



*City of Statham*

Building, Code Enforcement, Planning & Zoning Dept.

P.O. Box 28 – 330 Jefferson St.

Statham, GA 30666

770-725-7771

## CONDITIONAL USE PERMIT APPLICATION

\_\_\_\_\_ Initial that you received a copy of the Zoning Ordinance attached

|                            |                          |
|----------------------------|--------------------------|
| DATE: _____                | CUP PERMIT #: _____      |
| APPLICATION FEE: \$ 250.00 | PAYMENT DATE/TYPE: _____ |

**APPLICANT NAME:**

MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

EMAIL:

OFFICE/DAYTIME PHONE:

\_\_\_\_\_

\_\_\_\_\_

EVENING PHONE:

FAX:

\_\_\_\_\_

\_\_\_\_\_

**PROPERTY OWNER:**

*(attach property Owner Affidavit if applicable)* MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

EMAIL:

OFFICE/DAYTIME PHONE:

\_\_\_\_\_

\_\_\_\_\_

EVENING PHONE:

FAX:

\_\_\_\_\_

\_\_\_\_\_

ADDRESS OF PROPERTY & TAX PARCEL NUMBER:

\_\_\_\_\_

CURRENT ZONING: \_\_\_\_\_

REASON FOR CONDITIONAL USE REQUEST: \_\_\_\_\_

\_\_\_\_\_

**APPLICANT / AUTHORIZED AGENT**

**DATE**

# CONDITIONAL USE PERMIT

Procedure – Ordinance - Application - Fees

## City of Statham Zoning Ordinance:

### 5.02.001 **Conditional Use Procedure**

All petitions for conditional use approval shall be submitted to the City Clerk at least 30 days prior to the regularly scheduled meeting of the Mayor and Council at which the application is to be heard, on application forms supplied by the Zoning Administrator along with the fee as determined by the City Council. Incomplete applications will not be reviewed. Applications for all conditional uses must be accompanied by the following information.

- (A) Three copies of a written description of the proposal designed to inform the City, in detail, about all aspects of the proposed use and its anticipated impact on the community. The description should include, when pertinent, information on the hours of operation, number of employees, number of dwelling units, vehicle trip ends, noise, water usage, sanitary waste treatment and any other relevant concerns identified by the City or applicant. The description should address the matters contained in Section 5.02.003.
- (B) Three (3) copies of preliminary building and site plans drawn to scale showing the following information:
- (C) Three (3) copies of surveyed plat signed by a registered surveyor.
- (D) Project name
- (E) Project Owner
- (F) Date, scale, and north arrow
- (G) Vicinity map
- (H) Use of adjacent property
- (I) Exterior dimensions of the site
- (J) Total project acreage
- (K) Location, name and width of all existing or proposed streets
- (L) Location of all proposed structures
- (M) Location of all off-street parking and driveway serving the project
- (N) Proposed buffers and/or screening
- (O) Location, height, fixture type and wattage of site lighting
- (P) Dumpster locations
- (Q) Rough floor plans, including gross floor area
- (R) Building height
- (S) The submittal of inaccurate or incomplete information may be cause for denial of the request, or, if said discrepancies are realized after approval of the petition or issuance of the relevant local permits, cause for the revocation of the approval and any related permits by the City of Statham.

- 5.02.002 The Mayor and Council shall hold a public hearing on the proposed use in accordance with the notice and hearing provisions for zoning amendment.
- 5.02.003 In determining the compatibility of a use with adjacent properties and the overall community, the Mayor and Council must make the following findings if the use is to be approved with conditions;
- (A) Adequate provision is made by the applicant to reduce and adverse environmental impacts of the proposed use to an acceptable level;
  - (B) Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered;
  - (C) Off-street parking and loading, and the entrance to and exit from such parking and loading, will be adequate in terms of location, amount and design to service the use;
  - (D) Public facilities and utilities are capable of adequately serving the proposed use;
  - (E) Granting the request would not be an illogical extension of a use which would intrude A damaging volume of (1) agricultural, (2) commercial, (3) industrial, or (4) high density apartment use into a stable neighborhood of well-maintained single-family homes, and likely to lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, and additional requests of similar nature would expand the problem;
  - (F) Granting the request would not lead to congestion, noise and traffic hazards or over-Load public facilities current or planned;
  - (G) Granting this request would not lead to a major negative change in existing (1) levels of public service, (2) Government employees or (3) fiscal stability; and
  - (L) Granting this request would not have a “domino effect,” in that it becomes the opening wedge for rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Land Use Plan.
- 5.02.004 The Mayor and Council shall review the record and vote on the proposed conditional use. The Mayor and Council may approve, approve with conditions, or deny the application. Within seven (7) days of its decision, the City Clerk shall so notify the applicant. If the Mayor and Council fail to act on the application within sixty (60) days or the submission or recommendations to the Council or by the next Regularly schedule City Council meeting (whichever is later), the application is deemed to have been approved, unless the application or the matter is tabled, postpones, or withdrawn.
- 5.02.005 Unless otherwise noted, the site plan submitted in support of an approved conditional use shall be considered part of the approval and must be followed.
- 5.02.006 Approval of a proposed use by the City Council does not constitute an approval for future expansion of or additions or changes to the initially approved operation. Any Any future phases or changes that are considered significant by the City and not included in the original approval are subject to the provisions by the governing Authority. All uses, construction or building approved in the Conditional Use must Begin with sixty (60) days of approval of the Mayor and Council and be fully completed Within one (1) year of approval.