

# APPLICATION FOR VARIANCE

CITY OF HOSCHTON, GA  
PLANNING AND DEVELOPMENT  
79 City Square  
Hoshton, GA 30548  
706-654-3034

## **Applicant Information:**

Name:

Address:

City, State, Zip:

Phone:

E-mail:

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## **Property Owner Information:** *(if different from applicant)*

Name:

Address:

City, State, Zip:

Phone:

E-mail:

The property owner, must sign the following form; if the applicant is not the property owner, you must submit evidence of property owner approval to file this application by submitting the property owner authorization form.

## **Property Information:**

Tax Map and Parcel Number:

Address (if one has been assigned):

Acreage of Property:

Note: You must attach a metes and bounds legal description of the property. A boundary survey may be required; submit a copy if available.

## **Existing Zoning District:**

## **Section(s) of Zoning Ordinance to be Varied:**

**Property Owner Authorization**

I swear that I am the owner of the property which is the subject matter of this application, as shown in the records of Jackson County, Georgia.

Name of Owner(s)

Address

Telephone Number

Signature of Property Owner

I authorize the person named below to act as applicant in the pursuit of this application.

Name of Applicant(s)

Address

Telephone Number

Property owner personally appeared  
before me

\_\_\_\_\_

who swears that the information  
contained in this authorization is true  
and correct to the best of his or her  
knowledge and belief.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Date

### VARIANCE CRITERIA

Per Section 8.05 of the Hoschton Zoning Ordinance, One or more of the following criteria may be considered applicable or potentially applicable to decisions on variances. The applicant is urged to substantiate the request by responding to these criteria which provide reasons for approving the application:

- (a) There are extraordinary and exceptional conditions or practical difficulties pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district.**

Response:

- (b) A literal interpretation of the provisions of this ordinance would effectively deprive the applicant of rights commonly enjoyed by other properties of the district in which the property is located.**

Response:

- (c) Granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located.**

Response:

**(d) The requested variance will be in harmony with the purpose and intent of this ordinance and will not be injurious to the neighborhood or to the general welfare.**

Response:

**(e) The special circumstances are not the result of the actions of the applicant.**

Response:

**(f) The variance requested is the minimum variance that will make possible the proposed use of the land, building, or structure in the zoning district in which the development is located.**

Response:

[application form continues on next page]

To complete your application, attach/submit the following in addition to this completed form:

- **Application fee** as established by resolution of the City Council (\$375.00). Make check payable to the City of Hoschton.
- **Metes and bounds legal description** of the property.
- **Boundary survey plat** of the property; in the case where a building or structure was already constructed and requires a setback variance, the boundary survey shall include “as built” placement of the building or structure for which the setback is requested to be varied.
- **Letter of intent** describing the regulations to be varied (specific sections and the amount of numerical variation sought).
- **Site plan** (15 copies plus digital copy in pdf format) of the property and proposed development shall be submitted at an appropriate engineering scale showing the proposed use and relevant information regarding the variance request. Site plans must show information as reasonably required by the Zoning Administrator.

Please be advised of the following procedures:

The zoning administrator will determine whether the application is complete (incomplete applications will not be processed). Public notice of meetings (including sign on property and newspaper notice) of completed applications will be accomplished by the city. A staff report and recommendation will be prepared by the zoning administrator and submitted to the Hoschton Planning and Zoning Commission (which meets once a month) and Hoschton Mayor and City Council (regularly meets once monthly). The Planning and Zoning Commission will make a recommendation on the application, but the final decision is by the Hoschton City Council. Applicants are required to attend the Planning and Zoning Commission meeting and public hearing before the Mayor and City Council. Contact the zoning administrator for specific dates at which your application will be considered.