



LAND USE APPLICATION PROCESS FOR REZONINGS, SPECIAL USE PERMITS, CHANGE IN CONDITIONS, AND COMPREHENSIVE PLAN AMENDMENTS

1

Before filing an application, a pre-application meeting between the applicant and the Community Development Department is required. The applicant files a land use application with the City of Peachtree Corners. Deadlines are listed on the Planning & Zoning page of the City's website.

2

Applicant to host a public participation meeting prior to the Planning Commission meeting. This meeting is for the applicant to discuss the proposal with neighbors and get feedback. The applicant submits a public participation meeting report to staff detailing the meeting.

3

After application submittal, prior to the Planning Commission meeting, the Community Development Department will publish the following public hearing notices per the Georgia Zoning Procedures Law:

- Notice to the legal organ (currently Gwinnett Daily Post)
- Mailed notice to all owners of property within 500' of the subject property
- Sign Posting: Sign(s) will be posted on the subject property

Staff completes a technical analysis of the application based on the City of Peachtree Corners Zoning Ordinance and Comprehensive Plan. This technical analysis (staff report) includes a staff recommendation.

4

The City holds the following Public Meetings:

- **PLANNING COMMISSION (PUBLIC HEARING)**
 - o Staff presentation of technical analysis and recommendation
 - o Public Hearing, which includes the applicant's presentation and a chance for the public to speak for or against the application
 - o The Planning Commission makes and votes on a recommendation to City Council
- **MAYOR AND CITY COUNCIL 1ST READ (NOT A PUBLIC HEARING)**
 - o 4th Tuesday of the Month*
 - o This is solely to read the case into the record.
 - o The case is not heard at this meeting, there is no public comment, & no vote is taken.
- **MAYOR AND CITY COUNCIL 2ND READ (PUBLIC HEARING)**
 - o 4th Tuesday of the Month*
 - o Public Hearing, which includes the applicant's presentation and a chance for the public to speak for or against the application.
 - o Decision issued.

5

If the application is approved, the permitting process will begin. The City's applicable departments (Land Development, Engineering, Building, Planning, etc.) will review the plans for compliance with the City's regulations.

For information about current land use applications, including application information and public meeting dates, please visit <https://www.peachtreecornersga.gov/1406/Current-Land-Use-Projects>.

*See [Planning Commission Calendar](#)