ZONING MODIFICATIONS APPLICATION

Application Submittal:

This application is required for all Zoning Modification submittals, which includes amendments to approved zoning conditions.

Incomplete applications will **not** be accepted.

All applications must be complete and submitted in accordance with the adopted Zoning Matters Calendar. Applicants are encouraged to submit complete applications prior to the noted submittal cutoff date.

Supporting Documentation:

See Document Requirements Matrix (attached)
Zoning Matters Calendar (attached)

Fees and Schedule:

The fee for submitting a Zoning Modification application is $500.

The Zoning Modification application proceeds through the Technical Review Committee, Zoning Advisory Group, and Board of Commissioners public hearings for approval.

COMMUNITY DEVELOPMENT DEPARTMENT

121 South McDonough Street, Jonesboro, GA 30236

Office: (770) 477-3569

https://www.claytoncountyga.gov/government/community-development

ZONING MODIFICATIONS APPLICATION

Note: All Applicants **Must** Attend a Pre-Application Meeting Prior to Application Submittal.

Pre-Application Meeting Project Number:_____ **Date of Pre-Application Meeting:**_____

Owner / Applicant Information:

Owner Name:			Applicant Name:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Tel #:	Mobile #		Tel #:	Mobile #:	
Email:			Email:		

Property Information:

Property Location:		Commission District:
Parcel #(s):	Acreage:	Current Zoning District:

Any Applicable Zoning Overlay Districts: ☐ N/A ☐ Mountain View ☐ Old Dixie

☐ Highway 138 ☐ Highway 42 ☐ Highway 54 ☐ Tara Boulevard ☐ Panhandle Area ☐ Cherry Hills

Type of Development:

☐ Residential ☐ Non-Residential ☐ Mixed Use

Current Use of Property:

_____

Requested Zoning Modification and Reason for Request:

_____

I hereby certify that the information provided in this application is true and accurate.

Print Name_____**Signature**_____**Date**_____

PLANNING, ZONING, & SUSTAINABILITY APPLICATION SUBMITTAL REQUIREMENTS

ZONING APPLICATIONS	Completed Application	Property Owner Authorization	Notarized Campaign Disclosure Form	Property Deed	Letter of Intent	Survey of Existing Property	Sewer/Septic Letter	Site Plans	Site Photos
ZONING APPEALS									
Administrative Decision Appeals	X				X				
Zoning Variance	X	X		X	X	X		X	
ADMINISTRATIVE PROCESS									
Pre-Application Meeting Request	X				X	X		X	
Zoning Verification Letter Request	X				X	X			
Minor Subdivision, Lot Combination, Lot ReParcel	X	X		X	X	X	X	X	
Tree Removal	X	X		X	X	X		X	X
Timber Harvesting	X	X			X	X		X	X
Urban / Market Garden	X	X			X	X	X	X	
Sign Permit	X	**See Sign Permit Application**							
LAND DEVELOPMENT									
Site Development	X	X		X	X	X		X	
Preliminary Plat	X	X		X	X	X		X	
Final Plat	X	X		X	X	X		X	
REZONINGS & LAND USE									
Rezoning (Map Change)	X	X	X	X	X	X	X	X	
Future Land Use Plan Amendments	X	X	X	X	X	X	X	X	
Zoning Condition Modifications	X	X	X	X	X	X	X	X	
Conditional Use Permit	X	X	X	X	X	X	X	X	
Planned Unit Development	X	X	X	X	X	X	X	X	

Note:
Letter of Authorization must be notarized
Sewer Letter from Clayton County Water Authority or Septic Letter from Clayton County Health Department

JEFFREY E. TURNER
CHAIRMAN
MICHAEL L. EDMONDSON
VICE CHAIRMAN / DISTRICT 4
SONNA SINGLETON-GREGORY
DISTRICT 1
GAIL B. HAMBRICK
DISTRICT 2
FELICIA FRANKLIN WARNER
DISTRICT 3

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PATRICK EJIKE
DIRECTOR

PROPERTY OWNER(S) AUTHORIZATION FORM

I_____ swear and affirm that I am the owner of the property at
(Property Owner's Name)

_____, as shown on the Tax
(Property Address and Parcel Number)

Map And/or deed records of Clayton County, Georgia.

I hereby authorize _____ to act as the applicant or agent in pursuit of
(Applicant Name)

the development requested on this property.

_____
(Signature of Property Owner)

Personally appeared before me on this _____ day of _____ 20_____

My Commission expires on _____

_____ _____
Notary Signature/Seal Date

JEFFREY E. TURNER
CHAIRMAN
MICHAEL L. EDMONDSON
VICE CHAIRMAN / DISTRICT 4
SONNA SINGLETON-GREGORY
DISTRICT 1
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PATRICK EJIKE
DIRECTOR

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

CLAYTON COUNTY

Pursuant to OCGA, Section 36-67A-3(a), the following disclosure is mandatory when an applicant or any representative has made campaign contributions aggregating $250.00 or more to a local government within two (2) years immediately preceding the filing of this application.

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. The following questions **must** be answered: Have you, the applicant, made $250.00 or more in campaign contributions to a local government official within two (2) years immediately preceding the filing of this application? ☐ Yes ☐ No

If the answer is yes, you must file a disclosure report with the governing authority of Clayton County showing:

1. The name and official position of the local governing authority in Clayton County to whom the campaign contribution was made.

   _____

   Name and official position of the applicant/representative (Please Print)

   _____

2. The dollar amount and description of each campaign contribution made during the two (2) years immediately preceding the filing of this application and the date of each such contribution was made.

   _____ $_____
   Description of Campaign Contribution **Dollar Amount**
   (Please Print)

This disclosure must be filed within ten days after the application, if first filed, and must be submitted to the Board of Commissioners of Clayton County at 112 Smith Street, Jonesboro, Georgia 30236.

_____ _____
Signature (choose one) Applicant ☐ Owner ☐ **Date**

_____ _____
Notary Signature **Date**

COMMUNITY DEVELOPMENT DEPARTMENT

121 South McDonough Street, Jonesboro, GA 30236

https://www.claytoncountyga.gov/government/community-development

Zoning Matters Calendar 2020 -2021

Application Filing/Submittal Cycle Deadline	Technical Review Committee Meeting	Legal Ad Runs & Signs Posted on Property	Community Information Meeting (CIM) & Proof of Interested Party Notice Received by County Staff	Zoning Advisory Group Public Hearing	BOC Public Hearing**
Jan 7, 2020	**Feb 5, 2020**	Feb 12, 2020	**Feb 19, 2020**	**Mar 2, 2020**	**Mar 17, 2020**
Feb 4, 2020	**Mar 4, 2020**	Mar 11, 2020	**Mar 18, 2020**	**Apr 6, 2020**	**Apr 21, 2020**
Mar 3, 2020	**Apr 1, 2020**	Apr 8, 2020	**Apr 15, 2020**	**May 4, 2020**	**May 19, 2020**
Apr 7, 2020	**May 6, 2020**	May 13, 2020	**May 20, 2020**	**Jun 1, 2020**	**Jun 16, 2020**
May 5, 2020	**June 3, 2020**	Jun 10, 2020	**Jun 17, 2020**	**Jul 6, 2020**	**Jul 21, 2020**
Jun 2, 2020	**July 1, 2020**	Jul 8, 2020	**Jul 15, 2020**	**Aug 3, 2020**	**Aug 18, 2020**
Jul 7, 2020	**Aug 5, 2020**	Aug 12, 2020	**Aug 19, 2020**	**Sept 3, 2020** Holiday Schedule	**Sept 15, 2020**
Aug 4, 2020	**Sept 2, 2020**	Sept 9, 2020	**Sept 16, 2020**	**Oct 5,2 019**	**Oct 20, 2020**
Sept 1, 2020	**Sept 30, 2020**	Oct 7, 2020	**Oct 21, 2020**	**Nov 2, 2020**	**Nov 17, 2020**
Oct 6, 2020	**Nov 4, 2020**	Nov 11, 2020	**Nov 18, 2020**	**Dec 7, 2020**	**Dec 15, 2020**
Nov 3, 2020	**Dec 2, 2020**	Dec 9, 2020	**Dec 16, 2020**	**Jan 4, 2021**	**Jan 19, 2021**
Dec 1, 2020	**Dec 30, 2020**	Jan 6, 2021	**Jan 20, 2021**	**Feb 1, 2021**	**Feb 16, 2021**

Zoning Advisory Group (ZAG) and Board of Commissioners' (BOC) Public Hearings are limited to ten (10) applications per Article 10.15 of the zoning ordinance. Applicants forwarded from TRC will be added to the agenda according to the date and time of original submittal.

* ZAG and BOC Public Hearings are held at 7:00 P.M. in the Commissioners Board Room, located at 112 Smith Street, Jonesboro, GA 30326. Each Public Hearing is preceded by a pre-meeting at 6:30p in the conference room.

* * Technical Review Committee meetings are held in the Community Development conference room. Applicants must be in attendance and will be assigned a time slot when fees are received.

*** Community Information Meetings (CIM) are held at 6:00 P.M. in the Historic Court Room (2nd floor), located at 121 McDonough Street, Annex #2, Jonesboro, GA 30326.