



City of Acworth
Community Development Department

4415 Senator Russell Avenue
Acworth, Georgia 30101
Office: (770) 974-2032
Fax: (770) 917-0590
www.acworth.org

REZONING/ANNEXATION
APPLICATION AND CHECKLIST

Please note that all applications must be complete to be accepted. All applications must be submitted to the Zoning Administrator no later than the last Friday of the month to be placed on the agenda for the next month's meeting of the Planning & Zoning Commission.

The following items are to be included in the application:

- 1. Application Form attached hereto.
2. Letter requesting the annexation and/or rezoning from the owner of record.
3. Statement of Intended Use for all parcels.
4. A copy of the deed for said property that includes the full legal description.
5. A copy of the current taxes paid in full for said property from the Cobb County Tax Department.
6. Fifteen (15) copies of the plat of the property or boundary survey. All copies must be folded with the exception of 8 1/2 x 11 inches.
7. Fifteen (15) copies of the preliminary site development plan which must be blue line, drawn to scale, 24" x 36" or approximate. All copies must be folded, with the exception of one such copy that must be 8 1/2 x 11 inches.
8. An advertising fee of \$250.00, payable to the City of Acworth, for notice of the annexation and/or rezoning in the City's legal organ, the Marietta Daily Journal.
9. A rezoning fee paid according to the following schedule for rezonings only:

Table with 4 columns: Property Type, R-1, All other Residential, All other Properties (C, OIT, LRO, OP, MU, LI, HI). Rows show acreage ranges (0-5, 5-10, 10-20, 20-100) and corresponding fees.

- \_\_\_\_\_ 10. **Statement of Campaign Contributions** certifying that the applicant has/has not made campaign contributions or gifts aggregating \$250 or more to the Mayor, any member of the Board of Aldermen, or any member of the Planning and Zoning Commission. Form is attached (circle the appropriate statements).
- \_\_\_\_\_ 11. **Proof of adjacent owner notification** (provide a listing of names and addresses along with a copy of the notification letter sent to the adjacent property owners).

**The Applicant is also advised of the following:**

1. The Property Owner must attend the Planning and Zoning Commission Hearing (held on the fourth Tuesday of the month at 7:30 PM), the Mayor and Board of Aldermen Public Hearing (held on the Monday preceding the first and third Thursdays of the month at 6:30 PM) and is encouraged to attend the Mayor and Board of Aldermen Public Meeting at which the application will be considered (held on the first and third Thursdays of the month at 7:00 PM).
2. Signs supplied by the Zoning Administrator must be posted on the property prior to the first advertisement appearing in the *Marietta Daily Journal*. Signs must be posted as to be readily visible from the street at least three (3) feet high above the ground.
3. A copy of the complete Zoning Ordinance may be purchased for the copy fee of \$25.00 from the City Clerk's office. A copy is also available online on the City of Acworth website ([www.acworth.org](http://www.acworth.org)).
4. All site plans are to be folded and accompanied by an AutoCAD file on CD-Rom in State Plane Coordinates. The site plan shall be submitted in an electronic PDF format.

**Submitted as required:**

\_\_\_\_\_  
Owner/Agent

\_\_\_\_\_  
Date

**Completed as required:**

\_\_\_\_\_  
Zoning Administrator

\_\_\_\_\_  
Date



# City of Acworth Rezoning/Annexation Application

Applicant: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

\_\_\_\_\_  
(Representative's Name, Printed) Address: \_\_\_\_\_

\_\_\_\_\_  
(Representative's Signature) Business Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Signed, sealed and delivered in the presence of:

\_\_\_\_\_ My Commission Expires: \_\_\_\_\_

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Titleholder: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Address: \_\_\_\_\_

Signed, sealed and delivered in presence of:

\_\_\_\_\_ My Commission Expires: \_\_\_\_\_

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Zoning Request From: \_\_\_\_\_ To: \_\_\_\_\_  
(Present Zoning) (Proposed Zoning)

For the purpose of: \_\_\_\_\_

Size of Tract: \_\_\_\_\_ Acre(s)

Location: \_\_\_\_\_

Land Lot(s): \_\_\_\_\_ Parcel(s): \_\_\_\_\_



# CAMPAIGN CONTRIBUTIONS

**Please circle the appropriate statements:**

The undersigned Applicant herein certifies that he/she **has / has not** made campaign contributions or gifts aggregating \$250 or more to the Mayor, any member of the Board of Aldermen, or any member of the Planning and Zoning Commission within the two (2) years preceding the filing of this Application for Rezoning.

## FINANCIAL INTEREST

The undersigned Petitioner herein certifies that, to the best of its knowledge, information, and belief, the Mayor, any member of the Board of Aldermen, or any member of the Planning and Zoning Commission **does / does not:**

- (1) Have a property interest (direct or indirect ownership, including any percentage of ownership less than total) in the subject property;
- (2) Have a financial interest (direct ownership interests of the total assets or capital stock where such ownership interest is ten percent (10%) or more) of a corporation, partnership, limited partnership, firm, enterprise, franchise, association, or trust, which has a property interest (direct or indirect ownership, including any percentage of ownership less than total) upon the subject property; and
- (3) Have a spouse, mother, father, brother, sister, son, or daughter who has any interest as described above.

The undersigned Petitioner certifies that all information contained in this Application for Rezoning and all information furnished in support of this Application is true and complete to the best of its knowledge, information, and belief.

\_\_\_\_\_  
(Signature)

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

Signed, sealed and delivered  
in the presence of:

(Corporate Seal)

Address: \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Telephone: \_\_\_\_\_