



**TOWN OF PEMBROKE**  
**PO BOX 5, 500 SNIDOW STREET**  
**Pembroke, VA 24136**  
**Telephone (540)-626-7191 \* Fax (540)-626-5523**

## 2021 Application for Zoning Permit

The following information must be provided:

Property Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_, 2021

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

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

Telephone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

(Fax) \_\_\_\_\_ (Email address): \_\_\_\_\_

Location of Property and explanation of your zoning request: \_\_\_\_\_

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\_\_\_\_\_

Required attachments: Two (2) copies of an acceptable site plan showing lot dimensions with property line monuments located thereon; location and size of existing and proposed structures; yard dimensions, including dimensions between main and accessory structures and the use of structures: easements (private and public); water courses; Floodway or Floodplain areas; fences; street names and street right-of ways lines; driveways; locations and sizes of parking areas and such other information regarding abutting property as directly affected the application.

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Indicate below information that applies to public water, public sewer, or kind of private septic tank system (requires Health Department approval); VDOT Highway entrance permit; Flood Insurance according to Floodplain Ordinance; Erosion and Sediment Control for ten thousand or more square feet of proposed land disturbance; construction debris containers.

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I CERTIFY THAT THE INFORMATION ON THIS APPLICATION AND ON THE ATTACHMENTS PROVIDED (MAPS, SITE PLANS, AND OTHER ) IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

THE ZONING ADMINISTRATOR SHALL ACT UPON YOUT APPLICATION AS QUICKLY AS POSSIBLE BUT DEFINITELY WITHIN FORTY-FIVE (45) DAYS AFTER RECEIVING THIS APPLICATION. UPON FORMAL WRITTEN NOTICE, THE TIME FOR ACTION MAY BE EXTENDED FOR A FORTY-FIVE (45) DAY PERIOD. ONE COPY OF THE SITE PLAN SHALL BE RETURNED TO YOU WITH EITHER A ZONING PERMIT OR A SIGNED REFUSAL STATING THE REASONS AND CIRING THE PORTIONS OF THE ORDINANCE WITH WHICH THE SUBMITTED PLAN DOES NOT COMPLY.

Notes: \_\_\_\_\_

