



Planning and Zoning  
1975 Lakeside Parkway, Suite 350  
Tucker, GA 30084  
Phone: 678-597-9040  
Website: [www.tuckerga.gov](http://www.tuckerga.gov)

# Land Use Petition Application Checklist

REQUIRED ITEMS (DIGITAL)	CHECK <input type="checkbox"/>
Public Participation Report	<input type="checkbox"/>
Application, Signature Pages, Disclosure Form for each applicant or owner	<input type="checkbox"/>
Survey and Written Legal Description	<input type="checkbox"/>
Proposed Site Plan	<input type="checkbox"/>
Building Elevations	<input type="checkbox"/>
Letter of Intent	<input type="checkbox"/>
Analysis of Standards/Criteria	<input type="checkbox"/>
Environmental Site Analysis Form	<input type="checkbox"/>
Trip Generation Letter (ITE Trip Generation Manual)	<input type="checkbox"/>
THE FOLLOWING ITEMS MAY BE REQUIRED (DIGITAL)	CHECK <input type="checkbox"/>
Traffic Impact Study (See Sec. 46-1309)	<input type="checkbox"/>
Development of Regional Impact Review Form	<input type="checkbox"/>
Environmental Impact Report	<input type="checkbox"/>
Noise Study Report	<input type="checkbox"/>
PUD Documents (Sec. 46-1050)	<input type="checkbox"/>
Meeting with GDOT if near I-285 Eastside Express Lane Project	<input type="checkbox"/>
Other items required per the Zoning Ordinance	<input type="checkbox"/>
APPLICATION TYPE	FEE
Residential Rezoning	\$500
Multifamily/Non-Residential Rezoning	\$750
Special Land Use Permit	\$400
Comprehensive Plan Amendment	\$1000
Modification	\$250
Variance (includes Concurrent Variance)	\$300
Public Notice Sign Fee	\$85 (per required sign)

**Incomplete applications will not be accepted.**



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# Land Use Petition Application

**Application Type:** ☐ Rezoning ☐ Comprehensive Plan Amendment ☐ Special Land Use Permit  
☐ Concurrent Variance ☐ Modification

## APPLICANT INFORMATION

Applicant is the: ☐ Property Owner ☐ Owner's Agent ☐ Contract Purchaser

Name:

Address:

City:

State:

Zip:

Contact Name:

Phone:

Email:

## OWNER INFORMATION

Name:

Address:

City:

State:

Zip:

Contact Name:

Phone:

Email:

## PROPERTY INFORMATION

Property Address:

Present Zoning District(s):

Requested Zoning District(s):

Present Land Use Category:

Requested Land Use Category:

Land District:

Land Lot(s):

Acreage:

Proposed Development:

Concurrent Variances:

## RESIDENTIAL DEVELOPMENT

No. of Lots/Dwelling Units:

Dwelling Unit Size (SF):

Density:

## NON-RESIDENTIAL DEVELOPMENT

No. of Buildings/Lots:

Total Building (SF):

Density:

**APPLICANT'S CERTIFICATION**

THE UNDERSIGNED BELOW STATES UNDER OATH THAT THEY ARE AUTHORIZED TO MAKE THIS APPLICATION. THE UNDERSIGNED IS AWARE THAT NO APPLICATION OR REAPPLICATION AFFECTING THE SAME LAND SHALL BE ACTED UPON WITHIN 24 MONTHS FROM THE DATE OF LAST ACTION BY THE MAYOR AND CITY COUNCIL.

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Signature of Applicant Date

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Type or Print Name and Title

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Signature of Notary Public Date Notary Seal

## **PROPERTY OWNER'S CERTIFICATION**

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner or that I am authorized to bind the legal owner if the legal owner is not a natural person, of the property identified below, which is the subject of the attached Land Use Petition before the City of Tucker, Georgia. As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Rezoning (RZ), Comprehensive Plan Amendment (CA), Special Land Use Permit (SLUP), Modification (M) & Concurrent Variance (CV) in request of the items indicated below. In doing so I acknowledge that they are acting on my behalf in all matters concerning this application.

I, \_\_\_\_\_, authorize, \_\_\_\_\_,  
(Property Owner) (Applicant)

to file for \_\_\_\_\_, at \_\_\_\_\_  
(RZ, CA, SLUP, M, CV) (Address)

on this date \_\_\_\_\_, 20\_\_\_\_\_.  
(Month) (Day)

- I understand that if a rezoning is denied or assigned a zoning classification other than the classification requested in the application, then no portion of the same property may again be considered for rezoning for a period of twenty-four (24) months from the date of the mayor and city council's final decision.
- I understand that if an application for a special land use permit affecting all or a portion of the same property for which an application for the same special land use was denied shall not be submitted before twenty-four (24) months have passed from the date of final decision by the mayor and city council on the previous special land use permit.
- I understand that failure to supply all required information (per the relevant Applicant Checklists and requirements of the Tucker Zoning Ordinance) will result in REJECTION OF THE APPLICATION.
- I understand that preliminary approval of my design plan does not authorize final approval of my zoning or signage request. I agree to arrange additional permitting separately, after approval is obtained.
- I understand that representation associated with this application on behalf of the property owner, project coordinator, potential property owner, agent or such other representative shall be binding.
- I understand that I will not receive additional notice regarding any hearings, meetings, staff recommendations, or other actions by the city regarding this application.
- I understand that the governing authority of the City of Tucker exercises legislative powers granted directly by the State Constitution and that they may utilize those powers in making decisions about this application in the interests of the public health, safety, and welfare.

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Signature of Property Owner

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Date

---

Type or Print Name and Title

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Signature of Notary Public

---

Date

---

Notary Seal

## **ANALYSIS OF STANDARDS/CRITERIA**

Please pull the relevant criteria from the code sections listed below and provide a detailed written analysis to each standard and factor as it relates to the proposed project/request.

### **REZONINGS:**

Sec. 46-1560. - Standards and factors governing review of proposed amendments to the official zoning map.

[https://library.municode.com/ga/tucker/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH46ZO\\_ARTVIIAD\\_D\\_IV3ZOCOPLAMPR\\_S46-1560STFAGOREPRAMOFZOMA](https://library.municode.com/ga/tucker/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTVIIAD_D_IV3ZOCOPLAMPR_S46-1560STFAGOREPRAMOFZOMA)

### **COMPREHENSIVE PLAN MAP AMENDMENTS:**

Sec. 46-1559. - Standards and factors governing review of proposed amendments to the comprehensive plan map.

[https://library.municode.com/ga/tucker/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH46ZO\\_ARTVIIAD\\_D\\_IV3ZOCOPLAMPR\\_S46-1559STFAGOREPRAMCOPLMA](https://library.municode.com/ga/tucker/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTVIIAD_D_IV3ZOCOPLAMPR_S46-1559STFAGOREPRAMCOPLMA)

### **SPECIAL LAND USE PERMITS:**

Sec. 46-1594. – Special land use permit; criteria to be considered.

[https://library.municode.com/ga/tucker/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH46ZO\\_ARTVIIAD\\_D\\_IV4SPLAUSPE\\_S46-1594SPLAUSPECRBECO](https://library.municode.com/ga/tucker/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTVIIAD_D_IV4SPLAUSPE_S46-1594SPLAUSPECRBECO)

Sec. 46-1595 Additional criteria for specified uses.

[https://library.municode.com/ga/tucker/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH46ZO\\_ARTVIIAD\\_D\\_IV4SPLAUSPE\\_S46-1595ADCRSPUS](https://library.municode.com/ga/tucker/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTVIIAD_D_IV4SPLAUSPE_S46-1595ADCRSPUS)

### **CONCURRENT VARIANCES:**

Sec. 46-1633. Applications for variances; criteria to be used by the zoning board of appeals in deciding applications for variances.

[https://library.municode.com/ga/tucker/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH46ZO\\_ARTVIIAD\\_D\\_IV5VAAPZOBOAP\\_S46-1633APVACRBEUSZOBOAPDEAPVA](https://library.municode.com/ga/tucker/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTVIIAD_D_IV5VAAPZOBOAP_S46-1633APVACRBEUSZOBOAPDEAPVA)

## **ENVIRONMENTAL SITE ANALYSIS AND PROTECTION FORM**

Please respond to the following questions on a separate sheet of paper and provide as much detail as possible. Site plans, maps, and other resources can also be submitted as part of your response.

1. Are there any environmentally sensitive areas on the property(ies)? This includes wetlands, floodplains, streams/stream buffers, steep slopes (slopes exceeding 25% over a 10-foot rise in elevation). If so, how will the proposed development impact these areas? How will you the proposed development protect these areas?
2. Are there archeological or historical sites on the property(ies)? If so, how will the proposed development impact these areas? How will the proposed development protect these areas?
3. Does the proposed project include the creation of and/or preservation of green space and open space? If so, provide the total area of green space/open space and describe the native and invasive vegetation within said area(s).

*Greenspace means undeveloped land that has been designated, dedicated, reserved, or restricted in perpetuity from further development, which is not a part of an individual residential lot.*

*Open space means a portion of a development project or lot that is intended to be free of buildings or parking lots. Open space may be in its natural state or improved with recreation amenities.*

4. Will adverse noise or lighting be created by the proposed development? Provide details on any noise generated by the development, as well as the type of lighting that is proposed.

## DISCLOSURE REPORT FORM

**WITHIN THE (2) YEARS IMMEDIATELY PRECEDING THE FILING OF THIS ZONING PETITION HAVE YOU, AS THE APPLICANT OR OPPONENT FOR THE REZONING PETITION, OR AN ATTORNEY OR AGENT OF THE APPLICANT OR OPPONENT FOR THE REZONING PETITION, MADE ANY CAMPAIGN CONTRIBUTIONS AGGREGATING \$250.00 OR MORE OR MADE GIFTS HAVING AN AGGREGATE VALUE OF \$250.00 TO THE MAYOR OR ANY MEMBER OF THE CITY COUNCIL.**

**CIRCLE ONE:**

**YES** (if YES, complete points 1 through 4);

**NO** (if NO, complete only point 4)

1. **CIRCLE ONE:** **Party to Petition** (If party to petition, complete sections 2, 3 and 4 below)

**In Opposition to Petition** (If in opposition, proceed to sections 3 and 4 below)

2. List all individuals or business entities which have an ownership interest in the property which is the subject of this rezoning petition:

1.	5.
2.	6.
3.	7.
4.	8.

3. **CAMPAIGN CONTRIBUTIONS:**

Name of Government Official	Total Dollar Amount	Date of Contribution	Enumeration and Description of Gift Valued at \$250.00 or more

4. The undersigned acknowledges that this disclosure is made in accordance with the Official Code of Georgia, Section 36-67A-1 et. seq. Conflict of interest in zoning actions, and that the information set forth herein is true to the undersigned's best knowledge, information, and belief.

Name (print)\_\_\_\_\_

Signature:\_\_\_\_\_ Date: \_\_\_\_\_

## **SITE PLAN CHECKLIST**

All items must be included on the Site Plan; separate Site Plans may be necessary to address all items.

1. Key and/or legend and site location map with North arrow
2. Boundary survey of subject property which includes dimensions along property lines that match the metes and bounds of the property's written legal description and clearly indicates the point of beginning
3. Acreage of subject property
4. Location of land lot lines and identification of land lots
5. Existing, proposed new dedicated and future reserved rights-of-way of all streets, roads, and railroads adjacent to and on the subject property
6. Proposed streets on the subject site
7. Posted speed limits on all adjoining roads
8. Current zoning of the subject site and adjoining property
9. Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvements on the subject property
10. Existing buildings with square footages and heights (stories), wells, driveways, fences, cell towers, and any other structures or improvement or adjacent properties within 400 feet of the subject site based on the City's aerial photography or an acceptable substitute as approved by the Director
11. Location of proposed buildings (except single family residential lots) with total square footage
12. Layout and minimum lot size of proposed single family residential lots
13. Topography (surveyed or City) on subject site and adjacent property within 200 feet as required to assess runoff effects
14. Location of overhead and underground electrical and pipeline transmission/conveyance lines
15. Required and/or proposed setbacks
16. 100-year flood plain horizontal limits and flood zone designations as shown on survey or FEMA FIRM maps
17. Required landscape strips, undisturbed buffers, and any other natural areas as required or proposed
18. Required and proposed parking spaces; Loading and unloading facilities
19. Lakes, streams, and waters on the state and associated buffers
20. Proposed stormwater management facilities
21. Community wastewater facilities including preliminary areas reserved for septic drain fields and points of access
22. Availability of water system and sanitary sewer system
23. Tree lines, woodlands, and open fields on subject site
24. Entrance site distance profile assuming the driver's eye at a height of 3.5 feet
25. Wetlands shown on the County's GIS maps or survey
26. Mail kiosk location



## **PUBLIC PARTICIPATION PLAN AND REPORT**

See Public Participation Plan Meeting Requirements: <https://www.tuckerga.gov/public-participation-plan/>

### **PUBLIC NOTICE REQUIREMENTS**

Sec. 46-1526 details the public notice requirements for land use petitions, which include public notice sign(s), advertisement in The Champion newspaper, and written notice to property owners within 500 feet.

- The applicant is responsible for posting the public notice sign(s). City of Tucker Staff will order the signs(s) and provide the required timeframe for posting.
- The City of Tucker is responsible for placing the legal ad in The Champion newspaper
- The City of Tucker is responsible for mailing the written notification to surrounding property owners.

### **LAND USE PETITION CALENDAR**

<b>Application Deadline</b>	<b>Planning Commission</b>	<b>M&amp;CC 1<sup>st</sup> Read</b>	<b>M&amp;CC 2<sup>nd</sup> Read</b>
12/1/2025	1/15/2026	2/9/2026	3/9/2026
1/2/2026	2/19/2026	3/9/2026	4/13/2026
2/2/2026	3/19/2026	4/13/2026	5/11/2026
3/2/2026	4/16/2026	5/11/2026	6/8/2026
4/1/2026	5/21/2026	6/8/2026	7/13/2026
5/1/2026	6/18/2026	7/13/2026	8/10/2026
7/1/2026	8/20/2026	9/14/2026	10/13/2026*
8/3/2026	9/17/2026	10/13/2026*	11/9/2026
9/1/2026	10/15/2026	11/9/2026	12/14/2026
10/1/2026*	11/19/2026	12/14/2026	TBD
11/2/2026	12/17/2026	TBD	TBD

\* Date shifted to accommodate holiday.

***Incomplete applications will not be accepted.***