



City of Union City  
5047 Union Street  
Union City, GA 30291  
Phone (770) 964-2288  
Fax (770) 964-8795

# Union City Mayor and Council Process for Filing a Petition to Request a Variance from the Stream Buffer Protection Requirement

*Two (2) copies of application and all required items must be submitted to the Community Development Department by the 1<sup>st</sup> Friday of the month. All information to be presented to the Mayor and Council should be assembled. This application will not be processed if any required item is not provided. Applicants will be informed within five (5) working days if the application is accepted for presentation before the Mayor and Council.*

- ☐ Completed application forms – all information required of the appellant must be provided and must be printed clearly or typewritten
- ☐ Property owner must sign petition. If an agent for the property owner presents petition, the “Property Owner’s Authorization” must be signed and accompany petition.
- ☐ Application Fee of \$350.00 - If advertising fee exceeds the \$350.00, you will be billed any additional amount spent on advertising. It is necessary for this fee to be paid prior to any meeting dates.

**Upload your completed form to;**



<https://unioncityga.portal.iworq.net/portalhome/unioncityga>

**Please make your payment online when submitting your**

**application** [https://unioncityga.governmentwindow.com/payer\\_login.html](https://unioncityga.governmentwindow.com/payer_login.html)

**Petitioner Will Be Notified by Certified Mail of the Scheduled Public Hearing for Which his/her Application will be Considered.**

City of Union City, Georgia

## **Petition for Variance from the Stream Buffer Protection Requirements**

### **GENERAL INFORMATION**

---

---

Name and Address of Appellant \_\_\_\_\_

Phone # \_\_\_\_\_

Name and address of Property Owner

\_\_\_\_\_

Legal Description of Property (Type in or Attach)

\_\_\_\_\_

\_\_\_\_\_

Zoning District of Property

\_\_\_\_\_

Specific Variance (state exactly what is proposed to be done on the property in question which does not conform with existing stream buffer protection requirements)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Additional Requirements**

- 1.) A site map that includes locations of all streams, wetlands, floodplain boundaries and other natural features, as determined by field survey.
- 2.) A description of the shape, size, topography, slope, soils, vegetation and other physical characteristics of the property.
- 3.) A detailed site plan that shows the locations of all existing and proposed structures and other impervious cover, the limits of all existing and proposed land disturbance, both inside and outside the buffer and setback. The exact area of the buffer to be affected shall be accurately and clearly indicated.
- 4.) Documentation of unusual hardship should the buffer be maintained.
- 5.) At least one alternative plan, which does not include a buffer or setback intrusion or an explanation of why such a site plan is not possible.
- 6.) A calculation of the total area and length of the proposed intrusion.
- 7.) A storm water management site plan, if applicable.
- 8.) Proposed mitigation, if any, for the intrusion. If no mitigation is proposed, the request must include an explanation of why none is being proposed.

## **CONDITIONS FOR VARIANCE**

The following factors will be considered by the Mayor and Council to determine whether to issue a variance from the Stream Buffer Protection Requirement. The appellant must explain in detail how his/her case conforms and/or satisfies each of the following factors.

- 1.) What are the extraordinary and exceptional conditions pertaining to the particular use or development proposed, or to the piece of property in question because of its shape, size, topography, slope, soils, vegetation and other physical characteristics which justifies the variance requested? \_\_\_\_

---

---

- 2.) What are the locations of all streams on the property, including along property boundaries?

---

3.) What is the location and extent of the proposed buffer or setback intrusion? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4.) Are alternative designs possible that require less intrusion or no intrusion? \_\_\_\_\_

\_\_\_\_\_

5.) What are the long-term and construction water-quality impacts of the proposed variance? \_

\_\_\_\_\_

6.) Is issuance of the variance at least as protective of natural resources and the environment as denial of the variance? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AFFIDAVIT**

I HEREBY DEPOSE AND SAY THAT ALL ABOVE STATEMENTS AND ATTACHED STATEMENTS AND/OR EXHIBITS SUBMITTED ARE TRUE AND CORRECT, TO THE BEST OF KNOWLEDGE AND BELIEF.

SWORN TO AND SUBSCRIBED BEFORE ME THIS      DAY OF \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PUBLIC NOTARY

APPELLANT OR AGENT



**City of Union City, Georgia**  
**Property Owner's Authorization**

---

---

The Undersigned below, or as attached, is the owner of the property which is the subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of a variance for the property.

Name of Applicant \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Address of Subject Property \_\_\_\_\_

\_\_\_\_\_

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Fulton County, Georgia.

---

**Signature of Owner**

Personally appeared before me

\_\_\_\_\_

who swears the information contained  
in this authorization is true and correct  
to the best of his/her knowledge and  
belief.

\_\_\_\_\_

Notary Public

Date \_\_\_\_\_

(Affix Raised Seal Here)

\_\_\_\_\_