

**AN AMENDMENT TO THE COWETA COUNTY ZONING AND DEVELOPMENT ORDINANCE.**

**BE IT ORDAINED** by the Board of Commissioners of Coweta County, Georgia: and

**IT IS HEREBY ORDAINED BY THE AUTHORITY OF THE SAME THAT THE COWETA COUNTY ZONING AND DEVELOPMENT ORDINANCE BE AMENDED AS FOLLOWS:**

**ADD** the following new item "c" under Section 244.3.1(1), in Article 24. Development Regulations., Section 244.3. Preliminary Plat.:

"c. A letter, email or other correspondence from the United States Postal Service indicating the type of mail delivery that will be available to the proposed development shall be provided. The correspondence should also indicate, either by description or attached drawing, that the proposed location for the cluster mailbox station(s), if applicable, is acceptable to the postal service."

**ADD** the following new item "x" under Section 244.5.2(3), in Article 24. Development Regulations., Section 244.5. Final Plat.:

"x. A statement indicating the type of mail delivery available by the United States Postal Service (i.e. delivery to individual mailboxes or central delivery via cluster mailbox station(s)) shall be on the plat. The location and related improvement shall be shown on the final plat for each cluster mailbox station."

**REPLACE** Section 246.1.2. General Requirements, under Article 24, Development Regulations, in its entirety, with the following new Section 246.1.2. General Requirements:

"Section 246.1.2. General Requirements.

1. **Address Identification**

a. Required Address Identification for non-single family residential uses.

i. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible at all times from the street or road fronting the property.

ii. These address numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke of 0.5 inch (12.7 mm) and shall contrast in color with the background on which they are affixed.

iii. New and existing properties utilizing a mailbox or signage for address identification shall post numbers on both sides, meeting the requirements of paragraphs i and ii above, that can be viewed from either direction of vehicular travel.

iv. Buildings or lots with multiple buildings utilizing one street address and containing multiple commercial occupancies with separate entry doors shall post suite numbers or letters above the main entry door to each occupancy or building meeting the requirements of paragraphs i and ii above.

v. For multiple properties that share a common single private drive, each owner shall display address numbers at the vehicular access point to the private drive and at the vehicular access point to each individual building meeting the requirements of paragraphs i and ii above.

b. Required Address Identification for all single family residential uses.

i. New and existing residential properties shall have approved address numbers placed in a position that is plainly legible and visible at all times from the street or road fronting the property.

ii. These address numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm) and shall contrast in color with the background on which they are affixed.

iii. New and existing residential properties utilizing a mailbox or signage for address identification shall post numbers on both sides, meeting the requirements of paragraphs i and ii above, that can be viewed from either direction of vehicular travel.

iv. Neighborhoods, subdivisions, or residential properties utilizing a cluster mailbox or utilizing a post office box and not having individual mailboxes to use as address identification shall post individual address identification signage meeting the requirements of paragraphs i, ii, and iii above.

A. Address signage shall be no more than 10 feet from the driveway and no more than 25 feet from the road.

B. For multiple residential properties that share a common single private drive, each owner shall display address numbers at the vehicular access point to the private drive and at the vehicular access point to each individual structure meeting the requirements of paragraphs i, ii, and iii above.

c. All new residential, office, institutional, commercial and industrial lots shall be numbered with the approved street address number and suite numbers or letters, if applicable, at the time the Certificate of Occupancy or the Certificate of Completion is issued.

d. It shall be the responsibility of the property owners to post and maintain the address identification at all times.

2. **Cluster Mailboxes** - In situations where the U.S.P.S. determines that individual mail delivery will not be available to a new development, the following requirements shall apply:

a. Installation of the mailbox unit(s), as well as any associated shelters, lighting, parking, and other related amenities shall be the responsibility of the developer.

b. Maintenance of the mailbox unit(s), as well as any associated shelters, lighting, parking, and other related amenities shall be the responsibility of the homeowners. The establishment of a homeowners' association is strongly encouraged in developments where individual mail delivery will be unavailable.

c. Cluster mailbox units shall be prohibited within the public right-of-way.

d. Cluster mailbox units, and any associated structures, shall not adversely impact sight distance to any driveway or road intersection, as determined by the Coweta County Transportation and Engineering Department. Whenever feasible, the mailbox unit should be located within an amenity center, if one is proposed for the development.

- e. Cluster mailbox unit(s) shall be located in area(s) that will best allow for vehicle stacking or parking without creating pedestrian safety or vehicle safety issues, as determined by the Coweta County Transportation and Engineering Department.
- f. A paved area with adequate ingress/egress, designed to meet the requirements of the Coweta County Transportation and Engineering Department, shall be provided to allow vehicles to pull off the County roadway safely while retrieving mail.
- g. All access to cluster mailbox unit(s) shall comply with current Americans with Disabilities Act and the Georgia Accessibility Code. Any sidewalks required by other provisions of this ordinance shall be incorporated into the mailbox area(s).
- h. The mailbox unit(s) must be installed according to the manufacturer's standards.
- i. The mailbox unit(s) and shelter, if any, shall be exempt from the normal setback requirements; however, shelters or other structures must be submitted to the Building Official for review and must meet all applicable building codes.
- j. Any required cluster mailbox station and related improvements shall be installed and approved prior to the recording of the final plat."

AMEND Section 246.4.2(2)(s) to read as follows:

"s. Open space may also include planted areas; fountains; parks; plazas; trails and paths; the landscaped portions of streets; hardscape elements related to sidewalks, cluster mailbox stations, and plazas; and similar features."

SO ORDAINED IN OPEN SESSION, LAWFULLY ASSEMBLED AFTER PUBLIC NOTICE AND HEARING AS PROVIDED BY GEORGIA LAW, THIS 15<sup>th</sup> DAY OF

July, 2014.

Bob Blackburn  
Chairman

[Signature]

Jim Lassette

Paul Pook

[Signature]

Attest: Heborah Pike  
County Clerk