



WESTMORELAND COUNTY, VIRGINIA

Land Use Administration

MONTROSS, VIRGINIA 22520

REZONING APPLICATIONS

(April 12, 2006)



P. O. Box 1000
Montross, Virginia 22520
Phone: (804) 493-0121
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Building Official
Zoning Official
Planning Commission
Board of Zoning Appeals
Board of Building Appeals
Wetlands Board

Case No: _____ Date Received: _____

APPLICATIONS FEE: \$440 + \$33 per acre or portion thereof: _____

DEFERRAL FEE: Any deferral requested by the applicant will require an added 25% of the original fee (above) unless it is a result of a County error. Deferral Date: _____ Fee: _____ (25%)

To: The Honorable Board of Supervisors and Planning Commission

Pursuant to Article 10-3.9 of the Zoning Ordinance, the undersigned owners of the following described property hereby request a change in zoning district classification as described. We further request that this item be scheduled for consideration of the Planning Commission on _____, ____ 20____. I hereby authorize the Land Use staff, or assigns thereof, to enter upon the property during reasonable hours.

Existing Zoning District: _____ Proposed Zoning District: _____

Applicant: _____ Email: _____

Phone #: _____ Phone #: _____ FAX #: _____

Applicants Signature: _____ Date: _____

Applicants Address: _____ State: _____ Zip: _____

Owner: _____ Email: _____

Phone #: _____ Phone #: _____ Phone #: _____

Owner Signature: _____ Date: _____

Owner Address: _____ State: _____ Zip: _____

Tax Map Identification: _____ Acreage: _____

Project Description: _____

This application has been found: 1. Complete and accepted 2. Incomplete and not accepted.

Accepted: _____ Title: _____ Date: _____

Denied: _____ Title: _____ Date: _____

(OVER)

Rezoning Application

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A) All applications shall be accompanied with the following items unless specifically exempted by the Planning Director.

1. Prior to accepting this application there shall be a Pre-Application with the Planning Director or the designated staff. Date of Meeting: _____, 20_____.
2. The original completed and signed application shall be submitted along with a minimum of fifteen (15) copies. A rezoning application may be submitted concurrently with a special exception application.
3. Project Description - A summary of existing data and conditions of the property, including the existing zoning classification, tax map and parcel numbers, address of the property, and total acreage of the property.
4. A plan of the property, at a scale of 1"=200', showing the extent of the area to be rezoned, streets bounding and intersecting the area, the land use and zoning classification of abutting properties and photographs of the area to be rezoned and abutting areas.
5. A Conceptual Plan to a scale of 1"=200', unless an alternative scale is requested and approved by the Planning Director, indicating the locations of existing and proposed topography based upon available topographic data, vegetation, floodplain, wetlands, structures, uses, streets and areas for off-street parking and loading.
6. A Concept Development Plan of the property, at a scale of 1"=200' unless an alternative scale is requested and approved by the Planning Director, showing the proposed development of the property, including the proposed general relationship of uses within the site and external to the site, structures, uses, streets, parking areas, open space areas, vegetation, sidewalks, and trails and means of access to the existing road system.
7. A boundary survey of the property to be rezoned.
8. Information at the time of submission, on all parcels contiguous to the subject property and any property within 100 feet of the boundary, including existing zoning, existing land use, proposed land use and historic buildings or structures.
9. A statement or justification that explains the circumstances in the proposed district and the abutting districts and any other factors on which the applicant relied as reasons for supporting the proposed rezoning amendment, including the degree of compliance of the proposed request and subsequent development plans with the provisions of the Comprehensive Plan.
10. The approximate time schedule for the beginning and completion of the development and any proposed phasing of the development.
11. A Traffic Study that shows the projections for trip generation, traffic volumes and levels of service on site and on the adjacent road system, including provisions for safely accommodating both vehicular and pedestrian traffic. (*Requires the use of VDOT standards as applied to the project development*)
12. Information about the market area to be served by the proposed development if a commercial use, *including population, (Residential Development) effective demand for proposed business facilities, and any other information describing the relationship of the proposed development to the needs of the market area. (Market area includes the demographics of the development.)*
13. A statement of Impact Mitigation describing and analyzing the various impacts of the proposed rezoning, including fiscal, environmental conditions, and public facilities and utilities impacts and the proposed methods for mitigating any anticipated impacts.
14. A detailed listing of conditions and/or proffers offered signed by the appropriate owner, applicant or developer.
15. Disclosure of Real Parties of Interest. (*All owners shall sign the application or their legal agent.*)
16. Certificate of payment of taxes, verifying that real estate taxes have been paid for all property included in the application.
17. A detailed statement describing the existing character of the area.

B) Review of Application for completeness. No application shall be accepted and reviewed unless determined by the Planning Director to be complete. A complete application is one which meets the minimum submission requirements established herein.

(EXAMPLE OF THE)
STATEMENT OF PROFFERS

To: The County of Westmoreland, Virginia

Re: Rezoning of Parcel(s) _____
(Tax Map Numbers – Attach Additional Pages If Needed)

Pursuant to Section 15.2-2296 of the Code of Virginia and Article 10 of the Westmoreland County Zoning Ordinance, _____ (the “Applicant”) does hereby voluntarily proffer, as the owner of record of the parcel identified on the Amelia County Tax Identification Maps as Tax Map _____, Parcel _____ which is subject to this rezoning request (the “Property”), that the development of the Property shall be in accordance with the following conditions:

Proffer 1:

Proffer 2:

Proffer 3:

I hereby acknowledge that the Rezoning of the Subject Property gives rise to the need for these conditions.

(Attach additional pages if needed)

Property Owner(s), Agent(s), Contract Purchaser(s)

1. _____	_____	_____	_____
Signature	Name	Position	Date
2. _____	_____	_____	_____
Signature	Name	Position	Date

** If the Applicant is not the Property Owner, the Applicant must also submit a “Special Limited Power of Attorney” form (attached), which authorizes the Applicant to act on behalf of the Property Owner.*

STATE OF VIRGINIA
COUNTY OF WESTMORELAND, TO WIT:

This day _____ personally appeared before me, _____, a Notary Public in and for the County and State aforesaid, swore or affirmed that the matters sated in the foregoing Statement of Proffers are true to the best of his (her) acknowledgement and belief.

Given under my hand this _____ day of _____, 200__.

Notary Public

My Commission expires: _____.