

APPLICATION FOR CHANGE OF USE OF AN EXISTING BUILDING AS-BUILT PLANS

Town of Culpeper, Virginia
 Department of Planning and Community Development
 400 S. Main St., Suite 301 Culpeper, Virginia 22701
 Phone: 540-829-8260 Fax: 540-829-8279

Application is hereby made for change of use of existing building as-built plans.

General Information & Instructions to Applicants:

Section 27-263. Changes of Use of Existing Buildings or Structures.
 Excluding Section 27-262 of the Zoning Ordinance, where a change of use of an existing building or structure can be accomplished without adding or constructing parking spaces or constructing additional public improvements, the zoning administrator may waive site plan review.

Please submit three (3) copies of an as-built plan along with this application to the zoning administrator.

Date:		Case Number:	
Property Owner:		Engineer:	
Owner Address:		Engineer Address:	
Owner City/State/Zip:		Engineer City/State/Zip:	
Owner Phone:		Engineer Phone:	

Applicant (if different from Property Owner): _____

Tax Map Number:		Zoning District:	
-----------------	--	------------------	--

Project Name:		Lot Area:	
---------------	--	-----------	--

Location of Site: _____

Describe Proposed Changes, Additions or Modifications: _____

Existing Building Square Footage:		Proposed New Building Square Footage (if applicable):	
-----------------------------------	--	---	--

Signature of Property Owner or Authorized Agent: _____

Administrative Section - DO NOT WRITE BELOW THIS LINE

Fees Paid: <input type="checkbox"/>	Amount of Fees Paid: _____	Date Staff Received: _____	Staff Initials: _____
-------------------------------------	----------------------------	----------------------------	-----------------------

Action Taken: _____

Comments/Remarks: _____

Signature of Permit Issuing Authority _____