



**APPLICATION FOR
CONDITIONAL USE PERMIT**

Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed. Also, please note the required information requested on the back of this page.

Date of Application: _____

APPLICANT

Applicant Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____ Email: _____

Agent Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____ Email: _____

Owner Name (If different from applicant): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ - _____ Fax: () _____ - _____ Email: _____

(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

CONDITIONAL USE

Project Name: _____

Conditional Use Location (attach location map): _____

Proposed Use: _____

Square Footage of Site: _____

Assessor's Parcel Number: _____

Describe Proposed Conditional Use: _____

(For Office Use Only)

Total Amount Paid \$	_____	Cash	_____	Check #	_____	Received by:	_____	
Application checked by:	_____	Date:	_____	Map Number(s):	_____			
Planning Commission:	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Date:	_____	Conditions:	No <input type="checkbox"/>	Yes <input type="checkbox"/>	How many: _____
City Council Decision:	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Date:	_____	Conditions:	No <input type="checkbox"/>	Yes <input type="checkbox"/>	How many: _____
Planning Manager's Signature:	_____					Date:	_____	



CASE # _____
CONDITIONAL USE PERMIT

The procedure for approval of a Conditional Use Permit or a Communications Tower Special Use Permit is set forth in Section 2.03.D of the Unified Development Code (UDC). Generally, the process involves review by the Community Development Director and the Planning Commission with a final review and decision by the City Council.

I, _____, hereby state that all of the above statements and statements contained in the documents submitted with this application are true.

Signature of Applicant

Date

Required Materials to Accompany the Application:

The Community Development Director may waive informational requirements upon finding that the information is not required to determine compliance with UDC requirements.

- 1. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment.
- 2. A site development plan prepared in conformance with all application requirements;
- 3. A written statement describing the following:
 - a. The proposed use;
 - b. The effect the proposed development may have on surrounding properties and a statement of the facts indicating that the proposed change will not be detrimental to the general public interest and the purposes of this Code;
 - c. Whether such change is consistent with the intent and the purpose of this Code and the goals and policies of the Comprehensive Plan;
 - d. The areas that are most likely to be directly affected by such change and the likely effects;
 - e. Whether the proposed amendment is made necessary because of changed or changing social values, new planning concepts, or other social or economic conditions in the areas and zoning districts affected.
- 4. Any other exhibits as may be required by the Community Development Director.



CASE # _____
 CONDITIONAL USE PERMIT

Disclosure of Campaign Contributions

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Has the applicant¹ made, within two (2) years immediately preceding the filing of this application for rezoning, campaign contributions aggregating \$250 or more or made gifts having in the aggregate a value of \$250 or more to a member of the City Council or Planning Commission who will consider the application?

Yes _____ No _____

If **Yes**, the applicant and the attorney representing the applicant must file a disclosure report with the City within ten (10) days after this application is first filed. Please supply the following information that will be considered as the required disclosure:

Council/Planning Commission Member Name	Dollar amount of Campaign Contribution	Description of Gift \$250 or greater given to Board Member

We certify that the foregoing information is true and correct, this _____ day of _____, 2007.

 Applicant's Name – Printed

 Signature of Applicant

 Applicant's Attorney, if applicable – Printed

 Signature of Applicant's Attorney, if applicable

Sworn to and subscribed before me this _____ day of _____, 2007.

 Notary Public

1. Applicant means any individual or business entity (corporation, partnership, limited partnership, firm enterprise, franchise, association, or trust) applying for rezoning or other action.



PROCESS

