

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

PLANNING DIVISION

AT YOUR FINGERTIPS

- **PLANNING ...
WHAT IS IT?**
 - ⇒ **LAND USE**
 - ⇒ **ZONING**
 - ⇒ **VARIANCE**
 - ⇒ **SPECIAL USE
PERMIT**
 - ⇒ **SUBDIVIDE**
- **DEVELOPMENT...
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STARTED?**
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ZONING
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PLANNING...WHAT IS IT?

Planning is a comprehensive discipline which assesses current and future needs of a community in order to create balance between people and the environment; built and social.

Land Use is the planning method by which future development patterns, resources, facilities and services are distributed throughout a local jurisdiction. Once known as the Future Land Use Map is now the *Future Development Map (FDM)* which specifies character areas (unique qualities) in the City. The character areas are listed as: Suburban Residential, Traditional Urban Neighborhood, Growing Residential, Redevelopment Neighborhood, Regional Center, Neighborhood Center, Town Center, Industrial/Business Park and Legacy Industrial.

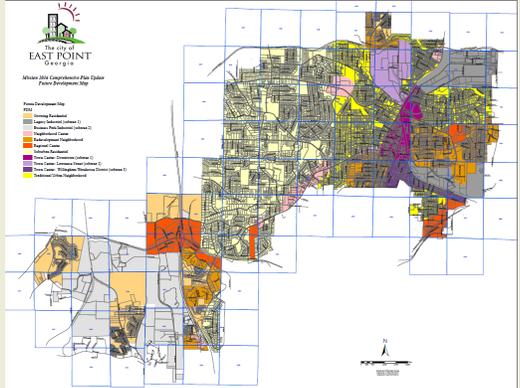
Zoning prescribes the legal and current use of a piece of property. In accordance with district standards, zoning regulations specify permitted uses, required lot dimensions, setbacks and building square footage. Zoning implements the goals of the Comprehensive Plan. Zoning designations remain in tact until a re-zoning to change the use of the

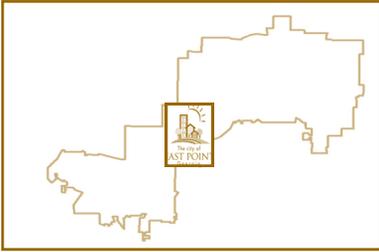
property is approved by the local governing body.

Variations are appeals to standards in the Zoning Ordinance. They may be considered as a stand-alone action or concurrently with applications for re-zoning or special use permits.

Special Use Permits allow a specific use that may be omitted as permitted under specific zoning district classifications. A use permit is legally valid as long as ownership of the property is maintained. Once the ownership changes, the special use is voided.

Subdivides legally reshape the configuration of a parcel of land; typically dividing a large parcel in to a number of smaller parcels that are consistent with the land use and zoning district regulations. The parcels are initially created in the form of a **preliminary plat** which lays out the number of lots, streets and additional items to be constructed within the development. A **final plat** is created after all lot dimensions and building pads have been identified and all public infrastructure (roads, water, sewer, utilities, sidewalks, etc.) has been constructed.





PLANNING DIVISION

Geneasa Elias, AICP, Director
Ruby Carney, Office Manager
Comprehensive Planning
Keyetta Holmes, AICP, Senior Planner
Current Planning
Angela Blatch, Associate Planner

Jefferson Station
1526 East. Forrest Avenue
Suite 100
East Point, Georgia 30344
(404) 270-7029



Your *One-Stop-Shop* for ALL Development Needs

Vision: The Planning Division is a progressive division of the Department of Planning & Community Development which promotes balanced policies and regulations that create sustainable development and communities within the City of East Point for current and future citizens.

Mission: The purpose of the Planning Division is to recommend policies that support existing communities while promoting future development and growth via the *Comprehensive Plan* and *Future Land Use Map* which serve as guides for the decision making body of the City of East Point.

Goals: The goals of the Division are as follows

- * Provide for an appropriate mix of uses compatible with existing neighborhoods and environment
- * Protect ecological, agricultural and cultural resources
- * Encourage a diverse housing stock that supports the needs of the City's residents and businesses
- * Protect existing communities from environmental stressors
- * Promote pedestrian-friendly, safe residential and business communities
- * Ensure efficient use of public facilities by directing growth to areas where infrastructure is provided and planned.

DEVELOPMENT...HOW DO I GET STARTED?



I have a piece of property that has been in my family for years and want to develop it, but I don't know where to begin. Help! Please?

Help is on the way. The Department has an informational packet for all of your planning needs. Do not be afraid of the thickness of the packet...it's quite simple. All applications for approval must be submitted to the Department by the 1st Friday of each month. Upon submittal, the applicant will be assigned a case number, given a *Public Notice* sign to post on the proposed project site and informed of the appropriate dates for *Planning & Zoning (P&Z) Commission* meeting and *City Council* meeting (if applicable).

All applications are reviewed at the staff level by the Departments of Planning & Community Development, Water & Sewer, East Point Power and Public Works. Depending on the intensity of the proposed project, review may be required by the Fire and Police departments.

Applications for re-zoning, special use permit and preliminary plat require a 90-day approval period which includes a staff recommendation, P&Z Commission recommendation and final action from the City Council.

Applications for variances require a 60-day approval period which includes a staff recommendation and final action from the P&Z Commission. In cases of concurrent variances, the 90-day approval period is required. In accordance with State law, applications for re-

zoning, special use permits and variances must be advertised for a *Public Hearing* in a print medium specified by the local governing body. Prior to the *Public Hearing*, the City requires that all applications (re-zoning, variance, special use permit, variance and preliminary plat) adhere to the guidelines specified in the Public Participation Ordinance to ensure community involvement in proposed development activities that impact the existing neighborhood.

PLANNING & ZONING COMMISSION

The Planning & Zoning Commission is a 9-member board, comprised of East Point residents, appointed by the East Point City Council. Each members' term runs concurrently with the appointing council member. The Commission elects its own chair, vice-chair and provisional chair. It is charged with making recommendations to the Council regarding matters of re-zoning, special use permit and applications with concurrent variances. The P&Z Commission is the final voting authority regarding variance applications.



Planning & Zoning Commission

Planning & Zoning Commission meets monthly for its Work Session on the second Thursday of each month and conducts its monthly meeting on the third Thursday of each month.