



[www.JohnsCreekGA.gov](http://www.JohnsCreekGA.gov)

678-512-3200

11360 Lakefield Drive, Johns Creek, GA 30097

## ADMINISTRATIVE PERMIT APPLICATION

Under the provision of Article XIX of the Zoning Ordinance, application is hereby made to obtain an Administrative Permit as follows:

Location of Proposed Use (address, tax parcel I.D.):

\_\_\_\_\_

Use Description: \_\_\_\_\_

\_\_\_\_\_

Beginning Date: \_\_\_\_\_ End Date: \_\_\_\_\_

### OWNER'S CONTACT INFORMATION:

Name: \_\_\_\_\_ Business Name (If Applicable): \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### APPLICANT'S INFORMATION:

Name: \_\_\_\_\_ Business Name (If Applicable): \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

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

### Applicant's Certification, Affidavit, and Signature

Proposed Use: \_\_\_\_\_

Description of Proposed Use: \_\_\_\_\_

I hereby certify that the site described herein will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the Department of Community Development. Further, Applicant states, understands that, should a complaint be filed against the Applicant for violation any regulation associated with this Application for Administrative Permit, the permit issued for the subject event/use will immediately become void and will not be reissued for the same location.

Applicants Signature: \_\_\_\_\_

Sworn and Attested before me on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

Signature of Notary: \_\_\_\_\_

*(affix seal here)*

Additional Required Exhibits:

- A Site Plan to scale showing the street address of the property upon which the proposed use is to be located, the proposed location of use on property and the distance of the use from the subject property's boundaries, the subject property's setbacks and buffers and all existing structures or buildings on the subject property. See section 19.3, of the Johns Creek Zoning Ordinance, for other applicable requirements.

**The proposed location of any tent(s) erected for use during an event/use, and the distance from the tent to adjacent residential structure(s) shall be shown on the Site Plan. All tents that are 400 square feet in size or greater, the applicant must provide a valid copy of the Fire Resistant Certificate with the completed application.**