

TOWN OF KILMARNOCK, VA
ZONING PERMIT APPLICATION

Property Owner: (name) _____ (phone#) _____
 (address) _____

Applicant: (name) _____ (phone#) _____
 (address) _____

Street Address of proposal: _____

Tax Map#: _____ **Current Zoning:** _____ **Construction Cost** _____

Land Use Type:

Single Family Commercial Multifamily Industrial Home Occupation Other _____

Description of proposal: _____

Structure Width _____ Length _____ Existing Square Footage _____ New Square Footage _____
 Attached Detached Peak Height _____ Lot Depth _____ ft Lot Width _____ ft
 Front Setback _____ ft Rear Setback _____ ft Left Setback _____ ft Right Setback _____ ft

- ***SITE PLAN REQUIRED:** see reverse side.
- ***FEES FOR ZONING PERMITS:** **\$50.00** for all construction cost \$1,000 and over; **\$25.00** for construction cost between \$100 - \$999; and **\$15.00** for construction cost below \$100.
- ***UTILITY PLAN:** Water and sewer construction drawings and plans, when submitted to the Town as part of a zoning permit application for any commercial or multi-lot residential development, will be reviewed for completeness and compliance with all applicable regulations by a professional engineering firm licensed to work in the state of Virginia, hired by the Town and familiar with its specifications and rules; the cost of this professional review will be the responsibility of the applicant. All applicable utility connection and facility fees must be paid prior to approval of zoning permit.
- ***BUSINESS LICENSE REQUIRED:** Any business operating within the Town of Kilmarnock is required to obtain a business license. Out of town contractors must have a business license once the cost of work for the calendar year exceeds \$25,000. Any applicable business license must be obtained prior to zoning permit approval.

I hereby certify that I shall conform to the Kilmarnock Zoning Ordinance, the Approval Utility Plan and the International Building Code. This permit is invalid if a building permit is not received from Lancaster or Northumberland County and construction is not started within 12 months of issuance of this permit. I, or we, must restore any and all damages to sidewalks, streets, alleys, sewers, gas mains, water mains, and electric installations which may result.

Signature of Applicant: _____ (date) _____
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OFFICE USE ONLY

Zoning Administrator: Approval Disapproval **Date:** _____ **By:** _____
 Remarks- _____

Utility Plan Approval: **Date:** _____ **By:** _____
 Cross Connection Potential: Yes No **Remarks-** _____

FEES:
Zoning Permit \$ _____
Business License \$ _____
Utility Plan Review \$ _____
Utility Conn/Facil \$ _____ **Total Amount Due** \$ _____

Date Paid
Stamp Here

Sec. 54-91. Zoning permits.

(a) A building or structure shall be started, repaired, reconstructed, enlarged or altered only after a zoning permit has been obtained from the administrator.

(b) The zoning commission may request a review of the zoning permit approved by the administrator in order to determine if the contemplated use is in accordance with the district in which the construction lies.

(c) At the discretion of the administrator, each application for a zoning permit shall be accompanied by three copies of a scale drawing. The drawing shall show the size and shape of the parcel of land on which the proposed building is to be constructed, the nature of the proposed use of the building or land, the location and arrangement of off-street parking, and the location of such building or use with respect to the property line of the parcel of land and to the right-of-way of any street or highway adjoining the parcel of land. Any other information which the administrator may deem necessary for the consideration of the application may be required. If the proposed building or use is in conformity with the provisions of this chapter, a permit shall be issued to the applicant by the administrator. One copy of the drawing shall be returned to the applicant with the permit.

(Code 1997, § 54-91; Ord. of 6-6-69, § 4-1)