

GUEST HOUSE REGULATIONS

ARTICLE 5

GUEST HOUSE: An attached or detached accessory building that: provides living quarters for guests, may or may not contain a kitchen or cooking facility. Guesthouse shall never be used for rental or lease.

NAICS Code	Principal Uses	Suppl. Reg	A	A-1	A-2	R-1	R-2	R-3	MHP	OI	B-1	B-2	B-3	TC	MUB P	M-1	M-2
	Guest House, and Caretaker/Employee Dwelling	Yes	P	C	C	C 1 acre plus						C	C	P	C	C	C

Guest House, Caretaker House (2)

Guest Houses are allowed by right in the A zoning, and as a conditional use in the A-1, A-2, and R-1 properties that are one-acre in size or larger. Guest Houses are an accessory use to the primary residence. Caretaker Houses are allowed by right in the TC zoning and as a conditional use in the B-2, B-3, MUBP, M-1 and M-2 zonings.

- A. The use must maintain a residential appearance and shall produce no impacts in appearance, noise, light, and traffic that are detrimental to adjacent properties.
- B. The size of the guesthouse, tenant house or caretaker house can be no more than 800 square feet.
- C. The rental or lease of a guesthouse shall be prohibited.

D. Specific Regulations for Residential Units: Units shall have the following additional requirements:

- a. A minimum roof pitch of 5:12, which means having a pitch equal to at least five (5) inches of vertical height for every twelve (12) inches of horizontal run. Any dwelling unit for which a building permit was obtained prior to the adoption of this Ordinance may be extended, enlarged or repaired as otherwise provided by this Ordinance with the same roof pitch as that allowed by the previous building permit.
- b. All roof surfaces exposed to view shall be covered with asphalt or fiberglass shingles, wood shakes or shingles, standing seam (non-corrugated tin or steel), clay tiles, slate, or similar materials approved by the Director.
- c. Exterior materials shall consist of brick, masonry, or stone, or siding consisting of wood, hardboard, aluminum or vinyl, covered or painted, but in no case exceeding the reflectivity of gloss white paint.
- d. The dwelling shall be placed on a permanent foundation, which meets the requirement of the IRC Building Code.
- e. All residential structures shall have a minimum 4 ft. by 4 ft. front porch, patio or deck and a minimum 6 ft. by 8 ft. rear porch. The structure shall meet the requirements of the IRC Building Code.

I hereby acknowledge receipt of the regulations for a Guest House. If my application is approved I will abide by all regulations.

SIGNED: _____

DATE: _____

Walton County Planning and Development

SUBMITTAL CHECKLIST
For
Conditional Use Application

- Application must be completely filled out.
- Name, address and phone number of all owners of the property.
(if more than one owner-attach as exhibit)
- Recorded Deed of property
- Recorded Plat of property
- Campaign contribution form
- Authorization to file if applicant is not the owner.
(must be notarized)
- Written documented, detailed analysis of the impact of the proposed zoning map amendment with respect to each of the standards and factors in Article 4, Part 4, Section 160 (B).
- 1 reduced copy of site plan (11X17) – Drawn by Design Professional
- Letter of intent with any conditions
- Proof of Property Taxes paid on property.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Conditional Use Application # _____

Planning Comm. Meeting Date _____ at 6:00PM held at WC Board of Comm. Meeting Room
Board of Comm Meeting Date _____ at 6:00PM held at WC Historical Court House
You or a representative must be present at both meetings

Please Type or Print Legibly

Map/Parcel _____

Applicant Name/Address/Phone # _____ _____ _____	Property Owner Name/Address/Phone _____ _____ _____ (If more than one owner, attach Exhibit "A")
---	--

Phone # _____ Phone # _____

Location _____ Present Zoning _____ Acreage _____

Existing Use of Property: _____

Existing Structures: _____

Property is serviced by:

Public Water: _____ Provider: _____ Well: _____

Public Sewer: _____ Provider: _____ Septic Tank: _____

The purpose of this conditional use is: _____

The above statements and accompanying materials are complete and accurate. Applicant hereby grants permission for planning and zoning personnel to enter upon and inspect the property for all purposes allowed and required by the Comprehensive Land Development Ordinance.

Signature _____ Date _____ \$ _____ Fee Paid _____

Public Notice sign will be placed and removed by P&D Office
Signs will not be removed until after Board of Commissioners meeting

Office Use Only:

Existing Zoning _____ Surrounding Zoning: North _____ South _____
East _____ West _____

Comprehensive Land Use: _____

Commission District: _____ Watershed: _____

I hereby withdraw the above application _____ Date: _____

Standard Review Questions:

Provide a written, documented, detailed analysis of the impact of the proposed zoning map amendment or conditional use with respect to each of the standards and factors specified in Section 160 listed below:

Conditional Use Permit Criteria

1. Adequate provision is made such as setbacks, fences, etc., to protect adjacent properties from possible adverse influence of the proposed use, such as noise, dust vibration, glare, odor, electrical disturbances, and similar factors.
2. Vehicular traffic and pedestrian movement on adjacent streets will not be hindered or endangered.
3. Off-street parking and loading and the entrances to and exits from such parking and loading will be adequate in terms of location, amount and design to serve the use.
4. Public facilities and utilities are capable of adequately serving the proposed use.
5. The proposed use will not adversely affect the level of property values or general character of the area.

Disclosure of Campaign Contributions

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

_____yes _____ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.

Signature of Applicant/Date

Check one: Owner_____ Agent_____

**AUTHORIZATION
BY PROPERTY OWNER**

I swear that I am the property owner of the property which is the subject matter of the attached Petition for Rezoning/Conditional Use Application, as is shown in the records of Walton County, Georgia.

I authorize the named below to act as Applicant in the pursuit of a Petition for Rezoning/Conditional Use Application.

Name of Applicant: _____

Address: _____

Telephone: _____

Location of Property: _____

Map/Parcel Number: _____

Current Zoning: _____ Requested Zoning: _____

Property Owner Signature

Property Owner Signature

Print Name: _____

Print Name: _____

Address: _____

Address: _____

Phone #: _____

Phone #: _____

Personally appeared before me and who swears that the information contained in this authorization is true and correct to the best of his/her knowledge.

Notary Public

Date