

**City of Sugar Hill
Development Regulation Waiver**

The Planning Director strongly urges pre-application conferences to discuss the proposal. However, they are not required, an appointment with the Planning Director is suggested.

Fee for waiver requests is as follows:
\$275

APPLICANT INFORMATION

Name: _____ Address: _____
Phone: _____
Fax: _____
Email: _____

OWNER INFORMATION

Name: _____ Address: _____
Phone: _____
Fax: _____
Email: _____

If multiple property owners, all property owners must fill out separate applications.

PROPERTY INFORMATION

Subdivision: _____ Lot/Blk: _____ Land Lot: _____
Address: _____

Present Zoning: _____ Map Reference #: _____ Acreage: _____

Brief description of the waiver request:

_____/_____/_____
SIGNATURE OF APPLICANT DATE SIGNATURE OF OWNER DATE

SITE PLAN

All documents related to the application in order for proper authority to render a decision are necessary. At a minimum, the site plan should show existing and proposed building locations, driveways, parking areas, building setbacks, buffers, easements, flood plains, retaining walls, and/or any other waiver circumstances applicable, trees, etc. A recorded plat, survey or site plan is also needed. Minimum scale: 1" = 50'. Minimum size: 11" x 17". Documents larger than 11" x 17" require electronic file copy.

APPLICANT RESPONSE

PLEASE RESPOND TO THE FOLLOWING STANDARDS IN THE FORM OF A WRITTEN NARRATIVE, WHICH MUST BE SUBMITTED WITH THE APPLICATION.

- a. Explain the waiver request.
- b. How undue hardship may result from strict compliance; provided any such determination shall be based fundamentally on the fact that unusual topographical or other exceptional conditions require such a waiver.
- c. Explain how, if granted, this requested waiver will not adversely affect the general welfare or nullify the intent of the Development Regulations.

AUTHORIZATION BY PROPERTY OWNER

I, _____, being duly sworn upon his/her oath, being of sound mind and legal age deposes and states; that he/she is the owner of the property which is the subject matter of the attached applications, as is shown in the records of City of Sugar Hill, Sugar Hill, Georgia.

He/She authorizes the person named below to act as applicant in the pursuit of a Waiver of this property.

I hereby authorize staff of the City of Sugar Hill, Department of Planning and Development to inspect the premises, which is the subject of this application

SIGNATURE OF APPLICANT	/ /	SIGNATURE OF OWNER	/ /	DATE	DATE
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APPLICANT TYPE OR PRINT	OWNER TYPE OR PRINT
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Personally appeared before me who on oath disposes and says that the above is true and to the best of his or her knowledge and belief.

Notary Public Signature	/ /	Date	(NOTARY SEAL)
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VERIFICATION OF CURRENT PAID PROPERTY TAXES FOR APPLICATION

The undersigned below is authorized to make this application. The undersigned certifies that all the City of Sugar Hill property taxes, billed to date or the parcel listed below have been paid in full. In no case shall an application or reapplication for waiver be processed without such property verification.

***NOTE: A separate verification for must be completed for each tax parcel included in the request.**

Tax Parcel Number: _____

SIGNATURE OF APPLICANT	/ /	TYPE OR PRINT	DATE	NAME
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***Development Regulation Waiver requires final action by the Mayor and City Council. Please follow the Public Hearing Scheduled for submittal deadlines and Public Hearing Date and Times.**

2021-2022

APPLICATION DEADLINES, MEETING SCHEDULES, & MUNICIPAL COURT DATES

NOTE: ALL Public Hearing Applications Must be Submitted Prior to 12:00 NOON

Submittal Deadline Public Hearing Application	Submittal Deadline for Design Review TCO/CBD, and Variance Applications & Last date to Withdraw Public Hearing Applications	Planning Commission Public Hearing 7:00 PM	City Council Work Session 7:00 PM	City Council Public Hearing 7:30 PM	Municipal Court Calendar 1:00 PM SUBJECT TO CHANGE
4/2/2021	4/26/2021	5/17/2021	6/7/2021	6/14/2021	4/16/2021
5/7/2021	5/28/2021	6/21/2021	7/5/2021	7/12/2021	5/21/2021
6/4/2021	6/28/2021	7/19/2021	8/2/2021	8/9/2021	6/18/2021
7/1/2021	7/26/2021	8/16/2021	Tues. 9/7/2021	9/13/2021	7/16/2021
8/6/2021	8/30/2021	9/20/2021	10/4/2021	10/11/2021	8/20/2021
9/3/2021	9/27/2021	10/18/2021	11/1/2021	11/8/2021	9/17/2021
10/1/2021	10/25/2021	11/15/2021	12/6/2021	12/6/2021	10/15/2021
11/5/2021	11/29/2021	12/20/2021	1/4/2022	1/10/2022	11/19/2021
12/3/2021	12/22/2021	1/18/2022	2/7/2022	2/14/2022	12/17/2021
12/30/2021	1/31/2022	2/21/2022	3/7/2022	3/14/2022	1/21/2022
2/4/2022	2/28/2022	3/21/2022	4/4/2022	4/11/2022	2/18/2022
3/4/2022	3/28/2022	4/18/2022	5/2/2022	5/9/2022	5/20/2022
4/1/2022	4/25/2022	5/16/2022	6/6/2022	6/13/2022	6/18/2022
4/29/2022	Tues. 5/31/2022	6/20/2022	Tues. 7/5/2022	7/11/2022	7/15/2022
6/3/2022	6/27/2022	7/18/2022	8/1/2022	8/8/2022	8/19/2022