

# Ben Hill County Building and Zoning

402 A E Pine St, Fitzgerald, GA 31750

Phone: (229) 426-5100

[www.benhillcounty-ga.gov](http://www.benhillcounty-ga.gov)

## ZONING CHANGE APPLICATION



File No.: \_\_\_\_\_

### APPLICATION CHECKLIST

Please use the checklist to ensure that all items required by your application have been included.

### INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Should you have any questions, please call the Ben Hill County Building & Zoning Office at (229) 426-5100

Completed	Description
	Letter of intent (see page 3, item 4B of the application)
	Copy of current property tax paid receipt
	Map and parcel number of subject property
	Current land use district of subject property
	If the applicant is different from the owner, a notarized letter of authorization from the property owner stating that the applicant may act on their behalf
	List of adjacent property owners obtained from the Tax Assessor's office (see page 7, item 7A of the application)
	Conceptual site plan (see page 4, item 7C of the application)
	Signature of the Applicant
	Date
	\$300.00 application fee / advertising

I certify that the above items have been completed.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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### OFFICIAL USE ONLY

**SUBMITTAL DEADLINE** \_\_\_\_\_ **Application Fee** \_\_\_\_\_

#### Public Hearing Dates

**Planning Commission** \_\_\_\_\_

**Board of Commissioners** \_\_\_\_\_

Date Received: \_\_\_\_\_ Letters Mailed: \_\_\_\_\_ Property Posted: \_\_\_\_\_

This is an application for a Map Amendment to the Zoning Ordinance for Ben Hill County Georgia. This application form, together with all required attachments and fees, must be completed and returned to the Building and Zoning Director by the established deadline in order to initiate review and consideration of a land use change request. All properties listed in a single application must be contiguous and under a single local government jurisdiction. The applicant is responsible for the completeness, accuracy, and timely submittal of this application, including all of its attachments and fees. Unless otherwise stated, please type or neatly print the responses to each of the following.

1. **Applicant Information:** Contact person authorized to receive all communication regarding this application:

Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Has the applicant made any campaign contributions over \$250.00 to any local government official of the local government considering the application?

☐ YES ☐ NO

2. **Property Information:**

Map Number: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

General Location Description: \_\_\_\_\_

Existing Use of the Property: \_\_\_\_\_

Acreage (or square footage if less than 1 acre): \_\_\_\_\_

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**Current Land Use:** \_\_\_\_\_ **Proposed Land Use:** \_\_\_\_\_

Has this property been denied a Land Use Change during the past 12 months?

☐ YES ☐ NO

Has any public hearing been held regarding this property during the past 3 years?

(If so, describe.) \_\_\_\_\_

How will the property receive water and sewer services? (Public, private, community, septic, etc.)

According to the Water Resource District Ordinance Map, does the subject property include any protected water resources?

☐ YES ☐ NO

If yes, please explain. \_\_\_\_\_

3. **Owner Information:** (If the applicant listed above is not the current owner of the property, then list the names and addresses of all owners of record for each property that is the subject of this application.) Also, if the applicant is not the current owner or is one of multiple owners, a notarized Letter of Authorization shall be signed and submitted by all owner(s).

Map/Parcel Number

Owner of Record

Mailing Address

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4. **Attachments:** The following items must be submitted in full prior to acceptance of this application.

A. **Land Use Change Questionnaire** (see pages 5-6).

B. **Letter of Intent;** stating the request, why the request is being made, and any other specific information.

C. **Legal description**

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- D. **List of all current owners of record** for properties located immediately adjacent to or directly across any right-of-way from the subject property. The list shall include the current names, mailing addresses, and tax map/parcel numbers as reflected on the current tax roll of Ben Hill County. (This information may be obtained from the Ben Hill County Tax Assessor's Office.) Please list on page 7 and sign.
- E. **Proposed Conceptual Site Plan** that includes:
- a) Existing and proposed site improvements, including buildings, roadways, and any other improvements.
  - b) Existing and proposed natural features, including streams and other water resources (e.g. wetlands).
  - c) Any additional information related to the proposed use and development of the property.
  - d) Soils evaluation information regarding on-site waste management.

## **ZONING USE CHANGE QUESTIONNAIRE**

Section 1-1-5 of the Zoning Ordinance for Ben Hill County, Georgia states: The purpose of this ordinance shall be to promote the proper location, height, bulk, number of stories and size of open spaces, the density and distribution of population, and the uses of building, structures, and land for trade, industry, residence, recreation, agriculture, forestry, conservation, sanitation, protection against floods, public activities, and other purposes so as to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote the public health and the general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population, to prevent urban sprawl; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; to promote desirable living conditions and the sustained stability of neighborhoods; to protect property against blight and depreciation; to secure economy in governmental expenditures; to conserve the value of buildings and to encourage the most appropriate use of land, buildings, and structures throughout Ben Hill County, Georgia; and for other purposes.

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1) Is the proposed Land Use or use suitable in view of the Land Use and development of adjacent and nearby property?

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2) Does the request represent the possible creation of an isolated district unrelated to adjacent and nearby districts and will the proposed use adversely affect the existing use or usability of adjacent or nearby property?

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3) Will the proposed use cause an excessive or burdensome use of public facilities or services, including but not limited to streets, schools, water, sewer, or other public utilities, including police and fire protection?

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4) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or is the proposed use compatible and consistent with the purpose and intent of the Comprehensive Plan?

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5) Will the proposed change adversely influence existing conditions in the neighborhood or the city or county at large and are there substantial reasons why the property cannot or should not be used as currently districted?

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6) Are there potential adverse impacts on the environment, including but not limited to drainage, soil erosion and sedimentation, flooding, air quality, and water quality and quantity?

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7) Are the costs required of the public in providing, improving, increasing or maintaining public utilities, schools, streets and public safety necessities reasonable when considering the proposed changes?

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8) Will the proposed change be detrimental to the value or improvement of development of adjacent or nearby property in accordance with existing requirements and development standards?

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9) Is the proposed change out of scale with the needs of the neighborhood or Ben Hill County or does the request reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of property?

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10) Will the proposed change constitute a grant of special privilege to the individual owner as contrasted with the adjacent or nearby neighborhood or with the general public?

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I do hereby certify that to the best of my knowledge, the above information and attachments are true and correct. I authorize the staff of the Ben Hill County Commissioners' Office or their designee(s) to enter and inspect the premises, which is the subject of this application.

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Signature of Applicant

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Date

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### ADJACENT PROPERTY OWNERS

Map & Parcel Number:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

Name and Mailing Address:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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### Disclosure of Campaign Contributions

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you, the applicant, provided \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

☐ Yes      ☐ No

If the answer is yes, you must file a disclosure report with the governing authority of Ben Hill County showing:

1. The name and official position to whom the campaign contribution was made  
\_\_\_\_\_
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made \_\_\_\_\_  
\_\_\_\_\_

This disclosure must be filed when the application is submitted.

\_\_\_\_\_  
Signature of Applicant / Date

Check one: ☐ Owner      ☐ Agent