



TEXT AMENDMENT APPLICATION

*APPLICATION TO AMEND THE
2001 SNELLVILLE ZONING ORDINANCE*

City of Snellville
Department of Planning and Department
2342 OAK ROAD, GEORGIA, 30078
Phone – (770)985-3514 Fax – (770)985-3551

WHO MAY AMEND THE ZONING ORDINANCE?

An application to amend the text of the Zoning Ordinance may be initiated by the Planning and Development Department or the Commission, submitted to the Planning Commission by the Mayor and Council, or submitted by any person having an interest in the City.

APPLICATION REQUIREMENTS:

Each application to amend text of the Zoning Ordinance shall be submitted in compliance with the following:

- (a) Payment of the appropriate application fee as determined by the Fee Schedule;
- (b) Name and address of applicant;
- (c) Current provisions of text to be affected by amendment;
- (d) Proposed wording of text change;
- (e) Letter of intent explaining what is proposed and reason for request;
- (f) Applicant's certification;
- (g) Conflict of interest certification and disclosure of campaign contributions; and
- (h) 15 stapled or bound copies of the text amendment application and all supporting documents, in addition one unbound application bearing original signatures.

APPLICATION SUBMITTAL DEADLINE:

Applications shall be submitted by noon at least 42 days prior to the date on which it is to be considered by the Planning Commission. No application shall be allowed to be withdrawn less than 21 days before the Mayor and Council public hearing unless the request for withdrawal is granted by the Mayor and Council at the public hearing. Otherwise, all applications shall be considered by the Mayor and Council.

There shall be no reimbursement for withdrawn applications. An applicant may request reimbursement in writing to the mayor and council. Said request will be considered during a regular meeting of the mayor and council.

ACTIONS BY THE PLANNING DEPARTMENT & PLANNING COMMISSION:

The Planning and Development Department, upon receiving an application to amend the zoning ordinance may submit a written record of its investigation and recommendations to the Planning Commission and Mayor and Council. Said report shall be a matter of public record.

The Planning Commission shall hold a public hearing on each application in accordance with a schedule adopted by the Mayor and Council. Staff recommendations on each application shall be submitted to the Planning Commission in advance of the public hearing. In addition, the planning commission shall with respect to each application investigate and make a recommendation as to each of the matters set forth in subsections 15.2(2)(g) and/or 15.2(3)(e) for approval, denial, deferral, withdrawal without prejudice or no recommendation. Proponents and opponents of any amendment shall be allotted a minimum of ten minutes, per side, for the presentation of data, evidence, and opinion during said public change. A written report of the Planning Commission's investigation and recommendation, along with the investigation and recommendation

of the Planning Department, shall be submitted to the Mayor and Council and shall be of public record.

ACTIONS BY THE MAYOR AND COUNCIL:

Before taking action on a proposed amendment and after receipt of the Planning Department and Planning Commission recommendations and reports thereon where required, the Mayor and Council shall hold a public hearing on the proposal. At the public hearing, the Mayor and Council shall review the reports prepared by the Planning and Development Department and the Planning Commission. So that the purpose of this ordinance will be served and the public health, safety, morality, and general welfare secured, the Mayor and Council may approve or deny the application, and/or add or delete conditions of the application that are more or less restrictive than the current ordinance. Proponents and opponents of any amendment shall be allotted a minimum of ten minutes, per side, for the presentation of data, evidence, and opinion during said public hearing. An action by the Mayor and Council to defer the application shall include a statement of the date and time of the next meeting at which the application will be considered, which statement shall constitute public notice of the hearing on the application and no further notice, such as that required by section 15.6, is required.

FACTORS AND CONSIDERATIONS:

In considering the applications for amendment to the zoning ordinance or official zoning map, or in making other zoning decisions, the following factors may be considered:

- (1) The impact upon the appearance of the City;
- (2) The impact upon thoroughfare congestion and traffic safety;
- (3) The impact upon population density and the potential for overcrowding and urban sprawl;
- (4) The impact upon the provision of water, sewerage, transportation and other urban services;
- (5) The protection of property against blight and depreciation;
- (6) Consistency with the adopted land use plan and/or comprehensive plan;
- (7) The impact upon adjacent property owners if the amendment is approved;
- (8) The impact upon the applicant if the amendment is denied; and/or
- (9) Any other factor affecting the health, safety, morals, convenience, order, prosperity, or general welfare of the present and future inhabitants of City of Snellville.

