



City of Riverdale Department of Community Development

Building & Permitting Services
 971 Wilson Road
 Riverdale, GA 30296
 770-909-5486
 www.riverdalega.gov

Special Event Permit Application

Film Permit

APPLICANT INFORMATION		
Name:		
Applicant is the: <input type="checkbox"/> Property Owner <input type="checkbox"/> Tennant		
Address:		
City:	State:	Zip:
Contact Name:		
Phone:	Email:	
OWNER INFORMATION		
Name:		
Address:		
City:	State:	Zip:
Contact Name:		
Phone:	Email:	
EVENT INFORMATION		
Event dates:	Start/End time:	
Event Type:	Estimated attendance:	
Food Service: Y N	Road Closure: Y N	Tent Use: Y N
** Make sure to attach Approval from County Health Dept, PD or County Fire (if applicable) **		
Brief Description of Event:		
Please attach a site plan for the area**Site Plan of the event location. Plan must be drawn to scale and must include: (a.) all property boundaries and setbacks for proposed location of the special event; (b.) all existing buildings, structures, parking, and curb cuts permanently located on site; and (c.) any proposed temporary structures including buildings, structures, restrooms and parking;		

Official Use Only: _____ Date Received _____ Date Complete _____ Permit #

APPLICANT'S CERTIFICATION

To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Riverdale Zoning Ordinance and/or City Code.

Signature of Applicant

Date

Type or Print Name and Title

Signature of Notary Public

Date

Notary Seal

Official Use Only: _____ Date Received _____ Date Complete _____ Permit #

PROPERTY OWNER'S CERTIFICATION

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Clayton County, Georgia, of the property identified below, which is the subject of the attached Variance Application before the City of Riverdale, Georgia. As the legal owner of record of the subject property, I hereby authorize this application and/or authorize the individual named below to act as the applicant in the pursuit of the Variance Application, as indicated below.

I, _____, authorize, _____,
(Property Owner) (Applicant)

to file for _____, at _____
(Variance) (Address)

on this date _____, 20_____
(Month) (Day)

- I understand that failure to supply all required information (per the relevant Applicant Checklists and requirements of the Riverdale Zoning Ordinance) will result in REJECTION OF THE APPLICATION.
- I understand that preliminary approval of my design plan does not authorize final approval of my plans or signage request. I agree to arrange additional permitting separately, after approval is obtained.
- I understand that representation associated with this application on behalf of the property owner, project coordinator, potential property owner, agent or such other representative shall be binding.

Signature of Property Owner Date

Type or Print Name and Title

Signature of Notary Public Date Notary Seal

DISCLOSURE REPORT FORM

Within the **(2) years** immediately preceding the filing of this zoning petition have you, as the ant or opponent for the Rezoning petition, or an attorney or agent of the applicant or opponent for the rezoning petition, made any campaign contributions aggregating \$250.00 or more or made gifts having an aggregate value of \$250.00 to the mayor or any member of the city council.

CIRCLE ONE: **YES** (if YES, complete points 1 through 4) **or NO** (if NO, complete only point 4)

1. Circle One: **Party to Petition** (If party to petition, complete sections 2, 3 and 4 below)
 In Opposition to Petition (If in opposition, proceed to sections 3 and 4 below)

2. List all individuals or business entities which have an ownership interest in the property which is the subject of this rezoning petition:

1.	5.
2.	6.
3.	7.
4.	8.

3. Campaign Contributions:

Name of Government Official	Total Dollar Amount	Date of Contribution	Enumeration and Description of Gift Valued at \$250.00 or more

4. The undersigned acknowledges that this disclosure is made in accordance with the Official Code of Georgia, Section 36-67A-1 et. seq. Conflict of interest in zoning actions, and that the information set forth herein is true to the undersigned's best knowledge, information, and belief.

 Signature of Applicant Date

 Type or Print Name and Title

 Signature of Notary Public Date Notary Seal