

**PLANNING COMMISSION APPLICATION**

CLIFTON PLANNING COMMISSION  
TOWN OF CLIFTON, VIRGINIA  
APPLICATION FOR USE PERMIT

Revised by Planning Commission 08/06

The undersigned hereby applies for a Use Permit pursuant to Article 2, Section 9-10 of the Zoning Ordinance of the *Code of Town of Clifton, Virginia*. The undersigned has enclosed herewith a check made payable to the "Town of Clifton" for the required application review fee.

Date Submitted to Town Clerk: \_\_\_\_\_

Date Submitted to Chairman of Planning Commission: \_\_\_\_\_

1. Type: ~ Construction ~ Residential ~ Non-Residential ~ Home Business

2. Name of Applicant:

\_\_\_\_\_

3. Owner of Property:

\_\_\_\_\_

4. Name of Business/Organization:

\_\_\_\_\_

5. Owner of Business/Organization:

\_\_\_\_\_

6. Address of Premises:

\_\_\_\_\_

7. Tax Map Number:

\_\_\_\_\_

8. Attach Copy of Plat for Property: ~ Plat Attached

9. Attach Floor Plan (All Non-Residential and Home Business): ~ Floor Plan Attached

10. Zoning District of Premises:

~ Residential ~ Commercial ~ Agricultural ~ Industrial

11. Describe Purpose of Application:

\_\_\_\_\_

\_\_\_\_\_

12. If Commercial, Home Business, Agricultural or Industrial:

· Describe Operation:

\_\_\_\_\_

· Number of Employees:

\_\_\_\_\_

· Days and Hours of Operation:

\_\_\_\_\_

· Number of Client Visits per Day:

\_\_\_\_\_

· Square Footage of Premises:

\_\_\_\_\_

· Number of Off-Street Parking Spaces Available:

\_\_\_\_\_

· Number of Off-Street Parking Spaces Required:

\_\_\_\_\_

· For Home Business Only, Gross Square Footage of Dwelling:

\_\_\_\_\_

13. Application Fee Enclosed: \_\_\_\_\_

(\$250 for new home or commercial construction; \$150 for adding to existing buildings, or new residential construction other than new homes, where the addition or new construction costs over \$25,000; \$25 for all other construction, and any other use permit)

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Signature of Landlord/Lessor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

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

\_\_\_\_\_  
City/Town, State, Zip Code

\_\_\_\_\_  
City/Town, State, Zip Code

\_\_\_\_\_  
Phone Number / Fax Number

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Phone Number / Fax Number

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E-Mail Address

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