enforcement encourages compliance with traffic rules
- Neighborhood Awareness/Outreach/Education
    - Distribute safety information/HOA communications through social media/Education
- Visibility Improvements through tree and shrub trimming
    - Removes obstructions to oncoming traffic at intersections

Level 2:

- Radar sign
    - Displaying travel speed of oncoming vehicles on the device reminding them to slow down when traveling too fast.
    - HOA's or individuals in a neighborhood may purchase a radar display (subject to City approval)
- Pavement Treatments
    - Striping, Texture, Patterns, Words
        - Speed Reduction Pavement Markings, Etc.
    - Special pavement markings to alert drivers of special conditions
- Warning Signage
    - Inform travelers of traffic laws, advanced warnings of changes to traffic conditions (i.e. stop ahead, reduced speed ahead, In-street pedestrian crossing sign, etc.)
    - Must meet MUTCD warrants. Contributing to visual clutter can result in signs being ignored

Level 3:

- High Visibility Crosswalks/Flashing Beacons
    - Placed at existing uncontrolled crosswalk to increase driver visibility to drivers and increase crosswalk safety
- Geometric Modifications: Bulb-Outs/Neckdowns/Chokers
    - Travel lane width reduction
    - Depends on ex. Conditions and drainage. Requires regular maintenance if landscaped
- Bike Lanes/sharrows
    - Provide specific lanes for bicyclists on the roadway
    - Depends on existing conditions
- Median/Center Island
    - Travel lane width reduction to deter speeding
    - Can limit access, depends on ex. Conditions and drainage. Requires regular maintenance if landscaped.
- Traffic Circles/Roundabouts
    - Regulates traffic at an intersection without the use of stop signs, signals
    - Requires community buy-in, depending on existing conditions. Requires regular maintenance if landscaped
- Sidewalks/Multi-use Paths/Greenways

- Provides separate travel routes for pedestrians and bicyclists
- Depends on existing conditions and drainage. Requires regular maintenance

- Traffic Signals
  - Regulates traffic at higher-volume intersections
  - Must meet MUTCD warrants and depends on existing conditions.

Conditional Traffic Calming Measures

Vertical traffic calming devices—such as speed humps, speed cushions, and speed tables—are generally not preferred by the City. However, they may be approved on a case-by-case basis when less restrictive measures have been attempted and found ineffective, and when all City approval requirements and minimum warrants are met.

To be considered for installation, the following conditions must be satisfied:

1. Must meet the warrants outlined in Table 1.
2. Must receive approval from the Fire Marshal.
3. Must receive HOA approval.
4. Must receive City Council approval.

Table 1

Warrant	Threshold
Distance	Over 800’ in length
Volume	Less than 1,600 VPD
Posted Speed	30 mph or less
Speed	30% over posted speed, and 10% over 10 mph speed limit

VPD = total number of vehicles in a 24-hour period

Planning Considerations

Vertical devices must be evaluated carefully due to potential impacts on residents and emergency response. Poor placement or insufficient planning may result in:

- A significant portion of traffic is diverted elsewhere, often relocating the problem
- Consistent opposition from the neighborhood
- May hinder movement of emergency vehicles

Design Considerations

If vertical devices are approved, design considerations shall include:

- Spacing of subsequent humps, cushions, or tables should be no more than 400’ to avoid speeding between humps, cushions or tables
- Humps, cushions, or tables should not be placed within a horizontal curve
- Adequate measures should be deployed not to obstruct drainage

- Ensure adequate lighting exists

Device Types

- Speed Cushions
    - A raised area, similar to a speed hump, but does not cover the entire width of the roadway.
    - Unlike full-width speed bumps, speed cushions have built-in gaps or tracks that align exactly with the wider wheelbase of fire engines and ambulances, allowing heavy apparatus to drive over them without slowing.
    - They are more difficult to construct compared to speed humps
- Speed Humps and Speed Tables
    - Emergency vehicles typically incur delays of 3 to 10 seconds per device
    - Federal Highway Administration studies report delays between 1.0 and 9.4 seconds per device, with cumulative delays exceeding one minute on routes containing multiple devices
    - Repeated braking and traversal over vertical devices can contribute to mechanical wear and equipment shifting inside emergency apparatus
    - Such delays and jarring movements may impact patient safety during medical transport

NOTE: Existing speed humps that are still located within the limits of Woodstock received approval at a time before the City's policy on speed humps was revised.

Non-Permissible Traffic Calming Measures

- Traffic Control Signs (Stop signs, one-way signs, etc.) (s)
    - Unless they meet MUTCD warrants, traffic control signs are not effective at controlling vehicles' speed
    - If they do not meet MUTCD warrants, they are not duly erected and therefore non-enforceable by Police
    - Residents living near stop signs will experience an increase in traffic noise through additional stopping and starting, causing increased tire and engine noise
- "Slow – Children at Play" Signs
    - The generic message of these signs does not command sufficient motorist attention since motorists are generally aware of the increased possibility of children playing in adjacent yards and sidewalks when they are driving on any residential street
    - They are inappropriate for public streets since they convey the suggestion that playing on the street is an acceptable behavior, which it is not. Additionally, the instillation of these signs may lead parents and children to believe they have an added degree of protection, which these signs do not provide

G. Lane Restrictions and Road Closures

Unless expressly permitted in writing by the Public Works Director, temporary lane closures and/or restrictions are not permitted during peak periods in the peak direction on the City streets. The peak period is defined as 7:00 to 9:00 a.m. and 4:00 to 6:00 p.m., Monday through Friday. For emergency operations, a verbal permission must be obtained from the Public Works Director or in his absence, from next in command.

Non-emergency, temporary, or permanent road closures are not permitted without a right-of-way utilization permit approved by the City Council. Temporary closures for emergencies may be permitted upon justification as approved by the City Manager.

H. Over-sized and Over-weight Vehicles.

Movement of vehicles exceeding the size and weight as specified by the state law is prohibited on City streets without a permit. A permit application shall be filed at least seven (7) calendar days, excluding holidays, in advance of the scheduled move with the Public Works Department. The applicant shall specify all loaded dimensions and scheduled routes on their application.

The applicant shall be responsible for the costs of temporary removal and/or relocation of the impacted infrastructure, trimming of the trees, police escort, etc. as required. The City will notify the applicant by phone if additional information is needed or a deposit is required. The Public Works Director or Designee may request an alternative schedule and/or route to minimize the impact on the flow of the traffic on City streets.

If the move is partly on streets under the jurisdiction of other political sub-division, a copy of an approved application by all impacted jurisdictions must be forwarded to the City prior to the authorization by the City.

400-0001 Traffic Calming Policy – Proposed Changes to Current Policy

1. Definitions
    a. Update “Traffic Safety Committee” to “Traffic Calming Committee”
    b. Under “Warrants” change City Commission to City Council

2. Procedures
    a. Remove Service Requests
    b. Remove Maintenance Activities
    c. Non-Standard and Specialty Signs – removed reference to compensation
    d. Request for Traffic Regulation Change – removed references to activities by the Public Works Director leaving activities with the committee as a whole.
    e. Traffic Calming Committee – clarified members/departments on the committee, meetings, and when requests are considered at those meetings.

3. Policies and Standards
    a. Prohibited signs – removed information that was incorrect or no-longer valid
    b. Standards
        i. Traffic Control Signs – updated standard to reflect Downtown Woodstock street sign standards (g)
        ii. Pavement Markings – remove item regarding painting curbs
        iii. Remove sections about Traffic Signals, Signing in New Subdivisions, and Signing in Private Subdivisions

4. Traffic Regulations
    a. Traffic Signals – remove the minimum spacing requirement
    b. Parking Prohibition – removed references to parking near schools, and updated wording to clarify what is required for a petition to post parking restrictions.
    c. Traffic Calming – revised this section
        i. Clarified the application procedures
        ii. Added a section regarding removal or relocation with time restrictions and follows the same process as installation.
        iii. Added Tiered Levels of permissible traffic calming measures that meets an incremental approach.
        iv. Added conditional traffic calming measures, moving the Warrant Table to this section.
            1. Planning Considerations
            2. Design Considerations
            3. Device Types
        v. Added non-permissible traffic calming measures – items that must meet specific warrants or that provide a false sense of safety
    d. Lane Restrictions and Road Closures – updated to reflect who can permit road closures
    e. Over-sized and Over-weight vehicles – updated information about notification to applicant

5. Removed Exhibit A – Cost Schedule of signs
6. Removed Traffic Calming Application – this is now online
7. Removed Exhibit B – Schedule of Fees

AGENDA ITEM NO. 9.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Brian Borden, Parks & Recreation
ITEM TYPE:	Contracts, Agreements, Leases
AGENDA SECTION:	OLD BUSINESS
SUBJECT:	**Consideration to Repeal Agreement Between the City and Great Southern Recreation for Renovation of Downtown Playground**
SUGGESTED ACTION:	Request for approval to repeal the agreement between the City of Woodstock and Great Southern Recreation for the renovation of the Downtown Playground in the amount of $438,961.00. Great Southern Recreation has a competitively bid Cooperative Purchase Agreement in place through Equalis Group/Cooperative Council of Governments, Contract # CO5-2165B. By repealing the agreement with Great Southern Recreation and moving forward with different vendors for the project, the City will save $93,551.46.

ATTACHMENTS:
Great_Southern_Recreation__Not_Moving_Forward_Letter.pdf

City of Woodstock
Park & Recreation Department
209 Bell Place
Woodstock, GA 30188

Date: November 10, 2026

Great Southern Recreation
Attention: Justin Vance, President
2441-Q Fort Parkway #462
Murfreesboro, TN 37128

Subject: Downtown Playground Renovation Services

Dear Mr. Vance,

This letter serves as formal written notification from the City of Woodstock that the City will not be entering into an agreement with Great Southern Recreation for the renovation of the Downtown Playground. The City acknowledges receipt of the Moku Yama 11:1 on October 28, 2026, from Great Southern Recreation for the following purchase price:

1. Play Equipment – Earthscapes Moku Yama 11:1		$186,876.00
2. Equipment Freight		$15,000.00
	Total Sum:	$201,876.00

Please submit your final itemized invoice for the above listed items to Accounts Payable, 12453 Hwy 92, Woodstock, GA 30188. Subject to verification, payment will be processed.

The **City of Woodstock** wishes you the best in your future endeavors. Please sign and return a copy of this notice to acknowledge receipt and agreement to receive payment for the items listed above.

Sincerely,

Brian Borden
City of Woodstock
Director of Parks & Recreation
209 Bell Place
Woodstock, GA 30188

AGENDA ITEM NO. 9.2

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Brian Borden, Parks & Recreation
ITEM TYPE:	Contracts, Agreements, Leases
AGENDA SECTION:	OLD BUSINESS
SUBJECT:	**Consideration of Approval of Downtown Playground Project Phase II**
SUGGESTED ACTION:	Request for approval of the Downtown Playground Project Phase II in the amount of $345,409.54. It is our recommendation that the existing purchase order be liquidated following payment to GSR for the equipment received and that funds be redistributed to the contractors listed in the attachment through a series of new purchase orders. Staff will work with Woodstock Arts to identify timelines for construction access. The work to be performed by ILD will need to be completed prior to the tasks to be performed by the other contractors. This work is currently scheduled for November 9-20, 2026. The other tasks have been scheduled for January 4-22, 2027. These construction timelines have been coordinated for access with Woodstock Arts.

ATTACHMENTS:

DT Playground Project Summary.pdf

Downtown Playground

Project Description:
On July 28, 2026, Mayor and Council approved the Downtown Playground Phase 2 scope of work provided by Great Southern Recreation under cooperative agreement which included the following items:

• Play Equipment- Moku Yama 11:1	$186,876.00
• Safety Surface – EWF	$3,576.00
• Excavation/Removal - Play Area	$15,000.00
• Concrete Curb	$3,080.00
• Seat Wall	$5,640.00
• Landscape Mulch	$1,554.00
• Boulders For Swell	$48,760.00
• Artificial Turf	$47,500.00
• Concrete Embankment Cap	$32,500.00
• Music Equipment/Seating Relocation	$3,500.00
• Hammock Demo/Removal	$750.00
• Site Inspection - Moku Yama 11:1	$975.00
• Drainage	$3,150.00
• Mound Prep	$10,000.00
• Certified Southern Build Installation	$57,600.00
• Equipment Freight	$15,000.00
• Surface Freight	$3,500.00
Total	**$438,961.00**

Quality of Work, Scheduling Concerns, and New Quotes:
On August 18, 2026, the City prepared Purchase Order 27-013510 for $438,961.00 to Great Southern Recreation and issued the document to the Parks and Recreation Department. As of October 28, 2026, this document has not been sent to Great Southern Recreation nor is there a signed agreement for services with the City and Great Southern Recreation for the renovation of the Downtown Playground. This is due to the fact that the Parks & Recreation Department began experiencing issues with the scheduling, on-site personnel, and quality of work being provided by Great Southern Recreation at the Little River Park playground. During this time, it was disclosed that Great Southern Recreation had ordered the Moku Yama 11:1 Play Equipment from Earthscapes without a signed agreement for purchase from the City. These issues lead to the Department's increased concerns regarding Great Southern Recreation's ability to perform the scope of work outlined above and resulted in staff securing additional quotes from vetted contractors. The following documents the new quotes received by staff:

1. **Integrated Land Design (ILD):**
   ILD was a sub-contractor on the original DT Playground install and provided repair services for the stone on the tunnel structure throughout the years. For this phase of work, ILD will install the seat wall, french drain system, and boulder drainage swale. This work will be performed from November 9-20, 2026, under the supervision of City Staff and EENM.
2. **Forever Lawn (FL):**
   FL was a sub-contractor on the original DT Playground install and provided repair services to the turf on the tunnel structure along with the turf entry installation to the park. For this phase of work, FL will install the turf along the slope at Market Street. Additionally, they will replace the turf at the tunnel, which is not included in GSR's quote. This work will be performed from January 4-22, 2027, under the supervision of City Staff and EENM.

3. **The Copponex Group (TCG):**
   TCG has no previous experience with DT Playground. However, TCG has been vetted by staff, has provided references, and has stated that they have experience with the installation of Earthscapes equipment. For this phase of work, TCG will demolish the existing structures located within the creative play zone, grade to subgrade, install subsurface drainage, install the Moko Yama 11.1, and install EWF. This work will be performed from January 4-22, 2027, under the supervision of City Staff and EENM.
4. **Play It Safe (PIS):**
   PIS is currently providing CPSI reporting for the City on the Little River Park playground project. For this phase of work, PIS will conduct two inspections of the installed Moko Yama 11.1. One during the initial installation phase to verify safety clearance zones and a second following the installation of EWF. This work will be performed from January 4-22, 2027, under the supervision of City Staff and EENM.
5. **Earth Elements NM (EENM):**
   EENM has been involved with this project from its initial conception. For this phase of work, EENM will assist the Park & Recreation Staff with the scheduling and oversight of the contractors listed above. This work has been ongoing and will conclude on January 29, 2027.

Cost Summary:

• Moko Yama 11.1 Equipment & Shipping		$201,876.00
• Integrated Land Design (ILD)		$22,459.20
• Forever Lawn (FL):		$38,966.76
• The Copponex Group (TCG):		$37,486.36
• Play It Safe (PIS):		$730.00
• Earth Elements NM (EENM):		$12,500.00
• Contingency (10%):		$31,400.87
	Total	**345,419.19**

By using the vetted contractors that staff have identified, there is projected cost savings of $93,541.81. It is our recommendation that the existing purchase order be liquidated following payment to GSR for the equipment received and that the funds be redistributed to the contractors listed above through a series of new purchase orders. Finally, staff have been working with Woodstock Arts to identify timelines for construction access. The work to be performed by ILD will need to be completed prior to the tasks to be performed by the other contractors. This work is currently scheduled from November 9-20, 2026. The other tasks have been scheduled for January 4-22, 2027. These construction timelines have been coordinated for access with Woodstock Arts.

AGENDA ITEM NO. 10.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Robyn Adams, City Clerk
ITEM TYPE:	Minutes
AGENDA SECTION:	MINUTES APPROVAL
SUBJECT:	**Consideration of Approval to Adopt Council Meeting Minutes - October 26, 2026**
SUGGESTED ACTION:	
ATTACHMENTS:	

AGENDA ITEM NO. 11.1

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	November 9, 2026
SUBMITTED BY:	Robyn Adams, City Clerk
ITEM TYPE:	Departmental Reports
AGENDA SECTION:	DEPARTMENTAL REPORTS
SUBJECT:	**EOM Monthly Report (September 2026)**

SUGGESTED ACTION:

ATTACHMENTS:
EOM Monthly Report_WOODSTOCK_SEPT26.pdf
WOODSTOCK LIFT STATION REPORT.pdf
BUDGET.pdf

SEPTEMBER
2026

Monthly Report



PO BOX 1648
Richmond Hill, GA 31324
912.445.0050
www.eomworx.com

TABLE OF CONTENTS

Content	Section
Executive Summary	1.0
WRF & Pumping Stations	2.0
Appendix	3.0

SECTION 1.0
EXECUTIVE SUMMARY

EOM is pleased to provide this monthly report to the City of Woodstock for review. Departmental reports and requested supplemental data can be found enclosed.

MONTH HIGHLIGHT

Lift Stations

Lift Station Recap

- Completed (11) Quarterly Pump Station Inspections
- Completed (1) Annual Pump Station Inspection

Repairs & Replacements

WO-LS-01.08 ALTA WOODS APTS GENERATOR – Completed Level 3 cooling system service.

WO-LS-08.08 CREEKVIEW/ WINCHASE GENERATOR – Completed Level 3 cooling system service and replaced battery.

Wastewater Treatment Plant

WWTP Recap

- Completed (2) Bi-Weekly Bar Screen Bearing Lubrications

Repairs & Replacements

WO-WW-PS-01 INFLUENT PUMP STATION 1 – Replaced Multitrode.

No monthly violations to report



Section 2.0

WRF & Pumping Stations

SECTION 2.0
WRF & Pumping Stations

Table 1 – WASTEWATER TREATED PERMIT COMPARISON

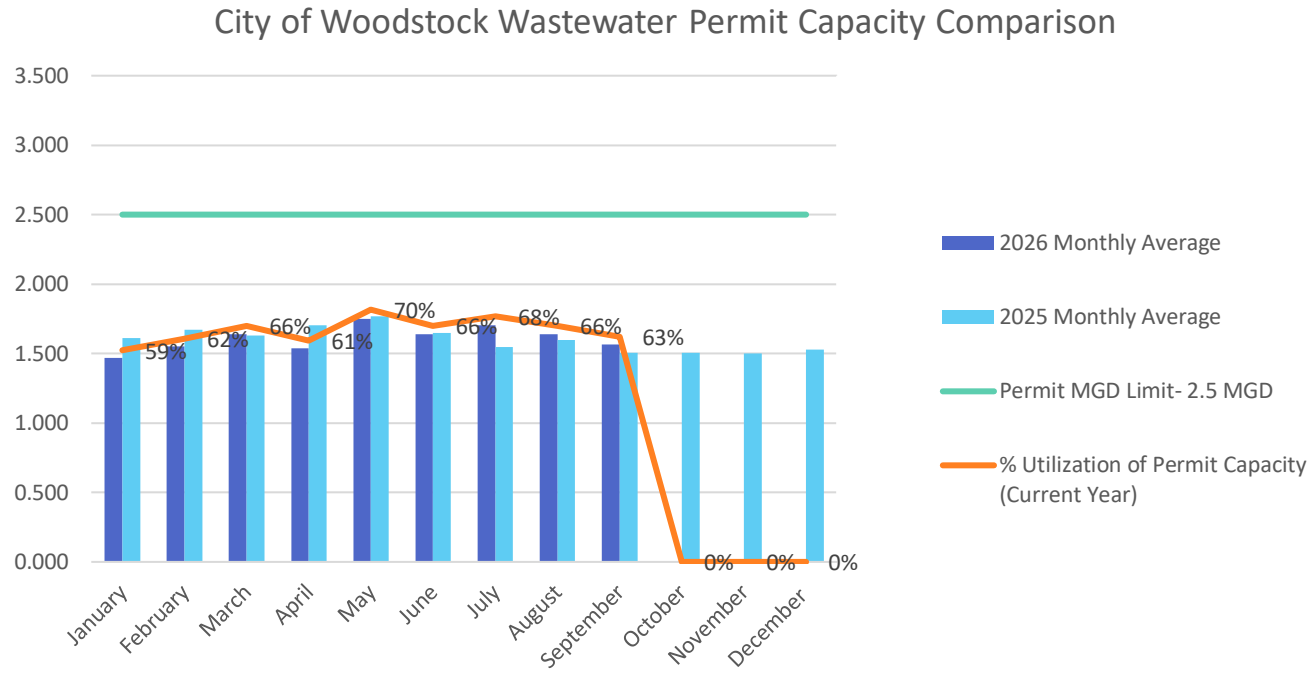
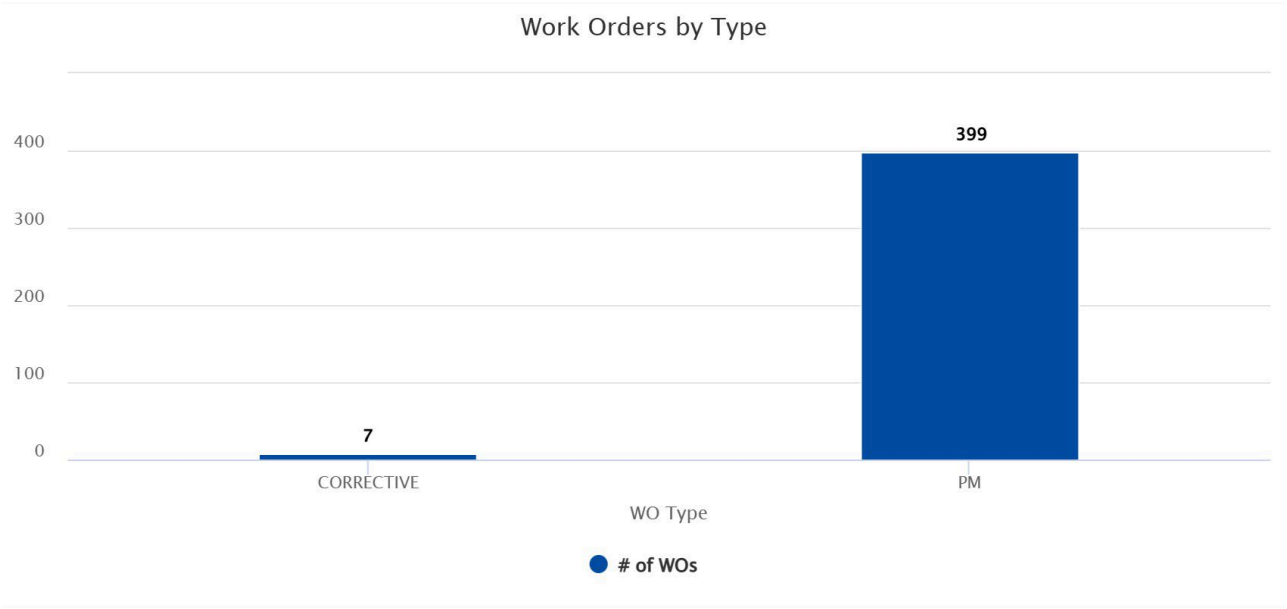


Table 2 – WORK ORDER REPORT





Section 3.0

APPENDIX

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

Form Approved
OMB No. 2040-0004

PERMITTEE NAME/ADDRESS *(Include Facility Name/Location if Different)*

NAME: City of Woodstock
ADDRESS: 12453 Highway 92
Woodstock, Georgia 30188
FACILITY: Rubes Creek WPCP
LOCATION: 228 Arnold Mill Rd
Woodstock, GA 30188

GA0026263	001
PERMIT NUMBER	**DISCHARGE NUMBER**

DMR MAILING ZIP CODE: 30188

MONITORING PERIOD							
	YEAR	MO	DAY		YEAR	MO	DAY
FROM	26	09	01	TO	26	09	30

No Discharge ☐

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	****	****	=	6.9	****	****	mg/L	0	01/01	GR GRAB
00300 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT		****	>=	6.0 MINIMUM	****	****	mg/L		01/01	GR GRAB
BOD, 5-DAY (20 DEG. C)	SAMPLE MEASUREMENT	6.0	9.3	kg/d	****	1.0	1.7	mg/L	0	03/DW	CP COMPOS
00310 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	47.4 MO AVG	59.2 WKLY AVG	kg/d	****	5.0 MO AVG	7.5 WKLY AVG	mg/L		03/DW	CP COMPOS
BOD, 5-DAY (20 DEG. C)	SAMPLE MEASUREMENT	1268.3	1572.7	kg/d	****	219.2	280.0	mg/L	0	03/DW	CP COMPOS
00310 G 0 0 RAW SEW/INFLUENT	PERMIT REQUIREMENT	Req Mon MO AVG	Req Mon WKLY AVG	kg/d		Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
PH	SAMPLE MEASUREMENT	****	****	=	6.5	****	7.3	SU	0	01/01	GR GRAB
00400 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	>=	6.0 MINIMUM	****	8.5 MAXIMUM	SU		01/01	GR GRAB
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	5.0	5.9	kg/d	****	0.9	1.0	mg/L	0	03/DW	CP COMPOS
00530 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	95.0 MO AVG	118.0 WKLY AVG	kg/d	****	10.0 MO AVG	15.0 WKLY AVG	mg/L		03/DW	CP COMPOS
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	2897.4	5698.3	kg/d	****	499.5	990.0	mg/L	0	03/DW	CP COMPOS
00530 G 0 0 RAW SEW/INFLUENT	PERMIT REQUIREMENT	Req Mon MO AVG	Req Mon WKLY AVG	kg/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
NITROGEN, ORGANIC TOTAL (AS N)	SAMPLE MEASUREMENT	****	****	****	****	0.4	****	mg/L	0	01/30	CP COMPOS
00605 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER			TELEPHONE		DATE		
Charles Heino Operations Director	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	912	910-1215	26	10	15
TYPED OR PRINTED			AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

Form Approved
OMB No. 2040-0004

PERMITTEE NAME/ADDRESS *(Include Facility Name/Location if Different)*

NAME: City of Woodstock
ADDRESS: 12453 Highway 92
Woodstock, Georgia 30188
FACILITY: Rubes Creek WPCP
LOCATION: 228 Arnold Mill Rd
Woodstock, GA 30188

GA0026263	001
PERMIT NUMBER	**DISCHARGE NUMBER**

DMR MAILING ZIP CODE: 30188

MONITORING PERIOD							
	YEAR	MO	DAY		YEAR	MO	DAY
FROM	26	09	01	TO	26	09	30

No Discharge ☐

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
NITROGEN, AMMONIA TOTAL (AS N)	SAMPLE MEASUREMENT	1.0	1.3	kg/d	****	0.2	0.23	mg/L	0	03/DW	CP COMPOS
00610 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	9.5 MO AVG	11.8 WKLY AVG	kg/d	****	1.0 MO AVG	1.5 WKLY AVG	mg/L		03/DW	CP COMPOS
NITROGEN, KJELDAHL TOTAL (AS N)	SAMPLE MEASUREMENT	****	****	****	****	0.4	****	mg/L	0	01/30	CP COMPOS
00625 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS
NITRITE PLUS NITRATE	SAMPLE MEASUREMENT	****	****	****	****	0.7	****	mg/L	0	01/30	CP COMPOS
51450 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS
PHOSPHORUS, TOTAL (AS P)	SAMPLE MEASUREMENT	0.16	0.3	kg/d	****	0.0	0.1	mg/L	0	03/DW	CP COMPOS
00665 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	0.95 MO AVG	1.2 WKLY AVG	kg/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
PHOSPHORUS, ORTHO	SAMPLE MEASUREMENT	****	****		****	0.015	****	mg/L	0	03/DW	CP COMPOS
50785 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT		****		****	Req Mon MO AVG		mg/L		03/DW	CP COMPOS
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	SAMPLE MEASUREMENT	1.6	1.6	MGD	****	****	****	****	0	01/01	CN CONTIN
50050 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	2.5 MO AVG	3.1 WKLY AVG	MGD	****	****	****	****		01/01	CN CONTIN
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	****	****	****	****	0.0	1.7	#/100mL	0	02/DA	GR GRAB
74055 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	****	****	200.0 MO GEO	400.0 WKLY GEO	#/100mL		02/DA	GR GRAB

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER			TELEPHONE		DATE		
Charles Heino Operations Director	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	912	910-1215	26	10	15
TYPED OR PRINTED			AREA Code	NUMBER	YEAR	MO	DAY

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PERMIT NUMBER	**DISCHARGE NUMBER**

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MONITORING PERIOD							
	YEAR	MO	DAY		YEAR	MO	DAY
FROM	26	09	01	TO	26	09	30

No Discharge ☐

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
SOLIDS, SLUDGE, TOT, DRY WEIGHT	SAMPLE MEASUREMENT	223.3	****	dry ton	****	****	****	****	0	01/30	CA CALCTD
78477 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	Req Mon MO TOTAL	****	dry ton	****	****	****	****		01/30	CA CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	****	****	****	100	****	****	%	0	01/30	CA CALCTD
81011 K 0 0 PERCENTREMOVAL	PERMIT REQUIREMENT	****	****	****	>85.0 MINIMUM	****	****	%		01/30	CA CALCTD
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	****	****	****	99	****	****	%	0	01/30	CA CALCTD
81010 K 0 0 PERCENTREMOVAL	PERMIT REQUIREMENT	****	****	****	>85.0 MINIMUM	****	****	%		01/30	CA CALCTD
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER			TELEPHONE		DATE		
Charles Heino Operations Director	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	912	910-1215	26	10	15
TYPED OR PRINTED			AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

City of Woodstock
Operations Monitoring Report

Data Entry Daily 9/1/2026 - 9/30/2026	Rubes Creek WPCP Effluent Flow Mgd MGD	Rubes Creek WPCP Influent Bod 5 MG/L	Rubes Creek WPCP Influent Solids TSS MG/L	Rubes Creek WPCP Influent Nh3 N Ammonia MG/L	Rubes Creek WPCP Influent Phosphorus MG/L	Rubes Creek WPCP Effluent Bod 5 MG/L	Rubes Creek WPCP Effluent Solids TSS MG/L	Rubes Creek WPCP Effluent Ammonia MG/L	Rubes Creek WPCP Effluent Phosphorus MG/L
9/1/2026 - Tuesday	1.74	240.00	290.00	42.00	7.80	2.00	1.00	0.26	0.05
9/2/2026 - Wednesday	1.43	250.00	520.00	42.00	8.10	1.00	1.00	0.24	0.04
9/3/2026 - Thursday	1.54								
9/4/2026 - Friday	1.62								
9/5/2026 - Saturday	1.57								
9/6/2026 - Sunday	1.79								
9/7/2026 - Monday	1.45	340.00	430.00	44.00	7.20	1.00	1.00	0.20	0.00
9/8/2026 - Tuesday	1.46	240.00	34.00	43.00	13.00	1.00	1.00	0.20	0.05
9/9/2026 - Wednesday	1.55	260.00	410.00	42.00	6.70	1.00	1.00	0.20	0.00
9/10/2026 - Thursday	1.52								
9/11/2026 - Friday	1.88								
9/12/2026 - Saturday	1.87								
9/13/2026 - Sunday	1.48								
9/14/2026 - Monday	1.56	140.00	1000.00	39.00	9.00	1.00	1.00	0.20	0.00
9/15/2026 - Tuesday	1.57	240.00	520.00	39.00	7.20	1.00	1.00	0.20	0.00
9/16/2026 - Wednesday	1.55	110.00	110.00	43.00	11.00	1.00	1.00	0.20	0.00
9/17/2026 - Thursday	1.53								
9/18/2026 - Friday	1.61								
9/19/2026 - Saturday	1.53								
9/20/2026 - Sunday	1.46								
9/21/2026 - Monday	1.53	270.00	670.00	41.00	9.30	1.00	1.00	0.20	0.00
9/22/2026 - Tuesday	1.57	89.00	1100.00	44.00	8.80	1.00	1.00	0.20	0.00
9/23/2026 - Wednesday	1.47	270.00	1200.00	40.00	7.70	2.40	1.00	0.20	0.06
9/24/2026 - Thursday	1.57								
9/25/2026 - Friday	1.52								
9/26/2026 - Saturday	1.46								
9/27/2026 - Sunday	1.49								
9/28/2026 - Monday	1.59	220.00	320.00	34.00	7.50	1.00	1.00	0.20	0.06
9/29/2026 - Tuesday	1.51	150.00	99.00	36.00	4.50	0.00	0.00	0.00	0.05
9/30/2026 - Wednesday	1.51	250.00	290.00	51.00	6.50	0.00	0.00	0.00	0.07
Sum	46.93	3069.00	6993.00	580.00	114.30	14.40	12.00	2.50	0.38
Avg	1.56	219.21	499.50	41.43	8.16	1.03	0.86	0.18	0.03
Max	1.88	340.00	1200.00	51.00	13.00	2.40	1.00	0.26	0.07
Min	1.43	89.00	34.00	34.00	4.50	0.00	0.00	0.00	0.00
GMean									

City of Woodstock
Operations Monitoring Report

Rubes Creek WPCP Effluent Fecal Coliform #/100ML	Rubes Creek WPCP Effluent Ortho Phosphat MG/L	Rubes Creek WPCP Effluent NO2 & NO3 MG/L	Rubes Creek WPCP Effluent Org Nitrogen MG/L	Rubes Creek WPCP Effluent TKN MG/L	Rubes Creek WPCP Effluent Diss Oxygen MG/L	Rubes Creek WPCP Effluent pH SU	Rubes Creek WPCP SLSludge SolidsSldgdry Dry Tons
1.00					7.08	6.92	0.79
3.00					6.91	6.97	11.75
					7.16	7.10	3.50
					7.42	7.31	10.93
					7.30	7.17	8.73
					7.26	7.11	9.01
					7.30	7.04	7.93
1.00					7.50	7.19	6.56
0.00					7.48	7.28	12.11
					7.45	7.24	5.33
					7.44	7.14	9.72
					7.40	7.07	9.01
					7.31	7.10	10.56
					7.23	6.99	9.43
0.00					7.44	6.98	7.94
3.00					7.27	6.95	6.55
					7.28	6.90	4.66
					7.40	7.02	8.14
					7.37	7.01	8.00
					7.29	7.04	1.45
					7.28	7.06	6.71
0.00	0.02	0.68	0.40	0.40	7.48	7.04	8.46
0.00					7.49	7.13	8.87
					7.56	7.14	8.83
					7.48	7.10	8.08
					7.72	6.53	8.91
					8.19	7.18	6.98
					8.11	7.11	0.58
0.00					8.01	6.79	10.29
0.00					7.97	7.19	3.50
8.00	0.02	0.68	0.40	0.40	223.58	211.80	223.31
0.00	0.02	0.68	0.40	0.40	7.45	7.06	7.44
3.00	0.02	0.68	0.40	0.40	8.19	7.31	12.11
0.00	0.02	0.68	0.40	0.40	6.91	6.53	0.58

0.00

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468848	9/2/2026	WO-LS-01	ALTA WOODS APTS		Pump Station Inspection_Weekly	Routine Check	900 Sycamore Lane		PM	Completed
470608	9/9/2026	WO-LS-01	ALTA WOODS APTS		Pump Station Inspection_Weekly	Routine Check	900 Sycamore Lane		PM	Completed
472424	9/16/2026	WO-LS-01	ALTA WOODS APTS		Pump Station Inspection_Weekly	Routine Check	900 Sycamore Lane		PM	Completed
474274	9/23/2026	WO-LS-01	ALTA WOODS APTS		Pump Station Inspection_Weekly	Routine Check	900 Sycamore Lane		PM	Completed
476149	9/30/2026	WO-LS-01	ALTA WOODS APTS		Pump Station Inspection_Weekly	Routine Check	900 Sycamore Lane		PM	Completed
449146	9/21/2026	WO-LS-01.08	Generator		Repair Generator	**INSPECTION FAILURE DETAILS**;;Pump Station Inspection_Generator Systems ;Procedure: LS-INS-G ;Inspected At: / / : : AM;Instruction: ;Variable Reading: ;Inspection Comment: Level 3 cooling system service recommended;Previously quoted;----------;;	900 Sycamore Lane	08/26/2026: GSR-Quote received and PO# 140709 was issued. ;09/21/2026: GSR-Level 3 coolant completed.	CORRECTIVE	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469999	9/7/2026	WO-LS-02	BELL PARK #2		Pump Station Inspection_Weekly	Routine Check	6970 Main Street		PM	Completed
471750	9/14/2026	WO-LS-02	BELL PARK #2		Pump Station Inspection_Weekly	Routine Check	6970 Main Street		PM	Completed
473648	9/21/2026	WO-LS-02	BELL PARK #2		Pump Station Inspection_Weekly	Routine Check	6970 Main Street		PM	Completed
475467	9/28/2026	WO-LS-02	BELL PARK #2		Pump Station Inspection_Quarterly	Routine Check	6970 Main Street		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470000	9/7/2026	WO-LS-03	BELL PARK #1		Pump Station Inspection_Weekly	Routine Check	604 Bell Park Cirle		PM	Completed
471751	9/14/2026	WO-LS-03	BELL PARK #1		Pump Station Inspection_Weekly	Routine Check	604 Bell Park Cirle		PM	Completed
473649	9/21/2026	WO-LS-03	BELL PARK #1		Pump Station Inspection_Weekly	Routine Check	604 Bell Park Cirle		PM	Completed
475468	9/28/2026	WO-LS-03	BELL PARK #1		Pump Station Inspection_Quarterly	Routine Check	604 Bell Park Cirle		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470001	9/7/2026	WO-LS-04	BROOKSHIRE #1		Pump Station Inspection_Weekly	Routine Check	500 Elkhorn Place		PM	Completed
471752	9/14/2026	WO-LS-04	BROOKSHIRE #1		Pump Station Inspection_Weekly	Routine Check	500 Elkhorn Place		PM	Completed
473650	9/21/2026	WO-LS-04	BROOKSHIRE #1		Pump Station Inspection_Weekly	Routine Check	500 Elkhorn Place		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
475469	9/28/2026	WO-LS-04	BROOKSHIRE #1		Pump Station Inspection_Quarterly	Routine Check	500 Elkhorn Place		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470002	9/7/2026	WO-LS-05	BROOKSHIRE #3		Pump Station Inspection_Weekly	Routine Check	938 Santa Ana Drive		PM	Completed
471753	9/14/2026	WO-LS-05	BROOKSHIRE #3		Pump Station Inspection_Weekly	Routine Check	938 Santa Ana Drive		PM	Completed
473651	9/21/2026	WO-LS-05	BROOKSHIRE #3		Pump Station Inspection_Weekly	Routine Check	938 Santa Ana Drive		PM	Completed
475470	9/28/2026	WO-LS-05	BROOKSHIRE #3		Pump Station Inspection_Quarterly	Routine Check	938 Santa Ana Drive		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470003	9/7/2026	WO-LS-06	BROOKSHIRE #2		Pump Station Inspection_Weekly	Routine Check	316 Ashland Court		PM	Completed
471754	9/14/2026	WO-LS-06	BROOKSHIRE #2		Pump Station Inspection_Weekly	Routine Check	316 Ashland Court		PM	Completed
473652	9/21/2026	WO-LS-06	BROOKSHIRE #2		Pump Station Inspection_Weekly	Routine Check	316 Ashland Court		PM	Completed
475471	9/28/2026	WO-LS-06	BROOKSHIRE #2		Pump Station Inspection_Quarterly	Routine Check	316 Ashland Court		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470004	9/7/2026	WO-LS-07	BROOKSHIRE #4		Pump Station Inspection_Weekly	Routine Check	622 Walnut Trail		PM	Completed
471755	9/14/2026	WO-LS-07	BROOKSHIRE #4		Pump Station Inspection_Weekly	Routine Check	622 Walnut Trail		PM	Completed
473653	9/21/2026	WO-LS-07	BROOKSHIRE #4		Pump Station Inspection_Weekly	Routine Check	622 Walnut Trail		PM	Completed
475472	9/28/2026	WO-LS-07	BROOKSHIRE #4		Pump Station Inspection_Quarterly	Routine Check	622 Walnut Trail		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
467929	9/1/2026	WO-LS-08	CREEKVIEW/ WINCHASE		Pump Station Inspection_Weekly	Routine Check	253 Edinburgh Ln		PM	Completed
470005	9/8/2026	WO-LS-08	CREEKVIEW/ WINCHASE		Pump Station Inspection_Weekly	Routine Check	253 Edinburgh Ln		PM	Completed
471756	9/15/2026	WO-LS-08	CREEKVIEW/ WINCHASE		Pump Station Inspection_Weekly	Routine Check	253 Edinburgh Ln		PM	Completed
473654	9/22/2026	WO-LS-08	CREEKVIEW/ WINCHASE		Pump Station Inspection_Weekly	Routine Check	253 Edinburgh Ln		PM	Completed
475473	9/29/2026	WO-LS-08	CREEKVIEW/ WINCHASE		Pump Station Inspection_Quarterly	Routine Check	253 Edinburgh Ln		PM	Completed
437715	9/21/2026	WO-LS-08.08	Generator		Repair Generator	**INSPECTION FAILURE DETAILS**;;Pump Station Inspection_Generator Systems ;Procedure: LS-INS-G ;Inspected At: / / : : AM;Instruction: ;Variable Reading: ;Inspection Comment: recommend level three cooling system service, Battery failed,replace hour meter;----------;;	253 Edinburgh Ln	5/12/26: MC- submitted estimate for approval; GSR-Approval was received.;08/26/2026: GSR-Quote received and PO# 140710 was issued. ;09/21/2026: GSR-Level 3 coolant completed by Standby;09/21/26: BD- Replaced battery;	CORRECTIVE	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469426	9/4/2026	WO-LS-09	HANEY		Pump Station Inspection_Weekly	Routine Check	604 Handle Lane		PM	Completed
471134	9/11/2026	WO-LS-09	HANEY		Pump Station Inspection_Weekly	Routine Check	604 Handle Lane		PM	Completed
473004	9/18/2026	WO-LS-09	HANEY		Pump Station Inspection_Weekly	Routine Check	604 Handle Lane		PM	Completed
474885	9/25/2026	WO-LS-09	HANEY		Pump Station Inspection_Weekly	Routine Check	604 Handle Lane		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468849	9/2/2026	WO-LS-10	KINGSGATE #1		Pump Station Inspection_Weekly	Routine Check	1096 Dunedin Trail		PM	Completed
470609	9/9/2026	WO-LS-10	KINGSGATE #1		Pump Station Inspection_Weekly	Routine Check	1096 Dunedin Trail		PM	Completed
472425	9/16/2026	WO-LS-10	KINGSGATE #1		Pump Station Inspection_Weekly	Routine Check	1096 Dunedin Trail		PM	Completed
474275	9/23/2026	WO-LS-10	KINGSGATE #1		Pump Station Inspection_Weekly	Routine Check	1096 Dunedin Trail		PM	Completed
476150	9/30/2026	WO-LS-10	KINGSGATE #1		Pump Station Inspection_Weekly	Routine Check	1096 Dunedin Trail		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468850	9/2/2026	WO-LS-11	KINGSGATE #2		Pump Station Inspection_Weekly	Routine Check	140 Nocatee Trail		PM	Completed
470610	9/9/2026	WO-LS-11	KINGSGATE #2		Pump Station Inspection_Weekly	Routine Check	140 Nocatee Trail		PM	Completed
472426	9/16/2026	WO-LS-11	KINGSGATE #2		Pump Station Inspection_Weekly	Routine Check	140 Nocatee Trail		PM	Completed
474276	9/23/2026	WO-LS-11	KINGSGATE #2		Pump Station Inspection_Weekly	Routine Check	140 Nocatee Trail		PM	Completed
476151	9/30/2026	WO-LS-11	KINGSGATE #2		Pump Station Inspection_Weekly	Routine Check	140 Nocatee Trail		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468851	9/2/2026	WO-LS-12	OAKHURST		Pump Station Inspection_Weekly	Routine Check	1770 Grand Oaks Lane		PM	Completed
470611	9/9/2026	WO-LS-12	OAKHURST		Pump Station Inspection_Weekly	Routine Check	1770 Grand Oaks Lane		PM	Completed
472427	9/16/2026	WO-LS-12	OAKHURST		Pump Station Inspection_Weekly	Routine Check	1770 Grand Oaks Lane		PM	Completed
474277	9/23/2026	WO-LS-12	OAKHURST		Pump Station Inspection_Weekly	Routine Check	1770 Grand Oaks Lane		PM	Completed
476152	9/30/2026	WO-LS-12	OAKHURST		Pump Station Inspection_Weekly	Routine Check	1770 Grand Oaks Lane		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470006	9/8/2026	WO-LS-13	PINEHILL		Pump Station Inspection_Weekly	Routine Check	Pinehill Drive		PM	Completed
471757	9/15/2026	WO-LS-13	PINEHILL		Pump Station Inspection_Weekly	Routine Check	Pinehill Drive		PM	Completed
473655	9/22/2026	WO-LS-13	PINEHILL		Pump Station Inspection_Weekly	Routine Check	Pinehill Drive		PM	Completed
474889	9/29/2026	WO-LS-13	PINEHILL		Pump Station Inspection_Quarterly	Routine Check	Pinehill Drive		PM	Completed
475466	9/28/2026	WO-LS-13	PINEHILL		Pump Station Inspection_Weekly	Routine Check	Pinehill Drive		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469427	9/4/2026	WO-LS-14	SPRINGFIELD		Pump Station Inspection_Weekly	Routine Check	437 Springfield Drive		PM	Completed
471135	9/11/2026	WO-LS-14	SPRINGFIELD		Pump Station Inspection_Weekly	Routine Check	437 Springfield Drive		PM	Completed
473005	9/18/2026	WO-LS-14	SPRINGFIELD		Pump Station Inspection_Weekly	Routine Check	437 Springfield Drive		PM	Completed
474886	9/25/2026	WO-LS-14	SPRINGFIELD		Pump Station Inspection_Weekly	Routine Check	437 Springfield Drive		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468852	9/2/2026	WO-LS-15	WAL-MART		Pump Station Inspection_Weekly	Routine Check	12192 Hwy 92 A		PM	Completed
470612	9/9/2026	WO-LS-15	WAL-MART		Pump Station Inspection_Weekly	Routine Check	12192 Hwy 92 A		PM	Completed
472428	9/16/2026	WO-LS-15	WAL-MART		Pump Station Inspection_Weekly	Routine Check	12192 Hwy 92 A		PM	Completed
474278	9/23/2026	WO-LS-15	WAL-MART		Pump Station Inspection_Weekly	Routine Check	12192 Hwy 92 A		PM	Completed
476153	9/30/2026	WO-LS-15	WAL-MART		Pump Station Inspection_Weekly	Routine Check	12192 Hwy 92 A		PM	Completed
463186	9/15/2026	WO-LS-15.08	Generator	WAL-MART	Troubleshoot Generator	The generator needs oil added.	12192 Hwy 92 A	09/22/2026: GSR- Joe and Bryan added oil to the generator on 09/15/2026	CORRECTIVE	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
467931	9/1/2026	WO-LS-16	WEATHERSTONE		Pump Station Inspection_Weekly	Routine Check	3275 Trickum Road		PM	Completed
470007	9/8/2026	WO-LS-16	WEATHERSTONE		Pump Station Inspection_Weekly	Routine Check	3275 Trickum Road		PM	Completed
471758	9/15/2026	WO-LS-16	WEATHERSTONE		Pump Station Inspection_Weekly	Routine Check	3275 Trickum Road		PM	Completed
473656	9/22/2026	WO-LS-16	WEATHERSTONE		Pump Station Inspection_Weekly	Routine Check	3275 Trickum Road		PM	Completed
475474	9/29/2026	WO-LS-16	WEATHERSTONE		Pump Station Inspection_Quarterly	Routine Check	3275 Trickum Road		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469428	9/4/2026	WO-LS-17	WOODSTOCK FIRST BAPTIST (WFBC)		Pump Station Inspection_Weekly	Routine Check	777 Neese Road		PM	Completed
471136	9/11/2026	WO-LS-17	WOODSTOCK FIRST BAPTIST (WFBC)		Pump Station Inspection_Weekly	Routine Check	777 Neese Road		PM	Completed
473006	9/18/2026	WO-LS-17	WOODSTOCK FIRST BAPTIST (WFBC)		Pump Station Inspection_Weekly	Routine Check	777 Neese Road		PM	Completed
474887	9/25/2026	WO-LS-17	WOODSTOCK FIRST BAPTIST (WFBC)		Pump Station Inspection_Weekly	Routine Check	777 Neese Road		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
470008	9/8/2026	WO-LS-18	WOODSTOCK KNOLL		Pump Station Inspection_Weekly	Routine Check	526 Spotted Ridge Circle		PM	Completed
471759	9/15/2026	WO-LS-18	WOODSTOCK KNOLL		Pump Station Inspection_Weekly	Routine Check	526 Spotted Ridge Circle		PM	Completed
473657	9/22/2026	WO-LS-18	WOODSTOCK KNOLL		Pump Station Inspection_Weekly	Routine Check	526 Spotted Ridge Circle		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469429	9/4/2026	WO-LS-19	GUNNING		Pump Station Inspection_Weekly	Routine Check	187 Neese Farm Road		PM	Completed
471137	9/11/2026	WO-LS-19	GUNNING		Pump Station Inspection_Weekly	Routine Check	187 Neese Farm Road		PM	Completed
473007	9/18/2026	WO-LS-19	GUNNING		Pump Station Inspection_Weekly	Routine Check	187 Neese Farm Road		PM	Completed
474888	9/25/2026	WO-LS-19	GUNNING		Pump Station Inspection_Weekly	Routine Check	187 Neese Farm Road		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
469480	9/4/2026	WO-LS-20	ROUSSEAU (Dobbs)		Pump Station Inspection_Weekly	Routine Check	Across the street from 256 Arnold Mill Road		PM	Completed
471187	9/11/2026	WO-LS-20	ROUSSEAU (Dobbs)		Pump Station Inspection_Weekly	Routine Check	Across the street from 256 Arnold Mill Road		PM	Completed
473060	9/18/2026	WO-LS-20	ROUSSEAU (Dobbs)		Pump Station Inspection_Weekly	Routine Check	Across the street from 256 Arnold Mill Road		PM	Completed
474941	9/25/2026	WO-LS-20	ROUSSEAU (Dobbs)		Pump Station Inspection_Weekly	Routine Check	Across the street from 256 Arnold Mill Road		PM	Completed

WO No.	Completed Date	Asset ID	Asset Description	Parent Asset Description	Brief Description	Work Description	Site Location	Comments	WO Type	Job Status
468904	9/2/2026	WO-LS-21	CAMDEN PARK		Pump Station Inspection_Weekly	Routine Check			PM	Completed
470660	9/9/2026	WO-LS-21	CAMDEN PARK		Pump Station Inspection_Weekly	Routine Check			PM	Completed
472478	9/16/2026	WO-LS-21	CAMDEN PARK		Pump Station Inspection_Weekly	Routine Check			PM	Completed
474326	9/23/2026	WO-LS-21	CAMDEN PARK		Pump Station Inspection_Weekly	Routine Check			PM	Completed
475953	9/30/2026	WO-LS-21	CAMDEN PARK		Pump Station Inspection_Quarterly	Routine Check			PM	Completed

APPENDIX

ADMINISTRATION

BUDGET EXPENSES

10/25 to 09/26

Description		Expenses
Chemicals	$	368,389.50
Sewer Expenses	$	82,829.89
Sewer Capital Projects	$	355,141.72
Fleet Expenses	$	9,547.36
WWTP Expenses	$	256,334.76
WWTP Capital Projects	$	770,300.08
TOTAL	$	1,842,543.31