

Due Diligence For 150 Royal Woods Court

Project Name:	150 Royal Woods Court, Lilburn GA
Prepared by:	Phillips Partnership
Project No:	2136902
Project Address:	150 Royal Woods
Date:	06/25/2021
Client:	XC Enterprises
City/State:	Lilburn, GA

TABLE OF CONTENTS

1. TABLE OF CONTENTS

2. BUILDING AND ADJACENT SITE INFORMATION

- A. Site Description
 - 1. Grading and Drainage
 - 2. Landscaping
 - 3. Paving
 - 4. Parking and Loading
 - 5. Signage
 - 6. Amenities
 - 7. Site Utilities
- B. Building Structure
 - 1. General
 - 2. Existing Building Construction and Structural Criteria
 - 3. Soils and Geotechnical
 - 4. Foundations
 - 5. Building Structural Framing
 - 6. Lateral Stability
 - 7. Existing Building Drawings
 - 8. Structural Observations and Assessment for Future Use
- C. Exterior Walls and Cladding
 - 1. Exterior Walls
 - 2. Exterior Doors
 - 3. Building Interiors
 - 4. Exterior Glazing
 - 5. Soffits
- D. Roofing
 - 1. General
 - 2. Roof Construction(s)
 - 3. Roof Assemblies
 - 4. Insulation
 - 5. Drainage Systems
 - 6. Skylights
 - 7. Expansion Joints
 - 8. Ventilation
 - 9. Interior Finishes
 - 10. Warranties
- E. Building Interiors
 - 1. General
 - 2. Common Areas

3. Tenant Areas
4. Code Compliance
5. Demising Walls
6. Columns
7. Floors
8. Stairs

F. Limited Disabled Accessibility Review

1. General
2. Site Access
3. Interior Access

G. Mechanical Systems

1. Heating and Cooling
2. Not Used
3. Not Used
4. Not Used
5. Recommendations

H. Electrical Systems

1. Power
2. Not Used
3. Not Used
4. Not Used
5. Telecommunications and Security Systems

I. Plumbing Systems

1. Domestic Water
2. Plumbing Fixtures
3. Sanitary System
4. Storm System
5. Not Used
6. Natural Gas
7. Recommendations

J. Fire Suppression

1. Fire Suppression
2. Fire Alarm System
3. Recommendations

K. Vertical Transportation – NA

L. Smoke Control

3. LETTER OF INTENT / LANDLORD'S WORK LETTER

4. PROJECT IDENTIFICATION

5. CONTACTS LIST

6. SITE SURVEY

7. ENVIRONMENTAL REPORTS

8. GEOTECHNICAL REPORTS

9. EXHIBITS

10. EXISTING DRAWINGS/ SURVEY NOTES

11. PHOTOGRAPHS

- A. Photographs – Architectural
- B. Photographs – Mechanical/ Plumbing/ Fire/ Electrical
- C. Photographs – Structural

12. APPLICATIONS

END OF SECTION

2. BUILDING AND ADJACENT SITE INFORMATION

Basis of Due Diligence Summary and Project Data Summary

Phillips Partnership was retained by XC Enterprises to conduct a comprehensive preliminary investigation of the existing property location occupied by "Premier Contract Carpet".

The subject property is part of the XC Enterprises project located at 150 Royal Woods Court – existing approx. 21,000 sf two-story office building and adjacent approx.. 50,000 sf warehouse facility.

The site investigation was conducted using:

-Building renovation construction dwgs. by Ruys & Company – January 17, 2006. (Available upon request.)

This information was used to assess the property and provide Due Diligence recommendations for XC Enterprises.

Property is currently –

- Zoned M1 which included M zoning (light industrial). Intended use to be distribution and office. (See Exhibit 9.3)
- The postal address states that the property is in Tucker, GA but upon further investigation, it lies just within jurisdiction of Lilburn, GA.
 - o *150 Royal Woods Ct Tucker, GA 30084*

General Description

The subject property, currently known as the "Premier Contract Carpet" is located at 150 Royal Woods Ct, Tucker GA, 30084. However, zoning information must be pulled from the City of Lilburn, GA as it is outside of the zoning for Tucker, GA. The subject property is a 5.10 acre rectangular shaped parcel. The existing building is a two-story office and adjacent warehouse facility located in the center of the overall property. The building is assumed to have been constructed in the mid 1990's. The receiving area is located at the Northwest side of the building with (10) open air recessed slips and (4) manual dock edge levelers and 8'-0" wide x 10'-0" high sectional overhead doors with truck dock canopy.

Address	Site Area	Building Area
150 Royal Woods Ct, Tucker, GA 30084	Approximately 5.10 acres	Reported as Office (approx.. 21,000 sf and Warehouse (approx.. 50,000 sf) Building –
Buildings	Reported Area (Gross Building Square Feet)	Notes
2-Story Office	Approx 21,000 building sf	Proposed Use – Office
Warehouse	Approx. 50,000 building sf	Proposed use - Distribution

The building is assumed to have been constructed in the mid 1990's.

A1. Grading and Drainage

The property slopes slightly downward from the center to all sides of the site. Storm water currently sheet drains to the road on the northwest part of the site. Stormwater from the roofs is collected at scuppers and downspouts on the southwest side of the building and appears to dispense away from the building within the landscaping. The warehouse roof features a singular slope northwest toward a gutter system that appears to drain to internal stormwater pipes and sheet drain across the concrete tractor trailer pad.

A2. Landscaping

Existing mature trees remain on all sides of the property with grass and trees remaining in parking coves on the southwest side of the property. Generally, landscape has been upkeep and should not be considered in scope for property redevelopment.

There is a felled trees and limbs in the grass by the northern side of the building.

The site does have an irrigation system. The service is provided from Royal Woods Parkway which is metered and backflow preventer exterior on site. The irrigation controls is located on the southeast side of the warehouse. The coverage extent of the irrigation system is unknown.

A3. Paving

Parking is provided by asphalt pavement at grade at the southwest side of the site. There is a concrete apron at the loading docks and at tractor trailer parking areas. There is notable damage to the asphalt lot on the northeast and northwest side of the building which is for tractor trailer parking and access.

Curbs/Swales/Other: Poured concrete curbs are present throughout the parking areas and driveways, and around the landscape medians. A sidewalk surrounds the southwest and northwest side of the building, but no concrete parking stops were noted in survey. The ramp leading up to the northeast side of the building has damage along the beginning stretch of its retaining wall.

There is a concrete pad poured off the curbing on the northern most corner of the lot of which the purpose is unknown.

SECTION 2 - BUILDING AND ADJACENT SITE INFORMATION

Ingress/Egress: There is one vehicular entrance to the property from a curb cut off Royal Woods Court as well as an access drive to Royal Woods Parkway that is gated. The entire backlot is fenced in with access points at the eastern corner of the lot to Royal woods parkway and the northern corner of the lot to the main asphalt parking surface lot.

A4. Parking and Loading

Existing parking is provided by surface parking on the northwest, southwest and lower southeast side of the property adjacent to Royal Woods Court. It is striped to accommodate both passenger vehicles and tractor trailers.

(2) two ADA parking stalled are provided at the front entrance to the office building on the west side of the property.

Existing parking lot lighting appears to be building mounted on all faces of the building where there is a surface lot present. No existing pole lighting was noted during survey.

A5. Signage

At the time of survey and report – tenant signage had not been removed from building or the street corner. New signage will need to comply with City of Lilburn Municode Chapter 113 – Signs. (See Exhibit 9.3)

A6. Amenities

No existing amenities were noted during survey of property.

A7. Site Utilities

Electricity: See Section H1.

Natural Gas: See Section I6.

Domestic Water: See Section I1.

Sanitary Sewer: See Section I3.

Storm Sewer: See Section I4.

Solid Waste: Client Preferred Vendors TBD

HVAC Maintenance: Client Preferred Vendors TBD

Pest Control: Client Preferred Vendors TBD

Landscaping: To comply with City of Lilburn Requirements

Fire Systems: Client Preferred Vendors TBD

Security: Client Preferred Vendors TBD

B. BUILDING STRUCTURE

Del Valle + McNeil Structural Engineers (DV+M) was asked to provide a structural site observation for the facility at 150 Royal Woods Court. The following is a general description for the existing building structures as observed.

B1. General

The existing two-story warehouse building structure is to be part of the Landlord's re-development plans for future usage by an undetermined tenant. The space is located at 150 Royal Woods Ct; Tucker, Georgia 30084. The existing warehouse building consists of approximately 70,000 SF of space on the ground floor. Currently, the space is occupied.

Scope and Overview

The scope of this report is to provide an understanding of the existing structural systems present in the building. To that end, a representative from DV+M visited the project site on 06/03/2021 to verify and ascertain the condition of the building's structural framing. We based our findings on visual observations and the review of existing architectural drawings provided by the Phillips Partnership (Project Architect). These drawings were developed by Ruys & Company and are dated from 2006.

While onsite, DV+M visually observed (where possible) existing framing conditions. Tilt-up concrete with steel joists and beams were observed. With existing finishes still in place, visual observation was limited in scope.

LIMITATIONS

The structural evaluation completed is limited in scope. We have made a visual observation of the building and reviewed documentation that has been made available to us. Since many structural conditions cannot be verified by observation, certain assumptions have been made. These assumptions, which include facts relating to the original design, the structural properties of building materials, and actual construction practices, cannot easily be verified by visual observation. Any conclusions or recommendations included in our report are therefore based upon professional opinion and experience rather than known conditions. This report is not intended to cover mechanical, electrical, architectural or other features not specifically noted.

Due to limited access of entire space, our field observations were based on a limited sample of measurements and/or visual observations made while onsite. This sample, although spread throughout this portion of the building, represents a small percentage of the total building framing confirmed.

The commentary presented in this report is based on our limited visual observation of existing conditions. DV+M takes no responsibility for the original design and construction or any portion thereof. In addition, nothing in this report shall be construed to represent a warrant or guarantee by DV+M or any work done, in progress or to be performed by any contractor, maintenance entity, management personnel or others not in direct employ of DV+M.

B2. Existing Building Construction and Structural Criteria

SECTION 2 - BUILDING AND ADJACENT SITE INFORMATION

The existing warehouse area consists of a one-level steel framed structure with concrete slab-on-grade and exterior concrete wall panels. The existing office area consists of a two-level steel framed structure with concrete slab-on-grade lower level, concrete slab on steel framed upper level, steel framed roof, and exterior metal stud framed walls.

Based on the 2006 construction documents, structural design would have been based on the 2000 International Building Code (IBC) with Georgia Amendments.

2000 International Building Code with Georgia Amendments

▪ Roof	20 PSF (Live Load)
▪ Mezzanine	50 PSF (Live Load)
▪ Warehouse	125 PSF (Live Load)
▪ Wind Load	90 MPH (3-Second Gust Velocity)

B3. Soils and Geotechnical

Existing structural construction documents are not available for reference. However, it can be assumed that the existing structure was designed for a soil bearing capacity between 1,500-2,500 PSF based on typical bearing capacities for the Atlanta, GA. area.

If any new work takes place that will substantially increase bearing loads, it is recommended that a geotechnical engineer be engaged to perform an investigation (and testing) to confirm the parameters to be used in any new design work.

B4. Foundations

It is assumed that all foundations for both the warehouse and office area are conventional shallow foundations (concrete spread footings).

B5. Building Structural Framing

Warehouse Area

The floor slab appears to be a conventional concrete slab-on-grade. The roof structure is framed with a proprietary structural system consisting of metal deck on linked steel joists that are supported by steel beams. Roof framing is supported with steel columns. Roof elevations slope from front (Grid F) to back (Grid A). All exterior walls appear to be 7-1/4" concrete wall panels. The warehouse area lateral resistance is provided by the exterior concrete walls. Steel building columns are assumed to be supported on conventional shallow foundations (concrete spread footings).

Office Area

The lower-level floor slab appears to be a conventional concrete slab-on-grade. The upper-level floor slab consists of 20" open-web steel joists spaced at 2'-0" on center with metal deck and concrete slab. The roof structure consists of metal roof deck on 20" open-web steel joists spaced at 5'-0" on center supported by steel joist girders. Floor and roof framing are supported with steel columns. Roof elevations slope from back (Grid F) to front (Grid K). All exterior walls appear to

be metal stud framing. With limited observation, the lateral force resisting system for the office area was not able to be observed. However, it can be assumed that steel framing and/or warehouse wall panels provide lateral resistance for the office area. Steel building columns are assumed to be supported on conventional shallow foundations (concrete spread footings).

Structural Elevations, Clear Heights, and Column Grid

With site observation limited, the following elevations were measured:

- Warehouse Ground Level: Top of Slab Elevation +0'-0"
- Warehouse Roof: +27'-11" Deck Bearing (Grid A)
- Warehouse Roof: +32'-0" Deck Bearing (Grid F)

- Office Ground Level: Top of Slab Elevation +0'-0"
- Office Upper Level: +13'-0" Deck Bearing - *Approximate*
- Office Low Roof: +12'-0" Deck Bearing (Grid F)
- Office High Roof: +26'-6" Deck Bearing (Grid F) - *Approximate*

With site observation limited, the following minimum structural clear heights were measured:

- Warehouse clear height of approximately +26'-3"
- Office lower-level clear height of approximately 10'-0" (under low roof areas)
- Office upper-level clear height of approximately 9'-10" (under girder at Grid G)

With site observation limited, the following column grid spacings were measured:

- Warehouse columns are typically spaced at 50'-0" on center in the plan East-West direction and 40'-0" on center in the plan North-South direction.

B6. Lateral Stability

The lateral bracing system for the building is comprised of 7-1/4" concrete wall panels along the perimeter.

B7. Existing Building Drawings

As previously mentioned, existing structural construction documents were not available.

B8. Structural Observations and Assessment for Future Use

Structural Observations

During our visit, the existing metal roof deck was observed to be in questionable condition – especially at panel laps and joints. There also appears to be several locations within the warehouse area where water leaks from the roof have occurred. Joints between the metal roof deck and roof penetrations at ventilation equipment appear to be in poor condition as well. It is recommended that the services of a professional roofer be obtained to determine more information about the existing roof.

Building Codes and Design Criteria

SECTION 2 - BUILDING AND ADJACENT SITE INFORMATION

Any future redevelopment and/or construction will be required to meet the following building codes and design criteria:

- 2018 International Building Code (IBC) with State Amendments
- ASCE 7-16 Minimum Design Loads
- Seismic Design Category C
- 106 mph Wind Speed (Risk Category II)

The following recommendations are offered based upon information received thus far on the assumed future use for the existing building. More specific and detailed recommendations can be provided once a final scope of work has been determined.

Mechanical Roof Top Equipment

Based on future tenant requirements, it may be necessary to install new mechanical equipment (HVAC units). Given the proprietary structural system utilized at the warehouse area, any new units servicing this area will need to be either ground or platform supported at the exterior perimeter of the building. The existing roof structure was very likely not designed with any additional capacity to support mechanical equipment loads.

Seismic Design Requirements (Seismic Design Category C)

Based on the current building code, the existing building is located within a moderate seismic risk area. These seismic loads will apply on any new changes to the building design or support of building components.

Wind Velocity (106 mph)

Given the sites proximity in Georgia, the current building code requires the use of a design wind speed of 106 mph. These wind pressures will apply on any new construction of exterior building components (exterior walls, parapets, canopies, roof top equipment, signage, etc.).

Exterior Walls and Lateral Bracing

The existing concrete wall panels are load-bearing and part of the building's lateral force resisting system to provide lateral bracing for the structure (on all four sides of the warehouse area). Any major alteration to the existing exterior concrete walls that increases lateral loads on any other building component by more than 5% will require the entire building structure to be retrofitted to meet current lateral load requirements. It is recommended that no more than 5% of the existing exterior concrete walls be altered to prevent the need for retrofit. Any new openings will require walls to be modified to support the load from above over opening.

Soil Conditions

A geotechnical investigation and report are recommended prior to moving forward with any major future construction. Based on typical conditions in the area, we do not expect any problems with soil conditions that would prevent the use of conventional shallow foundation (concrete spread footings).

C. EXTERIOR WALLS AND CLADDING

C1. Exterior Walls

All exterior walls of the warehouse portion of the building appear to be tilt-up concrete – See structural.

The exterior walls of the office portion of the building appears to be a steel frame construction with metal stud walls with storefront glazing.

C2. Exterior Doors

Existing man doors and egress doors around the building are hollow metal door frame and doors.

Dock doors– sectional overhead doors. With exterior truck dock canopy system.

Storefront doors – Double doors at the main office entry and at the break room on the ground floor.

C3. Building Interiors

Warehouse –poured concrete flooring; tilt-up concrete walls at perimeter of building and between office and warehouse; some interior gypsum wall board over metal stud for partitions; metal racking systems bolted to floor surface; exposed insulation on the underside of the roof structure.

Office – carpet, tile, and VCT mix throughout building; Gypsum wall board over metal stud; lay-in ACT ceilings at 8'-10" typical, 6'-8" wood door heights.

Several building elements present on the Ruys & Company floor plans were never removed from the original building or were never constructed during the renovation of the space. These walls, doors, windows, ect. have been noted.

C4. Exterior Glazing

All exterior glazing is located on the southwest side of the building at the office pod. This glazing appears to be standard aluminum storefront.

C5. Soffits

The SW office pod's recessed storefront system has exterior soffits that appear to be EIFS over metal studs and sheathing. Select demo was not completed.

D. ROOFING

D1. General

The warehouse roof is sloping from front of property to rear (southwest to northeast) with gutters and downspouts. Office pod has internal roof drains and overflow scuppers on the west side of the building. The specifics of the roofing assembly couldn't be verified at time of site visit.

The warehouse roof area is accessible via an interior ladder and roof hatch. Both levels of office pod are accessed by extension ladder.

Parapet walls exist on the office pod portion of the building with membrane roofing extending up over top of parapet. Parapet walls appear to be in good condition – however there is evidence of water infiltration into the office pod portion of the building.

Warehouse roofing system appears to be as standing seam over purlins. There is evidence of water infiltration. Insulation blankets have been installed under the roof structure.

D2. Roof Construction(s)

OFFICE POD ROOF AREA

- Roof size: Approximately 21,000 square feet on two levels.
- Surface: Membrane - currently
- Roof Assembly: Information not available or visible at time of survey
- Underlying Membrane: to be verified
- Flashings: Roof membrane is continuous up and over parapet walls.
- Insulation: to be verified
- Roof Deck: Assumed to be mtl decking (to be verified)
- Warranty: None provided for review
- Condition: Fair/Poor condition – drains and scuppers have debris and areas of ponding are visible. Water infiltration is visible on interior.
- It is our recommendation that a conditions report/ inspection be completed by a roofing contractor or consultant

WAREHOUSE ROOF AREA

- Roof size: Approximately 50,000 square feet
- Surface: Standing seam-currently
- Roof Assembly: Information not available or visible at time of survey
- Underlying Membrane: to be verified
- Flashings: to be verified
- Insulation: Insulation blankets have been installed under the roof structure. Several areas appear to have been torn or damaged.
- Roof Deck: to be verified
- Warranty: None provided for review
- Condition: Fair/Poor condition – water infiltration is visible on interior.
- It is our recommendation that a conditions report/ inspection be completed by a roofing contractor or consultant

Core samples were not taken and/or authorized during the roof observation to verify roofing compositions. Roofing composition information has been provided by visual inspection.

SECTION 2 - BUILDING AND ADJACENT SITE INFORMATION

D3. Roof Assemblies

Documentation not available at time of survey.

D4. Insulation

Documentation not available at time of survey.

D5. Drainage Systems

Office Pod –

Office pod has internal roof drains and overflow scuppers on the west side of the building. Considerable debris was visible on roof and in area of drains and scuppers. There is evidence of ponding on the roof.

Warehouse –

The warehouse roof is sloping from front of property to rear (southwest to northeast) with gutters and downspouts.

D6. Skylights

There are approximately (50) translucent skylights in the warehouse at an approx. grid of 5 x 10.

D7. Expansion Joints

There is an expansion joint located between the office pod and warehouse.

D8. Ventilation

Warehouse does appear to have an exhaust fan system. There are approximately (8) exhaust fan hatches.

D9. Interior Finishes

There is evidence in both the office pod and warehouse of water infiltration.

D10. Warranties

A roof warranty was not provided for review. Due to the age of the roof system – a warranty is not likely to exist.

E. BUILDING INTERIORS

E1. General

The building contains a two-story office pod with approx. 21,000 square feet of office area. Interior finishes and the interior build out are in good condition. Restrooms appear to be ADA compliant. Interior finishes are typically consistent with office finishes in local market.

E2. Common Areas

Building is currently occupied by single tenant office user. There is a two story lobby/ reception area at the main entrance with an open stair to the second level.

E3. Tenant Areas

Pod office building appears is separated from warehouse by a 1 hour rated system.

E4. Code Compliance

The building is protected by an automatic fire suppression system. According to renovation documents reviewed, the building is Type II-B construction. Components of egress are typical for this occupancy class and include fire rated stair well construction with handrails, and doorways. No excessive travel distances were found. There were no obvious indications that adequate means of egress systems were not provided at the time of the original construction.

Both levels have ADA compliant paths of accessibility.

E5. Demising Walls

Please see comments above.

E6. Columns

Office pod building columns appear to be steel tubes. Access and size verification was not completed. Select demolition would be required.

Warehouse columns are wide flange exposed columns – typically 8" x 9"

E7. Floors

Office pod building flooring finishes were a mix of porcelain tile, vct and carpeting.

Warehouse is sealed concrete flooring

E8. Stairs

There are (3) stairwells serving the office pod portion of the building.

Stair #1

Is a monumental stair from the main entry lobby to the second level. This stair is for convenience circulation and currently does not appear to be utilized for emergency egress purposes. Note modifications would need to be made if this stair and the two story lobby if it were to be consider for emergency egress.

Stair #2 and #3

1-hr. rated egress stairs accessed from the upper level office pde on the east and west side of the building.

Stairs appears to meet general code and ADA requirements.

Clear width of stair is approx.4'-4"

Limiting factor of stair #2 and #3 is the doors on both levels with allowable clearance of 3'-0" door leading to the exterior on level one.

Egress does pass through stair on level one off of sales area. Exit sign is currently in place with a 3'-0" door directing access at this point.

F. LIMITED DISABLED ACCESSIBILITY REVIEW

F1. General

The ADA accessibility evaluation provided within the scope of services of this report is considered a "limited survey" and should not be considered as a comprehensive investigation of all existing conditions, quantities and measurements.

The Americans with Disabilities Act (ADA) was written into law in 1990 and became effective on January 26, 1992. ADA regulations are applicable retroactively to existing buildings and are generally more restrictive than the requirements of local codes; however, the more restrictive portions of either standard should be implemented. All future renovation work will have to meet the requirements of the more restrictive standard.

Under Title I of the ADA, it is the responsibility of the employer to make the disabled employee's workplace accessible. Title III of the ADA requires that public facilities provide access to the disabled.

The United States Access Board issued a revised ADAAG in July 2004. These guidelines (36 CFR part 1191, appendices B and D) together with the Title III regulations (28CFR Part 36, Subpart D) form the 2010 ADA Standards for Accessible Design (2010 Standards). Public accommodation and commercial facilities must follow the requirements of the 2010 Standards. Construction or alterations performed after January 1993 and before September 15, 2010 should be in accordance with the 1991 Standards. Construction or alterations performed after September 15, 2010 and before March 15, 2012 should be in accordance with the 1991 or 2010 Standards. Construction or alterations performed after March 15, 2012 should be in accordance with the 2010 Standards. The scope of this survey was based on the 2010 Standards.

The ADA requires that non-compliant building spaces or components should be modified and barriers should be removed when they are "readily achievable." This is interpreted to mean that the work is accomplished without much difficulty or expense. "Readily achievable" is subjective and plans should be prepared and submitted for review to the local enforcing agency to determine what will be acceptable prior to starting modifications.

This building was constructed prior to the implementation of current disabled-access regulations with renovations at a subsequent date. However, compliance to the current standards will have to be verified in field.

F2. Site Access

Public transportation and public sidewalks are not provided to the property. An accessible path of travel is provided from at grade parking areas and at the building entrance. Accessibility/Path of Travel: The property does have a sufficient curb cut at the main entrance. Compliance with ADA accessibility guidelines will need to be verified. There are 2 disabled-accessible parking spaces existing on site that appear to include van-accessible spaces.

F3. Interior Access

Common areas, the retail spaces and restrooms were not inspected at the subject property for compliance with the ADA guidelines. All improvements will be required to comply.

G. MECHANICAL SYSTEMS

G1. Heating and Cooling

The warehouse is only served by (7) Reznor gas-fired, fan forced unit heaters suspended from structure and vented through roof. The warehouse is ventilated by (7) exhaust fans on the roof. The unit heaters and exhaust fans size and vintage could not be verified. The only areas of the warehouse air conditioned are the offices which are served by through-wall ½-ton A/C units manufactured by LG, model LW7013HR.

The office is served by (11) gas-fired packaged RTUs and (2) split systems. Restrooms are exhausted by exhaust fans on the high roof. Models and vintages of rooftop equipment is shown below:

• RTU-1	Carrier Model 48TFD006-A-611	Installed in 2004
• RTU-2	Carrier Model 48TJD012-601QA	Installed in 1994
• RTU-3	Carrier Model 48TJD006-601GA	Installed in 1994
• RTU-4	Carrier Model 48TCDM12A2A6	Installed in 2018
• RTU-5	Carrier Model 48TCDM12A2A6	Installed in 2018
• RTU-6	Lennox Model ZGA060S4BS1G	Installed in 2016
• RTU-7	Carrier Model 48KCDA05A2A6	Installed in 2017
• RTU-8	Lennox Model ZGA048S4BS1G	Installed in 2014
• RTU-9	Carrier Model 48TCDM08A2A6	Installed in 2019
• RTU-10	Carrier Model 48FCDA04A2A6	Installed in 2019
• RTU-11	Carrier Model 48TMD012-A-601	Installed in 2004
• AC-1/CU-1	Carrier Model 58WAV091/38CK042640	Installed in 1994
• AC-2/CU-2	Lennox Model ML180UH/TSA042S4N42G	Installed in 2010

Refer to the attached Exhibit A for locations for equipment serving the office.

G.5 Recommendations

Due to the age of some of the equipment (RTU-1, RTU-2, RTU-3, RTU-11, & AC-1/CU-1), they have exceeded their life expectancy and will need to be replaced. Also pending on how the office is redemised into multiple tenants, some of the ductwork and/or RTUs may need to be revised where they would not be suitable to be reused for new tenants.

To conditioning of the warehouse, it is recommended to install packaged equipment on grade at the sides of the warehouse and duct into the building. The existing standing seam roof construction is not suitable for rooftop equipment.

Only some of the equipment could be verified to be in good working condition. All equipment should be confirmed they are in working condition.

H. ELECTRICAL SYSTEMS

H1. Power

There are (5) 200A disconnect switches located in the hallway (behind the breakroom). This is the main service to the building. The electrical service is 277/480V. There are existing electrical panels and transformers located within the warehouse space. There are no panels located in the offices (first or second floor).

H5. Telecommunications and Security Systems

Incoming telephone service is located next to the electrical panels on the left side of the warehouse. It then feeds up and over to the computer room on the first floor.

I. PLUMBING SYSTEMS

I1. Domestic Water

There is an existing domestic water service from Royal Woods Parkway which is metered and backflow preventer exterior on site.

I2. Plumbing Fixtures

Plumbing fixtures are vitreous china equipment in restrooms. Lavatories are counter mounted. Water closets are tank type. Faucets and other fixtures are typically chrome finish. Existing plumbing systems appeared to be adequately sized for the intended service.

Some fixtures did not perform when the faucet was turned on or flushed. The warehouse restroom fixtures are in very bad shape or have been removed. Refer to attached plumbing plan.

I3. Sanitary System

There is existing sanitary system to the space.

I4. Storm Drain System

Storm water use to be collected via a gutter system on the Southeast and Northwest sides of the building and discharged to grade. The gutter is in fairly good shape.

I6. Natural Gas

There is existing natural gas served to the space. The meter is located on the southeast side of the warehouse and enters the building as a 3-1/2" pipe at 2 PSI service to distribute natural gas to unit heaters in the warehouse and gas-fired RTUs. The exterior piping along the roof to RTUs has bare steel piping which shows evident wear.

I7. Recommendations

Examine the exposed natural gas service along the roof to test for leakage. Repair or replace defective piping, restore piping surface as needed and coat piping with rust inhibitive paint

Replace all defective plumbing fixtures with new. **Refer to Exhibit B for locations of defective plumbing fixtures.**

J. FIRE AND LIFE SAFETY SYSTEMS

J1. Fire Suppression

The existing space was completely protected by an automatic fire protection system. There is a single, 8" fire riser in the warehouse and is split to (2) 6" risers each serving an interior zones with a grid distribution to both the warehouse and office. The last recorded inspection of the sprinkler system was January 22, 2020 by Ultimate Fire Protection, LLC.

Fire-department connections are located outside the building.

J2. Fire Alarm System

There is no existing fire alarm system visible on site.

J3. Recommendations

The existing fire sprinkler system appears to be capable of reuse upon providing a new fire service to the building and re-working the existing service point. Depending on future tenant layouts, the zoning may need to be adjusted.

K. VERTICAL TRANSPORTATION

Existing building does not have any operational vertical transportation systems.

L. SMOKE CONTROL

It does not appear that smoke control is utilized in this building.

3. Letter of Intent / Landlord's Work Letter

Not Available at Time of Survey and Report

4. Project Identification

Date of Survey	06/03/2021
Project Name	150 Royal Woods Court
Project Number	2136902
Project Address	150 Royal Woods Ct, Tucker, GA 30084
Jurisdiction	Lilburn, GA Building Dept. Website: https://www.cityoflilburn.com
State	GA
County	Gwinnett
City	Lilburn
E-Mail	
Applicable Codes	International Building Code (IBC) – 2018 w/ 2020 GA Amend. International Fire Code (IFC) – 2018 – w/ GA Fire Marshall Amend. National Electrical Code (NEC) - 2020 International Mechanical Code – 2018 w/ 2020 GA Amend. International Plumbing Code – 2018 w/ 2020 GA Amend. International Energy Conservation Code – 2015 w/ GA Amend. NFPA 101 life Safety Code – 2018 ADA 2010 Rules and Regulations of the state of GA – Chapter 120-3-20 Access to and use of public facilities by Handicapped persons.
Tenant Area	Office Pod - Approx. 21,000 sf Warehouse – Approx. 50,000 sf
Lease Area	TBD
Unique Characteristics	Warehouse building – rectangular shaped.
Current Phase of Construction	No construction activity; existing building is currently occupied

5. CONTACTS LIST

XC Enterprises			
Name	Title	Phone	Email
Nick Wadhwanian	President	(C) 404.310.6804	nsw786@aol.com
Architect – Phillips Partnership			
Name	Title	Phone	Email
Rob French	Sr. Vice President	(O) 770.394.1616	rfrench@phillipspart.com
Jerry Crain	Sr. Project Manager	(O) 770.670.7428 (C) 678.516.4921	gcrain@phillipspart.com
Daryl Rowe	Project Coordinator	(O) 770.394.1616	drowe@phillipspart.com
Structural – DV + M			
Name	Title	Phone	Email
Matt McNeil	Principal/ Partner	(O) 678.944.7273 (C) 770.262.7396	mmcneil@dmvstructural.com
MEP – Savant Engineering, LLC			
Name	Title	Phone	Email
Slade Holladay	Sr. Electrical Engineer	(C) 678.548.1739	sholladay@savanteng.com
Troy Nedderman	Principal	(O) 770.319.7400 (C) 470.564.8527	tnedderman@savanteng.com
Civil – TBD			
Name	Title	Phone	Email
Utility Companies			
Name	Title	Phone	Email
GA Power/Dami Ojoye	Electric	404-670-8764	dojoye@southernco.com
Atlanta Gas Light/Robert Stachler	Gas	404-584-4510	rstachle@southernco.com

Dekalb County/Scott Dalrymple	Water	404-687-7162	sdalrymple@dekalbcountyga.gov
Dekalb County/Abdinaasir Hasan	Sanitary & Storm	770-414-2395	adhasan@dekalbcountyga.gov
ATT/Bill Szymanski	Teledata Service		Bs0368@att.com
ATT/Warren Thomas	Teledata Service		Wt9030@att.com

END OF SECTION

6. Site Survey

Current Civil dwgs. – Not available at time of report.

Title Survey - Not available at time of report.

7. Environmental Reports

Not Available at Time of Survey and Report

8. Geotechnical Reports

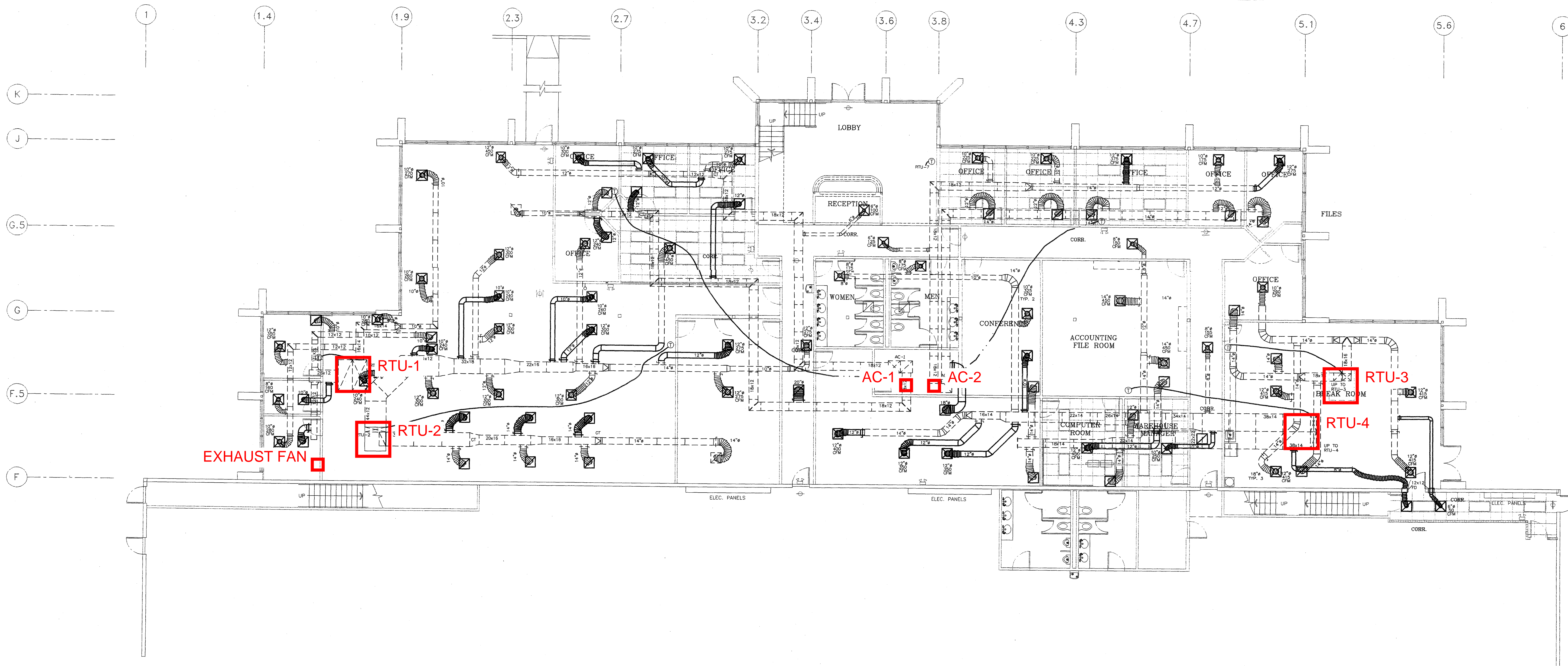
Not Available at Time of Survey and Report

9. Exhibits
Index:

Exhibit A - HVAC Systems – Main and Upper Floor

Exhibit B - Plumbing Systems

EXHIBIT A - HVAC SYSTEMS_MAIN FLOOR



RTU SCHEDULE				
ITEM	MANUFACTURER	MODEL NO.	CFM	REMARKS
RTU-1	CARRIER	48TFD006-611	1600	EXISTING
RTU-2	CARRIER	48TJD012-601Q	4000	EXISTING
RTU-3	CARRIER	48TJD006-601GA	2000	EXISTING
RTU-4	CARRIER	48TMD012-A-601	4000	EXISTING
AC-1	CARRIER	58WAV091-16	1400	EXISTING
AC-2	CARRIER	58WAV091-16	1400	EXISTING

REVIEWED FOR BUILDING
CODE COMPLIANCE
BY BILL KNECHT ON

MAY 18 1994

REVISIONS AND CHANGES
REQUIRE RESUBMISSION
TO GWINNETT COUNTY
BUILDING PLAN REVIEW UNIT



1056 Moreland Ind. Blvd.
Atlanta, Ga. 30316-3296
(404) 622-5000

PLOTMARK

REVISIONS	
No./DATE	REMARKS
0/1-4-6	ISSUED FOR PERMIT
1/1-6-8	CHANGE OF SCOPE
2/2-28-6	CHANGE OF SCOPE
3/4-14-6	REVISION
4/4-27-6	REVISION

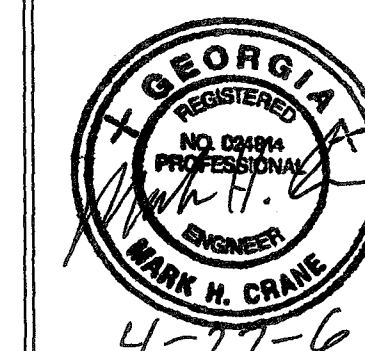
PRINTED
DATE SETS REMARKS

PREMIER CONTRACT CARPET, INC.

FIRST FLOOR

APPROX. 7,026 SQ. FT. AREA OF CONSTRUCTION

150 ROYAL WOODS COURT
TUCKER, GA 30084
GWINNETT COUNTY, GEORGIA

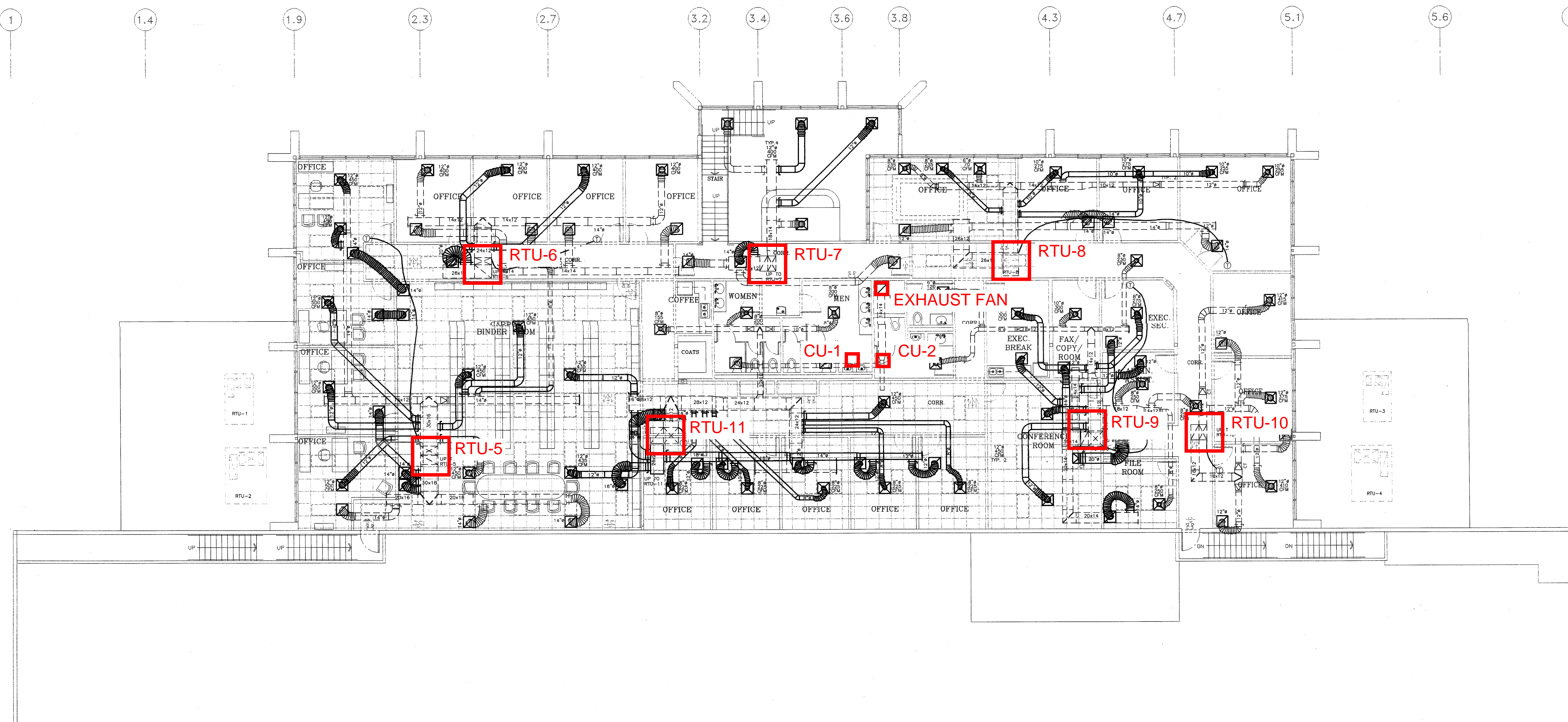


All rights reserved, no part of this document may be reproduced or used in any form or by any means - scanning, graphic, electronic, or mechanical, including photocopying, digitizing or information storage and retrieval systems - without the written permission of Ruys & Company.

DRAWN :	EBB	CHECKED :	MHC
DATE	14 APRIL 2006		
JOB No.	1439-0799		
SHEET			

M-01

RELEASED FOR CONSTRUCTION

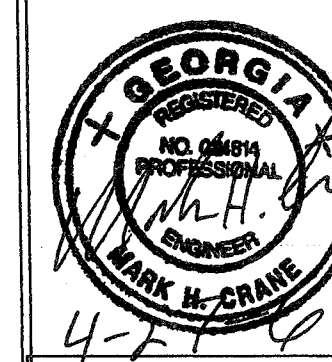
[illegible]

RTU SCHEDULE				
ITEM	MANUFACTURER	MODEL NO.	CFM	REMARKS
RTU-5	CARRIER	48TMD012-A-601	4000	EXISTING
RTU-6	CARRIER	48TFD006-A-611	1600	EXISTING
RTU-7	CARRIER	48TJD005-601GA	1600	EXISTING
RTU-8	CARRIER	48TJD005-601GA	1600	EXISTING
RTU-9	CARRIER	48TMD008-A-601	3000	EXISTING
RTU-10	CARRIER	48TJE004-A-601GA	1200	EXISTING
RTU-11	CARRIER	48TMD012-A-601	3000	EXISTING

PREMIER CONTRACT CARPET, INC.
OFFICE MEZZANINE LEVEL
APPROX. 7,026 SQ. FT. AREA OF CONSTRUCTION

150 ROYAL WOODS COURT

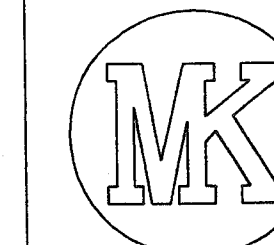
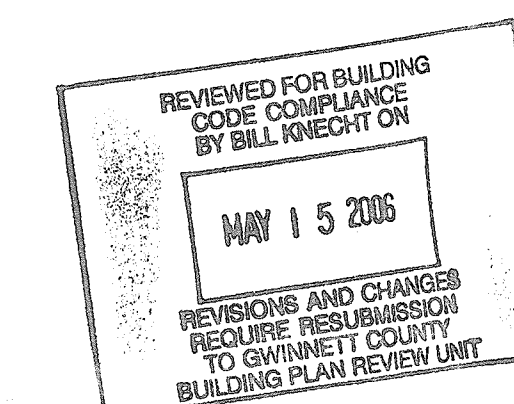
TUCKER, GA 30084
GWINNETT COUNTY, GEORGIA



All rights reserved. No part of this document may be reproduced or used in any form or by any means — scanning, graphic, electronic, or mechanical, including photocopying, digitizing, or information storage and retrieval systems — without the written permission of Ruys & Company.
Copyright January, 2000
Ruys & Company

DRAWN : EBB	CHECKED : MHC
DATE	14 APRIL 2000
JOB No.	1439-079
SHEET	
M-MEZZ	
OF	SHEETS

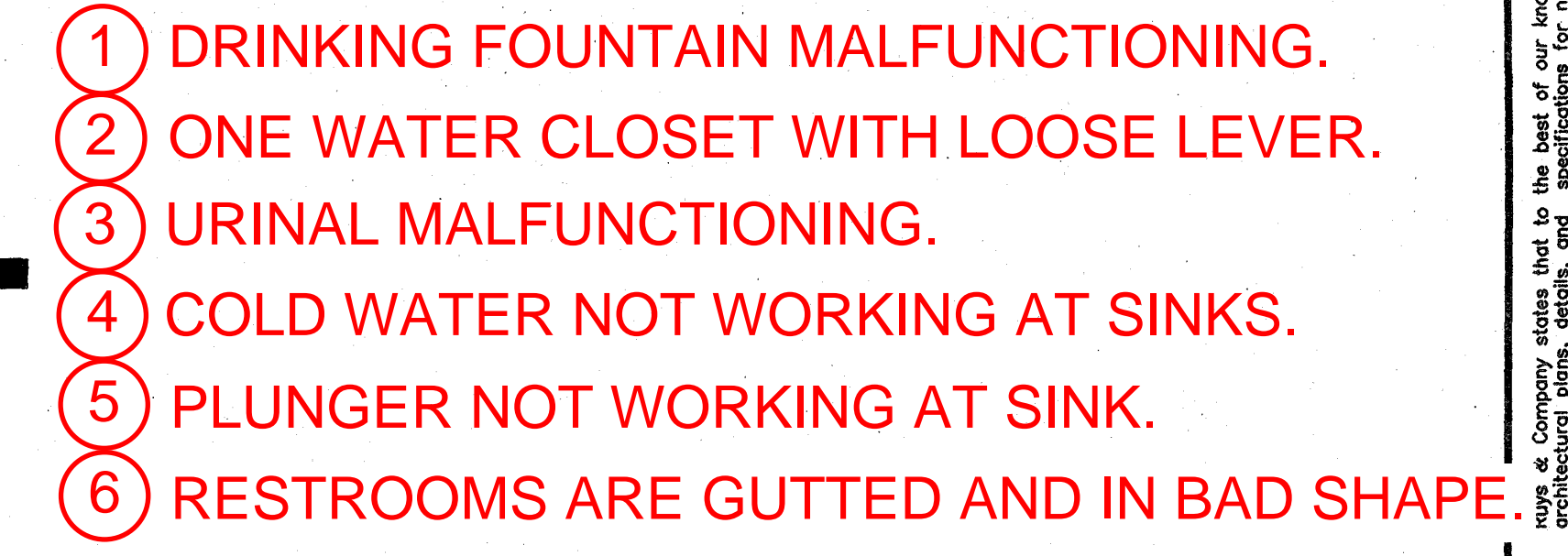
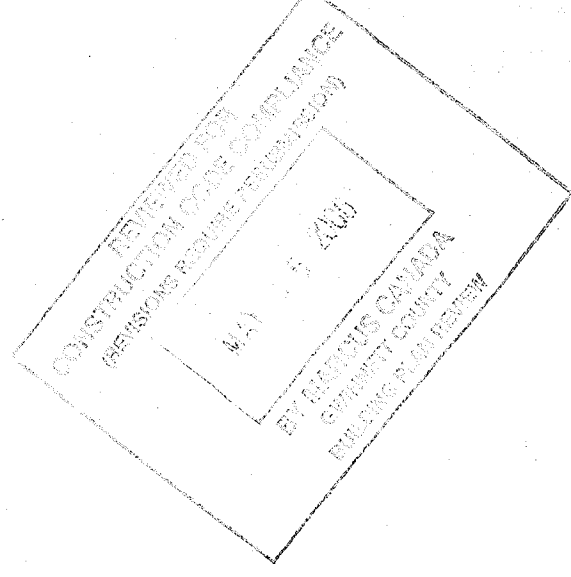
RELEASED FOR CONSTRUCTION



McKenney's
Mechanical Contractors

1056 Moreland Ind. Blvd.
Atlanta, Ga. 30316-3296
(404) 622-5000

BADGEREADER
 CDBORG
 COLBUB
 CDBG
 CORE-FIL
 CWall
 Defpoints
 DEMO
 DEMO-NM
 DETAIL
 DIDIM
 DIDIM-DR
 DIN-NM
 DIN-RH
 DP
 ELT
 ELT-NM
 ELT-RM
 FIN
 FIN-NM
 FIN-RM
 FLR
 FURN
 FURN-EX
 FURN-NM
 FURN-RM
 LEASE
 LIFE
 LIFE-NM
 LIFE-RM
 LTS
 LTS-RCP
 LTS-RCP2
 LTS-RM
 MW
 MW-EX
 SCHEM
 SYN
 WALL
 WALL-EX
 WALL-FIL
 WALL-L
 WALL-T
 WALL-LT
 WS
 ZED

[illegible]

2 FURNITURE PLAN - FIRST FLOOR
A-4 SCALE: 1/8" = 1'-0" FOR INFORMATION ONLY

[illegible]

10. Existing Drawings

The following information is available from Phillips Partnership upon request.

Index:

January 6, 2006 Interior Renovation Drawings by Ruys & Company

11. Photographs

Index:

- A. Photographs – Architectural
- B. Photographs – Mechanical/ Plumbing/ Fire / Electrical
- C. Photographs - Structural



Dock Doors

Portion of northeast elevation



Downspout - underground

East Corner



Dock Doors - Typical

Northeast elevation



Ramp Dock - Damage

Central Ramp at northeast side



Tilt-Up Wall - Typical
Warehouse surrounding walls



Roll-Up Door
South Corner



Main Office Entry
Southwest elevation



Tilt-Up Wall Patches
Southeast elevation



Office - Typical
Office interior



Ceiling Tile Damage
Lower level break room



Interior Wall Damage
Lower level office interior



Hallway - Typical
Office building interior



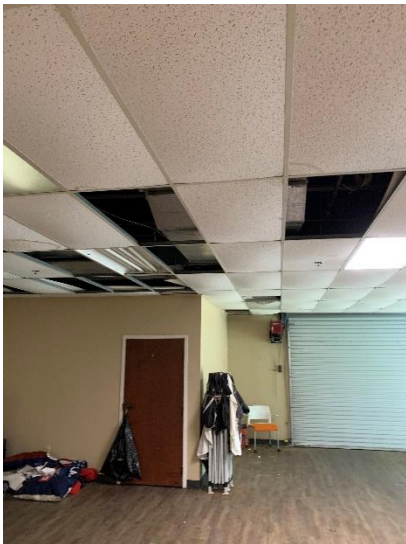
Office Partitions Not Constructed

Lower level library/resources room



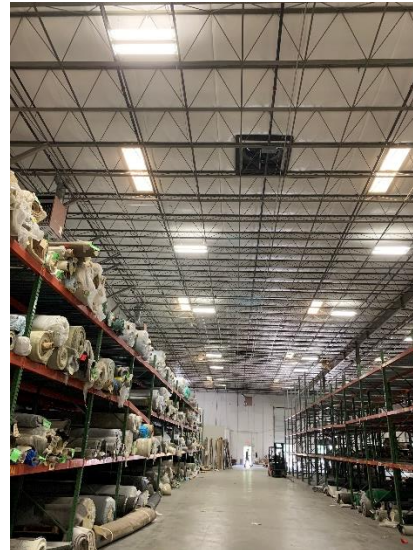
Roof Access

Northeast corner warehouse interior



Ceiling Water Damage

Lower level office by roll-up door



Warehouse Ceiling/Structure

Looking northeast in warehouse



Roof/Wall Connection
Office roof to warehouse wall



Office Building RTUs
Upper level office roof



Scupper and Internal Drains
Lower level office roof



Standing Seam Roof System
Warehouse roof system



Entry Surface Parking

Looking west from upper office roof



Photograph M1: Existing Roof Top Units (Total of 3)



Photograph P1: Existing fire sprinkler service point from existing demolished building on West wall



Photograph P2: Existing east wall gutter system – rusted through



Photograph E1: Existing electrical equipment – wire stripped from panels



Photograph M2: East Wall fire loop



Metal Roof Deck
Seam between metal panels



Metal Roof Deck
Seam between metal panels



Metal Roof Deck
Metal panels at skylight panel



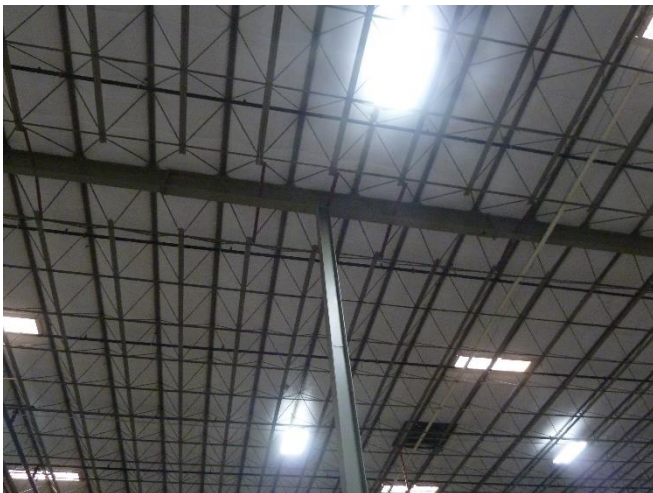
Metal Roof Deck
Metal panels at exhaust fan



Building Structure
Roof access hatch



Building Structure
Floor framing in office area



Building Structure
Roof framing in warehouse area



Building Structure
Roof framing in office area



Building Structure
Exterior front of building
(Steel framing with metal studs)



Building Structure
Exterior side of building
(Concrete wall panels)



Building Structure
Exterior side of building
(Concrete wall panels)



Building Structure
Exterior back of building
(Concrete wall panels)

12. Applications

Index:

- Exhibit 12.1** City of Lilburn – Dept of Planning and Economic Dev. – Fee Schedule
- Exhibit 12.2** City of Lilburn Permit Application Guide
- Exhibit 12.3** City of Lilburn – Building Permit Application
- Exhibit 12.4** City of Lilburn – Building Permit Submittal Requirements
- Exhibit 12.5** City of Lilburn – Building Permit – Additions/ Alterations
- Exhibit 12.6** City of Lilburn – Demolition Inspection Application
- Exhibit 12.7** City of Lilburn – Demolition Permit Application Checklist
- Exhibit 12.8** City of Lilburn – Building / Site Development Route Sheet
- Exhibit 12.9** City of Lilburn – Permanent Sign Permit Application
- Exhibit 12.10** City of Lilburn – Temporary Sign Permit Application
- Exhibit 12.11** City of Lilburn – Temporary Use Permit Application
- Exhibit 12.12** City of Lilburn – Utility Permit Request

**CITY OF LILBURN, DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
FEE SCHEDULE**

Plan Reviews

DEVELOPMENT PLAN REVIEW (residential, if engineering services required)

Sketch or Concept Plan	\$250
Preliminary Plat, Exemption or Minor Subdivision Plat, Land Subdivision only- (1 Site Visit)	\$500
Site Development Review	\$950
Amendments	\$100

DEVELOPMENT PLAN REVIEW (Non-residential/MF, if engineering services required)

Concept Plan	\$100
Preliminary Plat- Land Sub-division only	\$250
Preliminary Plan w/construction documents	\$250
Final Plat Review	\$500
Site Development Review	\$950
Amendments-Full sheet/set or hydrology study, following SDP approval	\$100

BUILDING PLAN REVIEW (NEW OR ADDITION)

≤ 20,000 SF	\$250
20,001-100,000 SF	\$500
>100,000 SF	\$1,000
Amendments	\$100

BLDG. INTERIOR FINISH/RENOVATION/ALTERATION/WALL PLAN REVIEW

(if architectural services required)

Plan Review Fee	\$100 per trade	TBD
Minor Review Fee		\$100
Engineered retaining wall (engineering services required)		\$400
Amendments		\$100

WAIVER OF DEVELOPMENT REGULATIONS

Waiver Fee	\$300
------------	-------

Development Permits

BASE FEE * 2% Art Fee Applies (unless noted otherwise)

TOTAL

LAND DISTURBANCE (clearing, grubbing, limited grading only)

Clearing, Grubbing	\$ 40 Per disturbed acre (rounded up to 10th of acre)	TBD
NPDES PERMIT FEE**	\$ 80 Per disturbed acre (rounded up to 10th of acre)	TBD

** \$40/ac to Lilburn, \$40/ac to EPD - provide EPD receipt w/NOI, no Art Fee

DEVELOPMENT PERMIT*

Residential	\$50/lot or \$100/acre (min. 1 ac.), whichever is greater	\$51/lot or 102/acre
Multi-Family	\$40/unit or \$100/acre (min. 1 ac), whichever is greater	\$41/unit or 102/acre
Non-Residential	\$100/acre, (min. 1 ac), includes Clearing/Grubbing	\$102/acre

**CITY OF LILBURN, DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
FEE SCHEDULE**

Building Permits	BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	TOTAL FEE
-------------------------	-----------------	--	------------------

BUILDING PERMIT MINIMUM*

Residential	\$100		\$102
+	\$50 CO/CA if applicable		\$51
Commercial	\$150		\$153
+	\$75 CO/CA if applicable		\$76

BUILDING PERMIT*, unless minimum applies, CA/CO is in addition to building permit fees.

Permit Fee Multiplier= 0.006

New construction	Plan Calculated (ICC) const.cost X multiplier	TBD
	*Art Fee multiplier 0.0075 for bldg cost >\$750K	TBD
Shell/Spec Bldg	Plan Calculated (ICC) const.cost X multiplier -(20% of same)	TBD
Addition	ICC (if all new) OR Given Const. Cost (if finish) X multiplier	TBD
Alteration/Renovation	Given const. cost X multiplier	TBD

TELECOMMUNICATION FACILITY FEES

Tall Structure Permit/Communication Tower	\$6,000	TBD
Annual Registration of Communication Towers	\$100 per tower 1st annual registration; \$50 per tower per year for each annual registration thereafter	TBD
Small Wireless Facility Collocation Permit	\$100 per small wireless facility	TBD
Small Wireless Facility Replacement Pole Permit	\$250 per small wireless facility	TBD
Small Wireless Facility New Pole Permit	\$1,000 per pole with an	TBD

TRADE PERMIT* (Mechanical, Electrical, Plumbing, Utility/Temp. Power) and Roof Repair

Residential	\$50	\$51
Commercial	\$125	\$127

CERTIFICATE OF OCCUPANCY/CERTIFICATE OF APPROVAL*

Residential CO or CA	\$50	\$51
Commercial CO or CA	\$75	\$76
Temporary CO	\$50	\$51

DEMOLITION PERMIT*

Residential Demo	\$100	\$102
Commercial Demo	\$175	\$178
Demo Plan Review Fee	\$200 Commercial Only, no Art Fee	\$200

RE-PERMITTING*

After Expiration Date	Re-Permit Full	TBD
No Activity after six months	Re-Permit Full	TBD

**CITY OF LILBURN, DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
FEE SCHEDULE**

RE-INSPECTION

1st Re-inspection	\$50
2nd Re-inspection (same violation)	\$75
3rd Re-inspection or more (same violation)	\$100
Special Inspection (necessary/requested same day)	\$65

REPLACEMENT PLACARD

Replacement Placard Fees	\$25
--------------------------	------

BUILDING WITHOUT A PERMIT

Penalty for any construction/installation prior to Permit issuance	100% of Permit Fee
--	--------------------

VACANT BUILDING

Vacant/Foreclosed Property Registration Fee	\$100
Boarding Up Permit Fee	\$100

**CITY OF LILBURN, DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
FEE SCHEDULE**

LAND USE APPLICATIONS

REZONING

Less than 1 acre	\$500
1.0 to 4.9 acres	\$1,000
5.0 to 9.9 acres	\$1,250
10.0 to 19.9 acres	\$1,500
20.0 to 24.9 acres	\$1,750
25 acres or greater	\$2,000
Change In Conditions	\$400

SPECIAL USE PERMITS

Less than one acre	\$500
1 – 5 acres	\$750
6 – 10 acres	\$1,000
Change In Conditions	\$400

VARIANCES

Administrative	\$100 + \$25 additional on same property	TBD
Public Hearing Required	\$500 + \$25 additional on same property	TBD

ZONING CERTIFICATION LETTER

Fee may be waived for Lilburn residents or business owners	\$25
--	------

ANNEXATION APPLICATION

Property Owner's Request	\$100
Initiated by City of Lilburn	No Fee

OTHER	BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	TOTAL
--------------	-----------------	--	--------------

SIGN PERMITS*

Wall Signs

Non-Electric <=32 sf	\$25	\$25
Non-Electric > 32 sf	\$75	\$76
Electric	\$175	\$178

Ground Signs

Non-Electric <= 32 sf	\$75	\$76
Non-Electric > 32 sf	\$125	\$127
Electric	\$225	\$229

Oversized Signs

Only Variable Message	Requires continuous space in normal daily sequence for city at no cost.	\$510
-----------------------	---	-------

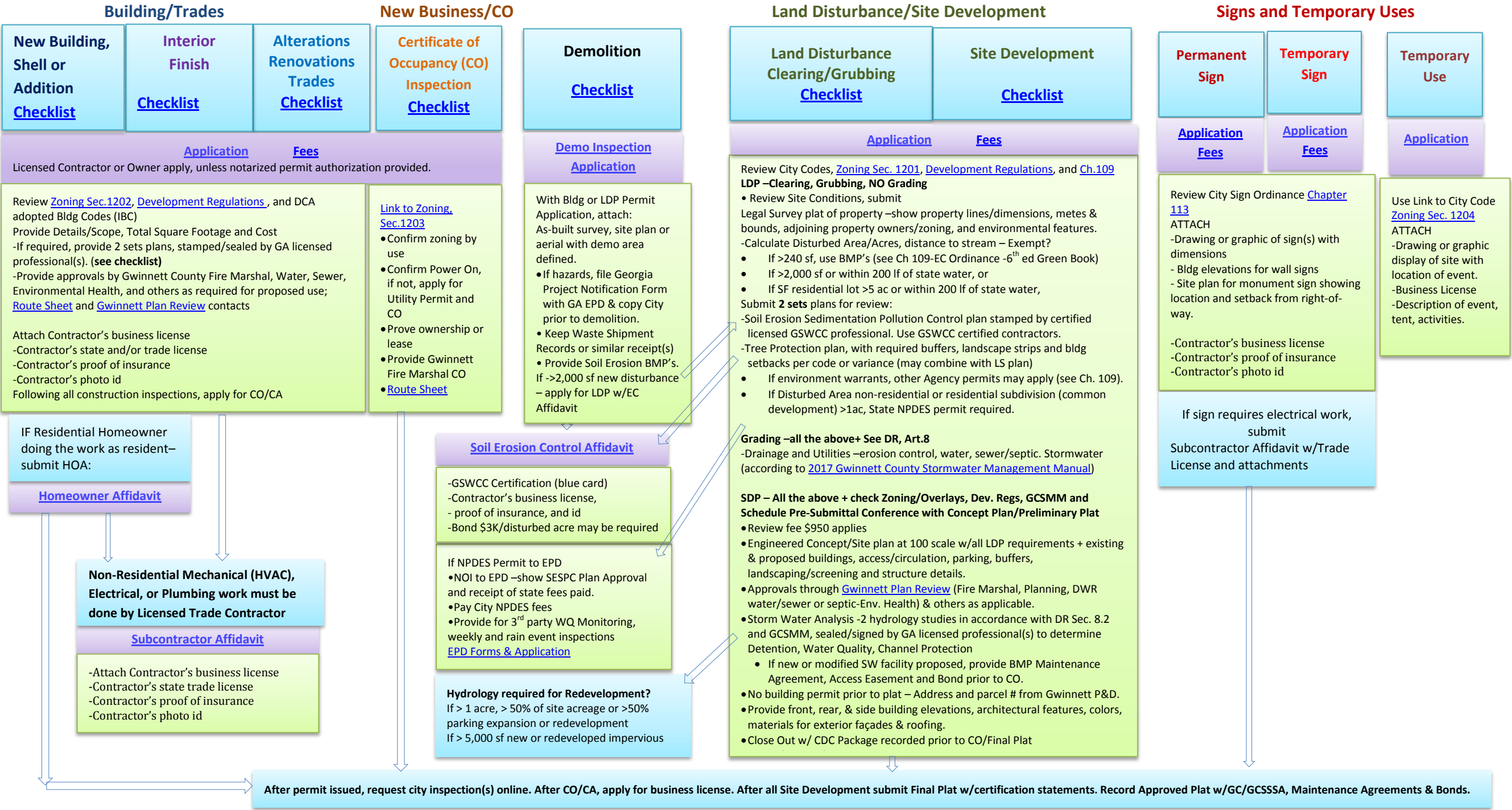
Temporary Signs

Section 113-10, para. 1-3	\$25	\$25
Section 113-10, para. 4	\$125	\$127

TEMPORARY USE PERMITS*

Sec. 1204 and 732	\$50 + CA fee for temp. structures - may require inspection	\$51
-------------------	---	------

Lilburn Permit Application Guide (Flow Chart)



CITY USE ONLY

Permit #: _____

Plan Review#: _____ Review Fee:\$ _____ Ref. Permit #: _____ Permit Fee:\$ _____ Pd by/ck#: _____



Building Permit and/or Approval/Occupancy Inspection Application

This application is made in accordance with the laws and ordinances of the City of Lilburn. The Building Permit issued is granted for the erection, alteration and use of a structure as described herein, according to the plans or specifications submitted and is to be located on the property as shown on the accompanying plat.

PERMIT INFORMATION (Check all that apply)			
<input type="checkbox"/> Building/Trade Permit	<input type="checkbox"/> Utility (Power/Gas) Connect	<input type="checkbox"/> New Business/Name/Owner	<input type="checkbox"/> Certificate of Occupancy
<input type="checkbox"/> Demolition*	<input type="checkbox"/> Bldg Addition	<input type="checkbox"/> Alteration/Renovation	<input type="checkbox"/> Certificate of Approval
Street Address/Suite			
Name of Development		Subdivision	Lot Block
District 6	Land Lot Parcel Zoning	<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Septic Tank
Details of New Business:			
Details of Construction:			
Power Co.:	Water Meter #:	New Construction (attach plan/plat showing square footage of each)	
		<input type="checkbox"/> Heated Area <input type="checkbox"/> Unfinished Basement <input type="checkbox"/> Garage Area	
Setback from Property Lines:		Addition/Renovation	
Front	Rear Left Side Right Side	<input type="checkbox"/> Sunroom <input type="checkbox"/> Garage <input type="checkbox"/> Basement Finish <input type="checkbox"/> Other	
Estimated Construction Cost: \$		Number of:	
		Rooms Bedrooms Baths	
Building Dimensions: _____ X _____		Stories Dwelling Units	
Total Square Footage:		Duplex/Multifamily Number of Units:	
		1 BR 2 BR 3 BR	
*Requires Demolition Inspection Application.		All waste to be disposed of through Advanced www.advanceddisposal.com	
PROPERTY OWNER		<input type="checkbox"/> TENANT/BUSINESS OWNER or <input type="checkbox"/> CONTRACTOR**	
Business Name		Business Name	
Street, Suite		Street, Suite	
City, State, Zip		City, State, Zip	
Owner Name (print)		Contact Name (print)	
Other Contact (ie Prop Mgr):			
Phone:		Phone:	
Email:		Email:	
**Attach copy of Contractor Business License, State License if applicable, photo ID, and proof of \$100,000 Property Damage Liability Insurance.			

Under signer upon oath states that the above information is true and correct, understands that the Permit issued is only for construction as stated, and that occupancy of the structure is not permissible until all requirements are met and a Certificate of Occupancy has been issued by the City of Lilburn.

Applicant's Signature: _____ Print Name: _____ Date: _____

Issuing Clerk's Signature: _____ Permit Approval Date: _____ (subject to expiration)



Building Permit Submittal Requirements

☐ General.

- [Building Permit Application](#)
- Provide at least two (2) complete original sets of stamped/approved construction documents
 - Each architectural drawing shall bear the seal of a professional architect registered in the state of Georgia with corresponding signature and date thereon for each of the following: Assembly, Educational, Institutional, Residential (R-1, R-2) where **floor area greater than 5,000 square feet or** multi-floor construction.
 - (1) Set of plans shall be stamped appropriately by Fire Marshall and kept on "JOB SITE" for inspection review. One (1) set will remain with the building permit at the Department of Planning & Economic Development. You may provide additional sets to be stamped for use by owner and contractors.
 - Each engineering drawing shall bear the seal of a professional engineer registered in the state of Georgia with corresponding signature and date thereon for each project with a construction cost of \$100,000 or greater and for construction work on three (3) or more floors of a residential building.
- Tenant name
- Project street address
- Parcel Identification Number District 6 Land Lot ### Parcel ###
- Intended use of space
- Type of construction of existing building according to current ICC codes.
- Egress Plan
- Exit requirements
- Residential and/or Commercial Energy Compliance report (ResCheck/ComCheck) must be on file prior to requesting final C.O.
- [Route Sheet](#) (if applicable)

☐ Architectural

- "Key Plan" of entire building or floor level to verify requirements for fire protection and means of exit.
- Unit floor plan of space with overall dimensions, partitions, doors, glazing (with tempered glass details), and restrooms.
- Fire design details for all fire partitions, fire barriers (fire-resistance-rated wall, floor, and roof assemblies), columns, and through-penetration firestop systems as determined either by tests (fire resistance design publication), by calculations, or by prescriptive design.
- Details for installation of suspended ceilings to accommodate seismic design forces as required by the building code.

☐ Structural

- Details indicating the required construction of all interior partitions including but not limited to size, gauge, spacing, and height of studs.
- Details for construction of mezzanines and guards including required materials/sizes/locations of structural elements and connections.
- Engineering documentation to substantiate structural adequacy of existing structure to support new mechanical equipment.
- Details for installation of mechanical and electrical components to accommodate seismic design forces including but not limited to mechanical equipment, HVAC ductwork, electrical conduits, plumbing supply and waste piping, gas piping, and sprinkler piping.



Building Permit Submittal Requirements

- ☐ Mechanical
 - Supply and return duct layout indicating ventilation rates (CFM) and/or return air plenum.
 - Equipment schedule including cooling/heating capacity (BTUH), SEER, AFUE, equipment operating weight, programmable thermostat, with smoke detector in supply air stream for automatic shutdown of system.
 - Outdoor air ventilation documentation to include CFM per person and estimated occupant load based on the occupancy classification.
 - Designated smoking areas separate from non-smoking areas each with a separate dedicated air handling and exhaust system.
- ☐ Electrical
 - Location of receptacles, fixtures, meter, and panelboard.
 - Panelboard schedule, panelboard size, load calculations, and riser diagram.
- ☐ Plumbing
 - Equipment schedule, fixture types and locations, supply and waste vent riser diagrams with safe waste system required for all food service businesses.
 - Restrooms and drinking fountains shall be placed in locations that are directly accessible to the public.
- ☐ All construction documents shall conform to the latest edition, as adopted and amended by GA DCA, of the following codes (include all building code references on plans):
 - International Building Code- with Georgia State Amendments
 - International Residential Building Code- with Georgia State Amendments
 - International Mechanical Code-with Georgia State Amendments
 - NFPA National Electrical Code- with Georgia State Amendments
 - International Plumbing Code- with Georgia State Amendments
 - NFPA 101 Life Safety Code
 - International Fire Code (ICC): with Georgia State Amendments (see Gwinnett County Fire Marshal's webpage at www.gwinnettfiremarshal.com)
 - International Fuel Gas Code- with Georgia State Amendments
 - International Energy Conservation Code- with Georgia State Supplements and Amendments
 - International Swimming Pool and Spa Code- with Georgia State Amendments

Building Permit- Addition/Alterations

- ☐ Check GIS to ensure address in city
- ☐ Submit "[Building Permit/Compliance Inspections Application](#)"
 - Address
 - Parcel number: District 6 Land Lot ### Parcel ###
 - Zoning
 - Addition [] Alteration [] Details of project _____
 - Setbacks, located on municode Article 3
 - Estimated construction cost & building dimensions
 - Property owner's name, address, & telephone number
 - Building contractor's name, address, & telephone number
 - Applicant's signature, printed name, & telephone number
- ☐ Attachments
 - Copy of contractor's business license
 - Copy of contractor's trade license
 - Copy of contractor's proof of insurance
 - Copy of contractor's photo id
 - Scaled drawing showing all relevant property lines and all work proposed. Legal boundary survey may be required If doing the work without contractor
 - If scope of work can and will be done by the homeowner a '[Homeowner Affidavit](#)' must be submitted
 - If scope of work requires mechanical, plumbing, electric, or HVAC, must complete '[Subcontractor Affidavit](#)'
- ☐ [Fees](#) paid



Demolition Inspection Application

Permit #: _____

Demolition in the City of Lilburn shall not begin until a Building Permit is issued and the following additional information is provided. This demolition inspection application shall be permanently attached to the associated permit.

Site Information - attach As-Built Property Survey, Site Plan or current aerial photograph and indicate:

Building Sq. Footage to be demolished: _____ SF Building %Value to be demolished (>50%?) Yes No
 Additional Impervious Surface Area on the site to be removed: _____ SF

Utilities Turned Off (at street) Date: _____
 Gas _____
 Electric/Power _____
 Water _____

Rodent/Vermin Exterminator (if applicable): _____ Completion Date: _____

Demolition Schedule: Start Date: _____ Completion Date: _____

Demolition Contractor (if different than provided on Building Permit):

Business Name _____ Contact Name _____
 Address _____ Phone _____

All debris, trash, litter, rubbish, rubble and foundation exposed above the ground level shall be removed from the premises, in accordance with the demolition schedule. All demolition work shall be conducted in accordance with the City of Lilburn Noise Control Ordinance (*Ordinance Number 2014-466*).

Solid Waste Management Plan— Non-hazardous waste to be removed through www.AdvancedDisposal.com

Confirm known or suspected hazardous materials:

a. Asbestos yes no If yes, date of determination: _____
 b. Lead Paint yes no If yes, date of determination: _____

If asbestos or lead paint is determined to exist on the site, contractor shall file Georgia Project Notification Form with the GA EPD (<http://epd.georgia.gov/land-protection-branch-forms>) and provide a copy to the City of Lilburn prior to demolition. Waste Shipment Record or similar receipt(s) of such materials shall be provided prior to final inspection.

Scheduled Pre-Demolition Inspection date: _____

Undersigner upon oath states that the above information is true and correct and understands the Permit issued is for demolition as stated. I understand that upon completion of the Demolition work a Post-Demolition Site Inspection by an authorized City Official is required and MUST receive that Official's Satisfactory rating prior to issuance of Certificate of Completion.

Property Owner (print name): _____ Owner Signature: _____ Date: _____

Contractor Name: _____ Contractor Signature: _____ Date: _____



Demolition Inspection Application

Demolition Inspection Report

Pre-Demolition

1. Confirm all structures to be demolished.
2. Confirm area of impervious surface, including but not limited to building foundation, concrete or asphalt parking and loading pads.
3. If impervious surface area to be removed, confirm appropriate silt screening is installed and maintained around the property's perimeter.

Pre-Demolition Inspection results are:

☐ ☐ Satisfactory

☐ Not Satisfactory

Remarks: _____

City Inspector Signature

Date

Post-Demolition

1. Appropriate silt screening is installed and maintained around the property's perimeter.
2. All debris, trash, litter, rubbish, rubble and foundation exposed above the ground level removed from the premises.
3. Disturbed Land area of the property (if applicable) has been satisfactorily graded.
4. Complete filling of all holes or depressions resulting from demolition project has been accomplished leaving no areas for standing water to accumulate.
5. Complete straw and seeding of all disturbed area(s) of the site.
6. No visual evidence of hazardous or dangerous objects, materials or conditions remain as a result of the demolition process.

Post Demolition Inspection results are

☐ ☐ Satisfactory

☐ Not Satisfactory

Remarks: _____

City Inspector Signature

Date



Demolition Permit Application Checklist

Demolition Inspection Permit Application

- ☐ Demolition in the City of Lilburn shall not begin until a ["Building Permit/Compliance Inspections Application"](#) & a "Demolition Inspection Application" is approved.
 - ☐ Application information needed;
 - ☐ Site information
 - ☐ As-built property survey
 - ☐ Site plan or current aerial photograph which indicates area of demolition
 - ☐ Additional information
 - ☐ Building square footage to be demolished
 - ☐ Additional impervious surface area to be removed
 - ☐ Utilities turned off (at street)
 - ☐ Gas
 - ☐ Electric/power
 - ☐ Water
 - ☐ Rodent/vermin exterminator (if applicable)
 - ☐ Demolition schedule
 - ☐ Demolition contractor (if not listed on Building Permit)
 - ☐ Business name
 - ☐ Contact name with address & telephone number
 - ☐ Solid waste management plan
 - ☐ Non-hazardous waste to be removed through [Advanced Disposal](#)
 - ☐ All debris, trash, litter, rubbish, rubble & foundation exposed above the ground level shall be removed from the premises, in accordance with the demolition schedule. All demolition work shall be conducted in accordance with the City of Lilburn Noise Control Ordinance [\(Ordinance Number 2014-466.\)](#)
 - ☐ Confirm known or suspected hazardous materials-if known to exist on the site contractor shall file Georgia Project Notification Form with the GA EPD & provide a copy to the City of Lilburn prior to demolition.
 - ☐ Asbestos
 - ☐ Lead paint
 - ☐ Waste Shipment Record or similar receipt(s) of such materials provided.
 - ☐ Scheduled pre-demolition inspection date.
 - ☐ Property owner name & signature
 - ☐ Contractor name & contractor signature



Demolition Permit Application Checklist

- ☐ Provide Soil Erosion BMP's.
- ☐ Keep Waste Shipment Records or similar receipt(s)

- ☐ Calculate Disturbed Area/Acres
 - If new disturbance >240 sf, use BMP's (see [Ch.109](#) Environment Ordinance)
 - If new disturbance exceeds 2,000 square feet, or 5,000 redeveloped square feet &/or greater than 50% of site acreage OR if the square footage of a residential lot is > 5 acres or within 200 ft of state water
 - ☐ Submit Soil Erosion Sedimentation Pollution Control plans stamped by GSWCC
 - ☐ ["Erosion Control Affidavit"](#)
 - ☐ Clearing [] Clearing & Grubbing [] Grading [] Development []
 - ☐ Project Name or Subdivision & Phases/Unit
 - ☐ Company's name, address, telephone number, & contact name & signature
 - ☐ Notary signature & Notary Seal
 - If non-residential site exceeds 1 acre or is within 200 feet of State waters must submit-
 - ☐ Copy of NOI to EPD- showing SESPC Plan Approval
 - ☐ State NPDES fees paid with receipt
 - ☐ Pay City NPDES fees
 - ☐ Provide Water Quality Monitoring, weekly/rain event inspections
 - ☐ If new BMP's proposed, obtain BMP Maintenance Agreement
 - If >2,000 sf new disturbance – must apply for [Land Disturbance Application](#) SEE [Plan Review Checklist](#) and a [Soil Erosion Control Affidavit](#)
 - ☐ GSWCC Certification (blue card)
 - ☐ Contractor's business license,
 - ☐ Proof of insurance, and photo id
 - ☐ Bond \$3K/disturbed acre may be required

- ☐ [Fees](#) paid



Building/Site Development Route Sheet

(Signatures on Blue Route Sheet accepted only with Complete SDP Application attached)

Project Name/Address: _____

Plans Dated: _____

Reviewing Agency	Approval and Date
Lilburn -Planning and Economic Development Department Process starts here Zoning Compliance/Variances, Site and Final Building Plan Review (770) 638-2198 cityofilburn.com	Signature & Date: Zoning/Case #, Conditions (attached):
Lilburn Erosion Control / Storm Water Review Stormwater Report per Gwinnett SW Manual/ Erosion Control Plans, SESPC Affidavit/Bond, GI/LID Elements, NPDES/NOI/NOT BMP Maintenance/Bonds/As-Builts & CDC Package for Close Out	Signature & Date Conditions/GSWCC Certified (attached):
Gwinnett (Tri-County) Department of Environmental Health NEEDED IF: Septic lot (25Ksf useable soils)/adding bdrms or impervious surface, Food and Service (grease trap/sink/drains,) c-store, car wash, body art, swim pools etc.) 445 Grayson Hwy, Ste. 600, Lawrenceville 30046 (770) 963-5132 gnrhealth.com and pool-regulations	All Gwinnett County Agency Online Reviews and Approvals must be turned in to The City of Lilburn via a screen shot. The screen shot of approvals must show: All pertinent information including, but not limited to, The address of project, date of review, & name of reviewer.
Gwinnett Water or Sewer / Dept Water Resources Plan Review NEEDED IF: New meters, connections/taps, change profiles, change in use -new auto service, as-built submittals/final plat review (678) 376-6700 GC Plan Review Process (678) 376-6887 permits <i>*Dispatch emergency hotline (678)376-7000</i>	
Gwinnett Planning and Development /Tax Assessor NEEDED IF:: Addresses/parcel#s, combination/subdivision/final plats Must have plan review water or sewer before review 446 West Crogan St, Lawrenceville 30045 678-518-6000 pnd@gwinnettcountry.com	
Gwinnett Fire Marshal Commercial/MF Life & Fire Safety NEEDED IF: Cooking vent hoods, ADA, Certificate of Occupancy for name/owner/tenant changes 408 Hurricane Shoals Road NE Lawrenceville, GA 30046 -Fire Plan Review Section- Fire Plan Review Instructions GC Fire	
GC DOT – Traffic Engineering and Planning NEEDED IF: Construction in Gwinnett right of way, dedications, 5' sidewalks (770) 822-7400 GC Traffic and Transportation Planning	
GA Dept. of Agriculture - Food Sales Division NEEDED IF: New construction, grocers, etc. -send Building Plans 19 MLK Dr. Room 312, Atlanta, GA 30334 Bruce Varnaboe (404) 656-3625 agr.georgia.gov	Signature/Printed Name/Date:
GA EPD – For stream buffers/NPDES permit/ USTs / fuel US Corps of Engineers – For waters of US, wetlands nationwide or 404 FEMA – For floodway, floodplain encroachment, LOMA/LOMR Utilities – For gas, electric, transformers, etc.	Permits/Variance/Approvals needed:
Georgia Department of Transportation NEEDED IF: Construction in State right of way/ Curb Cut on L'ville Hwy District 1-Gainesville, Shane Giles (770) 533-8491 shgiles@dot.ga.gov	Signature/Printed Name/Date:

Permanent Sign Permit Application

Permit #: _____

Date Issued*: _____

Business Information

Business Name: _____

Street Address (of Sign Location): _____

Land District: 6 Land Lot: _____ Parcel: _____ Zoning: _____

Business is a: ☐ Single Tenant in own building on own lot ☐ Tenant in a multi-tenant building

Type of Sign: ☐ Wall ☐ Freestanding ☐ Electric

Sign(s) presently exist on the site? ☐ Yes ☐ No If yes, description of other sign(s): _____

Property Owner Information

Sign Contractor Information

Name (printed):	Name:
Street Address:	Street Address:
City/State/Zip:	City/State/Zip:
Phone:	Phone:
Property Owner Signature:	Business License Number / Issued By:
By signing, property owner acknowledges review and approval of proposed signage and location.	Provided Insurance Certificate: \$100,000 Property Damage Liability Insurance for Sign Contractor _____
Applicant Name if not owner (printed):	Signature:
Applicant Phone:	Date:

Date Paid: _____

Approved By: _____

Amount Paid: \$ _____

(Issuing Clerk's Signature)

***CONSTRUCTION ON THE SIGN(S) MUST START WITHIN SIX (6) MONTHS OR PERMIT EXPIRES.**



Permanent Sign Permit Application

WALL SIGN(S)

Gross Building Space in Square Feet _____

Building Front		Building Rear	
Sign Dimensions:		Sign Dimensions:	
Square Footage:		Square Footage:	
LIGHTED: <input type="radio"/> Yes <input type="radio"/> No		LIGHTED: <input type="radio"/> Yes <input type="radio"/> No	

Facing Building Front – Building Left Side		Facing Building Front – Building Right Side	
Sign Dimensions:		Sign Dimensions:	
Square Footage:		Square Footage:	
LIGHTED: <input type="radio"/> Yes <input type="radio"/> No		LIGHTED: <input type="radio"/> Yes <input type="radio"/> No	

Aggregate Sign Area for ALL Wall Signs: _____

GROUND SIGN(S)

Gross Building Space in Square Feet _____

Number of Street Frontages:		Number of Sign Structures:	
Total Height of Sign Structure:			
Setback from Right-of-Way:			
Number of Signs on Sign Structure:			
Size of Each Sign:	A: _____ B: _____ C: _____ Total: _____		
LIGHTED: <input type="radio"/> Yes <input type="radio"/> No			

Aggregate Sign Area for **ALL** Sign Structures: _____

FEE (includes 2% Public Art Fee):

WALL NON-ELECTRIC, less than 32 square feet	\$25.00/sign
WALL NON-ELECTRIC, 32 square feet or more	\$76.00/sign
WALL ELECTRIC	\$178.00/sign
FREE STANDING NON-ELECTRIC, <32 sf	\$76.00/sign
FREE STANDING NON-ELECTRIC, 32 sf or more	\$127.00/sign
FREE STANDING ELECTRIC	\$229.00/sign
OVERSIZED (BILLBOARD)	Contact Planning Director

Contact Department of Planning and Economic Development (extension 228) to schedule inspection after all work is complete.

Planning and Economic Development (770) 638-2198 • Fax (770) 921-8854

340 Main St. • Lilburn, Georgia 30047 • www.CityofLilburn.com



Temporary Sign Permit Application

Permit #: _____

Date Issued: _____

Applicant Information

Business or Organization Name: _____

Address: _____

Representative Name and Title (printed): _____

Representative Signature: _____

Daytime Phone: _____

Date of Application (not more than 5 days prior to install date of temporary sign): _____

Sign Install Date: _____ Date Sign to be Removed: _____
(Maximum of 21 days from install date)

Type of Sign (subject to size, height, setback and other restrictions in City Code Section 113-10.1):

- ☐ **Banner or Flag** – 16 square feet maximum, 1 per road frontage
- ☐ **Air or Gas Filled Balloons**
- ☐ **Searchlights**

Message or Purpose of Sign: _____

Property Owner Consent:

I understand that there can only be four (4) temporary signs per property each calendar year. As owner of the above property, I am giving my permission for the above described sign to be displayed by a tenant for the time and purpose specified.

Name (printed) _____ Signature: _____ Date: _____

Location/Address of sign (subject to height/setback requirements): _____

Date Paid: _____ Approved By: _____

(Issuing Clerk's Signature)

Amount Paid: \$ _____ (\$25 per sign)



Temporary Use Permit Application

Permit #: _____

Date issued: _____

Applicant Information

Business or Organization Name: _____

Business Address: _____

Representative Name and Title (printed): _____

Daytime Telephone: _____

Start Date: _____ End Date: _____

Hours/times of the use or event: _____

Type of Outdoor Use/Event (subject to regulations in Zoning Ordinance Sections 731 and 1204)

- ☐ Seasonal Event/Holiday Sales
- ☐ Charitable or Non-Profit Event
- ☐ Retail Sidewalk/Parking Lot/Tent Sale ☐ Will there be a tent? Dimensions _____ x _____ (In excess of 400 square feet it will require Fire Marshal permit/inspection)

Description or Purpose of Use/Event: _____

☐ Will there be amplified sound/music?

Sound limits must comply with Lilburn noise ordinance. A variance may be required if before 7AM or after 10PM or sound levels exceed standards established for this site.

Property Owner Consent: I understand that there can only be four (4) temporary use permits issued per property each calendar year. As owner of the above property, I am giving my permission for the above described temporary use by a tenant for the time and purpose specified.

Name (printed): _____ Signature: _____ Date: _____

Address of use (if different from above): _____

Date Paid: _____

Permit Fee(s) Paid: \$ _____

Pd by: _____

Approved By: _____

CITY USE ONLY

Permit fee: _____

Pd by/ck# _____

Permit# _____



Utility Permit Request

CALL 2 WEEKS BEFORE YOU CUT

This application is made in accordance with the laws and ordinances of the City of Lilburn. The Land Disturbance Permit issued is granted for the installation as described herein, according to the plans or specifications submitted and are to be located on the property as shown on the accompanying plat.

PERMIT INFORMATION

Street Address/Closest Intersection

Details of Construction:

Estimated Construction Cost: \$

Total Linear Footage:

Zoning:

Type of Installation (circle one)

Aerial Underground Both

Existing Structures to be removed/replaced (Example- mailboxes, driveway aprons, signs, etc.):

Near traffic signals? Yes No

Size and type of utility to be installed:

PROPERTY OWNER

CONTRACTOR

Business Name

Business Name

Street, Suite

Street, Suite

City, State, Zip

City, State, Zip

Owner Name (print)

Contact Name (print)

Phone:

Phone:

Email:

Email:

Please Attach:

Map of roadways impacted

Detour plan if applicable with the estimated duration of traffic control

Schedule or timeline for duration of work within right-of-way. Start Date: _____ Stop Date: _____

Copy sent to Public Works, Mike Helton. mhelton@cityoflilburn.com

Copy of Contractor's Business License

Contractor's State License if applicable

Contractor's photo ID,

Contractor's proof of \$100,000 Property Damage Liability Insurance.

Under signer upon oath states that the above information is true and correct, understands that the Permit issued is only for construction as stated and a Certificate of Approval has been issued by the City of Lilburn.

Applicant's Signature: _____ Print Name: _____ Date: _____

Issuing Clerk's Signature: _____ Permit Approval Date: _____
(subject to expiration)