



**REQUEST FOR SPECIAL EXCEPTION  
FOR MANUFACTURED HOMES IN  
THE AR-1 & R-5 DISTRICT  
APPLICATION NO. \_\_\_\_\_**

**AGENT/DEVELOPER INFORMATION**

(If not owner)

Name: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

**APPLICANT IS THE:**

\_\_\_\_\_ Owner's Agent

\_\_\_\_\_ Property Owner

\_\_\_\_\_ Developer

Present Zoning District(s): \_\_\_\_\_

Land District(s): \_\_\_\_\_ Land Lot(s): \_\_\_\_\_ Acreage: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Identify the use for which you seek a Special Exception and cite the section of the Spalding County Zoning Ordinance which provides that the Special Exception may be granted: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OTHER REQUIRED INFORMATION**

- 1) Attach a statement describing the Special Exception and the reason you are requesting this Special Exception. Please include in the statement the following:
  - a) Size of dwelling
  - b) Model of manufactured home
  - c) Photographs and/or renderings of the front exterior.
  - d) Type of roof material.
  - e) Type of exterior construction material.
  - f) Type of foundation material.
  - g) Cost of unit and cost of lot.
- 2) Attach 1 copy (11 x 17) of plat prepared by a Registered Land Surveyor and drawn to scale showing lot lines and location of existing structures and location of proposed structures.
- 3) Please attach a deed, certified by the Clerk of Court, which includes a metes and bounds description of the property proposed.

Signature(s):

\_\_\_\_\_

Agent/Developer

\_\_\_\_\_

Property Owner

\_\_\_\_\_

Date

\_\_\_\_\_

Date

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**OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Amount of Fee: \_\_\_\_\_

Received By: \_\_\_\_\_

Receipt Number: \_\_\_\_\_

**SPECIAL EXCEPTION APPLICANT'S RESPONSE**

Pursuant to Section 413 of the Zoning Ordinance, the Board of Commissioners of Spalding County finds that the following standards are relevant in granting a Special Exception.

Please respond to the following standards in the space provided or use an attachment as necessary:

(A) Whether granting a Special Exception would be detrimental to the use of development of adjacent properties or the general neighborhood: \_\_\_\_\_

\_\_\_\_\_

(B) Whether granting a Special Exception would adversely affect the health or safety of residents or workers: \_\_\_\_\_

\_\_\_\_\_

(C) Whether granting a Special Exception would have depreciating effects and damages to the neighboring properties that are greater than the benefits or need for the Special Exception: \_\_\_\_\_

\_\_\_\_\_

(D) Whether granting a Special Exception would adversely affect existing uses: \_\_\_\_\_

\_\_\_\_\_

(E) Whether the subject property is sufficient in size to satisfy the space requirements for the use: \_\_\_\_\_

\_\_\_\_\_

(F) Whether granting a Special Exception will meet the requirements of the Spalding County Ordinance: \_\_\_\_\_

\_\_\_\_\_

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**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

**PROPERTY OWNER’S CERTIFICATION OF OWNERSHIP AND ZONING COMPLIANCE**

Certification is hereby made that the undersigned own(s) at least fifty-one (51) percent of the subject property.

The undersigned certifies that the subject property is presently in compliance with the current Zoning Ordinance for Spalding County, Georgia. The undersigned is aware that an application for a Rezoning, Variance, or Special Exception will not be received unless the subject property is in compliance with the Zoning Ordinance.

The undersigned certify that the agent, if different from the owner, is authorized to file this application.

\_\_\_\_\_  
Print Name of Owner(s)

\_\_\_\_\_  
Print Name of Agent, If Not Same as Owner

\_\_\_\_\_  
Signature of Owner(s)                      Date  
or Signature of Authorized Officer or Agent  
(if applicable)

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Title of Authorized Officer or Agent (if applicable)

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Date

- - -Notary Seal- - -

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

## **SITE PLAN REQUIREMENTS FOR SPECIAL EXCEPTION**

### **Section 416: Special Exception.**

A site plan meeting the requirements of Section 416 of this Ordinance shall be submitted with any application for a special exception which shall require a building permit for the purpose of commencing construction on a new structure on the property which is the subject of the special exception application; provided however, that any site plan for a special exception for a certified hardship allowed in Sections 503(D)(2-3), 603(D)(2-3), 703(D)(3-4), 803(D)(3-4), 803A(D)(3-4), 1003(D)(3-4), 1103(D)(3-4) and 1103A(D)(3-4) shall not be required to comply with the provisions of subparts (g), (i), (j), (k), (o) and (p) of Section 416.

- A. Vicinity map;
- B. Correct scale;
- C. The proposed land use and building outline as it would appear should the rezoning be approved;
- D. The present zoning classification of all adjacent property;
- E. The building outline and maximum proposed height of all buildings;
- F. The proposed location of all driveways and entry/exit points for vehicular traffic, using arrows to depict direction of movement;
- G. The location of all required off street parking and loading areas;
- H. Required yard setbacks appropriately dimensioned;
- I. The location and extent of required buffer areas, depicting extent of natural vegetation and type and location of additional vegetation, if required;
- J. Topography at twenty (20) foot contour intervals;
- K. Location and elevation of the 100-year flood plain on the property which is the subject of the proposed zoning;
- L. Delineation and dimensions of the boundary of the proposed district;
- M. Date, north arrow and datum;
- N. Location and acreage of all major utility easements greater than twenty (20) feet in width;
- O. Approximate location (outline), height, and use of all other proposed drives, parking areas, buildings, structures and other improvements;
- P. For all property for which ingress and egress must be obtained by access from a road within the state highway system, a permit from the Georgia Department of Transportation for access to the state highway system.

**Spalding County Fee Schedule:**

**Appeal from Action of Administrative Officer:** \$ 300.00

**Variance:** \$ 300.00

**Special Exception:** \$ 500.00

**Multiple Parcel Rezoning:** Multiple parcel rezoning of contiguous tracts will be allowed so long as all tracts are to be rezoned to the same zoning classification. All applicants owning property which is subject to the application are deemed to consent to rezoning of their property and to rezoning of any and all other tracts included within the Application. The following fees shall apply to multiple parcel rezoning applications: (#A-99-08 – 09/07/99; #A-00-11 - 07/17/00)

**A. Parcel 1 - \$750.00**

**B. Parcel 2-5 - \$150.00 each, in addition to the fees stated in A; and**

**C. Parcels 6+ - \$100.00 each, in addition to the fees stated in A and B.**