

REZONING AND SPECIAL USE PERMIT GUIDE



Cherokee County
Department of Planning and Zoning
1130 Bluffs Parkway
Canton, Georgia 30114

www.cherokeega.com/zoning

PROCESS FOR SUBMITTING A REZONING AND SPECIAL USE PERMIT APPLICATION

All applications for a public hearing are reviewed by the Planning and Zoning Department, the Cherokee County Municipal Planning Commission, and the Cherokee County Board of Commissioners. Application materials are available at www.cherokeega.com/Zoning/documents.php. The following outline identifies the steps within the process:

(1) Pre-Application Meeting prior to submittal (call 678-493-6101 to schedule)

A meeting with staff of the Department of Planning and Zoning is required prior to submitting a request to change the zoning of property. The purpose of this meeting is for the applicant to communicate the intent of the change of zoning, to understand the documents required, the timeline and the responsibilities for submitting a complete application.

(2) Preliminary Review Meeting (call 770-721-7810 to schedule)

After the pre-application meeting, but prior to submittal of an application requesting a change of zoning, the project shall be presented by the applicant in a Preliminary Review of the project. The purpose of the Preliminary Review meeting is to allow County Staff the opportunity to become familiar with the proposed site / project and to offer their comments as to what will be required.

(3) Community Information and Input Meeting

In some instances, the applicant will be required to host a Community Information and Input meeting. The purpose of this meeting is to ensure early and effective communication with nearby property owners and interested citizens, giving them the opportunity to understand the proposed request for a change of zoning and to mitigate any impacts such proposal may have on the community. An applicant may host a Community Information and Input meeting any time after the project has been presented in both a Pre-Application meeting and a Preliminary Review meeting.

(4) Submittal and Acceptance of Completed Application

After having met with staff in a Pre-application meeting and subsequently presenting their project in a Preliminary Review meeting, a completed application is submitted online at <https://cityview.cherokeega.com>. The Department of Planning and Zoning will review and assess all applications, and determine if any required items are missing or are deficient within five (5) business days. If the application is lacking information, staff shall inform the applicant in writing of the deficiencies of the application, and the application shall receive no further processing until the deficiencies are corrected by the applicant.

An application shall be considered “accepted” where it is submitted on the required form(s), includes all required submittal information, and is accompanied by the current applicable application processing fee.

(5) Review of Application / Deemed Complete

When an application is accepted for submittal, the Department of Planning and Zoning shall schedule each application for a Zoning Review meeting and forward all submittal information to other applicable County departments involved in the plan review. Staff shall provide their review and comments in writing within five (5) days following the Zoning Review. The applicant shall make corrections and resubmit for subsequent review. When staff finds no plan corrections are necessary or recommended, and all application materials are accepted, the application shall be deemed complete and the Director of Planning and Zoning shall assign the application a date for public hearing based upon the calendar for public hearings, as adopted.

Applications shall be limited to NO MORE THAN EIGHT (8) SCHEDULED FOR PUBLIC HEARING PER MONTH on a first come, first served basis.

(6) Planning Commission Work Session

Prior to the regularly scheduled public hearing date, the Planning Commission may schedule a work session at which all business items scheduled to come before the Planning Commission at a public hearing are to be presented. The purpose of the work session is to familiarize the members with the facts of each such item. Planning and Zoning staff shall provide technical assistance in preparing the agenda for the Work Session. The Work Session is a public meeting however; no presentations or unsolicited comments are heard.

(7) Public Notice

- Legal Notice in Newspaper. At least fifteen (15) but not more than forty-five (45) days prior to the date of the public hearing, a notice of the hearing stating the time, place and purpose of the hearing, as well as the location of the property, the present zoning classification of the property, the proposed zoning classification of the property and proposed use of the property is published in local legal organ.
- Sign Posted on property(ies). A sign containing the information outlined above shall be placed in a conspicuous location on the property not less than thirty (30) days prior to the date of the hearing. The applicant shall make a good faith effort to insure the notice sign remains in place and visible during the 30 days' notice period. Acts of vandalism or natural occurrences limiting the effectiveness of notice by a sign posted on the property shall not invalidate any proceedings or action taken on the proposed application. It shall be the responsibility of the applicant or any person erecting the public notice sign(s) pursuant to the Georgia Zoning Procedures Act for this application to remove said posted public hearing notice sign(s) no later than 14 calendar days from the day of the advertised Board hearing date. Failure to remove public hearing notice sign(s) will constitute violation of the Solid Waste/Litter Control Ordinance.

(8) Public Hearing

THE APPLICANT MUST ATTEND THE PUBLIC HEARING. The Planning Commission shall conduct a public hearing for the purpose of hearing the application requesting a change of zoning and to make a recommendation for action on the request to the Board of Commissioners. Public hearings are often held on the first Tuesday of the month in Cherokee Hall on the lower level of the Cherokee County Administration Building at 1130 Bluffs Parkway Canton, Georgia as per the adopted Schedule of Hearings.

(9) Board of Commissioners Regular Meeting

Upon receiving the recommendation of the Planning Commission, an application will be placed on the agenda of the Board of Commissioners. The Cherokee County Board of Commissioners are the sole authority that can change the zoning of a property.

SUBMITTAL CHECKLIST

The following is a checklist of information required for submission of an Application for Public Hearing for a rezoning of property. Submission of the items in this checklist by the filing deadline does not imply the application has been accepted nor that it will appear at the Public Hearing.

Application Form

One (1) copy of the application form

Application Fees

See attached schedule of fees. Acceptable payment methods are: cash, check, or credit card (Visa, Mastercard or Discover) Checks should be made payable to Cherokee County. Use of credit card will include the addition of a convenience fee.

Letter of Intent

One copy of a Letter of Intent

The Letter of Intent must give details of the use of the property and shall include the following information (as applicable):

1. A statement regarding the proposed use of the property
2. The acreage or size of the tract
3. The zoning classification(s) requested
4. The number of lots or number of dwelling units proposed; house size (sq. ft.) proposed
5. The density in terms of gross square footage per acre, if commercial, industrial or office / institutional use
6. Number of parking spaces
7. Height of buildings

Applicant Response Statement

Property Owner's Authorization

Campaign Contribution Certification

Warranty Deed

A copy of the warranty deed that reflects the current owner(s) of the property. Security deeds are not acceptable.

Legal Description

The legal description must be a metes and bounds description. It must establish a point of beginning and from the point of beginning cite each dimension bounding the property, calling the directions (ie. North, Northeasterly, Southerly, etc.) which the boundary follows around the property returning to the point of beginning. If there are multiple property owners, all properties must be combined into one legal description. If the properties are not contiguous, a separate application and legal description must be submitted for each property. For requests for multiple zoning districts, a separate legal description must be submitted for each district requested.

Boundary Survey

One copy of a boundary survey to scale for the subject property, displaying all metes and bounds. This is not necessary if the Site Plan includes this information

Site Plan

A site plan showing the dimensions, acreage and location of the tract(s) prepared by an architect, engineer, landscape architect or land surveyor, whose State registration is current and valid. (Plans must be stamped). One (1) drawing no larger than 36" x 48" and two (2) copies must be no larger than 11" x 17".

Existing Site Resource Map

A detailed site resources map of the proposed development site identifying all special and noteworthy elements of the natural or cultural landscape is a required submittal with any zoning application. One (1) drawing shall be no larger than 36" x 48" and two (2) copies must be no larger than 11" x 17".

Community Information and Input documentation (if required)

Traffic Study (if required)

A traffic impact study prepared by a registered engineer will be required if:

- (1) the proposed subdivision exceeds 150 dwelling units;
- (2) the non-residential development contains more than 50,000 square feet of floor area;
- (3) or at such study is at the request of the County Engineer or his/her designee

Traffic studies shall be provided by the applicant and shall be prepared in accordance with industry accepted standards, including at a minimum, level of service impacts for adjacent roadways and intersections, the scope of which shall be determined by the County Engineer or his/her designee and shall at a minimum address conditions and impacts resultant from the project within a 10-year scope

Developments of Regional Impact Review Form (if required)

Sketches / Renderings

Proposed Conditions of Zoning (optional)

Other (optional)

SITE PLAN

A site plan or a plat showing the dimensions, acreage and location of the tract(s) prepared by an architect, engineer, landscape architect or land surveyor, whose State registration is current and valid. (Plans must be stamped) The following information shall be prepared, where applicable:

- a. Location Map. A general location map.
- b. North Arrow
- c. Lot Lines
- d. Date of plan
- e. Graphic scale
- f. Bearing and distances
- g. Survey Boundaries. Surveyed boundaries of the entire tract and their relationship to adjoining properties, public rights-of-way, and easements.
- h. Existing zone district classification(s) of abutting properties
- i. Identification of abutting property type/land use
- j. Names of owners of abutting properties
- k. Building Locations. Location of all proposed buildings, their intended use, shape, size and setback in appropriate scale.
- l. Existing Structures or buildings
- m. Cemeteries
- n. Parking Spaces and Loading Areas
- o. Adjoining Streets with Right-of-Way. Location and right-of-way of streets, roads, alleys, railroads, with lengths and paving widths, road names or designations.
- p. Utility easements
- e. Buffers. Proposed zoning and landscaping buffers.
- f. Topography (at no less than 10 ft. intervals)
- g. General vegetative characteristics of property. (i.e.: Forested, Pasture, etc.)
- h. General soil types (if using septic systems)
- i. Flood Plain. Limits of 100-year floodplain and acreage of flood plain
- j. Lakes and streams, including required state or local buffers
- k. Wetlands
- l. Sketches. Representative architectural sketches or renderings of typical proposed structures, signs, landscaping, screening and/or fencing.
- j. Technical Data. Statistical or technical data as necessary to accurately describe the proposed development
 - i. Total land area.
 - ii. Amount of land to be used for recreational or open space purpose.
 - iii. Total number of dwelling units and gross density by type of land use.
 - iv. Amount of space to be occupied by streets and parking areas.
 - v. Amount of any submerged land within the project boundary.
 - vi. The total ground coverage and floor area of all buildings.
 - vii. A breakdown of the number of kinds of proposed buildings, including square footage, and the number and range of lot sizes and proposed setback and yard dimensions for typical lots and/or building types.

EXISTING SITE RESOURCE MAP

To provide a full understanding of the site's potential and to facilitate the most effective exchange with the planning staff and other officials, the Existing Site Resource Map shall be prepared. For each site resource listed below, indicate the presence or absence of that feature on the property. Information on each feature(s) may be obtained from the source(s) indicated:

(A) Map Information:

- Name and address of the professional engineer, surveyor, planner, architect, landscape architect, or the site designer responsible for preparing the plan;
- Graphic scale (not greater than 1 inch = 200 ft)
- North arrow;
- Approximate tract boundaries, sufficient to locate the tract on a map of the community;
- Location Map;
- Existing streets on and adjacent to the tract
- Existing ROW
- All easements describing their purpose and depicting their location on the property
- All structures, foundations, walls, wells, trails, and abandoned roads;
- Existing trails that connect the tract to neighboring areas
- Identification of surrounding property type/land use

(B) Site Resource Information

Site Resource	Source of Information
The 100-year floodplain	http://www.fema.org http://gis.cherokeega.com/PLUResources
Streams running on or adjacent to subject property within 200 ft. of existing boundary	Field observation and verification http://gis.cherokeega.com/PLUResources
Riparian zones of at least 50 ft. width on either side along all perennial and intermittent streams	Field observation and verification
Non-impervious surface zone of at least 75 ft. in width on either side of a stream	Field observation and verification
Riparian zones of at least 150 ft. width on either side of the Etowah River Corridor or the Little River Corridor	Field observation and verification http://gis.cherokeega.com/PLUResources
Wetlands that meet the definition used by state and/or federal regulations	http://wetlands.fws.gov/downloads.htm
Topographic contours of no less than 10-foot intervals	http://gis.cherokeega.com/PLUResources
Vegetation characteristics	USDA, Natural Resource Conservation Service
Existing healthy, native forests of at least one acre contiguous area	Field observation and verification
Individual existing healthy trees greater than 36 inches caliper measured at dbh identified by species and size	Field observation and verification http://www.arborday.org/Trees/TreeGuide http://www.gatrees.org/resources/education/native-trees/index.cfm
Significant natural features and scenic viewsheds such as ridge lines, peaks and rock outcroppings, particularly those that can be seen from public roads	Field observation and verification

Other features including fields, pastures, meadows, wooded areas, hedgerows and other significant vegetation, rock outcrops, ponds, ditches, drains, dumps, storage tanks	Field observation and verification
Groundwater recharge areas	http://gis.cherokeega.com
Populations of endangered or threatened species, or habitat for such	US Fish and Wildlife Georgia Department of Natural Resources, Wildlife Resources Division, Natural Heritage Program Field observation and verification
Historic, archeological, and cultural features including: <ol style="list-style-type: none"> 1. Archaeological sites, cemeteries and burial grounds. 2. Site identified in any State or local historic site survey. 3. US Geological Service survey control monuments. 	Historic Resource Survey Georgia Department of Natural Resources, Historic Preservation Division Field Observation and verification https://www.gnahrgis.org
General soil types	http://gis.cherokeega.com/PLUResources

COMMUNITY INFORMATION AND INPUT PROCESS

COMMUNITY INFORMATION AND INPUT NOTIFICATION

All rezoning applications proposing office, commercial, multi-family residential, industrial, and single family residential of five (5) or more lots and any non-residential agriculture activity are required to host a community information and input meeting.

The applicant may begin implementation prior to submitting a formal application; however, implementation shall not begin until the project has been presented to County Staff in both a Pre-Application meeting and a Preliminary Plan meeting

The responsibility lies with the applicant to schedule and hold the Community Information and Input meeting.

Minimum Public Notification Target Area. The minimum public notification target area for the Community Information and Input meeting will include:

- i. All properties that lie within 1,000 feet of the legal boundary of the subject property.
- ii. Any homeowners' associations which represent subdivisions or properties, that falls within the 1,000-foot boundary.
- iii. Other interested parties who have requested that they be placed on the Interested Parties Notification List, to be maintained by the Department of Planning and Zoning.
- iv. Department of Planning and Zoning.
- v. Cherokee County Planning Commission members
- vi. Cherokee County Board of Commissioners

Meeting Notices. Notices sent by the applicant to the properties in the Target Area and to the Interested Parties Notification List **SHALL BE MAILED NO LATER THAN 10 DAYS PRIOR** to the scheduled Community Information and Input Meeting date. The applicant shall use the Community Information and Input Meeting Notification letter template and the Project Fact Sheet as provided by the Department of Planning and Zoning. In addition, the applicant shall enclose a copy of the site plan with the meeting notification letter and Project Fact Sheet. (*See Community Information and Input Meeting Notification Letter template and Project Fact Sheet*)

Certificate of Mailing. The applicant will be required to submit to the Department of Planning and Zoning a Certificate of Mailing from the post office which lists those property owners within the Target Area who were invited to the scheduled Community Information and Input meeting.

COMMUNITY INFORMATION AND INPUT MEETING

Meeting Protocol. At the Community Information and Input meeting:

- (a) The applicant or authorized representative shall be available to answer questions of the general public for at least 30 minutes and is encouraged to make a short presentation of the project to those present. A sign-in sheet to record attendance is provided below.
- (b) The meeting location shall be held at a public facility within the community for which the applicant is seeking re-zoning request. The meeting location should be within a 5-mile radius from location of the subject property. If no such facility is available, the applicant may propose an alternate location to be approved by the Director of Planning and Zoning prior to making such arrangements. To find a public facility within the community, please refer to the contact list below.
- (c) The meeting shall not begin prior to 6:30 p.m. nor later than 8:30 pm on the evening the meeting is to be held.
- (d) The applicant or authorized representative shall provide the following material for the general public to view:
 1. Cherokee County Future Development Map.
 2. Site plan proposed on application.
 3. Existing Site Resource Map, when required
 4. Contact information (name and phone number and/or e-mail address) for the applicant or authorized representative.
 5. Procedure and contact information provided by Cherokee County Department of Planning and Zoning

- (e) Failure to comply with the Community Information and Input requirements herein will result in a request by staff to continue the case until such time as the applicant demonstrates compliance

Meeting Location. Listed below are public facilities within the community. This list is provided for information purposes only. Information in this list may change without notice. It is the responsibility of the applicant to secure a public facility for the meeting.

(a) Cherokee County Conference Center

- a. Phone: 770-721-7800
- b. Web: <http://nccc.cherokeega.com>

(b) Cherokee County Fire Station Community Rooms

- a. Phone: 770-924-7768
- b. Web: <http://www.carpa.net/party-and-event-rentals/fire-station-community-rooms>
 - i. Airport Industrial Park - 1190 Evenflo Drive Ball Ground, Georgia 30107
 - ii. BridgeMill - 9550 Bells Ferry Road Canton, Georgia 30114
 - iii. Freehome - 9253 Freehome Highway Canton, Georgia 30115
 - iv. Hickory Flat - 7675 Vaughn Road Canton, Georgia 30115
 - v. Oak Grove - 100 Ridgemill Court Acworth, Georgia 30102
 - vi. Waleska - 9081 Fincher Road Waleska, Georgia 30183

(c) Cherokee Recreation and Parks Agency

- a. Phone: 770-924-7768
- b. Web: <http://www.carpa.net/party-and-event-rentals>
 - i. Recreation Center – 7545 Main Street Woodstock, Georgia 30189
 - ii. Union Hill Community Center – 1780 A J Land Road Canton, Georgia 30115

(d) Sequoyah Regional Library System:

- a. Web: <http://www.sequoyahregionallibrary.org/locations>
 - i. Ball Ground – 435 Old Canton Road Ball Ground, Georgia 30107 - 770-735-2025
 - ii. Hickory Flat – 2740 East Cherokee Drive Canton, Georgia 30115 - 770-345-7565
 - iii. Rose Creek – 4476 Towne Lake Parkway Woodstock, Georgia 30189 - 770-591-1491
 - iv. R.T. Jones – Headquarters – 116 Brown Industrial Parkway Canton, Georgia 30114 - 770-479-3090
 - v. Woodstock – 7735 Main Street Woodstock, Georgia 30188 - 770-926-5859

COMMUNITY INFORMATION AND INPUT REPORT

The applicant shall prepare a written report on the results of the Community Information and Input meeting to the Department of Planning and Zoning for submission with the application. This report will be provided to the Planning Commission and Board of Commissioners.

At a minimum, the Community Information and Input Report shall include the following information:

Details of methods the applicant used to involve the public, including:

- i. Dates and locations of all meetings where citizens were invited to discuss the applicant's proposal;
- ii. A copy of all Notification Letters mailed as required, with Certificates of Mailing for each such Notification Letter and any additional letters, meeting notices, newsletters and other publications concerning notice of the Community Information and Input meeting or any additional meeting;
- iii. The number of people that participated in the process.
- iv. A summary of concerns, issues and problems expressed during the process, including:
 1. The substance of the concerns, issues and problems;
 2. How the applicant has addressed or intends to address concerns, issues and problems expressed during the process; and
 3. Concerns, issues and problems the applicant is unable or unwilling to address and why.

Template for Community Information and Input Meeting Notification

This meeting notice MUST be mailed a minimum of ten (10) days prior to the Community Information and Input meeting

(Date)

(Applicant Name)

(Applicant/Contact information, i.e. Phone number, email address)

(Contact's mailing address)

Dear Neighbor:

You are receiving this letter because you have registered with the Cherokee County Department of Planning and Zoning as being an interested party or your property lies within 1,000 feet of property we are considering requesting a change of Zoning or Special Use Permit. As a part of the Zoning process, Cherokee County requires any person requesting a change of Zoning or Special Use Permit to host a Community Information and Input Meeting. The purpose of this meeting is to ensure early and effective communication with nearby property owners and interested citizens, giving you the opportunity to review the proposed request for a change of Zoning or Special Use Permit and to mitigate any impacts such proposal may have on the community.

(Date of Meeting)

(Time of Meeting)

(Location of Meeting)

(Street address)

(Brief description of the design of the project and /or the scope of the proposed development and where more information may be obtained about the project. If residential, indicate proposed number of dwelling units, type of units, and units / acre. If commercial, indicate square footage, parking, and number of buildings. Include description of buffers proposed between adjacent properties, if any.)

(Current Property Owner's name)

(Acreage of the Proposed Project)

(Current Zoning of the property)

(Proposed Zoning of the property)

(Current Use of the property)

(Proposed Use of the property)

(Future Development Map designation)

A copy of the proposed site plan and a Project Fact Sheet have been included for your review.

You are invited to this meeting to share your thoughts and concerns and to gain additional information about the proposed project. Should you have any questions, please contact me at *(include phone number)*.

Sincerely,

(Applicant name)

Enclosures

PROJECT FACT SHEET

Applicant Name

Applicant Mailing Address

Applicant's Contact Person

Contact # / email

Property Owner

Property location

Parcel Number(s)

Future Development Map
Designation

Acreage of property

Current Zoning of property

(DU/AC)

Current Use of property

Proposed Zoning of property

(DU/AC)

Proposed Use of property

of units (if residential)

Sq. ft. of building (if commercial)

Note: DU/AC= dwelling unit per acre

Development of Regional Impact

The State of Georgia, Department of Community Affairs has established specific thresholds for the identification of Developments of Regional Impact (DRI). Please refer to the Thresholds Table that is attached to this application to determine if the proposed project meets or exceeds any of the development thresholds. If the proposed project meets or exceeds any of the development thresholds, a Development of Regional Impact Review **MUST** be conducted prior to the Planning Commission Hearing. The rules and procedures for a DRI REVIEW are available from the Atlanta Regional Commission or the Georgia Department of Community Affairs respective websites.

DEVELOPMENTS OF REGIONAL IMPACT DEVELOPMENT THRESHOLDS					
Type of Development	Notification Only	Rural and Developing Rural	Maturing Neighborhoods, Established Suburbs, Developing Suburbs and other places not mentioned in this table	Regional Centers, and Regional Employment Corridors	Region Core
(1) Office	400,000 gross sf	400,000 gross sf	500,000 gross sf	600,000 gross sf	700,000 gross sf
(2) Commercial	Greater than 300,000 gross sf	300,000 gross sf	400,000 gross sf	500,000 gross sf	600,000 gross sf
(3) Wholesale & Distribution	Greater than 500,000 gross sf	500,000 gross sf	500,000 gross sf	500,000 gross sf	500,000 gross sf
(4) Hospitals and Health Care Facilities	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day	300 new beds	400 new beds	500 new beds	600 new beds
(5) Housing	Greater than 400 new lots or units	400 new lots or units	500 new lots or units	600 new lots or units	700 new lots or units
(6) Industrial	Greater than 500,000 gross sf; or employing more than 1,600 workers; or covering more than 400 acres	500,000 SF or 1,600 workers	500,000 SF or 1,600 workers	500,000 SF or 1,600 workers	500,000 SF or 1,600 workers
(7) Hotels	Greater than 400 rooms	400 rooms	500 rooms	600 rooms	700 rooms
(8) Mixed Use	Gross sf or 400,000 or more (with residential units calculated at either 1,800 sf per unit or, if applicable, the minimum sq footage allowed by local development regulations); or covering more than 120 acres; or if any of the individual uses meets or exceeds a threshold as identified herein	400,000 gross sf (with residential units calculated at 1,800 sf per unit, or the minimum allowed by the host local government)	500,000 gross sf (with residential units calculated at 1,500 sf per unit, or the minimum allowed by the host local government)	600,000 gross sf (with residential units calculated at 1,000 sf per unit, or the minimum allowed by the host local government)	700,000 gross sf (with residential units calculated at 1,000 sf per unit, or the minimum allowed by the host local government)
(9) Airports	All new airports, runways, and runway extensions	New airports and runway extensions of 500 ft. or more	New airports and runway extensions of 500 ft. or more	New airports and runway extensions of 500 ft. or more	New airports and runway extensions of 500 ft. or more
(10) Attractions & Recreational Facilities	Greater than 1,500 parking spaces or seating capacity of more than 6,000	1,500, seating capacity or 6000+	1,500, seating capacity or 6000+	1,500, seating capacity or 6000+	1,500, seating capacity or 6000+
(11) Post-Secondary Schools	New school with a capacity or more than 2,400 students; or expansion by at least 25% of capacity	New school with a capacity or more than 2,400 students; or expansion by at least 25% of capacity	New school with a capacity or more than 2,400 students; or expansion by at least 25% of capacity	New school with a capacity or more than 2,400 students; or expansion by at least 25% of capacity	New school with a capacity or more than 2,400 students; or expansion by at least 25% of capacity

(12) Waste Handling Facilities	New facility or expansion of use of an existing facility by 50% or more	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only
(13) Quarries, Asphalt & Cement Plants	New facility or expansion of use of an existing facility by 50% or more	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only	New facility within 1 mile of a public facility (airport, school, reservoir, river, etc.), otherwise, notification only
(14) Wastewater Treatment Facilities	New major conventional treatment facility or expansion of existing facility by more than 50%; or community septic treatment facilities exceeding 150,000 gallons per day or serving a development project that meets or exceeds an applicable threshold as identified herein	Notification only (MNGWPD)	Notification only (MNGWPD)	Notification only (MNGWPD)	Notification only (MNGWPD)
(15) Petroleum Storage Facilities	Storage greater than 50,000 barrels if within 1,000 ft of any water supply; otherwise, storage capacity greater than 200,000 barrels	50,000 barrels if within 1,000 ft of water supply	50,000 barrels if within 1,000 ft of water supply	50,000 barrels if within 1,000 ft of water supply	50,000 barrels if within 1,000 ft of water supply
(16) Water Supply Intakes / Public Wells / Reservoirs / Treatment Facilities	New Facilities	Notification only (MNGWPD)	Notification only (MNGWPD)	Notification only (MNGWPD)	Notification only (MNGWPD)
(17) Intermodal Terminals	New Facilities	New Facilities	New Facilities	New Facilities	New Facilities
(18) Truck Stops	New facility with more than 3 diesel fuel pumps, or containing a half acre of truck parking or 10 truck parking spaces	10 or more diesel fuel pumps or 20 or more truck parking spaces	10 or more diesel fuel pumps or 20 or more truck parking spaces	10 or more diesel fuel pumps or 20 or more truck parking spaces	10 or more diesel fuel pumps or 20 or more truck parking spaces
(19) Correctional / Detention Facilities	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day	Greater than 300 new beds; or generating more than 375 peak hour vehicle trips per day
(20) Any other development types not identified above (includes parking facilities)	1,000 parking spaces or, if available, more than 5,000 daily trips generated	1,000 spaces or 5,000 daily trips	1,000 spaces or 5,000 daily trips	1,000 spaces or 5,000 daily trips	1,000 spaces or 5,000 daily trips

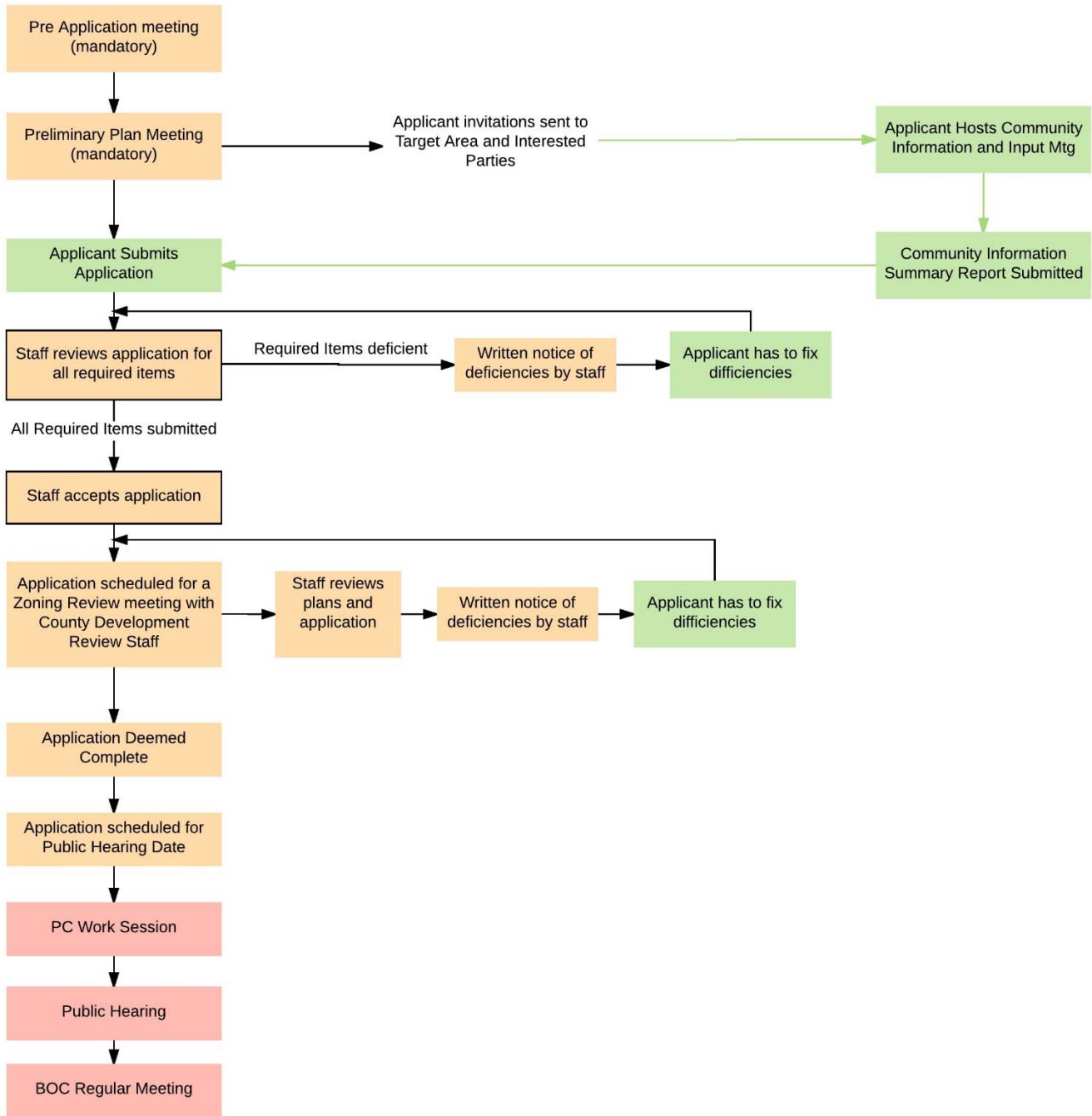
PUBLIC HEARING SCHEDULE

Month	PC Public Hearing	BOC Regular Meeting
January	1/7/2020	2/4/2020
February	2/4/2020	3/3/2020
March	3/3/2020	4/7/2020
April	4/7/2020	5/5/2020
May	5/5/2020	6/2/2020
June	6/2/2020	7/7/2020
July	7/7/2020	8/4/2020
August	8/4/2020	9/1/2020
September	9/1/2020	10/6/2020
October	10/6/2020	11/3/2020
November	11/3/2020	12/1/2020
December	12/1/2020	1/5/2021

SCHEDULE OF FEES

Application Fee			
Acres	Single-Family Residential	Multi-Family Residential	Commercial / Industrial
0-20	\$ 250.00	\$ 500.00	\$ 750.00
20-100	\$ 500.00	\$ 750.00	\$ 850.00
100+	\$ 750.00 + \$ 10 / acre	\$ 1,000.00 + \$ 10 / acre	\$ 1,000.00 + \$ 15 / acre
Sign Fee	\$ 25.00 (per sign)	\$ 25.00 (per sign)	\$ 25.00 (per sign)
Max fee	\$ 2,500.00		
Modification of Zoning Conditions	\$ 175.00		

PROCESS WORKFLOW



CONTACT LIST

PLANNING AND ZONING – WWW.CHEROKEEGA.COM/PLANNING-AND-ZONING

Jeff Watkins, AICP	Director	jwatkins@cherokeeega.com
Michael Chapman, AICP	Zoning Manager	mchapman@cherokeeega.com
Margaret Stallings, AIA, AICP	Principal Planner	mstallings@cherokeeega.com
Christopher Luly	Senior Planner	celuly@cherokeeega.com
Thomas Trawick, AICP	Planner	tetrawick@cherokeeega.com
David Greenberg	Planner	dgreenberg@cherokeeega.com
Tamala Davis	Planning Technician	tdavis@cherokeeega.com
Rhonda Hilliard	Executive Assistant	rlhilliard@cherokeeega.com

DEVELOPMENT SERVICE CENTER – WWW.CHEROKEEGA.COM/DSC

Katie Parker	Manager	klparker@cherokeeega.com
Shannon Griffith	Lead DSC Representative	smgriffith@cherokeeega.com

ENGINEERING – WWW.CHEROKEEGA.COM/ENGINEERING

Geoff Morton, PE	Agency Director/County Engineer	gmorton@cherokeeega.com
Brett Buchanan, PE	Asst. County Engineer	bbuchanan@cherokeeega.com
Ben Morgan, PE, CFM	Stormwater Engineer	blmorgan@cherokeeega.com
Craig Henschel	Development Manager	chenschel@cherokeeega.com

FIRE MARSHAL – COMMUNITY RISK REDUCTION DIVISION – WWW.CHEROKEECOUNTYFIRE.ORG

Chad Arp, CFPS	Fire Marshal	carp@cherokeeega.com
Daniel J Baiamonte, CFPE	Plans Examiner	djbaiamonte@cherokeeega.com

PLANNING COMMISSION

Bob Whitaker	Chairman At-Large appointee	Dr. Rick Whiteside	Vice Chairman District 4 appointee
Ken Smith, Jr	City of Waleska representative	Lee Lusk	City of Ball Ground representative
Tom Ware	At-Large appointee	Marla Doss	District 1 appointee
Richard Weatherby	District 2 appointee	Lisa Tressler	District 3 appointee
Tom Hill	BOC Chairman's appointee		