



City of Auburn
Planning & Development Department
1369 Fourth Avenue
P.O. Box 1059
Auburn, Georgia 30011
Phone: 770-963-4002 Fax: 770-513-9255
www.cityofauburn-ga.org

DATE RECEIVED _____

CASE FILE #: VA _____

VARIANCE APPLICATION

I. GENERAL INFORMATION

Applicant:

Property Owner:

Phone Number: _____

Phone Number: _____

E-mail _____

E-mail _____

Location: _____

Variance Summary _____

I hereby certify that the above information and all attached information is true and correct to the best of my knowledge:

Signature _____

Date _____

Notary Public _____

As a minimum, the following items are required with submittal of this application. Incomplete applications will not be accepted.

-
1. Payment of \$750.00 application fee. Make check payable to "City of Auburn".

2. Indicate how the following conditions relate to the requested Variance:
 - a. Whether extraordinary or exceptional conditions pertaining to the particular property in question because of its size, shape or topography;

 - b. Whether the strict application of the Ordinance imposes an unnecessary hardship;

 - c. Whether conditions exist that are peculiar to the particular piece of property involved;

 - d. Whether the granting of this Variance is detrimental to the public good nor impairs the purpose or intent of the Ordinance.

3. A written legal description and site plan drawn on survey plat.
4. Eight (8) copies of the application and all attached plans or documents.
5. Notarized owner/applicant certification.
6. Disclosure of Conflict of Interest or Campaign Contributions.
(If applicable)



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CERTIFICATIONS

In the event an owner's agent or contract purchaser is filing this application, both of the certifications below must be completed. If the owner is filing the application, only the owner's certification must be completed.

OWNER'S CERTIFICATION

The undersigned below, hereby declares that they are the owner(s) of the property, which at _____ as shown in the records of _____ county, GA.

Signature of Owner Date

Type or Print Name and Title Date

Signature of Notary Public

Notary Seal

AGENT'S CERTIFICATION

The undersigned below, or as attached, is hereby authorized to make this application by the property owner for the property listed above, which is the subject of this application.

Name of Agent

Agent's Address

Phone

E-mail

Signature of Owner

Appeared before me personally this _____ day of _____, 2____

Signature of Notary Public

Notary Seal



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CONFLICT OF INTEREST DISCLOSURE

The undersigned below, making application for Rezoning, Special Exemption, Special Use Permit, Variance, etc., has complied with the Official Code of Georgia Section 36-67A-1, et. sec., Conflict of Interest in Zoning Actions, and has submitted or attached the required information on forms provided.

Signature of Applicant Date

Signature of Owner Date

Type or Print Name and Title Date

Type or Print Name and Title Date

Signature of Notary Public Date



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DISCLOSURE OF CAMPAIGN CONTRIBUTION

In accordance with the Conflict of Interest in Zoning Act, Title 36, Chapter 67A, Official Code of Georgia Annotated. The following questions must be answered.

Have you, within the last four-years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the Auburn City Council, a member of the Planning and Zoning Commission or a member of the Zoning Board of Appeals, a member of the Planning Department, or any other government officials who will consider the application?

_____ YES _____ NO

If yes, please complete the following section:

Name and Official Position of Government Official(s):

Please list the Date and Amount of the Contribution(s) (list all which aggregated \$250.00 or more):

Signature of Applicant

Date

Print Name

Signature of Applicant's Attorney or Representative

Print Name