



DONATION BOX PERMIT APPLICATION

City Hall, 56 Malone Street, Fairburn, GA 30213
 Planning and Zoning, 26 West Campbellton Street, Fairburn, Georgia 30213
 P: (770) 964-2244 F: (770) 306-6919

www.fairburn.com

Annual Permit Fee: \$25.00 Receipt # _____ Date Filed: _____ Issued by: _____ <div style="text-align: right; font-style: italic;">Office Use Only</div>

Location	Address of Donation Box: _____		<ul style="list-style-type: none"> Only one (1) donation box per lot, minimum of four (4) acres. Permit good for one (1) year from the date of approval. Donation boxes are not permitted in parking spaces, bldg. setback or buffer. Donation boxes are permitted in non-residential zoning districts. Donation boxes shall be limited to no more than 128 cubic feet (4' wide x 4' deep x 8' tall) Donation boxes shall be painted or stained in a low reflectance, neutral or earth-tone color scheme.
	Zoning District	Size of Donation Box	
	<input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Office Institutional <input type="checkbox"/> Public Service	<div style="text-align: center;"> _____ x _____ x _____ height width depth </div> <p>Total SF _____</p>	
Operator	Operator Contact: _____		Organization _____
	Phone _____	Email _____	Address _____
	2 nd Contact _____	Phone _____	City _____
			State _____ Zip Code _____
			Website _____
Checklist			
<input type="checkbox"/> Complete application <input type="checkbox"/> Donation Box specifications (include photograph) <input type="checkbox"/> Total signage does not exceed two (2) square feet <input type="checkbox"/> Color is painted in a neutral or earth tone color scheme <input type="checkbox"/> Donation box is maintained and emptied regularly		<input type="checkbox"/> Overall size does not exceed 128 cubic feet <input type="checkbox"/> Only donation box on site <input type="checkbox"/> Not placed on parking space, bldg. setback or buffer <input type="checkbox"/> Fee (Cash, Credit Card, Check, or Money Order) <input type="checkbox"/> Approval of property owner	
Is your contact information on the donation box? <input type="checkbox"/> Yes <input type="checkbox"/> No		Donation box placed out of parking spaces, bldg. setbacks and buffers? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Property Owner	Owner Contact: _____		<p>Signature verifies that as the property owner of the premises in which the donation box shall be established, he/she agrees to conform with and abide by all rules, regulations, and provisions of the City Ordinances pertaining to the installation and maintenance of donation box now or hereafter in force.</p> Signature OF Property Owner: _____ Date: _____ Sworn and subscribed before me this _____ day of _____, _____ _____ Notary Public _____ Commission Expires _____
	Phone: _____	Email: _____	
	2 nd Contact: _____	Phone: _____	
Site Drawing	Please draw donation box location on your site – label and show bldgs. and streets.		<p>Applicant/Operator verifies that information is correct and accepts responsibility for compliance with all the rules, regulations and provisions of the City Ordinances pertaining to the installation and maintenance of donation box now or hereafter in force.</p> _____ Signature of Operator _____ Date
	(add separate sheet, (aerial) if necessary)		
OFFICE USE ONLY			
Zoned: _____	Conditions: <input type="checkbox"/> Yes <input type="checkbox"/> No		Signage under 2 SF? <input type="checkbox"/> Yes <input type="checkbox"/> No
Setbacks: Front _____	Side _____	Rear _____	Donation Box Approved: From _____ To _____
Verified by: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date _____	DONATION BOX PERMIT # _____