

RIGHT START MEETING GUIDE

CITY OF WAYNESBORO

- **DO YOU HAVE PLANS TO EMBARK ON ON A NEW BUSINESS VENTURE, BUT AREN'T QUITE SURE WHERE TO BEGIN?**
- **DO YOU HAVE A VISION FOR EXPANDING A RESIDENTIAL OR COMMERCIAL DEVELOPMENT IN WAYNESBORO?**
- **MAYBE YOU JUST WANT TO EXPLORE YOUR OPTIONS WHILE CONSIDERING THE EXPANSION OF A NEW COMMERCIAL OR RESIDENTIAL DEVELOPMENT IN THE CITY OF WAYNESBORO.**

- **ARE YOU CONSIDERING OPENING A NEW BUSINESS IN THE CITY OF WAYNESBORO?**
- **DO YOU HAVE AN IDEA FOR MAKING RENOVATIONS TO YOUR CURRENT HOME OR COMMERCIAL STRUCTURE THAT IS LOCATED WITHIN THE CITY LIMITS OF WAYNESBORO?**

IF SO, THE CITY INVITES YOU TO SCHEDULE A RIGHT START MEETING TODAY TO DISCUSS YOUR PLANS AND DEVELOPMENT IDEAS WITH APPROPRIATE CITY STAFF.

AVOID FALSE STARTS TO YOUR BUSINESS OR DEVELOPMENT PLANS BY PARTICIPATING IN A RIGHT START MEETING WITH THE CITY OF WAYNESBORO'S COMMUNITY PLANNING AND DEVELOPMENT DEPARTMENT.

HOW TO PREPARE?

YOU ARE ENCOURAGED TO BRING, OR SUBMIT IN ADVANCE, ANY BUILDING OR SITE PLANS, OR OTHER PERTINENT INFORMATION, THAT YOU MAY HAVE AVAILABLE ABOUT THE PROPOSED BUSINESS OR DEVELOPMENT IN ORDER TO MAKE THE DISCUSSION AS BENEFICIAL AND INFORMATIVE TO YOU AS POSSIBLE.

POTENTIAL BUSINESS OWNERS AND DEVELOPERS ARE STRONGLY ENCOURAGED TO JOIN THE STAFF FROM ALL DEVELOPMENT-RELATED DEPARTMENTS INCLUDING: FIRE, NATURAL GAS, PLANNING, PUBLIC WORKS, WATER & SEWER AND ENGINEERING TO GET A COMPREHENSIVE LOOK AT WHAT IT WILL TAKE TO MAKE YOUR VISION A REALITY.

THESE MEETINGS ALLOW THE APPLICANT TO WORK WITH CITY STAFF BEFORE AN APPLICATION IS SUBMITTED IN ORDER TO IDENTIFY ANY PROBLEMS OR HURDLES THAT MAY ARISE DURING THE APPLICATION PROCESS; IDENTIFY ALL MATERIALS AND DOCUMENTS THAT WILL BE NEEDED; IDENTIFY ANY VIABLE ALTERNATIVES, IF ANY; AND, ENSURE THAT CITY STAFF HAS A COMPLETE UNDERSTANDING OF YOUR REQUEST AND THAT YOU UNDERSTAND THE APPLICATION PROCESS. THIS IS YOUR BEST OPPORTUNITY TO COORDINATE WITH ALL CITY DEPARTMENTS AT ONE TIME & LOCATION, AND WILL HELP YOU MAKE THE "RIGHT START" IN TURNING YOUR BUSINESS OR DEVELOPMENT CONCEPT INTO FORMAL PLANS READY FOR SUBMITTAL.

WHAT TO EXPECT ?

THERE ARE MANY OTHER ASPECTS TO COMMUNITY PLANNING AND DEVELOPMENT IN THE CITY OF WAYNESBORO THAT MAY NEED TO BE DISCUSSED PRIOR TO THE FORMAL PLANS SUBMITTAL. SOME OF THESE ITEMS INCLUDE, ZONING, RE-ZONING, VARIANCE AND CONDITIONAL USE PERMITS, LAND ANNEXATION, AS WELL AS THE COMBINATION OR SUBDIVISION OF PARCELS.

RIGHT START MEETINGS ARE INTENDED TO BE INFORMAL AND SERVE SIMPLY AS A QUESTION AND ANSWER SESSION TO HELP YOU MAKE THE RIGHT DECISIONS FOR NAVIGATING THE CORRECT PROCESS BEFORE YOU DEDICATE TIME, ENERGY AND EXPENSE INTO PREPARING OR FINALIZING ANY FORMAL PLATS, CONSTRUCTION DOCUMENTS OR SITE PLANS TO ENSURE THAT FORMAL SUBMISSION TO BE CONSIDERED BY THE CITY OF WAYNESBORO'S PLANNING COMMISSION AND/OR CITY COUNCIL.

EVEN IF YOU HAVE OPENED A BUSINESS OR DEVELOPED A PROJECT IN WAYNESBORO BEFORE, THINGS ARE ALWAYS CHANGING. WE STRONGLY ENCOURAGE YOU TO MAKE A RIGHT START MEETING THE STARTING POINT FOR ALL OF YOUR BUSINESS AND DEVELOPMENT IDEAS.

**CONTACT THE DEPARTMENT OF COMMUNITY PLANNING &
DEVELOPMENT AT:**

706.554.8006

**AHAYMAN@WAYNESBOROGA.COM
SBROXTON@WAYNESBOROGA.COM OR
LKENT@WAYNESBOROGA.COM**

THANK YOU

WE LOOK FORWARD TO WORKING WITH YOU



CITY OF WAYNESBORO COMMUNITY PLANNING & DEVELOPMENT DEPARTMENT

Located in Waynesboro's
Historic Ice Plant
260 Barron Street
Waynesboro, GA 30830
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CITY OF WAYNESBORO

Planning & Development

Pre-Application Meeting Information Request Form

Not quite sure where to start? Fill out all relevant information to what you have in mind, and we will contact you with the appropriate plan of action for your project as soon as possible.

Project Location

Address: _____

Project Name: _____ Map/Parcel: _____

Information Request

- Permit Zoning Project Discussion Conditional Use Variance
 New Business Housing Grant Assistance Resource Lists COA
 Sign Historic District Information Certificate of Occupancy
 Nuisance /Code Enforcement Other _____

Applicant

Name: _____ Phone: _____

Address: _____ E-mail: _____

City: _____ State: _____ Zip: _____

Property Owner

Name: _____ Phone: _____

Address: _____ E-mail: _____

City: _____ State: _____ Zip: _____

Project CONTACT: _____

Preferred Method of Contact: _____

“THE BIRD DOG CAPITAL OF THE WORLD”

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