

JC

June Carpenter [REDACTED]



To: Carter, Lucas J; McLean, Kyle A.; Folgherait, Andrea K

Thu 4/2/2026 4:18 PM

Cc: Gail Mooney [REDACTED] Admn <admin@surveysatlanta.com>; Wells, Debora M

Hello Lucas,

Thank you for your attention to this submission. Please be advised, our clients have elected to withdraw their application to move forward with keeping their retaining walls at the maximum allow.

Kind regards,

June Carpenter
Office Manager



Survey Systems Atlanta
MAILING ADDRESS: 660 Lake Dr., Snellville 30039
<http://surveysystemsatlanta.com>

Have a question? Below are the department emails that can assist you.
New Orders/Fieldwork Schedules & Status - joborders@surveysatlanta.com
Site Plans/Revisions Status: [REDACTED]
Consulting/Permitting: [REDACTED]

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DEPARTMENT OF PLANNING & SUSTAINABILITY

Chief of Executive Officer
Lorraine Cochran-Johnson

Director
Juliana A. Njoku

Administrative Variances and Special Exceptions Checklist
Section 27-922

Submit application through our online portal [Home - CIVICS](#)

Email one (1) copy of your application as one (1) PDF file to plansustain@dekalbcountyga.gov
and copy akfolgherait@dekalbcountyga.gov

- A. The Director of Planning is hereby authorized to consider and grant or deny, pursuant to the procedures and standards contained in this Section, a variance or a special exception from the following regulations:
1. Reduce by variance any front, side or rear yard setback by an amount not to exceed ten percent (10%) of the district requirement, but not including any transitional buffer zone or any setback which is a condition of zoning or special land use permit, pursuant to the standards specified in Section 27-916.
 2. Reduce by variance the required spacing between buildings in districts where multiple buildings are authorized on a single lot in an amount not to exceed 10% of the requirement, but not in an amount which is less than the minimum requirement imposed by Chapter 7 of the DeKalb County Code of Ordinances, pursuant to the standards specified in Section 27-916.
 3. Reduce by special exception the off-street parking or loading requirements imposed by this Chapter in an amount not to exceed ten percent (10%) of the district requirement, pursuant to the standards specified in Section 27-913.A.
 4. Reduce by special exception the off-street parking requirements imposed by this Chapter for any lot which is located 1,000 feet of the boundary of a Marta Rapid Transit Station in an amount not to exceed 25 percent of the district requirement, pursuant to the standards specified in Section 27-913.B.
- B. Any request for administrative variance or special exception permitted by this Section shall be filed with the Director of Planning. The Director shall review and decide upon each such application pursuant to the applicable standards referred to in each subsection above and shall make a written decision on each such application no later than 30 days from the date such application was filed. **No administrative variance or special exception shall be authorized to delete, modify or change in any manner any condition imposed by the Board of County Commissioners or the Zoning Board of Appeals.**

To Be Completed By Staff:

Date Received: _____ Fee Paid: _____ Receipt No: _____

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

DEPARTMENT OF PLANNING & SUSTAINABILITY

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**ADMINISTRATIVE VARIANCES and
SPECIAL EXCEPTIONS APPLICATION**

AV/NO: _____

Subject Property Address: 1449 CORNELL RD NE

City: ATLANTA State: GA Zip: 30039

Parcel ID Number(s): PARCEL# 18 054 09 004

Acreage: 0.26 Commission District(s): 2 Super District: 6

Existing Zoning District(s): R-75 Proposed Zoning District(s): _____

Existing Land Use Designation(s): TN Proposed Land Use Designation(s): _____
(if applicable)

I hereby authorize the staff of the Planning and Sustainable Department to inspect the property that is the subject of this application.

Owner Agent Signature: Gail Mooney Date: 03-24-26

**ADMINISTRATIVE VARIANCE
APPLICATION FEE:**

\$250.00

**DeKalb County does not require payment by wire transfer.
Be aware of scammers and fraudulent emails.**

ADMINISTRATIVE VARIANCE APPLICATION AUTHORIZATION

(Completion of this form is required if the individual making the request is not the owner of the property.)

DATE: 3-24-26

CHECK TYPE OF APPLICATION:

- ADMINISTRATIVE APPEAL
- VARIANCE
- SPECIAL EXCEPTION

TO WHOM IT MAY CONCERN:

(I) / (WE): Danielle Kaba and Jesse Kaba
Name of owner(s)

being owner(s) of the property described below or attached hereby delegate authority to:

GAIL MOONEY/SURVEY SYSTEMS ATLANTA
Name of Applicant or Representative(s)

to file an application on my/our behalf.

[Signature]
Notary Public

[Signature]
Owner



I hereby authorize the staff of the DeKalb County Planning Department to inspect the premises of the above-described property.

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED AS A RESULT OF THIS APPLICATION IS TRUE AND CORRECT AND THAT IF AM NOT THE PROPERTY OWNER, I AM AUTHORIZED BY THE SAME TO MAKE SUCH REQUESTS, CLAIMS, AND REPRESENTATIONS AS MAY BE FOUND WITH THIS APPLICATION.

APPLICANT/AGENT SIGNATURE: Gail Mooney Date: 03-24-26