



## **BRYAN COUNTY PLANNING & ZONING DEPARTMENT**

**134 E. Industrial Blvd  
Pembroke, Ga. 31321  
912-653-3893  
Fax 912-653-3864**

**185 Richard Davis Drive, Ste. 105  
Richmond Hill, Ga. 31324  
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### **REZONING APPLICATION**

- A. Before a zoning application can be submitted to the Planning and Zoning Department, a preliminary meeting with the planning director and other designated officials is required. Article VI Section 603 of the Bryan County Zoning Ordinance requires that the nature of the proposed reclassification, standards for development, a conceptual plan and other concerns be discussed.
- B. An "Application for Zoning" accompanied by the appropriate supporting Documents must be submitted to the Bryan County Department of Planning & Zoning twenty days (20) before the next schedule planning and zoning meeting.
- C. 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.
- D. Planning and Zoning Commission will hold a public hearing, consider the applicant's analysis, and vote whether or not to recommend the zone change request.
- E. The applicant will be mailed a letter stating the decision no more than five days after the hearing.
- F. The Board of Commissioners will hold a public hearing and make the final decision. They will consider the applicant's analysis, the recommendation of the County and the Board of Commissioners, and approve, approve with conditions, deny, or table the request.
- G. The applicant must appear at both public hearings to answer any questions and/or to display any visuals to the public.

**The following items must be submitted along with the Rezoning application:**

1. Fee - \$165.00;
2. Application;
3. Applicant's documented analysis of zoning change;
4. Conflict of Interest Certification;
5. Disclosure Statement;
6. Authorization of Property Owner;
7. Verification of Current Taxes Paid;
8. Deed including legal description;
9. Plat recorded with the Clerk of Superior Court;
10. Source of water, (if it is an existing private water system we require a letter from someone in authority who can confirm that water is available);
11. List of property owners within 300' of property selected for reclassification, their names and mailing addresses;
12. \*Conceptual Plan with the following inclusions:
  - a. Please show all tracts of land drawn to scale to be rezoned as well as, land, 300 feet around site shown. This requirement can usually be satisfied, by, submitting a recorded plat and show all proposed modifications and existing structures.
  - b. Existing zoning and land uses of specified site and all property within 300' of the site;
  - c. Existing streets, dimensions and gross acreage of site;
  - d. Acres of jurisdictional wetland.

**All requested reclassification of lots at least twenty (20) acres in size in the following zoning districts: AR-1.5, R-30, R-1, R-2, B-1, O and WB-2, and all reclassifications to the following zoning districts I-L, I-1, B-2, WP, WB-3, PUD, R-3, or R-4 shall also submit the following:**

1. **\*\* Conceptual Plan with the following inclusions:**
  - a. Scale;
  - b. Vicinity map;
  - c. Existing properties, land uses and zones within 300' of site.
  - d. Parcel dimensions and residential density (gross acreage and number of lots);
  - e. All existing buildings;
  - f. Existing and proposed streets;
  - g. Typical lot sizes and setbacks;
  - h. Proposed location and size of recreation area and open space;

**2. Documented analysis of impact of proposed zoning change.**

Applications for a rezoning request in the above referenced categories must include a documented analysis of the impact of the proposed zoning change. The applicant must answer the following questions in the analysis:

- a. Whether the proposed reclassification is in conformance with the Comprehensive Plan;
- b. Whether the proposed reclassification improves the overall zoning scheme and helps carry out the purposes of this Ordinance;
- c. Whether the proposed reclassification is compatible with or would negatively impact the overall character and land use pattern or a particular piece of property or neighborhood within one (1) mile of the subject Lot;
- d. The adequacy of public facilities and services intended to serve the Lot proposed to be reclassified, including but not limited to: Roads, parks and recreational facilities, police and fire protection, Schools, stormwater drainage systems, water supplies, wastewater treatment, and solid waste services;
- e. Whether the proposed reclassification will adversely affect a known archaeological, historical, cultural or environmental resource, such as water or air quality, ground water recharge areas, drainage, soil erosion and sedimentation and flooding;
- f. Whether the proposed reclassification will adversely affect the existing Uses or usability of adjacent or nearby Lots or the preservation of the integrity of any adjacent neighborhoods;
- g. Whether the proposed reclassification could adversely affect market values of nearby Lots;
- h. Whether the proposed reclassification would require an increase in existing levels of public services, including, but not limited to: Schools, parks and recreational facilities, stormwater drainage systems, water supplies, wastewater treatment, solid waste services, Roads or police and fire protection beyond the existing ability of the County or Board of Education to provide;
- i. Whether there are other existing or changing conditions affecting the use and development of the Lot proposed to be reclassified which give supporting grounds for either approval or disapproval of the proposed reclassification;
- j. The existing Uses and zoning of nearby Lots;

- k. The extent to which the value of the Lot proposed to be reclassified is diminished by its existing zoning restrictions;
- l. The extent that any diminished property value of the Lot proposed to be reclassified resulting from its existing zoning restrictions promotes the health, safety, morals or general welfare of the public
- m. The relative gain to the public, as compared to the hardship imposed upon Petitioner, by the existing zoning restrictions;
- n. The suitability of the Lot proposed to be reclassified for its current and proposed zoned purposes; and
- o. The length of time the Lot proposed to be reclassified has been nonincome producing as zoned;
- p. Whether the proposed reclassification would create an isolated District unrelated to adjacent and nearby Districts;
- q. Whether there are substantial reasons why the Lot cannot be used in accordance with this existing zoning classification;
- r. Applications for a Zoning Map Reclassification which do not contain specific site plans carry a rebuttable presumption that such rezoning shall adversely affect the zoning scheme.

**APPLICATION FOR ZONING  
CASE Z# \_\_\_\_\_**

Date Received: \_\_\_\_\_  
\_\_\_\_\_

Meeting Date:

Applicant: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant's Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

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

Owner's Address: \_\_\_\_\_  
\_\_\_\_\_

Owner's Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
\_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

Contact Person's Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Address of Property selected for reclassification: \_\_\_\_\_  
\_\_\_\_\_

(Please provide access road if no address is available)

Tax Parcel Number (PIN): \_\_\_\_\_ Acreage: \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Requested Zoning: \_\_\_\_\_

Existing Structure and/or Use of Property: \_\_\_\_\_  
\_\_\_\_\_

Proposed Use including the number of lots: \_\_\_\_\_  
\_\_\_\_\_

Proposed date of completion: \_\_\_\_\_

\_\_\_\_\_  
**Signature of applicant**

\_\_\_\_\_  
**Date**



**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 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.

This \_\_\_\_ day of \_\_\_\_\_, 2007

\_\_\_\_\_  
Notary Public

(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

\_\_\_\_\_  
Owners Name (Print)

Personally appeared before me

\_\_\_\_\_  
Applicant (Print)

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

This \_\_\_\_ day of \_\_\_\_\_, 2007

\_\_\_\_\_  
Notary Public

(Notary Seal)

**VERIFICATION OF CURRENT PAID PROPERTY TAXES**

**FOR APPLICATION**

The undersigned below is authorized to make this application. The undersigned certifies that all Bryan County property taxes, billed to date for the parcel listed below have been paid in full the Tax Commissioner of Bryan County, Georgia. In no case shall an application or reapplication for rezoning be processed without such property verification.

\*NOTE: A separate verification form must be completed for each tax parcel included in rezoning request.

\_\_\_\_\_  
Parcel Identification Number

\_\_\_\_\_  
Signature of Applicant

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**BRYAN COUNTY TAX COMMISSIONER'S USE ONLY**

(Payment of all property taxes billed to date for the above referenced parcel have been verified as paid current and confirmed by the signature below.)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

