



MONTGOMERY COUNTY, VIRGINIA ZONING VERIFICATION LETTER

Instructions: Complete sections A & C

SECTION A - PARCEL INFORMATION:

Applicant Name: _____ Contact Phone: _____

Mailing Address: _____

Current Parcel Owner: _____ Previous Owner: _____

Descriptive Location of Property or 911 address: _____

Parcel size: _____ acres

Number of Existing Dwelling Units: _____

PROPOSED CONSTRUCTION:

Single Family Dwelling:

- Stickbuilt
 Modular

Manufactured Dwelling:

- Class A (Doublewide, etc. 2+ section)
 Class B (Singlewide 1 Section)

Other construction: _____ Replacement of existing dwelling

CERTIFICATION:

I certify that the information given above is correct and that I intend to begin construction in the near future (within 18 months).

Applicant's Signature

Date

SECTION B- To be completed by Planning & GIS Services:

Assigned 911 Address: _____ State Route # _____

Tax Parcel Number: _____ Parcel ID #: _____ Zoning Designation: _____

Minimum Setbacks: _____ feet Front Yard _____ feet Rear Yard

_____ Left Side Yard _____ Right Side Yard

_____ Side Street (if applicable) _____ Side Through Street (if applicable)

Special Conditions/Notes: _____

Zoning Certification:

I certify that the proposed dwelling/construction complies with current county zoning regulations provided it meets the minimum setback requirements and conditions specified above.

Zoning Administrator's Signature

_____/_____/_____
Date

Zoning Permit Application/Checklist

Received	Information to be submitted/obtained
	1. Site Plans: A site plan is required for all construction excluding alterations. A copy of the survey plat (if available) is recommended (and in some circumstances may be required). The plat may be obtained at the Clerk's office in the Montgomery County Courthouse (540-382-5760).
	2. Building Plans: Building Plans are required for all construction. If the permit is for alterations and/or an addition, a floor plan of the existing structure and a floor plan of the proposed structure are required.
	3. Private water and/or sewer: For residential dwellings, bedroom additions, and/or manufactured homes a copy of a septic construction permit shall be submitted. Please be advised, the number of bedrooms on the septic permit shall match the number of bedrooms (rooms with means of egress and closet) on the building plans or a conditional septic permit will be required. These permits are issued by: <i>Montgomery Co. Health Dept. 210 Pepper Street, Christiansburg. (540-381-7114 ext. 117)</i>
	4. Public water and/or sewer: A copy of proof of payment from the Montgomery County PSA, Town of Christiansburg or Town of Blacksburg is required for residential dwellings, and/or manufactured homes.
	5. FloodPlain: If the property lies within a designated flood fringe area, an elevation certificate shall be submitted.
	6. Entrance Permits: If construction of a driveway and/or road connecting to the VDOT right of way is proposed, an entrance permit from VDOT shall be obtained. Applications are available in Planning & GIS Services and from VDOT 540-381-7200.
	7. Special Conditions and/or Requirements:
	8. Building Permit Application: A separate building permit application is required for all projects. Dept. of Inspections, 755 Roanoke St, Suite 1C, Christiansburg (540-382-5750)

I hereby certify that I have the authority to make the foregoing application, that the information given is correct, including any attached plans or drawings, and that all construction will comply with all applicable development approvals/conditions, and the Montgomery County Zoning Ordinance. I understand this permit authorizes the Zoning Administrator and/or designee to perform reasonable site inspections as required for determining compliance with the conditions applicable to this permit. Further, I understand ANY deviation from this permit application and/or the accompanying plans shall require the express written approval of the Zoning Administrator and/or designee. Failure to do so shall automatically render this permit invalid.

Date: ___ / ___ / ___

Applicant Signature: _____

Planning & GIS Use Only:

ZONING PERMIT

Predevelopment # PRE-2007-XXXXX

Tax Map ID XXX-XX-XXX

Parcel ID XXXXXX

Special Conditions/Restrictions: _____

Permit Approved:

___ / ___ / ___
Date

Signature of Zoning Administrator or Designee