



4035 WALNUT CIRCLE / P.O. BOX 99  
 OAKWOOD GA 30566  
 770-534-2365

**GENERAL APPLICATION FORM**

TYPE OF APPLICANT:

- PROPERTY OWNER                       DEVELOPER/BUILDER  
 RESIDENT/PROPRIETOR               ATTORNEY/AGENT

NAME:

ADDRESS:

CITY:		STATE:	ZIP CODE:
PHONE:	CELL:	FAX:	E-MAIL :

**PERSON TO CONTACT**

NAME:

ADDRESS:

PHONE:	FAX:	E-MAIL:
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**PROPERTY OWNER**

NAME:

ADDRESS:

CITY:		STATE:	ZIP CODE:
PHONE:	FAX:	E-MAIL:	

**DESCRIPTION OF PROPERTY**

ADDRESS:

TAX MAP & PARCEL #:	ACREAGE:
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**TYPE OF APPLICATION**

- |  |   |
|--|---|
| <input type="checkbox"/> ANNEXATION AND ZONING                                 | <input type="checkbox"/> PRELIMINARY PLAT |
| <input type="checkbox"/> REZONING  | <input type="checkbox"/> EXEMPTION PLAT   |
| <input type="checkbox"/> APPEAL  | <input type="checkbox"/> FINAL PLAT       |
| <input type="checkbox"/> SITE PLAN APPROVAL <input type="checkbox"/> AMENDMENT | <input type="checkbox"/> OTHER            |
| <input type="checkbox"/> CHANGE IN CONDITIONS                                  |   |
| <input type="checkbox"/> CONDITIONAL USE                                       |   |
| <input type="checkbox"/> VARIANCE TO ZONING ORDINANCE                          |   |
| <input type="checkbox"/> VARIANCE TO SUBDIVISION REGULATIONS                   |   |
| <input type="checkbox"/> SOIL EROSION/DEVELOPMENT PERMIT (1.1 ACRES OR MORE)   |   |
| <input type="checkbox"/> DEVELOPMENT PERMIT (LESS THAN 1.1 ACRES)              |   |
| <input type="checkbox"/> ACCEPTANCE OF STREETS                                 |   |

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**OFFICE USE ONLY**

FEE: \$ \_\_\_\_\_

- CASH  CHECK #

**APPLICATION FOR CONDITIONAL USES**

A SITE PLAN IS REQUIRED FOR CONDITIONAL USES.  
(SEE SECTION 54-26 OF CITY CODE FOR PLAN CONTENTS.)

List Section Numbers of the Conditional Uses Ordinance that are requested for variance.

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**PLEASE JUSTIFY YOUR REQUEST BASED ON THE FOLLOWING CRITERIA:**

1. Off-street parking and loading facilities are adequate in terms of location, amount and design to serve the use.

2. The number, size and type of signs proposed are compatible with the surrounding area.

3. The amount and location of open space and the provision of screening is such that buffering of incompatible uses is achieved.

4. Ingress and egress to the property is suitable and safe, and the effect of the proposed activity on traffic flow along adjoining streets is not adverse.

5. The location and intensity of outdoor lighting is such that it does not cast light on adjacent, adjoining or neighboring properties.

6. Hours and manner of operation of the proposed use are not inconsistent with adjacent and nearby uses.

7. Public facilities and utilities are capable of adequately serving the proposed use.

8. The proposed use will not have a significant adverse effect on the level of property values or the general character of adjacent land uses or the general area.

9. The physical conditions of the site, including size, shape, topography and drainage, are suitable for the proposed development.

10. The proposed use is consistent with the goals and objectives of the city's comprehensive plan.

**NOTE: THIS FORM, IF COMPLETED, SATISFIES "LETTER OF INTENT" REQUIREMENTS.**