



Application for Conditional Use Permit

*Applicant _____

Telephone Number _____ Email Address _____

Mailing Address _____

Has the applicant made any campaign contributions over \$250 to any local government official of the City of Sky Valley YES NO

*Note: If applicant is not the owner, as listed on the Property Deed, a notarized letter from the owner(s), including phone number and address, authorizing the applicant to act on their behalf must be included.

PROCEDURE

Application Requirements

All Applications must be complete and include required supporting documents. Incomplete applications will not be accepted.

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PROPERTY ADDRESS (OR GENERAL LOCATION DESCRIPTION IF NO ADDRESS ASSIGNED):

TAX MAP/PARCEL ID#: _____ ACREAGE: _____

CURRENT ZONING: _____

FUTURE DEVELOPMENT MAP CHARACTER AREA DESIGNATION:

EXISTING USE: _____

PROPOSED USE: _____

DOES THE PROPOSED USE TRIGGER A DEVELOPMENT OF REGIONAL IMPACT?

YES NO

DOES THE PROPOSED USE REQUIRE REZONING? IF YES, ATTACH APPLICATION

YES NO

DOES THE PROPERTY REQUIRE ANNEXATION? IF YES, ATTACH PETITION

YES NO

HAS THE PROPERTY BEEN DENIED A ZONING CHANGE IN THE PAST 12 MONTHS?

YES NO

HAS ANY PUBLIC HEARING BEEN HELD REGARDING THE PROPERTY IN THE PAST 3 YEARS?

YES NO IF YES, DESCRIBE: _____

Conditional Use Permit Questionnaire

The Sky Valley Land Development Regulations state that in order to promote the public health, safety, morality and general welfare of citizens against the unrestricted use of property, certain "Standards for the Exercise of Zoning Powers" may be used by the governing body when making Conditional Use Permit decisions. The applicant is encouraged to respond to these questions to gain understanding as to why Conditional Use Permit requests may or may not be approved. (Attach additional sheets as necessary.)

- 1) Is the proposed use consistent with the requirements of the zoning district in which it is located, including required parking, loading areas, setbacks, and transitional buffers.

- 2) Is the proposed use compatible with the land uses on adjacent properties, including the size, scale and massing of buildings?

- 3) Is the ingress and egress to the subject property, and all proposed buildings, structures and uses thereon adequate? Are the public streets providing access to the subject site adequate to safely handle the traffic generated by the proposed use?

- 4) How will the proposed use impact public facilities and services, including stormwater management, schools, parks, sidewalks and utilities? Are these facilities and services adequate to support the proposed use?

5) Will the proposed use create adverse impacts on any adjacent or nearby properties by reason of noise, smoke, odor, dust, or vibration or by the character and volume of traffic generated by the proposed use?

6) Will the proposed use adversely affect adjoining properties by reason of the manner of use or the hours of operation of the proposed use?

7) Will the proposed use create adverse impacts on any environmentally sensitive areas or natural resources (wetlands, floodplain, etc.) ?

NOTE: In making the decision to approve or deny a Conditional Use Permit, the City Council will consider the same criteria outlined in the above questionnaire. The City Council may impose or require additional restrictions and standards as may be necessary to protect the health and safety of workers and residents in the community and to protect the value and use of property in the general neighborhood. The issuance of a Conditional Use Permit shall only constitute approval of the proposed use, and development of the use shall not be carried out until the applicant has secured all other permits and approvals required. Conditional Use Permit approval may be revoked if any term, condition or restriction upon which the Permit was granted is not complied.

APPLICATION CHECKLIST

Supporting Documents: The following list of supporting documents must be submitted with this application. Only one (1) copy of each supporting document is necessary. Only complete applications will be accepted.

- Letter of Authorization: If Applicant is not the current Property Owner or is one of multiple Owners, a notarized Letter from the Owner(s), including their phone number and address, authorizing the applicant to act on their behalf.

- Property Boundaries: A written legal description of the property (such as metes and bounds, or recorded subdivision plat information), or an appropriate Boundary Survey of the property (no larger than 11 x 17) mechanically drawn and prepared by a land surveyor registered in Georgia.

- Conceptual Site Plan: A proposed conceptual site plan (no larger than 11 x 17) of the subject property mechanically drawn at a scale of 1" = 100', or other scale acceptable to the Planning and Zoning Administrator, and shall include the following:
 - o Name of the drawing, date, north arrow, and graphic scale.
 - o All buildings and structures existing or proposed to be constructed and their location on the property.
 - o Existing or proposed site improvements including sidewalks, roads, driveways, parking spaces, loading areas, landscaped areas, and drainage facilities.
 - o Proposed use of each building or portion thereof.
 - o Building setbacks and any required buffer yards as well as the dimensions of all property boundary lines.
 - o All other information necessary to demonstrate compliance

 - o Any additional required information discussed at the Pre-Application meeting or necessary to allow understanding of the proposed use and property development.

CERTIFICATION AND AUTHORIZATION

I hereby certify that, to the best of my knowledge and belief, the above listed information and all attached supporting documents are complete and accurate. I understand that this application will require a site visit and authorize staff of the Planning and Zoning office or their designee to enter and inspect the premises which are the subject of this application. I also understand that this application will require public hearings by the City of Sky Valley Planning Commission and the Sky Valley City Council.

Signature of Applicant _____ Date_____

FOR STAFF USE ONLY

Date Received: _____

Reviewed for Completion By: _____

FEES:

Application Charge: \$100.00

TOTAL FEE: \$100.00

PUBLIC HEARING DATES:

PC _____ City Council _____

PUBLIC NOTICE DATES:

Property Posted _____ Legal Ad Run _____ & _____

Letters Mailed: _____

DECISION:

Approved Denied Circle One

Comments: _____