



Fee: \$200 _____

Amount Paid: _____

Date: _____

City of Brunswick
Planning, Development, & Codes Department
601 Gloucester Street
Brunswick, Georgia, 31520

CONDITIONAL USE

Please take care to insure that the information for each checkbox below is sufficiently provided. **The City of Brunswick does not accept incomplete applications.** Applications must be submitted to the Planning, Development, & Codes Department no later than 20 days prior to the regularly scheduled meeting of the Planning and Appeals Commission. The PAC meets the second Wednesday of each month.

Completed Application

Survey/Lot Inspection Report/Vicinity or Aerial Map

Proof of property ownership OR proof of legal authorization from property owner

Construction Plan or Site Plan that details the operations that will take place on site

Letters of approval for any existing Variances, Special Use Permits, or Rezone (Text Amendment) Requests. **(STAFF WILL COMPILE)**

Written narrative that provides information about the use of the site and the requested variance. This should include the following (if applicable): Ingress/Egress to the site, off-street parking and loading locations, buffering or screening of open yard storage, hours of operation, or details specific to the particular use that are unique to the property.

The Planning, Development & Codes Department highly recommends arranging a meeting with staff prior to the submission of an application. Should you have questions or wish to arrange a meeting please contact City Planning at (912) 267-5527



CITY OF BRUNSWICK, GEORGIA

CONDITIONAL USE PERMIT APPLICATION

CU

THIS APPLICATION MUST BE FILED WITH THE PLANNING, DEVELOPMENT & CODES DEPARTMENT 20 DAYS BEFORE THE PLANNING AND APPEALS COMMISSION MEETING AT WHICH IT WILL BE HEARD. THE BRUNSWICK PAC WILL HOLD AT LEAST ONE PUBLIC HEARING AND MAKE A RECOMMENDATION ABOUT YOUR REQUEST WITHIN 65 DAYS OF THE DATE YOU FILE A COMPLETE APPLICATION. THE CITY COMMISSION WILL THEN ISSUE OR DENY THE PERMIT. YOU ARE ENCOURAGED TO READ SECTION 23-26-2 OF THE ZONING ORDINANCE REGARDING CONDITIONAL USE PERMITS. A **\$200 FEE** IS REQUIRED FOR THE APPLICATION TO BE CONSIDERED COMPLETE.

TO BE COMPLETED BY THE APPLICANT

1. YOUR NAME _____ PHONE NUMBER _____
ADDRESS _____ EMAIL: _____
2. THE PLANNING DIRECTOR INFORMED ME THAT A SPECIAL USE PERMIT IS REQUIRED AT THE TIME I APPLIED FOR: CHECK ONE () BUILDING PERMIT () A ZONING AMENDMENT (REZONING)
3. STREET ADDRESS _____
PARCEL NO. _____ Lot No. _____ ZONING MAP NO. _____
4. PRESENT ZONING _____
5. OWNER OF PROPERTY, IF NOT YOU: NAME _____
ADDRESS _____ PHONE _____
6. PROPOSED USE OF PROPERTY _____

7. PLEASE ATTACH A SIMPLE MAP SHOWS THE NAMES OF ALL ADJACENT PROPERTY OWNERS AND THE TYPES OF EXISTING LAND USES WITHIN 300 FEET OF YOUR PROPERTY.

SIGNATURE

DATE

TO BE COMPLETED BY THE PDC DIRECTOR OR DESIGNEE

1. HAS THE CORRECT FEE BEEN PAID? () YES () NO AMOUNT \$ _____
2. DATE COMPLETE APPLICATION WAS FILED: _____
3. LIST ATTACHMENTS:
() SIMPLE MAP WITH ADJACENT PROPERTY OWNERS' NAMES AND EXISTING USES
() SITE PLAN
4. PUBLIC HEARING
DATE APPLICANT WAS NOTIFIED: _____
DATE HEARING WAS ADVERTISED: _____
DATE HEARING WAS HELD: _____
5. PLANNING COMMISSION RECOMMENDED: () APPROVAL () DENIAL
CONDITIONS OF APPROVAL OR REASONS FOR DENIAL: _____
6. CITY COMMISSION: () APPROVAL () DENIAL
CONDITIONS OF APPROVAL OR REASONS FOR DENIAL: _____
7. DATE APPLICANT WAS NOTIFIED OF FINAL ACTION: _____