

PERMIT #_____

**APPLICATION FOR ZONING PERMIT AND CERTIFICATE
OF OCCUPANCY AND COMPLIANCE**

INSTRUCTIONS:

This form serves to request specific information in order that appropriate authorities may render judgment as to conformity of the request with regard to relevant sections of the Zoning Ordinance and subdivision regulations of the Town of Pennington Gap, Virginia, adopted by the Town Council on August 18, 2008. When in doubt, applicants should refer to the above-referred document for specific definitions in completing this form.

Before a permit can be issued, this application shall be completed in compliance with the Zoning Ordinances of the Town of Pennington Gap, in addition, the applicant shall comply with all building requirements and obtain necessary permits for Lee County.

This form along with all attached submissions will become the official zoning permit upon Zoning Administrator's approval and payment of a required \$15.00 filing fee.

It shall be the responsibility of the applicant to notify the Town's zoning officer within ten (10) days of the completion of the structural alteration or new construction identified herein. At such time, a final inspection will be conducted to document that work performed was completed in conformity with the provisions of the Town's Zoning Ordinance. A Certificate of Occupancy and Compliance will follow at the end of this document and will be issued by the Zoning Administrator if the work is found to be in order.

If any request seeks a permit for a use not provided for, the Zoning Administrator shall follow the guidelines set forth in Section 6-4 of the Zoning Ordinance.

DESCRIBE THE SUBJECT OF THIS APPLICATION:

_____ New Construction _____ Addition of an accessory building
_____ Excavation of a structure _____ Other, explain

NAME OF PROPERTY OWNER: _____

ADDRESS: _____

_____ **PHONE (DAY):** _____
CITY **STATE** **ZIP** **(NIGHT):** _____

GEOGRAPHIC LOCATION OF ADDRESS TO BE OCCUPIED:

LOT SIZE: _____

**SETBACK REQUIREMENTS
RESIDENTIAL DISTRICT (R-1):**

Structures shall be located twenty-five (25) feet or more from any street right-of-way which is fifty (50) feet or greater in width or fifty (50) feet or more from the center of any street right-of-way less than fifty (50) feet in width. This shall be known as the "SETBACK".

FRONTAGE REGULATIONS:

For permitted uses the minimum lot width at the setback line shall be one hundred (100) feet or more.

YARD REGULATIONS:

SIDE – The minimum side yard for each main structure shall be ten (10) feet.
REAR – each main structure shall have a rear yard of twenty-five (25) feet.

**SETBACK REGULATIONS
COMMERCIAL DISTRICT (C-1):**

Buildings shall be located ten (10) feet or more from any street right-of-way which is fifty(50) feet or greater in width or thirty-five (35) feet or more from the center line of any street right-of-way less than fifty (50) feet in width (except for signs advertising sale or rent). This shall be known as the "SETBACK".

FRONTAGE AND YARD REQUIREMENTS:

For permitted uses, the minimum side yard or rear yard adjoining or adjacent to a residential district shall be twenty-five (25) feet.

PROPOSED USE:

NUMBER OF FLOORS: _____

NUMBER OF PARKING SQUARES: _____

MOST RECENT USE: _____

Is the property currently served with Town utilities? YES _____ NO _____

Will you need a water connection? YES _____ NO _____

Will you need a sewer connection? YES _____ NO _____

FOR OFFICE USE ONLY

Has the Public Works Dept. field tested the site location of utility service?
YES _____ NO _____(If YES attach a copy of the field test work order)

Has the applicant been placed on a "waiting list" for a sewer or water tap?
YES _____ NO _____

CERTIFICATE OF OCCUPANCY

This article proved for under Article 6-6-2 of general provisions. This article to be attached to all Zoning Permits “i.e.” – Residential R-1; Commercial C-1; Industrial M-1.

THIS APPLICATION PERTAINS TO:

RESIDENTIAL _____ COMMERCIAL _____ INDUSTRIAL _____

Has building or construction been changed or altered from initial application? YES ___ NO ___

Have all fees been paid to the Town of Pennington? YES _____ NO _____

Have the sewer and water installations been inspected by Pennington Gap Public Works Dept.? YES _____ NO _____

Have sidewalks and entrances been properly installed or replaced as to local code? YES _____ NO _____

Have setbacks been adhered to? YES _____ NO _____

Height regulations? YES _____ NO _____

Off street loading and unloading? YES _____ NO _____

Parking for industrial and commercial use of street – adequate space for parking as provided for in the Zoning Ordinance? YES _____ NO _____

Landscaping features: YES _____ NO _____ Sign? YES _____ NO _____

ZONING ADMINISTRATOR _____

DATE: _____

I hereby certify by my signature that I have the authority to make the foregoing application, that all information provided herein is correct, that the intended occupancy will conform with all regulations of the town and state, and that this application does not take the place of other licenses required by law, nor does it confer the right to erect signs on the property. I further understand that this permit can be revoked at any time if any misrepresentation has been made.

Date: _____

APPLICANT'S SIGNATURE: _____

APPROVED _____

DISAPPROVED _____

COMMENTS ON DISAPPROVAL OR SPECIAL CONDITIONS FOR APPROVAL OF ZONING PERMIT:

CERTIFICATE OF OCCUPANCY AND COMPLIANCE

I, the undersigned Zoning Officer for the Town of Pennington Gap, hereby certify that on the day and date written below, I have viewed the work described herein and by virtue thereof, I do hereby certify that the structure or proposed use complies with the rules and regulations promulgated by the Zoning Ordinance and Subdivision Regulations of the Town of Pennington Gap, Virginia, as amended to this date.

Date: _____

ZONING OFFICER'S SIGNATURE: _____

