

**Town of Middletown**  
**Planning and Zoning Department**  
7875 Church Street  
Middletown VA, 22645  
(540) 869-2226 Fax (540) 869-4306

## Zoning Permit

Permit # \_\_\_\_\_  
Permit Fee \_\_\_\_\_

### Residential

- ☐ New Construction (\$60)  
☐ Addition (\$30)  
☐ Accessory Structure (\$30)  
☐

### Commercial/Industrial

- ☐ New Construction (\$100)  
☐ Addition/Int. Alteration\*  
☐ Sign Permit (\$50+\$1/SqFt)  
☐

### Other

- ☐ Temporary Use (\$)  
☐ Change of Use (\$)  
☐ Other:

Project Address \_\_\_\_\_  
Applicant Name \_\_\_\_\_ Applicant Phone No. \_\_\_\_\_  
Applicant E-mail \_\_\_\_\_  
Contractors Name \_\_\_\_\_ Contractors Phone No. \_\_\_\_\_  
Owner Name \_\_\_\_\_ Owners Phone No. \_\_\_\_\_  
Owner Address \_\_\_\_\_  
Description of Work: \_\_\_\_\_  
\_\_\_\_\_

### Complete Applicable Sections:

Estimated Cost of Project \$ \_\_\_\_\_ | Setbacks: FY \_\_\_\_\_ SYR \_\_\_\_\_ SYL \_\_\_\_\_ RY \_\_\_\_\_ | Height \_\_\_\_\_  
Square Footage: \_\_\_\_\_ Sign Square Footage: \_\_\_\_\_

### Property Owner/Authorized Agent Consent:

By signing below, I certify that the information provided on this application is true and that I am the current property owner of record or an authorized agent. As an authorized agent, I have express permission from the property owner of record to act on their behalf. I hereby acknowledge that the Town of Middletown shall have the authority to impose such conditions as deemed necessary to request additional information as deemed necessary to serve the public safety, health, interest and welfare. I do also hereby authorize Town of Middletown staff of official business to enter onto the subject property as necessary to process the application.

\_\_\_\_\_  
Property Owner/Authorized Agent Signature

\_\_\_\_\_  
Date

### Right to Appeal:

**Ordinance Chapter 1 Section 19.4 A:** An appeal to the Board [of Zoning Appeals] may be taken by any person aggrieved or by any officer, department, Board or bureau of the Town affected by any decision of the Zoning Administrator or from any order, requirement, decision or determination made by any other administrative officer in the administration or enforcement of Code of Virginia, § 15.2-2280 et seq. The recipient has the right to appeal the notice of a zoning violation or a written order within 30 days in accordance with this section, and that decision shall be final and un-appealable if not appealed within 30 days. The appeal period shall not commence until a written determination is made. The appeal shall be taken within 30 days after the decision appealed from by filing with the Zoning Administrator, and with the Board, a notice of appeal specifying the ground thereof.

### Town Staff Only

Permit Fee: \_\_\_\_\_ Business License Paid: \_\_\_\_\_ Taxes Paid: \_\_\_\_\_  
Zoning District: \_\_\_\_\_ Tax Map #: \_\_\_\_\_ Floodplain: \_\_\_\_\_

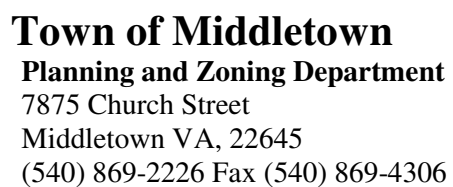
### ZONING APPROVAL

DATE

Conditions or Comments:

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

\_\_\_\_\_



## REAR YARD

STREET NAME

FRONT YARD

STREET NAME