



Town of Orange
Department of Community Development
Zoning Administrator

235 Warren Street, Orange, Virginia 22960 - 1401
Phone: (540) 672-6917 Fax: (540) 672-4435
Email – townplanner@townoforangeva.org

Application for Zoning Text Amendment

Date: _____

Application #: _____

Applicant: (check one) _____ Owner _____ Contract Owner _____ Agent

Name of Property Owner: _____

Telephone: _____

Business Address: _____

Fax: _____

Email: _____

I, We _____ applicant (s) do hereby request that the Zoning Ordinance be amended as follows:

Application Fee

Please include your non-refundable application fee in the amount of **\$200 plus \$175.00 dollars advertising costs**. Please make checks payable to: **The Town of Orange**

Signature of Property Owner

Date

No application will be accepted without payment of all fees in full. Failure to pay the application fee and failure to appear at any hearing called for consideration of an application may very well result in denial of the application. Advertising costs in excess of \$175.00 will be billed to the applicant.

Application Fee Paid (date and amount): _____

Advertising Costs Paid (date and amount): _____

Recommendations:

Planning Commission: **Approve / Disapprove** Date _____

Town Council Action: **Approve / Disapprove** Date _____

Letter of Intent:

Please include with your application a letter of intent which shall contain the following information, as applicable. (Applications submitted without the required information will be deemed incomplete and returned to the applicant):

1. The name, physical and mailing address, and telephone number of the owner-applicant, and the professional interests of every person represented in the application;
2. The proposed zoning text amendment and written justification of conditions warranting such amendment, including anticipated effects upon properties within the district(s);
3. An illustrative plan or map showing the extent of the area to be rezoned, streets bounding and intersecting the area, and the land use and zoning classification of abutting properties;
4. A statement of the circumstances in the proposed district and the abutting districts and any other factors on which the owner-applicant relies as reasons for supporting the proposed rezoning or text amendment;
5. The approximate time schedule for the beginning and completion of any development proposed in the area as a result of rezoning or amendment;
6. A conceptual development plan, at a scale of no less than fifty (50) feet, to the inch indicating proposed or existing locations of structures together with plans thereof, land uses, areas for off-street parking and loading, site access and roadways, topography, hydrology, vegetation and tree cover, utilities, open spaces, recreation areas, and recognized historic resources;
7. Information about the market area to be served by the proposed development if a commercial use, including population, effective demand for proposed business facilities, and any other information describing the relationship of the proposed development to the needs of the market area as the Planning Commission shall reasonably prescribe; and
8. The degree of compliance of the proposed rezoning request and subsequent development plans with the provisions of the Town of Orange *Comprehensive Plan*.