



City of McDonough /Community & Economic Development Department

136 Keys Ferry Street, McDonough GA 3025 - 3rd Floor

Website: www.mcdonoughga.org / Email: ttebo@mcdonoughga.org

ZONING and LAND USE VERIFICATION FORM

Reason for Request (circle all that apply)

New Business

Ownership Change (existing business)

Address Change

Building Permit

Alcohol License

Name Change Only

Property or Business Owner - PRINT LEGIBLY

First _____ Last _____

24 Hour Contact Number _____

Email Address _____

Property Address Street # _____ Street Name _____ Suite _____

Name of Business _____

Shopping Center or Subdivision Name _____

Type of Business _____

Describe the operations of the Business _____

Note: All signage requires a permit. Any signage placed on property without proper permits will incur double fees. Please contact the Planning and Zoning Department on the 3rd floor to obtain an application and processing guidelines. Initials _____

Note: The determination of zoning compliance does not constitute approval of occupancy or approval of a business license; nor does it release the applicant from having to obtain a business license, building permit, Certificate of Occupancy, sign permit, and /or all other necessary permits required by local, state, or federal jurisdiction. The Business must also be in compliance will all other City Codes. Initials _____

DO NOT WRITE BELOW THIS LINE

Parcel Tax ID # _____

Present Zoning _____

with conditions/variances. Refer to Code Chapter(s) _____ via Municode.com, and/or Ordinance(s) # _____

via Open Records Request for permitted operation of proposed business.

NOTE: Home Occupational Code (17.100.070, see attached) for permitted operation of proposed business. {Home based Businesses are for Administrative Office Use Only}

Official Staff Signature _____ Date _____



City of McDonough
Community Development Dept., Planning & Zoning Division
136 Keys Ferry Street, 3rd Floor
McDonough, GA 30253
Phone 678-782-6221
Email: ttebo@mcdonoughga.org

DETERMINATION OF ZONING COMPLIANCE

Individuals and Corporations wishing to operate a business within the city limits of McDonough, Georgia are advised to request a Determination of Zoning Compliance from the Community Development Department. A Determination of Zoning Compliance verifies the type of business is allowable in the proposed business location.

Those wishing to operate a Home Occupation, or home base business, must also request a Determination of Zoning Compliance of the business activity for a residential district. A Home Occupation is further defined in Chapter 17.100.070, City of McDonough Zoning Ordinance, as follows:

"Home occupation means any use, occupation or activity conducted entirely within a dwelling by the residents thereof, which is clearly incidental and secondary to the use of the dwelling for residential purposes and does not change the character thereof, and in connection with which there is no display, no stock-in-trade nor commodity sold or stored in the premises, and no person not a resident on the premises is employed specifically in connection with the home occupation. Provided further, that no mechanical equipment is installed or used except such as is normally used for domestic purposes, and not more than fifteen (15%) percent of the total heated floor space of any dwelling is used for such home occupation. Home Occupation shall include the use of premises by a physician, dentist, lawyer, clergyman, or other professional person for consultation or emergency treatment, but not for the general practice of the profession."

Furthermore, Chapter 17.100.070 – Home Occupation states:

- A. Home Occupations as defined in Section 17.100.070, may be established in a dwelling unit in any Single-Family dwelling provided that the following requirements shall apply in addition to all other applicable requirements of this title for the residential district in which such uses are located:
 - 1. No accessory buildings or outside storage shall be used in connection with the home occupation.
 - 2. No internal or external alterations inconsistent with the residential use of the building may be permitted.
 - 3. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the conduct of the customary home occupation.
 - 4. No equipment that interferes with radio and/or television reception shall be allowed.
 - 5. No chemical, electrical, or mechanical equipment that is not normally a part of domestic or household equipment shall be used primarily for commercial purposes.
 - 6. Instruction in music, dance, arts and crafts and similar subjects shall be limited to two (2) students at one (1) time.
- B. Home Occupations as defined in Section 17.100.070 may be established in a dwelling unit in any multi-family dwelling provided that the following requirements shall apply in addition to all other applicable requirements of this title for the residential district in which such uses are located:
 - 1. No accessory buildings or outside storage shall be used in connection with the home occupation.
 - 2. No internal or external alterations inconsistent with the residential use of the building may be permitted.
 - 3. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the conduct of the customary home occupation.
 - 4. No equipment that interferes with radio and/or television reception shall be allowed.
 - 5. No chemical, electrical, or mechanical equipment that is not normally a part of domestic or household equipment shall be used primarily for commercial purposes.
 - 6. No home occupation shall be allowed in which customers, suppliers or any third parties associated with the home occupation are present on the premises.
 - 7. Approval of the property owner or its representative of the home occupation must be provided in writing which includes the name, address and phone number of the property owner or its representative.
- C. No vehicle whose gross vehicle weight rating (GVWR) is over 26,000 pounds, or a trailer with a gross vehicle weight rating (GVWR) of over 10,000 pounds, including commercial tractor trailers, dump trucks, wreckers, or earth moving equipment shall be parked in a residential district in connection with a home occupation conducted on the premises.

INITIAL HERE _____ I, (Applicant) attest I have read, understand the above and agree to abide by the same.