



Town of Orange
Department of Community Development
Zoning Administrator

235 Warren Street, Orange, Virginia 22960 - 1401
Phone: (540) 672-6917 Fax: (540) 672-2821
Email – townplanner@townoforangeva.org

ZONING PERMIT APPLICATION

PERMIT # _____

I. TAX MAP IDENTIFICATION NUMBER - _____

II. IDENTIFICATION AND PROPERTY LOCATION

Name of Property Owner: _____

Physical Address of proposed site: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

Contractor: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

III. PRESENT ZONING CLASSIFICATION (Check one):

- Rural Residential (**RR**) Traditional Residential Low (**TRL**) Traditional Residential High (**TRH**)
- Traditional Town Center (**TTC**) Town Activity Center (**TAC**) Rural Commercial (**RC**)
- Traditional Industrial (**TI**) Traditional Neighborhood Development (**TND**)

IV. TYPE OF IMPROVEMENT

- New or Additional Use of Existing Land or Building(s)
- Residential Expansion
- Accessory Dwelling Unit
- Accessory Non-Dwelling Unit
- Business Expansion Less Than 50% of Existing
- Commercial, Industrial or Institutional Development (**New Construction**)
- Single-Family Detached Dwelling (**New Construction**)
- Family Day Home **MUST HAVE A VALID VIRGINIA FAMILY DAY HOME LICENSE**
- Other _____

(All other construction may also require the completion of a Site Development Plan)

V. DIMENSIONS

Number of stories. _____

Square feet of existing structure _____ sq. ft.

Square feet of new construction. _____ sq. ft.

Total land area of property. _____ acres

VI. PROPOSED USE

Residential

- Single Family
- Duplex or more than two Family Units
- Garage
- Other – Specify _____

Nonresidential

- | | |
|---|--|
| <input type="checkbox"/> Mixed Commercial Use Dwellings | <input type="checkbox"/> Hotel, Motel |
| <input type="checkbox"/> Retail Wholesale Establishment | <input type="checkbox"/> Government Building |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Service Station, repair garage |
| <input type="checkbox"/> Bank or Financial Institution | <input type="checkbox"/> School, library other educational |
| <input type="checkbox"/> Bed & Breakfast | <input type="checkbox"/> Other – Specify _____ |

Is the construction located in a FEMA Identified Floodplain: **Yes** **No**

VII. COST (ESTIMATED)

Cost of Improvement	\$ _____	.00
Electrical	\$ _____	.00
Plumbing	\$ _____	.00
Heating & Air Conditioning	\$ _____	.00
Other	\$ _____	.00
Total	\$ _____	.00

Is public water available? **YES** **NO**

Is public sewer available? **YES** **NO**

Describe provisions for off street parking _____

Additional Remarks: _____

A PLAN MUST ACCOMPANY THIS PERMIT APPLICATION. (SEE ATTACHMENT A)

A copy of this permit must be presented to the Orange County Building Inspectors Office to obtain a building permit. All construction shall conform to the Town of Orange Zoning Ordinance and the Virginia Uniform Statewide Building Code.

Application Fee

Please include your non-refundable application fee in the amount of \$ 25.00 dollars for Accessory Structures or \$ 50.00 for Dwellings/Additions. Please make checks payable to: Town of Orange

_____ **Date** _____

Signature of Property Owner

PERMIT # _____

For Office Use Only

_____ Date _____ Approved Denied
Signature of Zoning Administrator

Setback Requirements: Front _____ Side _____ Rear _____

Comments: _____

Permit Number _____

This permit shall expire on _____ 20 _____

Pursuant to Chapter 19 Article 3 Section 3-22 of the Town of Orange Zoning Ordinance **construction must commence within one (1) year of Permit approval or the Permit shall lapse and become null and void.**

Pursuant to Chapter 19 Article 3 Section 3-20 of the Town of Orange Zoning Ordinance ***all applications for a Zoning Permit shall be made in writing on forms prescribed by the Zoning Administrator by the Owner of the property, and filed with the Zoning Administrator. The application shall be attached to one (1) copy of a drawing, sketch, plans, and specifications and accompanied by the appropriate fee. The drawing, sketch, plans, or specifications shall be of sufficient detail as to permit the Zoning Administrator to fully evaluate the proposed project and ensure conformance with this Ordinance. Applicants for a Zoning Permit are encouraged to discuss their Plans with the Zoning Administrator prior to completing the Application to facilitate timeliness of review. Unless otherwise outlined in the Ordinance, a Zoning Permit Application will be reviewed within thirty (30) days of receipt. A copy of the Application and drawing denoted as approved shall be returned to the applicant with any Permit issued.***

Work in the Town's right of way or construction of new utilities connecting into the Town's infrastructure will require a construction permit.

Amount Paid \$ _____ Date Paid _____

ZONING PERMIT APPLICATION INFORMATION

ATTACHMENT A

A PLAN MUST ACCOMPANY THIS PERMIT APPLICATION

For the following types of improvements please include with the submission of your zoning permit application a plan, which shows the following details.

New Construction (Single Family detached dwelling)

- Lot dimensions lengths, widths, and setbacks.
- Streets adjacent to the lot with existing and proposed entrance(s) marked on the plan.
- Location of all existing and proposed structures on the lot.
- Distances from all structures to the front, back, and sides of the property line.
- Proposed off street parking.
- Location of all existing and proposed water, sanitary sewer, and storm sewer lines.
- Number of proposed water and sewer connections.

Residential Expansions/Additions

- Lot dimensions lengths, widths, and setbacks.
- Location of all existing and proposed structures on the lot.
- Detail of proposed expansion or addition with dimensions, lengths, and widths.
- Distances from all structures to the front, back, and side of the property line.
- Location of all existing and proposed water, sanitary sewer, and storm sewer lines.

Accessory and Non-Dwelling Accessory Structures

- Lot dimensions lengths, widths, and setbacks.
- Streets adjacent to the lot with existing and proposed entrance(s) marked on the plan.
- Location of all existing and proposed structures on the lot.
- Detail of proposed structure with dimensions, lengths, and widths.
- Distances from all structures to the front, back, and side of the property line.
- Location of all existing and proposed water, sanitary sewer, and storm sewer lines.

Business Expansion of Less than 50%

- Lot dimensions, lengths, widths, and setbacks.
- Streets adjacent to the lot with existing and proposed entrance(s) marked on the plan.
- Location of all existing and proposed structures on the lot.
- Distances from all structures to the front, back, and sides of the lot.
- Location of all existing and proposed water, sanitary sewer, and storm sewer lines.
- Number of existing and proposed water and sewer connections.