



COUNTY OF BRUNSWICK

**LAND USE AMENDMENT
APPLICATION**

P.O. Box 399
Lawrenceville, VA 23868
Phone: (434) 848-0882
Fax: (434) 848-8234

Information must be typed or printed and completed in full. Attach additional pages where necessary.

CASE #: _____ DATE SUBMITTED: _____

APPLICATION TYPE (PLEASE CHECK ONE)	
Rezoning	_____
Conditional Rezoning	_____
Conditional Use Permit	_____
Variance	_____
Administrative Variance	_____
Special Exception	_____
Amendment to Previous Case	_____

Proposed Zoning Classification	
A-1	_____
R-1	_____
R-2	_____
RR	_____
RRMH	_____
B-1	_____
I-1	_____

Applicant:	_____
Mailing Address:	_____ _____
Phone #:	_____ Fax #: _____
Property Owner (if different from above):	_____
Mailing Address:	_____ _____
Phone #:	_____ Fax #: _____

1. Explain fully the proposed use, type of development, operation program, reason for this request, etc.:
(Attach additional sheets if necessary).

2. State how this request will not be materially detrimental to adjacent property, the surrounding neighborhood or county in general. Include, where applicable, information concerning: Use of public utilities; effect of request on public schools; effect on traffic, to include means of access to nearest public road; effect on existing and future area development; etc.:

3. If requesting a variance or special exception, explain the unique physical hardship or extraordinary situation that is justification for the request:

4. Describe the amount of variance requested. (Applies to request for Variances only.)

Front Setback

How far are you from the center line of the road?

How far are you from the edge of the road?

Side Setback

How far are you from the property line on the right?

How far are you from the property line on the left?

Rear Setback

How far are you from the rear property line?

Height

What is the height of the proposed dwelling/building?

Current Zoning Classification: _____ Size of Parcel: _____

Size of Proposed Use/Development Area: _____

Tax Map Parcel #: _____ Deed Book & Page #: _____

Property Location (Magisterial District): _____

Road Name: _____ Road Number: _____

Nearest Intersection: _____

Direction and Distance from Intersection: _____

Side of Road: _____

Water/Sewer Supply:

<u>NEW:</u>		<u>EXISTING:</u>	
Public Water	_____	Public Water	_____
Public Sewer	_____	Public Sewer	_____
Private Well	_____	Private Well	_____
Private Septic System	_____	Private Septic System	_____

Entrance:

New Entrance:
Number of New Entrances: _____

Existing Entrance:
Number of Existing Entrances: _____

I/We hereby certify that to the best of my/our knowledge, all the above statements and the statements contained in any exhibits transmitted are true and that the adjacent property owners listed herewith are the owners of record as of the date of the application.

Date: _____, 20 _____

Signature of Agent/Applicant: _____
(Name of person other than, but acting for, the property owner and responsible for this application.)

Agent's Name: _____
(typed or printed)

Signature of Property Owner: _____

Property Owner's Name: _____
(typed or printed)

Notes: Incomplete applications will not accepted. Any request that requires plans must be accompanied by those plans at the time of submission of this application.

APPLICATION REQUIREMENTS AND CHECKLIST

- _____ 1. Application fee of \$275.00 for Rezoning, Conditional Use Permit, Conditional Rezoning and Ordinance Amendments. Application fee of \$175.00 for Variance and Special Exceptions. A fee of \$25.00 per sign in addition to the application fee stated above for the public hearing advertising sign (See below). Make checks payable to the Treasurer, County of Brunswick. Fees are nonrefundable.
- _____ 2. Survey plat of subject property, if available.
- _____ 3. Site sketch must be drawn to scale showing details of site usage. The following information must be shown on the site sketch:
 - The proposed title of the project and the name of the developer.
 - The site sketch must be drawn to a minimum scale of 1" = 100'.
 - The location and size of all existing and proposed buildings and structures.
 - Show the distance from property lines and the right-of-way for all existing and proposed buildings and structures.
 - The location of all water ways on the subject property (streams, branches, etc.)
 - **You must submit 20 copies of site sketches submitted on paper larger than 11"x17'.**
- _____ 4. Written documentation from the Virginia Department of Transportation (VDOT) regarding access to the property for new and existing entrances.
- _____ 5. List of adjoining and adjacent property owners and mailing addresses as verified by the Commissioner of Revenue's Office.
- _____ 6. Photographs of the property involved not over 8^{1/2}x11 inches, but of adequate size to illustrate the condition of the property under discussion are always helpful and are suggested as exhibits with this application.
- _____ 7. Any other information or details which the applicant believes may more fully describe the proposal or that may be required by the Zoning Administrator.

Per section 32-1-4 of the Brunswick County Zoning Ordinance you are required to post a sign on the subject property to notify the public that a zoning change has been requested. More than one (1) sign may be required. One (1) sign shall be erected by the applicant so as to be visible and legible to each abutting street. Signs shall be erected by the applicant not less than seven (7) days before any public hearing and are to be removed within two (2) calendar days after the final public hearing at which the application is being considered.

Revised February 10, 2011

Affidavit of Sign Receipt

****To be Completed at Time of Application and Payment Submittal****

I, _____, confirm that

I have received the sign(s) for Case #: _____ for my application

for the following:

- Rezoning
- Conditional Rezoning
- Conditional Use Permit
- Variance
- Administrative Variance
- Special Exception
- Amendment to Previous Case
- Subdivision

I understand that the sign(s) must be posted per the following regulation:

Per section 32-1-4 of the Brunswick County Zoning Ordinance you are required to post a sign on the subject property to notify the public that a zoning change has been requested. More than one (1) sign may be required. One (1) sign shall be erected by the applicant so as to be visible and legible to each abutting street. Signs shall be erected by the applicant not less than seven (7) days before any public hearing and are to be removed within two (2) calendar days after the final public hearing at which the application is being considered.

Applicant Signature: _____

Date: _____

Staff Accepting Application: _____

Date: _____