



LAGRANGE
G E O R G I A

APPLICATION TO REZONE PROPERTY

INFORMATION TO APPLICANTS

The following items are necessary in order to process rezoning applications:

- 1.) One (1) copy of this application, completed in full, and a written narrative explaining the nature of the request.
- 2.) Completed *Property Owner's Authorization* form, if application is someone other than the property owner.
- 3.) Full payment of the \$300 (non-refundable) application fee.
- 4.) Completed Disclosure of Campaign Contributions form (Owners, Applicants and Agents must complete)
- 5.) Two (2) copies of a site plan, drawn to scale, and a reduced copy of the plan printed on paper no larger than 11" x 17". The site plan shall show the following:
 - a. Property owner and address;
 - b. Street address of the subject property;
 - c. Total property acreage, Tax Map and Lot Number;
 - d. Date prepared, vicinity map, north arrow, and map scale;
 - e. Location of all property lines on neighboring properties and streets or alleys located 50 feet from subject property;
 - f. Boundaries of all current zoning districts on the subject properties and all neighboring properties shown on the map. Each zoning district must be labeled;
 - g. Special markings (shading, cross hatching, or heavy outline) to identify the property for which the variance is requested;
 - h. The location of all existing structures or buildings and all proposed structures or buildings on the subject property.

Once a complete application, application fee and all other pertinent information has been received by the Community Development Department staff, will review the request and prepare a report for consideration by the Board of Planning and Zoning Appeals (the Board). The Board meets at noon on the 2nd Monday of the month on the 3rd floor of City Hall, 200 Ridley Avenue. The deadline to submit an application is by 5 pm the Thursday 25 days prior to the meeting date. The Board will formulate a recommendation for consideration by the Mayor and Council.

Upon receiving the report and recommendation from the Board, the Mayor and Council will schedule a public hearing and first reading of the ordinance rezoning the property. Notice of the public hearing will be provided in the newspaper and on a sign posted on the subject property. At the public hearing, proponents and opponents of the rezoning will have an opportunity to be heard by the Mayor and Council. Following the public hearing and first reading of the ordinance, the Mayor and Council will have a second reading and vote on the application at a subsequent meeting. Generally, the Mayor and Council meet on the 2nd and 4th Tuesdays of the month at 5:30 pm in Council Chambers, located at 208 Ridley Avenue.

For additional information regarding the rezoning application or process, please call the Department of Community Development at 706-883-2088 or email Leigh Threadgill at lthreadgill@lagrangega.org.



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PROPERTY OWNER INFORMATION

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

APPLICANT INFORMATION

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

SITE INFORMATION

Address/Location: _____

Tax Parcel #: _____

Nearest Road Intersection: _____

Present Zoning Classification: _____ Proposed Zoning Classification: _____

Current Use: _____ Proposed Use: _____

Size of Property (Square Feet or Acres): _____ When will proposed use start? _____

If the subject property is 20 acres or greater and is proposed for rezoning to R-3 or C-3, a site plan is required to be submitted containing at least the following information:

- ✓ Title of the proposed development and the name, address and phone # of the property owner
- ✓ The name, address and phone # of the architect, engineer or designer of the proposed development
- ✓ Scale, date, north arrow, and general location map showing relationship of site to streets or natural landmarks
- ✓ Boundaries of the subject property, all existing and proposed streets, including right-of-way and street pavement widths, buildings, water courses, parking and loading areas, building setbacks, buffers, landscape strips, green space areas to be retained, and other physical characteristics of the property and proposed development



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APPLICANT CERTIFICATION

I (We) hereby authorize the staff of the City of LaGrange to inspect the premises of the above-described property. I (We) do hereby certify the information provided herein is both complete and accurate to the best of my (our) knowledge, and I (We) agree to cooperate with the City of LaGrange in responding promptly to any reasonable request for additional information that may arise during the review process.

Signature, Applicant

Date

FOR OFFICIAL USE ONLY

RECEIVED BY: _____

DATE: _____

FEE RECEIVED: _____

APPLICATION NUMBER: _____

ACTION TAKEN: _____



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PROPERTY OWNER AUTHORIZATION

PROPERTY OWNER INFORMATION

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

AUTHORIZATION

I swear that I am the owner of the property located at (property address):

Which is the subject matter of the attached application, as is shown in the records of Troup County, Georgia.

I hereby authorize the applicant named below to act as the applicant in the pursuit of a rezoning on the subject property.

Name of Applicant/Agent: _____

Applicant's Address: _____

Applicant's Phone: _____ Email: _____

Signature of Owner _____

Print Name of Owner _____



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DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to the Official Code of Georgia Annotated Section 36-67A-1 et seq., Conflict of Interest in Zoning Actions, adopted by the Georgia General Assembly, effective July 1, 1986, the following disclosure is mandatory by any owner, applicant or agent of the applicant within ten days after the application for the rezoning action is first filed.

Have you as applicant, owner or anyone associated with this application or property, within the two (2) years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the LaGrange City Council? Yes No

If YES, please complete the following section (attach additional sheets if necessary):

Name and Official Position of Government Official	Amount and Description of Contributions (Made within the last 2 years)

I do hereby certify the information provided herein is both complete and accurate to the best of my knowledge.

Signature

Date

Property Address/Location of rezoning request: _____