



Speaker's Tips:

Sign up to speak on the sign in sheet.

Fill out a Campaign Contribution Disclosure Form.

Remember, each side is allowed ten (10) minutes to speak. These minutes are shared for multiple speakers so use your time wisely.

Due to the time limits, avoid repetition. If an item was already identified by another speaker, move to another item.

All speakers must use the podium and microphone.

Each speaker must state their name, address for the record.

Speakers should state the reasons for support or opposition of the application.

All questions or comments must be addressed to the Planning Commission and not to the applicant or City Staff.

Speakers may use charts, maps, photos, or other visual to support their point of view.

Speakers should mark all documentation with the Zoning File Number and provide copy for File.

CITY OF ACWORTH PLANNING COMMISSION MEMBERS

BEN FLANAGAN, CHAIRMAN

JIM AIKEN

TOBY CARMICHAEL

VINCE DICECCO

VAN JACOBS

SCOTT MCPHERSON

BRETT NORTH

JEFF STEORTS

FLETCHER WHITWORTH

MEETING LOCATION AND TIMES

City of Acworth Planning Commission Public Hearings

4th Tuesday of each month 7:30 p.m.

In the Mayor and Board Council Chambers

(Main Floor of City Hall)



City of Acworth Community Development
Planning & Zoning Division
4415 Senator Russell Avenue
Acworth, GA 30101
Phone: 770.974.3112 / Fax: 770.917.0590
www.acworth.org



Rezoning Annexation Variance Special Land Use Permit Public Hearing Process



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Planning & Zoning Division
4415 Senator Russell Avenue
Acworth, GA 30101
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A BRIEF SUMMARY OF THE ZONING PROCESS

The Planning Commission public hearing is held on the 4th Tuesday of each month. At this public hearing, the Planning Commission hears from the applicant and the public on each application and forwards their recommendations to the Mayor and Board of Aldermen. The Planning Commission consists of nine (9) citizen members who serve without pay.

At the Mayor & Board of Aldermen's meeting on the 1st Thursday of each month, the Planning Commission's recommendations will be taken into consideration.

So How Does The Process Work?

First, an applicant will file a request with the Community Development Department.

You may contact the Planning & Zoning Division for the schedule of meeting dates and submittal deadline or visit the official City of Acworth website (www.acworth.org).

Staff will review the application for completeness and assign a file number and hearing date. The City will arrange for the public notice to the newspaper and provide the public notice signs for the applicant to post on the property.

In the instance of a rezoning or annexation, the applicant will be required to notify all adjacent property owners of the request and provide proof of notification to the City. This notice will include information such as who the applicant is, what the request is for as well as the dates, times and locations of the public hearings.

While the public may request to see a file at any time, all agendas and supporting documents will be available to the public for viewing on the City's website the Friday preceding the Public Hearing.

At the public hearing, sign up sheets will be available at the entrance to the Council Chambers located on the main floor of City Hall.

If you wish to speak on a particular application, either for or against, you **MUST** sign the sheet to speak. In addition, you should fill out a Campaign Contribution Disclosure Form as well.

The Planning Commission Chairman will call the Public Hearing to order at 7:30 p.m. Cases will typically be heard in the order in which they appear on the agenda; however items may be adjusted or postponed at the request of the applicant.

As each case is being considered, the applicant will be given ten (10) minutes to present their request. Opponents are also given ten (10) minutes in total to voice their opposition. If several opponents are present, they must share that ten (10) minute allocation.

After the opposition has spoken, the applicant is allowed rebuttal time based on what is remaining of the original ten (10) minutes. Opponents are not allowed rebuttal time.

For suggestions on speaking, please see the "Speaker Tips" portion of this pamphlet.

Once this portion of the Public Hearing is closed, Staff will present their report of findings to the Planning Commissioners. After discussions are held, the Planning Commission will then make their recommendation to approve, approve with conditions, deny or table the application for the Mayor and Board of Aldermen.

After all applications on the agenda are heard and all other business has been conducted, the Commission meeting will be adjourned.

The Mayor and Board of Alderman meet the first and third Thursdays of each month and will take action on the request. The public hearings for these meetings are held on the preceding Mondays.

If the application is approved, the applicant may proceed forward with the permitting process.

If the application is denied, the applicant must wait 12 months before the request may be heard again.