



221 S. Nursery Avenue Purcellville, VA 20132
(540)338-2304 Fax (540)338-7460

Variance Request Application

Date _____ PIN _____ Zoning District _____

Street Address _____

Agent's Name _____ Owner's Name _____

Fax No. _____ Phone No. _____ Fax No. _____ Phone No. _____

E-mail _____ E-mail _____

Mailing Address _____ Mailing Address _____

I request a variance from Article _____ Section _____.

Specific Dimensions of Variance request _____

Additional Submission Requirements:

- ☐ *An application properly completed.* The application must be filed in the name of the owner, occupant or contract owner. A statement from the property owner claiming knowledge and agreement with the request for a variance request must be included.
- ☐ *A statement of support.* Applicant must file a statement in support of their request stating the nature of their request, and how it conforms to Article 10 of the Purcellville Zoning Ordinance, Section 5.
- ☐ *A site plan or plat of the property.* A site plan or plat must be included drawn to scale and showing all existing buildings including accessory buildings and any proposed structure or alteration.
- ☐ *Payment of fee.* The fee for a variance application must be paid at the time of submission. FEES ARE NON-REFUNDABLE.
- ☐ *Applicant must attend meetings.* Applicants or their agents must be present at the Board of Zoning Appeals meeting on the advertised public hearing date.

Agent/Owner:

I have read this completed 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 that for which I am applying. Furthermore, I grant permission to the Town or authorized government agents to enter the property and make such investigations and tests as they deem necessary.

Agent/Owner's Signature _____ Date _____

For Town Use Only

Application Received:		Hearing Date:		☐ Fees Paid Amount \$ _____
Approved:		Denied:		Variance # _____