

Please complete both sides of this application.



Site Plan Preliminary Application
Please return to: City of Charlottesville
Department of Neighborhood Development Services
P.O. Box 911, City Hall
Charlottesville, Virginia 22902
Telephone: 434-970-3182 Fax: 434-970-3359

Fees: \$500 (Administrative Review) \$750 (Planning Commission Review); \$150 administrative fee for Stream Buffer Mitigation Plan review; \$150 administrative fee for Conservation Plan approval; checks payable to the City of Charlottesville.

DEADLINE IS 10:00 A.M. ON WEDNESDAY SUBMITTAL DAYS.

Project Name _____
Tax Map and Parcel _____ Existing Zoning _____
Special Overlay Zoning: ____ADC (Architectural Design Control) or ____ ECH (Entrance Corridor Historic Overlay District)
Physical Street Address/Location _____
Project Description _____
Total Project Area _____ sq. ft Residential Use _____ Non-Residential Use _____
Is the project site located in the 100-foot Stream Buffer Zone? _____ If Yes, then applicant must submit a Stream Buffer Mitigation Plan and \$150 administrative fee.

Contact Person _____

Address _____ City _____ State _____ Zip _____

Day time Phone (____) _____ Fax _____ E-mail _____

Owner of Property _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Daytime Phone (____) _____ Fax _____ E-mail _____

Applicant _____ Contact Name _____

Address _____ City _____ State _____ Zip _____

Daytime Phone (____) _____ Fax _____ E-mail _____

Right of Entry- Property Owner Permission

I, the undersigned, hereby grant the designated officer Of the City of Charlottesville the right to enter my property for the purpose of the inspection and monitoring for Compliance with the approved Site Plan for this project.

Signature _____ Print _____ Date _____

For Office Use Only

Site Plan Received: _____ Drawing Date _____ Revision Date _____ Approved _____

Amount Received: _____ Date Paid _____ Check # _____

Submitted By _____ Receipt # _____ Application # _____

Fees Schedule & Calculation

Fees:

Administrative Site Plan Review	\$	500
Planning Commission Site Plan Review	\$	750
Stream Buffer Mitigation Plan	\$	150
Conservation Plan	\$	150