



CITY OF NEWNAN, GEORGIA

25 LaGrange Street
Newnan, Georgia 30263
770-254-2354

APPLICATION FOR FLOODPLAIN VARIANCE

Name of Applicant _____

Mailing Address _____

Telephone _____

Property Owner (Use back if multiple names) _____

Mailing Address _____

Telephone _____

Address/Location of Property _____

Map # N _____ Block # _____ Parcel # _____ Land Lot _____

District/Section _____ Present Zoning Classification _____

Present Land Use _____

Intended Use _____

Any person owning property, or having a possessory or contract interest in property and the consent of the owner, may file an application for variance from the floodplain development requirements as stated in Chapter 10, Article VIII, Floodplain Management and Flood Damage Prevention. Variances from the above requirements may be granted in accordance with the following provisions:

- (1) The Board of Zoning Appeals as established by the City of Newnan shall hear and decide requests for appeals or variance from the requirements of this ordinance.
- (2) The board shall hear and decide appeals when it is alleged an error in any requirement, decision, or determination is made by the City Engineer in the enforcement or administration of this ordinance.
- (3) Any person aggrieved by the decision of the Board of Zoning Appeals may appeal such decision to the appropriate court, as provided in state statute.
- (4) Variances may be issued for the repair or rehabilitation of Historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as an Historic structure and the variance is the minimum to preserve the historic character and design of the structure.
- (5) Variances may be issued for development necessary for the conduct of a functionally dependent use, provided the criteria of this Article are met, no reasonable alternative exists, and the development is protected by methods that minimize flood damage during the base flood and create no additional threats to public safety.
- (6) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

- (7) In reviewing such requests, the Board of Zoning Appeals shall consider all technical evaluations, relevant factors, and all standards specified in this and other sections of this ordinance.
- (8) Conditions for Variances:
- (A) A variance shall be issued only when there is:
 - 1. finding of good and sufficient cause;
 - 2. determination that failure to grant the variance would result in exceptional hardship; and,
 - 3. a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisance, or cause fraud on or victimization of the public.
 - (B) The provisions of this ordinance are minimum standards for flood loss reduction; therefore any deviation from the standards must be weighed carefully. Variances shall only be issued upon determination that the variance is the minimum necessary, considering the flood hazard, to afford relief; and, in the instance of a Historic structure, a determination that the variance is the minimum necessary so as not to destroy the historic character and design of the building.
 - (C) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation of the proposed lowest floor and stating that the cost of flood insurance will be commensurate with the increased risk to life and property resulting from the reduced lowest floor elevation.
 - (D) The ordinance administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.
- (9) Upon consideration of the factors listed above and the purposes of this ordinance, the Board of Zoning Appeals may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.
- (10) At a minimum, a variance request shall include the following information:
- (A) A detailed site plan that shows the proposed development;
 - (B) Documentation of unusual hardship should the floodplain requirements be maintained;
 - (C) Proposed mitigation, if any, for relief from the floodplain requirements; If no mitigation is proposed, the request must include an explanation of why none is being proposed.
 - (D) Check for the applicable fees **(\$250.00 Per Variance Requested)**
 - (E) List of all the names and addresses of all property owners within 250 feet of the subject property. This information can be found at the Coweta County Tax Assessors Office.

If you have any questions concerning this process, you may call the Planning and Zoning Department at (770) 254-2354. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. The Board of Zoning Appeals meets on the first Tuesday of each month. Applications must be submitted by 9:00 a.m. at least thirty (30) days prior to that date. Incomplete applications or applications submitted after the deadline will not be accepted.

I (We) do hereby certify the information provided herein is both complete and accurate to the best of my (our) knowledge, and I (we) understand any inaccuracies may be considered just cause for invalidation of this application, and any action taken on this application. I (We) do hereby understand a variance of any requirement does exempt the development from any other requirements of the Zoning Ordinance, Subdivision Regulations, or other City or State Regulations.

Signature of Property Owner(s)

FOR OFFICIAL USE ONLY

RECEIVED BY _____

DATE OF FILING _____

BZA MEETING DATE _____

DATE OF NOTICE PUBLICATION _____

ACTION TAKEN (DATE) _____



City of Newnan, Georgia
Attachment A

Property Owner's Authorization

The undersigned below, or as attached, is the owner of the property which is the subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of a variance for property.

Name of Property Owner _____

Telephone Number _____

Address of Subject Property _____

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Coweta County, Georgia.

Signature of Property Owner

Personally appeared before me

who swears the information contained
in this authorization is true and correct
to the best of his/her knowledge and
belief.

Notary Public

(Affix Raised Seal Here)

Date



City of Newnan, Georgia
Attachment B
Attorney's Authorization

Note: *If an attorney-at-law has prepared this application, please fill out the information below:*

I swear as an attorney-at-law, I have been authorized by the owner(s) to file the attached application for a variance of property.

(Signature of Attorney)

Name of Attorney _____

Address _____

Telephone _____

Date _____