



## Bulloch County Planning and Zoning Application Procedures and Requirements

### Where do I file for a Rezone, Conditional Use, Variance, Text Amendment, or Appeal?

Zoning Department  
115 North Main Street  
Statesboro, GA 30458  
(912) 489-1356  
Contact: Randy Newman

### What information is required to file for a Rezone, Conditional Use, Variance, Text Amendment, or Appeal?

1. A completed Application Form.
  - a. Signed by the property owner.
  - b. Signed by the agent (if applicable).
  - c. Notarized.
  - d. Map and Parcel # (found on tax notice).
2. Recorded copy of the warranty deed.
3. Recorded copy of the plat (scaled drawing showing all improvements).
4. Filing fee (see County Fee Schedule).

### What are the public notification procedures?

1. Upon receipt of the application and filing fee, Zoning Department staff will place a sign on the property no less than 15 days prior to the public hearing.
2. Zoning staff will place a legal ad in the newspaper advertising the request at least 15 days prior to the public hearing.
3. Zoning staff will notify applicant (and adjacent property owners as required in the Zoning Ordinance) concerning the request. The notification will include the dates the request will be heard at the public hearing(s).

### What happens at the public hearing?\*

1. Zoning staff present a brief report that will: explain the request, describe adjacent land uses, and give the zoning classification of the requested property and surrounding property.
  2. The applicant and others who sign up in support of the request are permitted time to present their comments.
  3. Citizens who sign up in opposition to the request are permitted time to present their comments.
  4. Planning and Zoning or Board of Commissioners may ask for additional information before voting on the request.
- \* Either the applicant or the agent must be present at the Planning and Zoning meeting and the Board of Commissioner meeting to present the request and answer questions.

### Will I be notified of the decision?

Zoning Department staff will notify the applicant concerning the decision.

### What is an appeal?

1. Process by which an individual can contest a Zoning Administrator or Building Official decision.
2. Appeals are heard by the Planning and Zoning Commission.
3. All construction activity must stop during an appeal, unless the Building Official determines that stopping construction or other activity authorized by the appealed action will cause imminent peril to life or property. In such cases, the construction or other activity authorized by the appealed action is allowed to continue unless the construction is halted by the Planning and Zoning Commission or a restraining order is granted by a court of competent jurisdiction.
4. Planning and Zoning Commission decision may be appealed to the Board of Commissioners.



# Bulloch County Planning and Zoning

## Application Form for Rezoning, Conditional Use, Variance, and Appeal

**For Office Use Only**  
Fee Paid \$ \_\_\_\_\_  
Date \_\_\_\_\_  
Time \_\_\_\_\_  
App. # \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_ Date: \_\_\_\_\_  
Address of Applicant: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Applicant email : \_\_\_\_\_ Agent email: \_\_\_\_\_  
Name of Agent: \_\_\_\_\_ Phone #: \_\_\_\_\_ Date: \_\_\_\_\_  
Address of Agent: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

THE APPLICANT NAMED ABOVE AFFIRMS THAT THEY ARE THE OWNER OR AGENT OF THE OWNER OF THE PROPERTY DESCRIBED BELOW AND REQUESTS: (please check the type of request and fill all applicable information legibly and completely).

Map and Parcel #: \_\_\_\_\_ Current Zoning District: \_\_\_\_\_

### REQUEST

Conditional Use ☐ Variance ☐ Appeal ☐ Rezoning ☐ Text Amendment ☐ \_\_\_\_\_  
(Requested Zoning)

Condition Modification ☐

Purpose of Request: \_\_\_\_\_  
\_\_\_\_\_

Property Address or Directions: \_\_\_\_\_  
\_\_\_\_\_

Structures Currently on Property: \_\_\_\_\_

Total Size of Tract: \_\_\_\_\_ acre(s) Size of Tract in Request: \_\_\_\_\_ acre(s)

Signature of Owner(s) \_\_\_\_\_ Signature and Seal (Notary Public) \_\_\_\_\_

Printed Name of Owner(s) \_\_\_\_\_ Date Sworn and Subscribed (Notary Public) \_\_\_\_\_

Signature of Agent \_\_\_\_\_ Date My Commission Expires (Notary Public) \_\_\_\_\_

### **Campaign Contribution and Conflict of Interest Disclosure**

Has the applicant, property owner, or the applicant's agent, within the past two years, made campaign contributions or given gifts having an aggregate value of \$250 or more to a member of the Bulloch County: Board of Commissioners, Planning and Zoning Commission, or other official who will be considering the zoning-related request? YES ☐ NO ☐

If yes, please complete the following section: (additional sheets if necessary)

Government Official	Contribution Amount	Gift Type	Contribution Date	Given By

To the best of my knowledge, I, the undersigned, having made application for a zoning action, do hereby declare that I have reviewed and complied with the State law titled "Conflict of Interest in Zoning Actions."

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_ Applicant or Agent Signature \_\_\_\_\_ Date \_\_\_\_\_





Bulloch County Planning and Development  
Rezoning Application  
Updated 1/2021

Rezone + Conditional Use  
only

REZONING APPLICANT'S RESPONSE

STANDARDS GOVERNING THE EXERCISE OF THE ZONING POWER

PURSUANT TO REQUIREMENTS OF THE BULLOCH COUNTY ZONING ORDINANCE, THE BOARD OF COMMISSIONERS FINDS THAT THE FOLLOWING STANDARDS ARE RELEVANT IN BALANCING THE INTEREST IN PROMOTING THE PUBLIC HEALTH, SAFETY, MORALITY OR GENERAL WELFARE AGAINST THE RIGHT TO THE UNRESTRICTED USE OF PROPERTY AND SHALL GOVERN THE EXERCISE OF THE ZONING POWER.

- (1) IS THE PROPOSED USE SUITABLE IN VIEW OF THE ZONING AND DEVELOPMENT OF ADJACENT AND NEARBY PROPERTY?
- (2) WILL THE PROPOSED USE ADVERSELY AFFECT THE EXISTING USE OR USABILITY OF ADJACENT OR NEARBY PROPERTY?
- (3) ARE THEIR SUBSTANTIAL REASONS WHY THE PROPERTY CANNOT OR SHOULD NOT BE USED AS CURRENTLY ZONED?
- (4) WILL THE PROPOSED USE CAUSE AN EXCESSIVE OR BURDENSOME USE OF PUBLIC FACILITIES OR SERVICES, INCLUDING BUT NOT LIMITED TO STREETS, SCHOOLS, EMS, SHERIFF OR FIRE PROTECTION?
- (5) IS THE PROPOSED USE COMPATIBLE WITH THE PURPOSE AND INTENT OF THE COMPREHENSIVE PLAN?
- (6) WILL THE USE BE CONSISTENT WITH THE PURPOSE AND INTENT OF THE PROPOSED ZONING DISTRICT?



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- (7) IS THE PROPOSED  
USE SUPPORTED BY NEW OR CHANGING CONDITIONS NOT ANTICIPATED BY THE  
COMPREHENSIVE PLAN?
- (8) DOES THE PROPOSED USE REFLECT A REASONABLE BALANCE BETWEEN THE  
PROMOTION OF THE PUBLIC HEALTH, SAFETY, MORALITY, OR GENERAL WELFARE  
AND THE RIGHT TO UNRESTRICTED USE OF PROPERTY?