



**ZONING VARIANCE APPLICATION**

City of Albany     Dougherty County

**Address of Property:** \_\_\_\_\_

Name of Property Owner(s): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

***Large maps submitted with application should have an 8½" x 11" copy attached.***

If the applicant is not the current owner of the property, the applicant must attach a completed Verification of Ownership authorizing the filing of this application.

**Requested Action:**

I request that the Albany Dougherty Planning Commission grant a zoning variance which will allow: \_\_\_\_\_, which will not comply with the provisions of the zoning ordinance.

- 1. Front/Side/Rear setback: \_\_\_\_\_ instead of \_\_\_\_\_
- 2. Number of off-street parking spaces: \_\_\_\_\_ instead of \_\_\_\_\_
- 3. Maximum % of gross lot area: \_\_\_\_\_ instead of \_\_\_\_\_
- 4. Height: \_\_\_\_\_ instead of \_\_\_\_\_
- 5. Other: \_\_\_\_\_ instead of \_\_\_\_\_

The reason for this request: \_\_\_\_\_

Current zoning district: \_\_\_\_\_

(Please provide an 11" x 17" drawing of proposed site plan for the property).

Name of Subdivision (if applicable): \_\_\_\_\_

Lot # \_\_\_\_\_ Block # \_\_\_\_\_ Subdivision Recorded – Cabinet Bk. \_\_\_\_\_, Slide \_\_\_\_\_

Size of property (acres/sq. ft.) \_\_\_\_\_

**A complete application must be filed by the 10th of the month to be considered for the meeting of the following month.**

I hereby authorize the Planning & Development Services staff to inspect the premises of the above described property and to place a public notice sign on the premises as required by law. I also hereby depose and say that all statements herein, and attached statements submitted are true and accurate to the best of my knowledge and belief.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

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

Notary Public: \_\_\_\_\_ My commission expires: \_\_\_\_\_

*(Staff Use)*

Posting fee: \_\_\_\_\_ Date paid: \_\_\_\_\_ Receipt: \_\_\_\_\_

PLANNING & DEVELOPMENT SERVICES

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## VERIFICATION OF OWNERSHIP

**Name of all owners:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Property Location (give description if no address): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am the owner of the property listed above, which is the subject matter of the attached application, as shown in the records of the City of Albany, or Dougherty County.

\_\_\_\_\_  
Owner Signature (all owners must sign)

\_\_\_\_\_  
Owner Signature (all owners must sign)

Personally appeared before me \_\_\_\_\_, who has stated that the information on this form is true and correct.

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

\_\_\_\_\_  
Date

**In my absence, I authorize the person named below to act as the applicant in the pursuit of action for the attached application.**

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

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

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**D. Historic Preservation Commission**

COA Rehabilitation	\$50
COA New Construction	\$100
COA Demolition/Relocation	\$250

**E. Other Fees**

Administrative Review	\$50
Floodplain Special Use: Residential/Commercial	\$100/\$400
Zoning Certification	\$50

**F. Documents**

Zoning Ordinance	\$30
Street Index	\$20
Historic Ordinance	\$10
Comprehensive Plan	\$110
Sign Ordinance	\$5
Floodplain Ordinance	\$5
Soil Erosion & Sedimentation Control Ordinance	\$5
Tree Ordinance	\$5
A disk copy of a document	\$20

*First 2 sheets of documents copied is \$3.00. Additional sheets are 25¢ each.*

**G. Maps**

City/County small map	(Blue/black line copy)	\$15
City/County medium map	(Blue/black line copy)	\$15
City/County large map		\$25
Election District Map		
Board of Education		\$10
City/County		\$10
General Assembly		\$10
Precinct		\$10
Aerial Map		\$10
Computer copy of map		\$20
Complete set of Zoning Maps		\$250

*Maps created from the plotter cost \$20 per hour for labor and \$10 for each additional print.*

**Application Withdrawal**

A reimbursement of \$250 will be provided upon receipt of a Written Notice of Withdraw before the Planning Commission Meeting Date. There will be no reimbursement if a withdrawal notice is received after the Planning Commission Meeting Date. Applicants desiring to refile must follow the guidelines outlined in Title III Article 4 Section 4.04 (F) Withdrawal of an Application for Map Amendment or Other Zoning Decision.



## FEE SCHEDULE

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### A. Zoning

AG (Agricultural District)	\$400
R-E (Estate District)	\$400
R-1 (Single-Family Residential District)	\$400
R-2 (Single-Family Residential District)	\$400
R-G (Single-Family Residential District in the County only)	\$400
R-MHS (Mobile Home Single-Family District)	\$400
R-3 (Single-Family & Two-Family Residential District)	\$500+\$50/acre
R-MHP (Mobile Home Park District)	\$500+\$50/acre
C-R (Community Residential Multiple-Dwelling District)	\$500+\$50/acre
C-1 (Neighborhood Mixed-Use Business District)	\$600+\$60/acre
C-2 (General Mixed-Use Business District)	\$600+\$60/acre
C-3 (Commercial District)	\$600+\$60/acre
C-5 (Office-Institutional-Residential District)	\$600+\$60/acre
C-6 (Transitional Business District)	\$600+\$60/acre
C-7 (Mixed-Use Planned-Development District)	\$600+\$60/acre
C-8 (Commercial Recreation District)	\$600+\$60/acre
M-1 (Restricted Industrial District)	\$600+\$60/acre
M-2 (Heavy Industrial District)	\$600+\$60/acre
Special Approval	\$400+\$40/acre

*All properties will be rounded to the nearest full acre.*

*There is a \$3,500 cap on zoning/special approvals.*

Site Plan Review	\$400+\$40/acre
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### B. Subdivisions

1 to 2 lots	\$300
3 lots or more	\$300 for first 2 lots + \$30 per each additional lot

*The subdivision application fees are for the subdividing, combining, and recombining of lots.*

### C. Variances

Residential	\$100
Commercial	\$400
Floodplain: Residential/Commercial	\$100/\$400

*The fee is double after the fact.*