

APPLICANT'S CHECKLIST
DOCUMENTS AND QUANTITIES REQUIRED

**ALL PERTINENT ITEMS ARE DUE AT THE TIME OF FILING
NO INCOMPLETE APPLICATION WILL BE ACCEPTED**

Item #	Required Item	Number of Copies	Check <input type="checkbox"/>
1.	Pre-Application Review Form	1 original and 8 copies	
2.	Application Form	1 original and 8 copies; plus 1 additional copy if project includes a DRI or MARTA review	
3.	Letter of intent (8½ x 11)	1 original and 8 copies; plus 1 additional copy if project includes a DRI or MARTA review	
4.	Legal Description (8½ x 11)	1 original and 8 copies; plus 1 additional copy if petition includes a concurrent variance	
5.	Deed	1 original and 8 copies	
6.	Site Plan Checklist		
7.	Site Plan	1 original (8 1/2"x11") and 8 (11"x17") copies; plus 1 additional copy if project includes a DRI or MARTA review FORM F	
8.	Environmental Site Analysis	1 original and 8 copies – Form A	
9.	Impact Analysis (8½ x 11)	1 original and 8 copies – Form B	
10.	Disclosure Form(s)	1 original and 8 copies – Form C	
11.	Authorization to Inspect Premises	1 original and 8 copies	
12.	CZIM	Follow guidelines in Chapter 2, Article L	
13.	CZIM Report	1 original and 8 copies	
THE FOLLOWING ITEMS MAY BE REQUIRED. SEE THE FOLLOWING INFORMATION FOR DETAILS.			
14.	Environmental Impact Report	1 original and 8 copies	
15.	Noise Study Report	1 original and 8 copies	
16.	Traffic Impact Study	1 original and 8 copies	
17.	Development of Regional Impact Review Form (DRI)	1 original and 8 copies	

REQUIRED ITEMS FOR REZONING/USE PERMIT APPLICATIONS:

- PREAPPLICATION REVIEW MEETING AND FORM:** Prior to submitting an application, all applicants are required to meet with staff to review the applicant's proposal and site plan and complete a Pre-application Review Form. **No pre-application review meeting will be held on the day of the filing deadline.** Applicants are required to bring the site plan and tax parcel identification number(s) to the meeting. Call 404.270.7029 to make an appointment.
- APPLICATION FORM:** Original and notarized signatures of the property owner(s) and applicant(s) or a notarized statement by the applicant as to ownership are required. If a contract is used in lieu of the owner's signature, the signature on the contract must be an original and the contract must be valid for the duration of the rezoning process.

3. **LETTER OF INTENT:** The Letter of Intent should state the requested rezoning and/or use permit/or concurrent variance should include factual details about the proposed use(s), such as number and square footages of buildings, number of residential units, minimum heated floor area of residential units, number of fixed seats in places of worship, number of employees and beds in assisted living facilities, personal care homes and nursing homes, number of employees and students in day care facilities, number of classrooms and number of students in schools, hours of operation, and number and use of playing fields. If concurrent variances are requested, the Letter of Intent should clearly state the requested variances and include explanations of hardships and any other reasons why the development standards cannot be met. If a rezoning request is for a CUP or MIX district, the Letter of Intent should detail the proposed development standards.
4. **LEGAL DESCRIPTION:** The legal description must be a metes and bounds description of the property that establishes a point of beginning and gives directions (bounds) and distances (metes) of property lines. If the property consists of more than one parcel, all parcels must be combined into one legal description.
5. **DEED:** A copy of the deed which matches the applicant's name or a copy of the letter indicating a closing and the recordation of a new deed.
6. **SITE PLAN CHECKLIST:** The site plan checklist (**Form F**) details the minimum requirements for site plans as specified by 10-2226 of the Zoning Ordinance.
7. **SITE PLAN:** Site plans must meet the minimum requirements specified by 10-2226 of the East Point Zoning Ordinance. Refer to Site Plan Check list (**Form F**).
8. **ENVIRONMENTAL SITE ANALYSIS (ESA):** All rezoning and/or use permit applications must include an Environmental Site Analysis (ESA) identifying environmental conditions on the site to determine if the proposed use may be considered environmentally adverse. Refer to Environmental Site Analysis (**Form A**) for specific instructions.
9. **IMPACT ANALYSIS:** All rezoning applications must include Impact Analysis (**Form B**). An Impact Analysis is not required for Use Permits.
10. **DISCLOSURE FORM:** If the owner, applicant and/or applicant's representative has made campaign contribution to any member of the City Council for \$500 or more within the past 2 years, Section 1 through 4 of the Disclosure Form (**Form C**) must be completed. If no contributions have been made, No should be circled and Section 4 of the form completed.
11. **AUTHORIZATION TO INSPECT PREMISES:** This document gives the City of East Point authorization to inspect the premises, which are the subject of this request for rezoning/use permit/concurrent variance.
13. **COMMUNITY ZONING INFORMATION MEETING (CZIM):** The CZIM is to allow applicants an opportunity to present their application, allow the citizens of East Point opportunities to review all applications submitted and ask questions of the applicant and express any preliminary concerns and to provide for a standard meeting location, day and time.
14. **CZIM REPORT:** A CZIM Report must be completed and filed with your application. The report shall include a list of all property owners within 500 feet of the subject property. Applications zoned I-1, I-2, or B-P shall notify all property owners within 1000 feet of the subject property.

OTHER DOCUMENTS THAT MAY BE REQUIRED:

15. **ENVIRONMENTAL IMPACT REPORT:** Any rezoning to I-1, I-2 as may be deemed environmentally adverse shall include an Environmental Impact Report as part of the rezoning/and or use permit process.
16. **NOISE STUDY REPORT:** Any rezoning/use permit located within 1,000 feet of an expressway, within 3,000 feet of an active rail line, or within 5 miles of the Hartsfield-Jackson International Airport boundary.
17. **TRAFFIC IMPACT STUDY:** When a project equals or exceeds the thresholds listed below, a traffic impact study must be submitted. The traffic impact study shall be prepared by a qualified traffic engineer or transportation planner in accordance with professional practices and the guidelines available in the Department of Public Works.

Thresholds for Traffic Impact Study	
Use	Size
Single Family Residential	500 units
Multifamily residential	700 units
Office	300,000 square feet
Hospital	375 beds
Commercial	175,000 square feet
Hotel/Motel	600 rooms
Industrial	500,000 square feet
Any mixed-use development that exceeds 500 peak hour trips as based on the standards of the Institute of Transportation Engineers (ITE) Handbook.	

18. **DEVELOPMENT OF REGIONAL IMPACT (DRI):** The Department of Community Affairs has formulated development thresholds as listed below. When a development meets or exceeds the thresholds, the Atlanta Regional Commission (ARC) and the Georgia Regional Transportation Authority (GRTA) shall review the project concurrently. Applicants shall first file the rezoning/use permit request with East Point. After the ARC/GRTA findings are complete, the rezoning/use permit will be placed on the next available agenda. It is the applicant’s responsibility to contact and follow all ARC and GRTA review procedures. For details visit the ARC at www.atlantaregional.com and GRTA at www.grta.org/dri/home.htm or call ARC or GRTA at 404.463.3000.

Effective January 1, 2005 DEVELOPMENTS OF REGIONAL IMPACT Tiers and Development Thresholds	
Type of Development	Metropolitan Region
Office	Greater than 400,000 square feet
Commercial	Greater than 300,000 square feet
Wholesale & Distribution	Greater than 500,000 square feet
Hospitals and Health Care Services	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
Housing	Greater than 400 new lots or units
Industrial	Greater than 500,000 gross square feet; or employing more than 1,600 workers; or covering more than 400 acres
Hotel	Greater than 400 rooms
Mixed Use	Gross square feet greater than 400,000 (with residential units calculated at 1,800 square feet per unit toward the total gross square footage); or covering more than 120 acres; or any of the individual uses meet or exceed a threshold as identified herein.
Airports	All new airports, runways and runway extensions
Attraction and Recreational Facilities	Greater than 1,500 parking spaces or a seating capacity of more than 6,000.

Post Secondary Schools	New school with a capacity of more than 2,400 students; or expansion by at least 25 percent of capacity.
Waste Handling Facilities	New facility or expansion of use of an existing facility by more than 50 percent or more
Quarries, Asphalt and Cement Plants	New facility or expansion of existing facility by more than 50 percent
Wastewater Treatment Facilities	New facility or expansion of existing facility by more than 50 percent
Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 feet of any water supply, otherwise storage capacity greater than 200,000 barrels
Water Supply Intakes/Reservoirs	New facilities
Intermodal Terminals	New facilities
Truck Stops	A new facility with more than three diesel fuel pumps; or containing a half acre of truck parking or 10 truck parking spaces
Any other development types not identified above (includes parking facilities)	1,000 parking spaces

PUBLIC HEARINGS

The **Planning and Zoning Commission** holds a public hearing on the third Thursday of each month at 7:00 PM at 3121 Norman Berry Drive, East Point GA. The Planning and Zoning Commission makes a recommendation that is forwarded to the City Council.

The **City Council** holds a public hearing on the third Monday of each month at 6:30 PM at 3121 Norman Berry Drive, East Point, GA.

PUBLIC NOTICE

- A. **Planning and Zoning Commission and City Council Public Hearing Notice:** Green signs posted along the frontages of properties subject to rezoning, orange signs for use permits and/or yellow signs for concurrent variance notify area residents of the Planning and Zoning Commission and City Council public hearings. Applicants are required to post signs in conspicuous places along the property's public street frontage(s) no later than 20 days before the Planning and Zoning Commission hearing. Failure to post the signs properly, in accordance with instructions given to applicants at the time of filing, will result in delaying action on the petition until the next available appropriate hearing date. **THERE ARE NO EXCEPTIONS TO PROPERLY POSTING THESE SIGNS.**

If an applicant, prior to advertising, defers a petition, it is the responsibility of the applicant to contact the Planning Division at 404.270.7029 to pick up new signs and re-post the property.

If the Planning and Zoning Commission or the City Council defers a petition, it is the applicant's responsibility to contact the Planning Division at 404.270.7029 to pick up new signs and re-post the property 20 days prior to the next hearing date. When a petition is deferred by the City Council for less than 20 days, posting and updated sign is not required.

- B. **Community Zoning Information Meeting (CZIM):** Purple signs posted along the frontages of properties subject to rezoning/use permits/concurrent variance that notify area residents of the Community Zoning Information Meeting (CZIM). The CZIM is not a public hearing but rather an informational meeting held on the second Tuesday following the filing deadline of each month from 6:30 p.m. until 8:00 p.m. at Jefferson Station, 1526 East Forrest Avenue, Station, Suite 100, East Point, GA. This meeting is open to all interested citizens and mandatory for applicants.
- C. **Notice of Development Intent:** By U.S. Mail, postcard notices are sent by the applicant to all property owners within 500 feet of the subject property and within 1000 feet for properties zoned I-1, I-2, and B-P. Said notices are mailed on the date of the filing deadline to property owners of record as shown on the current tax records of Fulton County as retrieved by the County's Geographic Information System.



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7029 (Phone)

404.209.5148 (Fax)

www.eastpointcity.org

PRE-APPLICATION REVIEW FOR REZONING, USE PERMIT(S) AND CONCURRENT VARIANCE(S)

Check all that apply: [] REZONING [] USE PERMIT(S) [] CONCURRENT VARIANCE(S)

Property Address: _____

Tax PIN(s): _____

Existing Zoning: _____

Proposed Zoning: _____

Existing Petition: _____

Proposed Use Permit(s): _____

Land Lot(s): _____

Future Land Use: _____

District: _____

Overlay District: _____

Total Acreage: _____

Ward: _____

Front: _____

Side: _____

Rear: _____

Width: _____

GPS Location _____

Applicant: _____

Phone: _____

Email: _____

Fax: _____

Owner: _____

Phone: _____

Email: _____

Fax: _____

Representative: _____

Phone: _____

Email: _____

Fax: _____

Applicant's Intent: _____

CONCURRENT VARIANCE(S):

Chapter/Section: _____ Request: _____

Chapter/Section: _____ Request: _____

Chapter/Section: _____ Request: _____

Sign posting		Environmental Site Analysis		Traffic Impact Study		Noise Study	
CZIM		Environmental Impact Report		DRI			

Commercial/Industrial: Building Height: _____ Gross Square Footage: _____ Density: _____	Residential: No. of Units: _____ Density: _____ Minimum Heated Floor Area: _____ Minimum Lot Area: _____
---	---

DEVELOPMENT STANDARDS FOR CUP, & MIX DISTRICTS			
Minimum Front Yard		Minimum Lot Frontage	
Minimum Rear Yard		Minimum Lot Width	
Minimum Side Yard		Minimum Rear Yard	

ATTENDANCE IS REQUIRED AT THE FOLLOWING MEETINGS:

- Community Zoning Information Meeting Date: _____ / _____ / _____
Planning and Zoning Commission Date: _____ / _____ / _____
City Council Date: _____ / _____ / _____

Please be sure to complete the following items:

1. Notify via the Development Intent Card the following:
 - a. Planner
 - b. Parcel Owners within a 500 ft. or 1000 ft. radius
 - c. All Council members
 - d. All Ward Homeowners Association Presidents

2. Forward photos of all signs posted by email to Senior Planner

- _____ CZIM Sign (**Purple**) Post visibly on property from date of application until ___/___/___.
- _____ Rezoning Sign (**Green**) Post visibly on property from ___/___/___ until ___/___/___.
- _____ Special Use Sign (**Orange**) Post visibly on property from ___/___/___ until ___/___/___.
- _____ Concurrent Variance Sign (**Yellow**) Post visibly on property from ___/___/___.

Applicant's Signature: To the best of my knowledge, this Pre-application review is correct and complete. If additional variances are determined to be necessary, I understand that I am responsible for filing an appeal as specified by Chapter 2, Article I of the East Point Zoning Code and Development Regulations.

Applicant: _____

Date: _____

Planner: _____

Date: _____



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7029 (Phone)

404.209.5148 (Fax)

www.eastpointcity.org

APPLICATION FOR REZONING, USE PERMIT AND CONCURRENT VARIANCE

Date: _____

TAX PARCEL IDENTIFICATION NUMBER(s): _____

Section I

REZONING REQUEST

Office use only
ZONING CASE#: _____ ROAD FRONTAGE: _____

PROPERTY ADDRESS (if available): _____

The undersigned, having interest in the property herein described, respectfully petitions that said property be rezoned from

Existing Zoning(s) _____ to _____ Proposed Zoning(s)

Section II

USE PERMIT REQUEST

Office use only
USE PERMIT CASE#: _____ ROAD FRONTAGE: _____

Under the provisions of Article D of the Zoning Ordinance, application is hereby made to obtain a Use Permit as follows:

CURRENT ZONING: _____

USE PERMIT REQUEST: _____

Section III

CONCURRENT VARIANCE REQUEST(S)

Office use only VARIANCE CASE#: _____ ROAD FRONTAGE: _____

REQUEST 1) _____

Ref. CHAPTER _____ SECTION _____

REQUEST 2) _____

Ref. CHAPTER _____ SECTION _____

REQUEST 3) _____

Ref. CHAPTER _____ SECTION _____

Attach additional sheets as needed.

SECTION IV

OWNER/PETITIONER

NOTICE: Part 1 and/or Part 2 below must be signed and notarized when the petition is submitted. Please complete Section IV as follows:

- a. If you are the sole owner of the property and not the petitioner complete Part 1.
- b. If you are the petitioner and not the sole owner of the property complete Part 2.
- c. If you are the sole owner and petitioner complete Part 1.
- d. If there are multiple owners **each** must complete a separate Part 1 and include it in the application.

Part 1 Owner state under oath that he/she is the owner of the property described in the attached legal description, which is made part of this application.

TYPE OR PRINT OWNER'S NAME

Sworn to and subscribed before me this the _____ Day of _____ 20_____

ADDRESS

NOTARY PUBLIC

CITY & STATE ZIP CODE

COMMISSION EXPIRES

OWNER'S SIGNATURE

(SEAL)

PHONE NUMBER

Part 2 Petitioner states under oath that: (1) he/she is the executor or Attorney-in-fact under a Power-of-Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); or (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

TYPE OR PRINT OWNER'S NAME

ADDRESS

CITY & STATE ZIP CODE

OWNER'S SIGNATURE

PHONE NUMBER

Sworn to and subscribed before me this the

_____ Day of _____ 20_____

NOTARY PUBLIC

COMMISSION EXPIRES

(SEAL)

SECTION V

ATTORNEY/AGENT

Check One: {___} Attorney {___} Agent

TYPE OR PRINT ATTORNEY/ AGENT NAME

SIGNATURE OF ATTORNEY / AGENT

ADDRESS

CITY & STATE ZIP CODE

PETITIONER'S SIGNATURE

PHONE NUMBER

**SITE PLAN REQUIREMENTS
FORM F****Sec. 10-2226. PLANS.**

Site plans for rezonings and land use petitions must be folded, drawn to scale, no larger than 30" x 42", and shall, at a minimum, include the following information:

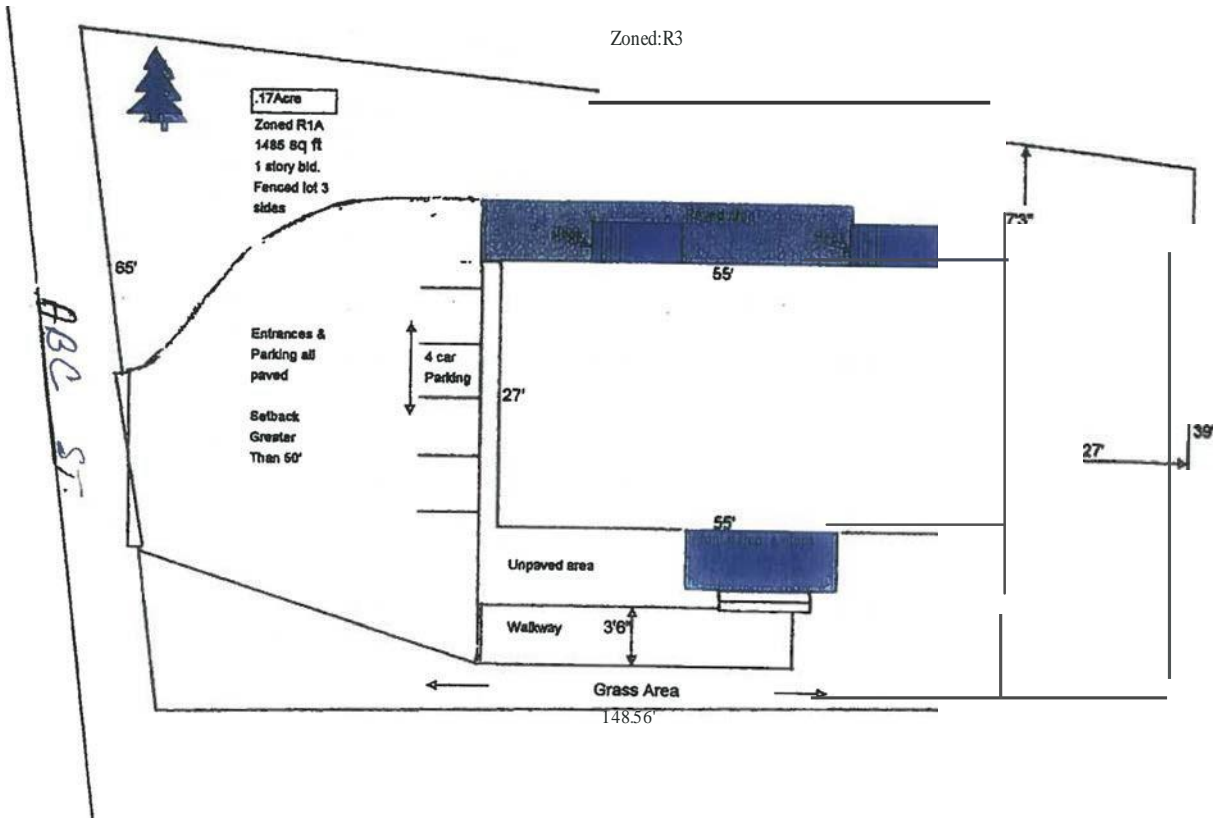
- (1) Key and/or legend and site location map with North arrow;
- (2) Boundary survey of subject property which includes dimensions along property lines that match the metes and bounds of the property's written legal description and clearly indicates the point of beginning;
- (3) Acreage of subject property;
- (4) Location of land lot lines and identification of land lots;
- (5) Existing, proposed new dedicated and future reserved rights-of-way of all streets, roads, and railroads adjacent to and on the subject property;
- (6) Proposed streets on the subject site;
- (7) Posted speed limits on all adjoining roads;
- (8) Current zoning of the subject site and adjoining properties;
- (9) Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvements on the subject property;
- (10) Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvements on adjacent properties within 400 feet of the subject site based on the County's aerial photography or an acceptable substitute as approved by the Director;
- (11) Location of proposed buildings (except single family residential lots) with total square footage;
- (12) Layout and minimum lot size of proposed single family residential lots;
- (13) Topography (surveyed or County) on subject site and adjacent property within 200 feet as required to assess runoff effects;
- (14) Location of overhead and underground electrical and pipeline transmission/conveyance lines;
- (15) Required and/or proposed setbacks;
- (16) 100-year flood plain horizontal limits and flood zone designations as shown on survey or FEMA FIRM maps;
- (17) Required landscape strips, undisturbed buffers, and any other natural areas as required or proposed;
- (18) Required and proposed parking spaces; loading and unloading facilities;
- (19) Lakes, streams, and waters on the state and associated buffers;
- (20) Proposed storm water management facilities;
- (21) Community wastewater facilities including preliminary areas reserved for septic drain fields and points of access;
- (22) Availability of water system and sanitary sewer system;
- (23) Tree lines, woodlands and open fields on subject site;
- (24) Entrance site distance profile assuming the driver's eye at a height of 3.5 feet (See East Point Subdivision Regulations);
- (25) Wetlands shown on the County's GIS maps or survey; and
- (26) Airport noise contours on those properties within the FAR Part 150 Airport Noise Contour Map.

A request for relief from any of the above site plan requirements may be submitted in writing to the Director for approval prior to the filing deadline. The request should clearly state the reasons for the request. Projects subject to Development of Regional Impact reviews and other large projects that will be phased shall be required to revise the site plan for each phase of the development to comply with the above standards through a zoning modification.

N



SAMPLE SITE PLAN FORMF



**ENVIRONMENTAL SITE ANALYSIS (ESA)
FORM A**

Provide a complete Environmental Site Analysis document fully addressing all items required in sections 1 through 3 below. Attach this Form A to the front of the completed Environmental Site Analysis document (and any subsequent revisions) prior to submission. For additional information and questions, please contact the Department of Planning and Community Development at 404.270.7030

Applicant _____

Phone Number: _____

1. **CONFORMANCE WITH THE COMPREHENSIVE PLAN.** Describe the proposed project and the existing environmental conditions on the site. Describe adjacent properties. Include a site plan that depicts the proposed project.

Describe how the project conforms to the Comprehensive Land Use Plan. Include the portion of the Land Use Map which supports the project's conformity to the Plan. Evaluate the proposed project with respect to the land use suggestion of the Comprehensive Plan as well as any pertinent Plan policies. Information regarding East Point's Comprehensive Plan may be found online at [ww.eastpointcity.org](http://www.eastpointcity.org).

2. **ENVIRONMENTAL IMPACTS OF THE PROPOSED PROJECT.** For each environmental site feature listed below, indicate the presence or absence of that feature on the property. Describe how the proposed project may encroach or adversely affect an environmental site feature. Information on environmental site features may be obtained from the indicated source(s). Cite the source of information regarding the presence or absence of environmental site features (e.g. according to the (<http://wms.co.fulton.ga.us/>)).

a. Wetlands

- U.S. Fish and Wildlife Service, National Wetlands Inventory (<http://wetlands.fws.gov/downloads.htm>)
- Georgia Geologic Survey 404.656.3214
- Fulton County Website (<http://wms.co.fulton.ga.us/>)
- Filed observation and subsequent wetlands delineation/survey if applicable

b. Floodplain

- Federal Emergency Management Agency (<http://www.fema.org>)
- Fulton County Website (<http://wms.co.fulton.ga.us/>)
- City of East Point Department of Public Works
- Field observation and verification

c. Streams/stream buffers

- Fulton County Website (<http://wms.co.fulton.ga.us/>)
- Field observation and verification

- d. Slopes exceeding 33 percent over a 10-foot rise in elevation
 - United States Geologic Survey Topographic Quadrangle Map
 - Field observation and verification
 - e. Vegetation (including endangered species)
 - United States Department of Agriculture, Nature Resource Conservation Service
 - Field observation
 - f. Wildlife Species (including fish and endangered species)
 - United States Fish and Wildlife Service
 - Georgia Department of Natural Services, Wildlife Resources Division, Natural Heritage Program
 - Field observation
 - g. Archeological/Historical Sites
 - Fulton County Historic Resources Survey
 - Georgia Department of Natural Resources, Historic Preservation Division
 - Field observation and verification
3. PROJECT IMPLEMENTATION MEASURES. Describe how the project implements each of the measures listed below as applicable. Indicate specific implementation measures required to protect environmental site feature(s) that may be impacted.
- a. Protection of environmentally sensitive areas, i.e. floodplain, slopes exceeding 25 percent, river corridors
 - b. Protection of water quality
 - c. Minimization of negative impacts on existing infrastructure
 - d. Minimization on archeological/historically significant areas
 - e. Minimization of negative impacts on environmentally stressed communities where environmentally stressed communities are defined as communities exposed to a minimum of two environmentally adverse conditions resulting from public and private municipal (e.g., solid waste and wastewater treatment facilities, utilities, airports, and railroads) and industrial (e.g., landfills, quarries and manufacturing facilities) uses
 - f. Creation and preservation of green space and open space
 - g. Protection of citizens from the negative impacts of noise and lighting
 - h. Protection of parks and recreational green space
 - i. Minimization of impacts to wildlife habits



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7029 (Phone)

404.209.5148 (Fax)

www.eastpointcity.org

IMPACT ANALYSIS FORM B

Applicant: _____

Analyze the impact of the proposed rezoning and answer the following questions:

1. Does the zoning proposal permit a use that is suitable in view of the use and development of adjacent and nearby property?

2. Does the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?

3. Does the property to be rezoned have a reasonable economic use as currently zoned?

4. Will the zoning proposal result in a use that could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?

5. Is the zoning proposal in conformity with the policies and intent of the land use plan?

6. Are there existing or changing conditions that affect the use and development of the property which support either approval or denial of the zoning proposal?

7. Does the zoning proposal permit a use that can be considered environmentally adverse to the natural resources, environment and citizens of East Point?

Attach additional sheets as needed.



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7212 (Phone)

404.765.2784 (Fax)

www.eastpointcity.org

DISCLOSURE REPORT FORM C

Office use only
REZONING PETITION#: _____ CITY COUNCIL MEETING DATE: _____

Within the (2) years immediately preceding the filing of this zoning petition have you, as the applicant or opponent for the rezoning petition, or an attorney or agent of the application or opponent for the rezoning petition, made any campaign contributions aggregating \$500.00 or more or made gifts having an aggregate value of \$500.00 to a member of City Council.

CIRCLE ONE: Yes NO

If the answer is YES, proceed to sections 1 through 4.
If the answer is NO, complete only section 4.

1. CIRCLE ONE: Party to Petition In Opposition to Petition

If party to petition, complete section 2, 3 and 4 below
If in opposition, proceed to section 3 and 4 below.

2. List all individuals or business entities which have an ownership interest in the property which is subject of this rezoning petition: _____

3. CAMPAIGN CONTRIBUTIONS:

Table with 4 columns: Name of Government Official, Total Dollar Amount, Date of Contribution, Enumeration and Description of Gift Valued at \$500.00 or more

4. The undersigned acknowledges that this disclosure is made in accordance with the Official Code of Georgia, Section 36-67A-1 et. Seq. Conflict of interest in zoning actions, and that the information set forth herein is true to the undersigned's best knowledge, information and belief.

Name (print) _____

Signature: _____ Date: _____



Department of Planning & Community Development

@ Jefferson Station

1526 E. Forrest Avenue Suite 100 East Point, GA 30344

404.270.7212 (Phone)

404.765.2784 (Fax)

www.eastpointcity.org

AUTHORIZATION TO INSPECT PREMISES

I/we _____, am/are the owner(s) of the property, which is the subject matter of this application. I/we authorize the City of East Point to inspect the premises, which are the subject of this request for rezoning/use permit/variance/subdivision.

Signature of Applicant

I have read this entire application and all of this information is completed.

Personally appeared before me

Applicant or Agent for Applicant

Print Name Clearly

Notary Public

Date

(Seal)

Commission Expires

NOTICE OF DEVELOPMENT INTENT

Case No.: _____

Location of Property _____

Applicant's Name: _____

For the purpose of: _____

CZIM Meeting Date: _____ at 6:30 p.m.

Planning & Zoning Commission Meeting Date: _____ at 7:00 p.m.

City Council Meeting Date: _____ at 6:30 p.m.

Applicant Signature: _____

Applicant Contact Phone Number: _____

*CZIM is held at 1526 East Forrest Avenue, East Point, GA 30344
All other meetings are held at 3121 Norman Berry Drive, East Point, GA 30344*

NOTICE OF DEVELOPMENT INTENT

Case No.: _____

Location of Property _____

Applicant's Name: _____

For the purpose of: _____

CZIM Meeting Date: _____ at 6:30 p.m.

Planning & Zoning Commission Meeting Date: _____ at 7:00 p.m.

City Council Meeting Date: _____ at 6:30 p.m.

Applicant Signature: _____

Applicant Contact Phone Number: _____

*CZIM is held at 1526 East Forrest Avenue, East Point, GA 30344
All other meetings are held at 3121 Norman Berry Drive, East Point, GA 30344*

NOTICE OF DEVELOPMENT INTENT

Case No.: _____

Location of Property _____

Applicant's Name: _____

For the purpose of: _____

CZIM Meeting Date: _____ at 6:30 p.m.

Planning & Zoning Commission Meeting Date: _____ at 7:00 p.m.

City Council Meeting Date: _____ at 6:30 p.m.

Applicant Signature: _____

Applicant Contact Phone Number: _____

*CZIM is held at 1526 East Forrest Avenue, East Point, GA 30344
All other meetings are held at 3121 Norman Berry Drive, East Point, GA 30344*

NOTICE OF DEVELOPMENT INTENT

Case No.: _____

Location of Property _____

Applicant's Name: _____

For the purpose of: _____

CZIM Meeting Date: _____ at 6:30 p.m.

Planning & Zoning Commission Meeting Date: _____ at 7:00 p.m.

City Council Meeting Date: _____ at 6:30 p.m.

Applicant Signature: _____

Applicant Contact Phone Number: _____

*CZIM is held at 1526 East Forrest Avenue, East Point, GA 30344
All other meetings are held at 3121 Norman Berry Drive, East Point, GA 30344*



Department of Planning & Community Development
1526 E. Forrest Avenue, Suite 100
East Point, GA 30344

POST
OFFICE
WILL NOT
DELIVER
WITHOUT
STAMP

Current Resident



Department of Planning & Community Development
1526 E. Forrest Avenue, Suite 100
East Point, GA 30344

POST
OFFICE
WILL NOT
DELIVER
WITHOUT
STAMP

Current Resident



Department of Planning & Community Development
1526 E. Forrest Avenue, Suite 100
East Point, GA 30344

POST
OFFICE
WILL NOT
DELIVER
WITHOUT
STAMP

Current Resident



Department of Planning & Community Development
1526 E. Forrest Avenue, Suite 100
East Point, GA 30344

POST
OFFICE
WILL NOT
DELIVER
WITHOUT
STAMP

Current Resident
