



Westmoreland County, Virginia

# Land Use Administration

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Building Official  
Zoning Official  
Planning Commission  
Board of Zoning Appeals  
Board of Building Appeals  
Wetlands Board

## **LOCAL BOARD OF BUILDING CODE APPEALS** **APPLICATION**

(September 2008)

Case No: \_\_\_\_\_ Date Received: \_\_\_\_\_

Fee \$500: \_\_\_\_\_ Check #: \_\_\_\_\_ (submit with application - nonrefundable)

Assigned to the agenda for: \_\_\_\_\_

THIS APPLICATION IS INVALID IF NOT SIGNED BY ALL PROPERTY OWNERS OR THEIR AUTHORIZED AGENTS, PROPERLY COMPLETED AND EXECUTED APPLICATIONS, SUPPORT MATERIAL AND FEE MUST BE RECEIVED BY THE APPROPRIATE DEADLINE FOR CONSIDERATION AT THE NEXT AVAILABLE MEETING.

Property Location: \_\_\_\_\_  
(Address)

Tax Map Identification: \_\_\_\_\_ Acreage: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Magisterial District: \_\_\_\_\_

Owner: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Phone #: \_\_\_\_\_ FAX#: \_\_\_\_\_

I/we respectfully request the Board to review this application as I desire to appeal the determination of the Building Code Official in accordance with the building code Section \_\_\_\_\_ and being further described as: \_\_\_\_\_

The following documents shall accompany this application for consideration:

1. Eight (8) copies of all documents.
2. Plot or Site plan with accurate dimensions of the parcel and showing all existing and proposed building(s) and structure(s) with their exact location on the property.
3. Construction drawings that pertain to the appeal
4. Floor plans that pertain to the appeal
5. Building elevation views of the existing and proposed construction.
6. Other documentation you feel important for your case.

I/we hereby grant permission for staff and Board members to go upon the property. I/we certify that the information presented on this application is true and correct to the best of my/our knowledge. I/we further understand that upon the review of the documents submitted, should it be determined that they do not meet the requirements, the application shall not be forwarded to the Board until the issue(s) are resolved.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Owner: \_\_\_\_\_  
(Print)

Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(Agent Signature)

Owner: \_\_\_\_\_  
(Print Agent Name)