

# Application for Rezoning

## CITY OF VALDOSTA PLANNING DIVISION

This is an application for amendment of the Official Zoning Map of the City of Valdosta GA.  
All properties listed in a single application must be contiguous and under a single local government jurisdiction.

APPLICANT \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Has the applicant made any campaign contributions over \$250 to any local government official of the City of Valdosta?     YES             NO

*\*Note: If the Applicant is not the owner as listed on the Property Deed, a notarized letter from the owner(s), including phone number and address, authorizing the applicant to act on their behalf must be included.*

### PROCEDURE

**Application Requirements**

All Applications must be complete and include required supporting documents. **Incomplete applications will not be accepted.**

**Application Deadline**

Applications are due by 5:00 p.m. on the 15th day of the month. When the 15th falls on a weekend or holiday, applications are due the next business day. Complete Applications submitted by the deadline will be heard by the Greater Lowndes Planning Commission (GLPC) approximately six weeks following the application deadline and by the City Council approximately eight weeks following the deadline. For example, an application submitted on March 15th will be heard at the April Planning Commission meeting and the early May City Council meeting.

**Application Submission**

Return one copy of this completed application and all supporting documents to:

City of Valdosta Planning Division  
City Hall Annex  
300 N. Lee Street | P.O. Box 1125  
Valdosta, GA 31603-1125

**Application Public Hearings**

Applications will be heard at two public hearings as follows: (1) by the GLPC at their regular meeting held the last Monday of each month at 5:30 p.m. at the South Health District Office Building (325 W. Savannah Avenue), and then (2) by Valdosta City Council for a final decision at their regular meeting held the Thursday following the first Sunday of each month at City Hall (216 E. Central Avenue).

**Application Representation**

The applicant or authorized representative should attend both public hearings to support the Application and answer any questions.

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PROPERTY ADDRESS (OR GENERAL LOCATION DESCRIPTION IF NO ADDRESS ASSIGNED):  
\_\_\_\_\_

TAX MAP/PARCEL ID #: \_\_\_\_\_ ACREAGE: \_\_\_\_\_

CURRENT ZONING: \_\_\_\_\_ PROPOSED ZONING: \_\_\_\_\_

FUTURE DEVELOPMENT MAP "CHARACTER AREA" DESIGNATION:  
\_\_\_\_\_

EXISTING USE: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_

DATE OF REQUIRED PRE-APPLICATION MEETING: \_\_\_\_\_

DOES THE PROPOSED USE TRIGGER A DEVELOPMENT OF REGIONAL IMPACT (DRI) ?

YES             NO

DOES THE PROPOSED USE REQUIRE A CONDITIONAL USE PERMIT? *IF YES, ATTACH APPLICATION*

YES             NO

DOES THE PROPERTY REQUIRE ANNEXATION? *IF YES, ATTACH APPLICATION*

YES             NO

HAS THE PROPERTY BEEN DENIED A CUP, REZONING, OR OTHER LAND USE DECISION WITHIN IN THE PAST 12 MONTHS ?

YES             NO

HAS ANY PUBLIC HEARING BEEN HELD REGARDING THE PROPERTY IN THE PAST 3 YEARS?

YES             NO            *IF YES, DESCRIBE:* \_\_\_\_\_

**COMPREHENSIVE PLAN CONSISTENCY**

Pursuant to the City of Valdosta Land Development Regulations (LDR), no amendment to the Official Zoning Map shall permit a zoning district except in accordance with the districts permitted for each Character Area depicted on the Future Development Map (in the Comprehensive Plan) applicable to the property for which the amendment would apply. If the Character Area is inconsistent, the applicant must first obtain an appropriate amendment to the Comprehensive Plan in order to make this application request eligible for submission. Such application to amend the Comprehensive Plan must be approved by the City Council prior to the submittal of this rezoning application. This rezoning application will not be accepted for processing if the requested zoning district is not eligible based on the Character Area criteria.

Is the requested zoning district consistent with the designated Character Area as depicted on the Future Development Map of the Comprehensive Plan and as required by Section 202-6 of the LDR ?     YES     NO

**DESCRIPTION and RATIONALE of the PROPOSED REZONING:**

Please provide a brief description of the proposed development/redevelopment of the subject property the necessitates the Zoning change, or otherwise briefly describe the general rationale behind the requested zoning change. A more detailed and formalized LETTER of INTENT (signed by the applicant) may instead be required by the Planning Division staff, if it is warranted by the nature of proposed development/redevelopment of the subject property.

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**Zoning Change Questionnaire**

The Valdosta Land Development Regulations (LDR) state that in order to promote the public health, safety, morality and general welfare of citizens against the unrestricted use of property, certain "Standards for the Exercise of Zoning Powers" may be used by the governing body when making zoning decisions. The applicant is encouraged to respond to these questions to gain understanding as to why rezoning requests may or may not be approved. *(Attach additional sheets if necessary.)*

- 1) Is the proposed Rezoning consistent with the surrounding land use pattern and will it permit a range of uses that are suitable with regard to the use and development of adjacent and nearby properties ?

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- 2) How will the proposed Rezoning adversely affect the existing use(s) or usability of adjacent or nearby property ?

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3) Does the subject property of the proposed Rezoning have a reasonable economic use as it is currently zoned ?

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4) Will the proposed Rezoning result in a use that will or could cause an excessive or burdensome use of existing streets or transportation facilities, or the capacity of other public facilities such as utilities, parks, schools etc.. ?

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5) Is the proposed Rezoning in conformity with the policy and intent of the Greater Lowndes Comprehensive Plan ?

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6) What existing or changing conditions affecting the use and development of the property, give supporting grounds for either the approval or disapproval of the proposed Rezoning ?

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7) To what extent will the proposed Rezoning result in significant adverse impacts on the natural environment (including trees, wetlands, floodplain, groundwater, air quality, water quality, etc.) ?

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8) Will the proposed Rezoning constitute a grant of special privilege to the individual owner as contrasted with adjacent or nearby property owners or the general public ?

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**Adjacent Property Owners**

*Attach Additional Pages as Necessary*

List all current owners of properties located immediately adjacent to, or directly across the street or railroad right-of-way from, the subject property. This information may be obtained from the Lowndes County Tax Assessor's office (229.671.2540 or <http://qpublic.net/ga/lowndes/>).

The accuracy and completeness of this information shall be the responsibility of the applicant.

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Map and Parcel Number	Property Owner Name and Mailing Address
1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	

**APPLICATION CHECKLIST**

**Supporting Documents:** The following list of supporting documents must be submitted with this application. Only one (1) copy of each supporting document is necessary. Only *complete* applications will be accepted.

- Letter of Authorization:** If Applicant is not the current Property Owner or is one of multiple Owners, a notarized Letter from the Owner(s), including their phone number and address, authorizing the applicant to act on their behalf.
- Boundary Survey:** (No larger than 11 X 17) mechanically drawn and prepared by a professional engineer, landscape architect, or land surveyor registered in the State of Georgia. Drawing shall be at a scale of 1" = 100' or other scale acceptable to the Planning and Zoning Administrator, and shall include the following:
  - o North arrow and graphic scale.
  - o Inset map or location sketch depicting nearby roads or landmarks, etc.
  - o Land Lot and Land District notation.
  - o Acreage (or sq. footage) of the subject property.
  - o Metes and bounds information (distance & bearings) along all property lines.
  - o Base flood lines or a note that the property is not within a flood zone.
  - o Street names and right-of-way dimensions of abutting streets.
  - o Preparer's signature and seal.
- Metes and Bounds legal description of property**
- Conceptual Site Plan:** An existing or proposed conceptual site plan (no larger than 11 x 17) of the subject property mechanically drawn at a scale of 1" = 100', or other scale acceptable to the Planning Director, and shall include the following:
  - o Name of the existing or proposed development, applicant or owner.
  - o Date of drawing and revisions as applicable.
  - o Existing and proposed site improvements including all buildings and structures with usages, roadways with right-of-way dimensions and names, and other improvements relative to the development.
  - o Existing and proposed natural features, including streams and other water resources.
  - o Any additional required information discussed at the Pre-Application meeting or necessary to allow understanding of the proposed use and property development.
- Annexation Application** *(If Applicable)*

*Questions may be directed to Matt Martin, Planning Director*  
 Email: [mattmartin@valdostacity.com](mailto:mattmartin@valdostacity.com) Phone: (229) 259-3529  
 P.O. Box 1125 300 N. Lee Street Valdosta, GA 31603-1125

**CERTIFICATION AND AUTHORIZATION**

I hereby certify that, to the best of my knowledge and belief, the above listed information and all attached supporting documents are complete and accurate. I understand that this application will require public hearings by the Greater Lowndes Planning Commission (GLPC) and the Valdosta City Council. I have been made aware and I hereby acknowledge these scheduled hearing dates/times and locations where this Application will be considered, and I promise that either myself or my authorized representative will be in attendance at these public hearings. I also understand that review of this application may require site visits, and **I hereby authorize City staff and members of the GLPC and Valdosta City Council to enter and inspect the premises** which are the subject of this Application.

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

**FOR STAFF USE ONLY**

Date Received: \_\_\_\_\_ Reviewed for Completion By: \_\_\_\_\_

Is the requested zoning district consistent with the Character Area designation?    *YES*    *NO*

Reviewer's Initials: \_\_\_\_\_

**APPLICATION FEES:**

Advertising Fee: \$ 450

Processing Fee --- base fee: \$ \_\_\_\_\_

Processing Fee --- \_\_\_\_ acres x \$ \_\_\_\_ per acre \$ \_\_\_\_\_

Reimbursement Fees:

Certified Mail (*\$ 12.00 x Each Adjacent Property Owner*): \$ \_\_\_\_\_

\$ 20 per Public Hearing sign (per street frontage): \$ \_\_\_\_\_

**TOTAL FEES: \$ \_\_\_\_\_**

**PUBLIC HEARING DATES:**

GLPC \_\_\_\_\_ City Council \_\_\_\_\_

**ADVERTISING NOTICE DATES:**

Property Posted \_\_\_\_\_ Legal Ad Run \_\_\_\_\_

Letters Mailed: \_\_\_\_\_

**DECISION:**

(*Circle One*)                      Approved                      Denied

Comments: \_\_\_\_\_