

TO AMEND THE ZONING MAP OF COWETA COUNTY
SPECIAL USE PERMIT APPLICATION –
SPECIAL EVENTS, FESTIVALS, AND TOURISM ACTIVITIES

Name of Applicant: _____

Applicant Address: _____

Applicant Email: _____ Phone #: _____

Name of Property Owner(s): _____

Address (if applicable) and Legal Description of Proposed District: _____

Present Zoning Classification: _____ Requested Classification: _____

Present Use of Property and Any Structures There-On: _____

Stated Use of Property: _____

With each application for a Special Use Permit, the following documents shall be submitted to the Coweta County Planning Department:

- (1) Completed application signed and dated
- (2) If applicant is not owner of property, a notarized statement must be admitted from property owner(s) giving the applicant the right to file the rezoning application. The notarized statement must identify proposed district by acreage, land lot, land district, tax reference number and street location, zoning classification, and stated use.
- (3) Disclosure Form signed and dated from the applicant(s) and each property owner.
- (4) Written legal description providing the metes and bounds for the proposed Special Use District and the same for utility easements that will be used to access the district.
- (5) Copy of Warranty Deed for subject property.
- (6) Application Fee.
- (7) Conceptual Site Plan meeting the requirements for a Conceptual Site Plan as set forth in Article 29 of the Coweta County Zoning & Development Ordinance. One (1) copy and an electronic file of plan in PDF or JPEG format shall be submitted to the Planning Department. If alcohol is to be available at the facility, the location of alcohol service and related activities.
- (8) One (1) hard copy and an electronic version of a professional type rendering of structures existing or to be placed on the site. The rendering shall depict the project in detail, sufficient for the public and the Commission to understand dimensions, location nature and scope of the proposed use.
- (9) Corporate applicants shall submit the names and addresses of all members having ten percent or greater interest in the corporation.
- (10) A detailed narrative defining the following:
 - Frequency of operations, duration, intensity
 - Hours of operations
 - Waste Disposal plan
 - Parking
 - Security (Traffic & Property Management)
 - Restroom Facilities
 - Lighting – Exterior Plan including type & illumination
 - Noise Level Plan
 - Buffer location
- (11) Letter from Development & Engineering which identifies any traffic analysis requirements and actions needed to address these items.
- (12) Letter from Environmental Health Department advising of sewage disposal capacity and other Food Service requirements.

I certify that I own the property described in this application or authorized by the (owner or owners) to file this application on their behalf.

Signed by: _____ Date: _____

Print Name: _____ Title: _____

Attachments:

- Disclosure Form
- Fee Schedule
- Conceptual Site Plan Requirements – Article 29