City of Atlanta

Annexation Service Plan

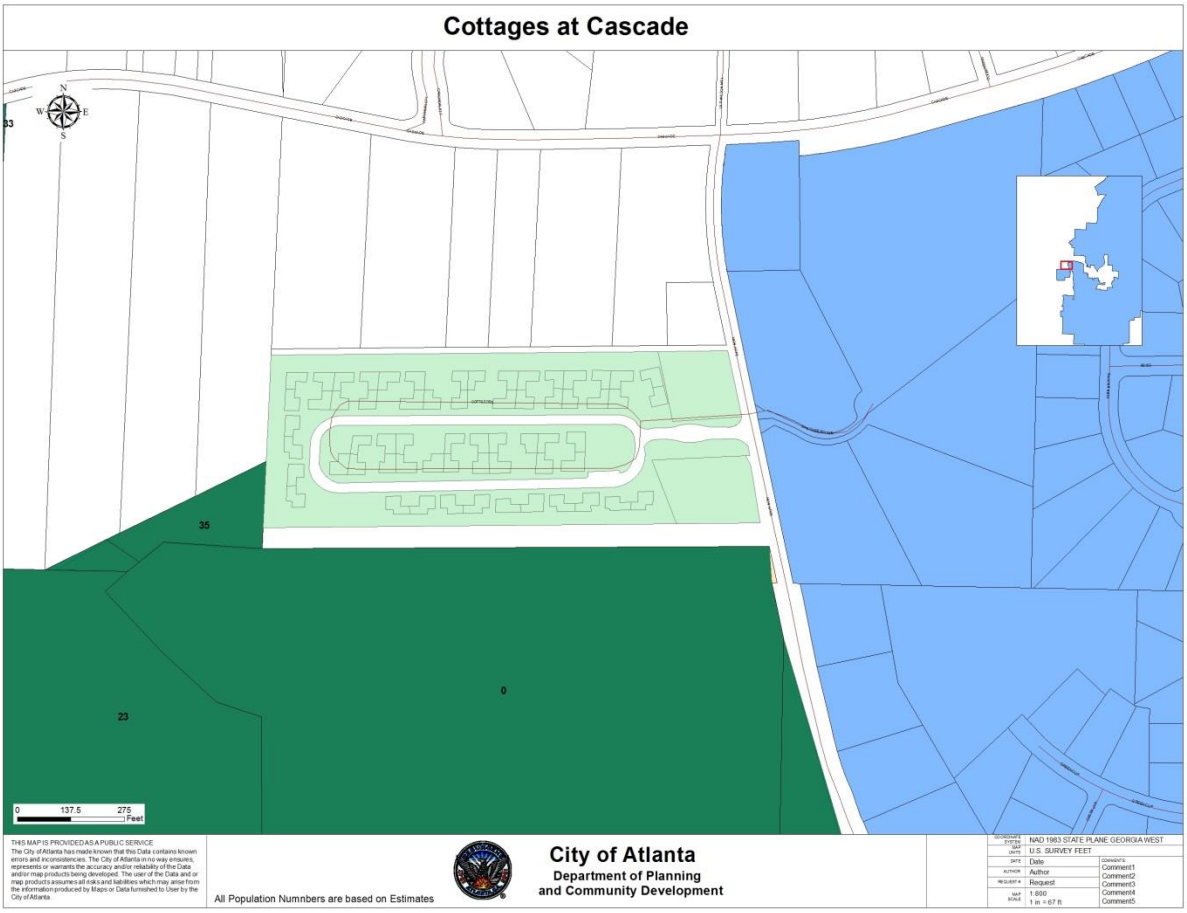
Cottages of Cascade

Residents in the **Cottages of Cascade** have submitted petitions requesting annexation into the city of Atlanta. The City of Atlanta is prepared to provide municipal services to the **Cottages of Cascade**. The plan delivering these services is as follows.

Cottages of Cascade Area Overview

The commercial area known as **Cottages of Cascade** is located off of New Hope Road in unincorporated Fulton County. **Cottages of Cascade** is 14.3 acres and includes the streets of Cottsford Drive, SW. (See Map: **Cottages of Cascade** Annexation Area Map). **Cottages of Cascade** has 71 parcels and a population of 162.

1. Map: Northeast Cascade Business Corridor Annexation Area Map:



2. Police/911

Department Statement of Ability to Provide Services to the Annexation Area.

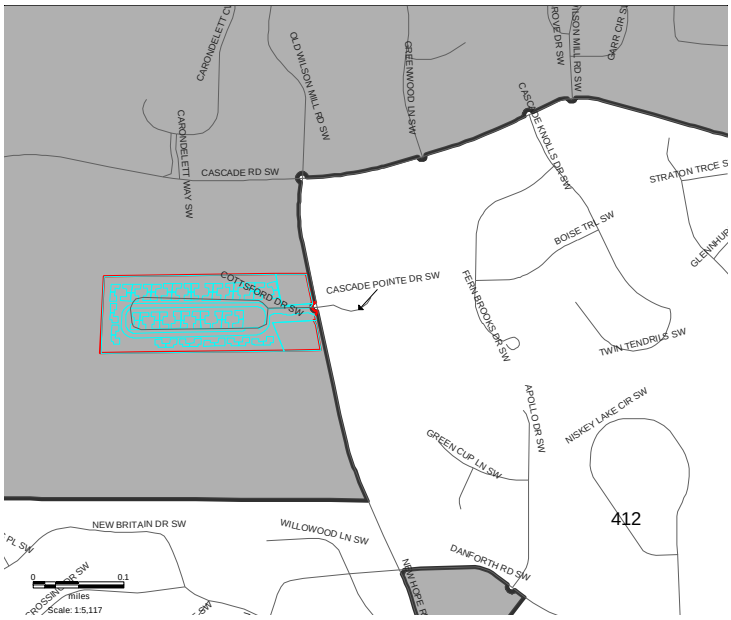
The Atlanta Police Department (APD) is prepared to provide 911 Emergency Response and all associated police services to the Cottages at Cascade residents.

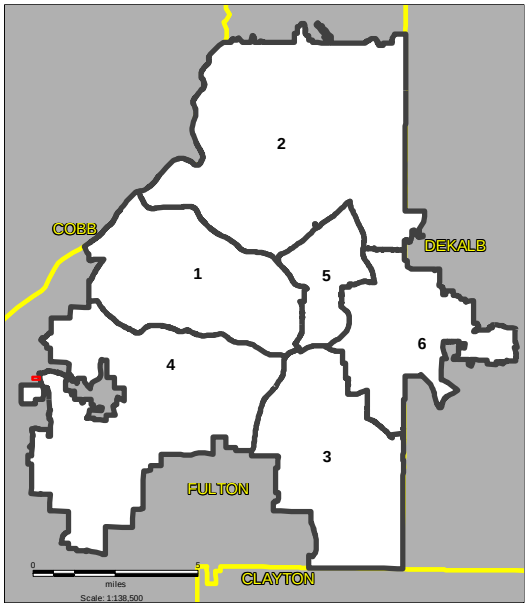
Description of Services to be Provided

The proposed annexation known as Cottages at Cascade is a residential townhome community comprised of 68 units. The proposed boundary contains 71 Fulton County tax parcels. The **Cottages at Cascade** boundary area is approximately .01944 square miles or 14.3 acres. The boundary includes all addresses along Cottsford Dr., and 885 and 895 New Hope Rd SW.

The proposed annexation area is adjacent to Atlanta Police beat 412 at its northwest corner at 885 New Hope Rd SW and Cottsford Dr. It is just north of the Fulton County Southwest Arts Center. (See the Annexation Area Map below). The City of Atlanta Planning Department reports that the **Cottages at Cascade** have an estimated population of 162.

Map 1.A and B: Cottages at Cascade Annexation Area Map

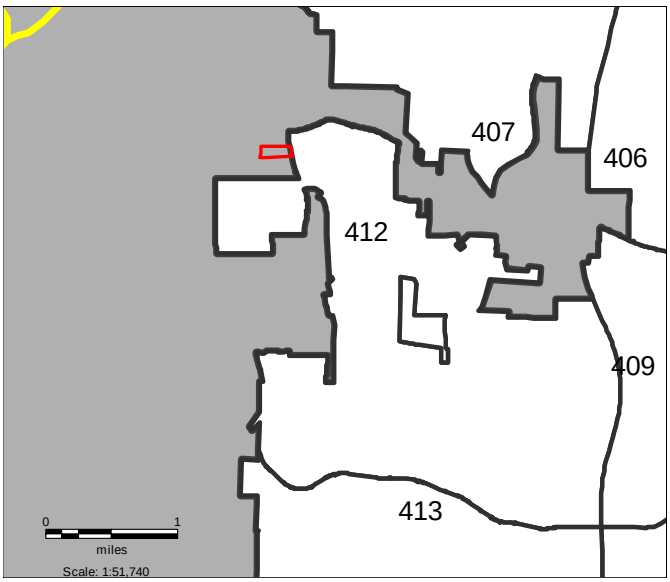




a. Police/911

The **Cottages at Cascade** is approximately six miles from the Zone 4 precinct via Cascade Rd SW to New Hope Rd Sw. Zone 4 encompasses 31.80 sq. miles and has an estimated population of 73,571 (based on 2010 US Census block data). The **Cottages at Cascade** area will be absorbed into Zone 4, beat 412 (see Map 2.A.: **Cottages at Cascade** Police Response Area). Beat 412 is 5.1 square miles. The zone has 24 hour patrol, discretionary teams, and detectives to handle calls for service, investigations, and proactive policing. As of May 16th, Zone Four has 129 sworn and civilian personnel.

Map 2.A.: Cottages at Cascade Police Response Area



a. Zone 4 received approximately 58,284 calls for service (excluding self-initiated) in 2015 and an average response time to high priority calls of 7 minutes, 45 seconds. The average response time to all priority calls (excluding self-initiated) was 10 minutes 53 seconds. Beat 412, which is adjacent to the **Cottages at Cascade** area, had approximately 13,064 total calls (5,164 dispatched and 7900 self-initiated). Beat 412 has a below average call workload as compared to the other 77 APD beats. As reported by the Fulton County Police, the **Cottages at Cascade** area had approximately 35 calls for service in 2015. About 57% of the calls were alarm calls or information for officer calls.

b. Some considerations of annexation include the geography of the proposed annexation area, current calls for service in the community, alarm registration,

beat size, and cost. First, the annexation boundary is adjacent to beat 412 along New Hope Rd SW. Atlanta Police personnel will not have to leave the City limits to access the addresses to be serviced. Second, the community has a low number of calls for service and should not immediately require increasing Zone 4 personnel numbers once it is absorbed into the city of Atlanta. Third, residents who have alarms will need a grace period to register at ***www.crywolf.us/atlantaga*** in accordance with the City False Alarm Ordinance. Fourth, beat 412 continues to grow in size since the most recent annexation of Cascade Park on January 1, 2016. Currently, the beat is 5.1 square miles and the addition of **Cottages at Cascade** will grow the beat by .01944 square miles. There are currently seven other proposed annexation areas slated for July 1, 2016 that would be absorbed by beat 412. The seven other areas include Loch Lomond, Cascade Falls, Cascade Manor, Cascade Lake Estates, Danforth Rd, Martins Park, and the Cascade Business Corridor SW. The total area for the eight proposed annexations is 1.01 square miles, bringing the beat 112 area to 6.11 square miles. The number of reported crime incidents and call volume for beat 412 suggests that the addition of **Cascade Manor** would not negatively impact service at this time. Of course, if more of Fulton County is annexed by the City, then a zone and beat reassessment will occur to determine proper zone and beat size and increased personnel numbers needed. Lastly, initial costs that the Department will incur include updating digital data files, community support programs and operations, and logistic items such as fuel and vehicle maintenance.

c. Departmental Resources:

i. Field Operations

1. Emergency 911 Response
2. Crime Suppression
3. Investigations

ii. Special Operations

1. Mounted Patrol
2. Motors Unit
3. Tactical Traffic Unit

4. Special Weapons and Tactics Team
5. K-9 Unit
6. Helicopter Unit

iii. Criminal Investigations

1. Homicide Unit
2. Special Victims Unit
3. Robbery Unit
4. Major Fraud Unit
5. Narcotics Unit
6. Homeland Security
7. Intelligence
8. Fugitive Unit

iv. Community Services

1. Crime Prevention Inspectors
2. Police Athletic League

v. Support Services

1. Crime Scene Investigations
2. Fingerprinting
3. Criminal Background Checks
4. Citizen's Police Academy
5. Chaplaincy
6. Smart 911

II. Operational Requirements

a. Upfront investment required to be operational (if applicable)

i. Staffing and Resources Required

None at this time with this proposed annexation area.

ii. Costs

None at this time with this proposed annexation area.

b. On-going maintenance

i. Staffing and Resources Required

Adequate staffing and resources on hand at this time with this proposed annexation area.

ii. **Costs**

Adequate staffing and resources on hand at this time with this proposed annexation area.

c. **Capital investments (to be included in the City's Capital Improvement Process)**

i. **Description and Costs**

None at this time with this proposed annexation area.

3. Fire/EMS

Department Statement of Ability to Provide Services to the Annexation Area

The Atlanta Fire Rescue Department (AFRD) currently has the ability to provide an All Hazard response to the annexed area of Cottages at Cascade. AFRD would respond to the proposed annexation from primary Fire Station 31 located at 2406 Fairburn Rd, and secondary support stations form Fire Station 9 located at 3501 Martin Luther King Drive, Fire Station 25 located at 2349 Benjamin E. Mays Drive, and Fire Station 5 located at 2825 Campbellton Road. AFRD Assessment and Planning Section has completed a travel time analysis to the proposed annexed area using a three (3) year city wide baseline travel time response of 6 minutes and 10 seconds which is the city wide baseline on any call within the city from the primary fire station. The analysis revealed that Cottages at Cascade is outside of the standard of coverage for AFRD and additional resources would be needed to achieve this standard.

Description of Services to be Provided

The Atlanta Fire Rescue Department provides a number of Community Risk Reduction activities; to include Fire inspections, Fire Investigations, and Community Affairs (Education/Prevention) and response services for the city of Atlanta public. This includes the following:

- **Fire Suppression**
- **Emergency Medical Services**

- Basic Life Support (BLS)
- Advanced Life Support (ALS)
- ALS Engines
- Quick Intervention Crew (QIC) Units
- Tactical Medic Team
- Mobile Medic Response Team (EMS bike team)

- **Special Operations**
  - Hazardous Materials
  - Technical Rescue
  - Swift Water
  - Dive team
  - Structural Collapse
  - Low/High Rope Rescue
  - Confined Space
  - Trench Rescue

- **Community Risk Reduction**
  - Fire Inspections
  - Fire Investigations
  - Fire Education
  - Atlanta Community Emergency Response Team (ACERT)
  - Citizens Fire Academy
  - Community CPR

- **Support Services**
  - Chaplaincy
  - Smart 911
  - Senior Link

III. Operational Requirements

The Atlanta Fire Rescue Department is recommending an operational change with the annexation of proposed areas. The recommendation is to upgrade the level of emergency medical services of engine 31 from a basic life support (BLS) apparatus to an advanced life support (ALS) apparatus to increase the level of service and response time to the proposed area for ALS service and to reduce the impact on other areas of the city. This would better serve the citizens with a better distribution of resources.

For AFRD to respond to the annexed area with-in our standard of coverage of 6 minutes and 10 seconds the following are short term and long term plans.

Short Term:

Option 1:

To purchase/rent Fulton County Fire Station #2 and have additional engine and Truck Company to provide services.

Option 2:

Co-occupy Fulton County Station #2 and place an AFRD engine in the station to provide services.

Option 3:

Have temporary station erected and place an AFRD engine in temporary location to provide services.

Long Term:

Build a 3 bay fire station in a location to service the annexed area.

- **Up-front investment required to be operational**
  - **See below for:**
  - Increase level of emergency medical services of Engine 31 from basic life support (BLS) apparatus to an advanced life support (ALS) unit.
  - Cost of personnel for Engine and Truck
  - Cost of Engine
  - Cost of Truck
- **On-going maintenance**
  - **See below for:**
  - Budgetary impact of continuous funding for new re-classed positions
- **Capital investments (to be included in the City's Capital Improvement Process)**
  - **See below for:**
  - New station projected costs

All below cost are either total one-time costs OR annualized.

Upgrade existing Basic Life Support unit to an Advanced Life Support Unit

A. Upgrade Engine 31 from BLS to ALS station

1	Personnel pay increases and associated benefits- 6	$	28,332
2	Professional Services- Contract	$	1,700
3	Purchased Goods and Services	$	19,000
4	Capital Items	$	34,000
	Upgrade from BLS to ALS Total	**$**	**83,032**

All below cost are either total one-time costs OR annualized.

Scenario 1

A. Take over existing Fulton Fire Station 2

1	Staffing, 39 Fire Recruits	$	1,995,591
2	Associated Personnel Costs for 39 Recruits	$	643,071
3	Associated Facility Operating Cost	$	134,410
4	Fleet purchase (Engine, Ladder Truck)	$	1,640,000
5	Fleet maintenance and fuel costs	$	59,920
6	Other		
	Take over existing Fulton Fire Station 2 Sub-Total	**$**	**4,472,992**

B. Build fire station in Sandtown area

1	Station Construction Costs	$	6,900,000
2	Staffing, 20 Fire Recruits	$	1,023,380
3	Associated Personnel Costs for 20 Recruits	$	329,780
4	Associated Facility Operating Cost	$	134,410
5	Fleet purchase (Engine)	$	540,000
6	Fleet maintenance and fuel costs	$	35,952
7	Other		
	Build fire station in Sandtown area Sub-Total	**$**	**8,963,522**

Scenario 1 Total	**$**	**13,436,514**
Adjustment for existing Agreement with Fulton County	**$**	**(250,000)**
Adjusted Total for Scenario 1	**$**	**13,186,514**

All below cost are either total one-time costs OR annualized.

Scenario 2

A. Shared Cost/Shared Services (Cohabitate with Fulton Fire Station 2)

1	Staffing, 39 Fire Recruits	$	
2	Associated Personnel Costs for 39 Recruits	$	643,071
3	Associated Facility Operating Cost	$	134,410
4	Fleet purchase (Engine, Ladder Truck)	$	
5	Fleet maintenance and fuel costs	$	59,920
6	Other		
	Shared Cost/Shared Services Sub-Total	**$**	**4,472,992**

B. Buil fire station in Sandtown area

1	Station Construction Costs	$	6,900,000
2	Staffing, 20 Fire Recruits	$	1,023,380
3	Associated Personnel Costs for 20 Recruits	$	329,780
4	Associated Facility Operating Cost	$	134,410
5	Fleet purchase (Engine)	$	540,000
6	Fleet maintenance and fuel costs	$	35,952
7	Other		
	Build fire station in Sandtown area Sub-Total	**$**	**8,963,522**

Scenario 2 Total	**$**	**13,436,514**
Adjustment for existing Agreement with Fulton County	**$**	**(250,000)**
Adjusted Total for Scenario 2	**$**	**13,186,514**

All below cost are either total one-time costs OR annualized.

Scenario 3

A. Rent facility space and land, Temporary Expansion

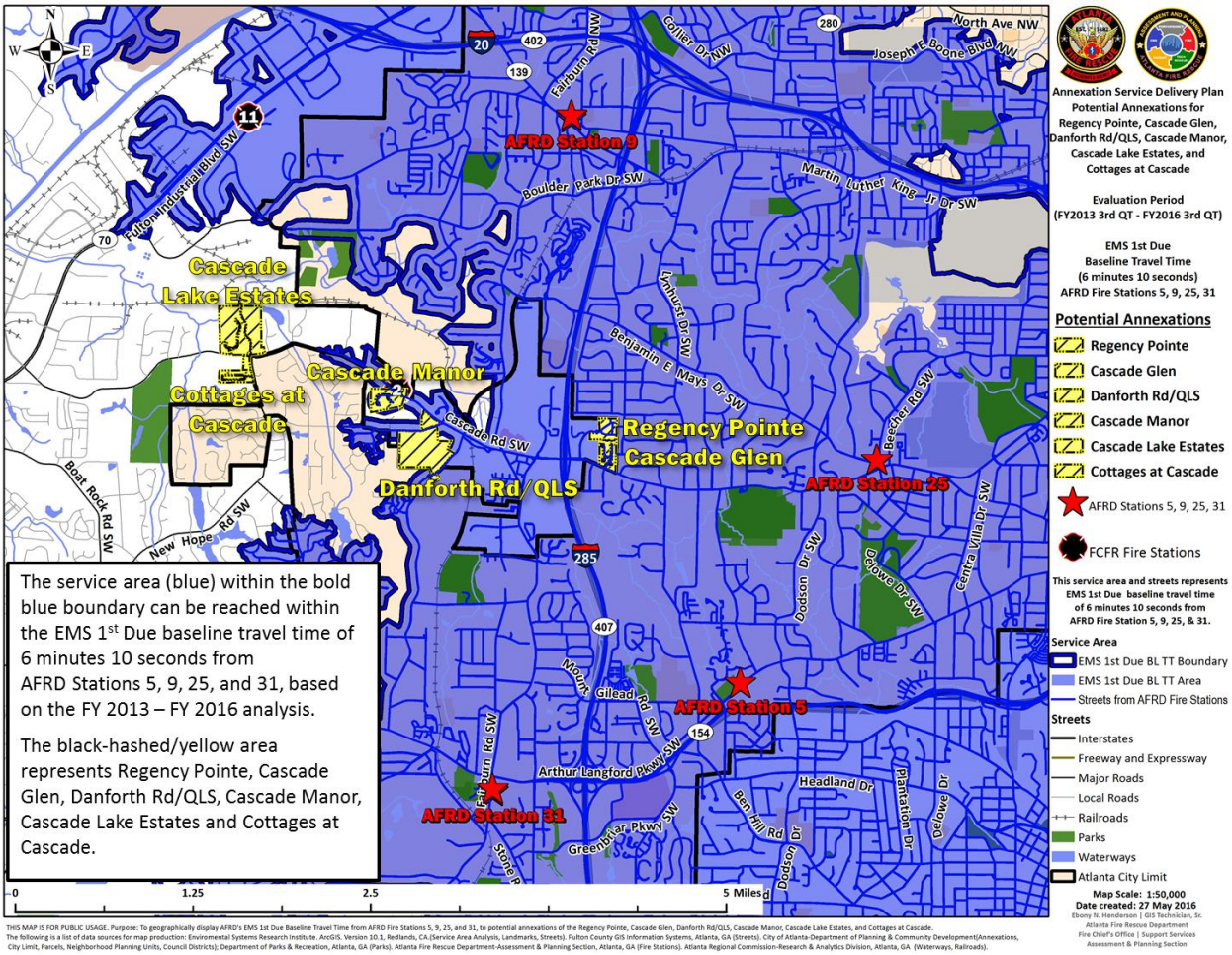
1	Staffing, 39 Fire Recruits	$	1,995,591
2	Associated Personnel Costs for 39 Recruits	$	643,071
3	Facility Rental and Land use	$	93,018
4	Associated Facility Operating Cost	$	134,410
5	Fleet purchase (not lease purchase cost)	$	1,640,000
6	Fleet maintenance and fuel costs	$	59,920
7	Other: Land lease	$	19,200
	Shared Cost/Shared Services Sub-Total	**$**	**4,585,210**

B. Build fire station in Sandtown area

1	Station Construction Costs	$	6,900,000
2	Staffing, 20 Fire Recruits	$	1,023,380
3	Associated Personnel Costs for 20 Recruits	$	329,780
4	Associated Facility Operating Cost	$	134,410
5	Fleet purchase (Engine)	$	540,000
6	Fleet maintenance and fuel costs	$	35,952
7	Other		
	Build fire station in Sandtown area Sub-Total	**$**	**8,963,522**

Scenario 3 Total	**$**	**13,548,732**
Adjustment for existing Agreement with Fulton County	**$**	**(250,000)**
Adjusted Total for Scenario 3	**$**	**13,298,732**

Map: Cottages of Cascade Fire Response Time



4. Sanitation

The Department of Public Works (DPW) has confirmed that it could immediately provide solid waste management services to the area under review for annexation, known as Cottages at Cascade.

Solid Waste Services has reviewed the information regarding this area. They would receive the same high level of service as all other areas within the City of Atlanta and would be assessed the same fees, which covers the cost of providing solid waste services to this area. Annual residential collection rates per home are $307.19 Base Rate, $88 for recycling and $0.94 per foot of paved street frontage and, to cover rubbish collection costs for unpaved frontage. Specific services include:

- Weekly curbside solid waste collection of city-provided receptacles on Fridays.
- Weekly backyard collection services available to disable and elderly residents at no additional charge and to others for an additional charge of $962.21 per year need to sign up and get a service day.
- Weekly curbside recycling collection of city-provided receptacles on Fridays.
- Weekly yard waste collection on Fridays.
- Bulk waste collection the 3rd week per month.
- Street sweeping in June, October, February.
- Dead animal removal.
- Illegal sign removal.

Similar services would be available to apartments, condominiums, townhouses, or any other multi-family dwelling for various fees depending on the type and level of service requested. Annual fees for multi-family dwellings would vary from $54.87 to $307.17 per unit. Curbside collection of recycling is not available to multi-family dwellings.

The annexations would require the following additional equipment and personnel for solid waste service delivery.

In as much as it may be necessary to start service for these areas before additional equipment and personnel can be acquired, the increased service requirements would be satisfied through the use of overtime, utilizing existing crews and equipment.

5. Traffic Operations

The Office of Transportation within DPW has completed a survey of the street conditions, signage, sidewalks and signal operations of the Cottages At Cascade Annexations.

Street Maintenance

The construction and maintenance of streets in the study area can be satisfied using existing staff. We will, however, need additional maintenance dollars in our annual budget to address the increased maintenance activity related to potholes, street resurfacing, curbing, manhole and water valve adjustments.

Signage

A combination of collector and a local street will yield one intersection street name sign in need of replacement to bring the intersection up to City standards.

Sidewalk Maintenance/Installation
There are existing sidewalks.
The addition of the annexed study area will also add to the department's permitting responsibility.

Traffic signal upgrade and communication
There are no existing traffic signals in the studied area.

Street Lights

There are 11 street light fixtures in the studied area. Upgrades will not be necessary at this time. The street lights will be converted to Georgia Power leased lights.

The annexations will require the following for the Office of Transportation:

Contracted Items	
DESCRIPTION	**COST**
New Overhead Street Name Signs	0.0
Sidewalks Replacement	0
6 ADA Handicap Ramps	0.00
Broken Curbs	0.00
Annual Georgia Power Leased Lights Cost	2142.11
TOTAL	**$2,142.11**

In-House Tasks	
DESCRIPTION	**COST**
Street Name Sign Replacement not including Overhead Signs	$150.00
Street Markings	0.00
Future Yearly Signal Maintenance Cost (Not to Include fiber Optic Damage Repair)	$.00
TOTAL	**$150.00**

Personnel

QTY	DESCRIPTION	GRADE	UNIT COST	TOTAL COST
TOTAL				**$0**

Equipment

QTY	DESCRIPTION	UNIT COST	TOTAL COST

	TOTAL		
	GRAND TOTAL - OFFICE OF TRANSPORTATION		**$2,292.11**
	GRAND TOTAL - DEPARTMENT OF PUBLIC WORKS		**$2,292.11**

6. Planning and Community Development

The City of Atlanta Planning and Community Development Department will provide Permitting, Planning and Housing services through the Office of Buildings, Office of Planning and Office of Housing to the annexed area. Land Use and Zoning designations that are comparable to existing Fulton County designations. The City of Atlanta land use and zoning designations comparable to the current Fulton County designations in **Cottages of Cascade** are shown in the table below. The South Oaks neighborhoods will be part of either Neighborhood Planning Unit P or Q.

Cottages of Cascade Land Use and Zoning				
FC Zoning	Character Area	FC Land use	COA Zoning	COA Land use
R-5	Suburban Neighborhood	Residential 2-3 units	R-5	Low Density Residential
TR	Suburban Neighborhood	Residential 2-3 units	RG-2	Low Density Residential

7. Water and Sewer

Department of Watershed Management Statement of Ability to Provide Services to Cottages at Cascade

Cottages at Cascade, approximately 70 single family residences, is a community located in unincorporated south Fulton County. Cottages at Cascade residents have submitted petitions requesting annexation into the City of Atlanta (COA). The COA currently provides drinking water to Cottages at Cascade residents and Fulton County currently provides sanitary sewer collection services through the wastewater collection system owned by Fulton County.

Wastewater collected in Cottages at Cascade is conveyed from Fulton County's sewer system to the City's system for treatment at the City's Utoy Creek Water Reclamation Center (WRC), pursuant to an intergovernmental agreement between the City of Atlanta and Fulton County. Fulton County's sewer flows are measured at two inter-jurisdictional monitoring stations. Pursuant to a separate inter-governmental agreement between COA and Fulton County, the COA bills Fulton County's sewer customers who are also COA's water customers.

I. Description of Services to be Provided

The COA is prepared to continue to provide potable water to Cottages at Cascade residents for public drinking water and fire protection services, as shown in Figure 1. The water supply lines and fire hydrants, which are owned and maintained by DMW, are in good condition and adequate in-line pressures are being maintained. The water service currently provided by the COA will remain unchanged. The Fulton County sewer facilities serving Cottages at Cascade that flow into the City of Atlanta's sewer system is depicted in Figure 2. The sewer collection service currently provided by Fulton County will remain unchanged. The City of Atlanta's treatment and billing arrangements with Fulton County will also remain unchanged.

II. Operational Requirements

a. Upfront investment required to be operational

i. If annexation proceeds, no additional staffing resources are required to continue the same level of service for both drinking water (by the COA), sanitary sewage collection (by Fulton County), and wastewater conveyance and treatment (COA).

ii. The annual revenues from water billings are expected to remain unchanged with the annexation of Cottages at Cascade.

b. On-going maintenance

i. The drinking water distribution system in this area is owned by the City of Atlanta and no additional level of effort is anticipated to be necessary beyond existing operation and maintenance programs already in place.

ii. The City of Atlanta would not take on any responsibilities for management, operation, and/or maintenance of the Fulton County wastewater collection system that serves Cottages at Cascade property of Fulton County.

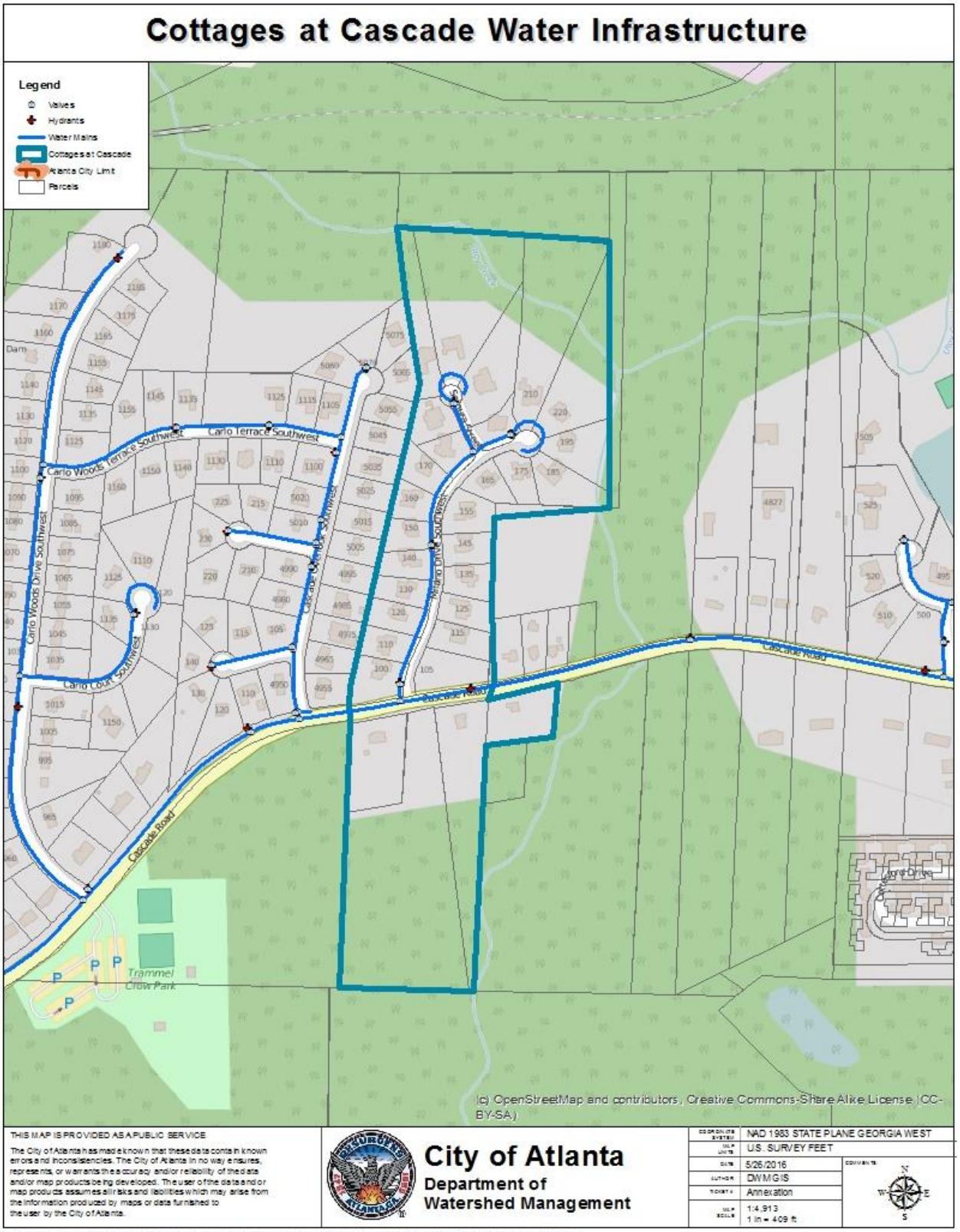
iii. There are no increased costs anticipated at this time.

c. Capital investments (to be included in the City's Capital Improvement Process)

i. Capital improvement project (CIP) funding for drinking water distribution in the Cottages at Cascade area will remain unchanged.

ii. Capital improvement project (CIP) funding for wastewater collection assets in the Cottages at Cascade area will remain the responsibility of Fulton County.

iii. Downstream wastewater interceptor and treatment assets receiving wastewater flows from Fulton County, but which are currently owned by the City, will remain under City ownership. DWM will maintain responsibility for assets currently owned by the City.


Cottages at Cascade Water Infrastructure
Legend
Valves
Hydrants
Water Mains
Cottages at Cascade
Atlanta City Limit
Parcels
Carlo Terrace Southwest
Carlo Woods Terrace Southwest
Carlo Woods Drive Southwest
Carlo Court Southwest
Cascade Woods Drive Southwest
Cascade Road
Trammel Crow Park
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City of Atlanta
Department of Watershed Management
COORDINATE SYSTEM NAD 1983 STATE PLANE GEORGIA WEST
MAP UNITS U.S. SURVEY FEET
DATE 5/26/2016
AUTHOR DWMGIS
TICKET # Annexation
MAP SCALE 1:4,913
1 in = 409 ft
COMMENTS
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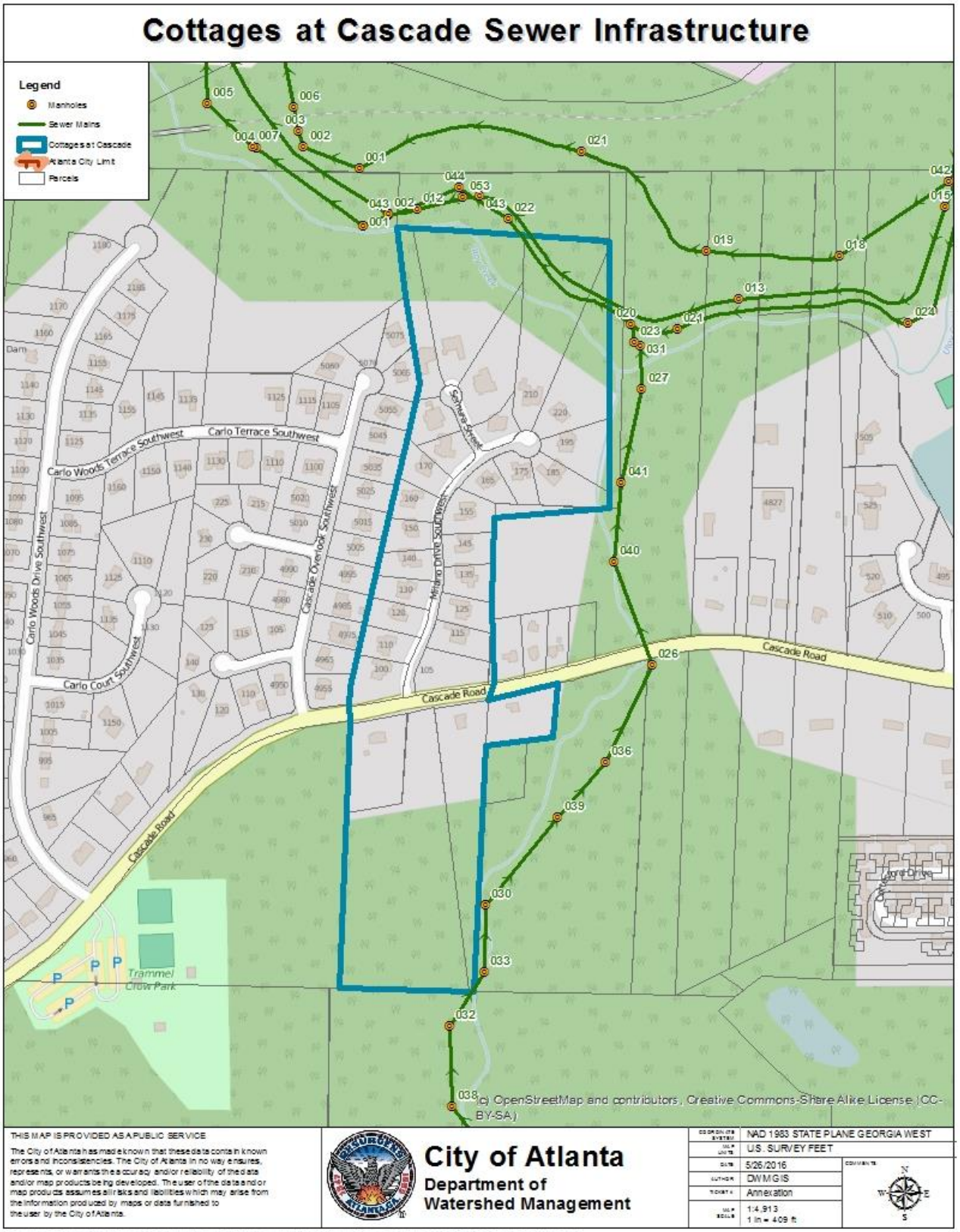
Figure 1


Cottages at Cascade Sewer Infrastructure
Legend
Manholes
Sewer Mains
Cottages at Cascade
Atlanta City Limit
Parcels
Carlo Terrace Southwest
Carlo Woods Terrace Southwest
Carlo Woods Drive Southwest
Carlo Court Southwest
Cascade Overlook Southwest
Milano Drive Southwest
Cascade Road
Trammel Crow Park
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The City of Atlanta has made known that these data contain known errors and inconsistencies. The City of Atlanta in no way ensures, represents, or warrants the accuracy and/or reliability of the data and/or map products being developed. The user of the data and/or map products assumes all risks and liabilities which may arise from the information produced by maps or data furnished to the user by the City of Atlanta.
City of Atlanta
Department of Watershed Management
NAD 1983 STATE PLANE GEORGIA WEST
U.S. SURVEY FEET
5/26/2016
DWMGIS
Annexation
1:4,913
1 in = 409 ft
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Figure 2

8. Forestry

Forestry/Arborist Services – The City of Atlanta's Office of Parks will provide **Cottages at Cascade** with the maintenance and removal of existing trees on parkland and trees that existing in the public right-of way. The Office of Parks will also remove trees that are obstructing the right-of-way (not on private property). The Office of Parks will provide these services with existing Arborist and Forestry resources, which include 2 arborists, 3 tree removal crews, a pruning crew and a stump grinding crew. Emergency services are available 24 hours a day, 7 days a week.