

**SPECIAL ADMINISTRATIVE  
PERMIT  
APPLICATION**



Community Development

4800 Ashford Dunwoody Road | Dunwoody, GA 30338  
Phone: (678) 382-6800 | Fax: (770) 396-4828

Project #: \_\_\_\_\_ Date Received: \_\_\_\_\_  
Type: \_\_\_\_\_

Type of Request:  Chapter 16-Streams  Chapter 27-Zoning  
Code section from which special administrative permit is sought: \_\_\_\_\_ Sec. 27-269  
Nature of Request: Acception to the retaining wall height (6') and location within the setback

**Project:**

Name of Project / Subdivision: Retaining Wall Zoning: R-100  
Property Address / Location: 1843 Leiden Court  
District: \_\_\_\_\_ Land Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Property ID: 18 374 01 079

**Owner Information:**

Owner's Name: Tambryn and Marc Freund  
Owner's Address: 1843 Leiden Ct, Dunwoody, GA 30338  
Phone: 404-995-2246 Fax: \_\_\_\_\_ Email: tambryn@gmail.com

**Applicant Information:**  Check here if same as Property Owner

Contact Name: Cindy Silver  
Address: 7513 ST. CHARLES SQUARE, ROSWELL, GA 30075  
Phone: 770.597.3994 Fax: \_\_\_\_\_ Email: cindysilver@constructionoutsource.com

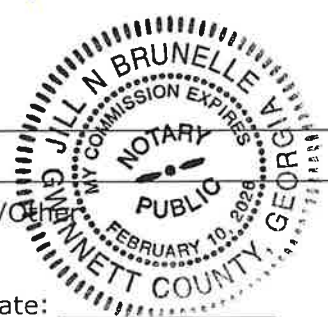
**Terms & Conditions:**

I hereby certify that to the best of my knowledge, this application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Dunwoody Zoning Ordinance. I understand that failure to supply all required information (per the relevant requirements of the Dunwoody Zoning Ordinance) will result in the rejection of this application.

Applicant's Name: Cindy Silver  
Applicant's Signature: Cindy Silver Tambryn Freund Date: 9/17/24

**Notary:**

Sworn to and subscribed before me this 17<sup>th</sup> Day of September, 2024  
Notary Public: Jill N. Brunelle  
Signature: Jill N. Brunelle  
My Commission Expires: 2/10/2026



**Office Use:**

Application Fee:  \$250 for Single-Family  \$350 for Commercial/Other  
Payment:  Cash  Check  CC Date: \_\_\_\_\_  
Decision: \_\_\_\_\_ Date: \_\_\_\_\_

Administrative Variance Application  
1843 Leiden Ct

Letter of Intent:

- Granting of this administrative permit will not be detrimental to the public health, safety or welfare of the public or injurious to the property or improvements.

The retaining wall is being installed to stabilize the earth at the driveway and to stop any further erosion. By ensuring the retaining wall meets necessary safety standards, the permit supports the ordinance's goals to protect public health and safety through secure construction practices.

- The requested administrative permit does not go beyond the minimum necessary to afford relief and does not constitute a grant of special privilege inconsistent with the limitations upon other similarly situated properties.

The retaining wall will only be constructed to the minimal (but necessary) height required to retain the earth and stabilize the wall. No special privileges are requested outside of allowing construction of the wall and consideration consistent with other properties which have topographical issues with steep grade challenges.

- The requested administrative permit is consistent with all relevant purpose and intent statements of this zoning ordinance.

The variance requested will allow the retaining wall to exceed typical height restrictions, but the proposed height and location remain within reasonable limits to maintain the aesthetic and functional harmony of the surrounding area. It will also ensure proper drainage and prevent soil erosion, consistent with the environmental goals of the ordinance.

- It is determined that exceptional topographical restrictions exist on the lot in context with the adjoining property that were not created by the applicant or owner and a determination that no practical alternative retaining wall design is feasible.

The exceptional topographical restrictions existing on the lot, in relation to the adjoining property, are supported by the existing site conditions. The steep slope and uneven terrain present significant challenges for safe and functional land use, which were not created by the applicant or the current owner. These topographical features are inherent to the property and necessitate the construction of a retaining wall to ensure both safety and usability.







1843 Leiden Ct

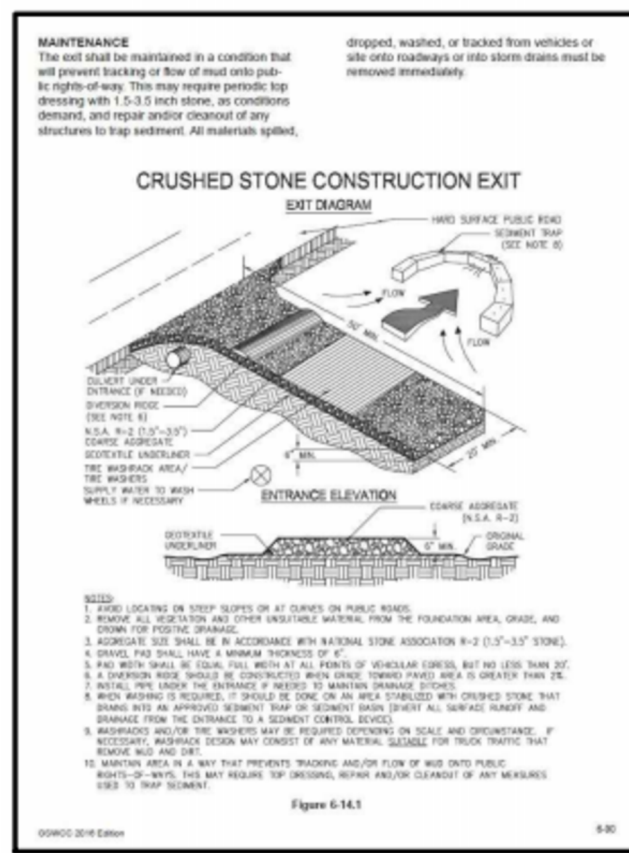


PROPOSED WALL LOCATION LOOKING NORTHEAST

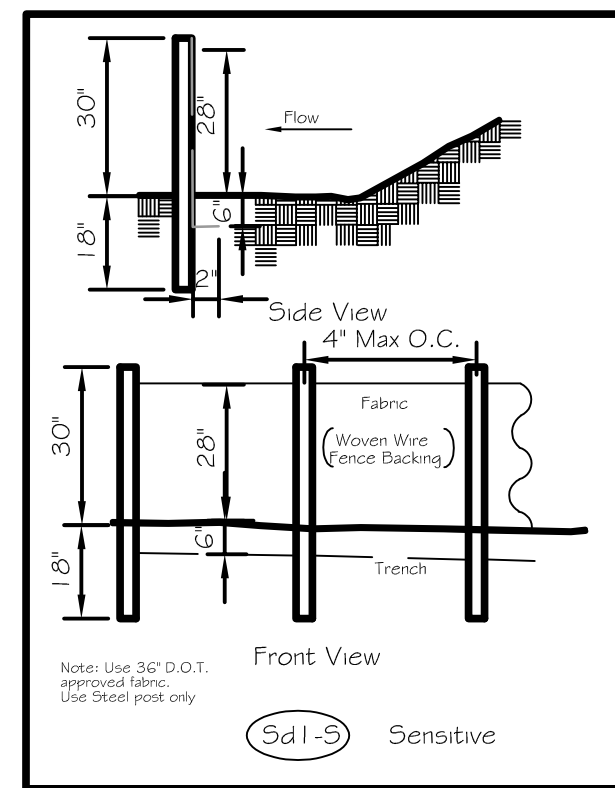


EAST END OF WALL





Note: Existing drive may be used as construction exit provided that all construction vehicles area confined to existing paved areas on site. Any tracking of dirt, silt, mud, etc. onto street will result in an immediate 'Stop Work' order. The 'Stop work' order will not be lifted until a construction exit in accordance with the current detail is constructed.



Silt Fence Detail  
Not To Scale

Site Notes:  
 Owner-Mr Marc Freund  
 1843 Leiden Court Dunwoody, Georgia  
 Land Lot 374- 18th District - City of Dunwoody  
 Dekalb County Georgia  
 Zoned: RD-100  
 Front setback: 35'  
 Side setback: 10'  
 Rear setback: 40'  
 Maximum Lot Coverage = 30%  
 Lot Area= 0.825 Acre or (35,965 square feet)  
 Lot coverage allowed =30% (10,789.50- S.F. ) allowed  
 Existing Lot coverage = 6,029 s.f. (16.7%)  
 House = 2,377  
 Drive = 1,652  
 Front Walk,low wall, Front Porch, Patio = 1,007  
 Deck, Gazebo, Rear Walk = 768  
 Misc. Conc. / Walls / Ac's = 225

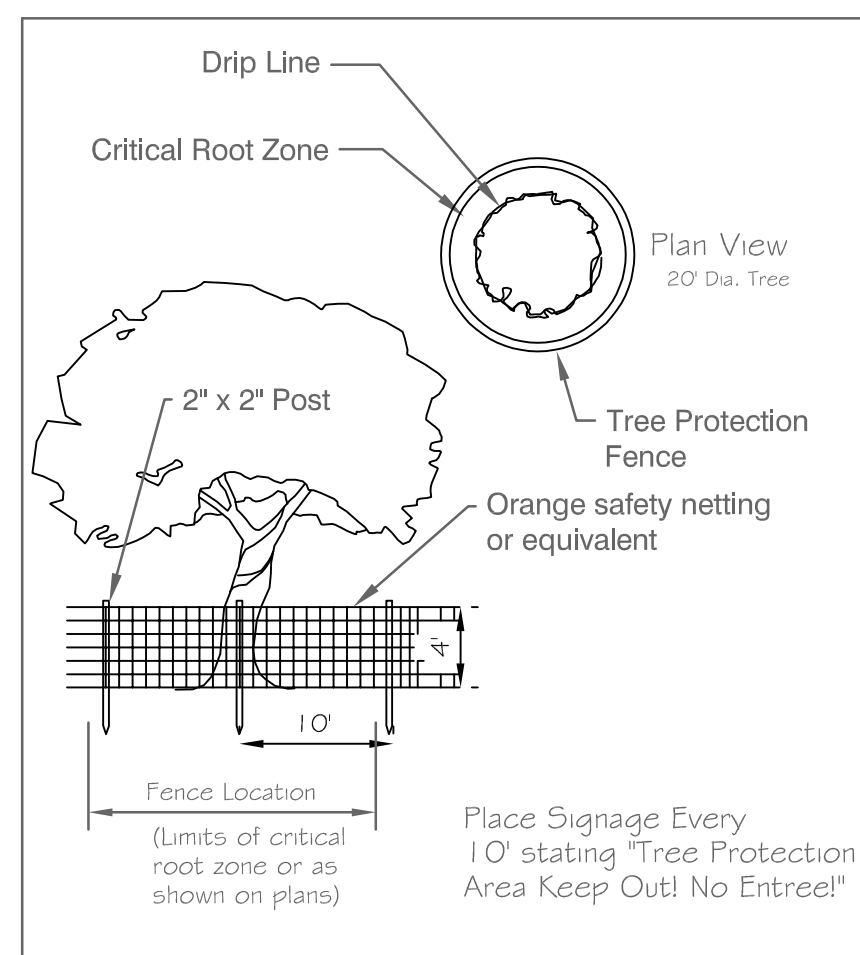
Existing Lot Coverage = 6,029 (16.7% Coverage)

Proposed Lot Coverage  
 Retaining Wall 30.41

Existing + Proposed Lot Coverage = Total Lot coverage  
 6,029+ 30.41 = 6,059.41 ( 16.8% Coverage)  
 Survey information taken from survey by  
 Delta | Land Surveying, LLC  
 361 Westchester Way Canton,Georgia 30115  
 (770) 597-3533 Dated: 5-24-2024

According to the current  
 "F.I.A. Official Flood Hazard Map" Community panel  
 No. 13089C0005K Effective 8-15-2019, This Property Is Not  
 In An Area Having Special Flood Hazards.

Site Specific Notes:  
 Total area disturbed= 483.75 s.f.  
 permanent vegetation to be installed in disturbed areas



Tree Protection Fence Detail  
Not To Scale

Existing Tree coverage notes:

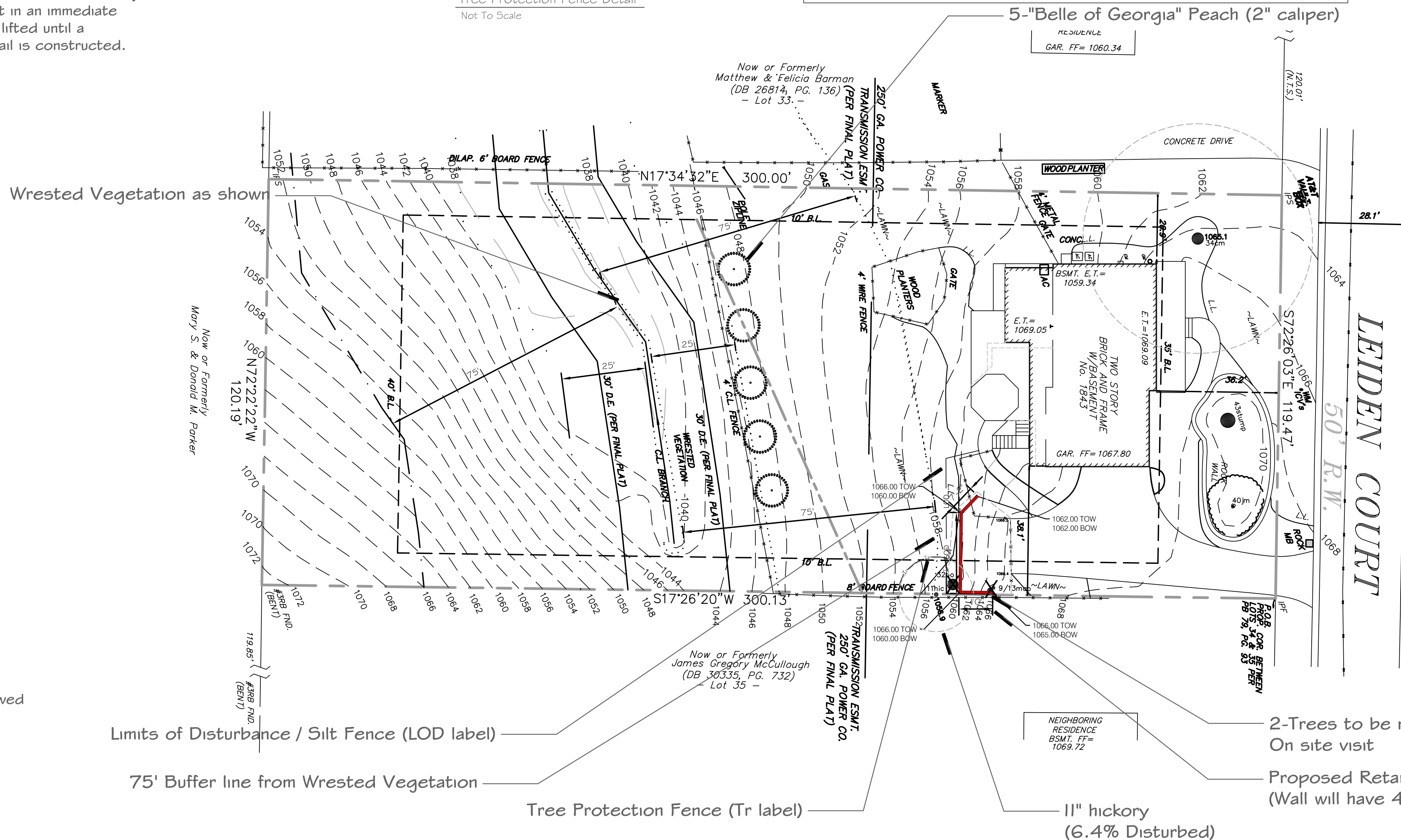
Site= (0.825 Acre) or 35,965 S.F.  
 Site requires 20 Units per acre = 0.825 x 20 = 16.5 Units required  
 Existing 34" Grape Myrtle= 6.3 Units  
 Existing 40" Japanese Maple = 9.2 Units  
 Existing site units = 15.5 units existing RRD = TDF- RTF --- 1.0 = 16.5 - 15.5 = 1.0

Existing Trees on site

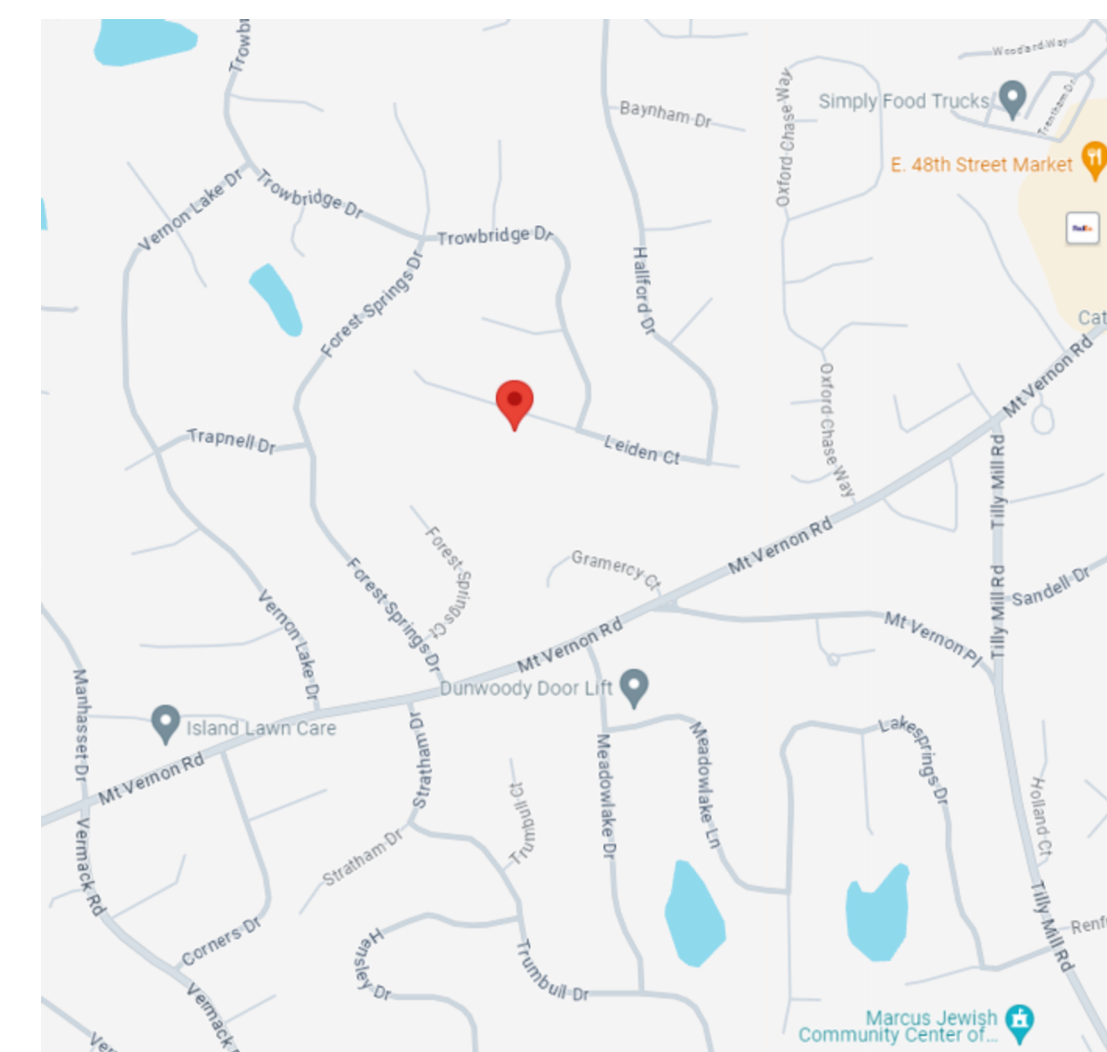
Number	Size	Species	Density Factor
1	34"	Grape Myrtle	6.3 Units
1	40"	Japanese Maple	9.2 Units
			15.5 Units Total- 1.0 Units needed to satisfy Tree density
Trees planted to meet Density Requirements			
5	"Belle of Georgia" Peach	2" Caliper (0.5 units each)	for 2.5 total units

Tree Density requirement Legend

Quantity	Botanical Name	Common Name	Size	Units	Total
5-	Prunus persica	"Belle of Georgia" Peach	2" Caliper B4B	(0.5 units each)	2.5 unit credit



Scope of Work:  
 Remove 2 DDH Trees and install retaining wall at end of drive to prevent and stop erosion in that area.  
 Plant two trees as shown to meet Tree density requirements



Site vicinity Map  
Not To Scale

young² studios  
 landscape architecture + land planning  
 scott young  
 phone: 678.3115  
 e: 678.988.7409  
 scottyoung345@gmail.com  
 1495 sanden ferry drive • decatur, georgia 30033

The Freund Residence  
 1843 Leiden Court  
 Dunwoody, Georgia  
 Date: 7-22-24

24 Hour Contact Zach Hannah (734) 474 - 7573

SP-1