

FOR OFFICE USE ONLY

BNB # _____

Fee Amount \$ _____ Date Paid _____ By who? _____ Receipt # _____ Ck# _____ By: _____

Application for Bed and Breakfast



Bed and Breakfast fee = \$108 **Fire Rescue fee = \$50**

Bed and Breakfast Regulations Checklist.

Certification that notice of this application has been provided to the property owner, if owner is different from applicant.

A Bed and Breakfast is a use within the Rural Areas zoning district composed of transient lodging provided within a single family dwelling and/or one or more structures that are accessory to the single family dwelling, having not more than five (5) guest rooms in the aggregate, and which also may include rooms for dining and for meetings for use by transient lodging guests of the bed and breakfast provided that the dining and meeting rooms are accessory to the bed and breakfast use.

Project Name: _____

Tax map and parcel: _____

Physical Street Address: _____

Applicant (who should we contact about this project): _____

Street Address _____

City _____ **State** _____ **Zip Code** _____

Phone Number _____

Email _____

Owner of Record _____

Street Address _____

City _____ **State** _____ **Zip Code** _____

Phone Number _____

Email _____

Owner/Applicant Must Read and Sign

I hereby certify that the information provided on this application and accompanying information is accurate, true and correct to the best of my knowledge and belief.

Signature of Owner, Agent

Date

Print Name

Daytime phone number of Signatory

**BED AND BREAKFAST REGULATIONS CHECKLIST
(ZONING ORDINANCE SECTIONS 5.1.48 & 31.5)**

Each bed and breakfast shall be subject to the following:

SKETCH REQUIREMENTS

A sketch plan of the site **must** be provided with requested items shown in relation to the property lines **noting compliance with the setbacks:**

- Show the location of all structures, including guest room locations, used for the Bed and Breakfast in relation to the property lines.
- Show the location of parking spaces to be used for the dwelling and the Bed and Breakfast.
- Show the location of the access (ex. The driveway) to all structures to be used for the Bed and Breakfast.
- Show the location, height, and lumens of any existing or proposed lighting to be used for the Bed and Breakfast.
- Show the location of any signs to be used for the Bed and Breakfast. (SEE BELOW FOR SIGNAGE)
- Provide a floor plan of each building proposed for the bed and breakfast use.

Residency. The owner of the parcel or a manager of the bed and breakfast shall reside on the parcel.

OWNER will reside on the parcel **AND/OR** **MANAGER will reside on the parcel**

Number of bed and breakfast uses. Any parcel may have up to two (2) bed and breakfast uses.

(Please mark the appropriate boxes below)

Is this the 1st or 2nd Bed and Breakfast on this parcel?

1st Bed and Breakfast **or** **2nd Bed and Breakfast**

How many guest rooms will each Bed and Breakfast have? 1 2 3 4 **or** 5 1 2 3 4 **or** 5

Guest room: A room which is intended, arranged or designed to be occupied, or which is occupied by one (1) or more guests paying direct or indirect compensation therefor, but in which no provision is made for cooking.

Required development rights, density and limitation. Each single family dwelling to which a bed and breakfast use is accessory shall comply with the following: (i) on any parcel less than twenty-one (21) acres in size, the single family dwelling shall be authorized by a development right as provided in section 10.3; (ii) on any parcel, regardless of size, the single family dwelling shall comply with the permitted density; and (iii) no single family dwelling shall have more than one bed and breakfast use accessory to it.

What is the size of the parcel (in acres) that you propose to have a bed and breakfast? _____

How many dwellings are on the parcel described above? _____

Minimum yards. Any accessory structure used for a bed and breakfast use shall comply either with the applicable minimum yard requirements for a primary structure or a lesser yard approved by the zoning administrator that is not less than the minimum yard required for an accessory structure that would otherwise be applicable, if the zoning administrator finds that: (i) the distance between the accessory structure and the closest primary structure on the closest abutting parcel is greater than the applicable minimum yard requirement for a primary structure; and (ii) written consent has been provided by the owner of the abutting lot consenting to the alternative minimum yard. The minimum yard for any parking area shall be twenty-five (25) feet. (SEE SKETCH REQUIREMENTS)

Will there be accessory structures used for guest rooms? YES or NO
If YES, then how many accessory structures will be used for guest rooms? _____

Parking. In addition to the parking required for a single family dwelling, the number of off-street parking spaces required by section 4.12.6 shall be provided. (SEE SKETCH REQUIREMENTS)

of single family dwellings on the parcel _____ X 2 = _____
of guest rooms on the parcel _____ X 1 = _____
Total number of parking spaces required for this Bed and Breakfast _____

Building code, fire and health approvals. Before the zoning administrator approves a zoning clearance under section 31.5, the owner of the parcel or a manager of the bed and breakfast shall obtain approval of the use from the building official, the fire official, and the Virginia Department of Health.

Contact Building Official for approval of the use 434-296-5832
Contact Fire Official for approval of the use 434-296-5833
Contact Virginia Department of Health for approval of the use 434-972-6219

Uses prohibited. Restaurants are prohibited as a use accessory to a bed and breakfast use.

Signage permitted. One freestanding sign limited to 24 square feet, permit required. If sign is 4 square feet or less then no permit is needed.

APPROVAL INFORMATION

Approved as proposed Approved with conditions Denied

Conditions

Zoning Official _____ **Date** _____