



**CITY OF TOCCOA**  
**Community Planning & Development Department**  
**203 N. Alexander Street, P.O. Box 579**  
**Toccoa, GA 30577**  
**(706) 282-3232**

**APPLICATION FOR ZONING AMENDMENT**

Date \_\_\_\_\_

- Ordinance Amendment
- Map Amendment (Rezoning)
- Variance Request

I Hereby Request a Zoning Amendment As Follows:

---



---



---



---

Current Zoning: \_\_\_\_\_ Proposed Zoning \_\_\_\_\_

Address of Property: \_\_\_\_\_

Tax Map Number: \_\_\_\_\_ Area: \_\_\_\_\_ Acres

Owner of Property: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

- A. If the Owner and Applicant are not the same, please complete Attachment 1.
- B. Standards - Each application will be reviewed and any decisions will be based on the following Standards. The applicant may address each of the standards in writing using additional sheets if necessary.
  - 1. Existing uses and zoning of nearby properties.
  - 2. The extent to which property values are diminished by the particular zoning restrictions.

3. The extent to which the destruction of property value of the landowners promotes the health, safety, morals, or general welfare of the public.
  4. The relative gain for the public as compared to the hardship imposed upon the individual property owner.
  5. The suitability of the subject property for the zoned purposes.
  6. The length of time the property has been vacant as zoned considering the context of land development in the area and vicinity of the property.
- 
- C. Site Plan - All site plans shall show the location of existing and proposed buildings. Paved areas showing parking spaces and natural areas shall also be shown.
  - D. Property Description - A written legal description and recent plat of the property must be submitted with the application.
  - E. Disclosure - Submit a disclosure statement as described in Attachment 2, which is required by O.C.G.A. 36-67A-30.
  - F. Zoning Amendment Schedule - See Attachment 3.
  - G. Fees - Rezoning Request: \$100.00  
Residential Zoning Variance Request: \$50.00  
Commercial or Other Use-Zoning Variance Request: \$100.00
  - H. Authorization to Inspect Premises - I hereby authorize the Toccoa City and Planning Commissions and their staff to inspect the premises which are the subject of this zoning amendment application.

---

Signature(s) of Applicant

---

*Complete only if Applicant is different from Property Owner*

**AUTHORIZATION BY PROPERTY OWNER**

**Application for Zoning Amendment**

I Swear That I Am The Owner of the Property Which Is The Subject Matter Of The Attached Application, As Is Shown In The Records of Stephens County, Georgia.

I Authorize The Person Named Below To Act As Applicant In The Pursuit Of A Zoning Amendment For This Property.

Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

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

Telephone Number \_\_\_\_\_

\_\_\_\_\_  
Signature (s) of Owner

\_\_\_\_\_

**Excerpt from the Georgia Code**  
**CHAPTER 67A. Conflicts of Interest in Zoning Actions**

**36-67A-3 Campaign contributions**

- (a) When any applicant for rezoning action has made, within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:
  - (1) The name and official position of the local government official to whom the campaign contribution was made; and
  - (2) The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- (b) The disclosures required by subsection (a) of this Code section shall be filed within ten days after the application for the rezoning action is first filed.
- (c) When any opponent of a rezoning action has made, within two years immediately preceding the filing of the rezoning action being opposed, campaign contributions aggregating \$250.00 or more to a local government official of the local government which will consider the application, it shall be the duty of the opponent to file a disclosure with the governing authority of the respective local government showing:
  - (1) The name and official position of the local government official to whom the campaign contribution was made; and
  - (2) The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.
- (d) The disclosure required by subsection (c) of this Code section shall be filed at least five calendar days prior to the first hearing by the local government or any of its agencies on the rezoning application.  
(Code 1981, § 36-67A-3, enacted by Ga. L. 1986, p. 1269, § 1; Ga. L. 1991, p. 1365, § 1; Ga. L. 1993, p. 91, § 36)

**36-67A-4 Penalties**

Any person knowingly failing to comply with the requirements of this chapter or violating the provisions of this chapter shall be guilty of a misdemeanor.  
(Code 1981, § 36-67-A-4, enacted by Ga. L. 1986 p. 1269, § 1; Ga. L. 1987, p. 3, § 36; Ga. L. 1991, p. 1365, § 1)

PLANNING / PUBLIC WORKS  
STAFF REPORT

ADDRESS: \_\_\_\_\_ APPLICANT: \_\_\_\_\_

PRESENT ZONING: \_\_\_\_\_ PROPOSED ZONING: \_\_\_\_\_

REQUEST: \_\_\_\_\_ Annexation \_\_\_\_\_ Variance \_\_\_\_\_ Re-Zoning

1. Required Setbacks: Front Yard \_\_\_\_\_ Rear Yard \_\_\_\_\_ Side Yard \_\_\_\_\_ Interior \_\_\_\_\_

2. Property has minimum of 30' street frontage on \_\_\_\_\_

3. Maximum number of units per acre allowed \_\_\_\_\_ Units proposed \_\_\_\_\_

4. Minimum lot size required \_\_\_\_\_ Proposed \_\_\_\_\_  
Maximum building height allowed \_\_\_\_\_ Proposed \_\_\_\_\_

5. The existing single-family dwelling meets or exceeds current City of Toccoa standards.  
Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

6. Available parking meets or exceeds current City of Toccoa standards.  
Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

7. Are the roads, bridges, and other infrastructure expected to be utilized by the development adequate?  
Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

8. Is the property in the 100 year Floodplain or probable wetland?  
Yes \_\_\_\_\_ No \_\_\_\_\_

9. Are there any indications of any existing storm drainage problems on the property?  
Yes \_\_\_\_\_ No \_\_\_\_\_

10. Distance to nearest fire hydrant? \_\_\_\_\_

11. Additional remarks:

12. What street or other improvements (if any) will be required if request is granted?

13. Are City of Toccoa utilities available? water sewer natural gas

14. Recommendations:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kay Morgan  
City Planner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Randy Smith

**ZONING AMENDMENT CHECKLIST**  
(For Office Use)

- \_\_\_\_\_ Complete Application
- \_\_\_\_\_ Plat/Deed
- \_\_\_\_\_ Application Fee
- \_\_\_\_\_ Distance to nearest fire hydrant
- \_\_\_\_\_ TPC Packets
- \_\_\_\_\_ Letter to Applicant / TPC Meeting
- \_\_\_\_\_ Letter to Adjoining Neighbors & Interested Parties/ TPC Meeting
- \_\_\_\_\_ TPC Review
- \_\_\_\_\_ Letter to Applicant / TCC Meeting
- \_\_\_\_\_ Letter to Adjoining Neighbors & Interested Parties/TCC Meeting
- \_\_\_\_\_ Public Hearing Notice in Newspaper
- \_\_\_\_\_ Sign Posted on Property
- \_\_\_\_\_ TCC Packet with Memo
- \_\_\_\_\_ TCC Review
- \_\_\_\_\_ Sign Removed from Property
- \_\_\_\_\_ Letter to Applicant / TCC Final Decision
- \_\_\_\_\_ Change Zoning Map
- \_\_\_\_\_ Notify Building Inspector