

Application for Major or Minor Site Plan Amendments



Existing Site Plan Name & Number: _____	
Tax map and parcel(s): _____ Zoning: _____	
Contact (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 _____	
Applicant _____	
Street Address _____	
City _____ State _____ Zip Code _____	
Phone Number _____	
Email _____	
FEES	
<input type="checkbox"/> Major Amendment = \$1846 Application \$1775 + Technology Surcharge \$71.00 <input type="checkbox"/> Major Amendment Fire Rescue Fee = \$100	<input type="checkbox"/> Minor Amendment (alterations to parking, circulation, building size, location) = \$613.60 Application \$590 + Technology Surcharge \$23.60 This application may require additional review by the Fire Marshal. Fees in addition to those shown on this application may be required by the Fire Prevention Code Fee Schedule. A copy of the schedule is available from the Fire Marshal.
<i>A completed application and all supplemental documents should be submitted via the Community Development Apply for page. If paper is the only option, then one copy of a completed application and all supplemental documents may be provided.</i>	
Technology Surcharge	4% additional fee on each (does not apply to required notices fees)
Notices required by Section 32.4.2.1 (f) Initial notice fee to be provided in conjunction with an application, for preparing and mailing notices and published notice = \$235 base fee (at time of application) plus the actual cost of first-class postage and advertisement, once determined.	

GROUNDWATER ASSESSMENT

(Required for all non-residential site plans not serviced by public water)

Was a Groundwater Assessment conducted for the existing site plan?

YES

NO

If NO and the new plans show a use using less than 2,000 gallons/day (average)

Tier 3 Groundwater Review = \$627.12
Fee \$603 + Technology Surcharge \$24.12

If NO and the new plans show a use using greater than 2,000 gallons/day (average)

Tier 4 Groundwater Review = \$1,354.08
Fee \$1302 + Technology Surcharge \$52.08

If YES and the use goes from using less than to more than 2,000 gallons/day (average)

Tier 4 minus Tier 3 = \$726.96
Fee \$699 + Technology Surcharge \$27.96

If YES and the use does not change from using less than to more than 2,000 gallons/day (average)

No fee

Comments/Attachments:

Owner/Applicant Must Read and Sign

Major Amendment

This major amendment as submitted contains all of the information required by Section 32.5 (Initial Site Plan) and Section 32.6 (Final Site Plan) of the Albemarle County Zoning Ordinance. I understand that plans which lack information required by said sections shall be deemed incomplete and shall be denied by the agent within ten (10) days of submittal as provided in Section 32.4.2.1 or Section 32.4.3.1 as the case may be.

Minor Amendment

This minor amendment as submitted contains all of the information required by Section 32.5 (Initial Site Plan) and Section 32.6 (Final Site Plan) of the Albemarle County Zoning Ordinance.

I hereby certify that the information provided on this application and accompanying information is accurate, true, and correct to the best of my knowledge. By signing this application, I am consenting to written comments, letters and or notifications regarding this application being provided to me or my designated contact via fax and or email. This consent does not preclude such written communication from also being sent via first class mail.

Signature of Owner, Contract Purchaser, Agent

Date

Print Name

Daytime phone number of Signatory

FOR OFFICE USE ONLY

SDP # _____

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