



## • SITE PLAN APPLICATION •

DEPARTMENT OF DEVELOPMENT • WWW.CULPEPERCOUNTY.GOV • (540) 727-3404 • (540)727-3461 Fax

**Site Plan** A graphic portrayal of a proposed development describing both existing and proposed conditions of the lot(s), including, but not limited to, use, location and bulk of buildings and structures, density of development, location of public utilities and facilities, means of ingress and egress, existing and finished grades, landscaping, signs, drainage and lighting.

**Administrative Site Plan** (Application Fee: \$40.00)

Site Plan approval by the Zoning Administrator shall be required prior to the issuance of certain building permits and the establishment of certain uses as described in Article 20. **The Planning Departments determination shall be issued within fifteen (15) days of acceptance.**

**Minor Site Plan** (Application Fee: \$1000 + \$150.00 per disturbed acre)

Site Plan approval shall be required prior to the issuance of certain building permits and the establishment of certain uses as described in Article 20. **Subject to agency review. The Planning Departments determination shall be issued within sixty (60) days of acceptance.**

**Full Site Plan** (Application Fee: \$1,500.00 + \$150.00 per disturbed acre) Plus mailing & advertising costs

Site Plan approval shall be required prior to the issuance of certain building permits and the establishment of certain uses as described in Article 20. **Subject to agency review and approval by the Planning Commission. A determination shall be issued within sixty (60) days of acceptance.**

### Site Plan Type

Administrative Site Plan (Application Fee: \$40.00)

Minor Site Plan (Application Fee: \$1000.00 + \$150.00 per disturbed acre)

Full Site Plan (Application Fee: \$1,500.00 + \$150.00 per disturbed acre) Plus mailing & advertising costs

Site Plan Amendment (Application Fee: \$300.00)

Site Plan Resubmittal, after 2nd Submittal (Application Fee: \$300.00 per each additional submittal)

The approval of a Site Plan does not relieve the applicant of the necessity for any other required permits for entrances, construction, sign, etc.

**By signing this application, I acknowledge that on any matter before the Planning Commission for determination, the Applicant, or a representative of the Applicant who is fully authorized, able, and willing to act on behalf of the Applicant and to answer the Commission's questions, fails to appear before the Commission in its proceeding on the Applicant's matter, the Commission may deem the absence of the Applicant or representative, to be a request by the Applicant for a tabling of the matter.**

Initial

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**Property Owner or Applicant Contact Information**

First name

Last name

Company or Business Name (if applicable)

Title (if applicable)

Street address

Street address line 2

City

State

Zip code

Phone number

Email Address

\*contact regarding your application will be primarily via email\*

Tax Map and  
Parcel Number

Zoning District

**Parcel Information**

Site address (if different from above)

Magisterial District

Please describe below the use for which you are applying

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**Submittal Requirement Check List**

**CULPEPER COUNTY CODE**

Administrative Site Plan- Four (4) Copies of the Site Plan in accordance with Article 20-5-2 shall be submitted upon application

Minor Site Plan- Ten (10) folded Copies of the Site Plan in accordance with Article 20-5-3 shall be submitted upon application

Full Site Plan-Twenty Five (25) folded Copies of the Site Plan in accordance with Article 20-5-4 shall be submitted upon application.

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Please Print this application and Sign Below

Date Submitted

## **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.**