



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

COMMISSION PERMIT "2232 REVIEW" APPLICATION TO PLANNING COMMISSION **For Public Improvements**

(Last revised August 30, 2024)

Case No: _____

Date Received: _____

Fee \$600: _____ Check #: _____ (submit with application-nonrefundable)
The fee for deferral shall be 50% of the original fee. Make checks payable to 'Treasurer of Westmoreland County.'
*Fees are waived if submitted simultaneously with a directly-related application for a rezoning or Special Exception that will also be heard by the Planning Commission.

Assigned Date for: Planning Commission: _____

PROPERLY COMPLETED APPLICATIONS, SUPPORT MATERIALS, AND FEE MUST BE RECEIVED BY THE APPROPRIATE DEADLINE FOR CONSIDERATION AT THE NEXT AVAILABLE MEETING.

Tax Map Identification: _____ Project Address: _____

Acreage: _____ Zoning District: _____ Magisterial District: _____

Owner(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Phone #: _____

Email Address: _____

Agent/Applicant (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Phone #: _____

Email Address: _____

I/we respectfully request the consideration of a **COMMISSION PERMIT ("2232 REVIEW")** in accordance with the Zoning Code requirements found in Article 10, Section 3, Subsection 14, and being further described as:

(Description of work being proposed)

Written Statement of Justification:

In accord with the Code of Virginia, §15.2-2232, no street, park or other public area or public structure, public utility, public building or public service corporation facility other than railroads, whether publicly or privately owned, shall be constructed, established or authorized unless and until the general location or approximate location, character and extent thereof has been submitted to and approved by the Planning Commission as being substantially in accord with the adopted comprehensive plan or part thereof.

An application for a commission permit shall include a written statement of justification from the applicant as to why the proposed improvement should be deemed to be in accord with the Comprehensive Plan. Please provide this statement below or on an attached page if necessary.

SUBMITTAL DOCUMENTS

The following documents shall accompany this application for consideration:

1. Twelve (12) copies of all documents, including (1) digital PDF; materials may be shared with a directly related SE or RZ application.
2. The written statement of justification, as described above.
3. Conceptual plan showing the property and all existing and/or proposed site improvements, preferably drawn by licensed professional (not necessarily sealed), if applicable.
4. Boundary survey showing accurate dimensions of the parcel(s) and all easements, if applicable.
5. Floor plans of all existing and/or proposed building(s) that are to be part of the proposed use, if applicable.
6. Building elevation views of all existing and/or proposed building(s), if applicable.
7. Other documentation that you feel important for your case.

I/we hereby grant permission for staff and Commission members to go upon the above 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 Commission until the issue(s) have been resolved.

- **THIS APPLICATION IS INVALID IF NOT SIGNED BY ALL PROPERTY OWNERS AND THEIR AUTHORIZED AGENTS.**

Owner Signature: _____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____

Agent Signature: _____ Date: _____

Applicant Signature: _____ Date: _____