



## **TOWN OF BRASELTON MODIFICATION OF MIMIMUM LOT STANDARDS APPLICATION INFORMATION AND CHECKLIST**

### **1. GENERAL INFORMATION**

A relief from the minimum lot size and lot width in a N-C, G-C, and O-I Classification, including such classified properties located in a Zoning Overlay District, may only be allowed if a Modification of Minimum Lot Standards is granted by the Zoning Board of Appeals, in accordance with procedures in Article XVIII, Sections 18.13.7 – 18.14.1 of the Braselton Development Code. To apply for such a modification, the proper application must be submitted with the required materials indicated on the application form and checklist. Incomplete applications will not be accepted for consideration. In order to be eligible to apply for such a modification, the following conditions must apply:

1. The proposed parcel does not have direct access to a collector or arterial road.
2. The proposed parcel does not lie adjacent to a residential use or residentially zoned property.
3. The proposed parcel is not required to contain any zoning or environmental buffer areas required by the Development Code.
4. The site plan submitted as part of the application demonstrates that all minimum building setback and yard requirements established in Article VIII are met.

An applicant seeking a Modification of Minimum Lot Standards set forth in the Town of Braselton Development Code Article VIII must complete this application and appear before the Braselton Zoning Board of Appeals. The Zoning Board of Appeals will hold a public hearing and render a decision on the request from thirty (30) to sixty (60) days after the Town's receipt of such application. The applicant must be present at the hearing.

### **2. APPLICATION FORM**

Complete all sections of the application form. The application **MUST** contain a notarized signature by both the applicant and the owner. Ten (10) copies of the application form must be submitted as part of the application.

### **3. APPLICATIONS FEES**

The application fee is \$400.00. Please make checks payable to **TOWN OF BRASELTON**. The application fee is non-refundable.

### **4. LEGAL DESCRIPTION**

A legal description is required on an 8 ½" x 11" sheet.

### **5. SITE PLAN, LANDSCAPE PLAN AND BOUNDARY SURVEY**

Ten (10) 11x17 sized copies is required and one full size/to scale plan must be submitted as part of the application submittal.

**6. ARCHITECTURAL ELEVATIONS OF THE BUILDING**

Ten copies on 8.5 x 11 paper are required as part of the application submittal.

**7. COVER LETTER**

A letter explaining the intent of the application, the planned improvements of the property in question, and the need for such a modification. Ten copies are required as part of the application submittal.

**8.** One digital .PDF file of all application items.

**9.** No Application will be accepted for processing unless the application is complete and all necessary plans are included with the application.



## MODIFICATION OF MINIMUM LOT SIZE

### APPLICATION FORM

Please complete this application and submit with all necessary attachments  
(please type or print):

#### 1. APPLICANT INFORMATION

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

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

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

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

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

E-Mail: \_\_\_\_\_

#### 2. PROPERTY OWNER INFORMATION

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

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

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

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

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

E-Mail: \_\_\_\_\_

#### 3. CONTACT PERSON

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

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

E-Mail: \_\_\_\_\_

**4. ADDRESS OF PROPERTY:** \_\_\_\_\_

\_\_\_\_\_

**5. TAX MAP PARCEL ID (available through the applicable County):** \_\_\_\_\_

\_\_\_\_\_

**6. SUBDIVISION OR PROJECT NAME (IF APPLICABLE):** \_\_\_\_\_

\_\_\_\_\_

**7. ZONING:** \_\_\_\_\_

**8. SITE AREA (in Acres):** \_\_\_\_\_

**9. APPLICANT RESPONSE TO MODIFICATION APPROVAL CRITERIA:  
(a separate sheet of paper may be used if necessary)**

a). The appropriateness of the proposed parcels and uses in relation to the surrounding properties. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b). Adverse impacts to the traffic circulation of the surrounding area. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c). The accommodation of an adequate amount of parking suitable for the building size and use on the parcel. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

d). Adverse impacts on stormwater, water, or sanitary sewerage systems. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

e). The proposed parcel containing sufficient access. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

f.) The parcel and proposed improvements meeting all applicable landscaping requirements set forth in Article X and in applicable Overlay District regulations.

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g.) The parcel and proposed improvements meeting all other applicable standards set forth by the Town of Braselton Development Code. \_\_\_\_\_

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h.)The quality of the architectural design and its compatibility with its surroundings. \_\_\_\_\_

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**12. APPLICANT CERTIFICATION**

The undersigned below is authorized to make this application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed or Printed Name and Title

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

\_\_\_\_\_  
Date

Notary Seal

**13. PROPERTY OWNER CERTIFICATION**

The undersigned below is the current owner of record for the property considered in this application.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed or Printed Name and Title

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

\_\_\_\_\_  
Date

Notary Seal

TOWN OF BRASELTON USE ONLY	
Case Number: _____	
Receipt Number: _____	Amount of Fee: _____