



City of Thomaston

Department of Building Safety

106 East Lee Street, Thomaston GA 30286
706-647-4242 Ext 3

INSTRUCTIONS FOR APPLICATION FOR SPECIAL USE

The application, with all appropriate attachments, which are listed herein below, should be delivered to the Building Safety Office located at 106 E. Lee Street, Thomaston, Georgia 30286.

Contact the Building Safety Office should you have questions about this application or the rezoning process

Phone at (706) 647-4242 Ext. 3 8:00 a.m. and 5:00 p.m. Monday through Friday
Email: zoning@cityofthomaston.com.

The following are required to be submitted:

1. Completed Rezoning Application (copy attached);
 - a. Plat or Tax Map
2. Completed Rezoning Questionnaire (copy attached);
3. Property Owner or Owner's Representative Authorized Form (copy attached);
4. Conflict of Interest Disclosure (copy attached); and
5. Site Plan or drawing of the respective development.
6. Application Fee

Administrative Fee	\$25.00
Special Use Permit	\$650.00

Upon submittal, the City staff will determine if the application is complete. If it is not complete, you will be contacted and advised of the deficiencies of the application. If it is complete, you will be provided written notice of the date, time and place of the public hearing before the appropriate commission or commissions. You and/or your representative should attend the public hearing and be prepared to resolve all comments received regarding issues relative



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APPLICATION

APPLICANT INFORMATION

Date	Applicant's Name ☐ Engineer ☐ Architect ☐ Realtor ☐ Other _____		
Applicant's Address			
City	State	Zip	
	(Home)	(Cell)	
Telephone #			
Email			

SUBJECT PROPERTY INFORMATION

Address of Property Subject to Special Use		
(A plat or tax map of the property must be attached to this application.)		
Tax Map	Block	Lot Number
Total Acreage	Present Zoning	Requested Zoning
Please state the reason for the requested special use of the property:		



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OWNER'S AUTHORIZATION

This shall certify that _____ is the Owner
(Name of Applicant)

or Representative of the Owner holding interest in the property that is the subject of the
attached Special Use Permit Application.

If the Applicant is not the Owner of the property, by execution of this form,
authorization is given to the person named as "Applicant" to act on behalf of the
Owner, to file for and pursue approval the Special Use Permit Application of said
subject property.

Applicant: _____ Telephone: _____

Address: _____

SIGNATURE OF APPLICANT

DATE

Notary Public

Commission expires: _____
(SEAL)

SIGNATURE OF OWNER

DATE

Notary Public

Commission expires: _____
(SEAL)



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CONFLICT OF INTEREST DISCLOSURE

Have you, within two (2) years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City Council or any other government official who will consider this application?

_____ Yes _____ No

If yes, please complete the following section:

Name and Official Position of Government Official:

Please list the date and amount of contribution(s). (List all which aggregate \$250.00 or more)

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF REPRESENTATIVE

DATE



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SPECIAL USE APPLICATION QUESTIONNAIRE

Date submitted: _____

Applicant's Name: _____

Location of Property Subject to Special Use Request:

Pursuant to O.C.G.A. §36-67-5, the applicant is required to file with the City of Thomaston a written, documented analysis of the impact of the proposed zoning with respect to each of the matters set forth below, together with any supporting materials required by the City of Thomaston. **This analysis and supporting material are required to be submitted to the City of Thomaston at least seven (7) business days before any hearing or meeting of the governing authority at which the special use proposal will be under consideration.**

1. the proposed special use will permit a use compatible with the current or future use of adjacent and nearby properties comprising the established land use pattern or a use that may adversely affect the existing or potential use of adjacent or nearby properties;
2. Whether unacceptable impacts on the environment could be caused by the proposed special use, including, but not limited to, impacts on stormwater discharges, wetlands, groundwater recharge areas, wildlife habitats, soil erosion and sedimentation, floodplains, air quality, and water quality and quantity;
3. Whether the proposed special use will allow a use that will or could cause an excessive or burdensome use of existing or planned streets, other transportation facilities, utilities, schools, or other public facilities and services such as police protection, fire protection, emergency medical services, or public health facilities;

4. Whether the proposed amendment will adversely affect the health, safety, aesthetics, convenience, order, prosperity, or welfare of residents, business owners or property owners of the city of Thomaston;
5. Adequacy of parking on the property;
6. Proximity of similar uses, whether conforming or non-conforming; and
7. The standards contained in Sec. 98-14.10.1, subsection A. 1. through 6.