

Crisp County

Application Instructions for

APPEAL

Instructions for Applicant:

Complete this form and the appropriate attachments in order to apply for an Appeal under Article XVI. Appeals. Sec. 2-81 of the Land Development Code.

Fill in the top boxes and have your signature notarized. Deliver the application and all attachments to the Planning Director at 210 South 7th Street, Room 205, Cordele, Georgia 31015. You can reach the Planning Director at 229-276-2640 during normal working hours to discuss your application or if you have any questions.

- Fill in your name, address, and telephone number and the property's location and current zoning category (if the appeal relates to a specific property).
- Check the appropriate box as to whether you are the property owner, an attorney representing the property owner, or someone else representing the owner.
- If you do not personally own a majority interest in the property, have the owner(s) prepare an Owner's Authorization giving you permission to file the application, and attach it to the application (see the Owner's Authorization Form that is in this application package). Developmental Permit, write the application number in the appropriate space.

- Check the appropriate box showing the type of application you are filing.

- Check the boxes for all of the items that you have attached:
 - Application fee: attach a check or money order for the appropriate fee made out to Crisp County. DO NOT ATTACH CASH.
 - If the application is for a Hardship Variance, A Flood Protection Variance or a Special Exception, Attach a legal description accurately describing the boundary of the property. You may find this on your deed or from a boundary survey made for the property.
 - Fill out the appropriate Review Checklist Form if you are requesting a Hardship Variance or a Flood Protection Variance, and attach it to the application (see the forms in this application package).
- Describe your appeal in the box provided on the application form, or attach additional pages as needed to fully describe your request.

NOTE: It is important that you attach all written or reproducible evidence regarding your Appeal so that the Board of Appeals can fully consider your request.

County Actions:

The Planning Director will assign a number to your application and date it when it is received.

The final action taken by the Board of Appeals will be indicated on the application form, along with any conditions that the Board imposes if approved, and a copy will be given to you as your official notice.

If the application is withdrawn (see Chapter 2, Section 2.23 for details), it will be noted on the application form and a copy will be given to you for your records.

NOTE: If denied, application for Hardship Variances and Special Exceptions on the same property may not be reconsidered more often than once every 12 months.

Crisp County Application Form

APPEAL

Applicant: _____ **Telephone No.:** _____

Applicant's Address: _____

Property Location: _____ **Current Zoning:** _____

Applicant is: Property Owner Other: Attorney for Property Owner (Attach Owner's Authorization)
 Other Representative of the Owner (Attach Owner's Authorization)

Type of Application

Appeal from Administration Decision

Special Exception

Hardship Variance

Flood Protection Variance

Attachments (as applicable)

Application Fee (if any)

Boundary Description (for any Variance or Special Exception)

Review Checklist (for a Hardship or Flood Protection Variance)

Other: _____

Description of Appeal

Additional pages explaining the appeal are attached.

I attest that this Application and its attachments are accurate to the best of my knowledge, and that all written or reproducible evidence supporting my appeal is attached.

Sworn to and subscribed before me this

____ day of _____, _____

Signature of Applicant (to be notarized)

Notary Public

..... **DO NOT WRITE IN THE BOXES BELOW**

Final Action by Board of Appeals

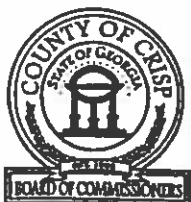
Approved

Approved with Conditions

Denied

Date: _____ Review Checklist by staff is attached

Conditions of Approval:



Application Withdrawn

By Planning Director Without Prejudice

By Board of Appeals With Prejudice - cannot be refiled for ____ months

Application Number

A - _____

Rec'd: _____

This is to certify that (I am we are I am the Corporate Secretary of a Corporation that is) the owner of a majority interest in the property that is the subject of the attached application.

By execution of this form, this is to authorize the person named as "applicant" below, acting on behalf of the owner, to file for and pursue a request for approval of the following:

(Check each that applies and cross out each that does not apply)

- Rezoning
- Special Use
- Appeal from Administrative Decision
- Hardship Variance
- Flood Protection Variance
- Special Exception
- Project Approval
- Development Permit
- Final Subdivision Plat Approval

Applicant:

Applicant's Address:

(Notarized)

Signature of Owner

(Notarized)

Signature of Owner

(Notarized)

Signature of Owner

Attach additional sheets as needed.

Corporations -- attach copy of corporate resolution approving authorization.

DATE: _____

APPLICATION: _____

PROPERTY: _____

Standard	YES	N/A	NO	Comments
1 Are there extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2 Would the application of the regulations to this particular piece of property create an unnecessary hardship?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 Are there conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
REQUIRED FINDINGS:				
4 Would compliance with the regulations result in a hardship to the property or owner that is substantially unwarranted by the protection of the public health, safety or general welfare, and the need for consistency among all properties similarly zoned?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5 Is the relief requested the minimum necessary to alleviate such unnecessary hardship?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 Is the relief being requested merely as a convenience to the applicant or to gain any advantage or interest over similarly zoned properties?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7 Is the relief requested prohibited under Section 2-85 of the Development Code?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Prepared by: _____

Date: _____

DATE: _____

APPLICATION: _____

PROPERTY: _____

Standard	YES	N/A	NO	Comments
1 Will there be a danger that materials may be swept onto other lands to the injury of others?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2 Will there be danger to life and property due to flooding or erosion damage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 Will the property and contents be susceptible to flood damage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4 Will the proposed facility provide important services to the community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5 Is it necessary that the facility have a waterfront location?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 Are alternative locations reasonably available for the proposed use that are not subject to flooding or erosion damage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7 Will the proposed use be compatible with existing and anticipated development?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8 Will the proposed use be consistent with the Comprehensive Plan and flood plain management program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 Will there be safe access to the property in times of flood for ordinary and emergency vehicles?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Review Checklist
FLOOD PROTECTION VARIANCE
page 2 of 2

APPLICATION: _____

Standard	YES	N/A	NO	Comments
10 Do the proposed plans adequately address the expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11 Will there be no more than reasonable costs in providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Prepared by: _____

Date: _____