

Project #: _____

District #: _____



City of McDonough
Community & Economic Development Department
PETITION FOR PUBLIC HEARING
Board of Zoning Appeals
136 Keys Ferry Street, 3rd Floor
McDonough, GA 30253
Phone (678) 432-4622

Applicant's Name (First/Last): _____

Applicant's Complete Mailing Address: _____

Applicant's E-Mail Address: _____

Applicant's 24 Hour Contact Number (Area Code/Number): _____

Name of Development: _____

Address of Request: _____

Request For (Check One)

() Variance

() Appeal

() Administrative Review

Describe the nature of request and justification – attach additional sheet(s) if necessary.

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- Attach one (1) **copy** of the following items: completed application, Letter of Intent, legal description, survey plat and written permission from the property owner. Identify the parcel number, current zoning of property and the lot size (i.e. acres).
 - Attach two (2) **copies** of the following item: applicable site exhibit(s) – no larger than 11" x 17",
 - Due to the uniqueness of each petition, staff reserves the right to request additional items where deemed necessary in order to process the petition.
 - A fee in the amount of \$300.00 dollars payable to the City of McDonough is required to process the request. **Fees are Non-Refundable.**

My signature below affirms that I am the owner/authorized agent for the property described herein.

Signature: _____ Date: _____

For Staff Use Only – DO NOT WRITE BELOW THIS LINE

Zoning: _____

FEE: \$ _____ Payment Method: Cash/Credit Card/Check/Money Order # _____