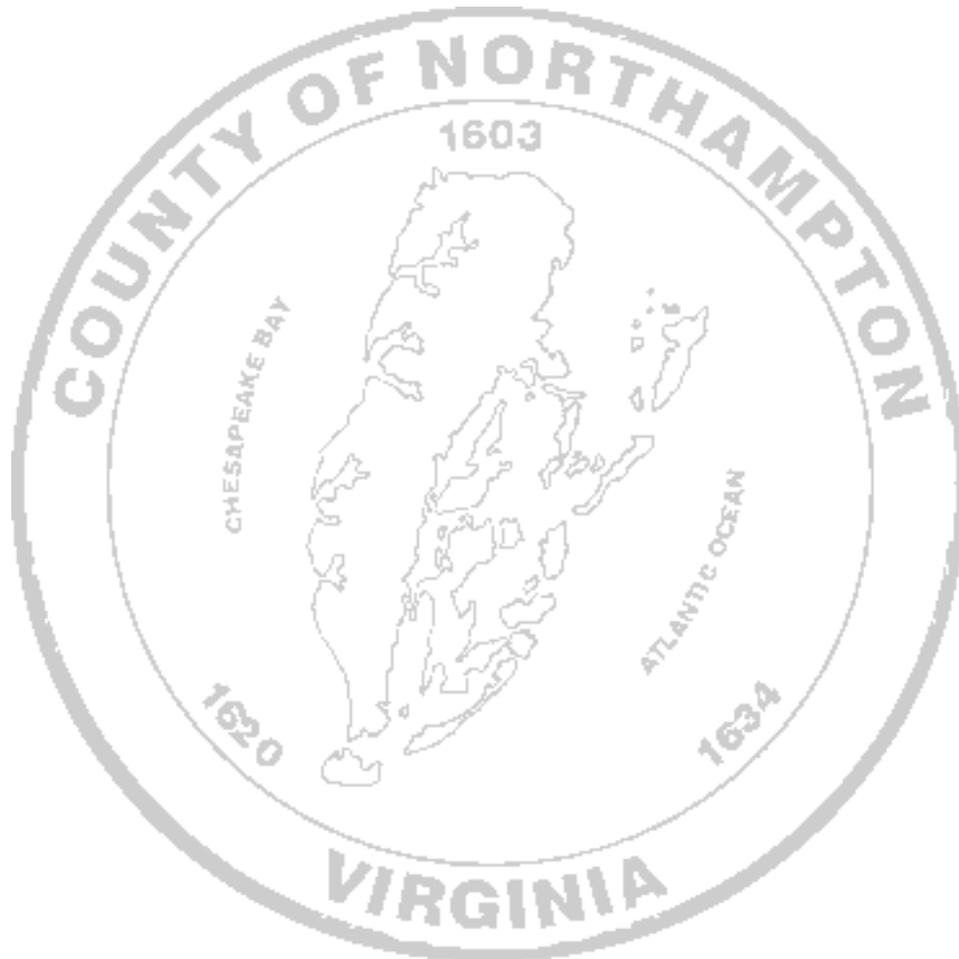


Zoning Variance & Zoning Appeal



**Northampton County
Board of Zoning Appeals**

Department of Planning & Zoning

16404 Courthouse Road
PO Box 538
Eastville, VA 23347
(757) 678-0443 Phone
(757) 678-0483 Fax
www.co.northampton.va.us

VARIANCE/APPEAL#: _____

Application Instructions

- Application must be typed or printed and filled out completely
- Incomplete applications will delay the filing process
- A non-refundable filing fee must accompany the application (cash, check, or money order payable to Northampton County Treasurer)
- Submittal requirements
 - Application
 - Survey/detailed site plan
 - Drawn to scale
 - Show the size and dimensions of the lot
 - All existing structures
 - All proposed structures
 - Curb cuts
 - Off-street parking, loading facilities
 - Screening and buffering
 - WQIA (Water Quality Impact Assessment) for any projects encroaching in the RPA (Resource Protection Area)
- Copies of all supporting documents that are filed with the application must be provided
- ALL DOCUMENTS submitted with the application become the property of the Board.

VARIANCE/APPEAL#: _____



Board of Zoning Appeals Application

1. Applicant (print): _____

2. Address of Property (print): _____

3. I request that a hearing be schedule before the Board of Zoning Appeals to hear a request for:

_____ A variance from the regulations of the Zoning Ordinance

_____ An appeal from the decision of the Zoning Administrator

4. Tax Map# _____ PRN# _____

Subdivision or Plat _____

Zoning District _____ Lot Size _____ acres/sq.ft.)

5. Present Use/Number of structures/Land Improvements:

6. List in detail the nature of your appeal and/or request for a variance:

VARIANCE/APPEAL#: _____

7. When did you acquire the property and from whom?

8. Is the subject property exceptionally narrow, shallow, or does it have an exceptional size or shape which existed before the regulations from which you are seeking a variance were imposed? (Only required if applying for a variance.)

_____ Yes _____ No

If "Yes," describe:

9. Does the subject property have exceptional topographic conditions or some other extraordinary situation or condition which is unlike other properties in the immediate vicinity? (Only required if applying for a variance.)

_____ Yes _____ No

If "Yes," describe:

10. Is there some particular condition, situation, or development on the property immediately adjacent to the subject property which affects the subject property's ability to comply with the regulations you are seeking a variance from? (Only required if applying for a variance.)

_____ Yes _____ No

If "Yes," describe:

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11. If you answered "No" to Questions #8, #9, or #10, the subject property may not be eligible for a variance.

12. If you answered "Yes" to Question #8, #9, or #10, is there any beneficial use for the property after the regulations from which you are seeking a variance are applied? (Only if applying for a variance.)

_____ Yes _____ No

If "Yes," describe:

13. Describe the hardship which has limited the use of the property. (Only required if applying for a variance.):

14. Is there anything you have done to either the property or any structure on the property which does not comply with some provision of the zoning ordinance? (Only required if applying for a variance.)

_____ Yes _____ No

If "Yes," describe:

VARIANCE/APPEAL#: _____

15. Are you requesting a variance to afford a person who might use the property some personal convenience that is not currently available under the regulations from which you are seeking a variance? (Only required if applying for a variance.)

_____ Yes _____ No

16. If you answered "Yes" to Question # 15, is there any reason for you requesting a variance *other than* obtaining additional convenience?

_____ Yes _____ No

If "Yes," describe:

17. Has an appeal been filed for this property within the last year?

_____ Yes _____ No

18. Is this property currently under any legal action? If so, list the type of action pending (i.e., violation notice for non compliance with construction code regulations; non compliance with zoning regulations; court order related to the specific property under appeal; etc.) and attach a copy of such notice.

_____ Yes _____ No

If "Yes," describe:

VARIANCE/APPEAL#: _____

19. I attest that all statements, documents, plans, and other supporting data relative to this application and submitted herewith are true to the best of my knowledge and belief.

(Signature of applicant) (Date application submitted)

(Mailing address – Include City, State & Zip Code) (Email Address)

(Applicant Name – Please Print) (Telephone) (Fax)

(Signature of property owner, if different from Applicant) (Date)

(Mailing address – include City, State & Zip Code) (Email Address)

(Property Owner – Please Print) (Telephone) (Fax)

20. If the owner of the property elects representation before the Board by Counsel, Agent, or others, action on behalf of the owner, the following information must be provided.

(Signature of representative) (Date application submitted)

(Mailing address – Include City, State & Zip Code) (Email Address)

(Representative Name – Please Print) (Telephone) (Fax)

Variance application is deemed complete by the Zoning Administrator

(Zoning Administrator Signature) (Date)

Variance requested has been denied by the Zoning and may be forwarded to the Board of Zoning Appeals

(Zoning Administrator Signature) (Date)

VARIANCE/APPEAL#: _____

BOARD ACTION

Date of hearing: _____

Hearing Location: _____

- Denied
- Approved

Findings of Fact:

Conditions:

Signature: _____ Date: _____
Chairman, Board of Zoning Appeals

VARIANCE/APPEAL#: _____