

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

<b>Please print or type all information</b>			
_____	_____ Applicant		
_____ Telephone	_____ Street Address		
_____ E-mail address	_____ City	_____ State	_____ Zip

_____	_____ 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

<b>CONDITIONAL USE</b>	<b>FEE</b>
Code Section: _____	_____
Type of Use: _____	<input type="checkbox"/> \$500 <input type="checkbox"/> \$25 – property list
	<input type="checkbox"/> \$200 (if filed with site plan) <input type="checkbox"/> \$50 – sign deposit
	<input type="checkbox"/> \$1500 Telecommunications Facility/Tower (New, Modification, or Collocation)

### 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
- \_\_\_\_\_ **1st Submittal:** 3 paper copies of plans, PLUS 1 digital copy (PDF) of all documents. Revisions will require 1 digital copy (PDF) and paper copies as requested by Planning.
- \_\_\_\_\_ Fee (check made payable to the **Treasurer, City of Winchester**)
- \_\_\_\_\_ List of adjacent property owners. 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. If provided by the City, there is a \$25 fee.
- \_\_\_\_\_ 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 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 \_\_\_\_\_ Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Telephone \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

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Additional Owner's Name \_\_\_\_\_ Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Telephone \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

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Additional Owner's Name \_\_\_\_\_ Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Telephone \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

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OWNER'S SIGNATURE \_\_\_\_\_