

Dawson County Rezoning Application

Application Requirements/Applicant Checklist

1. Pre-Application meeting with Planning & Development Staff (voluntary)
 2. Completed Application to include:
Property Owner Authorization (if acting agent)
Adjoining Property Owner information (found on the Tax Assessor's website)
Notice of RA Agency form (if applicable)
 3. Letter of Intent
 4. Letter from Environmental Health Department (706-265-2930) for review of septic
 5. Recorded Plat of the property (Clerk of Court)
 6. Site plan drawn to scale of any proposed structures
*Commercial rezoning require more information – please see insert
 7. Paid tax receipt for most current year (Tax Commissioner's office)
 8. Aerial location map of the subject property (i.e. Mapquest)
 9. Check or Money Order in the correct amount made payable to Dawson County
 10. Completed Affidavit for Issuance of a Public Benefit.
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This application packet contains all of the information required to submit a change in a zoning category. If, after reading this, you have questions, please contact Planning & Development at (706) 344-3500 extension 42335. It is strongly suggested that an applicant schedule a pre-application meeting with staff prior to submitting the application.

To avoid unnecessary delays, please be sure the application is complete. Incomplete applications **without all required attachments will be REJECTED.**

It is the applicant's responsibility to attend the Public Hearings and be able to answer any questions regarding the request. If you are uncomfortable in this role, you may want to seek the help of a lawyer, surveyor or other professional.

**FAILURE TO APPEAR AT MEETINGS CONSTITUTES
ABANDONMENT AND DISMISSAL OF THE CASES, UNLESS THE
APPLICANT SHOWS JUST CAUSE BY REASON OF ILLNESS/HEALTH
ISSUES OR OTHER EMERGENCY WITHIN A REASONABLE TIME, IN
WRITING, AND ACCOMPANIED BY NEW COSTS FOR RE-
ADVERTISEMENT AND HEARING.**

Dawson County Board of Commissioners

<p align="center">Chairman Mike Berg 176 Overlook Circle Dawsonville, GA 30534 404-713-1540 Fax: 706-344-3889 chairman@dawsoncounty.org</p>	<p align="center">District 3 Jimmy Hamby 168 Barker Road Dawsonville, GA 30534 678-300-5523 district3@dawsoncounty.org</p>
<p align="center">District 1 Sharon Fausett 11524 Highway 136 West Dawsonville, GA 30534 706-265-8432 district1@dawsoncounty.org</p>	<p align="center">District 4 Julie Hughes Nix 87 Julington Court Dawsonville, GA 30534 706-531-6185 district4@dawsoncounty.org</p>
<p align="center">District 2 James Swafford 2799 Hwy 136 W Dawsonville, GA 30534 (706) 265-2249 District2@dawsoncounty.org</p>	<p align="center">County Manager Randall Dowling 25 Justice Way, Suite 2236 Dawsonville, GA 30534 706-344-3501 ext. 42236 rdowling@dawsoncounty.org</p>

Planning Commission Members

<p align="center">Vacant</p>	<p align="center">District 1 Jason Hamby Chairman 1362 Bailey Waters Road Dawsonville, GA 30534 (706) 265-1382 jahamby@dawsoncouty.org</p>
<p align="center">District 2 Jeff Looper Vice Chairman 3679 Highway 53 East Dawsonville, GA 30534 (706) 265-2871 jlooper@dawsoncounty.org</p>	<p align="center">District 3 Vernon Smith 182 Eastview Drive Dawsonville, GA 30534 (706) 216-1022 or (706) 216-7594 vsmith@dawsoncounty.org</p>
<p align="center">District 4 Norman Samples 64 Wehunt Road Dawsonville, GA 30534 706-344-1448 nsamples@dawsoncounty.org</p>	<p><u>ALTERNATES' INFORMATION:</u> CHARLIE TARVER (Vacant) 115 River Overlook, Dawsonville, GA 30534; (706) 265-6491 HAYNES JOHNSON (Jason Hamby) 10175 Big Canoe, Jasper, GA 30143; (706) 579-1048 PETER HILL (Jeff Looper) 473 Beck Lane, Dawsonville, GA 30534; (706) 531-9998 JIM KING (Vernon Smith) 131 Prominence Court, Suite 230, Dawsonville, GA 30534; (706) 216-2602 NEIL HORNSEY (Norman Samples) P.O. Box 1776, Dawsonville, GA 30534; (706) 265-6415</p>

2016 Rezoning Submittal and Meeting Schedule

Submittal Date 12:00 noon deadline	Planning Commission Meeting Date (6:00 pm)	Board of Commissioners Meeting Dates for Zoning Hearings (6:00 pm)
December 11, 2015	January 19, 2016	February 18, 2016
January 8, 2016	February 16, 2016	March 17, 2016
February 12, 2016	March 15, 2016	April 21, 2016
March 11, 2016	April 19, 2016	May 19, 2016
April 8, 2016	May 17, 2016	June 16, 2016
May 13, 2016	June 21, 2016	July 21, 2016
June 10, 2016	July 19, 2016	August 18, 2016
July 8, 2016	August 16, 2016	September 15, 2016
August 12, 2016	September 20, 2016	October 20, 2016
September 9, 2016	October 18, 2016	November 17, 2016
October 14, 2016	November 15, 2016	December 15, 2016
November 11, 2016	December 20, 2016	TBD
December 9, 2016	TBD	TBD

Prior to the submittal date, applicants are encouraged to request and participate in a pre-application conference with staff to discuss the particulars of the request and/or potential coordination with the requirements of the Comprehensive Plan and the Future Land Use map.

Applications may be submitted at anytime during the month prior to the submittal deadline date and time. However, **APPLICATIONS MUST BE SUBMITTED BY 12:00 NOON ON THE SUBMITTAL DATE LISTED ABOVE** to be considered for that cycle.

Please be aware that each monthly rezoning cycle has a maximum number of agenda items limited to eight (8) applications. If that number is met, then your application will be placed on the next monthly cycle.

The above schedule is subject to change. Check the local legal organ for meeting dates and times. If you have any questions, please call the Planning & Development office at (706) 344-3500 extension 42335.

REGULAR MONTHLY MEETINGS OF THE PLANNING COMMISSION AND THE BOARD OF COMMISSIONERS MEET IN THE DAWSON COUNTY GOVERNMENT CENTER, ASSEMBLY ROOM 2303 LOCATED AT 25 JUSTICE WAY, DAWSONVILLE, GEORGIA.

Planning Commission meetings begin at 6:00 p.m.

The Board of Commissioners meetings begin at 6:00 p.m.

Dawson County Fee Schedule

RT	(Residential Town)	\$250.00
RL	(Residential Lakefront)	\$250.00
RS	(Residential Suburban)	\$250.00
RSR	(Residential Sub-Rural)	\$250.00
RSRMM	(Residential Sub-Rural Manufactured/Moved)	\$250.00
RMF	(Residential Multi-Family)	\$350.00
RA	(Residential Exurban/Agricultural)	\$150.00
RRE	(Residential Rural Estate)	\$150.00
RPC	(Residential Planned Community)	\$500.00
RMHP	(Residential Manufactured/Mobile Home Park)	\$300.00
C-RB	(Commercial Rural Business)	\$500.00
C-CB	(Commercial Community Business)	\$500.00
C-HB	(Commercial Highway Business)	\$2,500.00
C-PCD	(Commercial Planned Comprehensive Development)	\$2,500.00
**ADDED FEE ACCORDING TO LAND RESOLUTION SECTION 404, I		\$400.00
		TOTAL \$2,900.00
C-OI	(Commercial Office Institutional)	\$2,500.00
C-IR	(Commercial Industrial Restricted)	\$2,500.00
Communication Tower (Conditional Use)		\$2,500.00
Home Occupation		\$50.00
Variance		\$300.00
Special Use Permits are based on the Current Zoning District		VARIES
Appeals		\$225.00

The fee schedule is subject to change by the Board of Commissioners. Please check with Planning & Development staff if you have any questions.

DAWSON COUNTY REZONING APPLICATION

This portion to be completed by Zoning Administrator

ZA _____ Tax Map & Parcel # (TMP): _____

Submittal Date: _____ Time: _____ am/pm Received by: _____ (staff initials)

Fees Assessed: _____ Paid: _____ Commission District: _____

Planning Commission Meeting Date: _____

Board of Commissioners Meeting Date: _____

APPLICANT INFORMATION (or Authorized Representative)

Printed Name: _____

Address: _____

Phone: Listed _____ Email: Business _____
 Unlisted _____ Personal _____

Status: Owner Authorized Agent Lessee Option to purchase

Notice: If applicant is other than owner, enclosed Property Owner Authorization form must be completed.

I have _____ /have not _____ participated in a Pre-application meeting with Planning Staff.

If not, I agree _____ /disagree _____ to schedule a meeting the week following the submittal deadline.

Meeting Date: _____ Applicant Signature: _____

PROPERTY OWNER/PROPERTY INFORMATION

Name: _____

Street Address of Property being rezoned: _____

Rezoning from: _____ to: _____ Total acreage being rezoned: _____

Directions to Property: _____

Subdivision Name (if applicable): _____ Lot(s) #: _____

Current Use of Property: _____

Any prior rezoning requests for property? _____ if yes, please provide rezoning case #: ZA _____

*****Please refer to Dawson County's Georgia 400 Corridor Guidelines and Maps to answer the following:**

Does the plan lie within the Georgia 400 Corridor? _____ (yes/no)

If yes, what section? _____

SURROUNDING PROPERTY ZONING CLASSIFICATION:

North _____ South _____ East _____ West _____

Future Land Use Map Designation: _____

Access to the development will be provided from:

Road Name: _____ Type of Surface: _____

REQUESTED ACTION & DETAILS OF PROPOSED USE

Rezoning to: _____ Special Use Permit for: _____

Proposed Use:

Existing Utilities: Water Sewer Gas Electric

Proposed Utilities: Water Sewer Gas Electric

RESIDENTIAL

No. of Lots: _____ Minimum Lot Size: _____ (acres) No. of Units: _____

Minimum Heated Floor Area: _____ sq. ft. Density/Acre: _____

Type: Apartments Condominiums Townhomes Single-family Other

Is an Amenity Area proposed: _____; if yes, what? _____

COMMERCIAL & INDUSTRIAL

Building area: _____ No. of Parking Spaces: _____

APPLICANT CERTIFICATION

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners agenda(s) for a public hearing.

I understand that the Planning & Development staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and the Board of Commissioners to make an informed determination on my request. I will seek the advice of an attorney if I am not familiar with the zoning and land use requirements.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioner hearings and that I am required to be present or to be represented by someone able to present all facts. I understand that failure to appear at a public hearing may result in the postponement or denial of my rezoning of special use application. I further understand that it is my responsibility to be aware of relevant public hearing dates and times regardless of notification from Dawson County.

I hereby certify that I have read the above and that the above information as well as the attached information is true and correct.

Signature _____ Date _____

Witness _____ Date _____

WITHDRAWAL

Notice: This section only to be completed if application is being withdrawn.

I hereby withdraw application # _____

Signature _____ Date _____

Withdrawal of Application:

Withdrawals of any application may be accommodated within the Planning & Development Department if requested before the Planning Commission agenda is set. Therefore, withdrawals may not be made after ten (10) days prior to the scheduled Planning Commission meeting hearing, unless accompanied by written request stating specific reasons for withdrawal. This withdrawal request is to be published in the legal organ prior to the meeting. Following the written request and publication the Planning Commission will vote to remove the item from the agenda at the scheduled hearing. Please note that should the withdrawal be denied, the item will receive deliberation and public hearing with a decision by the Planning Commission. Further, the applicant is encouraged to be present at the hearing to substantiate reasons for withdrawal. Please note that no refund of application fees may be made unless directed by the Board of Commissioners.

ZA _____

TMP#: _____

List of Adjacent Property Owners

It is the responsibility of the Applicant to provide a list of adjacent property owners. This list must include the name and mailing address of anyone who has property touching your property or who has property directly across the street from your property.

****Please note this information should be obtained using the Tax Map & Parcel (TMP) listing for any parcel(s) adjoining or adjacent to the parcel where a variance or rezone is being requested.**

	<u>Name</u>	<u>Address</u>
TMP _____	1. _____	_____
TMP _____	2. _____	_____
TMP _____	3. _____	_____
TMP _____	4. _____	_____
TMP _____	5. _____	_____
TMP _____	6. _____	_____
TMP _____	7. _____	_____
TMP _____	8. _____	_____
TMP _____	9. _____	_____
TMP _____	10. _____	_____
TMP _____	11. _____	_____
TMP _____	12. _____	_____
TMP _____	13. _____	_____
TMP _____	14. _____	_____
TMP _____	15. _____	_____

Use additional sheets if necessary.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS
(APPLICANT(S) AND REPRESENTATIVE(S) OF REZONING)

Pursuant to O.C.G.A. Section 36-67 A-3.A, the following disclosure is mandatory when an applicant or any representation of application for rezoning has been made within two (2) years immediately preceding the filing of the applicant's request for rezoning, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application for rezoning.

It shall be the duty of the applicant and the attorney representing the applicant to file a disclosure with the governing authority of the respective local government showing the following:

1. Name of local official to who campaign contribution was made:

2. The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two (2) years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.

Amount \$ _____ Date: _____

Enumeration and description of each gift when the total value of all gifts is \$250.00 or more made to the local government official during the two (2) years immediately preceding the filing of application for rezoning:

Signature of Applicant/Representative of Applicant:

_____ Date: _____

**BY NOT COMPLETING THIS FORM YOU ARE MAKING A STATEMENT THAT NO
DISCLOSURE IS REQUIRED**

This form may be copied for each applicant. Please attach additional sheets if needed.

PROPERTY OWNER AUTHORIZATION

I/we, _____, hereby swear that I/we own the property located at (fill in address and/or tax map & parcel #):

as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by this request.

I hereby authorize the person named below to act as the applicant or agent in pursuit of the rezoning requested on this property. I understand that any rezone granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The under signer is aware that no application or reapplication affecting the same land shall be acted upon within six (6) months from the date of the last action by the Board of Commissioners.

Printed Name of applicant or agent: _____

Signature of applicant or agent: _____ Date: _____

Printed Name of Owner(s): _____

Signature of Owner(s): _____ Date: _____

Mailing address: _____

City, State, Zip: _____

Telephone Number: Listed _____
 Unlisted _____

Sworn and subscribed before me
this _____ day of _____, 20____.

Notary Public

My Commission Expires: _____

{Notary Seal}

(The complete names of all owners must be listed; if the owner is a partnership, the names of all partners must be listed; if a joint venture, the names of all members must be listed. If a separate sheet is needed to list all names, please identify as applicant or owner and have the additional sheet notarized also.)

DRI INFORMATION

IF YOUR DEVELOPMENT FALLS WITHIN ANY OF THE FOLLOWING THRESHOLDS,
PLEASE ASK PLANNING STAFF FOR DRI REVIEW CHECKLISTS.

**Table 1: Developments of Regional Impact - Tiers and Development Thresholds
Effective January 1, 2005**

Type of Development	Non-metropolitan Regions (Dawson County status eff. 1/2005)
(1) Office	Greater than 125,000 gross square feet
(2) Commercial	Greater than 175,000 gross square feet
(3) Wholesale & Distribution	Greater than 175,000 gross square feet
(4) Hospitals and Health Care Facilities	Greater than 200 new beds; or generating more than 250 peak hour vehicle trips per day
(5) Housing	Greater than 125 new lots or units
(6) Industrial	Greater than 175,000 gross square feet; or employing more than 500 workers; or covering more than 125 acres
(7) Hotels	Greater than 250 rooms
(8) Mixed Use	Gross square feet greater than 125,000 (with residential units calculated at 1800 square feet per unit toward the total gross square footage); or covering more than 40 acres; or if any of the individual uses meets or exceeds a threshold as identified herein
(9) Airports	Any new airport with a paved runway; or runway additions of more than 25% of existing runway length
(10) Attractions & Recreational Facilities	Greater than 1,500 parking spaces or a seating capacity of more than 6,000
(11) Post-Secondary School	New school with a capacity of more than 750 students, or expansion by at least 25 percent of capacity
(12) Waste Handling Facilities	New facility or expansion of use of an existing facility by 50 percent or more
(13) Quarries, Asphalt & Cement Plants	New facility or expansion of existing facility by more than 50 percent
(14) Wastewater Treatment Facilities	New facility or expansion of existing facility by more than 50 percent
(15) Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 feet of any water supply; otherwise, storage capacity greater than 200,000 barrels
(16) Water Supply Intakes/Reservoirs	New Facilities
(17) Intermodal Terminals	New Facilities
(18) Truck Stops	A new facility with more than three diesel fuel pumps; or containing a half acre of truck parking or 10 truck parking spaces.
(19) Any other development types not identified above (includes parking facilities)	1000 parking spaces

APPLICATION PROCESSING: STAFF USE ONLY

ZA _____ **Applicant Name:** _____

Application Fee: \$ _____

IF APPLICABLE:

- Legal Advertisement Submitted to Newspaper Date: _____
- Planning Commission & Board of Commissioners Packets Delivered Date: _____
- Application Posted on County Website Date: _____
- Adjacent Property Owner Notices Mailed Date: _____
- Interdepartmental Forms Submitted for Review Date: _____
- Department of Transportation Notified Date: _____
- Georgia Mountains Notified (DRI) Date: _____
- Public Notice Signs on Property Verified Date: _____
- Approval or Denial Form placed in folder Date: _____
- Applicant Notified of Final Action Date: _____
- Approval or Denial Form to Office Manager/Building Official/Marshal Date: _____
- Rezoning Change Form to Director Date: _____
- Zoning Map Amended Date: _____
- Change Zoning in EnerGov by Parcel Date: _____
- Planning Commission Meeting Minutes placed in folder Date: _____
- Board of Commission Meeting Minutes placed in folder Date: _____

Planning Commission & Board of Commissioners Actions

PC Recommendation Date: _____ Approval Approval w/stipulations Denial

BOC Decision Date: _____ Approval Approval w/stipulations Denial

Dawson County, Georgia Board of Commissioners

Affidavit for Issuance of a Public Benefit

As Required by the Georgia Illegal Immigration Reform and Enforcement Act of 2011

By executing this affidavit under oath, as an applicant for a Dawson County Business License, Out of County Business Registration, Alcohol License, or other public benefit as referenced in the Georgia Illegal Immigration Reform and Enforcement Act of 2011 [O.C.G.A. § 50-36-1(e)(2)], I am stating the following with respect to my application for such Dawson County public benefit.

_____ **I am a United States citizen.**

_____ **I am a legal permanent resident of the United States. (FOR NON-CITIZENS)**

_____ **I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. (FOR NON-CITIZENS)**

My alien number issued by the Department of Homeland Security or other federal immigration agency is:

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one **secure and verifiable document**, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit. *(See reverse side of this affidavit for a list of secure and verifiable documents.)*

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20 and face criminal penalties as allowed by such criminal statute.

Executed in _____ (city), _____ (state)

Signature of Applicant

Date

Printed Name

Name of Business

SUBSCRIBED AND SWORN BEFORE ME ON

THIS _____ DAY OF _____, 20_____

Notary Public

My Commission Expires: _____

{Notary Seal}

Secure and Verifiable Documents Under O.C.G.A. § 50-36-2

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A **United States Passport** or **Passport Card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **United States Military Identification card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Driver's License** issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An **Identification Card** issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Tribal Identification Card** of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at:
<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm>
[O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **United States Permanent Resident Card** or **Alien Registration Receipt Card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An **Employment Authorization Document** that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Passport Issued by a Foreign Government** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Merchant Mariner Document** or **Merchant Mariner Credential** issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Free and Secure Trade (FAST) card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **NEXUS Card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **Driver's License issued by a Canadian Government Authority** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Certificate of Citizenship** issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A **Certificate of Naturalization** issued by the United States Department of Citizenship and Immigration Services USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]