

1. Agenda

Documents:

[BOMC-4-10-19-SCM.PDF](#)

2. Meeting Called To Order/Adoption Of Agenda

3. Third And Final Reading Of The Sign Ordinance Amendment

Documents:

[SIGN ORD AMENDMENT.PDF](#)

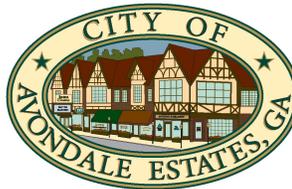
4. North Clarendon/US 278 Project Change Order

Documents:

[POND CHANGE ORDER.PDF](#)

5. Public Comment

6. Adjournment



**BOARD OF MAYOR AND COMMISSIONERS
SPECIAL CALLED MEETING
April 10, 2019
Immediately Following Public Hearing**

AGENDA

- Item No. 1 Meeting Called to Order
- Item No. 2 Adoption of Agenda
- Item No. 3 **Third and Final Reading of the Sign Ordinance Amendment**
The Sign Ordinance requires any monument sign to be setback 10' from the right of way (Section 5-368 (c)). The right of way (ROW), in many cases, substantially exceeds the width of the pavement. This regulation is causing sign visibility problems for new and existing businesses. This would change the ordinance to address this issue while keeping City-owned ROW clear of signage for the purpose of redevelopment later.
- Item No. 4 **North Clarendon/US 278 Project Change Order**
Georgia Department of Transportation (GDOT) changed the North Clarendon/US 278 Off-System Safety Project from a City-let bid to a GDOT-led project. This will necessitate additional requirements not anticipated in the original scope. POND has submitted a \$10,000 change order to complete the needed work. In addition, unanticipated costs associated with milling and paving will also be discussed. GDOT expects the project to get underway this summer.
- Item No. 5 Public Comment
- Item No. 6 Adjournment

ORDINANCE NO. 19-_____

AN ORDINANCE TO AMEND ARTICLE IX OF CHAPTER 5 OF THE CODE CONCERNING SIGNS AND ADVERTISING STRUCTURES TO REVISE THE STANDARDS REGARDING THE LOCATION OF MONUMENT SIGNS.

WHEREAS, signs play an important role in the business and economy of the City but also pose a traffic safety hazard, may disrupt the aesthetics of the City, and have the potential to damage the public investment in streets and highways; and

WHEREAS, reasonable time, place, and manner regulations on the display of signs within the City are necessary to protect the public welfare; and

WHEREAS, the Board of Mayor and Commissioners desires to promote commerce within the City, while at the same time protecting its aesthetic character and the safety of motorists and pedestrians by revising the standards for location of monument signs.

NOW THEREFORE, BE IT ORDAINED BY the City of Avondale Estates, as follows:

SECTION 1. Subsection (c) of Code §5-368, regarding the location of monument signs, is hereby repealed.

SECTION 2. New subsection (c) of Code §5-368, regarding the location of monument signs, is hereby adopted, to read as follows:

“(c) *Location of Monument Signs.*

(1) Monument signs shall be installed perpendicular to the street adjacent to the property, except that one (1) sign, upon submission and approval of installation, may be used in place of two (2) separate signs on corner lots. Plans for said signs shall be submitted to the code enforcement officer.

(2) No portion of any monument sign may be located closer than eighteen (18) inches from a public right of way and the entire sign must be set back at least ten (10) feet from the curb of any public street (or where no curb, the edge of the pavement used for vehicular travel). Signs located near a State right of way may be subject to approval by the Georgia Department of Transportation.”

SECTION 3. All ordinances and parts of ordinances in conflict herewith are hereby repealed. This ordinance shall become effective upon its adoption.

[signature page follows]

SO ORDAINED, THIS ____ DAY OF _____, 2019.

**BOARD OF MAYOR AND COMMISSIONERS
CITY OF AVONDALE ESTATES, GEORGIA**

Jonathan Elmore, Mayor

ATTEST:

Gina Hill, City Clerk

APPROVED AS TO FORM:

 2-18-19

Stephen G. Quinn
Assistant City Attorney



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March 19, 2019

Mr. Patrick Bryant
City Manager
City of Avondale Estates
21 S. Avondale Plaza
Avondale Estates, GA 30002

Re: Clarendon Off-System Safety Project–Add Services Proposal

Dear Mr. Bryant:

Per the request of the City we are providing a proposal to accomplish additional work on this project. We have broken out our fees into three separate tasks for clarity. Task 1 includes the design work necessary to meet the criteria required for GDOT to approve plans for the above referenced project. The City's RFP and our contract scope assumed that this project was going to be a City-let bid, which meant certain design requirements typical of GDOT's Plan Development Process (PDP) would not be required. However, during the design process it was learned that the project would be GDOT led and based on plan reviews certain requirements were noted to be followed for the plans to be accepted by GDOT.

The following adjustments were required as a part of the plans:

1. Inclusion of Erosion Control plans:
 - a. Pedestrian infrastructure projects under 1 acre of disturbance, such as this project, are exempt from Georgia's Erosion and Sedimentation Control law. However, GDOT requires all GDOT led projects to include these design requirements.
2. Provide all GDOT standard detail sheets:
 - a. Typically, when GDOT standards and details are called out on plans, the actual detail is not necessary for minor projects. However, GDOT requires their inclusion in the set regardless on their projects.
3. Separation of plan elements into PDP required plans:
 - a. Signing and marking, erosion control and other minor items in this project could be included on the mainline plans for a local project, however must be on separate series per GDOT requirements.
4. Drainage Area Map:
 - a. For a minor project where additional storm cannot be added, this would not be necessary for a local project. However, additional design and plans are required for GDOT let.
5. Cross Sections:

- a. For a minor project, a typical section and annotated directives would be sufficient, but under GDOT detailed sections along the project and related sheets are required.
6. Environmental coordination:
- a. Various references to environmental coordination are noted and require additional correspondence and adjustments to plans, this was excluded from the scope.

For Tasks 2 and 3, the City wishes to correct drainage issues that are related to the existing curb height along the west side of Clarendon, particularly at the northernmost entrance on the east face of the Tudor building. It was noted that GDOT would not fund significant asphalt work as a part of this project and the City would bid and fund this work separately concurrently with the GDOT project. Because the City is not undertaking any other paving projects in 2019, we recommend preparing a bid package that is released at the same time as GDOT's proposed June let date. We are providing the following scope as outlined below:

Task 2: Geotechnical Report for Existing Pavement:

- Procure pavement samples along the west side of Clarendon and a Geotechnical report for to ensure the proper milling depth and pavement design is communicated to contractors.

Task 3: Asphalt Milling and Replacement coordination and bid documents:

- Add information to the current GDOT plans to outline milling and resurfacing and referencing related GDOT specifications for pavement replacement.
- Provide a scope of work for the bid documents requiring bidders to coordinate schedules with the successful GDOT bidder on the Off-System Safety project.
- Provide digital plans to the client and be available for requests for information from contractors and issue one addendum if necessary.

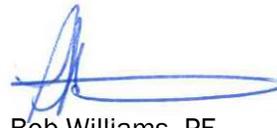
Due to these changes in the understanding of the scope of the project, Pond has prepared a proposal indicating design fees required to meet standards for a project let by GDOT, as based on their comments to the final plans as well as fees necessary to prepare paving bid plans. There is no change in the project schedule for these additional services.

Except as hereby modified, changed, or amended, all other Terms and Conditions of the original contract and/or additional services contracts, shall remain in full force and effect. If this is acceptable to you, please sign in the space provided in the following pages and return a copy to us. Should you have any questions, or wish to discuss further, please do not hesitate to call us.

Sincerely,



Brad Jones, PLA, ASLA
Project Manager



Bob Williams, PE
Vice President
POND



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Peachtree Corners, Georgia 30092

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FEE STRUCTURE

Pond shall receive compensation for the above-described responsibilities as broken out below. Fees will be billed based on our existing contract dated January 22, 2018.

Task 1 – Design work to adjust plans to meet requirements for GDOT let project	\$10,000
Task 2 –Geotech Report for existing pavement	\$2,860
Task 3 – Asphalt milling and replacement coordination and bid documents	\$3,715
TOTAL	\$16,575
Original Contract	\$29,950
New Contract Total	\$46,525

APPROVED BY

Mr. Patrick Bryant, City Manager

**Authorized Signature (Person signing is duly authorized by law to sign on behalf of this entity)*