



TOWN OF BRASELTON - VARIANCE APPLICATION

An applicant seeking a grant of variance from the provisions of the Town of Braselton's Development Code must submit to the Planning and Development Department the required application materials (see attached Variance checklist) together with a \$400 fee to cover administrative and advertising costs. A public hearing will be held on a valid application from sixty (60) to ninety (90) days after the Town's receipt of such application. The applicant must be present at such hearing.

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION
NAME: ADDRESS: CITY: STATE: ZIP: PHONE: EMAIL:	NAME: ADDRESS: CITY: STATE: ZIP: PHONE: EMAIL:
CONTACT PERSON: PHONE: EMAIL:	

APPLICANT IS THE:	
☐ OWNER'S AGENT	☐ PROPERTY OWNER ☐ CONTRACT PURCHASER
PRESENT ZONING DISTRICT(S):	
TAX PARCEL NO:	ACREAGE:
ADDRESS OF PROPERTY:	
PROPOSED VARIANCE (state specific code section for which relief is requested):	

PLEASE ATTACH A LETTER OF INTENT EXPLAINING WHAT IS PROPOSED
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BRASELTON PLANNING AND DEVELOPMENT OFFICE USE ONLY
Date Accepted:_____Application Number:_____

STANDARDS GOVERNING THE GRANT OF A VARIANCE

PURSUANT TO ARTICLE 14 OF THE TOWN OF BRASELTON DEVELOPMENT CODE, THE ZONING BOARD OF APPEALS HAS THE QUASI-JUDICIAL AUTHORITY TO AUTHORIZE UPON APPLICATION IN SPECIFIC CASES A VARIANCE FROM THE TERMS OF THIS DEVELOPMENT CODE SUCH AS WILL NOT BE CONTRARY TO THE PUBLIC INTEREST, WHERE, OWING TO SPECIAL CONDITIONS, A LITERAL ENFORCEMENT OF THE PROVISIONS OF THIS DEVELOPMENT CODE WILL RESULT IN UNNECESSARY HARDSHIP, BUT WHERE THE SPIRIT OF THE CODE SHALL BE OBSERVED AND SUBSTANTIAL JUSTICE DONE. SUCH SPECIAL CONDITIONS SHALL BE LIMITED TO EXCEPTIONAL NARROWNESS, SHALLOWNNESS, OR SHAPE OF A SPECIFIC PIECE OF PROPERTY EXISTING AT THE TIME OF THE ENACTMENT OF THIS DEVELOPMENT CODE, OR EXCEPTIONAL TOPOGRAPHIC CONDITIONS OR OTHER EXTRAORDINARY AND EXCEPTIONAL SITUATION OR CONDITION OF SUCH PIECE OF PROPERTY AS WOULD RESULT IN PECULIAR, EXTRAORDINARY, AND PRACTICAL DIFFICULTIES.

Please respond to the following standards set forth governing the grant of a variance in the space provided or use an attachment as necessary:

- A) Are there special circumstances or conditions applying to the building or land in question are peculiar to such premises and do not apply generally to other land or buildings in the vicinity? _____
- _____
- _____
- _____
- _____
- B) Is the granting of the application necessary for the preservation and enjoyment of a property right and not merely to serve as a convenience to the applicant? _____
- _____
- _____
- _____
- _____



C) Is the condition from which relief or a variance is sought not the result from action by the applicant? _____

D) Will the authorizing of the variance not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets, or increase the danger of fire, or imperil the public safety, or unreasonably diminish or impair established property values within the surrounding areas, or in any other respect impair the health, safety, comfort, morals, or general welfare of the inhabitants of the Town? _____

E) Will the granting of the variance not allow a structure or use in a district restricted against such structure or use? _____



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VARIANCE APPLICANT'S CERTIFICATION

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR RE-APPLICATION WITH THE SAME REQUEST SHALL BE SUBMITTED WITHIN SIX (6) MONTHS FROM THE DATE OF THE LAST ACTION BY THE ZONING BOARD OF APPEALS UNLESS WAIVED BY BOARD OF APPEALS.

Signature of Applicant Applicant's Name and Title Date

Signature of Notary Public Date (SEAL)

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VARIANCE PROPERTY OWNER'S CERTIFICATION

THE UNDERSIGNED BELOW, OR AS ATTACHED, IS THE OWNER OF THE PROPERTY CONSIDERED IN THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR RE-APPLICATION AFFECTING THE SAME LAND SHALL BE SUBMITTED WITHIN SIX (6) MONTHS FROM THE DATE OF THE LAST ACTION BY THE ZONING BOARD OF APPEALS UNLESS WAIVED BY BOARD OF APPEALS.

Signature of Owner Owner's Name and Title Date

Signature of Notary Public Date (SEAL)



CONFLICT OF INTEREST CERTIFICATION FOR REZONINGS

THE UNDERSIGNED BELOW, MAKING AN APPLICATION FOR A VARIANCE, HAS COMPLIED WITH THE OFFICIAL CODE OF GEORGIA, SECTION 36-67A-1, ET SEQ., CONFLICT OF INTEREST IN ZONING ACTIONS, AND HAS SUBMITTED OR ATTACHED THE REQUIRED INFORMATION ON THE FORMS PROVIDED.

Signature of Applicant

Date

Type or print name and title

Signature of Applicant's
Attorney or Representative

Date

Type or print name and title

Signature of Notary Public

Date

Notary Seal

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to any official of the Town of Braselton?

☐ Yes ☐ No

YOUR NAME

If the answer is yes, please complete the following section:

NAME AND OFFICIAL POSITION OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last 2 years)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Attach additional sheets if necessary to disclose or describe all contributions.

VARIANCE CHECKLIST

THE FOLLOWING IS A CHECKLIST OF INFORMATION REQUIRED FOR SUBMISSION OF A VARIANCE APPLICATION. THE TOWN RESERVES THE RIGHT NOT TO ACCEPT ANY INCOMPLETE APPLICATIONS.

- ☐ Application Form including all signature pages and questions for standards governing the grant of a variance (1 original and 5 copies)
- ☐ Legal Description or Survey of Property (2 copies)
- ☐ Site Plan indicating proposed variance (1 reduced copy, 6 site plans to scale)
** For Sign Ordinance Variances – six (6) copies of the sign drawing with dimensions and six (6) copies of the site plan indicating the sign location*
- ☐ Letter of Intent (1 original and 5 copies)
- ☐ Application Fee of \$400.00 – Make checks payable to Town of Braselton
- ☐ One digital PDF file of all application materials.

ADDITIONAL EXHIBITS (If Required):

Other _____
 Other _____
 Other _____

PLEASE BRING THIS CHECKLIST WHEN FILING FOR A VARIANCE