



SNELLVILLE CONDITIONAL USE PERMIT APPLICATION

Information Sheet

Snellville Planning & Development Department
2342 Oak Road
Snellville, Georgia 30078
Phone 770.985.3514 Fax 770.985.3551
www.snellville.org

CONDITIONAL USE PERMITS:

The Snellville Zoning Ordinance allows conditional uses of property within specific zoning districts. A conditional use is a use which, while not permitted as a matter of right, may be allowed within a given zoning district subject to meeting specific conditions for location and site as prescribed by the Snellville Zoning Ordinance. Attached is an application for Conditional Use Permit.

Unless initiated by the Snellville City Council or Planning Commission, an application for a Conditional Use Permit must be submitted by the owner of the affected property or by an authorized agent of the owner.

Conditional Uses are listed specifically within each zoning district and are subject to the additional requirements itemized in the Snellville Zoning Ordinance. Each additional requirement must be addressed in the application.

Once an application is filed, the Planning Department reviews the application and makes a written recommendation. The Planning Commission holds a public hearing to review the application and make a recommendation to Mayor and Council. A Public Hearing is held by Mayor and Council for final action.

IMPORTANT DATES:

Submittal Deadline: 12:00 Noon, 42-days prior to Planning Commission meeting date. Pre-submittal appointment shall be requested and completed a minimum of five (5) business days prior to application submittal deadline. Please call 770.985.3514 to schedule pre-submittal appointment.

The Planning Department will meet the following public notice requirements for each application submitted:

| | |
|---|--|
| Legal Notice appears in Gw. Daily Post: | 15-days (minimum) before Planning Commission meeting |
| Public Notice Sign(s): | Erect public notice sign(s) <u>15-days (minimum)</u> before Planning Commission meeting |
| Letters to Adjoining Property Owners: | Mail Certified Mail with Return Receipt <u>15 days (minimum)</u> before Planning Commission meeting |
| Planning Commission meeting*: | 4 th Tuesday of the month |
| Legal Notice appears in Gw. Daily Post: | 15-days (minimum) before Mayor and Council Public Hearing |
| Letters to Adjoining Property Owners: | Mail Certified Mail with Return Receipt <u>15 days (minimum)</u> before Mayor and Council Public Hearing |
| Mayor and Council Public Hearing*: | 4 th Monday of the month (following Planning Commission meeting) |

* Planning Commission and Mayor and Council public hearings are held at 7:30 p.m. at Snellville City Hall Council Chambers, 2342 Oak Road, Snellville, unless alternative meeting dates, times, and/or places are necessary.

The applicant may withdraw an application without prejudice until such time as the legal notice for the Mayor & Council public hearing is sent to the paper (no less than 21-days before the hearing date). No application shall be allowed to be withdrawn less than 21-days before the Mayor & Council public hearing unless the request for withdrawal is granted by Mayor & Council at the public hearing. **If an application is denied by Mayor & Council, no application affecting any portion of the same property shall be submitted less than six (6) months from the date of denial.**

APPLICATION FEES:

- Conditional Use Permit \$ 250.00 with Rezoning
\$ 500.00 without Rezoning
- Public Notice Sign(s) \$ 50.00 each (per parcel, per road frontage)
- Adjoining Property Owner Notification Letters \$ 15.00 per notice

APPLICANT SUBMITTAL CHECKLIST

FOR CONDITIONAL USE PERMIT APPLICATION

| I T E M | THIS SUBMITTAL CHECKLIST IS PROVIDED AS A TOOL TO ENSURE APPLICATION IS COMPLETE AND CONTAINS ALL NECESSARY DOCUMENTS AND EXHIBITS. APPLICANT SHALL PLACE A CHECK MARK (<input checked="" type="checkbox"/>) NEXT TO EACH ITEM THAT IS INCLUDED WITH APPLICATION SUBMITTAL (INCLUDING THE INDIVIDUAL BOXES (<input type="checkbox"/>) AS APPROPRIATE. UPON MEETING ALL APPLICATION REQUIREMENTS, PLEASE CONTACT THE CITY'S PLANNING DEPARTMENT (770.985.3514) TO SCHEDULE A PRE-SUBMITTAL APPLICATION REVIEW. YOUR COMPLETED CHECKLIST MUST ACCOMPANY YOUR APPLICATION TO THE PRE-SUBMITTAL REVIEW AND UPON APPLICATION SUBMITTAL. PLEASE UNDERSTAND, INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED. THANK YOU! | A P P L I C A N T | C I T Y S T A F F |
|------------------|---|---|---|
| 1 | Pre-submittal application review appointment scheduled. | | |
| 2 | Payment of: <input type="checkbox"/> application fee; and <input type="checkbox"/> public notice signage fee; and <input type="checkbox"/> adjoining property owner notification fee | | |
| 3 | Letter of Intent summarizing application request and submittal. | | |
| 4 | Names, addresses, and notarized original signatures of the owners of the subject parcel(s) and their agents, if any. | | |
| 5 | Legal description prepared for each subject parcel. <input type="checkbox"/> If multiple parcels, a composite legal description must also be provided. | | |
| 6 | Written verification from Gwinnett County Tax Assessor that all property taxes are current and paid-in-full for all subject parcels. Please use provided tax verification sheet (original). | | |
| 7 | A Certificate of Title or warranty Deed for all parcels subject to the application. | | |
| 8 | The present zoning district and land use plan classification for the subject parcel(s). | | |
| 9 | Subject and adjoining parcel map labeled with: <input type="checkbox"/> current property owner name(s); and, <input type="checkbox"/> tax parcel number (district, land lot, and parcel). | | |
| 10 | List of Adjoining Property Owner(s) including: <input type="checkbox"/> property owner name(s); <input type="checkbox"/> current mailing address; and <input type="checkbox"/> tax parcel number. | | |
| 11 | Original Site & Concept Plan showing: <input type="checkbox"/> North arrow; <input type="checkbox"/> district, land lot(s), parcel number(s); <input type="checkbox"/> dimensions with bearing and distance; <input type="checkbox"/> acreage; <input type="checkbox"/> location of the tracts; <input type="checkbox"/> present zoning and land use classification of all subject and adjacent parcels; <input type="checkbox"/> proposed location of all structures, driveways, parking and loading areas; and storm water detention; <input type="checkbox"/> location and extent of required buffer areas; <input type="checkbox"/> location of any easements and ROW. <input type="checkbox"/> Site & Concept Plan shall be prepared by a professional Architect, Engineer, Landscape Architect, or Land Surveyor and whose Georgia state registration is current and valid. <input type="checkbox"/> Site Plan must be stamped, sealed, and signed by one of the four above-mentioned professionals no more than six (6) months prior to the date of application submittal. | | |
| 12 | Architectural building renderings indicating: <input type="checkbox"/> building elevations; <input type="checkbox"/> colors; <input type="checkbox"/> construction materials, etc. of which the facades and roofs will consist. If existing buildings are to be used, <input type="checkbox"/> provide color photographs of all building elevations (printed on 8-1/2"x11" paper) | | |
| 13 | CD-ROM containing a digital file of: <input type="checkbox"/> Site & Concept Plan in .PDF and .DWG file formats; <input type="checkbox"/> legal description(s) in .PDF file format; and <input type="checkbox"/> completed and signed Conditional Use Permit application (and supporting documents and exhibits) in .PDF file format. | | |
| 14 | Analysis of impact of the proposed Conditional Use Permit pursuant to Section 15.2(3)(e) of the Snellville Zoning Ordinance (Attachment A) completed in sufficient detail to substantiate application request for Conditional Use Permit. <input type="checkbox"/> Additional information in narrative form, or depicted on the site plan, demonstrating how all provisions regarding the conditional use as listed in the Zoning Ordinance will be complied with. | | |
| 15 | Applicant's and/or Owner's Certification (Attachment C) and Conflict of Interest Certification and Disclosure of Campaign Contributions (Attachment D) completed, signed, and notarized by all property owners of the subject parcel(s). | | |
| 16 | Ten (10) original size copies of the Site & Concept Plan (item #11 above), folded to approximately 8-1/2"x11" | | |
| 17 | Ten (10) bound or stapled copies containing: <input type="checkbox"/> page 1 of CUP Application (and, if needed, sheets for additional property owners); <input type="checkbox"/> Letter of Intent; <input type="checkbox"/> Attachment A - Analysis of impact of the proposed Conditional Use Permit pursuant to Section 15.2(3)(e) of the Snellville Zoning Ordinance and any additional information provided in narrative form demonstrating how all the provisions regarding the conditional uses will be complied with; <input type="checkbox"/> Attachment B (if applicable); <input type="checkbox"/> 8-1/2"x11" reduction of the Site & Concept Plan (item #11 above); <input type="checkbox"/> Architectural building renderings. If existing buildings are to be used, provide color copies of all building elevations (printed on 8-1/2"x11" paper). | | |
| 18 | Clip and attach folded copy of the Site & Concept Plan (item #16 above) behind the CUP Application (item #17 above). | | |
| 19 | Original CUP Application submittal shall be clipped together and contain: <input type="checkbox"/> Completed, signed, and notarized Attachments A, B, C, and D; <input type="checkbox"/> Letter of Intent; <input type="checkbox"/> Legal Description for subject parcel(s) and composite legal description for all parcels; <input type="checkbox"/> Written verification from Gwinnett County Tax Assessor that all property taxes have been paid-in-full and are current; <input type="checkbox"/> Written verification from Gwinnett County of current property ownership; <input type="checkbox"/> Parcel map showing the subject and adjoining parcels and including property owner(s) names and tax parcel number; <input type="checkbox"/> List of adjoining property owners including property owner name(s), current mailing address, and parcel number; <input type="checkbox"/> Architectural building renderings or if existing buildings are to be used, color photographs of all building elevations (printed on 8-1/2"x11" paper); and <input type="checkbox"/> original Site and Concept Plan. | | |
| 20 | Additional Information (specify): | | |
| 21 | Additional Information (specify): | | |



CONDITIONAL USE PERMIT APPLICATION

Snellville Planning & Development Department

2342 Oak Road

Snellville, GA 30078

Phone 770.985.3514

Fax 770.985.3551

www.snellville.org

DATE RECEIVED _____

CASE # CUP _____

Applicant is: (check one) Owner's Agent
 Contract Purchaser
 Property Owner

Owner (if not the applicant): check here if there are additional property owners and attach additional sheets.

Name (please print)

Name (please print)

Address

Address

City, State, Zip Code

City, State, Zip Code

Phone Number(s) Fax

Phone Number(s) Fax

Contact Person: _____ Phone: _____ Fax: _____

Cell Phone: _____ E-mail: _____

Present Zoning Classification(s): _____ Present Land Use Classification(s): _____

Property Address/Location: _____ District ___ Land Lot ___ Parcel(s) _____

Applicants must submit a Conditional Use Permit application (and Land Use Plan Amendment and/or Zoning Map Amendment application, if required) for the following permitted uses (check one):

- Automotive Body Repair Shops (HSB District Only)
- Automotive Parts Store (with or without lubrication or tune-up centers) (BG and HSB Districts)
- Automotive Repair Shops including major engine repair (transmission, radiator repair and engine overhauls) (HSB District Only)
- Automotive and Motorcycle Sales and Rental Establishments and associated service facilities (BG and HSB Districts)
- Automotive Service Stations or Tire Stores (including lubrication, tune-up, battery replacement, brake repair centers) (BG District Only)
- Banks and Savings & Loan Institutions (OP District Only)
- Beauty and Barber Shops, including Manicurists (OP District Only)
- Boat Sales Establishments and associated service facilities (HSB District Only)
- Building Supply Centers with screened outdoor storage (BG and HSB Districts)
- Camper and Recreational Vehicle Sales and Rental Establishments and associated service facilities (HSB District Only)
- Cell Towers (new) and Telecommunications Antennas and Towers (new) (All Zoning Districts)
- Cemetery (All Residential Districts)
- Churches and related religious uses (All Residential Districts, BG and HSB Districts Only)
- Community Living Arrangement (RS-180 or RS-150 District)
- Commercial Recreational Enterprises (All Residential Districts; BG and HSB Districts)
- Contractor's Office with outdoor storage of equipment or materials (HSB District Only)
- Day Care Centers, provided that State day care requirements and health regulations are met (OP District Only)
- Drug Stores and Pharmacies accessed through and associated with medical clinics, doctors' offices, or dental offices (OP District Only)
- Emissions Inspections Stations (BG District Only)
- Equipment Rental, Sales, or Service Establishments with outdoor storage of equipment (HSB District Only)
- Family Personal Care Home (RS-180 or RS-150 District)
- Gas (Fuel) Stations (BG and HSB Districts)
- Group Home (RS-180 or RS-150 District)
- Historical Event Venue (All Residential Districts)
- Lawnmower Sales and Repair Shops (BG and HSB Districts)
- Machine and/or Welding Shops (BG District Only)
- Mini-Warehouse Storage Facilities (HSB District Only)
- Parking Lots and Parking Structures (OP District Only)
- Pawn Shops and Pawn Brokers, Title Pawn Shops, and Check Cashing Businesses (BG District Only)

- Plumbing, Electrical, Pool, and Homebuilding Supply Showrooms and Sales Centers with outdoor storage (HSB District Only)
- Psychics and Fortuntellers (BG District Only)
- Public, Private and Parochial Schools (All Residential Districts)
- Railroad through and spur tracks (All Residential Districts; OP, BN, BG, and HSB Districts)
- Tattoo and or Body Piercing Establishments (BG District Only)
- Taxicab or Limousine Services (BG and HSB Districts)
- Utility Substation (All Residential Districts; OP, BN, BG, and HSB Districts)

At a minimum, the following items are required with submittal of all CUP applications. Incomplete applications will not be accepted.

- √ Pre-submittal appointment shall be requested and completed a minimum of five (5) business days prior to Application deadline to ensure application is complete, accurate, and includes all required attachments/exhibits and required signatures;
- √ Payment of the appropriate application and public notice sign fees. Make checks payable to *City of Snellville*;
- √ Letter of Intent explaining the request for a Conditional Use Permit and what is proposed;
- √ The names, addresses, and original signatures of the owners of the subject parcel(s) and their agents, if any;
- √ The present zoning district and land use plan classification for the subject parcel(s);
- √ Analysis of impact of the proposed Conditional Use Permit pursuant to Section 15.2(3)(e) of Snellville Zoning Ordinance. (Attachment A);
- √ Applicant's and/or Owner's Certification (Attachment B);
- √ Conflict of Interest Certification and Disclosure of Campaign Contributions (Attachment C and D);
- √ A current legal description of the parcel(s) proposed for a Conditional Use Permit;
- √ Verification from county Tax Assessor that all property taxes have been paid and account is current (for all parcels subject to this application). Applicant to obtain confirmation of taxes paid using original Verification Sheet (attached);
- √ A Certificate of Title or Warranty Deed (for all parcels subject to this application);
- √ Map indicating the subject parcel(s) and the adjoining parcel(s), identified by property owner(s) name and tax parcel number;
- √ Ten (10) copies and one (1) original of the proposed Site and Concept Plan, and one (1) 11" x 17" (or smaller) reduction of the plan, drawn to scale, showing: (a) north arrow; (b) district, land lot(s) and parcel number(s); (c) the dimensions with bearing and distance; (d) acreage; (e) location of the tract(s), (f) the present zoning and land use classification of all adjacent parcels, (g) the proposed location of structures, driveways, parking and loading areas; (h) and the location and extent of required buffer areas. Site and Concept Plan shall be prepared by an architect, engineer, landscape architect, or land surveyor whose Georgia state registration is current and valid. Site plan must be stamped and sealed by one of the four above-mentioned professionals no more than six (6) months prior to the date of submittal;
- √ Additional information in narrative form, or depicted on the site plan, demonstrating how all provisions regarding the conditional use as listed in the Zoning Ordinance will be complied with;
- √ Ten (10) stapled or bound copies of the Conditional Use Permit application, Architectural building renderings and all supporting documents, in addition to one (1) unbound application (original) bearing original signatures. All documents must be folded to 8-1/2 x 11"; and
- √ A CD-ROM containing a digital file of: (a) site plan in .pdf and .dwg file formats, (b) legal description(s) in .pdf file format, and (c) completed and signed Conditional Use Permit application (and all supporting documents) in .pdf file format;

The following uses must comply with additional regulations, which is in-addition to the general submittal requirements above:

- Automotive Body Repair Shops – Site and Concept Plan shall include the location of a six-foot (6') high opaque fence. Provide picture(s) of proposed fencing.
- Automotive Repair Shops including major engine repair (transmission, radiator repair and engine overhauls) – Site and Concept Plan shall include the location of a six-foot (6') high opaque fence. Provide picture(s) of proposed fencing.
- Automotive and Motorcycle Sales and Rental Establishments and associated service facilities (include on Site & Concept Plan):

| | |
|---|--|
| | Complies (check one) |
| a) The property for said use shall not be less than two (2) acres in area; | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b) The property shall have a minimum road frontage of two-hundred (200) feet; | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c) One thousand (1,000) linear feet of separation exists between said business and any other automotive and motorcycle sales business.; | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d) Include the following statement on the Site & Concept Plan, "All vehicles on the sales lots are to be in operating condition at all times"; | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| e) Include the following statement on the Site & Concept Plan, "All vehicle inventory stored/parked/displayed outside must be on paved parking surfaces only and shall not be stored/parked/displayed in landscaped areas or elevated by use of a ramp, post or other device higher than five-feet (5') above grade"; | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| f) Include the following statement on the Site & Concept Plan, "Showrooms and/or service bays that keep new/used/service vehicles within building structures, must meet all applicable Federal, State, County, and local building and life-safety codes (at the time of application for an Occupation tax Certificate) regarding the storage of hazardous materials"; | <input type="checkbox"/> Yes <input type="checkbox"/> No |

NOTE: Internet automobile/motorcycle sales where there is no temporary or permanent storage, parking, delivery, or display of inventory may submit an Administrative Variance application in lieu of a Conditional Use Permit application for administrative review and approval.

- Building Supply Centers with outdoor lumber yards or storage areas - Site and Concept Plan shall include the location of a six-foot (6') high opaque fence. Provide picture(s) of proposed fencing.
- Cell Towers (new) and Telecommunications Antennas and Towers (new): See Attachment B

- Cemeteries (new): Complies (check one)
- a) All new cemeteries shall front on a street having a minimum road classification of "major collector", for a distance of at least one-hundred feet (100'); Yes No
 - b) New cemeteries shall have a minimum lot size shall be two (2) acres; Yes No
 - c) A landscape buffer having a width of ten-feet (10') shall be installed along all side and rear lot lines and shall have a fence of a type specified in the City of Snellville Architectural Design Standards. Show on Site Plan and provide pictures of proposed fencing. Yes No
- Churches and related religious uses: Complies (check one)
- a) All such facilities shall front on a street having a minimum road classification of "major collector", for a distance of at least one-hundred feet (100'); Yes No
 - b) The minimum lot size shall be one (1) acre; Yes No
 - c) The maximum lot size shall be three (3) acres; Yes No
 - d) All buildings shall be set back at least fifty-feet (50') from the front property line, forty-feet (40') from the rear property line, and twenty-feet (20') from the side property lines (thirty-five feet (35') on the street side if a corner lot; and Yes No
 - e) A densely planted buffer, no less than six feet (6') in height, having a minimum width of ten-feet (10') shall be installed along all side and rear property lines which abut Residential Land Use. Show on Site Plan. Yes No
- Community Living Arrangement: Complies (check one)
- a) Minimum one (1) acre lot size; Yes No
 - b) Licensed by the Department of Human Resources of the State of Georgia as a Community Living Arrangement; Yes No
 - c) The community living arrangement shall apply for and receive an occupation tax certificate/business license from the City of Snellville prior to operation; Yes No
 - d) May be granted for the care of up to 6 adults, aged 18 years or older; and Yes No
 - e) Approved by the Gwinnett County Department of Environmental Health for properties having an on-site sewage management (septic) system. Yes No
- Contractor's Office with outdoor storage of equipment or materials – Site and Concept Plan shall include the location of a six-foot (6') high opaque fence. Provide picture(s) of proposed fencing.
- Drug Stores and Pharmacies: Complies (check one)
- a) Accessed through and associated with medical clinics, doctors' offices, or dental offices; and Yes No
 - b) Provide floor plan showing office space and public and private access areas. Yes No
- Family Personal Care Home: Complies (check one)
- a) Minimum one (1) acre lot size; Yes No
 - b) Licensed by the Department of Human Resources of the State of Georgia as a Community Living Arrangement; Yes No
 - c) The community living arrangement shall apply for and receive an occupation tax certificate/business license from the City of Snellville prior to operation; Yes No
 - d) May be granted for the care of up to 6 adults, aged 18 years or older; and Yes No
 - e) Approved by the Gwinnett County Department of Environmental Health for properties having an on-site sewage management (septic) system. Yes No
 - f) The dwelling unit must be the primary and legal place of residence for the owner of the family personal care home. Owner of the family personal care home is defined as an individual, not a partnership or corporation, that has sole ownership of 51% or more of the stock, assets, or value of the family personal care home business. Yes No
 - g) Operation of the family personal care home is subject to the regulations or Article XVIII, Home Occupations and Businesses of the City of Snellville Zoning Ordinance. Yes No
- Gas (Fuel) Stations: Complies (check one)
- a) Fuel pumps shall not be closer than thirty-feet (30') from right-of-way. Show on Site Plan; Yes No
 - b) Fuel pumps and gas storage tanks shall be setback at least one-hundred feet (100') from any residential zoning district; Show on Site Plan; Yes No
 - c) Canopy design shall conform to the specifications indicated in Architectural Design Standards. Provide examples. Yes No
- Group Home: Complies (check one)
- a) Minimum one (1) acre lot size; Yes No
 - b) Licensed by the Department of Human Resources of the State of Georgia as a Child Care Institution; Yes No
 - c) The group home shall apply for and receive an occupation tax certificate/business license from the City of Snellville prior to operation; Yes No
 - d) May be granted for 6 or more children or child care institution for medically fragile children (1-12 children) that provides full-time group home care for children through 18 years of age outside their own home; Yes No
 - e) Approved by the Gwinnett County Department of Environmental Health for properties having an on-site sewage management (septic) system. Yes No
 - f) Dwelling and premises shall maintain residential in character. Yes No

- Historical Event Venue: Complies (check one)
- a) Principal building must have been built at least 50 years prior to the Conditional Use Permit application, and the principal building must maintain historical significance based upon criteria used for The National Register of Historic Places; provided however, that failure to be listed by The National Register of Historic Places shall not disqualify such a building for consideration by the City of Snellville for designation as an Historic Event Venue; Yes No
 - b) In addition to all principal permitted uses and permitted accessory uses, any such venue facility shall only be used for the following commercial uses – weddings, private parties, business lunches, receptions, showers, and events of similar characteristics; Yes No
 - c) The minimum lot size shall be one (1) acre. Show on Site Plan; Yes No
 - d) The minimum size of the principal building shall be 1,800 square feet. Show on Site Plan; and Yes No
 - e) A buffer shall be planted along all side and rear property lines, having a minimum width of ten-feet (10'), when abutting residentially zoned properties. Show on Site Plan. Yes No
- Pawn Shops and Pawn Brokers, Title Pawn Shops, and Check Cashing Businesses: Complies (check one)
- a) No pawnshop/broker, title pawn shop or check cashing business shall be licensed or operated within one-thousand feet (1,000') of any residential zoning district, public or private school or college, church or other place of worship, library, daycare facility, public park or playground, massage establishment, tattoo and/or body piercing establishment, and existing pawnshop, title pawnshop, check cashing or adult establishment. Provide distance survey by GA Registered Land Surveyor; Yes No
- Plumbing, electrical, pool and homebuilding supply showrooms and sales centers with outdoor storage – Site and Concept Plan shall include the location of a six-foot (6') high opaque fence. Provide picture(s) of proposed fencing.
- Psychics and Fortunetellers: Complies (check one)
- a) No psychic or fortuneteller shall be licensed or operated within two-thousand feet (2,000') of any residential zoning district, public or private school or college, church or other place of worship, library, daycare facility, public park or playground, massage establishment, adult entertainment establishment, tattoo and/or body piercing establishment, and any other existing psychic and fortunetelling business. Provide distance survey by GA Registered Land Surveyor; Yes No
- Public, Private and Parochial schools: Complies (check one)
- a) A minimum site of five (5) acres is provided; Yes No
 - b) The site shall front on a street having a minimum road classification of “major collector”, for a distance of at least one-hundred-feet (100'); Yes No
 - c) A buffer is provided along all side and rear property lines having a minimum width of ten-feet (10'). Show on Site Plan; Yes No
- Railroad through and spur tracks: Complies (check one)
- a) No sidings or terminal facilities shall be provided; Yes No
 - b) No service, repair or administrative facilities shall be provided. Yes No
- Tattoo and or Body Piercing Establishments: Complies (check one)
- a) No tattoo and/or body piercing establishment shall be licensed or operated within two-thousand feet (2,000') of any residential zoning district, public or private school or college, church or other place of worship, library, daycare facility, public park or playground, massage establishment, adult entertainment establishment, or any other existing tattoo and/or body piercing establishment. Provide distance survey by GA Registered Land Surveyor; Yes No
- Utility Substation: Complies (check one)
- a) Documentation is presented by the utility company depicting the need for such substation in a residential locale; Yes No
 - b) Any substation shall conform with all setback and space limits of the zoning district in which they are located; Yes No
 - c) Substations shall be enclosed by an opaque fence other than a cyclone type, and shall be appropriately landscaped; Yes No
 - d) A buffer shall be planted along all side and rear property lines, having a minimum width of ten-feet (10'). Yes No

Pursuant to Section 15.2(3)(e) of the Snellville Zoning Ordinance, a written, documented analysis of the impact of the proposed Conditional Use Permit with respect to each of the following matters shall be included. Please respond to the following standards in the space provided or attach additional sheets if necessary. **Simple yes/no answers or re-statement of the questions is not acceptable.**

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.

Response: _____

2. Whether the zoning proposal would adversely affect the existing use or usability of adjacent or nearby property.

Response: _____

3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

Response: _____

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

Response: _____

5. Whether the zoning proposal is in conformity with the policy and intent of the Land Use Plan.

Response: _____

6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

Response: _____

CELL TOWERS

Check here if section is NOT APPLICABLE

Article XIX of the Snellville Zoning Ordinance should be reviewed by the applicant in its entirety and the following shall be formally addressed in writing. Check here and attach additional sheets if necessary.

1) Section 19.4 (B) Inventory of Existing Sites and towers, that are either within the City of Snellville or within three miles of the border thereof, including specific information about the location, height, and design of each tower: _____

2) Section 19.5 (C) Factors Considered in Granting Conditional Use Permits:

A) Height of Proposed Tower: _____ (ft) _____ (meters)

B) Proximity of the tower to residential structures and residential district boundaries:

C) Nature of uses on adjacent and nearby properties:

D) Surrounding topography:

E) Surrounding tree coverage and foliage:

F) Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness:

G) Availability of suitable existing towers and other structures as discussed in Section 19.5 (D) of the Snellville Zoning Ordinance:



CITY OF SNELLVILLE
 Department of Planning & Development
 2342 Oak Road, 2nd Floor
 Snellville, GA 30078
 Phone 770.985.3514 Fax 770.985.3551

APPLICANT - PLEASE HAND DELIVER THIS VERIFICATION SHEET TO THE GWINNETT COUNTY TAX ASSESSORS OFFICE (SEE ADDRESS AND PHONE NUMBER BELOW) TO OBTAIN WRITTEN CONFIRMATION THAT REAL PROPERTY TAXES HAVE BEEN PAID-IN-FULL AND PROPERTY TAX ACCOUNT IS CURRENT. ATTACH COMPLETED ORIGINAL TO APPLICATION. IF SUBMITTING A LAND USE PLAN AMENDMENT APPLICATION TOGETHER WITH A REZONING APPLICATION, PROVIDE VERIFICATION SHEET(S) FOR ONLY ONE (1) APPLICATION.

APPLICANT NAME: _____

CHECK HERE, IF THERE ARE MORE THAN FOUR (4) SUBJECT PARCELS AND ATTACH ADDITIONAL SHEETS.

PROPERTY OWNER NAME(S): _____ TAX PARCEL NO.: _____

AMOUNT OF CURRENT TAXES PAID: \$ _____ PAYMENT DATE: _____ ACCOUNT CURRENT? YES NO

PROPERTY OWNER NAME(S): _____ TAX PARCEL NO.: _____

AMOUNT OF CURRENT TAXES PAID: \$ _____ PAYMENT DATE: _____ ACCOUNT CURRENT? YES NO

PROPERTY OWNER NAME(S): _____ TAX PARCEL NO.: _____

AMOUNT OF CURRENT TAXES PAID: \$ _____ PAYMENT DATE: _____ ACCOUNT CURRENT? YES NO

PROPERTY OWNER NAME(S): _____ TAX PARCEL NO.: _____

AMOUNT OF CURRENT TAXES PAID: \$ _____ PAYMENT DATE: _____ ACCOUNT CURRENT? YES NO

***** INFORMATION VERIFIED BY GWINNETT COUNTY TAX ASSESSOR'S OFFICE *****

| | |
|--|-------------|
| COUNTY TAX DEPARTMENT REPRESENTATIVE (PRINT NAME): _____ | DATE: _____ |
| COUNTY TAX DEPARTMENT REPRESENTATIVE (SIGNATURE): _____ | |

**ONLY ORIGINAL VERIFICATION SHEET
 CAN BE USED TO CONFIRM PROPERTY TAX ACCOUNT STATUS**