



Zoning Permit Application

Planning & Community Development

221 S. Nursery Avenue Purcellville, VA 20132

(540)338-2304

Fax (540)338-7460

"PLEASE PRINT LEGIBLY"

Permit _____

Residential

- | | |
|---|--|
| ☐ New Construction | ☐ Fence |
| ☐ Addition | ☐ Deck |
| ☐ Interior Alteration | ☐ Other Accessory Structure |
| ☐ Finished Basement with/without (circle one) bathroom | |

Non-Residential

- | |
|---|
| ☐ New Construction |
| ☐ Land Grading |
| ☐ Interior Fit-up |
| ☐ Other _____ |

Other

- | |
|---|
| ☐ Temporary Trailer |
| ☐ Demolition or Relocation |

Project Address _____

Applicants Name _____ E-mail: _____

Owner Name _____ Owners Phone No. _____

Owner Address _____

Contractor/Company Name _____ Phone No. _____

Additional Submission Items as applicable:

- | | |
|--|--|
| ☐ Plat with location of the proposed change and distances to property lines | ☐ Sewer Backup Policy |
| ☐ Approved Utility Availability/Meter Fee Approval Application | ☐ Approved Business Utility Form |
| ☐ Floor Plans & Elevations | |

Brief Description of Work:

_____ Estimated Cost of Project \$ _____

PROPOSED SETBACKS: FRONT: _____ REAR: _____ SIDES: _____ & _____ STRUCTURE HEIGHT: _____
FOR DECKS / ADDITIONS / SHEDS etc.

Property Owner Consent:

I have read this application, understand its intent and freely consent to its filing. The information provided is accurate to the best of my knowledge. I understand that the Town may deny, approve, or conditionally approve this application. I will ensure construction of this project in strict compliance with the terms of this permit and all other applicable requirements of the Town of Purcellville. Furthermore, I grant permission to the Town and its authorized agents to enter the property and make such investigations and tests as they deem necessary relating to this application. I understand that this permit expires six (6) months from the approval date if the authorized use or activity is not commenced.

Property Owner Signature

Date

Property Owner Printed Name

BELOW FOR OFFICE USE ONLY (UPDATED 2025-04-18)

Zoning District: _____ PIN: _____

Permit Fee: _____ Business License Paid: _____ Property Taxes Paid: _____

Conditions: _____

Zoning Approval: _____ Date: _____

ZONING ADMINISTRATOR / DESIGNEE

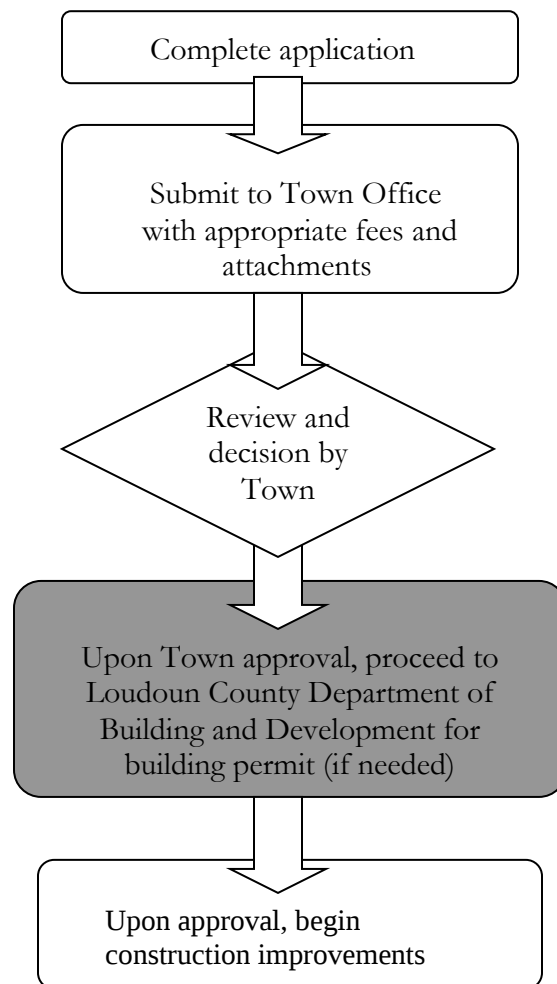
Permit

Town of Purcellville
Department of Community Development

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**Zoning Permit
Process**

The following chart is a general guide to the process of obtaining a Zoning Permit:



***Once all improvements have been completed an Occupancy Permit must be obtained for new Commercial and Industrial and Residential facilities **prior** to the commencement of business or occupancy of the home.*