



# LAWRENCEVILLE

## GEORGIA

### REZONING APPLICATION

The application and all required documents must be complete and fees must be paid or the application will not be accepted.

Documents, exhibits and fees required at the time of application submittal:

1. Application Form (signed and notarized)
2. Disclosure of Campaign Contributions Form
3. Letter of Intent describing the proposed zoning change and development
4. Typed, metes and bounds Legal Description
5. Boundary survey (sealed by a Registered Land Surveyor)
6. Property tax verification
7. Site Plan/Rezoning Exhibit: :
  - a. Prepared by a Registered Land Surveyor, Professional Engineer or Landscape Architect
  - b. One full size paper copy drawn to scale of 1"= 50' or greater
  - c. Electronic File (external hard drive)
  - d. Show property line data (metes and bounds) as well as existing infrastructure and existing site conditions, including:
    - i. Existing structures
    - ii. Full width of existing streets and intersecting streets
    - iii. Streams, stream buffers and impervious setbacks
    - iv. Flood hazard zones (reference source of data)
    - v. A vicinity map
  - e. Show proposed improvements, including:
    - i. Proposed buildings, setbacks, buffers and required screening
    - ii. Proposed streets, ingress/egress, driveways, sidewalks and parking
8. Application Fee
  - a. Payment may be made in cash, check or credit card (Visa, MasterCard). Please make checks payable to the City of Lawrenceville. One check is preferred.



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### NOTIFICATION REQUIREMENTS

#### Written Notification

The applicant is required to notify all adjoining property owners (including those across any streets) of their intention to rezone the property. The notification shall be sent by Certified Mail and be postmarked no later than the published deadline contained in the Rezoning Schedule. A sample notification letter is provided at the end of this packet.

The written notice shall include:

1. Rezoning case number
2. Dates, times and place of public hearings
3. Copy of the application
4. Applicant contact information
5. Letter of Intent
6. Site plan
7. Vicinity map

Proof that the notifications were mailed as required must be delivered to the Planning Department as soon as is feasible, but no later than 12:00 p.m. (noon) on the Wednesday prior to the Planning Commission meeting. Failure to submit the required proof of mailing will result in the application being tabled to the next month's meeting.

#### Notification Sign

The applicant is required to post a notification sign (provided by the Planning Department) in a clearly visible location on the property, at or near the public street, no later than the published deadline contained in the Rezoning Schedule. It is the responsibility of the applicant to insure that the notification sign remain on the property throughout the rezoning proceedings. (COPY TO BE GIVEN TO APPLICANT)

\_\_\_\_\_  
CASE NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ACKNOWLEDGED BY (PRINT NAME)

\_\_\_\_\_  
SIGNATURE

70 S Clayton St • PO Box 2200 • Lawrenceville, Georgia 30046-2200  
770.963.2414 • [www.lawrencevillega.org](http://www.lawrencevillega.org)



# LAWRENCEVILLE

## GEORGIA

### PUBLIC HEARING PROCESS

The Applicant is required to appear at the Planning Commission Meeting, the City Council Work Session, and the City Council Public Hearing. Failure to attend a meeting may result in tabling of the application until the next meeting of that group. However, the Planning Commission and the City Council may act on the application should they so choose. Meeting dates, times and place are as published in the Rezoning Schedule.

1. Approximately one week prior to the scheduled Planning Commission Meeting, the Planning Staff Report and Recommendation will be available at the Planning and Development office.
2. The applicant shall appear before the City of Lawrenceville Planning Commission to present their case in support of the rezoning application. Any opposition to the rezoning request will be given equal time to present its case. The Planning Commission may ask questions of the applicant and the opposition. The Planning Commission is a recommending body. Their recommendation will be forwarded to the City Council.
3. The applicant shall be present at the City Council Work Session. The applicant may be asked to present their case, or to answer questions, at the desire of the City Council.
4. The applicant shall appear before the City Council for the Public Hearing. The applicant and any opposition will be given equal time to present their cases. The City Council may ask questions of the applicant and opposition prior to making their final decision regarding the application.
5. If the rezoning application is denied by the Mayor and City Council, any new application for the same zoning classification on subject property may not be submitted for at least twelve (12) months from the date of denial. Application for a different zoning classification may be submitted after six (6) months from the date of the denial.



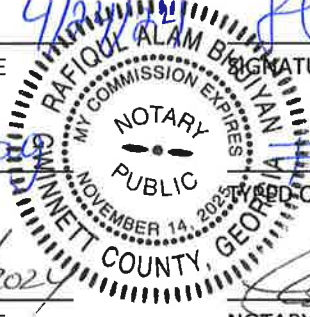
# LAWRENCEVILLE

## GEORGIA

### REZONING APPLICATION

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION*
NAME: <u>Florentina Fisteag</u>	NAME: <u>Florentina Fisteag</u>
ADDRESS: <u>1264 Lob lolly way</u>	ADDRESS: <u>1264 Lob lolly way</u>
CITY: <u>Lawrenceville</u>	CITY: <u>Lawrenceville</u>
STATE: <u>GA</u> ZIP: <u>30043</u>	STATE: <u>GA</u> ZIP: <u>30043</u>
CONTACT PERSON: <u>Florentina Fisteag</u> PHONE: <u>678-668-4731</u>	
<small>* If multiple property owners, each owner must file an application form or attach a list, however only one fee. Multiple projects with one owner, must file separate applications, with separate fees.</small>	
PRESENT ZONING DISTRICT(S): <u>RM-12</u> REQUESTED ZONING DISTRICT: <u>R-60</u>	
PARCEL NUMBER(S): <u>5145 013 C</u> ACREAGE: <u>0.4</u>	
ADDRESS OF PROPERTY: <u>Curtis Rd. Lawrenceville GA 30046</u>	

<u>Florentina Fisteag</u>	<u>4/24/2024</u>	<u>Florentina Fisteag</u>	<u>4/24/2024</u>
SIGNATURE OF APPLICANT	DATE	SIGNATURE OF OWNER	DATE
<u>Florentina Fisteag</u>		<u>Florentina Fisteag</u>	
TYPED OR PRINTED NAME		TYPED OR PRINTED NAME	
<u>[Signature]</u>	<u>4/24/2024</u>	<u>[Signature]</u>	<u>4/24/2024</u>
NOTARY PUBLIC	DATE	NOTARY PUBLIC	DATE





# LAWRENCEVILLE

## GEORGIA

### DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? No Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)
<u>NA</u>		

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? \_\_\_\_\_ Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)
<u>NA</u>		

Attach additional sheets if necessary to disclose or describe all contributions/gifts.



# LAWRENCEVILLE

## GEORGIA

### VERIFICATION OF CURRENT PAID PROPERTY TAXES FOR SPECIAL USE PERMIT

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED CERTIFIES THAT ALL CITY OF LAWRENCEVILLE PROPERTY TAXES BILLED TO DATE FOR THE PARCEL LISTED BELOW HAVE BEEN PAID IN FULL TO THE TAX COMMISSIONER OF GWINNETT COUNTY, GEORGIA. IN NO CASE SHALL AN APPLICATION BE PROCESSED WITHOUT SUCH PROPERTY VERIFICATION.

\*Note: A SEPARATE VERIFICATION FORM MUST BE COMPLETED FOR EACH TAX PARCEL INCLUDED IN THE SPECIAL USE PERMIT REQUEST.

PARCEL I.D. NUMBER:

(Map Reference Number)

5 - 145 - 013 C  
District Land Lot Parcel

Signature of Applicant

Florentina

9.

4-24-2024

Date

Type or Print Name and Title

Florentina Fistean

Owner

\*\*\*PLEASE TAKE THIS FORM TO THE TAX COMMISSIONER'S OFFICE AT THE GWINNETT JUSTICE AND ADMINISTRATION CENTER, 75 LANGLEY DRIVE, FOR THEIR APPROVAL BELOW.\*\*\*

### TAX COMMISSIONER'S USE ONLY

(PAYMENT OF ALL PROPERTY TAXES BILLED TO DATE FOR THE ABOVE REFERENCED PARCEL HAVE BEEN VERIFIED AS PAID CURRENT AND CONFIRMED BY THE SIGNATURE BELOW)

Kathy Lyles

NAME

TSA

TITLE

4/24/24

DATE



# LAWRENCEVILLE

## GEORGIA

### FEE SCHEDULE

Rezoning, Change-in-Conditions and Special Use Permit Fees-

(Note: a Special Use Permit related to a companion rezoning case shall not incur an additional fee)

**For Single-Family Residential Districts.**

Fee:

< 5 Acres = \$500  
5 – 10 Acres = \$750  
10 – 20 Acres= \$1,000  
20 Acres or more = \$1,500

**For the following: Multifamily (attached housing); Mixed-Use Districts.**

Fee:

< 5 Acres = \$500 + \$10 per unit  
5 – 10 Acres = \$750 + \$10 per unit  
10 – 20 Acres= \$1,000 + \$10 per unit  
20 Acres or more = \$1,500 + \$10 per unit

**For Commercial, Office and Industrial Districts.**

Fee:

< 5 Acres = \$500  
5 – 10 Acres = \$750  
10 – 20 Acres= \$1,000  
20 Acres or more = \$1,500



# SAMPLE LETTER

(TO BE SENT TO NEIGHBORING PROPERTY OWNERS)

Addressee Info

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Dear Sir/Madam:

Please be advised that **(APPLICANT NAME)** has applied for a rezoning of property located at **(PROPERTY ADDRESS)** from **(PRESENT ZONING)** to **(PROPOSED ZONING)** to allow **(PROPOSED USE OR DEVELOPMENT)**.

The Lawrenceville Planning Commission will hold a public hearing on **(PLANNING COMMISSION DATE)** in order to make a recommendation to the Mayor and City Council on the rezoning request. This meeting will be at 7:00 P.M. in the Council Assembly Room, 4<sup>th</sup> Floor of City Hall, which is located at 70 South Clayton Street, Lawrenceville, Georgia. The Mayor and City Council will hold a public hearing on the rezoning request on **(CITY COUNCIL PUBLIC HEARING DATE)**. This meeting will also be held at 7:00 P.M. in the Council Assembly Room of City Hall.

If you would like to comment on the rezoning request, please plan to attend these meetings. The public is allowed to speak during both the Planning Commission meeting and City Council public hearing.

If you plan to speak in opposition to this request, please be advised that in accordance with Chapter 36-67A-3(c) of the Code of Georgia, if you have made, within the two years immediately preceding the filing of this zoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider this application, you must contact this Department to obtain the appropriate Campaign Contributions Disclosure Form. This disclosure requirement must be filed at least five calendar days prior to the first public hearing by the Planning Commission.

Sincerely,

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Applicant Name

Enclosures:

Applicant and contact information

Copy of rezoning application

Copy of letter of intent

Site plan

Vicinity map