

**CITY OF FLOWERY BRANCH**  
**CONDITIONAL USE PERMIT APPLICATION**

**Applicant:** is the (check one)     Owner's Agent  
   Contract Purchaser  
   Property Owner

**Owner:**

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone Number(s)                      Fax

\_\_\_\_\_  
Phone Number(s)                      Fax

Corporation: Submit list of officers, directors and major stockholders with name, address and title.

Partnership: Submit list of all partners with name, address and title.

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Present Zoning Classification(s): \_\_\_\_\_

Proposed Use(s): \_\_\_\_\_

Property Location: \_\_\_\_\_ District \_\_\_\_\_ Land Lot \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Size: \_\_\_\_\_ Road Frontage \_\_\_\_\_ Feet \_\_\_\_\_

Check one each:     Paved Road or                       Unpaved  
   Public Water or                       Individual Well  
   Public Sewer or                       Individual Septic Tank

As a minimum, the following items are required with submittal of this application.

- Payment of the application fee of \$350 Minimum. Make checks payable to City of Flowery Branch.
- A legal description of the property, including a survey. (Original or copy – NO FAX)
- A legal description of the property in electronic format.
- Seven (7) copies of the proposed site plan, and one (1) 8 ½ x 11" reduction of the plan, drawn to scale, showing: The title of the proposed development and the name, address and telephone number of the property owner; The name, address and telephone number of the architect, engineer or other designer of the proposed development; Scale, date, north arrow, and general location map showing relationship of the site to streets or natural landmarks; Boundaries of the subject property, all existing and proposed streets, including right-of-way and street pavement widths, buildings (submit complete elevations), water courses, parking and loading areas, and other physical characteristics of the property and proposed development; Identification of ownership of adjacent property; The location of all setbacks, buffers, greenspace or open space; The location of all existing and proposed utilities; If applicable, all information required by the Zoning Code or Subdivision and Land Development Regulations of the City of Flowery Branch.
- Letter of intent explaining what is proposed. All documents must be folded to 8 ½ x 11".
- Seven (7) stapled or bound copies of this application and all supporting documents, in addition to one (1) unbound application bearing original signatures. All documents must be folded to 8 ½ x 11".
- Applicant's and/or Owner's Certification (Attachment A).
- Completed "Statement of Facts" (Attachment B).
- The names and addresses of adjoining property owners. Names and addresses must be from current Hall County tax index and provided in mailing label form (contact staff for details).

**REASON FOR REQUEST**

Would be in harmony with the character of the neighborhood because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Would not be detrimental to property or persons in the area because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Other Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**CONFLICT OF INTEREST DISCLOSURE**

Identify all members of the City Council of the City of Flowery Branch and Employees of the City of Flowery Branch Community Development Department who

(1) Have a property interest in the real property affected by this request

\_\_\_\_\_

(2) Have a financial interest (direct ownership interest of the total assets or capital stock of a business entity where such ownership interest is more than 10% in any business entity which has a property interest in the real property affected by this request

\_\_\_\_\_

(3) Have a member of the family (spouse, mother, father, brother, sister, son or daughter) having a property financial interest as herein defined, in the real property affected by this request

\_\_\_\_\_

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**

List below the names of local government officials of the City of Flowery Branch to whom campaign contributions were made, within two (2) years immediately preceding the filing of this application, which campaign contributions total \$250.00 or more or to whom gifts were made having a total value of \$250.00 or more.

Elected Officials Name

Amount of Description of Gift

\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE(S) OF OWNER(S)**

I/We, the owner(s), submit this application and certify that the information is correct and true to the best of my knowledge.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Notary (required by Zoning Code)

**HEARING DATE**

This Application is scheduled to be heard by the Mayor and Council of the City of Flowery Branch at their meeting of \_\_\_\_\_, 200\_, at \_\_\_\_\_ in the Council Chambers of Flowery Branch City Hall, 5517 Main Street, Flowery Branch, Georgia.

*Owner or agent must be present in order for the request to be heard.*

**RECEIPT**

Submission fee received from \_\_\_\_\_  
in the amount of \$\_\_\_\_\_.

City of Flowery Branch

BY: \_\_\_\_\_  
City Planner

Date: \_\_\_\_\_

**ATTACHMENT A**

**City of Flowery Branch Community Development Department  
Planning and Zoning Division**

**AGENT AUTHORIZATION FORM**

In the event an owner's agent or contract purchaser is filing this application, both of the certifications below must be completed. If the owner is filing the application, only the Owner's Certification must be completed.

**Ownership Certification**

State of Georgia  
County of Hall

I, the undersigned, do hereby certify that I am the owner of the property to be affected by the proposed application to the City of Flowery Branch dated \_\_\_\_\_, 200\_\_\_\_, by virtue of a deed dated \_\_\_\_\_, \_\_\_\_\_, on file in the Office of the Clerk of Superior Court, Hall County, in Deed Book \_\_\_\_\_, Page \_\_\_\_\_.

\_\_\_\_\_  
Owner's Printed/Typed Name

\_\_\_\_\_  
Other Owner's Printed/Typed Name

\_\_\_\_\_  
Owner's Signature      Date: \_\_\_\_\_

\_\_\_\_\_  
Other Owner's Signature      Date: \_\_\_\_\_

**Agent Authorization**

I/We, the undersigned owner(s) of the property involved in this application, do hereby authorize \_\_\_\_\_ to act as Agent in submitting and representing the above identified application in my/our behalf.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Other Owner's Signature

I accept this authorization to act on behalf of the above ownership as Agent.

\*\*\*\*\*

**Planning and Zoning**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

## ATTACHMENT B

### STATEMENTS OF FACT TO BE EXPLAINED BY THE APPLICANT:

Applications to amend the official zoning map and applications for conditional uses shall provide a written analysis comparing the proposed action with the criteria in this Section. A zoning map amendment or conditional use application may be justified only if it bears a reasonable relationship to the public health, safety, morality, or general welfare, and after consideration of the analysis requirements which may in individual cases be considered criteria relevant to Zoning Administrator in making recommendations and by the Governing Body in the decision-making process. Accordingly, each applicant must submit a written response for each of the following criteria.

- (a) Whether the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (b) Whether the proposal will adversely affect the existing use or usability of adjacent or nearby property.
- (c) Whether the property to be affected by the proposal can be used in accordance with the existing regulations and has a reasonable economic use as currently zoned.
- (d) Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools
- (e) Whether the proposal is in conformity with the policy and intent of the comprehensive plan including but not limited to the character area map and future land use plan map.
- (f) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal
- (g) Existing use(s) and zoning of the subject property and nearby properties.
- (h) Existing value of the property under the existing zoning district classification, the extent to which the property value of the subject property is diminished by the existing zoning district, and the value of the property under the proposed zoning district; if such information is provided by the applicant or can be discerned. This consideration may include the length of time the property has been vacant or unused as currently zoned and efforts taken by the property owner(s) to use the property or sell the property under the existing zoning district classification.

- (i) Whether a proposed zoning map amendment or conditional use approval will be a deterrent to the value or improvement of development of adjacent property in accordance with existing regulations
- (j) The possible creation of an isolated zoning district unrelated to adjacent and nearby districts
- (k) Possible effects of the change in zoning district map, or change in use, on the character of a zoning district.
- (l) The possible impact on the environment, including but not limited to, drainage, soil erosion and sedimentation, flooding, air quality and water quality.
- (m) The relation that the proposed map amendment or conditional use bears to the purpose of the overall zoning scheme and the purposes of this Zoning Ordinance.