October 13th, 2026

Letter of Intent

Requesting variance from the Unified Development Ordinance of the City of Snellville, GA

Members of the City of Snellville, GA Board of Appeals
2342 Oak Road
Snellville, GA 30078

To all Board members,

Please accept this variance application for consideration and know that we have made every effort during the site planning process to adhere as strictly as possible to the City code and the Towne Center zoning overlay. With this application, we are asking you to grant a variance from the 10-foot maximum building setback that accompanies the Towne Center overlay district for two reasons: 1) to accommodate the child safety requirements of our daycare tenant while allowing the 10-foot landscaping strip to exist unencumbered, and 2) to alleviate the steep gradient slope at the front of the site.

With the 10-foot maximum building setback, and the 10-foot landscaping strip lying within the 10-foot building setback, we would otherwise be unable to accommodate the sidewalk and accompanying child safety barrier required by our tenant. The sidewalk lining the building allows for safe and expedient ingress and egress from classrooms for children and teachers – especially in the event of a fire. Our daycare tenant typically also requires a 4-foot-tall fence to border the building sidewalk (preventing children from running onto neighboring properties or into a road), but in this case they are willing to have 4-foot-tall shrubbery lining the building sidewalk to act as the safety barrier and to more closely adhere to the intent of the zoning code. Accommodating the space needed for these items means moving the building back and thus beyond of the 10-foot maximum building setback – as sidewalks are not allowed within the 10-foot landscaping strip.

Due to the triangular dimensions of the site, the eastern portion of the site provides more depth and allows for the only feasible space to fit our building and the associated parking behind it (placing the parking behind the building and shielding it from view of the public is one of the key components of this zoning overlay). Utilizing the eastern portion of the site does however require us to solve for a steep (9 to 11 feet depending on the point of measurement) gradient change from the front property line to the proposed grade of the building pad. As retaining walls are not allowed within the landscaping strip along the front of the property (and also not within

the Gwinnett County ROW), solving for this steep gradient requires more spacing to reach the 2:1 grading slope.

In summary, by granting a variance to the 10-foot maximum building setback you would allow us to solve for the unique challenges presented above while still preserving the intent of the Towne Center zoning overlay. This is the only variance to the zoning code we are asking for, and we very much appreciate your thoughtful consideration.

Sincerely,



Evan Landrum

OXBOW

DEVELOPMENT