



# CITY OF WINCHESTER, VIRGINIA

CASE #: CU- \_\_\_\_\_  
FEE AM'T: \_\_\_\_\_  
DATE PAID: \_\_\_\_\_

Rouss City Hall  
15 North Cameron Street  
Winchester, VA 22601  
540-667-1815  
TDD 540-722-0782

## CONDITIONAL USE APPLICATION

(revised 4/15/08)

**Please print or type all information**

\_\_\_\_\_ Applicant

\_\_\_\_\_ Telephone \_\_\_\_\_ Street Address

\_\_\_\_\_ E-mail address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

\_\_\_\_\_ OWNER'S SIGNATURE (use reverse to list additional owners) \_\_\_\_\_ Owner Name (as appears in Land Records)

\_\_\_\_\_ Telephone \_\_\_\_\_ Street Address

\_\_\_\_\_ E-mail address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

TYPE OF REQUEST - Please mark type of request and complete information

CONDITIONAL USE	FEE
Code Section: _____	_____
Type of Use: _____	<input type="checkbox"/> \$500
	<input type="checkbox"/> \$200 (if filed with site plan)

### PROPERTY LOCATION

Current Street Address(es) \_\_\_\_\_ Zoning \_\_\_\_\_

Tax Map Identification - (sections, blocks, lots) \_\_\_\_\_

### REQUIRED MATERIALS LIST

- \_\_\_\_\_ 1 copy of application (this form completed)
- \_\_\_\_\_ Letter addressing compliance with Section 18-2 of City's Zoning Ordinance and how impacts of use will be mitigated
- \_\_\_\_\_ 7 copies of the Site Plans, Floor Plans, and elevations of proposed use.
- \_\_\_\_\_ Fee (check made payable to the **Treasurer, City of Winchester**)
- \_\_\_\_\_ List of adjacent property owners (public hearing items only). List must provide name and mailing address as appears in Land Records for owners of all properties within 300 feet of any portion of the subject site.
- \_\_\_\_\_ Disclosure of Real Parties in Interest (list all equitable owners)

All public hearing materials must be submitted at one time by 5:00 PM on the deadline date for the next regular meeting in order to be placed on the agenda. **Only complete applications, which includes all the above materials, will be accepted.**

I/we hereby certify that the above information is complete and correct and that public notification will be properly posted on the site not later than 14 days before the public hearing (if applicable) and that all delinquent Real Estate taxes have been paid per Section 23-9.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
**APPLICANT**

CASE #: CU-\_\_\_\_\_  
FEE AM'T: \_\_\_\_\_  
DATE PAID: \_\_\_\_\_

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Additional Owner's Name

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Address

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City, State, Zip

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Telephone

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OWNER'S SIGNATURE

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Additional Owner's Name

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Address

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City, State, Zip

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Telephone

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OWNER'S SIGNATURE

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Additional Owner's Name

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Address

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City, State, Zip

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Telephone

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OWNER'S SIGNATURE

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Additional Owner's Name

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Address

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City, State, Zip

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Telephone

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OWNER'S SIGNATURE

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