Administrative Variance Application

Coweta County Planning Department
22 East Broad Street • Newnan, Georgia 30263 • 770-254-2635

Name of Applicant: _______________________________________________________________________
Address of Applicant: _____________________________________________________________________
Phone #: _________________________________________________________________________________
Address or Location of Property: __________________________________________________________________________
Tax I.D. # of Property: _________________________________________________________________________

Definition of a Variance: A variance is a relaxation of the terms of the ordinance where such variance will not be contrary to the public interest, and where, owing to the conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of the ordinance would result in unnecessary and undue hardship. As used in the ordinance, an administrative variance is authorized for height; establishment or expansion of a use otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of non-conformities in the zoning district or uses in an adjoining zoning district.

Brief description of proposed structure and use:
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Reasons for not complying with development standards contained in the ordinance. (Include any extraordinary conditions concerning the property and/or structure that warrants a variance.)
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Provide suggested mitigative measures, if any, to reduce the impact if the variance is granted. If no mitigation is proposed, the request must include an explanation of why none is being proposed.
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Please provide the following information with the variance request:

- A fee in the amount of $50.00
- A denial letter from the Development Review Division of the Planning Department indicating the reasons(s) for non-compliance.
- A letter from the applicant stating their appeal including reasons for non-compliance and provide suggested mitigated measures, if any.
- Copy of Warranty Deed.
- If applicable, a plat of property indicating all existing and proposed structures in relating to nearby streets, property lines, and driveways; dimensions are to be accurate (submit one (1) hard copy and an electronic file in JPEG or PDF format of the plat).

Signature of Applicant ______________________ Date ______________________

Office Use Only

Property Tax I.D. # ______________________ Zoning Map # ________ Zoning: ______________________

Recommendations: ________________________

Action Taken ________________________ By: ________________________ Date: ________________________