



Community Development Department

5047 Union Street
Union City, GA 30291
Phone: 770-515-7950
Email: Development@unioncityga.org

Conditional Use Permit Application

Please complete the following form and submit all required items. All fees must be paid and all required/requested items must be received before Conditional Use Permit will be issued.

Conditional Use Permit Application Checklist

- Completed Application Form- all information required of the applicant must be provided and must be printed clearly or typed
- Current land survey by a certified surveyor drawn to scale of at least 1"=16'. The plan shall contain the following elements:
 - Site Plan showing project location, north arrow, graphic scale & date
 - Property boundary lines with bearings and distances
 - Existing roads, streets, highways, right of way widths on or adjacent to property
 - Existing buildings, structures, and facilities on development property and adjacent property
 - All existing utility lines or easements on or adjacent to the property
- Documentation providing proof that the Conditions listed on Page 2 are met. This documentation may be included in the above survey.
- Letter of intent indication how the property is to be used. Said letter shall be as detailed as necessary to clearly describe the proposed site development.
- Legal description of subject property
- Fee



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Check One: Residential (\$300) Non-Residential (\$500)

Applicant: _____

Phone Number: _____ Email: _____

Subject Property Address: _____ Parcel ID#: _____

Building Square Footage _____ Acreage: _____

Property Owner(s) (If different than above): _____

Signature of Owner(s) or Agent(s): _____

Date: _____

Please list the conditions for the specific conditional use requested and identify how the conditions are met. If there are more than eight (8) conditions, please attach an additional sheet with list of conditions.

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

Property Owner Authorization

The undersigned 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 conditional use for permit for the property.

Subject Property Address: _____ Parcel ID#: _____

Applicant: _____

Phone Number: _____ Email: _____

Property Owner: _____ Phone Number: _____

Email Address: _____

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

Signature of Owner(s) or Agent(s):

Date:

Personally appeared before me

Who swears the information contained in this authorization is true and correct to the best of their knowledge and belief.

Sworn to and subscribed before me this _____ day of _____, 20_____

Notary Public



(OFFICE USE) _____ Approved _____ Denied \$ _____ Cost _____ Paid

Department Approval: _____

Reason For Denial (if applicable): _____