



TEXT AMENDMENT APPLICATION PACKET

Instructions for Applicant:

Complete this form and the appropriate attachments in order to apply for a Text Amendment. Refer to Article 13 of the Unified Development Code for more detail.

Fill in the top boxes and have your signature notarized. Deliver the original of the application and all attachments to the Community Development Department at 4488 Pineview Drive, Powder Springs 30127. You can reach the Planning & Zoning Department at 770-943-1666 during normal working hours to discuss your application or if you have any questions.

- Fill in your name, address, telephone number, the property's location and Land Lot in which the property is located.

The following information will be required (checklist attached):

- 1. Application**
- 2. Notice of Intent**
- 3. Proposed Text to be Amended**
- 4. Application Fee. City initiated request may be waived**

COMMUNITY DEVELOPMENT

4488 Pineview Drive

Powder Springs, GA 30127

Phone: 770-943-1666 email: commdev@cityofpowdersprings.org

Applicant's Public Notice Requirements:

The Code requires public notice of your Text Amendment request. The Community Development Department will tell you when and where the Planning and Zoning Commission will hold their public hearing on your application.

Newspaper: The City will publish a legal notice in the newspaper regarding your application and announcing the time and place of the public hearing. At least 15 days before the Mayor and Council but no more than 45 days prior to the date of the public hearing.

City Actions:

The Community Development Department will date your application when it is received. The Community Development Department has five (5) working days in which to determine that your application is complete or to return it to you for additional information. The application will not be scheduled for public hearing until it is complete.

The Planning Commission's public hearing will be held at the time advertised. At the public hearing, you will be allowed to speak first in order to present the application. Others in support of the application may then speak, followed by those in opposition to the application. You may then be allowed time for rebuttal if adequate time remains. Rebuttal must be limited to points or issues raised by opponents to the application at the hearing.

After the Planning Commission has made their recommendation, the Mayor and City Council will consider approval or denial of the application at their own public hearing. You or a representative thereof with authority to make binding commitments to the City with respect to any stipulations that may be offered in connection with such application shall attend the meetings, and make a presentation following the same procedure as the Planning Commission hearing.

The final action taken by the Mayor and City Council will be indicated on the application form, along with any stipulations that they impose on the property if approved, and a copy will be given to you as official notice of their final action.

APPLICATION FOR TEXT AMENDMENT

(APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT ALL MEETINGS)

For Office Use Only:

PZ #: _____

Planning Commission Hearing: _____ City Council Hearing: _____

Withdrawn Date: _____ Reason for withdrawal: _____

Applicant: _____

Email Address: _____

Mailing Address: _____ Zip Code: _____ Telephone #: _____

Section of the Code to be amended: _____

Applicant's Signature: _____

Section 13-12 Unified Development Code

An application to amend the text of this development code may be initiated by:

- (a) The governing body
- (b) The planning commission
- (c) The community development director
- (d) The director of public works, in the case of text amendments pertaining to article 21 of this development code.
- (e) The building inspector, in the case of text amendments pertaining to article 24 of this development code.
- (f) Any person, firm, corporation or agency, provided said individual, firm, corporation or agency is the owner or owner's agent of the property for which an amendment is sought, and further provided that the applicant has attended a pre-application meeting with the Community Development Director.

REQUIRED INFORMATION

Applicant must submit the following information by **4:00 p.m.** on or before the application deadline. Failure to submit any item, or any additional information that might be requested, on or before the deadline will result in the application being held until the next scheduled meeting of the Planning Commission.

Check the boxes for all of the items that you have attached:

- 1. Application
- 2. Notice of Intent - (see attached)
- 3. Proposed Text Amendment
- 4. Application Fee. City imitated request may be waived.

SUBSCRIBED AND SWORN BEFORE

ME ON _____.

Signature of Notary

My Commission Expires: _____

NOTICE OF INTENT

Part 1.

Please indicate the purpose of the application:

Part 2

Other Pertinent Information (List or attach additional information if needed):

APPLICANT'S WRITTEN ANALYSIS – *In details please address these Text Amendment Criteria*

(a) Is the proposed amendment consistent with the purpose and intent of this development code;

(b) Does the proposed amendment further the purpose and intent of the comprehensive plan, or is it needed to properly implement the comprehensive plan;

(c) Is the proposed amendment needed to address new or changing conditions;

(d) Does the proposed amendment reasonably promote the public health, safety, morality or general welfare;

CAMPAIGN CONTRIBUTION DISCLOSURE

Applicant: _____

Applicant's Address: _____

Applicant's Attorney: _____

Attorney's Address: _____

The following information is provided in accordance with the Georgia Conflict of Interest in Zoning Actions Act, O.C.G.A. 36-67A-1 *et seq.*

The property that is the subject of the attached application is owned by:

Individual(s) Corporation Partnership Limited Partnership Joint Venture

All persons, corporations, partners, limited partners, or joint ventures party to ownership of the property that is the subject of the attached application are listed below:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

APPLICANT: Within the two years preceding the date of the attached application, **the applicant** has made campaign contributions or gifts aggregating \$250 or more to the Mayor, to members of the Powder Springs City Council, or to members of the Planning Commission, as follows:

| Name of Official | Amount of Contribution or Gift | Date of Contribution or Gift |
|------------------|--------------------------------|------------------------------|
| _____ | _____ | _____ |

ATTORNEY: Within the two years preceding the date of the attached application, **the attorney representing the applicant** has made campaign contributions or gifts aggregating \$250 or more to the Mayor, to members of the Powder Springs City Council, or to members of the Planning Commission, as follows:

| Name of Official | Amount of Contribution or Gift | Date of Contribution or Gift |
|------------------|--------------------------------|------------------------------|
| _____ | _____ | _____ |

Planning & Zoning 2019 Agenda & Hearing Dates

Rezoning, Special Uses, Variances and Developments of Regional Impact (DRI)

| Deadline for Application | Agenda | Hearing | Council Agenda | Council Hearing |
|--------------------------|---------------------|------------------|-------------------|-----------------|
| December 26 2018 | January 10 | January 28 | January 30 | February 4 |
| January 29 | February 7 | February 25 | February 27 | March 4 |
| February 26 | March 14 | March 25 | March 27 | April 1 |
| March 26 | April 11 | April 29 | May 1 | May 6 |
| April 23 | May 9 | May 28 (Tuesday) | May 29 | June 3 |
| May 28 | June 13 | June 24 | July 10 | July 15 |
| June 25 | July 11 | July 29 | August 14 | August 19 |
| July 30 | August 8 | August 26 | September 11 | September 16 |
| August 27 | <i>September 12</i> | September 30 | October 2 | October 7 |
| September 24 | October 10 | October 28 | October 30 | November 4 |
| October 29 | November 14 | November 25 | November 26 | December 2 |
| November 26 | December 12 | December 16 | TBD | TBD |
| December 24 | January 9 | January 27 | TBD | TBD |

Note: Applications may be scheduled for a different hearing date than noted, at the discretion of the City staff, should the application require additional time for review and consideration.

- Planning & Zoning Agenda meetings - 7:00 p.m. in Community Development Department conference room. Pre-meetings start at 6:30 p.m.
- Planning & Zoning Public Hearings - 7:30 p.m. in the City Council Chambers at the Community Development Department. Pre-meetings start at 7:00 p.m.
- Mayor & Council Agenda dates subject to change. Council Agenda **times may vary**, contact Kelly Axt at City Hall (770-943- 1666) on the **day prior** to the Council Agenda meeting to determine when the item has been scheduled. The meeting will be held in the 2nd floor conference room at City Hall.
- Council Public Hearings - 7:00 p.m. in the City Council Chambers at Community Development Department.

ATTENDANCE IS REQUIRED AT ALL MEETINGS