

CITY OF BOGART

VARIANCE/ APPEAL APPLICATION

Variance or Appeal of
Administrative Decision Request
Description, include code section:

Applicant

Property Owner

Name: _____

Name: _____

Address: _____
(No P.O. Boxes)

Address: _____
(No P.O. Boxes)

Telephone: _____

Telephone: _____

Applicant is (check one): ☐ the Property Owner ☐ Not the Property Owner (attach Property Owner's Authorization)

Applicant's Certification: I hereby certify that the information
contained in and attached to this application is true and correct.

Signature: _____ Date: _____ Notarized: _____

Property

Use

Location: _____
(Physical Description)

Current Use: _____

Tax Parcel Number: _____

Proposed Use: _____

Size (Acres): _____ Current Zoning: _____

Future Development Map—Character Area Designation: _____

Attachments (check all that apply)

- ☐ Property Owner's Authorization (if applicable)
- ☐ Application Fee
- ☐ Warranty Deed
- ☐ Typed Legal Description
- ☐ Plat of Survey
- ☐ Disclosures (Interest & Campaign Contributions)

- ☐ Narrative (Detailed Description of the Request)
- ☐ Concept Plan
- ☐ Attachments to the Concept Plan:
 - ☐ Pre-approved Sanitary Sewer Extension Submittal
 - ☐ Representative Architecture/Photographs
- ☐ Proof all property taxes paid in full
- ☐ Other Attachments: _____



CITY OF BOGART PROPERTY OWNER AUTHORIZATION FOR APPLICATIONS

I swear that I am the owner of the property located at (Address or Physical Description):

Tax Parcel #: _____

Which is the subject matter of the attached application, as shown in the records of Oconee County, Georgia.

I authorize the person identified below to act as applicant or agent in the pursuit of the requested action or consideration of this property.

Name of applicant or agent: _____

Address (No P.O. boxes): _____

City, State, & Zip Code: _____

Telephone Number: _____

SIGNATURE OF OWNER OR MANAGING MEMBER: _____

NAME OF OWNER OR MANAGING MEMBER (PLEASE PRINT): _____

OFFICER POSITION OR MEMBER TITLE, IF APPLICABLE: _____

DATE: _____

NOTARIZATION:

SWORN TO AND SUBSCRIBED BEFORE THIS _____ DAY OF _____, 20____

NOTARY SIGNATURE: _____

DATE: _____

SEAL:



NARRATIVE TEMPLATE

*For Special Exception, Hardship Variance, or Appeal of
Administrative Decision Applications*

Introduction:

In this section you can give a description of the requested variance. Please include the following:

- The requested type of variance [Hardship, Special Exception, or Appeal of Administrative Decision]. If you are unsure which one you are requesting, please contact Planning Department staff.
- The address and/or parcel number of the subject property.
- The existing zoning district of the subject property.
- The existing use of the subject property.

Variance Requested

In this section you will give detailed information of the requested variance. Please include the following:

- The code section that you are requesting a variance from (please refer to the City of Bogart webpage to view the links to the Articles of the City of Bogart Unified Development Code <https://cityofbogart.com/city/planning-development>) and contact Planning Department staff for guidance.
- The reason for the variance request; if you are applying for a hardship variance, demonstrate that the request meets the hardship standards of [UDC Sec. 1304.03](#)
- A description of the proposed use(s) of the property.

Adjacent Properties

In this section you will give a description of the adjacent properties. Please include the following:

- The existing zoning of the adjacent properties.
- The existing uses of the adjacent properties.

Other Applications

If companion applications were also submitted, please include the following:

- A brief description of the companion zoning, special use, or additional variance application(s).

Conclusion

In this section include any additional information that you believe is relevant to the case. For example:

- Mention any letters of support from adjacent property owners.

DISCLOSURE OF INTEREST

APPLICATION FOR REZONING, SPECIAL USE, VARIANCE, OR APPEAL OF ADMINISTRATIVE DECISION

CITY OF BOGART, GEORGIA

To the best of my knowledge, no local government official, including members of the Planning Commission and Bogart City Council, has a property interest in any real property affected by a zoning, variance or appeal action or has a financial interest in any business entity which has a property interest, or has a member of his/her family having such an interest.

Signature of owner

Date

Signature of Applicant

Date

Signature of Notary Public

Date

PROPERTY OWNER'S
DISCLOSURE OF CAMPAIGN CONTRIBUTIONS
APPLICATION FOR REZONING, SPECIAL USE, VARIANCE,
OR APPEAL OF ADMINISTRATIVE DECISION

Pursuant to section 36-67A-1 et seq. of the Georgia Code Annotated, adopted by the Georgia General Assembly, effective July 1, 1986, the following disclosure is mandatory. When any applicant for rezoning action has made, within two years immediately preceding the filing of that applicant's application for the zoning, variance or appeal action, campaign contributions aggregating \$250.00 or more to a local government official, it shall be the duty of the applicant and the agent representing the applicant to file a disclosure report with the governing authority of the respective local government.

Any applicant for zoning, variance or appeal action knowingly failing to make any disclosure as required by Code Section 36-67 A-1 et seq. shall be guilty of a misdemeanor.

- A. Name of local government official to whom the campaign contribution or gift was made (or N/A if not applicable):

- B. The dollar amount of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution (or N/A if not applicable):

Amount: _____

Date of contribution: _____

- C. Enumeration and description of each gift having a value of \$250.00 or more made by the applicant to the local government official during the two years immediately preceding the filing of this application for rezoning (or N/A if not applicable).

Signature of owner: _____

Date: _____

Signature of applicant: _____

Date: _____

Signature of Notary Public: _____

Date: _____



Planning Department Oconee County, Georgia

2025 Meeting Schedules & Deadlines

Rezoning/Special Use Permit/Variance Submission Deadlines 5:00 p.m.	Planning Commission Meeting for Rezoning/SUP 6:00 p.m.	Board of Commissioners Meeting for Rezoning/ SUP/Variance 6:00 p.m.
October 21, 2024	December 9, 2024	January 7, 2025
November 18, 2024	January 21, 2025	February 4, 2025
December 9, 2024	February 17, 2025	March 4, 2025
January 21, 2025	March 17, 2025	April 1, 2025
February 17, 2025	April 21, 2025	May 6, 2025
March 17, 2025	May 19, 2025	June 3, 2025
April 21, 2025	June 16, 2025	July 8, 2025
May 19, 2025	July 21, 2025	August 5, 2025
June 16, 2025	August 18, 2025	September 9, 2025
July 21, 2025	September 15, 2025	October 7, 2025
August 18, 2025	October 20, 2025	November 4, 2025
September 15, 2025	November 17, 2025	December 2, 2025
October 13, 2025	December 8, 2025	January 6, 2026
November 17, 2025	January 20, 2026	February 2026 (TBD)

The Bogart City Council 2025 Regular Meeting Schedule.

All meetings will be at 7 PM.

Located in the Bogart Historical Agricultural Center at
125 E Thompson Street Bogart, GA 30622.

January 13, 2025 at 7 PM

February 10, 2025 at 7 PM

March 10, 2025 at 7 PM

April 14, 2025 at 7 PM

May 12, 2025 at 7 PM

June 9, 2025 at 7 PM

July 14, 2025 at 7 PM

August 11, 2025 at 7 PM

September 8, 2025 at 7 PM

October 13, 2025 at 7 PM

November 10, 2025 at 7 PM

December 8, 2025 at 7 PM