



**Town of Crewe**  
**Town Manager's Office**  
125 E. Carolina Avenue  
Crewe, VA 23930  
(434) 645-9453 (Phone)  
(434) 634-1240 (Fax)

**Permit Number** \_\_\_\_\_  
**Date** \_\_\_\_\_  
**Tax Map #** \_\_\_\_\_  
**Zoning District** \_\_\_\_\_  
Note: Office Use Only Section

**ZONING APPLICATION**

*Information must be typed or printed and completed in full.  
Attach additional pages where necessary.*

**Land Use Information:**

Application Type:  Variance  Rezoning  Conditional Use Permit (CUP)  
 Text/Code Amendment  Appeal  Renew CUP  
 Telecommunications Tower  Co-location on Tower  Amendment to CUP

Description of Request: \_\_\_\_\_  
\_\_\_\_\_

Proposed Acreage: \_\_\_\_\_

**Applicant/Agent Information:**

Is the applicant:  Property Owner (If property owner skip to next section)  Contract Purchaser  Other: \_\_\_\_\_

Agent(s): \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**If you are the agent for the property owner, do you have consent of the owner attached?**  Yes  No

**Property Owner Information:**

Property Owner (s): \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Subject Parcel Information**

Location of Property: \_\_\_\_\_

Street Address: \_\_\_\_\_  
\_\_\_\_\_

General Description of Property:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Current Zoning (circle one)

R-1 R-2 R-3 RMH C-1 M-1 M-2

Proposed Zoning (for rezoning request)

R-1 R-2 R-3 RMH C-1 M-1 M-2

Existing Use(s) of Property

\_\_\_\_\_  
\_\_\_\_\_

A. Explain fully the proposed use, type of development, operation program, reason for this request, etc.:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Section(s) of the Town Code that pertain to this request

\_\_\_\_\_

C. State how this request will not be materially detrimental to adjacent property, the surrounding neighborhood or Town in general. Include where applicable; information concerning use of public utilities/services, relationship to the comprehensive plan effect of request on public schools, traffic impact, means of access to nearest public road, existing and future area development, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Has any previous application for a land use amendment been filed in connection with these parcels? List case numbers and explain any existing use permit, conditional use, or variance previously granted on

the parcels in question. If this application is to amend an existing conditional use permit or other applicable amendment, please explain the request (proposed change in structure(s)).

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**E. Proffers and Conditions**

List any conditions or proffers currently associated with this property.

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If the applicant proffers any conditions (§ 15.2-2297 of the Code of Virginia), they must:

- 1) The rezoning itself must give rise for the need for the conditions
- 2) The conditions have a reasonable relationship to the rezoning
- 3) The conditions shall not include a cash contribution to the Town of Crewe
- 4) The conditions shall not include mandatory dedication of property
- 5) The conditions shall not include a requirement that the applicant create a property owners' association
- 6) The conditions shall not include payment for or construction of off-site improvements except those provided for in 15.2-2241
- 7) No condition shall be proffered that is not related to the physical development or physical operation of the property
- 8) All conditions shall be in conformity with the comprehensive plan

Proffers may be amended in writing prior the Planning Commission public hearing.

If this is an application for a **conditional zoning**, the following conditions are voluntarily proffered:

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**F. Please list any and all restrictive covenants, deed restrictions and other special considerations:**

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**G. If required by the Zoning Administrator, attach a site plan / plot plan / survey plat / building dimensions / densities showing the location(s) of existing and proposed structures to be erected and applicable setback lines and distances including all zoning district requirements.**

Notes:

- (1) Conditional use permits shall be for an indefinite period of time unless the Town Council imposes a condition specifying a shorter duration. Such permits shall run with the land unless the Town of Crewe imposes a more restrictive condition with regard to the succession to rights in such a permit.
- (2) The Town of Crewe may include suitable regulations and safeguards as it may deem appropriate. Once a conditional use permit is approved subject to such conditions, they shall be deemed to be a

part of the zoning ordinance and may be enforced by the zoning administrator. Conditions attached to a conditional use permit may only be amended or deleted by subsequent application for the purpose.

(3) This application for a conditional use permit must be accompanied by two (2) copies of any required site plans or plot plans.

H. If requesting a variance, explain the unique physical hardship or extraordinary situation (size, shape, topography, etc.) that is justification for the request:

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I. Explain how the zoning ordinance prohibits or unreasonable restricts the use of the property.

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J. Applicant Remarks

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Checklist:

- ✓ The required fee must accompany this application. A fee schedule is attached for your convenience. Checks must be made payable to "The Town of Crewe".
- ✓ Enclose with the application, a copy of the appropriate Town tax map with the property marked and, if available, a surveyed plat of the entire parcel.
- ✓ Enclose with this application any required plans or plats (plans must be folded).
- ✓ Enclose with this application any additional information to assist with review and determination.

I/We hereby certify that to the best of my/our knowledge all the above statements and the statements contained in any exhibits transmitted are true and that the adjacent property owners listed herewith are the owners of record as of the date of the application:

Date: \_\_\_\_\_

Applicant's Name \_\_\_\_\_  
*(Typed or printed)*

Signature of Applicant \_\_\_\_\_

**Note:** Incomplete application will not be accepted. Any request that requires plans must be accompanied by application at time of submission.

*For Office Use by the Town of Crewe*

Zoning Code **Appendix A. Article 17. Fees - Fee Paid:**

Copy of Receipt attached

Action Taken:

\_\_\_\_\_

Town Manager/Zoning Administrator

\_\_\_\_\_

Date

**PERMIT FEES**

<b>VARIANCE REQUEST</b>	<b>\$300.00</b>
<b>REZONING REQUEST</b>	<b>\$400.00 + 50/lot</b>
<b>CONDITIONAL USE PERMIT REQUEST</b>	<b>\$300.00</b>
<b>TELECOMMUNICATIONS TOWER PERMIT REQUEST</b>	<b>\$1,500.00 per plus review by private consultant if deemed necessary for final approval</b>
<b>CO-LOCATION ON EXISTING TOWER PERMIT REQUEST</b>	<b>\$300.00 per plus review by private consultant if deemed necessary for final approval</b>
<b>AMENDMENT TO CONDITIONAL USE PERMIT</b>	<b>\$300.00</b>
<b>RENEWAL OF CONDITIONAL USE PERMIT</b>	<b>\$300.00</b>
<b>TEXT (CODE) AMENDMENT REQUEST</b>	<b>\$400.00</b>
<b>APPEAL</b>	<b>\$300.00</b>