

APPLICATION NUMBER: _____ - _____ - _____ (assigned by LCPC staff).

Tax Map and Parcel Number _____

LIBERTY CONSOLIDATED PLANNING COMMISSION



REZONING APPLICATION PACKET

**For additional information or assistance please call:
The Liberty Consolidated Planning Commission (LCPC)
Phone: 912-408-2030
Fax 912-408-2037**

Rezoning Packet Processing Method(s)

To have your request heard by the Liberty Consolidated Planning Commission and the Liberty County Board of Commissioners, Allenhurst Town Council, Flemington City Council, Gumbranch City Council, Hinesville City Council, Midway City Council, Riceboro City Council or Walthourville City Council; you, as the property owner(s) or agent(s) for the owner(s) must:

- ◇ File a **COMPLETED** application, in accordance with the meeting schedule.
- ◇ The application must meet an advertising deadline (follow the attached deadline Submittal Schedule).

A **COMPLETED** application consists of the following:

I. Applicant Application Information

SECTION I.1 General Information

Petitioner Information

Property Owner Information

Environmental Health Impact

Reason for Request

Section I.2 Adjoining Property Owners Information

_____ Accurate Survey, 1 copy

Section I.3 Financial Interest Disclosure Forms

Required Documentation –

_____ Deed, 1 copy

_____ Tax Map, 1 copy (must be a legible copy) (Such maps can be obtained at the Tax Assessors Office in Room 104 of the Liberty County Court House Annex Building)

_____ General Layout Plan – 1 copy and 1 (one) or more site photos

_____ Application Fee

◇ Single Family Residential \$280.00 (up to 1 acre) plus \$30.00 per additional acre

◇ All other zonings \$530.00 (up to 1 acre) plus \$30.00 per additional acre

_____ Attach a Detailed Narrative explaining the proposed use

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Applications submitted with incomplete or incorrect information may experience process delays.

2011 Submittal Schedule

LCPC Meeting Date	Zoning, Conditional Use Special Exception, Variance, Type B Business Application and Misc. Petition Deadlines	Plat & Site Plan Deadlines (With all approvals)
January 18, 2011	December 10, 2009	January 03, 2011
February 15, 2011	January 14, 2011	February 01, 2011
March 15, 2011	February 11, 2011	March 01, 2011
April 19, 2011	March 11, 2011	April 04, 2011
May 17, 2011	April 08, 2011	May 03, 2011
June 21, 2011	May 13, 2011	June 06, 2011
July 19, 2011	June 21, 2011	July 05, 2011
August 16, 2011	July 08, 2011	August 03, 2011
September 20, 2011	August 12, 2011	September 06, 2011
October 18, 2011	September 09, 2011	October 04, 2011
November 15, 2011	October 14, 2011	November 02, 2011
December 20, 2011	November 11, 2011	December 07, 2011

Note: An additional 30 days may be required for all annexation requests and land use actions within 3000 feet of Ft. Stewart

The LCPC regular meeting is every third Tuesday at 4:30 PM in the County Annex Board Room, 112 N. Main St., Hinesville, GA.

LCPC recommendations will be forwarded to the appropriate governing authority for action at their first meeting of the following month.

Government

Allenhurst
Flemington
Gumbranch
Hinesville
Midway
Riceboro
Walthourville
Liberty County

First Meeting

first Monday at 7:30 PM
second Tuesday at 4:30 PM
third Monday at 7:30 PM
first Thursday at 3:00 PM
second Monday at 6:00 PM
first Tuesday at 6:00 PM
second Thursday at 6:00 PM
first Tuesday at 6:00 PM

Public Hearing Notices

Once the **complete** application is filed with the Zoning Administrator, an advertisement of the hearing will be published in the Coastal Courier fifteen (15) days prior to the scheduled hearing and a sign will be placed on the property involved.

The Zoning Administrator will mail notices of public hearing to all property owners of record within two hundred (200) feet of the property sought to be rezoned.

Post Hearing Recommendation(s)

Two (2) public hearings are generally required. The first being the Liberty Consolidated Planning Commission, following the LCPC hearing, the LCPC recommendation will be sent to one or more of the following jurisdictions for the second public hearing: Liberty County Board of Commissioners, Allenhurst Town Council, Flemington City Council, Gumbranch City Council, Hinesville City Council, Midway City Council, Riceboro City Council or Walthourville City Council for a final decision on the request. The jurisdictional public hearings are on “next scheduled” dates as determined by that governing authority and the petitioner shall attend all related public hearings.

Application Withdrawal

If an application is withdrawn **after** the Liberty Consolidated Planning Commission has taken final action, there is a six (6) month waiting period before the same parcel can be resubmitted for rezoning.

SECTION I GENERAL INFORMATION (To be completed by applicant)

LOCATION OF PROPERTY: Liberty County or City /Town of _____

(ALLENHURST, FLEMINGTON, GUMBRANCH, HINESVILLE, MIDWAY, RICEBORO, WALTHOURVILLE)

STREET ADDRESS: _____ SIZE OF PROPERTY: _____

PROPERTY FRONTAGE: DISTANCE _____ PAVED _____ UNPAVED _____

APPLICANT IS: _____ **INDIVIDUAL** _____ **PARTNERSHIP**
_____ **SOLE PROPRIETOR** _____ **FIRM**
_____ **CORPORATION** _____ **ASSOCIATION**

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APPLICANT INFORMATION, if a corporation, list all officers, directors and major stockholders. If you need more space please attach a separate sheet.

Name: _____

Email: _____

Address: _____

Phone #: _____ **Fax:** _____

Signature: _____

PROPERTY OWNER/ OWNERS (If other than the Petitioner/ Applicant)

Name: _____

Email: _____

Address: _____

Phone #: _____ **Fax:** _____

Signature: _____

OWNERS AGENT INFORMATION, If other than Petitioner or Owner

(Note: A signed, notarized statement of authorization from the property owner is required and must be attached, if this section applies).

Name: _____

Email: _____

Address: _____

Phone #: _____ **Fax:** _____

Signature: _____

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THE PROPERTY WAS ACQUIRED BY THE APPLICANT ON _____

REQUEST EXISTING ZONING – _____

PRESENT USE – _____

REQUESTED ZONING – _____

PROPOSED USE – _____

ADJACENT OWNERS/ ZONING:

NORTH: _____

SOUTH: _____

EAST: _____

WEST: _____

ARE ANY *NEW* STREETS OR EASEMENTS INVOLVED IN THIS REQUEST?

() YES OR () NO

IS ADEQUATE DRAINAGE PROVIDED?

() YES OR () NO

**ARE THERE ANY OUTSTANDING PROPERTY TAXES DUE FOR THIS
PROPERTY?**

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SECTION I GENERAL INFORMATION (To be completed by applicant)

**ENVIRONMENTAL HEALTH IMPACT
IF ON SEPTIC TANK AND WELL, HEALTH DEPARTMENT
APPROVAL IS REQUIRED.**

Circle One.

PUBLIC WATER or INDIVIDUAL WELL or COMMUNITY WELL or

OTHER: _____

PUBLIC SEWER or INDIVIDUAL SEPTIC SYSTEM or

OTHER: _____

REASON FOR REQUEST

A. What are your plans? _____

B. Why is this property being rezoned? _____

C. Would be in harmony with the character of the neighborhood because -

D. Would not be detrimental to property or persons in the neighborhood because -

E. Other comments - _____

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SECTION II - ADJOINING PROPERTY OWNERS INFORMATION

(This includes all properties within 200 ft of the property requesting rezoning. This should be done by the applicant.)

- 1. Contact the Liberty County Tax Assessor's Office**
112 North Main Street Hinesville, GA 31313 PH: 912-876-3568
- 2. Give the tax assessor clerk the tax map and parcel number listed below.**
The tax clerk will give you the property owner names and addresses.
- 3. List below the names and addresses of adjoining property owners for the**
Petition/Application of (Petitioner's name) _____

You can also find this information at www.libertycountyga.com.

Tax map	Parcel #	Name and mailing address with zip code

Insufficient or erroneous application data may adversely affect submittal deadline considerations.

SECTION III - DISCLOSURE OF CAMPAIGN CONTRIBUTIONS
Financial Interest Considerations - Property Owner Disclosure

A. **Identify all Members** of the Board of Commissioners, Members of local governments or Members of The Liberty Consolidated Planning Commission **and** employees of the Liberty Consolidated Planning Commission who –

- (1) Have a property interest in the real property affected by this rezoning request:

- (2) Has a financial interest (direct ownership interest of the total assets or capital stock of a business entity where such ownership interest is more than 10%) in any business entity which has a property interest in the real property affected by this rezoning request:

- (3) Has a member of the family (spouse, mother, father, brother, sister, son, or daughter) having a property or financial interest (as herein defined) in the real property affected by the rezoning request:

SECTION III - DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

B. Disclosure of Campaign Contribution

List below the names of local government officials (Members of the Board of Commissioners, Members of local governments or Members of the Liberty Consolidated Planning Commission) to whom campaign contributions were made, within two years immediately preceding the filing of this application, which campaign contributions total \$250.00 or more or to whom gifts were made having a total value of \$250.00 or more:

<u>NAME</u>	<u>AMOUNT</u>	<u>DESCRIPTION OF GIFT</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

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NOTE: A LIST OF LOCAL GOVERNMENT OFFICIALS FOR WHICH
DISCLOSURE IS REQUIRED IS ATTACHED HERETO.

I swear or affirm that all of the information furnished above is true and correct to the best of
my knowledge and belief.

DATE

PROPERTY OWNER