

GWINNETT COUNTY
PLANNING AND DEVELOPMENT

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REZONING APPLICATION

AN APPLICATION TO AMEND THE OFFICIAL ZONING MAP OF GWINNETT COUNTY, GA.

| APPLICANT INFORMATION | PROPERTY OWNER INFORMATION* |
|---|------------------------------------|
| PC Holcomb Investments, LLC NAME: <u>Mr Melody A. Glouton, Esq.</u> | NAME: <u>Beaver SAT, LLC</u> |
| ADDRESS: <u>1960 Satellite Blvd., Suite 4000</u> | ADDRESS: <u>4385 Bellview Lane</u> |
| CITY: <u>Duluth</u> | CITY: <u>Duluth</u> |
| STATE: <u>GA</u> ZIP: <u>30097</u> | STATE: <u>GA</u> ZIP: <u>30097</u> |
| PHONE: <u>770-339-0475</u> | PHONE: _____ |
| EMAIL: <u>mglouton@atclawfirm.com</u> | EMAIL: _____ |
| CONTACT PERSON: <u>Melody A. Glouton, Esq.</u> PHONE: <u>770-339-0475</u> | |
| CONTACT'S E-MAIL: <u>mglouton@atclawfirm.com</u> | |
| APPLICANT IS THE: | |
| <input checked="" type="checkbox"/> OWNER'S AGENT <input type="checkbox"/> PROPERTY OWNER <input type="checkbox"/> CONTRACT PURCHASER | |
| PRESENT ZONING DISTRICTS(S): <u>O&I</u> REQUESTED ZONING DISTRICT: <u>C1</u> | |
| PARCEL NUMBER(S): <u>R6211 003</u> ACREAGE: <u>.85</u> | |
| ADDRESS OF PROPERTY: <u>0 Beaver Ruin Road & Satellite Blvd., Norcross, Georgia</u> | |
| PROPOSED DEVELOPMENT: <u>Convenience store with fuel pumps</u> | |

| RESIDENTIAL DEVELOPMENT | NON-RESIDENTIAL DEVELOPMENT |
|---------------------------------------|-------------------------------------|
| No. of Lots/Dwelling Units <u>n/a</u> | No. of Buildings/Lots: <u>1</u> |
| Dwelling Unit Size (Sq. Ft.): _____ | Total Building Sq. Ft. <u>4,400</u> |
| Gross Density: _____ | Density: _____ |
| Net Density: _____ | |

PLEASE ATTACH A LETTER OF INTENT EXPLAINING WHAT IS PROPOSED

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SURVEY LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 211 OF THE 6TH LAND DISTRICT, GWINNETT COUNTY, GEORGIA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TO FIND THE POINT OF BEGINNING COMMENCE AT A POINT FORMED BY THE INTERSECTION OF THE WESTERLY RIGHT OF WAY LINE OF SATELLITE BOULEVARD (130' R/W) AND THE NORTHERLY RIGHT OF WAY LINE OF BEAVER RUIN ROAD (R/W VARIES, IF SAID RIGHT OF WAYS WERE EXTENDED INSTEAD OF MITERED. THENCE SOUTH 54 DEGREES 48 MINUTES 10 SECONDS WEST A DISTANCE OF 75.00 FEET TO A POINT AND **THE TRUE POINT OF BEGINNING**. THENCE FOLLOWING ALONG THE NORTHERLY RIGHT OF WAY LINE OF BEAVER RUIN ROAD SOUTH 54 DEGREES 48 MINUTES 10 SECONDS WEST A DISTANCE OF 47.89 FEET TO AN IRON PIN FOUND; THENCE LEAVING SAID RIGHT OF WAY LINE OF BEAVER RUIN ROAD NORTH 31 DEGREES 40 MINUTES 00 SECONDS WEST A DISTANCE OF 240.63 FEET TO AN IRON PIN FOUND; THENCE NORTH 58 DEGREES 20 MINUTES 00 SECONDS EAST A DISTANCE OF 213.11 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF SATELLITE BOULEVARD (130' R/W); THENCE FOLLOWING ALONG SAID RIGHT OF WAY LINE OF SATELLITE BOULEVARD SOUTH 10 DEGREES 27 MINUTES 10 SECONDS EAST A DISTANCE OF 175.00 FEET TO A POINT; THENCE SOUTH 22 DEGREES 10 MINUTES 30 SECONDS WEST A DISTANCE OF 126.32 FEET TO A POINT AND **THE POINT OF BEGINNING**.

SAID PROPERTY CONTAINS 37,036.55 SQUARE FEET (0.850 ACRES) AND MORE PARTICULARLY DESCRIBED ON PLAT OF SURVEY FOR BEAVER SAT, LLC, AND FIRST AMERICAN TITLE INSURANCE COMPANY BY A.S. GIOMETTI & ASSOCIATES, INC. DATED MARCH 28, 2007 AND CERTIFIED BY A.S. GIOMETTI, GRLS # 1125 AND INCORPORATED HEREIN BY REFERENCE.

2 THIS PLAT WAS BEEN CALCULATED FOR CLOSURE AND HAS BEEN
3 FOUND TO BE ACCURATE WITHIN 3 FOOT IN 241,649 FEET.
4 THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A
5 CLOSURE PRECISION OF ONE FOOT IN 22,587 FEET AND AN
6 ANGULAR ERROR OF .04" PER ARC AND WAS ADJUSTED USING
7 THE COMPASS RULE.
8 EQUIPMENT = SOKKIA TR SERIES AUTOMATIC STATION
9 DATE OF SURVEY = 2/24/02
10 NAME OF THIS PARTY = JAMES THE OFFICIAL FIRE FLOOD
11 HAZARD MAP COMMUNITY NUMBER 730302, PARCEL 00849, DATED
12 9/29/2006, AND HAVE DETERMINED THAT THIS PROPERTY IS NOT
13 ADJACENT IN ANY MANNER TO ANY OTHER CLOSURE
14 AS BEAR AT ALL. CORRESPONDENCE OTHERWISE NOTED.

IN MY OPINION, THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-5-67.

ZONING: D-2
SETBACKS:
FRONT: 15 FT.
SIDES: 10 FT.
REAR: 25 FT.
MINIMUM LOT WIDTH: 30 FT.
MAXIMUM BUILDING HEIGHT: 15 FT.

This plan is a replacement of an existing parcel or parcels of land and does not subdivide or create a new parcel of land. No changes to any real property boundaries, the recording jurisdiction of the plan, or the recording jurisdiction of the instruments which created the parcel or parcels are stated herein. RECOGNITION OF THIS PLAN DOES NOT IMPLY ACCEPTANCE OF ANY LOCAL, JURISDICTION, REGULATORY OR REQUIREMENTS, COMPLIANCE WITH LOCAL, REGULATIONS OR REQUIREMENTS, OR SUFFICIENCY FOR ANY USE OR PURPOSE OF THE LAND. The undersigned, the undersigned, hereby certify that this plan complies with the minimum technical standards for property surveys in Georgia and set forth in the rules and regulations of the Georgia Board of Registration of Professional Land Surveyors. Board of Registration of Professional Land Surveyors, Georgia, is set forth in O.C.G.A. SECTION 15-2-67.

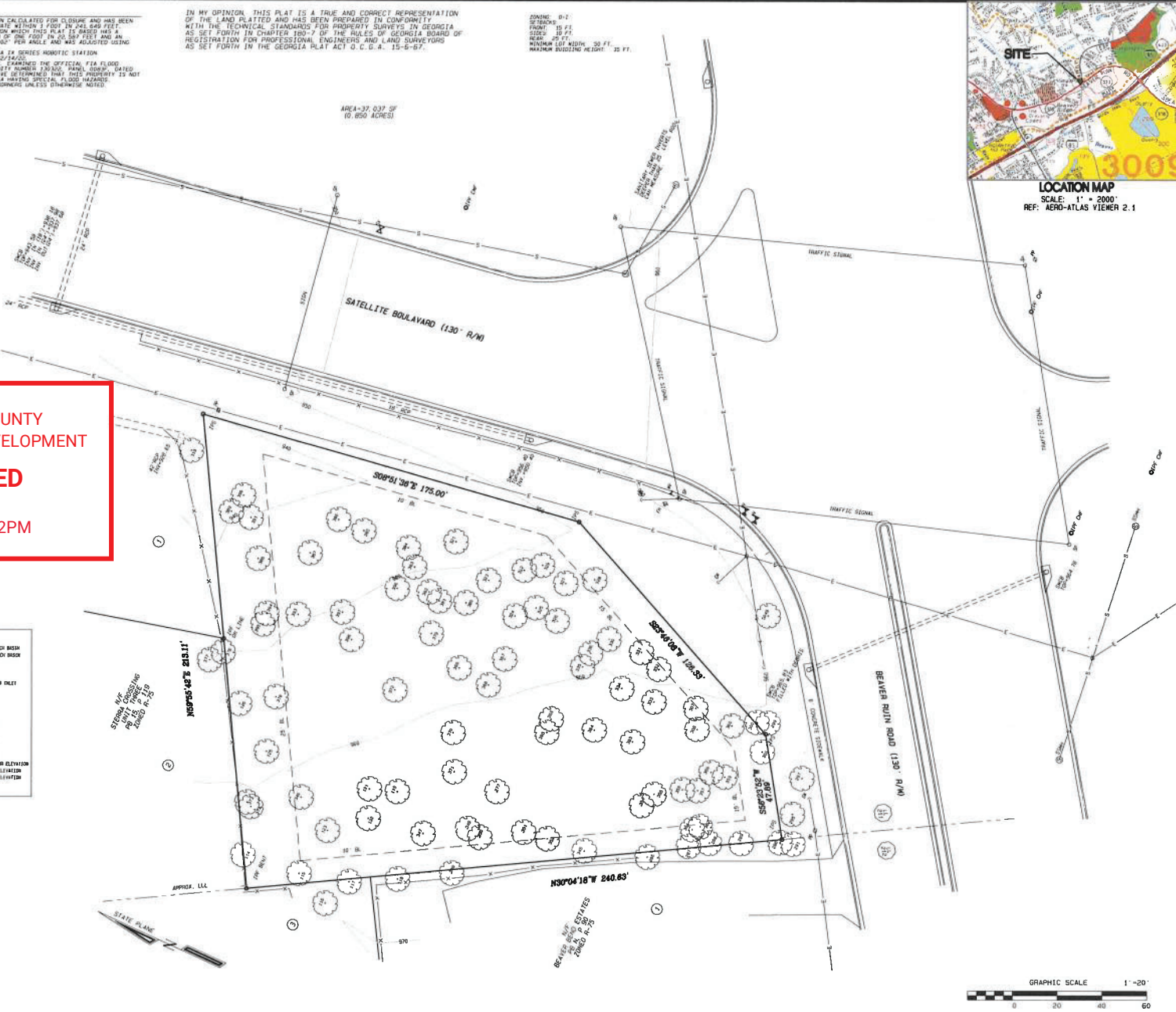
ROBERT B. BETTERTON 2/2/03



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[illegible]

COPYRIGHT
THIS ORIGIN IS THE PROPERTY OF THE
BELOW REFERENCED FIRM AND IS NOT TO
BE USED FOR ANY PURPOSE OTHER THAN
THE SPECIFIC PROJECT NAMED HEREIN,
AND CANNOT BE REPRODUCED IN ANY
MANNER WITHOUT THE WRITTEN WRITTEN

BETTERTON
SURVEYING & DESIGN, INC.
LAND SURVEYING/PLANNING
SUBDIVISION & COMMERCIAL SITE DESIGN
950 WEST SAN TOWN ROAD
MARIETTA, GEORGIA 30064
(578) 483-0242

**TOPOGRAPHIC SURVEY & PLAT
TAX PARCEL 62111003**

LOCATED IN:
LAND LOT 241
6TH DISTRICT,
GWINNETT COUNTY, GEORGIA,
PREPARED FOR:
ZAIN GILLANI

DRAWN BY
RBB
CHECKED BY
RBB
SCALE
1" = 20'
DATE
CH 2, 2022
FILE NUMBER
2113.PRO
JOB NUMBER
22113
SHEET NUMBER

1 OF 1

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April 2, 2022



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LETTER OF INTENT AND JUSTIFICATION FOR REZONING

**Rezoning Application
Gwinnett County, Georgia**

Applicant:

PC Holcomb Investments, LLC

Property:

Tax Parcel ID: R6211 003

±.85 Acres of Land

Located at Beaver Ruin Rd and Satellite Blvd Norcross, Ga 30071

From O-I to C-1

Submitted for Applicant by:

Melody A. Glouton, Esq.

ANDERSEN TATE & CARR, P.C.

One Sugarloaf Centre

1960 Satellite Blvd.

Suite 4000

Duluth, Georgia 30097

770.822.0900

mglouton@atclawfirm.com

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April 2, 2022

I. INTRODUCTION

This Application for Rezoning is submitted for a .85-acre tract of land located in Land Lot 211 of the 6th District of Gwinnett County, Georgia, Norcross, and identified as Parcel ID R6211 003 (hereinafter the “Property”). The Property is mostly a triangular lot containing at the corner of Beaver Ruin Rd and Satellite Blvd. The Property is shown on the survey prepared by Betterton Surveying & Design, Inc. dated March 2, 2022, and filed with this Application. The Property that is the subject of this rezoning application is owned by Beaver SAT, LLC and further identified below from the Gwinnett County GIS:



The Property is currently zoned O-I (Office-Institutional District) pursuant to the Gwinnett County Unified Development Ordinance (the “UDO”). The Applicant, PC Holcomb Investments, LLC (the “Applicant”) now seeks approval to rezone the .85-acres to C-1 (Neighborhood Business District) to develop a neighborhood serving convenience store with fuel pumps. The rezoning of the Property will allow for a quality commercial development that will service the surrounding community in accordance with the 2040 Comprehensive Plan. The proposed development will consist of four fuel pumps under a single canopy and one building totaling approximately 4,400 square feet.

This document is submitted as the Letter of Intent, Response to Standards Governing the Exercise of Zoning Power, and other materials required by the Gwinnett County UDO.

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III
April 2, 2022

PROJECT SUMMARY

As shown on the conceptual site plan prepared by Contineo Group dated March 1, 2022, and filed with this Application (hereinafter the "Site Plan"), the Applicant proposes to develop the Property into a neighborhood serving convenience store with fuel pumps. The rezoning of the Property will activate a vacant corner site and allow for a quality commercial development that will service the surrounding community in accordance with the 2040 Plan. The proposed convenience store will consist of one building totaling approximately 4,400 square feet with four (4) fuel pumps located under a single canopy fronting Beaver Ruin Road. The Applicant proposes two access points to the property, one on Satellite Blvd and the other on Beaver Ruin Road.

The Applicant is requesting the waiver of the following:

- (1) Reduction of front landscape buffer from 10' to 5' in order to accommodate the driveways. The reduction in the landscape strip to five feet through the corner down to the access drive on Satellite Blvd will allow the development to be constructed in compliance with the site plan. The proposed development pushes the commercial activity to the corner of the intersection and away from the residential to the rear of the site. As shown on the site plan filed with the rezoning application, and in consideration of the size, layout, and location of the Subject Property, strict adherence to the language of the UDO would effectively prohibit the Applicant from developing the Subject Property.
- (2) Elimination of the additional 5' setback on top of the 50' residential buffer. The Applicant's requested variances are the minimum necessary to afford the Applicant relief so that the Subject Property may be developed with an economically viable use as permitted under C-1. Due to the size, existing layout, and location of the Subject Property Further, granting the requested relief would not cause a substantial detriment to the public good.

IV. SITE IMPACT ANALYSIS

Pursuant to UDO § 270-20.6, entitled "Impact Analysis," the Applicant submits its written impact analysis which shows that rezoning to C-1, satisfies UDO § 270-20.5, entitled "Standards Governing Exercise of the Zoning Power," as follows:

(A) WHETHER A PROPOSED REZONING WILL PERMIT A USE THAT IS SUITABLE IN VIEW OF THE USE AND DEVELOPMENT OF ADJACENT AND NEARBY PROPERTY:

Yes, approval of the proposed Rezoning will permit a use that are suitable in view of the use and development of adjacent and nearby property. The Property is located at the corner of Beaver Ruin Rd and Satellite Blvd. The Property is adjacent to intense, large-scale commercial and industrial developments and in close proximity to existing commercial uses.

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(B) WHETHER A PROPOSED REZONING WILL ADVERSELY AFFECT THE EXISTING USE OR USEABILITY OF ADJACENT OR NEARBY PROPERTY:

No, the proposed Rezoning Application will not adversely affect the existing use or usability of any of the nearby properties. The proposed zoning classification is compatible with existing residential and commercial uses of adjacent property. Rather the proposed development would complement existing commercial uses and provide a neighborhood serving commercial use to the community.

(C) WHETHER THE PROPERTY TO BE AFFECTED BY A PROPOSED REZONING HAS REASONABLE ECONOMIC USE AS CURRENTLY ZONED:

The Applicant submits that due to the size, location, layout, topography, and natural features of the Property, it does not have reasonable economic use as currently zoned.

(D) WHETHER THE PROPOSED REZONING WILL RESULT IN A USE WHICH WILL OR COULD CAUSE AN EXCESSIVE OR BURDENSOME USE OF EXISTING STREETS, TRANSPORTATION FACILITIES, UTILITIES, OR SCHOOLS:

No, the proposed rezoning application will not result in an excessive or burdensome use of the infrastructure systems. The Property has convenient access to Beaver Ruin Rd as well as Satellite Blvd. The proposed development would complement the existing commercial and residential uses in the area by providing a neighborhood serving use.

(E) WHETHER THE PROPOSED REZONING IS IN CONFORMITY WITH THE POLICY AND INTENT OF THE LAND USE PLAN:

The proposed rezoning application is in conformity with the policy and intent of the Gwinnett County 2040 Unified Plan. The Property is located within the Vibrant Communities Center Character Area of the 2040 Future Development Map. Encouraged land uses for the Vibrant Communities Character Area specifically corner/neighborhood serving non-residential or institutional developments/uses. The proposed development would be compatible with and successfully co-exist with the surrounding uses.

(F) WHETHER THERE ARE OTHER EXISTING OR CHANGING CONDITIONS AFFECTING THE USE AND DEVELOPMENT OF THE PROPERTY WHICH GIVE SUPPORTING GROUNDS FOR EITHER THE APPROVAL OR DISAPPROVAL OF THE ZONING PROPOSAL:

The Applicant submits that the character of the surrounding development and the existing mix of uses in the area provide supporting reasons for approval of the rezoning. The Applicant submits that the Property's location, size, and dimensions, as well as its location at the intersection of Beaver Ruin Rd and Satellite Blvd across from existing

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April 2, 2022 commercial and industrial uses is consistent with the policy and intent of the 2040 Plan and Vibrant Communities Character Area.

V. JUSTIFICATION FOR REZONING

The Applicant respectfully submits that "The Unified Development Ordinance of Gwinnett County, Georgia" (the "Ordinance"), as amended from time to time, to the extent that it classifies the Property in any zoning district that would preclude development of a convenience store with fuel pumps is unconstitutional as a taking of property, a denial of equal protection, an arbitrary and capricious act, and an unlawful delegation of authority under the specific constitutional provisions later set forth herein. Any existing inconsistent zoning of the Property pursuant to the Ordinance deprives the Applicant and Property owner of any alternative reasonable use and development of the Property. Additionally, all other zoning classifications, including ones intervening between the existing classification and that requested herein, would deprive the Applicant and Property owner of any reasonable use and development of the Property. Further, any attempt by the Gwinnett County Board of Commissioners to impose greater restrictions upon the manner in which the Property will be developed than presently exist would be equally unlawful.

Accordingly, Applicant submits that the current zoning classification and any other zoning of the Property save for what has been requested as established in the Ordinance constitute an arbitrary and unreasonable use of the zoning and police powers because they bear no substantial relationship to the public health, safety, morality or general welfare of the public and substantially harm the Applicant and Property owner. All inconsistent zoning classifications between the existing zoning and the zoning requested hereunder would constitute an arbitrary and unreasonable use of the zoning and police powers because they bear or would bear no substantial relationship to the public health, safety, morality, or general welfare of the public and would substantially harm the Applicant and Property owner. Further, the existing inconsistent zoning classification constitutes, and all zoning and plan classifications intervening between the existing inconsistent zoning classification and that required to develop this Project would constitute, a taking of the owner's private property without just compensation and without due process in violation of the Fifth Amendment and Fourteenth Amendment of the Constitution of the United States, and Article I, Section I, Paragraph I and Article I, Section III, Paragraph I of the Constitution of the State of Georgia and the Due Process and Equal Protection Clauses of the Fourteenth Amendment to the Constitution of the United States.

Further, the Applicant respectfully submits that failure to approve the requested rezoning change would be unconstitutional and would discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and Property owner and owners of similarly situated property in violation of Article I, Section III, Paragraph I of the Constitution of the State of Georgia and the Equal Protection Clause of the Fourteenth Amendment of the Constitution of the United States.

Finally, the Applicant respectfully submits that the Gwinnett County Board of Commissioners cannot lawfully impose more restrictive standards upon the development of the Property than presently exist, as to do so not only would constitute a taking of the Property as set

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forth above, but also would amount to an unlawful delegation of their authority, in response to neighborhood opposition, in violation of Article IX, Section IV, Paragraph II of the Georgia Constitution.

This Application meets favorably with the prescribed test set out by the Georgia Supreme Court to be used in establishing the constitutional balance between private property rights and zoning and planning as an expression of the government's police power. See *Guhl v. Holcomb Bridge Road Corp.*, 238 Ga. 322 (1977).

VI. CONCLUSION

For the foregoing reasons, the Applicant respectfully requests that this Application to Rezone from O-I to C-1 be approved. The Applicant welcomes the opportunity to meet with the Gwinnett County Planning Department staff to answer any questions or to address any concerns relating to this Letter of Intent or supporting materials.

Respectfully submitted this 3rd day of March, 2022.

ANDERSEN, TATE & CARR, P.C.

Melody A. Glouton

Melody A. Glouton, Esq.

Enclosures
MAG/ag

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REZONING APPLICANT'S CERTIFICATION

THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 12 MONTHS FROM THE DATE OF LAST ACTION BY THE BOARD OF COMMISSIONERS UNLESS WAIVED BY THE BOARD OF COMMISSIONERS. IN NO CASE SHALL AN APPLICATION OR REAPPLICATION BE ACTED UPON IN LESS THAN SIX (6) MONTHS FROM THE DATE OF LAST ACTION BY THE BOARD OF COMMISSIONERS.



Signature of Applicant

02-10-2022

Date

FRANZ GILLMAN

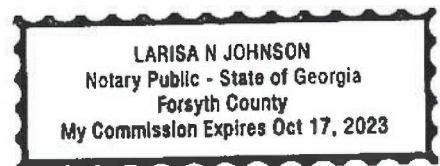
Type or Print Name and Title



Signature of Notary Public

02/10/2022

Date



Notary Seal


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REZONING PROPERTY OWNER'S CERTIFICATION

THE UNDERSIGNED BELOW, OR AS ATTACHED, IS THE OWNER OF THE PROPERTY CONSIDERED IN THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 12 MONTHS FROM THE DATE OF LAST ACTION BY THE BOARD OF COMMISSIONERS UNLESS WAIVED BY THE BOARD OF COMMISSIONERS. IN NO CASE SHALL AN APPLICATION OR REAPPLICATION BE ACTED UPON IN LESS THAN SIX (6) MONTHS FROM THE DATE OF LAST ACTION BY THE BOARD OF COMMISSIONERS.



Signature of Property Owner

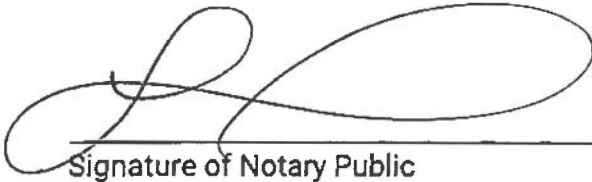
2/10/2022

Date

Leo John

Type or Print Name and Title

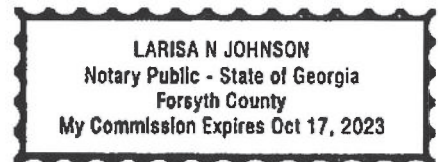
OWNER



Signature of Notary Public

02/10/2022

Date



Notary Seal

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CONFLICT OF INTEREST CERTIFICATION FOR REZONING

The undersigned below, making application for a Rezoning, has complied with the Official Code of Georgia Section 36-67A-1, et. seq, Conflict of Interest in Zoning Actions, and has submitted or attached the required information on the forms provided.

SIGNATURE OF APPLICANT DATE TYPE OR PRINT NAME AND TITLE

Melody A. Glouton 3/3/22

Melody A. Glouton, Attorney

SIGNATURE OF APPLICANT'S DATE
ATTORNEY OR REPRESENTATIVE

TYPE OR PRINT NAME AND TITLE

[Signature] 3/3/22

SIGNATURE OF NOTARY PUBLIC DATE



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 a member of the Board of Commissioners or a member of the Gwinnett County Planning Commission?



YES



NO

Andersen, Tate & Carr, P.C.

YOUR NAME

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

| NAME AND OFFICAL POSITION OF GOVERNMENT OFFICIAL | CONTRIBUTIONS (List all which aggregate to \$250 or More) | DATE CONTRIBUTION WAS MADE (Within last two years) |
|--|---|--|
| Nicole Love Hendrickson - Chairwoman | \$1,000 | 09/30/2020 |
| Kirkland Carden - Planning Commissioner | \$2,800 | 11/16/2021 |
| | | |

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

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CONFLICT OF INTEREST CERTIFICATION FOR REZONING

The undersigned below, making application for a Rezoning, has complied with the Official Code of Georgia Section 36-67A-1, et. seq, Conflict of Interest in Zoning Actions, and has submitted or attached the required information on the forms provided.

Farizan Gillani 3-2-22 Farizan Gillani - member
SIGNATURE OF APPLICANT DATE TYPE OR PRINT NAME AND TITLE

SIGNATURE OF APPLICANT'S ATTORNEY OR REPRESENTATIVE DATE TYPE OR PRINT NAME AND TITLE

D. Son 3-2-22
SIGNATURE OF NOTARY PUBLIC DATE



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 a member of the Board of Commissioners or a member of the Gwinnett County Planning Commission?

☐ YES ☒ NO Farizan Gillani
YOUR NAME

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

| NAME AND OFFICAL POSITION OF GOVERNMENT OFFICIAL | CONTRIBUTIONS (List all which aggregate to \$250 or More) | DATE CONTRIBUTION WAS MADE (Within last two years) |
|--|---|--|
| | | |
| | | |
| | | |

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

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THE UNDERSIGNED BELOW IS AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED CERTIFIES THAT ALL GWINNETT COUNTY 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 OR REAPPLICATION FOR REZONING BE PROCESSED WITHOUT SUCH PROPERTY VERIFICATION.

~~XXXX~~ 6 - ~~6~~ 211 - 003
 District Land Lot Parcel

Faizan Gillani - member

Taxes are current

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REZONING CHECKLIST

The following is a checklist of information required for submission of a Rezoning application. The Planning and Development Department reserves the right to reject any incomplete application.

- ☐ Application Form
- ☐ Legal Description
- ☐ Boundary Survey Including Existing Conditions
- ☐ Site Plan (one (1) digital copy to scale)
- ☐ Standards Governing Exercise of the Zoning Power
- ☐ Letter of Intent
- ☐ Applicant Certification with Notarized Signature
- ☐ Property Owner Certification with Notarized Signature
- ☐ Conflict of Interest Certification/Campaign Contributions
- ☐ Verification of Paid Property Taxes (most recent year)
- ☐ Application Fee – make checks payable to Gwinnett County

Additional Exhibits (if required):

- ☐ Additional site plan requirements for OSC, TND, R-SR, R-TH, MU-N, MU-C, MU-R and HRR rezoning requests
- ☐ Traffic Impact Study
- ☐ Review Form for Development of Regional Impact
- ☐ Building Compliance Inspection Report

Please bring this checklist when filing for a Rezoning