

CULPEPER COUNTY ZONING PERMIT



Tax Map/ Parcel ID # _____ Application For: _____

Property Owner: _____ Phone #: _____ Email: _____		
<small>*contact regarding your permit status will be primarily via email*</small>		
Mailing Address: _____ City: _____ State: _____ Zip: _____		

Contractor information (if different than owner)	
Company: _____ Contact name: _____	
Phone: _____ Email: _____	
<small>*contact regarding your permit status will be primarily via email*</small>	
Mailing Address: _____ City: _____ State: _____ Zip: _____	

911 Address (if assigned): _____ Height of Structure: _____

Setbacks: Front: _____ Rear: _____ Right Side: _____ Left Side: _____

Lot Size: _____ Zoning District: _____ Magisterial/Voting District: _____

VDOT Permit Required: No/NA Yes, permit # _____ Site Plan submitted: No/NA Yes

Land Disturbance Permit submitted: No/NA Yes Floodplain No Yes

Watershed Management District: No Yes/District requirement: _____

Entrance Corridor: No/NA Yes, Route: _____

Variance Required: Yes No (If yes, please attach approval letter with application)

Use Permit Required: Yes No (If yes, please attach approval letter with application)

Proffers: Yes \$ _____ No/NA Tap Fees: Yes No/NA Receipt # _____

Notes/Remarks:

IMPORTANT: It is the responsibility of the person issued this permit to follow all zoning regulations. Please view the entire Culpeper County Zoning Ordinance online at www.culpepercounty.gov. (or click [HERE](#)) It is further the responsibility of the person issued this permit to adhere to the administrative site plan as submitted and approved, and strictly to comply with all setback parameters, structural height restrictions, and other regulations articulated herein this permit and the Zoning Ordinance. Failure to act upon this permit within six (6) months will render this permit null and void. A separate Building Permit application may be necessary for this project. Please see the non-discrimination notice attached.

Signature of Owner or Authorized Agent: _____ Date: _____

Approved by Zoning Administrator: _____ Date: _____

NOTICE

Culpeper County does not discriminate - against religions or on the basis of sex, age, race, national origin, or a disability - in its planning and land use processes. If you believe that you have been discriminated against or that the Religious Land Use & Institutionalized Persons Act (“RLUIPA”) has been violated, please ask for a complaint form.

Under the laws of the United States and the Commonwealth of Virginia, no government may discriminate against religions or on the basis of sex, age, race, national origin, or a disability - in its planning and land use processes.

Under RLUIPA, no government may apply its zoning or land use laws, or its policies and procedures in a manner that unjustifiably imposes a substantial burden on the religious exercise of a person, including a religious assembly or institution.

RLUIPA also provides that no government may apply its zoning or land use laws in a manner that treats a religious assembly or institution on less than equal terms that a non-religious institution or assembly.

Finally, RLUIPA provides that no government may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.

Culpeper County does not discriminate against religions in its planning and land use processes. If you believe that you have been discriminated against or that the Religious Land Use & Institutionalized Persons Act (“RLUIPA”) has been violated, please ask for a complaint form.



AGREEMENT IN LIEU OF AN EROSION AND SEDIMENT CONTROL PLAN FOR A SINGLE FAMILY RESIDENCE

Responsible Land Disturber
(RLD) Name & Cert. Number: _____ ph#: _____
e-mail: _____

Bldg Permit #: _____ Tax Map: _____ Acreage to be Disturbed : _____

Job Classification: _____

Landowner Name: _____

Address : _____

e-mail : _____

In lieu of submission of an erosion and sediment control plan for the construction of this single family dwelling; I hereby agree to comply with all requirements determined reasonable and prudent by the Program Administrator, or his agent, in order to ensure properties and waterways downstream from this site are adequately protected from erosion and sediment deposition.

Such requirements shall be based on and in accordance with the standards found in *Chapter 8-Code of the County of Culpeper, entitled "Erosion and Sediment Control Ordinance"*; and on those specifications enumerated in the current edition of the *Virginia Erosion and Sediment Control Handbook*, published by VA Department of Conservation and Recreation.

At a minimum the property owner or his representative shall utilize mulching, silt fencing and a gravel construction entrance to ensure that silt does not leave the property at any time during construction. All storm water conveyance and erosion control measures shall be installed according to the *Virginia Erosion and Sediment Control Handbook*. These measures shall be in place prior to construction and maintained or repaired as needed to ensure their effectiveness.

Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site. Temporary soil stabilization shall be applied within seven days to denuded areas that may not be at final grade but will remain dormant for longer than 14 days. Permanent stabilization shall be applied to areas that are to be left dormant for more than one year. (9VAC25-840-40. Minimum standards)

Each failed inspection will result in a \$50.00 fee to be paid prior to re-inspection.

Please note: this agreement shall expire six (6) months from the date of the initial erosion & sediment control inspection and a \$100.00 renewal fee will be charged.

Failure to permanently stabilize all denuded areas will result in the withholding of final occupancy permit.

Initial: _____

Furthermore, I understand and acknowledge that failure to comply with such requirements within five working days following notice by the representatives of Culpeper County may result in a stop work order and further legal action.

Signature of Landowner or Authorized Agent: _____(seal) Date: _____

Witness/Approved : _____ Date: _____

Culpeper County Erosion and Sediment Control Best Practices

Common E&S Practices for Single Family Homes

First Steps:

1. Single Family Residences whose disturbance is **less than 1 acre** require an Agreement in Lieu of an Erosion and Sediment Control Plan from Culpeper County. The Agreement is easily obtained through the County's Planning and Zoning Office.
2. Do you plan to disturb **more than 1 acre** in the construction of your new home? If so, an Agreement in Lieu of a Stormwater Management Plan must be submitted to the Virginia Department of Environmental Quality (DEQ) prior to beginning Land Disturbance.



Common Erosion and Sediment Control Practices Used in Single Family Construction



Stone Construction Entrance:
VDOT # 1 Stone with Filter
Fabric Underlayment



Straw Bale Barrier: Two
Stakes per Bale with bale
entrenched and backfilled



Silt Fence: Stakes should be
at least 5' long and spaced
no more than 6' apart



Rock Check Dams:
VDOT #1 Stone or Class I Rip
Rap can be used



Surface Roughening: Slopes
should be tracked so grooves
are oriented horizontally



Seeding & Mulching: Seed/
Straw should be applied
within 7 days after final
grade is achieved



Sodding: Sod should be laid
in staggered rows and
installed within 36 hours of
being cut



Stabilization Blanket: Should
be installed per
manufactures
recommendation



Ground Covers: Mulch and
Ornamental Plantings can be
used to stabilize the site.

Culpeper County Erosion and Sediment Control Best Practices

Common Erosion and Sediment Control Practices Used in Single Family Construction (Continued)



Tree Protection: Safety Fence installed around the drip line of trees to protect the root system



Stormwater Conveyance Channel: Channels can be grass, rip-rap, or concrete. Used to convey water away from property

Initial Inspection:

An Initial Erosion and Sediment Control Inspection will be scheduled through the Building Department. This inspection will check to ensure necessary controls are in place before land disturbing activity can begin. Erosion and Sediment Control Inspections will occur regularly until the end of the project. A copy of each report will be emailed to the responsible party if requested.

Final Steps:

Once your project is complete, a Final Erosion and Sediment Control Inspection can be scheduled through the County's Erosion and Sediment Control office. The inspection looks for uniform grass coverage. If uniform grass coverage has not been achieved then a Performance Bond (\$2,500), may be posted to allow the owner to obtain a Certificate of Occupancy. The bond will be returned to the owner/developer once uniform grass coverage is achieved. The bond can be paid easily through the County's Planning and Zoning Office. The bond shall be good for 6 months from the date posted. ***Silt fence shall not be removed until approval from the Program Administrator or designated agent*.**

Owner/Applicant: _____ Phone Number: _____

Virginia Department of Transportation
Culpeper District Office
1601 Orange Road
Culpeper, Virginia 22701
(540) 829-7608
(540) 829-7705 Fax

<i>Staff Use Only</i>	
Route/County:	_____
Number:	_____
Revision	_____
Review Manager:	_____

Service Request Form

APPLICANT

DATE: _____

NAME: _____

COMPANY/AGENCY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____ FAX: _____ EMAIL: _____

Is property owner same as applicant? Yes No
Owner's Name (If different than applicant) _____

<p>PROJECT NAME: _____</p> <p>Are you submitting revised information from a previous request? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, give the date of previous submission.</i> _____</p> <p>Has this project been submitted to local government for approval? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Has local government granted approval of this project? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>TYPE OF REQUEST:</p> <p><input type="checkbox"/> Plan Review:</p> <p><input type="checkbox"/> ADMINISTRATIVE DIVISION* (One (1) Copy of a Surveyors Plat Must Be Submitted w/Request a sight distance profile may be required)</p> <p><input type="checkbox"/> FAMILY SUBDIVISION* (One (1) Copy of Plat Must Be Submitted w/ Request)</p> <p><i>Plan review for a division will include an entrance location review and should include those requirements.</i></p> <p><input type="checkbox"/> Entrance Location Review: VDOT Representative(s) will review the proposed entrance location and property corners that have been flagged or staked. (One (1) Copy of Plat and/or Sketch Must Be Submitted w/ Request)</p> <p><input type="checkbox"/> Other: _____</p> <p><small>*Additional Items (i.e. Traffic Impact Study & Bond) may be required for approval</small></p> <p>Provide Description of Request:</p> <p>_____</p> <p>_____</p> <p>_____</p>

<p><u>REQUIRED SITE INFORMATION:</u></p> <p>County: <input type="checkbox"/> Culpeper <input type="checkbox"/> Fauquier <input type="checkbox"/> Madison <input type="checkbox"/> Orange <input type="checkbox"/> Rappahannock</p> <p>Property Located on Route Number: _____</p> <p>PIN or Tax Map Number: _____</p> <p>Directions to Property: _____</p> <p>_____</p> <p>_____</p>

Administrative Site Plan Requirements

The Following items must be identified:

- 1)Project name, lot owner and developer's name and address, and tax map and parcel number.
- 2)Date of the plan and north arrow.
- 3)Present zoning of the project lot.
- 4)Acreage of the lot.
- 5)Location, height and setback from property lines of all existing and proposed buildings and structures on the lot.
- 6)Location of all existing and proposed wells and sanitary disposal systems.
- 7)Location of all existing and proposed points of access to the lot, and all travelways.
- 8)Location of all existing and proposed parking lots on the lot and number of parking spaces.
- 9)Location of all streams and other bodies of water on the lot.
- 10)Street rights-of-way; including name.
- 11)Identification of any grave, object or structure marking a place of burial on the site and if none, a statement to that effect.