



BRYAN COUNTY PLANNING & ZONING DEPARTMENT

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Richmond Hill, Ga. 31324
912-756-7962
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INSTRUCTIONS FOR FILING APPLICATION FOR TELECOMMUNICATION ANTENNA AND TOWERS CONDITIONAL USE PERMIT

- A. An "Application for Conditional Use Permit" accompanied by the appropriate supporting documentation must be submitted to the Bryan County Department of Planning & Zoning on or before the submittal deadline as established by the Department of Planning and Zoning and included in the application. Applications must be complete at submittal time to be considered for the agenda. Deficient applications may be delayed or postponed at the discretion of the Department.
- B. The applicant must submit the following:
1. Application for Telecommunication Antenna and Tower Conditional Use Permit
 2. Conflict of Interest Certification
 3. Applicant Response and/or written narrative of proposal
 4. Disclosure Statement
 5. Proposed site plan (no larger than 11"x17")
 6. Authorization by Property Owner
 7. Verification of Current Taxes Paid
 8. Plat recorded with the Clerk of Superior Court or a Legal Description
 9. List of adjoining property owners names and mailing addresses
 10. Application Fee of \$250.00
- C. The applicant must be present at the public hearings before the Planning and Zoning Commission and the Board of Commissioners to answer any questions.
- D. The Board of Commissioners will hold the final vote to approve or deny the Conditional Use request. The process takes approximately 10 to 12 weeks, provided the application is not tabled, delayed, meeting cancellations or other unforeseen situation.
- E. A letter is mailed from the Department of Planning & Zoning informing the applicant of the final action within five days of the decision.

APPLICANT RESPONSE

The applicant finds that the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to unrestricted use of property and shall govern the exercise of the zoning power.

Please respond to the following standards in the form of a written narrative which must be submitted with the application.

- 1) The Proposal
- 2) Site Selection
- 3) Section 504, Preferred Location Sites
- 4) Section 401, Principal or Accessory Building
- 5) Section 402, Inventory of Existing Sites
- 6) Section 403, Co-location - Design Requirements
- 7) Section 405, Aesthetics
- 8) Section 406, Setbacks and Separation
- 9) Section 407, Security Fencing/Anti-Climbing Device
- 10) Section 408. Landscaping
- 11) Section 409. Federal And State Requirements
- 12) Section 410. Building Code and Safety Standards
- 13) Section 411 Change of Ownership Notification
- 14) Section 412 Advertising
- 15) Section 413 Local Government Co-Location Requirements
- 16) Section 601 Application Reequirements
- 17) Section 705. Consideration in Approval or Denial of a conditional Use Permit
- 18) Section 801. Removal of Antennae and Tower
- 19) Section 802. Removal of Abandoned Towers
- 20) Section 803. Application and Permit Fee

DISCLOSURE STATEMENT

Nothing in Chapter 36 of O.C.G.A. shall be construed to prohibit a local government official from voting on a zoning decision when the local government is adopting a zoning ordinance for the first time or when a local government is voting upon a revision of the zoning ordinance initiated by the local government pursuant to a comprehensive plan as defined in Chapter 70 of this title.

- No, I have made not made any campaign contributions to County Officials voting on this application exceeding \$250 in the past two years.
- Yes, I have made campaign contributions to County Officials voting on this application exceeding \$250 in the past two years.

To Whom: _____

Value of Contribution: _____

Date of Contribution: _____

I have read and understand the above and hereby agree to all that is required by me as the applicant.

Signature of Applicant

Personally appeared before me

Applicant (Print)

Who on oath deposes and says that the above is true to the best of his or her knowledge and belief.

Notary Public

Date (Notary Seal)

AUTHORIZATION BY PROPERTY OWNER

I, _____, being duly sworn upon his/her oath, being of sound mind and legal age deposes and states; That he/she is the owner of the property which is subject matter of the attached application, as is shown in the records of Bryan County, Georgia.

He/She authorizes the person named below to act as applicant in the pursuit of a rezoning of this property.

I hereby authorize the staff of the Bryan County Department of Planning and Zoning to inspect the premises which are subject of this zoning application.

Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Fax Number: _____

Signature of Owner

Date

Personally appeared before me

Owners Name (Print)

Who swears before that the information contained
In this authorization is true and correct to
The best of his/her knowledge and belief.

Notary Public

Date

(Notary Seal)

