



CITY OF BUENA VISTA

Zoning Construction Permit

CITY OF BUENA VISTA

Office of Planning and Zoning
 2039 Sycamore Avenue
 Buena Vista VA 24416
 (540) 261-8607

Note: A Site Sketch or Site Plan **MUST** be attached to this application. Submission Date: _____

APPLICANT INFORMATION

Name:					
Address:					
City:		State:		Zip:	
Email:		Phone:			

PROPERTY OWNER INFORMATION

Name:					
Address:					
City:		State:		Zip:	
Phone:					

PHYSICAL LOCATION OF PROPERTY

Address:				
If none, describe location:				
Tax Map Number:		Zoning:		

SITE INFORMATION

Current Land Use:	<input type="checkbox"/> Vacant	<input type="checkbox"/> Residential	<input type="checkbox"/> Industrial		
	<input type="checkbox"/> Commercial	<input type="checkbox"/> Institutional	<input type="checkbox"/> Other:		
Hillside Type Development (Req. site engineering plans)			<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Flood Plain (If 100 Yr, requires elevation certificate & FEMA design requirements)			<input type="checkbox"/> 100 Yr	<input type="checkbox"/> 500 Yr	<input type="checkbox"/> N/A
Public Water (If no public water/sewer, Health Dept documentation required)			<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Public Sewer			<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

PROPOSED CONSTRUCTION ACTIVITY

Describe here

Use the Checklist below for your Site Sketch:

Some construction activity may require a Site Plan meeting additional criteria. Note: “Structure” means any type of construction or erected, the use which requires a location on the ground or attached to something having a location on the ground, including accessory uses.

- Existing lot lines** and their dimensions
- Footprint(s) of **existing structure(s)** including length and width of all walls
- Footprint(s) of **proposed structure(s)** including length and width of all walls
- Distance from front, all side, and rear **property lines** to existing structure(s)
- Distance from proposed structure(s) to **nearest structure(s)** on adjacent property(ies)
- Height** of each existing structure that is to be modified, or of each proposed structure
- Existing or proposed **Curb, gutter, and sidewalk** location
- Sidewalk**, including width and length, if applicable
- Entrance** to property and building(s)
- Floor plan** if creating a new dwelling unit (new building or within existing building)
- Names of **streets and avenues** near property
- Amount of **land disturbance** (in sq ft)

Note: If more than 10,000 sq ft is to be disturbed during construction, an engineered Erosion and Sediment Control Plan must be submitted to the City. The plan must be approved prior to construction activity commencing.

APPLICANT SIGNATURE

Printed Name:		Title:	
Signature:		Date:	
Zoning Administrator:		Date:	
Staff Comments:			